

Agenda Item No. 5

SACRAMENTO LOCAL AGENCY FORMATION COMMISSION

*1112 I Street, Suite #100
Sacramento, California 95814
(916) 874-6458*

May 1, 2013

TO: Sacramento Local Agency Formation Commission
FROM: Peter Brundage, Executive Officer
RE: **Rio Linda/Elverta Community Water District – Draft
Municipal Service Review – Report Back (LAFC 07-10)**

RECOMMENDATION

Receive and file status report.

Overall the District continues to provide adequate water service to the community and progress is being made to address the water supply and water quality issues. However, the overall financial condition is weak and the District continues to operate in the red. The District is gradually improving its financial position. In addition, the District is not able to obtain liability coverage for employment practices.

DISCUSSION

This report summarizes the actions, developments, and events related to the Rio Linda Elverta Community Water District that have occurred since April 3, 2013.

I. Board of Directors

The Board is developing a Strategic Plan to prioritize deferred maintenance, capital improvement projects and district financing.

The Board approved the collection of the Inactive Service fee that was recently suspended.

It appears that the new Board is attempting to take positive actions to improve Board meetings and develop a long term operational, financing and capital improvement strategies for the District, and control its legal costs.

II. Proposed Reservoir Tank and Booster Station

CDPH has agreed to amend the Scope of Work for to add a Reservoir Tank and Booster Station in lieu of constructing another well. However, the District needs to develop plans and complete an environmental review of the project before CHDP will approve a change to the Funding Agreement. The District has authorized the General Manager to enter into contracts for environmental and construction design for the proposed reservoir tank.

The following steps summarize the major components of this project:

Complete:	RFP issued for design
Complete:	Select Consulting Engineer
In Progress:	Develop Plans and Specifications
In Progress:	Amend Funding Agreement with CDPH
In Progress:	Issue RFP for Construction Contract
In Progress:	Approve Construction Bid
In Progress:	Commence Construction

It is anticipated that the design and environmental review will take several months to complete. It is possible construction could commence in the Fall of 2013.

Completion of the Reservoir Tank and Booster Pump should allow the District to satisfy the outstanding Compliance Order issued by CHDP.

Overall Operations

The District is improving its ability to remotely monitor wells using telemetry equipment.

Urban Water Management Plan

On December 17, 2012, the Board adopted the District's Urban Water Management Plan and it has been sent to the Department of Water Resources for review and approval.

Status of CDPH Compliance Orders

The water quality and quantity continue to be satisfactory. Water pressure is subject to variation because of leaks and equipment failures. However, generally, water pressures remain adequate and comply with CDPH standards.

Completion of the Reservoir Tank and Booster Station should satisfy the outstanding Compliance Order related to adequate water supply.

III. Sacramento Suburban Water District Interconnection

No changes in the operation or status of the intertie with Sacramento Suburban Water District. RLECWD and Sacramento Suburban Water District renewed this Agreement during February, 2013. This intertie operates only if water pressure drops below 30 psi. Once the reservoir tank and booster station are complete the District will no longer need the intertie agreement, however, the District has entered into a Mutual Aid Agreement with Sacramento Suburban Water District similar to agreements with Del Paso Manor Water District and Carmichael Water District.

IV. Status of District Operations

District Financial Condition

No significant changes in the overall financial situation of the District. Cash Flow remains tight. Accounts Payables **are not** current and the District is operating at a loss or in the “red” for last several months. The financial condition of the District appears to be improving and is actually beginning to stabilize. The General Manager has estimated that the operating fund balance is currently \$27,000 in the red or about 1 ½ months behind.

The District has been able to pay creditors and vendors because it is basically using money that should be deposited into capital and debt service accounts. In addition, over the last several years, the District did not deposit capital construction and debt service funds into the appropriate accounts. Currently, the District needs to put in approximately \$150,000. The District is proposing to repay these funds over a five-year period with annual payments of approximately \$30,000. To date, the District is current with its reserve and debt service accounts per the various agreements.

Also, the Board is attempting to contain and control legal costs.

The General Manager will be presenting the proposed budget at the May Board meeting.

Staffing and Employee Relations

No significant issues to report.

Liability Insurance

The Association of California Water Agencies (ACWA) has extended the District’s liability coverage for a 6 month period; however, this amended policy does not cover “employment practices”. The District has not been able to get coverage for this exclusion. The General Manager has contacted ten (10) carriers. This continues to be a significant issue.

At the May, 2013 ACWA meeting, the Board will reconsider providing the District with Employment Practices Insurance.

District Operations

The General Manager's report for March 12, 2013 to April 8, 2013 is attached highlighting the status of various district activities.

Elverta Specific Plan Development Project

Currently, the CDPH has imposed a building moratorium until the District has complied with the outstanding Compliance Order. The developer for the unfranchised areas of the Elverta Specific Plan Area has contacted the District about annexing the remaining portion of the Elverta Specific Plan Area into the District boundaries.

The original Developer group is negotiating with the District to update the District's Master Plan to evaluate the service needs and requirements of the proposed development project. The Developers will be required to comply with Sacramento County Policy PF 8 related to providing surface water to this development.

Once the Master Plan is complete and approved, the District will prepare a financial plan and rate study to determine the appropriate rates for the new development and current rate payers.

Pending Litigation as of January 14, 2013

Currently, there is no pending litigation. A Settlement Agreement was reached regarding the Joseph Sherrill litigation.

V. Summary of Issues

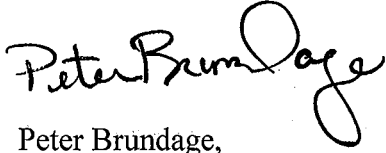
Overall the District is providing adequate water service to the community and progress is being made to address the water supply capacity issue. However, there are two significant issues: the inability of the District to obtain liability coverage for employment practices and the overall financial condition of the District.

VI. Next Steps

LAFCo staff will continue to work with CDPH and the District to monitor the situation. We will keep the Commission informed.

Respectfully Submitted;

SACRAMENTO LOCAL AGENCY FORMATION COMMISSION

A handwritten signature in black ink that reads "Peter Brundage". The signature is written in a cursive style with a large, prominent loop at the end of the word "Brundage".

Peter Brundage,
Executive Officer

Attachments



Managers Report

March 12 to April 8, 2013

On March 12, 2013 the computer we use to download meter reading crashed. The computer tech is determining the problem at this time. Staff may have to manually read meters which will take a considerable amount of extra time. The office scanner is also not talking to any computer but my own at this time.

On March 13, 2013 I met with the Integrated Regional Water Management Plan (IRWMP) stakeholder group. This group is creating the new plan required by the Department of Water Resources for our region. This is also the group that accepts and ranks projects for grant funding. Their ranking is based on a scoring system of project alignment with regional priorities and project implementability. This workshop discussed the final wordsmithing of the IRWMP Plan before it goes to the State. They want to have the final comments by the end of the month. Projects should be submitted for the grants by April 2013 although they can be submitted at anytime as this project list rolls over from year to year. The final plan should go to Department of Water Resources by July 2013.

On March 14, 2013 I went to the Regional Water Authority (RWA) meeting. RWA is currently managing 6 active grants totaling \$44.7 million dollars. \$20.5 million has been reimbursed to date. The RWA's strategic plan update was approved. The current plan is 4 years old. Amendments to the RWA Joint Powers Authority were discussed. The current requirement that all decisions of RWA be unanimous was the main topic of the discussion. It is felt that the RWA is missing out on key opportunities because they cannot get a consensus of the members on issues before they expire. The RWA is proposing a unanimous vote on local issues but not requiring one for External issues. The external issues would require at least 50% approval and no more than 25% opposing. Agencies abstaining or not responding would not be counted. RWA is currently tracking 90 legislative bills many of which are trying to modify the 2014 water bond and implementing last year's "human right to water" legislation.

March 20, 2013 I went to Supervisor Mac Glashan's bimonthly meeting at Cherry Island golf course. She informed us that Library construction has commenced at the old Rio Linda Elementary School. The State spending cuts are affecting the WIC program, senior brown bag lunches, and section 8 housing vouchers for the poor. Wayne Lowery of RLERPDP made a presentation showcasing the many facilities the parks District has to offer. Ms. Mc Glashan will once again be in the Little League parade on 4/6/13 in Rio Linda.

March 24, 2013 I went to the joint meeting of the Sac Suburban and San Juan Water District Boards. They discussed several options for their Districts to better use one another's resources and the benefits of each. Staff had determined that they needed to gather more information on three of the proposed options. These options are: 1. Do nothing, 2. Modify San Juan's Central Valley Project water service area to include Sac Suburban or 3. Consolidate the two Districts. There will be additional joint Board meetings in the future to keep the rest of the water community informed of their findings. The joint

Boards determined that the other water agencies in between Sac Suburban and San Juan should be invited to the staff meetings to add their input on the options.

On March 27, 2013 Chuck Wagenseller Cost estimator for ACWA reviewed the District's property listed on our policy and made a couple of revisions.

On March 28, 2013 Mr. Green and I went to the Special Districts Risk Management Authority Safety Training Day. Mr. Green attended the governance training and I attended training on the SB863 the Workers Compensation Reform Act and safety awareness training. We also attended a group session on employment practices and accommodations for people with disabilities. The training was informative and the District received 2% off of the total cost of our Workers Compensation premium by the two of us attending this free annual seminar.

On March 29, 2013 A firm came out to audit our payroll for the Teamsters. Their audit went well with no negative findings.

On April 2, 2013 the planning committee met and we discussed the Elverta Specific Plan consultant agreement, Backflow testing by others, Engineering Requests for proposals for the L St. reservoir and well 9 and 10 Electrical Panel replacement.

On April 3, 2013 I attended the Lafco meeting with Director Caron. The Lafco Board is pleased with the Districts current direction and the steps the Board is taking to move the District forward. Because of this the Executive Director of Lafco has recommended and it has been approved that the Districts status be put on their consent calendar. In my opinion this is a huge positive step for the District. After 2 years of very hard work and perseverance by staff, myself and the Board the District is finally gaining the confidence of the Lafco Board and staff.

On April 4, 2013 the engineering request for proposals on the L St. reservoir were evaluated. The team will be making a recommendation at this meeting of the Board.

On April 8, 2013 the Admin/Finance committee met and discussed the expenditures and financials for the month of March. A public member asked that legal bill details be made public. It was asked this item be put on the agenda for the next meeting of the Board. It was determined the Resolution presented to the District by RWA should be recommended for approval. It was determined that the Managers training should be recommended to the Board for approval. It was determined based on staff recommendation that the District's accounting chart of accounts should be restructured by creating a new company in Quickbooks. It was also determined that the preliminary budget will be discussed at the next meeting of the finance committee.

RIO LINDA / ELVERTA COMMUNITY WATER DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS
Monday, April 15, 2013 (6:30 p.m.)

Visitor's / Depot Center
6730 Front Street
Rio Linda, CA 95673
(916) 991-1000

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. Request 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 and PLEDGE OF ALLEGIANCE

2. PUBLIC COMMENT

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

a. Minutes:

March 18, 2013 Regular Board Meeting

b. Expenditures

c. Financial Reports

d. Chart of Accounts

Based on Staff recommendation the Finance / Administrative Committee recommends that Staff create a second company in Quick books with the appropriate account names, structure and abandoned the existing company on June 30, 2013.

4. REGULAR CALENDAR

ITEMS FOR DISCUSSION AND ACTION

4.1 Resolution 2013-05 Minimum Service Fee for Inactive Customers

pay a minimum bi-monthly water service fee, without further waivers, as follows: the current base rate of \$44.33 and any subsequent increases and the capital improvement surcharge in the amount of \$19.00.

Action Item: It is recommended by the General Counsel that the Board adopt Resolution 2013-05.

b. The Public has requested Board consideration of the ability to disconnect from the District to avoid the minimum bill and pay all fees including capacity fees again when they reconnect. Staff recommends this concept be added to the Resolution.

4.2 Resolution 2013-06 in Support of Amendments to the Joint Powers Agreement Governing the Regional Water Authority (RWA).

1. Approves the amendments to the Regional Water Authority Joint Powers Agreement as presented, and
2. Authorizes the Board Chairman to sign said agreement and submit to the Regional Water Authority.

Action Item: It is recommended by the Finance / Administrative Committee that the Board adopt Resolution 2013-06.

4.3 Set Date for Public Hearing for Preliminary Budget Hearing in May.
The Board will set a date for a Public Hearing for the Preliminary Budget.

Action Item: It is recommended by the Finance / Administrative Committee that the Board approve a Public Hearing date of May 20, 2013.

4.4 District Policy Manual Changes

Action Item: It is recommended by the Finance / Administrative Committee that Resolutions are no longer required to make Policy Manual changes.

4.5 Elverta Specific Plan Consultant Funding Agreement

Action Item: It is the recommendation of the Planning committee to approve the funding agreement as revised by the committee contingent upon approval of the owners group.

4.6 Legal Bills

The Board will discuss providing full detail of legal bills to the Public.

4.7 Engineering for L Street Reservoir

The Board will be asked to approve the environmental and general engineering for the L Street Reservoir.

Action Item: The Consulting Agreement Evaluation Team recommends the approval of Affinity Engineering for this project.

4.8 EN2 Resources, L Street Reservoir proposal to complete Environmental Analysis, CEQA Documentation and Federal Cross-Cutting Checklist.

Action Item: The Planning Committee has no objection to the staff recommendation to use EN2 Consulting for the environmental work on the L Street reservoir project.

4.9 Management Training

Action Item: The Finance / Administrative Committee recommends that the Board approve "Skill Path Training" for the General Manager in the amount of \$500.

5. CLOSED SESSION

1. CONFERENCE WITH GENERAL COUNSEL - The Board of Directors will meet in closed session pursuant to Government Code § 54956.9(a). Potential Litigation. Mary Harris legal fees.

Announcements from Closed Session

6. INFORMATION ITEMS

1. DISTRICT ACTIVITY REPORT

- a. General Manager's Report
- b. Water Production Report
- c. District Engineers Report

2. BOARD REPORTS

- a. Regional Water Authority – Dills, Henrici
- b. Sacramento Groundwater Authority – Green, Henrici
- c. LAFCo – Caron
- d. Planning Committee – Longo, Green
- e. Finance / Administrative Committee – Dills, Anderson
- f. Legal Ad Hoc Committee – Caron, Anderson
- d. Other Reports

7. DIRECTORS' AND GENERAL MANAGER COMMENTS

8. ADJOURNMENT

Upcoming meetings schedule:

Planning Committee – May 7, 2013, Tuesday, 4:30 pm at the District Office, 730 L Street, Rio Linda, CA
Finance / Administrative Committee – May 13, 2013, Monday, 5:30 pm at the District Office, 730 L Street, Rio Linda, CA

Next Board Meeting – Monday, May 20, 2013, 6:30 pm at the Visitor's / Depot Center, 6730 Front St, Rio Linda, CA 95673.

RIO LINDA



ELVERTA

Consent Calendar

Meeting Date: April 15, 2013

Agenda Item # 3a

Subject:	Minutes
Recommendation:	Approve the following Board minutes; March 18, 2013 Regular Minutes
Current Background and Justification:	
Conclusion:	Revise if needed and approve the Minutes of previous meetings.
Board Action / Motion:	Motioned by Director _____ Seconded by Director _____ Dills: _____ Green: _____ Caron: _____ Anderson: _____ Longo: _____ (A) Yea (N) Nay (Ab) Abstain (Abs) Absent

**-DRAFT-
MINUTES OF THE
MARCH 18, 2013
REGULAR MEETING OF THE BOARD OF DIRECTORS OF
THE RIO LINDA/ELVERTA
COMMUNITY WATER DISTRICT**

1. CALL TO ORDER, ROLL CALL and PLEDGE OF ALLEGIANCE

The March 18, 2013 Regular Meeting of the Board of Directors of the Rio Linda/Elverta Community Water District was called to order at 6:31 p.m. at the Depot/Visitor Center located at 6730 Front Street, Rio Linda, Ca. General Manager, Mary Henrici took roll call of the Board of Directors. President Brent Dills, Director Frank Caron, Director Duane Anderson, Director Matt Longo and Director Paul R. Green, Jr. were present.

2. PUBLIC COMMENT

The Board received public comments from Vivien Johnson and Mary Harris. Public Member, William Hilton commented that the property at the Calvary Baptist Church is still available for a possible well location.

3. CONSENT CALENDAR

a. Minutes:

February 8, 2013 Special Board Meeting
February 11, 2013 Special Board Meeting
March 2, 2013 Special Board Meeting

b. Expenditures

c. Financial Reports

Director Green requested that the minutes of February 11, item 4.3 be changed, he voted nay. He also inquired about the summarized items of the March 2 meeting item 6.1 and further requested that they be action items. Director Green also inquired about checks from the March 11 expenditure list.

Director Anderson asked that the word "restricted" be added to the documents provided so that they can be easily identified. He also commented on the profit and loss statements and the order of the columns.

The Board accepted public comments from Vivien Johnson on checks being held and asked when the Board started receiving payment for committee meetings.

It was moved by Director Green and seconded by Director Anderson to approve the Consent Calendar as presented. The motion carried by a unanimous vote of 5-0-0.

4. REGULAR CALENDAR

4.1 This item was tabled to a future Board meeting as the speakers were not present.

4.2 Water Forum, Sacramento Groundwater Authority and Regional Water Authority

Tom Gohring provided an explanation on the purpose of the Water Forum and its present functions also how they are going to supply water for human development while protecting the ecological system of the lower American River.

John Woodling of the Sacramento Ground Water Authority and Regional Water Authority presented detailed information on how his organization was recommending reliable water supply to 2030 and protection of the lower American River through habitat management, groundwater management and dry year actions. He also provided information on their water conservation grant programs.

The Board accepted public comment from Mary Harris.

4.3 Mutual Aid Agreement

The Board discussed the Mutual Aid Agreement with the Sacramento Suburban Water District. The Planning Committee recommends approval without having General Counsel review the Agreement.

President Dills asked for the estimated time for Legal Counsel to review the agreement. Mr. Mehta stated that the estimated time to review this agreement was 20 hours and is on the high side because there may be other items that needed research and it could possibly take less time.

Director Caron requested to know what the charges were for the equipment on the FEMA schedule of equipment rates. He further commented that we do not know any of the costs associated with this agreement.

District Engineer, Jim Carson stated that this is just to establish a set of rules if help is needed if you do not need or use the mutual aid there will be no costs associated. The cost of the aid can be negotiated upfront when the aid is needed. He also stated that this is the standard agreement that all of the water agencies are agreeing to.

President Dills stated that there are Federal and State emergency guidelines in place to provide mutual aid. He also commented that this agreement is nonbinding.

It was moved by Director Green and seconded by Director Anderson to approve the Mutual Aid Agreement with Sacramento Suburban Water District as written and without Legal Counsel review. The motion carried by a vote of 4-0-1 with President Dills and Director's Longo, Anderson and Green voting yes and Director Caron abstaining.

4.4 Elverta Specific Plan Consultant Funding Agreement

Jim Carson, Affinity Engineering updated the Board on the status of the Elverta Specific Plan Consultant Funding Agreement. He also informed the Board that the Elverta Owner's Group felt that the cost for Legal Counsel to review the agreement was high as the estimated time given was 10 to 15 hours although there should be some form of legal review.

Director Green explained the reasons why he felt that the funding agreement document should take no longer than 2 to 2 – 1/2 hours for legal review.

Mr. Mehta, General Counsel commented on the Owner's Group controlling the District's decision making by controlling the costs.

Public Member, Vivien Johnson urged the District to be cautious as this development and project will change the lives of the community forever.

It was moved by Director Green and seconded by Director Longo to authorize Legal Counsel 3 hours for legal review of the Elverta Specific funding agreement. The motion failed by a vote of 2-3-0 with Director Longo and Green voting yes and President Dills and Director's Anderson and Caron voting no.

President Dills directed General Counsel, Mr. Mehta to review the document and not to exceed the 10 to 15 hours limitation.

4.5 Hydropneumatic tank air relief valve replacement

Mr. Carson, Affinity Engineering informed the Board of the necessity to replace the hydropneumatic tank air relief valves, he further stated that replacement of these valves is critical, as it is a safety issue. Since the current budget does not have sufficient funds for this replacement, the Planning Committee recommends moving \$11,000 from funds budgeted for the Elverta Booster Station planning to fund the replacement of the valves.

It was moved by Director Caron and seconded by President Dills to approve the recommendation of the Planning Committee to move \$11,000 from funds budgeted for the Elverta Booster Station planning fund for the replacement of the hydropneumatic tank air relief valves. The motion carried by unanimous vote of 5-0-0.

4.6 Request of River West Owners Group \ Gibson Ranch, LLC to receive water from RLECWD

Mr. Carson explained that members of the River West Owners Group are requesting to receive water from RLECWD.

The Planning Committee recommends approval and that a letter be written to LAFCo in support of the River West Owners Group to include their land in our District Boundaries so they may develop in the future. The Committee also recommended that District staff compose the letter.

Director Caron asked if the developers of the Elverta Specific Plan were including this section in the plan for development. Mr. Carson stated that the River West Owner's Group and Gibson Ranch, LLC would develop this section.

The Board accepted public comment from Mary Harris and Belinda Paine.

It was moved by Director Caron and seconded by Director Green to approve the General Manager writing a letter in support of the River West Owner's Group / Gibson Ranch LLC to receive water from the Rio Linda / Elverta Community Water District. The motion carried by unanimous vote of 5-0-0.

4.7 Utilization of Legal Counsel's services:

Director Anderson commented on various costs of legal counsel and comments from the public and how Legal Counsel has been working carte blanc with little to no direction from the Board. He further explained the need for controlling the cost of all legal work and the need for Legal Counsel to use outside sources and assistance. He also spoke about how legal counsel bills for phone calls.

Director Green commented on the need to monitor legal counsel tasks and use of his time.

General Manager Henrici stated that the working relationship has changed between General Counsel and herself as she now requests a completion date or estimated completion date when requesting information or tasks. The other change is that the District now has committees that provide recommendations and requests. GM Henrici also commented on her need for direction when there are conflicting requests from the Board and General Counsel.

Director Green recommended that the Board President should have authority to direct staff after consideration of comments from other Board members. He also recommended that the Board President tell the General Manager that there is no more time to be confused the Board is the Governing Body and if the Board gives direction that is the direction or directive for the General Manager to follow.

Director Caron recommended that the District not bring any legal items to the Board for a vote prior to Legal Counsel reviewing.

President Dills asked the Legal Adhoc committee if they have completed their work and what is the purpose of the Legal Adhoc committee?

Director Anderson stated that the Committee was assigned to address the over expenditures of legal costs.

Director Longo suggested that President Dills and the General Manager discuss the assignments given to Legal Counsel.

The Board accepted public comment from Vivien Johnson and Mary Harris.

4.8 Purchase of Used Inserting Equipment

The General Manager updated the Board on the current condition and status of the District inserting equipment. The information was presented to the Finance / Administrative Committee and they recommended that the District purchase used equipment.

It was moved by Director Green and seconded by Director Caron to approve the purchase of used inserting equipment for the District mailing of bills. The motion carried by a unanimous vote of 5-0-0.

The Board accepted public comment from Vivien Johnson.

4.10 Manager Training

General Manager Henrici requested a approval of training on "Managing Multiple Projects". She reminded the Board that her employment contract requires Board approval of her training.

It was moved by Director Caron and seconded by Director Green to approve the requested training for the General Manager. The motion carried by a unanimous vote of 5-0-0.

5. INFORMATION ITEMS

1. DISTRICT ACTIVITY REPORT

- a. General Manager's Report

- b. Water Production Report
- c. District Engineers Report

2. BOARD REPORTS

- a. Regional Water Authority – Dills, Henrici
- b. Sacramento Groundwater Authority – Green, Henrici
- c. LAFCo – Caron
- d. Planning Committee – Longo, Green
- e. Finance / Administrative Committee – Dills, Anderson
- f. Legal Ad Hoc Committee – Caron, Anderson
- d. Other Reports

6. DIRECTORS' AND GENERAL MANAGER COMMENTS

General Manager Henrici stated that she wanted to let the Board know that Sacramento Suburban Water District is having a special meeting on Thursday, March 21, regarding a possible consolidation between San Juan Water District and themselves in case any of the Board wanted to attend.

Director Green commented on page 5 of the Financials and the legal costs.

7. ADJOURNMENT

President Dills adjourned the meeting at 10:35 pm.

Respectfully submitted,

Mary Henrici, Secretary

Brent Dills, President

RIO LINDA



ELVERTA

Consent Calendar

Meeting Date: April 15, 2013

Agenda Item # 3b

Subject:	Expenditures
Recommendation:	The Finance committee recommends the expenditures through March 31, 2013 be approved.
Current Background and Justification:	The Finance committee has reviewed the attached list of expenditures.
Conclusion:	
Board Action / Motion:	Motioned by Director _____ Seconded by Director _____ Dills: _____ Green: _____ Caron: _____ Anderson: _____ Longo: _____ (A) Yea (N) Nay (Ab) Abstain (Abs) Absent

Rio Linda/Elverta Community Water District
All Other Accounts
Expenditure List
March 2013

	Type	Date	Num	Name	Memo	Amount
1002 - CA Bank & Trust Surcharge					NO ACTIVITY	0.00
1005 - CA Bank & Trust Sherrill Reserve					NO ACTIVITY	0.00
1007 - Construction-SRF						
	Bill Pmt-Check	03/15/2013	6000	Affinity Engineering Inc (SRF)	1256	-5,470.00
1012 - CA Bank & Trust Secured CC	General Journal	03/20/2013	JE031309		Traif of funds to Operating acct-Close CA Bank & Trust Secured CC account - No longer needed	-15,006.19
1016 - CA Bank & Trust Surcharge Reserve					NO ACTIVITY	0.00
1032 - CA Bank & Trust Security Acct					NO ACTIVITY	0.00
1033 - CA Bank & Trust Capital Improve						
	Bill Pmt-Check	03/15/2013	1037	Bankcard Center4054	03/2013 Statement-Computer - Wireless Microphones	-812.56
	Bill Pmt-Check	03/15/2013	1038	Affinity Engineering Inc	1257 HydroTanks	-2,890.00
	Bill Pmt-Check	03/15/2013	1039	Sentinel Technology Solutions, In	81391 Employee's New Computer - Setup & Upgrades	-445.56
	Bill Pmt-Check	03/29/2013	1040	AI's Grading & Paving	1661 Blacktop repair contract	-23,056.50
						-27,194.62

Rio Linda/Elverta Community Water District
Expense List
Operating Account
March 2013

Type	Date	Num	Name	Memo	Amount
Check	03/08/2013	2145	VOID.		0.00
Liability Check	03/12/2013	E-pay	Employment Development	002-4351-9 QB Tracking # 904933347	-675.03
Liability Check	03/12/2013	E-pay	Irs	69-0107697 QB Tracking # 90493547	-4,160.66
Liability Check	03/14/2013	EFT	QuickBooks Payroll Service	Created by Payroll Service on 03/12/2013	-9,284.86
Liability Check	03/14/2013	EFT	QuickBooks Payroll Service	Created by Payroll Service on 03/12/2013	-252.55
Paycheck	03/15/2013	2146	Employee	PPE 3-10-13	-137.02
Paycheck	03/15/2013	2147	Employee	PPE 3-10-13	-1,255.22
Bill Pmt -Check	03/15/2013	2148	ACWA/JPIA Powers Insurance Authority	PropPrg4/1/13-4/1/14	-4,279.00
Bill Pmt -Check	03/15/2013	2149	Allied Waste Services, Inc.	0922-002045511	-85.39
Bill Pmt -Check	03/15/2013	2150	Anthem Blue Cross	4-5-6/2013 FOR GERALD S. WICKHAM	-945.21
Bill Pmt -Check	03/15/2013	2151	Bank of New York	3/2013 Bond Pymt	-20,000.00
Bill Pmt -Check	03/15/2013	2152	BSK Labs Fresno, inc.	Feb Chrgs/March bill	-253.00
Bill Pmt -Check	03/15/2013	2153	California State Disbursement Unit	Garnishment PPE 3/15/13	-397.50
Bill Pmt -Check	03/15/2013	2154	DirectHit Pest Control	41803	-75.00
Bill Pmt -Check	03/15/2013	2155	Employee Relations, Inc.	52255 invoice never received - Pre-Employment testing	-36.00
Bill Pmt -Check	03/15/2013	2156	Franchise Tax Board	Employee Garnishment PPE3/15/13	-153.33
Bill Pmt -Check	03/15/2013	2157	Gerald Wickham	4/5-6/2013	-339.00
Bill Pmt -Check	03/15/2013	2158	Labor Ready Southwest, Inc.	16814363 WIE 2/22/13	-611.20
Bill Pmt -Check	03/15/2013	2159	Law Offices of Ravi Mehta	ESP 2/1-2/28/13	-762.50
Bill Pmt -Check	03/15/2013	2160	Customer	Refund Ovr Pymt	-74.08
Bill Pmt -Check	03/15/2013	2161	Maverick Office Systems	Serv Rpt	-112.00
Bill Pmt -Check	03/15/2013	2162	NAPA Auto Parts	779401 Battery Backhoe	-264.13
Bill Pmt -Check	03/15/2013	2163	PKWH Attorneys	Prior Years Invoices dated 2/9/12, 3/8/12, & 4/12/12	-9,863.44
Bill Pmt -Check	03/15/2013	2164	Rio Linda / Elverta Community Water Dist	Cap Improv 3/13	-7,500.00
Bill Pmt -Check	03/15/2013	2165	Rio Linda Hardware and Building Supply	Feb Chrgs/March bill	-235.34
Bill Pmt -Check	03/15/2013	2166	Sacramento County Utilities	1/22 - 3/21/13	-89.90
Bill Pmt -Check	03/15/2013	2167	Sentinel Technology Solutions, Inc.	VOID.	0.00
Bill Pmt -Check	03/15/2013	2168	Special District Risk Management Auth.	42891 4/1 - 6/2013	-6,611.00
Bill Pmt -Check	03/15/2013	2169	Sprint	545668646-073	-231.53
Bill Pmt -Check	03/15/2013	2170	Standard Insurance Company	3/13 Feb PR fig.	-249.28
Bill Pmt -Check	03/15/2013	2171	Teamsters Local #150	Mar13 Dues	-422.00
Bill Pmt -Check	03/15/2013	2172	USA Mobility Wireless, Inc.	W3556699C	-15.11
Bill Pmt -Check	03/15/2013	2173	USPS	BulkMailRefil 3/2013	-2,500.00
Bill Pmt -Check	03/15/2013	2174	Vanguard Cleaning Systems	16920	-195.00
Bill Pmt -Check	03/15/2013	2175	Customer	Over Payment	-69.26
Bill Pmt -Check	03/15/2013	2176	Law Offices of Ravi Mehta	2/1 - 2/28/13	-29,283.47
Bill Pmt -Check	03/15/2013	2177	Comcast	2/2013 bill (RECEIVED AFTER FEB CLOSE)	-392.31
Bill Pmt -Check	03/15/2013	2178	Corelogic Information Solutions Inc	80786277	-134.75
Bill Pmt -Check	03/15/2013	2179	Frank Caron	3/2/13 Meeting	-100.00
Bill Pmt -Check	03/15/2013	2180	Labor Ready Southwest, Inc.	16832667 WIE 3/1/13	-754.45
Bill Pmt -Check	03/15/2013	2181	MailFinance	N3844915 Leased mail equipment April 2013	-95.43
Bill Pmt -Check	03/15/2013	2182	McCrometer, Inc.	411951 RI Flow meter Repair	-766.78
Bill Pmt -Check	03/15/2013	2183	PG & E 762-9	02/06 - 03/07/2013	-19.76
Bill Pmt -Check	03/15/2013	2184	PG&E724-1	02/06 - 03/07/2013	-8.32
Bill Pmt -Check	03/15/2013	2185	Prudential Overall Supply, Inc	4 wks Uniform service	-203.25
Bill Pmt -Check	03/15/2013	2186	Thrasher Bros Automotive	3761 Replace brake master cylinder	-864.39
Bill Pmt -Check	03/15/2013	2187	Customer	Over-payment	-67.65
Bill Pmt -Check	03/15/2013	2188	Bankcard Center 3452	03/2013 Statement- GAS	-487.50

Rio Linda/Elverta Community Water District
Expense Schedule List
Operating Account
March 2013

