

5a

RNVWD - Operating Fund
Balance Sheet
As of March 31, 2024

| | <u>Mar 31, 24</u> |
|--|-------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| 160.020 · Cash WFB Checking #3799 | 111,370 |
| 160.025 · Cash PayPal Account | 562 |
| 160.029 · Cash in Treasury - Fund 164 | 55,808 |
| Total Checking/Savings | 167,740 |
| Accounts Receivable | |
| 11010 · Water Right Inst. Payments Due | 17,073 |
| Total Accounts Receivable | 17,073 |
| Other Current Assets | |
| 160.110 · Water Svc Accounts Rec. | 100,465 |
| 160.139 · Accrued Interest Receivable | 14,237 |
| Total Other Current Assets | 114,702 |
| Total Current Assets | 299,516 |
| Fixed Assets | |
| 160.310 · Construction in Progress | 1,912,248 |
| 160.315 · Infrastructure | 13,001,460 |
| 160.340 · Equipment | 406,104 |
| 160.370 · Allowance For Depreciation | (9,103,356) |
| Total Fixed Assets | 6,216,456 |
| Other Assets | |
| 160.243 · LT Receivable - Forfang | 38,000 |
| 164.242 · LT Receivable - Fade | 36,586 |
| 164.241 · LT Receivable - Sondrol | 36,586 |
| 164.240 · LT Receivable - Mojas | 36,585 |
| 164.239 · LT Receivable - Martin | 35,129 |
| 164.238 · LT Receivable - DelCampo | 129,423 |
| 164.237 · LT Receivable - Milam | (1,457) |
| 164.236 · LT Receivable - Anguiano | 35,129 |
| 164.235 · LT Receivable - Hamilton | 35,129 |
| 164.234 · LT Receivable - Sellers | 35,129 |
| 164.230 · LT Receivable-Morgan | 493,917 |
| 164.231 · LT Receivable - Demyan | 33,772 |
| 164.233 · LT Receivable - Pitcavage | 29,358 |
| Total Other Assets | 973,288 |
| TOTAL ASSETS | 7,489,260 |
| LIABILITIES & EQUITY | |

RNVWD - Operating Fund
Balance Sheet
As of March 31, 2024

| | <u>Mar 31, 24</u> |
|--|-------------------|
| Liabilities | |
| Current Liabilities | |
| Accounts Payable | |
| 160.500 · Deposit Payables | 17,724 |
| Total Accounts Payable | 17,724 |
| Credit Cards | |
| 160.601 · Wells Fargo Visa Card-New | 411 |
| Total Credit Cards | 411 |
| Other Current Liabilities | |
| 160.510 · Accounts Payable | 106,564 |
| 160.550 · Deposits Clearing Account | 6 |
| Total Other Current Liabilities | 106,570 |
| Total Current Liabilities | 124,704 |
| Long Term Liabilities | |
| 164.600 · Loan Payable | 1,086,553 |
| Total Long Term Liabilities | 1,086,553 |
| Total Liabilities | 1,211,257 |
| Equity | |
| 160.740 · Fund Balance Available | 682,819 |
| 160.749 · County Reserve Funds | 245,934 |
| 160.770 · Investment in Fixed Assets | 5,016,456 |
| 32000 · Retained Earnings | 568,237 |
| Net Income | (235,443) |
| Total Equity | 6,278,002 |
| TOTAL LIABILITIES & EQUITY | 7,489,260 |

