

MINUTES OF THE REGULAR MEETING OF THE FRCD BOARD

Wednesday July 28, 2010

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:
Staff Present: Ann Siprelle, general counsel; Tom Bartlett, treasurer/finance manager; Stefani Phillips, secretary/human resource specialist; Jeffrey Maupin, operations manager; Ellen Carlson, management analyst; and Donella Ouellette, finance supervisor
Associate Directors Present: Donald Menasco
Consultants Present:
Public Present: Tony Ouellette, Roy Herburger, Bob Gray, John Ornellas, and Sunny Abelia

Public Comment

Bob Gray questioned whether or not a study had been completed on the meter replacement program. Barrie Lightfoot, chairman, replied that the study has not been done yet, but it is a priority for the coming year.

1. Closed Session

PUBLIC EMPLOYEE APPOINTMENT (Gov't. Code Sec. 54957)
Title: General Manager

The Board voted 5-0 to contract with CPS Human Resource Services for the recruitment of a general manager.

2. Consent Calendar

- a. Approve minutes for Regular Meeting on June 18th, and Special Meetings on June 18th, 23rd, 29th and July 20, 2010
- b. FRCD Cash Flow Worksheet – June, 2010
- c. Warrants Paid – June, 2010
- d. Monthly Summary – June, 2010
- e. Monthly Water Connections – June, 2010
- f. Revenue vs. Expense Graphs FY 09-10 – June, 2010
- g. Revenues and Expenses – Actual vs Budget
- h. CDARS Accounts
- i. Revenue Distribution Worksheet
- j. Consultants Expenses

MSC (Mulberg/Dawson) to approve the Consent Calendar, 5/0: Ayes: Dawson; Mulberg, Nelson, Perez, and Lightfoot.

3. Presentation on Range Camp

A presentation was given by Sunny Abelia regarding her experience at Range Camp.

A brief question and answer period followed.

4. Introduction of USDA District Conservationist – Dwane Coffey

Dwane Coffey gave the Board a brief introduction and background on how he became the USDA District Conservationist.

5. Discussion of Need for Community Relations

Stefani Phillips, secretary, brought to the Board a proposal to consider the talents of in-house staff to perform the tasks that were budgeted for in FY 2010-2011 for community relations.

A question and answer period occurred

The Board's consensus was to bring the tasks budgeted for FY 2010-2011 for community relations in-house.

6. **Operations Report**

A brief question and answer period occurred.

7. **Letter of Support for Grant Application for Stone Lakes National Wildlife Refuge Nature Explore Area**

Ellen Carlson, management analyst, requested the Board to approve a letter of support, which would accompany a grant application for Stone Lakes National Wildlife Refuge Nature Explore Area. The project would consist of building a nature explore area for children. The play area would be adjacent to a new trail and parking area. The play area would be a contained playground for small visitors to explore nature in a safe environment.

MSC (Mulberg/Dawson) to approve the FRCD's letter of support to accompany a grant application for Stone Lakes National Wildlife Refuge Nature Explore Area, 5/0: Ayes: Dawson; Mulberg, Nelson, Perez, and Lightfoot.

8. **Support of Rails to Trails Trail Fest 2010**

Ms. Carlson requested \$200 for a contribution in the way of a gift for the silent auction at the Rails to trails Fest 2010.

MSC (Nelson/Perez) to authorize contribution in the amount of \$200 for a gift for the Rails to Trails Fest 2010 silent auction, 5/0: Ayes: Dawson; Mulberg, Nelson, Perez, and Lightfoot.

Tom Nelson, director, requested that staff add \$200 to the FRCD FY 2011-2012 Budget.

9. **Drought Assistance Grant Draft Agreement and Memorandum of Understanding (MOU)**

Ms. Carlson presented the Drought Assistance Grant Draft Agreement and Memorandum of Understanding to the Board. She stated the grant was initiated in 2008 in the amount of \$1.9 million for the Regional Water Authority and its partners. The grant is for meter retrofitting and other conservation funding; however, with the State's financial circumstances, a freeze was placed on the release of funding. Ms. Carlson stated that recently, the Department of Water Resources notified the RWA that the program can move forward. The Elk Grove Water District is a sub-grantee to RWA and will receive \$200,000 for the meter retrofit when the funds are released by the State.

