

## Board Minutes

### Regular Meeting

**Thursday, February 25, 2021**

Camrosa Board Room

5:00 P.M.

**Call to Order** The meeting was convened at 5:01 P.M. as a web-based teleconference.

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

**Staff:** Tony Stafford, General Manager  
Ian Prichard, Assistant General Manager (via teleconference)  
Joe Willingham, Manager of Operations (via teleconference)  
Josi Zabarsky, Manager of Customer Accounts/Business (via teleconference)  
Terry Curson, District Engineer (via teleconference)  
Jude Kiesewetter, System Operator (via teleconference)  
Mike Phelps, Water Quality Supervisor (via teleconference)  
Finn Swann, GIS/Engineering Technician (via teleconference)  
Greg Jones, Legal Counsel (via teleconference)

**Guests:** Mike Harary, Koff & Associates (via teleconference)  
Georg Krammer, Koff & Associations (via teleconference)

### **Public Comments**

None

### **Consent Agenda**

**1. Approve Revised Minutes of the Special Meeting of January 21, 2021**

The Board approved the Revised Minutes of the Special Meeting of January 21, 2021.

**Motion:** Foreman **Second:** Fox

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

**2. Approve Revised Minutes of the Regular Meeting of January 28, 2021**

The Board approved the Revised Minutes of the Regular Meeting of January 28, 2021.

**Motion:** Foreman **Second:** Fox

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

**3. Approve Minutes of the Regular Meeting of February 11, 2021**

The Board approved the Minutes of the Regular Meeting of February 11, 2021.

**Motion:** Foreman **Second:** Fox

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

**4. Approve Vendor Payments**

A summary of accounts payable in the amount of \$701,780.40 was provided for Board information and approval. The Board approved the payments to vendors as presented by staff in the amount of \$701,780.40.

**Motion:** Foreman **Second:** Fox

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

**5. Operating Budget Excellence Award**

The Board received the California Society of Municipal Finance Officers (CSMFO) Operating Budget Excellence Award.

No action necessary; for information only.

**Primary Agenda**

**6. Classification and Compensation Study**

The Board received a briefing from Koff & Associates on the Classification & Compensation Study.

No action necessary; for information only.

**7. Cyber Security Status**

The Board received a briefing from staff on the status of the District's cybersecurity posture.

No action necessary; for information only.

**8. Climate Change Effects Vulnerability Assessment and Management Plan**

The Board authorized the General Manager to enter into the attached agreement with Larry Walker Associates (LWA) in an amount not to exceed \$44,238.00.

**Motion:** Fox **Second:** Brown

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

**9. Local Water Production**

The Board received a briefing on local water production through the second quarter.

No action necessary; for information only.

**10. Conejo Wellfield GAC Treatment Plant Design**

The Board authorized the General Manager to issue a change order to Provost & Pritchard, for engineering services related to the GAC treatment plant at Conejo Wellfield, to include the provision of environmental compliance documentation, in an amount not to exceed \$58,200 as per the attached proposal.

**Motion:** Fox **Second:** Hoag

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

**11. Fill Vacant Chief Plant Operator Position**

The Board authorized the General Manager to promote an existing System Operator II employee to fill the vacant Chief Plant Operator position and adjust his salary to the base of the corresponding range, \$38.47 per hour.

**Motion:** Fox **Second:** Hoag

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

### Comments by General Manager

- The General Manager responded to an earlier inquiry by Director Fox regarding solar energy stating that this option was last evaluated in 2019.
- The General Manager stated that staff is ready to present the cash reserve balance and the Board requested the initial presentation be made to the Ad Hoc Committee.
- The General Manager informed the Board that there was a mainline leak and will provide an update at the next Board meeting.

### Comments by Directors

- President West discussed the One Water approach presented at the FCGMA Executive Committee and suggested the General Manager look into the details of the concept and how it might affect the Conejo Creek deliveries to Pleasant Valley.

**Closed Session:** The Board entered a closed session at 6:56 P.M. to confidentially discuss pending litigation and/or personnel matters as authorized by Government codes 54956.9 and 54957, respectively.

#### **12. Closed Session Conference with Legal Counsel**

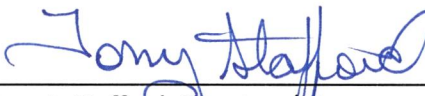
The Board conferred with and received advice from counsel regarding pending litigation and personnel matters.

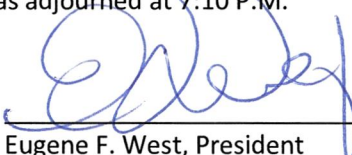
**No action was taken in closed session.**

**The Board returned to open session at 7:10 P.M.**

### Adjournment

There being no further business, the meeting was adjourned at 7:10 P.M.

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

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