

**AGENDA**  
**Los Carneros Water District**  
**Regular Meeting, May 11, 2021 - 6:00 PM**

**Live Stream via Zoom**  
**<https://countyofnapa.zoom.us/j/97388002084>**

**ANNOUNCEMENT**

In compliance with the directives of the County Health Officer, State and Centers for Disease Control and Prevention (CDC), the Los Carneros Water District (LCWD) will be held via Zoom Meeting.

Please watch or listen to the LCWD meeting in one of the following ways:

1. View the Live Stream via Zoom by clicking on the following link:

Or type into your browser: <https://countyofnapa.zoom.us/j/97388002084>

2. Dial in and listen to the meeting on your telephone via Zoom at +1 669 900 6833.

**Enter Webinar ID: 973 8800 2084** once you have joined the meeting.

3. Please submit all public comment by 6:00 p.m. on Tuesday May 12, 2020.

You may submit public comment on any item that appears on the agenda, or general public comment for any item or issue that does not appear on the agenda, via email as follows:

- send your comment to the following email address: [Chris.Apallas@countyofnapa.org](mailto:Chris.Apallas@countyofnapa.org)

Please provide your name and indicate the agenda item upon which you are commenting.

A quick-start guide to using Zoom may be found here:

[Zoom Quick-Start](#)

Or by typing into your browser:

<https://support.zoom.us/hc/en-us/articles/360034967471-Quick-start-guide-for-new-users>

The above-identified measures exceed all legal requirements for participation and public comment, including those imposed by the Ralph M. Brown Act and Executive Order N-29-20.

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1. Roll Call
2. Public Comment. This is the time for the public to address the Board. No formal action can be taken by the Board on public comment items at the meeting, the Board can direct that an item be placed on a future agenda for discussion and possible action. There is a 5-minute per person limitation.
3. Approve Minutes of the Special Meeting of April 14, 2021.
4. Discussion and possible action on appointing one qualified Landowner to be a Director, to fill a vacancy created by the resignation of Samantha Mueller. On April 15, notifications were posted in three conspicuous places throughout the District, and at the District's website as well as emailed to District's list-serve. Applications were accepted by Legal Counsel, the Application period ran from April 15th to May 7<sup>th</sup>, 2021. At this meeting, interviews of qualified applicants will be conducted, and it is anticipated an appointment will be made. Any newly appointed member will be filling a term which expires in December 2022, and therefore will be required to stand for election at the next regular District election in November 2022.
5. Discussion and possible action on payment of claims as shown on Claims List 051121.
6. Discussion of Third Quarter Financial Report ending March 31, 2021 by Auditor-Controller Tracy Schulze.
7. Discussion and possible action on approving a contract for financial audit services from Charles W. Pillon, CPA, for the years ending June 30, 2020 and 2021.
8. Public Hearing: Proposed Budget for Fiscal Year 2021-22
  - a. Open Public Hearing.
  - b. Review Proposed Budget - Auditor-Controller will present the draft of the proposed budget for fiscal year 2021-22. 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.
  - f. Tentatively approve the fiscal year 2021-22 draft budget.
  - g. Set June 8, 2021 as the time and place for the public hearing on the adoption of the final budget.
9. Presentation of District Website Report to the Board on the following:
  - a. The District has a new, ADA compliant website still found at: [www.carneroswater.org](http://www.carneroswater.org).
  - b. The old website has been shut down.
  - c. Content on the new site dates back to the beginning of 2020.
  - d. Content from the old site was downloaded onto a storage device and delivered to NapaSan for safekeeping.
  - e. The annual hosting fee with the new website host is \$600.
  - f. The annual domain registration for the site will be \$120.
10. Discussion and possible action on adoption of a Resolution and District Records Retention Policy. Pursuant to Section 60200 et seq. of the Government Code of the State of California, record retention schedules are used by public entities across the State of California and are an appropriate mechanism for the Board to proactively make the determination when various categories of records will no longer be necessary or required for District purposes. Under Section 60201, the Board may authorize the destruction of records prepared or received pursuant to State or federal statute where those records have been maintained for the required period of time and the Board has determined retention of those records is no longer necessary or required for District purposes.

11. Report on the Recycled Waterline Project and Operations Update by Andrew Damron, NSD.
12. Future Agenda Items.
13. 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.
14. Adjourn to the Regular Meeting of June 8, 2021.

Any person requiring a disability related modification or accommodation in order to fully participate in this meeting must contact Robert Jones at 707-696-5475 at least 24 hours prior to the start of the meeting, to request such modification or accommodation.

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LAURA DEYERMOND, President

Dated: \_\_\_\_\_

Posted at: County Clerk's Office, Napa Sanitation District, and LCWD Website: [carneroswater.org](http://carneroswater.org)