Westport County Water District

P.O. Box 55

Westport, CA. 95488

REGULAR BOARD OF DIRECTORS MEETING

June 8, 2023 at 7:00 PM

On Line: via Zoom

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

By June 8, 2023 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 – April 27, 2023 Regular Meeting
4. Correspondence
5. Public Comment\* (Limited to 15 minutes)
6. Staff Reports
7. Bookkeeper/Administrator Report
8. Operator’s Report
9. Old Business
10. Further Review of Draft Policy and Process for Handling of Delinquent Accounts and Authorization of Late Charges, Property Liens and/or Discontinuance of Service
11. Ongoing Preparation of 5-Year Budget and Scheduling of Next Special Meeting to Address the Budget
12. Status of RCAC Survey for Westport’s “Disadvantaged Community” Status (In Furtherance of Consideration of Bids in Response to RFQ to Undertake Several WCWD Capital Improvement Projects)
13. New Business
14. Potential WCWD Website Updates and Responsibility for Implementing Them
15. Drafting of Article for Upcoming Westport Wave re WCWD Board Members and Actions
16. Quickbooks Upgrade
17. Brown Act: Continued Digital/Virtual Zoom Meeting Authorization Pursuant to County Health Department Guidance.
18. Adjournment

DIRECTORS: Chairman Lee Tepper, Ryan Grossman, Carla Thomas 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.)