

DIRECTORS
Chris Calvert Bob Whitehouse
President Director

Patrick Sweeney Elizabeth Miles
Vice President Director

Steven Strickland
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 SPECIAL WORKSHOP MEETING **AGENDA**

January 11, 2022, 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.

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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.

1. Call to Order / Roll Call / Approval of the Agenda. **Invited guests; none.**

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.***
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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) None

4. **General Manager's Verbal Informational Report** (public comment)
 - a) None

5. **Continuing Business** (public comment)

- a) A Special Board Meeting Workshop has been scheduled for January 11, 2022, to discuss a proposed Amendment to the existing agreement for General Manager, GM, and Treasurer services. The Board President and District Counsel have prepared the Amendment to clarify charges for extra services. Reference board packet information. Should board members have a request for specific additional information please provide that request to the GM by 12/21/21. **(Discussion Item)**

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

- a) None

7. Public Comments

8. Board Member Comments

9. Adjourn –The next Regular Meeting is scheduled for **February 8, 2022 @ 7:00 pm.**

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THE BOARD OF DIRECTORS REGULAR MEETING AGENDA

February 8, 2022, at 7:00 pm

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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; none.
 - a. Consider for Approval In accordance with AB 361, Governor Newsome’s March 4, 2020, State of Emergency due to the Covid-19 pandemic, extension of **Resolution 2021-60 Updated 2-8-22** to continue with teleconferencing of Board Meetings. Board Approval is required as a condition precedent to continue with this meeting. **(Action Item)**

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.*
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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 2021.**

4. **General Manager's Verbal Informational Report** (public comment)
 - a) **Municipal Service Review**, MSR, by LAFCO a public draft to be completed by the end of February. The Sphere of Influence, SOI, update by LAFCO is planned for completion later this year. There are many issues with record keeping of parcel numbers, attachments, and detachments over the last 20 years since the formation of the district.
 - b) **Arsenic removal** facility: The construction documents will be 100% complete by mid-February. Project will go out to competitive bidding in late February. SID will manage the public bidding process advertisement and receiving bids.
 - c) **BHI Management Report**, final report regarding Board communication and Conduct. This will be a discussion item on the agenda for the April regular boat meeting.
 - d) Clerk-Administrator to begin work to prepare a comprehensive **Policy, Procedure and Administration Manual** for the district. Plan is to have substantially completed by December 2022.
 - e) 6-month **mid-year Summary Recap** of Budget vs Actual financial report.
 - f) **Board training log** status report per approved Policy 4125. See status logs.
 - g) **JPIA insurance special recognition** for loss ratio of 20% or less for 2017-2020.
 - h) EPA and DDW require additional **Lead and Copper tap sampling** by SID at a selection of homes in the District to comply with new requirements.
 - i) **Asset Management Plan**, an approved capital expenditure for this year is deferred until later in the year.
 - j) June 14th regular meeting is planned to be rescheduled to July 12th. GM out of town conflict.
 - k) New business cards sent to all board members, received? Also remember to file the annual Form 700 Statement of Economic Interests

5. **Continuing Business** (public comment)
 - a. Consider for Approval an Amendment to the **GM Agreement** to clarify scope of work and extra services. **(Action Item)**
 - b. Consider for Approval **Policy #5015 Annexations**. **(Action Item)**

6. **New Business** (public comment)
 - a) Consider for Approval **Regular Board Meeting Minutes of December 14, 2021**, **(Action Item)**

 - b) Consider for Approval **Special Board Meeting Minutes of January 11, 2022**. **(Action Item)**

- c) Consider for Approval the **Sale of a District Water Right** to property owner Sweeney, for a 10.5-acre property that is currently in the District with one water right in good standing. Address 7155 Scenic Canyon Trail, reference parcel APN 0105-190-110. Property owner is planning a lot split into two 5 acre parcels. District intends to sell one water right for \$40,000 financed by the District over 20 years at 3% interest. Reference District water right tracking log. **(Action Item)**

- d) Consider for Approval an update of the **Reserve Policy 2150** to increase the reserve amounts to cover the cost of inflation, material and labor escalation and the need for anticipated capital expenditures planned over next 10 years. These revised target amounts are expected to be achieved during the next 12 months from current excess reserves and sale of district owned water rights. **(Action Item)**

- e) Consider for Approval new **Committee Policy 4105**. Also the Board President requests an “Ad Hoc” committee of Calvert and Sweeney be form at this time for strategic planning. **(Action Item)**

- f) Consider for Approval update of the **Payment Arrangements Policy 3130**. This is result of recent legislation related to Covid pandemic **(Action Item)**

