Westport County Water District

P.O. Box 55

Westport, CA. 95488

REGULAR BOARD OF DIRECTORS MEETING

September 14, 2023 at 7:00 PM

On Line: via Zoom

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

By September 14, 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 – July 18, 2023 Regular Board Meeting, August 10, 2023 Regular Board Meeting, and August 16, 2023 Special Board Meeting
4. Correspondence
5. Public Comment\* (Limited to 15 minutes)
6. Staff Reports
7. Bookkeeper/Administrator Report (Including Monthly Anonymized/Redacted Delinquent Collection Statistics)
8. Operator’s Report
9. Old Business
10. Status of 5-Year Budget Preparation
11. Status of RFQ to Undertake Several WCWD Capital Improvement Projects and Communications with GHD re Same
12. WCWD Website Updates
13. Drafting of Article in Westport Wave re WCWD
14. Status of WCWD’s Pending Application to Become a Payee Under the Low-Income Household Water Assistance Program (“LIHWAP”)
15. New Business
16. Implementation of WCWD Billing and Collection Policy Enacted July 18, 2023 Now in Effect: Process, and Planned Procedure to Collect Overdue Funds
17. Brown Act: Continued Digital/Virtual Zoom Meeting Authorization Pursuant to County Health Department Guidance.
18. Adjournment
19. Executive Session: Discussion of Status and Action Plan To Collect Overdue Funds from Specific Delinquent Customers Pursuant to WCWD Billing and Collection Policy Enacted July 18, 2023 and Now in Effect.

DIRECTORS: Chairman Lee Tepper, Ryan Grossman, Carla Thomas and Gary Weiss

OPERATIONS MANAGER/CHIEF PLANT OPERATOR: John Morrill

ADMINISTRATOR-FINANCIAL CONTROLLER: Kayla Cooper

WATER TREATMENT PLANT SHIFT OPERATOR AND DISTRIBUTION OPERATOR: Beck Regalia

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.)