

Board Minutes

Regular Meeting

Thursday, March 7, 2024

Camrosa Board Room

5:00 P.M.

Call to Order The meeting was convened at 5:02 P.M.

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

Staff: Norman Huff, Interim General Manager
Tamara Sexton, Deputy General Manager/Finance (via teleconference)
Jozi Zabarsky, Customer Service Manager
Joe Willingham, IT and Special Projects Manager
Art Aseo, Engineering & Capital Projects Manager
Kevin Wahl, Superintendent of Operations
Terry Curson, District Engineer
Natalie Roberts, Water Loss Control Coordinator
Seth Shapiro, Legal Counsel

Guest: Jim Murchie, Leisure Village resident

Public Comments

Consent Agenda

1. **Approve Minutes of the Regular Meeting of February 22, 2024**

The Board approved the Minutes of the Regular Meeting of February 22, 2024.

Motion: Brown **Second:** Hoag

Rollcall: Nelson-Yes; Brown-Yes; Hoag-Yes; Foreman-Yes; West-Yes

2. **Approve Vendor Payments**

A summary of accounts payable in the amount of \$306,589.95 was provided for Board information and approval. The Board approved the payments to vendors as presented by staff in the amount of \$306,589.95.

Motion: Brown **Second:** Hoag

Rollcall: Nelson-Yes; Brown-Yes; Hoag-Yes; Foreman-Yes; West-Yes

Primary Agenda

3. Camrosa Water Reclamation Facility Influent Pump Capital Improvement Project

The Board authorized the Interim General Manager to:

- 1) Appropriate \$350,000.00 from the Wastewater Capital Replacement Fund and establish a CWRP Influent Pump Capital Improvement Project (CIP); and
- 2) Issue a purchase order to R&B Automation, Inc., in an amount not to exceed \$83,138.99, for the purchase and installation of a new 8" Fairbanks Nijhuis Pump; and
- 3) Issue a purchase order to R&B Automation, Inc., in an amount not to exceed \$80,806.30, for the repair and reinstallation of our existing 8" Fairbanks Nijhuis Pump.

Motion: Nelson **Second:** Hoag

Rollcall: Nelson-Yes; Brown-Yes; Hoag-Yes; Foreman-Yes; West-Yes

4. Payment Processing

The Board authorized the Interim General Manager to enter into a five-year service agreement with InvoiceCloud for electronic payment processing and other related services.

Motion: Brown **Second:** Foreman

Rollcall: Nelson-Yes; Brown-Yes; Hoag-Yes; Foreman-Yes; West-Yes

5. Fiscal Year 2023-24 Program Accomplishments & Fiscal Year 2024-25 Goals

The Board received a presentation from staff regarding current fiscal year program accomplishments and Fiscal Year (FY) 2024-25 program goals.

No action necessary; for information only.

6. Prop. 218 Notification and Protest Policy

The Board discussed the Prop. 218 notification and protest policy for the upcoming rate-setting process.

No action necessary; for discussion only.

Comments by Interim General Manager

- Reported meeting with the Deputy City Manager for the City of Oxnard, the General Manager for Calleguas, the Public Works Director for the City of Camarillo, and the new General Manager for Leisure Village.

Comments by Directors

- Director Foreman reported on Metropolitan's memo regarding the rate consideration workshop.

CLOSED SESSION: The Board entered into closed session at 5:50 P.M. to confidentially personnel matters as authorized by Government codes 54957.

7. Closed Session – Personnel Matters

The Board discussed personnel matters.

No action was taken in closed session.

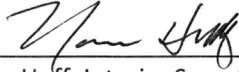
The Board returned to open session at 6:12 P.M.

Announcement of action taken in closed session.

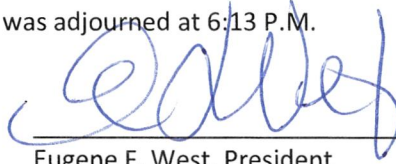
The Board announced that no reportable action was taken in closed session.

Adjournment

There being no further business, the meeting was adjourned at 6:13 P.M.



Norman Huff, Interim Secretary
Board of Directors
Camrosa Water District



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

(ATTEST)