

Board Minutes

Regular Meeting

Wednesday, February 9, 2011

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 Timothy H. Hoag
 Director Eugene F. West
 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
 Terry Curson – Project Engineer
 Michael Perrett – Legal Counsel

Guests: Don Hauser, Calleguas

Approve Minutes of the Board Meeting of January 26, 2011.

Amendments: None

M/S/C (/Brown/West/) to approve the Minutes of the Board Meeting of January 26, 2011.

Public Comments

None

Special Presentations and Announcements

None

Consent Agenda

1. ****Approval of Vendor Payments**

Summary: A summary of accounts payable in the amount of \$149,214.30 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 \$149,214.30.

Primary Agenda

2. ****Capital Financing Model Overview**

Summary: Staff presented an overview of the capital financing model and cash flow analysis to address the cost and phasing of the projects identified in the Integrated Facilities Master Plan. The model builds on the previously presented matrix that outlines cost and phasing of the projects. The model has been expanded to include a cash flow analysis, reserves analysis and an analysis of key financial ratios. Director Foreman requested a more detailed analysis be included, either in the model or as a separate analysis, to individually identify potable and non-potable system costs and how those costs and capital financing decisions affect the respective rates of both potable and non-potable customers. *No action taken; for information only.*

3. ****Proposals for Underwriter and Bond Counsel Services**

Summary: The Integrated Facilities Master Plan serves as the roadmap for implementing major capital improvements needed by the District to serve both potable and non-potable water and sanitary service demands. Release of the RFP's will allow selection of key members of the District's financing team.

M/S/C (/Foreman/Brown) to authorize the General Manager to release a request for proposals to solicit services of an Underwriter and a Bond Counsel in connection with a negotiated issuance of water and wastewater revenue bonds.

4. ****Authorization to Solicit Bids for Preparation of a Tier-1, Program Environmental Impact Report for the CWD Integrated Facilities Master Plan**

Summary: Pursuant to the California Environmental Quality Act, Public Resource Code, Section 21000 et seq. as well as the State CEQA Guidelines, Title 14 Code of Regulations, Section 15000 et seq., state and local agencies should prepare a Tier-1, Program EIR to evaluate the broad-scale impacts of an entire plan, program, or policy.

M/S/C (/Foreman/Brown) to authorize the General Manager to release the RFP for a Tier-1, Program Environmental Impact Report for the Camrosa Water District, Integrated Facilities Master Plan.

5. **Discussion of Agenda for the Board Workshop to consider the Draft Integrated Facilities Master Plan

Summary: All 7 sections of the Facilities Master Plan have been presented to the board and final work is being done to provide a Final Draft to the Board for approval. As an option in the approval process, a peer review could be conducted prior to final adoption. The Board of Directors entered into extensive discussion of the pros and cons of conducting a peer review of the Integrated Facilities Master Plan. Pros consisted of the value in obtaining independent evaluation of analyses contained in the plan, validation of such things as pipe sizing, demand peaking factors and cost estimates, confirmation of assumptions and project recommendations and identification of any "red flags" brought up by the analysis. Cons included the resulting additional expense that will be incurred, the additional delay in completing the plan, the impact on parallel activities such as CEQA analysis and bond financing and the additional demand upon staff time to conduct the review and perform the inevitable additional analysis that would likely be recommended.

M/S (/Foreman/Brown) to authorize the General Manager to issue an RFP to conduct a peer review of the Integrated Facilities Master Plan. Ayes: Director Foreman; Director Brown; Noes- Director Fox; Director West; Director Hoag. Motion Failed to Carry.

6. **Discussion of Agenda for the Board Workshop to consider the Draft Integrated Facilities Master Plan

Summary: Staff presented the proposed agenda for discussion and input to finalize plans for the upcoming Board Workshop to review the Draft Integrated Facilities Master Plan. *No action taken; for information only.*

Administrative Matters

None

Information Items

7. Report on CASA Conference

Summary: Received a report from Director Fox on the proceedings of the California Association of Sanitation Agencies (CASA) held in Desert Springs. The CASA Conference provides information on pending legislation and a forum to discuss important issues of mutual interest to the sanitation agencies of California. *No action taken; for information only.*

Closed Session

None

Comments by General Manager

- Included in the Director's Reading file is the letter of response from Calleguas regarding the SMP cost of disposal.
- Today's Ventura County Star included an article regarding Moorpark Waterworks District to raise water rates.
- Reported General Manager will be out of the office on Friday, returning to work on Monday.

Comments by Directors

None

Adjournment

There being no further business to be brought before the Board, the meeting was adjourned at 6:45 P.M.



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

ATTEST:



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