RNVWD - Operating Fund
Profit & Loss Budget Performance
 March 2024

| | Mar 24 | Budget | \$ Over B... | Jul '23 - ... | YTD Bud... | \$ Over B... | Annual B... |
|--|---------------|---------------|----------------|----------------|----------------|------------------|------------------|
| Ordinary Income/Expense | | | | | | | |
| Income | | | | | | | |
| 60.9000 · Revenues | 30,710 | 30,785 | (75) | 276,158 | 277,066 | (907) | 369,421 |
| 60.9005 · Base Fee | 8,892 | 8,892 | 0 | 72,504 | 80,028 | (7,524) | 106,704 |
| 60.9010 · Supplemental Fees | 6,966 | 9,709 | (2,743) | 78,644 | 87,380 | (8,736) | 116,507 |
| 60.9015 · Tier 1 | 804 | 3,333 | (2,529) | 24,009 | 30,000 | (5,991) | 40,000 |
| 60.9020 · Tier 2 | 360 | 2,333 | (1,973) | 22,298 | 21,000 | 1,298 | 28,000 |
| 60.9025 · Tier 3 | 32,628 | 32,470 | 158 | 264,935 | 292,230 | (27,296) | 389,640 |
| 60.9027 · Capital Recovery Charge | 0 | 583 | (583) | 6,486 | 5,250 | 1,236 | 7,000 |
| 60.9030 · Hydrant Water Usage | 0 | 1,400 | (1,400) | 0 | 70,412 | (70,412) | 77,112 |
| 60.9065 · Water Rights | 1,051 | 667 | 384 | 2,397 | 6,000 | (3,603) | 8,000 |
| 60.9075 · Admin Fees, Late Fees | 6,239 | 2,496 | 3,743 | 29,977 | 22,465 | 7,513 | 29,953 |
| 60.9080 · Interest Income | | | | | | | |
| Total 60.9000 · Revenues | 87,650 | 92,669 | (5,019) | 777,409 | 891,831 | (114,422) | 1,172,337 |
| Total Income | 87,650 | 92,669 | (5,019) | 777,409 | 891,831 | (114,422) | 1,172,337 |
| Expense | | | | | | | |
| 60.2000 · Operating Expenses | 7,500 | 7,500 | 0 | 65,093 | 67,500 | (2,407) | 90,000 |
| 60.2005 · General Manager | 0 | 0 | 0 | 23,800 | 20,000 | 3,800 | 20,000 |
| 60.2006 · Recruiter / Transition | 715 | 660 | 55 | 7,637 | 5,940 | 1,697 | 7,920 |
| 60.2010 · Administration & Board Clerk | 3,700 | 3,667 | 33 | 35,439 | 33,000 | 2,439 | 44,000 |
| 60.2015 · Billing Manager | 1,202 | 1,167 | 35 | 9,841 | 10,503 | (662) | 14,004 |
| 60.2020 · Meter Reading | 0 | 0 | 0 | 31,943 | 19,000 | 12,943 | 19,000 |
| 60.2025 · Backflow Testing | 17,481 | 12,500 | 4,981 | 170,089 | 112,500 | 57,589 | 150,000 |
| 60.2028 · Plant & Facilities Operations | 0 | 230 | (230) | 0 | 2,074 | (2,074) | 2,765 |
| 60.2033 · Weed Abatement | 0 | 1,000 | (1,000) | 10,921 | 9,000 | 1,921 | 12,000 |
| 60.2035 · Legal | 266 | 1,250 | (984) | 6,856 | 11,250 | (4,394) | 15,000 |
| 60.2040 · Engineering | 1,276 | 0 | 0 | 12,500 | 11,332 | 1,168 | 12,332 |
| 60.2045 · Audit | 85 | 1,167 | 109 | 10,426 | 10,500 | (74) | 14,000 |
| 60.2050 · Accountant CPA | 433 | 500 | (415) | 2,893 | 4,500 | (1,607) | 6,000 |
| 60.2065 · USA Marking | 280 | 833 | (400) | 6,522 | 7,500 | (978) | 10,000 |
| 60.2070 · Webmaster | 0 | 188 | 92 | 2,691 | 1,688 | 1,003 | 2,250 |
| 60.2075 · Office Supplies | 0 | 333 | (333) | 4,003 | 3,000 | 1,003 | 4,000 |
| 60.2090 · Postage & PO Box Rental | 0 | 0 | 0 | 8,629 | 5,500 | 3,129 | 5,500 |
| 60.2105 · Ins. Gen. Liab., Prop., & Bond | 3,537 | 6,703 | (3,166) | 69,370 | 54,594 | 14,776 | 73,000 |
| 60.2115 · Electricity, PGE | 0 | 208 | (208) | 2,930 | 1,875 | 1,055 | 2,500 |
| 60.2125 · Office Equipment | | | | | | | |

