



PO Box 261
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Agenda of:
Regular Public Meeting
Of the
Forestville Water District Board of Directors

Date: **Tuesday, May 10, 2022**

Time: **5:30 PM**

Location: **Virtual video conference**

In accordance with AB 361, Governor Newsom's March 4, 2020, State of Emergency due to the COVID-19 pandemic, Sonoma County Public Health Officer's Recommendation for Teleconferenced Meetings, and the Forestville Water District Board of Directors Resolution 413(f), the May 10, 2022, Board of Supervisors Meeting will be facilitated using virtual format with listening and participation available through Zoom.

Forestville Water District ("District"), in complying with the Americans with Disabilities Act ("ADA"), requests individuals who require special accommodations to access and/or participate in District Board meetings, to please contact the District office at (707) 887-1551 or info@forestvillewd.com, at least three (3) business days before the scheduled District Board meeting to ensure that the District may assist you.

To join Zoom Meeting:

Link: <https://zoom.us/join>

Meeting ID: 854 2213 7673

Password: 686700

To participate in Zoom by telephone:

Dial: 1-669-900-9128

Meeting ID: 854 2213 7673

Password: 686700

RECORDING OF MEETING ANNOUNCEMENT:

This meeting may be recorded to assist in preparation of minutes. Recordings will only be kept for 30 days following the meeting as mandated by the Ralph M. Brown Act.

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF AGENDA

IV. STATEMENT OF ABSTENTION

V. PUBLIC COMMENT (Public testimony is limited to three minutes)

VI. CONSENT ITEMS

1. Financial Reports for April 2022
2. Minutes for April 12, 2022, Regular Board Meeting

VII. PUBLIC HEARING (No public hearing tonight)

VIII. ACTION ITEMS

- A. FORESTVILLE PLANNING ASSOCIATION
- B. CONTINUANCE OF TELECONFERENCING
- C. 2018 SEWER IMPROVEMENT PROJECT

- D. TIME SCHEDULE ORDER AND GRANT APPLICATION FOR SEWER TREATMENT PLANT
 - E. PRV REPLACEMENT OPTIONS
 - F. LIFT STATION VFD ELECTRICAL UPGRADE
 - G. SEWER FORCE MAIN PROJECT
 - H. DIRECTOR'S TRAINING
 - I. GROUNDWATER MONITORING AT THE FORESTVILLE YOUTH PARK
 - J. DISTRICT GOAL UPDATES
 - K. NEW WATER RATE STRUCTURE
 - L. WATER CONSERVATION
 - M. ACCESSORY DWELLING UNIT POLICY
 - N. SERVICE AGREEMENT
 - O. ESTABLISHING BYLAWS
 - P. BOARD VACANCY
 - Q. CORRESPONDENCE
 - R. CLOSED SESSION (Gov't. Code #54957) GENERAL MANAGER PERFORMANCE EVALUATION
 - S. CLOSED SESSION (Gov't. Code #54957) BOARD CLERK APPOINTMENT
 - T. CLOSED SESSION (Gov't. Code #54957.6) EMPLOYEE SALARIES AND BENEFITS
- IX. DISTRICT ENGINEER MONTHLY REPORT**
- X. GENERAL MANAGER MONTHLY REPORT**
- XI. GRATON/FWD SUB-COMMITTEE REPORT**
- XII. DIRECTORS' REPORT AND CALL FOR FUTURE AGENDA ITEMS**
- XIII. ADJOURNMENT**

How to get an item on the agenda

Items for the agenda of the regular meetings of the Forestville Water District must be submitted to the District in writing. Regular meetings are held the 2nd Tuesday of each month. Submissions must be received by the District no later than ten (10) calendar days before the meeting. Submit your agenda items to: Forestville Water District, Post Office Box 261, Forestville, CA 95436, or email to: info@forestvillewd.com. Be sure to include your name, address, and phone number. Anonymous submissions will not be considered for discussion.

Forestville Water District
Expense and Revenue Report
"Water" Operation Checking, Period Ending 04/30/2022

cc: May 10, 2022
Board Packet
Consent Item #1

Type	Date	Num	Name	Memo	Amount	Balance
Beginning Balance						566,255.75
Cleared Transactions						
Checks and Payments - 64 items						
Communication:	03/21/2022	15541	Verizon Wireless	Cell Serv chrg (2/5/22-3/4) & new phones	-1,777.65	-1,777.65
Health/Dental	03/21/2022	15536	Humana Insurance Co.	April '22 Coverage	-1,495.51	-3,273.16
Permit	03/21/2022	15542	NSCAPCD	Burn Permit Application	-75.00	-3,348.16
Other Admin	03/21/2022	15533	Becoming Independent	Secured Document Shredding	-40.00	-3,388.16
Payroll Liability	03/30/2022	E-pay	Umpqua Bank	Fed Payroll Tax (3/13-3/26)	-5,252.08	-8,640.24
Payroll Liability	03/30/2022	E-pay	CA EDD	State Payroll Tax PP (3/13-3/26)	-1,072.45	-9,712.69
Payroll Liability	03/30/2022	E-pay	EDD	State Payroll Tax PP (3/13-3/26)	-13.88	-9,726.57
Payroll Liability	03/30/2022	E-pay	Umpqua Bank	Fed Payroll Tax PP (3/13-3/26)	-4.35	-9,730.92
Utilitites	03/31/2022	ACH	PG&E	District Office	-305.53	-10,036.45
Various	04/01/2022	15547	Request IT	IT various projects & mo. Licensing	-14,500.86	-24,537.31
Health/Dental	04/01/2022	ACH	CalPERS Health Insurance	April 2022 Health Insurance	-11,432.79	-35,970.10
WC Insurance	04/01/2022	15550	ACWA/JPIA	3rd Qtr '21-'22 WC Ins	-3,338.56	-39,308.66
Fiber Optic Proj	04/01/2022	15546	North Bay Home Theater Inc.	Installation fiber optics/server box	-2,519.58	-41,828.24
Payroll Liability	04/01/2022	15549	CDTFA	Mar '22 Payroll Deduction	-1,471.20	-43,299.44
Telephone	04/01/2022	15545	Airespring	Internet Service (Mar/Apr)	-915.10	-44,214.54
Telephone	04/01/2022	15548	Streamline	Monthly website fees	-200.00	-44,414.54
Vision	04/01/2022	15551	ACWA/JPIA	May '22 Vision	-161.10	-44,575.64
Legal	04/04/2022	15553	Perry Law	Legal Services for 3/2/22-3/17/22	-870.00	-45,445.64
Various	04/04/2022	15552	Ideal Hardware	March charges	-128.18	-45,573.82
Merch Fees	04/04/2022	ACH	Bankcard	Blufin Merchant Services-CC & eCheck	-95.57	-45,669.39
Bank Fees	04/11/2022	ACH	Umpqua Bank	Umpqua Merchant Fees	-83.85	-45,753.24
Payroll Liability	04/13/2022	E-pay	Umpqua Bank	Fed Payroll Tax (3/27-4/9)	-5,009.18	-50,762.42
Payroll Liability	04/13/2022	ACH	Tony D Lopes	PP #8 3/27-4/9	-3,572.49	-54,334.91
CalPERS	04/13/2022	ACH	CalPERS	CalPERS Retir Contr (3/27-4/9)	-2,879.68	-57,214.59
Payroll Liability	04/13/2022	ACH	Rodrick A Wheeler	PP #8 3/27-4/9	-2,606.44	-59,821.03
Payroll Liability	04/13/2022	ACH	John H Southard	PP #8 3/27-4/9	-2,342.48	-62,163.51
Payroll Liability	04/13/2022	ACH	Cory M. Ipsen	PP #8 3/27-4/9	-2,273.60	-64,437.11
Payroll Liability	04/13/2022	ACH	Dawn M. Colen-Leith	PP #8 3/27-4/9	-1,649.54	-66,086.65
Payroll Liability	04/13/2022	ACH	CalPERS	Employees 457 Contributions PP: 3/27-4/9	-1,543.50	-67,630.15
Payroll Liability	04/13/2022	ACH	Gwen M Taylor	PP #8 3/27-4/9	-1,471.19	-69,101.34
Payroll Liability	04/13/2022	E-pay	CA EDD	State Payroll Tax (3/27-4/9)	-1,003.64	-70,104.98
Payroll Liability	04/13/2022	ACH	CalPERS	CalPERS PEPRA (Employee)	-777.30	-70,882.28
Payroll Liability	04/13/2022	ACH	Destiny Harp	PP #8 3/27-4/9	-342.19	-71,224.47
Payroll Liability	04/13/2022	E-pay	EDD	State Payroll Tax (3/27-4/9)	-13.87	-71,238.34
Payroll Liability	04/13/2022	E-pay	Umpqua Bank	Fed Payroll Tax (3/27-4/9)	-2.25	-71,240.59
Water	04/15/2022	15560	SCWA	Mar '22-Purchased Water	-26,274.94	-97,515.53
Fuel	04/15/2022	ACH	Robinson Oil	Fuel	-491.14	-98,006.67
Communication:	04/15/2022	15561	Verizon Wireless	Cell Service charges (3/5/22-4/4/22)	-291.21	-98,297.88
Office Supply	04/15/2022	15557	Graybar Financial Services	Office phones lease	-276.18	-98,574.06
Lab	04/15/2022	15555	B&R Lab	Lab testing -March '22	-175.00	-98,749.06
Garbage	04/15/2022	15559	Recology Sonoma Marin	Garbage & Recycled - Mar '22	-125.06	-98,874.12
Other Admin	04/15/2022	15554	Becoming Independent	Secured Document Shredding	-40.00	-98,914.12

Forestville Water District
Expense and Revenue Report
"Water" Operation Checking, Period Ending 04/30/2022

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Other Admin	04/15/2022	15558	Inland Business Systems	Xerox Mo. Serv - Past due invoices	-33.79	-98,947.91
Various	04/18/2022	15563	Umpqua Bank	CC statement 3/31/22	-4,581.30	-103,529.21
Health/Dental	04/18/2022	15564	Humana Insurance Co.	May '22 Coverage	-1,495.51	-105,024.72
Repair/Maint	04/18/2022	15562	Maples Plumbing & Heating II	Sewer PSL repair-Office	-1,137.50	-106,162.22
Other Admin	04/19/2022	15565	Wizix Tech Group, Inc.	Mo. Serv. charge & copies/prints	-74.57	-106,236.79
Other Admin	04/20/2022	GJE	So Co Tax Collector	FY 21-22 Property Tax Admin Fee	-2,359.59	-108,596.38
Bnk Srv Chrg	04/20/2022	ACH	Umpqua Bank	analysis activity	-311.67	-108,908.05
Payroll Liability	04/27/2022	E-pay	Umpqua Bank	Fed Payroll Tax (4/10-4/23)	-5,290.72	-114,198.77
Payroll Liability	04/27/2022	ACH	Tony D Lopes	PP #9 (4/10-4/23)	-3,572.50	-117,771.27
Payroll Liability	04/27/2022	ACH	Cory M. Ipsen	PP #9 (4/10-4/23)	-2,886.54	-120,657.81
CalPERS	04/27/2022	ACH	CalPERS	PP #9 (4/10-4/23) CalPERS Retirement Contr	-2,886.26	-123,544.07
Payroll Liability	04/27/2022	ACH	John H Southard	PP #9 (4/10-4/23)	-2,508.04	-126,052.11
Payroll Liability	04/27/2022	ACH	Rodrick A Wheeler	PP #9 (4/10-4/23)	-2,408.20	-128,460.31
Payroll Liability	04/27/2022	ACH	Dawn M. Colen-Leith	PP #9 (4/10-4/23)	-1,649.53	-130,109.84
Payroll Liability	04/27/2022	ACH	Gwen M Taylor	PP #9 (4/10-4/23)	-1,471.19	-131,581.03
Payroll Liability	04/27/2022	E-pay	CA EDD	State Payroll Tax PP (4/10-4/23)	-1,103.38	-132,684.41
Payroll Liability	04/27/2022	ACH	CalPERS	Employees 457 Contributions (4/10-4/23)	-1,043.50	-133,727.91
Payroll Liability	04/27/2022	ACH	CalPERS	CalPERS PEPR (Employee)	-774.08	-134,501.99
Payroll Liability	04/27/2022	ACH	Destiny Harp	PP #9 (4/10-4/23)	-342.18	-134,844.17
Payroll Liability	04/27/2022	E-pay	EDD	State Payroll Tax PP (4/10-4/23)	-13.88	-134,858.05
Payroll Liability	04/27/2022	E-pay	Umpqua Bank	Fed Payroll Tax (4/10-4/23)	-2.25	-134,860.30
Fuel	04/29/2022	ACH	Robinson Oil	Fuel	-540.81	-135,401.11
Total Checks and Payments					-135,401.11	-135,401.11
Deposits and Credits - 32 items						
VOID	01/13/2022	15489	Forestville Chamber of Comrr	VOID:	0.00	0.00
	03/31/2022		Water A/R	Water Sold	1,013.48	1,013.48
	03/31/2022		Water A/R	Water Sold	1,605.92	2,619.40
	03/31/2022		Water A/R	Water Sold	7,776.79	10,396.19
	04/04/2022		Water A/R	Water Sold	371.12	10,767.31
	04/04/2022		Water A/R	Water Sold	1,072.69	11,840.00
	04/05/2022		Water A/R	Water Sold	325.11	12,165.11
	04/05/2022		Water A/R	Water Sold	356.51	12,521.62
	04/05/2022		Water A/R	Water Sold	368.88	12,890.50
	04/05/2022		Water A/R	Water Sold	1,832.83	14,723.33
	04/07/2022		Water A/R	Water Sold	298.68	15,022.01
	04/07/2022		Tony D Lopes	Reimbursement - Flight upgrade	328.00	15,350.01
	04/07/2022		Water A/R	Water Sold	2,055.66	17,405.67
	04/07/2022		Water A/R	Water Sold	2,433.48	19,839.15
	04/13/2022		Water A/R	Water Sold	106.41	19,945.56
	04/13/2022		Water A/R	Water Sold	152.93	20,098.49
	04/13/2022		Water A/R	Water Sold	245.54	20,344.03
	04/13/2022		Water A/R	Water Sold	263.10	20,607.13
	04/13/2022		Deposit	Water Sold	446.27	21,053.40
	04/13/2022		Water A/R	Water Sold	1,702.05	22,755.45
	04/15/2022		Water A/R	Water Sold	107.46	22,862.91
	04/18/2022		Water A/R	Water Sold	78.71	22,941.62

Forestville Water District
Expense and Revenue Report
"Water" Operation Checking, Period Ending 04/30/2022

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Board Packet
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04/18/2022	Water A/R	Water Sold	117.46	23,059.08
04/18/2022	Water A/R	Water Sold	354.88	23,413.96
04/20/2022	So Co Tax Collector	Interest Apportionment	9.11	23,423.07
04/20/2022	So Co Tax Collector	HOPTR	343.61	23,766.68
04/20/2022	So Co Tax Collector	CY Supplemental	1,500.83	25,267.51
04/20/2022	So Co Tax Collector	CY Secured	76,327.52	101,595.03
04/26/2022	Water A/R	Water Sold	66.34	101,661.37
04/26/2022	Water A/R	Water Sold	117.46	101,778.83
04/26/2022	Water A/R	Water Sold	638.88	102,417.71
04/27/2022	Water A/R	Water Sold	148.94	102,566.65
	Total Deposits and Credits		102,566.65	102,566.65
	Total Cleared Transactions		-32,834.46	-32,834.46
Cleared Balance			-32,834.46	533,421.29
	Uncleared Transactions			
	Checks and Payments - 2 items			
11/27/2019	14931	Accu-Bore	-50.00	-50.00
04/15/2022	15556	Forestville Chamber of Comr 2022 Annual Non-Profit Membership Dues	-75.00	-125.00
	Total Checks and Payments		-125.00	-125.00
	Deposits and Credits - 16 items			
02/24/2022	Water A/R		350.00	350.00
03/04/2022	Water A/R		240.00	590.00
03/10/2022	Water A/R		476.95	1,066.95
03/18/2022	Water A/R		562.44	1,629.39
03/22/2022	Water A/R		117.00	1,746.39
03/23/2022	Water A/R		200.00	1,946.39
03/28/2022	Water A/R		945.67	2,892.06
03/31/2022	Water A/R		1,131.55	4,023.61
04/05/2022	Water A/R		140.00	4,163.61
04/07/2022	Water A/R		110.00	4,273.61
04/13/2022	Water A/R		91.20	4,364.81
04/26/2022	Water A/R		604.00	4,968.81
04/28/2022	Water A/R		83.93	5,052.74
04/29/2022	Water A/R		184.96	5,237.70
04/30/2022	Water A/R		91.22	5,328.92
04/30/2022	Water A/R		182.44	5,511.36
	Total Deposits and Credits		5,511.36	5,511.36
	Total Uncleared Transactions		5,386.36	5,386.36
Register Balance as of 04/30/2022			-27,448.10	538,807.65
	New Transactions			
	Deposits and Credits - 1 item			
05/04/2022	Water A/R		470.71	470.71
	Total Deposits and Credits		470.71	470.71
	Total New Transactions		470.71	470.71
Ending Balance			-26,977.39	539,278.36

FORESTVILLE WATER DISTRICT
"WATER" OPERATIONS
 SCHEDULE OF CASH & INVESTMENTS
 APRIL 2022

BROKERAGE ACCOUNT	DATE	Investments Total
STEWARD PARTNERS	5/5/2022	\$628,836.41

SONOMA COUNTY TREASURY INVESTMENT POOL	DATE	TOTAL
	4/1/2022	\$745,410.04

COMBINED TOTAL OF INVESTMENTS **\$1,374,246.45**

UMPQUA BANK:
 OPERATIONS CHECKING 4/30/2022 **\$538,807.65**

GRAND TOTAL **\$1,913,054.10**

BOARD CLERK SIGNATURE: x _____

DIRECTOR INITIALS:

x _____
x _____
x _____

Forestville Water District
"Water" Profit & Loss Budget vs. Actual
 July 2021 through April 2022

