

MINUTES
BOARD MEMBER STUDY SESSION
PUBLIC WELCOME
Forestville Water District

Date: **Tuesday, July 11, 2017**
Location: District Office - 6530 Mirabel Road, Forestville, California

Time: **5:00 PM**

AGENDA – NO STUDY SESSION TONIGHT

- I. ROLL CALL
- II. **NO STUDY SESSION TONIGHT** for Forestville Water District Board Members. No formal action will be taken.
 - No Study Session will be held tonight:
- III. PUBLIC COMMENT
- IIII. ADJOURNMENT- **No Study Session so no need to reconvene** into Regular Public Meeting tonight.

MINUTES
Regular Public Meeting
Of the
Board of Directors of the
Forestville Water District

Date: **Tuesday, July 11, 2017**
Location: District Office - 6530 Mirabel Road, Forestville, California

Time: **5:30 PM**

AGENDA

- I. CALLED TO ORDER by Chair Bandettini @ 5:36 p.m.
ROLL CALL: Directors Bandettini, Benyo, Morgan and Reha were present. (Director Hasin – absent)
OTHERS: G.M. Froneberger, Judy Evans, Dawn Colen-Leith, Martin Hirsch for Malcolm Manwell, David Long, Paul Cocking – Item “A”, Steve Pearson – Item “G”, Hal Wood – Items “A, C & G”, and Ken Smith – Item “C”,
- III. APPROVAL OF AGENDA: **MOTION** was made by Director Reha, seconded by Director Morgan and passed 4-0-1 (Hasin absent) to approve the Agenda with the following changes: move Action Items C & G for discussion before Action Item A.
- IV. STATEMENTS OF ABSTENTION: Director Bandettini will be abstaining from Action Item “D”: involves his next door neighbor.
- V. PUBLIC COMMENT: None
(The public may address the Board at this time. Testimony is limited to three minutes.)
- VI. CONSENT ITEMS: **MOTION** was made by Director Benyo, seconded by Director Morgan and passed 4-0-1 (Hasin absent) to approve the following Consent Items with corrections as stated below:
 - A. Payment of Bills-June 2017: Add Van Keppel Annexation - Main Line Extension costs to next month’s financial report
 - B. Financial (Investments) & Administrative Report
 - C. Approval of Minutes
 - 1. Minutes of June 15*, 2017 Regular Board Meeting (*Board Meeting was changed from Tuesday, June 13, 2017)
- VII. ACTION ITEMS:
 - A. **FWD BOARD APPROVAL TO MOVE FWD “WATER” (\$695,672) & “SEWER” (\$185,248) INVESTMENTS (currently with Sonoma County Pooled Investments) TO J.P. MORGAN CHASE BANK FOR HIGHER INTEREST**
-- See ASR VIII-“A”
 - **TABLED** until next FWD Board Meeting in August 2017.
 - **FWD Office Manager** to check with JP Morgan Chase Bank for cost to FWD for the placement of funds into CD accounts and the subsequent penalties for FWD if CD accounts with JP Morgan Chase Bank are liquidated before maturity.
 - **Paul Cocking**, manager for Sonoma County Investment Poole who was present at FWD Board Meeting tonight, stated – if FWD needed funds quickly from their Pooled Investments this could be done quickly by So. Co. Also, there are NO penalties assessed for pulling our funds from the So. Co. Pooled Investment Poole at any time.
 - Currently Sonoma County Investment Poole Interest rates are 1.10% after 7 basis point fees. Pooled Investment Funds are primarily from schools & bonds with some special JPA’s.
 - NOTE: A correction is needed to the So. Co. Investment Poole interest rate shown on the FWD Financial Report that was included in FWD Board Packages for tonight (as a Consent Item).
 - Per Paul Cocking, the Mirabel Heights Bond Account (created for M.H. to join FWD “water” infrastructure) will NOT have \$20k left in it after the bond has been fully re-paid (in 2019), If there were any funds remaining in that Bond Account, those “left-over” funds would need to be returned to FWD customers.
 - B. **UPDATE: COMPLAINT FROM MRS. GHENO REGARDING FWD METHOD OF CHARGING FOR UTILITY SERVICES ON PROPERTIES WITH MORE THAN ONE (1) UNIT ON THE SAME PROPERTY SHARING THE SAME UTILITY LINE AND/OR METER**
-- See ASR VIII-“B”
 - **UPDATE:** FWD has received by the deadline the signed Service Agreements (“under protest” by the Property Owner) for the two-unit property & the 2nd property as needed by FWD. This item can be removed from future agendas.

