Westport County Water District

P.O. Box 55

Westport, CA. 95488

REGULAR BOARD OF DIRECTORS MEETING

December 12, 2022 at 6:00 PM at the Westport Firehouse, and

Also On Line: Zoom

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

By December 12, 2022 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. Consent Agenda
3. Approval of Minutes – November 9, 2022 Regular Meeting and November 16, 2022 Special Meeting
4. Correspondence
5. Public Comment\* (Limited to 15 minutes)
6. Staff Reports
7. Bookkeeper/Administrator Report, Including New Budget Planning Process, Status and Timing
8. Operator’s Report
9. Old Business
10. Preparation of 5-Year Budget
11. Further Consideration of Bids in Response to RFQ to Undertake Several WCWD Capital Improvement Projects
12. Further Review of Draft Policy and Process for Handling of Delinquent Accounts and Authorization of Late Charges, Property Liens and/or Discontinuance of Service
13. Status of Application of Ms. Carla Thomas to Fill Vacant WCWD Director Position
14. New Business
15. Brown Act: Continued Digital/Virtual Zoom Meeting Authorization Pursuant to County Health Department Guidance.
16. Adjournment

DIRECTORS: Lee Tepper, David Brothers, Ryan Grossman and Gary Weiss

OPERATIONS MANAGER/CHIEF PLANT OPERATOR: John Morrill

ADMINISTRATOR-FINANCIAL CONTROLLER: Kayla Cooper

WATER 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.)