

Board Agenda

Regular Meeting

Wednesday, November 18, 2009

Camrosa Board Room
7385 Santa Rosa Road
5:00 PM

Call to Order

Approve Revised Minutes of the Board Meeting of October 14, 2009.

Approve Minutes of the Board Meeting of October 28, 2009.

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 \$1,272,237.54 is provided for Board information and approval.

Primary Agenda

2. ****Presentation of Audited Financial Statements for FY08-09**

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 materials respects, the financial position of the District.

3. ****Review of Reserve Policy**

Recommendation: Receive a presentation on proposed changes to the District's current Reserve Policy for discussion and future consideration of policy revisions.

Summary: The purpose of the Reserve Policy is to assure adequate reserves for ongoing needs while minimizing the need for new debt. The reserve levels established in the policy also ensure adequate fund levels to meet aging infrastructure replacements, unanticipated emergencies, rate stabilization, and future expansion to meet the District's system capacity. The Reserve Policy was last revised in June 2002.

4. ****Standards for Construction, Maintenance and Operation of Recycled Water Facilities**

Recommendation: Receive a presentation from staff of a proposed Ordinance establishing the Standards for Construction, Maintenance and Operation of Recycled Water Facilities within the District.

Summary: This Ordinance establishes the requirements for recycled water use and the provision of recycled water service by the District to its customers.

5. **Fox Canyon GMA Boundary Modification**

Recommendation: Receive a presentation from staff regarding Fox Canyon Groundwater Management Agency's (GMA) consideration to modify and extend the Agency's boundary. No action necessary; for information only.

Summary: At the October 28, 2009 Fox Canyon GMA Board meeting, Agency staff presented to the Board potential legislative changes necessary to extend the boundaries to incorporate outlying portions of the groundwater basins.

Administrative Matters

6. ****Designation of Commerce Bank as District's Depository**

Recommendation: Adopt a resolution of the Board authorizing Commerce Bank as designated depository of Camrosa Water District for the receipt of credit card payments and authorize the General Manager to enter into a one-year agreement with Commerce Bank.

Summary: Staff is currently working with RT Lawrence on the development of the E-Payment services project. The pilot project requires establishing a merchant bank account with Commerce Bank.

7. ****Board of Directors Meeting Calendar for 2010**

Recommendation: Review and adopt a calendar of regular Board meetings for the year of 2010.

Summary: Prior to the beginning of each calendar year, the Board adopts its official calendar of Board meetings.

8. ****Appointment to Ventura Regional Sanitary District Board**

Recommendation: Authorize the President of the Board to ratify the procedures developed to appoint the Sanitary District's representative and alternate to the Ventura Regional Sanitary District's (VRSD) Board of Directors.

Summary: Procedures have been established by various representatives of Ventura County Sanitation Districts to ensure the orderly succession of their representative and alternate seated on the VRSD Board of Directors.

Information Items:

None

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.