RNVWD - Operating Fund
Profit & Loss Budget Performance
 March 2024

| | Mar 24 | Budget | \$ Over B... | Jul '23 - ... | YTD Bud... | \$ Over B... | Annual B... |
|---|---------------|---------------|----------------|------------------|-----------------|------------------|------------------|
| 60.2130 · Bank & Bankcard Fees | 375 | 375 | 0 | 3,781 | 3,375 | 406 | 4,500 |
| 60.2135 · Interest on Loan | 0 | 0 | 0 | 43,455 | 171,254 | (127,799) | 171,254 |
| 60.2145 · Phone Service | 99 | 68 | 31 | 885 | 609 | 276 | 812 |
| 60.2150 · Tank Access Rd. Maint. & Gate | 8,264 | 2,917 | 5,347 | 25,911 | 26,250 | (339) | 35,000 |
| 60.2160 · CORE SW Lic., Data Stg, Trng. | 0 | 1,200 | (1,200) | 2,209 | 3,600 | (1,391) | 4,000 |
| 60.2175 · Publications & Legal Notices | 0 | 42 | (42) | 0 | 375 | (375) | 500 |
| 60.2185 · Trade Memberships & Training | 0 | 0 | 0 | 11,199 | 8,200 | 2,999 | 9,500 |
| 60.2190 · Licenses, Permits & Fees | 0 | 417 | (417) | 5,386 | 3,750 | 1,636 | 5,000 |
| 60.2200 · ITRON Mobile Reader SW & Warr. | 0 | 208 | (208) | 2,780 | 1,875 | 905 | 2,500 |
| 60.2205 · Fees & Administration | 0 | 167 | (167) | 600 | 1,500 | (900) | 2,000 |
| 60.2208 · Underground Leak Repairs | 19,377 | 11,667 | 7,711 | 142,740 | 105,000 | 37,740 | 140,000 |
| 60.2210 · Routine Maintenance & Minor Rep | 7,602 | 6,250 | 1,352 | 79,282 | 56,250 | 23,032 | 75,000 |
| 60.2235 · Contingency | 0 | 1,250 | (1,250) | 450 | 11,250 | (10,800) | 15,000 |
| 60.2410 · Arsenic | 194 | 10,417 | (10,222) | 170,429 | 93,750 | 76,679 | 125,000 |
| 60.2430 · Meter/ERT Replacement AMI | 0 | 417 | (417) | 1,619 | 3,750 | (2,131) | 5,000 |
| 60.2455 · Engineer Cantelow Slide | 0 | 417 | (417) | 2,450 | 3,750 | (1,300) | 5,000 |
| 60.2460 · FEMA | 0 | 333 | (333) | 470 | 3,000 | (2,530) | 4,000 |
| 60.2465 · Cantelow Repair Pipe - Exposed | 0 | 2,500 | (2,500) | 6,490 | 22,500 | (16,010) | 30,000 |
| 60.2470 · Model Dist Operating Sys | 0 | 2,250 | (2,250) | 30,030 | 20,250 | 9,780 | 27,000 |
| 60.2475 · Survey Dist Properties | 0 | 167 | (167) | 1,102 | 1,500 | (398) | 2,000 |
| 60.2480 · Funding for Reserves | 0 | 417 | (417) | 0 | 3,750 | (3,750) | 5,000 |
| Total 60.2000 · Operating Expenses | 72,387 | 79,382 | (6,996) | 1,012,851 | 936,794 | 76,058 | 1,172,337 |
| Total Expense | 72,387 | 79,382 | (6,996) | 1,012,851 | 936,794 | 76,058 | 1,172,337 |
| Net Ordinary Income | 15,263 | 13,286 | 1,977 | (235,443) | (44,963) | (190,480) | (0) |
| Net Income | 15,263 | 13,286 | 1,977 | (235,443) | (44,963) | (190,480) | (0) |

