

## **Board Minutes**

### **Regular Meeting**

**Thursday, May 8, 2025**

**Camrosa Board Room**

**10:00 A.M.**

**Call to Order** The meeting was convened at 10:00 A.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  
Kevin Wahl, Director of Operations  
Terry Curson, District Engineer  
Chris Patacsil, Superintendent  
Mike Phelps, Water Quality & Environmental Compliance Manager  
Brad Milner, Management Analyst  
Keith Lemieux, Legal Counsel

**Guests:** Mark McIntyre, Merchant McIntyre Associates  
Brent Merchant, Merchant McIntyre Associates  
Lee Portillo, Black & Veatch

### **Public Comments**

None

### **Consent Agenda**

**1. Approve Minutes of the Regular Meeting of April 24, 2025**

**2. Approve Vendor Payments**

A summary of accounts payable in the amount of \$496,252.72 was provided for Board information and approval.

**3. Customer & Administrative Services Quarterly Report**

The Board received a quarterly update regarding Customer Service and other Administrative Services.

**4. Water Quality Q3 FY 2024-25 Report**

The Board received a quarterly report regarding the current status of the District's compliance efforts and water quality.

**Motion to approve the Consent Agenda: Nelson Second: Foreman**  
**Motion carried unanimously.**

**5/8/25 Minutes**

## Primary Agenda

### 5. Employee Spotlight

The Board was introduced to Ray Vidal, Distribution System Operator II.

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

### 6. Sewer Service Extension along Terra Bella Lane & Cielo Vista Court

The Board received public comment from concerned residents and discussed the potential extension of sanitary sewer service along Terra Bella Lane and Cielo Vista Court.

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

### 11. Award a Professional Service Contract for the Conejo Water Treatment Plant Preliminary Design Report *(this item was moved ahead of item #7)*

Lee Portillo of Black & Veatch made a presentation to the Board. The Board took the following actions:

- 1) Created a project and appropriate funding from the potable capital improvement fund in the amount of \$1,100,000 for preliminary design services for the proposed Conejo Water Treatment Plant; and
- 2) Authorized the General Manager to award a contract with Black & Veatch Consulting with the amount of \$953,974 for professional engineering services to develop a PDR for the proposed Conejo Water Treatment Plant.

**Motion to approve:** Foreman **Second:** Hoag

**Motion carried unanimously.**

### 7. Local Production Report

The Board received a briefing on local water production through the third quarter of Fiscal Year 2024-25.

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

### 8. Eagle Aerial WaterView Software: CII Platform & Software License for Both Platforms

The Board tabled action on appropriating additional funding from the Potable Water Capital Replacement Fund in the amount of \$30,000 for the WaterView project, authorizing the General Manager to enter into an agreement for the development of the WaterView CII Module, and authorizing the General Manager to enter into a three-year agreement for the WaterView CII software subscription until further reporting compliance information was obtained.

The Board took the following action:

Authorized the General Manager to enter into a three-year agreement for the WaterView Residential software subscription.

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

**Motion carried unanimously.**

**9. Award for Preparation of District's Integrated Master Plan**

The Board authorized the General Manager to award a contract with Woodard & Curran (W&C), in the amount not-to-exceed \$253,075.00, to provide professional consulting services for the preparation of the District's Integrated Master Plan including local water supply alternatives and existing infrastructure improvement projects.

**Motion to approve:** Foreman **Second:** Hoag

**Motion carried unanimously.**

**10. Award CEC Financial Advisory Services**

The Board authorized the General Manager to award a contract with Clean Energy Capital (CEC), in the amount not-to-exceed \$259,584.00, to provide professional financial services to develop cost projections and financing options for potential new water supplies and enhancements to existing water supplies and facilities.

**Motion to approve:** Nelson **Second:** Foreman

**Motion carried unanimously.**

**11. Award a Professional Service Contract for the Conejo Water Treatment Plant Preliminary Design Report (this item was moved ahead of item #7)**

**12. Federal Funding Consultant Services**

Merchant McIntyre Associates presented to the Board a proposal for professional federal funding consulting services for the District's Master Plan (MP) and Capital Improvement Program (CIP).

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

**13. Discuss Consultant for Owner's Representative/Program Manager Services**

The Board discussed an RFP to select a professional engineering consultant to provide Owner's Representative services for the District's Master Plan Capital Improvement Program (CIP).

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

**Closed Session Agenda**

**14. 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 (cancelled)

**15. 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." (cancelled)

**Open Session**

**16. Announcement of Reportable Action Taken During the Closed Session (cancelled)**

**17. Discussion with Action as Needed Regarding General Manager Compensation and/or Benefits (cancelled)**

### Comments by General Manager

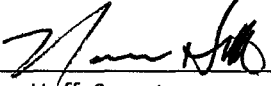
- None

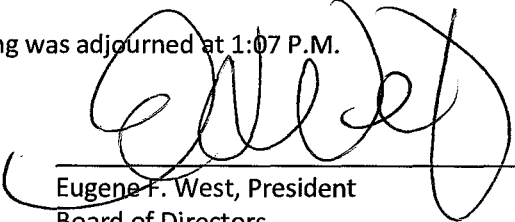
### Comments by Directors

- Director Hoag expressed his appreciation for the work of District staff.

### Adjournment

There being no further business, the meeting was adjourned at 1:07 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)