

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

Tuesday, August 19, 2025

The regular meeting of the Florin Resource Conservation District Board of Directors was called to order at 6:30 p.m. by Chair Tom Nelson at 9829 Waterman Road, Elk Grove, CA.

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

Directors Present:	Joshua Green, Paul Lindsay, Lisa Medina, Tom Nelson
Directors Absent:	Elliot Mulberg
Staff Present:	Bruce Kamilos, General Manager; Patrick Lee, Finance Manager/ Treasurer; Stefani Phillips, Human Resources Administrator/Board Secretary; Donella Murillo, Finance Supervisor; Travis Franklin, Program Manager; Ben Voelz, Associate Engineer; Amber Kavert, Human Resources Technician
Staff Absent:	None
Associate Directors Present:	Robert Stresak,
Associate Directors Absent:	Kim Martin
General Counsel Present:	None
General Counsel Absent:	Josh Horowitz, BKS Law

Public Comment

Nothing to report.

1. Proclamations and Announcements

Nothing to report.

Staff requested that Item 5. Reallocation of Fiscal Year 2025-26 Capital Improvement Program Project funds be withdrawn from the agenda.

MSC (Lindsay/Green) to withdraw Item 5. Reallocation of Fiscal Year 2025-26 Capital Improvement Program Project funds be withdrawn from the agenda. 3/0: Ayes: Nelson, Green, and Lindsay.

2. Consent Calendar

- a. Minutes of Regular Board Meeting of July 15, 2025
- b. Accounts Payable Check History – July 2025
- c. Board and Employee Expense/Reimbursements – July 2025
- d. Active Accounts – July 2025
- e. Bond Covenant Status for FY 2025-26 – July 2025
- f. CASH - Detail Schedule of Investments– July 2025
- g. Consultants Expenses – July 2025
- h. Major Capital Improvement Projects – July 2025

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

3. Year to Date Revenues and Expenses Compared to Budget – July 2025

Finance Manager Patrick Lee presented the item to the Florin Resource Conservation District (FRCD) Board of Directors (Board).

Mr. Lee provided the Board with an overview of the new format for the Year-to-Date Revenues and Expenses Compared to Budget report.

Director Lisa Medina arrived.

4. Acceptance of Developer-Installed Infrastructure

Mr. Lee presented the item to the Board.

The FRCD owns and operates the Elk Grove Water District (EGWD). As part of the continued growth and development within the EGWD service area, water mains and associated public water infrastructure are installed by developers at the time new subdivisions are built. Once development has been completed, these developer-installed public water systems are turned over (i.e., donated) to the District for maintenance and operation and become part of the District's owned assets. In fiscal year 2024-25, there were two (2) projects completed by developers that were inspected and tested by District staff and determined to be in compliance with the District requirements for which Letter of Acceptances were issued. Those projects were: 1. Elliot Springs, Unit 2: Total Linear feet installed by developer: 6,938.67 linear feet; Project completed in February 2025; Estimated value to be capitalized: \$2,602,001 and 2. Elk Grove Landing: Total Linear feet installed by developer: 3689.95 linear feet; Project completed in March 2025; Estimated value to be capitalized: \$1,383,731.

The estimated value to be capitalized was calculated using the dollar per linear feet cost for the Grove Street Watermain Replacement Project completed in-house by the District's Utility Division at a cost of approximately \$375 per linear feet. This methodology of utilizing in-house installed costs was approved by the auditors and deemed to be an appropriate estimate.

MSC (Lindsay/Medina) to approve the acceptance of developer installed infrastructure that were donated to the District in fiscal year 2024-25 as District-owned and operated assets. 4/0: Ayes: Nelson, Green, Lindsay and Medina.

6. General Manager's Report

Mr. Kamilos presented the General Manager's Report to the Board before turning it over to staff to provide information on the items presented in the report.

Mr. Kamilos provided a brief update on how the Municipal Services Review (MSR) update is going. Staff is aiming to have the MSR complete and turned into Sacramento Local Agency Formation Commission for review by the end of the month.

Mr. Lee provided an update on the Enterprise Resource Planning Implementation for the Payroll module. He explained that the next payroll will be run in parallel, with staff processing payroll in both the old software and the new Springbrook module to ensure the results match. After the Payroll module is complete, staff will be moving into the Utility Billing module.

Mr. Kamilos informed the Board that through the Payroll module update, staff discovered there are changes that need to be made in how the District calculates overtime to ensure compliance with the Fair Labor Standards Act. Staff will do a true-up for the last three (3) years to comply and then moving forward the new Springbrook software will automatically calculate overtime correctly.

Director Joshua Green asked whether the true-up will include former employees. Staff confirmed that two (2) former employees are potentially affected and will be included.

Lastly, Mr. Kamilos discussed the water contamination scam that was circulating the District at the beginning of August and how it was handled.

7. Elk Grove Water District Operations Report – June 2025

Mr. Kamilos provided the EGWD Operations Report for July 2025.

Mr. Kamilos provided an overview of the Backflow and Cross Connection Control Program requirements for the District. He noted that staff is developing the District's Backflow and Cross Connection Control Program and will present an Ordinance referencing the document to the Board at a later meeting. Discussion followed.

8. Directors Comments

Director Green expressed his appreciation to Mr. Kamilos for his quickness in reacting to the water contamination scam.

The Board thanked staff for their hard work.

Adjourn to Regular Board Meeting on September 16, 2025.

Respectfully submitted,



Stefani Phillips, Board Secretary

AK/SP