

## Board Minutes

### Regular Meeting

Thursday, March 27, 2025

Camrosa Board Room

5:00 p.m.

**Call to Order** The meeting was convened at 5:04 p.m.

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

**Staff:** Norman Huff, General Manager  
Tamara Sexton, Deputy General Manager/Finance (teleconference)  
Kevin Wahl, Director of Operations  
Joe Willingham, IT & Special Projects Manager (teleconference)  
Jozi Zabarsky, Customer Service Manager  
Brad Milner, Management Analyst  
Keith Lemieux, Legal Counsel

**Guests:** None

### **Public Comments**

None

### **Consent Agenda**

**1. Approve Minutes of the Regular Meeting of March 13, 2025**

**2. Approve Vendor Payments**

A summary of accounts payable in the amount of \$1,113,275.63 was provided for Board information and approval.

**3. Operating Budget Excellence Award**

The Board received the California Society of Municipal Finance Officers (CSMFO) Operating Budget Excellence Award.

**4. Conejo Water Treatment Plant Preliminary Design Report (PDR) Update**

The Board received a project update for the Conejo Water Treatment Plant PDR.

**Motion to approve the Consent Agenda: Brown Second: Foreman**

**Motion carried unanimously.**

## Primary Agenda

### 5. Employee Spotlight

The Board was introduced to Brad Milner, Management Analyst.

**No action was necessary; for information only.**

### 6. Meter Replacements

The Board authorized the General Manager to:

- 1) Appropriate additional funding from the Potable Replacement Fund in the amount of \$206,000 to the MTU & Meter Replacement CIP for labor and materials to install an additional 712, ¾" and 1" Badger meters; and
- 2) Award a contract to Concord Utility Services in the amount not to exceed \$123,974.80 for the labor to install 712, ¾" and 1" Badger meters to be furnished by the District.

**Motion to approve:** Nelson **Second:** Hoag

**Motion carried unanimously.**

### 7. Master Plan Update, March 2025

The Board was provided with a report/update from the Master Plan Ad hoc Committee on the Master Plan progress.

**No action was necessary; for information and discussion only.**

### 8. Board Meetings

The Board considered revising the day and time of regularly scheduled meetings of the Camrosa Water District Board of Directors and adopted a Resolution of the Board of Directors to set the day and time of the regular Board Meetings to 10:00 a.m. on the 2<sup>nd</sup> and 4<sup>th</sup> Thursday of every month.

**Motion to approve:** Hoag **Second:** West

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

## Comments by General Manager

- Notified the Board of the sanitary sewer overflow in Thousand Oaks that entered the creek; however the Diversion was off at the time and remained off until bacteriological testing was performed and returned within acceptable limits.
- The April 10, 2025, meeting is cancelled.

## Comments by Directors

- Director Nelson informed the Board that VRSD offered a large signing bonus for their GM position.
- Director Hoag discussed support of SB 496; the GM stated he already signed a letter of support.

**CLOSED SESSION** The Board entered into Closed Session at 6:14 p.m. to confidentially discuss Closed Session Agenda items.

### 9. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Gov. Code, §54956.9(d)(1))

**NAME OF CASE:** OPV Coalition et al v. Camrosa Water District, Santa Barbara County Superior Court Case No. VENC100555357

**10. ANNUAL EVALUATION OF PERFORMANCE OF THE GENERAL MANAGER (Gov. Code §54957(b))**

**NOTE: Gov. Code §54957(b)(4) "Closed Sessions held pursuant to this subdivision shall not include discussion or action on proposed compensation except for a reduction of compensation that results from the imposition of discipline."**

**Open Session** The Board reconvened Open Session at 6:30 p.m.

**11. Announcement of Reportable Action Taken During the Closed Session**


President West announced that there was no reportable action taken during Closed Session.

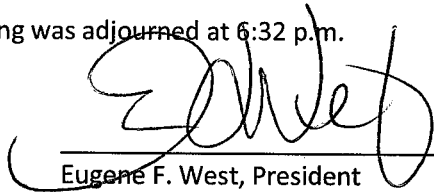
**12. Discussion with Action as Needed Regarding General Manager Compensation and/or Benefits**

No action was taken.

**Adjournment**

There being no further business, the meeting was adjourned at 6:32 p.m.

  
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Norman Huff, Secretary  
Board of Directors  
Camrosa Water District

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