VII. ACTION ITEMS (continued)

C. UPDATE: FORESTVILLE PLANNING ASSOCIATION REQUEST FOR WAIVER OF FWD WATER AND SEWER CONNECTION FEES (\$17,567.61) FOR FORESTVILLE OPEN SPACE – DOWNTOWN PARK IN RETURN FOR EASEMENT CONSIDERATION

-- See ASR VIII-"C"

- **TABLED/UPDATE:** G.M. Froneberger has NO update since the last Board Meeting, nor does Ken Smith. He will pursue to determine if this item has been added to the So. County Board of Supervisor's Agenda for approval.
- Hal Wood commended about the delay from FWD to move forward with approval for the water and sewer connection fee waiver. "Why wait to clear red tape, just do it, get the easement & get it done with & off the agenda". Chair Bandettini advised Hal that the board can't vote on something without knowing what the County will allow & demand of FWD. Chair Bandettini – stated that a MOTION by FWD would be based on specific criteria that might be different than the criteria from the County so the MOTION would have to be amended. Hal Wood suggested FWD get legal counsel involved.
 - Director Reha asked Martin Hirsch (FWD Legal Counsel present) if FWD could structure a vote without risk. Legal stated - very difficult to cover every possible scenario/contingency and there is not enough incentive to give up leverage or take the risk by FWD at this time. G.M. Froneberger suggested a letter of support or intent by FWD? Non-binding?

D. UPDATE: EASEMENT-OR- LEASE OPTION –OR- SALE OF FWD PROPERTY OWNED BY FWD UPON WHICH THE ALLBRITTON'S ARE CURRENTLY STORING THEIR HEAVY EQUIPMENT (RANCHO MOLINO TRAIL)

-- See ASR VIII-"D"

- **UPDATE:** G.M. Froneberger needs additional time to gather costs (due to vacation & recent illness) He will provide at the August 2017 Board Meeting.
- Per G.M., lease is better (proposes a 5-10 yrs. Lease, insurance plus any costs related to maintaining lease) & easier than cutting off that piece of the property as a "Lot line adjustment".
- FWD Legal Counsel - Don't go over 35 year lease because it triggers tax issues, etc. Lessor will need insurance to indemnify FWD along with language that property may need to be restored to its original state as when lease began.
- Allbritton (not present) had voiced in prior meetings that he would prefer a lease but is not in a big hurry for FWD to decide.

E. UPDATE: OUTSIDE SERVICE AGREEMENT FOR WATER PROVIDED TO SALDANHA PROPERTY THROUGH SANTA ROSA AQUEDUCT LINE (SCWA CUSTOMER BEING BILLED BY FWD)

-- See ASR VIII-"E"

- **UPDATE:** David Long recommended additional changes to the draft before FWD Board adoption. He will update and provide a Final Draft for review prior to recommending for FWD Board adoption.
- FWD Resolution #310 reference in the agreement - was it necessary? No – FWD Legal Counsel is okay with just an OSA. David to send the word doc to Matt with MOTION to approve the OSA at the August Board Meeting. (No hurry).

F. UPDATE: WOHLER BRIDGE – FORESTVILLE AQUEDUCT LINE RELOCATION

-- See ASR VII-"F"

- **UPDATE & TABLED:** FWD is still waiting on the answer to maintain wedge right of way to house FWD temp connection. This could take at least another year.