- g) Consider for Discussion a customer’s request for a monthly credit for the “base rate” charge of \$72.90 for a home that was lost in the LNU fire and is waiting for building permit approval. Capital Revenue monthly charge of \$45 would continue. **(Discussion Item)**

7. Public Comments

8. Board Member Comments

9. Adjourn – The next Regular Meeting is scheduled for **April 12, 2022, at 7:00 pm.**

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THE BOARD OF DIRECTORS REGULAR MEETING AGENDA

April 12, 2022, at 7:00 pm

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1. Call to Order / Roll Call / Approval of the Agenda. Invited guests; none.
 - a. Consider for Approval In accordance with AB 361, Governor Newsome’s March 4, 2020, State of Emergency due to the Covid-19 pandemic, extension of **Resolution 2021-60 Updated 4-12-22** to continue with teleconferencing of Board Meetings. Board Approval is required as a condition precedent to continue with this meeting. **(Action Item)**
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.*
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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 **January and February 2022.**

4. **General Manager's Verbal Informational Report** (public comment)

- a) **Municipal Service Review**, (MSR), by LAFCO a public draft has been completed and routed to the board last month for comments. The Sphere of Influence, (SOI), update by LAFCO is planned for completion later this year. LAFCO has offered to attend a **Workshop via Teleconferencing** for presentation by LAFCO of the MSR draft and for board members questions and answer. Date to be confirmed for later in April and proper notice will be provided.
- b) **Arsenic removal facility**: The Bid Due Date is April 26, 2022. Contractors are busy and not showing much interest in the project. We expect to get 3 bids minimum. Reference the Notice to Bidders and Updated Schedule attached. Work is planned for completion by 12/31/2022.
- c) **Emergency Generator Well #2**: New shipping date is 4/29/22 and delivery is expected in mid-May with startup complete by end of May 2022.
- d) **The "Ad Hoc" Executive Committee** met twice since the creation of this committee at the last board meeting. Working on Strategic Planning, the discussion topics included the following:
 - a. Chris has stated that he does not intend to run for re-election to the board in November. This will require at least one new board member to be elected to the board and a new president to be elected by the board after the election.
 - b. Transition planning is needed for retirement of the General Manager in June 2023 at the end of the current GM contract. Nancy the Administrator/Clerk services will also end in June of 2023. New and Updated Policies and Procedures are a priority over the next 12 months.
 - c. Board options for the future include a potential transfer of Board, GM, and Staff district duties to SID, OR Competitively selecting and interviewing other candidates for the hire of a new GM as either an independent contractor or hire as an employee with salary and benefit package and keep staff and continue current structure of the District governance and staff responsibilities and duties.
 - d. GM should proceed to get proposals for an update to the Engineer's Report that was done at District Formation which established the maximum water right and connections at 533.
 - e. What talents are needed to compliment the board. Encourage others to run for election in November.
 - f. GM should pursue proposals for Solar Power as a long term investment and continue with Capital Improvement Plans per the existing CIP 10 year plan.
- e) Review Proposal for replacement of District Meter Heads and Transmitters. Reference Metron Proposal. This proposal will be presented at the next board meeting along with additional information.

5. **Continuing Business** (public comment)

- a) Consider for Approval additional credits to certain customer accounts affected by the LNU Fire, upon written request of the customer, for the forgiveness of the "base rate" charges of \$72.90 for homes that were lost in the LNU fire, and have not used more than 5 ccf incidental water since August of 2021 and are original customers waiting for building permit approval. Capital Revenue monthly charge of \$45 would continue for

all accounts. There are approximately 19 properties that could qualify for this extension of forgiveness. The period of forgiveness and requests would terminate August 1st, 2022. A one-year forgiveness period. The maximum amount per approved customer request would be \$874.80. Potential total amount of forgiveness is approximately \$16,621, however based on experience the actual amount is expected to be less than \$10,000. **(Action Item)**

