



RURAL NORTH VACAVILLE WATER DISTRICT

675 Texas Street, Suite 5500, Fairfield, CA 94533 (707) 784-6064

BOARD OF DIRECTORS Meeting of Tuesday, July 13, 2010, at 7:00 P.M. Minutes

The meeting of the Board of Directors was held at the Vacaville Fire Protection District, Fire Station #67, 4135 Cantelow Road, Vacaville, CA.

Members Present:

Dieter Teschke
Trish Landis
Bob Whitehouse
Martin Joye
Chris Calvert

Members Absent:

None

- I. Call to Order/Roll Call – Meeting was called to order at 7:00 p.m.
- II. Approval of Agenda – Approved with corrections to numbering.
- III. Public Comment – William Stone, 7441 English Hills Road, has two hook ups with the home bought this past year. The monthly water bill is too high for water they do not use. He expressed frustration with the lack of notification he was given by either the Seller or the Realtors during the sale. The Board discussed meeting with the Board of Realtors regarding disclosures for the water system.
- IV. Approved minutes for June 15, 2010 regular meeting and for June 14 and June 21, 2010 special meetings.
- V. District Staff Reports
 - a. Received copies of the monthly IFAS Reports for District's monthly financial reports for FY 09/10 as of June 30, 2010
 - b. Report on delinquent accounts – Birgitta Corsello and Su Krishnan are working on delinquent accounts for the quarterly lien filing, including notice letters and disconnect notices.
 - c. Memo on Monthly Revenue Analysis – Postponed til the August meeting.
 - d. Reviewed updates to the water connection list for Cal Water billing - Trish Landis advised the Board that the Customer Records Committee must be involved in reviewing and verifying all changes and/or corrections made by CWS. The Customer Records Committee will hold the master list for the system. Su Krishnan stated that she would request an updated list from Tiffany Ellis, NBS, for the committee. The committee has not yet received a copy of the CWS May billing.
- VI. Reviewed Water System Status Report from Cal Water Service Co.
 - a. RNWWD Water System Production report – 5766 CCF in June, 2010.

- b. Report on pending water system maintenance & repairs – No repairs at this time. Weeds are high on the Site 3 access road. Don Pippo has stated he will mow them in the next few weeks.
- c. Report on ITRON reader training and status – Training will occur July 15, 2010 and use of the ITRON will begin with the August billing. This billing may put many consumers in Tiers 2 and 3, due to the use of estimated billing amounts for the previous three months by CWS.

VII. Ad Hoc Committee Reports (Informational Items).

- a. Water Usage – System Operation (Dieter Teschke) - Two users exceeded 50 CCF for the month of June.
- b. Customer Records Committee (Trish Landis) - Trish noted that CWS will be able to read all meters, verify the locations of meters and ownership of same. Any meter use not being billed should be highlighted by CWS in the Dixon office for follow up. Use of the ITRON should eliminate many historical billing issues.
- c. New source development and arsenic solution development. (Martin Joye) No grant funds are presently available for this purpose.
- d. Status report on PG&E rate change (Dieter Teschke) – PG&E will replace meters at Site 1 (Well #1) and Site 3 (Storage Tank #3) July 15, 2010, so rates should decrease subsequently.

VIII. Continuing Business/Pending Items.

- a. Review definitions for Inactive and Supplemental Connections in the RNWWD Rules and Regulations vs. CWS terminology use; verify that the billing fits within the guidelines of the latest definitions – Dieter and Martin will present changes at the August Board meeting.
- b. Final review and adoption of the 2010/2011 budget – After discussion regarding the fact that income should still improve when the billing system gets all of the needed corrections in place, Chris Calvert moved and Martin Joye seconded a motion to approve the 2010/11 budget. The motion passed unanimously.
- c. Report on review of the Cal Water proposal for new contract – Dieter and Chris will discuss this proposal with legal counsel, Carrie Scarlata.

IX. New Business

- a. Report on findings regarding road maintenance to Station #4 – Birgitta Corsello has contracted for repairs to the road and the drainage.
- b. Clearing of weeds on road to Station #3 – Discussion shown under Item VIb.