Ordinary Income/Expense	Jul '21 - Apr 22	Budget	\$ Over Budget	% of Budget
Income				
41000 · Water Sales				
RECYCLED WATER ACCOUNTS				
41800 · Recycled Water	30,066.31	36,983.27	-6,916.96	81.3%
Total RECYCLED WATER ACCOUNTS	30,066.31	36,983.27	-6,916.96	81.3%
41000R · Sales Allowance & Adjustment	-8,568.63			
41100 · Residential	774,119.18			
41200 · Business	17,101.82			
41700 · Other	6,234.34			
41700.1 · Outside Sales	58,019.77			
41000 · Water Sales - Other	0.00	1,034,960.35	-1,034,960.35	0.0%
Total 41000 · Water Sales	876,972.79	1,071,943.62	-194,970.83	81.81%
42000 · Water Service				
42100 · Fire Protection	1,696.00			
42302 · Meters	-973.00			
Total 42000 · Water Service	723.00			
49000 · Non-Operating				
49100 · Re-Connect Fees-Late Pay Chrgs	1,970.00			
49200 · Interest	1,056.77	18,180.00	-17,123.23	5.81%
49300 · Taxes & Assessments	182,731.40	171,700.00	11,031.40	106.43%
49521 · Home Owners Property Tax Relief	992.06			
49650 · Connection Fees	10,135.00			
49700 · Connection Fee Interest	0.00	0.00	0.00	0.0%
Total 49000 · Non-Operating	196,885.23	189,880.00	7,005.23	103.69%
49990 · Miscellaneous Income	0.00	0.00	0.00	0.0%
Total Income	1,074,581.02	1,261,823.62	-187,242.60	85.16%
Cost of Goods Sold				
Purchased Water From SCWA				
51300 · Purchased Water	184,824.58	388,674.01	-203,849.43	47.55%
51310 · Aquaduct Fund	84,725.06			
51320 · Cotati Intertie	2,664.00	4,111.88	-1,447.88	64.79%
Total Purchased Water From SCWA	272,213.64	392,785.89	-120,572.25	69.3%
Total COGS	272,213.64	392,785.89	-120,572.25	69.3%
Gross Profit	802,367.38	869,037.73	-66,670.35	92.33%
Expense				
Employee Benefits				
56350 · Unemployment Insurance	1,608.58	2,379.30	-770.72	67.61%
56400 · Health & Dental Insurance	114,625.09	122,625.62	-8,000.53	93.48%
56450 · Vision Care Insurance	1,611.00	1,990.99	-379.99	80.92%
56500 · Social Security & Medicare	37,629.43	42,597.71	-4,968.28	88.34%
56501 · CalPERS for Classic	112,655.89	78,652.86	34,003.03	143.23%
56505 · CalPERS for PEPRA employees	17,064.54	0.00	17,064.54	100.0%
Total Employee Benefits	285,194.53	248,246.48	36,948.05	114.88%
Operations & Maintenance				
54120 · Labor (RRU)	0.00	0.00	0.00	0.0%
54210 · Materials & Supplies	7,236.88	12,989.19	-5,752.31	55.72%
54220 · Machine Hire	82.99	30,600.00	-30,517.01	0.27%
54230 · Maintenance & Repair	43,238.13	20,400.00	22,838.13	211.95%

Forestville Water District
"Water" Profit & Loss Budget vs. Actual
 July 2021 through April 2022

	Jul '21 - Apr 22	Budget	\$ Over Budget	% of Budget
54235 · Garbage+Recycled Waste Service	1,224.54	1,326.00	-101.46	92.35%
55200 · Uncollectible Accounts	0.00	0.00	0.00	0.0%
56210 · Office Supplies	22,588.37	16,892.44	5,695.93	133.72%
56211 · Bank Service Charges	2,585.96	3,121.20	-535.24	82.85%
56212 · Uniforms	1,309.69	2,000.00	-690.31	65.49%
56213 · Merchant Fees	1,746.11	2,550.00	-803.89	68.48%
56220 · PG&E	3,762.64	3,585.28	177.36	104.95%
56221 · Sewer Direct Charges - Annual	1,564.22	1,050.43	513.79	148.91%
56230 · Phone-Transmit Wtr Tank Monitor	0.00	1,082.43	-1,082.43	0.0%
56231 · Telephone	5,013.79	3,247.30	1,766.49	154.4%
56232 · Translation Services	0.00	2,000.00	-2,000.00	0.0%
56233 · CUSI software annual fee	8,862.00	9,159.00	-297.00	96.76%
56236 · Vehicle Fuel Expense (shared)	8,354.99	0.00	8,354.99	100.0%
56239 · Training	9,000.06	5,000.00	4,000.06	180.0%
56240 · Other Administrative Expenses	4,351.61	8,446.22	-4,094.61	51.52%
56241 · Other Admin Services (shared)	3,180.34	5,000.00	-1,819.66	63.61%
56242 · Membership Dues (include LAFCO)	17,527.81	16,785.00	742.81	104.43%
56243 · Election	0.00	4,000.00	-4,000.00	0.0%
56245 · Permit Fees	3,003.66	2,300.00	703.66	130.59%
56246 · Consulting-Office Tech/Support	11,243.48	0.00	11,243.48	100.0%
56300 · Comp & Liability Insurance				
56301 · Liability & Property	23,428.68	24,895.94	-1,467.26	94.11%
56302 · Workers Comp	12,161.76	12,240.00	-78.24	99.36%
Total 56300 · Comp & Liability Insurance	35,590.44	37,135.94	-1,545.50	95.84%
56700 · Maintenance-General Plant	0.00	10,000.00	-10,000.00	0.0%
56702 · Lab Testing- Water Analysis	2,206.50	2,550.00	-343.50	86.53%
56800 · Audit	4,975.00	4,975.00	0.00	100.0%
56801 · Attorney-specific water issues	2,121.97	6,000.00	-3,878.03	35.37%
56802 · Attorney-Retainer	6,279.68	6,000.00	279.68	104.66%
56804 · Truck Expense	9,590.68	10,000.00	-409.32	95.91%
56806 · Engineer-specific water issues	4,041.25	15,000.00	-10,958.75	26.94%
56807 · Engineer	4,000.00	6,000.00	-2,000.00	66.67%
56810 · Recycled Water Chrgs to FWD SSZ	0.00	34,900.13	-34,900.13	0.0%
Total Operations & Maintenance	224,682.79	284,095.56	-59,412.77	79.09%
Salaries & Wages				
54100 · Management (Salaries)				
54100.9 · General Manager Salary	114,180.20	0.00	114,180.20	100.0%
54100 · Management (Salaries) - Other	0.00	134,532.32	-134,532.32	0.0%
Total 54100 · Management (Salaries)	114,180.20	134,532.32	-20,352.12	84.87%
54104 · Administration PTO				
54104.1 · Vacation	3,501.96			
54104.2 · Sick Pay	2,629.77			
54104.3 · Comp Time	884.50			
Total 54104 · Administration PTO	7,016.23			
54105 · Operations PTO				
54105.1 · Vacation - LPO	3,096.60			
54105.2 · Sick Pay - LPO	2,834.58			
54105.3 · Comp Time - LPO	5,192.08			
54105.4 · Vacation - Operator	4,343.00			

Forestville Water District
"Water" Profit & Loss Budget vs. Actual
 July 2021 through April 2022

	Jul '21 - Apr 22	Budget	\$ Over Budget	% of Budget
54105.5 · Sick Pay - Operator	2,591.59			
54105.6 · Comp Time - Operator	13,207.13			
Total 54105 · Operations PTO	31,264.98			
54106 · Lead Plant Operator Salary				
54106.1 · Lead Plant Op Overtime Pay	9,039.69	9,803.38	-763.69	92.21%
54106.2 · Lead Plant Op Standby Pay	4,539.10	6,091.52	-1,552.42	74.52%
54106.3 · Holiday Pay Grade III	3,334.80			
54106.4 · LPO- Bi Wk hourly	68,493.90			
54106 · Lead Plant Operator Salary - Other	0.00	98,504.29	-98,504.29	0.0%
Total 54106 · Lead Plant Operator Salary	85,407.49	114,399.19	-28,991.70	74.66%
54107 · Water/Sewer Grade 2 Op Salary				
54107.1 · Water/Sewer Grade 2 Op Overtime	2,792.48	8,418.66	-5,626.18	33.17%
54107.2 · Water/Sewer Grade 2 Op Standby	4,730.22	6,091.52	-1,361.30	77.65%
54107.3 · Holiday Pay-Grade II Operator	3,546.00			
54107.4 · Grade II Operator- Bi Wk Hourly	57,712.80			
54107 · Water/Sewer Grade 2 Op Salary - Other	-593.60	80,679.14	-81,272.74	-0.74%
Total 54107 · Water/Sewer Grade 2 Op Salary	68,187.90	95,189.32	-27,001.42	71.63%
54108 · Part-Time Field Employees	0.00	0.00	0.00	0.0%
54109 · Water/Sewer Grade 2 Op Salary 2				
54109.1 · Water/Sewer Grade 2 Op OT 2	0.00	8,418.66	-8,418.66	0.0%
54109.2 · Water/Sewer Grade 2 Standby 2	5,446.92	6,091.52	-644.60	89.42%
54109.3 · Holiday Pay - Grade II (#2)	2,374.80			
54109.4 · Comp Time Paid Out (#2)	1,860.26			
54109 · Water/Sewer Grade 2 Op Salary 2 - Other	52,952.04	80,287.71	-27,335.67	65.95%
Total 54109 · Water/Sewer Grade 2 Op Salary 2	62,634.02	94,797.89	-32,163.87	66.07%
54110 · Office Admin/Board Clerk Salary				
54110.5 · Temp. Office Assistant-Bi-Wk Ho	1,475.00			
54110.6 · Cust Serv/Admin Asst	97,543.52			
54110.7 · Holiday Pay-Cust Serv/Admin	4,408.80			
54111 · Office Admin Salary	0.00	0.00	0.00	0.0%
54110 · Office Admin/Board Clerk Salary - Other	0.00	119,538.89	-119,538.89	0.0%
Total 54110 · Office Admin/Board Clerk Salary	103,427.32	119,538.89	-16,111.57	86.52%
54999 · Merit Salary Increase	0.00	4,829.03	-4,829.03	0.0%
Total Salaries & Wages	472,118.14	563,286.64	-91,168.50	83.82%
54118 · Employee Reimbursement	439.39			
Total Expense	982,434.85	1,095,628.68	-113,193.83	89.67%
Net Ordinary Income	-180,067.47	-226,590.95	46,523.48	79.47%
Other Income/Expense				
Other Income				
56805 · Reimbursement from Sewer	3,707.94	418,893.52	-415,185.58	0.89%
Total Other Income	3,707.94	418,893.52	-415,185.58	0.89%
Net Other Income	3,707.94	418,893.52	-415,185.58	0.89%
Net Income	-176,359.53	192,302.57	-368,662.10	-91.71%

Forestville Water District
Balance Sheet
As of April 30, 2022

	Apr 30, 22
ASSETS	
Current Assets	
Checking/Savings	
13102 · Umpqua Bank Operation Checking	538,807.65
13400 · Imprest Cash	75.00
Total Checking/Savings	538,882.65
Accounts Receivable	
13710 · A/R - Utility Services	180,410.29
13800 · Allowance for Uncollectibles	-2,071.29
13900 · Property Taxes	-20,833.88
Total Accounts Receivable	157,505.12
Other Current Assets	
13200.4 · So Co Investment Interest	323,429.70
13705 · So Co Investment Pool	417,741.50
13715 · Chase Bank Investments	669,965.00
13999 · Due from Sewer - shared costs	3,707.94
14300 · Inventory of Materials-Supplies	8,243.10
14400 · Prepaid Insurance	5,103.75
Total Other Current Assets	1,428,190.99
Total Current Assets	2,124,578.76
Fixed Assets	
11120 · Utility Plant Land	46,880.00
11165 · Fiber Optic Project - Office	8,977.13
11166 · Kyocera Copier - New 2022	8,674.58
11169 · Hydrant Repair - El Molino	10,662.95
11170 · Utility Plant in Service	1,945,064.58
11171 · A/D - Utility Plant in Service	-1,525,640.26
11172 · Hydrant Replacement Project	20,132.87
11173 · Anderson Water Main Building	59,391.38
11174 · GIS Mapping Platform-Water	8,425.00
11176 · CUSI Billing System	26,984.00
11177 · Hydraulic Modeling/50-90 Valve	7,359.87
11178 · PRV Repair/Replacement	286,628.77
11179 · Wohler Bridge Pipe Abandonment	63,915.00
11180.1 · Office Equipment	41,334.81
11180.2 · Tools & Equipment	43,445.62
11180.3 · Transportation Equipment	86,195.40
11180.4 · Utility Plant Building	107,219.75
11181 · A/D - Office Equipment	-41,335.22
11182 · A/D - Tools & Equipment	-41,462.53
11183 · A/D - Transportation Equipment	-67,028.94
11184 · A/D - Utility Plant Building	-40,381.00
Total Fixed Assets	1,055,443.76
TOTAL ASSETS	3,180,022.52
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
22200 · Accounts Payable	-6,207.89
Total Accounts Payable	-6,207.89
Other Current Liabilities	
22600 · Customer Deposits	250.00
22900 · Payroll Liabilities	
22901 · Social Security	-22.00
22902 · Medicare	-5.18
22903 · FIT	-44.00
22904 · SIT	31.73
22905 · State Unemployment	-7.37

	<u>Apr 30, 22</u>
22906 · Employment Training Tax	-0.21
22908 · Disability Insurance - Employee	3.82
22900 · Payroll Liabilities - Other	<u>1,775.74</u>
Total 22900 · Payroll Liabilities	1,732.53
22910 · Accrued Vacation	23,527.00
22912 · Employee Benefits Payable	-75.54
23500 · Due to "Sewer"-shared cost back	<u>32,874.65</u>
Total Other Current Liabilities	58,308.64
Total Current Liabilities	52,100.75
Long Term Liabilities	
26000 · GASB 68 Pension Liability	
26001 · Deferred Inflows - GASB 68	7,080.00
26002 · Deferred Outflows - GASB 68	-250,184.00
26000 · GASB 68 Pension Liability - Other	<u>607,745.00</u>
Total 26000 · GASB 68 Pension Liability	364,641.00
Total Long Term Liabilities	364,641.00
Total Liabilities	416,741.75
Equity	
11100 · Retained Earnings	1,710,554.35
30000 · Opening Bal Equity	-212,551.99
30100 · Contributed Capital	180,451.53
31000.1 · R/E - Unreserved	191,750.41
31000.2 · Capital Outlay	503,194.00
31000.3 · For Repair/Replace for Exist	566,242.00
Net Income	<u>-176,359.53</u>
Total Equity	2,763,280.77
TOTAL LIABILITIES & EQUITY	<u>3,180,022.52</u>

**Sewer Service Zone
Expense and Revenue Report
Sewer Operation Checking, Period Ending 04/30/2022
Sewer "Operations" Checking**

Type	Date	Num	Name	Memo	Amount	Balance
Beginning Balance						946,300.90
Cleared Transactions						
Checks and Payments - 13 items						
Reimbursement	03/21/2022	5657	Tony Lopes	Sewer VFD	-44.89	-44.89
Mat/Supplies	03/21/2022	5649	Alhambra Drinking Water	Monthly Rental (Mar '22)	-9.99	-54.88
Mat/Supplies	04/01/2022	5662	Telstar Instruments Inc.	Annual calibrations	-1,335.00	-1,389.88
Maint/Repair	04/01/2022	5661	Sequoia Properties	Reimburse for repair at 6537 Center St.	-545.00	-1,934.88
Maint/Repair	04/01/2022	5660	Leete Generators	VFD repair	-431.00	-2,365.88
Maint/Repair	04/04/2022	5663	Sustainable Tree Specialists	Tree work at Sewer Plant	-1,900.00	-4,265.88
Maint/Repair	04/15/2022	5664	Aspect Engineering Group	Emergency Repair - SCADA	-3,942.37	-8,208.25
Chemicals	04/15/2022	5669	Univar USA Inc.	chemicals (SOD Hypo 12.5%)	-2,495.97	-10,704.22
Lab	04/15/2022	5666	B and R Lab, Inc.	Lab testing services for March 2022	-2,038.00	-12,742.22
telephone	04/15/2022	5665	AT&T	Monthly phone	-736.93	-13,479.15
Various	04/15/2022	5668	Umpqua Bank	CC Statement ending date 3/31/22	-519.23	-13,998.38
Ops/Maint	04/18/2022	ACH	PG&E	Monthly SSZ Plant	-7,794.75	-21,793.13
Mat/Supplies	04/18/2022	5670	Alhambra Drinking Water	Rental + water (Apr '22)	-138.86	-21,931.99
Total Checks and Payments					-21,931.99	-21,931.99
Deposits and Credits - 7 items						
	04/06/2022	1876	Customer	PSL Inspection Review	75.00	75.00
	04/12/2022	232	Customer	FY 22-23 Prorated SSZ Direct Charges	1,181.31	1,256.31
	04/18/2022		Taxes from County	Interest Apportion	36.29	1,292.60
	04/20/2022		Taxes from County	CY Secured-Direct Sewer Charges	144,993.27	146,285.87
	04/20/2022		Taxes from County	CY Secured-Direct Sewer Charges	266,126.72	412,412.59
	04/21/2022		ACWA/JPIA	Insurance Reimbursement	10,409.09	422,821.68
	04/27/2022	790	Customer	PSL Inspection Review	75.00	422,896.68
Total Deposits and Credits					422,896.68	422,896.68
Total Cleared Transactions					400,964.69	400,964.69
Cleared Balance					400,964.69	1,347,265.59
Uncleared Transactions						
Checks and Payments - 1 item						
	04/15/2022	5667	Co. of So.	Sewer Plant Permit (Fire/Hazmat)	-1,438.00	-1,438.00
Total Checks and Payments					-1,438.00	-1,438.00
Total Uncleared Transactions					-1,438.00	-1,438.00
Register Balance as of 04/30/2022					399,526.69	1,345,827.59
Ending Balance					399,526.69	1,345,827.59

Sewer Service Zone
Expense and Revenue Report
Sewer Operation Checking, Period Ending 04/30/2022

Sewer "Connection" Checking

Type	Date	Num	Name	Memo	Amount	Balance
Beginning Balance						195,356.13
Cleared Balance						195,356.13
Register Balance as of 04/30/2022						195,356.13
Ending Balance						195,356.13

