

MINUTES OF THE REGULAR MEETING OF THE FLORIN RESOURCE CONSERVATION DISTRICT BOARD OF DIRECTORS

Wednesday, February 15, 2017

The regular meeting of the Florin Resource Conservation District Board of Directors was called to order at 6:30 p.m. by Tom Nelson, Chairperson, at 9257 Elk Grove Blvd., Elk Grove, CA.

Call to Order, Roll Call, and Pledge of Allegiance.

Directors Present:	Bob Gray, Lisa Medina, Tom Nelson, Sophia Scherman
Directors Absent:	Jeanne Sabin
Staff Present:	Mark J. Madison, General Manager; Bruce Kamilos, Assistant General Manager; Stefani Phillips, Board Secretary; Jim Malberg, Finance Manager; Donella Murillo, Finance Manager; Sarah Jones, Program Manager
Associate Directors Present:	Mike Schmitz
General Counsel Present:	Matthew J. Weber, Downey Brand
Consultants Present:	None

Public Comment

Don Threthway commented on what looked like hydrant flushing and inquired how good of a flush does the District get using a one-inch hose and why does it take so many people to perform this task. Mr. Threthway commented that he noticed the District had four (4) trucks running and wasting gas while the task was being performed. Mark Madison, General Manager, responded stating he would like to respond to Mr. Threthway's questions at a later time to provide factual information regarding the task performed, but he did provide Mr. Threthway a short answer of, "I don't know, but a one-inch line is small for flushing." Bruce Kamilos, Assistant General Manager, stated that District staff was performing a flow test and troubleshooting a mystery water line that goes into the Elk Grove High School.

Mr. Threthway commented that sometime in October District staff were performing steam cleaning on Underground Service Alert (USA) markings to prepare for asphalt sealing. Mr. Madison responded stating that the District's practice is to pressure wash the markings that are put down for USA's.

Mr. Threthway commented that the District's Mission Statement does not address keeping the water rates down and that the District might want to consider it.

Sophia Scherman, Director, thanked Mr. Threthway for attending tonight's meeting and for the comments and questions.

1. Proclamations and Announcements

Mr. Madison introduced Matthew Weber, General Counsel with Downey Brand.

2. Consent Calendar

- a. Minutes of Regular Board Meeting of January 18, 2017
- b. FRCD Cash Flow Worksheet – January, 2017
- c. Warrants Paid – January, 2017
- d. Active Accounts – January, 2017
- e. Bond Covenant Status for FY 2016-17 – January, 2017
- f. Revenues and Expenses – Actual vs Budget FY 2016-17 – January, 2017
- g. Cash Accounts – January, 2017
- h. Consultants Expenses – January, 2017

i. Major Capital Improvement Projects – January, 2017

No items were pulled.

MSC (Scherman/Medina) to approve FRCD Consent Calendar items a. - i. 4/0: Ayes: Gray, Medina, Nelson, and Scherman.

3. Committee Meetings

No committee meetings were held in the month of January.

4. Regional Water Reliability Plan Contract

Mr. Madison presented the Regional Water Reliability Plan Contract to the Board. In summary, the Regional Water Reliability Plan (RWRP) is a two-phased project to improve the reliability of water supplies among the project participants. The RWRP is estimated to cost \$821,000 of which \$361,000 will be funded through a grant. The remaining not-to-exceed \$460,000 will be funded by the project participants. The total funding for Phase 1 to be provided by project participants is not-to-exceed \$276,000. The proposed cost share for the District is a not-to-exceed amount of \$13,000.

Lisa Medina, Director inquired if the District is seeking out grant programs. Mr. Madison responded stating the District has not but Regional Water Authority (RWA) has.

Director Medina inquired if the cost share will be split between the two agencies. Mr. Madison responded yes.

Tom Nelson, Chairperson inquired if it is conceivable that the District would cost share for other programs. Mr. Madison responded yes.

Bob Gray, Vice-Chairperson inquired if the \$7,800 is for Phase 1 of the project. Mr. Madison responded yes.

Mr. Tretheway inquired how the District would receive water in a time of crisis. Mr. Madison explained that the District has inter-ties with Sacramento County Water Agency (SCWA) and that the District is not stand alone per se.

MSC (Scherman/Medina) to authorize the General Manager to execute a contract with the Regional Water Authority in the amount not-to-exceed \$13,000 for Phase 1 of the Regional Water Reliability Plan project. 4/0: Ayes: Gray, Medina, Nelson, and Scherman.

