

**Minutes of:  
Board Member Study Session  
Of the  
Forestville Water District Board of Directors**

Date: **Monday, February 13, 2023**

Time: **5:00 PM**

Location: **via Zoom** (*see below for Zoom information*)

**STUDY SESSION**

- Jon Blomberg/Blomberg & Griffin, CPA provided a study session on reading and interpreting financial and audit reports. No action was taken by the Board.

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

Date: **Monday, February 13, 2023**

Time: **5:30 PM**

Location: **Videoconference via Zoom**

**I. CALL TO ORDER** at 5:31 p.m. by Chair McDermott

**II. ROLL CALL**

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

OTHERS PRESENT: GM- Tony Lopes, Board Clerk - Dawn Leith, FWD Legal Counsel - Martin Hirsch, and FWD Engineer Consultant - Dave Coleman.

**III. APPROVAL OF AGENDA**

- **MOTION** made by Director Griffith, seconded by Director Stapleton, and passed 4-0-1 to approve the agenda as presented.

**IV. STATEMENT OF ABSTENTION:** None

**V. PUBLIC COMMENT:** None

**VI. CONSENT ITEMS:**

- **MOTION** made by Director Monroe, seconded by Director Griffith, and passed 4-0-1 to approve Financial Reports for January 2023.
- **MOTION** made by Director Monroe, seconded by Director Stuart, and passed 4-0-1 to approve Minutes for January 10, 2023, Regular Board Meeting

**VII. PUBLIC HEARING** (No public hearing tonight)

**VIII. ACTION ITEMS**

A. FISCAL YEAR 2021-22 AUDITED FINANCIAL STATEMENT

- **MOTION** made by Director Stuart, seconded by Director Monroe, and passed 4-0-1 to approve Fiscal Year 2021-22 Audited Financial Statement as presented.

B. ENFORCEMENT OF ORDINANCE 61

- The Board Clerk updated the Board on status with speaking at North Bay Realtor meetings and obtain most current owner on record. No action was taken by the Board.

C. DIRECTOR'S TRAINING

- The Board Clerk updated the Board of due trainings. No action was taken by the Board.

- D. DISTRICT GOAL UPDATES
  - The Board Clerk provided status on the variety of projects FWD staff is working on. No action was taken by the Board.
- E. ESTABLISHING BYLAWS
  - The Sub-committee had no new updates to report. No action was taken by the Board.
- F. 2018 SEWER IMPROVEMENT PROJECT
  - GM Lopes gave update on reimbursement and FWD Engineer briefed the Board of the progress on the project. No action was taken by the Board.
- G. PRV REPLACEMENT OPTIONS
  - GM Lopes confirmed the project has been scheduled for the work to start on Feb. 15, 2023. No action was taken by the Board.
- H. SEWER FORCE MAIN PROJECT
  - GM/FWD Engineer provided progress on the project. No action was taken by the Board.
- I. PRELIMINARY BUDGET FY 2023-2024
  - **MOTION** made by Director Monroe, seconded by Director Griffith, and passed 4-0-1 to approve Fiscal Year 2023-24 Preliminary Budgets as presented.
- J. NEW WATER RATE STRUCTURE
  - The sub-committee will meet at 2:30 am on February 14, 2023. No action was taken by the Board.
- K. RECYCLE WATER TRUCK FILL STATION
  - GM Lopes provided progress on the fill station project and the recycle pipeline. No action was taken by the Board.
- L. WATER CONSERVATION
  - GM Lopes provided an update of the recent water conservation statistics for the District.
  - The sub-committee reviewed the article regarding how to save stormwater with the Board. No action was taken by the Board.
- M. GRANTS OPPORTUNITIES
  - **MOTION** made by Director Griffith, seconded by Director Stuart, and passed 4-0-1 to approve a special meeting on March 2, 2023 at 5:30 pm.
  - The Board gave direction to Legal Counsel to review Insite paperwork prior to March Special Meeting.
- N. DISTRICT'S MISSION AND VISION STATEMENTS
  - The Board postponed to March 14, 2023, board meeting.
- O. LAFCO ELECTION
  - **MOTION** made by Director Stuart, seconded by Director Griffith, and passed 4-0-1 to abstain from voting for a LAFCO Special District Representative Class II.
- P. CORRESPONDENCE
  - No requests or instructions were given for the four (4) pieces of correspondence provided in the board packet.
- IX. DISTRICT ENGINEER MONTHLY REPORT**
  - FWD Engineer provided current updates for "Water" and "Wastewater" projects in order as listed on Agenda.
  - Next quarterly ground monitoring to be scheduled end of February or beginning of March.
  - State Discharge Permit time extension will be granted once memorandum is submitted.
  - Proposed rezoning could result in "peak flow" could exceed current sewer capacity and would require upgrade of the infrastructure.
- X. GENERAL MANAGER MONTHLY REPORT**
  - GM Lopes provided current updates for "Water" and "Wastewater" operations.
- XI. GRATON/FWD SUB-COMMITTEE REPORT**
  - The sub-committee is still trying to schedule next meeting. No action was taken by the Board.
- XII. DIRECTORS' REPORT AND CALL FOR FUTURE AGENDA ITEMS**
  - ASR for Russian River Rotary Event – April 29, 2023, that FWD should set up a booth.
  - Mar 26-Apr 21 Director Stuart will be out of the country & unavailable.
  - Director Stuart reviewed the article regarding floating solar with the Board.

**XIII. ADJOURNMENT**

- **MOTION** made by Director Stuart, seconded by Director Griffith, and passed 4-0-1 to adjourn at 8:09 p.m.

APPROVED: March 14, 2023