As a second part of the grant funding, Ms. Carlson stated that the District will be awarded \$7,640 to be used to support a high efficiency clothes washer rebate program, which will be administered by SMUD. Ms. Carlson presented the SMUD Memorandum of Agreement and stated that EGWD's initial cost out of pocket would be \$2,000 and would be reimbursed \$1,375 when the funding is released. EGWD's out of pocket would be \$625.

A question and answer period followed.

The Board inquired if the District is required to participate with both parts of the grant. Ms. Carlson replied no.

The Board's consensus was to bring back the item for consideration at the August Board meeting.

10. **Delegate Contract Approval Authority under Policy No. 3 "Purchases of Goods and Services from Outside Vendors" and Policy No. 8.**

Ann Siprelle, general counsel, brought forward to the Board a proposal to delegate contract approval authority to other staff with the vacant general manager position. Ms. Siprelle stated the contract approval authority would be consistent with Policy No. 3 "Purchases of Goods and Services from Outside Vendors" and Policy No. 8. "Award of Public Works Construction Contracts." Ms. Siprelle stated that the resolution would need to be amended to include the Board delegation of the General Manager's authority to sign contracts and other official District documents.

MSC (Nelson/Dawson) to approve adoption of Resolution 07.28.10.01 Delegating Contract Approval Authority under Policy No. 3 and Policy No. 8 with an amendment to include the Board delegation of the General Manager's

authority to sign contracts and other official District documents, 5/0: Ayes: Dawson; Mulberg, Nelson, Perez, and Lightfoot.

11. TruePoint Solutions Billing System

Tom Bartlett, finance manager, presented a proposal for TruePoint Solutions Billing System and requested the Board's approval. Mr. Bartlett explained the bidding process to the Board and shared the highlights of the program. He stated that the program offers flexibility and designed user control, which would allow the Customer Service Representatives to better serve the ratepayers. He also stated that the program will integrate with Citiworks and MAS90 (accounting program). He stated program is a web-based application. Mr. Bartlett noted that the program is proprietary to TruePoint Solutions, but the software will be held in an escrow account and in the event that they go out of business, the District will own the rights to the software.

A question and answer period followed.

The Board inquired what the cost for support is every year. Mr. Bartlett replied the cost for support and service maintenance for the first year is included in the contract price and then will cost \$10,000 annually, thereafter.

Mr. Gray commented that software contracts are tricky and can cost a company a lot of money. He warned the Board, that they were making a major decision in purchasing the software.

MSC (Nelson/Dawson) to approve the contract with TruePoint Solutions for a sum of \$98,000, 5/0: Ayes: Dawson; Mulberg, Nelson, Perez, and Lightfoot.

12. SCADA Update

Jeff Maupin, operations manager, presented a proposal to the Board to implement new SCADA software by Calmetrics. Mr. Maupin explained that the SCADA software system that the District currently has is antiquated and must be brought to current standards. He stated he has received two proposals for the implementation by TESCO and Calmetrics. The lower of the two proposals was received by Calmetrics for \$99,666.

The Board inquired if any references were obtained for Calmetrics. Mr. Maupin replied that he did not have any references at this time.

The Board's consensus was to bring the item back to the August Board meeting with references.

13. Repair of Booster Pumps

Mr. Maupin presented the rehabilitation of the booster pumps and requested approval for the proposal of CPM. He stated although, CPM's bid was not the lowest, he has previous experience with CPM and has been pleased with their service.

A brief question and answer period followed.

MSC (Mulberg/Dawson) to support the repair of the booster pumps by CPM and draw up contract for signature by the chairman, 5/0: Ayes: Dawson; Mulberg, Nelson, Perez, and Lightfoot.

14. Directors Comments/Suggestions & Subjects for Future Board Meetings

Mr. Lightfoot requested that a total accounting of the Capital Improvement Projects be brought to the August Board Meeting.

Chuck Dawson, director, that the District Vehicle Policy No. 10 be revisited.

15. Closed Session

- a. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Subdivision (a) of Section 54956.9
Name of case: Florin Resource Conservation District v. Union Bank of California, Sacramento County
Case No. 34-2008-0002509
- b. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION
(Subdivision (a) of Section 54956.9)

- Name of case: Florin Resource Conservation District v. JBK Finance, LLC, et al, Yolo County Superior Court Case No. CV08-974
- c. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION
(Subdivision (a) of Section 54956.9)
Name of case: J.B. Jones v. FRCD, EGWS, et al, Sacramento Superior Court Case No. 34-2009-00046310
- d. CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9: one case

No reportable action was taken.

Respectfully submitted,

Stefani Phillips

Stefani Phillips, Secretary