RNWVD - Operating Fund Check Register March 2024

8:29 AM
04/16/24
Accrual Basis

| Type | Date | Num | Name | Memo | Account | Clr | Split | Debit | Credit |
|-------|------------|------|----------------------------|-------------------|---|-----|---|-----------|----------|
| Check | 03/01/2024 | 3027 | Randall Larson Mayn... | monthly servic... | 160.020 · Cash WFB Checking #3799 | X | 60.2070 · Webmaster | 433.00 | 433.00 |
| Check | 03/01/2024 | 3027 | Randall Larson Mayn... | monthly servic... | 160.020 · Webmaster | X | 160.020 · Cash WFB Checking #3799 | | 7,500.00 |
| Check | 03/01/2024 | 3028 | Buxup Corporation | | 60.2005 · General Manager | X | 60.2005 · General Manager | 7,500.00 | |
| Check | 03/01/2024 | 3029 | Trites Backflow Svc Inc | 15022/23 | 160.020 · Cash WFB Checking #3799 | X | -SPLIT- | | 1,502.00 |
| Check | 03/01/2024 | 3029 | Trites Backflow Svc Inc | Meter read | 60.2020 · Meter Reading | X | 160.020 · Cash WFB Checking #3799 | 1,202.00 | |
| Check | 03/01/2024 | 3029 | Trites Backflow Svc Inc | 15022/23 | 60.2210 · Routine Maintenance & Minor Rep | X | 60.020 · Cash WFB Checking #3799 | 300.00 | |
| Check | 03/01/2024 | | PG & E | | 160.020 · Cash WFB Checking #3799 | X | 60.2115 · Electricity, PGE | 1,339.61 | 1,339.61 |
| Check | 03/01/2024 | | Nancy Veerkamp | RNWVS-1123... | 160.020 · Cash WFB Checking #3799 | X | 60.2010 · Administration & Board Clerk | 715.00 | |
| Check | 03/02/2024 | 3031 | Nancy Veerkamp | RNWVS-1123... | 160.020 · Cash WFB Checking #3799 | X | 160.020 · Cash WFB Checking #3799 | | 3,799.99 |
| Check | 03/02/2024 | 3030 | BK Bookkeeping Inc | 10016 | 160.020 · Cash WFB Checking #3799 | X | -SPLIT- | 3,700.00 | |
| Check | 03/02/2024 | 3030 | BK Bookkeeping Inc | 10016 | 60.2015 · Billing Manager | X | 160.020 · Cash WFB Checking #3799 | 0.00 | |
| Check | 03/02/2024 | 3030 | BK Bookkeeping Inc | 10016 | 60.2125 · Office Equipment | X | 160.020 · Cash WFB Checking #3799 | 99.99 | |
| Check | 03/02/2024 | 3030 | BK Bookkeeping Inc | 10016 | 60.2075 · Office Supplies | X | 160.020 · Cash WFB Checking #3799 | 1,150.00 | |
| Check | 03/04/2024 | 3032 | Shaw & Associates | | 160.020 · Cash WFB Checking #3799 | X | 60.2050 · Accountant CPA | | 640.70 |
| Check | 03/04/2024 | 3032 | Shaw & Associates | | 160.020 · Cash WFB Checking #3799 | X | 160.020 · Cash WFB Checking #3799 | 180.00 | |
| Check | 03/04/2024 | 3032 | Wells Fargo | | 160.020 · Cash WFB Checking #3799 | X | 160.020 · Cash WFB Checking #3799 | 640.70 | |
| Check | 03/04/2024 | 3032 | Wells Fargo | | 160.020 · Cash WFB Checking #3799 | X | 160.020 · Cash WFB Checking #3799 | 180.00 | |
| Check | 03/05/2024 | 3033 | Client Analysis Serv... | unknown chec... | 80000 · Ask My Accountant | X | 60.2130 · Bank & Bankcard Fees | 132.71 | |
| Check | 03/05/2024 | 3033 | Client Analysis Serv... | | 160.020 · Cash WFB Checking #3799 | X | 60.2130 · Bank & Bankcard Fees | 69.93 | |
| Check | 03/11/2024 | | Bancard Discount Fee | | 160.020 · Cash WFB Checking #3799 | X | 60.2130 · Bank & Bankcard Fees | 69.93 | |
| Check | 03/11/2024 | | Bancard Discount Fee | | 160.020 · Cash WFB Checking #3799 | X | 60.2130 · Bank & Bankcard Fees | 85.36 | |
| Check | 03/12/2024 | | Bancard Discount Fee | | 160.020 · Cash WFB Checking #3799 | X | 60.2130 · Bank & Bankcard Fees | 87.41 | |
| Check | 03/12/2024 | | Bancard Discount Fee | | 160.020 · Cash WFB Checking #3799 | X | 60.2130 · Bank & Bankcard Fees | 505.91 | |
| Check | 03/12/2024 | | Bancard Discount Fee | | 160.020 · Cash WFB Checking #3799 | X | 60.2115 · Electricity, PGE | 2,262.72 | |
| Check | 03/16/2024 | | PG & E | | 160.020 · Cash WFB Checking #3799 | X | 60.2210 · Routine Maintenance & Minor Rep | 51,520.13 | |
| Check | 03/18/2024 | 3034 | Bay City Electric Works | W289371 | 160.020 · Cash WFB Checking #3799 | X | -SPLIT- | 5,039.19 | |
| Check | 03/19/2024 | 3034 | Bay City Electric Works | maintenance ... | 160.020 · Cash WFB Checking #3799 | X | 160.020 · Cash WFB Checking #3799 | 17,481.11 | |
| Check | 03/19/2024 | 3035 | Solano Irrigation Distr... | 42435 | 160.020 · Cash WFB Checking #3799 | X | 160.020 · Cash WFB Checking #3799 | 84.82 | |
| Check | 03/19/2024 | 3035 | Solano Irrigation Distr... | Maintenance | 60.2028 · Plant & Facilities Operations | X | 160.020 · Cash WFB Checking #3799 | 266.40 | |
| Check | 03/19/2024 | 3035 | Solano Irrigation Distr... | OPS | 60.2065 · USA Marking | X | 160.020 · Cash WFB Checking #3799 | 8,263.81 | |
| Check | 03/19/2024 | 3035 | Solano Irrigation Distr... | USA | 60.2040 · Engineering | X | 160.020 · Cash WFB Checking #3799 | 19,377.45 | |
| Check | 03/19/2024 | 3035 | Solano Irrigation Distr... | ENG | 60.2150 · Tank Access Rd, Maint. & Gate | X | 160.020 · Cash WFB Checking #3799 | 194.18 | |
| Check | 03/19/2024 | 3035 | Solano Irrigation Distr... | 42435 | 60.2208 · Underground Leak Repairs | X | 160.020 · Cash WFB Checking #3799 | 813.17 | |
| Check | 03/19/2024 | 3035 | Solano Irrigation Distr... | Leaks | 60.2410 · Arsenic | X | 60.2020 · Cash WFB Checking #3799 | 118.42 | |
| Check | 03/19/2024 | 3035 | Solano Irrigation Distr... | 42435 | 160.500 · Deposit Payables | X | 60.2115 · Electricity, PGE | 118.42 | |
| Check | 03/19/2024 | 3035 | Solano Irrigation Distr... | Solano Irrigat... | 160.020 · Cash WFB Checking #3799 | X | 160.020 · Cash WFB Checking #3799 | 1,573.09 | |
| Check | 03/22/2024 | | PG & E | | 160.020 · Cash WFB Checking #3799 | X | 60.2115 · Electricity, PGE | 1,573.09 | |
| Check | 03/22/2024 | | PG & E | | 160.020 · Cash WFB Checking #3799 | X | 160.020 · Cash WFB Checking #3799 | 73,615.98 | |
| Check | 03/28/2024 | | PG & E | | 160.020 · Cash WFB Checking #3799 | X | 60.2115 · Electricity, PGE | 1,573.09 | |
| Check | 03/28/2024 | | PG & E | | 160.020 · Cash WFB Checking #3799 | X | 160.020 · Cash WFB Checking #3799 | 73,615.98 | |

