

**Minutes of the Special Meeting of the Infrastructure Committee  
of the  
Florin Resource Conservation District Board of Directors**

**Wednesday, April 18, 2012**

**Attendance:**

Committee Members: Elliot Mulberg, Vice-Chairman – present  
Tom Nelson, Director – present

Associate Members: Don Menasco – present

Staff: Mark J. Madison, General Manager  
Stefani Phillips, Board Secretary  
Bruce Kamilos, Associate Civil Engineer  
Dennis Coleman, Finance Manager

Public: Bob Gray

This was a posted meeting and one member of the public was present.

**Review of Proposed Elk Grove Water District FY 2013-17 Capital Improvement Program**

Mark Madison, General Manager, complimented Bruce Kamilos, Associate Civil Engineer, on the structure, layout and content contained in the FY 2013-17 Capital Improvement Program. Mr. Madison stated that he has not seen a document that rivals that of the FY 2013-17 Capital Improvement Program.

Tom Nelson, Director, asked for clarification on the capacity charge. Mr. Madison responded it is a connection fee. Mr. Nelson stated that the CIP discusses capacity charges, connection fees, and user fees. Mr. Madison stated the District should refer to them as connection fees.

Bruce Kamilos summarized the revisions made after receiving feedback from the Infrastructure Committee meeting held on March 21, 2012.

Comments and inquiries include:

- Will user fees be directly related to a rate change?
  - The water rate study is underway and the District has developed the CIP from needs and a wish list couple with priority. The CIP alignment will not be finalized until the District can review the FY 12-13 EGWD Budget numbers to determine what is affordable. The District does not know at this time if there is a need for adjusting the water rates.
- Will the CIP be reviewed once the Strategic Plan is completed?
  - The Strategic Plan will be brought to the May 23<sup>rd</sup> Board meeting.
- Does the CIP conform to the Strategic Plan?
  - The CIP does conform to the Strategic Plan in terms of mission and goals.
- The costs for installation of 200 meters were transferred from the Meter Retrofit Program FY 14-15 to Backyard Water Main Replacement in FY 15-16.

- The AMR was moved out of the FY 2013-17 Capital Improvement Program for further exploration.
  - Concerns were voiced regarding the potential need for the AMR to reach the 20x2020.
  - How much is the AMR?
  - The AMR is \$2.4 in total costs.
  - The District will continue to explore the product, other options, and continue to look for grant funding to help free up monies for future consideration of AMR.

Mr. Kamilos walked the committee through the methodology for the prioritization.

Comments and inquiries include:

- Revise the priority number to (1) for WellD Pump Replacement on page 69.
- Revise the priority number to (4) for Roof Replacement in table 1, on page 3.
- How was it decided where to make the cut in priorities?
  - Looked at the number of projects and need and anything from a point range of 80 and above would be considered a priority 1. Everything below 80 was grouped by approximately 10 points.
- How did the District develop the numbers in the ranking criteria?
  - While attending an AWWA Conference, coordinated time with Santa Clara Valley Water District, who shared their prioritization methodology model.
- Should the VFD's or priority 5's be postponed from the FY 2013-17 Capital Improvement Program?
  - The question should be reviewed as, where should the cut line be?
  - A cut line can not be drawn until we review the funding available to the District.
- Do a feasibility study, including a phase I environmental evaluation in FY 14-15 for building improvements at the Administrative Building site and postpone the building improvements from the FY 2013-17 Capital Improvement Program.
  - Leave the costs in the FY 2013-17 Capital Improvement Program as a goal.
- Review further creating an Unforeseen Capital Reserve Fund
  - Review further building contingency monies into the Capital Improvement Program Reserve Fund and Capital Replacement Reserve Fund.
- Why are priorities 1 and 2 scheduled for year one?
  - The prioritized projects and associated expenses need to be balanced out in the FY 2013-17 Capital Improvement Program.
  - Move the expenses for the Backyard Water Mains/Services Replacement to FY 16-17 and move the expenses for Water Mains (4") Replacement to FY 15-16.
  - The Board needs to debate which priorities should be done in year one of the FY 2013-17 Capital Improvement Program.

Adjourn to: Wednesday, April 25, 2012.

Respectfully submitted,

Stefani Phillips, Secretary