Westport County Water District

P.O. Box 55

Westport, CA. 95488

REGULAR BOARD OF DIRECTORS MEETING

Thursday, February 20, 2025, at 7:00 PM

On Line: via Zoom

NOTE: Call 707-367-1057 or email [wcwd55@gmail.com](mailto:wcwd55@gmail.com)

by noon on February 20, 2025, to access this meeting via zoom.

AGENDA

(All items are considered action items unless otherwise noted. The items below are numbered for convenience only and may not be heard in that order.)

1. Call to Order and Roll Call
2. Entity Governance:
   1. Status of Directors’ Appointments to WCWD Board by Acclimation via November 7, 2024 Mendocino County Election Process and Signed and Filed Oaths of Office with County Recorder.
   2. Status of Form 700 Director Filings (Statement of Economic Interests per California Fair political Practices Commission) Due Each Year on April 1.
   3. FPPC Training on AB 1234 – Ethics Training for Local Public Officials (to be taken online every two years at no charge).
   4. Proposed Policy for WCWD Document Retention -Discussion and draft policy using Sacramento Regional Water Authority (“RWA”) as an initial template) (See Attached for initial public comment)

3. Consent Agenda

1. Approval of Minutes – Regular Meeting Held on January 16, 2025.
2. Correspondence.
3. Public Comment\* (Limited to 15 minutes)
4. Staff Reports
5. Bookkeeper/Administrator Report (Including Monthly Expenses, Cash Levels and Anonymized/Redacted Delinquent Collection Statistics).
6. Operator’s Report, Including Summary Discussion by Mr. Morrill of WCWD Drinking Water Filtration Technologies and Methodology.
7. Old Business
8. Status of Response to December 19, 2024, Letter from Cox Castle & Nicholson Requesting Copies of Records re 36875 North Highway 1 in Westport pursuant to Cal. Govt. Code sec. 7920, et seq.
9. Status of California Coastal Commission’s Consideration of Application of Westport Beach RV Park to Make Various Improvements to Its Infrastructure.
10. Status of Municipal Service Review & Sphere of Influence Update Requested by Mendocino LAFCO.
11. Status of Timber Harvest Plan on Property Owned by Roger and Michelle Burch Trust.
12. New Business
13. Canvassing of Directors and Staff on Three Goals for the District in 2025.
14. Communications With Other Small Water Districts in Mendocino County re SWRCB Wastewater Permit Fees
15. Brown Act: Continued Digital/Virtual Zoom Meeting Authorization Pursuant to County Health Department Guidance.
16. Private Executive Session to Discuss:
    * 1. Remaining Delinquent Account(s); and
      2. Next Steps for WCWD Capital Improvement Projects, Including Review of Draft Agreements and internal redline proposals
17. Adjournment

DIRECTORS: Chairman Lee Tepper, Carla Thomas, Steve Cardullo, Robert Finnell and Gary Weiss

OPERATIONS MANAGER/CHIEF PLANT OPERATOR: John Morrill

ADMINISTRATOR-FINANCIAL CONTROLLER: Kayla Cooper

DRINKING WATER PLANT SHIFT OPERATOR AND DISTRIBUTION OPERATOR: Beck Regalia

DRINKING WATER AND WASTEWATER PLANT SHIFT OPERATOR: David Wilson

**\*Public Comment:** The board welcomes participation in the Board Meetings. Comments shall include any item not on the agenda that is within the subject matter jurisdiction and authority of the District. No action may be taken on any item not appearing on the agenda; however, the Board may direct such items to be placed on the agenda for a future meeting or may request additional information on any such item. The Board may limit testimony to three (3) minutes per person and not more than ten (10) minutes for a particular subject. **Addition to Agenda** (if any) in accordance with Section 54954.2(b)(2) of the Cal. Government Code (Brown Act): Two-thirds Vote required for action items. (Upon determination by a two-thirds vote of the legislative body, or, if less than two-thirds of the members are present, unanimous vote of those members present, that the need to take action arose after the Agenda was posted.)