Mar 24



Directors

Patrick Sweeney, President
Ken Swenson, Vice President
Open, Director
Steven Strickland, Director
Bob Whitehouse, Director

Staff

Dale Motiska, General Manager
Brenda Kane, Billing Manager
Rick Trites, Meter Reading/Backflow
Nancy Veerkamp, Clerk/Admin
Solano Irrigation District, Operation
& Maintenance

BOARD OF DIRECTORS
MEETING MINUTES- REGULAR
MEETING April 9, 2024 at 7:00 pm

The Rural North Vacaville Board of Directors met in Regular Meeting session on this date.

Roll Call: Patrick Sweeney, President; Ken Swenson, Vice President; Bob Whitehouse, Director; Dale Motiska (GM); Nancy Veerkamp, Clerk/Admin; Brenda Kane, Billing Manager.

Guest: Dan Shaw, Oppenheimer

Absent: Steven Strickland, Director

Public (speaking): Eileen Smith, Rich Sellers

1. Call Meeting to Order

2. Roll Call

3. Approval of the Agenda

The meeting was called to order by President Patrick Sweeney at 7:00 pm.

Director Bob made a motion to approve the Agenda and the motion was seconded by Director Ken.

All present approved.

Public Comments (Non Agenda Items): None

5. Consent Items: Public Comment:

a) Consider for Approval the Meeting Minutes of Board of Directors Meeting March 12, 2023. Director Bob asked for the header to be corrected and item 8g to say Elizabeth resigned from the Board, not just as President.

- b) Consider for Approval February Financials.

Director Bob made a motion to approve item a & b with corrections. Director Ken seconded the motion and agreed with changes.

Approved by all present.

6. General Managers Verbal Informational Report- Public comment:

- a) Financial status of the District- \$110,000 is in the checking account. 6% of revenue is not received per month. SID and PG&E are overbudget. There were no major expenses this month. The new budget is in the works.
- b) SID Contract- The contract has been sent back to SID. Agreed deal points were eliminated by SID.
- c) Coastland Hydrology Modeling Report- Not received.
- d) Water Main Relocation at New County Bridge on Cantelow Road – Ghillotti potential charge to the district is \$90,000. A second quote from Globe Engineering is higher. Dale is meeting with Solano County on 4.10.24 to discuss ways to lower the cost and how the district can pay this bill potentially over time.
- e) FEMA Update – There is a meeting next week with CalOES. Funding is getting closer.

7. Continuing Business- Public Comment: None

- a) Consider for discussion Revision of Rules and Regulations Section 18. FOR SALE CONNECTIONS: *The District has allocated 10 new water rights for a total of 543. These connections are available for Secondary Dwelling Units (SDU). Additional Dwelling Units (ADU) and other approved lot splits and development subject to District Engineer evaluations of the Hydrology Model capacity at each location. Water rights are For Sale in accordance with the District Fee Schedule. (Action Item).* ON HOLD
- b) Consider for Approval the Water Management/Strategic Plan. (Action Item) ON HOLD

8. New Business- Public Comments: None

a. Consider for discussion refinancing the CoBank Loan with Umpqua Bank.

(Discussion Item) Dan Shaw from Oppenheimer explained the terms of the loan. A 20 year loan at 7.4% fixed rate will pay off the CoBank loan potentially in May. Three banks were contacted and Umpqua is the only one who came back with an offer. This loan will require the district to move all banking to Umpqua Bank. The district asked Dan to come back with a loan offer from the Municipal advisors who handle Special Districts as the terms may be better. President Patrick asked Dale to make this a priority.

b. Consider for discussion the Proposal for Water Rate and Capacity Fee Study by NBS. **(Discussion Item)**. President Patrick commented that the district cannot afford the approx.. \$37,000 for this study. Eileen: Are you proposing an assessment or a rate increase? The President and GM answered a rate increase. The district must have specific projects for an assessment. The prior GM is donating his services to the District .He is assisting the GM with the study for a potential rate increase.

c. Consider for approval a Special Meeting to be held April 23rd at 7:00 pm at the Fire Station to discuss a rate increase. **(Action Item)** Director Bob made a motion to approve the Special Meeting. Director Ken seconded the motion. Discussion: The GM is working on details, including a proposed budget, to be provided to all at the Special Meeting.

All present approved

d. Consider for approval the return of one (1) Supplemental Water Right from Rich Sellers to the District. Account #21302. **(Action item)** Director Bob made a motion to approve the return of the Supplemental Water Right. Director Ken seconded the motion. Discussion: Rich Sellers – this is a win for the district-the water right can be resold for the current price.