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

- a) Consider for Approval **Regular Board Meeting Minutes of February 8, 2022, (Action Item)**
- b) Consider for Approval the **Sale of a District Water Right** to property owner Seibel, for a 5-acre property that is currently in the District with one water right in good standing. Address 7181 Shelton LN reference parcel APN 0105-180-650. Property owner is planning a lot split into two 2.5-acre parcels. District intends to sell one water right for \$40,000 financed by the District over 20 years at 3% interest. Reference District water right tracking log attached. **(Action Item)**
- c) Consider for Approval the CHOICE that future Board Meetings will return to the Fire House on Cantelow Road for in person board meetings and participation attendance by the public in person. OR Continue future board meetings with teleconferencing as in the recent past. There will not be hybrid meetings. **(Action Item)**
- d) Consider for Approval the following **schedule for Board Meetings:**
 - a. **May 10, 2022 at 2:00PM a Special Meeting via Teleconferencing** to review the contractor bids for arsenic removal facility and make an award.
 - b. **May 24, 2022 a Regular board** meeting in lieu of the June meeting. Review Resolutions for the election and tax rolls and other business.
 - c. **July 12, 2022 a Regular board** meeting in lieu of the June meeting. Review annual FY22-23 budget and other business.
 - d. **August 9, 2022** return to Regular bi monthly board meetings.
 - e. These dates will be posted on the website and sent to each board member for their calendars. **(Action Item)**
- e) Consider for Discussion the 4-12-2022 update of the **Rules and Regulations**. The updated Exhibits will be provided at the next board meeting. **(Discussion Item)**.
- f) Consider for Discussion the Brent Ives, **BHI report**, attached. **(Discussion Item)**
- g) Consider for Approval a proposal to **revise the Regular Board Meeting time from 7 PM to 5 or 6 PM. (Action Item)**

7. Public Comments

8. Board Member Comments

9. Adjourn – The next **Special Meeting is scheduled for May 10, 2022 at 7:00pm. The next Regular Meeting is scheduled for May 24, 2022, at 7:00 pm.**

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THE BOARD OF DIRECTORS SPECIAL WORKSHOP MEETING **AGENDA**

May 3, 2022, at 7:00 pm

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1. Call to Order / Roll Call / Approval of the Agenda. **Invited guests; LAFCO, SID, Foulk Engineering, Coastland Civil.** Continuation of Teleconferencing of Board Meetings Resolution 2021-60 Updated 4-12-2022 is in effect and current.

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.*
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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) None

4. **General Manager's Verbal Informational Report** (public comment)
 - a) None

5. **Continuing Business** (public comment)
 - a) None

6. **New Business** (public comment)
 - a) Review of **Municipal Services Review, MSR**, DRAFT update. Presentation by LAFCO. Questions and Answers (**Discussion Item**)

7. Public Comments
8. Board Member Comments
9. Adjourn –The next **Regular Board Meeting** is scheduled for **May 24, 2022 @ 7:00 pm**. A **Special Meeting** is scheduled for **May 10, 2022 @ 2:00 pm** to review Arsenic bids and make an award.

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THE BOARD OF DIRECTORS SPECIAL MEETING AGENDA

May 10, 2022, at 2:00 pm

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“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; LSCE, SID.**
Continuation of Teleconferencing of Board Meetings per Resolution 2021-60 Updated 4-12-2022 is in effect and current.
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.***
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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) **None.**
4. **General Manager's Verbal Informational Report** (public comment)
 - a) **None**
5. **Continuing Business** (public comment)
 - a) **None**

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

- a) Consider for Approval the **Updated Budget Estimate** for Arsenic Removal capital improvement project **(Action Item)**
- b) Consider for Approval the **Award of the Work** for construction of the Arsenic Removal Facility to the lowest responsible bidder. **(Action Item)**

7. **Board Member Comments**

8. Adjourn – **The next Regular Meeting is scheduled for May 24, 2022, at 7:00 pm. Please note that this meeting will be in person at the Cantelow Fire Station.**

6B

6B

Agency: Solano Irrigation District
 Project: RNVWD Arsenic Remediation Project
 Date: 4/26/2022
 Time: 2:00 PM

