

# Minutes

## Los Carneros Water District Special Meeting, Dec 12, 2024 - 6:00 PM

NSD Conference Room 1515 Soscol Ferry Road, Napa, CA 94558

1. Roll Call: Drayton, Esser, Jones, Lincoln, Wilkinson
2. Public Comment.

None

3. Approve multiple minutes of previous meetings. Revised 5/14/24 & 6/11/24.

Motion to approve was raised by Wilkinson and seconded by Jones and passed 5-0 with no abstentions.

4. Election of officers for the year 2025
  - a. President
  - b. Vice President
  - c. Secretary.
  - d. Designate a Director as the District's Financial Officer.

Director Lincoln was renominated as President, Director Jones was nominated as Vice President, Director Esser was nominated as Secretary and Director Wilkinson was renominated as the District's Financial Officer. Motion was raised by Wilkinson and seconded by Drayton and passed 5-0 with no abstentions.

5. Receive and file financial statements for fiscal year ended June 30, 2024

Statements were presented by Tracy Schulze. The remaining balance on the loan as of June 30, 2024, was \$2,003,629.

6. Discussion and possible action regarding Claims List 121024.

Claims List 121024 was reviewed by the Board. There were no changes from the budgeted amount so approval of the list was moved by Wilkinson and seconded by Esser. Motion passed 5-0 with no abstentions.

7. Receive and file financial statements for fiscal year through October 31, 2024

Statements were presented by Tracy Schulze. The remaining balance on the loan as of October 31, 2024, was \$1,688,446.

8. Discussion and possible action to submit a request to the Napa County Board of Supervisors under Cal. Gov. Code § 26909 requesting approval to replace the annual audit with a five-year audit so long as annual revenues do not exceed \$500,000 annually. This action requires a unanimous vote of the District Directors to proceed to the Board of Supervisors who must also approve the request by a unanimous vote. Discussion by Auditor Controller Tracy Schulze.

Item was discussed and it was concluded that it would be appropriate to move to a 5-year audit, without reducing the financial oversight needed for the district. A motion to replace the annual audit with a 5-year audit, so long as annual revenues do not exceed \$500,000, was raised by Wilkinson and seconded by Jones. Motion passed 5-0 with no abstentions.

9. Report on the Recycled Waterline Project and Operations Update by Andrew Damron, NSD.

Andrew Damron provided an update as per the Board Packet and raised that Napa San will be converting the existing Aquahawk platform for measuring and monitoring LCWD water use, with the Temetra platform by Itron. Notification and onboarding will be provided to district members in 2025 when the switchover occurs.

10. Future Agenda Items.

Chris Apallas raised that there will be Brown Act training for our new board members and that existing board members are welcome to join.

11. 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.

Director Lincoln and Counsel Apallas entertained questions about lot-line adjustment within the District, including how water allocation might change. The Ordinance and Administrative Guidelines were raised, and it was reinforced that the water allocation (volume and rate) would remain with the original parcel as indicated by the initial assessment district.

12. Adjourn to the Regular Meeting of February 11th.

The meeting was adjourned.

Dated:

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Sheila Esser, Secretary