

Board Minutes

Regular Meeting

Wednesday, February 24, 2010

Camrosa Board Room
5:00 PM

Call to Order The meeting was convened at 5:00 P.M.

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

Absent: None

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

Guests: Don Hauser – Calleguas
David White, Jr. – Wildwood Stable Estates

Approve Minutes of the Board Meeting of February 10, 2010.

Amendments: None

M/S/C (/Hoag/Brown/) to approve the Minutes of the Board Meeting of February 10, 2010, as presented.

Public Comments

None

Special Presentations and Announcements

None

Consent Agenda

1. ****Approval of 02-19-10 Vendor Payments**

Summary: A summary of accounts payable in the amount of \$560,565.92 was provided for Board information and approval.

M/S/C (/West/Hoag/) to approve the payments to vendors as presented by staff in the amount of \$560,565.92.

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

Summary: This is the continuation of the AMR expansion project. There are currently 2,444 AMR units installed and working. These units allow the meter to be automatically read multiple times per day eliminating the need to manually read them during each billing cycle. The project is a multi-year project that is being incrementally funded each year. The Board approved a mid-year CIP of \$75,000 to purchase additional meter terminal units (MTU's) and meter registers.

M/S/C (/West/Hoag/) to authorize the General Manager to issue a purchase order to Aclara, in the amount of \$63,750 plus tax and freight, for the purchase of AMR units.

3. **Pump Station #3 Motor Control Center (MCC)**

Summary: Pump Station #3 provides water to the 4C Reservoir for distribution along Presilla Road. This station is not only critical in providing potable water to the upper 4C zone, but the station also ensures adequate fire flow during emergency conditions. Pump Station #3 MCC is in need of replacement. It is no longer weather resistant which makes it vulnerable due to its outdoor location. The current CIP budget contains \$95,000 to complete this project.

M/S/C (/West/Hoag/) to authorize the General Manager to issue a purchase order to CED, in the amount of \$66,404.96 plus freight and taxes, for the purchase of a new Allen Bradley replacement MCC and switchboard for Pump Station #3.

4. Meter Replacement

Summary: As part of an ongoing maintenance program, a portion of the District's meters are replaced each year to ensure metering accuracy. This is a project in the current approved CIP budget.

M/S/C (West/Hoag/) to authorize the General Manager to issue a purchase order for replacement meters under the Meter Replacement capital project not to exceed \$40,000.

Primary Agenda

5. Chapter 7 of the Draft Facilities Master Plan

Summary: Camrosa is updating its Facilities Master Plan. The wastewater portion of the Integrated Facilities Master Plan was presented to the Board at the regular Board meeting of February 10, 2010 and is returned on this agenda for further discussion as necessary. *No action taken; presented for information only.*

6. **Standards for Maintenance and Operation of Recycled Water Facilities

Summary: This Ordinance establishes the requirements for operation and maintenance of privately owned recycled water facilities as a precondition for provision of recycled water service by the District to its customers. Also included is a draft Recycled Water User Manual designed as a more user-friendly guide to the best management practices that must be followed in the day to day maintenance and operation of on-site systems. A formal Public Hearing date should be established to accept public testimony and formally approve the new ordinance.

M/S/C (Brown/West/) to set a Public Hearing date of April 7, 2010 for adoption of Ordinance 41-10 "Standards for Maintenance and Operation of Recycled Water Facilities".

7. Amendment of Ordinance 40-09B "Rules & Regulations Governing the Provision of Water and Sanitary Services"

Summary: Staff provided a strikethrough copy of the Rules & Regulations for review. The proposed language includes modifications to incorporate the terms and conditions of recycled water service as defined under the new Ordinance 41-10. A formal Public Hearing date should be established to accept public testimony and formally approve the revised ordinance.

M/S/C (West/Hoag/) to set a Public Hearing date of April 7, 2010 for adoption of Ordinance 40-10 "Rules & Regulations Governing the Provision of Water and Sanitary Services".

8. ** Tentative Tract 5688 (Wildwood Stable Estates) Exemption

Summary: Tract 5688 is a 23-lot Tract of lot sales located south of Santa Rosa Road, between what will be a southerly extension of Yucca Drive and Blanchard. Tentative Tract 5688 was issued a Water Availability Letter on April 28, 2006. The Board requested that action on this item be deferred pending staff preparation of a mitigation plan. *No action taken.*

9. Effluent Pipeline and Easement Realignment

Summary: Staff presented an overview of a proposal that will be mutually beneficial to both CSUCI and the District. *No action taken; for information only.*

Administrative Matters

None

Information Items

None

Closed Session

None

Comments by General Manager

- March 9th "H2O Where Did You Go?" will be presented to Tierra Linda Elementary School as part of the District's educational and water conservation program.

Comments by Directors

None

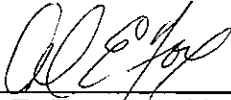
Adjournment

There being no further business to be brought before the Board, the meeting was adjourned at 6:30 P.M.



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

ATTEST:



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