Type	Date	Num	Name	Memo	Amount
Bill Pmt -Check	03/15/2013	2189	Bankcard Center 3957	03/2013 Statement-Vac Trailer Spray Nozzle-Gas-Key Shop	-463.94
Bill Pmt -Check	03/15/2013	2190	Bankcard Center 4054	03/2013 Statement-Gas-Adobe Acrobat program-Office Supplies-Notary fees for Leins	-1,133.65
Bill Pmt -Check	03/15/2013	2191	Thrasher Bros Automotive	3769 Radiator	-222.71
Bill Pmt -Check	03/15/2013	2192	Bankcard Center 3551	Feb Chrgs/March bill - GAS	-387.37
Bill Pmt -Check	03/15/2013	2193	Affinity Engineering, Inc	1257 District Engineering Rpt-MSA Review-Gibson Ranch Mtg	-1,600.00
Bill Pmt -Check	03/15/2013	2194	Sentinel Technology Solutions, Inc.	Inv. #81374 & 81386 Feb & Mar	-600.00
Check	03/16/2013	2195	VOID	Voided check for LAIF account set-up	0.00
Bill Pmt -Check	03/18/2013	2196	Paul Green	Jan & Feb 2013 Mtgs	-300.00
Bill Pmt -Check	03/19/2013	2197	Frank Caron	VOID CK#2112 To: Frank Caron dated 2-15-13 (Period Closed) Check never recd in mail	-300.00
Bill Pmt -Check	03/19/2013	EFT	CalPERS	Paydate 3-15-13	-3,315.01
Liability Check	03/25/2013	E-pay	Employment Development	002-4351-9 QB Tracking # 92068817	-646.55
Liability Check	03/25/2013	E-pay	Irs	68-0107697 QB Tracking # 92069567	-4,027.54
Bill Pmt -Check	03/27/2013	2198	BSK Labs Fresno, inc.	S300243	-60.00
Liability Check	03/28/2013	EFT	QuickBooks Payroll Service	Created by Payroll Service on 03/25/2013	-9,274.36
Liability Check	03/28/2013	EFT	QuickBooks Payroll Service	Created by Payroll Service on 03/25/2013	-322.75
Bill Pmt -Check	03/29/2013	2199	AIG Valic	Mar 2013 Employee deductions	-100.00
Bill Pmt -Check	03/29/2013	2200	Brent Dilis	3 Mar 2013 Mtgs	-300.00
Bill Pmt -Check	03/29/2013	2201	California Department of Public Health	VOID: 1350425 printer error	0.00
Bill Pmt -Check	03/29/2013	2202	California State Disbursement Unit	Employee Garnishment	-397.50
Bill Pmt -Check	03/29/2013	2203	Cintas	5000333549 Safety Equipment	-27.63
Bill Pmt -Check	03/29/2013	2204	County of Sacramento	0090309999 Permit fees	-360.50
Bill Pmt -Check	03/29/2013	2205	Delta Health Systems	APR 2013	-7,554.00
Bill Pmt -Check	03/29/2013	2206	Employee Relations, Inc.	62894 -Employee Pre-Employment testing Volunteer (Not Employee)	-36.00
Bill Pmt -Check	03/29/2013	2207	Franchise Tax Board	3/31/13 Employee Garnishment	-153.33
Bill Pmt -Check	03/29/2013	2208	Frank Caron	1 March 2013 Mtg	-100.00
Bill Pmt -Check	03/29/2013	2209	Groeniger & Company	0881986-6" Coupling-6" PVC Restraint-42" Bury Dry Hydrant	-66.84
Bill Pmt -Check	03/29/2013	2210	Hach Company	8197650- 2 DPD Floc Reagent	-395.15
Bill Pmt -Check	03/29/2013	2211	Labor Ready Southwest, Inc.	W/E 3/8, 3/15/ 3/22	-1,936.48
Bill Pmt -Check	03/29/2013	2212	PG&E 742-3	2/14 - 3/15/13	-27.72
Bill Pmt -Check	03/29/2013	2213	Quill Corporation	1131658 Carbonless P.O.s	-178.19
Bill Pmt -Check	03/29/2013	2214	Sierra Chemical Company	73659	-1,132.40
Bill Pmt -Check	03/29/2013	2215	SMUD	All bills Feb Chrgs/ March Bills	-11,368.36
Paycheck	03/29/2013	2216	Employee	PPE 3-25-13	-919.75
Paycheck	03/29/2013	2217	Employee	PPE 3-25-13	-54.81
Bill Pmt -Check	03/29/2013	2218	California Department of Public Health	1350425 Permits-Inspections-Compliance Tracking-Var/Exemp/Waivers/Plan Chk	-14,288.40
Bill Pmt -Check	03/29/2013	2219	Rio Linda / Elverta Community Water Dist	VOID: March 2013 Surcharge(Error on calculation)	0.00
Bill Pmt -Check	03/29/2013	EFT	CalPERS	PayDate 3-31-13	-3,322.34
				TOTAL	-171,585.90

RIO LINDA



ELVERTA

Consent Calendar

Meeting Date: April 15, 2013

Agenda Item # 3c

Subject:	Financial Reports
Recommendation:	The Finance committee recommends approval of the Financial Reports.
Current Background and Justification:	The Finance committee has reviewed and discussed the financial reports for the month of March 2013.
Conclusion:	
Board Action / Motion:	Motioned by Director _____ Seconded by Director _____ Dills: _____ Green: _____ Caron: _____ Anderson: _____ Longo: _____ (A) Yea (N) Nay (Ab) Abstain (Abs) Absent

Rio Linda/Elverta Community Water District

BANKING

As Of March 31, 2013

CHECKING & SAVINGS BANK ACCOUNT BALANCES UN-RECONCILED:

GL Acct No#	Bank Account Name	Bank Balance
1002	CB&T Surcharge	316,716.24
1015	CB&T Surcharge Restricted Reserve	481,963.08
1009	CB&T Operating	-64,623.92
1012	CB&T Secured CC-ACCOUNT CLOSED	0.00
1032	CB&T Security Dep Acct	49,415.35
1033	CB&T Capital Improve	90,543.49
1041	Bank of New York-Debt Service	100,000.00
1044	Bank of NY-Reserve Restricted Fund	243,345.46
1051	Restricted LAIF: for GASB 45	15,560.17
1005	Sherrill Reserve	25,000.00
1007	Construction Checking Account SRF	194,530.00

TOTAL \$ 1,452,449.87

OPERATING BANK ACCOUNT - CHECKS HOLDING:

Date Written	Payee	Ck#	Description	Amount
2/15/2013	RLECWD	2117	Capital Improvements 2/2013	7,500.00
2/28/2013	RLECWD	2143	Surcharge Account 02/2013	61,244.41
3/15/2013	Bank of New York	2151	Bond Payment 03/2013	20,000.00
3/15/2013	RLECWD	2164	Capital Improvements 3/2013	7,500.00

TOTAL 96,244.41

Rio Linda/Elverta Community Water District
Balance Sheet
 As of March 31, 2013

Mar 31, 13

ASSETS

Current Assets

Checking/Savings

1009 · CA Bank & Trust Operating	-64,623.92
1005 · Sherrill Reserve	25,000.00
1007 · Construction-SRF	194,530.00
1002 · CA Bank & Trust Surcharge	316,716.24
1015 · CA Bank & Trust Surcharge Reser	481,963.08
1032 · CA Bank & Trust Security Acct	49,415.35
1033 · CA Bank & Trust Capital Improve	90,543.49
1041 · Bank of New York-Debt Service	100,000.00
1044 · Bank of NY-Reserve Fund	243,345.46
1051 · Restricted for GASB 45	15,560.17

Total Checking/Savings 1,452,449.87

Accounts Receivable

1202 · State Revolving Fund Receivable	79,333.98
--	-----------

Total Accounts Receivable 79,333.98

Other Current Assets

1201 · Water Utility Receivables	376,047.33
1500 · Inventory	62,365.98
1602 · Prepaid Insurance	21,115.22
1620 · Elverta Specific Plan Receivable	5,548.75

Total Other Current Assets 465,077.28

Total Current Assets 1,996,861.13

Fixed Assets

1722 · Urban Water Management Plan	10,680.00
1700 · Construction in Process Well 15	2,689,650.51
1701 · Compliance Order Improvements	102,423.90
1702 · SCADA System Under Development	8,001.30
1703 · General Plant	792,012.65
1704 · Pumping Plant	105,000.00
1705 · Transmission & Distribution	11,168,400.29
1706 · Land	496,673.45
1707 · CIP Well #14	114,841.40
1716 · CIP Well 16	111,355.93
1717 · CIP Well 17	98,566.63
1720 · Diesel Generator/Air Compressor	11,784.00
1723 · Misc Bowl Replacements	17,862.55
1750 · Accumulated Depreciation	
1757 · Urban Water Management Plan Dep	-534.00
1753 · General Plant	-743,634.33
1754 · Pumping Plant	-105,000.00
1755 · Transmission & Distribution	-4,819,765.74
1756 · Diesel Generator/Air Com Deprec	-1,964.00

Total 1750 · Accumulated Depreciation -5,670,898.07

Total Fixed Assets 10,056,354.54

Other Assets

1800 · 1994 Debt Deferred Refunding	
1801 · Debt Deferred Refunding - Other	854,897.58
1815 · 1994 Debt Deferred-Accum Amort	-376,763.88

Total 1800 · 1994 Debt Deferred Refunding 478,133.70

1820 · 2003 Bond Debt Issuance Cost	
1821 · 2003 Bond Debt Issuance-Other	242,518.01
1825 · 2003 Bond Cost-Accum Amort	-77,045.29

Total 1820 · 2003 Bond Debt Issuance Cost 165,472.72

1900 · Annexation-Boundary Maps

1901 · Annexation Boundary Maps-Other	42,790.25
1915 · Accum. Amortization Annexation	-42,790.25

Rio Linda/Elverta Community Water District
Balance Sheet
 As of March 31, 2013

	Mar 31, 13
Total 1900 · Annexation-Boundary Maps	0.00
1920 · Master Plan	
1921 · Master Plan - Other	261,526.17
1925 · Accumulated Amortization-Master	-104,553.81
Total 1920 · Master Plan	156,972.36
1930 · Regional Master Plan	
1931 · Regional Master-Plan-Other	30,101.60
1935 · Accum. Amortization Regional MP	-12,039.80
Total 1930 · Regional Master Plan	18,061.80
1940 · Standard Improvement	
1941 · Standard Improvement - Other	28,767.00
1945 · Accum. Amortization-Standards	-28,767.00
Total 1940 · Standard Improvement	0.00
Total Other Assets	818,640.58
TOTAL ASSETS	12,871,856.25
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2205 · Retentions payable	63,166.00
2000 · Accounts Payable	25,631.68
Total Accounts Payable	88,797.68
Other Current Liabilities	
2001 · Prepaid Service Installations	600.00
2005 · Bond Interest Payable	24,204.17
2015 · Sherrill Settlement Payable	85,000.00
2100 · Payroll Liabilities	
2107 · Insurance Payable	
2117 · Group Health PR Lia.	-1,134.00
2127 · AFLAC PR Lia	318.84
Total 2107 · Insurance Payable	-815.16
2111 · State Unemployment Ins	2,793.00
2114 · Union Dues	-0.78
Total 2100 · Payroll Liabilities	1,977.06
2200 · Security Deposits Payable	33,039.09
2500 · 2003 Bond Issue-ST	95,000.00
2510 · Accumulated Sick/Vacation	
2511 · Compensated Absences Short Term	24,097.71
Total 2510 · Accumulated Sick/Vacation	24,097.71
Total Other Current Liabilities	263,918.03
Total Current Liabilities	352,715.71
Long Term Liabilities	
2600 · 2003 Bond Issue	3,215,000.00
2601 · 2003 Bond Issue-LT	-95,000.00
Total Long Term Liabilities	3,120,000.00
Total Liabilities	3,472,715.71
Equity	
3100 · Capital Assets, Net	5,348,202.00
3200 · Restricted Fund Balances	
3201 · 2003 Bond Reserve with Trustee	329,876.58
Total 3200 · Restricted Fund Balances	329,876.58

10:14 AM
04/03/13
Accrual Basis

Rio Linda/Elverta Community Water District
Balance Sheet
As of March 31, 2013

	Mar 31, 13
3210 · Restricted for Surcharge	670,002.00
3300 · Retained Earnings	2,581,860.08
Net Income	489,199.88
Total Equity	9,399,140.54
TOTAL LIABILITIES & EQUITY	12,871,856.25

Rio Linda/Elverta Community Water District
Profit and Loss Budget Performance
March 31, 2013

						Annual Budget	March 13	Jul '12 - Mar 13	% of Budget	Balance
Ordinary Income/Expense										
Income										
4 · OPERATING REVENUES										
Total 40 · Water Service Rates						1,932,206.00	168,294.59	1,482,640.38	76.73%	449,565.62
Total 41 · Account Service Charges						92,000.00	10,665.00	92,258.34	100.28%	-258.34
Total 42 · Field Water Service Fees						16,250.00	331.36	14,902.36	91.71%	1,347.64
Total 4012 · Miscellaneous Revenue						5,000.00	1,282.34	1,591.17	31.82%	3,408.83
Total 4 · OPERATING REVENUES						2,045,456.00	180,573.29	1,591,392.25	77.8%	454,063.75
6000 · NON-OPERATING REVENUES										
6001 · Tower Leases						75,000.00	4,679.74	57,919.70	77.23%	17,080.30
6002 · Earnings on Monies						1,000.00	15.02	580.27	58.03%	419.73
6003 · Property Taxes & Related						60,000.00	0.00	0.00	0.0%	60,000.00
6004 · Miscellaneous Non-Operating						2,500.00	0.00	2,712.48	108.5%	-212.48
6007 · Lawsuit Settlements-One Time						0.00	0.00	25,000.00	0.0%	-25,000.00
Total 6000 · NON-OPERATING REVENUES						138,500.00	4,694.76	86,212.45	62.25%	52,287.55
Total Income						2,183,956.00	185,268.05	1,677,604.70	76.81%	506,351.30
Expense										
5800 · Other Expense - Prior Year						0.00	9,963.44	24,559.23	0.0%	-24,559.23
5999 · Other Expenses						5,000.00	0.00	0.00	0.0%	5,000.00
7 · NON-OPERATING EXPENDITURES										
7007 · Sherrill Settlement Expense						0.00	0.00	85,000.00	0.0%	-85,000.00
Total 70 · Debt Service						240,263.00	0.00	187,584.39	78.07%	52,678.61
7002 · Non-Operating Expense							36.00	215.00	0.0%	-215.00
Total 7 · NON-OPERATING EXPENDITURES						240,263.00	36.00	272,799.39	113.54%	-32,536.39
5 · OPERATING EXPENDITURES										
Total 51 · Officers Fees/Auditor/Legal Fees						307,000.00	29,885.22	467,654.32	152.33%	-160,654.32
52 · Wages & Benefits										
Total 520 · Benefits & Expenses						248,418.50	16,006.08	200,583.06	80.74%	47,835.44
Total 522 · Salary						437,311.00	35,774.46	327,817.96	74.96%	109,493.04
Total 52 · Wages & Benefits						685,729.50	51,780.54	506,556.02	73.87%	179,173.48
Total 524 · Office Operations						88,212.00	7,129.32	65,720.04	74.5%	22,491.96
Total 5300 · Field Operations						367,450.00	32,539.67	212,366.04	57.79%	155,083.96
Total 537 · Conservation						8,176.00	0.00	7,551.12	92.36%	624.88
Total 538 · Contractual Services/Agreements						50,000.00	960.00	7,680.00	15.36%	42,320.00
Total 539 · Insurance						47,500.00	354.25	33,864.03	71.29%	13,635.97
Total 540 · Memberships						38,008.00	0.00	34,095.00	89.7%	3,913.00
5207 · Governmental Fees/Lien Fees						10,000.00	0.00	8,117.99	81.18%	1,882.01
5217 · Elections						8,245.00	0.00	8,245.00	100.0%	0.00
Total 5 · OPERATING EXPENDITURES						1,610,320.50	122,649.00	1,351,849.56	83.95%	258,470.94
Total Expense						1,855,583.50	132,648.44	1,649,208.18	88.88%	206,375.32
Income						328,372.50	52,619.61	28,396.52	8.65%	299,975.98

Rio Linda/Elverta
 Accumulative Costs
 From Inception Thru March 31, 2013

8000 Well #15												
Date	Check Number	Invoice Number	Name	Memo	Amount	Domenichelli & Assoc	Montgomery Watson	Law Offices Ravi Mehta	Affinity Engineering	Vernal Pool	Construction Contracts	Other
FY 2009-2010												
9/22/2009	1003		The News	Well #15 Neg Dec Publication	\$ 33.00							
9/22/2009	1004		Domenichelli & Assoc	September's Inv	\$ 25,761.11	\$ 25,761.11						\$ 33.00
9/22/2009	1001		Domenichelli & Assoc	Voided	\$ -							
9/22/2009	1002		Domenichelli & Assoc	July's Inv	\$ 15,610.60	\$ 15,610.60						
10/19/2009	1005		Domenichelli & Assoc	August's Inv	\$ 12,142.00	\$ 12,142.00						
10/19/2009	1006		Montgomery Watson Harza	Inv #1290344	\$ 10,753.92		\$ 10,753.92					
11/11/2009	1007		Sacramento County Clerk	Notice of Determination	\$ 2,019.00							\$ 2,019.00
11/12/2009	1008		Central Valley Regional Water Quality	Well #15 Permit	\$ 701.00							\$ 701.00
12/3/2009	1008		Domenichelli & Assoc	Inv #RLECD.004.004	\$ 49,309.95	\$ 49,309.95						
12/4/2009	1010		CDM	Inv #8033031472	\$ 786.30							\$ 786.30
12/4/2009	1011		Montgomery Watson Harza	Inv #1204539	\$ 8,669.34		\$ 8,669.34					
12/31/2009	1012		Domenichelli & Assoc	Inv #RLECD.004.005	\$ 28,362.31	\$ 28,362.31						
12/31/2009	1013		The News	10/29 & 11/5	\$ 90.00							\$ 90.00
12/31/2009	1014		Rio Linda Hardware		\$ 5.44							\$ 5.44
1/10/2010	1015		Domenichelli & Assoc		\$ 31,937.70	\$ 31,937.70						\$ 72.00
2/7/2010	1017		Domenichelli & Assoc		\$ 9,905.43	\$ 9,905.43						\$ 40.00
2/22/2010	1016		The News	2/18/2010	\$ 72.00							\$ 72.00
3/8/2010	1019		Domenichelli & Assoc		\$ 16,402.00	\$ 16,402.00						\$ 40.00
3/31/2010	1020	2102933	B.U.D. Unlimited		\$ 40.00							\$ 40.00
4/9/2010	1022		Domenichelli & Assoc	March Services	\$ 39,234.89	\$ 39,234.89						\$ 2,625.00
4/30/2010	1023		Law Offices of Ravi Mehta	Well #15	\$ 2,625.00			\$ 2,625.00				\$ 72.00
6/1/2010	1028		Domenichelli & Assoc	Well #15	\$ 72.00							\$ 5,000.00
6/1/2010	1030		The News	5/13/2010	\$ 3,276.31	\$ 3,276.31						\$ 140.66
6/1/2010	1026		SMUD	Well #15 application fee	\$ 5,000.00							\$ 140.66
6/21/2010	1031		Luis M Ching	Documents for state	\$ 340.66							\$ 140.66
6/30/2010	1036		Domenichelli & Assoc	Well #15	\$ 2,623.60	\$ 2,623.60						\$ 140.66
6/30/2010	1036		Domenichelli & Assoc	Well #15	\$ 15,752.12	\$ 15,752.12						\$ 140.66
6/30/2010	1036		Domenichelli & Assoc	2009-2010	\$ 281,325.68							\$ 140.66
FY 2010-2011												
3/10/2011	116		Domenichelli & Assoc		\$ 3,142.00	\$ 3,142.00						
5/9/2011	1005		Domenichelli & Assoc		\$ 14,232.82	\$ 14,232.82						
6/9/2011	1005		Domenichelli & Assoc		\$ 4,940.00	\$ 4,940.00						
8/1/2010	1050	1049	Affinity Engineering Inc	Inv 1049	\$ 1,280.00				\$ 1,280.00			
9/9/2010	1040		Regional Water Quality Control Board	Discharge permit	\$ 1,452.00							\$ 1,452.00
10/1/2010	1435	1056	Affinity Engineering Inc	Inv 1056	\$ 1,066.67				\$ 1,066.67			
10/29/2010			The News	Legal Notice: Notice to Contractors	\$ 91.50							\$ 91.50
5/13/2011	1003	1109	Affinity Engineering Inc	Well 15 services for 4/11	\$ 7,725.00				\$ 7,725.00			
5/17/2011	1010	837836	Hydro Resources - West Inc	Well 15 drilling	\$ 297,589.50						\$ 297,589.50	
6/20/2011	130	1	Kurey & Associates	Well 15 - Labor Compliance Program services thru 6/30/11	\$ 2,800.00						\$ 2,800.00	
					\$ 334,319.49							

Rio Linda/Elvert
 Accumulative Cost
 From Inception Thru March 31, 2013

Date	Check Number	Invoice Number	Name	Memo	Amount	Domenichelli & Assoc		Montgomery Watson		Law Offices Ravi Mehta		Affinity Engineering		Vernal Pool		Construction Contracts		Other
FY 2011-2012																		
7/18/2011	125		Conservation Resources, LLC	Vernal pool fairy shrimp & tadpole shrimp habitat	\$ 46,400.00									\$ 46,400.00				
7/18/2011	126		Westwell Ecological Services, LLC	Vernal Pool crustacean habitat	\$ 31,900.00									\$ 31,900.00				
8/4/2011	1007		Sacramento Bee	2 day run for Notice to Contractors	\$ 2,421.52													\$ 2,421.52
8/9/2011	1065	1121	Affinity Engineering Inc	Work on Well 15 distribution system, budget & expense report	\$ 3,200.00							\$ 3,200.00						
8/9/2011	1065	1120	Affinity Engineering Inc	SCADA for the new wells	\$ 2,720.00							\$ 2,720.00						
8/9/2011	1008	RELEWD	Domenichelli & Assoc	Professional engineering services rendered thru 7/31/11 for Well 15	\$ 10,119.50	\$ 10,119.50	\$ 10,119.50											
9/6/2011	1012	1126	Affinity Engineering Inc	Attendance at predrilling meeting for Well 16, meeting with CDPH, developing a project plan	\$ 5,600.00							\$ 5,600.00						
9/8/2011	1005	RELEWD	Domenichelli & Assoc	Professional engineering services rendered thru 8/31/11 for Well 15	\$ 4,134.23	\$ 4,134.23	\$ 4,134.23											
10/11/2011	1005	RELEWD	Domenichelli & Assoc	Professional engineering services rendered thru 9/30/11 for Well 15	\$ 7,761.47	\$ 7,761.47	\$ 7,761.47											
10/11/2011	1015	RELEWD	Domenichelli & Assoc	Professional engineering services rendered thru 9/30/11 for Well 15 Construction Management	\$ 11,245.00	\$ 11,245.00	\$ 11,245.00											
10/18/2011	1011	1	Vinciguerra Construction	Well 15 Pipeline work completed thru 10/15/11	\$ 537,970.00									\$ 537,970.00				
10/19/2011	1012	1138	Affinity Engineering Inc	Reviewed & signed SRF documents; reviewed Well 15 plant drawings; talked to surrounding property owners	\$ 2,080.00							\$ 2,080.00						
10/31/2011	1004	9029741	County of Sacramento-Municipal Serv	EP-ENU2010-00112; project #914300	\$ 8,332.37									\$ 8,332.37				
11/7/2011	1012	1140	Affinity Engineering Inc	Meetings w/adjacent property owners to allow access and work out principles of agreement	\$ 4,800.00							\$ 4,800.00						
11/9/2011	1015	RELEWD.004.017	Domenichelli & Assoc	Professional engineering services rendered thru 10/31/11 for Well 15 Project	\$ 21,643.99	\$ 21,643.99	\$ 21,643.99											
11/9/2011	1017	RELEWD.007.002	Domenichelli & Assoc	Professional engineering services rendered through 10/31/11 for Well 15 Construction Management	\$ 22,022.50	\$ 22,022.50	\$ 22,022.50											
11/12/2011	1183	12319	Sign*A*rama	Signs for project	\$ 344.80									\$ 344.80				
12/1/2011	1016		Law Offices of Ravi Mehta	11/1 - 30/2011	\$ 3,927.25							\$ 3,927.25						
12/1/2011	1012	18501	BSK Labs	3 tests for presence/absence of Coliform	\$ 36.00							\$ 36.00						

Rio Linda/Eivert Community Water District
 Accumulative Costs ... SRF Project - Well #15
 From Inception Thru March 31, 2013

Date	Check Number	Invoice Number	Name	Memo	Amount	Domenichelli & Assoc	Montgomery Watson	Law Offices Ravi Mehta	Affinity Engineering	Vernal Pool	Construction Contracts	Other
03/17/2012	1028	1159	Affinity Engineering Inc	February, 2012 - Meeting with project engineer; update DE budget; reviewing CPH correspondence; attending bid opening	\$ 2,080.00				\$ 2,080.00			
03/14/2012	1032		PG & E	To apply for new service for Well 15	\$ 1,000.00							\$ 1,000.00
04/06/2012	1035	RELCWD.007.008	Domenichelli & Associates	Professional engineering services rendered through 3/31/12 for Well 15 Construction Management	\$ 10,817.75	\$ 10,817.75						
05/04/2012	1041	1	Koch & Koch	Construction on Well 14A	\$ 181,725.87						\$ 181,725.87	
05/07/2012	1038	1170	Affinity Engineering Inc	Apr 2012 - reviewing & signing budget & expense reports, submittal reviews, easement acquisitions relative to the adjacent property owners, Well 15 construction meetings	\$ 5,600.00				\$ 5,600.00			
05/09/2012	1039	RELCWD.007.009	Domenichelli & Associates	Professional engineering services rendered through 4/30/12 for Well 15	\$ 15,369.00	\$ 15,369.00						
05/25/2012	1043	519666	BSK Labs	Presence/Absence Coliform by MMO-MUG	\$ 12.00							\$ 12.00
05/31/2012	1048	9030369	County of Sacramento - Municipal Services	Construction Management Inspection SVCS	\$ 454.59							\$ 454.59
06/03/2012	1042		PG&E	To apply for new service for Well 15	\$ 8,914.19							\$ 8,914.19
06/03/2012	1046	May 2012	Law Offices of Ravi Mehta	Legal for 5/2012	\$ 2,862.25			\$ 2,862.25				
06/05/2012	1044	RELCWD.007.010	Domenichelli & Associates	Professional engineering services rendered through 5/31/12 for Well 15	\$ 24,568.60	\$ 24,568.60						
06/11/2012	1045	1178	Affinity Engineering Inc	5/12 Professional engineering services for Well 15	\$ 5,920.00				\$ 5,920.00			
06/18/2012	1	CREDIT	Vinciguerra Construction	Well 15 Pipeline final	\$ (15,000.00)						\$ (15,000.00)	
06/29/2012	1050	2	Koch & Koch	Construction	\$ 371,404.98						\$ 371,404.98	
06/30/2012	Accrual See July for Pymt	RELCWD.007.012	Domenichelli & Associates	Professional engineering services rendered through June 30, 2012	\$ 16,567.25	\$ 16,567.25						
					\$ 1,924,570.58							

Rio Linda/Elverta Community Water District
 Accumulative Costs - RF Project - Well #15
 From Inception Thru March 31, 2013

Date	Check Number	Invoice Number	Name	Memo	Amount	Domenichelli & Assoc	Montgomery Watson	Law Offices Ravi Mehta	Affinity Engineering	Vernal Pool	Construction Contracts	Other
FY 2012/2013												
07/09/2012	1047	1183	Affinity Engineering Inc	6/12 Professional engineering services for Well 15	\$ 3,434.00				\$ 3,434.00			
07/09/2012	1049	RELEWD.007.012	Domenichelli & Associates	Professional engineering services rendered through 6/30/12 for Well 15	\$ 16,567.25	\$ 16,567.25						
07/09/2012	Reverse June 2012 Accrual	RELEWD.007.012	Domenichelli & Associates	Professional engineering services rendered through 6/30/12 for Well 15	\$ (16,567.25)	\$ (16,567.25)						
07/20/2012	Cashier CK#271770		SMUD	Installation of Electricity	\$ 40,152.00						\$ 40,152.00	
08/01/2012	Cashier CK#317530		Law Office of Ravi Mehta	Well 15 legal work	\$ 2,985.75			\$ 2,985.75				
08/06/2012	Cashier CK#317529	RELEWD.007.013	Domenichelli & Associates	Professional engineering services rendered through 7/31/12 for Well 15	\$ 13,107.25	\$ 13,107.25						
08/15/2012	Cashier CK#349830	3	Koch & Koch, Inc	Construction on Well 15	\$ 335,250.18						\$ 335,250.18	
08/20/2012	Cashier CK#317592	1190	Affinity Engineering	7/12 work on Well 15	\$ 4,160.00				\$ 4,160.00			
09/01/2012	Cashier CK#317590	8/12	Law Offices of Ravi Mehta	Well 15 legal work for 8/12	\$ 5,383.25			\$ 5,383.25				
09/10/2012	Cashier CK#317592	1198	Affinity Engineering	7/12 work on Well 15	\$ 7,370.00				\$ 7,370.00			
09/10/2012	Cashier CK#317589	RELEWD.007.014	Domenichelli & Assoc	Professional engineering services rendered through 8/31/12 for Well 15	\$ 15,851.25	\$ 15,851.25						
10/07/2012	Cashier CK#334942	1203	Affinity	Professional engineering services for Well 15	\$ 2,160.00			\$ 2,160.00				
10/01/2012	Cashier CK#334940	10012012	Ravi Mehta	Professional legal services for Well 15	\$ 76.25			\$ 76.25				
10/05/2012	Cashier CK#334941	RELEWD.007.015	Domenichelli & Assoc	Professional engineering services rendered through 9/30/12 for Well 15	\$ 11,728.00	\$ 11,728.00						
09/27/2012	Cashier CK#334969	4	Koch & Koch, Inc	Construction on Well 15	\$ 82,398.47						\$ 82,398.47	
11/01/2012	Cashier CK#335044	10/1/12-10/31/12	Law Offices of Ravi Mehta	10/12 Legal Fees	\$ 262.00			\$ 262.00				
11/09/2012	Cashier CK#34966	CMU-12-2011-79	Dept. Industrial Relations	Well 15 Monitoring	\$ 445.65						\$ 445.65	
11/12/2012	Cashier CK#335015	RELEWD.007.016	Domenichelli & Associates	Professional engineering services rendered through 10/31/12 for Well 15	\$ 16,127.50	\$ 16,127.50						
11/15/2012	Cashier CK#334975	1214	Affinity Engineering Inc	10/12 Work on Well 15	\$ 6,960.00				\$ 6,960.00			

Rio Linda/Elverta Community Water District
 Accumulative Costs - AF Project - Well #15
 From Inception Thru March 31, 2013

Date	Check Number	Invoice Number	Name	Memo	Amount	Domenichelli & Assoc	Montgomery Watson	Law Offices Ravi Mehta	Affinity Engineering	Vernal Pool	Construction Contracts	Other
11/20/2012	Cashier CK#35044	11/1/12 - 11/20/12	Law Offices of Ravi Mehta	11/12 Legal Fees	472.50			\$ 472.50				
01/01/2013	Cashier CK#358002	1225	Affinity Engineering Inc	Services Rendered In Nov 2012	5,120.00				\$ 5,120.00			
01/01/2013	Cashier CK#358002	1230	Affinity Engineering Inc	Services Rendered In Dec 2012	1,920.00				\$ 1,920.00			
01/01/2013	Cashier CK#358040	5	Koch & Koch, Inc	11/12 Progress Billing	229,365.27						\$ 229,365.27	
01/09/2013	Cashier CK#358003	017	Domenichelli & Associates	Services Rendered in Dec 2012	5,250.00	\$ 5,250.00						
02/03/2013	Cashier CK#358056	1238	Affinity Engineering, Inc.	Services Rendered in Jan 2013	1,520.00				\$ 1,520.00			
03/10/2013	6000	1256	Affinity Engineering, Inc.	Services Rendered in Feb 2013	2,880.00				\$ 2,880.00			
				FY 2012/2013	\$ 794,379.32							
				Grand Total	\$ 3,334,595.07	\$ 537,027.36	\$ 19,423.26	\$ 24,643.00	\$ 86,216.47	\$ 78,300.00	\$ 2,497,119.27	\$ 91,855.71
				Plus: 2008 - 2009 Expenses Not Included in this total BUT IT IS INCLUDED IN GI-See Below	\$ 97,974.17							
				GI Reconciles After 4-1-13 Adjusting JE's	\$ 3,432,569.24							
FY 2008-2009			[Expenses for Well #15 - Not eligible for SRF Funding]									
10/13/2008	16768	16768	BSK Labs	Inv #199319	\$ 653.00						\$ 653.00	
10/13/2008	16768	16768	BSK Labs	Inv #199318	\$ 653.00						\$ 653.00	
10/13/2008	16768	16768	BSK Labs	Inv #199317	\$ 653.00						\$ 653.00	
10/24/2008	16797	16797	Eaton Drilling Co Inc	Inv #7815	\$ 80,211.00						\$ 80,211.00	
10/24/2008	16797	16797	Eaton Drilling Co Inc	Inv #7818	\$ 6,712.70						\$ 6,712.70	
5/22/2009	17123	17123	Placer Title Co	Well #15 Escrow	\$ 500.00						\$ 500.00	
6/11/2009	17153	17153	Placer Title Co	Well #15 Closing	\$ 9,500.00						\$ 9,500.00	
6/25/2009	49865	49865	Placer Title Co	Well #15 Closing	\$ (905.30)						\$ (905.30)	
6/29/2009	52991	52991	Placer Title Co	Well #15 Escrow	\$ (3.23)						\$ (3.23)	
				This is NOT included because State will not pay for it	\$ 97,974.17	\$	\$	\$	\$	\$	\$ 86,923.70	\$ 11,050.47

