



## RURAL NORTH VACAVILLE WATER DISTRICT

P.O. Box 5097, Vacaville, CA 95696  
Phone: 707-447-8420

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### BOARD OF DIRECTORS REGULAR MEETING MINUTES

Tuesday, January 13, 2015 at 7:00 p.m.

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

#### Present

Chris Calvert  
Bob Whitehouse  
Trish Landis  
Reed McLaughlin  
Doug Thomson

#### Absent

None

- I. Call to Order/Roll Call 7:00 p.m.
- II. Public Comment – None
- III. Approval of Agenda – Reed McLaughlin moved, Bob Whitehouse seconded and the Board unanimously approved the Agenda.
- IV. Consent Items –
  - a) Approval of the minutes from the December 9, 2014 regular meeting.
  - b) Approval of the Financial Reports for month ending November 30, 2014.Reed moved, Bob seconded and the Board unanimously approved the Consent Items.
- V. General Manager's Report received.  
Gordon Stankowski, General Manager, made a report to the Board, which included the following items:
  - Vibration in Pump #1 motor will be rechecked in February. A price is being obtained, so the District can evaluate the order a standby spare pump.
  - SID performed testing of use of temporary generator when the heavy December rains occurred. They will find out the price on a used 150 KW generator.
  - Pump #1 shaft has been ordered, to be a standby spare part, at a cost of \$12,000, not \$15,000, as previously projected.
  - California Rural Water Association has access to grant funds for use in rate studies and arsenic removal studies.

- SID will create an Emergency Response Plan.
- Conditions precedent must be drafted for an Emergency Water Service, as required by LAFCO.
- Shaw and Associates is looking into the loan schedule for the Districts eight million dollar loan with the State, as there are concerns regarding accuracy.


VI. Continuing Business - None

VII. New Business – None

VIII. Board Member Comments - None

IX. The meeting was adjourned at 8:20 p.m.

The next regular meeting is scheduled for Tuesday, February 10, 2014 at 7:00 p.m. at the Cantelow Road firehouse.

Approved:   
Chris Calvert, President  
Rural North Vacaville Water District

Date: 02/10/2015



## RURAL NORTH VACAVILLE WATER DISTRICT

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### BOARD OF DIRECTORS REGULAR MEETING MINUTES

Tuesday, February 10, 2015 at 7:00 p.m.

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

Present

Chris Calvert  
Bob Whitehouse  
Trish Landis  
Reed McLaughlin  
Doug Thomson

Absent

None

- I. Call to Order/Roll Call 7:00 p.m.
- II. Public Comment – None
- III. Approval of Agenda – Reed McLaughlin moved, Bob Whitehouse seconded and the Board unanimously approved the Agenda.
- IV. Consent Items –
  - a) Approval of the minutes from the January 13, 2015 regular meeting.
  - b) Approval of the Financial Reports for month ending December 31, 2014.

Reed moved, Bob seconded and the Board unanimously approved the Consent Items.

- V. General Manager's Report received.  
Gordon Stankowski, General Manager, made a report to the Board, which included the following items:
  - The District does not qualify for grant money for the "arsenic planning phase" through the California Rural Water Association. State Revolving Funds may be available for construction.
  - LAFCO approved the Municipal Services Report (MSR) for RNVWD. It will process the Sphere of Influence (SOI) at the April LAFCO meeting.
  - SID installed a solenoid valve that will lubricate the pump at the well site without losing water back down into the well when the pump is not in demand. This resolves a loss of water.

- Shaw and Associates were able to verify errors in the loan repayment schedule for the Districts eight million dollar loan with the State. A new payment schedule is being drawn.

VI. Continuing Business - None

VII. New Business

- a) Review Rate Study Proposals – Gordon reviewed with the Board the Proposed Rate Change Summary he had created, as a means of addressing budget shortfalls in the upcoming 2015/2020 budget years. Other rate study information and proposals are anticipated from outside consultant.
- b) Review Arsenic Treatment Proposals – vendors and consultants all project an estimated cost of \$600,000 to address the arsenic issue.
- c) Consider for approval the General Manager Extra Services for Line Extension, New Connections and Arsenic Removal. Reed moved to authorize payment, not to exceed 20 hours total per month, to the general manager at the contract rate for arsenic study, providing this authorization is reviewed in six months' time by the Board. Bob seconded this motion and the Board unanimously approved it. This item will be reviewed at the August, 2015 Board meeting.

VIII. Board Member Comments – Reed, Bob, Trish and Doug all thanked Gordon for his work on the proposed rate increase. Trish also told the Board that any potential nomination of this Board to become a member of the Solano County Water Agency Board may be limited by the fact that SCWA does not address water issues within the Vacaville area. This area is considered to be a part of the Sacramento Water Agency. Gordon responded that SCWA collects information within the Vacaville area regarding wells and creeks.

IX. The meeting was adjourned at 9:06 p.m.

The next regular meeting is scheduled for Tuesday, March 10, 2015 at 7:00 p.m. at the Cantelow Road firehouse.

