

# Board Agenda

## Regular Meeting

**Wednesday, October 26, 2011**

Camrosa Board Room  
7385 Santa Rosa Road  
**5:00 PM**

### Call to Order

**Approve Minutes of the Board Meeting of October 12, 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 \$985,224.48 is provided for Board information and approval.

## Primary Agenda

### 2. **\*\*First Quarter Budget Status Report**

**Recommendation:** Receive a report from staff regarding status of the current Fiscal Year 2011-12 Operations Budget.

**Summary:** Staff has prepared a Budget versus Actual financial status report reflecting Fiscal Year 2011-12 first quarter results for Board information and review.

### 3. **Receive report from Ad-Hoc Rates Committee**

**Recommendation:** 1.) Receive presentation from Staff and 2.) Receive a recommendation from the Ad-Hoc Rates Committee regarding a proposed rate increase scheduled for January 1, 2012.

**Summary:** The Ad-Hoc Rates Committee will provide a recommendation to the Board with respect to a Camrosa rate increase to accommodate an increase in the cost of wholesale imported water which will become effective on January 1, 2012.

### 4. **Approval of a Change Order for Additional Engineering Services for Design of Standby Generators at the Round Mountain Treatment Plant and University Well Site**

**Recommendation:** Authorize the General Manager to execute the change order to MWH, in an amount not to exceed \$51,415.00, to provide additional engineering consulting services for the design of standby generators at the Round Mountain Treatment Plant and University Well Site.

**Summary:** On December 15, 2010, the Board of Directors awarded a contract to MWH to provide engineering and design services for the Round Mountain Water Treatment Plant (RMWTP). The original scope-of-work did not include provisions for the design and installation of standby generator units in the event of an emergency. District staff believes that standby generator units are critical features given the importance of the facility for emergency and back-up water supply.

## Administrative Matters

### 5. **\*\*Establishing a Policy for Requesting Legal Services**

**Recommendation:** Review and consider adoption of a Resolution establishing a Policy for Requesting Legal Services.

**Summary:** A Policy for Requesting Legal Services has been developed to establish a protocol for requesting the various services provided by Counsel.

**6. Succession Plan for the Position of General Manager**

**Recommendation:** Consider the process for evaluating alternatives for appointment of a successor to the General Manager and provide direction to staff for the next step in the selection process.

**Summary:** The Board is considering alternatives for selecting a successor to the General Manager upon occasion of his retirement and will provide staff with direction for the next steps in the process.

**Information Items:**

None

**Closed Session:**

In accordance with Government Code 54957 (b) (1) the Board may adjourn to closed session to consider qualifications of potential candidates and appointment of a new General Manager.

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 26, 2011**

Camrosa Board Room  
7385 Santa Rosa Road  
**5:00 PM**

### **Call to Order**

**Approve Minutes of the Financing Authority Meeting of October 12, 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.

### **Primary Agenda**

None

### **Adjournment**