FORESTVILLE WATER DISTRICT
 "SEWER SERVICE ZONE"
 SCHEDULE OF CASH & INVESTMENTS
 APRIL 2022

BROKERAGE ACCOUNT	DATE	Investments Total
STEWART PARTNERS	5/5/2022	\$140,826.06

SONOMA COUNTY TREASURY INVESTMENT POOL	DATE	TOTAL
	4/1/2022	\$198,179.13

COMBINED TOTAL OF INVESTMENTS **\$339,005.19**

UMPQUA BANK:

OPERATIONS CHECKING	4/30/2022	\$1,345,827.59
CONNECTION FEE CHECKING	4/30/2022	<u>\$195,356.13</u> (RESTRICTED)

GRAND TOTAL **\$1,880,188.91**

BOARD CLERK SIGNATURE: x _____

DIRECTOR INITIALS:

x _____ x _____ x _____

Sewer Service Zone
Profit & Loss Budget vs. Actual
 July 2021 through April 2022

	Jul '21 - Apr 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
41000 · SEWER INCOME				
41150 · MH Dir Chrgs-new prorated CY	1,181.31			
41200 · Fstvl Dir Chrgs-frm Tax Roll CY	647,942.04	656,505.72	-8,563.68	98.7%
41250 · MH Dir Chrgs-from Tax Roll CY	366,081.48	375,571.69	-9,490.21	97.47%
41300 · El Molino HS Dir Chrgs-CY	53,290.68	40,000.00	13,290.68	133.23%
41350 · Fvl Elem School-Dir Chrgs CY	35,243.72	26,372.04	8,871.68	133.64%
41400 · SoCo Pub Wks-Dir Chrgs CY	1,776.32	1,450.88	325.44	122.43%
41450 · Steelhead Beach Direct Charges	18,544.60	20,197.33	-1,652.73	91.82%
41452 · Fstvl Fire Protect-CY Dir Chgs	7,794.50	5,147.39	2,647.11	151.43%
41453 · FWD Direct Charges/Office Bldg	1,564.22	1,433.32	130.90	109.13%
41460 · Miscellaneous Income	525.00			
41465 · Recycled Water-Irrigation	0.00	16,800.00	-16,800.00	0.0%
41470 · Recycled Water-Ag Users	374.68	10,500.00	-10,125.32	3.57%
Total 41000 · SEWER INCOME	1,134,318.55	1,153,978.37	-19,659.82	98.3%
41461 · Grant Income	10,409.09			
Total Income	1,144,727.64	1,153,978.37	-9,250.73	99.2%
Gross Profit	1,144,727.64	1,153,978.37	-9,250.73	99.2%
Expense				
Loans				
59100 · Interest paid on loans				
59014 · USDA Loan 92-14-Interest Expens	71,537.50	71,537.50	0.00	100.0%
59016 · USDA Loan 92-16-Interest Expens	28,012.50	28,012.50	0.00	100.0%
59017 · USDA Loan 92-17-Interest Expens	6,908.88	6,908.88	0.00	100.0%
Total 59100 · Interest paid on loans	106,458.88	106,458.88	0.00	100.0%
59101 · Principal for Budgeting Purpose				
59114 · USDA Loan 92-14-Principal	38,300.00	38,300.00	0.00	100.0%
59116 · USDA Loan 92-16-Principal	15,300.00	15,300.00	0.00	100.0%
59117 · USDA Loan 92-17- Principal	4,100.00	4,100.00	0.00	100.0%
Total 59101 · Principal for Budgeting Purpose	57,700.00	57,700.00	0.00	100.0%
Total Loans	164,158.88	164,158.88	0.00	100.0%
Operations & Maintenance				
54120 · Labor (RRU)	0.00	0.00	0.00	0.0%
54121 · Contract Services - WaterTalent	0.00	0.00	0.00	0.0%
54130 · CRWA Contract Services	0.00	0.00	0.00	0.0%
54150 · Plant Operations - SCWA	0.00	1,126.16	-1,126.16	0.0%
54210 · Materials & Supplies	2,431.07	14,071.62	-11,640.55	17.28%
54220 · Machine Hire	2,518.75	22,000.00	-19,481.25	11.45%
54230 · Maint/Repair System	43,872.10	70,000.00	-26,127.90	62.67%
54235 · Garbage+Recycled Waste Services	0.00	0.00	0.00	0.0%
54240 · Collection Systems Maintenance	3,865.13	11,261.62	-7,396.49	34.32%
56210 · Office supplies, postage, etc.	122.60	1,218.99	-1,096.39	10.06%
56211 · Office Supplies (shared)	0.00	4,898.81	-4,898.81	0.0%
56212 · Uniforms	0.00	0.00	0.00	0.0%
56213 · Bank Service Charges (shared)	0.00	0.00	0.00	0.0%
56220 · PG&E Plant Usage	82,387.17	110,408.08	-28,020.91	74.62%
56221 · P.G. & E. - (shared)	0.00	1,039.73	-1,039.73	0.0%
56225 · Utilities-Forestville Water	2,218.62	1,218.99	999.63	182.01%

Sewer Service Zone
Profit & Loss Budget vs. Actual
 July 2021 through April 2022

	Jul '21 - Apr 22	Budget	\$ Over Budget	% of Budget
56230 · Telephone- plant useage	7,135.43	3,047.49	4,087.94	234.14%
56231 · Telephone- (shared)	0.00	941.72	-941.72	0.0%
56232 · Translation Services	0.00	0.00	0.00	0.0%
56235 · Memberships & LAFCO charges	1,946.00	4,870.94	-2,924.94	39.95%
56236 · Vehicle Fuel Expense	1,614.40	0.00	1,614.40	100.0%
56239 · Training	760.00	0.00	760.00	100.0%
56240 · Other Admin costs (sewer only)	9,890.26	7,883.14	2,007.12	125.46%
56241 · Other Admin Services (shared)	329.10	2,449.40	-2,120.30	13.44%
56245 · Permit Fees	8,633.00	8,659.46	-26.46	99.69%
56246 · Consulting-Sewer Tech/Support	0.00	609.50	-609.50	0.0%
56301 · Insurance- Liabil/Prop (shared)	0.00	7,219.82	-7,219.82	0.0%
56302 · Insurance-Workers' Comp(shared)	0.00	3,549.60	-3,549.60	0.0%
56700 · Maintenance=General Sewer Plant	0.00	975.20	-975.20	0.0%
56701 · Chemicals	24,306.14	60,000.00	-35,693.86	40.51%
56702 · Lab/sample testing-Wastewater	25,804.87	50,000.00	-24,195.13	51.61%
56800 · Audit	4,975.00	4,975.00	0.00	100.0%
56801 · Attorney Services	1,450.00	3,000.00	-1,550.00	48.33%
56802 · Attorney Retainer- (shared)	0.00	1,740.00	-1,740.00	0.0%
56804 · Truck Expense - (shared)	0.00	2,900.00	-2,900.00	0.0%
56805 · Reimburse "Water"- shared costs	0.00	418,893.52	-418,893.52	0.0%
56806 · Engineering Services-Sewer only	9,488.75	20,000.00	-10,511.25	47.44%
56807 · Engineering Retainer- (shared)	0.00	1,740.00	-1,740.00	0.0%
56808 · Eng. Services-Biosolids Removal	0.00	0.00	0.00	0.0%
56870 · Miscellaneous Special Projects	0.00	0.00	0.00	0.0%
56875 · Report of Waste Discharge	0.00	0.00	0.00	0.0%
56880 · Current Yr reserved future fund	0.00	0.00	0.00	0.0%
57105 · Reserves for Depreciation	0.00	0.00	0.00	0.0%
57110 · Reserves for Contingencies	0.00	0.00	0.00	0.0%
Total Operations & Maintenance	233,748.39	840,698.79	-606,950.40	27.8%
PAYROLL and BENEFITS				
Employee Benefits				
56350 · Unemployment - (shared)	0.00	689.99	-689.99	0.0%
56400 · Health/Dental - (shared)	0.00	35,561.43	-35,561.43	0.0%
56450 · Vision Care Insurance-(shared)	0.00	577.39	-577.39	0.0%
56500 · Social Security - (shared)	0.00	12,353.34	-12,353.34	0.0%
56501 · CalPERS for Classic	0.00	22,809.33	-22,809.33	0.0%
56504 · General Manager @ 50% Sewer	0.00	0.00	0.00	0.0%
56505 · CalPERS for PEPRA employees	0.00	0.00	0.00	0.0%
56506 · Lead Plant Op @ 100% Sewer	0.00	0.00	0.00	0.0%
Total Employee Benefits	0.00	71,991.48	-71,991.48	0.0%
Salaries & Wages				
54100 · General Manager Salary (shared)	0.00	67,266.16	-67,266.16	0.0%
54106 · Lead Plant Operator Salary				
54106.1 · Lead Plant Operator Overtime	0.00	9,803.38	-9,803.38	0.0%
54106.2 · Lead Plant Operator Standby	0.00	6,091.52	-6,091.52	0.0%
54106 · Lead Plant Operator Salary - Other	0.00	98,504.29	-98,504.29	0.0%
Total 54106 · Lead Plant Operator Salary	0.00	114,399.19	-114,399.19	0.0%
54107 · Water/Sewer Grade 2 Op Salary				
54107.1 · Water/Sewer Grade 2 Overtime	0.00	2,441.41	-2,441.41	0.0%

Sewer Service Zone
Profit & Loss Budget vs. Actual
July 2021 through April 2022

	Jul '21 - Apr 22	Budget	\$ Over Budget	% of Budget
54107.2 · Water/Sewer Grade 2 Op Standby	0.00	1,766.54	-1,766.54	0.0%
54107 · Water/Sewer Grade 2 Op Salary - Other	296.80	23,396.95	-23,100.15	1.27%
Total 54107 · Water/Sewer Grade 2 Op Salary	296.80	27,604.90	-27,308.10	1.08%
54108 · P-T Field Employees (shared)	0.00	0.00	0.00	0.0%
54109 · Water/Sewer Grade 2 Op 2 Salary				
54109.1 · Water/Sewer Grade 2 Op 2 OT	0.00	2,441.41	-2,441.41	0.0%
54109.2 · Water/Sewer Grde 2 Op 2 Standby	0.00	1,766.54	-1,766.54	0.0%
54109 · Water/Sewer Grade 2 Op 2 Salary - Other	417.06	23,284.44	-22,867.38	1.79%
Total 54109 · Water/Sewer Grade 2 Op 2 Salary	417.06	27,492.39	-27,075.33	1.52%
54110 · Board Clerk Salary - (shared)	0.00	34,666.28	-34,666.28	0.0%
54111 · Office Admin Salary	0.00	0.00	0.00	0.0%
Total Salaries & Wages	713.86	271,428.92	-270,715.06	0.26%
Total PAYROLL and BENEFITS	713.86	343,420.40	-342,706.54	0.21%
Total Expense	398,621.13	1,348,278.07	-949,656.94	29.57%
Net Ordinary Income	746,106.51	-194,299.70	940,406.21	-384.0%
Other Income/Expense				
Other Income				
49200 · Interest Income	354.24	2,000.00	-1,645.76	17.71%
Total Other Income	354.24	2,000.00	-1,645.76	17.71%
Net Other Income	354.24	2,000.00	-1,645.76	17.71%
Net Income	746,460.75	-192,299.70	938,760.45	-388.18%

**Sewer Service Zone
Balance Sheet
As of April 30, 2022**

	Apr 30, 22
ASSETS	
Current Assets	
Checking/Savings	
13101 · Umpqua Sewer Operation Checking	1,345,827.59
13301 · Umpqua Connection Fee Account	195,356.13
Total Checking/Savings	1,541,183.72
Accounts Receivable	
13710 · Accounts Receivable	123,066.38
Total Accounts Receivable	123,066.38
Other Current Assets	
13200 · SoCo Investment Interest	47,363.64
13705 · SoCo Investment Pool	150,000.00
13721 · Chase Bank Investments	144,510.00
16000 · Connection Fee Receivable	-7,074.00
16001 · Allowance- Conn.Fee Receivable	7,074.00
Total Other Current Assets	341,873.64
Total Current Assets	2,006,123.74
Fixed Assets	
11120 · Land	5,900.00
11170 · System Improvements	162,921.42
11171 · FWD Recycled Water Fill Station	15,565.93
11172 · Lift Station VFD Upgrade	5,400.20
11180 · Office Equipment-Capital Outlay	2,135.51
11181 · Plant Equipment	
11183.1 · Hypochlorite Project	23,350.12
11181 · Plant Equipment - Other	2,456.34
Total 11181 · Plant Equipment	25,806.46
11182 · Buildings & Improvements	8,930,068.12
11184 · A/D - Office Equipment	-289,587.00
11185 · A/D- Buildings & Improvements	-5,159,885.60
11186 · RCAC Grant	227,608.52
11187 · ProDSS Handheld Analyzer	7,689.75
11188 · SCADA System	447,129.60
11189 · Groundwater Monitoring WW Plan	24,425.18
Total Fixed Assets	4,405,178.09
Other Assets	
13720 · Multiple Unit Note Receivables	
13720.2 · Note Receivable - Coffey	9,805.48
Total 13720 · Multiple Unit Note Receivables	9,805.48
Total Other Assets	9,805.48
TOTAL ASSETS	6,421,107.31
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
22200 · Accounts Payable	-6,640.52
Total Accounts Payable	-6,640.52
Other Current Liabilities	
22000 · Due to "Water" for shared costs	3,707.94
23000 · Interest Payable	44,956.02
24000 · Due to other governments	51,900.00
Total Other Current Liabilities	100,563.96

	<u>Apr 30, 22</u>
Total Current Liabilities	93,923.44
Long Term Liabilities	
25014 · USDA Loan #92-01	1,377,200.00
25016 · USDA Loan #92-03	538,900.00
25017 · USDA Loan #92-04	139,600.00
	<u>2,055,700.00</u>
Total Long Term Liabilities	2,055,700.00
Total Liabilities	2,149,623.44
Equity	
30000 · Opening Bal Equity	3,842,914.15
30100 · Contributed Capital	260,129.97
39000 · Retained Earnings	-635,721.00
Net Income	804,160.75
	<u>4,271,483.87</u>
Total Equity	4,271,483.87
TOTAL LIABILITIES & EQUITY	<u><u>6,421,107.31</u></u>



cc: May10, 2022
Board Packet
Consent Item #2

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

Date: **Tuesday, April 12, 2022** Time: **5:30 PM**

Location: **Videoconference via Zoom**

I. CALL TO ORDER at 5:33 p.m. by Chair McDermott

II. ROLL CALL

DIRECTORS PRESENT: Directors – Aldridge, Hughes, Griffith, McDermott, and Monroe.

OTHERS PRESENT: GM- Tony Lopes, FWD Legal Counsel - Martin Hirsch, and Interim Board Clerk - Dawn Leith.

III. APPROVAL OF AGENDA

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

IV. STATEMENT OF ABSTENTION

- McDermott – ASR G

V. PUBLIC COMMENT (Public testimony is limited to three minutes)

VI. CONSENT ITEMS

- **MOTION** made by Director Hughes, seconded by Director Monroe, and passed 4-0-1 to approve Resolution 413(f) for the May 2022 board meeting to be held as video conference under AB 361.
- The Board instructed the Board Clerk to add continuance of teleconferencing to May '22 agenda.
- **MOTION** made by Director Hughes, seconded by Director Griffith, and passed 4-0-1 to approve the Financial Reports for March 2022.
(5:40 p.m. Director Aldridge joined the meeting)
- **MOTION** made by Director Monroe, seconded by Director Aldridge, and passed 5-0-0 to approve minutes for the March 8, 2022, Regular Board Meeting with corrections made to IX-Engineer Report.

VII. PUBLIC HEARING (No public hearing tonight)

VIII. ACTION ITEMS

- A. ASR AND MINUTES FORMATTING
- The Board instructed the Board Clerk to continue with the current ASR format and change the format for Minutes to Action format.
- B. 2018 SEWER IMPROVEMENT PROJECT
- FWD Engineer provided status on progress of work, delay of disbursement, and announced loan requirement changed to 100% grant funding. No action taken by the Board.
- C. TIME SCHEDULE ORDER (TSO) AND GRANT APPLICATION FOR SEWER TREATMENT PLANT
- FWD Engineer reported status of grant application approval to the Board.
- D. PRV REPLACEMENT OPTIONS
- GM and FWD Engineer provided status on work progress and issues encountered. No action taken by the Board.
- E. LIFT STATION VFD ELECTRICAL UPGRADE
- GM and FWD Engineer provided an update of resolving the VFD issues and status on the progress work schedule. No action taken by the Board.
- F. DIRECTOR'S TRAINING
- Director Griffith completed Ethics Training.
 - Directors will complete additional training on Brown Act and Public Records Act, required by ACWA/JPIA.

- G. GROUNDWATER MONITORING AT THE FORESTVILLE YOUTH PARK
 - FWD Engineer reported on the progress of approval from both the State Resources Control Board and Sonoma County Permit Department and provided the work schedule plan. No action taken by the Board.
- H. DISTRICT GOAL UPDATES
 - Board Clerk provided status on the variety of projects FWD staff is working on. No action taken by the Board.
 - The Board instructed the Board Clerk to add By-laws to May '22 agenda.
- I. NEW WATER RATE STRUCTURE
 - The sub-committee will meet Apr. 19, 2022 @ 10 am.
- J. WATER CONSERVATION
 - GM Lopes provided current usage and shared ACWA Advisory on the expansion of the Governor's Conservation Executive Order. No action taken by the Board.
- K. ACCESSORY DWELLING UNIT POLICY
 - Legal advised the Board on the laws for connection fees and bi-monthly charges.
 - Board instructed FWD Staff draft the policy including a flowchart.
- L. SERVICE AGREEMENT
 - FWD Staff is making further revisions before submitting to Legal for review. No actions taken by the Board.
- M. GENERAL MANAGER EVALUATION PROCESS
 - **MOTION** made by Director Hughes, seconded by Director Griffith, and passed 5-0-0 to approve establishing a sub-committee (Directors McDermott and Monroe) for the General Manager evaluation process.
- N. CORRESPONDENCE
 - No requests or instructions were given for the four 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.
- X. GENERAL MANAGER MONTHLY REPORT**
 - GM Lopes provided current updates for "Water" and "Wastewater" operations and projects.
- XI. GRATON/FWD SUB-COMMITTEE REPORT**
 - Director McDermott will reach out to the new acting President for Graton.
- XII. DIRECTORS' REPORT AND CALL FOR FUTURE AGENDA ITEMS**
 - No requests for future agendas.
- XIII. ADJOURNMENT**
 - **MOTION** made by Director Hughes, seconded by Director Griffith, and passed 5-0-0 to adjourn at 7:15 p.m.

