

# Board Agenda

## Regular Meeting

**Wednesday, May 4, 2011**

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

### Call to Order

**Approve Minutes of the Board Meeting of April 20, 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 \$307,723.46 is provided for Board information and approval.

## Primary Agenda

### 2. **\*\*Draft 2010 Urban Water Management Plan (UWMP)**

**Recommendation:** Review and discuss the draft 2010 Urban Water Management Plan and set a public hearing date of Wednesday, June 8, 2011 to consider adoption of the plan.

**Summary:** State law requires retail water purveyors to update their Urban Water Management Plan every 5 years and provide forecasts for supply and demand for a 20-year period. The law is specific regarding the elements which must be included in the Plan.

### 3. **\*\*Draft Fiscal Year 2011-12 District Budget**

**Recommendation:** Receive a presentation from staff on the proposed Fiscal Year 2011-12 Budget.

**Summary:** Camrosa is in the process of drafting the Fiscal Year 2011-12 budget for Board approval. Information related to general expenses and a schedule for capital improvements and replacements were presented at the Board meeting of April 20, 2011. Revenue projections are included in this first full draft.

### 4. **\*\*Non-Potable Cost Breakout**

**Recommendation:** Receive a presentation from staff of the refined non-potable cost breakout model originally presented at the Board Facilities Master Plan Workshop. No action necessary; for information only.

**Summary:** A non-potable cost breakout model has been developed per the request of the Board of Directors. The first draft of the model was presented to the Board at the workshop held on March 30, 2011.

## Administrative Matters

### 5. **\*\*Fixed Asset and Capital Asset Policy**

**Recommendation:** Receive a report from staff on the development of a Fixed Asset and Capital Asset Policy for consideration and future adoption. No action necessary; for information only.

**Summary:** A Fixed Asset and Capital Asset Policy has been developed to provide guidelines regarding the purchase and custody of fixed and capital assets to ensure proper accountability of the District's financial investments.

## **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.