

## Board Minutes

### Regular Meeting

Thursday, January 9, 2025

Camrosa Board Room

5:00 p.m.

**Call to Order** The meeting was convened at 5:00 p.m.

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

Staff: Norman Huff, General Manager  
Jozi Zabarsky, Customer Service Manager  
Keith Lemieux, Legal Counsel

Guest: Cindy Fanning, Fanning & Karrh

### Public Comments

None

### Consent Agenda

1. Approve Minutes of the Regular Meeting of December 12, 2024

2. Approve Vendor Payments

A summary of accounts payable in the amount of \$4,584,422.98 was provided for Board information and approval.

**Motion to approve the Consent Agenda: Nelson. Second: Hoag.**

**Motion carried unanimously.**

### Primary Agenda

3. Employee Spotlight

The Board was introduced to Chris Casteneda, Distribution System Operator II.

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

4. Reserve Reconciliation to Audited Cash Fiscal Year (FY) 2023-24

Cindy Fanning presented reserves reconciliation to audited cash for Fiscal Year (FY) 2023-24.

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

**5. Board Committee Policy**

The Board discussed creating a policy to govern board committees (standing and ad hoc). The Board concluded that the development of a District committee policy could be addressed by a Policy Ad Hoc Committee.

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

**6. Policy Consolidation and Update**

The Board discussed consolidating and updating the District’s policies into one document (an Administrative Code). A Policy Ad Hoc Committee consisting of Directors Nelson and West was formed to explore policy consolidation and updates. It was suggested by District Legal Counsel that the policy reviews could be addressed by the Board a few at a time, maybe every three meetings. Director Brown requested the District’s Master Plan also be discussed at every 3<sup>rd</sup> Board Meeting.

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

**7. Budget Development Schedule**

The Board received the Fiscal Year (FY) 2025-26 Budget Development Schedule and a Budget Ad Hoc Committee consisting of Directors Foreman and Nelson was formed to facilitate FY 2025-26 budget development and address budget-related policy reviews and updates.

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

**8. California Municipal Utilities Association (CMUA) Request for Support**

The Board authorized the General Manager to contribute \$15,000.00 to the CMUA’s CA Water for All campaign.

**Motion:** Brown. **Second:** Foreman.

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

**Comments by General Manager**


- None

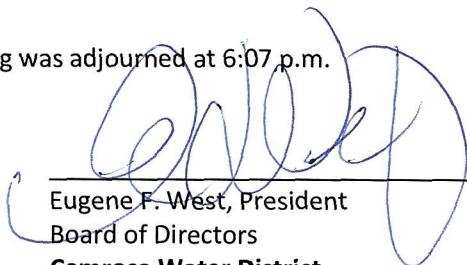
**Comments by Directors**

- Director Nelson reported on the latest Calleguas meeting and discussed new desal technology being explored by LVMWD.

**Adjournment**

There being no further business, the meeting was adjourned at 6:07 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)