G. FWD BUDGET COMMITTEE RECOMMENDATION FOR FY '17/18 POTENTIAL FWD WATER RATE INCREASE DUE TO SCWA FY 2017-2018 WATER RATE INCREASE OF +14.2% FOR FWD COST FOR WATER

-- See ASR VIII-"G"

- **UPDATE:** Data dump (David to supply) & budget committee meeting not yet due to holiday. Dump in couple of weeks & then meeting afterwards & come back with some information.
- What increase of water needed to keep #'s now (originally budgeted for 6.1% but now it's 14.6%) Fixed cost in service charge, etc. = water rate & variable rate (charge for water). Extra cost of \$25k more would need to raise 2.7% to balance out to original budget.
- Hal Wood – Claims water conservation rate is required & FWD needs to come up with new water rates that comply with CA Urban Water Conservation Council (CUWCC). - David Long advised to check out if FWD has CUWCC Members. if so FWD may want to abandon membership. Hal stated FWD Board needs to authorize Engineer & GM to start a rate study to consider a different rate structure along with Connection fee - to use for expansion only & to quit giving away water.
- SCWA 14.6% rate increase to FWD Effective 7/1. Board of Supervisors voted 4/3/17. Why doesn't SCWA have to comply with Prop 218 requirements? Answer: because they only supply water to wholesale- not residential customers.

H. DRAFT FWD PROCUREMENT POLICY FOR FWD BOARD CONSIDERATION AND POSSIBLE ADOPTION

-- See ASR VIII-"H"

- **UPDATE & TABLED:** FEMA requires/ requested FWD Procurement policy. FEMA is aware FWD doesn't have one, but GM supplied FEMA with FWD annual Contracts for Construction that have insurance requirements, etc. which FEMA accepted.

VII. ACTION ITEMS (continued)

- GM had examples from Orange Co & other agencies that could be modified to meet FWD pace of purchase, etc. Resolution or policy needed? FWD Legal Counsel said simple policy okay unless assume existing FWD Resolution #336. If so, then FWD needs to adopt & supersede Resolution #336.
- Director Reha suggested FWD Budget Committee could draft document. Chair Bandettini to schedule an ad-hoc Budget Committee meeting to discuss.
- Does not need a Resolution – can be adopted by Policy.

I. CALPERS RULE FOR PEPRRA EMPLOYEES: EMPLOYERS CAN NOT PAY EPMC (Employer Paid Member Contributions) FOR PEPRRA MEMBERS. (NOTE: To date FWD has always paid the EPMC for all FWD full-time employees)

-- See ASR VIII-"I"

- **UPDATE:** New "PEPRRA" Rules were established by CalPERS in 2012. FWD didn't have any employees who fell under "PEPRRA" until 2016. CalPERS" assisted FWD with setting up new FWD employee under "PEPRRA" guidelines.
- FWD Independent Auditor (Will Soper) was contacted by FWD to advise Office Manager Evans as to how she should proceed with FWD payroll until the new EPMC (Employer Paid Member Contributions) problem can be resolved. Will scheduled a time to visit FWD next week to address the issue in depth and assist FWD with a solution. Will Soper believes FWD has paid approximately \$9k incorrectly for CalPERS EPMC benefits to date under new PEPRRA guidelines.
- To fix payroll for now, FWD O.M. conferred with QuickBooks to find a new method that would work for properly reporting EPMC until FWD Board has been advised of the situation and can help find and agree upon a different solution, if needed.
- FWD Employee Hand book is very generic & not specific with CalPERS Retirement rules. G.M. Froneberger requested intent of the FWD board: To pay all employee benefits as we been paying? Yes! G.M. gave another suggestion: FWD could offer a Wholesale policy to cover all base rates & then possibly increase employee rate of pay as pre-tax with flex dollars that could be used toward towards health or CalPERS.
- All new hires were informed if PEPRRA employees & the need for FWD to comply with PEPRRA rules.
- FWD Legal Counsel advised Judy Evans to contact Scott Lewis @ Perry Law Offices to verify what Will Soper had us do is legal and/or to determine whether FWD Board can still offer this benefit as intended for PEPRRA employees.
- FWD Board Chair expressed concern with some employees being "overpaid" if salary is increased to compensate for EPMC. Will Soper suggested FWD just change the reporting method with CalPERS as this will correct their records but will not affect anything that was already paid and approved by FWD Board. The funds were already budgeted and need to be reported as a "non-taxable" item so FWD will not incur any payroll taxes due to this issue.
- Director Reha does not feel taking away the benefit from PEPRRA employees is the intent of FWD Board – they want to continue to pay but they want to be sure to comply with the new CalPERS PEPRRA guidelines moving forward and to find a proper fix for the incorrect reporting to CalPERS.
- FWD will continue to work with Will Soper, FWD Legal Counsel. QuickBooks and CalPERS to remedy the situation.