APPROVED: April 12, 2022

Submitted by: _____
Dawn Leith, Interim Board Clerk

BY FWD BOARD OF DIRECTORS:

X _____ X _____ X _____

Agenda Item:

FORESTVILLE PLANNING ASSOCIATION (FPA)

Summary:

May 10, 2022:

FPA President Lucy Hardcastle and FPA's new Project Manager, Jeff Blechel, to discuss community needs with the Board. They will review current easements, along with TPW's plans for sidewalks, drainage, and crosswalks in Forestville. A spoke person on behalf of TPW will also be present for questions.

Included: Copies of Resolution #351, Sewer ESD "Exhibit A" pricing list, and TPW's CAD of proposed transportation plans.

HISTORICAL:

July 13, 2021:

Michael Cuoio to update the board on the status of the Downtown Park project, and to inquire as to what the board might currently think about any potential mutually beneficial cooperative efforts there might be between FWD and FPA with the possibility of reducing or eliminating the utility hookup charges associated with bringing water and sewer to the park.

Copies of Resolution #351 and the Sewer ESD "Exhibit A" pricing list are included in the July 13, 2021, board packet.

September 11, 2018:

MOTION was made by Director McDermott seconded by Director Reha and passed 5-0-0 to remove from the agenda until further notice

July 10, 2018- August 14, 2018:

No new updates to report at this time.

June 12, 2018:

UPDATE: The FWD Staff provided the measurements to Brian Martens/FPA, which is needed for the tentative sewer connection location.

May 15, 2018:

UPDATE: TABLED: Till June 12, 2018 Board meeting since no new updates to be briefed on

April 10, 2018:

UPDATE: Michael Cuoio is FPA's new President. Chair Bandettini has been in recent contact with Mr. Cuoio to bring him up to current status with this project.

March 13, 2018:

Update: No new updates at this time.

February 13, 2018:

Update: FWD was notified by Brian Martens that the DRC meeting will have to be rescheduled to late March or early April 2018.

January 11, 2018:

Item on hold for meeting with PRMD.

December 12, 2017:

District Engineer Long to provide description of easement across the open space park. Still need drawings for location of restrooms and water fountains, following, District can determine size and location of water and sewer service connections

November 14, 2017:

The Open Space District has approved the amendment, but documentation will not be available until the week of November 13.

October 10, 2017:

The Open Space District Board has held this matter over to the October 24, 2017, meeting

September 12, 2017:

Item on hold until the agreement is voted on by the Open Space District Board on September 19, 2017.

August 15, 2017:

Staff has sent correspondence to Jacob Newell and Ken Tam regarding the conservation easement for installation of the relief sewer line but has yet to hear back.

July 11, 2017:

No new information has been received by FWD from Jacob Newell, Ken Tam, or Sonoma County Counsel to date.

June 15, 2017:

In the Board Packages, please see the email from Jacob Newell (dated 5-22-17) with an update about the Easement in exchange for water and sewer connections for the FPA. It appears the potential "exchange" is ON-HOLD for now. Also, a copy of the HUGE SoCo PRMD Permit for the FPA project ON TABLE.

FOR HISTORICAL/REFERENCE PURPOSES: Please see (1.) Resolution #351, and- (2.) FWD approved and signed Agreement with Addendum for the Forestville Park Development (SAMPLE), (3.) Exhibit "A" for selecting an ESD. Forestville Planning Association intends to pay all the monthly and annual costs for the FWD water and sewer services for the Forestville Open Space – Downtown Park.

May 9, 2017:

Please see the email correspondence between Jacob Newell and G.M. Froneberger (dated 5-4-17) with an update about the Easement in exchange for water and sewer connections for the FPA.

April 11, 2017:

G.M. Froneberger has been working with Jacob Newell (Sonoma County) who is a new contact person per Elizabeth Naegle of the FPA. Unfortunately, FWD has not heard back from Ken Tam (Sonoma County). Please see the email correspondence between G.M. Froneberger and Jacob Newell in the Board Packages.

March 14, 2017:

Since receipt of the Title Report for the Forestville Open Space, FWD can move forward with drafting the proposed Easement documents in exchange for water and/or sewer connection fees. FWD is still awaiting a response from Ken Tam from the County of Sonoma before proceeding.

February 15*, 2017:

On January 20, 2017, the Forestville Planning Association provided FWD with a copy of the Title Report for the Forestville Open Space. Now FWD can move forward with drafting the proposed Easement documents in exchange for water and/or sewer connection fees.

January 10, 2017:

Discussions to continue with representatives from the Forestville Planning Association regarding the "Will Serve" letter, the water and sewer fees and the trade for an easement concept. Information and maps shared with FPA and Ken Tam with County Parks for input. No response yet.

December 13, 2016:

Discussions will continue with representatives from the Forestville Planning Association regarding the "Will Serve" letter, the water and sewer fees and the trade for an easement concept.

November 8, 2016:

Tonight, FWD Engineer Long will present his findings, an ESD determination and the potential cost for connecting the Forestville Open Space – Downtown Park to FWD water and sewer services. He will also advise FWD as to the feasibility of issuing a "Will Serve" letter for these services.

FWD Board may continue to discuss the request from Forestville Planning Association for a waiver of the costs for FWD water and sewer Connection Fees (approximately \$17,567.61) for the Forestville Open Space – Downtown Park @ 6700 Highway 116 in Forestville.

October 11, 2016:

On September 23, 2016, the Forestville Planning Association submitted a letter of request for water and sewer services from Forestville Water District. Along with their letter they submitted preliminary drawings & maps for the proposed development of the Forestville Open Space – Downtown Park at 6700 Highway 116.

The Forestville Planning Association documents were forwarded to David Long of Brelje & Race for further review. An update and possible recommendation may be presented during this October 11, 2016, FWD Board Meeting.

September 13, 2016:

Forestville Planning Association is requesting approval from FWD Board to waive the costs of Connection Fees for adding water and sewer services to the Forestville Open Space – Downtown Park at 6700 Highway 116 in Forestville.

FISCAL YEAR 2016-2017

WATER CONNECTION FEES:	\$ 5,110.00 (for 1" water meter)
SEWER CONNECTION FEES:	<u>\$ 12,457.61 (for 1 ESD within Forestville Central area)</u>
	\$ 17,567.61 Sub-Total

FOR HISTORICAL/REFERENCE PURPOSES: Please see (1.) Resolution #351, and- (2.) FWD approved and signed Agreement with Addendum for the Forestville Park Development (SAMPLE), (3.) Exhibit "A" for selecting an ESD. Forestville Planning Association intends to pay all the monthly and annual costs for the FWD water and sewer services for the Forestville Open Space – Downtown Park.

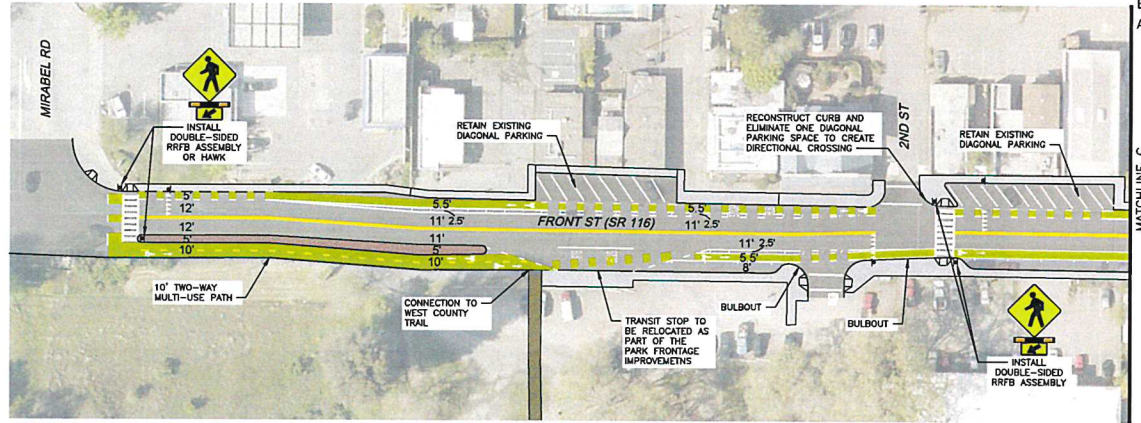
Potential Board Actions:

Review, discuss & give further instruction

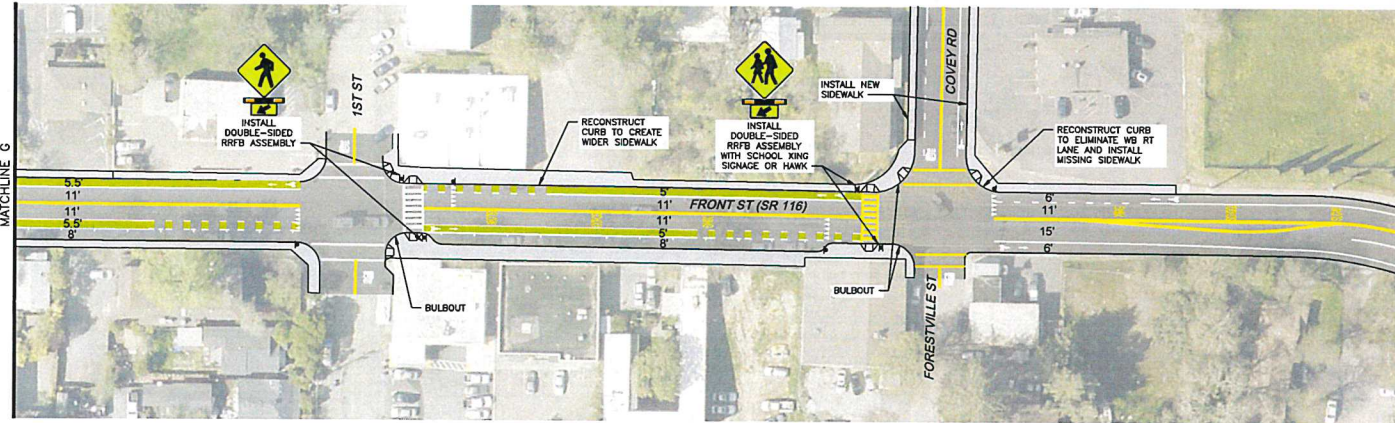
Staff Recommendation:

None

Report created by: Dawn Leith, Interim Board Clerk

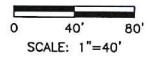
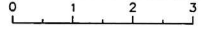


cc: May 10, 2022
Board Packet
ASR "A"



FRONT STREET

FOR REDUCED PLANS, THE ORIGINAL SCALE IS IN INCHES



PRELIMINARY
NOT FOR CONSTRUCTION

W-Trans
490 Mendocino Avenue, Suite 201
Santa Rosa, CA 95401
(707) 542-9300 Fax (707) 542-9390



DRAWN BY: CN
CHECKED BY: CN
DATE:



DESIGNED BY: SW
REVIEWED BY: DW
STEPHEN J. WETHERWOOD, P.E. License No. 43199

Community of Forestville
ACTIVE TRANSPORTATION PLAN
30% Concept Design
County of Sonoma

SCALE: 1" = 40'
DATE: NOVEMBER 2021
JOB NUMBER: SOX932
DRAWING NUMBER:



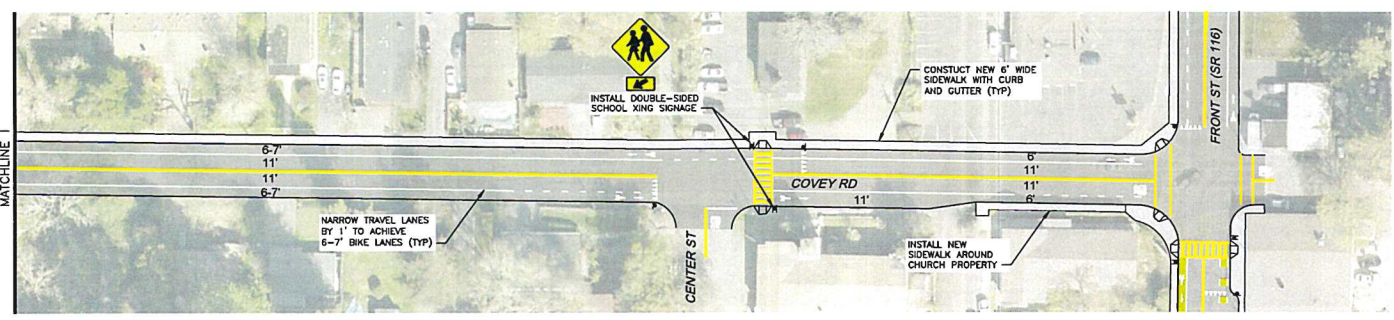
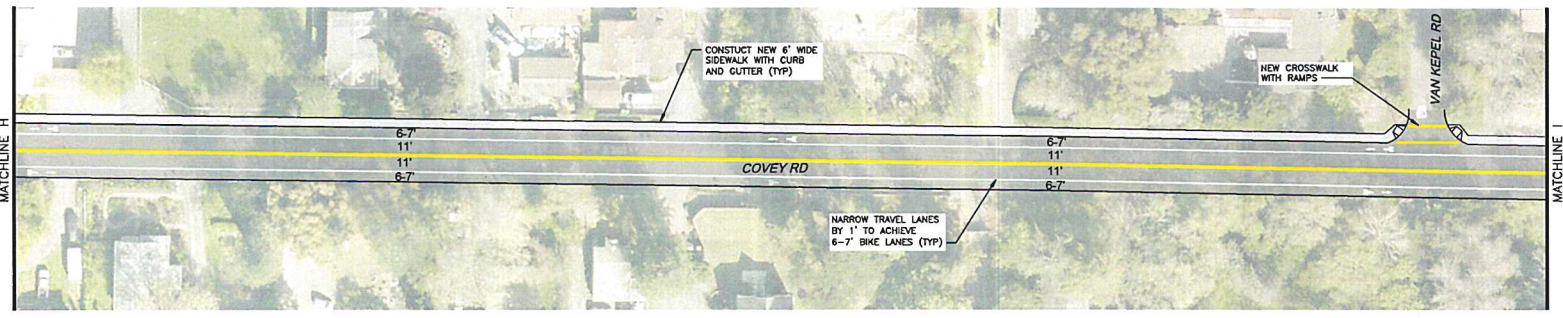
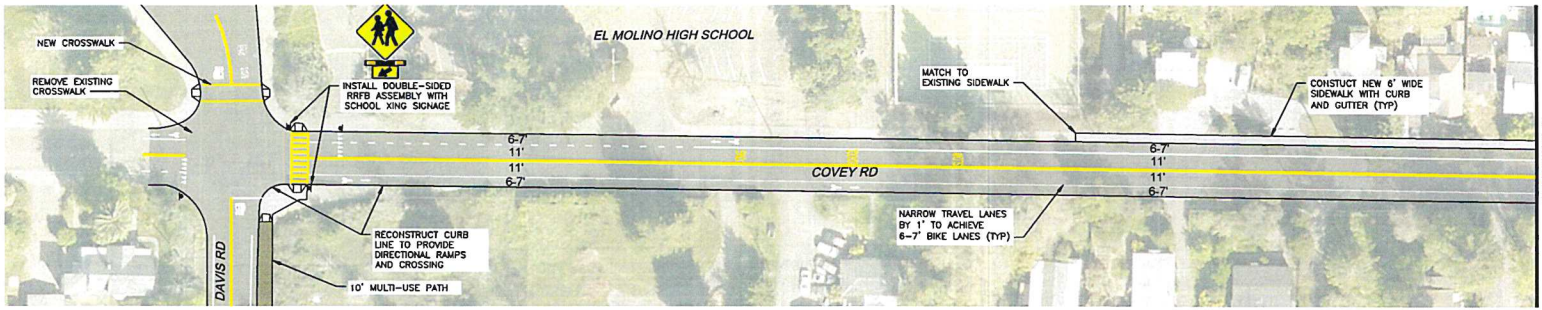
DRAWN BY:
CH



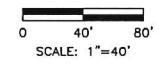
DESIGNED BY:
SW
REVIEWED BY:
JLW
STEPHEN H. WENZELBER, P.E. No. 41919
DATE:

Community of Forestville
ACTIVE TRANSPORTATION PLAN
30% Concept Design
County of Sonoma

SCALE:
1" = 40'
DATE:
NOVEMBER 2021
JOB NUMBER:
SOX032
DRAWING NUMBER:

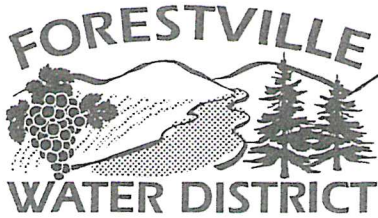


COVEY ROAD



PRELIMINARY
NOT FOR CONSTRUCTION

FOR REDUCED PLANS, THE ORIGINAL SCALE IS IN INCHES



P.O. Box 261
Forestville, California 95436-0261
Phone (707) 887-1551 Fax (707) 887-1552
fwd@sonic.net

cc: May 10, 2022
Board Packet
ASR "A"

RESOLUTION NO. 351

RESOLUTION OF THE BOARD OF DIRECTORS, FORESTVILLE WATER DISTRICT, ADOPTING A POLICY FOR FAVORABLE RATE TREATMENT TO PUBLIC AGENCY CUSTOMERS AND TO PRIVATE NON PROFIT ENTITIES THAT PROVIDE QUASI-GOVERNMENTAL SERVICE

Resolved, by the Board of Directors "Board" of the Forestville Water District, hereinafter "District".

WHEREAS, the District operates both a water system and sewer system in Forestville, California; and

WHEREAS, the District has been approached from time to time by public agency customers and private nonprofits for favorable rate treatment; and

WHEREAS, the fundamental theory of rate-making is to have one rate for a particular service, and the effect of lowering rates for one customer or one class of customers within the District means that the public water and sewer systems operated by the District cost more to the remaining customers who have to shoulder the burden. Therefore, if there is going to be a favorable rate treatment that is indirectly passed on to the entire customer base, that customer base must be served by the entity seeking favorable treatment;

WHEREAS, legal counsel for the District has rendered an opinion that rates can lawfully be adjusted to take into account the purposes for which the customer receives its service or product, and that favorable rate structures for public services are valid standards for rate adjustment.