Bid Item	Description	Quantity	Units	Engineers Estimate		BWD General Engineering		Pacific Infrastructure		Auburn Constructors		Conco West		TNT Industrial	
				Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price
1	Mob & Demob (5% max)	1	LS	\$40,000	\$40,000.00	\$43,500.00	\$43,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00	\$45,000.00	\$45,000.00	\$28,701.00	\$28,701.00
2	Project Records and Submittals (1% max)	1	LS	\$10,000.00	\$10,000.00	\$1,000.00	\$1,000.00	\$5,000.00	\$5,000.00	\$7,500.00	\$7,500.00	\$2,500.00	\$2,500.00	\$6,816.00	\$6,816.00
3	Project Closeout (1% max)	1	LS	\$15,000.00	\$15,000.00	\$1,000.00	\$1,000.00	\$5,000.00	\$5,000.00	\$5,800.00	\$5,800.00	\$5,000.00	\$5,000.00	\$6,816.00	\$6,816.00
4	Paving	1	LS	\$15,000.00	\$15,000.00	\$40,000.00	\$40,000.00	\$19,000.00	\$19,000.00	\$45,000.00	\$45,000.00	\$32,000.00	\$32,000.00	\$35,531.00	\$35,531.00
5	Concrete	1	LS	\$95,000.00	\$95,000.00	\$55,000.00	\$55,000.00	\$160,000.00	\$160,000.00	\$98,000.00	\$98,000.00	\$85,000.00	\$85,000.00	\$174,087.00	\$174,087.00
6	Signs & Safety Equipment	1	LS	\$6,000	\$6,000.00	\$3,000.00	\$3,000.00	\$25,000.00	\$25,000.00	\$12,000.00	\$12,000.00	\$10,000.00	\$10,000.00	\$48,289.00	\$48,289.00
7	Pipe (Station)	1	LS	\$80,000	\$80,000.00	\$329,000.00	\$329,000.00	\$270,000.00	\$270,000.00	\$315,000.00	\$315,000.00	\$318,000.00	\$318,000.00	\$236,736.00	\$236,736.00
8	Valves & Appurtenances	1	LS	\$67,000.00	\$67,000.00	\$56,000.00	\$56,000.00	\$148,000.00	\$148,000.00	\$100,000.00	\$100,000.00	\$82,000.00	\$82,000.00	\$52,741.00	\$52,741.00
9	Chemical Treatment System	1	LS	\$71,000.00	\$71,000.00	\$175,000.00	\$175,000.00	\$90,000.00	\$90,000.00	\$163,000.00	\$163,000.00	\$175,000.00	\$175,000.00	\$193,733.00	\$193,733.00
10	Disinfection of Tank & Piping	1	LS	\$5,000.00	\$5,000.00	\$4,000.00	\$4,000.00	\$8,000.00	\$8,000.00	\$6,000.00	\$6,000.00	\$3,500.00	\$3,500.00	\$7,715.00	\$7,715.00
11	Performance Testing and Facility Startup	1	LS	\$10,000.00	\$10,000.00	\$4,000.00	\$4,000.00	\$5,000.00	\$5,000.00	\$50,000.00	\$50,000.00	\$30,000.00	\$30,000.00	\$14,667.00	\$14,667.00
12	Electrical & Instrumentation	1	LS	\$263,000.00	\$263,000.00	\$175,000.00	\$175,000.00	\$144,500.00	\$144,500.00	\$132,000.00	\$132,000.00	\$220,000.00	\$220,000.00	\$216,719.00	\$216,719.00
13	AdEdge Water Treatment System (Receive and Install)	1	LS	\$86,400.00	\$86,400.00	\$20,000.00	\$20,000.00	\$60,000.00	\$60,000.00	\$15,000.00	\$15,000.00	\$25,000.00	\$25,000.00	\$15,234.00	\$15,234.00
14	Sheeting, Shoring and Bracing	1	LS	\$100.00	\$100.00	\$2,000.00	\$2,000.00	\$3,000.00	\$3,000.00	\$1,000.00	\$1,000.00	\$500.00	\$500.00	\$5,272.00	\$5,272.00
				Bid as Submitted:		\$908,500.00		\$987,500.00		\$990,300.00		\$1,033,500.00		\$1,043,057.00	
				Subcontractors:		Telstar - Electrical Camblin Steel - Rebar Mason Painting - Painting		Ransome Paving - Paving Camblin Rebar - Rebar Jeff Co. Painting - Painting Telstar - Electrical		Sierra Asphalt - Paving Camblin Steel - Rebar Jeff Co Painting - Painting Camblin Steel - Rebar		Sac Valley Electric - Electrical Camblin Steel - Rebar Ransome - Paving Mason Painting - Painting		Sierra Asphalt - Paving Casey-Fogli - Concrete Mason Painting - Painting Camblin Steel - Rebar	



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Steven Strickland
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STAFF
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Solano Irrigation District
Operator & Maintenance

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THE BOARD OF DIRECTORS REGULAR MEETING AGENDA

May 24, 2022, 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

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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; none.
 - a. Consider for Approval In accordance with AB 361, Governor Newsome’s March 4, 2020, State of Emergency due to the Covid-19 pandemic, extension of **Resolution 2021-60 Updated 5-24-22** to continue with teleconferencing of Board Meetings. Board Approval is required as a condition precedent to continue with this meeting. **(Action Item)**

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.***
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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 **March and April 2022.**