J. STATUS OF HIRING PROCESS FOR ADDING A THIRD FULL-TIME UTILITY OPERATOR TO FWD STAFF: POSITION TO BE FUNDED 100% FROM FWD SEWER BUDGET

-- See ASR VIII-"J"

- **UPDATE:** G.M. Froneberger conducted the interview process and found a very qualified candidate with a military background with Department of Defense background with both water and wastewater experience. G.M. is ready to make a contingent job offer tomorrow with the hope of getting him hired by the beginning of August.

K. FWD BOARD APPROVAL TO START FWD ORDINANCE PROCESS (PROP 218) FOR MASTER FEE SCHEDULE

-- See ASR VIII-"K"

- **TABLED.** Director Reha suggested waiting to see if FWD Board decides to raise water rates before starting the Ordinance process to adopt a Master Fee Schedule.
- FWD Legal Counsel to review Fee Schedule for any needed changes and to ensure all Ordinance and or Penal Codes have been properly noted, etc.

L. ADOPTION OF RESOLUTION NO. 379: RESETTING & ADOPTING AN APPROPRIATIONS LIMIT FOR THE 2017-2018 FISCAL YEAR: \$ 177,269

-- See ASR VIII-"L"

- **MOTION** was made by Director Reha seconded by Director Benyo and passed 4-0-1 (Hasin absent) to adopt Resolution #379 for resetting the Appropriates Limit for FY 2017-2018 for \$177,269 as provided by the Sonoma County Auditor's Office.
- The Appropriations Limit only affects the "Water" budget as it relates Property Taxes received by FWD each year.

M. FEMA (CAL OES) REIMBURSEMENT MAY BE POSSIBLE FOR FWD FLOOD RELATED EXPENSES FOR FWD FROM JANUARY 3 – 12, 2017 & A 2ND REIMBURSEMENT FROM FEBRUARY 1 – 23, 2017 –ALSO- POSSIBLE FUNDING OPPORTUNITY FROM THE HAZARD MITIGATION GRANT PROGRAM

-- See ASR VIII-"M"

- **UPDATE:** A new FEMA case worker has been assigned to FWD who is going to double check our file to ensure they have everything needed before issuing a payment to FWD. (Projected amount for FWD = \$33k approximately).

VII. **ACTION ITEMS** (continued)

N. **UPDATE: ADMINISTRATIVE CIVIL LIABILITY COMPLAINT (ACLC) ISSUED BY NCRWQCB FOR THE PERIOD COVERING JULY 1, 2008 THROUGH DECEMBER 1, 2015: PROPOSED COMPLIANCE PROJECT SUBMITTED: **SMOKE TESTING OF SEVERAL AREAS WITHIN DISTRICT: AS PART OF COMPLIANCE PROJECT**

-- See ASR VIII-"N"

- **UPDATE:** David Long requested an extension of the July deadline for FWD and this was granted via email. FWD has not received this formally and a new deadline has NOT been provided yet by NCRWQCB. David also asked if FWD could spend any remaining funds from the \$210K approved for the Compliance Project toward needed repairs that were discovered from the Compliance Project. FWD has not been told yet if this would be allowed –or- not.
- A Draft report has been received by B&R from the Compliance Project that lays the groundwork for needed repairs to FWD sewer system. FWD will wait to see if allowed to use any of the remaining funds toward making the recommended repairs. However, in the meantime, FWD can ask the schools to fix their private sewer laterals since their broken lines seem to be a large contributing factor for problems with FWD sewer system. Schools will need to hire someone to do so.
- A Sewer Lateral Inspection Policy is needed by FWD. Occidental has adopted such a policy & FWD might be able to use as a guideline for an FWD policy.

