

Board Minutes

Regular Meeting

Thursday, June 20, 2024

Camrosa Board Room

5:15 P.M.

Call to Order The meeting was convened at 5:15 P.M.

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

Staff: Norman Huff, General Manager
Tamara Sexton, Deputy General Manager/Finance (via teleconference)
Jozi Zabarsky, Customer Service Manager
Art Aseo, Engineering & Capital Projects Manager
Seth Shapiro, Legal Counsel

Guest: Ty and Vivian Goo, residents

Public Comments

Ty and Vivian Goo addressed the Board regarding the owner applicant policy adopted at the June 6, 2024, Board meeting.

Consent Agenda

1. **Approve Minutes of the Regular Meeting of June 6, 2024**
2. **Approve Minutes of the Special Meeting of June 7, 2024**
3. **Approve Vendor Payments**

A summary of accounts payable in the amount of \$2,362,874.60 was provided for Board information and approval. The Board approved the payments to vendors as presented by staff in the amount of \$2,362,874.60.

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

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

Primary Agenda

4. **Fiscal Year 2024-25 District Operating and Capital Budget**

The Board adopted a Resolution of the Board Adopting the Operating and Capital Budget for Fiscal Year 2024-2025.

Motion: Nelson. **Second:** Hoag.

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

5. **2023 Camrosa Consumer Confidence Report**

The Board received the 2023 Camrosa Consumer Confidence Report (CCR).

No action was necessary, for information only.

6. **Engineering and Materials Testing Services During Construction of Solids Dewatering Press Facility Upgrades and Site Improvements**

The Board took the following actions:

- 1) Authorized the General Manager to issue an amendment to the existing Agreement with MNS in the amount of \$75,946.00 to provide engineering support services during construction; and
- 2) Authorized the General Manager to issue a Purchase Order to Union Materials Testing in the amount of \$72,177.00 to provide materials testing and inspection services during construction.

Motion: Nelson. **Second:** Foreman.

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

7. **Updates to the District's Salary and Classification Schedule for Employees**

The Board took the following actions:

- 1) Adopted Resolution 24-13 Adjusting the District's Salary and Classification Schedule for Employees.

Motion: Nelson. **Second:** Foreman.

Rollcall: Nelson-Yes; Brown-No; Hoag-No; Foreman-Yes; West-Yes

- 2) Approved the AdHoc Committee and General Manager's recommended salary adjustments for specified employees.

Motion: West. **Second:** Foreman.

Rollcall: Nelson-Yes; Brown-No; Hoag-No; Foreman-Yes; West-Yes

- 3) Approved the AdHoc Committee and General Manager's recommended title adjustments for specified employees.

Motion: Nelson. **Second:** Foreman.

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

- 4) Approved the AdHoc Committee and General Manager's recommended promotions for specified employees.

Motion: Foreman. **Second:** Nelson.

Rollcall: Nelson-Yes; Brown-Yes; Hoag-No; Foreman-Yes; West-Yes

- 5) Approve the General Manager's recommended new full-time positions (FTEs) to bring the total authorized FTEs to 31 for FY 2024-2025.

Motion: Nelson. **Second:** FAILED

Director Foreman made a **Motion** to authorize 29 FTEs for FY2024-25. **Second:** Brown.

Rollcall: Nelson-No; Brown-Yes; Hoag-Yes; Foreman-Yes; West-No

8. **Performance Evaluation and Incentive Policy Update**

The Board discussed updating the Performance Evaluation and Incentive Policy.

No action was necessary, for discussion only.

Comments by General Manager

- Reported having a Master Plan meeting with staff on 6/20/24.
- Informed Board that AllConnected is preparing a cyber security report.
- Reported the District’s compliance with the State/OSHA requirement to develop a Workplace Violence Prevention Plan (WVPP) and compliance with the training requirements.

Comments by Directors

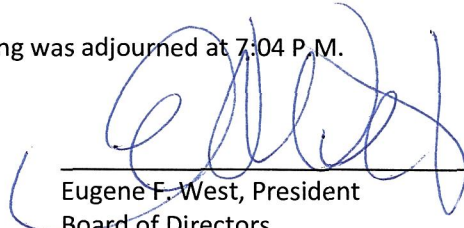
- Director Nelson requested staff present a draft of the 2025 Board calendar for review.
- President West expressed his appreciation of the Special Meeting held on June 7, 2024.

Adjournment

There being no further business, the meeting was adjourned at 7:04 P.M.



Norman Huff, Secretary
Board of Directors
Camrosa Water District



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