Off by .32 cents because of 6-30-2010 AJE #74 Not exactly the full amount of bills

Rio Linda/Elverta Community Water District
Accumulative Costs for SRF Project Well #14
 From Inception Thru
April 01, 2013

Date	Check Number	Invoice Number	Name	Memo	Amount	Domenichelli & Assoc		Montgomery Watson		Law Offices Ravi Mehta		Affinity Engineering		Vernal Pool		Construction Contracts		Other	
FY 2011-2012																			
9/8/2011	1005	RLECWD.0 05.0011	Domenichelli & Assoc		\$ 2,220.00	\$	2,220.00												
10/11/2011	1015	RLECWD.0 05.001	Domenichelli & Assoc	Professional engineering services rendered through 9/30/11 for Well 14 Design	\$ 9,977.50	\$	9,977.50												
10/11/2011	1015	RLECWD.0 05.001	Domenichelli & Assoc	Professional engineering services rendered through 9/30/11 for Well 14 Design	\$ 3,703.98	\$	3,703.98												
11/9/2011	1015	RLECWD.0 07.002	Domenichelli & Assoc	Professional engineering services rendered through 09/30/11 for Well 14 Project	\$ 7,340.83	\$	7,340.83												
11/9/2011	1015	RLECWD.0 07.002	Domenichelli & Assoc	Should be well 15	\$ (7,340.83)	\$	(7,340.83)												
11/9/2011	1015	RLECWD.0 05.012	Domenichelli & Assoc	Professional engineering services rendered through 10/31/11 for Well 14 Design	\$ 16,823.84	\$	16,823.84												
12/12/2011	1019	RLECWD.0 05.013	Domenichelli & Assoc	Professional engineering	\$ 3,072.58	\$	3,072.58												
04/06/2012	1035	RLECWD.0 05.014	Domenichelli & Assoc	Professional engineering services rendered through 3/31/12 for Well 14A	\$ 1,620.00	\$	1,620.00												
05/09/2012	1039		Domenichelli & Assoc	Professional engineering services rendered through 4/30/12 for Well 14A	\$ 1,620.00	\$	1,620.00												
6/4/2012		RLECWD.0 02WD	Nor-Cal Pump & Well Drilling, Inc.	Professional engineering services rendered through 6/4/12 for Well 14A	\$ 66,388.50	\$	66,388.50												\$ 66,388.50
6/5/2012	1044	RLECWD.0 05.016	Domenichelli & Assoc	Professional engineering services rendered through 5/31/12 for Well 14A	\$ 10,835.00	\$	10,835.00												
6/11/2012	1045	1178	Affinity Engineering	5/12 Professional engineering services for Well 14	\$ 800.00	\$	800.00						\$ 800.00						
6/30/2012	Cross ref Ck#1005	AJE #38	Domenichelli & Assoc	9/8/11 Inv moved to Well #16 Cross Ref Ck#1005	\$ (2,200.00)	\$	(2,200.00)												
FY 2012-2013																			
				Total FY 11/12	\$ 114,861.40	\$	49,872.90	\$		\$			\$ 800.00	\$			\$		\$ 66,388.50

Rio Linda/Elverta Community Water District
Accumulative Costs for SRF Project Well #14

From Inception Thru
April 01, 2013

8008 Well #14		Check Number	Invoice Number	Name	Memo	Amount	Domenichelli & Assoc	Montgomery Watson	Law Offices Ravi Mehta	Affinity Engineering	Vernal Pool	Construction Contracts	Other
FY 2011-2012													
9/8/2011	1005	RELEWD.0 05.0011	Domenichelli & Assoc			\$ 2,220.00	\$ 2,220.00						
10/11/2011	1015	RELEWD.0 05.001	Domenichelli & Assoc	Professional engineering services rendered through 9/30/11 for Well 14 Design		\$ 9,977.50	\$ 9,977.50						
10/11/2011	1015	RELEWD.0 05.001	Domenichelli & Assoc	Professional engineering services rendered through 9/30/11 for Well 14 Design		\$ 3,703.98	\$ 3,703.98						
11/9/2011	1015	RELEWD.0 07.002	Domenichelli & Assoc	Professional engineering services rendered through 09/30/11 for Well 14 Project		\$ 7,340.83	\$ 7,340.83						
11/9/2011	1015	RELEWD.0 07.002	Domenichelli & Assoc	Should be well 15		\$ (7,340.83)	\$ (7,340.83)						
11/9/2011	1015	RELEWD.0 05.012	Domenichelli & Assoc	Professional engineering services rendered through 10/31/11 for Well 14 Design		\$ 16,823.84	\$ 16,823.84						
12/12/2011	1019	RELEWD.0 05.013	Domenichelli & Assoc	Professional engineering		\$ 3,072.58	\$ 3,072.58						
04/06/2012	1035	RELEWD.0 05.014	Domenichelli & Assoc	Professional engineering services rendered through 3/31/12 for Well 14A		\$ 1,620.00	\$ 1,620.00						
05/09/2012	1039		Domenichelli & Assoc	Professional engineering services rendered through 4/30/12 for Well 14A		\$ 1,620.00	\$ 1,620.00						
6/4/2012		RELEWD.0 02WD	Nor-Cal Pump & Well Drilling, Inc.	Professional engineering services rendered through 6/4/12 for Well 14A		\$ 66,388.50						\$ 66,388.50	
6/5/2012	1044	RELEWD.0 05.016	Domenichelli & Assoc	Professional engineering services rendered through 5/31/12 for Well 14A		\$ 10,835.00	\$ 10,835.00						
6/11/2012	1045	1178	Affinity Engineering	5/12 Professional engineering services for Well 14		\$ 800.00				\$ 800.00			
6/30/2012	Cross ref Ck#1005	A/E #38	Domenichelli & Assoc	9/8/11 Inv moved to Well #16 Cross Ref Ck#1005		\$ (2,200.00)							
FY 2012-2013						\$ 114,861.40	\$ 49,872.90	\$ -	\$ -	\$ 800.00	\$ -	\$ -	\$ 66,388.50

Rio Linda/Elverta Community Water District
 Accumulative Costs for SRF Project Well #16
 From Inception Thru March 31, 2013

8001 Well #16		Check Number	Invoice Number	Name	Memo	Amount	Domenichelli & Assoc	Montgomery Watson	Law Offices Ravi Mehta	Affinity Engineering	Vernal Pool	Construction Contracts	Other
FY 2009-2010													
3/10/2010	1018			Sacramento County Recorder	Filing fees for CEQA on Well #16 & #17	\$ 1,018.13							\$ 1,018.13
4/6/2010	1021			Domenichelli & Assoc	Well #16	\$ 10,628.23	\$ 10,628.23						
5/7/2010	1033			Domenichelli & Assoc	Inv #RLCWD.005.002	\$ 28,260.75	\$ 28,260.75						
6/8/2010	1027			Placer Title Co	Escrow #405-3478	\$ 1,000.00							
6/15/2010	1029			Nautilus Construction	Inv #10-297	\$ 2,745.76						\$ 2,745.76	
6/15/2010	1029			Nautilus Construction	Inv #10-297-2	\$ 1,879.50						\$ 1,879.50	
6/15/2010	1029			Nautilus Construction	Inv #10-297-3	\$ 1,959.50						\$ 1,959.50	
6/30/2010	1029			Nautilus Construction	Inv #10-297-4	\$ 1,891.50						\$ 1,891.50	
6/30/2010	1032			Nautilus Construction	Inv #10-297-5	\$ 1,912.50						\$ 1,912.50	
6/30/2010	1032			Nautilus Construction	Inv #10-297-6	\$ 1,827.00						\$ 1,827.00	
6/30/2010	1032			Law Offices of Ravi Mehta	June Well #16	\$ 656.25			\$ 656.25				
6/30/2010	1035			Domenichelli & Assoc	Well #16	\$ 6,662.75	\$ 6,662.75						
6/30/2010	1037			Nautilus Construction	Inv #10-297-7	\$ 1,701.50						\$ 1,701.50	
6/30/2010	1041			Nautilus Construction	Inv #10-297-8	\$ 2,347.00						\$ 2,347.00	
6/30/2010	1041			Nautilus Construction	Inv #10-297-9	\$ 1,005.00						\$ 1,005.00	
6/30/2010	1041			Domenichelli & Assoc	Well #16	\$ 11,351.63	\$ 11,351.63						
	1036				FY 2009-2010 Total	\$ 76,847.00							
FY 2010-2011													
8/1/2010	1038			Law Offices of Ravi Mehta	July services	\$ 656.25			\$ 656.25				
9/1/2010	124			Domenichelli & Assoc		\$ 6,320.00	\$ 6,320.00						
9/8/2010	1039			Law Offices of Ravi Mehta	August services	\$ 629.13			\$ 629.13				
9/13/2010	129			Domenichelli & Assoc		\$ 3,290.00	\$ 3,290.00						
10/1/2010	1056			Affinity Engineering		\$ 1,066.67				\$ 1,066.67			
10/12/2010	124			Domenichelli & Assoc		\$ 7,314.12	\$ 7,314.12						
10/15/2010	1042			Law Offices of Ravi Mehta	September services	\$ 1,639.38			\$ 1,639.38				
11/4/2010	1047			Law Offices of Ravi Mehta	October services	\$ 1,639.38			\$ 1,639.38				
11/8/2010	129			Domenichelli & Assoc		\$ 1,985.00	\$ 1,985.00						
12/9/2010	129			Domenichelli & Assoc		\$ 625.00	\$ 625.00						
2/7/2011	129			Domenichelli & Assoc		\$ 790.00	\$ 790.00						
					FY 2010-2011 Total	\$ 25,954.93							
FY 2011-2012													
8/1/2011	131	Well 16		Law Offices of Ravi Mehta	Well 16 & 17 covering period 7/1 to 31/11	\$ 2,516.25			\$ 2,516.25				

Rio Linda/Elvert Community Water District
 Accumulative Cost of SRF Project Well #17
 From Inception Thru
 March 31, 2013

8002 Well #17		Check Number	Invoice Number	Name	Memo	Amount	Domenichelli & Assoc	Montgomery Watson	Law Offices Ravi Mehta	Affinity Engineering	Vernal Pool	Construction Contracts	Other
FY 2009-2010													
3/10/2010	1018			Sacramento County Recorder	Filing fees for CEQA on Well #16 & #17	\$ 1,018.12						\$ 1,018.12	
4/6/2010	1021			Domenichelli & Assoc	Well #17	\$ 10,628.22	\$ 10,628.22					\$ 6,631.00	
5/5/2010	1025			Nautilus Construction	Inv 10-294	\$ 6,631.00							\$ 1,000.00
5/7/2010	1024			Placer Title Co	Lora Van Dalsem	\$ 1,000.00							
5/7/2010	1034			Domenichelli & Assoc	Inv #RLECW005,002	\$ 28,260.75	\$ 28,260.75						
6/21/2010	1031			Luis M Ching	Documents for state	\$ 70.34							\$ 70.34
6/30/2010	1035			Law Office of Ravi Mehta	June Well #17	\$ 656.25			\$ 656.25				
6/30/2010				Domenichelli & Assoc	Well #17	\$ 6,662.75	\$ 6,662.75						
6/30/2010	1036			Domenichelli & Assoc	Well #17	\$ 11,351.63	\$ 11,351.63						
						\$ 66,279.06							
FY 2010-2011													
8/1/2010	1038			Law Office of Ravi Mehta	July Services	\$ 656.25			\$ 656.25				
9/1/2010	124			Domenichelli & Assoc	Well #17	\$ 6,320.00	\$ 6,320.00						
9/8/2010	1039			Law Office of Ravi Mehta	August	\$ 629.12			\$ 629.12				
10/1/2010			1056	Affinity Engineering	Inv #1056	\$ 1,066.66				\$ 1,066.66			
10/1/2010	129			Domenichelli & Assoc	Well #17	\$ 3,290.00	\$ 3,290.00						
10/12/2010	124			Domenichelli & Assoc	Well #17	\$ 7,314.11	\$ 7,314.11						
10/15/2010	1042			Law Office of Ravi Mehta	September	\$ 1,639.37			\$ 1,639.37				
11/4/2010	1047			Law Office of Ravi Mehta	October	\$ 1,639.37			\$ 1,639.37				
11/8/2010	129			Domenichelli & Assoc	Well #17	\$ 1,985.00	\$ 1,985.00						
12/9/2010	129			Domenichelli & Assoc	Well #17	\$ 625.00	\$ 625.00						
2/7/2011	129			Domenichelli & Assoc	Well #17	\$ 790.00	\$ 790.00						
						\$ 25,954.88							
FY 2011-2012													
8/9/2011	1005		RLECW005,010	Domenichelli & Assoc	Well #17	\$ 1,540.00	\$ 1,540.00						
9/1/2011	1001		40787	Law Offices of Ravi Mehta	Well 17; 8/1 to 31/11	\$ 1,336.25			\$ 1,336.25				
10/1/2011	1002		40817	Law Offices of Ravi Mehta	Well 17; 9/1 to 30/11	\$ 2,122.25			\$ 2,122.25				
11/1/2011	1006		40848	Law Offices of Ravi Mehta	Well 17; 10/1 to 31/11	\$ 76.25			\$ 76.25				
6/30/2012	Audit Adj			Law Offices of Ravi Mehta	Split legal services between Wells 16 & 17 - Per Auditor	\$ 1,258.00							
						\$ 6,332.75							
				Grand Totals		\$ 98,566.69	\$ 78,767.46	\$ -	\$ 8,755.11	\$ 1,066.66	\$ -	\$ 6,631.00	\$ 2,088.46

RIO LINDA



ELVERTA

Consent Calendar

Meeting Date: April 15, 2013

Agenda Item # 3.d

Subject:	Chart of Accounts
Recommendation:	<p><i>Based on Staff recommendation the Finance / Administrative Committee recommends that Staff create a second company in Quick books with the appropriate account names, structure and abandoned the existing company on June 30, 2013.</i></p>
Current Background and Justification:	<p>The District's current accounting chart of accounts is chaotic and does not following the standard general ledger numbering system. There are also accounts noted as expense accounts that should be liability accounts. It has been determined by staff the best way to clear up these accounts would be to set up another company and on July 1, 2013 move all account balances to that company abandoning the District's current system. The old company would be available to review history and the new company would be used from that date forward.</p>
Conclusion:	
Board Action / Motion:	<p>Motioned by Director _____ Seconded by Director _____ Dills: _____ Green: _____ Caron: _____ Anderson: _____ Longo: _____ (A) Yea (N) Nay (Ab) Abstain (Abs) Absent</p>

RIO LINDA



ELVERTA

**Items for Discussion
and Action**

Meeting Date: April 15, 2013

Agenda Item # 4.1

Subject:	Resolution 2013-05 Minimum Service Fee for Inactive Customers
Recommendation:	<p><i>Action Item: It is recommended by the General Counsel that the Board adopt Resolution 2013-05.</i></p> <p>a. All properties/parcels that are connected to the District's water system and have no water usage during a billing period and are deemed to be inactive customers by the District, shall be required to pay a minimum bi-monthly water service fee, without further waivers, as follows: the current base rate of \$44.33 and any subsequent increases and the capital improvement surcharge in the amount of \$19.00.</p> <p>b. The Public has requested Board consideration of the ability to disconnect from the District to avoid the minimum bill and pay all fees including capacity fees again when they reconnect.</p>
Current Background and Justification:	Staff recommends this concept be added to the Resolution.
Conclusion:	
Board Action / Motion:	Motioned by Director _____ Seconded by Director _____ Dills: _____ Green: _____ Caron: _____ Anderson: _____ Longo: _____ (A) Yea (N) Nay (Ab) Abstain (Abs) Absent

Rio Linda / Elverta Community Water District

Resolution 2013-05

**MINIMUM WATER SERVICE FEE FOR ALL PROPERTIES/PARCELS
CONNECTED TO THE DISTRICT'S WATER SYSTEM, AND DEEMED TO BE
INACTIVE CUSTOMERS BY THE DISTRICT**

WHEREAS, the Rio Linda/Elverta Community Water District is the exclusive provider of water which is used for drinking, fire protection, and other purposes to the Rio Linda and Elverta communities.

WHEREAS, in the past, the District has waived the minimum bi-monthly fee for properties/parcels that are connected to the District's water system, but for various reasons had no water usage during that billing period, and are deemed to be inactive customers by the District;

WHEREAS, it has been determined that properties/parcels that are connected to the District's water system, but have no water usage during a billing period, and are deemed to be inactive customers by the District, continue to have water immediately available upon request and should be responsible for their share of the maintenance and capital improvements to the District's water system, as well as expenses associated with the operations of the District.

NOW THEREFORE, BE IT RESOLVED, by the Rio Linda / Elverta Community Water District Board of Directors that all properties/parcels that are connected to the District's water system and have no water usage during a billing period (except those identified and specifically excluded by the District as redundant connections provided by the McClellan Air Force Base), and are deemed to be inactive customers by the District, shall be required to pay a minimum bi-monthly water service fee, without further waivers, as follows: the current base rate of \$44.33 and any subsequent increases and the capital improvement surcharge in the amount of \$19.00.

This Resolution supersedes Resolution 2013-04, and shall be effective immediately upon approval. This Resolution shall be incorporated into the District Policy Manual.

Passed and adopted this 15th Day of April 2013 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Attest:

Brent Dills
President, Board of Directors

Mary Henrici
Secretary of the Board

RIO LINDA



ELVERTA

**Items for Discussion
and Action**

Meeting Date: April 15, 2013

Agenda Item # 4.2

Subject:	Resolution 2013-06 in Support of Amendments to the Joint Powers Agreement Governing the Regional Water Authority (RWA).
Recommendation:	<p><i>Action Item: It is recommended by the Finance / Administrative Committee that the Board adopt Resolution 2013-06.</i></p> <ol style="list-style-type: none">1. Approves the amendments to the Regional Water Authority Joint Powers Agreement as presented, and2. Authorizes the Board Chairman to sign said agreement and submit to the Regional Water Authority.
Current Background and Justification:	<p>The RWA has asked that member agencies adopt the proposed Resolution in order to allow the RWA to better respond to national issues without waiting for unanimous approval by all member agencies for such issues. It also allows a super majority instead of a unanimous vote of all agencies for local issues.</p>
Conclusion:	
Board Action / Motion:	<p>Motioned by Director _____ Seconded by Director _____ Dills: ___ Green: ___ Caron: ___ Anderson: ___ Longo: ___ (A) Yea (N) Nay (Ab) Abstain (Abs) Absent</p>

Rio Linda / Elverta Community Water District

Resolution 2013-06

**RESOLUTION IN SUPPORT OF AMENDMENTS TO THE
JOINT POWERS AGREEMENT
GOVERNING THE
REGIONAL WATER AUTHORITY (RWA)**

WHEREAS, the Regional Water Authority (RWA) was created in 2001 pursuant to the Joint Exercise of Powers Act (Gov. Code § 6500-6536) to assist members in protecting and enhancing the reliability, availability, affordability, and quality of water resources, and;

WHEREAS, The Rio Linda / Elverta Community Water District (RLECWD) has been a member of the RWA since 2002;

WHEREAS, participation in RWA has benefitted RLECWD and its water customers, and;

WHEREAS, the members, contracting entities, and associates members of RWA have shown great capacity to collaborate in furthering the interests of the region and their individual organizations, and;

WHEREAS challenges and opportunities facing RWA and its members increasingly arise from external sources, including state and federal legislation and regulatory processes, and;

WHEREAS modifications to the Joint Power Agreement will make RWA more effective in advocating on behalf of its members and the region.

NOW THEREFORE, BE IT RESOLVED, that the Board of Directors of the Rio Linda / Elverta Community Water District, having reviewed the item:

1. Approves the amendments to the Regional Water Authority Joint Powers Agreement as presented, and
2. Authorizes the Board Chairman to sign said agreement and submit to the Regional Water Authority.

I hereby certify that the foregoing is a full true, and correct copy of a resolution duly and regularly passed and adopted by Rio Linda / Elverta Community Water District, Sacramento County, California at a meeting thereof held April 15, 2013 by the following vote of the members thereof:

Ayes:

Noes:

Absent:

Abstain:

Brent Dills
President, Board of Directors

Attest:

Mary Henrici
Secretary of the Board

ISSUE: CONSIDERATION OF AMENDMENTS TO REGIONAL WATER AUTHORITY JOINT POWERS AGREEMENT

BACKGROUND

RWA has grappled repeatedly over several years with whether to change the provisions of the Joint Powers Agreement (JPA) that require unanimous written approval of policy positions. In 2006, the RWA Executive Committee approved a proposal for minor changes to the JPA on this issue, but the proposed amendment did not progress. In July 2009, the RWA Board adopted a Strategic Plan that identified advocacy as one of four key goals for RWA action. A committee subsequently considered the need for JPA amendments, but did not propose immediate action. Later that year, the special session legislative package on water, and the lack of attention to Northern California concerns in the process, led to a realization that it is more important than ever to have a strong regional voice on issues that could impact the interests of RWA signatories.¹ Evaluating the need for changes to the unanimous consent provisions of the JPA has also been a recurring objective assigned during the performance evaluation of the Executive Director. In March 2012, RWA made significant progress when the Board approved Policy 100.5, which increased RWA's effectiveness at advocacy by defining the mechanism for implementation of policy principles that had been adopted by RWA's signatories.

In November 2012, the RWA Chair appointed an ad hoc committee to consider the necessary changes to RWA's institutional framework to allow us to be more effective in advocacy on behalf of the region. The ad hoc committee was tasked with bringing recommendations back to the RWA Executive Committee for consideration. The Executive Committee subsequently approved JPA amendments for consideration of the full Board of Directors.

PROPOSED JPA AMENDMENTS

The RWA Board voted unanimously on March 14, 2013 to circulate JPA amendments for approval by the members of RWA. Attachment 1 includes a clean draft version of the proposed amended JPA as well as a mark-up version of the affected pages. In summary, the JPA amendments would:

- Emphasize that RWA will advocate on external issues that affect the region by adding advocacy as one of RWA's express powers,
- Define clearly the "External Policy Issues" on which RWA would advocate, including state and federal legislative, regulatory and judicial matters,

¹ As required by JPA law, RWA has "Members," which are public agencies and mutual water companies, and "Contracting Entities," which are investor-owned utilities. To avoid confusion, those groups are referenced together as "signatories."

- Move the process for taking policy positions on External Policy Issues out of the JPA itself and allow RWA's Board of Directors to govern the development of policy positions and their approval, and
- Identify the local issues on which RWA would not advocate – like local land use decisions, local ordinances and agreements or disputes among RWA signatories – without unanimous written consent from all RWA signatories.

The amended JPA would become effective upon approval by all of the currently existing Members as described in a memorandum from RWA General Counsel (Attachment 2). Attachment 3 is a sample resolution that you may modify for your purposes.

RWA IMPLEMENTING POLICY

When the JPA amendments go into effect, the RWA Board will need to implement the changes by approving a policy to govern RWA's advocacy on External Policy Issues. The ad hoc committee, Executive Committee and Board all discussed possible provisions of such a policy, but nothing has been formally considered for adoption.

During the March 14, 2013 meeting at which the Board approved the circulation of the proposed JPA amendments, the Board also reviewed a preliminary draft policy (100.X) to inform the discussion of JPA amendments. The draft contained some fundamental aspects of an approach to policy making on external issues, which may be incorporated into a future policy. There is general agreement among participating RWA members that the process should:

- Recognize the interests of both Members and Contracting Entities in policy making,
- Provide the opportunity for a JPA signatory to abstain on approval of policy principles,
- Create a responsibility for signatories to respond to proposed principles in a timely manner,
- Allow for a supermajority to determine RWA policy on external policy issues, and
- Define the difference between high-level policy "principles" and specific policy "positions" and a process for adopting each.

STAFF RECOMMENDATION

- Staff recommends all RWA members approve the JPA amendments as drafted through the appropriate process of their governing board by June 17, 2013.
- Staff requests the RWA board representatives for each member coordinate closely with RWA so staff can provide any needed support to the approval process.

- Staff requests to be in attendance and offers to make a presentation at any meetings of members' governing boards at which the JPA amendments are discussed.
- Staff recommends the Executive Committee and Board continue to develop appropriate Board policy to implement the JPA changes when approved.

FAQ - Frequently Asked Questions – Proposed Amendments to the RWA JPA

Why is RWA seeking to modify the JPA?

Many external issues have become more important to RWA members since the JPA was developed more than a decade ago. A solution for the Sacramento-San Joaquin Delta, legislation affecting water rights law, pressure for a public goods charge on water customers, water conservation mandates and other state and federal actions create increasing challenges to RWA members. A strong regional voice can increase our ability to influence the outcomes on these issues. Many members believe the limitations of the JPA are an obstacle to RWA being a stronger advocate for the region.

Do the JPA amendments remove the requirement for unanimous consent on policy positions?

No. The amendments maintain the requirement for local issues, which have been a primary concern since RWA's inception. For external policy issues, the amendments provide for the RWA board, on which each member agency has two representatives, to determine the standard for approval of policy principles.

Why would my agency want to approve the amendments? Aren't we giving up some power in the organization?

While the unanimous consent requirement gives each member agency great power, it is only a power to veto action. The uncertainty present at the time of creation of RWA made this an important JPA provision. Over the last decade, RWA members have demonstrated great capacity to collaborate on mutually beneficial approaches to issues. Members now believe that making it easier for RWA to advocate on External Policy Issues will benefit them by helping to protect their interests as pressures from outside the region increase. In addition, the JPA amendments still would require each RWA member to consent before RWA takes a position on a matter specific to a member, like a project or ordinance proposed by that member.

What happens if some agencies approve the changes, but other don't?

The amendments would become part of the Joint Powers Agreement only upon approval of all of the current members. Failure to get full approval would leave the existing JPA as it is.

I support the JPA amendments, but I don't agree with all the provisions of the draft policy that was discussed. Can't I allay my concerns by not approving the JPA amendments?

It is true that failure to get full approval of the JPA amendments would mean the RWA Board could not approve an alternate procedure; however, the concerns with the current JPA would not be resolved. The draft Policy 100.X was provided to the RWA Board for discussion only.

Although it is the result of extensive discussion, and has broad support, it is not proposed for adoption at this time. The JPA amendments would simply allow the RWA Board representatives from each Member agency, rather than the full governing board of each member, to develop and adopt an appropriate procedure. Many members believe this is an appropriate role for the Board, as those individuals are most knowledgeable about their agency's involvement in RWA.

I generally agree with the proposed amendments, but I have some thoughts that would improve them. How do I propose my comments for consideration?

The proposed amendments have been discussed numerous times at many levels within RWA and there is broad agreement that they should move forward. While it is important to assure that changes to the JPA meet the needs of all members, coordinating editing by 22 signatories could prove impossible and become an obstacle to improving RWA's ability to advocate for the region. In addition, all RWA members will be able to participate in the RWA board's development of policies that would govern how RWA takes positions on external issues.

I support the amendments, but I think there are other things that need to be modified in the JPA. Should I propose changes as my agency approves the amendments?

There could be other things that particular members believe should be changed about the JPA. However, it is essential that all member agencies approve the identical amended JPA in order for it to become effective. Other changes can be proposed to the Executive Committee or Board at any time.

We can't foresee every issue that might come up on which there might be conflicting views among members. Wouldn't changing the policy again be very difficult if we don't get it right?

This may be the greatest benefit of vesting the power to adopt a procedure for policy positions with RWA's Board. Making appropriate changes in the future would be substantially easier than amending the JPA.

My colleagues on my agency's Board who aren't RWA reps may have questions. Will RWA staff be available to respond?

Staff will not only be available, but wish to actively engage with you to support the approval process in any way necessary, including responding to questions, briefing board members, and attending or presenting at board and council meetings.

I'm concerned that the large agencies will override the interests of small agencies. Wasn't the purpose of the unanimous consent provisions to protect against this?

I'm concerned that a group of smaller agencies will override the interests of large agencies. Wasn't the purpose of the unanimous consent provisions to protect against this?

I'm concerned that single purpose water district interests will override the broader interests of cities. Wasn't the purpose of the unanimous consent provisions to protect against this?

I'm concerned that investor owned utilities will conflict with the interests of RWA's public agency members. Wasn't the purpose of the unanimous consent provisions to protect against this?

These types of concerns were the drivers for requiring unanimous consent of policy positions when the JPA was originally developed. In the subsequent twelve years, RWA members have increasingly realized that we are stronger together, and that our common interests far outweigh our differences. In addition, the proposed JPA amendment would retain the unanimous consent rule for RWA to take a position on an agency's specific issues like ordinances, land use projects and agreements or disputes with other RWA members.

ATTACHMENT 1

AMENDED AND RESTATED JOINT EXERCISE OF POWERS AGREEMENT
REGIONAL WATER AUTHORITY

This Amended and Restated Agreement is made and entered into as of this 4th ___ day of 2013~~04~~, by and between the parties to this Agreement (listed in Exhibit A). As of the date of this Amended and Restated Agreement's approval under Article 36 of the July 1, 2001 Joint Exercise of Powers Agreement, this Amended and Restated Agreement supersedes that 2001 Agreement.

INTRODUCTION

This Agreement changes the name of the Sacramento Metropolitan Water Authority ("SMWA") to the Regional Water Authority (the "Regional Authority"), and supersedes the agreement under which SMWA was formed and operated. SMWA will continue to operate, but as the Regional Authority. This amendment shall not affect any contracts entered into by SMWA, except for the change of name from SMWA to Regional Authority. The parties to this Agreement intend that the Regional Authority may, at some future time, provide the types of services that are currently being provided by other existing industry associations in the region, including, but not limited to, all or portions of the Sacramento Area Water Works Association ("SAWWA"), the Sacramento Maintenance and Regional Technology group ("SMART"), and the American River Basin Cooperating Agencies ("ARBCA"), subject to the approval of those entities and the Regional Authority.

Recitals

- A. This Agreement amends and supersedes in its entirety that certain joint exercise of powers agreement, as amended, that was entered into as of March 20, 1990 (the "SMWA JPA") to form the SMWA.
- B. The mission of the Regional Authority is to serve and represent the regional water supply interests, and to assist the Members of the Regional Authority in protecting and enhancing the reliability, availability, affordability and quality of water resources.
- C. The goals of the Regional Authority are to:
 1. Assist, where appropriate, in the voluntary consolidation of the services provided by existing industry/trade associations and water utility support groups within the Regional Authority.
 2. Develop and provide subscription-based (i.e., that are paid for by participating Members) support services, projects and programs of mutual interest for Members, or groups of Members, and certain other subscribers.
 3. Facilitate discussion of and action on matters of regional priority and interest.

- a. "Agreement" means this Joint Exercise of Powers Agreement.
- b. "Board of Directors" or "Board" means the governing body of the Regional Authority as established in this Agreement. The Board of Directors shall include representatives of Members and Contracting Entities as provided in this agreement.
- c. "Budget" means the approved budget applicable to the expenses of the Regional Authority.
- d. "Contracting Entity" or "Contracting Entities" means an entity providing retail water service to 1,000 or more retail connections that enters into a written agreement with the Regional Authority that has been approved by two-thirds of the membership of the Board (not just two-thirds of the representatives present at a meeting of the Board) to (1) contribute to the costs of the Regional Authority as specified in the agreement, (2) be represented on the Board of Directors, and (3) have the rights and duties set forth in the agreement.
- e. "Director" means a representative on the Board of Directors.
- f. "Executive Director" means the chief administrative officer of the Regional Authority.
- g. "External Policy Issues" means state and federal legislation, and regulatory issues; judicial matters having broad applicability to the mission and/or Members and Contracting Entities; and or land use planning issues, or water projects or actions proposed by other of entities other than Members or Contracting Entities that may impact the region.
- h. "Fiscal Year" means an accounting period running from July 1 through June 30 of each year.
- i. "Member" means each entity that is or becomes a party to this Agreement.
- j. "Project or Program Agreement" means an agreement between the Regional Authority and two or more of its Members or Contracting Entities, to provide for carrying out a project or program that is within the authorized purposes of the Regional Authority, and sharing in the costs and benefits by the parties to the Project or Program Agreement.
- k. "Regional Water Authority" or "Regional Authority" means the changed name for SMWA.
- l. "SMWA" means the Sacramento Metropolitan Water Authority, a joint powers authority that was formed by a joint exercise of powers agreement, as

amended, that was entered into as of March 20, 1990, which, by virtue of this Agreement, is changed to the Regional Water Authority.

m. "SMWA JPA" means the joint exercise of powers agreement that formed SMWA.

