Westport County Water District

P.O. Box 55

Westport, CA. 95488

REGULAR BOARD OF DIRECTORS MEETING

Thursday, September 11, 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 September 11, 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: Status of Each Director’s Completion of FPPC Training on AB 1234 – Ethics Training for Local Public Officials (to be taken online every two years at no charge).

3. Consent Agenda:

1. Approval of Minutes – Regular Meeting Held on July 10, 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 Discussion of Ongoing Technical Operations.
7. Old Business:
8. Discussion of Search for Potential New Auditor for WCWD.
9. Discussion of Program to Inspect for and Remediate Cross-Contamination Issues, Including Status of Completion of Customer Survey Mailed to Customers with May lnvoices.
10. Status of and Next Steps for WCWD Capital Improvement Projects, Including Report on Potential Application for Grant Funding Through North Coast Resource Partnership, on GHD’s Progress on its Pursuit of Grant Funding, on Communications with the Coastal Conservancy on Same.
11. “TMF Assessment” (technical, managerial and financial capacity) of WCWD Operations for the Past, Present and Future.
12. Discussion of and Vote on Potential Adoption of Draft Document Retention and Destruction Policy Forwarded by Director Finnell on April 27, 2025 (Copy Attached), Comparison with WCWD Records Retention Policy No. 3090, and Status of Director Cardullo’s Inventorying and Review of Existing Documents.
13. Status of Bell Mountain Timber Harvest Plan on Property Owned by Roger and Michelle Burch Trust.
14. Report on Director Finnell’s Communications With State Authorities, including Assemblymember Chris Rogers and Senator Mike McGuire, re SWRCB Wastewater Permit Fees.
15. New Business:
    1. Brown Act: Continued Digital/Virtual Zoom Meeting Authorization Pursuant to County Health Department Guidance.
16. 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.)