NOW THEREFORE BE IT RESOLVED:

1. The foregoing recitals are true and correct.
2. The Board hereby adopts a policy of granting favorable rate treatment to public entities and to private nonprofit entities which render, essentially, municipal functions (e.g. park & recreation) *within* the District's boundaries.
3. The amount of the favorable rate treatment is subject to negotiation between the District and the entity, and is dependent on such factors, including, but not necessarily limited to, funding of the entity, size of rate discount sought, the benefit to the District, and the financial effect, overall, on the remaining customers of the District.

4. Before any favorable rate treatment is provided, the entity must demonstrate it operates within the District and that it renders a substantial and direct municipal benefit within the District.

5. The Board may, from time to time, and by motion, adopt contracts governing such arrangements for durations not to exceed three (3) years.

Done this 11th day of June, 2013.

MOTION was made by Director Stephens, seconded by Director Benyo & passed 5-0-0.

DIRECTORS: Bandettini, Benyo, Jones, Robbins, and Stephens

AYES: 5 **NOES:** 0 **ABSENT:** 0 **ABSTAIN:** 0

SO ORDERED

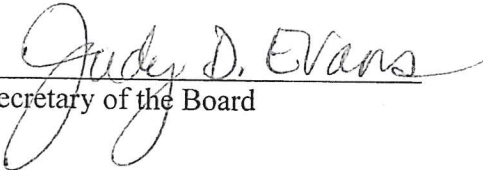
Attest: 
Secretary of the Board

EXHIBIT A

cc: May 10, 2022
Board Packet
ASR "A"

EQUIVALENT SINGLE-FAMILY DWELLING BILLING UNIT FOR FORESTVILLE CSD

Use Category	Billing Basis			Use of Measurement	ESD Calculation
	Flow gallons / day	BOD mg/l	TSS mg/l		
Residential					
Single family	140	324	324	connections	1.00
Condominium	140	324	324	dwelling units	1.00
Multiple family	112	324	324	dwelling units	0.80
Mobile home park	112	324	324	spaces	0.80
Mobile home (individual)	112	324	324	units	0.80
Granny unit	112	324	324	unit	0.80
Commercial					
Appliance repair	190	200	200	1,000 sq. ft.	1.01
Art gallery	190	200	200	1,000 sq. ft.	1.01
Auto dealers					
With service facilities	190	180	280	connection	1.10
Without service facilities	190	200	200	add per service bay connection	0.22
Bakery	190	1000	600	1,000 sq. ft.	2.67
Butcher				see note 1 below	
Banks & financial institutions	190	130	80	1,000 sq. ft.	0.75
Barber shop	19	130	80	chair	0.08
Beauty shop	38	130	80	chair	0.15
Bars & taverns	20	200	200	seat	0.11
Car washes, self service	190	20	150	stall	0.70
Camp ground or RV park					
with hookups	125	200	200	site	0.67
without hookups	75	200	200	site	0.40
Churches, hall & lodges	2	200	200	seat	0.01
Coffee shops	6	1000	600	seats	0.08
Dry cleaners	285	160	110	1,000 sq. ft.	1.23
Fire stations	190	200	200	1,000 sq. ft.	1.01
Garages	95	180	280	service bays	0.55
Hospitals					
Convalescent	125	280	100	beds	0.62
General	175	250	100	beds	0.87
Veterinarian	6	280	100	cages	0.03
Hotels/motels	100	310	120	sleeping rooms	0.58
Laundromats	500	150	110	washing machines	2.16
Library	190	200	200	1,000 sq. ft.	1.01
Machine shops	162	180	280	1,000 sq. ft.	0.88
Markets	38	800	800	1,000 sq. ft.	0.53
Offices					
Business	76	130	80	1,000 sq. ft.	0.30
Dental	190	130	80	Exam. room	0.75
Medical	190	130	80	Exam. room	0.75
Post office	190	130	80	1,000 sq. ft.	0.75
Resort					
Restaurants				calc per ESD	
Dine-in					
With DW & garbage disp.	6	1000	600	seat	0.08
With DW or garbage disp.	6	619	371	seat	0.06
Without DW & garbage disp.	6	238	143	seat	0.03
Take-out	476	238	143	1,000 sq. ft.	2.47
Rest homes	125	250	100	beds	0.82
Retail stores	38	150	150	1,000 sq. ft.	0.18
Schools					
Elementary	9	130	100	per student day	0.04
High	14	130	100	per student day	0.08
Service stations	380	180	280	set of gas pumps	2.19
Shoe repair	38	180	280	add per service bay	0.22
Theaters	190	200	200	1,000 sq. ft.	1.01
Warehouse	2	200	200	seat	0.01
Others Uses Not Listed				see note 1 below	
Industrial				see note 1 below	

ALL COMMERCIAL ESDs TO BE DETERMINED BY THE FOLLOWING FORMULA:

$$ESD = (TSS \times FLOW \times 0.33) / (SFD TSS \times SFD FLOW) + (BOD \times FLOW \times 0.33) / (SFD BOD \times SFD FLOW) + (FLOW \times 0.34) / SFD FLOW$$

Note 1: Use to be calculated on a case by case basis using the above formula

Definitions:	Flow = Gallons Per Day
	BOD = Biological Oxygen Demand
	TSS = Total Suspended Solids
	ESD = Equivalent Single Family Dwelling

Forestville Water District - Agenda Summary Report

B

Agenda Item:

TELECONFERENCE BOARD MEETINGS (EXECUTIVE ORDER N-08-21)

Summary:

May 10, 2022:

The Board will re-evaluate, under the guidance of legal, to determine if the board meetings should continue to be held 100% teleconference.

Included:

Draft copy of Resolution #413(g)

Historical:

October 12, 2021:

Executive N-42-20 (Water Shutoff Moratorium) - On September 24, 2021, Gov. Newsom signed SB 155, extending the suspension of shut offs until December 31, 2021.

Executive N-25-20 and N-29-20, (Conduct of Public Meetings) – Gov. Newsom did not extend but AB 361 was passed that will allow board meetings to continue via Zoom under specific conditions and requires a resolution to be approved by the Board.

A draft of Resolution #413 and ACWA Advisory on SB 155 are included.

September 14, 2021:

The Governor's Executive Order N-08-21 set forth the following Executive Orders for the conduct of public meetings (e.g., Brown Act) and shutoff moratorium are to remain in effect through September 30, 2021. As of compilation of the September Board Packet there have been no further extensions put forth.

Executive N-25-20 and N-29-20, (Conduct of Public Meetings).

Executive N-42-20 (Water Shutoff Moratorium) – prevented public agencies from discontinuing water service during the COVID-19 pandemic. Currently FWD has 50 accounts that are 60-241+ days past due, totaling \$37,254.63.

Potential Board Actions:

The Board may either

1. Approve Resolution #413(g) as presented
2. Approve with changes
3. Direct FWD Staff with further instructions

Staff Recommendation:

GM Lopes recommends approving Resolution #413 as presented.

Report created by: Dawn Leith, Interim Board Clerk

DRAFT

RESOLUTION NO. 413(g) (SUBSEQUENT)

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FORESTVILLE WATER DISTRICT PROCLAIMING A LOCAL EMERGENCY PERSISTS, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY GOVERNOR NEWSOM ON MARCH 4, 2020, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF FORESTVILLE WATER DISTRICT FOR THE PERIOD June 1ST THROUGH 30th PURSUANT TO BROWN ACT PROVISIONS.

WHEREAS, the Forestville Water District is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

WHEREAS, all meetings of Forestville Water District's legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District's legislative bodies conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provision for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District's boundaries, caused by natural, technological, or human-caused disasters; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, the Board of Directors previously conducted remote teleconference meetings in compliance with paragraph (3) of subdivision (b) of section 54953; and

WHEREAS, as a condition of extending the use of the provisions found in section 54953(e), the Board of Directors must reconsider the circumstances of the state of emergency that exists in the District, and the Board of Directors has done so; and

WHEREAS, emergency conditions persist in the District, specifically, the COVID-19 pandemic present an imminent risk to health and safety; and

WHEREAS, the facilities available to the District to hold in-person meetings are potentially insufficient to allow for social distancing; and

WHEREAS, the Board of Directors does hereby find that the ongoing COVID-19 pandemic and need for social distancing has caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District, and desires to affirm a local emergency exists and re-ratify the proclamation of state of emergency by the Governor of the State of California; and

WHEREAS, as a consequence of the local emergency persisting, the Board of Directors does hereby find that the legislative bodies of Forestville Water District shall continue to conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall continue to comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

WHEREAS, the public may access meetings via Zoom or other videoconference service as published in the monthly meeting agenda, and may address the Board of Directors during the public comment portion of the meeting.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF FORESTVILLE WATER DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Affirmation that Local Emergency Persists. The Board of Directors hereby considers the conditions of the state of emergency in the District and proclaims that a local emergency persists throughout the District, and meeting in-person would not provide sufficient space to allow for social distancing.

Section 3. Re-ratification of Governor's Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California's Proclamation of State of Emergency, effective as of its issuance date of March 4, 2020.

Section 4. Remote Teleconference Meetings. The General Manager and legislative bodies of Forestville Water District are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, continuing to conduct open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect on May 1, 2022 and shall be effective until the earlier of (i) May 31, 2022 or such time the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of Forestville Water District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED AND ADOPTED by the Board of Directors of Forestville Water District, this 10th day of May 2022, by the following vote:

AYES: _____ NOES: _____ ABSTAIN: _____ ABSENT: _____

(Directors: Aldridge, Griffith, Hughes, McDermott, and Monroe)

FORESTVILLE WATER DISTRICT: _____

By: Chair of the Board

ATTEST:

Board Clerk

Agenda Item:

2018 SEWER IMPROVEMENT PROJECT

Summary:

May 10, 2022:

FWD Engineer will update the Board.

HISTORICAL:

April 12, 2022:

FWD Engineer provided status on progress of work, delay of disbursement, and announced loan requirement changed to 100% grant funding. No action taken by the Board.

February 15, 2022:

FWD Engineer updates:

- a. Design is progressing including preparation of the Caltrans application for the crossing of 116 (Main Street) with a pipe bursting method.
- b. A site visit with property owners in the alleys off of 1st and 2nd Streets will be scheduled for the last week of February or the first week of March.
- c. PG&E has indicated that neither of the two gas mains in Forestville Alley (east of 1st Street) can be abandoned. Therefore, B&R has adjusted the design to move the new sewer alignment approximately 1 foot north to minimize potential conflict with the 4-inch gas main.

January 11, 2022:

Director Monroe to speak to customers on behalf of the District.

December 14, 2021:

FWD Engineer described areas of concern & actions needed before starting the project.

November 9, 2021:

Brelje & Race (BRCE) prepared and transmitted to the District the Quarterly Status report and Disbursement Request documents for District signature and submittal to State DFA. Also, preparing application to Caltrans for the crossing of Route 116 (Main Street) involved with the project and consulting with PG&E concerning the gas mains on Forestville Lane that are affecting alignment.

October 12, 2021:

BRCE completed the Quarterly Report and Disbursement Request (for the previous almost 4 years) the week of Monday, October 11th for the District to submit.

September 14, 2021:

FWD Staff received the Construction Installment Sale Agreement from the State Water Resources Board fully executed.

Dyanna/B&R has started the process of compiling B&R expenses from Dec. 17, 2018, to date.

A copy of the agreement is included in the board packet.

Potential Board Actions:

No FWD Board action is needed; for informational purposes only.

Staff Recommendation:

None

Report created by: Dawn Leith, Interim Board Clerk

Agenda Item:

TIME SCHEDULE ORDER (TSO) AND GRANT APPLICATION FOR SEWER TREATMENT PLANT

Summary:

May 10, 2022:

FWD Engineer will update the Board.

HISTORICAL:

April 12, 2022:

FWD Engineer reported status of grant application approval to the Board.

February 15, 2022:

BRCE anticipates that DFA will produce a draft agreement within the next 30 days.

January 11, 2022

The process is still on schedule and for an agreement to be presented to the District by February 2022.

December 14, 2021:

No new updates to report.

November 9, 2021:

As of November 5, 2021, Project Mgr. Gabriel has no new updates on the status of the application.

October 12, 2021:

BRCE has been in communication with the State DFA on the funding schedule. They are anticipating an executed planning agreement completed by May 2022.

September 14, 2021:

With the completion of the 2018 Sewer Improvement grant application process, this application should start moving forward.

August 10, 2021:

Application process still pending the completion of the 2018 Sewer Improvement grant application process.

July 13, 2021:

Once the grant application process for the 2018 Sewer Improvement Project is completed then this grant will be processed. Estimating about end of 2021.

June 8, 2021:

The State DFA has indicated that the planning grant application will be processed once the Sewer Improvement Project funding agreement is executed.

May 11, 2021:

State DFA has recently shifted Planning Grant funding priority from CWSRF to DWSRF, so FWD Grant Application processing is delayed until June/July time frame.

April 13, 2021:

Application still in holding status with no new updates.

March 9, 2021

Due to State Financial Audit the approval of the application has been delayed. FWD application will be reviewed for approval most likely in June 2021.

February 9, 2021 - October 13, 2020:

FWD Engineer to update the Board.

September 8, 2020:

FWD Engineer to review the revised Plan of Study for the planning grant application.

A revised Plan of Study will be provided via email on 9/8/20.

August 11, 2020 - November 5, 2019:

FWD Engineer to update the Board.

*** SEE ASR FROM OCTOBER 8, 2019, BOARD MEETING FOR PRIOR HISTORICAL DATA RELATED TO THIS AGENDA ITEM ***

Potential Board Actions:

No FWD Board action is needed; for informational purposes only.

Staff Recommendation:

None

Report created by: Dawn Leith, Interim Board Clerk

Agenda Item:

PRV REPLACEMENT OPTIONS

Summary:

May 10, 2022:

Engineer, Dyanna/BRCE prepared Change Order #2 for the PRV #3 replacement and sent to Piazza.

Copies of Change Orders #1 & #2 included.

HISTORICAL:

April 12, 2022:

Piazza was onsite, Mar. 28, 2022, to eliminate the PRV on Trenton Road and North Covey Road. All the valves were closed and found that the East side valve into the PRV would not close enough to do the project. Dyanna/BRCE sent a change order to Piazza to have Tap Masters install a insertion valve and just abandon the failing valve.

February 15, 2022:

BRCE believes it will be most efficient and cost effective to implement the replacement of PRV 2 (Mirabel & Giusti) completed as a change order to the PRV 3 (Anderson & Covey) project. BRCE has prepared an exhibit with the details and specifications necessary for replacement of PRV 2. If the District agrees with the approach, BRCE will transmit the exhibit to Piazza so that they can prepare the change order request.

Copies of exhibit with details included.

January 11, 2022

FWD Engineer briefed the Board on the Change Order Request received from Piazza for the leaking valves.

December 14, 2021:

Dyanna/BRCE has finalized plans and drawings with Piazza Construction for the Anderson/Covey line stop and the remaining project on Trenton Road. A fire hydrant repair will also be made on Trenton Road, since all the equipment will be on-site.

November 9, 2021:

Piping and PRV equipment have been installed in the Anderson Road Valve Building. The PRVs that were installed require replacement of pilot valve springs for the correct valve pressure operation. Submitted traffic control plan has been approved allowing the contractor to perform work in Covey Road. The contractor still needs to prepare a submittal for the "line-stop" equipment and the construction sequence plan to continue work.

*** SEE ASR FROM OCTOBER 12, 2021 BOARD MEETING FOR PRIOR HISTORICAL DATA RELATED TO THIS AGENDA ITEM ***

Potential Board Actions:

1. Approve BRCE's to submit Change Order request based on the recommendation presented tonight.
2. Approve with changes
3. Direct Staff with further instructions

Staff Recommendation:

GM approves this proposal

Report created by: Dawn Leith, Interim Board Clerk

B&R Project #	3884.02
CONTRACT CHANGE ORDER	
Change Order #:	1

TO: Piazza Construction

PROJECT: Anderson Road & Covey Road PRV 3 Replacement

Change Requested By: _____ Forestville Water District

You are hereby directed to make the herein described changes from the plans and specifications or do the following described work not included in the plans and specifications on this contract:

(Additional Work/Materials at the following Agreed Price)

Item No.	Description	Unit	Quantity	Unit Cost	Total Cost
1	Excavation, backfill and paving for lines stop	LS	1	\$7,315.00	\$7,315.00
2	Line stop subcontracted work	LS	1	\$10,655.00	\$10,655.00
3	Valve replacement, excavation and fittings	LS	1	\$11,880.00	\$11,880.00
4	Traffic control	LS	1	\$3,370.00	\$3,370.00
5	Reconnection, backfill and paving, Covey Rd	LS	1	\$4,020.00	\$4,020.00
This Change Order Total:					\$37,240.00

Previous Change Order Amount:	\$0.00 (Increase)
Total Cost This Change Order:	\$37,240.00
Total Changes To Date Including This Change Order:	\$37,240.00
Original Contract Amount:	\$111,640.00
Revised Contract Amount:	\$148,880.00

We, the undersigned Contractor, have given careful consideration to the change proposed and hereby agree, if this proposal is approved, that we will provide all equipment, furnish all materials, except as otherwise be noted herein, and perform all services necessary for the work above specified, and will accept as full payment therefore the prices shown herein.

Note: This Change Order is not effective until approved by the Owner General Manager.

Accepted, Date: _____, Contractor: Piazza Construction

By: _____, Title: _____

If the Contractor does not sign acceptance of this Change Order, his attention is directed to the requirements of the specifications as to proceeding with ordered work and filing a written protest within the time therein specified.

Recommended By: Duyanna Stetina, Date: 1/14/2022
Construction Project Manager

Approved: Fony Jones, Date: 1-14-22
Owner General Manager



CONSTRUCTION

General Engineering Contractor

Lic. No. 406456 • P.O. Box 573 • Penngrove • CA 94951 • (707) 876-3410

January 7, 2022

Forestville Water District
P.O. Box 261
Forestville, CA 95436

RE: PRV 3 – PCO 01 R1– Gate valve replacement

Piazza Construction proposes to remove and replace the existing gate valve cluster at the intersection of Covey and Anderson Road. Scope is limited to the following: excavate and export soils, perform (1) 8-inch line stop on the east side of valve cluster, drain water into water truck from isolated west end, remove two existing gate valves and existing tee, replace with two, new gate valves and tee, connect to existing pipes with restrained flange coupling adapters, backfill, and pave. Forestville to perform valve turning and pipe isolation at west side of work.

