

**Minutes of:
Regular Public Meeting
Of the
Forestville Water District Board of Directors**

Date: **Tuesday, May 14, 2024**

Time: **5:30 PM**

Location: **Forestville Youth Park Community Meeting Room-6935 Mirabel Rd. Forestville, CA 95436**

I. CALL TO ORDER at 5:40 PM p.m. by Chair McDermott

II. ROLL CALL

PRESENT: Directors McDermott, Monroe, Stapleton, and Stuart, Griffith.

OTHERS: GM - Chad Davisson, District Legal Counsel - Martin Hirsch, District Engineer Consultant - Dave Coleman/Brelje & Race Consulting Engineers (BRCE), and Jessica Ritter, SitelogIQ.

III. APPROVAL OF AGENDA

- **MOTION** was made by Director Monroe, seconded by Director Griffith, and passed 4-0-1 to approve the agenda with the closed session items moved to the end of the evening.

IV. STATEMENT OF ABSTENTION: None

V. PUBLIC COMMENT: Members of the public in attendance asked questions and showed support for the proposed water and sewer fees.

VI. CONSENT ITEMS:

1. **April 2024 Financial Reports**

- **MOTION** was made by Director Monroe, seconded by Director Stapleton, and passed 4-0-1 to approve April 2024 Financials as presented.

2. **Minutes for April Regular Meeting**

- **MOTION** was made by Director Stapleton, seconded by Director Stuart, and passed 4-0-1 to approve Minutes for April 9, 2024, as presented.

VII. PUBLIC HEARING

1. **ORDINANCE 82: APPROVE MASTER FEE INCREASES**

- **MOTION** was made by Director Monroe, seconded by Director Stuart, and passed 4-0-1 to approve

2. **ORDINANCE 83: APPROVE SEWER RATE/CONNECTION FEE INCREASES**

- **MOTION** was made by Director Stapleton, seconded by Director Monroe, and passed 4-0-1 to approve

3. **ORDINANCE 84: APPROVE PROPOSED NEW WATER RATE STRUCTURE**

- **MOTION** was made by Director Monroe, seconded by Director Griffith, and passed 4-0-1 to approve

4. **RESOLUTION 429: APPROVE INSTALLATION OF ENERGY EFFICIENCY & RENEWABLE ENERGY RELATED TO THE PROPOSED FLOATING SOLAR ARRAY PROJECT**

- **MOTION** was made by Director Griffith, seconded by Director Stuart, and passed 4-0-1 to approve

VIII. BUSINESS BEFORE THE BOARD

A. **APPROVE THE PURCHASE OF FIELD COMPUTERS FOR OPERATIONS STAFF**

- **MOTION** was made by Director Monroe, seconded by Director Stuart, and passed 4-0-1 to approve

B. **CONSIDER RESIDENT REQUEST FOR REIMBURSEMENT DUE TO HIGH WATER SYSTEM PRESSURE**

- Board directed staff to further evaluate the system pressure and PRV settings and report back at the June 11, 2024, meeting

C. **REVIEW THE PRELIMINARY BUDGET FISCAL YEAR 2024-25 AND PROVIDE DIRECTION TO STAFF**

- Board discussion with direction to staff to bring the budget back for adoption at the June 11, 2024, meeting

D. **REVIEW AND APPROVE GENERAL MANAGER INVOICE FOR THE PERIOD OF APRIL 11, 2024, THROUGH MAY 11, 2024**

- **MOTION** was made by Director Stapleton, seconded by Director Monroe, and passed 4-0-1 to approve

E. **RECEIVE AN UPDATE ON THE BOARD OF DIRECTORS' BYLAWS**

- Bylaws are under legal review and will be brought to a future meeting for consideration

F. **RECEIVE AN UPDATE ON POTENTIAL GRANT OPPORTUNITIES FOR SEWER TREATMENT AND COLLECTION SYSTEM IMPROVEMENTS**

- General Manager provided update on two new grant opportunities with the SWRCB Technical Assistance Grant Program

- G. RECEIVE AN UPDATE ON THE STATUS OF THE 2018 SEWER IMPROVEMENT PROJECT
 - Project status update was provided by BRCE. Project is expected to be bid prior to next regular meeting
- H. RECEIVE AN UPDATE ON THE STATUS OF THE PRV REPLACEMENT PROJECT OPTIONS
 - Project status update was provided by BRCE
- I. RECEIVE AN UPDATE ON THE STATUS OF THE SEWER FORCE MAIN REPAIR PROJECT
 - Project status update was provided by BRCE
- J. RECEIVE AN UPDATE ON THE STATUS OF THE TERMINAL LIFT STATION REWIRING PROJECT
 - Project status update was provided by BRCE
- K. RECEIVE AN UPDATE ON THE COVEY SEWER FORCE MAIN GRAVITY PROJECT
 - Project status update was provided by BRCE
- L. RECEIVE AN UPDATE ON THE OPERATIONS PROJECTS GOALS
 - General Manager and Board Clerk will be working on prioritization and completion of these identified organizational and operational goals and will be providing updates at future meetings
- M. WATER CONSERVATION
 - The General Manager provided water consumption data for the period of April 1-30, 2024.
- N. DIRECTOR'S TRAINING
 - Status of Director training was provided by staff with offer to facilitate any required training needed
- O. RECYCLE AND SURPLUS RATES
 - No update provided. FWD still awaiting the SCWA rate increase information

IX. CLOSED SESSION

- P. CLOSED SESSION (GOV'T CODE 54957-OIT/OPERATOR II DISCUSSION & EMPLOYEES SALARY/BENEFITS)
 - **Adjourned** to Closed Session at 8:48 p.m.: Directors McDermott, Monroe, Griffith, Stapleton, and Stuart, GM Davisson, and FWD Counsel-Hirsch.
 - **Reconvened** to Open Session at 9:06 p.m., and the Board announced the following:
 - **Statement:** The Board gave directions to staff. No reportable actions.
- Q. CLOSED SESSION (GOV'T CODE 54957.6-FORMER GM/BOARD CLERK REVIEW)
 - **Adjourned** to Closed Session at 9:07 p.m.: Directors McDermott, Monroe, Griffith, Stapleton, and Stuart, GM Davisson, and FWD Counsel-Hirsch.
 - **Reconvened** to Open Session at 9:22 p.m., and the Board announced the following:
 - **Statement:** The Board gave directions to staff. No reportable actions.

X. DISTRICT ENGINEER MONTHLY REPORT

- BRCE provided monthly report. Questions were solicited and answered

XI. GENERAL MANAGER MONTHLY REPORT

- The General Manager provided a monthly report. Questions were solicited and answered.

XII. FWD/GRATON SUB-COMMITTEE REPORT

- Chair McDermott provided report and questions were solicited and answered.

XIII. DIRECTORS' REPORT

- Directors provided reports and questions were solicited and answered.

XIV. CALL FOR FUTURE AGENDA ITEMS

- Any requested future agenda items will be brought back by staff for Board consideration.

XV. ADJOURNMENT

- **MOTION** made by Director Stapleton, seconded by Director Griffith, and passed 4-0-1 to adjourn at 10:05 p.m.