

## Board Minutes

### Regular Meeting

Tuesday, December 9, 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  
Jeff Brown, Director  
Timothy H. Hoag, Director

**Absent:** Terry L. Foreman, Director

**Staff:** Norman Huff, General Manager  
Brad Milner, Assistant General Manager  
Tamara Sexton, Deputy General Manager/Finance  
Jozi Zabarsky, Customer Service Manager  
Kevin Wahl, Director of Operations  
Chris Patascil, Superintendent  
Johnny Munsill, Assistant IT Manager  
Mike Phelps, Water Quality & Environmental Compliance Manager  
Keith Lemieux, Legal Counsel

**Guests:** Tony Pastore, TerraVerde Energy (teleconference)  
Ali Chehrehsaz, TerraVerde Energy (teleconference)  
Evan Riley, White Pine Renewables (teleconference)  
Andrew Sundling, White Pine Renewables (teleconference)  
Paul Early, Aleshire & Winder (teleconference)

#### Public Comments

None

#### Consent Agenda

1. Approved Minutes of the Regular Meeting of November 13, 2025
2. Approved Vendor Payments
3. Sewer Lift 1A Pump Replacement

**Motion to approve the Consent Agenda:** Nelson **Second:** Hoag  
**Motion carried unanimously by those present.**

## Primary Agenda

### 4. Employee Spotlight

The Board was introduced to Lindsay Oxford, Customer Service Representative.

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

### 5. Reserves Reconciliation to Audited Cash Fiscal Year (FY) 2024-25

The Board received reserves reconciliation to audited cash for Fiscal Year (FY) 2024-25.

**No action was necessary; for informational purposes only.**

### 6. Public Hearing and Receive Public Comment on a Proposed Energy Agreement

The Board took the following actions:

- 1) Convened a Public Hearing at 10:07 A.M. and having received no Public Comment on the Proposed Agreement, closed the Public Hearing at 10:07 A.M.; and
- 2) Found the Project Categorically Exempt from CEQA; and
- 3) Adopted Resolution No. 25-22 Making Required Findings and Authorizing the Execution of an Energy Management Services Agreement with Pristine Solar, LLC, a wholly owned subsidiary of White Pine Renewables.

**Motion to approve:** Brown **Second:** Hoag

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

**Absent:** Foreman

### 7. Award for Community Outreach and Engagement Services Task 1

The Board authorized the General Manager to enter into an agreement and issue a purchase order, in the amount of \$139,869.00, to HDR Inc. to provide professional consulting for Task 1 community outreach and engagement services.

**Motion to approve:** Nelson **Second:** Brown

**Motion carried unanimously by those present.**

### 8. Active Membranes, Inc. Pilot Study

The Board authorized the General Manager to enter into an agreement with Active Membranes, Inc. to perform pilot studies of their technology at the Round Mountain Water Treatment Plant.

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

**Motion carried unanimously by those present.**

### 9. Collection System Hotspots Repair Project, SW 25-02

The Board took the following actions:

- 1) Appropriated additional funding in the amount of \$250,000, from the Wastewater Capital Replacement Fund, for the Collection System Hotspots Repair Project, and
- 2) Authorized the General Manager to issue contract change orders up to \$300,000, for the Collection System Hotspots Repair Project.

**Motion to approve:** Brown **Second:** Nelson

**Motion carried unanimously by those present.**

#### **10. Award for Program Management Services Tasks 5 and 6**

The Board took the following actions:

- 1) Authorized the General Manager to issue a purchase order, in the amount of \$17,860, to MNS Engineers, Inc., to provide professional consulting services for Program Management Services Task 5 for Camrosa's Integrated Master Plan Program, and;
- 2) Authorized the General Manager to issue a purchase order, in the amount of \$29,640 to MNS Engineers, Inc., to provide professional consulting services for Program Management Services Task 6 for Camrosa's Integrated Master Plan Program.

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

**Motion carried unanimously by those present.**

**(Director Brown left the Board meeting)**

#### **11. Salary and Classification Schedule**

The Board adopted Resolution 25-23 Adjusting the District's Salary and Classification Schedule.

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

**Motion carried unanimously by those present.**

#### **12. Master Plan Update, December 2025**

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

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

#### **13. Budget Development Schedule**

The Board received the Fiscal Year (FY) 2026-27 Budget Development Schedule. President West and Director Nelson volunteered for the 2026 Budget Ad hoc Committee.

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

**Motion carried unanimously by those present.**

#### **Comments by General Manager**

- Reported on the VRSD Annual Special District Committee Meeting and thanked Director Nelson for his service on the VRSD Board.
- Provided an update on the recent flooding of the office.

#### **Comments by Directors**

- President Nelson suggested the District hold a celebration of the new dewatering press. He thanked District staff for their assistance in helping Leisure Village submit their turf removal application to Metropolitan. He also provided a report from the ACWA conference.
- Director Hoag thanked Tamara Sexton for all her work and years of service.
- President West shared that his neighbor appreciated the excellent customer service he received from Jozi Zabarsky. He also informed the Board of JPIA's parametric insurance coverage for earthquake and drought.

**Closed Session** The Board entered into Closed Session at 11:05 A.M. to confidentially discuss a legal matter as authorized by Government Code section 54956.9.

- 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.**

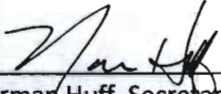
**Open Session** The Board resumed Open Session at 11:10 A.M.


- 15. Announcement of Reportable Action Taken During the Closed Session**

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

**Adjournment**

There being no further business, the meeting was adjourned at 11:11 A.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)