CREATION OF JOINT POWERS AUTHORITY; POWERS AND PURPOSES

4. **Regional Authority Created.** The Regional Authority is hereby created pursuant to the JPA Act and this Agreement, reflecting the revisions of the SMWA JPA. The Regional Authority shall be a public entity separate from its Members.

5. **Boundaries of the Regional Authority.** The geographic boundaries of the Regional Authority shall be coextensive with those of the Members.

6. **Common Powers To Be Exercised.** In fulfillment of the stated mission and goals, the Regional Authority shall exercise the foregoing common powers and such additional powers as may be authorized by law in the manner hereinafter set forth.

7. **Powers and Limitations:**

a. **Powers.** The Regional Authority shall have the power in its own name to do any of the following:

1. Exercise jointly the common powers of its Members in studying, planning and implementing ways and means to provide reasonable and financially-feasible projects, programs and cooperative operations activities for Members.

2. Develop and provide voluntary support services and programs by subscription, including but not limited to: educational and training programs, water conservation programs, public education and outreach programs, water quality protection and laboratory testing programs, technical review and analysis programs, multi-Member regional planning activities, and coordinate the planning, design, financing, debt management, grant fund applications, construction and operation of physical assets on behalf of Members pursuant to the terms of this Agreement.

3. Make and enter into contracts.

4. Cooperate, act in conjunction and contract with the United States, the State of California, or any agency thereof, counties, municipalities, public and private corporations of any kind (including, without limitation, investor-owned utilities), and persons, or any of them, for any and all purposes necessary or convenient for the full exercise of the powers of the Regional Authority.

5. Contract for consultant services and to employ such other persons or employees, as it deems necessary.
6. Incur debts, liabilities and obligations, and enter into leases, installment sale and installment purchase contracts, subject to limitations herein set forth.
7. Apply for, accept, receive and administer state, federal or local grants, loans or other forms of aid or subvention from any agency of the United States of America, the State of California or other public or private entity compatible with the Regional Authority's full exercise of its powers.
8. Obtain any governmental authorizations or approvals required for the administration of the Regional Authority
9. Sue and be sued in its own name.
10. Acquire and dispose of real and personal property.
11. Perform all acts necessary or proper to carry out fully the purposes of this Agreement.
12. To the extent not specifically provided for herein, to exercise any powers in the manner and according to methods provided under the laws applicable to a Community Services District (Division 3 of Title 6 of the Government Code, commencing with section 61000).
13. Take and advocate positions on External Policy Issues in a manner consistent with any policies adopted by the Board of Directors to govern the taking and advocacy of such positions.

b. Limitations. To ensure that the Regional Authority does not take a position in conflict with Members' or Contracting Entities' interests on local issues that are not External Policy Issues, the written consent of all Members and Contracting Entities legislation, regulatory, or land use planning issues or projects proposed by other entities, the written consent of all Members (i.e., the unanimous consent of those entities membership, not just those present at a Board of Directors meeting, or a quorum of the Membership and Contracting Entities) shall be required before the Regional Authority adopts formal positions on such local issues External Policy Issues. For purposes of this Article 7.b, the term "local issues" includes, but is not limited to, local land use decisions, local ordinances, projects in this region of individual Members or Contracting Entities and disputes or agreements among Members and/or Contracting Entities concerning the region. The Regional Authority also will not take a position on any judicial or regulatory matter directly involving a Member or Contracting Entity that otherwise would be an External Policy Issues without the consent of that Member or Contracting Entity. Notwithstanding any other portion of this Article 7.b, the Regional Authority may express support for a project of a Member or Contracting

Entity to other entities where the project promotes the mission of the Regional Authority and where the support position is consistent with adopted Board policy or policies.

RIO LINDA



ELVERTA

**Items for Discussion
and Action**

Meeting Date: April 15, 2013

Agenda Item # 4.3

Subject:	Set Date for Public Hearing for Preliminary Budget Hearing in May.
Recommendation:	The Board will set a date for a Public Hearing for the Preliminary Budget. <i>Action Item: It is recommended by the Finance / Administrative Committee that the Board approve a Public Hearing date of May 20, 2013.</i>
Current Background and Justification:	The preliminary budget needs to be approved before the end of the fiscal year
Conclusion:	
Board Action / Motion:	Motioned by Director _____ Seconded by Director _____ Dills:____ Green:____ Caron:____ Anderson:____ Longo:____. (A) Yea (N) Nay (Ab) Abstain (Abs) Absent

RIO LINDA



ELVERTA

**Items for Discussion
and Action**

Meeting Date: April 15, 2013

Agenda Item # 4.4

Subject:	District Policy Manual Changes
Recommendation:	<p><i>Action Item: It is recommended by the Finance / Administrative Committee that Resolutions are no longer required to make Policy Manual changes.</i></p>
Current Background and Justification:	<p>The District's current policy manual has not been updated to include the past 5 years worth of Board directives. To update the whole policy manual by Resolution is a very cumbersome process. The Board minutes could serve as the memorialization of the actions taken without the need of composing and having legal review of the many Resolutions needed to accomplish this task. I have contacted the Managers of Citrus Heights Water, Del Paso Manor, San Juan Water and Sacrament Suburban. None of these agencies make policy manual revisions by Resolution. The policy manual changes are done by minute order.</p>
Conclusion:	
Board Action / Motion:	<p>Motioned by Director _____ Seconded by Director _____ Dills: _____ Green: _____ Caron: _____ Anderson: _____ Longo: _____ (A) Yea (N) Nay (Ab) Abstain (Abs) Absent</p>

RIO LINDA



ELVERTA

**Items for Discussion
and Action**

Meeting Date: April 15, 2013

Agenda Item # 4.5

Subject:	Elverta Specific Plan Consultant Funding Agreement
Recommendation:	<i>Action Item: It is the recommendation of the Planning committee to approve the funding agreement as revised by the committee contingent upon approval of the owners group. If there is a disagreement in wording the Board President will reconcile both agreements.</i>
Current Background and Justification:	The General Counsel has reviewed and revised the Elverta Specific Consultant agreement. The Planning committee has reviewed his revisions and recommends that the agreement be revised as noted in the attached document. This document is needed in order for the Master Plan work to begin and the Elverta Specific Project to move forward.
Conclusion:	
Board Action / Motion:	Motioned by Director _____ Seconded by Director _____ Dills: _____ Green: _____ Caron: _____ Anderson: _____ Longo: _____ (A) Yea (N) Nay (Ab) Abstain (Abs) Absent

**RIO LINDA / ELVERTA COMMUNITY WATER DISTRICT
CONSULTANT FUNDING AGREEMENT**

THIS CONSULTANT FUNDING AGREEMENT ("Agreement") is entered into as of the ____ day of _____, 2013 ("Effective Date"), by and between the RIO LINDA / ELVERTA COMMUNITY WATER DISTRICT ("District"), and ELVERTA OWNERS GROUP, a group of landowners interested in pursuing development of and therefore funding of, some of the cost of development within the boundaries of the Elverta Specific Plan ("Landowners").

RECITALS

A. On August 8, 2007, the Sacramento County Board of Supervisors adopted the Elverta Specific Plan ("Specific Plan"). The Specific Plan provides for the development of a mixed use community on approximately 1,750 acres including commercial uses, park lands, school sites, a mix of housing types and related infrastructure.

B. The Landowners are pursuing various subsequent governmental approvals in order to advance development within the Specific Plan. District is interested in providing feasible water service to the plan area.

C. Landowners need a reliable and financially affordable supply of domestic water.

D. District and Landowners desire to enter into an agreement providing for certain tasks and funding for certain tasks to be performed or overseen by the District's engineer related to planning, financing and implementation of future water service to the Specific Plan area that is sustainable and feasible.

AGREEMENT

1. **Effective Date and Term.** This Agreement shall be effective as of the date first shown above (the "Effective Date"). This Agreement shall remain in full force and effect until five (5) years from the Effective Date, unless extended in writing by District and Landowners, or until terminated pursuant to Section 6, below.

2. **Initial Scope of Work and Approved Budget.** The initial scope of work ("Initial Scope of Work"), including the budget as approved by the parties is set forth in Exhibit "A" attached hereto and incorporated herein by this reference. Any additional tasks and budget adjustments shall only become effective when approved, in writing by the General Manager of District and Landowners' authorized representative.

3. Deposits and Accounting. Landowners shall submit to District, within 30 days of execution of this agreement, an initial deposit for the budget amount contained in the Initial Scope of Work, as set forth in Exhibit "A." District shall provide, to Landowners within twenty-five (25) calendar days of the end of any given month, a written monthly accounting report of the prior month's expenditures by District of funds paid by Landowners pursuant to this Agreement. In the event that the Initial Scope of Work is increased pursuant to this Agreement, the Landowners shall deposit the corresponding increased amount of budget for such increased Initial Scope of Work with District within thirty (30) calendar days after execution of the change order as provided in Section 2 above.

4. District Consultant Invoices. District consultants shall provide detailed, itemized invoices to District of their work that falls within the Initial Scope of Work, as may be amended pursuant to Section 2 above. District shall include in its consultant contracts a provision that District's consultants shall provide invoices to District within thirty (30) days after the end of each month's work by such consultants. District shall provide copies of invoices, to the Landowners upon receipt from consultants by transmitting them electronically via email to the individual designated by the Landowner to receive notices per this agreement.

Deleted: with the exception of its District's General Counsel's Invoices,

Landowners understand and agree that from time to time, and without the need for approval from Landowners, it may be necessary for the District to seek legal advice from its General Counsel as approved by the General Manager for services to be performed by the District and its Consultants pursuant to this Agreement. Landowners will reimburse the District for all legal fees and costs associated thereto.

Deleted: With respect to the District's General Counsel Invoices, District shall only provide Landowners the total amount invoiced (without any details, to ensure confidentiality, and protect the Attorney-Client privilege) by Counsel for legal services rendered for and on behalf of the District.

When District expenditures for approved tasks under this Agreement reach sixty percent (60%) of the approved budget set forth in Exhibit "A," or any change order to this Agreement, District and Landowners shall meet and confer on the status of work on the approved tasks and remaining tasks to be completed, and adjust the approved budget pursuant to mutual written agreement of District and Landowners. No work will occur on any task or scope of work for which the required deposit has not been received.

Payments by Landowners to District shall be transmitted to District, as follows:

Rio Linda/Elverta Community Water District
Attn: Mary Henrici, General Manager
P.O. Box 400
Rio Linda, CA 95673

5. Credit for Master Plan Portion of the Scope of Work. The completion of the District's Master Plan Update "Update" has been determined to be in the interest of both the District and the Landowners. To accelerate the completion of the Update as defined in Task 1 of the Scope of Work as set forth in Attachment A, the Landowners agree to pay upfront costs for the Update. The District agrees to reimburse the cost of the Update by crediting the Landowners the actual cost currently estimated at \$50,000 toward future connection fees associated with the development. The allocation of the reimbursement will be determined at a future date and will not exceed 50 percent of the development's connection fee.

6. Refunds of Unexpended Funds/Payment Upon Termination. After completion of the tasks set forth above in Exhibit "A" and in any change orders to this Agreement, and after full satisfaction of all financial obligations incurred by District in performance of such tasks and if unexpended funds paid by Landowners to District remain, District shall, within fourteen (14) calendar days, refund such unexpended funds to the Landowners.

In the event this Agreement is terminated as provided in Section 7, below, District shall refund any unexpended funds as provided for above.

7. Termination. This Agreement may be terminated by (a) expiration of the Term set forth in Section 1, above, without extension of the parties by mutual written agreement, (b) either District or the Landowners for any reason upon providing ten (10) days' written notice to the other party, subject to the payment obligation of the Landowners set forth in Section 5, above, (c) District for failure by Landowners to make required payments in a timely manner hereunder.

8. Reimbursement Agreement. District and Landowners agree that the costs paid pursuant to this Agreement will benefit other developers and landowners of property within the Elverta Specific Plan boundary. District agrees to assist and take all reasonable actions to cause or support the creation of an infrastructure financing fee such that said costs, shall be reimbursed to Landowners through a fee upon future lands as they benefit from said expenditures. **Landowners agree to reimburse the District for all costs incurred in taking actions to cause or support the creation of an infrastructure financing fee.**

9. Notices. Any notice ("Notice") to be given hereunder to any party hereto shall be in writing and shall be delivered to the person at the appropriate address set forth below by personal service (including express or courier service), or by certified mail, postage prepaid, return receipt requested, as follows:

Notice required to be given to District shall be addressed as follows:

General Manager
P.O. Box 400
Rio Linda, CA 95673

Notice required to be given to the Landowners shall be addressed as follows:

Elverta Owners Group
c/o Jeff Pemstein
The RCH Group to cause
1640 Lead Hill Boulevard, Suite 220
Roseville, CA 95661

Notices so submitted shall be deemed to have been given (i) on the date personally served, if by personal service, or (ii) forty-eight (48) hours after the deposit of same in any United States Post Office mailbox, postage prepaid, addressed as set forth above. The addresses and addressees, for the purpose of this Section 8, may be changed by giving written notice of such change in the manner herein provided for giving notice.

10. No Third Party Beneficiaries. This Agreement is made and entered into for the sole protection and benefit of Landowners and District and their successors and assigns: No person who is not a party to this Agreement shall have any right of action based upon any provision in this Agreement.

11. Amendments. All modifications or amendments to this Agreement shall be in writing, and executed by all parties hereto in order to be of any force or effect.

12. Jurisdiction and Venue. This Agreement shall be administered and interpreted under the laws of the State of California. In addition to any other right or remedies, either District or Landowners may institute legal action to cure, correct or remedy any default, to enforce any covenant or agreement herein, or to enjoin any threatened or attempted violation. All legal actions shall be instituted in the Superior Court of the County of Sacramento, State of California.

13. Severability. If any term, covenant or condition of this Agreement or the application thereof to any person, entity or circumstance shall, to any extent, be invalid or unenforceable, the remainder of this Agreement, or the application of such term, covenant or condition to persons, entities or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby, and each term, covenant or condition of this Agreement shall be valid and be enforced to the fullest extent permitted by law.

14. Entire Agreement. Except as may be amended as set forth in Section 10, above, this Agreement, inclusive of its Recitals and Exhibits, constitutes the sole agreement

between District and the Landowners pertaining to funding of the tasks set forth in Section 2, above, and supersedes any other oral or written understanding.

IN WITNESS WHEREOF, District has authorized the execution of this Agreement in by its President of the Board and Landowners have authorized execution of this Agreement by Jeffrey M. Pemstein.

DISTRICT:

RIO LINDA / EVLERTA COMMUNITY WATER DISTRICT

By: _____
President of the Board

Printed Name: _____

LANDOWNERS:

ELVERTA OWNERS GROUP

By: _____
Jeffrey M. Pemstein
Project Manager and
Authorized Agent
EXHIBIT A
Scope of Work
3

Attorney Client Privilege Definition

Attorney-client privilege is an evidentiary rule that protects communications between a client and his or her attorney and keeps those communications confidential. It protects both attorneys and their clients from being compelled to disclose confidential communications between them made for the purpose of furnishing or obtaining legal advice or assistance. The privilege is designed to foster frank, open, and uninhibited discourse between attorney and client so that the client's legal needs are competently addressed by a fully prepared attorney who is cognizant of all the relevant information the client can provide. The attorney-client privilege may be raised during any type of legal proceeding, civil, criminal, or administrative, and at any time during those proceedings, pre-trial, during trial, or post-trial.

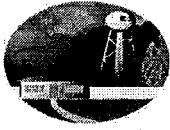
In *United States v. United Shoe Machinery Corp.*, 89 F. Supp. 357 (D. Mass. 1950) the court articulated five requirements necessary to establish attorney client privilege. They are first, the person asserting the privilege must be a client, or must have sought to become a client at the time of disclosure; second, the person connected to the communication must be acting as a lawyer; third, the communication must be between the lawyer and the client exclusively — no non-clients may be included in the communication; fourth, the communication must be for the purpose of securing a legal opinion, legal services, or assistance in some legal proceeding, and not for the purpose of committing a crime; fifth, **the privilege may be claimed or waived by the client only (usually, as mentioned, through counsel).**

However, even when all the requirements have been met, the courts can still compel disclosure of the information sought. The courts base exceptions to the privilege on rule 501 of the Federal Rules of Evidence, which states that "the recognition of a privilege based on a confidential relationship ... should be determined on a case-by-case basis." In examining the privilege on a case-by-case basis, the courts weigh the benefits to be gained by upholding the privilege (preserving the confidence between attorney and client) against the harms that may be caused if they deny it (the loss of information valuable to the opposing party).

The attorney-client privilege is considered as one of the strongest privileges available under law.

Citation: <http://definitions.uslegal.com/a/attorney-client-privilege/>

RIO LINDA



ELVERTA

Items for Discussion
and Action

Meeting Date: April 15, 2013

Agenda Item # 4.6

Subject:	Legal Bills
Recommendation:	<p>The Board will discuss providing full detail of legal bills to the Public.</p> <p><i>Action Item: It is recommended by the Finance / Administrative Committee that full detail of legal bills being provided to the Public be discussed by the full Board.</i></p>
Current Background and Justification:	
Conclusion:	
Board Action / Motion:	<p>Motioned by Director _____ Seconded by Director _____</p> <p>Dills: _____ Green: _____ Caron: _____ Anderson: _____ Longo: _____</p> <p>(A) Yea (N) Nay (Ab) Abstain (Abs) Absent</p>

RIO LINDA



ELVERTA

**Items for Discussion
and Action**

Meeting Date: April 15, 2013

Agenda Item # 4.7

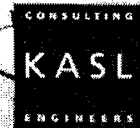
Subject:	Engineering for L Street Reservoir
Recommendation:	<p>The Board will be asked to approve the environmental and general engineering for the L Street Reservoir.</p> <p><i>Action Item: The Consulting Agreement Evaluation Team recommends the approval of Affinity Engineering for this project.</i></p>
Current Background and Justification:	<p>The Planning committee had requested staff to create a Request for Proposals for the engineering work on the L st. Reservoir. This was done. Two firms presented proposals the team felt that both firms were very qualified for the job with a large amount of experience in this field. The team was at a deadlock regarding the firm best qualified to do the work so the fee schedule was analyzed and it was determined that there was a significant difference in the cost to the District for the one firm to perform the work. Because of this Affinity Engineering was determined to be the engineering company recommended to perform this work.</p>
Conclusion:	
Board Action / Motion:	<p>Motioned by Director _____ Seconded by Director _____</p> <p>Dills: _____ Green: _____ Caron: _____ Anderson: _____ Longo: _____</p> <p>(A) Yea (N) Nay (Ab) Abstain (Abs) Absent</p>

**PROPOSAL FOR DESIGN AND SERVICES DURING CONSTRUCTION
FOR THE "L" STREET RESERVOIR AND PUMP STATION PROJECT**



By: KASL Consulting Engineers

April 2, 2013



April 2, 2013

Rio Linda / Elverta Community Water District
730 L Street
Rio Linda, CA 95673
Attention: Mary Henrici, General Manager

Subject: Proposal for the Design and Services During Construction for the "L" Street Reservoir and Pump Station Project



7777 Greenback Lane
Suite 104
Citrus Heights, CA
95610

Tel. 916/ 722-1800
Fax 916/ 722-4595

Principal:
John C. Scroggs

Dear Ms. Henrici and Selection Team Members:

We understand the Rio Linda / Elverta Community Water District (RLECWD) Board, General Manager and staff have been working diligently for their community and rate payers to upgrade the District's water system and complete system improvements which will lift the California Department of Public Health imposed building moratorium. The design and construction of the 1.1 million gallon water storage reservoir, pump station and associated site improvements will achieve this goal. KASL Consulting Engineers, a locally owned, civil engineering, water resources, and land survey firm with over 30 years specialized experience in civil engineering and water resource consulting services is ideally suited to meet the District's engineering design and construction services needs. We understand the reliance and expectations your customers place on you to provide a dependable supply of safe, excellent quality water in an efficient, responsive and affordable manner. Our team is ready to partner with the RLECWD to make sure your goals are met.

How we will meet your needs

We have assembled a team of water resource professionals with proven relevant experience that possesses first hand knowledge of the design of water storage reservoirs and pump stations within the Greater Sacramento Region. We will provide field and record data research to produce accurate base mapping and develop design alternatives and recommendations to guide the engineering of the new reservoir, pump station and water mains. We will provide design and construction service coordination for CEQA/NEPA compliance, California Department of Public Health (CDPH) permits, construction inspection, QA / QC testing and construction management. During the past 10 years, KASL has completed design and construction support engineering for over a dozen similar water storage reservoir and pump station projects. Our recent design experience also includes water treatment plants, supply wells, water main replacement and other water resource facilities.

Assisting us with this project will be the following subconsultant team members and the specialty services that each member will provide:

- **ENGEO** – geotechnical engineering services and special inspections
- **WAVE** – electrical engineering, instrumentation and control
- **NVI/5** – construction inspection and QA / QC services

Our team is uniquely qualified to work closely with District staff to ensure that your Project is implemented to your complete satisfaction. Our office is located within 20 minutes of the District. We have previously provided design and construction support for civil engineering projects in the Rio Linda / Elverta community. I will personally serve as Principal-in-Charge and Project Manager from start to finish for this important Project. I am authorized to negotiate and bind the firm to contracts and I certify this Proposal is valid for at least 90 days from the date of submission. Please review the enclosed Proposal for Design and Services During Construction for the "L" Street Reservoir and Pump Station Project to learn more about us and the services we provide. Thank you for considering us to be part of your continued commitment to the Rio Linda / Elverta Community Water District customers.

Very Truly Yours,

KASL Consulting Engineers, Inc.

A handwritten signature in black ink, appearing to read "John C. Scroggs".

John C. Scroggs
jscroggs@kasl.com

CIVIL
WATER RESOURCES
SURVEYING

PROPOSAL FOR DESIGN AND SERVICES DURING CONSTRUCTION
FOR THE "L" STREET RESERVOIR AND PUMP STATION PROJECT



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PROPOSAL FOR DESIGN AND SERVICES DURING CONSTRUCTION
FOR THE "L" STREET RESERVOIR AND PUMP STATION PROJECT



1. PROJECT OVERVIEW

INTRODUCTION

With the recent completion of Well No. 15, the 1.1 million gallon capacity water storage tank, pump station and associated L Street site improvements proposed by the Rio Linda / Elverta Community Water District (RLECWD) are the last water system improvements needed to lift the California Department of Public Health (CDPH) imposed building moratorium. Well No. 15, with a firm capacity of 2800 gallons per minute (gpm), will help provide the District with the water source capacity needed to meet updated peak system demands. The new water storage tank will meet current peak hour and fire flow requirements and the pump station, equipped with standby power, will provide the redundant pumping capacity needed to comply with CDPH regulations.

Recent studies completed by the RLECWD initially determined that the District's peak hour water demand and the maximum day plus fire flow requirements ranged from 9100 to 9160 gpm. Well No. 15, which will provide 2800 to 3000 gpm of water supply, increases the total capacity of the District's groundwater supply grid to approximately 9200 gpm.

In the December 2012 Amendment to the SRF Applicant Engineering Report, the District revised their maximum day plus fire flow and peak hour demands to the range of 9624 to 9936 gpm. In addition to the new source of supply, storage and pumping provided by Well No. 15 and the currently proposed L Street Reservoir and Pump Station Project, the District has available an emergency connection to the Sacramento Suburban Water District which can provide emergency flows up to 1000 gpm. With this additional, emergency, source of supply, 1.1 million gallons of storage and 3500 gpm of pumping capacity, the proposed L Street Reservoir and Pump Station improvements will provide the District with sufficient storage plus an additional 30% peak capacity to meet redundant peak hour pumping requirements.

In selecting the currently proposed improvements the District evaluated two other system alternatives and determined, through an analysis of present worth, reliability and constructability, that the proposed L Street Reservoir and Pump Station Project best meets the District's water supply, storage and water pressure needs.

Issues which will Require Special Consideration

- **The proposed water storage reservoir and pump station facility will be constructed on the District's L Street site. There are existing residential land uses which border this site on the west and south.** Modification to the preliminary site layout will likely be made to adjust the location of standby generator, electrical panel and pump station facilities to provide adequate setback and screening with respect to adjacent, residential, land uses. We will evaluate with the District alternative perimeter wall and screening improvements which provide security and noise attenuation both during construction and future operation and maintenance. In addition, the Special Provisions prepared for this Project will address:
 - Clearly defined work hours and schedule constraints to identify acceptable work hours and working days.
 - Temporary screening requirement for the nearest / most affected residences during tank erection.
 - Full "tenting" requirement during coating preparation (i.e. sandblasting) and coating operations.
- **The existing Well No. 12 and elevated storage tank must remain in operation during the construction of the new storage reservoir and pump station improvements.**

The L Street Reservoir and Pump Station improvements will be designed to allow ongoing operation and maintenance of the onsite system improvements. As an early planning and design task we shall review with District staff their current operation, maintenance and access needs at the L Street site. We shall continue to review design submittals with District staff to make sure that ongoing system O & M needs are addressed. Alternative, nearby, construction equipment and storage yards will be identified and reviewed with the District to keep these activities from interfering with



Existing Well No. 12



Elevated Storage Tank



1. PROJECT OVERVIEW

the District's onsite operations. Critical "cutover" scheduling will also be reviewed and coordinated with the District and with utility services to make the transition from existing to new improvements a "seamless" process.

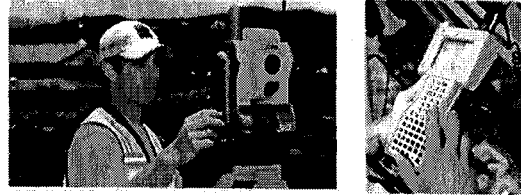
- **The District has scheduled that this Project will be completed and online by April 30, 2014.**

With authorization to proceed received in mid-April 2013, a one year schedule is available to prepare and complete the draft and final Basis of Design Technical Memorandum (TM), Project Construction Documents, Construction Bidding and Award, Project Construction and Permitting. Integrated in this schedule will be the completion of necessary CEQA documents (by others) and environmental certification by the District as lead agency. To meet the Project schedule, the KASL team will immediately conduct a kick-off meeting with the District Manager, District Operations staff and the District selected environmental consultant. Project goals, objectives, design criteria, opportunities, constraints, key stakeholders and submittals shall be clearly identified at this initial meeting. Topographic and boundary surveys (by KASL) and geotechnical investigations (by ENGE0) shall be initiated immediately. These documents will be incorporated in the Basis of Design TM and will be the first deliverables. The TM shall include:

- o Alternative and recommended site layouts.
- o Preliminary tank design.
- o Alternative and recommended pump station improvements using variable frequency drives.
- o Preliminary process and instrumentation diagrams.
- o Control narratives consistent with the Programmable Logic Controller (PLC), telemetry and SCADA components to be provided by Tesco. The control system shall conform with the District's operation policies, procedures and goals.
- o A plan for the eventual replacement of the existing Well No. 12 on the same site and the eventual removal of the existing elevated tank.
- o Estimate of probable construction costs.

The draft and final TM documents shall be coordinated with the District's environmental consultant. Mitigation measures recommended in the CEQA document shall be included in the final Project design.

To meet CDPH permitting requirements application for the Amended Water Supply Permit and the Amended Water Supply Permit Report shall be prepared and submitted early in the project construction phase. Other milestones proposed to meet schedule requirements are described in the Project Schedule section of this Proposal.



KASL Surveyor in the Field With Data Collector

- **A comprehensive QA/QC Program is needed to ensure proper fabrication and erection of the above ground welded steel water storage reservoir.** Typically, components of a steel tank are fabricated off site and delivered for final installation. Critical welding and coating operations may therefore, take place off site. It can be costly to send a specialty inspector to a remote location to perform QA inspections during tank fabrication. During erection, the contractor must be responsible for QC of welding and coatings. Certified welding and coatings inspector shall be provided by our team during tank erection and to provide valuable QA. To address QA/QC tank fabrication issues, we propose that the tank erector provide:
 - o a third party quality control agent to perform specialty inspections during off site fabrication and erection,
 - o complete radiograph testing and reporting per AWWA D100-05, Section 11.

In addition, the Special Provisions prepared for this Project shall require submittals for:

- o Prequalifying procedures, products, welders and applications prior to tank fabrication.
- o Daily QC fabrication reports.
- o Documentation and inspection of prefabricated components.

The Construction Documents shall identify critical welding and coating locations and a schedule of coating and onsite specialty inspections during tank erection.

- **Design Issues**
Responses to design issues are included in the Detailed Work Plan section of this Proposal.

PROPOSAL FOR DESIGN AND SERVICES DURING CONSTRUCTION
FOR THE "L" STREET RESERVOIR AND PUMP STATION PROJECT



2. DETAILED WORK PLAN

Tasks and deliverables to be completed for the L Street Reservoir and Pump Station Design and Services during construction shall include the following:

1. Kick-off Meeting

An effective, well organized, kick-off meeting shall be conducted to identify and clarify with the District Project goals, objectives, schedules, deliverables, opportunities, constraints and stakeholders. We recommend that the kick-off meeting include the District Manager, Key District Operating Staff and the District Environmental Consultant as well as the KASL Project Manager and Key Staff. KASL shall prepare the meeting agenda and meeting minutes. Special attention shall be given to the District's directives and required action items.

Deliverables:

- Meeting Agenda
- Meeting Minutes
- Meeting Action Items and District Directives

2. Boundary and Topographic Survey

A complete boundary and topographic survey shall be prepared for the entire L Street RLECWD site. The scope shall include the L Street Project frontage and the mapping of visible, nearby improvements (structures, mature trees, and visible utilities) on adjacent properties. The final map, parcel map or deed shall be referenced that created the existing L Street Parcel. We shall obtain as-built improvement plans to help map onsite, underground, District installed facilities. A Preliminary Title Report shall be obtained to map easements or encumbrances which could impact Project design. Setback requirements and / or restrictions shall be noted on the Boundary and Topographic Survey.

Preparation of the L Street Reservoir and Pump Station Boundary and Topographic Survey shall include:

- a) Topographic Data - Spot elevations, contour intervals, grade breaks, elevations at edge of pavement, curbs, gutters, sidewalks, centerline, lane lines, fog line, flow line of roadside ditches, flow lines of drainage conduits and swales, found right-of-way and property line monuments, elevations at fences, walls, existing structures, trees.

- b) Structures – Driveways, culverts, drainage structures, fences, walls, existing onsite and adjacent structures, existing utility improvements, points of connection for the proposed booster pump station connection.
- c) Trees – Location, height, trunk diameter and type of trees, with 6-inch trunk diameter and larger, onsite and adjacent and shrubs, hedges or other landscaping improvements that may impact the proposed L Street site, reservoir, pump station and frontage improvements.
- d) Visible Utilities – Location of onsite, adjacent and frontage street utility poles, guy anchors, pull boxes, vaults, fire hydrants, valve boxes, manholes and meters.

Unless otherwise directed, the Boundary and Topographic Survey base map shall be prepared at 1" = 20' scale. The draft survey shall be reviewed with the District Manager and Operations staff for conformance with District requirements.

Deliverables:

- Draft Boundary and Topographic Survey, Final Boundary and Topographic Survey (and Project Site Base Map)

3. Geotechnical Report

To characterize the subsurface conditions for design, ENGEO will drill not less than two borings within the footprint of the proposed reservoir and not less than one boring within the footprint of the proposed booster pump station. ENGEO will mark the site for an Underground Service Alert (USA) utilities check.

ENGEO will test representative soil samples from the exploratory locations in their laboratory to determine engineering properties. They shall conduct moisture content, dry density, sieve analysis, plasticity index, unconfined compressive strength and corrosion testing as appropriate for the design of the L Street Reservoir and Booster Pump Station improvements.

The Geotechnical Report shall include findings and recommendations for:

- a) Structural Improvements – Reservoir and Booster Pump Station
- b) Earthwork



2. DETAILED WORK PLAN

- c) 2010 California Building Code Parameters
- d) Pavement Recommendations

The geotechnical report will contain discussions of surface, subsurface and groundwater conditions, seismicity, laboratory test data, boring log data, and a site plan showing the exploratory locations and improvement limits. The report will be signed by a licensed California Geotechnical Engineer.

