

DIRECTORS
Patrick Sweeney Bob Whitehouse
President Director

Steven Strickland Elizabeth Miles
Vice President Director

Ken Swenson
Director



STAFF
Gordon Stankowski Brenda Kane
General Manager Billing Manager

Rick Trites Nancy Veerkamp
Meter Reading/Backflow Board Clerk/Admin

Solano Irrigation District
Operator & Maintenance

The Board of Directors of the Rural North Vacaville Water District holds its Regular Board Meetings on the second Tuesday of every other month at 7:00 p.m. The meeting months are February; April; June; August; October and December. The Board may discuss any item on the agenda and may act on any of those items. Agenda items are numbered for identification purposes only and will not necessarily be considered in the indicated order.

In compliance with the American with Disabilities Act, if you have a disability and need a disability-related modification or accommodation to participate in this meeting, please contact the General Manager. Upon request, District will provide for written agenda materials in appropriate alternative formats, or disability-related modification or accommodation to enable individuals with disabilities to participate in and provide comments. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation or alternative format requested at least two days before the meeting. Requests should be emailed to the General Manager at gm@rnvwd.com or submitted by phone at 707- 447- 8420. Requests made by mail (sent to P.O. Box 5097, Vacaville, CA 95696) must be received at least two days before the meeting. Requests will be granted whenever possible and resolved in favor of accessibility.

THE BOARD OF DIRECTORS REGULAR MEETING AGENDA

February 14, 2023, at 7:00 pm

DUE TO COVID-19, THIS MEETING WILL BE CONDUCTED AS A TELECONFERENCE PURSUANT TO THE PROVISIONS OF SB 361 WHICH SUSPEND CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT. MEMBERS OF THE PUBLIC MAY NOT ATTEND THIS MEETING IN PERSON.

Directors, staff, and the public may participate remotely by **calling (786) 535-3211** and entering the following **Access Code: 671-427-101**. You can also use this link to join the meeting from your computer, tablet, or smart phone. <https://global.gotomeeting.com/join/671427101>.

Public Comment

Public comment may be made during the meeting, upon recognition by the President, and introduction by name for recording in the meeting minutes.

Public comment also may be submitted in advance of the meeting via email to the General Manager, Gordon Stankowski, at GM@RNVWD.COM. Please indicate in your email the agenda item to which your comment applies. Comments submitted before the meeting will be provided to the Directors before or during the meeting. Please submit public comments by 4:00 pm on the day prior to the

meeting date so that they can be provided to the Directors before, and, as feasible, during the meeting. Comments submitted after the meeting is called to order will be included in the meeting minutes. If you have anything that you wish distributed to the Board and included for the official record, please include it in your email. Comments that require a response may be deferred for staff reply.

“The Mission of the Rural North Vacaville Water District is to deliver, efficiently and reliably for many years, quality water for domestic use and fire protection.”

1. Call to Order / Roll Call / Approval of the Agenda. Invited guests; Dale Motiska, Lori Mazzella, George Hicks, Bill Brooks, Ken Stout group,
 - a. **Resolution 2021-60 Updated 2-14-23** to continue with **teleconferencing** of Board Meetings. Board approval of this resolution is a condition precedent to proceeding with the meeting. **(Action Item)**. It is the intention of the Board President to begin in person meetings commencing at the April 11, 2023, regular board meeting. Meetings are held at 4135 Cantelow Road at the Fire Station meeting room.

2. Public Comments. *The Board of Directors welcomes public participation in its meetings. Public comments relating to **matters within jurisdiction of the District, and not included on the posted agenda**, may be addressed under “public comment,” both at the beginning and at the end of the meeting, subject to **3 - minute time limitations** for each speaker. Public comments on agenda or non-agenda items during a Board of Directors meeting are for the purpose of informing the Board to assist Board members in making decisions. Please address your comments to the President of the Board. The Board President will request responses from staff, if appropriate.*
 - a. *Please note that State law prevents the Board from discussing or acting on items not listed on the agenda. **Public comments relating to matters listed on the agenda are provided for before the time that the agenda item is heard.***
 - b. *Public comments during Board meetings are not for questions and answers. Should you have questions, please do not ask them as part of your public comments to the Board. Answers will not be provided during Board meetings. **Please present your questions to the RNVWD General Manager or a Board Member via e-mail, phone call, letter, or in-person at a time other than during a Board meeting.***

