

# MINUTES OF THE FRCD BOARD MEETING

Wednesday, February 25, 2009

The regular meeting of the Board of Directors of the Florin Resource Conservation District was called to order at 6:30 P.M. by Barrie Lightfoot, Chair, at 8820 Elk Grove Blvd., Elk Grove, CA.

## Call to Order; Roll Call; and Pledge of Allegiance.

Directors Present: Chuck Dawson, Barrie Lightfoot, Elliot Mulberg, Tom Nelson, and Tony Perez,  
Directors Absent: None  
Staff Present: Ann Siprelle, General Counsel; Rick Robinson, BB & K; Stefani Phillips, Secretary /Human Resources Specialist; Thomas S. Bartlett, Treasurer/Finance Manager; Ellen Carlson, Management Analyst/Conservation Coordinator; Scott Myers, District Engineer; and Adam Coffing, Meter Reader  
Consultants Present: Richard Wilson, Sentium  
Public Present Include: Roy Herburger, Elk Grove Citizen; Donella Ouellette, member of the public; and Tony Carlson, member of the public

## Public Comment

No comments

## 1. Consent Calendar

- a. Regular meeting minutes for January 28, 2009
- b. FRCD Cash Flow Worksheet – January, 2009
- c. Warrants Paid – January, 2009
- d. Monthly Summary – January, 2009
- e. Monthly Water Connections – January, 2009
- f. Revenue vs. Expense Graphs FY 08-09 – January, 2009
- g. Revenues and Expenses – Actual to Budget
- h. General Manager Report

MSC (Mulberg/Dawson) to approve the Consent Calendar by a unanimous vote.

Elliot Mulberg, Director, requested that staff includes a legend on the Revenues vs. Expense Graph sheet.

## 2. Presentations/Announcements

- a. FYI's  
No comments
- b. Finance Department Presentation – Meter Reader  
Adam Coffing, Meter Reader, gave an informative presentation on meter reading.

A brief question and answer period followed.

Tony Perez, Director, recommended that the District look into Environmental Systems Research Institute (ESRI) for routing the meter reader in an effort to save costs.

Scott Myers, District Engineer, informed the Board of an Apartment Owner's Advisory Committee Meeting that will be held on Wednesday, March 11, 2009 to discuss the conversion of apartment water services to water meters.

Mr. Myers updated the Board on Capital Improvement Project scheduling including the meter retrofit program. He stated press releases, brochures, website and an 800 number have been prepared to help answer questions that customers may have regarding the meter retrofit program.

Mr. Myers gave a report to the Board regarding the meter retrofit program. He stated that the District has begun meter retrofits in Camden. Mr. Myers said the District has a goal of retrofitting approximately 20 connections a week.

### 3. Walk on the Wild Side

Ellen Carlson, Conservation Coordinator, requested support for the Walk on the Wild Side event in the amount of \$1,000. The Walk on the Wild Side is a full day event with activities for the whole family providing an opportunity to learn about the Stone Lake National Wildlife Refuge.

Mr. Mulberg inquired where the funding would come from. Ms. Carlson replied from the FRCD budget for environmental education.

MSC (Mulberg/Dawson) to sponsor \$1,000 for the Walk on the Wild Side event by a unanimous vote.

Ms. Carlson informed the Board that she has signed documents and has a contract for a grant for weed containment along Elk Grove Creek in the amount of \$10,000.

### 4. Investment Policy

Thomas Bartlett, Finance Manager, presented the Investment Policy for adoption by the Board.

A brief question and answer period included:

Tom Nelson, Vice-Chair, inquired if there would be any additional costs involved with the policy and carrying out the tasks. Mr. Bartlett replied there would be no additional costs incurred.

Mr. Mulberg inquired if Mr. Bartlett would be responsible for managing the investments or would the District be hiring someone to manage it. Mr. Bartlett replied when the District is in a position to make investments the District will have an outside party take care of it.

MSC (Nelson/Dawson) to approve Resolution No. 02.25.09.01 of the Board of Directors adopting Investment Policy Guidelines of the Florin Resource Conservation District by a unanimous vote, Dawson: aye; Mulberg: aye; Nelson: aye; Perez: aye; and Lightfoot: aye.

### 5. LAIF

No comments

MSC (Nelson/Mulberg) to approve Resolution 02.25.09.02 authorizing Investments of Monies in the Local Agency Investment Fund by a unanimous vote, Dawson: aye; Mulberg: aye; Nelson: aye; Perez: aye; and Lightfoot: aye.

### 6. Sacramento Central Groundwater Authority (SCGA)

A discussion was held by the Board regarding who the primary representative should be. The Board requested staff to bring back more information regarding the SCGA Board to the March meeting.

### 7. Board Meeting Conduct

#### a. Responsibilities of Persons Attending Board Meetings

A brief discussion occurred.

#### b. Proposal for Board Action/Review

No comments

MSC (Mulberg/Nelson) to adopt the draft Responsibilities of Persons Attending Board Meetings and draft Proposal for Board Action/Review with the amendment of the "quorum vote" to the Responsibilities of Persons Attending Board Meetings by a unanimous vote.

## 8. Directors Comments/Suggestions & Subjects for Future Board Meetings

Mr. Nelson requested that the Board review and discuss implementation of conservation measures at the March meeting.

Mr. Mulberg recommended that LAFCOs Municipal Service Review for the FRCD be reviewed and revised to reflect accurate information of the District.

Mr. Lightfoot stated that Mr. Mulberg will be bringing the Associate Director Policy to the March meeting for approval.

Mr. Lightfoot stated that information has been provided to the Board for the general manager evaluation form. He recommended that all directors give their input on the evaluation form. Mr. Dawson will be compiling the information and bringing it to the April Board meeting.

A brief discussion occurred regarding scheduling a date for the next general manager review. No date was established.

Mr. Mulberg suggested that Board policies be established. A brief discussion occurred. Mr. Perez and Mr. Nelson agreed to work together on Board policies and will bring them to the May meeting.

Mr. Bartlett informed the Board that Douglas Tukurud, Nicolay Consulting, will give a presentation on GASB 45 at the March meeting.

Mr. Lightfoot requested that the management team meet on Monday, March 23, 2009 at 8:30a.m. to review the board packet prior to the meeting.

## 9. Closed Session

### CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9: one case

No reportable action

Respectfully submitted,

***Stefani Phillips***

Stefani Phillips, Secretary