Deliverables:

- 3 bound copies of the Geotechnical Report
- One Electronic Copy in Adobe pdf format

4. Basis of Design Technical Memorandum

The Basis of Design Technical Memorandum (TM) shall serve as the Project Design Report and will guide the preparation of the Construction Documents. The recommendations included in the TM will be of sufficient detail to serve as a 30% design submittal. The preparation of the TM will be coordinated with the District Manager, Key District Staff and the District's Environmental Consultant. The Basis of Design TM shall include, but will not necessarily be limited to, the following:

- a) Alternative and Recommended Site Layouts
- b) Alternative and Recommended Welded Steel Tank Elevations (Cone roof or Knuckle roof)
- c) Alternative and Recommended Tank Appurtenances (exterior stairway interior ladder, cathodic protection, safety features, inlet, outlet, overflow and drain piping, vent, hatch level controls, mixing / diffuser details).
- d) Alternative and Recommended Pump Station Equipment (vertical turbine or inline centrifugal, District approved / District standard pump supply manufacturers).
- e) Alternative and Recommended Pump Station Layout and Structures.
- f) Alternative and Recommended Pump Station Appurtenances (automatic and manual valves, flow control valves, flow meter, instrumentation).
- g) Electrical and Control Systems; Process and Instruction Diagram (P & ID) and control narratives that will assure the District that the proposed electrical and control design will be compatible with the TESCO furnished programmable logic controller (PLC), telemetry and SCADA components.

- h) Engineer's Estimate of Probable Costs. Quantity take-offs cost estimates shall be prepared for alternative and recommended improvements. Pump Station building costs shall be identified as a separate Project cost item.
- i) Plans for Replacement of Existing Well No. 12 and the Eventual Removal of the Existing Elevated Tank. The TM will include provisions for ongoing operation and maintenance of the existing onsite well and tank facilities during Project construction, a schematic plan for replacement of the No. 12 Well with a reverse rotary type facility and a plan for the eventual removal of the existing elevated storage tank.
- j) Preliminary Plans; Preliminary, Recommended Site, Tank, Pump Station, Electrical and Control Improvement Plans shall be appended to the Basis of Design TM.

Preliminary site, tank, booster pump, electrical and control findings and recommendations shall be submitted to the District for review and comment during the preparation of the TM. The draft TM document will include design assumptions, design criteria, design alternatives and recommendations and reviewed with the District Manager and District Staff before the final TM is completed. Copies of the draft and final TM documents shall be reviewed with the District's Environmental Consultant to coordinate the CEQA document preparation.

Deliverables:

- Site, Tank, Booster Pump, Electrical and Control progress submittals.
- Three bound hard copies and one electronic copy in Adobe pdf format of the draft TM.
- Three bound hard copies and one electronic copy in Adobe pdf format of the final TM.

5. Construction Documents: Plan and Specifications

The final Basis of Design TM as approved by the District will serve as the guide document for the preparation of the Plans and Specifications. The Construction Documents shall incorporate District Standards and General Conditions as appropriate.

PROPOSAL FOR DESIGN AND SERVICES DURING CONSTRUCTION
FOR THE "L" STREET RESERVOIR AND PUMP STATION PROJECT



2. DETAILED WORK PLAN

The Tank design shall conform to AWWA D100-05 and UBC Seismic Zone 3 Standards. Plans and specifications shall be submitted to the District for review at the 60% and 95% design stages. The 95% design submittal shall be complete except for final review comments from the District. In addition to the plans and specifications, the KASL Team shall submit a revised opinion of probable construction cost with the 95% design submittal. A technical review meeting shall be held with District Staff after the 60% and 95% submittals to review District comments.

Deliverables:

- 60% submittal:
 - o Three (3) half size copies of Project Drawings.
 - o Three (3) hard copies of Project Specifications.
 - o One (1) copy of Project Drawings and Specifications in Adobe pdf format.
- The 95% submittal:
 - o One (1) full size copy of Project Drawings
 - o Three (3) half size copies of Project Drawings
 - o Three (3) copies of Project Specifications
 - o One (1) copy of Project Drawings and Specifications in Adobe pdf format.
 - o One (1) Opinion of Probable construction Cost in Adobe pdf format.

A bid set of Construction Documents which incorporate the District's comments of the 95% design submittal shall be prepared. The Bid Document deliverables shall include:

- One (1) signed full size copy of Bid Set Drawings
- Three (3) signed half size copies of the Bid Set Drawings
- Three (3) signed hard copies of Bid Set Specifications.

6. Bid Support Services

Bid Support Services shall be provided in conformance with the District's RFP.

Deliverables:

- Electronic copies of Bid Documents.
- Pre-Bid Meeting minutes.
- Electronic copies of Response to bidders.
- Electronic copies of addenda.
- Bid review findings and recommendations.
- Recommendations for Award.
- Confirmed Set of Project Construction Documents including
- Hard copies and electronic copies of signed Construction Documents as specified in the District's RFP.

7. Services During Construction

Services provided during construction shall conform to the District's RFP. Stephen Walters of N/V/5 will serve as the project inspector /resident engineer throughout the construction phase.

Deliverables:

- Hard copies and electronic copies, as appropriate, of inspection meeting notes and progress reports, submittal reviews, field memos, field clarifications, change orders and record drawings as itemized in the District RFP.

The KASL Project Manager shall serve as the single point of contact and coordination between the Contractor, District Manger, District Staff and the Project Resident Engineer / Inspector throughout the Project construction and permitting phase.

In addition to the above services during construction, itemized in the District's RFP, KASL is also available to provide construction staking of the proposed L Street Reservoir and Pump Station Project.



3. PROJECT TEAM

FIRM BACKGROUND AND ORGANIZATION

KASL Consulting Engineers, Inc., is a City of Citrus Heights-based, locally owned, professional engineering and land surveying firm. KASL provides water resource engineering, civil engineering and land surveying services to public agencies and to private development interests in Northern California and the Western United States. Our office is located at 7777 Greenback Lane, Suite 104, Citrus Heights, CA, 95610 which is less than 12 miles and a 20 minute drive from the Project site.

Founded in 1982, our firm offers expertise in water development, treatment, storage and distribution systems, wastewater collection, treatment and reclamation, road improvement projects, land development, storm drainage improvements, utility plans, computer modeling, mapping and surveying. With support from our subconsultants we also provide geotechnical engineering, electrical engineering and other professional services, as required. Our current staff of twelve includes five Registered Civil Engineers, one Registered Traffic Engineer and one licensed Professional Land Surveyor.

The KASL Team



The following key KASL professional staff and sub-consultant team members are immediately available for this assignment.

John (Jack) Scroggs, P.E. **Principal-in-Charge and Project Manager**

The Project Manager for all water resource and public works projects conducted by our firm is **Jack Scroggs**. Mr. Scroggs is a California Registered Civil Engineer and California Registered Traffic Engineer. He is also a Registered Civil Engineer in Nevada. He has supervised and directly participated in the preparation of water master plans, engineering plans and technical specifications for water resource projects throughout Northern California including the Sacramento County Region. Mr. Scroggs has over 35 years of experience in water resource and civil engineering.



Mr. Scroggs received his BS and an MS Degree in Civil Engineering from the University of California, Davis. He is extremely accomplished with County, State and Federal requirements pertinent to water development, treatment, storage, booster pump stations and distribution systems.

For this project, Mr. Scroggs will serve as the Principal-in-Charge and Project Manager and will be the primary point of contact with the Rio Linda/Elverta Community Water District throughout Project design and construction.

He will direct the engineering services work, review, approve, sign and stamp all engineering documents prepared for the District and will participate in all coordination and meetings as required by the RLESCD and California Department of Public Health's Division of Drinking Water and Environmental Health.

Mr. Scroggs performed as the Principal-in-Charge and Project Manager for the preparation of water storage tanks, pump stations and pipeline plans and technical specifications for the following recent water resource projects:

- North Plumas Water Treatment Plant, Storage Tank, Booster Pumps and Transmission Main, Yuba County
- Wildflower Water Storage and Booster Pumps, Amador County
- Olivehurst Water Storage Tank and Booster Pump Station, Yuba County
- Willow Street Pump Station Investigation and Improvement Design, City of Fort Bragg
- Plymouth Pipeline and Water Storage Tank, Amador County
- Copper Cove Raw Water Main, Pump Station, Water Treatment Plant and Distribution Mains, Calaveras County
- Jenny Lind Water Supply, Pumping, Treatment, Treatment Expansion, Booster Pumps, Transmission Mains and Storage Tanks, Calaveras County
- Jenny Lind / AD 604 Water Storage Tank, Pump Station and Pipeline Improvements, Calaveras County
- Walton Lake Water Treatment Plant Expansion, El Dorado County
- Greenback Lane Emergency Water Main Replacement, Orangevale, CA
- Orange Vale Water Company Water Model and GIS Project, Sacramento County
- Polo Grounds Well and Water Treatment Plant, Santa Cruz County
- Auburn Bluffs Water Storage Tank, Placer County



3. PROJECT TEAM

Eileen Shelton, P.E., Senior Engineer

Ms. Shelton is a California registered Civil Engineer with over 27 years of civil engineering experience. Ms. Shelton has extensive background in the planning and design of water, sewer and storm water drainage systems, roadway, and related facilities. She is extremely adept with CADD and underground utility modeling. **For this project Ms. Shelton would provide engineering services for the Project.** Ms. Shelton received her B.S. Degree in Civil Engineering from Santa Clara University.



BA in Geography with an emphasis in cartography. He is licensed as a California Professional Land Surveyor.

He is accomplished with all types of surveying instrumentation including conventional, GPS, robotic, survey controllers, computer applications and CADD. **Mr. Dron will direct field surveys and the creation of boundary and topographic mapping including data gathered in the field and record data gathered from utility companies and County records.**

ENGE0 – Geotechnical Sub-Consultant 2213 Plaza Drive, Rocklin, CA 95765

Mark Gilbert, GE, PE, Principal Engineer, has practiced geotechnical engineering since 1985 and has been with ENGE0 since 2002. Mark and his ENGE0 team has worked with KASL on many water and sewer pipeline projects, water storage and transportation projects throughout Northern California.

Johnathan Boland, GE, PE, Senior Engineer, has over 11 years providing professional geotechnical engineering consulting services.

ENGE0 will perform drilling borings within the footprint of the tank site and booster pump station area which will then be laboratory tested and analyzed. A geotechnical report will be prepared with engineering recommendations for design of improvement foundations and support.

Charles (Chuck) Horel, P.E., Senior Engineer

Mr. Horel has over 35 years of civil engineering and construction experience and has been with KASL Consulting Engineers for six years. A Registered Civil Engineer in California, **Mr. Horel will serve as a Senior Engineer for this project to perform in-house quality control services and permit assistance.** Mr. Horel is a 1974 graduate of CSU Sacramento with a BS Degree in Civil Engineering. Mr. Horel prepared the State of California Domestic Water Supply Permit Amendment for the Olivehurst Public Utility District for activation of a new well, 6.0 MGD water treatment plant, storage tank and booster pump station designed by KASL Consulting Engineers.



WAVE ENGINEERS, INC. – Electrical Engineering and Control Systems Sub-Consultant 6100 Horseshoe Bar Rd, A-102, Loomis, CA 95650

Ken Warddrip, PE, EE, Principal, has 38 years experience with design of electrical power and control systems including pumping plants and SCADA systems. He has coordinated with TESCO on numerous projects throughout Northern California. **Mr. Warddrip will perform electrical engineering and control system design for this Project.**

William (Bill) Ostroff, P.E., Project Engineer

Mr. Ostroff is a California Registered Civil Engineer with over 10 years experience with KASL. He has conducted water storage tank, pumping and pipeline design, extensive network modeling, extended period simulation and surge analysis of water systems. Mr. Ostroff is well versed with computer modeling and design tools such as MicroStation, Bentley InRoads Suite, CivilStorm, CulvertMaster, FlowMaster, Hammer, StormCAD and WaterCAD. **Mr. Ostroff will serve as a Project Engineer for this assignment and will perform civil engineering design services.** He obtained his B.S. Degree in Civil Engineering from Cal Poly, San Luis Obispo.



NOLTE VERTICALFIVE (NV/5) - Construction Inspection and QA / QC Testing Sub-Consultant 2495 Natomas Park Drive, Sacramento, CA 95833

Stephen Walters, PE, has 10 years experience in construction management and civil engineering design. He served as resident and assistant resident engineer on a variety of projects representing millions of dollars of water, wastewater and pump station construction. **Mr. Walters will perform construction management and inspection services for this Project.**

Jeff Dron, PLS, Survey Manager

Jeff Dron has over 12 years of survey experience with KASL Consulting Engineers. Mr. Dron graduated from the California State University, Chico with a

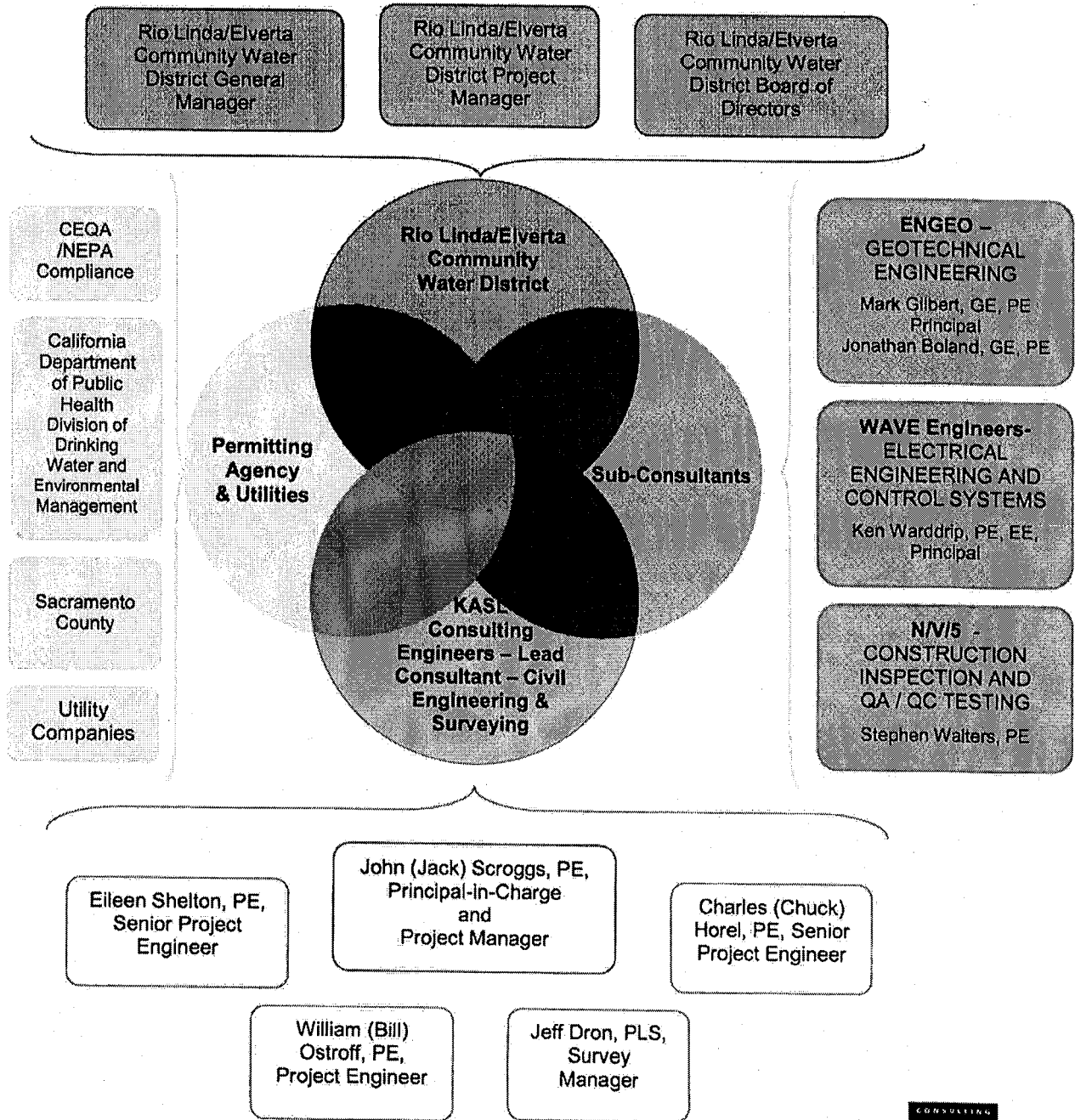


PROPOSAL FOR DESIGN AND SERVICES DURING CONSTRUCTION
FOR THE "L" STREET RESERVOIR AND PUMP STATION PROJECT



3. PROJECT TEAM

ORGANIZATION CHART – Project management, key engineering and support staff who will participate in the "L" Street Reservoir and Pump Station Project and the KASL subconsultants who will be available to provide specialized support services are presented in the Organization Chart below.





4. REFERENCES

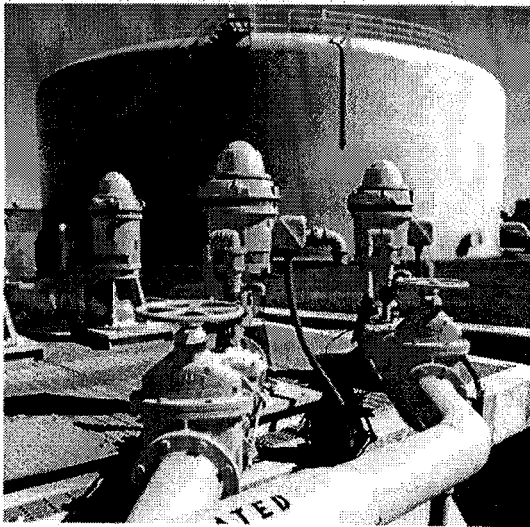
CASE STUDY NO. 1 – North Plumas Water Treatment Plant

Location: Yuba County, CA
Reference: Garry Laughlin, Laughlin & Spence, OPUD District Engineer
1962 9th Avenue
Olivehurst, CA 95961
(530) 671-1008

The North Plumas Water Treatment Plant project was designed by KASL Consulting Engineers and constructed to provide an initial capacity of 6 million gallons per day (MGD) with expansion to 12 MGD capacity. This ground water treatment plant includes pressure filtration facilities for iron and manganese removal and air stripping for methane gas removal.

Project components include local and remote ground water supply wells, disinfection, a 1.5 MG capacity steel water storage tank, 0.5 MG steel backwash tank, 3, each, 75-hp and 2, each, 40-hp variable speed booster pumps, water treatment plant controls and SCADA (Supervisory Control and Data Acquisition) Systems.

Booster pump and distribution system improvements were designed based on network hydraulic analysis conducted by KASL for the North Plumas water distribution system.

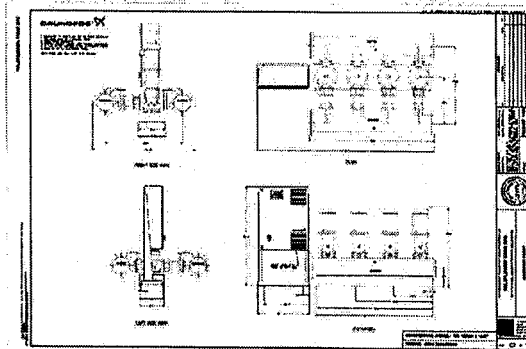


CASE STUDY NO. 2 – Wildflower Subdivision Water System Improvements

Location: City of Ione, CA
Reference: Roark Weber, City Engineer
City of Ione
394 E. St. Charles Street
San Andreas, CA 95249
(209) 754-1824



The new Wildflower Subdivision in Ione required increased water storage capacity in the Amador Water Agency's Ione water system. KASL Consulting Engineers designed a new 2.0 MG steel water storage tank, in-line booster pump station, SCADA and control systems and related distribution system improvements to support the new housing development. The new Wildflower water storage, pumping and distribution improvements now serve existing and new demands throughout the community of Ione. The design included extensive network computer modeling, surge analysis and extended period simulations.





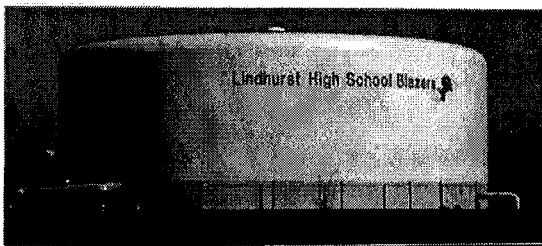
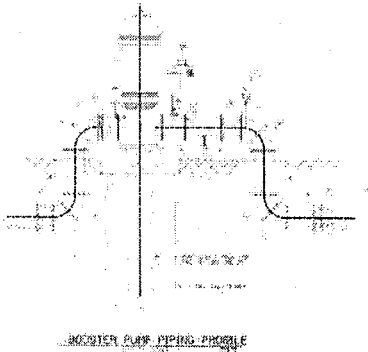
4. REFERENCES

CASE STUDY NO. 3 – Lindhurst High School Water Storage Tank and Booster Pump

Location: Yuba County, CA
Reference: Olivehurst Public Utility District
John Tillotson, Public Works Director
1970 9th Avenue
Olivehurst, CA 95961
(530) 743-8132

The Lindhurst High School Water System Improvement Project included the design of a 1.0 MG steel water tank with in-line 3.0 MGD capacity booster pumps to improve maximum day and fire flow demands for the Olivehurst Public Utility District (OPUD). The improvements were located on property of the Lindhurst High School.

The location and size of the water storage tank and booster pump improvements were determined after KASL completed hydraulic network analyses of the OPUD service area. With the Lindhurst tank and booster pump improvements in place, OPUD was able to remove older wells from the supply and eliminate noncompliant sources of iron and manganese.



CASE STUDY NO. 4 - Willow Street Pump Station Investigation and Pump Station Replacement Design

Location: Fort Bragg, CA
Reference: Dave Goble, Director of Public Works, City of Fort Bragg
416 N. Franklin Street
Fort Bragg, CA 95437
(707) 961.2823

KASL Consulting Engineers recently completed the Willow Street Pump Station Investigation and Pump Station Replacement Design for the City of Fort Bragg. KASL made several presentations of investigation findings and recommendations to the City Director of Public Works and staff, the Fort Bragg City Council and to officials of the Fort Bragg Unified School District. The East Fort Bragg Pressure Zone serves several schools within the Fort Bragg Unified School District, including a high school, middle school and elementary school. Public and City concerns with low water pressures prompted the investigation.

Existing and projected maximum day and peak hour demands were developed for the East Fort Bragg Pressure Zone. The Network Hydraulic Model was prepared, flow tested and calibrated. The capacity of the existing pump station and transmission mains to deliver maximum day plus fire flow and to meet peak hour demands was modeled and checked against measured operating conditions.

System flushing and transient pressure studies were completed using the calibrated network model. With the modeling and configuration of existing and projected critical flow conditions, alternative system improvements were developed both with continued operation of the existing Willow Street Pump Station equipment and with Willow Street Pump Station equipment replacement.

At the completion of the design report, KASL Consulting Engineers was subsequently retained by the City of Fort Bragg to perform the engineering design of water transmission improvements and a replacement pump station to resolve the low water pressure in the East Fort Bragg Pressure Zone.

PROPOSAL FOR DESIGN AND SERVICES DURING CONSTRUCTION
FOR THE "L" STREET RESERVOIR AND PUMP STATION PROJECT

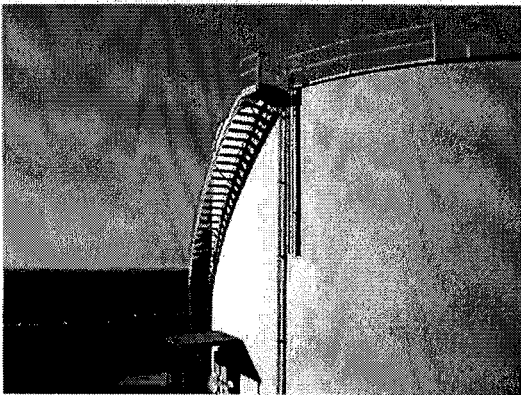


4. REFERENCES

CASE STUDY NO. 5 – Jenny Lind and New Hogan / AD 604 Water Supply, Treatment, Pumping and Pipeline Improvements

Location: Calaveras County, CA ↑
Reference: Larry Diamond, Assistant General Manager, Calaveras County Water District
425 East St. Charles Street
San Andreas, CA 95249
(209) 754-3543

Over a period of 15 years, KASL Consulting Engineers conducted the planning, design and construction administration of 7 above ground welded steel water storage tanks located in the CCWD's Jenny Lind service area. Tank capacities ranged from 0.25 MG to 2.0 MG. The scope of services also included design and construction services for 5 pump stations with capacities up to 4200 gpm. Design and construction services provided also included a 5 MGD Water Treatment Plant and over 8 miles of water transmission mains requiring in size from 8 inch to 24 inches in diameter.



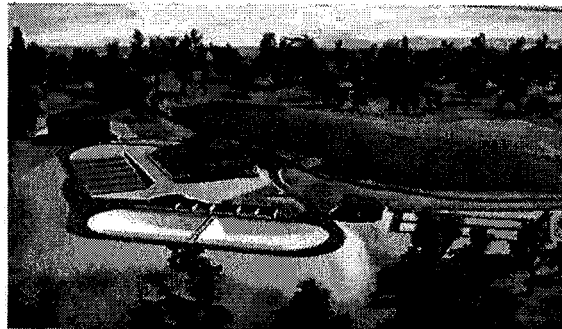
CASE STUDY NO. 6 – Greenwood Water Treatment Plant, Greenwood Water Transmission Main

Location: Georgetown, El Dorado Co., CA ↓
Reference: Hank White, General Manager
Georgetown Public Utilities District
6425 Main Street
Georgetown, CA 95634
(530) 333-4356

The Greenwood Water Treatment Plant includes a 3.0 MGD microfiltration treatment system. The plant is designed for expansion to 4.0 MGD capacity and ultimate capacity of 8.0 MGD. System components include a raw water pump station, reverse filtration (backwash) pump station, backwash recovery pump station and a 1.5 MG capacity water storage tank. The water treatment plant was designed to provide service to GDPUD customers via the 3 mile long Greenwood Water Transmission Main. Design of the project is complete. Construction is on hold pending review of other treatment options and project funding.

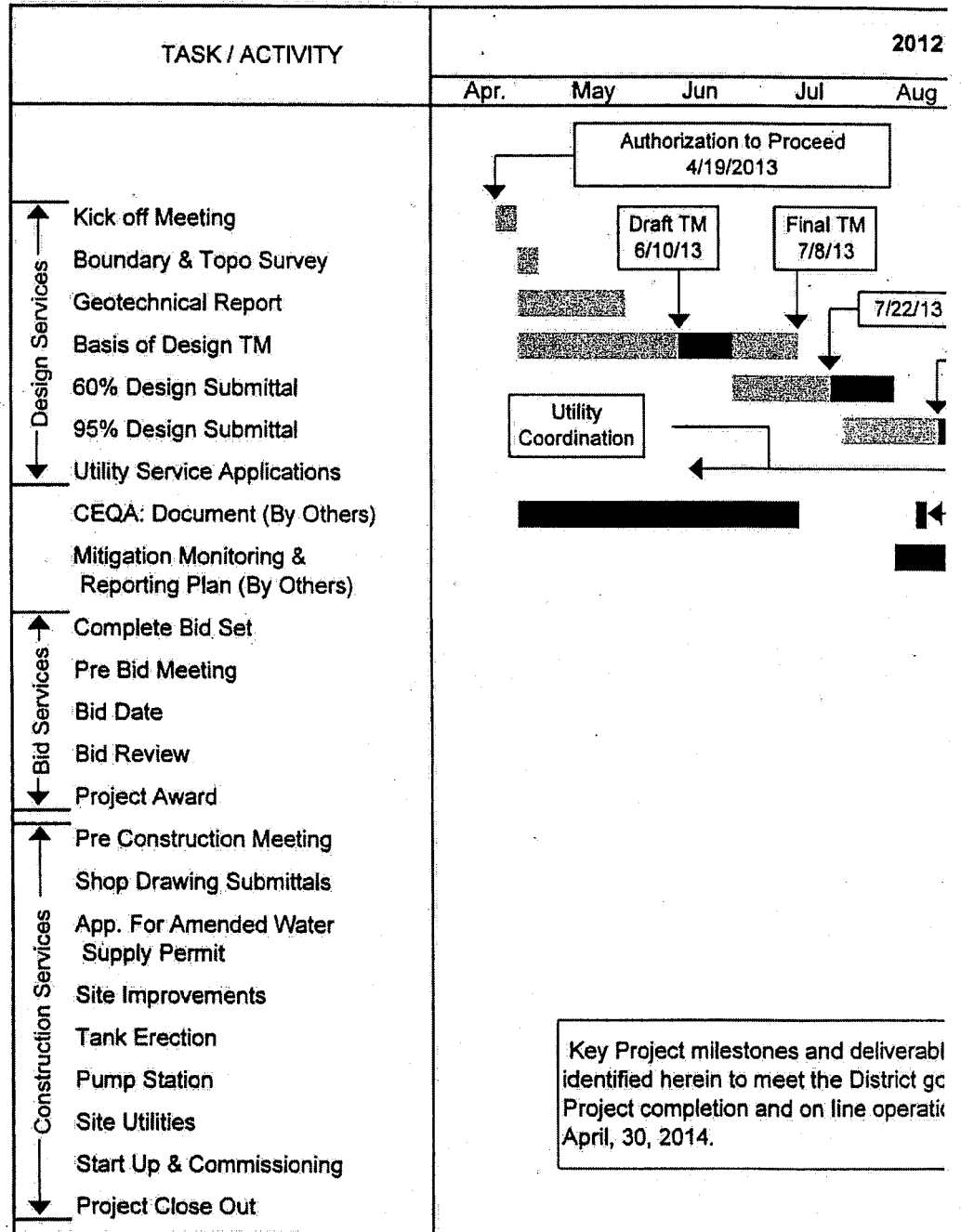
The scope of services included surge analyses for the 16 inch to 20 inch diameter water transmission main. Pressure relief stations were included in the design to avoid unacceptable high transient pressures.

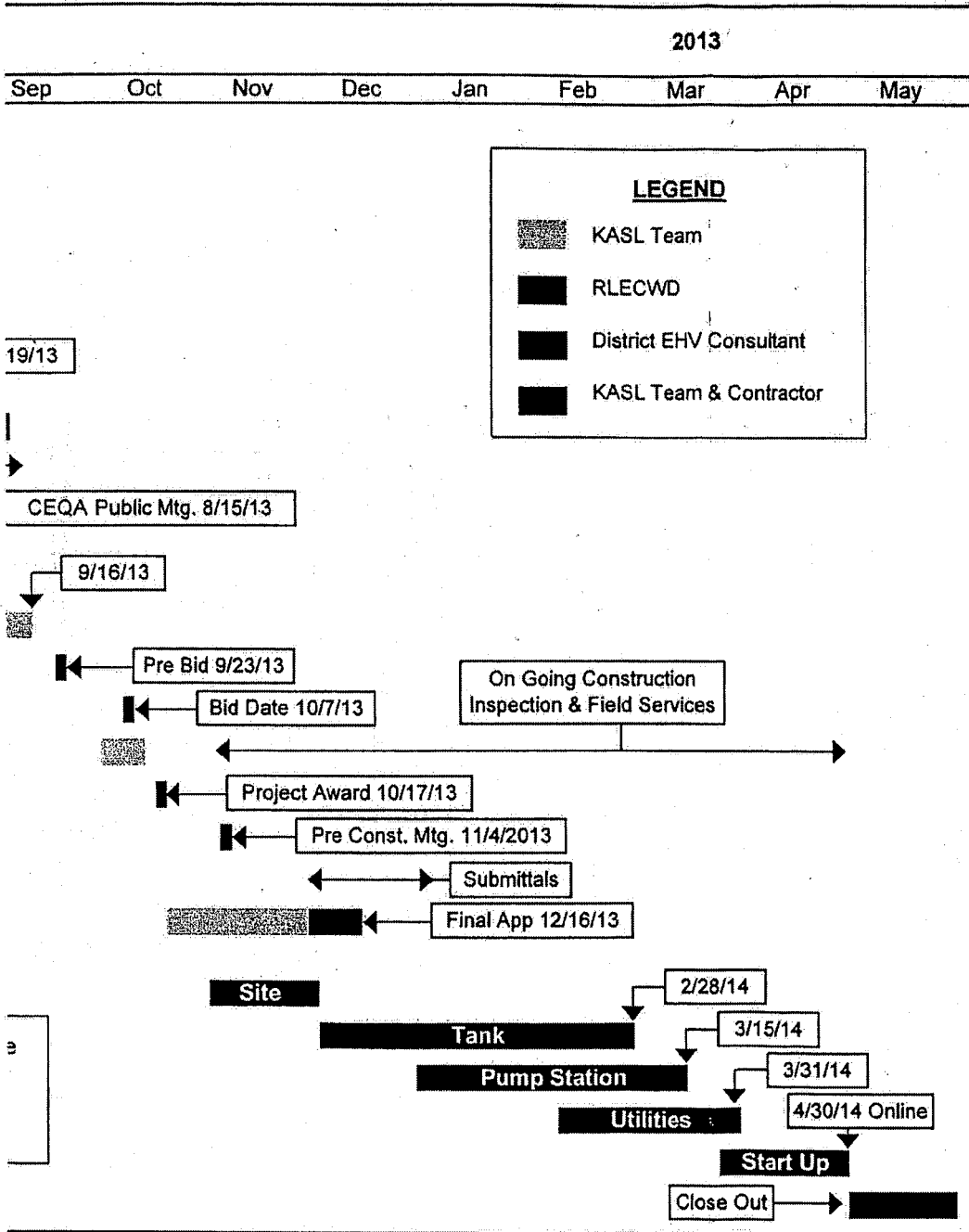
KASL Consulting Engineers served as the lead design consultant for the project. **ENGEQ** provided geotechnical engineering services.