5. Elk Grove Water District Operation Report – January 2017

Mr. Madison presented summary points of the Elk Grove Water District Operations Report – January 2017 to the Board.

Summary Points:

- There were a lot shut offs in January coming off the holiday season.
- The District has continued to do a lot of hydrant maintenance and valve exercising.
- Wells 4D and 14D have been the main source of supply for Service Area 1. The shallow wells were not operated at all.
- Total production for Service Area 1 stayed the same from December to January.

- Total customer usage for EGWD (SA1 and SA2) is down by about 15% compared to January 2013.
- The static and pumping water level data includes the new 1st quarter measurements. The statics levels still show that the water table remains stable over the past two years.
- There have been no problems with water quality or regulatory compliance.
- There were wastewater discharges from the Railroad Plant on January 26th and 27th and this was due to the Filter Media Replacement Project.
- The District's domestic service backflow prevention program is working well and there are only 4 delinquent customers.
- The District had 6 formal safety meetings and it has been 363 days since a reportable injury.
- The District's Utility crew finished work on Batey Avenue for service line replacements. The Utility crew will start working near Gamay Way next once the Fiber Optic Line Project has reached completion.
- There were no main line leaks and 3 service line leaks.
- Pressures in both Service Areas 1 and 2 have remained sufficient and balanced. The pressure in Sample Station Area 9 is high and this is controlled by the Sacramento County Water Agency (SCWA). The District has notified SCWA of this issue.
- The water damage at the District's Administration building has been corrected but, the water damage in the back shop still remains.

Director Medina inquired if the District documents pressure in its communications with SCWA. Mr. Madison responded stating typically we do. Director Medina encouraged the need for documenting communication regarding pressure for the betterment and the transparency factor for the District's customers.

Director Medina inquired if any black mold was found in the front office. Mr. Madison responded no and that the District had air tests conducted and nothing was found. Mr. Madison then commented that there is black mold in the back shop but the District has been taped off and air testing concluded there were no spores found.

6. Water Usage and Conservation Report

Sarah Jones, Program Manager, presented the Water Usage and Conservation Report to the Board. In summary, the State Water Resources Control Board is extending the current emergency water conservation regulation for an additional 270 days. Ms. Jones then commented that the District is still waiting for the final approved framework for water conservation which will express the tracking and reporting requirements.

Ms. Jones and District staff had a conference call with Greg Tully to discuss the development of an updated Water Shortage Contingency Plan. Everyone involved in the meeting came to the same conclusion that staff will move forward with the development of the Water Shortage Contingency Plan once the requirements are laid out in the new framework. Once this framework has been established, the District will form the Citizen's Advisory Committee.

7. Nomination of Elk Grove Water District Representatives for appointment to the Sacramento Central Groundwater Authority Board of Directors

Mr. Madison presented the Nomination of EGWD representatives for appointment to the Sacramento Central Groundwater Authority Board of Directors to the Board. In summary, the FRCD/EGWD is a member of the SCGA. The SCGA is governed by a Board of

Directors, comprised of sixteen members, one of whom is represented by the FRCD/EGWD. The Joint Powers Authority (JPA) allows each board member entity to have a primary representative and alternate representative serving on SCGA's Board of Directors. The JPA also prescribes that for the FRCD/EGWD and two other agencies, the primary and alternate representative must be an elected official. Currently, Chairperson Tom Nelson is appointed as the FRCD/EGWD representative and there is no alternate representative. An amendment to the JPA is currently being finalized which changes the requirement by stating that a designated employee of the FRCD/EGWD may also be appointed to the SCGA Board.

A discussion occurred amongst the Board.

MSC (Medina/Scherman) to nominate Mark Madison and Bruce Kamilos as the primary and alternate Elk Grove Water District representatives, respectively, to the Sacramento Central Groundwater Authority Board of Directors, subject to the final approval of the amendment to the joint powers agreement (SCGA Resolution No. 2016-10).4/0: Ayes: Gray, Medina, Nelson, and Scherman.

8. Legislative Update

Ms. Jones presented the Legislative Update to the Board. She attended the State Water Board workshop, Affordable, Safe Drinking Water Initiative, where the progress towards the Human Right to Water was discussed.