3. **Consent Items** (public comment). *Items appearing on the Consent Calendar are considered routine and may be acted upon by the Board by one motion, without discussion; however, any item may be considered separately at the request of any Board member.*
 - a) Consider for Approval the **Monthly Financials and Adjustments** for November and December 2022. **(Action Item)**
4. **General Manager's Verbal Informational Report** (public comment)
 - a) **Arsenic Remediation Facility:** This work is underway and 70% complete. Start-up is scheduled for April 2023 and full operation in May 2023.
 - b) 6 Month midyear **Budget update. Revenue** from normal operations is on track and positive for this period. \$80,000 additional revenue (over 20 years) posted for 2 additional District owned water rights sold this period. **Expenses**, over budget on: SID Operating expenses \$20k; USA marking due to PGE pole upgrades \$8k; PGE Electricity \$5k, Underground Leak Repairs \$21k; Repairs to pump failures at Wells 1 \$50k. These cost overruns are projected to be offset in most part by delayed meter replacement. other line-item savings along with the Contingency account savings.
 - c) **Code of Conduct** is to be reviewed and acknowledged annually at the beginning of the year. Board Clerk has sent to all Board Members for signature.
5. **Continuing Business** (public comment)
 - a) Consider for Approval the Contract for the **hire of a General Manager/Treasurer**. Authorize the President to sign the Agreement. **(Action Item)**
 - b) Consider for Approval a proposed new **Agreement with SID** for continuation of Operations, Maintenance and Engineering Services. See attached. Currently under review by District Counsel and GM. Authorize GM to sign the agreement as it may be amended and with prior Board President and Legal approval. **(Action Item)**
 - c) Consider for Approval **Resolution 2023-68** update for District Boundary and Sphere of Influence (SOI). Parcel count reduced since the last board meeting from 68 to 18. 16 of the 18 parcels are located inside/infill to the current SOI approved boundary of 2016. Note the Assessor Parcel Numbers, APNs, that are currently part of legal parcels in the existing sphere. Legal Parcels can have more than one APN# associated with them. Legal Parcels with more than one APN# are only allowed to have one water connection per item 13C of the Rules and Regulations. LAFCO will review this resolution request and formalize with a LAFCO Resolution SOI update as part of their requirement to complete this year 2023. **(Action Item)**

- d) Consider for Approval **Policy # 3135 Will Serve Letters** with updated information as requested by the Board. **(Action Item)**

6. **New Business** (public comment)

- a) Consider for Approval the Meeting Minutes of **Regular Board Meeting December 13, 2022, (Action Item)**
- b) Consider for Approval **Policy 4240 Board Member Teleconferencing** in compliance with recent Brown Act update legislation and also reference Solano County Counsel Memorandum dated February 1, 2023 attached. **(Action Item)**
- c) Consider for Approval a request for the GM to **explore the impact of recent cost increases** and future cost projections and the effect on our annual budgets and reserves. Determine if a rate increase is required which would be addressed under prop 218 procedures. Increased costs are due to general inflation of goods and services, PGE rates, management, administration, maintenance, leak repairs, operations, and planned capital expenses due to aging infrastructure. The prior 5-year plan of rate increases were started in 2015 and completed in 2019. Supplemental and Capital Recovery Charges, were updated in 2021 for debt service requirements. GM to present report to board at April board meeting. **(Action Item)**
- d) Consider for Approval the establishment of a two-person **Ad Hoc Budget Committee** to review with the GM the proposed budget for fiscal year FY 23/24 and future year financial projections, Reserves, District Fee Schedule, 10-year Capital Improvement Plans and rate study. FY 23/24 Budget will be presented to the Board for approval at the June board meeting. **(Action Item)**
- e) Consider for Approval the **acceptance of the 74 Assessor numbered parcels** that LAFCO states are “in the district without a water right” as a result of their study and reconciliation of LAFCO records over the last 20 years since formation of the District. See attached list as many of these Assessor Parcel Numbers, (APN#s) are part of Legal Properties/Parcels in the District. Legal Parcels often included more than one APN. District Rules and Regulations provide for only one connection per legal parcel. **(Action Item)**
- f) Consider for Approval the issuance of **additional water rights** to be owned by the District and reserved for future connections as approved by the Board for each sale. Engage the process of public hearings as outlined in the Rules and Regulations **Section 3 Expansion of the Water System**. Reference system capacity report by Coastland Civil Engineers and the current Water Right Tracking Log. Water rights may be financed by the District, at

District's sole option, at a sale price amount and interest rate percentage to be determined. Fees for engineering as may be applicable and the physical service connection to the District's distribution system are additional by Buyer. **(Action Item)**

- g) Consider for Approval **Well upgrades** for 1) sonic well level monitoring, 2) remote vibration monitoring, 3) revised water pre-lube system. Contractor BWD and SID and LSCE pricing attached. This expense would be funded from our Reserves as they were not part of our improvement plans for this fiscal year. These improvements are proposed to better control and monitor the performance of our equipment at the well sites. These improvements are for both Well 1 & 2 included. Cost estimate is approximately \$70,000. These items are not directly related to the Arsenic removal project. **(Action Item)**
- h) Consider for Approval to initiate engineering and make application for future **solar power generation** in accordance with NEM 2.0. A \$20,000 deposit is required under the **Limited Notice to Proceed** agreement. This amount is refundable under a Power Purchase Agreement, (PPA). Terms and conditions of a PPA and Site Lease are currently under review by the GM and District Legal. Solar power plant expenses were planned for FY23/24, reference 9 year Capital Improvement Plan attached. **(Action Item)**
- i) Consider for Approval California Special District Association, CSDA, **Board Self Evaluation Questionnaire** to be completed by all Board members. Board Clerk/Administrator will compile the results. **(Action Item)**

7. Public Comments

8. Board Member Comments

9. Adjourn – The next Regular Meeting is scheduled for **April 11, 2023, at 7:00 pm at the Vacaville Fire Protection District, Fire Station #67, 4135 Cantelow Road, Vacaville, CA 95688.**