Approved: Chris Calvert Date: 3/10/2015

Chris Calvert, President  
Rural North Vacaville Water District





## RURAL NORTH VACAVILLE WATER DISTRICT

P.O. Box 5097, Vacaville, CA 95696  
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### BOARD OF DIRECTORS REGULAR MEETING MINUTES

Tuesday, March 10, 2015 at 7:00 p.m.

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

#### Present

Chris Calvert  
Bob Whitehouse  
Trish Landis  
Reed McLaughlin  
Doug Thomson

#### Absent

None

- I. Call to Order/Roll Call 7:00 p.m.
- II. Public Comment – None
- III. Approval of Agenda – Reed McLaughlin moved, Bob Whitehouse seconded and the Board unanimously approved the Agenda.
- IV. Consent Items –
  - a) Approval of the minutes from the February 10, 2015 regular meeting.
  - b) Approval of the Financial Reports for month ending January 31, 2015.

Reed moved, Bob seconded and the Board unanimously approved the Consent Items.
- V. General Manager's Report received.  
Gordon Stankowski, General Manager, made a report to the Board, which included the following:
  - LAFCO will approve the Sphere of Influence (SOI) for RNVWD at the June meeting.
  - SID has proposed a flush and testing program for a period of six months, at an estimated cost of \$10,000. This program will verify whether arsenic treatment will absolutely be required to include Well #2 in the regular water distribution.
  - A newsletter communicating proposed water rates for 2015/2016 will be sent out after rates are approved by the Board. Workshops will be scheduled for outreach purposes.
  - Three Board seats will become available as the terms for Bob Whitehouse, Doug Thomson and Trish Landis will conclude in December, 2015.
- VI. Continuing Business
  - a) Committee recommendations regarding Rate Study and Rate Increase options.

Public outreach was recommended. Reed moved that the Board move forward with the Water Rate Review Analysis prepared by Specialized Utility Service Program (SUSP) and the Increase Plan, as approved by the Committee, including a Capital Recovery Charge, (CRC). Bob seconded and the Board unanimously approved the Rate Increase Plan.

- b) Committee report on Arsenic Treatment additional well water testing is to be performed.


VII. New Business

- a) Consider for approval Revised Reserve Policy.  
Gordon explained that the proposed revisions provide clarification of the funds the Board has previously approved. Reed moved, Bob seconded and the Board unanimously approved revisions of the Reserve Policy, attached to and made a part of these meeting Minutes.
- b) Consider for approval a Ten Year Capital Improvement Plan (CIP).  
The proposed plan will address maintenance, replacement and improvement of all facets of the water system. Trish moved, Chris seconded and the Board unanimously approved the Ten Year Capital Improvement Plan. The CIP is attached to and made part of these meeting Minutes.
- c) Consider for approval the expiration and nonrenewal of Water Right Reservations.  
Gordon reported receipt of a letter from a holder of water rights, requesting a two year extension. After discussion, Reed moved, Bob seconded and the Board unanimously approved a motion to Not Extend the Water Right Reservations, which are collectively due to expire February 28, 2016. All holders will be notified by letter in the near future.
- d) Consider for approval the Auditor's Report for Fiscal Year 2013/2014.  
A continued issue as part of this audit dealt with funds paid to NBS, which provides bond fund allocation for the District. Money was paid from Fund 160, the operating fund, rather than Fund 164, the debt service fund. Chris moved, Bob seconded and the Board unanimously approved moving \$16,227 from Fund 164 to Fund 160 to refund the overdraft of that account. The Board also approved the transfer all Fund 160 monies out of the Solano County account into the Wells Fargo account and to close Fund 160.

VIII. Board Member Comments – None

IX. The meeting was adjourned at 9:15 p.m.

The next regular meeting is scheduled for Tuesday, April 14, 2015 at 7:00 p.m. at the Cantelow Road firehouse.

Approved:   
Chris Calvert, President  
Rural North Vacaville Water District

Date: 4/15/2015



## RURAL NORTH VACAVILLE WATER DISTRICT

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### BOARD OF DIRECTORS REGULAR MEETING MINUTES

Tuesday, April 14, 2015 at 7:00 p.m.

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

Present

Chris Calvert  
Trish Landis  
Doug Thomson

Absent

Reed McLaughlin  
Bob Whitehouse

- I. Call to Order/Roll Call 7:11 p.m.
- II. Public Comment – None
- III. Approval of Agenda – With request by Gordon Stankowski, General Manager, to delete Item VII d., Trish Landis moved, Doug Thomson seconded and the Board unanimously approved the Agenda.
- IV. Consent Items –
  - a) Approval of the minutes from the March 10, 2015 regular meeting.
  - b) Approval of the Financial Reports for month ending February 28, 2015.Doug moved, Trish seconded and the Board unanimously approved the Consent Items.
- V. General Manager's Report received.  
Gordon noted the following items to the Board:
  - Water production for March was 10% variance in unbilled production. The level for Tank #3 was reset, which may reduce this disparity. Customer leaks have been minimal.
  - A public workshop will be held May 4<sup>th</sup> to receive input and answer questions from the public regarding the proposed rate increase for the 2015/2016 fiscal year.
- VI. Continuing Business
  - a) Committee Report: Prop 218 Notice of Public Hearing was sent to customers.
  - b) Committee Report: Well # 2 water quality Arsenic testing showed 11 – 14 ppb (parts per billion). Well # 1 Arsenic levels were 3 ppb. Two tests have been done to date, with a third scheduled for late April. This may be the final testing for analysis, as the test results are consistent, not fluctuating.

