FORESTHILL PUBLIC UTILITY DISTRICT

MINUTES

Regular Business Meeting of the
FORESTHILL PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS
Foresthill Elementary School, 24750 Main Street, Foresthill, CA 95631
www.foresthillpud.com

Wednesday	December 10, 2025	6:00 P.M.

Any person may access and comment during the meeting by doing the following:

Join Zoom Meeting: https://us06web.zoom.us/j/82837681166 Meeting ID: 828 3768 1166

A. CALL TO ORDER: 3:00 PM ***President Dowling called the meeting to order at 3:00 PM.***

B. OPEN SESSION - ROLL CALL:

_____ President Chase Dowling	***Present***
_____ Vice President Mark Bell	***Present***
_____ Treasurer Roger Pruett	***Absent***
_____ Director Ron Thompson	***Present***
_____ Director Dianne Foster	***Present***

Vance Piggott, Kronick, Moskovitz, Tiedemann and Girard was present.

C. PUBLIC COMMENT:

- Members of the public may provide comments to the Board on items that are not on the agenda. We welcome and encourage your comments as the Board takes them into consideration in our deliberations.
- Speakers are limited to a maximum of three minutes.
- The Board may not respond to, discuss, or engage in any type of dialog regarding any public comment; however, the President may direct questions to staff for a later response or future consideration by the Board.
- Appropriate and respectful language and behavior is vital to the functioning of a public meeting. We ask the Board, staff, and members of the public to speak courteously and respectfully. Therefore, the Board prohibits disruptive behavior.

No public comments were offered.

D. CLOSED SESSION: ***The board and counsel went into closed session at 3:01 PM.***

1. Public employee performance evaluation and appointment – General Manager – (Government Code section 54957)

General Manager Henry N. White joined the closed session at approximately 4:00 PM.

E. OPEN SESSION - CALL TO ORDER 6:00 PM *President Dowling called the meeting to order at 6:00 PM.*

F. ROLL CALL

_____ President Chase Dowling	*Present*
_____ Vice President Mark Bell	*Present*
_____ Treasurer Roger Pruett	*Present*
_____ Director Ron Thompson	*Present*
_____Director Dianne Foster	*Present*

Henry N. White, General Manager, was in attendance.

G. PLEDGE OF ALLEGIANCE *President Dowling led the Pledge of Allegiance.*

H. ANNOUNCEMENT FROM CLOSED SESSION: *President Dowling announced that during closed session, the General Manager performance evaluation was completed.*

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Sue Kiesling commented on the timeline to moving board meetings to the Foresthill Fire Department building.

J. CONSENT AGENDA: All items listed under the Consent Agenda are routine in nature and may be approved by one motion.

1. Approval of agenda
2. Approval of November 12, 2025, Regular Board Meeting minutes
3. Receive and file combined financial reports for October 2025

Board Action: Vice President Bell made a motion to approve the consent agenda. The motion was seconded by Director Foster and carried unanimously (5-0).

K. OPERATIONS ACTION ITEMS:

1. Presentation of the Annual Financial Report with the Independent Auditor's Report for fiscal year ending June 30, 2025
   Recommended action: Receive and file the Annual Financial Report for the fiscal year ending June 30, 2025

Public comment:

Kelly Telford, Lance, Soll & Lunghard presented the Annual Financial Report.

Board Action: Vice President Bell made a motion to receive and file the Annual Financial Report for the fiscal year ending June 30, 2025. The motion was seconded by President Dowling.

Public Comment: Linda Cholcher commented on the high quality of the financial report.

Board Action: The motion passed unanimously (5-0).

L. BOARD MEMBER ACTION ITEMS:

1. Review and consider action regarding proposals for Finance Manager services, including selection of a proposal or extension of the response period
   Recommended action: Discuss the proposals received for Finance Manager services and approve a proposal, or extend the response period to allow additional submissions
   Public comment: *No public comments were offered.*

Heard at 6:38 PM

Board Action: President Dowling made a motion to extend the response period to January 30, 2026 and to post on California Special Districts Association, The Auburn Journal, the Foresthill Messenger, Indeed and the Municipal Management Association of Northern California. The motion was seconded by Director Foster and carried (4-1) with Vice President Bell voting no.

M. BOARD MEMBER POLICY ACTION ITEMS:

1. Consideration and possible adoption of new Board Policy 5025 – Agenda Format, Item Submittal & Processing Procedures
   Recommended action: Discuss the proposed policy and provide direction to staff
   Public comment: *No public comments were offered.*

Board Action: President Dowling tabled the item until January 2026.

2. Consider revised job description for the Customer Service Representative I position and consider staff recommendation
   Recommended action: Consider staff recommendation contained in board packet
   Public comment:

Board Action: President Dowling made a motion to approve the revised job description. The motion was seconded by Vice President Bell.

Public Comment: Sue Kiesling commented on advertising the Finance Manager position on LinkedIn.

Board Action: The motion passed (4-1) with Director Foster voting no.

Board Action: ***Vice President Bell made a motion to remove the job descriptions from the Board Policy Handbook. The motion died for lack of a second.***

Public Comment: ***Patty Wade commented on the availability of the handbook on the website.***

3. Discussion on revision to Policy 2000.
   Recommended Action: By motion, approve.

Board Action: ***Director Foster postponed discussion of the item to January 2026.***

N. DISCUSSION ITEMS:

1. Presentation by the California Special Districts Association regarding Governance Best Practices ***The presentation was not heard by the board.***

2. General Manager Report ***Received***

3. Remarks/reports by Directors ***Received***

O. FUTURE AGENDA ITEMS – Future agenda items are to help the General Manager and Board President craft the next month's agenda. Unless otherwise voted upon, the future agenda will comprise of no more than one new board member action item and no more than one new policy action item. Now is the time to discuss which items the board would like to see first to help prioritize efficiency.

1. None

Board Action: ***None.***

P. ADJOURNMENT

Board Action: ***Vice President made a motion to adjourn the meeting. The motion was not seconded.***

President Dowling adjourned the meeting at 7:15 PM

Submitted by:

Chase Dowling, Board President

Attest:

Henry N. White, Clerk and Ex-Officio Secretary