

MINUTES
BOARD MEMBER STUDY SESSION
PUBLIC WELCOME
Forestville Water District



Date: **Tuesday, May 12, 2020**
Location: **Video Conference via Zoom**

Time: **5:00 P.M.**

AGENDA – NO STUDY SESSION TONIGHT

- I. ROLL CALL
- II. **NO STUDY SESSION TONIGHT** for Forestville Water District Board Members. No formal action was taken.
 - No study session will be held tonight
- III. PUBLIC COMMENT
- IIII. ADJOURNMENT and reconvene into Regular Public Meeting as follows:

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

Date: **Tuesday, May 12, 2020**
Location: **Video Conference via Zoom**

Time: **5:30 P.M.**

AGENDA


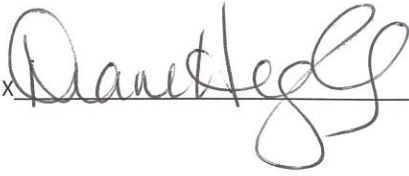
- I. **CALL TO ORDER:** @ 5:30 p.m. by Board Chair Bandettini
- II. **ROLL CALL:** Board Chair Bandettini, Vice Chair McDermott and Director Aldridge were present. Director Hughes was absent. Due to the resignation of Terry Morgan on 4/12/20 from the FWD Board of Directors, the fifth seat was vacant.
OTHERS PRESENT: G.M. Lopes, District Secretary Gwen Taylor, David Long from Brelje & Race, FWD Legal Hirsch, and four members of the public.
- III. **APPROVAL OF AGENDA: MOTION** was made by Director McDermott, seconded by Director Aldridge and passed 3-0-2 to approve the Agenda as presented.
- IV. **STATEMENTS OF ABSTENTION:** None
- V. **PUBLIC COMMENT:** None
- VI. **CONSENT ITEMS: MOTION** was made by Director McDermott, seconded by Director Aldridge and passed 3-0-2 to approve the April Consent items as presented.
 - 1. Payment of Bills from April 2020
 - 2. Financial (Investments) and Administrative Report
 - 3. Approval of Minutes from April 14, 2020 Regular Board Meeting
 - 4. Approval of Minutes from April 23, 2020 Special Board Meeting
- VII. **PUBLIC HEARING:** Public comment on the Proposed Adoption of:
 - WATER: Ordinance No. 70: Water Connection Fees – See Item VIII – “A” below**
 - WATER: Ordinance No. 72: Water Rate Increase – See Item VIII – “B” below**
 - SEWER: Ordinance No. 73: Sewer Fees Increase – See Item VIII – “B” below**
- VIII. **ACTION ITEMS:**
 - A. **FWD BOARD APPROVAL OF “WATER” ORDINANCE NO. 70 – (WATER CONNECTION FEES) AS DESCRIBED UNDER “ITEM VII – PUBLIC HEARING” ABOVE**
 - **MOTION** was made by Director McDermott, seconded by Director Aldridge and passed 3-0-2 to approve Ordinance #70 – Water Connection Fees.
 - A Draft of Ordinance #70 (Water Connection Fees) and a copy of Ordinance #25 (Amending Ord 2 and Establishing Water Connection Fees) were included in the May 12, 2020 Board Packet.
 - B. **FWD BOARD APPROVAL OF “WATER” ORDINANCE NO. 72 AND “SEWER” ORDINANCE NO. 73 AS DESCRIBED UNDER “ITEM VII – PUBLIC HEARING” ABOVE – EFFECTIVE JULY 1, 2020**
 - **MOTION** was made by Director Aldridge, seconded by Director McDermott and passed 3-0-2 to approve Ordinance #72 – Water Rate Increase, and Ordinance #73 – Sewer Fees Increase.
 - Drafts of Ordinance #72 and #73 were included in the May 12, 2020 Board Packet.