VI. New Business

- a) Consider for Approval "CEQA Notice of Exemption" for update of LAFCO Sphere of Influence, (SOI). After discussion the Board authorized the General Manager to file an update with LAFCO indicating exempt from CEQA requirements, as no development is proposed, nor are additional services planned at this time.
- b) Consider for Approval Wells Fargo issuance of District Visa credit card. Trish moved, Doug seconded and the Board unanimously approved obtaining a District Visa credit card from Wells Fargo.
- c) Consider for Approval a Resolution calling for an election for board office holders whose terms are expiring this year. Chris Calvert moved, Doug seconded and the Board unanimously approved Resolution No. 2015-27, Calling a General District Election for August 25, 2015 to Elect Three Directors for Four-Year Terms. The opportunity to file papers with the Solano County Elections Official is May 4<sup>th</sup> through May 29<sup>th</sup>, 2015.
- d) Consider for Approval revisions to the Rules and Regulations. This item was deleted.
- e) Consider for Approval a Resolution for Annexation of 7673 Olivas Lane. Chris moved, Doug seconded and the Board unanimously approved Resolution No. 2015-26, Requesting LAFCO to initiate proceedings for the change of organization of territory.
- f) Consider for Approval a Resolution to close Fund 160 at Solano County. Chris moved, Doug seconded and the Board unanimously approved Resolution No. 2015-29, Closing Fund 160 with the Solano County Treasurer.
- g) Consider for Approval a Resolution that reservations converted to water rights can have balance of assessments put on tax rolls by NBS for remaining years. This item was tabled until the May Board meeting.
- h) Consider for Approval the sale of a Reservation from Burton to Welch. Chris moved, Doug seconded and the Board unanimously approved the sale of a Reservation from Burton to Welch on Olivas Lane. Welch will have to annex into the District prior to activating this reservation. A letter was sent recently to holder of reservations. To activate a reservation will cost roughly \$38,000.
- i) Consider for Approval an amendment to the General Manager agreement to add an insurance provision. Chris moved, Doug seconded and the Board unanimously approved an amendment to the General Manager agreement to add an insurance provision.



- VIII. Board Member Comments – Chris told the Board he considered a recent SID meeting he attended for Pleasants Valley people a good prototype. Responses were provided to all questions and comments and rancor was kept to a minimum.
- IX. The meeting was adjourned at 7:50 p.m.

The next regular meeting is scheduled for Tuesday, May 12, 2015 at 7:00 p.m. at the Cantelow Road firehouse.

Approved: Chris Calvert  
Chris Calvert, President  
Rural North Vacaville Water District

Date: 5/12/2015



## RURAL NORTH VACAVILLE WATER DISTRICT

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### BOARD OF DIRECTORS REGULAR MEETING MINUTES

Tuesday, May 12, 2015 at 7:00 p.m.

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

Present

Chris Calvert  
Trish Landis  
Doug Thomson  
Reed McLaughlin  
Bob Whitehouse

Absent

None

I. Call to Order/Roll Call 7:00 p.m.

II. Public Comment –

a. Colleen Britton thanked the Board for the newsletter and stated that she found that the website had lots of information. She requested a list of all members and will provide the GM her email and contact information. She stated that she had no objection to raising the rates but did seriously object to the tier system. Chair Calvert responded that the tier system would be reviewed given the recent Appellate Court ruling regarding the San Juan Capistrano's tiered water rate system.

III. Approval of Agenda – Reed McLaughlin moved, Bob Whitehouse seconded and the Board unanimously approved the Agenda.

IV. Consent Items –

- a) Approval of the minutes from the April 14, 2015 regular meeting.
- b) Approval of the Financial Reports for month ending March 31, 2015.

Bob moved, Reed seconded and the Board unanimously approved the Consent Items.

