

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

Wednesday, June 19, 2019

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, Tom Nelson, Elliot Mulberg
Directors Absent: Sophia Scherman, Lisa Medina
Staff Present: Mark Madison, General Manager; Bruce Kamilos, Assistant
General Manager; Patrick Lee, Treasurer; Stefani Phillips, Board
Secretary; Donella Murillo, Finance Supervisor; Sarah Jones,
Program Manager
Staff Absent: None
Associate Directors Present: Shahid Chaudhry
Associate Directors Absent: None
General Counsel Present: Ren Nosky, JRG Attorneys at Law

Public Comment

Lauren Curtis introduced herself and stated she wanted to learn about her local water shed.

1. Proclamations and Announcements

No proclamations and announcements were made.

2. Consent Calendar

- a. Minutes of Regular Board Meeting of May 15, 2019
- b. Warrants Paid – May, 2019
- c. Active Accounts – May, 2019
- d. Bond Covenant Status for FY 2018- 19 – May, 2019
- e. Revenues and Expenses – Actual vs Budget FY 2018- 19 – May, 2019
- f. Cash Accounts – May, 2019
- g. Consultants Expenses – May, 2019
- h. Major Capital Improvement Projects – May, 2019

MSC (Mulberg/Gray) to approve Florin Resource Conservation District Consent Calendar items a-h. 3/0: Ayes: Gray, Mulberg, and Nelson.

3. Committee Meetings

Human Resources Administrator Stefani Phillips presented the Finance Committee Meeting minutes to the Florin Resource Conservation District (FRCD) Board of Directors (Board).

One (1) Finance Committee Meeting was held on Wednesday, May 1, 2019, to review the Draft Fiscal Year (FY) 2019-20 Operating Budget.

MSC (Mulberg/Gray) to accept the minutes of the Finance Committee Meeting held on Wednesday, May 1, 2019. 3/0: Ayes: Gray, Mulberg, and Nelson.

4. Elk Grove Water District Operations Report – May 2019

General Manager Mark Madison presented the Elk Grove Water District (EGWD) Operations Report – May 2019 to the Board.

5. **Elk Grove Water District Fiscal Year 2019-20 Operating Budget**

Finance Manager Patrick Lee presented the FY 2019-20 Operating Budget to the Board.

Mr. Lee alerted the Board to some wording changes. The Board will secure a bound copy of the Budget and the adopted Budget will be posted to the website.

Director Elliot Mulberg recommended new language with amendments to the action. New language includes, approving the EGWD FY 2019-20 Operating Budget and appropriating \$272,428 from the excess operating reserves to fund expenditures and excess of revenues for FY 2019-20.

MSC (Mulberg/Gray) to adopt Resolution No. 06.19.19.01 approving the Elk Grove Water District Fiscal Year 2019-20 Operating Budget with amendments and appropriating \$272,428 from the excess operating reserves to fund expenditures and excess of revenues for FY 2019-20. 3/0: Ayes: Gray, Mulberg, and Nelson.

6. **Fiscal Year 2019-20 Investment Policy Guidelines**

Mr. Lee presented the FY 2019-20 Investment Policy Guidelines to the Board for annual adoption.

Mr. Lee reported the FRCD/EGWD Investment Policy Guidelines call for an annual adoption of the FRCD Policy. He clarified that there have been no changes to the Investment Policy.

MSC (Mulberg/Nelson) to adopt Resolution 06.19.19.02, approving the Fiscal Year 2019-20 Investment Policy Guidelines of the Florin Resource Conservation District. 3/0: Ayes: Gray, Mulberg, and Nelson.

7. **Utility Billing and Accounting Software Review**

Mr. Lee presented the Utility Billing and Accounting Software Review to the Board.

Mr. Mulberg complimented Mr. Lee on his well-written report. Mr. Mulberg questioned the industry standard for billing software. Mr. Lee responded there is no industry standard for billing software.

Mr. Mulberg stated the District needs to make sure the hardware is up to date. Also, there should be an option to be able to read a credit card chip. Mr. Lee responded that the District accepts credit cards but only accepts a swipe card option and not a credit card chip reader. Mr. Lee mentioned the District has a direct line in communication with the credit card processor and all credit card payment information is encrypted and secure.

Associate Director Shahid Chaudhry stated it makes economic sense to keep the existing billing software.

8. **Elk Grove Water District Employee Policy Manual**

Ms. Phillips presented the EGWD Employee Policy Manual to the Board.

Mr. Madison complimented Ms. Phillips for her work on the manual and thanked the Board.

MSC (Mulberg/Gray) to adopt Resolution 06.19.19.03 approving the Elk Grove Water District Employee Policy Manual. 3/0: Ayes: Gray, Mulberg, and Nelson.

9. Outside Agency Meetings Report

Mr. Madison presented the Outside Agency Meetings Report to the Board.

Program Manager Sarah Jones, Mr. Madison, and Assistant General Manager Bruce Kamilos reported on outside agency meetings.

Mr. Madison mentioned the Regional Water Authority (RWA) Board Meeting held on June 13, 2019 was missed on the list of meetings.

Mr. Kamilos summarized what occurred during the RWA Board Meeting. He mentioned Jim Peifer was elected as the new Executive Director of the RWA. Mr. Kamilos also mentioned Del Paso Manor Water District is looking for a new General Manager.

10. Legislative Report

Ms. Jones presented the Legislative report to the Board. She presented a summary of bills that directly impact the District.

Several bills were discussed which may impact EGWD including Senate Bill (SB) 669, Assembly Bill (AB) 402, AB 756, SB 134 and SB 1486.

11. Directors Comments

Mr. Mulberg asked about the groundwater recharge status. Mr. Madison will bring back a report for discussion at a future Board meeting.

Mr. Mulberg asked about using the Cosumnes Community Services District (CCSD) board room. Mr. Madison stated he forgot to inquire about this and will call the CCSD General Manager.

Adjourn to Regular Board Meeting on July 17, 2019 at 6:30 p.m.

Respectfully submitted,

Stefani Phillips

Stefani Phillips, Board Secretary
AC/SP