

MINUTES OF THE REGULAR MEETING OF THE FRCD BOARD

Wednesday August 25, 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, and Tom Nelson
Directors Absent: Tony Perez
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 and Davies Ononiwu
Consultants Present: None
Public Present: Tony Ouellette, Roy Herburger, and Dwane Coffey

Public Comment

No comments.

The Board voted 4-0 to add the Committee Meeting Update to the Board agenda.

Elliot Mulberg, vice-chairman, stated that at the last Board meeting, the Board selected CPS Human Resource Services out of a total of three bids to recruit a new general manager.

The Board announced that while the general manager position is vacant, Barrie Lightfoot, chairman, will oversee the operations and Chuck Dawson, director, will oversee the administration.

Mr. Dawson stated that he and Tom Nelson, director, are the ad-hoc committee, who is working with the management team to revise the EGWD Employee Manual. Among some of the changes in the employee manual was the elimination of the number of District vehicles that were assigned to employees. He stated there will only be three vehicles that are assigned, the operations manager, the on-call employee, and the on-call employee's supervisor. Mr. Dawson stated that the new general manager will have a car allowance.

Mr. Dawson also stated he worked with Tom Bartlett, finance manager, to revise Consent Calendar Item (f).

Barrie Lightfoot, chairman, stated that a committee meeting was held to view a presentation by RBF to identify their strategy to tackle the Districts immediate engineering needs. In addition, he stated that a request for proposal went out for engineering services with a deadline of September 10, 2010. Mr. Lightfoot stated that the selection committee will be Tom Nelson and himself. He stated they will select up to five engineering firms to bring to the full Board for the final award of contract.

Mr. Mulberg stated that during the committee meeting, the presentation made by RBF covered the Districts need to increase its water capacity. They provided several options and a varying cost of \$4 million to \$17 million to achieve the required water capacity.

1. Consent Calendar

- a. Approve Regular Meeting minutes for July 28th
- b. FRCD Cash Flow Worksheet – July, 2010
- c. Warrants Paid – July, 2010
- d. Monthly Summary – July, 2010
- e. Monthly Water Connections – July, 2010
- f. Bond Covenant Requirements for FY 2010-2011
- g. Revenues and Expenses – Actual vs Budget
- h. CDARS Accounts
- i. Revenue Distribution Worksheet
- j. Consultants Expenses

Mr. Mulberg requested that item (i) be pulled for discussion.

MSC (Mulberg/Nelson) to approve items a-h and j, 4/0: Ayes: Dawson; Mulberg, Nelson, and Lightfoot.

A short question and answer period followed regarding how to read the Revenue Distribution Worksheet.

MSC (Nelson/Dawson) to approve items (i), 4/0: Ayes: Dawson; Mulberg, Nelson, and Lightfoot.

2. Sacramento County Groundwater Authority Board Members/Alternates for 2010

The Board discussed the need for representation at the Sacramento County Groundwater Authority Meetings. Barrie Lightfoot volunteered to be the primary representative and the Board nominated Jeff Maupin, operations manager to be the alternate until the new general manager is selected.

MSC (Nelson/Dawson) to nominate Barrie Lightfoot as primary District representative to the Board of SCGA and Jeff Maupin as the alternate representative, 4/0: Ayes: Dawson; Mulberg, Nelson, and Lightfoot.

3. Capital Improvement Project Reimbursables Audit

Donella Ouellette, finance supervisor, presented the audit she performed on the capital improvement project reimbursables.

A question and answer period followed.

Mr. Nelson stated that the audit indicated that the District was not fiscally careful. The District staff has made corrections and future audits should be reflective.

4. Operations Report

A question and answer period occurred regarding the activities in operations.

5. Business Affiliations

Mr. Nelson recommended that with the general manager position vacancy, it was necessary to establish a representative to attend various meetings with District business affiliations. The Board established representatives to attend various business affiliation meetings.

Mr. Lightfoot requested that Ms. Carlson send him a reminder email for meetings that he is supposed to attend.

6. Department of Conservation Watershed Coordinator Grants

Ellen Carlson, management analyst, presented a grant proposal by the Department of Conservation for match funding of a watershed coordinator part-time position for multiple years. The coordinator would work for the CARCD to enhance cooperative partnerships between watershed interests. These partnerships could help to promote watershed management and provide environmental education to the District. Ms. Carlson stated the cooperation of the local RCD's and other related groups, such as the Laguna Creek Watershed Council should help to meet the 25% match requirement.

A question and answer period followed.

Ms. Carlson requested the Board's support to allow her to meet with the other agencies to discuss the cooperative partnership for the grant. Mr. Mulberg stated he gives a blanket permission for staff to pursue discussions with other agencies regarding opportunities that would have a favorable impact on the District.

7. Drought Assistance grant draft agreement and memorandum of agreement (MOA)

At the July meeting, the Board requested this agenda item be brought back for consideration.

MSC (Nelson/Lightfoot) to support continuation with the agreement process; sign the SMUD MOU; and approve the payment of the SMUD invoice, 2/2: Ayes: Nelson and Lightfoot; Nayes: Dawson and Mulberg. Motion failed.

8. Adoption of the Conflict of Interest Code

Stefani Phillips, secretary, presented the Conflict of Interest Code to the Board for adoption. The Political Reform Act requires that state and local governmental agencies review their conflict of interest code biennially. After verifying with the County of Sacramento, it was determined that the FRCD never adopted a conflict of interest code. Best, Best, & Krieger developed a conflict of interest code, which designates officials and employees and establishes disclosure categories that constitute the conflict of interest code of the FRCD.

A question and answer period occurred.

Mr. Mulberg inquired why the County of Sacramento has to authorize the FRCD's conflict of interest code is the District is a special district.

The Board requested Ms. Phillips to obtain the information requested and bring the item back to the September Board meeting.

9. Implementation of SCADA Software

Jeff Maupin, operations manager presented the proposal for the implementation of SCADA Software including references as requested at the July Board meeting.

Mr. Mulberg inquired if the references had been checked. Mr. Maupin replied no. Mr. Mulberg requested that references be verified for any contract before a recommendation is made.

MSC (Mulberg/Dawson) to award contract to Calmetrics for purchase of new SCADA software and installation for a sum of \$99,666 and with a verification of references, 4/0: Ayes: Dawson; Mulberg, Nelson, and Lightfoot.

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

The Board requested that the Committee Meeting Update be placed on the agenda every month and requested Ms. Carlson to give a summary of any legislation that may affect the District.

11. Closed Session

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

No reportable action.

Respectfully submitted,

Stefani Phillips

Stefani Phillips, Secretary