V. General Manager's Report received.

Gordon noted the following items to the Board:

- Gordon will look into financing for arsenic treatment, including banks and funding fairs upon completion of well testing by SID and after approval of the Capital Recovery Charge (CRC)

- Board election filing of nominations with the Solano County Registrar of Voters is open this month. Three seats on the Board are available.
- SID will hold a meeting May 28, 2015 at 2:00 p.m. to address completion of the Sub basin Governance and Sustainability by January 2017, as required by the State of California

VI. Continuing Business

- a) Discussion of May 4<sup>th</sup> outreach meeting with customers regarding rate increases. Consider an initial phasing plan for implementation of the water rate increases if approved at the June 9, 2015 Public Hearing. The Board can direct the implementation of rate and tier changes after approval of a resolution adopting the rates if there is not a majority protest. The Board can consider among other options adopting no tiers relative to water usage, keeping the existing tier rates or adopting both new rates and new tiers. Reed McLaughlin recommended to the Board that there be no tier changes but that base rates increased from \$58 to \$70 for active connections and from \$14 to \$17 for supplemental connections, along with the \$20 capital recovery charge, which could be commenced at \$10 per month. No action was taken.

VI. New Business

- a) Consider for Approval the payment of outstanding amounts requested by Cal Water for the Engineering of the Crawford proposed Line Extension, as well as other prior year CWS claims for unpaid invoices and current year disputed Underground Service Alert (USA) invoicing. Gordon told the Board CWS did not submit a detailed invoice. Jack Caldwell told him other amounts are also due for "other items". Jack asked for a statement from the Board that the Board considers all CWS bills are paid in full. After discussion the Board agreed that it could not authorize any further payments.

VIII. Board Member Comments – Chris Calvert and Bob Whitehouse stated that they cannot commit to further arsenic research without money being set aside for that specific purpose. The next step may be to identify which strata levels contribute significantly to the high arsenic content and seal off those well casing perforations.

IX. The meeting was adjourned at 7:55 p.m.

The next regular meeting is scheduled for Tuesday, June 9, 2015 at 7:00 p.m. at the Cantelow Road firehouse.

Approved: Chris Calvert  
Chris Calvert, President  
Rural North Vacaville Water District

Date: 6/10/2015



## RURAL NORTH VACAVILLE WATER DISTRICT

P.O. Box 5097, Vacaville, CA 95696  
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### BOARD OF DIRECTORS REGULAR MEETING MINUTES

Tuesday, June 9, 2015 at 7:00 p.m.

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

Present

Chris Calvert  
Trish Landis  
Doug Thomson  
Reed McLaughlin  
Bob Whitehouse

Absent

None

- I. Call to Order/Roll Call 7:00 p.m.
- II. Conduct a Public Hearing on adoption of the 2015/2019 water rates, per the April 2015 Public Notice; consider protests against the proposed increases in water rates and consider for approval a resolution approving an increase in the District's rates for water service, if no majority protest exists.

A dozen residents asked many questions and provided input regarding the proposed rate increases. The increases are the maximum amounts for the next five fiscal years. Chris Calvert noted that the California appellate court has ruled on the tier system in the San Juan Capistrano case and it is being appealed for further review. None of the tiers in our present rate system will be changed until this is further resolved in the courts and clear direction provided. The District Reserve Policy is for an operating reserve of 50% of the yearly operating budget or approximately \$250,000. We only have approximately \$226,000 at this time. The capital expense reserve policy is 30% of the 10 year capital improvement plan or \$600,000. We have approximately \$342,000 at this time.

Trish Landis and legal counsel Jim Laughlin told the Board and residents the results of the Majority Protest Hearing. One hundred ninety seven protest votes were needed to defeat the proposed rate increase. One hundred forty-nine written protest votes were received, two of which were duplicates, so the protest was not successful.

Chris Calvert presented to the Board Resolution A, which approved the 5 year rate plan and would implement the rates 100% now per the proposed plan at this time and Resolution B, which approved the 5 year rate plan but would implement only the following rate changes at this time:

Base Rate	\$70
Supplemental Rate	\$17
Capital Recovery Charge	\$10



Resolution B provided no tier rate changes, but rates could be increased in six months, after review by the Board.

Bob Whitehouse moved, Reed McLaughlin seconded and the Board unanimously approved Resolution 2015-30, noted previously as Resolution B, to be effective the next billing cycle. Chris Calvert stated that the customers will be noticed regarding the six month rate and budget review. All District residents are invited to attend.

III. Public Comment – None

IV. Consent Items –

- a) Approval of the minutes from the May 12, 2015 regular meeting.
- b) Approval of the Financial Reports for month ending April 30, 2015.

Bob moved, Reed seconded and the Board unanimously approved the Consent Items.

V. General Manager's Report received.

Gordon noted the following items to the Board:

- JPIA insurance inspected the system for a second time. All issues previously noted have been addressed and some new issues were created and are being addressed by SID.
- Delinquencies for water bills will be put on the tax rolls for 2015/2016.

VI. Continuing Business

- a) Well #2 water quality test results and planning of improvements for reduction in arsenic levels. Gordon reported arsenic levels between 13 – 17 ppb for Well #2 and 3 ppb for Well #1. He will further explore treatment, investigating strata and Zone Testing. The District could get a low interest loan, but is not eligible for any grant funds.

VII. New Business

- a) Select two board members to form a committee to review with the General Manager the proposed 2015/2016 budget. Reed Thomson and Doug Thomson agreed to participate on this committee.

