

## **Board Minutes**

### **Regular Meeting**

**Wednesday, May 4, 2011**

Camrosa Board Room  
5:00 PM

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

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

**Absent:**      Director Timothy H. Hoag

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

**Guests:**      None

**Approve Minutes of the Board Meeting of April 20, 2011.**

**Amendments:** None

**M/S/C (/West/Brown/)** to approve the Minutes of the Board Meeting of April 20, 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 \$307,723.46 was provided for Board information and approval.

**M/S/C** (/Brown/West) to approve the payments to vendors as presented by staff in the amount of \$307,723.46.

## Primary Agenda

### 2. **\*\* Draft – 2010 Urban Water Management Plan (UWMP)**

**Summary:** State law requires retail water purveyors to update their Urban Water Management Plan every 5 years and provide forecasts for supply and demand for a 20-year period. The law is specific regarding the elements which must be included in the Plan. An administrative draft of the 2010 UWMP was presented to the Board on April 20, 2011 for review and discussion. Board comments have been incorporated into the final draft which was presented as a red-line document to facilitate review.

**M/S/C** (/West/Foreman) to set a Public Hearing date of June 8, 2011 to accept public testimony and formally consider adoption of the 2010 Urban Water Management Plan.

### 3. **\*\*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 general expenses and a schedule for capital improvements and replacements were presented at the Board meeting of April 20, 2011. Revenue projections are included in this first full draft. *No action taken; for information only.*

### 4. **\*\*Non-Potable Cost Breakout**

**Summary:** Received a presentation from staff on the development of the non-potable cost breakout model. The model has been developed per the request of the Board of Directors to enable the District to understand the degree to which the non-potable customers are covering the cost of services provided. The first draft of the model was presented to the Board at the workshop held on March 30, 2011 and a revised draft was presented to the Board to provide greater insight into its capabilities. It was also reported that additional options for the use of non-potable water have been developed and Staff is currently evaluating those options. Director Foreman suggested that the District hold another workshop do discuss the additional options. *No action taken; for information only.*

## Administrative Matters

### 5. \*\*Fixed Asset and Capital Asset Policy

**Summary:** Received a report from Staff on the draft Fixed Asset and Capital Asset Policy. The 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. Staff will return with resolution and policy for adoption at the next scheduled Board meeting. *No action taken; for information only.*

## Information Items

*None*

## Closed Session

*None*

## Comments by General Manager

- General Manager reported will be attending the ACWA conference next week.
- General Manager reported he will be on vacation the week of May 26<sup>th</sup>.

## Comments by Directors

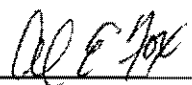
*None*

## Adjournment

There being no further business to be brought before the Board, the meeting was adjourned at 6:02 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