Quote is valid for 15 days from the date listed above.

Excavation, backfill and paving for line stop:	7,315.00
Line stop subcontracted work:	10,655.00
Valve replacement, excavation and fittings:	11,880.00
Traffic control:	3,370.00
Reconnection, backfill and paving, Covey Rd.....	4,020.00
Total:	\$37,240.00
If tie-backs are need, each:.....	1,350.00

Sincerely,

Joel Piazza
Piazza Construction

B&R Project #	3884.02
CONTRACT CHANGE ORDER	
Change Order #:	2

TO: Piazza Construction

PROJECT: Anderson Road & Covey Road PRV 3 Replacement

Change Requested By: _____ Forestville Water District

You are hereby directed to make the herein described changes from the plans and specifications or do the following described work not included in the plans and specifications on this contract:
 (Additional Work/Materials at the following Agreed Price)

Item No.	Description	Unit	Quantity	Unit Cost	Total Cost
1	Excavation and backfill	LS	1	\$7,320.00	\$7,320.00
2	Insertion valve	LS	1	\$17,900.00	\$17,900.00
3	Paving	LS	1	\$5,500.00	\$5,500.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00

(Use additional sheets as may be required)

This Change Order Total:	\$30,720.00
Previous Change Order Amount:	\$37,240.00 (Increase)
Total Cost This Change Order:	\$30,720.00
Total Changes To Date Including This Change Order:	\$67,960.00
Original Contract Amount:	\$111,640.00
Revised Contract Amount:	\$179,600.00

We, the undersigned Contractor, have given careful consideration to the change proposed and hereby agree, if this proposal is approved, that we will provide all equipment, furnish all materials, except as otherwise be noted herein, and perform all services necessary for the work above specified, and will accept as full payment therefore the prices shown herein.

Note: This Change Order is not effective until approved by the Owner General Manager.

Accepted, Date: _____, Contractor: _____

By: _____, Title: _____

If the Contractor does not sign acceptance of this Change Order, his attention is directed to the requirements of the specifications as to proceeding with ordered work and filing a written protest within the time therein specified.

Recommended By: Duyanna Stetina, Date: 4/29/22
 Construction Project Manager

Approved: Jerry Joppen, Date: 5-2-22
 Owner General Manager



CONSTRUCTION

General Engineering Contractor

Lic. No. 406456 • P.O. Box 573 • Penngrove • CA 94951 • (707) 876-3410

April 29, 2022

Forestville Water District
P.O. Box 261
Forestville, CA 95436

RE: PRV 3 – PCO 02– Insertion valve

Piazza Construction proposes to furnish and install (1) 6-inch insertion valve at the intersection of Anderson Road and Trenton Road as outlined in “Change Order 02 Exhibit” dated March 2022. Scope is limited to the following: excavate and export spoils, furnish and install (1) 6-inch insertion valve on existing 6-inch AC pipe, abandon existing, failed gate valve, backfill and pave. Paving limits approximately 140 SF of full depth and 110 SF of overlay.

Quote is valid for 15 days from the date listed above.

Excavation and backfill:	7,320.00
Insertion valve:.....	17,900.00
Paving:	5,500.00
Total:	\$30,720.00

Sincerely,

Joel Piazza
Piazza Construction

Agenda Item:

LIFTSTATION VFD ELECTRICAL UPGRADE

Summary:

May 10, 2022:

GM will update the Board.

Historical:

April 12, 2022:

Leete Generators technician was onsite, Mar. 15, 2022, to perform a power transfer test at the MCC panel and FWD Staff reset the generator clock. Aspect programmer was onsite, Mar. 23, 2022, to program the VFD to have a delay so they would not kick out when the generator power came on. Successful on both projects.

February 15, 2022:

Aspect and Twin Electric are developing a specific plan to install VFDs for the Covey Road lift station which BRCE will review.

January 11, 2022

GM provided findings with the VFD's solution options, the impact of the recent power outage to the VFD's

December 14, 2021:

Twin Electric and Aspect was on site Dec. 1, 2021, to do the work for this project. Upon the results of the Mirabel Lift Station, FWD will better determine the plan of action for the Trenton Lift Station.

November 9, 2021:

Brelje & Race visited the treatment plant with the General Manager to observe the SCADA system upgrade including the monitoring information for the pump stations.

October 12, 2021:

Aspect and GM Lopes to update the Board on SCADA project. VFD electrical upgrade scope of work to be discussed before being sent out to the bidding process.

September 14, 2021:

Aspect Engineering was on site 8/17/21 to change out an antenna at MCC Lift Station and signal to SCADA has improved. Twin Electric was on site 8/19/21 to perform the MCC electrical grounding to ensure total safety. Adam will update the Board regarding the next steps to finalization.

Potential Board Actions:

No FWD Board action is needed; for informational purposes only.

Staff Recommendation:

None

Report created by: Dawn Leith, Interim Board Clerk

Agenda Item:

SEWER FORCE MAIN PROJECT

Summary:

May 10, 2022:

Engineer David Coleman/BRCE will open a discussion regarding the sewer force main that runs from Intermediate Lift Station on Trenton Road to the treatment facility. Coleman will also discuss the exploration process necessary and a budget amount to commence.

Potential Board Actions:

1. Approve a budget amount for BRCE to start the project.
2. Direct Staff with further instructions

Staff Recommendation:

GM Lopes recommends Board approval to commence the project.

Report created by: Dawn Leith, Interim Board Clerk

Agenda Item:

DIRECTOR'S TRAINING

Summary:

May 10, 2022:

Upcoming Mandatory Training for Directors:

- Ethics Training (Required every two years)
 - All Board Members are current until October 2022

- ACWA/JPIA (mandatory for Liability Coverage) *
 - Brown Act [Item Detail - Brown Act Refresher and Updates \(csda.net\)](#)
 - Public Records Act Training [Item Detail - Public Records Act Requests 2020 \(csda.net\)](#)

**Each Director is registered to complete the above pieces of training through the CSDA's on-demand webinars. CSDA sent out emails to everyone with the links and instructions of how-to login.*

Upcoming Director Training/Conference Opportunities:

- CSDA
 - No upcoming trainings for June

- Conference
 - No upcoming conferences for June

- ACWA/JPIA
 - [Chair a Board Meeting with Confidence](#)
 - [Board Member Boot Camp: Being a Better Board Member](#)
 - [Robert's Rules Made Simple](#)
 - [Moving From Group to Team: Creating a Cohesive Board](#)
 - [Managing Stress](#)

If any member of the Board wishes to attend a training that involves a cost, FWD will cover the cost & register the Board member at the same time.

Potential Board Actions:

To successfully complete mandatory/required training on or before the date listed to the right of each Director's name. Attend non-mandatory training/conference as they choose.

Staff Recommendation:

Directors stay in compliance with State regulations and mandatory training.

Report created by: Dawn Leith, Interim Board Clerk

INTRODUCTION TO JPIA TRAINING OFFERINGS

Primary Access to Instructor led, in person classes at member districts.

<https://acwajpia.prosperitylms.com/req/acwajpia/student/index.cfm>

On the opening page, in the upper right, click "LOG IN." On the next screen *enter your first and last name, run together as a single word for both, the username and the password*, then click log in. If you are accessing the system for someone other than yourself, use their first and last name for both the username and password. In the first/last name section, if it does not work, try a variation on the first name: "Dave/David, Bill/William."

You are now in the system where you can view all scheduled classes, register, view your training history, track your progress in the PDP, print completion certificates and use the video Lending Library.

The website also includes a recorded webinar tutorial and an illustrated Users Guide to help you navigate the site.

Vector Solutions Suite of online courses for the water industry

<https://app.targetsolutions.com/auth/index.cfm?action=login.showlogin&customerid=12349&customerpath=acwajpiapool&msg=>

The JPIA pays the bill for members to benefit from Target Solutions online suite of water industry classes. The program is administered at each member district by a designated administrator of the district's choosing. If your district is not yet taking advantage of this benefit of JPIA membership, please email: training@acwajpia.com.

Live and Recorded Webinars

Go to www.acwajpia.com, Click Training. Click the text: JPIA Webinars. In the Member Login Box, enter, Username: wateragency and Password: service@JPIA. On the next page, click the tab labeled, *Upcoming* to register for a live webinar. To the right of the webinar title, click the word *Register*. Fill in the required fields. You will receive a confirmation email from, messenger@webex.com that will include the link and directions you will use on the day of the training.

To access a recorded webinar, click *View Session Recordings* to see a list of recorded webinars. If the title of the webinar is preceded by a "lock" icon, email: training@acwajpia.com to receive the necessary password and supporting course materials. The icons to the right of the title allow you to choose either View, or Download.

For assistance with these, or any other JPIA training matters, please call or email anytime.

ACWA JPIA Training for Elected Board Members



Course	Suggested Frequency	Remarks	Met by JPIA Training	Met by Other Source
Sexual Harassment Prevention for Managers (AB1825 AB1661, AB2053)	Every 2 years (within 6 months for newly elected)	Per California law all elected officials required to complete	X <u>In person, E-learning</u> <u>Vector Solutions online course</u> <u>Live Webinar</u>	X <u>Vector Solutions online course</u>
Ethics (AB1234)	Every 2 years (within 6 months for newly elected)	Per California law, required for all elected officials.		X <u>Vector Solutions online course</u> <u>CA Fair Political Practices Commission</u>
Brown Act	Newly elected; 3 year refresher	Primer on how to avoid impropriety and keep governmental decision making open and fair.	X <u>Recorded webinar</u>	
Public Records Act	Newly elected; 3 year refresher	What you need to know to comply with Public Records Act.	X <u>Recorded webinar</u>	
Dealing with a Difficult Board Member	As needed	How to utilize Robert's Rules to maintain respect and decorum	X <u>Recorded webinar</u>	

Forestville Water District - Agenda Summary Report



Agenda Item:

GROUNDWATER MONITORING AT THE FORESTVILLE YOUTH PARK (FYP)

Summary:

May 10, 2022:

FWD Engineer will update the Board.

Historical:

April 12, 2022:

FWD Engineer reported on the progress of approval from both the State Resources Control Board and Sonoma County Permit Department and provided the work schedule plan. No action taken by the Board.

February 15, 2022:

A site visit was conducted at selected properties surrounding the youth park to locate any existing wells or septic fields within 100 feet of the three proposed groundwater monitoring wells. Only one feature was found – an abandoned well 75 feet from the GW Monitoring well No. 3. This should not present a problem. The FYP GW monitoring well drilling, and development is now scheduled for March 17 and 18.

January 11, 2022

FWD Engineer briefed the Board on the requirements set by Sonoma County Permit Department.

December 14, 2021:

FWD Engineer briefed the Board on the current progress on the scope of work.

November 9, 2021:

Piazza Construction has scheduled the potholing to start the week of November 8.

*** SEE ASR FROM OCTOBER 12, 2021 BOARD MEETING FOR PRIOR HISTORICAL DATA RELATED TO THIS AGENDA ITEM ***

Potential Board Actions:

No FWD Board action is needed; for informational purposes only.

Staff Recommendation: None

Report created by: Dawn Leith, Interim Board Clerk

Agenda Item:

DISTRICT GOALS UPDATES

Summary:

May 10, 2022:

Administration

- Employee Job Descriptions: 10%
- Employee Handbook: 51%
- Audit SOP creation: 55%

Operations

- Water Distribution updated spreadsheets: 83%

Office

- Document Retention (archive): 12%
- IT needs: 95%
- Ord. 61 – record “Notice”: 70%
- Update website to include FAQ: 75%, Backflow Testing: 25%
- Transfer Dropbox to OneDrive: 95%
- UMS update all service addresses with APN #'s: 20%
- Obtain property owner’s info from Sonoma County Assessor’s: 50%
- Create Public Record Act form & procedures: 0%
- Input Backflow inventory into UMS for annual testing: 25%

Board

- Compilation of “Orientation” manual for new Director: 25%
- Rules Code of Conduct for Board Meetings: 5%
- Establish Minutes & ASR format style: 100%
- Legal Claims Policy: 0%
- Draft new Service Agreement: 85%

Potential Board Actions:

No FWD Board action is needed; for informational purposes only.

Staff Recommendation: None

Report created by: Dawn Leith, Interim Board Clerk

Agenda Item:

NEW WATER RATE STRUCTURE

Summary:

May 10, 2022:

The Sub-committee met on April 19, 2022 & will update the Board.

Historical:

April 12, 2022:

The sub-committee will meet Apr. 19, 2022 @ 10 am.

February 15, 2022:

The Subcommittee met on January 25, 2022 to review requested adjustments and findings.

January 11, 2022

Sub-Committee will meet Jan. 25, 2022, at 10:00 am.

December 14, 2021:

FWD Engineer will make the requested adjustments and provide findings to the Sub-Committee to report at January's meeting.

November 9, 2021:

The sub-committee met on November 8, 2021 and will email some adjustments for BRCE to make on the module.

October 12, 2021:

The Water Rate Structure Subcommittee will meet on Oct. 14, 2021, at 3:30 p.m. via Zoom.

September 14, 2021:

The Sub-committee will discuss the next scheduled meeting date.

August 10, 2021:

Tabled to next month for more data to be collected with the drought and obtain more information with the recycled water and Graton.

July 13, 2021:

Subcommittee met on 6/22/21 to discuss the topic further. Subcommittee may meet again in late August or September to gather more data from drought response.

June 8, 2021:

Water Rate Structure Sub-Committee met on 5/25/21, and discussed options. Brelje and Race developed an excel spreadsheet model to simulate and evaluate alternate water rate plans for the District to considered. The model was presented to, and shared with, the Water Rate Structure Subcommittee.

May 11, 2021:

FWD Engineer is preparing a first draft of a new rate structure to test using 2020 metered water use. FWD Engineer will inform Board about progress.

April 13, 2021:

GM Lopes met with FWD Engineers, David Long & David Coleman to discuss a new water rate structure on Apr. 5, 2021.

The Board approved B&R to initiate research for a new fee structure not to exceed \$5k.

Potential Board Actions:

No FWD Board action is needed; for informational purposes only.

Staff Recommendation: None

Report created by: Dawn Leith, Interim Board Clerk

Agenda Item:

WATER CONSERVATION

Summary:

May 10, 2022:

GM Lopes attended the Water Advisory Committee meeting on 5/2/22 to listen in on the water drought updates. Sonoma Water using a new slogan, "Drought is still here..."



Statistics & graphs from the Water Advisory Committee meeting included.

Historical:

April 12, 2022:

GM Lopes provided current usage and shared ACWA Advisory on the expansion of the Governor's Conservation Executive Order. No action taken by the Board.

Potential Board Actions: None – Information purpose only

Staff Recommendation: None

Report created by: Dawn Leith, Interim Board Clerk



(1)

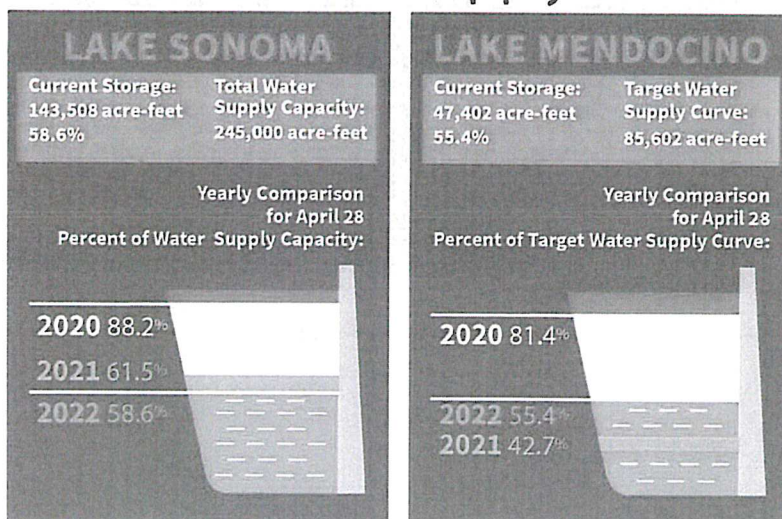
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WATER ENVIRONMENTAL PROJECTS ABOUT
RESOURCES (HTTPS://WWW.SONOMAWATER.ORG/WATER-RESOURCES) /
(HTTPS://WWW.SONOMAWATER.ORG/WATER-RESOURCES) /
RESOURCES) (HTTPS://WWW.SONOMAWATER.ORG/ABOUT-
US)

[Water Resources \(https://www.sonomawater.org/water-resources\)](https://www.sonomawater.org/water-resources) / [Water Supply \(https://www.sonomawater.org/water-supply\)](https://www.sonomawater.org/water-supply) / [Current Water Supply Levels \(https://www.sonomawater.org/current-water-supply-levels\)](https://www.sonomawater.org/current-water-supply-levels)

Current Water Supply Levels

Current Water Supply Levels



Current Water Supply Update:

- Our region is still in a drought. [Read drought condition updates here. \(https://www.drought.gov/states/California/county/Sonoma\)](https://www.drought.gov/states/California/county/Sonoma)
- Visit the [California Water Watch website \(https://cww.water.ca.gov/\)](https://cww.water.ca.gov/) and enter your address to see how much rainfall your local area has received to date.
- Conservation requirements are still in place in cities and water districts. [Please visit your local water retailer to learn more about your conservation requirements \(https://www.savingwaterpartnership.org/drought/\)](https://www.savingwaterpartnership.org/drought/).

Rainfall, Weather, and Streamflow Data

National Weather Service weather forecast for Santa Rosa
(<https://forecast.weather.gov/MapClick.php?lon=-122.7211990398355&lat=38.44286936946179>).

Current streamflow gauge reading for Russian River and tributaries - Sonoma OneRain website (https://sonoma.onerain.com/map/?sensor_class=25&show_thresholds=true&view=1476abfc-52ba-4423-8f6b-f2712d9593ed).