X. Board Member Comments – Bob Whitehouse thanked the public who attended this meeting for their participation.

XI. Adjourn – The meeting adjourned at 9:17 p.m. The next regular meeting is scheduled for August 10, 2010 at 7:00 p.m.



Approved: _____
Dieter Teschke, Chair
Rural North Vacaville Water District

8/12/10
Date: _____



RURAL NORTH VACAVILLE WATER DISTRICT

675 Texas Street, Suite 5500, Fairfield, CA 94533 (707) 784-6064

BOARD OF DIRECTORS

**Meeting of Tuesday, August 10, 2010, at 7:00 P.M.
Minutes**

The meeting of the Board of Directors was held at the Vacaville Fire Protection District, Fire Station #67, 4135 Cantelow Road, Vacaville, CA.

Members Present:

Dieter Teschke
Trish Landis
Bob Whitehouse
Martin Joye
Chris Calvert

Members Absent:

None

- I. Call to Order/Roll Call – Meeting was called to order at 7:00 p.m.
- II. Approval of Agenda – Approved with deletion of VI.c. and VII.c.
- III. Public Comment – Boyd and Rhonda Clegg commented that a sign offers a water connection for sale for \$10,000, which would be a substantial loss. They expressed concern about the money California Water Service Company (CWS) automatically withdrew from their account to pay for the August billing, rather than spreading over a three month period, as anticipated. The Board advised that a rebate would be unlikely. On another subject, Boyd also encouraged the Board to get the fire hydrant numbering system from CWS in digital format for the Solano County Fire Department. SCFD would be able to assist in shut off in the event of an area catastrophe, such as an earthquake or fire. The Board will directed staff to include this as an item on the September agenda.
- IV. Minutes for July 13, 2010 regular meeting were approved.
- V. District Staff Reports
 - a. Received copies of the monthly IFAS Reports for District's monthly financial reports for FY 09/10 as of June 30, 2010
 - b. Report on delinquent accounts – The Board commented that letters to water consumers who are delinquent on paying their bills should be sent out monthly, not quarterly.
 - c. Received an update on District's monthly financial reports for FY 09/10 as of July 31, 2010.
 - d. Memo on Monthly Revenue Analysis – Postponed til the September meeting.
 - e. Reviewed updates to the water connection list for Cal Water billing - Fourteen accounts are still in error regarding information from CWS in the May, 2010 billing. Su Krishnan will be the central hub for all billing records, once the Customer Records Committee has resolved the present disparities.



RURAL NORTH VACAVILLE WATER DISTRICT

675 Texas Street, Suite 5500, Fairfield, CA 94533 (707) 784-6064

BOARD OF DIRECTORS **Meeting of Tuesday, October 12, 2010, at 7:00 P.M.** **Minutes**

The meeting of the Board of Directors was held at the Vacaville Fire Protection District, Fire Station #67, 4135 Cantelow Road, Vacaville, CA.

Members Present:

Dieter Teschke
Trish Landis
Bob Whitehouse
Martin Joye
Chris Calvert

Members Absent:

None

- I. Call to Order/Roll Call 6:30 p.m.
- II. Closed Session
 - a. Potential Litigation: one case
- III. Reconvene 7:00 p.m.
- IV. Report of Action in Closed Session - None
- V. Public Comment – None
- VI. Approval of Agenda
- VII. Minutes for September 14, 2010 regular meeting were approved.
- VIII. New Business
 - a. Received proposal from A. Scott Lewis, Luhdorff & Scalmanini, for ground water monitoring services. Proposal is to eliminate monitoring domestic wells. Deep and intermediate zone monitoring needed for Wells #1 and 2 could be done with a 'direct-read' option or with a 'hanging' option. A decision on the proposed three-year contract will be made at the November Board meeting.

IX. District Staff Reports

- b. Received copies of monthly Integrated Fund Accounting System (IFAS) preliminary financial reports for September 30, 2010
- c. Received report on delinquent accounts and overuse accounts.
- d. Received report on Monthly Revenue Analysis
- e. Received an update on the District's monthly financial reports for FY 10/11 as of September 30, 2010

X. Reviewed updates to the water connection list for Cal Water billing. It was recommended that the Board request an Xcel file of ERTs and the GPS positions of all meters.

- a. RNVWD Water System Production Report – 6639 ccf were pumped in September, 2010.
- b. Report on pending water system maintenance & repairs – None

XI. Ad Hoc Committee Reports (Informational Reports)

- a. Water Usage – System Operation (Dieter Teschke)
- b. Customer Records Committee (Trish Landis) – Dieter requested that Clif Poole include totals of each type of connection in the monthly lists.
- c. Status report on PG&E rate change (Dieter Teschke) – The new rates are now in effect for Sites #1 (Well – 1) and Site #3 (Storage Tank) at the A6 rate. Charges will be reviewed in the next couple of months to verify the projected decrease in cost.

