

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

Wednesday, November 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, Jeanne Sabin
Directors Absent:	None
Staff Present:	Mark J. Madison, General Manager; Bruce Kamilos, Assistant General Manager; Stefani Phillips, Board Secretary; Patrick Lee, Finance Manager; Steve Shaw, Water Treatment Supervisor; Richard Salas, Water Distribution Supervisor; Jose Carrillo, Water Distribution Supervisor; and Sean Hinton, Water Distribution Operator III
Associate Directors Present:	Shahid Chaudhry, Kenneth Strom
General Counsel Present:	Ruthann G. Ziegler, Meyers Nave
Consultants Present:	Mitesh Desai, Badawi and Associates

Public Comment

None

1. Proclamations and Announcements

- a. Recognition of Sean Hinton for 5 years of service
- b. Recognition of Donella Murillo for 15 years of service

Mark Madison, General Manager, recognized Sean Hinton, Water Distribution Operator III, for his five years of service (2012-2017) with the District.

Mr. Madison recognized Donella Murillo, Finance Supervisor, for her fifteen years of service (2002-2017) with the District.

2. Consent Calendar

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

MSC (Sabin/Medina) to approve FRCD Consent Calendar items a. – i. 5/0: Ayes: Gray, Medina, Nelson, Sabin and Scherman.

3. Fiscal Year 2016-2017 Comprehensive Annual Financial Report

Patrick Lee, Finance Manager, introduced the Fiscal Year 2016-2017 Comprehensive Annual Financial Report (CAFR) and provided background. In Summary, the FRCD is required by State statute to publish a complete set of financial statements presented in conformity with

generally accepted auditing principals and audited in accordance with generally accepted auditing standards. The audit must be conducted by a firm of licensed certified public accountants.

Mitesh Desai, Badawi and Associates, presented the Fiscal Year 2016-2017 CAFR. In summary, Mr. Desai highlighted the Unmodified Opinion, stating that the Financial Statements were presented fairly. Mr. Desai presented three (3) recommendations for the upcoming years.

Chairperson Tom Nelson commented that the CAFR was filed on time and thanked Donella Murillo, Finance Supervisor along with the Finance Department for their work related to the audit.

Mark Madison, General Manager thanked Mitesh and Ahmed with Badawi and Associates for their work. He also thanked Ms. Murillo, Mr. Lee, and Robert Merritt, Financial Consultant for all of their hard work in completing the CAFR.

Vice-Chairperson Bob Gray commented this CAFR is about as clean as it can be. He stated he is pleased the report is complete at this time of year.

Mr. Nelson also commented that the Districts reserves are good and mentioned that the District will need to discuss how to use the reserves. Mr. Madison stated there is a number of ways to use the reserves.

The Board discussed a few revisions to the Final CAFR.

MSC (Scherman/Medina) to approve a motion accepting the Fiscal Year 2016-17 Comprehensive Annual Financial Report. 5/0: Ayes: Gray, Medina, Nelson, Sabin and Scherman.

4. Committee Meetings

There were no committee meetings held in the month of October.

5. Elk Grove Water District Operations Report – October 2017

Mr. Madison presented the Elk Grove Water District Operations Report – October 2017 to the Board.

Summary Points:

- Door tags and shutoffs (810 & 84, respectively) continued to be much higher than normal and this could lead to problems over the holidays.
- We have continued to do a lot of hydrant maintenance and valve exercising.
- We had four pressure complaints in October. All were unconfirmed.
- We had one water quality complaint (odor) and it was unconfirmed.
- Well 1D remains down – we are flushing it now.
- Wells 14D, 3, 9, and 13 were the main sources of supply for Service Area 1. Hampton continues to perform exceptionally well.
- Production for Service Area 1 continues down from September.
- Total customer usage for EGWD (SA1 and SA2) was slightly down compared to October of 2013 at about 5%, but usage in SA2 was actually greater than in 2013.

- New water usage reports are included. The RWA Savings Summary report is a month behind and is for September.
- The new 4th quarter measurements static and pumping water measurements indicate that water levels are down in the deep wells but up in the shallow wells.
- Nothing unusual relative to our water sample results
- There are a number of new regulatory reports now required by the State and these are included.
- All preventative maintenance activities have been performed in compliance with our Standard Operating Procedures.
- Backflow prevention program -- there were 18 delinquent customers at the end of September.
- We have had 4 formal safety meetings and it has been 635 days since we have had an injury with no lost time!
- Service Line Replacements – Two service lines were replaced in October by the Distribution crew while replacing some corroded saddles.
- We had 1 main line leak and 6 service line leaks. Tree roots caused the main line break
- Pressures in both Service Areas bumped up slightly compared to September. Pressures remain strong and stable.

Mr. Madison discussed the process for door tag during the holidays.

Director Sophia Scherman commented with concern about the news reports on the heavy arsenic found in the schools. Mr. Madison responded stating that those schools are south of Stockton, California. He stated that the District has tested all but one (1) school in the District and the results have come back as non-detect.

Ms. Scherman stated that the City of Elk Grove was out testing the water pressure at her house. She said the specifically stated they were “Identifying where the water mains are”. Mr. Madison replied that he will check in this matter and get back to her.

6. Directors Comments and Information

Chairperson Tom Nelson introduced Director healthcare coverage to solicit interest. Stefani Phillips, Human Resources Administrator presented information regarding Director healthcare coverage. A brief discussion occurred. Mr. Madison stated that staff will bring back more information at the December Board Meeting.

Chairperson Tom Nelson requested Ms. Phillips to check into Sexual Harassment & Avoidance Training for the Board of Directors.

Ms. Phillips presented details of the FRCD/EGWD Christmas Luncheon.

7. Closed Session

- a. THREAT TO PUBLIC SERVICES OR FACILITIES
Consultation with: Mark J. Madison, General Manager

No reportable action was taken.

Adjourn to regular meeting on December 20, 2017 at 6:30 p.m.

Respectfully submitted,

Stefani Phillips

Stefani Phillips, Board Secretary