

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.

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. VENCI00555357 (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

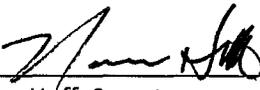
- None

Comments by Directors

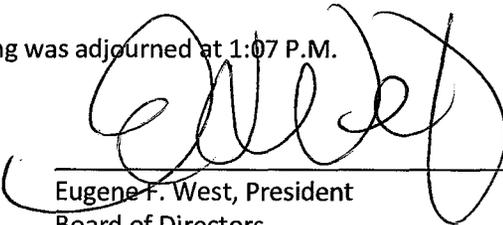
- Director Hoag expressed his appreciation for the work of District staff.

Adjournment

There being no further business, the meeting was adjourned at 1:07 P.M.



Norman Huff, Secretary
Board of Directors
Camrosa Water District



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