

**MINUTES OF THE INFRASTRUCTURE COMMITTEE OF THE  
FLORIN RESOURCE CONSERVATION DISTRICT/  
ELK GROVE WATER DISTRICT**

**Wednesday, April 8, 2020**

**Attendance:**

Committee Members: Bob Gray, Vice-Chair  
Lisa Medina, Director  
Paul Lindsay, Associate Director

Staff: Mark J. Madison, General Manager  
Bruce Kamilos, Assistant General Manager  
Stefani Phillips, Board Secretary  
Patrick Lee, Board Treasurer  
Amber Kavert, Administrative Assistant II (Confidential)

Public: None

This was a posted meeting and no members of the public were present.

**1. Draft Fiscal Year 2021-2025 Capital Improvement Program**

Bruce Kamilos, Assistant General Manager presented the Draft Fiscal Year (FY) 2021-25 Capital Improvement Program (CIP) to the members of the Infrastructure Committee (Committee).

Mr. Kamilos provided a brief background on how the CIP is created with the asset management program meeting.

Mr. Kamilos presented the 5-Year CIP Summary (Table 1), which summarizes all projects for the next five (5) years. He explained the Water Meter Replacement Program will be pulled out of the CIP, which will dramatically affect the CIP budget. Mr. Kamilos also mentioned adding ChlorTec Electrolytic Cells Replacement under the Treatment section of the CIP for FY 2023-24.

Paul Lindsay, Associate Director asked what Mr. Kamilos meant regarding the Water Meter Replacement Program being expensed or individually expensed. Patrick Lee, Board Treasurer/Finance Manager explained, to be a capital asset an item has to meet the criteria of exceeding \$5,000 and having at least a five (5) year life, which individual meters do not meet, therefore the District will individually expense them as they are replaced and it will not be included in the CIP.

There was a discussion on the Backyard Water Main Project regarding the reality of getting the work done internally. Mr. Kamilos explained to the Committee that two (2) years is a realistic timeline to have the project completed. Discussion continued on the subject.

The Committee reviewed FY 2021-22 CIP projects:

Well Rehabilitation is a part of this FY CIP. Mr. Kamilos mentioned this is not done by the District's staff and explained how the District decides to rehabilitate wells. Lisa Medina, Director asked why well destruction is not in the CIP. Mr. Lee explained it is not a capital expense and the terms of the cost to abandon/destroy wells falls under normal operating expenses. Well 14D will be added for rehabilitation this year and 4D will be done in the next FY.

Mr. Kamilos explained the Service Line Replacement Project is completed, all that is left is to fill the potholes that were created from the project.

Security Cameras for the Railroad Treatment Plant were discussed. Director Medina would like the security cameras to be completed as soon as possible. Mr. Kamilos explained to her once the budget is approved, staff will get the security cameras up.

The Committee talked about FY 2022-23 and FY 2023-24 CIP projects:

Mr. Kamilos was asked about the justification for an additional Backhoe Loader. He explained the current Backhoe Loader belongs primarily to the Utility department, causing the Distribution department to defer repair and maintenance projects until it is available for them to use. Mr. Kamilos explained the purchase of another Backhoe Loader would cause the District to be more responsive and the main justification would be a more productive workforce. Mr. Lindsay asked for a cost analysis regarding the deferral of jobs and construction due to waiting on the one (1) Backhoe Loader, to which Mr. Kamilos mentioned there is enough evidence to put together reasonable assumption and he will email the Committee with that information.

Mr. Lindsay suggested changing the layout of the CIP to show the highest priority project at the top to the lowest priority at the bottom.

Mr. Kamilos summarized the revisions that need to be made to the CIP document. He stated he will make the changes proposed and take any other suggestions by email.

Mr. Kamilos inquired if the committee would like to meet for a second meeting. The committee replied that a second meeting is not needed.

Respectfully submitted,

*Stefani Phillips*

Stefani Phillips, Secretary

SP/AK