XII. Continuing Business/Pending Items

- a. Reviewed billing averaging process for the months of May through August 2010. CWS has sent corrected averaged bills to 72 customers. CWS charged a 2 ccf guesstimate usage for customers that had zero use over the four month period. Some of the charges for use are still not at the correct rates.
- b. Received a report on review of Cal Water contract.
- c. Investigation of how to get realtors to ensure proper sale of properties with connections. Trish Landis will continue work on this.
- d. Discussed how to better define transfer of connections on web page (check-off list). The Board will consider a proposal to modify this list at the November meeting.
- e. Adopted a proposal to extend the termination date for Reserve Connection cut-off from February 27, 2011 to February 27, 2016. Chris Calvert moved, Bob Whitehouse seconded the motion and the Board approved this unanimously.
- f. Status of application for SCWA membership. Chris Calvert hopes to have a draft letter for Board review at the November meeting.
- g. Review definitions for Inactive and Supplemental Connections in the RNVWD Rules and Regulations vs. CWS terminology use. Verify that the billing fits within the guidelines of the latest definitions. This item has been tabled to the December Board meeting.
- h. Reviewed scope of work to be included in request for proposals for water system operation and maintenance contract.
- i. Review and adopt fire hydrant numbering system in digital format for the Solano County Fire Department. Chris Calvert will address this at the November Board meeting.

Board Member Comments – None

Adjourn – The meeting adjourned at 8:50 p.m. The next regular meeting is scheduled for November 9, 2010.

Approved: _____



Dieter Teschke, President
Rural North Vacaville Water District

Date: _____

11/9/10



RURAL NORTH VACAVILLE WATER DISTRICT

675 Texas Street, Suite 5500, Fairfield, CA 94533 (707) 784-6064

IXa

BOARD OF DIRECTORS November 9, 2010 Minutes Minutes

The meeting of the Board of Directors was held at the Vacaville Fire Protection District, Fire Station #67, 4135 Cantelow Road, Vacaville, CA.

Members Present:

Trish Landis
Bob Whitehouse
Martin Joye

Members Absent:

Dieter Teschke
Chris Calvert

- I. Call to Order/Roll Call 7:04 p.m.
- II. Public Comment – Jackie Davis asked about the cost of activating a reserved connection versus purchase of an existing Supplemental connection. The Board directed her to contact staff for specific dollar amounts. Clif Poole expressed his great frustration with overcharges by California Water Service Company. Trish Landis will follow up on this.
- III. Approval of Agenda – Items V a, V b, and VI b, VI c and VI e were continued to the December meeting. New Item Va was added.
- IV. Consent Items:
 - a. Approval of Minutes from the October 12, 2010 meeting
 - b. Integrated Fund Accounting Reports (IFAS)
 - c. Monthly Revenue Analysis
 - d. Delinquency Report
 - e. Monthly Financial Report
 - f. Water System Status Report
- V. Customer Records Committee (Trish Landis) –
 - a. Regarding the list sent from CWS to Dieter Teschke, several errors still exist. Regarding any needed disconnection of a meter where the connection has been transferred to a buyer, a disconnect fee of \$5,000 must be collected to pay CWS.
- VI. Continuing Business/Pending Items
 - a. Investigation of how to get realtors to ensure proper sale of properties with connections. Trish Landis distributed a draft letter to the Board of Realtors for Board review and comment.
 - b. Review and update of road maintenance for Sites 1, 3 and 4. Martin Joye

reported that access to Site 1 must be re-surveyed; Site 4 will be worked on in the next month and he will speak with Don Pippo regarding maintenance of Site 3.

VII. New Business

- a. Review NBS recommendations for bond funds and RNVWD budget evaluation. Bob Whitehouse moved that the Board not make a payment to retire the debt and that the bonds be reviewed again in November, 2011. Trish Landis seconded the motion and it passed unanimously.
- b. The Board would like to consider the NBS foreclosure procedure. Staff will invite NBS representatives to attend the February meeting.

VIII. Board Member Comments

Bob Whitehouse recommended the Board reschedule a regular meeting if fewer than four members can attend in the future.

- IX. Adjourn – The meeting adjourned at 9:03 p.m. The next regular meeting is scheduled for December 14, 2010.

Approved: _____



Dieter Teschke, President
Rural North Vacaville Water District

Date: 12/14/10