- C. **ADOPT RESOLUTION 399 – RESCINDING RESOLUTION 257 (WATER CONNECTION FEES)**
- MOTION was made by Director McDermott, seconded by Director Aldridge and passed 3-0-2 to approve Resolution #399 – Rescinding Resolution # 257 (Water Connection Fees).
 - A Draft of Resolution #399 (Rescinding Res. #257) and a copy of Resolution #257 were included in the May 12, 2020 Board Packet.
- D. **TIME SCHEDULE ORDER AND GRANT APPLICATION FOR SEWER TREATMENT PLANT**
- Staff is still collecting data for the Time Schedule Order.
- E. **GRANT APPLICATION FOR 2018 SEWER IMPROVEMENT PROJECT**
- The parity issue still exists between the USDA loans and the new loan.
- F. **NEW BILLING SYSTEM (CUSI): UPDATES**
- Staff updated the board on the current status of the CUSI program implementation.
- G. **DISTRICT OPERATIONS AUDIT**
- The District Operations Audit is on hold until further notice.
- H. **UPDATING THE WATER MAPPING PRODUCTS TO A GIS PLATFORM**
- FWD Engineer has held off on this project until further notice as instructed by the FWD Board.
- I. **DISCUSSION REGARDING PRV'S IN THE WATER DISTRIBUTION SYSTEM**
- GM Lopes requested bids from 5 contractors in the area with a 5/25/20 deadline to receive responses.
 - Included in the May 12, 2020 Board Packet: Construction Cost Estimate, Bid Schedule, and PRV Replacement Plans for the PRV on Covey Road.
- J. **DISCUSS SEWER SCADA SYSTEM UPGRADES**
- GM Lopes is collecting 4 quotes for replacing the Sewer SCADA system.
- K. **REMINDER: ETHICS TRAINING**
- Director Bandettini needs to complete his Ethics Training by 5/14/20. Directors Aldridge and Hughes need to complete their Ethics Training by 12/10/2020.
- L. **UPDATE: ANDERSON VALVE BUILDING TREE PROJECT**
- PG&E had their contractor, Wilhelm, finish the tree closest to the power line at their cost on 5/5/20.
 - The FWD contract work with Atlas Tree & Landscape will start on 5/18/20; approximate time to finish the project is 4-5 days.
 - GM Lopes signed a contract with the fence contractor to finish the project when the tree cutting is complete.
- M. **ADOPT FWD INVESTMENT POLICY – ANNUAL RENEWAL**
- MOTION was made by Director Aldridge, seconded by Director McDermott and passed 3-0-2 to approve the annual FWD Investment Policy as presented.
 - A Draft of the new Investment Policy and a copy of the policy adopted in November 2018 were included in the May 12, 2020 Board Packet.
- N. **RECYCLED WATER AGREEMENTS EXPIRING JUNE 30, 2020: RAWAH VINEYARDS AND EARL STEPHENS**
- MOTION was made by Director McDermott, seconded by Director Aldridge and passed 3-0-2 to approve the Recycled Water Use Agreements as presented.
 - Drafts of the new Recycled Water Use Agreement for Earl Stephens and Rawah Vineyards were included in the May 12, 2020 Board Packet.
 - The term of the new agreements will be for three years - July 1, 2020 to June 30, 2023.
- O. **NOTICE OF BOARD VACANCY: POSTED 4/24 (Terry Morgan resigned as of 4/12/20)**
- On April 24, 2020 Public Notices of FWD Board Vacancy were posted in three (3) places throughout Forestville.
 - Public Notices were also posted on the FWD Website, Nextdoor Forestville, and the FWD Facebook page.
 - The deadline to receive Letters of Interest at the FWD office is Friday, May 22, 2020, by 4:30pm.
- P. **CORRESPONDENCE**
- There was no Correspondence in the May 12, 2020 Board Packet.
- IX. **MONTHLY REPORT OF THE DISTRICT ENGINEERS, BRELJE AND RACE**
- FWD Engineer Long updated the Board on Engineer Services for “Water” and Wastewater” projects throughout the Board Meeting.
- X. **MONTHLY REPORT FROM GENERAL MANAGER**
- GM Lopes provided current updates for “Water” and “Wastewater” operations and projects. (see G.M.’s report).
- XI. **SUB-COMMITTEE REPORTS**
- The next Graton/FWD Sub-Committee meeting has been postponed until further notice.
- XII. **DIRECTORS’ REPORTS AND CALL FOR FUTURE AGENDA ITEMS**
- None.
- XIII. **ADJOURNMENT:**
- MOTION was made by Director McDermott, seconded by Director Aldridge and passed 3-0-2 to adjourn at 6:44 p.m.

APPROVED: June 9, 2020

Submitted by: 
Gwen Taylor, District Secretary

BY FWD BOARD OF DIRECTORS:

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