

## **Minutes of Special Meeting**

### **Meeting, December 8, 2020 - 6:00 PM**

1. Roll Call: Directors Deyermond, Drayton, Jones, Lincoln, Walker, Wilkinson present. Director Mueller absent
2. Public Comment:

**Public:** Following up on the special meeting and the sanctions imposed on the offending party – the board should have considered delaying the withholding of water until the water was really needed in the following season. Shutting off water after the end of the growing season likely had little impact.

Public comments closed.
3. Election of officers for the Year 2021
  - a. President
  - b. Vice President
  - c. Secretary
  - d. Also designate a Director as the District's Fiscal Officer

All directors volunteered to continue on in their current capacities (Deyermond – President, Lincoln – Vice President, Drayton – Secretary, Wilkinson – District Fiscal Officer). Director Walker raised a motion to this end which was seconded by Director Drayton. Motion passed 6-0-0
4. Approve Minutes of the Regular Meeting of June 9, 2020, and the Special Meeting of September 2nd, 2020

Director Wilkinson raised the issue that perhaps minutes should not have individual members of the public named. Minutes will be amended and presented for the board for approval at the next regular meeting
5. Discussion and possible action regarding Claims List 120820

Claims list was presented by Ms. Schulze. No questions were raised
6. Discussion and possible action on financial statements for fiscal year ended June 30, 2020

Director Wilkinson raised a motion to approve the financial statements, seconded by Director Deyermond. Motion passed 6-0-0
7. Discussion and possible action on financial statements for first quarter of fiscal year 2020-21, including an update on the status of the State Loan

Director Wilkinson raised a motion to approve the financial statements, seconded by Director Drayton. Motion passed 6-0-0

Ms. Shulze also took the board through a best estimate of the remaining payout schedule of the State loan.
8. Report on the Recycled Waterline Project and Summer Operations Update by Andrew Damron, or Robin Gamble, NSD.

Mr. Damron briefed the Board that Napa San has to rely on their own pond storage of water this year due to dry conditions and high demand across the District. Total water requirement was not a problem, but instantaneous demand meant that more water was needed on occasion. The recycled water delivery system is likely nearing its design limits on high-demand days and more communication between the water master and members of the district will be needed in the future.

Director Walker asked if many people had been filling ponds during this year. Mr. Damron said yes and that the majority of district members communicated ahead of time when they were taking water. NSD has updated its list of email contacts for members this year but even so only 16 of 52 connected parcels responded to emails that were sent by NSD, with only 66AF being

requested for the next year. NSD requires more information from the members in order to properly serve the district and its water requirements.

During the prior special meeting it was requested that NSD provide approximate costs of any enhanced monitoring required for the parcel(s) in question. Both the Aquahawk automated readings and in-person follow up visits should be covered as part of the NSD's usual serving of the District.

There was discussion of two future agenda items including:

- A report on the general allocation of water and whether members of the district were abiding by the limits that were placed upon their parcels for optimal operation/system design
- A follow up on the appropriate formula to assess if the water use on a parcel is reasonable given the planted acreage

9. Progress update on upgrading the LCWD website to meet ADA compliance

Director Drayton reported that no progress had been made on transitioning the website to a new platform. Several changes, including machine readability of agenda items and minutes, and the correctly designated contact for disability accommodations have been made. It was agreed that the previously nominated committee of Directors Drayton and Wilkinson would progress this item before the next meeting of Feb 8<sup>th</sup> 2021

It was reiterated that a decision had been made in a previous meeting that old paper records would not need to be digitalized until they were requested and that they could be stored at Napa San for the life of the District.

10. Legislative Update by Outreach Committee Chair Lincoln regarding matters of interest if any.  
No update was provided

11. Comments from Board Members regarding District related items; meetings attended; discussion with Staff and Elected Officials of other Agencies, or Members of the Public; or points raised at other meetings; and review of any correspondence received and actions taken.

Director Deyermond indicated that she continues to get emails from members of the public, requesting to join the District. She has been providing them with a template response explaining the LCWD policy of not letting new members into the District at this time.

Director Deyermond indicated that there were no updates on LAFCO at this time

12. Future Agenda Items.

- A report on the general allocation of water and whether members of the district were abiding by the limits that were placed upon their parcels for optimal operation/system design
- A follow up on the appropriate formula to assess if the water use on a parcel is reasonable given the planted acreage
- Progress update on upgrading the LCWD website to meet ADA compliance

13. Adjourn to the Regular Meeting of February 9, 2021 for the Mid-Year Financial update.

Motion moved by Director Walker, seconded by Director Drayton, motion passed 6-0-0

Submitted by Secretary William M Drayton

Approved date