

Board Minutes

Regular Meeting

Wednesday, July 22, 2009

Camrosa Board Room

5:00 PM

Call to Order The meeting was convened at 5:02 P.M.

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

Absent: Director Terry L. Foreman

Staff: Frank E. Royer - General Manager
Tony Stafford - Deputy General Manager - Operations
Tamara Sexton – Business Manager
Joe Willingham – Data Systems & Planning Manager
Michael Perrett - Counsel

Guests: Don Hauser, Calleguas Municipal Water District
Don Kendall, Calleguas Municipal Water District
Bob Ellis, Leisure Village
John Lamb, resident
Craig Underwood

Approve Minutes of the Board Meeting of June 24, 2009.

Amendments: None

M/S/C (West/Brown) to approve the Minutes of the Board Meeting of June 24, 2009, as presented.

Public Comments

John Lamb commented to the issue of suspended solids in the non-potable water delivered to his property, which is resulting in irrigation maintenance issues and is requesting the Board to review options to improve the water quality.

Special Presentations and Announcements:

None

Consent Agenda

1. ****Approval of 07-02-09 Vendor Payments**

Summary: A summary of accounts payable in the amount of \$234,201.36 was provided for Board information and approval.

M/S/C (/Brown/Hoag) to approve the payments to vendors as presented by staff in the amount of \$234,201.36.

2. ****Approval of Vendor Payments 07-17-09**

Summary: A summary of accounts payable in the amount of \$677,360.72 was provided for Board information and approval.

M/S/C (/Brown/Hoag) to approve the payments to vendors as presented by staff in the amount of \$677,360.72.

3. **Tractor w/ Tiller**

Summary: The new tractor and tiller will allow the operator to work the bio-solid material once it is in the drying beds, which will decrease the required drying time. Decreasing the drying time for the bio-solid material essentially creates more available drying bed space.

M/S/C (/Brown/Hoag) to authorize the General Manager to issue a purchase order to Diamond A Equipment, in the amount of \$56,227.39, for the purchase of a tractor with tiller.

4. **Automated Meter Reading (AMR) Project**

Summary: This is the continuation of the AMR expansion. The project is a multi-year project that is being incrementally funded each year.

M/S/C (/Brown/Hoag) to authorize the General Manager to start making purchases for the 2009/2010 AMR capital project utilizing the \$75,000 in the approved Fiscal Year 2009/2010 CIP budget.

Closed Session

Summary: The Board entered into Closed Session pursuant to Government Code 54956.9(c) to confer with legal counsel about whether to initiate litigation

Open Session

Summary: The Board reconvened in Open Session. Pursuant to Government Code 54957.1, the Board President reported orally that no decisions were made in closed session.

Primary Agenda

5. ****Acceptance of Salinity Management Pipeline (SMP) Facilities**

Summary: The pipeline and associated facilities connecting the CWRF to the SMP have been completed. Under the agreement between Camrosa and Calleguas, once completed, ownership of the facilities will be transferred to Camrosa and Calleguas will be reimbursed for the construction and engineering cost. The right-of-way associated with these facilities will then be quitclaimed to Camrosa.

M/S/C (Hoag/West) to authorize the General Manager to accept ownership of the facilities connecting the Camrosa Water Reclamation Facility (CWRF) to the Calleguas SMP, to reimburse Calleguas for the construction costs of these facilities, and to proceed with the quitclaim from Calleguas for the easements associated with this project. The reimbursement amount is \$238,400 and the quitclaim is a no-cost transaction.

6. ****Agreement for Public Outreach Services with the Agency**

Summary: Outreach services are being used to ensure the customers are fully informed of developments related to the ongoing water shortage in Southern California, the increasing cost of imported water and Camrosa's efforts to expand its non-potable water distribution system to reduce reliance upon imported water. The General Manager reported that while Director Foreman could not be present, he asked the General Manager to inform the Board that he wished to continue with the public outreach program for at least another year.

M/S/C (West/Hoag) to authorize the General Manager to enter into an agreement for consulting services with the Agency for Fiscal Year 2009-10. Ayes: Hoag, West, Fox; Noes: Brown; Absent: Foreman.

7. ****Sanitary Sewer Management Plan (SSMP)**

Summary: On May 2, 2006, the State Water Resources Control Board (SWRCB) adopted the Statewide General Waste Discharge Requirement (GWDR). The GWDR applies to all collection systems comprised of more than one mile of pipe and requires that each agency prepare a SSMP. The Governing Board of each agency must approve the SSMP process twice, once in the beginning, approving the Plan and Schedule, and once at the end, approving the completed SSMP and its implementation.

M/S/C (Brown/West) to approve the completed SSMP.

8. **Disinfection Study Contract

Summary: Camrosa is expanding the Water Reclamation Facility's capacity from 1.5 to 2.25 MGD to support future waste flows. An engineering report has established that the existing disinfection capacity is insufficient to process 2.25 MGD and must be increased.

M/S/C (Hoag/Brown) to authorize the General Manager to enter into an agreement with Carollo Engineers to prepare a study to determine the most cost effective and efficient method to disinfect the Water Reclamation Facility's effluent while supporting a treatment flow of 2.25 MGD.

9. **Master Plan Modeling Service Contract

Summary: Camrosa has several projects in the conceptual stage for expansion of the non-potable system. To complete the Master Plan and determine the feasibility of the proposed projects, a non-potable model must be developed.

M/S/C (West/Hoag) to authorize the General Manager to enter into an agreement with Kennedy/Jenks Consultants to develop a hydraulic model of the District's non-potable system for an amount of \$41,516.00.

Administrative Matters

None

Information Items:

None

Comments by General Manager

- General Manager reported Standard & Poor's bond reviewed the District's bond rating and determined it should remain unchanged at "A" with a stable outlook.
- The Leisure Village Project received an "Award of Merit" from the WasteReuse Foundation. The award will be presented September 14th at the WasteReuse Symposium in Seattle, WA.
- At this time there is no new information regarding the State budget and the impacts to the District's property tax. The District, in anticipation of the State borrowing against special districts' property tax has budgeted for an 8% property tax loss.

Comments by Directors

- President Fox reported Camrosa will be participating with VCSDA at the Ventura County Fair on August 7th.


Adjournment

There being no further business to be brought before the Board, the meeting was adjourned at 6:20 P.M.



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

ATTEST:



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