

## **Board Minutes**

### **Regular Meeting**

**Thursday, June 24, 2021**

**Camrosa Board Room**

**5:00 P.M.**

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

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

**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)  
Greg Jones, Legal Counsel

### **Public Comments**

None

### **Consent Agenda**

**1. Approve Minutes of the Regular Meeting of June 10, 2021**

The Board approved the Minutes of the Regular Meeting of June 10, 2021.

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

**Motion carried unanimously.**

**2. Approve Vendor Payments**

A summary of accounts payable in the amount of \$1,720,479.77 was provided for Board information and approval. The Board approved the payments to vendors as presented by staff in the amount of \$1,720,479.77.

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

**Motion carried unanimously.**

**Closed Session:** The Board entered a closed session at 5:04 P.M. to confidentially discuss personnel matters as authorized by Government code 54957.

**3. Closed Session Conference with Legal Counsel – Personnel**

The Board conducted a performance review of the General Manager.

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

**The Board returned to open session at 6:10 P.M.**

## **Primary Agenda**

### **4. General Manager's Performance and Salary Review**

The Board considered the General Manager's performance review and salary adjustment and approved a salary increase of 2.7% per year as described in Exhibit A. The Board also considered modifications to the terms and conditions originally negotiated and approved at the May 30, 2012 Board meeting. They approved a discretionary offset and reduced the Employer Paid Member Contribution by 1 percent (now at 6%). See Exhibit A. Director Foreman dissented, stating he evaluated similar comparator agencies and the current salary is consistent with those agencies.

**Motion:** West **Second:** Brown **Motion carried:** 4-1

**Yes:** Fox-Brown-Hoag-West

**No:** Foreman

### **5. CalPERS Contributions and Employee Handbook Update**

**The Board took the following actions:**

- 1) Adopted a Resolution of the Board Amending the District's Employee Handbook.

**Motion:** Brown **Second:** Hoag

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

The Board discussed eliminating the additional 40 hours of leave that exempt employees receive each year and directed staff to bring this back for discussion soon.

- 2) Adopted a Resolution of the Board Paying and Reporting the Value of Employer Paid Member Contribution (CalPERS ID: 7880235845).

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

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

### **6. Fiscal Year 2021-2022 Operating and Capital Budget**

The Board adopted a Resolution of the Board Adopting the Operating and Capital Budget for Fiscal Year 2021-2022.

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

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

### **7. Pleasant Valley Well No. 2 Well Facility, Phase 3, Specification No. PS 21-01**

The Board authorized the General Manager to:

- 1) Appropriate additional funding in the amount of \$1,500,000.00 for the PV Well No.2 CIP from the potable capital improvement fund.

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

**Motion carried unanimously.**

The Board also authorized the General Manager to:

- 2) Enter into an agreement with and issue a purchase order to United Field Services Corporation, in the amount of \$2,965,198.00, to construct the Lynnwood Well Facility - Phase 3, Specification No. PW 21-01;
- 3) Issue a change order to Perliter & Ingalsbe, in the amount not-to-exceed \$76,062.00, to provide engineering & construction support services, as needed;

- 4) Issue a purchase order to Oakridge Geoscience, Inc., in the amount of \$7,760.00, for compaction and material testing services, as needed;
- 5) Enter into an agreement with and issue a purchase order to American Public Works Consulting Engineers, in the amount not-to-exceed \$68,200.00, to provide project management services during construction;
- 6) Enter into an agreement with and issue a purchase order to Golden State Labor Compliance, in the amount not-to-exceed \$24,500.00 to provide labor compliance services; and
- 7) Issue a purchase order, in the amount not to exceed \$437,637.80 (including tax & delivery), to Quinn Power Systems for the purchase of an emergency standby generator, fuel tank, specialty sound enclosure and appurtenances.

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

**8. GAC Contractor Prequalification**

The Board authorized staff to prequalify contractors through the attached Application for Prequalification.

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

**9. UWMP Public Hearing**

The Board took the following actions:

- 1) Convened a public hearing at 6:50 P.M. to accept public testimony regarding the draft UWMP and consider comments received during the public notice period;
- 2) Closed the public hearing at 6:51 P.M. as there was no public comment; and
- 3) Adopted Resolution No. 21-10, Adopting Camrosa Water District's 2020 Urban Water Management Plan.

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

**10. Pleasant Valley/Oxnard Basins Adjudication**

The Board discussed the recently filed adjudication in the Oxnard/Pleasant Valley Basin.

**No action necessary; for information only.**

**Comments by General Manager**

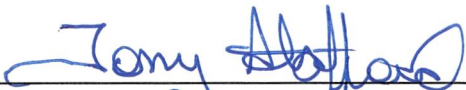
- None

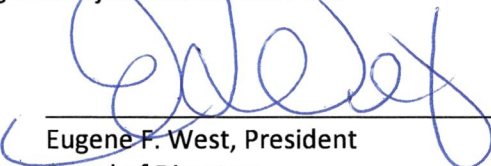
**Comments by Directors**

- President West updated the Board on changes to ACWA-JPIA insurance rates: property and cyber security increased; no increases to liability, worker's compensation, and health.
- President West requested presenters and clerk of the board attend Board meetings in-person, instead of remotely.

## Adjournment

There being no further business, the meeting was adjourned at 7:02 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)