

Board Agenda

Regular Meeting

Wednesday, October 12, 2011

Camrosa Board Room
7385 Santa Rosa Road
5:00 PM

Call to Order

Approve Minutes of the Board Meeting of September 21, 2011.

Public Comments

At this time, the public may address the Board on any item not appearing on the agenda which is subject to the jurisdiction of the Board. Persons wishing to address the Board should fill out a white comment card and submit it to the Board Chairman prior to the meeting. All comments are subject to a 5 minute time limit.

Special Presentations and Announcements

None

Matters appearing on the Consent Agenda are expected to be non-controversial and will be acted upon by the Board at one time, without discussion, unless a member of Board or the Staff requests an opportunity to address any given item. Items removed from the Consent Agenda will be discussed at the beginning of the Administrative Items. Approval by the Board of Consent Items means that the recommendation of the Staff is approved along with the terms and conditions described in the Board Memorandum.

Consent Agenda

1. **Approval of Vendor Payments

Recommendation: Approve the payments as presented by staff.

Summary: A summary of accounts payable in the amount of \$387,174.21 is provided for Board information and approval.

2. **Purchase of New Truck and Utility Body

Recommendation: Authorize the General Manager to issue a purchase order to Tuttle Click Ford, in the amount of \$30,475 plus tax and license, for an F-550 Truck and to Lodi Truck Equipment, in the amount of \$62,476 plus taxes, for a utility body and associated equipment.

Summary: This truck will replace an existing lease vehicle and provide O&M with an asset that will better equip them to effectively maintain the District's facilities. This is an approved fixed asset in the current budget.

Primary Agenda

3. **Presentation of Audited Financial Statements for FY2010-11

Recommendation: Review the final audited financial statements and accept the audit report as presented.

Summary: The annual audit has been completed and copies of the audit report have been circulated to members of the Board for review. The auditor has stated that the financial statements present fairly, in all material respects, the financial position of the District.

4. **Presentation of the Capital Financing Plan

Recommendation: Discuss the recommended approach to financing the District's Capital Improvement Program. Adopt the plan if the Board finds the Capital Financing Plan acceptable.

Summary: District staff previously presented an overview of the Capital Financing Plan to the Board. The Capital Financing Plan provides an analysis of projected operating revenue and expenditures along with a phasing plan for capital projects that allows the Board to see the impacts to reserves from capital outlays.

5. Discussion of Non-potable Distribution System Operations

Recommendation: Receive an overview from Staff of the operating parameters for the District's non-potable water distribution systems.

Summary: The District provides non-potable water service to certain customers within the District through its non-potable water distribution systems. Regulations related to the operation of the systems will be discussed along with options for changes in operation that could maximize the use of local water resources in the future.

6. Discussion of District Rate Structure

Recommendation: Discuss potential approaches to providing greater equity of rates among similar water use classes and provide direction to staff regarding development of a policy for establishing such rate equity.

Summary: The Board will enter into discussion of the existing rate structure along with various alternatives for developing future rates to ensure rate equity among its water users.

Administrative Matters

7. **Authorization to Solicit Proposals for Hydrogeologic Services to Update the Santa Rosa Groundwater Management Plan

Recommendation: It is recommended that the Board of Directors authorize staff to solicit proposals for consulting services to update the Santa Rosa Groundwater Management Plan (Plan).

Summary: The existing Plan was last updated in 1997 under the authority of the Groundwater Management Act of the California Water Code. A Plan update is needed to bring historical data to date and reflect changes in conditions which have occurred since adoption of the original plan.

8. Discussion of Protocol for Requesting Legal Services from Counsel

Recommendation: Enter into discussion regarding the procedure that should be used when requesting billable legal services from District Counsel.

Summary: The Board will define the procedure it will use when requesting legal services from Board Counsel.

Information Items:

9. Bond Issuance Update

Recommendation: Receive a report from staff regarding the status of the bond issuance.

Summary: The District recently priced the 2011A Water and Wastewater Revenue Bonds in the municipal market. The closing of the bonds will occur October 11, 2011, depositing with the Trustee the bond funds for future capital projects.

Closed Session:

None

PLEASE NOTE: The Board of Directors may hold a closed session to discuss personnel matters or litigation, pursuant to the attorney/client privilege, as authorized by Government Code. Any of the above items that involve pending litigation may require discussion in closed session on the recommendation of the Board's Legal Counsel.

Comments by General Manager

Comments by Directors

Adjournment

Note: ** indicates agenda items for which a staff report has been prepared or backup information has been provided to the Board. Copies of the full agenda are available for review at the District Office.

Camrosa Water District Financing Authority

Board Agenda

Regular Meeting

Wednesday, October 12, 2011

Camrosa Board Room
7385 Santa Rosa Road
5:00 PM

Call to Order

Approve Minutes of the Financing Authority Meeting of September 21, 2011.

Public Comments

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Primary Agenda

None

Adjournment