

## **Board Minutes**

### **Regular Meeting**

**Camrosa Board Room**  
**Thursday, April 6, 2023**  
**5:00 P.M.**

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

**Present:**     Eugene F. West, President  
                 Timothy H. Hoag, Director  
                 Terry L. Foreman, Director

**Absent:**     Andy F. Nelson, Vice-President  
                 Jeffrey C. Brown, Director

**Staff:**     Tony Stafford, General Manager  
                 Tamara Sexton, Finance Manager  
                 Jozi Zabarsky, Customer Service Manager  
                 Kevin Wahl, Superintendent  
                 Natalie Roberts, Water Loss Control Coordinator  
                 Greg Jones, Legal Counsel

**Guest:**     Ken Pun, CPA, The Pun Group

### **Public Comments**

None

### **Consent Agenda**

**1. Approve Minutes of the Regular Meeting of March 23, 2023**

The Board approved the Minutes of the Regular Meeting of March 23, 2023.

**Motion:** Foreman    **Second:** Hoag

**Yes:** Hoag-Foreman-West

**Absent:** Nelson-Brown

**2. Approve Vendor Payments**

A summary of accounts payable in the amount of \$305,279.07 was provided for Board information and approval. The Board approved the payments to vendors as presented by staff in the amount of \$305,279.07.

**Motion:** Foreman    **Second:** Hoag

**Yes:** Hoag-Foreman-West

**Absent:** Nelson-Brown

## Primary Agenda

### 3. Fiscal Years 2020-21 and 2021-22 Investment Policy Agreed-Upon Procedures

The Board received the Investment Policy Agreed-Upon Procedures Report for Fiscal Years 2020-21 and 2021-22 and accepted the Agreed-Upon Procedures Report as presented by Ken Pun, CPA, The Pun Group.

**Motion:** Hoag **Second:** Foreman

**Yes:** Hoag-Foreman-West

**Absent:** Nelson-Brown

### 4. Comprehensive Rate Study

The Board authorized the General Manager to enter into an agreement with Black & Veatch to conduct a comprehensive rate study, not to exceed \$69,430.00.

**Motion:** Foreman **Second:** Hoag

**Yes:** Hoag-Foreman-West

**Absent:** Nelson-Brown

### 5. Postage Machine

The Board authorized the General Manager to enter into a 63-month lease agreement with Quadient Leasing USA for the lease and maintenance of a new mail machine, in an amount not to exceed \$174.39 plus applicable tax per month for the term of the lease.

**Motion:** Hoag **Second:** Foreman

**Yes:** Hoag-Foreman-West

**Absent:** Nelson-Brown

### 6. Alliance Resource Consulting

The Board discussed the proposed agreement with Alliance Resource Consulting (Alliance), in the amount of \$55,000.00, for the recruitment of an Engineering & Capital Projects Manager and Assistant General Manager. The agenda item was tabled and staff will return to the Board on April 20, 2023.

**No action taken.**

### 7. Concentrate Pump Capital Improvement Project

The Board authorized the General Manager to:

- 1) Appropriate \$60,000.00 from the Potable Water Capital Replacement Fund and establish a Concentrate Pump Capital Improvement Project (CIP); and
- 2) Issue a purchase order to DXP Enterprises, Inc. not to exceed \$58,051.21 for the purchase of a Vogelsang Rotary Lobe Pump.

**Motion:** Hoag **Second:** Foreman

**Yes:** Hoag-Foreman-West

**Absent:** Nelson-Brown

## Comments by General Manager


- Introduced Natalie Roberts, the new Water Loss Control Coordinator.

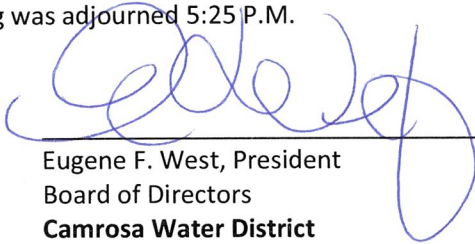
## Comments by Directors

- None

## Adjournment

There being no further business, the meeting was adjourned 5:25 P.M.

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

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