All present approved.

e. Consider for approval the Water Right Transfer Agreement between Rich Sellers and Joseph Abrew. **(Action Item)** Director Bob made a motion to approve the transfer. Director Ken seconded the motion.

All present approved.

f. Consider for approval Policy #1055 Annual Review of GM/Treasurer Policy **(Action item)** Director Bob made a motion to approve policy #1055 which provides a yearly review of the GM/Treasurer by the Board. Director Ken seconded the motion. Discussion: Eileen: Who is doing this review? President: The Board

All present Approved

g. Consider for approval the revision to the By-Laws **Article I Directors, Terms of Office, Qualifications, Etc. 3. Replacement of Board Member**. The Board, by majority vote, may appoint a qualified replacement to fill the remaining term of a Board member who resigns or is otherwise ineligible to continue as a Member of the Board consistent with Board policy 1011". Per County Counsel recommendation. **(Action Item)** Director Bob made a motion to approve the revision. Director Ken seconded the motion. Discussion: This was a recommended clarification by county counsel.
All present approved.

h. Consider for approval the appointment of a Board Director until the November election. The November election will be for the remainder of the term until 2026. **(Action Item)** Director Bob made a motion to appoint Alan J. Hanger to the open position vacated by Elizabeth Miles. Director Ken seconded the motion. Discussion: Alan's resume is attached to the Meeting package and he provided a synopsis of his qualifications. He is the only applicant present.
All present approved.

Alan was given the Oath of Office by President Patrick Sweeney.

i. Board Comments:
Director Bob: Great meeting. Welcome to Alan.

9. Adjourn

The meeting was adjourned at 7:58 pm..

The next Regular Meeting is scheduled for May 14, 2024, at 7:00 pm at the Vacaville Fire Protection District, Fire Station #67, 4135 Cantelow Road, Vacaville, CA 95688.

A Special Meeting to be held April 23, 2024 at 7:00 pm at the Vacaville Fire Protection District, Fire Station #67, 4135 Cantelow Road, Vacaville, CA 95688

