

Board Minutes

Regular Meeting

Camrosa Board Room
Thursday, July 13, 2023
5:00 P.M.

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

Present: Eugene F. West, President
Andrew F. Nelson, Vice-President
Jeffrey C. Brown, Director
Timothy H. Hoag, Director
Terry L. Foreman, Director

Staff: Tony Stafford, General Manager
Tamara Sexton, Finance Manager
Joe Willingham, IT and Special Projects Manager
Josi Zabarsky, Customer Service Manager
Kevin Wahl, Superintendent
Natalie Roberts, Water Loss Control Coordinator
Greg Jones, Legal Counsel

Public Comments

None

Consent Agenda

1. Approve Minutes of the Regular Meeting of June 22, 2023

The Board approved the Minutes of the Regular Meeting of June 22, 2023.

Motion: Brown **Second:** Foreman

Motion carried unanimously.

2. Approve Vendor Payments

A summary of accounts payable in the amount of \$792,192.34 was provided for Board information and approval. The Board approved the payments to vendors as presented by staff in the amount of \$792,192.34.

Motion: Brown **Second:** Foreman

Motion carried unanimously.

3. UniFirst Agreement

The Board authorized the General Manager to renew the agreement with UniFirst for the supply of uniforms for a term of three years.

Motion: Brown **Second:** Foreman

Motion carried unanimously.

Primary Agenda

4. Verkada Security Cameras

The Board authorized the General Manager to:

- 1) Enter into an agreement and issue a purchase order, with Pacific Low Voltage (PLV) for the installation and configuration of Verkada smart security cameras at the District's Main Office, Conejo Wellfield, Lynnwood Wellsite, Reservoir 1B and Communications Building, Conejo Creek Diversion Site, CWRF and RMWTP in the amount not to exceed \$141,145.00; and
- 2) Increase the CIP budget from its current limit of \$140,000.00 to \$155,000.00 to cover the cost of the PLV proposal and possible contingencies during installation.

Motion: Nelson **Second:** Hoag

Motion carried unanimously.

5. Renewal of Geographical Information Systems (GIS) Contracted Services and Amendment of Service Connections GPS Inventory Agreement

The Board authorized the General Manager to:

- 1) Renew an annual agreement and issue a purchase order with ZWORLD GIS, in an amount not to exceed \$54,000.00, for GIS Services and Tasks; and
- 2) Amend the agreement and issue a purchase order with ZWORLD GIS for Service Connections GPS Inventory not to exceed \$25,200.00.

Motion: Brown **Second:** Foreman

Motion carried unanimously.

6. Public Works Contract Inspection Services

The Board authorized the General Manager to enter into an agreement and issue a purchase order with Cannon Corporation, in an amount not to exceed \$249,988.00, for on-call inspection services.

Motion: Foreman **Second:** Hoag

Motion carried unanimously.

7. Water Loss Program Update

The Board received a briefing on the development of the water loss program.

No action necessary, for information only.

8. Camrosa Water District 457 Deferred Compensation Plan Administration

The Board authorized the General Manager to enter into an agreement with Lincoln National Life Insurance Company for the administration of the District's 457 Deferred Compensation Plan.

Motion: Nelson **Second:** Hoag

Motion carried unanimously.

9. Rate Study

The Board received a briefing of the rate study timeline. Director West recommended that passthroughs and fixed meter fees be evaluated during the rate study process. Director Nelson wanted staff recruitment and retention to be included as part the rate study. Director Foreman presented potential Board policy topics for future consideration.

No action necessary, for information only.

Comments by General Manager

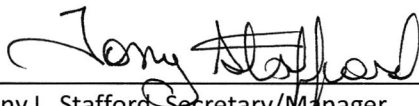
- Announced the passing of John Mathews.
- Provided Directors with ACWA Committee forms in the event they wish to participate.
- Reported that at the recent Calleguas Regional Meeting, Calleguas expressed their commitment to lead the effort on regional projects.

Comments by Directors

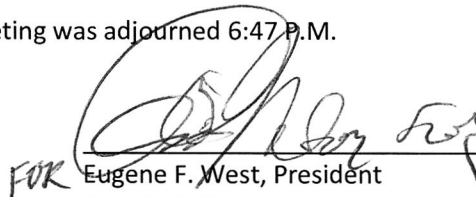
- Director Foreman reported that the SWRCB released the Direct Potable Reuse draft regulation.

Adjournment

There being no further business, the meeting was adjourned 6:47 P.M.



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


FOR

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

(ATTEST)