PROPOSAL FOR DESIGN AND SERVICES DURING CONSTRUCTION
FOR THE "L" STREET RESERVOIR AND PUMP STATION PROJECT

5. PROJECT SCHEDULE





PROPOSAL FOR DESIGN AND SERVICES DURING CONSTRUCTION
FOR THE "L" STREET RESERVOIR AND PUMP STATION PROJECT



- 6. CONFLICTS OF INTEREST**
- 7. INSURANCE**
- 8. PROPRIETARY INFORMATION**

6. CONFLICTS OF INTEREST

KASL Consulting Engineers has no known conflicts of interests or any, apparent, direct, indirect or potential conflicts of interest with respect to our consulting firm or with management or employees of our firm or with our sub-consultants which would prevent us from providing services to the Rio Linda / Elverta Community Water District for this Project.

7. INSURANCE

KASL Consulting Engineers (Consultant) and its Sub-Consultants maintain the following types and minimum insurance limits which meet or exceed the types and minimum insurance limits as contained in the District's Attachment B Standard Insurance Requirements:

Commercial General Liability
\$1,000,000 Per Occurrence
\$2,000,000 General Aggregate Limit

Automobile Liability
\$1,000,000 Combined Single Limit

Umbrella Liability
\$2,000,000 Each Occurrence
\$2,000,000 Annual Aggregate

Professional Liability
\$2,000,000 Per Occurrence
\$2,000,000 Aggregate Limit

Worker's Compensation
\$1,000,000 Per Occurrence

8. PROPRIETARY INFORMATION

Nothing contained in this submitted Proposal is proprietary and it is understood that this Proposal shall become property of the District once submitted.





April 2, 2013

Ms. Mary Henrici
Rio Linda/Elverta Community Water District
730 L Street
Rio Linda, CA 95673

**Subject: "L" Street Reservoir and Pump Station Project
Proposal for Design and Services during Construction**

Dear Ms. Henrici,

Thank you for the opportunity to submit this proposal for design and services during construction related to the Rio Linda/Elverta Community Water District (District) "L" Street Reservoir and Pump Station project (project). Affinity Engineering Inc. (Affinity) has been providing engineering services to the District for over 3 years and understands that the District is currently under a moratorium on new connections due to a peak hour supply deficit. The new reservoir and pump station will eliminate this deficit and remove the moratorium.



Coloma Reservoir with Wrought Iron and Drought Tolerant Landscaping - Rancho Cordova, CA

Affinity is committed to making this project successful. Affinity will team with Wood Rodgers, Inc. (Wood Rodgers), a Sacramento consulting firm, by sub-contracting with them to assist on this project. Jim Carson and Jim DeHart from Affinity and Jeff Lodge from Wood Rodgers (Project Team) will lead the engineering and construction management of the project. This Project Team has over 70 years of engineering experience designing water infrastructure projects. Each Project Team member will be responsible for the following:

- Jim Carson: Principal-in-Charge, Process, Mechanical Engineering, Start-up and Testing
- Jeff Lodge: Project Management, Civil Engineering, Managing Sub-consultants
- Jim DeHart: Electrical Engineering, Instrumentation, Construction Management

This Project Team attended the mandatory pre-bid meeting and will remain fully engaged with the project from inception to when the facility is fully operational. Wood Rodgers will also provide the geotechnical investigation, structural engineering and surveying services that are required for this project.

This proposal includes the following sections as identified in the Request for Proposal:

- 1) Project Overview
- 2) Detailed Work Plan
- 3) Project Team
- 4) References

- 5) Project Schedule
- 6) Conflicts of Interest
- 7) Insurance
- 8) Proprietary Information
- 9) Signatures

In a separate envelope from this proposal, please find our Fee Estimate.

1) Project Overview

The California Department of Public Health (CDPH) issued a compliance order (order) to the District in 2009 which determined that the District did not have sufficient facilities to meet their system demand. The original order required the District to construct three new wells to meet their demands including Well 15. Jim Carson provided recommendations to the District which led to Well 15 requiring no treatment. Additionally, he was able to get Well 3 reclassified and back into operation adding 300 gpm of supply to the system.

Based on a revised engineering report, the District requested the order be modified to eliminate the two remaining wells and instead construct a reservoir and pump station to address the peak hour water supply deficit. CDPH accepted the request and is requiring plans and specifications be completed before the funding agreement and amended water supply permit are approved.

The District plans to locate the reservoir and pump station adjacent to their main office on property they own. This location has a number of advantages to the District including:

- A 6, 10 and 12-inch water mains adjacent to the project site for efficient get away to meet system demands
- No change in use for the property as storage and pumping already exist
- Property already secured with perimeter fencing and security system
- Light industrial and park across the street and adjacent to the project site minimizing customer concerns about project location
- Proposed reservoir located next to the elevated reservoir
- No known environmental issues associated with the property such as leaking fuel tanks or wetlands
- Convenient operational access to reservoir and pump station
- Utilities such as power, gas and storm drain nearby

Based on comments made by the General Manager at the pre-proposal meeting, the Project Team has revised the original site layout from the request for proposals. The revised preliminary site layout is included at the end of this proposal as Exhibit A. Some of the revisions include:

- Generator relocated away from residential homes to minimize noise impacts

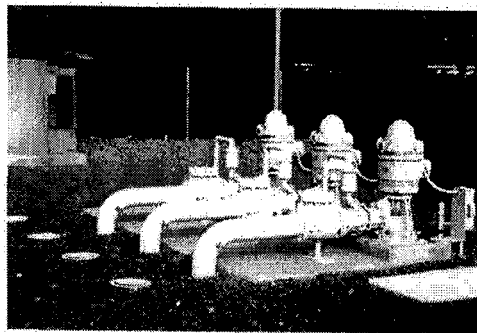
"L" Street Reservoir and Booster Pump Station Proposal

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- Chemical and electrical building for
 - Improved security and aesthetics
 - Well 12 and post pump station chlorination systems
 - Space for supervisory control and data acquisition (SCADA) automation and controls should the office be relocated
- Block wall between site and residential neighbors to minimize noise and visual impacts
- Wrought iron fencing and gates for improved security
- Space for existing District storage containers

There are residential neighbors immediately to the south and west of the property requiring attention to the issues of noise, visual impacts and construction activities. The District will be hiring EN2 Resources to provide California Environmental Quality Act (CEQA) compliance for this project. The Project Team will assist the CEQA consultant with plans and other information in order to get project clearance. This would include traffic, construction, visual and operational project impacts.



Clearlake Pump Station - Clearlake, CA

The District's water model will be used to confirm that the existing mains in the area will be able to adequately distribute 3,500 gpm into the system. Future distribution upgrades will be identified and planned for when the pump station is expanded to 6,000 gpm. The pump station's discharge design will accommodate the future connections of these mains with minimal disruption to operations.

The District uses Tesco Controls (Tesco) for their facilities' programmable logic controllers (PLCs) and SCADA system. Affinity has worked with Tesco on many projects including the District's Well 15 and SCADA system upgrades. Affinity's understanding of the operation of the water system and its controls make us uniquely qualified to direct Tesco on the controls and programming for this new facility and how it will integrate into the District's overall water supply.

Sacramento Municipal Utility District (SMUD) will need to provide a new service to the site. The service will be sized to supply power to Well 12, the pump station and future well. The existing electrical service(s) that supply the District office and other onsite facilities will remain. SMUD has a reputation for having long delays before completing new electrical services. To address this issue, Jim DeHart will immediately begin coordinating with SMUD, maintain regular communication and provide quick responses to minimize their project delays. This approach has been implemented by Jim with Sacramento Suburban Water District (SSWD) with success over the last 2 years. Similar planning will be performed for the natural gas service with PG&E in order to minimize delays related to the emergency generator.

The Project Team understands that the District desires an economical design with provisions for future expansion. Economy, however, is not limited to the capital cost of the project. Ongoing operation and maintenance (O&M) costs will also be a factor. Jim Carson brings operational experience to his designs and is able to minimize recurring and

"L" Street Reservoir and Booster Pump Station Proposal

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long term O&M expenses. Future expansion is not limited to the electrical service and pipe sizing. The Project Team will include a building for the electrical and chemical equipment with enough space in the electrical room to add a SCADA computer so the facility can serve as a SCADA node once the office is relocated. Additional design benefits include:

- Energy Efficient Security and Safety Site Lighting: Typically site lighting consists of 150 watt lamps on 20 foot high poles. These use a high amount of energy and create light pollution for surrounding neighbors. The Project Team proposes using 15 watt light emitting diode (LED) lights approximately 3-feet high for site lighting. This type of design provides security lighting at a lower electrical cost with longer bulb life and easier bulb replacement than the traditional site lighting.
- Building Solar Tubes: Solar tubes will be installed in the roof of the electrical and chemical rooms of the building to provide natural light during the day. Affinity provided this recommendation for the Well 15 project and District staff is able to enter the building rooms without requiring the lights to be turned on.
- Provisions for Reservoir and Building Solar Panels: With the high cost of electricity, the District may want to take advantage of adding solar panels to the reservoir and building. Provisions for wiring and added load bearing on the reservoir and building roof will be incorporated into the design.
- Chemical Room Safety Ventilation: Chemical room ventilation will be designed to vent chlorine off gas through door vents. This design will alert an operator of a chemical spill (by a strong chlorine smell) prior to entering the chemical room.
- Motor Sound Enclosures: Motor sound enclosures that require no fans or electric power can be incorporated into the design to mitigate motor noise.
- Site Paving: Site paving is recommended for improved access to all facilities and minimize yard maintenance.
- Chlorine Residual Analyzer Water Recycling: The discharge from the chlorine residual analyzer will be contained and recycled by pumping the water back into the reservoir.
- Perimeter Block Wall and Wrought Iron Fencing: An 8-foot high perimeter block wall will be designed for the west and a portion of the south property lines. The wall will be used to minimize noise from the site and visual impacts from the 32-foot high reservoir on the adjacent residential neighbors. The block wall will match the block from the new building. The remaining perimeter fencing will be upgraded to wrought iron to provide a higher level of security and improve the visual impact to the community.
- Frontage Landscaping: Drought tolerant landscaping with security landscaping like pyracantha is recommended for the front of the new facility to blend with the neighborhood to discourage vandalism of the fencing.

2) Detailed Work Plan

The Project Team will complete this project in a series of 4 tasks:

- Task 1 – Project Management
- Task 2 – Preliminary Design
- Task 3 – Detailed Design and Bidding Support
- Task 4 – Services During Construction

These tasks are fully explained as follows.

Task 1 – Project Management

This task involves monitoring the progress of the project. Project manager responsibilities will include the following:

- Monitoring budget and schedule
- Contract administration
- Coordinating sub-consultants
- Schedule progress design meetings
- Prepare agenda and minutes for design meetings
- Complete SRF required budget and expense reports for District reimbursement
- Complete project close out by verifying that the District has everything they need to consider the project finished

Task 2 – Preliminary Design

Upon notice to proceed, the property will be surveyed for boundary and topography. The Project Team will utilize District staff to assist in locating onsite underground utilities that will be shown on the preliminary site layout. Location services may require potholing to verify utility locations.

A kick off meeting will be held within two weeks to meet with District Staff and go over the preliminary site layout, project objectives and lines of communication. Preliminary electrical loads will be developed and a draft Rule 16 service application will be submitted to SMUD as well as a draft site drawing and single line diagram. SMUD and PG&E both will require a deposit for them to begin reviewing the electric and gas service applications.

Based on comments received from the District on the preliminary site layout, a hydrogeologist will be consulted with to confirm that the location of the future Well 12 replacement meets regulatory requirements and is accessible for construction. The geotechnical investigation will also be initiated and focus on foundation requirements for the reservoir, building, generator and pump station.

A draft basis of design technical memorandum (TM1) will be developed which will include the elements of a 30% level of design including site layout, process and instrumentation diagrams, single line diagram, major equipment specifications, and updated drawing and specification list (see Exhibit B for the preliminary drawing list). During this phase of the project, Tesco will be engaged to work together with us in developing a control strategy for the local PLC as well as in the SCADA system. From the adopted control strategy, Tesco will define their scope and cost that will be included in the final plans and specifications.

A meeting will be scheduled to discuss District comments on the draft TM1. TM1 will then be finalized based on comments received along with a planning level opinion of probable construction cost.

Meetings:

- Project kick-off
- Draft TM1 review

Deliverables:

- Electronic Copy (PDF Format) – Draft and Final TM1
- 3 Hardcopies – Draft and Final TM1
- Electronic Copies (Adobe and AutoCAD Format) – Site Survey
- Draft and Final Geotechnical Investigation Report

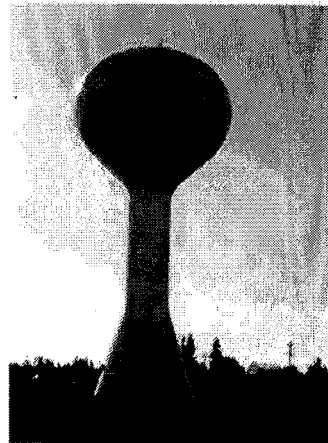
Assumption:

- The SMUD and PG&E deposits are paid directly by the District

Task 3 – Detailed Design and Bidding Support

Once the basis of design has been finalized, the detailed design phase of the project will begin. The detailed design will include the drawings and specifications listed in TM1 and include additional CEQA requirements.

The Project Team will submit a 60% design level for District review and will schedule a meeting to review District comments. The Project Team will incorporate District comments and complete the design. The complete design will be submitted to the District and CDPH for review along with an updated opinion of probable construction cost; the submittal will be identified as 95% but will reflect the complete design except for District or CDPH comments. A meeting with CDPH will be scheduled to go over the 95% design and assist CDPH in finalizing the funding agreement. Once CDPH has approved the submittal, the design will be finalized into the Bid Set of plans and specifications.



Stonebridge Elevated Reservoir with Solar Tubes - Rancho Cordova, CA

The Project Team will deliver the Bid Set to the Sacramento Regional Builders Exchange and advertise the project in the Sacramento Bee. The plans will also be made available at a print shop for bidders to purchase hard copy sets. The Project Team will respond to bidder inquiries and prepare and distribute addenda as necessary. The Project Team will schedule and conduct a pre-bid conference for prospective bidders to see the site and discuss any issues they may have.

Once the District has opened the bids and determined the apparent low bid. The Project Team will prepare a bid tabulation and evaluate the low bid for bidders' compliance with the requirements of the contract documents by checking references, company financials, bonds, credit rating and insurance standing. After this evaluation is complete, the Project Team will provide a successful contractor recommendation.

After the District issues a Notice of Award and enters into a contract with the successful contractor, a conformed sets of drawings and specifications that include all addenda will be prepared and issued to the successful contractor.

Meetings:

- 60% and 95% Submittal Review Meetings with District
- One meeting with CDPH

Deliverables:

- We will provide all deliverables stated in the RFP for the 60%, 95%, Bid and Conformed set submittals that are required in the RFP. These include half and full size drawings, hard copy specifications and electronic formats on flash drives.

Task 4 – Services During Construction

The services during construction will include office and field engineering and construction management/inspection tasks as follows:

Office/Field Engineering

- Respond to contractor requests for information (RFIs)
- Review and approve submittals
- Maintain submittal and RFI lists
- Write up change orders and submit to District for approval
- Site visits to address construction conflicts
- Provide technical support as required during Start up and Testing
- Attend Board Meetings to provide project updates as required

Construction Management/Inspection

- Schedule and conduct pre-construction meeting
- Schedule and conduct construction progress meetings
- Observe and document construction activities
- Provide inspection of critical construction events (compaction testing, tank coating, formwork, electrical conduit layout, etc.)
- Review and recommend progress payments
- Develop and maintain contractor punch lists
- Coordinate with District and contractor for project closeout

The construction manager will coordinate with District staff to assist in the connection of the new infrastructure into the existing water system and with the startup of the facilities.

3) Project Team

Affinity Engineering's Office is located in Rancho Cordova and Wood Rodgers' Office is located in Sacramento. The project team plans to use Wood Rodgers for the surveying, geotechnical and structural engineering.

Our project team is led by Jim Carson, who brings more than 27 years of reservoir and pump station experience to this project. Our team also includes local engineers and sub-consultants that have extensive experience in the design of welded steel reservoirs, pump stations, wells, pipelines, structural engineering, water treatment, electrical and controls.

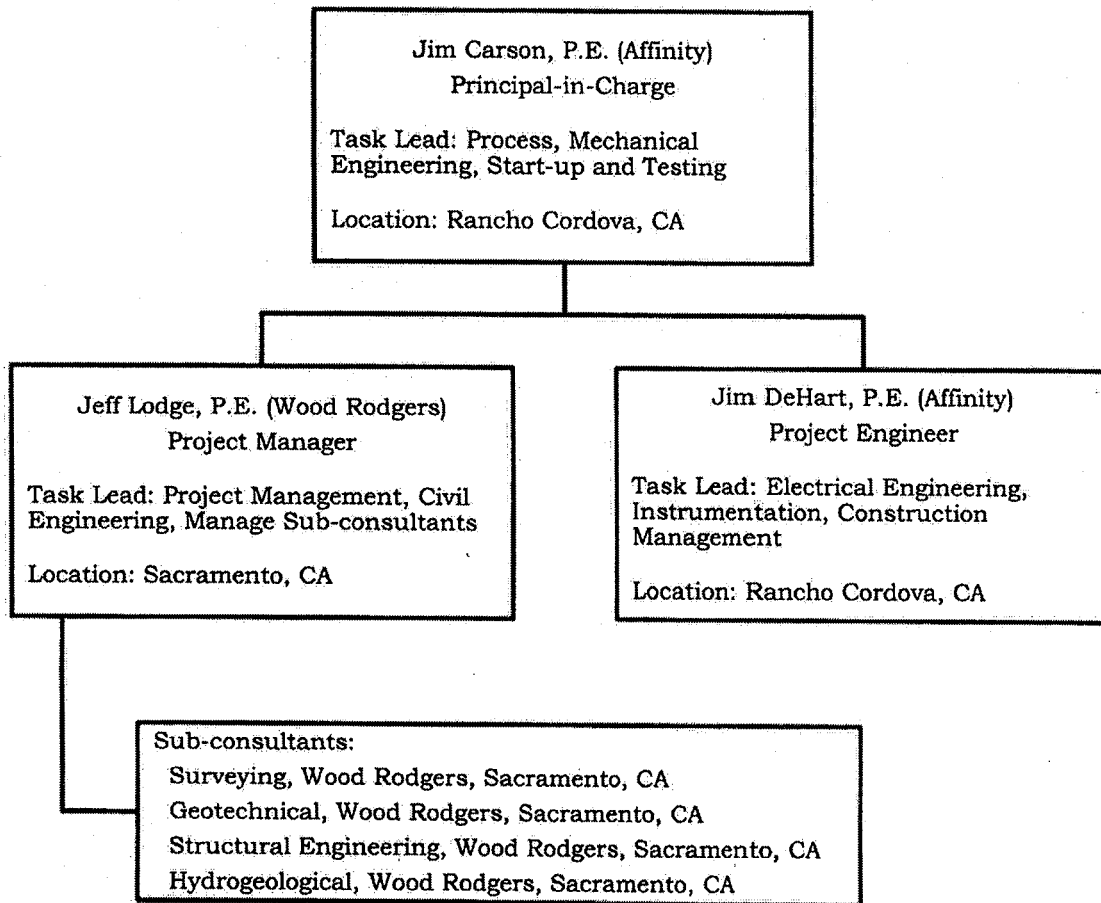
"L" Street Reservoir and Booster Pump Station Proposal

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For this project, Affinity has teamed with Wood Rodgers to assist in the project design and services during construction. The three key project team members of Jim Carson, Jeff Lodge and Jim DeHart are registered professional engineers experienced in designing water utility infrastructure. Additionally, Mr. Carson has also held Grade 4 - Distribution Plant Operator and Grade 5 - Treatment Plant Operator Certifications, adding real-world and hands-on experience. He also brings local knowledge of the District's water system to the project design team.

An organizational chart of the project team and a brief biography of each of project's key team members is provided below.



Jim Carson, P.E. (Principal-in-Charge)

Jim Carson has more than 27 years of experience covering all aspects of the water utility business. His experience includes overseeing the operations, planning, design, contracting, project start-ups, and customer service for several water systems in Northern and Central California. These systems ranged in size from 500 to 15,000 customers. As a District Manager, he was responsible for the day-to-day operations and customer service functions for several cities and communities in Northern California. As an Engineering Manager, he was responsible for creating water master plans, designing

wells, reservoirs and pump stations. The reservoirs designed were up to 5 million gallons with pump stations designed up to 12,000 gpm. As a consultant, his experience includes District Engineering support, discharge and air quality permitting, and design of groundwater treatment systems (new and retrofit), water wells, reservoirs and pump stations along with their associated start-up.

Jim DeHart, P.E. (Project Engineer)

Jim DeHart has spent over 18 years designing power distribution and control systems for municipal water systems. His electrical engineering experience includes developing process and instrumentation diagrams (P&IDs), single line diagrams, control diagrams, site layout drawings, and specifications. His projects have included standby power systems involving both diesel and natural gas powered generators and the associated automatic transfer switches. He has also assisted water utilities with the issue of arc flash including designing mitigation to reduce arc flash hazards. In addition to electrical engineering, Mr. DeHart has been assisting with the civil and mechanical design of water facilities over the last five years. He has assisted with developing process diagrams, piping layouts, process equipment selection and unidirectional flushing and valve exercising programs. His career has also included performing construction management services for a variety of facilities including the Olivehurst Public Utility District's Well 34 groundwater treatment plant and backwash recycling facility and the City of Roseville's Pleasant Gove Wastewater Treatment Plant.

Jeff Lodge, P.E. (Project Manager)

Jeff Lodge has more than 23 years of experience in planning, design, quality control and project management of water infrastructure projects. His experience includes taking projects from the conceptual level through implementation specifically focusing on water delivery projects. His experience includes over 15 pump stations ranging in size from 2,000 - 90,000 gpm. Some of these pump stations included ground storage reservoirs of 1 MG or more. Project responsibilities have included project management, hydraulic modeling, surge tank sizing, chemical feed, reservoir sizing and detailing, pump station layout and design, civil site work, and onsite drainage basin sizing.

4) References

Golden State Water Company

Reference: Paul Schubert - District Manager
3005 Gold Canal Dr.
Rancho Cordova, CA 95670
(916) 853-3600

- Bay Point, CA - Hill Street 1 MG Reservoir
- Bay Point, CA - Evora 0.5 MG Reservoir
- Bay Point, CA - Skyline 1 MG Reservoir
- Rancho Cordova, CA - Coloma 2 MG Reservoir and Pump Station
- Rancho Cordova, CA - Stonebridge 0.5 MG Elevated Reservoir
- Englewood, CA - Yukon 1 MG Reservoir and Pump Station
- Simi Valley, CA - Pineview 2 MG Reservoir
- Clearlake, CA - Sonoma 0.1 MG Reservoir and Pump Station

"L" Street Reservoir and Booster Pump Station Proposal

April 2, 2013

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These projects for Golden State Water Company were designed by Jim Carson and located throughout California. The reservoirs included welded steel, steel bolted and concrete types. The reservoirs included gravity storage and ground storage with pump stations. The pump station capacities ranged from 1,000 gpm to 20,000 gpm.

California American Water Company

Reference: Matt Lasecki, P.E. – Senior Engineer

4701 Beloit Dr., Sacramento, CA 95838, (916) 568-4200

↑ *negative*

Rancho Cordova, CA – Jackson 1 MG Reservoir and Pump Station

This project consisted of the equipping of a remote well, transmission main, manganese treatment, 0.1 MG backwash recycle tank, 1 MG reservoir and pump station with Jim Carson providing the civil, mechanical and process and Jim DeHart providing electrical engineering. The project included getting Sacramento County planning and building approval. The reservoir and backwash recycling tank were welded steel. The pump station had variable speed pumps with an overall capacity of 3,000 gpm.

South San Joaquin Irrigation District

11011 E. Highway 120, Manteca, CA 95336, (209) 249-4600

Reference: Bruce Corwin Project Manager (916) 567-9900 now with CDM Smith

?

Manteca, CA – Four 1 MG Reservoirs and Pump Stations

Jeff Lodge was the Project Engineer for design of four 1 MG welded steel reservoirs, four 3,000 gpm pump stations and one 7,500 gpm pump station to provide surface water to several cities in San Joaquin County.

5) Project Schedule

The preliminary project schedule has been designed to meet the objective of getting the facility on line by April 30, 2014 as shown in Exhibit C. Our project team has the time and resources to meet the project schedule.

6) Conflicts of Interest

Affinity is under contract to provide District Engineering services to the District. Under direction of the District, Affinity provided a draft RFP to the General Manager upon which this proposal is based. Affinity was not involved with finalizing or distributing the RFP. Affinity will not be in contact or provide any influence on the selection of the consultant. Because of this, there is no conflict of interest with Affinity proposing or being selected on this project.

Wood Rodgers has no conflict of interest with the District.

7) Insurance

Affinity currently has a contract with the District and meets their insurance requirements. In summary, Affinity and Wood Rodgers both maintain the following minimum insurance coverage:

"L" Street Reservoir and Booster Pump Station Proposal

April 2, 2013

Page 11 of 11

- Workers' compensation and Employer's Liability: as required by the laws of the State of California.
- General Liability: commercial general liability insurance for personal and bodily injury, including death and property damage, on an occurrence basis, in the amount of \$1,000,000 combined single limit each occurrence and in aggregate.
- Automobile Liability: automobile liability for personal and bodily injury, including death and property damage, in the amount of \$1,000,000 for each accident.
- Professional Liability: professional liability insurance for damages incurred by reason of any actual or alleged negligent act, error or omission by Consultant and Sub-consultant in the amount of \$1,000,000 combined single limit each occurrence and \$2,000,000 annual aggregate.
- Consultant and Sub-consultant shall provide certificates of insurance evidencing coverage required above. Each certificate shall provide that the coverage afforded shall not be cancelled or ordered reduced by Consultant or Sub-consultant, except with at least thirty (30) days' prior written notice to the Client. Should this occur, Consultant or Sub-consultant shall procure and furnish to the Client prior to such effective date new certificates conforming to the above coverage requirements. Consultant shall not have the right to receive any payment under this agreement until all insurance certificates are received by the Client.

8) Proprietary Information

Nothing provided in this proposal is proprietary and once submitted to the District shall be the property of the District.

9) Signatures

Thank you for the opportunity to propose on your "L" Street Reservoir and Pump Station project. We are eager to begin working on the project and will be fully committed and engaged to making it a successful project.

Sincerely,

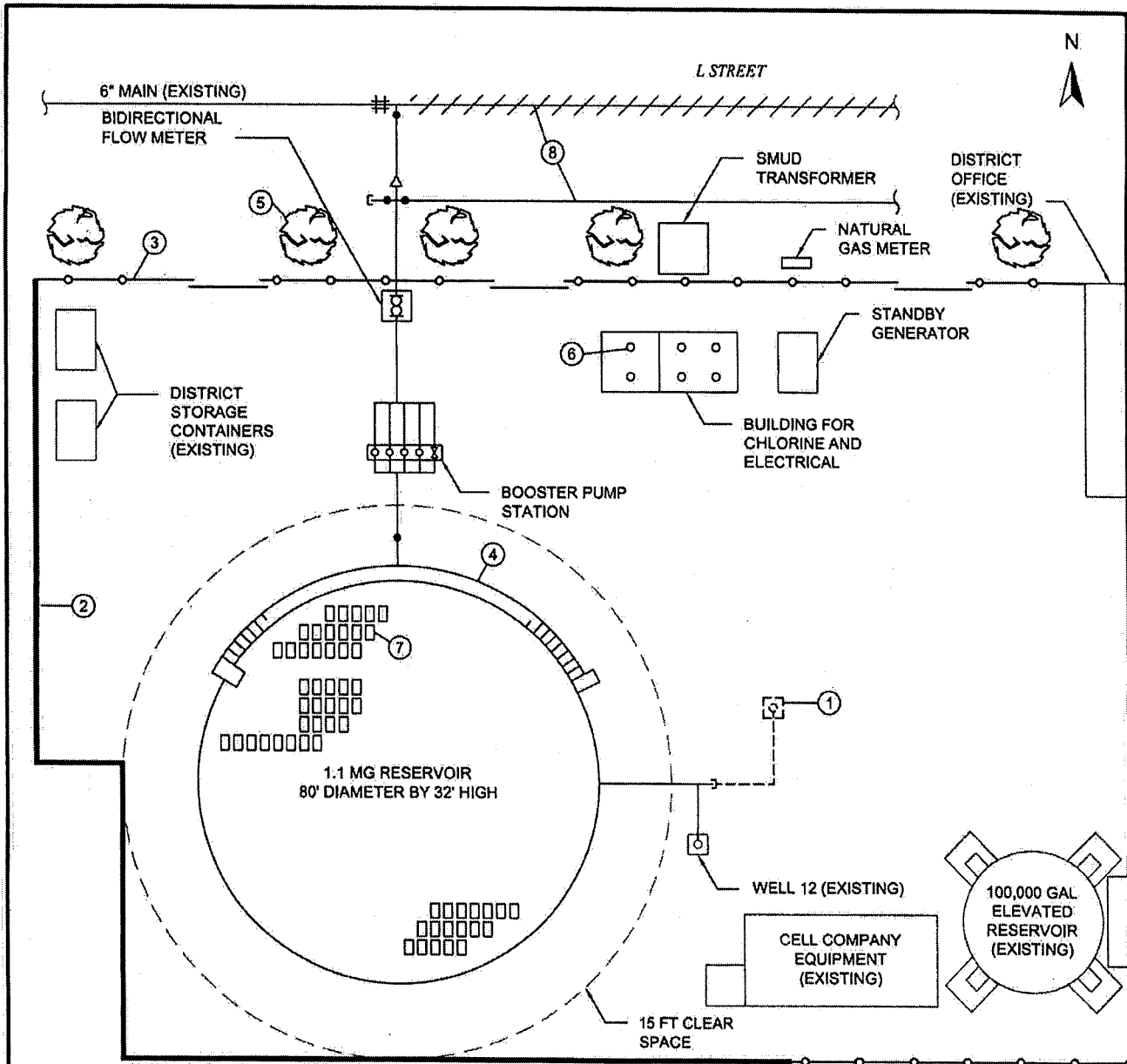


James D. Carson, P.E.
President
Affinity Engineering Inc.