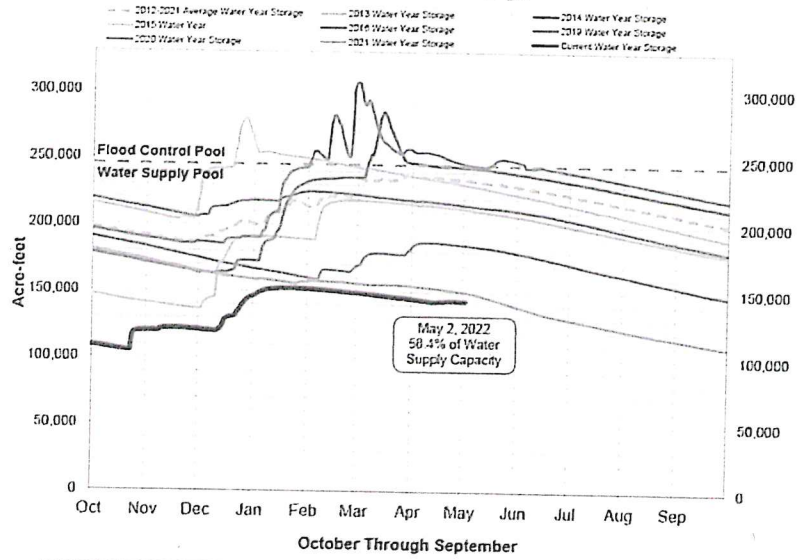
Sonoma OneRain - Real-time Rainfall, River-Stream, and Reservoir Data
(<https://sonoma.onerain.com/home.php>).

Scheduled releases - Lake Mendocino on CA Data Exchange Center Website
(<http://cdec.water.ca.gov/dynamicapp/QueryRES?s=coy>).

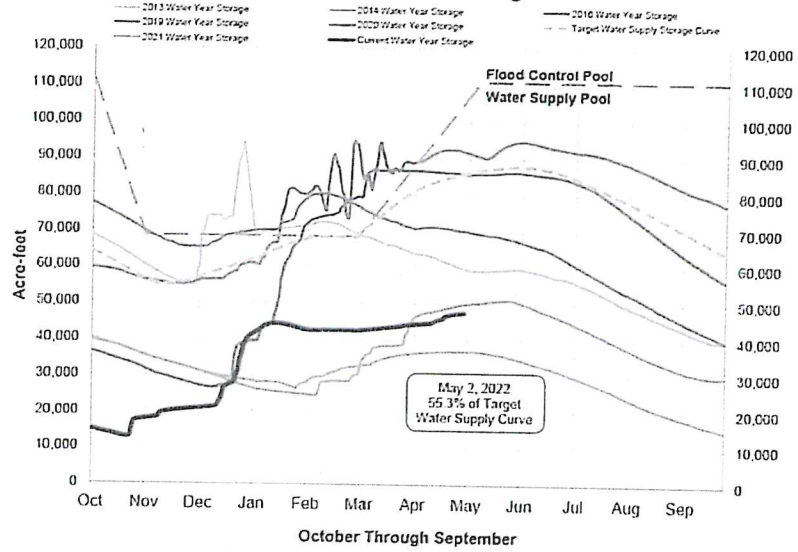
Scheduled releases - Lake Sonoma on CA Data Exchange Center Website
(<http://cdec.water.ca.gov/dynamicapp/QueryRES?s=WRS&d=2018-11-13>).

Precipitation map for the current Water Year (October 1 - Present)
(

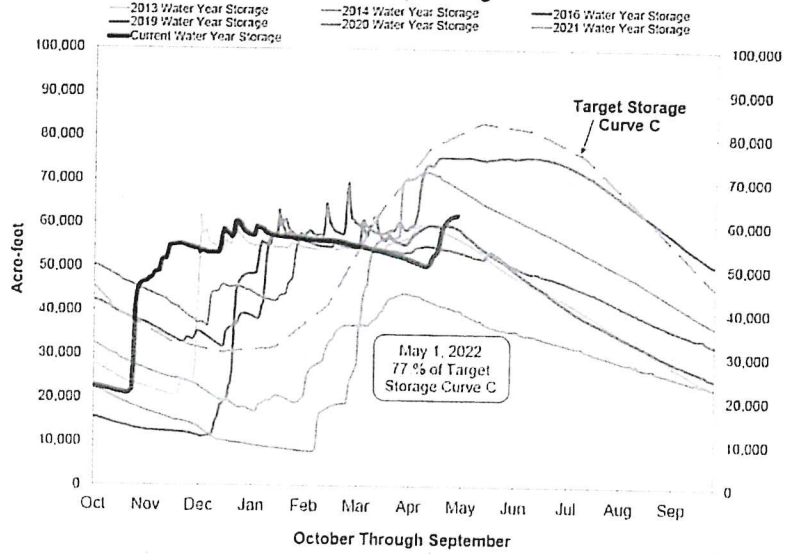
Lake Sonoma Storage



Lake Mendocino Storage



Lake Pillsbury Storage



Current Water Supply Levels for Lake Pillsbury, Lake Mendocino, and Lake Sonoma

Agenda Item:

Accessory Dwelling Unit

Summary:

May 10, 2022:

Staff is in the process of researching other Districts' policies to assist with the drafting of Forestville Water District's Accessory Dwelling Unit policy.

HISTORICAL:

April 12, 2022:

Legal advised the Board on the laws for connection fees and bi-monthly charges.

Board instructed FWD Staff draft the policy including a flowchart.

March 8, 2022:

A minimum of 5 accounts are in the process of adding Accessory Dwelling Unit (ADUs) onto their properties so the Board will need to open the discussion for any new policies & what the District can & cannot legally charge for.

Included Sonoma County ADU Code, Government Code 65850, and Senate Bill 1069.

Potential Board Actions:

The Board may review, discuss and/or give further instructions to the FWD Staff.

Staff Recommendation: None

Report created by: Dawn Leith, Interim Board Clerk

Agenda Item:

SERVICE AGREEMENTS

Summary:

May 10, 2022:

FWD staff has completed the general outline of the new Service Agreement to submit to legal for review. The last step before submitting to legal is completing and approving the ADU policy.

HISTORICAL:

April 12, 2022:

FWD Staff met to review other District's Service Agreements. After further review, the staff decided to make further changes to the current draft and once completed, that draft will be submitted to Legal Counsel for review.

March 8, 2022:

The Board will review and have discussions with FWD Legal Counsel on our current Service Agreements to make possible updates to ensure full transparency but also properly informing customers of Ordinances e.g., Ordinance 40 (owner's responsible for tenants outstanding bill), 61 (Private Sewer Lateral inspections) & soon ADUs.

Potential Board Actions:

The Board may review, discuss and/or give further instructions to the FWD Staff.

Staff Recommendation: None

Report created by: Dawn Leith, Interim Board Clerk

Agenda Item:

ESTABLISHING BYLAWS

Summary:

May 10, 2022:

The Board to start the process of establishing Bylaws with selecting a subcommittee.

Potential Board Actions:

Select two Directors for the Subcommittee members and date(s) for meeting(s).

Staff Recommendation: None

Report created by: Dawn Leith, Interim Board Clerk

Agenda Item:

FORESTVILLE WATER DISTRICT BOARD VACANCY

Summary:

May 10, 2022:

The District Office received an official letter of resignation from Director Hughes on April 25, 2022, effective May 12, 2022. The FWD Board will review and select the path for filling the vacancy by selecting one of the following:

1. **Appointment:** (the following to be completed within 60 days of effective date):
 - Appoint two directors as the Interview Panel for candidates.
 - Choose a deadline date for receiving “applications” / “letters of interest” to fill the FWD Board vacancy.
 - Choose a date to conduct interviews of interested candidates.
 - Approve Notice of Board Vacancy and direct FWD Staff to post notice. *(Draft of Notice included)*
 - Select and approve one candidate to recommend to the Board for approval
 - Board approves appointment
 - Conduct swearing in of new Board Member by **June 14,2022.**

2. **Election:**
 - The board may call for an election to fill the vacancy by **June 14,2022.** The election will be held on the next established election date that is 130 or more days after the district’s call for the election.

3. **Sonoma County Board of Supervisors:**
 - By either appointing or call for an election 90 days after the effective date

Potential Board Actions:

The Board may either:

- 1) Approve filling the vacancy by appointment
- 2) Approve filling the vacancy by calling an election
- 3) Approve Sonoma County Board of Supervisors to appoint or call for an election fill the vacancy.

Staff Recommendation:

None

Report created by: Dawn Leith, Interim Board Clerk

April 25, 2022

Forestville Water District
PO Box 261
Forestville, CA 95436

Attn: Tony Lopes & The Board of Directors

I am writing to inform you I am resigning from the Forestville Water District Board of Directors effective May 12, 2022. The May Board Meeting will be my final meeting.

This is a time in my life where I have to prioritize, and I am no longer able to devote the necessary time and attention to the Board. I am grateful for having had the opportunity to serve on the board for the past 2 ½ years.

Sincerely,

A handwritten signature in black ink, appearing to read "Diane Hughes". The signature is written in a cursive, flowing style with a large loop at the end.

Diane Hughes

Agenda Item:

CORRESPONDENCE

Summary:

May 10, 2022:

The following pieces of correspondence are included in the FWD Board Package:

1. CSDA – Announcement of Sonoma County Chapter
2. FWD Customer – Letter regarding current water rates
3. SCWA – Invitation to participate zoom webinar for Russian River Biological Opinion.
4. LAFCO – FY 2022-23 Preliminary Budget
5. CSDA – Assembly Bill 1651
6. County of Sonoma – FWD’s request to move to even year elections

Potential Board Actions:

FWD Board may choose to select any item above and request it be placed on a future Agenda if it is deemed that action is needed by FWD Board.

Staff Recommendation: None

Report created by: Dawn Leith, Interim Board Clerk



California Special Districts Association

Districts Stronger Together

cc: May. 10, 2022
Board Packet
ASR "Q" Corr. #1

By Vanessa Gonzales

On April 8, the CSDA Board of Directors voted unanimously to approve an affiliation agreement with the Sonoma County Special Districts Association (SCSDA). SCSDA was established by district representatives who came together starting in 2021 to discuss the benefits of forming a local chapter. The purpose of the chapter will be to provide a space for networking with fellow districts and local leaders, a forum to discuss state and regional issues, and a setting to foster governance best practices.

The new chapter joins six current local CSDA affiliated special district chapters in CSDA's Bay Area Network, representing Alameda, Contra Costa, San Mateo, Marin, Santa Clara, and Solano Counties, as well as twenty-four chapters statewide.

Affiliation with CSDA gives the chapter access to a variety of new services. Benefits include connection to top notch speakers, professional development trainings, communication platforms, and regular updates on legislation and advocacy programs in Sacramento and through the National Special Districts Coalition in D.C.

Upon learning the good news, the SCSDA Chapter President Ramona Faith remarked, "The executive board and I are excited that CSDA approved our affiliation. We are eager to work with CSDA staff to provide training opportunities and communication resources for special districts within Sonoma County."

The first meeting for the Sonoma County Special Districts Association will be held virtually on Thursday, June 23, 2:00 - 3:00 p.m.

Join meeting from your computer, tablet or smartphone.

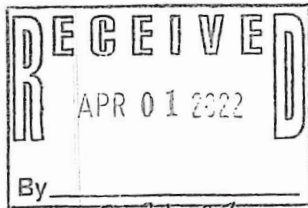
<https://meet.goto.com/790128301>

You can also dial in using your phone.

United States: +1 (872) 240-3311

Access Code: 790-128-301

Chapter membership meetings will take place quarterly on the 4th Thursday every three months. All special district representatives are invited to join. Additional information including meeting details, chapter officers, and how to become a member may be found on the Sonoma County Special Districts Association chapter webpage at www.csdanet/about-csda/chapters-networks/chapter-sonoma-county.



To the Forestville Water District:

I have lived at my current address for 39 years this coming June, and this is the first time I have ever been late in paying my bill. I spaced it out, so yes, I will pay the extra \$10.

But, I've been meaning to write you about this issue for some time:

You may notice that my current bill is for only 2100 gallons. That is my usual winter through spring low amount. I only go over the allotted 10K gallons during the summer (and not by much).

So WHY do I have to pay the full amount of \$81.22, when I use so much LESS water?

It is really unfair, especially for an extremely low income senior, as I am. Even PG+E gives a CARE discount!

I am being priced out of living here, I fear (And I am a third generation So.Co. native.)

Please pass my concerns on to the Board.

Sincerely,
Kathleen Watson

Join us for the 2022 PPFC Meeting

cc: May 10, 2022
Board Packet
ASR Q - Corr. #3

When: **Wednesday, May 4, 2022**
2 p.m. – 4:30 p.m.
Where: **Zoom Webinar**

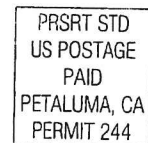
The Public Policy Facilitating Committee (PPFC) is holding its annual meeting to discuss and take public comment on the Russian River Biological Opinion. The Biological Opinion was released by National Marine Fisheries Service in September 2008. This 15-year plan requires the Sonoma County Water Agency and the U.S. Army Corps of Engineers to modify Russian River water supply and flood control operations to prevent harm to endangered coho salmon and threatened Chinook salmon and steelhead trout.

Public Policy Facilitating Committee Members

James Gore, *Sonoma County Board of Supervisors*
Lynda Hopkins, *Sonoma County Board of Supervisors*
Chris Coursey, *Sonoma County Board of Supervisors*
Lieutenant Colonel John Cunningham, *U.S. Army Corps of Engineers*
Matt St. John, *North Coast Regional Water Quality Control Board*
Janet Pauli, *Mendocino Inland Water & Power Commission*

Glenn McGourty, *Mendocino County Board of Supervisors*
Lisa Van Atta, *National Marine Fisheries Service*
Morgan Kilgour, *California Department of Fish and Wildlife*
Chris Watt, *Mendocino County Russian River Flood Control & Water Conservation Improvement District*

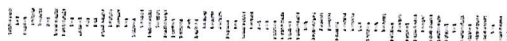
Sonoma County Water Agency
404 Aviation Blvd
Santa Rosa CA 95403-1069 Return
Service Requested



1136

*****AUTO**GCH 5-DIGIT 95412

Board Director
Forestville Water District
6530 Mirabel Rd
Forestville CA 95436-9654





Public Policy Facilitating Committee Annual Meeting Agenda

Please mark your calendars for the annual Public Policy Facilitating Committee (PPFC).

Wednesday, May 4, 2022, from 2-4:30 p.m. via Zoom

Webinar ID: 833 3783 8981

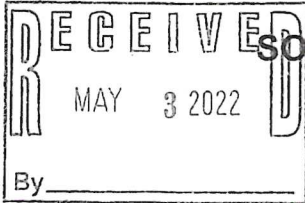
Register in advance at SonomaWater.org/RRIFR

Proposed Agenda

1. Welcome and introductions
2. Status of Russian River Instream Flow Changes - Sonoma Water
 - a. Responding to Changes in Russian River Watershed Hydrology
 - i. Temporary Water Rights Changes
 - ii. Fish Habitat Flows and Water Rights Project EIR
3. Drought and Fisheries Monitoring - Sonoma Water
4. USACE/Warm Springs Hatchery - U.S. Army Corps of Engineers
5. Dry Creek Habitat Enhancement Project - Sonoma Water and U.S. Army Corps of Engineers
6. Biological Assessment Update - Sonoma Water
 - a. Process to develop the next Biological Opinion

For more information, please visit www.SonomaWater.org/rrifr or contact Barry Dugan at barry.dugan@scwa.ca.gov.

Disabled Accommodation: If you have a disability which requires an accommodation, an alternative format, or requires another person to assist you while attending this meeting, please contact the Sonoma County Water Agency at (707) 547-1930, as soon as possible to ensure arrangements for accommodation.



SONOMA LOCAL AGENCY FORMATION COMMISSION

111 SANTA ROSA AVENUE, SUITE 240, SANTA ROSA, CA 95404
(707) 565-2577
www.sonomalafco.org

cc: May 10, 2022
Board Packet
ASR "Q" Corr. 4

April 16, 2022

TO: County Administrator, County of Sonoma
City Managers
Clerks to Boards of Directors of Independent Special Districts

FROM: Cynthia Olson, Senior Administrative Analyst

SUBJECT: Sonoma LAFCO Approved Fiscal Year 2022-23 Preliminary Budget

At its meeting on April 6, 2022, the Sonoma Local Agency Formation Commission (LAFCO or Commission) adopted its Fiscal Year 2022-23 Preliminary Budget, after a noticed public hearing and upon recommendation of the Commission's Budget Committee and staff. The Commission directed staff to circulate the approved Preliminary Budget to our funding agencies.

The Commission's consideration of the 2022-23 Final Budget will take place at a Public Hearing on June 1, 2022. The Final Budget will become effective on July 1. Comments are welcome at any time, either to Commissioners or staff.

Expenditures

The 2022-23 approved Preliminary Budget projects expenditures at \$951,245, a 3% increase from the current-year Adopted Budget of \$933,836. Salaries and benefits for 3.70 FTE staff are projected to increase by approximately 1% next year, changing from \$753,438 in the current year to \$761,096 next year. The proposed Services and Supplies costs will increase by approximately 5%, from \$180,398 to \$190,149, due primarily to the cost of the Commission's biennial audit.

Revenues and Fund Balance

Revenues to fund Commission operations come largely from apportionments from funding agencies. The County and the cities, as a whole, each pay 40 percent of the operational cost, and independent special districts, as a whole, contribute 20 percent. , A small amount of funds accrues from interest on invested cash. Finally, Commission staff tracks processing fee revenues but does not budget for them due to the difficulty of projecting the number and type of applications that could be submitted in a future year.

The Commission also maintains a Fund Balance to meet unexpected or unforeseen needs. The Commission has committed \$182,107 of the Fund Balance to offset agency apportionments for FY 2022-23.

Apportionments for the upcoming year are projected to increase by 3%, reflected as follows:

- County \$305,656
- Cities, as a whole \$305,656
- Independent Special Districts, as a whole \$152,827

Agency apportionments are based on the most recent revenues reported to the State Controller's Office. Apportionments will be determined subsequent to the Commission's approval of the 2022-23 Final Budget in June. The Auditor's Office will bill agencies after the beginning of the new fiscal year.

A staff report providing more information about the Sonoma LAFCO Fiscal Year 2022-23 Preliminary Budget is available on the Commission's website at <https://sonomalafco.org/regular-commission-meeting-april-6-2022>. A spreadsheet of the 2022-23 Preliminary Budget is attached.

If your agency has comments or questions about the Commission's Fiscal Year 2022-23 Preliminary Budget, please contact Mark Bramfitt at (707) 565-3765 or at mark.bramfitt@sonoma-county.org or Cynthia Olson at (707) 565-2587 or cynthia.olson@sonoma-county.org prior to the Commission's June 1, 2022, hearing.