The following bills were highlighted during the meeting that could potentially affect the district:

- AB 401
- AB 68
- SB 88

Ms. Jones advised the Board that District staff has contacted the Elk Grove Unified School District (EGUSD) regarding the Lead Program. District staff will be meeting with the EGUSD on Wednesday, March 1, 2017. Ms. Jones commented that the District is trying to be proactive with this process. Director Medina suggested to put information on the Lead Program in the District Water Drop Newsletter.

Director Scherman inquired how often schools have to test water fountains. Director Medina responded stating that they are not required to test the water fountains unless it's part of their plan.

9. General Manager's Report

Mr. Madison presented the General Manager's Report to the Board. He reviewed the lists of FRCD activities and EGWD activities.

Director Medina commented that she would like to attend the critical infrastructure and emergency response meetings.

Mr. Madison commented that the IT Security Audit Request for Proposal (RFP) will be distributed next week.

Director Scherman inquired who will be occupying the new building at the Railroad Water Treatment Plant. Mr. Madison responded stating there will be two offices, a meeting/conference room, and an IT Center. The two offices will be occupied by our Water Distribution Supervisors, Jose Carrillo and Richard Salas. The IT Center will house all of

the District's servers and electronic devices. The IT Center will also house the District's IT Consultant.

Director Scherman commented that there isn't adequate office space at the Administrative Building. Mr. Madison responded stating, currently there is adequate space for staff but there is no extra capacity if the District wanted to obtain an intern.

Director Scherman inquired if the District is keeping track of expenses for the upkeep of the Administrative Building. Mr. Madison responded stating no, we have not kept track of the costs. He then suggested to bring this item back to a future board meeting.

Vice-Chairperson Gray commented that the District office building considerations were discussed at great length with the Infrastructure Committee last year. He stated that the decision was that the District couldn't afford to build a new building.

Jim Malberg, Finance Manager, responded stating that the District does track costs for all repairs and maintenance performed on the building and the costs are sorted out by department.

Chairperson Nelson commented to have this item brought to the board meeting in April.

10. California Department of Conservation – Resource Conservation District Financial Assistance Program

Mr. Madison led the conversation and presented background on the California Department of Conservation – Resource Conservation District Financial Assistance Program to the Board. In summary, the California Department of Conservation (DOC) is implementing a Resource Conservation District (RCD) Financial Assistance Program to promote capacity building of RCD's throughout the State. The FRCD potentially qualifies for funding and a program, or area of focus, must be developed to serve as the basis for our request.

Ms. Jones covered the criteria and walked through the four (4) areas of focus. The areas of focus are as follows:

1. Urban farming
2. Bee pollinator habitat
3. Groundwater recharge
4. Community conservation education

Staff's recommendation is community conservation education which would touch on the other three (3) areas of focus.

Ms. Jones provided some examples of the workshops the District would be performing:

- Bee friendly garden
- Water conservation
- Youth workshop
- Rain barrel rebate

Director Scherman inquired if the bee pollinator habitat would be a good workshop. Ms. Jones responded with providing some examples of bee pollinator habitats. Mr. Madison suggested teaming up with Spees Bees.

Mr. Madison commented that the grant monies will be dedicated by the DOC to develop and conceive programs that may blossom into projects later on.

Mr. Madison commented that grant monies will not be available upfront and the FRCD need to upfront the money until the FRCD can receive monthly reimbursements for services. Mr. Madison then stated that Ms. Jones time could be reimbursed for her time up to 30%.

Ms. Jones inquired to the Board if anyone was interested in participating in the Student and Landowner Education and Watershed Stewardship (SLEWS) program. Director Medina responded stating she may be interested in training. Ms. Jones stated that the training will be held in May for three (3) days. Mr. Madison recommended to wait for the return of Director Jeanne Sabin and see who would be interested in attending the training.

The consensus of the Board was to proceed with item #4 which is community conservation education and have item #2, the bee pollinator habitat, as a main area of focus under community conservation.

Mr. Madison informed the board that he has minimized the impact on the FRCD expenses by delegating Ms. Jones time to FRCD activities.

11. Directors Comments

Director Scherman requested that today's board meeting be adjourned in memory of Mary Lewis. Mr. Madison inquired if there is a donation fund for Mary Lewis. Director Scherman responded yes, it is the Straus Festival Foundation.

The regular meeting adjourned to closed session in memory of Mary Lewis.

12. Closed Session

- a. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Section 54957)
Title: General Counsel

There was nothing to report out of closed session.

Adjourn to regular meeting on March 15, 2017 at 6:30 p.m.

Respectfully submitted,

Stefani Phillips

Stefani Phillips, Board Secretary

SP/CR