Enclosures:

Exhibit A – Preliminary Site Layout
Exhibit B – Preliminary Drawing List
Fee Estimate

Cc: Jim DeHart, Jeff Lodge



FEATURES:

- | | |
|---|--|
| <ul style="list-style-type: none"> 1. FUTURE WELL 12 REPLACEMENT 2. BLOCK WALL TO MINIMIZE VISUAL IMPACTS 3. WROUGHT IRON FENCE (ENTIRE PROPERTY EXCEPT BLOCK WALL) FOR INCREASED SECURITY 4. OPTIONAL SPIRAL STAIRS FOR EASY RESERVOIR ROOF ACCESS | <ul style="list-style-type: none"> 5. DROUGHT TOLERANT LANDSCAPING 6. SOLAR TUBES FOR NATURAL BUILDING LIGHT 7. OPTIONAL RESERVOIR DESIGN FOR FUTURE SOLAR PANELS 8. PIPE LINE IMPROVEMENTS INCLUDING NEW 16" DISCHARGE, AND NEW CONNECTIONS TO EXISTING MAINS |
|---|--|



**APPENDIX A
PRELIMINARY SITE LAYOUT**

Exhibit B
Preliminary Drawing List

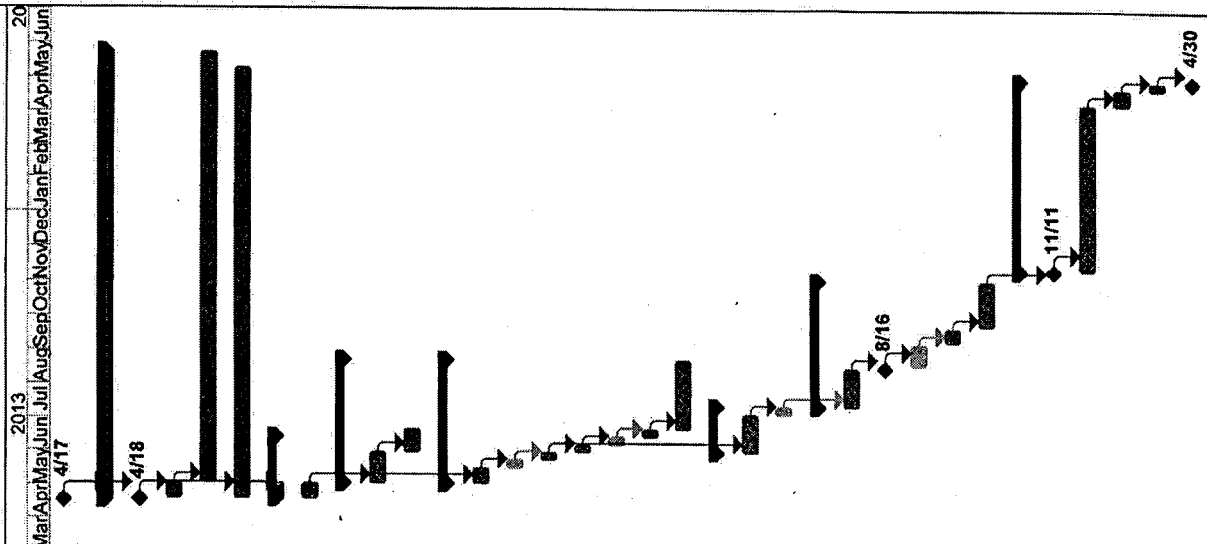
Sheet	Name	Discipline	Title
			COVER SHEET
1	G1	GENERAL	PROJECT OVERVIEW
2	G2	GENERAL	DRAWING INDEX, GENERAL INFORMATION
3	C1	CIVIL	EXISTING PROPERTY SITE PLAN, SURVEY CONTROL
4	C2	CIVIL	DEMOLITION PLAN
5	C3	CIVIL	PRELIMINARY GRADING PLAN
6	C4	CIVIL	FINISH GRADING PLAN
7	C5	CIVIL	PIPING
8	C6	CIVIL	PIPING AND STORM DRAIN DETAILS
9	C7	CIVIL	L STREET WATER MAIN AND STORM DRAIN CONNECTION DETAILS
10	C8	CIVIL	PERIMETER FENCE AND LANDSCAPING IMPROVEMENT DETAILS
11	C9	CIVIL	STANDARD DETAILS
12	P1	P&ID	RESERVOIR
13	P2	P&ID	PUMP STATION
14	P3	P&ID	MISCELLANEOUS PROCESSES
15	S1	STRUCTURAL	CHEMICAL BUILDING FLOOR AND ROOF PLAN
16	S2	STRUCTURAL	CHEMICAL BUILDING ELEVATIONS
17	S3	STRUCTURAL	CHEMICAL BUILDING DETAILS
18	S4	STRUCTURAL	CONCRETE PADS
19	S5	STRUCTURAL	STANDARD NOTES
20	S6	STRUCTURAL	STANDARD DETAILS
21	M1	MECHANICAL	ABOVE GRADE PIPING PLAN
22	M2	MECHANICAL	ABOVE GRADE PIPING ELEVATIONS
23	M3	MECHANICAL	RESERVOIR PLAN
24	M4	MECHANICAL	RESERVOIR ELEVATIONS
25	M5	MECHANICAL	RESERVOIR DETAILS
26	M6	MECHANICAL	PUMP STATION PLAN
27	M7	MECHANICAL	PUMP STATION ELEVATIONS
28	M8	MECHANICAL	PUMP STATION DETAILS
29	M9	MECHANICAL	FLOW METERING PLAN, ELEVATIONS AND DETAILS
30	M10	MECHANICAL	CHEMICAL STORAGE AND FEED PLAN AND DETAILS
31	M11	MECHANICAL	CHEMICAL BUILDING VENTILATION AND HEATING
32	M12	MECHANICAL	STANDARD DETAILS
33	E1	ELECTRICAL	ELECTRICAL SITE PLAN
34	E2	ELECTRICAL	ELECTRICAL PANEL AND FLOW METER PARTIAL PLANS
35	E3	ELECTRICAL	RESERVOIR PARTIAL PLAN
36	E4	ELECTRICAL	PUMP STATION PARTIAL PLAN
37	E5	ELECTRICAL	CHEMICAL BUILDING PARTIAL PLAN
38	E6	ELECTRICAL	GENERATOR AND SECURITY PARTIAL PLANS
39	E7	ELECTRICAL	ELECTRICAL PANEL PLAN, ELEVATION AND DETAILS
40	E8	ELECTRICAL	SINGLE LINE DIAGRAM AND PANELBOARD SCHEDULE
41	E9	ELECTRICAL	PUMP CONTROL DIAGRAM
42	E10	ELECTRICAL	MISCELLANEOUS CONTROL DIAGRAMS
43	E11	ELECTRICAL	CONDUIT AND CABLE SCHEDULE 1
44	E12	ELECTRICAL	CONDUIT AND CABLE SCHEDULE 2
45	E13	ELECTRICAL	STANDARD DETAILS

EXHIBIT C Preliminary Project Schedule

ID	Task Name	Start	Finish
1	Project Notice to Proceed/Contract Execution	Wed 4/17/13	Wed 4/17/13
2	Project Management and Coordination	Wed 4/17/13	Fri 5/23/14
3	Conduct Kick-off Meeting	Thu 4/18/13	Thu 4/18/13
4	Prepare SMUD Rule 16 Application	Fri 4/19/13	Thu 5/2/13
5	Prepare and Manage Contracts for Consultants/Contractors	Fri 5/3/13	Fri 5/23/14
6	Provide Quality Assurance and Quality Control	Fri 4/19/13	Fri 5/9/14
7	Task 1 - Review of Existing Information	Fri 4/19/13	Thu 6/13/13
8	Review of General Plan and land use	Fri 4/19/13	Thu 5/2/13
9	Task 2 - Preliminary Design	Fri 5/3/13	Thu 8/22/13
10	Task 2.1 Geotechnical Investigation	Fri 5/3/13	Thu 5/30/13
11	Task 2.2 Site Survey	Fri 5/31/13	Thu 6/20/13
12	Pump Station, Treatment, Conveyance Design	Fri 5/3/13	Thu 8/22/13
13	Letter Summary of Design Criteria	Fri 5/3/13	Thu 5/16/13
14	District Review	Fri 5/17/13	Thu 5/23/13
15	Finalize Design Criteria	Fri 5/24/13	Thu 5/30/13
16	Prepare Draft Basis of Design Memorandum (TM1)	Fri 5/31/13	Thu 6/6/13
17	District Review	Fri 6/7/13	Thu 6/13/13
18	Final Draft Basis of Design Memorandum (TM1)	Fri 6/14/13	Thu 6/20/13
19	Provide CEQA assistance	Fri 6/21/13	Thu 8/22/13
20	Preliminary Design	Fri 5/31/13	Thu 7/11/13
21	Prepare 60% PS Plans, Specifications and Eng. Estimate	Fri 5/31/13	Thu 7/4/13
22	District Review	Fri 7/5/13	Thu 7/11/13
23	Task 3 - Detailed Design and Bidding Support	Fri 7/12/13	Fri 11/1/13
24	Prepare 95% Plans, Specifications and Eng. Estimate	Fri 7/12/13	Thu 8/15/13
25	Submittal to CDPH	Fri 8/16/13	Thu 8/16/13
26	District and CDPH Review	Mon 8/19/13	Fri 9/6/13
27	Final Bid Set of Plans, Specifications and Eng. Estimate	Mon 9/9/13	Fri 9/20/13
28	Bid Phase	Mon 9/23/13	Fri 11/1/13
29	Task 4 - Services During Construction	Mon 11/1/13	Wed 4/30/14
30	Conduct Pre-construction Meeting	Mon 11/1/13	Mon 11/11/13
31	Submittal Review/Inspection	Tue 11/12/13	Tue 4/8/14
32	Punch list	Wed 4/9/14	Tue 4/22/14
33	Facility Startup	Wed 4/23/14	Tue 4/29/14
34	Project Closeout	Wed 4/30/14	Wed 4/30/14

Mon 4/1/13

Affinity Engineering/Wood Rodgers, Inc.



RIO LINDA



ELVERTA

Items for Discussion
and Action

Meeting Date: April 15, 2013

Agenda Item # 4.8

Subject:	EN2 Resources, L Street Reservoir proposal to complete Environmental Analysis, CEQA Documentation and Federal Cross-Cutting Checklist.
Recommendation:	<i>Action Item: The Planning Committee has no objection to the staff recommendation to use EN2 Consulting for the environmental work on the L Street reservoir project.</i>
Current Background and Justification:	
Conclusion:	
Board Action / Motion:	Motioned by Director _____ Seconded by Director _____ Dills: _____ Green: _____ Caron: _____ Anderson: _____ Longo: _____ (A) Yea (N) Nay (Ab) Abstain (Abs) Absent



March 12, 2013

Mr. James Carson, P.E.
Affinity Engineering Inc.
10824 Olson Drive, Suite C266
Rancho Cordova, CA 95670

Subject: Proposal to Complete Environmental Documentation for the Rio Linda/Elverta Community Water District (District) L Street Reservoir and Booster Station Project (Project)

Dear Mr. Carson:

Per your March 6, 2013 request as discussed with Elizabeth Sheppard, EN2 Resources, Inc. (EN2) is pleased to present this proposal for the subject Project. To comply with California Environmental Quality Act (CEQA) requirements and with the California Department of Public Health's (CDPH) environmental review requirements for the disbursement of Proposition 50, Safe Drinking Water State Revolving Funds (SRF), the following tasks are included in this proposal:

- Task 1 – Environmental Constraints Analysis
- Task 2 – California Environmental Quality Act Documentation
- Task 3 – California Department of Public Health (CDPH) Federal Cross-Cutting Checklist

Permitting services are neither anticipated nor included in the proposed scope, but could be added at a later date, if necessary, under a separate scope and budget.

We appreciate the opportunity to support you and the District on this Project. Please feel free to contact Elizabeth Sheppard or me at (530) 626-1401 if you have any questions regarding the above or the enclosed.

Sincerely,

Rick A. Lind
President

Enclosure

**Proposed Scope of Work to Complete Environmental Documentation for the
Rio Linda/Elverta Community Water District
L Street Reservoir and Booster Station Project**

EN2 Resources, Inc. (EN2) proposes to support the Rio Linda/Elverta Community Water District (District) with conducting the three tasks described below for the District's L Street Reservoir and Booster Station (Project) located within Sacramento County, adjacent to the existing District Office. These tasks are required to comply with California Environmental Quality Act (CEQA) requirements and with the California Department of Public Health's (CDPH) environmental review requirements for the disbursement of Proposition 50, Safe Drinking Water State Revolving Funds (SRF).

Based upon our initial understanding of the Project and from our review of the Preliminary Site Layout sent by Jim Carson of Affinity Engineering (Affinity) on March 6, 2013, we believe that an Initial Study/Negative Declaration (IS/ND) or Mitigated Negative Declaration (MND) would be appropriate for this Project. However, if substantial design changes occur subsequent to the completion of the Administrative Draft IS/ND or MND, then a supplemental scope and budget will need to be prepared to cover additional costs associated with impact analyses revisions.

This scope of work does not include environmental permitting services and are limited to the tasks outlined herein. More detail is provided below that identifies the work involved under each task.

Task 1 – Environmental Constraints Analysis

EN2 will perform an Environmental Constraints Analysis to identify what environmental resource issues are at or near the site that need to be further evaluated in the CEQA documentation and considered during final design of the Project. The analysis will include reconnaissance level biological and Phase 1 cultural records searches coupled with a site visit to field verify search findings and evaluate other environmentally considerable issues (i.e., sensitive receptors for noise and air).

If protocol-level biological field surveys, cultural resources Phase 2 site investigation(s), or additional studies are required on biological resources, cultural resources, or other CEQA topics, then an amendment to this scope and budget would be prepared and submitted to the District for approval prior to the completion of the additional work.

Task 2 – CEQA Documentation

EN2 will prepare either an IS/ND or IS/MND as appropriate for the Project. In order to prepare a complete and defensible CEQA document, the following subtasks would be performed.

Prepare Project Description

EN2 will prepare a Draft Project Description based on information provided by the District and Affinity.

The following is required of the District/Affinity:

- Proposed site layout of Project features/facilities
- Review of and concurrence with Draft Project Description in order to proceed to the CEQA impact analysis

Deliverable:

- An electronic copy of the Draft Project Description for the District's and Affinity's review/comment

Prepare Administrative Draft IS/Proposed ND or MND and Mitigation, Monitoring, and Reporting Program (MMRP), as applicable

EN2 will prepare an Administrative Draft IS/Proposed ND or MND, which includes the supporting public notices for District review and approval, pursuant to CEQA and CEQA Guidelines requirements. This document will:

- Utilize the approved Project Description and the results of the analyses performed under Task 1 to evaluate and document the environmental conditions of the project site
- Determine the level of impacts
- If an MND is deemed necessary, identify mitigation measures for the environmental resources affected by the Project and summarize identified mitigation measures in an MMRP that would be included as an appendix to be approved by the District and made a part of the construction bid documents and contract

The following is required of the District/ Affinity:

- Any additional technical reports, construction methods, or plans to assist in completing the Draft IS/Proposed ND or MND and MMRP, as applicable
- Review/comment on Administrative Draft IS/Proposed ND or MND and MMRP within 5 days

Deliverable:

- Electronic copy of the Administrative Draft IS/Proposed ND or MND and MMRP for the Affinity /District's review/comment.

Prepare IS/Proposed NDs or MND and MMRP for Public and Agency Review

Prepare the IS/Proposed ND or MND and the supporting notices for public and agency review once comments from Affinity/District staff have been received and addressed on the Administrative Draft IS/ND or MND.

EN2 assumes that the District will perform the following and other CEQA-related matters:

- Advance planning and scheduling of the District's internal review processes,
- Scheduling of and briefing packages for District Board meetings,
- District Board agenda staff reports, and
- Processing checks for payment of agency filing fees for the CEQA document and public notices.

The following is required of Affinity/District:

- Review/comment on proposed release of Public and Agency Review Draft IS/Proposed ND or MND from EN2

Deliverables:

- Two (2) copies of the IS/Proposed ND or MND for the District's review/comment
- Electronic copy of the Project Notice of Intent to the District for publication by the local newspaper, other media, and others as necessary

Respond to Public/Agency Comments on IS/Proposed ND or MND and Prepare Final IS/ND or MND and MMRP, as applicable

Assist the District with reviewing the contents of and if necessary, responding to comments on the proposed adoption of the ND or MND, following the 30-day public and agency review on the IS/Proposed ND or MND. In addition to the Response to Comments, this task also includes the

preparation of the Final IS/ND or MND, which will only include non-substantive changes to the document.

Requirements of the District:

- Review of recommended Responses to Comments and Final IS/ND or MND, and MMRP as applicable, within five (5) days

Deliverables:

- Electronic copy of the Draft Responses to Comments and Final IS/ND or MND for Affinity/the District's review/comment
- Two (2) copies of the Final Responses to Comments and Final IS/ND or MND to Affinity/the District
- NOD to be filed with SCH and the County Clerk's Office within five (5) days of District Board approval of the CEQA document

Task 3 – California Department of Public Health Federal Cross-Cutting Checklist

Based on discussions with District staff, the project will be receiving funding from SDWSRF, which is administered by the CDPH. As a result and per discussions with CDPH staff, a Federal Cross-Cutting Checklist (Checklist) will need to be completed for District well projects receiving SDWSRF funding. A majority of the Checklist information requirements will have been evaluated in the CEQA documents and will therefore be utilized in the Checklist. However, to comply with federal NEPA requirements, additional evaluations are needed to complete the Checklist. They are:

1. Evaluating anticipated air emissions from the construction and operation of all project activities with the completion of an air quality model.
2. Evaluating whether any tribal lands will be affected by requesting a Sacred Lands search, which may include contacting any affected tribes identified through the Sacred Lands search.

EN2 will prepare the Checklist and submit it to the CDPH concurrent with the public/agency review of the CEQA document for the Project. Following the submittal of the Checklist to the CDPH, the CDPH will consult with the federal agencies on the Checklist. If there are any federal agency comments, EN2 will work with the District to address those comments and to ensure all requested information is complete.

Deliverables:

- Electronic copy of the Draft Federal Cross-cutting Checklist to the District for review and comment
- Three (3) copies of the Final Federal Cross-cutting Checklist to the District/ and the CDPH for review

ASSUMPTIONS

The proposed timeline and cost estimate for the Project assume that:

- EN2 will not need to attend any District Board meetings.
- The Project site will not require a General Plan land use/zoning amendment.
- The District/Affinity will assist EN2 with developing assumptions on the amount and type of construction equipment, construction methods, and operations and maintenance practices to be utilized during implementation of the Project for purposes of impact analysis
- This Project will not require EN2 to address issues/tasks that are not identified in this scope of services, including endangered species, wetlands, and an Environmental Impact Report; all impacts are assumed to be mitigable to below a level of significance

- EN2 will consult informally, but will not need to consult formally, with USFWS, CDFW, or other resource/regulatory agencies. Formal consultations may be required if special-status terrestrial or aquatic species may be affected by the Project and would be conducted under a separate scope of work
- A Phase I Cultural Resources Evaluation (without field survey) will be sufficient to address Project impacts to cultural resources
- No subsurface cultural resources are likely to be found during construction
- Biological evaluations will include initial project site and construction staging area surveys (reconnaissance level) but no wetland, endangered species, or other protocol level surveys
- EN2 will deliver CEQA Notices (NOI, NOC, and NOD) to the County Clerk's Office and SCH, as applicable
- The District will issue checks for payment of agency filing fees and media publications for the CEQA document and public notices
- District representatives will be responsible for the following CEQA-related matters:
 - Advance planning and scheduling of the District's internal review processes;
 - Scheduling of and briefing packages for the District Board meetings; and
 - District Board agenda staff reports.

Project Timeline for Completion and Costs						
2013						
	March	Apr	May	June	July	Projected Costs
Task 1						\$2,574
Task 2						\$15,734
Task 3						\$5,642
					Expenses	\$700
					Total Costs	\$24,717

EN2 Resources, Inc.
 SCOPE OF WORK ESTIMATED HOURS
 Rio Linda/Eiverta Community Water District
 L Street Reservoir and Booster Station Project

TASK	STAFF	PROJECTED HOURS	COST PER HOUR/ITEM	PROJECTED TOTAL COSTS
Task 1 - Environmental Constraints Evaluation	R. Lind	2	167	\$ 334.00
	K. Kiehne	8	116	\$ 928.00
	E. Sheppard	6	112	\$ 672.00
	J. Waites	4	93	\$ 372.00
	R. LaFrance	4	67	\$ 268.00
	Subtotal	24		\$ 2,574.00
Task 2 - CEQA Documentation (IS/ND or MND)	R. Lind	10	167	\$ 1,670.00
	K. Kiehne	30	116	\$ 3,480.00
	E. Sheppard	60	112	\$ 6,720.00
	J. Waites	20	93	\$ 1,860.00
	M. Buchanan	15	80	\$ 1,200.00
	R. LaFrance	12	67	\$ 804.00
Subtotal	147		\$ 15,734.00	
Task 3 - CDPH Federal Cross-Cutting Checklist	R. Lind	4	167	\$ 668.00
	K. Kiehne	10	116	\$ 1,160.00
	E. Sheppard	30	112	\$ 3,360.00
	M. Buchanan	4	80	\$ 320.00
	R. LaFrance	3	67	\$ 201.00
	Subtotal	51		\$ 5,709.00
Record Searches: CNDDDB and NCIC				\$ 400.00
Miscellaneous (e.g. mileage, reproduction)				\$ 300.00
TOTAL HOURS	222		TOTAL NOT TO EXCEED	\$ 24,717.00

Hours may vary by individual and by task, but total budget will not be exceeded.
 Cost estimate based on Proposal to Support the Rio Linda/Eiverta Community Water District with the L Street Reservoir and Booster Station.

RIO LINDA



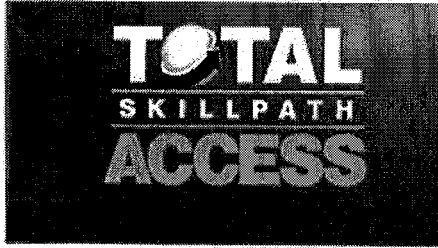
ELVERTA

Items for Discussion
and Action

Meeting Date: April 15, 2013

Agenda Item # 4.9

Subject:	Management Training
Recommendation:	<p><i>Action Item: The Finance / Administrative Committee recommends that the Board approve "Skill Path Training" for the General Manager in the amount of \$500.</i></p>
Current Background and Justification:	<p>At the last meeting of the Board the Board approved management training for managing multiple projects. When the manager went to register for the training she was informed that for \$500.00 more she could attend all of the classes this company has to offer for 1 year. This company offers many types of training the new Board wants the Management to implement including Strategic thinking and staff project management. These 2 classes offered by this company cost more than the \$500.00 that would be spent to go to all classes offered by the company for 1 year. Thus saving the District money and making more training available.</p>
Conclusion:	<p>It makes economic sense to receive more training for less money and staff will have the opportunity to learn more ways to improve District operations.</p>
Board Action / Motion:	<p>Motioned by Director _____ Seconded by Director _____ Dills: ___ Green: ___ Caron: ___ Anderson: ___ Longo: ___ (A) Yea (N) Nay (Ab) Abstain (Abs) Absent</p>



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Q:

Mar 22, 2013	Dealing With Personality Clashes at Work	Sacramento, CA	\$199.00 FREE	Join now
Mar 26, 2013	Assertive Communication Skills for Women	Sacramento, CA	\$99.00 FREE	Join now
Apr 2 - Apr 3, 2013	The Essentials of Communicating With Diplomacy and Professionalism	Sacramento, CA	\$299.00 FREE	Join now
Apr 15 - Apr 16, 2013	Business Writing and Grammar Skills Made Easy and Fun!	Sacramento, CA	\$299.00 FREE	Join now
Apr 22, 2013	How to Write Effective Policies and Procedures	Sacramento, CA	\$199.00 FREE	Join now
Apr 23, 2013	Coaching and Teambuilding Skills for Managers and Supervisors	Sacramento, CA	\$149.00 FREE	Join now
Apr 29 - Apr 30, 2013	The Essentials of Communicating With Diplomacy and Professionalism	Sacramento, CA	\$299.00 FREE	Join now
May 1, 2013	The Conference for Women	Sacramento, CA	\$149.00 FREE	Join now
May 3, 2013	The Conference for Adobe® Photoshop® Users	Sacramento, CA	\$199.00 FREE	Join now
May 6 - May 7, 2013	Mastering Microsoft® Project	Sacramento, CA	\$499.00 FREE	Join now
May 8, 2013	Managing Multiple Projects, Objectives and Deadlines	Sacramento, CA	\$99.00 FREE	Join now
May 13 - May 14, 2013	How to Excel at Managing and Supervising People	Sacramento, CA	\$299.00 FREE	Join now
May 20 - May 21, 2013	Successful HR Management	Sacramento, CA	\$399.00 FREE	Join now
May 28, 2013	How to Become a Better Communicator	Sacramento, CA	\$149.00 FREE	Join now
Jun 3, 2013	Managing Multiple Projects, Objectives and Deadlines	Sacramento, CA	\$99.00 FREE	Join now
Jun 4, 2013	* The Conference on Leadership Development and Teambuilding	Sacramento, CA	\$149.00 FREE	Join now *
Jun 5 - Jun 6, 2013	Advanced Microsoft® Excel® Techniques	Sacramento, CA	\$399.00 FREE	Join now
Jun 12 - Jun 13, 2013	Finance and Accounting for Non-financial Managers	Sacramento, CA	\$299.00 FREE	Join now
Jun 17, 2013	* Strategic Thinking	Sacramento, CA	\$199.00 FREE	Join now *
Jun 18 - Jun 19, 2013	How to Excel at Managing and Supervising People	Sacramento, CA	\$299.00 FREE	Join now
Jun 21, 2013	How to Become a Better Communicator	Sacramento, CA	\$149.00 FREE	Join now
Jun 26, 2013	Conflict Management Skills for Women	Sacramento, CA	\$99.00 FREE	Join now
Jul 15 - Jul 16, 2013	Business Writing and Grammar Skills Made Easy and Fun!	Sacramento, CA	\$299.00 FREE	Join now
Jul 17 - Jul 18, 2013	* Fundamentals of Successful Project Management	Sacramento, CA	\$399.00 FREE	Join now *
Jul 23, 2013	Getting the Most From Microsoft® Excel®	Sacramento, CA	\$99.00 FREE	Join now
Jul 24 - Jul 25, 2013	How to Effectively Manage Multiple Locations	Sacramento, CA	\$399.00 FREE	Join now

3/21/13

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	Aug 5 - Aug 6, 2013	The Essentials of Communicating With Diplomacy and Professionalism	Sacramento, CA	\$299.00 FREE!	Join now
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	Sep 3, 2013	Managing Emotions and Thriving Under Pressure	Sacramento, CA	\$99.00 FREE!	Join now
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RIO LINDA



ELVERTA

Closed Session

Meeting Date: April 15, 2013

Agenda Item # 5

Subject:	1. CONFERENCE WITH GENERAL COUNSEL - The Board of Directors will meet in closed session pursuant to Government Code § 54956.9(a). Potential Litigation. Mary Harris legal fees, Board to approve language in settlement agreement.
Recommendation: Current Background and Justification:	
Conclusion:	
Board Action / Motion:	Motioned by Director _____ Seconded by Director _____ Dills: ___ Green: ___ Caron: ___ Anderson: ___ Longo: ___ (A) Yea (N) Nay (Ab) Abstain (Abs) Absent

RIO LINDA



ELVERTA

**District Activity
Report**

Meeting Date: April 15, 2013

Agenda Item # 6.1

Subject:	
Recommendation: Current Background and Justification:	a. General Manager's Report b. Water Production Reports c. District Engineers Report
Conclusion:	
Board Action / Motion:	Moteded by Director _____ Seconded by Director _____ Dills: _____ Green: _____ Caron: _____ Anderson: _____ Longo: _____ (A) Yea (N) Nay (Ab) Abstain (Abs) Absent

Managers Report

March 12 to April 8, 2013

On March 12, 2013 the computer we use to download meter readings crashed. The computer tech is determining the problem at this time. Staff may have to manually read meters which will take a considerable amount of extra time. The office scanner is also not talking to any computer but my own at this time.

On March 13, 2013 I met with the Integrated Regional Water Management Plan (IRWMP) stakeholder group. This group is creating the new plan required by the Department of Water Resources for our region. This is also the group that accepts and ranks projects for grant funding. Their ranking is based on a scoring system of project alignment with regional priorities and project implementability. This work shop discussed the final wordsmithing of the IRWMP Plan before it goes to the State. They want to have the final comments by the end of the month. Projects should be submitted for the grants by April 2013 although they can be submitted at anytime as this project list rolls over from year to year. The final plan should go to Department of Water Resources by July 2013.

On March 14, 2013 I went to the Regional Water Authority (RWA) meeting. RWA is currently managing 6 active grants totaling \$44.7 million dollars. \$20.5 million has been reimbursed to date. The RWA's strategic plan update was approved. The current plan is 4 years old. Amendments to the RWA Joint Powers Authority were discussed. The current requirement that all decisions of RWA be unanimous was the main topic of the discussion. It is felt that the RWA is missing out on key opportunities because they cannot get a consensus of the members on issues before they expire. The RWA is proposing a unanimous vote on local issues but not requiring one for External issues. The external issues would require at least 50% approval and no more than 25% opposing. Agencies abstaining or not responding would not be counted. RWA is currently tracking 90 legislative bills many of which are trying to modify the 2014 water bond and implementing last year's "human right to water" legislation.

March 20, 2013 I went to Supervisor Mac Glashan's bimonthly meeting at Cherry Island golf course. She informed us that Library construction has commenced at the old Rio Linda Elementary School. The State spending cuts are affecting the WIC program, senior brown bag lunches, and section 8 housing vouchers for the poor. Wayne Lowery of RLERPD made a presentation showcasing the many facilities the parks District has to offer. Ms. Mc Glashan will once again be in the Little League parade on 4/6/13 in Rio Linda.

March 24, 2013 I went to the joint meeting of the Sac Suburban and San Juan Water District Boards. They discussed several options for their Districts to better use one another's resources and the benefits of each. Staff had determined that they needed to gather more information on three of the proposed options. These options are: 1. Do nothing, 2. Modify San Juan's Central Valley Project water service area to include Sac Suburban or 3. Consolidate the two Districts. There will be additional joint Board meetings in the future to keep the rest of the water community informed of their findings. The joint

Boards determined that the other water agencies in between Sac Suburban and San Juan should be invited to the staff meetings to add their input on the options.

On March 27, 2013 Chuck Wagenseller Cost estimator for ACWA reviewed the District's property listed on our policy and made a couple of revisions.

On March 28, 2013 Mr. Green and I went to the Special Districts Risk Management Authority Safety Training Day. Mr. Green attended the governance training and I attended training on the SB863 the Workers Compensation Reform Act and safety awareness training. We also attended a group session on employment practices and accommodations for people with disabilities. The training was informative and the District received 2% off of the total cost of our Workers Compensation premium by the two of us attending this free annual seminar.

On March 29, 2013 A firm came out to audit our payroll for the Teamsters. Their audit went well with no negative findings.

On April 2, 2013 the planning committee met and we discussed the Elverta Specific Plan consultant agreement, Backflow testing by others, Engineering Requests for proposals for the L St. reservoir and well 9 and 10 Electrical Panel replacement.

On April 3, 2013 I attended the Lafco meeting with Director Caron. The Lafco Board is pleased with the Districts current direction and the steps the Board is taking to move the District forward. Because of this the Executive Director of Lafco has recommended and it has been approved that the Districts status be put on their consent calendar. In my opinion this is a huge positive step for the District. After 2 years of very hard work and perseverance by staff, myself and the Board the District is finally gaining the confidence of the Lafco Board and staff.

On April 4, 2013 the engineering request for proposals on the L St. reservoir were evaluated. The team will be making a recommendation at this meeting of the Board.

On April 8, 2013 the Admin/Finance committee met and discussed the expenditures and financials for the month of March. A public member asked that legal bill details be made public. It was asked this item be put on the agenda for the next meeting of the Board. It was determined the Resolution presented to the District by RWA should be recommended for approval. It was determined that the Managers training should be recommended to the Board for approval. It was determined based on staff recommendation that the District's accounting chart of accounts should be restructured by creating a new company in Quickbooks. It was also determined that the preliminary budget will be discussed at the next meeting of the finance committee.

RIO LINDA/ELVERTA C.W.D. 2013

REPORT OF DISTRICT OPERATIONS

SOURCE WATER DATA

Water Production (Million Gallons)						Year To Date
January	February	March	April	May	June	
39	36.5	51.7	0	0	0	
39,040,780	36,450,779	51,711,372				
July	August	Sept.	Oct.	Nov.	Dec.	127.20
0	0	0	0	0	0	

	Monthly Total		
Gallons = Multiply M.G. by:	1,000,000	51,711,372	Gallons
Cubic Feet = Divide gallons by:	7.48	6,913,285	Cubic Feet
Hundred Cu Ft. = Divide cu. ft. by:	100	69,133	Hundred Cubic Feet
Acre Ft. = Divide gallons by:	325,829	158.71	Acre Ft.
			127,202,934
			17,005,739
			170,057
			390

DISTRIBUTION SYSTEM DATA

Water Quality Complaints						Year To Date
Complaints Total (Low Psi Complaints)						
January	February	March	April	May	June	
0	1 (1)	1 (1)				
July	August	Sept.	Oct.	Nov.	Dec.	2

New Services

New Construction	0	0
Existing Homes	0	0
Paid prior to increase. (2 not installed)	0	0
Total of Service Connections to Date ----->		4617

Deterioration March 1 thru March 31	5	11
Damaged March 1 thru March 31	1	1

Water Sampling

Routine	16	52
Non Routine	11	13

March 1, 2013 - March 31, 2013

5 - Distribution leaks repaired by District staff, 1 - by Contractor or with contractor assistance.

