

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

Tuesday, July 20, 2021

The regular meeting of the Florin Resource Conservation District Board of Directors was called to order at 6:00 p.m. by Sophia Scherman, Chair via Zoom.

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

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

Public Comment

Nothing to report.

1. Proclamations and Announcements

Nothing to report.

2. Consent Calendar

- a. Minutes of Regular Board Meeting of June 15, 2021
- b. Accounts Payable Check History – June 2021
- c. Board and Employee Expense/Reimbursements – June 2021
- d. Active Accounts – June 2021
- e. Bond Covenant Status for FY 2020-21 – June 2021
- f. Revenues and Expenses – Actual vs Budget FY 2020-21 – June 2021
- g. Cash Accounts – June 2021
- h. Consultants Expenses – June 2021
- i. Major Capital Improvement Projects – June 2021

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

3. Elk Grove Water District Fiscal Year 2020-21 Quarterly Operating Budget Status Report

Director Elliot Mulberg requested this item be tabled until August. After much discussion, the Board agreed to have the item tabled.

Staff will bring this item back to the Board at the regular board meeting in August.

4. Elk Grove Water District Fiscal Year 2020-21 Quarterly Capital Reserve Status Report

Finance Manager Patrick Lee presented the item to the Board.

In summary, through the fourth quarter of Fiscal Year (FY) 2020-21, the Elk Grove Water District (EGWD) expended \$2,866,603 for capital projects and \$1,887 for elections. The total amount expended of \$2,866,603 for capital projects includes \$31,651 of expenditures related to projects carrying over from prior year but not budgeted for in the FY 2020-21 Capital Improvement Program (CIP) program. Per Resolution No. 11.17.20.02, EGWD also expended \$1,628,039 from excess operating reserves to pay down the unfunded accrued liabilities with CalPERS, leaving a remaining total reserve balance on June 30, 2021 of \$13,818,029.

5. Professional Services Agreement Renewal for Information Technology Services

Mr. Lee presented the item to the Board.

In summary, Solutions by BG, Inc. (Consultant) is providing Information Technology (IT) services to the Florin Resource Conservation District/EGWD (District) under a Professional Services Agreement (PSA) set to expire on August 16, 2021. Staff recommended that a new PSA be executed to renew and establish terms and requirements for the next three (3) years. It is important to note that this procurement was recommended as a sole-source procurement and, therefore, competitive solicitation was not required. In accordance with the requirements specified in the District's Professional and Consultant Services Agreements policy, Section 6(c)(i), competitive bidding is required "unless the General Manager determines that there is sufficient sole-source justification." Staff reviewed the matter with the General Manager and concluded that the sole-source procurement of IT services is justified in accordance with Section 7(a)(iii) of the District's Professional and Consultant Services Agreements policy, which states that sole source procurement are justified when "only one source meets the business needs of the District (e.g., compatibility and/or unique feature to meet District's business needs)".

MSC (Medina/Scherman) to adopt Resolution No. 07.20.21.01, waiving the competitive bidding process as prescribed in the District's Professional and Consultant Services Agreements policy, and authorizing the General Manager to execute a professional services agreement with Solutions by BG, Inc. to provide information technology services in an amount not-to-exceed \$792,676 over a three-year term. 5/0: Ayes: Gray, Medina, Mulberg, Nelson and Scherman.

6. Future Florin Resource Conservation District Board Meetings

Mr. Kamilos presented the item to the Board.

After a discussion, the Board agreed to continue having board meetings via zoom until September. Staff will bring the item back for discussion in September.

7. General Manager's Report

Mr. Kamilos presented the item to the Board.

8. Legislative Update and Potential Direction to Staff

Program Manager Travis Franklin updated the Board on legislative matters.

9. Elk Grove Water District Operations Report – June 2021

Mr. Kamilos presented the Elk Grove Water District (EGWD) Operations Report – June 2021 to the Board.

He explained that the District is working on a new method of boring to replace service lines. If the new method works, it will save time and money.

10. Directors Comments

A discussion was held regarding customer correspondence with Board members. Vice-Chair Tom Nelson suggested creating a generic response that Board members could respond to customers who reach out to them. Staff will work on creating a generic response letter.

Adjourn to Regular Board Meeting on August 17, 2021.

Respectfully submitted,

Stefani Phillips

Stefani Phillips, Board Secretary

AK/SP