

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

APRIL 2019

The regular meeting of the Board of Directors of the Westhaven Community Services District
Wednesday, April 17th, at 6:30 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 6th 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 March 20th 2019 - Regular meeting minutes **discussion / approval**

5. FINANCIAL REPORTS, DISCUSSIONS AND APPROVALS

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

5.2 Water consumption and Sales – **discussion**

5.3 Income / Expense Report - **discussion**

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

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

5.6 March's warrants – **discussion / approval**

5.7 Draft 2019-2020 operating budget

5.8 Copy of Email from grant administrator Denise Monday summarizing Prop 84 Grant Balances

6.

MANAGER'S REPORT

6.1 Water loss – update no major system leaks in February. Two customer leaks.

6.2 Project Updates

6.2.1 DBP Project

6.2.1.1 Well project update

6.2.1.2 Report on conference call with Scott Gllbreath and Barry Sutter District Engineer from Department of Drinking water about Compliance order

6.2.1.3 Discussion of the SHN planning grant contract proposed scope of work and estimated costs

6.3 NO COST Defensible Space and Road Clearance at the Water Plant update **discussion**

7. BOARD POLICIES

7.1 Develop policy concerning whether or not the Board should take action on complex decisions for which detailed information is presented at a meeting rather than provided to members in board packets prior to meeting. What information must be presented in the packet? **discussion / approval**

7.2. Should the Board form a sub-committee to review proposed WCSD contracts with engineering firms and report to the Board? **discussion / approval**

8. LEAK ADJUSTMENT POLICY REVIEW

8.1 Leak Adjustment Policy review: Leaks over 2 billing cycles currently only eligible for adjustment for greater loss month. Proposed revision in agenda package. Hankin: **discussion / approval**

9. WATER PLANT NAMING

9.1 Water Plant naming and signage: Verick update **discussion / approval**

10. NEW ITEMS FROM MEMBERS OF THE BOARD

11. CLOSED SESSION 6 MONTH EVALUATION OF GENERAL MANAGER

12. ADJOURN

Regular Meetings of the Board occur on the 3rd Wednesday of the month. The next Regular Meeting will be **May 15th, 2019**.

This agenda is posted pursuant to the provisions of the Government Code commencing at Section 54950.

Posting locations are: 1) WCSD Office; 2) Westhaven Fire Hall.

The Westhaven CSD will make reasonable effort to accommodate the participation of persons with disabilities.
If you require such accommodation, contact the WCSD office at 677-0798 at least 48 hours prior to the meeting.