

**CSA7 Customer Advisory Committee**  
**Dec 13, 2025, 65th meeting**

**By videoconference**  
**Meeting called to order at 11:03 am**

Committee Attendance: Cyrus Yocum, Eric Black, Heather McAvoy, Joanne Lehner, Patricia O'Neal, Terry Adams.

- 1) September quarterly meeting minutes: Joanne moved to approve, Heather seconded, all in favor.  
The Chair motioned moving item eight on the agenda to number two. Heather seconded. All approved.
- 2) Computer assistance for minutes: Eric moved that we use the artificial intelligence program included with the Zoom app to record and organize meeting minutes beginning with the March meeting, pending County Counsel approval. He confirmed that no one would have access to the minutes except himself, the secretary, and the chair. This would ease the burden on the secretary and assure more accurate minutes. The recording would be deleted after it was used, and the use of the recording would be revealed to all participants in any given meeting. The secretary, the chair and the committee would remain responsible for the content. Patricia will consult with County Counsel regarding the advisability of this measure. Terry seconded the motion; all were in favor with Patricia and Heather abstaining. Eric also announced that CSA7.org is our domain name for another five years and he paid for it. Everyone thanked Eric.
- 3) August/September/October budgets: Patricia reported that she talked to Neli Avramova about trying to avoid extra costs to our budget, from billing for telephone calls and emails, to staff attendance at our meetings. She confirmed that the staff is sensitive to these issues and not charging for these items. She also said that they can attend two meetings a year, so they will be at the March meeting. They also discussed which documents are created for the committee and the amount of staff time these take to prepare. Patricia asked Neli to stop creating the line itemization of expenditures in the quarterly Capital Expenses report to save money on our budget. The report will now be annual and limited to the analysis of water sales. Heather questioned why there has been no expenditures recorded in account 5861; County engineering services. Patricia will ask about this. There was also a question about the rental expense 5516, which is probably the water meter from Cal Water to record delivered water during turbidity events. Patricia will ask about this, too.
- 4) 1st Quarter Capital Improvement Expense Report: There were no changes to this report and in future this report will be converted to a yearly analysis of water sales only.
- 5) County Funded Capital Expense Report: There are increases in the costs for the Northern Area distribution System that we assume are design related. Patricia will ask Neli what these

increases represent. This report and the Capital Improvement Schedule create roughly half the meeting document preparation expenses. Patricia will discuss with Neli whether it would be feasible to combine the documents in hopes of reducing their cost.

- 6) Capital Improvement Schedule: Patricia discussed this document with Neli also and it is created for the committee and expensed to our budget. A lot of the information is the same as the previous report, although it includes project timelines and completions. It seems probable that the County would have to track this information for themselves, as is true of any large construction project, but Patricia reports that Neli said that they did not do this for themselves. She will also ask if there has been financial provision made for creating the new diversion on La Honda Creek. Neli is working on an outreach document for the customers regarding their new meter connections and wants our help with this. The Committee asks to see a draft of the document prior to distribution. We can help to make sure that their maps and proposed connections are accurate. There are some clear inaccuracies in their data now. Neli is interested in making the cost of these connections as palatable as possible. The Committee discussed different options and Patricia will discuss these with her.
- 7) Compliance: The TTHM problem has been tracked to the pump and Bracewell thinks they may have an inexpensive workaround to fix it. We are still in compliance with them working it by hand. Patricia talked to the water master about the issue of water rights and the new diversion. Two diversions involve two sets of water rights, and they must correspond correctly. The water master is working on it and will not be charging our budget. Patricia will ask Neli if the County has taken the adjudication and water rights involved in two intakes into consideration and what they are doing about it.
- 8) LAFCo Municipal service review: Sarah said that our feedback was included except for the provision of fire hydrants and the extension of our water system to downtown La Honda. In both cases they agreed with the County engineers that engineering constraints made these projects untenable. They offered to help if the Committee came up with viable proposals about agency formation, redistricting, or cooperation with other regional water districts. The Committee asks why we are an enterprise district.
- 9) Public Comment: No public in attendance.

Terry moved to adjourn; Joanne seconded. All approved. Meeting adjourned at 1:15 PM.

Minutes by Cyrus Yocum