

# WESTHAVEN COMMUNITY SERVICES DISTRICT

P.O. Box 2015 (446 B 6th Ave. Westhaven) Trinidad CA 95570 (707) 677-0798 wcsd@suddenlinkmail.com



## REGULAR MONTHLY BOARD MEETING AGENDA

### JANUARY 2019

The regular meeting of the Board of Directors of the Westhaven Community Services District  
**Wednesday, January 16th, at 7:30 p.m.** at the Westhaven Fire Hall, 446 Sixth Avenue.

**1. CALL TO ORDER**

**2. PUBLIC COMMENT**

Materials related to an item on this Agenda, including materials submitted to the Board after distribution of the Board Packets, are available for public inspection in the WCSD Office at 446 B 6<sup>th</sup> Avenue.

Members of the public are invited to comment on any matter within the authority of the WCSD.

Comments may also be offered during the discussion of any item on the agenda.

Board discussion of matters not appearing on the published agenda is prohibited by law.

**3. AMEND / APPROVE ORDER OF AGENDA ITEMS**

**4. AMEND / APPROVE MINUTES**

4.1 December 19th 2018 - Regular meeting minutes **discussion / approval**

**5. CULVERT REPLACEMENT**

5.1 Don Allen contacted the district about the possibility of partnering on a grant to replace the Culverts on the first part of 2<sup>nd</sup> avenue and the one on Transit between 2<sup>nd</sup> and 1<sup>st</sup> because of vulnerability of water lines proximal to road. Rosenblatt mentioned that the failing Humboldt Crossing / Culvert installation at Railroad near 4<sup>th</sup> was also a big concern to the District. **discussion / approval**

**6. LEAK ADJUSTMENT POLICY REVIEW**

6.1 Leak Adjustment Policy review: Leaks over 2 billing cycles currently only eligible for adjustment for greater loss month, other revisions? **discussion / approval**

**7.**

**FINANCIAL REPORTS, DISCUSSIONS AND APPROVALS**

7.1 Directors' Report – monthly billing and collections - **discussion**

7.2 Water consumption and Sales – **discussion**

7.3 Income / Expense Report - **discussion**

7.4 Finance Officer's Recommendations – **discussion / approval**

7.5 Treasurer's Report and Recommendations – **discussion / approval**

7.6 December's warrants – **discussion / approval**

**8. MANAGER'S REPORT**

8.1 Water loss – update since December Board meeting: 2 customer leaks

8.2 Project Updates

6.2.1 DBP Project

6.2.1.1 Well project update –

8.3 Proposed Resolution 2019-1 Resolution thanking Tim Crowley and North Coast Fabricators for the gift of the 2 parcels 514-132-007&514-132-008 for the Well / Disinfection By product reduction project. **discussion / approval**

8.4 Template for District website; Update: Access Humboldt

8.5 Post Office Removal Update: Fire Department is fixing Post Office

8.6 Timber Cruise: Verick suggestions for contractors? **discussion / approval**

8.7 Budget analysis: Postponed. **Discussion**

8.8 Defensible Space and Road Clearance at the Water Plant FYI **discussion / approval**

**9. WATER PLANT NAMING**

9.1 Water Plant naming and signage. **discussion / approval**

**10. RECOGNITION OF JAMIE VINCENT FOR SERVICE TO DISTRICT**

10.1 Discussion by board of recognition of service by Jamie Vincent to the Westhaven Community Services District. **discussion / approval**

**11. CALENDER OF BOARD MEETING DATES**

11.1 Calendar of 2019 Board Meetings check for conflicts and request by Staff to revisit / adjust Board Meeting start time. **discussion / approval**

**12. NEW ITEMS FROM MEMBERS OF THE BOARD**

**13. ADJOURN**

Regular Meetings of the Board occur on the 3<sup>rd</sup> Wednesday of the month. The next Regular Meeting will be **February 20, 2019**.

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If you require such accommodation, contact the WCSD office at 677-0798 at least 48 hours prior to the meeting.