VIII. Board Member Comments

Trish thanked all of the attendees for coming to the meeting and for holding the Board accountable to address the concerns of the people. The participation of the people made a tremendous difference in modifications made to the timing for implementation of the rate increases. All the Board members concurred and invited continued participation by the constituents.

IX. The meeting was adjourned at 9:25 p.m.

The next regular meeting is scheduled for Tuesday, August 11, 2015 at 7:00 p.m. at the Cantelow Road firehouse.

Approved:



Chris Calvert, President  
Rural North Vacaville Water District

Date:





## RURAL NORTH VACAVILLE WATER DISTRICT

P.O. Box 5097, Vacaville, CA 95696  
Phone: 707-447-8420

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### BOARD OF DIRECTORS REGULAR MEETING MINUTES

**Tuesday, July 14, 2015 at 7:00 p.m.**

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

Present

Chris Calvert  
Trish Landis  
Doug Thomson  
Reed McLaughlin  
Bob Whitehouse

Absent

None

I. Call to Order/Roll Call 7:00 p.m.

II. Public Comment –

Eileen Smith asked for her water usage data during 2013/14. The general manager, Gordon Stankowski, agreed to provide this information to her.

III. Consent Items –

Approval of Agenda – Bob Whitehouse moved, Reed McLaughlin seconded and the Board unanimously approved the Agenda with the deletion of Item 6c.

- a) Approval of the minutes from the June 9, 2015 regular meeting.
- b) Approval of the Financial Reports for months ending May 31, 2015 and June 30, 2015.

Bob moved, Reed seconded and the Board unanimously approved the Consent Items.

V. General Manager's Report received.  
Gordon noted the following items to the Board:

- Revenue through June 2015 is down due to conservation. Amount of water usage billed is down from 60,000 ccf to 55,000 ccf approximately.
- At the request of the JPIA insurance inspector, pressure relief valves will be changed. It will take three to six months to complete this item and become compliant.
- Solano County Auditors want Funds 160 and 164 Financial Accounting combined. For clarity for RNVWD records, it may be treated as a subaccount.



- Six protest votes regarding the increased water rates were received subsequent to the June 9, 2015 change of rates.
- The August election for three Board seats will cost about \$10,000.

VI. Continuing Business

- a) Well #2 improvement planning for reduction in arsenic levels. (Informational Item)  
SID recommended the Board consider a \$50,000 study plan to determine arsenic zone and strata testing. Gordon wants more information regarding this type of procedure before presenting it to the Board for approval.

VI. New Business

- a) Consider for Approval the Budget for Fiscal Year 2015/2016. Reed moved, Bob seconded and the Board unanimously approved the FY 2015/16 Budget.
- b) Consider for Approval a Resolution to place delinquent accounts on the tax rolls. Reed moved, Bob seconded and the Board unanimously approved Resolution No. 2015-31, placing delinquent accounts on the FY 2015/2106 tax rolls.
- c) Consider for Approval revised District Schedule of Fees. Reed moved, Bob seconded and the Board unanimously approved the RNWWD Schedule of Fees (7-4-15 update).

VIII. Board Member Comments – Reed asked if all items approved by the Board are posted on the website. Gordon responded that the website is updated monthly and all resolutions are included.

IX. The meeting was adjourned at 7:30 p.m.

The next regular meeting is scheduled for Tuesday, August 11, 2015 at 7:00 p.m. at the Cantelow Road firehouse.

Approved:   
Chris Calvert, President  
Rural North Vacaville Water District

Date: 







## RURAL NORTH VACAVILLE WATER DISTRICT

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### BOARD OF DIRECTORS REGULAR MEETING MINUTES

**Tuesday, August 11, 2015 at 7:00 p.m.**

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

#### Present

Chris Calvert  
Trish Landis  
Doug Thomson

#### Absent

Reed McLaughlin  
Bob Whitehouse

- I. Call to Order/Roll Call 7:00 p.m.
- II. Public Comment –  
Susan and Roger Dehaven expressed concern that the rate for temporary sales of water for construction purposes may not be adequate for the cost to provide this water. Chris Calvert stated the cost to the District to maintain infrastructure is covered by the amount charged for water from fire hydrants. Susan said she is glad she bought a connection in this water system.
- III. Consent Items –  
  
Approval of Agenda – Chris moved, Doug seconded and the Board unanimously approved the Agenda.  
  
a) Approval of the minutes from the July 14, 2015 regular meeting.  
b) Approval of the Financial Report for month ending July 31, 2015.  
  
Trish moved, Doug seconded and the Board unanimously approved the Consent Items.
- IV. General Manager's Report received.  
Gordon noted the following items to the Board:
  - 8% of the water production was unbilled during July, about 536 ccf.
  - LAFCO is still reviewing the Sphere of Influence (SOI) Update, verifying all parcels within the District and those within fire suppression only.

- Solano County Auditors will audit the District for the 2014/2015 financial year. The Board would like to maintain good standing for any financing purposes that may be needed.
- The State of California has reduced the line flushing requirements for all potable water systems and the Notice of Intent Discharge Permit is being filed this month.