4. **General Manager's Verbal Informational Report** (public comment)
 - a) **Municipal Service Review**, (MSR), and **Sphere of Influence** (SOI) 5 year plan by LAFCO continues to be work in progress. Reference Water Right Tracking Log. See update on 7 APN / 5 water rights to these 5 legal parcels mentioned by LAFCO to have water rights but not in the Sphere. There are 34 other properties that LAFCO labeled as “research areas”. We expect to complete evaluation of a SOI update request by the District to LAFCO by September 2022. LAFCO reports 68 parcels “in the District” with no water rights. We also need to reconcile with LAFCO and the registrar of voters the parcels that are approved for voting in the next election.
 - b) **Arsenic removal facility**: This work is planned for completion by 12/31/2022. Contractor has been hired and we are evaluating long lead procurement items. AdEdge equipment has been delayed due to supply chain shortages.
 - c) **District Transparency Certificate of Excellence approval** has been received, and this is good until March 31,2024. Thanks, Nancy, for tracking and expediting renewal.
 - d) **Emergency Generator Well #2** received and installed. Start up and testing is scheduled to be completed in June.
 - e) **Engineer’s Report**, an update is being evaluated by Coastland to determine what is needed, production and consumption analysis, and clarification on the original “basis of design” done by Cal Water. We are also waiting for the Sanitary Survey done by Department of Drinking Water, (DDW) in April of 2021 now overdue.
 - f) **The “Ad Hoc” Executive Committee** did not meet since last board meeting.
 - g) Proposal for replacement of **District Meter Heads and Transmitters**. Reference Metron Proposal. Work is planned to install 5 devices and test the performance of these cloud-based meters.

5. **Continuing Business** (public comment)

Consider for Approval the 4-12-2022 update of the **Rules and Regulations including the updated Exhibits. (Action Item)**.

6. **New Business** (public comment)
 - a) Consider for Approval the Meeting Minutes of **Regular Board Meeting Minutes of April 12, 2022; MSR Workshop of May 3, 2022 and Special Meeting of May 10,2022, (Action Item)**
 - b) Consider for Approval a **Water Right Transfer Agreement** from property owners Aasen to Seibel. District had previously approved the sale of one of the District’s Water Rights to Seibel and that transaction will not occur if this transfer is approved in lieu of the District sale. Reference District water right tracking log attached. **(Action Item)**
 - c) Consider for Approval the **request for annexation Resolution 2022-65 and Sale of a District Water Right to property owner Kevin Fade**, for a 5.5-acre property that is currently in the District Sphere of Influence. Address 7055 Steiger Hill Road reference parcel APN 0123-030-370. District intends to sell one water right for \$40,000 financed by the District

over 20 years at 3% interest. **(Action Item)**

- d) Consider for Approval the **9 year Capital Improvement Plan**. See exhibit and funding plan from sale of district water rights. **(Action Item)**
- e) Consider for Approval the **Budget for Fiscal Year FY22/23**, **(Action Item)**
- f) Consider for Approval **Resolution 2022-64** for General Election **(Action Item)**
- g) Consider for Discussion the transition plan for the retirement of the General Manager in June of 2023. Recruitment and search for a full time or part time GM/Treasurer as an independent contractor or salaried employee. Also consider transition plan for Board Clerk/Administrator. Another option may include SID to assume additional responsibilities. **(Discussion Item)**

7. Public Comments

8. Board Member Comments

9. Adjourn – **The next Regular Meeting is scheduled for July 12, 2022, at 7:00 pm.**

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Vice President Director

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Solano Irrigation District
Operator & Maintenance

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THE BOARD OF DIRECTORS REGULAR MEETING AGENDA

July 12, 2022, at 7:00 pm

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1. Call to Order / Roll Call / Approval of the Agenda. Invited guests; none.
 - a. Consider for Approval In accordance with AB 361, Governor Newsome’s March 4, 2020, State of Emergency due to the Covid-19 pandemic, extension of **Resolution 2021-60 Updated 7-12-22** to continue with teleconferencing of Board Meetings. Board Approval is required as a condition precedent to continue with this meeting. **(Action Item)**

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.*
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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 **May and June 2022.**

4. **General Manager's Verbal Informational Report** (public comment)
 - a) **Election Notice Posting**, 3 board positions open for election in November see schedule.
 - b) **Water Right Tracking Log**; see update and supplemental rights for sale
 - c) **Municipal Service Review, (MSR), and Sphere of Influence (SOI)** 5 year plan by LAFCO continues to be work in progress. LAFCO board approval of the MSR is pending the completion of the SOI update in September.
 - d) **Arsenic Remediation Facility**: This work is planned for completion by mid to late **March 2023**. Contractor is submitting material and equipment shop drawings for approval. We are evaluating long lead contractor procurement items such as valves that have a lead time of 24-26 weeks after approval. District furnished equipment from AdEdge, (now Chart Industries) has been delayed from May to September 2022 due to supply chain shortages.
 - e) **Fire** at field surrounding Well #1. PGE pole servicing the pump station was knocked down and started the fire. Stationary Generator worked great during the outage. We intend to file a claim for gate and fencing damages as well as other impact costs.
 - f) **Emergency Generator Well #2**. Start up and testing is scheduled for July.
 - g) **Engineer's Report**, an update is being evaluated by Coastland to determine what is needed, production and consumption analysis, and clarification on the original "**basis of design**" done by Cal Water. We are also waiting for the Sanitary Survey done by Department of Drinking Water, (DDW) in April of 2021 now overdue.
 - h) **The "Ad Hoc" Executive Committee** had a meeting and discussed minimizing GM inspection time during construction activities and how to transition GM and Admin duties during the next 12 months. Also had second meeting with Cary Keaton GM of SID to discuss options for some General Manager, Treasurer, Administration and Clerk services.
 - i) Proposal for replacement of **District Meter Heads and Transmitters**. 4 devices have been installed and calibration is needed and more testing with meter reading and billing system. This testing work is ongoing and will not be complete until the end of July.
 - j) **Annual Water Quality Report**, see attached. This is posted on the website.
 - k) **GM Desk Reference**: Ample reference information for a new General Manager/Treasure is available on our website and other digital files.