Attachments

SONOMA LAFCO
PRELIMINARY FY 2022-23 BUDGET
APRIL 6, 2022

EXPENDITURES- SALARIES AND BENEFITS

Account	Description	2021-22 Adopted	2021-22 To Date	2021-22 Year End Projections	2022-23 Proposed*	Difference
50101	Regular Earnings	\$ 421,917	\$ 113,232	\$ 249,821	\$ 438,170	\$ 16,253
50110	Cash Allowance	\$ 26,653	\$ 6,235	\$ 13,577	\$ 26,653	\$ -
50114	Bds & Commissions	\$ 9,600	\$ 800	\$ 4,300	\$ 9,600	\$ -
50201/04	County Retirement	\$ 174,328	\$ 40,509	\$ 94,524	\$ 157,719	\$ (16,609)
50205	FICA/Medicare	\$ 32,458	\$ 7,919	\$ 19,009	\$ 33,846	\$ 1,387
50301	Health Insurance	\$ 55,387	\$ 11,148	\$ 25,136	\$ 60,951	\$ 5,564
50502	Deferred Compensation	\$ 15,813	\$ 4,259	\$ 9,204	\$ 16,443	\$ 630
50304	HRA	\$ 3,270	\$ 816	\$ 1,757	\$ 3,270	\$ 0
50306	Disability	\$ 2,600	\$ 686	\$ 1,500	\$ 2,695	\$ 96
50307	Dental Insurance	\$ 4,004	\$ 607	\$ 1,804	\$ 3,995	\$ (9)
50308	Life Insurance	\$ 607	\$ 161	\$ 352	\$ 632	\$ 25
50309	Vision Insurance	\$ 662	\$ 158	\$ 356	\$ 662	\$ -
50310	Unemploy. Insurance	\$ 104	\$ 27	\$ 57	\$ 155	\$ 51
50401	Workers Compensation	\$ 5,927	\$ 1,595	\$ 3,486	\$ 6,209	\$ 282
50501	Other Expenses	\$ 108	\$ 21	\$ 51	\$ 97	\$ (12)
Total Salaries and Benefits		\$ 753,438	\$ 188,173	\$ 424,933	\$ 761,096	\$ 7,658

*Based on total of 3.7 FTE positions (1.0 EO, 1.0 Analyst III 1.0 Clerk and 0.7 Analyst III)

SERVICES AND SUPPLIES

Account	Description	2021-22 Adopted	2021-22 To Date	2021-22 Year End Projections	2022-23 Proposed	Difference
51206	Auditing Services	\$ -	\$ -	\$ 7,000	\$ 15,000	\$ 15,000
51207	Auditor Accting Svces	\$ 5,000	\$ 1,402	\$ 5,000	\$ 5,000	\$ -
51211	Legal Services	\$ 25,000	\$ 8,390	\$ 15,000	\$ 25,000	\$ -
51249	Professional Services	\$ 35,000	\$ 18,703	\$ 30,000	\$ 35,000	\$ -
51301	Legal Notices	\$ 5,000	\$ 619	\$ 2,000	\$ 2,500	\$ (2,500)
51421	Rents & Leases	\$ 45,150	\$ 28,762	\$ 44,500	\$ 45,500	\$ 350
51602	Travel Expense	\$ 5,000	\$ -	\$ -	\$ 5,000	\$ -
51605	Private Car Expense	\$ 500	\$ -	\$ -	\$ 500	\$ -
51901/02	Communications	\$ 2,600	\$ 2,249	\$ 2,400	\$ 2,600	\$ -
51904	ISD-Data Processing	\$ 26,000	\$ 28,672	\$ 22,000	\$ 26,000	\$ -
51905	Info Systems -Develop.	\$ 500	\$ -	\$ -	\$ 500	\$ -
51906	ISD-Supp. Website	\$ 500	\$ 1,650	\$ -	\$ 1,000	\$ 500
51911	Postage	\$ 2,000	\$ 2	\$ 500	\$ 1,000	\$ (1,000)
51915	Printing	\$ 1,000	\$ -	\$ -	\$ 500	\$ (500)
51916	County Services	\$ 12,500	\$ 690	\$ 11,800	\$ 11,000	\$ (1,500)
52091	Memberships	\$ 7,848	\$ 7,848	\$ 7,848	\$ 8,233	\$ 385
52111	Office Expense	\$ 5,000	\$ 2,003	\$ 3,000	\$ 4,000	\$ (1,000)
52181	Business Meals/Supplies	\$ -	\$ -	\$ -	\$ -	\$ -
57015	Major Equip. Replace.	\$ 1,800	\$ 1,050	\$ 1,816	\$ 1,816	\$ 16
Total Services & Supplies		\$ 180,398	\$ 102,040	\$ 152,864	\$ 190,149	\$ 9,751
Total Expenditures		\$ 933,836	\$ 290,213	\$ 577,797	\$ 951,245	\$ 17,409

SONOMA LAFCO
PRELIMINARY FY 2022-23 BUDGET
APRIL 6, 2022

REVENUES

Account	Revenue Source	2021-22 Adopted	2021-22 To Date	2021-22 Year End Projections	2022-23 Proposed
42601	County	\$ 296,753	\$ 296,753	\$ 296,753	\$ 305,656
42627	Special Districts	\$ 148,376	\$ 145,434	\$ 148,376	\$ 152,827
42628	Cities	\$ 296,753	\$ 296,753	\$ 296,753	\$ 305,656
Total Intergovernmental Revenue		\$ 741,882	\$ 738,940	\$ 741,882	\$ 764,138
44002	Interest Pooled Cash	\$ 10,000	\$ 2,428	\$ 5,000	\$ 5,000
Total Use of Money/Property		\$ 10,000	\$ 2,428	\$ 5,000	\$ 5,000
45061	Fees for Services	\$ -	\$ 36,661	\$ 40,000	\$ -
Total Charges for Services		\$ -	\$ 36,661	\$ 40,000	\$ -
Total Projected Revenues		\$ 751,882	\$ -	\$ 786,882	\$ 769,138
Use of Fund Balance		\$ 181,954		\$ (209,085)	\$ 182,107
Total Revenue Sources		\$ 933,836	\$ -	\$ 577,797	\$ 951,245

FUND BALANCE

Beginning 2020-21 Fund Balance	\$ 509,043
Added to 2020-21 Fund Balance	\$27,526
Beginning 2021-22 Fund Balance	\$ 536,569
Projected Addition to Fund Balance	\$ 209,085
Projected Beginning 2022-23 Fund Balance	\$ 745,654
Projected Use of Fund Balance	\$ 182,107
Projected Remaining Fund Balance	\$ 563,547



**California Special
Districts Association**

Districts Stronger Together

cc: May. 10, 2022
Board Packet
ASR "Q" Corr. #5

By [Kristin Withrow](#) posted yesterday

Assembly Bill 1651 (Kalra) Pulled from Committee Hearing Following Quick Advocacy Efforts.

Through fast action by CSDA and its coalition partners, a problematic workplace data bill was quickly defeated.

The Workplace Technology Accountability Act was introduced on April 18, 2022, as a "gut and amend" to Assembly Bill 1651 (Kalra). The Act would have placed significant and unworkable restrictions on employers' use of employee data, while restricting many new technologies, as well as commonplace technologies, imposing burdensome notice requirements, and opening the door to substantial workplace litigation risk by creating a private right of action and allowing for fines ranging up to \$20,000. AB 1651 would have applied to public and private employers of all sizes.

The bill text can be viewed [here](#).

Because of the compressed timeframe for the bill to be heard in legislative policy committees on short notice, CSDA advocacy staff quickly analyzed the bill and obtained an Oppose 3 position from CSDA CEO Neil McCormick. CSDA joined a coalition of employer groups, including public employers, in submitting a comprehensive opposition letter to the Assembly Committee on Privacy and Consumer Protection. A copy of the letter can be viewed [here](#). AB 1651, which had been specially set for committee hearing on Wednesday, April 27, was pulled from the committee hearing. This particular bill is not expected to move forward.

Future legislation is anticipated in this area. CSDA will remain engaged with its coalition partners.

#AdvocacyNews

#HRandPersonnel

#LaborRelations

<https://www.csdanet/blogs/kristin-withrow1/2022/05/02/assembly-bill-1651-pulled-from-committee-hearing>



AB-1651 Worker rights: Workplace Technology Accountability Act. (2021-2022)

As Amends the Law Today

SECTION 1. *Section 12930 of the Government Code is amended to read:*

12930. The department shall have the following functions, duties, and powers:

- (a) To establish and maintain a principal office and any other offices within the state as are necessary to carry out the purposes of this part.
 - (b) To meet and function at any place within the state.
 - (c) To appoint attorneys, investigators, conciliators, mediators, and other employees as it may deem necessary, fix their compensation within the limitations provided by law, and prescribe their duties.
 - (d) To obtain upon request and utilize the services of all governmental departments and agencies and, in addition, with respect to housing discrimination, of conciliation councils.
 - (e) To adopt, promulgate, amend, and rescind suitable procedural rules and regulations to carry out the investigation, prosecution, and dispute resolution functions and duties of the department pursuant to this part.
 - (f) (1) To receive, investigate, conciliate, mediate, and prosecute complaints alleging practices made unlawful pursuant to Chapter 6 (commencing with Section 12940).
 - (2) To receive, investigate, conciliate, mediate, and prosecute complaints alleging a violation of Section 51, 51.5, 51.7, 51.9, 54, 54.1, or 54.2 of the Civil Code. The remedies and procedures of this part shall be independent of any other remedy or procedure that might apply.
 - (3) To receive, investigate, conciliate, mediate, and prosecute complaints alleging, and to bring civil actions pursuant to Section 52.5 of the Civil Code for, a violation of Section 236.1 of the Penal Code. Damages awarded in any action brought by the department pursuant to Section 52.5 of the Civil Code shall be awarded to the person harmed by the violation of Section 236.1 of the Penal Code. Costs and attorney's fees awarded in any action brought by the department pursuant to Section 52.5 of the Civil Code shall be awarded to the department. The remedies and procedures of this part shall be independent of any other remedy or procedure that might apply.
 - (4) To receive, investigate, conciliate, mediate, and prosecute complaints alleging practices made unlawful pursuant to Article 9.5 (commencing with Section 11135) of Chapter 1 of Part 1, except for complaints relating to educational equity brought under Chapter 2 (commencing with Section 200) of Part 1 of Division 1 of Title 1 of the Education Code and investigated pursuant to the procedures set forth in Subchapter 5.1 of Title 5 of the California Code of Regulations, and not otherwise within the jurisdiction of the department.
 - (5) To receive, investigate, conciliate, mediate, and prosecute complaints alleging practices made unlawful pursuant to Section 1197.5 of the Labor Code. The department shall, in coordination with the Division of Labor Standards Enforcement within the Department of Industrial Relations, adopt procedures to ensure that the departments coordinate activities to enforce Section 1197.5 of the Labor Code.
- (A) Nothing in this part prevents the director or the director's authorized representative, in that person's discretion, from making, signing, and filing a complaint pursuant to Section 12960 or 12961 alleging practices made unlawful under Section 11135.

cc: May 10, 2022
Board Packet
ASR "Q" Corr. #6

COUNTY OF SONOMA
BOARD OF SUPERVISORS

575 ADMINISTRATION DRIVE, RM. 100A
SANTA ROSA, CALIFORNIA 95403

(707) 565-2241
FAX (707) 565-3778



MEMBERS OF THE BOARD

JAMES GORE
CHAIR

CHRIS COURSEY
VICE CHAIR

SUSAN GORIN

DAVID RABBITT

LYNDA HOPKINS

May 4, 2022

Via U.S. Mail and Email

Re: Request from Special Districts to Move to Even-Numbered Year Elections

To Whom It May Concern:

Our office is notifying you, as required by Section 10404 of the Elections Code, that a special district has submitted a resolution to the Board of Supervisors to change their regularly scheduled elections for governing board members from odd-numbered years to even-numbered years. The Forestville Water District has adopted a resolution to move to even-numbered elections in November 2022, thereby shortening the terms of office of all current Board members by one year.

Copies of the resolutions from the above-named special district requesting the change are available for review in the Clerk of the Board Office. The Sonoma County Registrar of Voters will be advising the Board of Supervisors that it will be able to facilitate the requested change.

Pursuant to Section 10404 of the Elections Code, the Board of Supervisors is now offering you the option of providing input regarding the effect of the move. However, you are not required to submit input. Comments on the plans submitted by the above-named special districts can be presented at the May 17, 2022, Board of Supervisors' meeting, or written comments may be submitted to the Clerk of the Board, to be received no later than 12:00 p.m. on Monday, May 16, 2022. Written comments are to be submitted to the Clerk of the Board, 575 Administration Drive, Room 100A, Santa Rosa, CA 95403. The start time of the May 17, 2022 meeting can be obtained by viewing the posted agenda online at <https://sonoma-county.legistar.com/Calendar.aspx> or by calling the Clerk of the Board office at 707-565-2241.

Sincerely,

A handwritten signature in black ink, appearing to read 'Caren Larkin', is written over the word 'Sincerely,'.

Caren Larkin
Agenda Analyst
County of Sonoma

Agenda Item:

**CLOSED SESSION (under Gov't Code #54957):
EMPLOYEE PERFORMANCE EVALUATION**

Summary:

May 10, 2022:

FWD Board may enter into Closed Session under Gov't Code #54957 to discuss General Manager's Performance Evaluation.

The GM's list of goals, policies, and procedures for the upcoming year was emailed separately from the board packet to the board.

Potential Board Actions:

FWD Board to announce any decisions made or action taken during Closed Session and give further instructions to FWD Staff if needed.

Staff Recommendation:

None

Report created by: Dawn Leith, Interim Board Clerk

Agenda Item:

CLOSED SESSION (under Gov't Code #54957): EMPLOYEE APPOINTMENT

Summary:

May 10, 2022:

FWD Board may enter into Closed Session under Gov't Code #54957 to discuss Employee Appointment.

Recommended job description and compensation options emailed to the Board separately from the board packet.

Historical:

March 9, 2021:

- **Adjourned to Closed Session** at 7:20 p.m.: Directors Akins, Aldridge, Hughes, McDermott, and Monroe, GM Lopes, and FWD Counsel – Hirsch.
- **Reconvened to Open Session** at 7:29 p.m., and the Board announced the following:
- **Statement:** Board has decided to provide the Interim Board Clerk a 6 months stipend of 5%. After the 6 month the Board committee will create a new Board Clerk position.

Potential Board Actions:

FWD Board to announce any decisions made or action taken during CLOSED SESSION and give further instructions to FWD Staff if needed.

Staff Recommendation:

None

Report created by: Dawn Leith, Interim Board Clerk

Agenda Item:

**CLOSED SESSION (under Gov't Code #54957.6):
EMPLOYEES' SALARIES AND BENEFITS**

Summary:

May 10, 2022:

FWD Board may enter into Closed Session under Gov't Code #54957.6 to discuss Employees' Salaries and Benefits.

Proposed COLA and merit increases emailed to the Board separately from the board packet.

Potential Board Actions:

FWD Board to announce any decisions made or action taken during Closed Session and give further instructions to FWD Staff if needed.

Staff Recommendation:

None

Report created by: Dawn Leith, Interim Board Clerk

Agenda Item:

General Manager Lopes Water and Sewer Operations Report for April 2022

Summary:

May 10, 2022:

Water Operations:

USA Checks: 14

Water Work Orders: 18

Our staff repaired a water leak on Trenton Road 4/25, had 19 customers water off for 45 minutes.

Will have a new water connection customer on Anderson Road.

Meter reads completed on 4/26-4/28.

Working on 3 leak adjustments this period.

Changed out a malfunctioning meter for a commercial customer.

Water meter that was locked off due to non-payment has been tampered with, County code enforcement was contacted.

Ground water monitoring wells drilling at FYP was started on 5/3.

Our staff continued with annual fire hydrant flushing.

I gave a tour of the FWD water system to Directors McDermott and Munroe.

Russian River Utility will be getting quotes for wellness checks on their water tank, so I will have a quote for our Young tanks also.

I wrote a letter to our state senator regarding our needs as a district and requested info on receiving possible water grants to assist in water conservation.

The CCR water report to be completed this month.

I attended the TAC/WAC water conservation meeting on 5/2.

Sewer Operations:

We are experiencing a more consistent signal from our lift station MCC panels to our SCADA system at the facility.

Our generator auto run-on Mondays have been successful, since the VFD programming was completed.

The first quarter state report was completed and sent.

We have experienced seasonal denitrification in our ponds, so our LPO made aerator adjustments.

Office restrooms were backed up, service repaired.

We completed a notarized trust lien for a property that owed water and sewer fees.

Recycled Water:

First quarter state recycled water report is completed and sent.

Volumetric recycled water report was completed and sent.

No discharge to the creek or off-site storage due to selling recycled water for frost protection.

District Staff:

Continued safety and staff meetings.

All employee evaluations meetings were completed, and all met expectations.

First Aid training to be taken on 5/4.

I will be attending GM CSDA Summit in San Diego 6/19-6/21.

FWD received reimbursement for our losses during the 1/8/22 accident that knocked out power, minus our deductible.

I setup a loan provision program in our employee CalPers 457 tax deferred plan.

I am gathering info for an on call standby time survey for our operators to ensure all guidelines are being met, and to remain competitive in our compensation.

Potential Board Actions:

No FWD Board action needed: for informational purposes only.

Staff Recommendation:

None

Report created by: Tony Lopes, General Manager

Agenda Item:

**GRATON CSD & FORESTVILLE WATER DISTRICT
STANDING SUB-COMMITTEE WITH FWD**

Summary:

May 10, 2022:

The Subcommittee will update the Board.

HISTORICAL:

March 8, 2022:

The Subcommittee will update the Board.

January 11, 2022

The Subcommittee will need to select future meeting date.

December 14, 2021:

December 2's GCSD/FWD Sub-committee meeting was cancelled and has not yet been rescheduled to a future date.

November 9, 2021:

Next scheduled meeting will be December 2, 2021, at 5:30 p.m. via Zoom.

*** SEE ASR FROM OCTOBER 12, 2021 BOARD MEETING FOR PRIOR HISTORICAL DATA RELATED TO THIS AGENDA ITEM ***

Potential Board Actions: For informational purposes only

Staff Recommendation: None

Report created by: Dawn Leith, Interim Board Clerk