



*Scott Valley and Shasta Valley Watermaster District*  
**REGULAR MEETING OF THE BOARD OF DIRECTORS**  
**WEDNESDAY, MAY 31, 2023, 7:00 P.M.**

**LOCATION: Siskiyou County Farm Bureau**  
**809 Fourth Street, Yreka, CA 96097**

## **AGENDA**

This meeting will be conducted both in-person in the District's boardroom at the address above, and by videoconference and teleconference using the information provided below. The public is invited to listen, observe, and provide comments during the meeting by any method provided. The Chairman will call for public comment on each agenda item at the appropriate time.

For members of the public interested in viewing and having the ability to comment at the public meeting via Zoom, an internet-enabled computer equipped with a microphone and speaker or a mobile device with a data plan is required. Use of a webcam is optional. You also may call in to the meeting using teleconference without video. Please use the following login information for videoconferencing or teleconferencing:

### Join Zoom Meeting

<https://us02web.zoom.us/j/82170970650?pwd=QjJqZTREOWZqOGIOMkdIVG1YZEYzdz09>

**Meeting ID: 821 7097 0650**

**Passcode: 460247**

**One tap mobile**

**+14086380968,,82170970650#,,,,\*460247# US (San Jose)**

The public may address the Board concerning an agenda item either before or during the Board's consideration of that agenda item. Public comment on items within the jurisdiction of the Board is welcome, subject to reasonable time limitations for each speaker (normally 3 minutes). At the Chair's discretion, the order of agenda items may be changed to accommodate a Director's or the public's request.

Documents and materials related to an open session agenda item that are provided to the Board less than 72 hours prior to a regular meeting will be made available for public inspection and copying the District during normal business hours and at the meeting.

### **1. Call to Order**

- a. Establish Quorum
- b. Agenda Adjustments and Approval  
An item may be added to the agenda under Government Code §54954.2(b) upon the Board determining that: (1) by a majority vote, an emergency exists as defined in Government Code §54956.5, or (2) by a 2/3rds vote, the need to take action is urgent and became apparent after the agenda was posted.

### **2. Approval of Minutes**

- a. Regular Meeting, January 25, 2023
- b. Special Meeting, April 3, 2023
- c. Special Meeting, April 26, 2023

### **3. Financials**

- a. Review and approval of the District's financial report and payables.
- b. Review and ratification of the District's payroll and other expense transactions - May 2023.
- c. Report on estimated Cashflow with SWRCB invoiced expenses and funds transferred to SSWD administrative and service fund for credit to next year's billing.

### **4. District Budget**

- a. Discuss and Consider Approving the Draft Fiscal Year 2023-24 Budget for Court-ordered service.
- b. Discuss and Consider Approving the Draft Modification of the SWRCB Contract Budget, effective April 1, 2023, and for submission to the SWRCB.

### **5. Financial Audits**

- a. Report on the finalized audit for fiscal years ending 2018, 2019 and 2020.
- b. Review and consider approving proposal from Smith & Newell to complete audit for fiscal years ending 2021 and 2022 this summer (fy budget 23-24, \$6,650.).

### **6. District Reorganization**

- a. Report on updated schedule of administrative tasks.
- b. Discuss and consider approving District Administrator job description and rates of pay.
- c. Discuss and consider adopting Resolution No. 2023-02, Rescinding the March 28, 2018 Resolution to Hire District Employees and Delegate Authority, and restating Board's policy on District staffing and delegation of authority to staff.

### **7. Local Cooperative Solution Development**

- a. French Creek - Discuss status and consider approving the LCS for submission to the SWRCB.
- b. Discussion regarding potential other areas for LCS development and direction to staff.

### **8. Staff Reports and Correspondence** (no action to be taken)

### **9. Closed Session**

- a. Public Employee Performance Evaluation of Deputy Watermaster. (Government Code §54957(b)(1).)

### **8. Return to Open Session** – report on action taken in closed session.

### **9. Future agenda items**

- a. Possible action by the Board to review and approve prioritized District Policy Group 1: Rules for Board Proceedings, Conflict of Interest Code, Harassment Prevention and Training Policy, Employee Handbook and Job Description update.

### **10. Adjournment**

*In compliance with the Americans with Disabilities Act, anyone requiring accommodations to participate in this meeting should contact the District at least 48 hours before the meeting at (530) 331-1369, option 0.*