5. **Continuing Business** (public comment)
 - a) General Manager/Treasurer and Board Clerk/Administrator transition planning to fill these positions by June 2023. **(Discussion Item)**

6. **New Business** (public comment)
 - a) Consider for Approval the Meeting Minutes of **Regular Board Meeting May 24,2022, (Action Item)**
 - b) Consider for Approval **Resolution 2022-66 Delinquent Charges** for collection on the Tax Rolls. **(Action Item)**

7. Public Comments

8. Board Member Comments

9. Adjourn – The next Regular Meeting is scheduled **for August 9, 2022, at 7:00 pm.**

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THE BOARD OF DIRECTORS REGULAR MEETING AGENDA

August 9, 2022, at 7:00 pm

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“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; **none**.
 - a. **Board Approved Resolution 2021-60 Updated 7-12-22** to continue with teleconferencing of Board Meetings is current and in effect.

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.*
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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 **July 2022.**

4. **General Manager's Verbal Informational Report** (public comment)

- a) The Deadline is **August 12th** for interested candidates to file nomination papers with the Solano Registrar of Voters office for the 3 open board seats. See attached current status.
- b) **Municipal Service Review, (MSR), and Sphere of Influence (SOI)** LAFCO board approval of the MSR is scheduled for August 8th. The completion of the SOI update is anticipated by year end.
- c) **Arsenic Remediation Facility:** This work is underway, the bypass temporary piping is installed, and long lead items have been ordered. Completion is scheduled at the end **March 2023**. See attached change order #1 for a time extension due to supply chain delays.
- d) Cal Water has provided information on the original “**basis of design**” and Coastland has prepared a technical report on the design capacity of the system. See attached.
- e) **The “Ad Hoc” Executive Committee** had a meeting and discussed transition planning for the GM services and how to proceed with advertisement of the position and continued discussion with SID and an option if RG West was to stay on board in a more limited role. The SID Board voted 2-2, tie vote, for authorization for the SID GM to enter negotiations with RNVWD for additional GM, Treasurer, and Administration services. See attached SID staff memo. The agenda item has been rescheduled for the full SID 5-member board meeting scheduled for August 16, 2022. See update in Continuing Business section of this meeting.
- f) Proposal for replacement of **District Meter Heads and Transmitters**. 5 Metron devices have been installed and working well. Programming was completed so that the Metron cloud data can be downloaded monthly to our Core Billing software. This system eliminates drive by readings and utilization of the Electronic Radio Transmitters, ERTS, and ITRON software interface. Waterscope is the website portal for each customer to review their water use. Bench testing of the original meters, 20 years old, is in progress. We will evaluate alternative quotes from other qualified vendors. We will also be contacting references of other water districts currently using Metron.
- g) **Solar Power** We are currently in the process of getting two budget proposal for Solar power options. It may be beneficial to make application to PGE in 2022 due to pending new legislation that would go into effect in 2023 that would diminish the 20-year benefits of self-generated power. See attached email memo on this subject.
- h) We have filed an **Insurance Claim with SID** and JPIA for damages to the Fencing and Gate at Station #1 Well #1 due to the grass fire surrounding the pump station. SID truck knocked down the power pole outside the pump station and that started the fire. Estimated damage approximately \$50,000 more or less.
- i) We received approximately \$38,000 for the payoff of a district loan for a District water right connection sold to developer Neal.
- j) Trites Backflow Services is performing the required annual backflow testing of all District connections during the month of August. Service truck and technician have identification signage to make property owners aware of their presence.

