

## Board Minutes

### Regular Meeting

**Wednesday, April 22, 2009**

Camrosa Board Room  
5:00 PM

**Call to Order**      The meeting was convened at 5:01 P.M.

**Present:**          President Al E. Fox  
Director Jeffrey C. Brown  
Director Terry L. Foreman  
Director Eugene F. West  
Director Timothy H. Hoag

**Absent:**          None

**Staff:**            Frank E. Royer - General Manager  
Tony Stafford - Deputy General Manager - Operations  
Tamara Sexton – Business Manager  
Joe Willingham – Data Systems & Planning Manager  
Robert Barone – Wastewater Superintendent  
Stella Pimentel – Customer Accounts Supervisor  
Michael Perrett - Counsel

**Guests:**         Don Hauser – Calleguas Municipal Water District

**Approve Minutes of the Board Meeting of April 8, 2009.**

**Amendments:** None

**M/S/C** (Hoag/Brown) to approve the Minutes of the Board Meeting of April 8, 2009, as presented.

**Public Comments**

**None**

## Special Presentations and Announcements:

*None*

## Consent Agenda

### 1. CSUCI Well Motor Control Center (MCC)

**Summary:** The CSUCI capital project to develop the University well was approved as part of the FY 2008/2009 adopted budget. The MCC is necessary to provide electrical power and control for the new well.

**M/S/C** (West/Brown) to authorize the General Manager to issue a purchase order to CED, in the amount of \$66,474.91 plus taxes, for an Allen Bradley MCC.

### 2. \*\*Approval of 04-17-09 Vendor Payments

**Summary:** A summary of accounts payable in the amount of \$688,590.12 was provided for Board information and approval.

**M/S/C** (West/Brown) to approve the payments to vendors as presented by staff in the amount of \$688,590.12.

## Primary Agenda

### 3. \*\*Metropolitan Water District Proposed Rate and Allocations

**Summary:** Board received oral presentation regarding Metropolitan Water District's (MWD's) approved water rate increases and implementation the Water Supply Action Plan (WSAP). MWD Board, on April 14, 2009, increased water rates for water imported into Southern California and the implemented the WSAP. The total increase in water rates amounts to 20.7%. How water allocations will affect Camrosa are unknown at this time. No action necessary, for information only.

### 4. \*\*Draft Fiscal Year 2009-10 District Budget

**Summary:** Staff presented an overview of the draft operating expenses for the upcoming Fiscal Year 2009-10 budget. The general expenses portion of the draft Fiscal Year 2009-10 Budget has been prepared for the Board's review and discussion. The General Manager outlined significant programs and changes that impact total expenses. Staff will return to the Board with the proposed revenues and related water purchases to complete the draft Fiscal Year 2009-10 for the Board adoption. No action taken; presented for information only.

## **Administrative Matters**

### **5. *\*\*Update on Accepting Credit Card Payments***

**Summary:** Staff presented background to the Board regarding the acceptance of credit card payments. Proposals of three E-Payment Providers were summarized in a cost benefit analysis. After discussion, members of the Board agreed that absorbing costs of credit card transactions was not in the best interest of the District and asked Staff to return to the Board with information regarding the ability to provide credit card service to customers with a convenience fee.

### **6. *\*\*Review of Water Waste and Drought Management Policy***

**Summary:** Received final draft of proposed language amendments to the District's "Rules & Regulations Governing the Provision of Water and Sanitary Services" and "Ordinance 38 - Establishing a Drought Management Policy" and set a Public Hearing date of June 24, 2009 to consider the proposed language proposals for adoption.

**M/S/C** (/West/Foreman) to set a Public Hearing date of June 24, 2009 to consider the proposed language changes to the District's "Rules & Regulations Governing the Provision of Water and Sanitary Services" and "Ordinance 38 – Establishing a Water Shortage Management Policy.

### **7. *\*\*Identity Theft Prevention Program***

**Summary:** Effective May 1, 2009, water and sewer utilities are required to have an Identity Theft Prevention Program. Staff has developed a draft policy for the board to consider for adoption.

**M/S/C** (/Hoag/West) to adopt the proposed Identity Theft Prevention Program effective May 1, 2009.

### **8. *Report of Ventura Regional Sanitary District Board and Nomination***

**Summary:** The President of the Board provided a report regarding the current roles and responsibilities of the special districts representative to the Ventura Regional Sanitation District Board of Directors and discussed options for electing a representative for the upcoming term.

**M/S/C** (/Hoag/West) to authorize the President of the Board to cast a ballot on behalf of Camrosa Water District to elect a representative to the Ventura Regional Sanitation District Board of Directors.

**Information Items:**

**9. Tierra Rejada Well**

**Summary:** Received a briefing on the results of the Variable Frequency Drive (VFD) installation at the Tierra Rejada Well. The approved capital project to install a VFD at the Tierra Rejada Well was completed inhouse and will produce energy costs savings that will allow payback of expenses in less than one year.

**Closed Session:**

*None*

**Comments by General Manager**

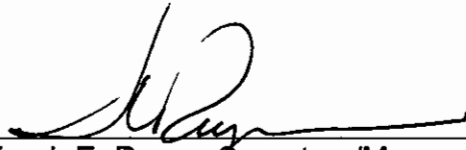
- Director West and General Manager will be attending the CASA conference April 29<sup>th</sup>-May 1<sup>st</sup>.

**Comments by Directors**

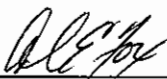
*None*

**Adjournment**

There being no further business to be brought before the Board, the meeting was adjourned at 6:37 P.M.

  
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Frank E. Royer, Secretary/Manager  
Board of Directors  
Camrosa Water District

**ATTEST:**

  
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Al E. Fox, President  
Board of Directors  
Camrosa Water District