Minutes submitted by Nancy Veerkamp, Clerk of the Board

Minutes approved by Patrick Sweeney, President

Signed

Date

Ja

| 4-17-24 DRAFT BALANCED BUDGET FY 24/25 WITH PRIOR APPROVED 7% RATE INCREASE INCLUDED | | | | | | | | |
|---|------------------|---------|-------------|--------------------|---------------|--------------------------------|-----------------------------------|-------------|
| | | | | | | | Base Customers | 417 |
| | | | | | | | Supplemental Water Rights | 114 |
| | | | | | | | Usage Average Annually in CCF | 66,000 |
| | | | | | | | CRC Base Customers | 417 |
| | | | | | | | District Water Rights | 2 |
| | | | | | | | Total District Water Rights | 533 |
| | | | | | | | Rate Increase 7% September, C | 7% |
| | | | | | | | FY revenue customer billings only | 1,116,969 |
| | | | | | | | TOTAL 24/25 JULY- JUNE | |
| Revenue /Expense | | | | | | | | |
| Revenue | 23/24 budget | CTD | CTC 3 month | Projection 6-30-24 | 23/24 Overrun | 24/25 Budget Variance | | |
| Base Fee | 369,421 | | | | | 20,316 | 389,737 | |
| Supplemental Fee | 106,704 | | | | | 5,602 | 112,306 | |
| Tier 1, 2 and 3 of Billed Usage | 184,507 | | | | | 21,893 | 206,400 | |
| Capital Recovery Charge, CRC | 389,640 | | | | | 18,887 | 408,527 | |
| Hydrant Water Usage | 7,000 | | | | | 3,000 | 10,000 | |
| Principal & Interest from Sale of Water Rights financed FEMA, not repeatable future years | 107,065 | | | | | 301 | 107,366 | |
| Administration, Late Fees & Refunds | 8,000 | | | | | (200) | 7,800 | |
| Other, Transaction Fees earned by GM | | | | | | 6,000 | 6,000 | |
| Total Revenue check | 1,172,337 | | | | | 127,798 | 1,300,135 | |
| | | | | | | More revenue good thing | 1,300,135 | |
| | | | | | | | 3.00% | |
| Inflation | | | | | | | | |
| Expense | 23/24 budget | CTD | CTC 3 month | Projection 6-30-24 | 23/24 Overrun | 24/25 Budget Variance | | |
| General Manager Dale | 90,000 | 65,093 | 22,500 | 87,593 | (2,407) | 3,000 | 93,000 | |
| GM Consultation Advisor | 20,000 | 23,800 | - | 23,800 | 3,800 | (8,000) | 12,000 | |
| Administration & Board Clerk Nancy | 7,920 | 7,637 | 2,100 | 9,737 | 1,817 | 1,880 | 9,800 | |
| Billing Manager Brenda | 44,000 | 35,439 | 13,100 | 48,539 | 4,539 | 5,995 | 49,995 | |
| Meter Reading | 14,004 | 9,841 | 3,600 | 13,441 | (563) | (4) | 14,000 | |
| Backflow Testing Trites | 19,000 | 31,943 | (10,000) | 21,943 | 2,943 | 3,000 | 22,000 | |
| Plant and Facilities Operations SID | 150,000 | 170,089 | 49,500 | 219,589 | 69,589 | 70,000 | 220,000 | |
| Weed Abatement | 2,765 | 2,765 | - | 2,765 | - | - | 2,765 | |
| Legal | 12,000 | 10,921 | 3,500 | 14,421 | 2,421 | 3,000 | 15,000 | |
| Engineering SID Nancy Mcwilliams typ | 15,000 | 6,856 | 2,400 | 9,256 | (5,744) | (5,000) | 10,000 | |
| Audit | 12,332 | 12,500 | - | 12,500 | 168 | 368 | 12,700 | |
| Accountant CPA Shaw | 14,000 | 10,426 | 3,828 | 14,254 | 254 | 500 | 14,500 | |
| USA Marking | 6,000 | 2,893 | 1,500 | 4,393 | (1,607) | (1,600) | 4,400 | |
| Webmaster Randall | 10,000 | 6,522 | 1,800 | 8,322 | (1,678) | (1,500) | 8,500 | |
| Office Supplies | 2,250 | 2,691 | 600 | 3,291 | 1,041 | 1,050 | 3,300 | |
| Postage & PO Box Rental & Shipping | 4,000 | 4,003 | 450 | 4,453 | 453 | 1,000 | 5,000 | |
| Insurance General Liability, Property & Bond, Cyber | 5,500 | 8,629 | - | 8,629 | 3,129 | 3,500 | 9,000 | |
| Electricity, PGE | 73,000 | 69,370 | 24,000 | 93,370 | 20,370 | 21,000 | 94,000 | |
| Office Equipment | 2,500 | 2,930 | 630 | 3,560 | 1,060 | 1,100 | 3,600 | |
| Bank and Bankcard Fees | 4,500 | 3,781 | 1,125 | 4,906 | 406 | 500 | 5,000 | |
| Principal and Interest on Loan CoBank, less debt balan | 171,254 | 43,455 | - | 43,455 | - | 7,324 | 178,578 | |
| District Phone service | 812 | 885 | 297 | 1,182 | 370 | 388 | 1,200 | |
| Tank Access Road Fencing & Gates | 35,000 | 25,911 | 8,000 | 33,911 | (1,089) | (2,000) | 8,000 | |
| CORE Software license, Data storage, Google, Simple | 4,000 | 2,209 | 1,200 | 3,409 | (591) | (500) | 3,500 | |
| Publications Legal Notices & Lien Fees | 500 | - | - | - | (500) | - | 500 | |
| Trade Memberships, Dues & Training | 9,500 | 11,199 | 600 | 11,799 | 2,299 | 2,500 | 12,000 | |
| Licenses, Permits & Fees, FCC | 5,000 | 5,386 | 600 | 5,986 | 986 | 1,000 | 6,000 | |
| Elections Only if excess candidate in November, | - | - | - | - | - | 10,000 | 10,000 | |
| ITRON Mobile Reader Software and Warranty | 2,500 | 2,780 | - | 2,780 | 280 | 300 | 2,800 | |
| Fees & Admin, Demands, Will Serve, WR Sales, LAFC | 2,000 | 600 | 300 | 900 | (1,100) | (1,000) | 1,000 | |
| Underground Leak repairs, AC patch | 140,000 | 142,740 | 21,000 | 163,740 | 23,740 | 23,740 | 163,740 | |
| Maint & Minor Repairs; ERTS,GIS, SCADA, Gens, Bac | 75,000 | 79,282 | 19,500 | 98,782 | 23,782 | 23,782 | 98,782 | |
| Contingency | 15,000 | 450 | - | 450 | (14,550) | 10,000 | 25,000 | |
| CIP Expenses | | | | | | | | |
| CIP 8 year (Coastland Condition Assessment) | | | | | | need plan | 100,000 | |
| Condition Assessment Reports | | | | 170,429 | 45,429 | | 14,000 | |
| Arsenic | 125,000 | 170,429 | | | | | | |
| AMI | 5,000 | 1,619 | | 1,619 | (3,381) | | | |
| Cantelow Slide | 5,000 | 2,450 | | 2,450 | (2,550) | | | |
| FEMA | 4,000 | 470 | | 470 | (3,530) | | | |
| cantelow exposed pipe | 30,000 | 6,490 | | 6,490 | (23,510) | | | |
| Hydraulic Model | 27,000 | 30,030 | 8,900 | 38,930 | 11,930 | | | |
| Standby Generator Station 5 improvements | | | | | | | 1,500 | |
| Survey | 2,000 | 1,102 | | 1,102 | (898) | | | |
| Funding for Reserve | 5,000 | - | | - | (5,000) | | 5,000 | |
| Cantelow Bridge Main relocations | | | | | | | 60,000 | |
| Expenses Sum above | 1,172,337 | | | | 152,108 | | - | |
| Total Expense check | 1,172,337 | - | | | | | 1,300,160 | |
| | | | | | | | Net Income | (25) |
| Balance in Checking as of 3-30-24 Shaw Financials | | | | | | | 111,370 | |
| Balance in County Fund Treasury as of 3-30-24 | | | | | | | 55,808 | |
| Current Reserves | | | | | | | 167,178 | |

