

**MINUTES**  
**CAMARILLO SANITARY DISTRICT**  
**ADJOURNED REGULAR MEETING**  
**WEDNESDAY, NOVEMBER 16, 2016**

CALL TO ORDER/ROLL CALL

Chairman Craven called the meeting to order at 5:00 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  
                                  Chris Dunn, Police Department Commander  
                                  Tom Fox, Assistant City Manager  
                                  Dave Klotzle, Assistant District Manager  
                                  Jeffrie Madland, Assistant Secretary  
                                  Brian Pierik, District Counsel  
                                  John Thomas, Assistant Administrative Services Director  
                                  Joe Vacca, Community Development Director  
                                  Genie Wilson, Finance Director

FLAG SALUTE

Secretary Little led the Pledge of Allegiance to the Flag.

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 and B.

A.      Minutes

Approved the minutes of the Camarillo Sanitary District meeting held November 2, 2016, as presented.

B.      Reject Bids - MC-2016-3 Wastewater Facilities Painting and Protective Coatings Services

Rejected all bids received and authorized staff to re-solicit bids for the project.

Motion carried 5-0.

IV.     DEPARTMENTAL – NONE

V.      LEGAL COUNSEL – NONE

VI.     COMMENTS FROM STAFF – NONE

VII.    COMMENTS FROM BOARD MEMBERS – NONE

RECESS / RECONVENE IN THE COUNCIL CHAMBERS

The Board recessed at 5:01 p.m. and reconvened at 8:05 p.m.

VIII. PUBLIC HEARING

A. Introduction of CSD Ordinance Amending Sewer Service Rates

Genie Wilson, Finance Director stated the proposed Ordinance sets the sewer service rates and charges for the Camarillo Sanitary District (CSD) effective January 1, 2017. The results of an updated Study indicate that the CSD fund balance has improved at fiscal year ending June 30, 2016, coupled with adjustments to the timing of the Capital Improvement Program, the previously adopted rate increase of 5% effective January 1, 2017 is now recommended to be adjusted to 3%.

Kevin Kostiuk, Raftelis Financial Consultants Inc., presented a PowerPoint to review the proposed rates for 2017.

PUBLIC HEARING OPENED

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

Director McDonald stated she was not comfortable imposing a rate increase on current customers to fund a capital project that will provide long-term benefit to future rate payers.

Legal Counsel Pierik read the title of CSD Ordinance No. 89.

Director Kildee moved, seconded by Secretary Little, to waive further reading and introduce CSD Ordinance No. 89 amending Chapter VII, Section 7001, of the Operations Code relating to sewer service charges.

Motion carried 4-1 (McDonald dissenting).

IX. ADJOURN

The meeting adjourned at 8:28 p.m. to December 7, 2016, at 7:30 p.m.

ATTEST:

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Assistant Secretary

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Chairman

**MINUTES**  
**CAMARILLO SANITARY DISTRICT**  
**ADJOURNED REGULAR MEETING**  
**WEDNESDAY, DECEMBER 7, 2016**

CALL TO ORDER/ROLL CALL

Chair Craven called the meeting to order at 8:24 p.m.

Directors Present:           Charlotte Craven, Chair  
                                  Kevin Kildee, Director  
                                  Jeanette McDonald, Director  
                                  Mike Morgan, Director  
                                  Tony Trembley, Director

Staff Present:                Dave Norman, District Manager  
                                  Chris Dunn, Police Department Commander  
                                  Tom Fox, Assistant City Manager  
                                  Dave Klotzle, Assistant District Manager  
                                  Jeffrie Madland, Assistant Secretary  
                                  Brian Pierik, District Counsel  
                                  Richard Petropulos, Administrative Services Director  
                                  Joe Vacca, Community Development Director  
                                  Genie Wilson, Finance Director

- I.     AMENDMENTS TO THE AGENDA – NONE
- II.    PUBLIC COMMENTS – NONE
- III.   Reorganization of the Camarillo Sanitary District Board

Assistant Secretary Madland opened nominations for the position of Chair.

Director McDonald nominated Kevin Kildee for the position of Chair.

It was moved by Chair Craven, seconded by Director Morgan, to close nominations for the position of Chair.

Motion carried 5-0.

Kevin Kildee was elected Chair by acclamation.

Assistant Secretary Madland opened nominations for the position of Secretary.

Director McDonald nominated Charlotte Craven for the position of Secretary.

It was moved by Chair Kildee, seconded by Director Morgan, to close nominations for the position of Secretary.

Motion carried 5-0.

Charlotte Craven was elected Secretary by acclamation.

IV. ADJOURNMENT

The meeting adjourned at 8:30 p.m.

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Assistant Secretary

ATTEST:

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Chair