CAMROSA WATER DISTRICT
BUILDING WATER SELF-RELIANCE

Board of Directors
Al E. Fox
Division 1
Jeffrey C. Brown
Division 2
Timothy H. Hoag
Division 3
Eugene F. West
Division 4
Terry L. Foreman
Division 5
General Manager
Tony L. Stafford

Board Minutes

Regular Meeting

Thursday, October 12, 2017

Camrosa Board Room
5:00 P.M.

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

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

Staff: Tony Stafford, General Manager
Eric Garcia, Manager of Operations
Sandra Llamas, Senior Accountant
Tamara Sexton, Manager of Finance
Seth Shapiro, Legal Counsel

Guests: None

Public Comments

Residential customer requested review of their historical usage and September 2017 billing.

Consent Agenda

1. **Approve Minutes of the Regular Meeting of September 28, 2017**

   Amendments: None

   The Board approved the Minutes of the Regular Meeting of September 28, 2017.

   Motion: Hoag. **Second:** Fox. **Motion carried unanimously.**

2. **Approve Vendor Payments**

   A summary of accounts payable in the amount of $607,173.56 was provided for Board information and approval.

   The Board approved the payments to vendors as presented by staff in the amount of $607,173.56.

   Motion: Hoag. **Second:** Fox. **Motion carried unanimously.**

3. **East Backbone Project**

The Board authorized the General Manager to issue a purchase order to CEI for purchase and installation of Cambium 23GHz licensed band Ethernet radios, not to exceed $98,500.00, which includes a contingency of $1,786.22.

Motion: Hoag. **Second:** Fox. **Motion carried unanimously.**

4. **University Well Rehabilitation & Pump Repair**

The Board ratified the decision of the General Manager to amend purchase order FY17-0254-R1 to General Pump an additional $7,245.03, for a new total of $155,632.60.

Motion: Hoag. **Second:** Fox. **Motion carried unanimously.**

General Manager's Report

5. **Certificate of Achievement for Excellence in Financial Reporting**

The Board received the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting for the District's Comprehensive Annual Financial Report (CAFR) for the Fiscal Year Ended June 30, 2016.

No action necessary; for information only.

Primary Agenda

6. **Pipeline Easement for Pipeline Relocation**

The Board authorized the General Manager to negotiate and accept a new pipeline easement in exchange for quitclaiming a portion of an existing pipeline easement to the County.

Motion: Brown. **Second:** Fox. **Motion carried unanimously.**

7. **CamSan Recycled Water Interconnection**

The Board took the following actions:

1. Authorized the General Manager to negotiate a contract and issue a purchase order to Perliter & Ingalsbe Consulting Engineers, Inc. (P&I), in an amount not to exceed $59,067.00, to provide professional engineering services for surveying, right-of-way, and preparation of permanent and temporary easements between CamSan's interconnection and the District's non-potable Ponds; and
2. Authorized the General Manager to amend the contract (if needed) for out-of-scope and unforeseen work in an amount not to exceed $5,000.00 (approximately ten percent).

Motion: Hoag. **Second:** Fox. **Motion carried unanimously.**

8. **FY 2016-17 Draft Comprehensive Annual Financial Report**

The Board received briefing from staff on the FY (Fiscal Year) 2016-17 Draft Comprehensive Annual Financial Report (CAFR).

No action necessary; for information only.

Comments by General Manager

None

Comments by Directors

None

There being no further business, the meeting was adjourned at 5:23 P.M.

Tony L. Stafford, Secretary/Manager
Board of Directors
Camrosa Water District

Eugene F. West, President
Board of Directors
Camrosa Water District

(ATTEST)