

**FLORIN COUNTY WATER DISTRICT
SPECIAL MEETING OF THE BOARD OF DIRECTORS MEETING MINUTES
7090 McComber Street
Sacramento, CA 95828
THURSDAY, FEBRUARY 29, 2024
6:00 p.m.**

1. CALL TO ORDER AND ROLL CALL:

President Russell called the meeting to order at 6:01P.M.

2. ESTABLISH QUORUM/APPROVAL OF AGENDA:

Cindy Russell	Director	PRESENT
Leonard Heimericks	Director	PRESENT
Judi Johnson	Director	PRESENT
Gary Schopf	Director	PRESENT
Timothy Baliel	Director	PRESENT
Edmond Leggette	General Manager	PRESENT

Quorum established.

3. PUBLIC COMMENT

Director Schopf's wife asked why the District needs consultants to develop a 5-year strategic plan when she believes this can be completed in house. Director Heimericks asked Director Schopf if he would like to explain to his wife why the District is needing to have a company put a 5-year strategic plan together for the District. Director Schopf's wife said that Director Heimericks did not need to consult with her husband and that she was talking to him (Director Heimericks).

Director Johnson reminded Director Heimericks, before he answered Director Schopf's wife's question, that Public Comment is not a time for Directors to respond to Members of the Public comments. Attorney Bernadett said this is correct and that a Members' concern can be addressed during that Agenda Item and/or be added to the Agenda to the next meeting if that Member requires a response.

4. STATUS OF REQUEST FOR PROPOSAL 5 YEAR STRATEGIC PLAN

Director Johnson made a motion to accept the conditions of the RFP for the 5 Year Strategic Plan.

Director Russell told her to hold that request.

After reviewing the materials, Director Russell asked since the Billing Specialist put together some of this information then why can't she be the one to complete this or other people in the office instead of spending \$55,000? Director Heimericks responded that this is the precursor to doing the Rate Study and increasing the rates.

Attorney Bernadett explained that this step is the step the District will take before completing the rate study. Most Districts do outsource for the 5 Year Strategic Plan, but it is not legally required to hire an outside company for the RFP, but it is necessary to hire a company to complete the rate study.

Director Russell said that she would like to postpone hiring the firm to have more time to review the materials. Director Heimericks reiterated that the District said they would

respond by March 1 which is why they opted for a Special Meeting on February 29th. General Manager Leggette also stated that per the last meeting (February 12), the Board said they would have the meeting on February 29, 2024, to review the materials and the bid.

Director Johnson made a motion for a recess to give the Board time to review the materials. No response from Board.

A Member of the Public noted that as a rate payer she does not want the Board to make a hasty decision and maybe they should take more time to review the materials.

Director Heimericks made a motion to consider this proposal and bring it up again at the March 11th Meeting with a final decision to be made March 12, 2024.

Director Baniel second the motion.

Board unanimously all in favor. The Board will take time to further review the materials presented and will discuss again at the March 11th Board Meeting.

5. REVIEW PROPOSED EMPLOYEE HANDBOOK

Director Johnson raised concern that Director Russell did not make available copies of Draft Employee Handbook to the District Employees for them to review as she noted she would at the last regularly scheduled Board Meeting.

Director Russell said that the final rough draft would be ready by the May Board Meeting.

A Member of the Public asked if there is one person where suggestions for corrections/edits can be sent to? Director Russell said that those can be emailed to her.

Director Johnson said that another Member of the Public came to this meeting with corrections and he should be allowed to be heard. The Member went on to discuss several items and topics in the Draft Handbook that they had concern and/or asked for clarification.

Attorney Bernadett mentioned that some of the questions she may not be able to answer as they would be appropriate for an employment attorney to answer.

General Manager Leggette asked if questions should go to a central place instead of Board Members sending all edits to Director Russell as it could possibly create a problem of a serial Board Meeting. Attorney Bernadett said if Cindy does not respond to the Board Members, then yes, that would be ok. Attorney Bernadett also cautioned the Board Members that their email communication is also subject to a Public Records Request.

Director Russell asked if everyone can have their comments on the Handbook to her and Director Heimericks by April 8, 2024.

DIRECTORS COMMENTS & SUGGESTIONS

No comments or suggestions.

Director Russell asked for someone to make a motion to adjourn the meeting.

Director Baniel made a motion to adjourn the meeting.

Director Schopf second the motion.

Board all in favor to adjourn the meeting.

ADJOURNMENT: 7:02P.M.

Respectfully submitted by:

Edmond J. Leggette

General Manager/Secretary to the Board