

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

Tuesday, September 15, 2020

The regular meeting of the Florin Resource Conservation District Board of Directors was called to order at 6:30 p.m. by Tom Nelson, Chair via Zoom.

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

Directors Present: Tom Nelson, Bob Gray, Lisa Medina, Elliot Mulberg, Sophia Scherman
Directors Absent: None
Staff Present: Mark Madison, General Manager; Patrick Lee, Finance Manager/Treasurer; Stefani Phillips, Board Secretary; Donella Murillo, Finance Supervisor; Travis Franklin, Program Manager; Amber Kavert, Administrative Assistant II (Confidential)
Staff Absent: Bruce Kamilos, Assistant General Manager
Associate Directors Present: Paul Lindsay
Associate Directors Absent: None
General Counsel Present: Ren Nosky, JRG Attorneys at Law
Consultant Present: Bob Earl, Earl Consulting Co., LLC

Public Comment

Nothing to report.

Chair Tom Nelson informed the Florin Resource Conservation District (FRCD) Board of Directors (Board) they will be considering Agenda Item No. 6 immediately following the Consent Calendar

1. Proclamations and Announcements

Nothing to report.

2. Consent Calendar

- a. Minutes of Regular Board Meeting of August 18, 2020
- b. Warrants Paid – August, 2020
- c. Board and Employee Expense/Reimbursements – August, 2020
- d. Active Accounts – August, 2020
- e. Bond Covenant Status for FY 2020-21 – August, 2020
- f. Revenues and Expenses – Actual vs Budget FY 2020-21 – August, 2020
- g. Cash Accounts – August, 2020
- h. Consultants Expenses – August, 2020
- i. Major Capital Improvement Projects – August, 2020

MSC (Medina/Scherman) to approve Florin Resource Conservation District Consent Calendar items a-i. 5/0: Ayes: Gray, Medina, Mulberg, Nelson and Scherman.

6. Amend and Replace Public Works Construction Contracts Policy and Approve Delivery Method for Administration Building Project

Assistant General Manager Bruce Kamilos presented the item to the Board. He then asked Bob Earl, FRCD's project management consultant, to speak about the design-assist/build (DAB) method that was discussed at the Building Improvements Advisory Committee (BIAC).

In summary, the FRCD is currently in escrow to purchase property for the purpose of constructing tenant improvements to the building located on the property. On August 24, 2020, the BIAC met to discuss the timeline of activities related to the project and to agree on a recommended project

delivery method. At the BIAC meeting, Mr. Earl recommended the DAB method for the project. After the committee meeting, staff sought the opinion of two (2) reputable design firms and both agreed that the DAB method would be an excellent approach for the project. The BIAC agreed that the DAB approach is the preferred delivery method for the project. For the DAB approach to be used, staff had to revise the Public Works Construction Contracts Policy to include procedures and rules covering the DAB method.

Director Elliot Mulberg asked who picks the contractor and what criteria is used. Mr. Kamilos explained staff would seek qualifications from at least five (5) contractors and send out Request for Proposals to at least five (5) contractors. Next the advisory committee would review the qualification statements, proposals, and other documents requested before interviewing the contractors.

MSC (Scherman/Gray) to adopt Resolution No. 09.15.20.01, amending and replacing the Public Works Construction Contracts Policy. 5/0: Ayes: Gray, Medina, Mulberg, Nelson and Scherman.

MSC (Scherman/Medina) to approve the design-assist/build delivery method for the Tenant Improvements, District Administration Building project. 5/0: Ayes: Gray, Medina, Mulberg, Nelson and Scherman.

3. Elk Grove Water District Operations Report – August 2020

Mr. Madison presented an overview of the Elk Grove Water District (EGWD) Operations Report for August 2020.

4. Vacuum Excavator Purchase

Mr. Kamilos presented the item to the Board.

In summary, the proposed vacuum excavator purchase would replace the oldest of three (3) vacuum excavators owned by the Elk Grove Water District (EGWD). The Board had approved purchasing a replacement vacuum excavator as part of the EGWD Fiscal Year (FY) 2020-21 Capital Improvement Program (CIP). In accordance with FRCD's Purchase of Goods and Services from Outside Vendors Policy, staff used a competitive bidding process to acquire three (3) bids for the vacuum excavator. The lowest responsive, responsible bidder was RDO Equipment Co. with a bid amount of \$90,800.60.

Staff discovered that RDO Equipment made a clerical and immaterial error when adding up the line items on their bid. The line items added up to \$90,800.60. RDO Equipment's bid expressed the total as \$98,800.60. RDO Equipment provided a signed letter acknowledging the clerical error and confirming that the correct total for the vacuum excavator is \$90,800.60.

MSC (Mulberg/Scherman) to authorize the General Manager to execute a purchase order in the amount of \$90,800.60, including tax and license, with RDO Equipment Co. to purchase a vacuum excavator. 5/0: Ayes: Gray, Medina, Mulberg, Nelson and Scherman.

5. Sacramento Central Groundwater Authority Fiscal Year 2020-21 Contribution

Mr. Madison presented the item to the Board.

MSC (Scherman/Medina) to authorize the General Manager to pay the Fiscal Year 2020-21 contribution, in the amount of \$73,464, to the Sacramento Central Groundwater Authority. 5/0: Ayes: Gray, Medina, Mulberg, Nelson and Scherman.

7. Outside Agency Meetings Report

Staff and Board members spoke regarding the meetings they attended since the last regular Board meeting.

After Program Manager Travis Franklin discussed the meeting he attended for the Department of Water Resources (DWR) Residential Landscape Area Measurement Study, Director Mulberg asked that the report on the measurement study be provided when completed. Staff will provide the report to the Board when it comes in.

8. Legislative Update

Mr. Franklin provided a legislative update to the Board.

9. Directors Comments

Nothing to report.

Adjourn to Regular Board Meeting on September 15, 2020.

Respectfully submitted,

Stefani Phillips

Stefani Phillips, Board Secretary

AK/SP