V. Continuing Business

- a) Consider for approval, Well #2 planning of improvements and zone testing for reduction in arsenic levels, as proposed by NV5. This item was put on hold. Gordon will bring NV5 to the September Board meeting, in order to provide a clear understanding of their proposal.


VI. New Business

- a) Consider for Approval the application for a District of Distinction certification (Action Item)  
The Special District Leadership Foundation (SDLF) is an independent, non-profit organization formed to promote good governance and best practices among California's special districts through certification, accreditation and other recognition programs. The SDLF and its activities are supported by the California Special Districts Association and the Special District Risk Management Authority. The SDLF would provide training and create a good foundation for all of the Board members and the general manager.  
Doug moved, Chris seconded and the Board unanimously approved application for the District of Distinction certification.
- b) Consider for Approval Revised BYLAWS (Action Item)  
Chris moved, Trish seconded and the Board unanimously approved the revisions of the bylaws.
- c) Consider for Approval Elimination of Tier Levels and water usage rate adjustment. (Action Item)  
Gordon told the Board the appellate court has published the decision in the San Juan case. The court stated that rates must not exceed the cost of providing service.  
Chris moved, Doug seconded and the Board unanimously approved uniform tier rates. The only rate for water usage will be \$1.65 per ccf, effective immediately. The Board will revisit this rate in December in connection with the District's semi-annual budget review and determine whether the rate should be increased to \$2.00 per ccf. The new flat rate of \$1.65 per ccf will mean a decrease of approximately \$38,000 in annual revenue.
- d) Consider for Review elimination of water sales from district hydrants (Informational Item)  
Gordon stated that a \$1500 fully refundable security deposit is collected for use of a water meter, with a \$10 per day rental charge and \$8.00 per ccf water usage charge. Chris asked Gordon to bring information to the September Board meeting regarding charges in place by neighboring cities for review at the next meeting.

VIII. Board Member Comments – None.

IX. The meeting was adjourned at 7:55 p.m.

The next regular meeting is scheduled for Tuesday, September 8, 2015 at 7:00 p.m. at the Cantelow Road firehouse.

Approved:   
Chris Calvert, President  
Rural North Vacaville Water District

Date: Sept. 8, 2015



## RURAL NORTH VACAVILLE WATER DISTRICT

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### BOARD OF DIRECTORS REGULAR MEETING MINUTES

Tuesday, September 8, 2015 at 7:00 p.m.

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

Present

Chris Calvert  
Trish Landis  
Doug Thomson  
Bob Whitehouse

Absent

Reed McLaughlin

- I. Call to Order/Roll Call 7:00 p.m.
- II. Public Comment – None
- III. Consent Items –

Approval of Agenda – Bob moved, Doug seconded and the Board unanimously approved the Agenda with the deletion of Item VIa.

- a) Approval of the minutes from the August 11, 2015 regular meeting.
- b) Approval of the Financial Report for month ending July 31, 2015.

Bob moved, Doug seconded and the Board unanimously approved the Consent Items.

- IV. General Manager's Report received.  
Gordon noted the following items to the Board:

- 4% of the water production was unbilled during August, the lowest water waste amount to date.
- LAFCO continues to review the Sphere of Influence (SOI), verifying all parcels within the District and those within fire suppression only.
- Solano County Auditors have commenced an audit of the District for the 2014/2015 financial year. The report at the conclusion of the audit could be available at the end of this year.
- The contract with BK Bookkeeping is presently being renegotiated for either a two or three year period.
- Water reservations will expire February 29, 2016.



V. Continuing Business

- a) Consider for review Well #2 planning of improvements and zone testing for reduction in arsenic levels. NV5 made a proposal and Luhdorff & Scalmanini, the original well hydrogeologist, will also make a proposal in the next few weeks. Gordon will bring both firms to the October Board meeting, in order to provide a clear understanding of their proposals.

VI. New Business

Pulled.

VII. Board Member Comments –

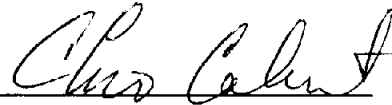
Trish asked if monies from each tier are allocated into the long term maintenance reserves and arsenic treatment reserves, as was done previously. Gordon responded that, even though the cost of each tier is now \$1.65 per ccf, the monies collected for use of water within the second and third tiers is, in fact, deposited into these respective reserves.

Reed asked, through Chris, to consider the rate increase in November, rather than in December. Trish asked that this information be communicated through another newsletter.

VIII. The meeting was adjourned at 7:34 p.m.

The next regular meeting is scheduled for Tuesday, October 13, 2015 at 7:00 p.m. at the Cantelow Road firehouse.

Approved:

  
Chris Calvert, President  
Rural North Vacaville Water District

Date:

10/13/15



## RURAL NORTH VACAVILLE WATER DISTRICT

P.O. Box 5097, Vacaville, CA 95696  
Phone: 707-447-8420

### BOARD OF DIRECTORS REGULAR MEETING MINUTES

Tuesday, October 13, 2015 at 7:00 p.m.