RURAL NORTH VACAVILLE WATER DISTRICT

Proposed Rate Increase for Capital Recovery Charges, CRC, and Supplemental Fee

The Current Approved Rate Increases for Years 24/25 and 25/26 is based on the Approved Resolution in 2023 for 7% increases
 The Current Approved Rate Increase starts in September of each year
 The District's Fiscal Year is from July 1st to June 30th each year

| Rate Description | Current | | Proposed | | Proposed | | Current | | Proposed | | Proposed | |
|------------------------------|------------|------------|---------------|---------------|------------|------------|------------|------------|------------|------------|------------|------------|
| | Year 23/24 | Year 24/25 | Rate Increase | Revised Rates | Year 24/25 | Year 25/26 | Year 25/26 | Year 25/26 | Year 25/26 | Year 25/26 | Year 25/26 | Year 25/26 |
| Base Fee | \$ 74.00 | \$ 79.18 | \$ - | \$ 79.18 | \$ - | \$ - | \$ 84.72 | \$ 84.72 | \$ - | \$ - | \$ 84.72 | \$ 84.72 |
| CRC, Capital Recovery Charge | \$ 78.00 | \$ 83.46 | \$ 35.00 | \$ 118.46 | \$ 35.00 | \$ 35.00 | \$ 89.30 | \$ 89.30 | \$ 35.00 | \$ 35.00 | \$ 124.30 | \$ 124.30 |
| Tier 1, 2 & 3 Usage | \$ 3.00 | \$ 3.21 | \$ - | \$ 3.21 | \$ - | \$ - | \$ 3.43 | \$ 3.43 | \$ - | \$ - | \$ 3.43 | \$ 3.43 |
| Supplemental Fee | \$ 78.00 | \$ 83.46 | \$ 35.00 | \$ 118.46 | \$ 35.00 | \$ 35.00 | \$ 89.30 | \$ 89.30 | \$ 35.00 | \$ 35.00 | \$ 124.30 | \$ 124.30 |

Rates w 7% Proposed adds

| | | |
|-------|----------|--------|
| 79.18 | \$ - | 79.18 |
| 83.46 | \$ 35.00 | 118.46 |
| 3.21 | \$ - | 3.21 |
| 83.46 | \$ 35.00 | 118.46 |

RNVWD Current Rates 12 month example

| Amount | Current Monthly | Current Yearly |
|----------------|-----------------|----------------|
| Base Rate | 30,858 | 370,296 |
| CRC | 32,526 | 390,312 |
| All Tier Usage | 16,500 | 198,000 |
| Supplemental | 8,892 | 106,704 |
| Total: | 88,776 | 1,065,312 |

less in first fiscal year due to when implemented

Annual Revenue from this CRC and Supplemental rate increase \$ 18,585.32 \$ 223,020

Revenue from the current 7% rate increase forthcoming \$ 6,214.00 \$ 74,572 in the proposed balanced budget for FY 24/25

2024/2025 12 month example includes 7% and \$35 CRC and Supplemental

| Revised Amount | Revised Monthly | Revised Yearly |
|----------------|-----------------|----------------|
| Base Rate | \$ 33,018 | \$ 396,217 |
| CRC | \$ 49,398 | \$ 592,774 |
| All Tier Usage | \$ 17,655 | \$ 211,860 |
| Supplemental | \$ 13,504 | \$ 162,053 |
| Total: | \$ 113,575 | \$ 1,362,904 |

Example only not using the actual amounts for FY 24/25 of \$1,116,969

(these are counts as of August 2023)

| | |
|-----------------------|-------------------------|
| Counts | |
| Base & CRC | 417 |
| Usage Avg Monthly | 5,500 66,000 annual CCF |
| Supplemental | 114 |
| subtotal water rights | 531 |
| pending sales | 2 |
| Total water rights | 533 |

7% increase remains for Base Rate and Usage Rate per prior rate increase see Rate Table

| Monthly Billir | Current today | 7% September |
|--------------------------|---------------|--------------|
| Average Customer Monthly | 15 ccf | 197.00 \$ |
| | | 210.79 |
| | | 245.79 |

Proposed total based on \$35 rate increase for CRC

In summary 7% increase per current approved rate structure will increase average customer by about \$14/ month

\$35 increase to CRC rate additional after the 7% will increase the monthly average customer by \$35

Total increase for the current 7% and proposed \$35 on CRC will increase average customer monthly amount by about \$49.00 per month
Average customers do not have Supplemental Water Rights