O. **DISADVANTAGED COMMUNITY WATER SYSTEM FEE NOTICE FROM STATE WATER RESOURCES CONTROL BOARD (STATE BOARD) FOR FY 2016-17 FISCAL YEAR**

-- See ASR VIII-"O"

- **UPDATE:** FWD did qualify as a Disadvantaged Community using the RCAC Income Survey from FWD Sewer Customers recently conducted. Therefore, FWD will be getting about \$4,000 back from the State as a reduction in Annual Permit Fees!!

P. **FWD ACCOUNTING PRACTICES: OPTIONS FOR POTENTIAL UPGRADES –OR- CHANGES TO CONSIDER**

-- See ASR VIII-"P"

- **UPDATE:** FWD Office Staff to compile survey data and will provide results at the August 2017 Board Meeting.
- Many FWD Customers want FWD to provide different payment options but they are NOT willing to pay FWD for the cost of those service.

Q. **WATER CONSERVATION RESTRICTIONS FOR CONSIDERATION BY FWD BOARD OF DIRECTORS**

-- See ASR VIII-"Q"

- **UPDATE:** Governor Brown is scheduled to speak about water conservation restrictions for CA at East Bay MUDn on Friday, 7/21/17. G.M. Froneberger will try to attend briefing &/or webcast but, until then, FWD drought restrictions to remain "status quo" - awaiting any recommendations issued for CA by Governor Brown on the 21st.

R. **CCR (Consumer Confidence Report) NOTICES TO ALL FWD WATER CUSTOMERS WITH MAY/JUNE 2017 WATER BILLS (MAILED 6-30-17)**

-- See ASR VIII-"R"

- **UPDATE:** Notices were mailed to all FWD Water Customers with their May/June 2017 Water Bills (6-30-17) that the 2016 Consumer Confidence Report (CCR) is available on FWD website, or upon request from FWD Office Staff.
- FWD Office Staff has received many requests for a copy of the 2016 CCR Report.

S. **ADOPTION OF RESOLUTION #380: INCREASE FWD SEWER CREDIT CARD LIMIT FOR G.M. FRONEBERGER FROM \$2,500 TO \$7,500 (Total = \$10,000 Sewer Credit Card Limit with Cory Ipsen to retain \$2.500 as his limit)**

-- See ASR VIII-"S"

- **MOTION** was made by Director Reha seconded by Director Benyo and passed 4-0-1 (Hasin absent) to approve Resolution #380 to increase the Sewer Credit Card limit from \$2,500 to \$7,500 per month for G.M. Froneberger.
- Recent incidents: FWD needed to rent equipment & was declined on the Sewer Credit Card. So G.M. had to use the Water Credit Card because it has a higher credit card limit (\$ 23k). Note: Resolution #380 to replace Resolution #376.
- Error on Action Item "S" description; should be Resolution # 380 not #280.

T. **REQUEST TO CHANGE TUESDAY, AUGUST 8, 2017 REGULAR FWD BOARD MEETING DUE TO FWD OFFICE TION AT END OF JULY 2017**

-- See ASR VIII-"T"

- **MOTION** was made by Director Morgan seconded by Director Reha and passed 4-0-1 (Hasin absent) to change the Tuesday, August 8, 2017 Regular FWD Board Meeting date to Tuesday, August 15, 2017.

VII. ACTION ITEMS (continued)

U. FWD BOARD APPROVAL & ACCEPTANCE OF MAIN LINE EXTENSION FOR THE FOUR (4) PROPERTIES AT THE END OF VAN KEPPEL ROAD THAT WERE ANNEXED INTO DISTRICT (See Resolution #368 for Annexation of four (4) properties on Van Keppel Road)

-- See ASR VIII-"U"