5. Continuing Business (public comment)

- a) General Manager/Treasurer and Board Clerk/Administrator transition planning to fill these positions by the end of June 2023. Need board input on several items such as:
1. Are we going to advertise for an employee position or an independent contractor? Committee recommends negotiating with SID as number one choice and an Independent Contractor as second choice. Not to hire a GM as a RNVWD employee position.
 2. What licensing is required for the GM and Treasurer positions. No licensing is currently required for each position. GM will verify with county counsel.
 3. What are the restrictions for where the GM/Treasurer Clerk/Admin candidate lives, Solano County, Yolo, Sacramento etc Are they required to live in the RNVWD Water District? Is there a driving time limit to the District such as 30-45 minutes.
 4. What office facilities in the District can be provide to an Admin or GM/Treasurer? Perhaps we would rent an office from SID for use by a new GM. Or should a candidate work from a home office?
 5. Recommend that the Executive Committee be authorized by the board to negotiate with SID and or review potential candidate applications and make recommendations to the Board for board approval at a future board meeting.
 6. Timeline for transition as follows:
 - a. Develop a list of Qualifications and Requirements for each position during the month of August and finalize with Executive Committee.
 - b. Advertise and/or review SID proposals and independent contractor applications September and October and close the application period October 30, 2022.
 - c. Review, evaluate and interview applicants, November, December, and January.
 - d. Propose recommendations to fill the positions of GM, Treasurer, Administrator and Clerk and present to Board for approval at the February 2023 board meeting.
 - e. Transition the duties of the GM, Treasurer, Clerk, Administrator during the months of March, April, May and June.

(Discussion and Action Items)

6. **New Business** (public comment)
 - a) Consider for Approval the Meeting Minutes of **Regular Board Meeting July 12, 2022, (Action Item)**
 - b) Consider for Approval Annual Disclosure of **Board Member Reimbursements (Action Item)**
7. Public Comments
8. Board Member Comments
9. Adjourn – The next Regular Meeting is scheduled **for October 11, 2022, at 7:00 pm.**

DIRECTORS
Chris Calvert Bob Whitehouse
President Director

Patrick Sweeney Elizabeth Miles
Vice President Director

Steven Strickland
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

October 11, 2022, 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; **Ken Swenson**, .
 - a. **Board Approved Resolution 2021-60 Updated 10-11-22** to continue with **teleconferencing** of Board Meetings. Board approval of this resolution is a condition precedent to proceeding with the meeting. **(Action Item)**

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 August 2022. **(Action Item)**

4. **General Manager's Verbal Informational Report** (public comment)

- a) **Sphere of Influence (SOI).** The completion of the LAFCO SOI update is dependent upon the District's response to the recommendations in the Municipal Service Review. See Coastland Proposal and Action Item in New Business.
- b) **Arsenic Remediation Facility:** This work is underway and 50% complete. Completion is scheduled at the end **March 2023.**
- c) **Certificate of Appointment in Lieu of Election and Oath of Office.** Board President or General Manager will meet with Elizabeth Miles, Steven Strickland, and Ken Swenson individually to administer the Oath of Office and witness the candidate signature. The first Friday in December, 12/2/22 is the date that the 3 board members 4-year term commences. An original will be sent to the Solano County Registrar of Voters. Today is last regular board meeting with Chris Calvert as director and President. Chris's director term ends Thursday December 1, 2022. Thanks, Chris, for all that you have done for the district and your many years of tireless commitment to voluntary community service. Election by the board of a new board president will be on the agenda for the 12/13 board meeting. Newly elected board president officer takes office on January 1, 2023. Vice President Pat Sweeney will preside over the December 13th board meeting.
- d) **Well #2 Failure.** Eaton reported the reason the pump shaft was frozen, not able to turn, is that the pump had a buildup of rust flakes and sediment from the column pipe due to infrequent use. Recommendation from Eaton is to run the pump for longer periods of time when the pump is exercised weekly. Plan to be developed with SID. Currently this emergency back up pump is not operational as some parts have been ordered and improvements need to be made to chlorine injection and pump controls which all are in progress. Video of the well casing shows a hole at the bottom of the well and it is under evaluation as to size and if we intend to repair or not. It is expected that Well 2 will be operational by the end of October or sooner.
- e) **Well #1 Failure.** See attached report from SID. Recommendation is to add additional controls to monitor flow in the lube line and add an additional safety shut off when flow is not adequate to lubricate the shaft. Eaton suggested the use of marine bearings that can run dry. Also, the timer for running the water lube line prior to start up was increased from 1 minute to 10 minutes as recommended by LSCE and Eaton.
- f) **The "Ad Hoc" Executive Committee** had a meeting and discussed the 5 candidates that responded to the request for qualifications. See attached candidate resumes. Committee pleased with response to RFQ. Also discussed the recent failure of both well pumps.
- g) **Audit,** the audit for fiscal year ending June 30th 2022 has been completed. A final report is expected by the December board meeting. All looks good. The Audit report will be posted on the District Website as in prior years.

