

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

Date: **Tuesday, November 12, 2024**

Time: **5:30 PM**

Location: **Forestville Water District Office-6530 Mirabel Rd. Forestville, CA 95436**

I. CALL TO ORDER at 5:32 p.m. by Chair McDermott

II. ROLL CALL

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

OTHERS: District Management Consultant- Chad Davisson, District Board Clerk– Dawn Leith, Legal Counsel - Martin Hirsch and Amanda Galvin, and District Engineer Consultant – David Coleman/Brelje & Race Consulting Engineers (BRCE),

III. APPROVAL OF AGENDA

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

IV. PUBLIC COMMENT: None

V. INTRODUCTION OF NEW EMPLOYEE, ERIC MCMANUS

VI. CONSENT ITEMS:

1. October 2024 Financial Reports

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

2. Minutes for October Regular Meeting

- **MOTION** was made by Director Monroe, seconded by Director Stuart, and passed 4-0-1 to approve Minutes for October 8, 2024, with requested corrections.

VII. BUSINESS BEFORE THE BOARD

A. RECEIVE AN UPDATE ON THE STATUS OF THE 2018 SEWER IMPROVEMENT PROJECT

- BRCE held the 1st progress meeting. Assistant needed to secure encroachment. The Board took no action.

B. RECEIVE AN UPDATE ON THE STATUS OF THE PRV REPLACEMENT PROJECT

- Rebuild of larger PRV on Ellen estimated at One thousand dollars (\$1,000.00). The Board took no action.

C. RECEIVE AN UPDATE ON THE COVEY SEWER FORCE MAIN GRAVITY PROJECT

- VFA may possibly include this project with the 2018 Sewer Improvement Project since this project will assist with reducing I&I.

D. RECEIVE AN UPDATE ON THE FLOATING SOLAR PROJECT AND APPROVE PAYMENT INVOICE FOR INITIAL 10% DEPOSIT

- **MOTION** was made by Director Griffith, seconded by Director Stapleton, and passed 4-0-1 to approve paying initial 10% deposit for a total of one hundred fifty-seven thousand fourteen dollars & ten cents (\$157,014.10).
- The Board instructed FWD Staff to follow up with SilogIQ to provide documentation of guaranteed along with an updated proposed cost & savings with pending tariffs, etc.

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

- Continued efforts to obtain grant funding from the State and other sources. The Board took no action.

- F. APPROVE THE RENEWAL OF ANNUAL CONSTRUCTION CONTRACTS FOR EMERGENCY SERVICES AS RECOMMENDED BY THE ASSOCIATION OF CALIFORNIA WATER AGENCIES (ACWA)
 - **MOTION** was made by Director Stapleton, seconded by Director Monroe, and passed 4-0-1 to approve the seven (7) annual contracts as presented and include a contract for Ranger in addition to the other contracts.
- G. DISCUSS THE STATUS OF RECYCLED WATER USE FOR THE FORESTVILLE UNION SCHOOL DISTRICT AND PROVIDE DIRECTION TO STAFF
 - FUSD will need to conduct an onsite survey to identify connection and do cross connection testing for retrofit plan.
- H. RECEIVE A REPORT ON REVENUE TRENDS RELATED TO THE NEWLY ESTABLISHED WATER RATE STRUCTURE
 - District Management Consultant provided an overview & comparison of the last two billings with new rate structure.
- I. REVIEW WATER CONNECTION FEES FOR CURRENT COSTS
 - The Board instructed FWD Staff to work with legal counsel and BRCE.
- J. FORESTVILLE YOUTH PARK POTABLE WATER RATES AND CONTRACT
 - Director McDermott abstained
 - Discussion how to structure new water rates for FYP while using same modeling as the rest of customers.
- K. RECEIVE AN UPDATE ON THE BOARD OF DIRECTORS' BYLAWS
 - No new updates. The Board took no action.
- L. RECEIVE AN UPDATE AND PROVIDE INPUT/ACTION ON THE DEVELOPMENT OF MANAGEMENT CONSULTING FIRM CONTRACT TERMS AND SCOPE OF WORK
 - **MOTION** was made by Director Monroe, seconded by Director Griffith, and passed 4-0-1 to approve extending contract to December 10, 2024.
- M. MANAGER CONSULTANT PERFORMANCE & GOALS MEASURES
 - District Management Consultant reviewed proposed/suggested short-term and long-term goals for the Board to consider.
- N. REVIEW AND APPROVE MANAGING CONSULTANT INVOICE FOR THE PERIOD OF OCTOBER 12, 2024, THROUGH NOVEMBER 11, 2024
 - **MOTION** was made by Director Stuart, seconded by Director Stapleton, and passed 4-0-1 to approve to pay the invoice for the period of October 12, 2024, to November 11, 2024.
- O. RECEIVE A SUBCOMMITTEE UPDATE ON THE TOTAL COMPENSATION STUDY EFFORT
 - Subcommittee met October 21, 2024, to establish what & how to structure study with a deadline before July 1, 2025.
- P. RECEIVE THE SEPTEMBER 2024 WATER CONSERVATION/DROUGHT REPORT
 - District Management Consultant reviewed the September drought report & current water loss with the Board. The Board took no action.

ASR "Q" see after Agenda XII. CALL FOR FUTURE AGENDA ITEMS

VIII. DISTRICT ENGINEER CONSULTANT MONTHLY REPORT

- District Engineer provided current updates for "Water" and "Wastewater" projects in order as listed on Agenda.

IX. DISTRICT MANAGEMENT CONSULTANT MONTHLY REPORT

- District Management Consultant provided current updates for "Water" and "Wastewater" operations. The Board took no action.

X. FWD/GRATON SUB-COMMITTEE REPORT

- No new updates. The Board took no action.

XI. DIRECTORS' REPORT

- Director Griffith discussed a customer's concern regarding Violation Letter.

XII. CALL FOR FUTURE AGENDA ITEMS

- Vehicle Purchase
- District Office Property Improvements

VII. BUSINESS BEFORE THE BOARD (CONTINUES)

Q. CLOSED SESSION GOV'T CODE 54957 – DISTRICT OFFICIALS PROVIDING COUNSEL

- **Adjourned** to Closed Session at 8:50 p.m.: Directors McDermott, Monroe, Griffith, Stapleton, and Stuart, and Chad Davisson.
- **Reconvened** to Open Session at 9:13 p.m., and the Board announced the following:
- **Statement:** The Board gave FWD Staff directions.

XIII. ADJOURNMENT

- **MOTION** made by Director Stuart, seconded by Director Griffith, and passed 4-0-1 to adjourn at 9:13 p.m.

APPROVED: December 10, 2024