Work Orders Issued - 60 USA's Issued - 44

Get Current Read - 22

Repair or Replace Box - 2

Change Out Meter - 19

Line Leak - 3

Turn On/Off Service - 1

Possible Leak - 5

Meter Downsize Request - 1

Pressure Complaint - 1

Other Work - 6

Contractor Al's Grading & Paving completed paving patches identified in project #2012-01 Asphalt Repair Project

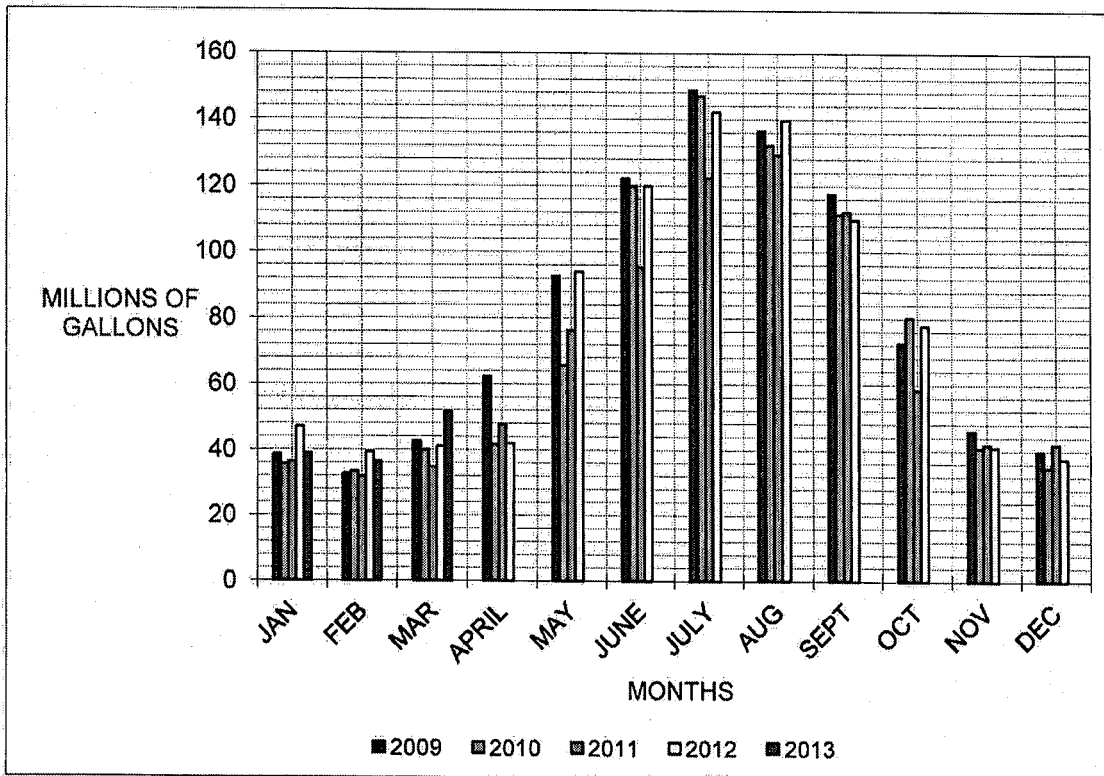
District staff raised 6 street valve boxes covered by Sac County Paving Projects.

RIO LINDA/ELVERTA C.W.D.

WATER PRODUCTION

2009 \ 2013

Month	Water Production in Million Gallons					Avg.	SSWD Water Purchases			
	2009	2010	2011	2012	2013		2010	2011	2012	2013
JAN	38.7	35.6	36.4	47	39	39.34	0	0	0.009	0
FEB	32.7	33.4	31.8	39.3	36.5	34.74	0	0	0	0
MAR	42.6	40	34.7	41.1	51.7	42.02	0	0	0.002	0
APRIL	62.4	41.7	47.8	42		48.48	0	0	0	
MAY	92.6	65.7	76.4	94		82.18	0.002	0.019	0.01	
JUNE	122.3	120	95.3	120		114.40	0.4	0.71	0.12	
JULY	148.8	147	122.4	142.2		140.10	0.028	0.025	0.26	
AUG	136.6	132.2	129.4	139.7		134.48	0.038	0.012	0.3	
SEPT	117.6	111.4	112.2	109.7		112.73	0.094	0.003	7.6	
OCT	72.5	80.3	58.4	77.8		72.25	0	0.001	0	
NOV	45.9	40.8	41.9	41		42.40	0.004	0	0	
DEC	39.9	34.8	42	37.5		38.55	0	0	0	
TOTAL	952.6	882.9	828.7	931.3	127.2	898.875	0.566	0.77	8.301	0



Water Loss Report

January 20, 2013 Billing

Date	Well	2a	3	4	6	7	8	9	10	11	12	15
Pumped 11/21/2012 thru 1/20/2013												
11/21/2012	Mtr Read	-409127000	N/A	-66985310	-859973200	-513956800	-691686200	-1622069600	-455301900	-1174382000	-103708100	-1500000
1/20/2013	Mtr Read	409234496	N/A	67070876	876242048	514248640	692119360	162200592	456942080	1219488896	103834536	11176350
Total Gallons		107,496		85,566	16,268,848	291,840	433,160	130,992	1,640,180	45,106,896	126,436	9,676,350
												9,875,370 Cubic Ft

Usage

8,318,200 Cubic Ft

Billed 1/20/2013

8,318,200 Cubic Ft

Billed Usage + Flushing

Loss

1,557,170 Cubic Ft
15.77%

Production - Billed/Flushing
Percentage Lost

March 20, 2013 Billing

Date	Well	2a	3	4	6	7	8	9	10	11	12	15
Pumped 1/21/2013 thru 3/20/2013												
3/20/2013	Mtr Read	409331680	7870761.5	67134576	883493120	514343456	692619776	162279072	457134880	1228688640	103868280	69494360
1/20/2013	Mtr Read	-409234496	-575962.62	-67070876	-876242048	-514248640	-692119360	-162200592	-456942080	-1219488896	-103834536	-11176350
Total Gallons		97,184	7,294,799	63,700	7,251,072	94,816	500,416	78,480	192,800	9,199,744	33,744	58,318,010
												11,112,936 Cubic Ft

Usage

10,575,400 Cubic Ft

Billed 3/20/2013

10,575,400 Cubic Ft

Billed Usage + Flushing

Loss

537,536 Cubic Ft
4.84%

Production - Billed/Flushing
Percentage Lost

TECHNICAL MEMORANDUM

To: Mary Henrici – General Manager
From: Jim Carson, District Engineer (Affinity Engineering)
Subject: District Engineering Staff Report – April 2013
Date: April 7, 2013

This Technical Memorandum (TM) updates the Board of Directors on the engineering projects since last month's engineering report.

1. Planning Committee

The planning committee met on April 2, 2013 and discussed several planning projects. The planning committee is scheduled to meet the first Tuesday of each month. The next scheduled meeting is May 7, 2013.

2. State Revolving Fund Project – “L” Street Reservoir and Booster Station

- a. Engineering Design Request for Proposals (RFP): The RFP for the design of the “L” Street Reservoir and Booster Station was submitted to local engineering firms. The proposals were due April 2, 2013 for the Board of Directors to award the engineering contract at the April Board Meeting.
- b. Environmental Consultant: A cost for the environmental work associated with the “L” Street Reservoir and Booster station was received and is being forwarded to the Board for approval. This consultant performed the environmental work for Well 15 and was recommended by the California Department of Public Health.

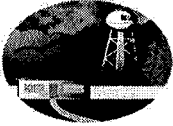
3. Hydropneumatic Tank Risk Management

- a. Pressure Relief Valve Installations: A contract to install the pressure relief valves was approved by the Board. The contractor is currently purchasing the material and is expected to install the relief valves within the next 30 days.
- b. Well 9 and 10 Electrical Panel Replacements: The layout of the electrical panel replacements for Wells 9 and 10 are being designed in order to submit the plans to SMUD for them to complete their primary design and commitment letter.

4. Elverta Specific Plan

Recommended revisions to the funding agreement were provided by the District's Attorney and the Planning Committee. The revisions are being provided to the Board for their review and approval at the April Board Meeting.

RIO LINDA



ELVERTA

Board Reports

Meeting Date: April 15, 2013

Agenda Item # 6.2

Subject:	Board and Committee Reports
Recommendation: Current Background and Justification:	a. Sacramento Groundwater Authority – Green, Henrici b. Regional Water Authority – Dills, Henrici c. LAFCo – Caron d. Planning Committee – Longo, Green e. Finance / Administrative Committee – Dills, Anderson f. Ad Hoc Legal Committee g. Other
Conclusion:	
Board Action / Motion:	Motioned by Director _____ Seconded by Director _____ Dills: _____ Green: _____ Caron: _____ Anderson: _____ Longo: _____ (A) Yea (N) Nay (Ab) Abstain (Abs) Absent

**REGIONAL WATER AUTHORITY
REGULAR MEETING OF THE BOARD OF DIRECTORS
Thursday, March 14, 2013; 9:00 a.m.**

5620 Birdcage Street, Suite 110
Citrus Heights, CA 95610
(916) 967-7692

AGENDA

The public shall have the opportunity to directly address the Board on any item of interest before or 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 a majority of the members of the Board of Directors less than 72 hours before the meeting are available for public inspection in the customer service area of the Authority's Administrative Office at the address listed above. 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 Executive Director of the Authority at (916) 967-7692. 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 AND ROLL CALL**
2. **PUBLIC COMMENT**
3. **CONSENT CALENDAR**
 - a. Minutes of the January 10, 2013 regular board meeting.
Action: Approve Consent Calendar Items.
4. **EXECUTIVE COMMITTEE REPORT**
 - a. Information: Final minutes of the January 23, 2013 and draft minutes from the February 27, 2013 RWA Executive Committee meeting.
5. **RWA STRATEGIC PLAN UPDATE AND ACTION**
Action: Reaffirm the mission, vision, values and goals from the 2009 Strategic Plan.
6. **RWA JPA AMENDMENTS**
Action: Approve circulation of JPA amendments to the RWA members for approval.
7. **LEGISLATIVE UPDATE**
 - Information Presentation: John Woodling and legislative advocates for RWA members.
8. **EXECUTIVE DIRECTOR'S REPORT**
 - a. Water Efficiency Program Update
 - b. Government Affairs Update
 - c. Grants Update
 - d. Integrated Regional Water Management Plan (IRWMP) Update
 - e. Data and Analysis Tools Needs Assessment
 - f. Regional Chemical Bid Program
 - g. Public Relations Program Update

h. RWA Outreach

9. DIRECTORS' COMMENTS

10. ADJOURNMENT

Upcoming meetings:

Next Executive Committee Meetings – Wednesday, March 27, 2013 and April 24, 2013, 8:30 a.m. at the RWA office.

Next RWA Board of Directors' Meeting – Thursday, May 16, 2013, 9:00 a.m., at the RWA Office.

MARCH 14, 2013

TO: REGIONAL WATER AUTHORITY BOARD

FROM: JOHN WOODLING

RE: EXECUTIVE DIRECTOR'S REPORT

- a. **Water Efficiency Program Update** – The California Urban Water Conservation Council in partnership with ACWA, CUWA, and DWR will be hosting two summits (Northern and Southern CA) to inform the update of BMP 1.4, Retail Conservation Pricing. The summits are currently planned for June 2013 and will include water agencies, financial experts, environmental representatives, and other interested parties. It is expected that the outcomes of these two summits will be incorporated into the refinement process over the next year. RWA and member agency staff were instrumental in developing and promoting the workshop concept.

The Blue Thumb Program launches its 2013 outreach campaign on March 11th in coordination with USEPA's Fix a Leak Week. The focus of this year's campaign is maintaining an efficient irrigation system. We will be urging residents to check and tune up their irrigation systems with the help of our unique public service announcement that features the sprinkler dance, "how to videos" to guide residents through irrigation repairs, participation in six regional events, TV and radio ads, and partnerships with the Sacramento Kings and the River Cats. Web banners, the new pledge format, logos, and support letters are all available to each member agency to help promote the campaign.

- b. **Government Affairs Update** – The RWA Government Affairs Update is convened by conference call on the 2nd and 4th Tuesdays of each month. RWA and SGA bill tracking is updated weekly and is available at www.rwah2o.org.

The Bay-Delta Conservation Plan continues to create controversy. A coalition that includes NRDC and other environmental groups as well as San Diego and Bay Area water agencies has proposed an alternative for consideration in the BDCP EIR, consisting of a single 3,000 cfs tunnel and a broad package of efforts to improve self-reliance in the export areas (attachments). Northern California members of Congress supported consideration of the plan. BDCP proponents responded with an evaluation of the proposal (attachment). Governor Brown continues to promote the BDCP, but also recognized the need for "protections for counties and areas of origins as part of the plan," in his recent comments in Colusa.

Chairman of the State Water Resources Control Board Charlie Hoppin has announced that he will step down from the Board in April, prior to the end of his term. The terms of Tam Doduc and Fran Spivey-Weber have expired, leaving the board with two remaining

members until appointments are made. RWA received a response to its recent coalition letter to Chair Hoppin and Secretary Laird regarding the water rights permitting for the BDCP (attached). The Board has scheduled a workshop for April 9th to discuss the next steps in the development of the Bay-Delta Water Quality Control Plan update.

- c. **Grants Update** – Staff is currently managing six active regional grants totaling \$44.7 million, with more than \$20.5 million reimbursed to date. DWR recently announced preliminary results for the Local Groundwater Assistance Grant Program (AB 303). SGA, SCGS, Sacramento Suburban Water District, City of Folsom, and City of Roseville were all among the highest scoring applicants, with SGA receiving a perfect score of 40 (attached).
- d. **Integrated Regional Water Management Plan (IRWMP) Update** – RWA held work group meetings on environmental resources on January 18th and on flood management on January 31st to obtain stakeholder input on draft IRWMP strategies. A stakeholder workshop is being held March 13th, to discuss revised objectives, strategies, and a project prioritization method. Staff is working with RMC Water and Environment to assess the potential impacts of climate change on water supply using the Integrated Groundwater and Surface Water Model (IGSM). Assessing climate change is a required component of IRWMPs, and RWA applied for \$46,470 in the current Proposition 84 planning grant to fully fund this analysis. Staff expects to bring the IRWMP to the RWA Board for adoption in July 2013.
- e. **Data and Analysis Tools Needs Assessment** – This is an effort to identify regional data and analytical tools needs, review existing tools' abilities to meet analysis needs, and to develop a scope of work for proposed data or tool enhancements needed for priority long-term regional analyses. The project is funded by the California Water Foundation and the Sacramento Groundwater Authority. The work commenced in January 2013 and is expected to conclude in early 2014. The project steering committee had its initial meeting on January 31st to provide input on key information and assessment needs and the proposed process to conduct the evaluation. Staff issued a request for qualifications to six firms with known local planning and modeling experience on February 14th. The RFQs are due back on March 8th, and staff will bring a recommendation to the EC for approval on March 27th. The steering committee will meet again in early March to discuss key questions to address during the assessment process.
- f. **Regional Chemical Bid Program** – Work to develop this program is continuing. RWA plans to release a solicitation for bids for sodium hypochlorite and sodium hydroxide on April 1, 2013 for purchases in FY 2013-14. Nine RWA members are currently planning to participate on the hypochlorite bid, for quantities in excess of 1.3 million gallons. Seven agencies plan to participate in the sodium hydroxide bid solicitation.
- g. **Public Relations Program Update** – The program is advancing with strong Steering Committee engagement. One of the first new initiatives, a periodic e-update, made its

debut on February 7, 2013 (attached). We are also planning a forum on water issues for April 4th, targeted primarily at city council members and county supervisors from throughout the region. Congresswoman Matsui has agreed to be a keynote speaker. RWA members will be recruiting individuals to be spokespeople on our regional water issues and will provide tools and training to participants.

- h. RWA Outreach** – Mr. Woodling spoke to a water policy class at McGeorge Law School regarding urban water conservation on March 4, 2013. Mr. Woodling served as chair of the Flood and Water Team for the Metro Chamber's State Legislative Summit on March 6th. Mr. Woodling and Sean Bigley from City of Roseville, along with RWA alumnus Derrick Whitehead will be two of the co-chairs for the Water Resources Team for the Metro Chamber's Cap-to-Cap program for 2013. A number of RWA member staff and elected officials are already signed up to participate.



SACRAMENTO LOCAL AGENCY FORMATION COMMISSION
 1112 I Street, Suite 100 • Sacramento, CA 95814 • (916) 874-6458 • Fax (916) 874-2939
 www.saclafco.org

AGENDA

Wednesday April 3, 2013

*5:30 P.M., Board Chambers, County Administration Center,
 700 H Street, Sacramento, California 95814*

COMMISSIONERS:

Chair: Jimmie Yee
 Vice-Chair: Mike Singleton
 Ron Greenwood
 Gay Jones
 Susan Peters
 Kevin M^cCarty
 Christopher Tooker

ALTERNATE COMMISSIONERS:

Phil Serna
 Jeannie Bruins
 Jerry Fox
 Jerry Fox
 Phil Serna
 Steve Cohn
 John Messner

PUBLIC COMMENT FROM THE FLOOR

The public is encouraged to address the Commission concerning any matter not on the Agenda. Public comments are limited to three minutes. The Commission is prohibited from discussing or taking any action on any item not appearing on the posted Agenda

CONSENT CALENDAR

1. Approve the Meeting Minutes of February 6, 2013
2. Claims dated thru March 28, 2013
3. Monthly Budget Report
4. Legislation Status Report

BUSINESS ITEMS

5. Update Rio Linda/Elverta Community Water District MSR (LAFCo 07-10) [CEQA Exempt]
6. Schedule Update City of Elk Grove Sphere of Influence (LAFCo 09-10) [CEQA - EIR SCH#2010092076]

PUBLIC HEARINGS

None

QUESTIONS/ANNOUNCEMENTS

7. Executive Officer/Staff/Commission Counsel
8. Commission Chair/Commissioners

MEETING SCHEDULE

5:30 P.M., Board Chambers
 700 H Street, Sacramento CA

Dates

May 1
 June 5
 July Recess
 August 7

* Please Note – AGENDA is subject to change up to 72 hours prior to meeting

SACRAMENTO LOCAL AGENCY FORMATION COMMISSION

SUMMARY OF RULES AND PROCEDURES

AGENDA ITEMS: The Commission may reschedule items on the agenda. The Commission will generally hear uncontested matters first, followed by discussions of contested matters, and staff announcements in that order. Anyone who wishes to address the Commission should obtain a form from either the Commission Clerk or from the table located near the entrance of the hearing chamber.

CONDUCT OF HEARINGS: A contested matter is usually heard as follows: (1) discussion of the staff report and the environmental document; (2) testimony of proponent; (3) testimony of opponent; (4) Public Testimony (5) rebuttal by proponent; (6) provision of additional clarification by staff as required; (7) close of the public hearing; (8) Commission discussion and Commission vote.

ADDRESSING THE COMMISSION: Any person who wishes to address the Commission should submit a speaker's request form at the beginning of the meeting; move to the front of the chambers when an item is called; and, when recognized by the chair, state their name, address and affiliation. Please attempt to make your statements concise and to the point. It is most helpful if you can cite facts to support your contentions. Groups of people with similar viewpoints should appoint a spokesperson to represent their views to the Commission. The Commission appreciates your cooperation in this matter.

PUBLIC COMMENT TIME LIMITS: The Sacramento Local Agency Formation Commission welcomes and encourages participation in its meetings. Rules of the Commission provide for the following limitations of discussion: The Commission will hear public comment prior to the consideration of any item. (1) a principal proponent will be allowed a 5-minute statement; (2) other proponents will be allowed a 3-minute statement; (3) opponents are allowed 3-minute statements with the exception of spokespersons for any group who shall be permitted 5-minutes; (4) the principal proponent shall have a 3-minute rebuttal; (5) staff will provide clarification, as required.

VOTING: A quorum consists of four members of the Commission, including any alternate. No action or recommendation of the Commission is valid unless a majority (4 votes) of the entire membership of the Commission concurs therein.

OFF AGENDA ITEMS: Matters under the jurisdiction of the Commission, and not on the posted agenda, may be addressed by the general public under "Public Comment From the Floor" on the Agenda. The Commission limits testimony on matters not on the agenda to three minutes per person and not more than fifteen minutes for a particular subject. The Commission cannot take action on any unscheduled items.

SPECIAL NEEDS: Meeting facilities are accessible to persons with disabilities. Requests for assistive listening devices or other considerations should be made 48 hours in advance through the Commission Clerk at (916)874-6458.

AB 745 DISCLOSURES: The Political Reform Act requires all interested parties to disclose contributions and expenditures for "political purposes" related to proposals for changes of organization or reorganization (annexations, incorporations, etc.) as well as contributions and expenditures in connection with Conducting Authority protest proceedings. Such contributions and expenditures must be reported to LAFCo's Executive Officer to the same extent, and subject to the same requirements, as local initiative measures under the Political Reform Act. Additional information regarding these requirements can be found on LAFCo's website at: <http://www.saclafco.org/Forms/index.htm>.

STAFF REPORTS: Staff Reports are available on line at www.SacLAFCo.org or upon request to Diane Thorpe, Commission Clerk at (916)874-6458.

VIDEO BROADCASTS: The meeting is video taped in its entirety and will be cablecast live on Metro Cable channel 14, the government affairs channel on the Comcast, and SureWest Cable Systems and is closed captioned for our hearing impaired viewers. The meeting is webcast live at <http://www.saccounty.net> . The current meeting is broadcast live and will be rebroadcast; check the Metro Cable schedule for dates and times.

Agenda Item No. 5

SACRAMENTO LOCAL AGENCY FORMATION COMMISSION

*1112 I Street, Suite #100
Sacramento, California 95814
(916) 874-6458*

April 3, 2013

TO: Sacramento Local Agency Formation Commission
FROM: Peter Brundage, Executive Officer
RE: Rio Linda/Elverta Community Water District – Draft
Municipal Service Review – Report Back (LAFC 07-10)

RECOMMENDATION

Receive and file status report.

Overall the District continues to provide adequate water service to the community and progress is being made to address the water supply and water quality issues. However, the overall financial condition is weak and the District continues to operate in the red. In addition, the District is not able to obtain liability coverage for employment practices.

DISCUSSION

This report summarizes the actions, developments, and events related to the Rio Linda Elverta Community Water District that have occurred since February 6, 2012.

I. Board of Directors

The Board is developing a Strategic Plan to prioritize deferred maintenance, capital improvement projects and district financing.

The Board approved the collection of the Inactive Service fee that was recently suspended.

It appears that the new Board is attempting to take positive actions to improve Board meetings and develop a long term operational, financing and capital improvement strategies for the District, and control its legal costs.

II. Progress of Well and Pipeline Construction

Well No. 15

On March 20, 2013, the Notice of Completion was filed with the County-Clerk Recorder's Office certifying that the well construction is complete. Well No. 15 is fully operational and can produce approximately 2,800 gpm.

Well No. 3 Reactivation Project

Well No. 3 has been reactivated and is now operational. This well can produce approximately 600 gpm.

Proposed Reservoir Tank and Booster Station

CDPH has agreed to amend the Scope of Work for to add a Reservoir Tank and Booster Station in lieu of constructing another well. However, the District needs to develop plans and complete an environmental review of the project before CHDP will approve a change to the Funding Agreement. The District has issued an RFP for tank design and specifications. The RFP is due early in April and the Board could approve the Consulting Engineer at its April meeting.

The following steps summarize the major components of this project:

- RFP issued for design
- Select Consulting Engineer
- Develop Plans and Specifications
- Amend Funding Agreement with CDPH
- Issue RFP for Construction Contract
- Approve Construction Bid
- Commence Construction

It is anticipated that the design and environmental review will take several months to complete. It is possible construction could commence in the Fall of 2013.

Completion of the Reservoir Tank and Booster Pump should allow the District to satisfy the outstanding Compliance Order issued by CHDP.

Hydro-pneumatic Tank Evaluation

Recently, the District was notified that it is required to test and evaluate tanks for safety purposes. The District has completed testing and evaluation of the tanks. Pressure relief valves and modifications to electric panels and pump starters will be required to comply with this safety issue.

Pressure Relief Valves will be installed on seven of the hydro pneumatic tanks for a total estimated cost of \$4,900. Four of the tanks have been identified as being eligible for certification. The cost of \$10,800 has been added to the FY 2013-14 Budget.

Three tanks will require new electric panels and soft starts to mitigate pressure surges. The total cost is estimated to be \$120,000. Work will be completed over the next two years.

Overall Operations

The District is improving its ability to remotely monitor wells using telemetry equipment.

Urban Water Management Plan

On December 17, 2012, the Board adopted the District's Urban Water Management Plan and it has been sent to the Department of Water Resources for review and approval.

Status of CDPH Compliance Orders

The water quality and quantity continue to be satisfactory. Water pressure is subject to variation because of leaks and equipment failures. However, generally, water pressures remain adequate and comply with CDPH standards.

Completion of the Reservoir Tank and Booster Station should satisfy the outstanding Compliance Order related to adequate water supply.

III. Sacramento Suburban Water District Interconnection

No changes in the operation or status of the intertie with Sacramento Suburban Water District. RLECWD and Sacramento Suburban Water District renewed this Agreement during February, 2013. This intertie operates only if water pressure drops below 30 psi. Once the reservoir tank and booster station are complete the District will no longer need the intertie agreement, however, the District is evaluating a Mutual Aid Agreement with Sacramento Suburban Water District similar to agreements with Del Paso Manor Water District and Carmichael Water District.

IV. Status of District Operations

District Financial Condition

No significant changes in the overall financial situation of the District. Cash Flow remains tight. Accounts Payables are not current and the District is operating at a loss or in the "red" for last several months. The financial condition of the District appears to be improving and is actually beginning to stabilize. The General Manager has estimated that the operating fund balance is currently \$24,000 in the red.

V. Summary of Issues

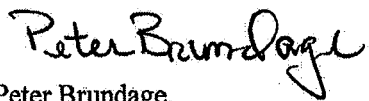
Overall the District is providing adequate water service to the community and progress is being made to address the water supply capacity issue. However, there are two significant issues: the inability of the District to obtain liability coverage for employment practices and the overall financial condition of the District.

VI. Next Steps

LAFCo staff will continue to work with CDPH and the District to monitor the situation. We will keep the Commission informed.

Respectfully Submitted;

SACRAMENTO LOCAL AGENCY FORMATION COMMISSION



Peter Brundage,
Executive Officer

Attachments

Minutes RLECWD Planning Committee

April 2, 2013

Meeting called to order @4:30 pm

Public Comment: There was no public comment as there were no public in attendance.

Attendants – Paul Green, Matt Longo, Mary Henrici, Jim Carson

Agenda items for discussion:

Item 1- State revolving Fund Project status and update.

Proposals- L St. Reservoir and Pump Station. Proposals were received from 2 firms, Affinity and KASL. 15 proposal requests were sent out, 8 firms attended the pre proposal meeting with the General Manager at our L St. location. Discussion centered on the importance of looking at qualification of the Engineering as opposed to just price. It is important to find a "Qualified" engineering firm to design and run our project. An Evaluation team was selected (Mary Henrici, Paul Green and Matt Longo) to make a recommendation to the Board from the 2 proposals. The Evaluation team will meet Fri. April , 5th at 2:00 pm. It was also decided that EN2 environmental would be used for this project. This was recommended by CDPH. The Planning Committee had no objection to this recommendation.

Item 2- Elverta Specific Plan planning project.

Elverta Owners Group. Legal review of Funding Agreement. The much discussed and anticipated legal review of the funding agreement, so that our engineering firm can get started on a master plan and how that mater plan will incorporate the ESP has been completed. Changes made by council to the agreement largely pertained to legal and not the plan itself. Mr. Green had significant reservations with regard to some of the changes and wording made by legal. As a result the Planning Committee thinks it best the agreement be reviewed by the Board. Planning Committee suggests that we strike verbiage related to client/attorney privilege and privacy of invoices. ESP has not had time to review as of this meeting. Planning Committee recommends adoption of funding agreement based on changes suggested by Committee and Approval of ESP.

Item 3 – Out Sourcing of Backflow device testing.

Planning Committee discussed possibility of out sourcing backflow testing as a cost and time saving measure. Matt Longo and Mary Henrici are gathering more info. Further discussion will take place at next meeting.

Item 4- Wells 9 and 10 Electrical Panel Replacement Engineering.

Affinity would like to get started on the engineering of the electrical panel replacements for wells 9 and 10. Completing the engineering will enable the District to

bid and contract the replacement of panels as soon as budget FY13/14 is approved. The cost of engineering is approximately \$3,000.00 each well and is presently budgeted, as such Planning Committee authorized the engineering.

Item 5 - General Comment

Mr. Green had one comment; he would like to get moving forward on a plan of grant acquisition. As a point of coincidence Mary Henrici had just asked Affinity to look into possible Home Land Security grants. There were no other general comments.

Meeting adjourned at 5:45 pm

Rio Linda/Elverta Community Water District
Finance and Administration Committee Meeting Minutes

April 8, 2013

The meeting was called to order at 5:30 p.m.

Attendees: Directors Duane Anderson and Brent Dills, General Manager Mary Henrici and public members Mary Harris and John Ridilla were present.

Public Comment: Public Member Mary Harris made comments regarding legal billing documents being provided by counsel and whether they are really confidential or should be available through public records act requests. Ms. Harris is requesting that the RLECWD Board consider this as an agenda item and waive confidentiality at the next board meeting. Finance and Administrative Committee agreed to make this an agenda item.

Financial Condition Summary: The financial state of the RLECWD continues to improve. Income is up and expenses are down. The held checks have still not all been paid but are continuing to be released a little at a time by the G.M. They should be paid in the next billing cycle or two at the current rate of payment. According to the G.M., LAFCO has put the District on the LAFCO Meeting consent calendar instead of as an individual line item and is apparently not feeling the need to micromanage the situation any longer. That is very positive sign for RLECWD and the ratepayers.

- 1. Expenditures:** Director Anderson had a few simple questions regarding the Balance Sheet that were easily answered by the G.M.
- 2. Profit and Loss Report:** Directors and the public discussed a few brief items and received clarification from the G.M.
- 3. District Accounting Program:** Directors, the public and G.M. discussed the current problems getting an accurate Chart of Accounts. The formulas and

format currently used in Quick Books does not lend itself to accuracy and has some problems built in. Staff recommended and the committee agrees to start a new database in the current software program to resolve those issues. New software is not needed and training for new program and a staff learning curve using it will be avoided. Public agreed.

4. **Management Training:** Committee agreed with G.M. to purchase a package including a lot of relevant training from Skill Path for only \$500. That should result in cost saving to the district and is within the budget. Public agreed.
5. **RWA Amendment to Joint Powers Authority:** Committee agrees with staff recommendation to approve the amendment. Public agreed.
6. **Bimonthly Billing:** Committee considered briefly going to monthly billing to even out income stream timing to make paying of bills easier. That would result in more work for staff and uneven work flows for support staff. The committee felt that this may not really be an issue at this time because of the recent increased District income and decreased expenses. This issue will be monitored and revisited later if appropriate.
7. **General Manager's Report:** Committee reviewed and discussed the G.M. Report. It was decided to ask for a time bound legal review of a Tenant Agreement not to exceed half an hour using an agreement template provided by another reputable agency. Currently there is some confusion regarding who pays for water and when or if it should be shut off if the bill is not paid. This new agreement will clarify that the owner is the responsible party and the water will be shut off if the bill is not paid. Agreements between the owner and tenant are separate agreements beyond the districts control. After legal review this will be put on the consent calendar as an informational item for package approval by the board.

8. **Preliminary Budget Meetings:** Committee will review and recommend for approval of a District preliminary draft budget at the next Finance and Administration Committee Meeting scheduled for May 13th unless one is needed sooner. That meeting will be open to the public and will be announced at the next regular District Board Meeting scheduled for April 15th. The final budget requires approval by the District Board of Directors by June. Having a budget reviewed and approved by Committee and considered by the full board by May Board Meeting schedule for May 20th will provide time for discussions and revisions if needed.

The meeting was adjourned at 7:15 p.m.

Meeting minutes were taken by Brent Dills to the best of his ability. Nothing was intentionally left out. Please contact Brent Dills if you have any questions, comments or feel a revision is required.

RIO LINDA



ELVERTA

Meeting Date: April 15, 2013

Agenda Item # 7

Subject:	Director's and General Manager Comments
Recommendation: Current Background and Justification:	
Conclusion:	
Board Action / Motion:	Motioned by Director _____ Seconded by Director _____ Dills: _____ Green: _____ Caron: _____ Anderson: _____ Longo: _____ (A) Yea (N) Nay (Ab) Abstain (Abs) Absent