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

#### Present

Chris Calvert  
Trish Landis  
Doug Thomson  
Bob Whitehouse

#### Absent

Reed McLaughlin

- I. Call to Order/Roll Call 7:00 p.m.
- II. Public Comment – Rudolph Buriani requested information regarding his inclusion in this water district, under the California Public Information Act. He stated that he did not opt into the district and wants to opt out. A response to this request is expected.

#### III. Consent Items –

Approval of Agenda – Bob moved, Doug seconded and the Board unanimously approved the Agenda.

- a) Approval of the minutes from the September 8, 2015 regular meeting.
- b) Approval of the Financial Report for month ending August 31, 2015.

Bob moved, Doug seconded and the Board unanimously approved the Consent Items.

#### IV. General Manager's Report received.

Gordon noted the following items to the Board:

- Contracts with both BK Bookkeeping and Trites have been signed.
- Mrs. Mortensen asked if the Board will extend water reservations, which are set to expire February 29, 2016. Gordon invited her to attend the Board meeting. The reservations have already been extended by the Board.
- A newsletter will be sent out directly to inform users of the rate increase from \$1.65 to \$2.00 per ccf.
- The audit is ongoing.
- Jack Caldwell, California Water Service Company, asked to meet with Gordon on Friday, October 16, 2015, regarding contract close out billings.

V. Continuing Business

- a) Consider for review Well #2 planning of improvements and zone testing for reduction in arsenic levels. (Informational Item) A proposal is pending from Luhdorff & Scalmanini, the original well hydrogeologist.
- b) Consider for Approval a revised rate for water use from District Hydrants. Present rate is \$10 per day plus \$8 per ccf, plus \$1200 penalty to replace the water meter if not returned. After much discussion, Bob moved, Doug seconded and the Board unanimously approved raising this rate to \$15 per day, plus \$10 per ccf with a \$1500 penalty fee to replace the water meter.

VI. New Business

- a) Consider for Review increasing the uniform Tier 1, 2 and 3 water usage rate from \$1.65 to \$2.00 per ccf, in accordance with the approved 5 year rate plan. (Informational Item) Chris Calvert will give input to Gordon for the newsletter.

VII. Board Member Comments – .None

VIII. The meeting was adjourned at 7:47 p.m.

The next regular meeting is scheduled for Tuesday, November 10, 2015 at 7:00 p.m. at the Cantelow Road firehouse.

Approved: \_\_\_\_\_

Chris Calvert, President  
Rural North Vacaville Water District

Date: \_\_\_\_\_

11/10/2015



## RURAL NORTH VACAVILLE WATER DISTRICT

P.O. Box 5097, Vacaville, CA 95696  
Phone: 707-447-8420

### BOARD OF DIRECTORS REGULAR MEETING MINUTES

Tuesday, November 10, 2015 at 7:00 p.m.

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

#### Present

Chris Calvert  
Trish Landis  
Doug Thomson  
Bob Whitehouse

#### Absent

Reed McLaughlin

- I. Call to Order/Roll Call 7:00 p.m.
- II. Public Comment – None
- III. Consent Items –

Approval of Agenda – Bob moved, Trish seconded and the Board unanimously approved the Agenda.

- a) Approval of the minutes from the October 13, 2015 regular meeting.
- b) Approval of the Financial Report for month ending September 30, 2015.

Bob moved, Trish seconded and the Board unanimously approved the Consent Items.

- IV. General Manager's Report received.  
Gordon noted the following items to the Board:

- The audit is on track to be ready by the end of December.
- Response to Rudi Buriani was sent by certified mail but no receipt has been received yet. Gordon will also hand deliver the response.
- Assembling a Board Policy Manual is in progress.
- Training will be required for all Board members, which will address sexual harassment.
- NBS will send the annual debt service report in December.



V. Continuing Business

- a) Consider for review Well #2 planning of improvements and zone testing for reduction in arsenic levels. (Informational Item) A proposal is pending from Luhdorff & Scalmanini, the original well hydrogeologist. Gordon told the Board that Luhdorff & Scalmanini have not yet submitted their stated \$20,000 proposal. In addition, Solano Irrigation District would like to investigate whether arsenic levels could be alleviated by not pumping water from the bottom of Well #2.

