

MINUTES
CAMARILLO SANITARY DISTRICT
REGULAR MEETING
WEDNESDAY, JUNE 22, 2016

CALL TO ORDER/ROLL CALL

Chairman Craven called the meeting to order at 5:03 p.m.

Directors Present: Charlotte Craven, Chairman
 Bill Little, Secretary
 Kevin Kildee, Director
 Jeanette McDonald, Director
 Mike Morgan, Director

Staff Present: Dave Norman, District Manager
 Misty Cheng, Interim Finance Director
 Tom Fox, Assistant City Manager
 Dave Klotzle, Assistant District Manager
 Jeffrie Madland, Assistant Secretary
 Monica McGrath, Police Department Commander
 Richard Petropulos, Administrative Services Director
 Brian Pierik, District Counsel
 Joe Vacca, Community Development Director

- I. AMENDMENTS TO THE AGENDA – NONE
- II. PUBLIC COMMENTS – NONE
- III. CONSENT CALENDAR

Director Kildee moved, seconded by Director Morgan, to approve Consent Calendar Items A through C.

A. Minutes

Approved the minutes of the Camarillo Sanitary District meetings held June 4 and June 8, 2016, as presented.

B. Ratification of Urgency Purchase Order – Core-Rosion Products

Authorized the issuance of an urgency purchase order to Core-Rosion Products in the amount of \$32,781.75.

C. Award of Contract – SS-10-08 Effluent Diversion Pipeline Phase 2

Authorized the District Manager to execute CSD Agreement No. 2016-11 with Sam Hill & Sons Inc. in the amount of \$2,332,649.

Motion carried 5-0.

IV. DEPARTMENTAL

A. Resolution Setting Forth Compensation, Classification and Benefits and Approving a Statement of Understanding Effective July 1, 2016

Administrative Services Director Petropulos presented the Compensation, Classification, and Benefits Program for Sanitary District employees.

Director Kildee moved, seconded by Secretary Little, to adopt CSD Resolution No. 2016-5 setting the Compensation, Classification and Benefits for Sanitary District employees; and approving a Statement of Understanding for the terms and conditions of employment for Sanitary District employees effective July 1, 2016.

Motion carried 5-0.

V. LEGAL COUNSEL – NONE

VI. COMMENTS FROM STAFF – NONE

VII. COMMENTS FROM BOARD MEMBERS – NONE

RECESS / RECONVENE

At 5:06 p.m., the Board recessed. The Chairman called the Board back to order at 7:31 p.m.

VIII. PUBLIC HEARINGS

A. Public Hearing Regarding Placing Delinquent Utility Accounts on the Property Tax Rolls of the Ventura County Tax Collector

Interim Finance Director Cheng presented the delinquent utility bills for placement on the tax rolls of the County of Ventura. A red folder item was distributed showing one account had subsequently been paid.

PUBLIC HEARING OPENED

Hearing no requests to speak, either for or against the item, the Chairman declared the PUBLIC HEARING CLOSED.

Director Kildee moved, seconded by Director Morgan, to adopt CSD Resolution No. 2016-6 authorizing the Camarillo Sanitary District to levy a lien on the tax rolls of Ventura County on the property owners who are delinquent in the payment of a utility account.

Motion carried 5-0.

B. Resolution Adopting the Five-Year Capital Improvement Program (Joint with the City Council and Camarillo Successor Agency)

Principal Civil Engineer Matsuoka stated the City of Camarillo, the Camarillo Sanitary District, and Camarillo Successor Agency developed a five-year comprehensive capital expenditure program setting forth projects for buildings and grounds, storm drainage, transportation, water, sanitary, and redevelopment. The program indicates the location, size, and estimates of cost for all facilities and improvements to be

funded from various sources. On May 17, 2016, the Planning Commission determined the CIP is consistent with the City's General Plan.

PUBLIC HEARING OPENED

Hearing no requests to speak, either for or against the item, the Chairman declared the PUBLIC HEARING CLOSED.

Director Morgan moved, seconded by Director McDonald, to adopt CSD Resolution No. 2016-7 adopting the Five-Year Capital Improvement Program.

Motion carried 5-0.

IX. DEPARTMENTAL

A. Resolution Adopting the 2016-2018 Budget, including 2016/2017 Appropriations and Authorizing Certain Amendments to the 2015/2016 Budget (Joint with the City Council)

Budget Analyst Whitlock stated the City Council and Camarillo Sanitary District conducted a detailed review of the proposed 2016-2018 Budget and amendments to the 2015/2016 Budget on June 4, 2016. Staff recommends adoption of the 2016-2018 Budget, authorization of appropriations for 2016/17 and approval of the amendments to the 2015/2016 Budget as outlined in the agenda report.

Director McDonald expressed concern that the 2017/18 numbers were not in the information provided.

Director Kildee moved, seconded by Director Morgan, to adopt CSD Resolution No. 2016-8 approving the 2016-2018 Budget, authorizing appropriations for 2016/2017 and amending the 2015/2016 Budget.

Motion carried 5-0.

IX. ADJOURN

The meeting adjourned at 9:00 p.m.

ATTEST:


Chairman


Assistant Secretary