

Minutes of Regular Meeting
Meeting, May 12, 2020 - 6:00 PM
Live Stream Via Zoom

1. Roll Call: Directors Deyermond, Drayton, Lincoln, Mueller, Jones, Walker, Wilkinson present.
2. No Public Comment
3. Approve Minutes of the Regular Meeting of Feb 11, 2020
Motion approved 7-0-0
4. Discussion of report on payment of claims as shown on Claims List 051220.
Motion approved 7-0-0
5. Discussion of the Third Quarter Financial Report ending March 31, 2020 by Auditor-Controller Tracy Schulze
6. Report Public Hearing: Proposed Budget for Fiscal Year 2020-21
 - a. Open Public Hearing
 - b. Review Proposed Budget - Auditor-Controller will present the first draft of the proposed budget for fiscal year 2020-21. The budget includes two divisions as follows:
 - Operations General district operations including accounting, legal and engineering costs for the assessment administration, offset by \$20,000 annual allocation in assessment revenues; and
 - Debt Service Annual debt principal and interest payment on the State Water Resources Control Board Revolving Loan, originally secured for the construction of the Recycled Pipeline.
 - c. Public Comment
 - d. Close Public Hearing
 - e. Board Discussion- Receive Board input on line-items and amounts.
Take \$400 from accounting and \$200 from rent to add \$1000 for LCWD website hosting and upgrade
 - f. Approve the Fiscal Year 2020-21 Recommended Preliminary Budget.
Draft Budget Motion with amendments from part e. proposed by Director Drayton, seconded by Director Mueller. Motion approved 7-0-0
 - g. Set June 9, 2020 as the time and place for the public hearing on the adoption of the final budget.
7. Report on the Recycled Waterline Project and Operations Update by Andrew Damron, NSD.
 - a. Report on recycled water use and quality
Water demand was double the YTD high but requests for water are much lower. There is potential for limited water in May & June but it is not a high likelihood. Napa San is going to undertake an audit of the user-supervisor list and report back next meeting. Chloride levels are slightly higher than normal due to a dry spring
 - b. Update on the schedule of and wastewater MSR
The plan was to release a draft to the public on April 6th but the meeting was cancelled. On the May 4th agenda they decided to release the report on May 18th to allow time for a distributed administrative draft. A public workshop will happen at the end of June/beginning of July but it has not been scheduled yet. The hope is to have it approved at the August 3rd meeting
8. Future Agenda Items:
Discuss old documents and records retention policy
Website discussion
Adopting the new budget
Napa San to provide a list of who is not submitting estimated usage for the season
9. Comments from Board Members regarding; meetings attended, discussions with Staff and Elected Officials

of other Agencies, or Members of the Public; and review of any correspondence received, and actions taken

10. Adjourn to the regular meeting of June 9, 2020

Motion passed 7-0-0

Submitted by Secretary William M Drayton

Approved date