VI. New Business

- a) Consider for Approval an increase in the uniform Tier 1, 2 & 3 water usage rate from \$1.65 to \$2.00 per ccf, as approved with the 5-year rate plan. Gordon explained that, while current revenues are meeting current expenses, they do not cover needed repairs or additions to the reserve accounts. Chris stated the goal is water ten years from now, not just right now. One member of the public in attendance voice concern that the State of California would not permit the Board to raise rates twice in one year. However, this increase was a part of the rates approved in June. After discussion, Bob moved, Doug seconded and the Board unanimously approved raising the water usage rate to \$2.00 per ccf for each of Tiers 1, 2 and 3.
- b) Consider for Approval the appointment of Doug Thomson to fill the remaining term of Reed McLaughlin, who gave notice of his resignation from the Board. Bob moved, Trish seconded and the Board unanimously approved appointment of Doug Thomson to fill the remaining term of Reed McLaughlin
- c) Designate a JPIA Director Representative and Alternate Representative. These representatives must be members of the RNVWD Board of Directors. Bob moved, Trish seconded and the Board unanimously approved appointment of Doug Thomson to replace Reed McLaughlin as the JPIA Director Representative and for Chris Calvert to continue as the alternate representative.
- d) Administer the Certificate of Election and Oath of Office for Directors Bob Whitehouse and Don Pippo. Chris Calvert administered the oath and the new Directors will take office Friday, December 4, 2015. Michael Bianco will take the Oath of Office at the December Board meeting.

VII. Board Member Comments –

As it was her final meeting as a Director, Trish Landis expressed her appreciation for the opportunity to participate as a Director for the past eight years. She is delighted that so many issues have been addressed, that the District is solvent and the Board is now working to address the arsenic issue. She noted her work with the Rural North Vacaville Water District as completely worthwhile. Her fellow participants were most generous in their appreciation of her efforts.

VIII. The meeting was adjourned at 8:15 p.m.

The next regular meeting is scheduled for Tuesday, December 8, 2015 at 7:00 p.m. at the Cantelow Road firehouse.

Approved:   
Chris Calvert, President  
Rural North Vacaville Water District

Date: 12-8-2015



## RURAL NORTH VACAVILLE WATER DISTRICT

P.O. Box 5097, Vacaville, CA 95696  
Phone: 707-447-8420

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### BOARD OF DIRECTORS REGULAR MEETING MINUTES

Tuesday, December 8, 2015 at 7:00 p.m.

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

Present

Chris Calvert  
Mike Bianco  
Don Pippo  
Bob Whitehouse

Absent

Doug Thomson

I. **Call to Order/Roll Call/Approval of the Agenda:**

7:00 p.m. call to order by Chris Calvert. Bob moved to approve the Agenda, Mike seconded and the Board unanimously approved. The Oath of Office was administered by Chris Calvert and Oath taken by new board member Mike Bianco.

II. **Public Comment**

Rudi Buriani expressed that he wants his property out of the water district. He never wanted to be in the District and has protested for many years that the "opt out" vote required at the formation of the district is un-American. He indicated that he intends to pursue litigation in January.

III. **Consent Calendar Items –**

Approval of Agenda – Bob moved, Chris seconded and the Board unanimously approved the Consent Calendar Agenda.

- a) Approval of the board minutes from the November 10, 2015 regular meeting.
- b) Approval of the Financial Report and Adjustments for month ending October, 2015.

IV. **General Manager's Report**

Gordon noted the following items to the Board:

- LAFCO is working the District's Sphere of Influence, SOI, update. The District has requested that all the parcels with fire only water service to be included in the SOI update. Don asked for maps showing the current District SOI and the proposed SOI.
- President and Vice President Officers to be determined at January board meeting for 2 year terms.

- Two property owners paid off their assessment and 3 reservations were paid and converted to water rights.
- Audit is complete, waiting for draft report to be provided.
- Work continues on Policy and Procedures binder.
- Conservation report to be completed by December 15<sup>th</sup> for reporting to the State. 10% reduction from 2013 to 2015 for the period June to November. Don asked for a comparison on what was used rather than what was produced for the same periods.
- New email addresses are being made available for the board to use, they are xxx@rnvwd.com

V. **Continuing Business**

Luhdorff & Scalmanini, the original well hydrogeologist, has not completed their proposal for well zone testing. Solano Irrigation District would like to investigate whether arsenic levels could be alleviated by not pumping water from the bottom of Well #2. Gordon proposes moving forward with requests for proposals for a new arsenic treatment facility. (Informational Item)

VI. **New Business**

- a) Consider for Approval an update of the Rules and Regulations. Gordon reviewed with the Board all the changes proposed regarding updates and revisions including but not limited to, new flat Tier rates, new operator SID, Reservation conversions, property service Backflows now by District. Don wanted more information on the pump motor horsepower and why the wells produce only 350 gpm and not the design 500 gpm. Pump is located 440 feet below ground surface. Don moved and Chris seconded and the Board unanimously approved the update for the Rules and Regulations.
- b) Consider for Approval the selection of a new Board Secretary. Chris moved and Bob seconded and the Board unanimously approved Doug Thomson as the new board Secretary.

VII. **Board Member Comments**

Chris welcomed the new board members.

VIII. **The meeting was adjourned at 8:18 p.m.**

The next regular meeting is scheduled for Tuesday, January 12, 2016 at 7:00 p.m. at the 4135 Cantelow Road firehouse.

Approved:   
Chris Calvert, President  
Rural North Vacaville Water District

Date: 1/12/2016