

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

**Tuesday, December 16, 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:	Paul Lindsay, Elliot Mulberg, Tom Nelson
Directors Absent:	Joshua Green, Lisa Medina
Staff Present:	Bruce Kamilos, General Manager; 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:	Patrick Lee, Finance Manager/ Treasurer
Associate Directors Present:	None
Associate Directors Absent:	Kim Martin, Robert Stresak
General Counsel Present:	Josh Horowitz, BKS Law

**Public Comment**

Nothing to report.

**1. Proclamations and Announcements**

General Manager Bruce Kamilos informed the Florin Resource Conservation District (District) Board of Directors (Board) that with 11 confirmed applicants, the 2026 Elk Grove Water District Citizens Water Academy will be taking place.

**2. Consent Calendar**

- a. Minutes of Regular Board Meeting of November 18, 2025
- b. Accounts Payable Check History – November 2025
- c. Board and Employee Expense/Reimbursements – November 2025
- d. Active Accounts – November 2025
- e. Bond Covenant Status for FY 2025-26 – November 2025
- f. CASH - Detail Schedule of Investments– November 2025
- g. Year-to-Date Revenues and Expenses Compared to Budget – November 2025
- h. Consultants Expenses – November 2025
- i. Major Capital Improvement Projects – November 2025

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

**3. Professional Services Agreement for Utility Bill Printing and Mailing Service**

Mr. Kamilos presented the item to the Board.

As part of the Utility Billing module implementation within the Springbrook Enterprise Resource Planning (ERP), staff was informed by the implementation consultant that there were two (2) options for utility bill output files for statement printing and mailing: Option 1, Flat file format and Option 2, PDF file format. After multiple meetings and discussions with Springbrook, staff has determined that the PDF file format would be the most efficient and effective option, ensuring consistency in bill statement layouts for all customers. Staff solicited quotes from three (3) vendors to provide bill printing and mailing services for District utility bills. These quotes were reviewed to determine compatibility

with Springbrook as well as cost effectiveness. Based on the review of quotes received, it was determined that InfoSend was the most compatible and cost-effective solution for bill printing and mailing services.

Mr. Kamilos mentioned the contract is for three (3) years and then will be month to month thereafter before showing the Board an example of what the bill will look like.

MSC (Lindsay/Mulberg) to authorize the General Manager to execute a professional services agreement with InfoSend for utility bill printing and mailing services at a cost of \$0.131 plus postage per statement printed and mailed. 3/0: Ayes: Nelson, Lindsay, and Mulberg.

#### **4. Fiscal Year 2025-26 Operating Budget Amendment – Longevity Pay Transition**

Human Resources Administrator Stefani Phillips presented the item to the Board.

At the November Board meeting, staff presented the proposed revision to the Longevity Pay provision and advised that a budget amendment would be required to support the transition from a lump-sum payment to an annualized bi-weekly payment. The Board supported bringing the amendment forward for formal action in December. This report completes that direction by requesting the additional appropriation needed for the one-time transition cost with the revised Longevity Pay policy remaining scheduled to take effect January 1, 2026.

MSC (Lindsay/Mulberg) to adopt Resolution No. 12.16.25.01, amending the Fiscal Year 2025-26 Operating Budget to appropriate \$58,549.85 from operating reserves to fund the transition of Longevity Pay from a lump-sum to an annualized bi-weekly payment. 3/0: Ayes: Nelson, Lindsay, and Mulberg.

#### **5. Proposed Resolution Making Application to Sacramento LAFCO for Reorganization of the Florin Resource Conservation District**

Mr. Kamilos presented the item to the Board. He explained the Resolution and what going to a County Water District would mean. He also went over the Sacramento Local Agency Formation Commission (LAFCo) timeline.

There was a discussion regarding the name the District would take in the change. The District would like to keep the name Elk Grove Water District.

Director Elliot Mulberg suggested the District become a California Water District. A lengthy discussion followed.

Staff committed to providing a monthly update to the Board on the progress with LAFCo.

MSC (Lindsay/Nelson) to adopt Resolution No. 12.16.25.02, making an application to the Sacramento Local Agency Formation Commission for the reorganization of the Florin Resource Conservation District by dissolution of the Florin Resource Conservation District, the formation of the Elk Grove Water District under the County Water District Law, and the designation of the Elk Grove Water District as the successor district. 2/1: Ayes: Nelson and Lindsay Noes: Mulberg.

#### **6. General Manager's Report**

Mr. Kamilos presented the item to the Board. He provided a brief update about the Utility Billing module and Purchase Order module staff has been working on with Springbrook. He also informed the Board that the District received the Association of California Water Agencies Joint Powers Insurance Authority's (ACWA JPIA) President's Special Recognition Award in the Liability program that the District participates in.

Lastly, Mr. Kamilos informed the Board that two (2) District employees, Chris Phillips and Jaylyn Gordon-Ford, were honored with the ACWA JPIA H.R. LaBounty Safety Award for retrofitting a small dump truck into a dedicated traffic control vehicle. The upgraded truck enhances safety by making the deployment and retrieval of traffic control devices, such as cones and barricades, more efficient and less hazardous. Chair Tom Nelson shared how proud he was to represent the District at the Fall ACWA Conference, where he accepted the award on its behalf.

### **Elk Grove Water District Operations Report – November 2025**

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

Mr. Kamilos mentioned that the District has inspected all 1727 hydrants and gave a shoutout to the Distribution team. He gave an update on the second shipment of AMI meters that have arrived, which are for the oversized meters, and mentioned the District is waiting on the Utility Billing module to be active before fully integrating the AMI system with the new platform.

up and running to start adding the smart points and getting AMI to converse with the new system. Associate Civil Engineer Ben Voelz addressed the unprotected fire devices in the Districts system with the Board. He explained the Cross Connection Control Program the Board recently adopted incorporated all the updates from the state's Cross Connection Control Policy handbook, which included a minimum device type standard for all fire service connections. The District sent out 92 letters for non-compliant fire devices to get the changes made in time to comply with the standard.

### **7. Directors Comments**

Chair Nelson gave an overview of the 2025 Fall ACWA Conference and what he learned.

Adjourn to Regular Board Meeting on January 20, 2026.

Respectfully submitted,



Stefani Phillips, Board Secretary

AK/SP