- **MOTION** was made by Director Reha seconded by Director Benyo and passed 4-0-1 (Hasin absent) to approve and accept the ratification of the Water Main Line Extension for the four (4) properties at the end of Van Keppel Road that were annexed into the District (See FWD Resolution #368 for Annexation) to be paid from FWD Capital Reserve Funds.
 - G.M. Froneberger went over problems encountered with this project:
 - Existing Main Line on Van Keppel Road was not where it shows on map.
 - To tap the existing main line would require purging/testing and shutting down the line for several days which would impact several FWD customers along that line. So a "hot tap" would be needed to avoid a shutdown.
 - A new main line extension would be a lot bigger to accommodate four (4) new service connections. Therefore, many of the parts already purchased to do the job originally were not used. These parts can be used by FWD in the future so not a loss but the cost did exceed what it was originally.
 - Projected cost for completed project is estimated to be \$32k-\$40k. Job has been completed.
 - Chair Bandettini caught off guard because no final approval was given & no costs were given in advance (no quote received). The annexation was approved by FWD Board but no FWD Board Members or David Long could recall a quote being provided for a Main Line Extension. Most were under the impression Palm's were to pay for ALL. No record of FWD Board vote for Main Line Extension –or- for any associated costs. How much of the \$40K will the Palm's be paying? How much will any of the other (3) annexed property owners be paying?
 - Sub-divisions always pay the costs for main line extensions so why are Palms different? Earl Stephens upgraded a water line and a reimbursement agreement was created so other users who wanted to use that line could repay Earl for the cost of repairs. Why wasn't that the case with the Palm's? Installation of a 4" main line for four (4) services should have been paid for by the four (4) parties sharing that 4" line.
 - G.M. Froneberger believed the Main Line Extension with four (4) new service connections to be a capital expenditure to be paid by FWD since it is an upgrade to FWD infrastructure.
 - Director Reha doesn't recall any \$ amount in the resolutions for the cost to upgrade the main line nor was he aware that this project was moving forward under those terms. The Palms needed to pay for tapping & connection fees.
 - David Long needs a drawing so he can add the Main Line Extension to FWD maps. He also needs a full scope and understanding so he can make the necessary upgrades to his records for FWD.
 - FWD Procurement Policy is needed for direction with future FWD projects to avoid failed communications or miss-steps. G.M. Froneberger acknowledged & accepted full responsibility. As a new annexation for FWD he thought it was FWD cost to extend the main line as a future capital improvement to FWD infrastructure. Were we overcharged?
 - David Long figured the cost to FWD @ \$300+ per ft. and that is too high. But the parts that were not used could go into FWD inventory as assets for the future.
 - FWD must keep legalities as first priority. FWD Legal Counsel advised FWD Board to vote to ratify the work that has already been done and to start creating an FWD Procurement Policy. It is also important to keep very detailed notes in the Minutes for this Agenda item.
 - Due diligence needs to be taken for future projects by seeking advice of FWD Engineer, GM & Legal Counsel.
 - G.M. added that he recommends sinking another Main Line Valve due to the issues since heavy populated area to avoid same issues if any further annexation.
 - The Palms and the other 3 (three) property owners need to pay an additional fee to connection to the Water Main Line Extension to counter some of the costs. G.M. Froneberger will need to figure out what needs to be paid.

V. *REMINDER*** NOMINATIONS ARE OPEN FROM JULY 17 THROUGH AUGUST 11, 2017 (with a five day extension – through 5:00 p.m. on August 16, 2017 if any incumbent fails to file during that period) FOR THE THREE (3) FWD BOARD POSITIONS UP FOR ELECTION ON NOVEMBER 7, 2017**

-- See ASR VIII-"V"

- *****REMINDER*** ONLY - NOMINATIONS ARE OPEN FROM JULY 17 THROUGH AUGUST 11, 2017**

W. CORRESPONDENCE: ITEMS INCLUDED WITH FWD BOARD PACKAGES FOR FWD BOARD REVIEW

-- See ASR VII-"W"

- 1.) CRWA: Affordable Drinking Water Program (AB401-Subsidize water rates for 34% of CA households)
- 2.) CalPERS Circular Letter #200-023-17: **CalPERS Employer Health Program Workshop**
- 3.) CalPERS Circular Letter #200-029-17: **2017 CalPERS Board of Administration Member-at-Large (Candidates)**
- 4.) CalPERS Elections Pamphlet: **Voting Deadline is Oct. 2, 2017** (complete pamphlet on table for review)
- 5.) CalPERS Circular Letter #200-032-17: **Interest on Delinquent Unfunded Accrued Liability Contributions**
- 6.) CalPERS Circular Letter #200-033-17: **Change in Contribution Billing Process for All Non-Pooled Plans**
- 7.) CalPERS Circular Letter #200-039-17: **Final Notice of Mandate of Electronic Payments**
- 8.) CalPERS Circular Letter #200-031-17: **Employer Contribution Receivable (New my/CalPERS Functionality)**
- 9.) ACWA Memorandum: Call for Candidates Nominations for the 2018-19 Term. Matt's nomination has been submitted. Nominations will be announced next month & voting will be in Oct.
- 10.) ACWA email: Marin Municipal Water District Mount Tam Tour **Fri. Aug. 4, 2017. Registration due 7/28/17.**

