

## **Board Minutes**

### **Regular Meeting**

**Wednesday, May 25, 2011**

Camrosa Board Room  
5:00 PM

**Call to Order**      The meeting was convened at 5:07 P.M.

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

**Absent:**        Director Jeffrey C. Brown

**Staff:**         Frank E. Royer - General Manager  
                 Tony Stafford - Deputy General Manager - Operations  
                 Tamara Sexton – Business Services Manager  
                 Terry Curson – Project Engineer  
                 Michael Perrett – Legal Counsel

**Guests:**      None

### **Approve Minutes of the Board Meeting of May 4, 2011.**

**Amendments:** None

**M/S/C** (*West/Foreman*) to approve the Minutes of the Board Meeting of May 4, 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 \$1,167,025.27 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 \$1,167,025.27.

## Primary Agenda

### 2. **CSUCI Easement**

**Summary:** Received a presentation from Staff regarding the District's existing and proposed easements over CSUCI property. It is necessary to widen the District's existing easement across CSUCI property to accommodate the installation of the new desalter pipeline and the replacement of the effluent pipeline.

**M/S/C** (/Hoag/West) to authorize the General Manager to enter into negotiations with CSUCI to obtain an easement necessary for the District's desalter pipeline and future effluent pipeline

### 3. **Award Design Contract for the Water Reclamation Screw Press**

**Summary:** RFP's for design services were issued to three firms. AECOM submitted a proposal that was responsive to the RFP, provided evidence that they were qualified to perform the work, and had the lowest estimated engineering fee. There is an approved CIP in the current budget to allow for the completion of Phase 1. Director Foreman requested to recuse himself from any action by the Board on this item to avoid any perception of a conflict of interest.

**M/S/C** (/West/Hoag) to award a contract to provide engineering consulting and design services for the Water Reclamation Facility Screw Press to AECOM and authorize the General Manager to execute an agreement in an amount not to exceed \$26,690 for the completion of Phase 1.

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

**Summary:** Camrosa is in the process of drafting the Fiscal Year 2011-12 budget for Board approval. Information related to revenues, general expenses and a schedule for capital improvements and replacements were presented. Staff will return to the Board for adoption of the final Fiscal Year 2011-12 District Budget on June 8<sup>th</sup>. *No action taken; for information only.*

**5. Additional Options for Consideration in the Integrated Facilities Master Plan**

**Summary:** Staff presented several additional options developed by the Ad-Hoc Master Planning Committee that could provide benefit to potable water users within the District.

Director Foreman commented that many of the alternative projects do not preempt non-potable expansion, however some alternatives may be more complimentary to non-potable expansion than others. He stated the District needs to analyze all benefits to all customers and emphasized that he needs to see the economic analysis and rate impacts of each decision in the FMP.

Director West stated his belief that we should not delay current projects in the FMP while we pursue alternative inter-agency projects that may take a long period of time to negotiate and may not come to fruition in the end. He wants to ensure the District develops independence, where possible, by developing its own resources and controlling its own destiny. President Fox agreed with Director West's point of view.

Director Foreman requested further economic analysis to determine the cost effectiveness of each option in the FMP over a 20 year period. He indicated he needed that information to make his decision. The General Manager asked Director Foreman for a written outline of the information he needs to ensure that staff does not invest time in developing information that was interesting, academically, but not required in the decision process. *No action taken; for information only.*

## **Administrative Matters**

**6. \*\*County of Ventura Embankment Damage Claim**

**Summary:** The County of Ventura Transportation Department filed a claim against Camrosa for damage caused to an embankment on Escollera Drive when a hit-and-run driver hit a fire hydrant.

**M/S/C** (/Hoag/West) to authorize the General Manager to reject the claim filed by the County of Ventura for the amount of \$65,500 and submit the claim to ACWA Joint Powers Insurance Authority for resolution.

**7. \*\*Adopt a Fixed Asset and Capital Asset Policy**

**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.

**M/S/C** (West/Hoag) to adopt a Resolution of the Board implementing a newly developed District Fixed Asset and Capital Asset Policy. Roll Call: Hoag – Aye; West – Aye; Foreman – Aye; Fox – Aye; Brown – Absent; Noes – None.

**8. \*\*Authorize Pay-for-Performance Program FY 2011-12**

**Summary:** Camrosa's Pay-for-Performance Program is the result of a collaborative effort of management and staff. The program has been in place for 15 years. Each year, Staff reviews the program to ensure it is serving the intended goals and to make recommendations for improvement. The General Manager reports to the Board of Directors on the performance of the program so they may consider continuation of the program into the next fiscal year.

**M/S/C** (/Hoag/Foreman) to adopt a Resolution of the Board extending the Pay-for-Performance program without change through June 30, 2012. Roll Call: Hoag – Aye; West – Aye; Foreman – Aye; Fox – Aye; Brown – Absent; Noes – None.

**Information Items**

*None*

**Closed Session**

*None*

**Comments by General Manager**

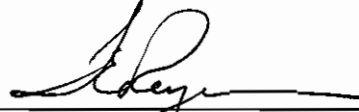
- General Manager reported he will be on vacation the week of May 25<sup>th</sup>-June 2<sup>nd</sup>.
- General Manager reported DWR has announced their Draft Funding Recommendations for the Proposition 84 Integrated Regional Water Management Implementation grants. WVCV received recommendation for full amount requested of \$17.5 million and scored the highest of all applicants.

**Comments by Directors**

*None*

## Adjournment

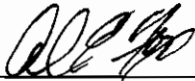
There being no further business to be brought before the Board, the meeting was adjourned at 6:58 P.M.



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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**