

Board Minutes

Regular Meeting

Thursday, November 12, 2020

Camrosa Board Room

5:00 P.M.

Call to Order The meeting was convened at 5:00 P.M. as a web-based teleconference.

Present: Eugene F. West, President
 Terry L. Foreman, Vice-President
 Al E. Fox, Director
 Jeffrey C. Brown, Director (via teleconference)
 Timothy H. Hoag, Director (via teleconference)

Staff: Tony Stafford, General Manager
 Ian Prichard, Assistant General Manager (via teleconference)
 Tamara Sexton, Manager of Finance (via teleconference)
 Joe Willingham, Manager of Operations (via teleconference)
 Jozi Zabarsky, Manager of Customer Accounts/Business (via teleconference)
 Terry Curson, District Engineer (via teleconference)
 Seth Shapiro, Legal Counsel (via teleconference)

Guests: Julio Morales, Urban Futures

Public Comments

None

Consent Agenda

1. Approve Minutes of the Special Meeting of October 20, 2020

The Board approved the Minutes of the Special Meeting of October 20, 2020.

Motion: Fox **Second:** Foreman

Roll Call: Fox-Yes; Brown-Yes; Hoag-Yes; Foreman-Yes; West-Yes

2. Approve Minutes of the Regular Meeting of October 22, 2020

The Board approved the Minutes of the Regular Meeting of October 22, 2020. Director Foreman clarified in Item #6 Procurement Policy that the Board requested staff bring the Procurement Policy and agreement templates back to the Board.

Motion: Fox **Second:** Foreman

Roll Call: Fox-Yes; Brown-Yes; Hoag-Yes; Foreman-Yes; West-Yes

3. Approve Vendor Payments

A summary of accounts payable in the amount of \$534,552.70 was provided for Board information and approval. The Board approved the payments to vendors as presented by staff in the amount of \$534,552.70.

Motion: Fox **Second:** Foreman

Roll Call: Fox-Yes; Brown-Yes; Hoag-Yes; Foreman-Yes; West-Yes

4. Pump Station No. 2 – Emergency Standby Generator Easement

The Board authorized the General Manager to execute the easement documents from the CRPD.

Motion: Fox **Second:** Foreman

Roll Call: Fox-Yes; Brown-Yes; Hoag-Yes; Foreman-Yes; West-Yes

Primary Agenda

5. Pension Funding Policy

The Board was presented with the draft Pension Funding Policy. President West recommended changing terms “shall” and “will” to “may” regarding options available to manage pension funding. Director Foreman recommended establishing a budgeted line item for pension funding.

No action necessary; for information only.

6. Fiscal Year 2020-21 Budget Status Report

The Board received a report from staff regarding the status of the Fiscal Year (FY) 2020-21 budget. Director Foreman requested a briefing on the reserve worksheet reconciliation to cash position. Staff stated they planned to make the presentation at the next board meeting.

No action necessary; for information only.

7. 2020 Urban Water Management Plan

The Board authorized the General Manager to enter into an agreement with TetraTech, in an amount not to exceed \$50,000.00, for support services in preparing the District’s 2020 UWMP.

Motion: Foreman **Second:** Fox

Roll Call: Fox-Yes; Brown-Yes; Hoag-Yes; Foreman-Yes; West-Yes

8. Board of Directors Meeting Calendar for 2021

The Board adopted a calendar of regular Board meetings for calendar year 2021.

Motion: Foreman **Second:** Fox

Roll Call: Fox-Yes; Brown-Yes; Hoag-Yes; Foreman-Yes; West-Yes

Comments by General Manager

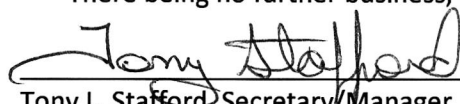
- Strategic Plan workshop scheduled for December 7, 2020.
- Salary comparison from AWWA is expected to be received soon.

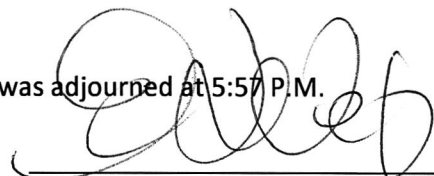
Comments by Directors

- Director Foreman requested monthly or quarterly read file reports on production by sources.

Adjournment

There being no further business, the meeting was adjourned at 5:57 P.M.


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


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