VII. ACTION ITEMS (continued)

- 11.) Sonoma LAFCO: Fiscal Year 2017-18 Budget -**adopted final Budget 7/1/17 & becomes effective 7/1/17**
- 12.) Forestville Chamber of Commerce (4/25/17) – Minutes from 6/7/17 and Agenda for 7/5/17
- 13.) PG&E: Billing Insert “**Clear Sewer Backups Safely**” (6/19/17)
- 14.) HealthNet®: Offering coverage in the area for 2018 via CalPERS

VIII. MONTHLY REPORT OF THE DISTRICT ENGINEERS, BRELJE AND RACE.

DESCRIPTION: District Engineer will report on status of present projects.

(a.) UPDATE: Engineering Services for “Water” & “Wastewater” Projects

- David Long had nothing more to add – other than those items he addressed throughout the Board Meeting.

IX. MONTHLY REPORT FROM GENERAL MANAGER FRONEBERGER

DESCRIPTION: General Manager Froneberger to provide the current month report on FWD Water & Wastewater Operations.

1.) See General Manager’s Report for July 11, 2017

-- G.M. Froneberger reviewed each item with FWD Board -

(B) - SMR/SSO - adjustment & fine-tuned aeration getting regulated results & #'s going down.

(H) - Done w/in 2 days

(I) - Wolfe in too

(k) - Submitted

(L) - Before MH sewer ext. - nothing but issues. Hal/Doug installed all lines & neighbors all had to pitch in but after 10 yrs. goes to FWD. Neighbor 10 yrs. 2 mo. wants to connect & cleared so now connected by 30’ lateral

Chair Bandettini: Tank area in Novato (?) cut locks all the way up so tank had to be purged, sanitized, test etc. What’s FWD coverage?

G.M. response: Currently high fence w/wires, alarms, ladders fenced locked, visit twice a week-neighbors adjacent to tanks who know people are not to be there but can’t rely on. Can expand security w/real time cameras along w/flood lamps & voice response on the premises. Gravity system also helps. SCWA have? Nothing just locks on lids & ladders

X. MONTHLY REPORT FROM OFFICE MANAGER.

DESCRIPTION: Office Manager will report on office operations for the current month.

1.) See Office Manager’s Report for July 11, 2017

- o Office Manager Evans offered to answer any questions from FWD Board with regard to her monthly report.
- o The Board didn’t have any questions.

XI. SUB-COMMITTEE REPORTS:

- **UPDATE:** Next Sub-Committee Meeting with Graton CSD to be held on Tuesday, September 26, 2017 at 5:00 p.m. and will be hosted by Forestville Water District.

XII. DIRECTORS’ REPORTS AND CALL FOR FUTURE AGENDA ITEMS:

- **None**

XIII. ADJOURNED: MOTION was made by Director Reha, seconded by Director Morgan and passed 4-0-1 to adjourn the Board Meeting at 8:54 pm

APPROVED: _____, 2017

Submitted by: _____
Judy Evans, FWD Office Manager & Clerk of Board
-and-

Dawn Colen-Leith, FWD Customer Service/Admin Asst.

BY FWD BOARD OF DIRECTORS:

X _____ X _____ X _____

cc: Minutes scheduled to be approved by FWD Board at their August 15*, 2017 Board Meeting:
Directors Bandettini, Benyo, Hasin, Morgan and Reha
Others: Malcolm Manwell – Perry Law Offices
David Long – Brelje & Race
Steve Pearson (complete Board Package requested again 5-6-16)
FWD General Manager
Board Package Binder

- hand-delivered 8-11-2017
- emailed 8-11-2017
- emailed 8-11-2017
- picked up on 8-11-2017
- left on Office counter 8-11-2017
- inserted 8-11-2017