5. **Continuing Business** (public comment)

- a) General Manager/Treasurer and Board Clerk/Administrator transition planning to fill these positions by the end of June 2023.
- b) Consider for Approval the establishment of an “**AD HOC**” **Hiring Committee**, two board members, to review 5 applications for the independent contractor GM / Treasurer position, interview, and discuss and assess qualifications, scope of work, full time, or part time services and pricing. On August 16th the SID board did approve the SID GM to negotiate extra services with RNVWD. Provide status update to the board at the December 13, 2022 Board meeting. **(Action Item)**.
 1. What office facilities in the District can be provided to an Admin or GM/Treasurer? Perhaps rent an office from SID for use by a new GM. Or should a candidate work from a home office or their local office? Pending item. Needs will vary with each candidate.
 2. Timeline for transition **Update** as follows:
 - a. ~~Develop a list of Qualifications and Requirements for each position during the month of August and finalize with Executive Committee. Completed Done.~~
 - b. ~~Advertise and/or review SID proposals and independent contractor applications September and close the application period September 30, 2022. Completed Done~~
 - c. Propose recommendations to fill the positions of GM, Treasurer, Administrator and Clerk and present to Board for approval to hire at the February 2023 board meeting.
 - d. Transition the duties of the GM, Treasurer, Clerk, Administrator during the months of March, April, May and June.

(Discussion and Action Items)

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

- a) Consider for Approval the Meeting Minutes of **Regular Board Meeting August 9, 2022, (Action Item)**
- b) Consider for Approval **new policy 4100 Board Director’s Attendance at Board Meetings. (Action Item)**
- c) Consider for Approval Update **policy #1011 Election of Directors and How to Fill a Vacancy. (Action Item)**
- d) Consider for Approval Update of **policy # 4215 Brown Act Compliance – Open Meeting Requirements. (Action Item)**
- e) Consider for Approval to appoint a new **JPIA Alternate** board member to fill the vacancy with Chris’s departure. JPIA is our insurance carrier for general liability. **(Action Item)**
- f) Consider for Approval an **extension of the current SID operator**

agreement which expired in August 2022. Authorize the GM to sign an updated agreement which is based on the cost of their time, materials, and equipment. SID is a non-profit organization. GM will review any proposed revisions or changes with district counsel and the Executive Committee as may be needed. **(Action Item)**

- g) Consider for Approval the **Eaton spare parts Proposal** dated 10-5-22. Authorize the GM to verify competitive pricing and purchase the described materials for approximately \$45,000. New column pipe is on hold currently. **(Action Item)**
- h) Consider for Approval the purchase of **new spare standby pump** that can be used for Well 1 or Well 2. Authorize the GM to purchase the pump once a specification is completed and pricing obtained. Budget amount approximately \$25,000 see Eaton estimate attached. Rebuilding the existing pump is not recommended by Eaton. **(Action Item)**
- i) Consider for Approval a recommendation by LAFCO in the Municipal Service Review report of a suggestion to create **Serial Numbers** for each of the 533 water rights. **(Action Item)**
- j) Consider for Approval to complete a **solar engineering application** to PGE for the installation of solar panels at our four locations, two well sites and two tank sites. It is reported by the solar vendor that it is beneficial to make application to PGE in 2022 due to pending new legislation that would go into effect in 2023 that would diminish the 20-year benefits of self-generated power. See attached email memo on this subject. We have not identified grants that may be available, and we have not confirmed if federal credits are available. We have not confirmed that the proposed location of solar panels is acceptable to SID and the District. The above is work in progress. Authorize the GM and the Executive Committee to evaluate the value of doing the application currently and proceed with the \$20,000 engineering fee. PGE permits are good for one year and they allow a one-year extension. Actual installation of solar cells would therefore be completed in 2024. Choices are available to pay in full of cash, provided the district can afford and there are financing choices with minimum district cash investment. The new Inflation Reduction Act, IRA, has some provisions related to Solar and there are ongoing CA state legislation pending. Due to the complexity of this decision-making process, recommendation is made to hire an "District Representative" to assist in evaluation of District alternatives and prior to proceeding with the PGE application. Authorize the GM to execute a \$3,600 agreement with Bill Brooks for this assistance consulting services. See attached proposal **(Action Item)**
- k) Consider for Approval the 3-year agreement with Bay City for

emergency standby generator maintenance and service \$24,324 for the 3 years, see proposal attached. Authorize the GM to sign this 3-year agreement as recommended by SID. **(Action Item)**

- l) Consider for Approval the purchase and installation of 50 **Metron meter heads** for approximately \$20,000. We need spare parts as many of the district connections have 20-year-old electronics and we do not want to continue with the prior technology and do not want to continue with the prior vendor Itron. Some of these new meter heads will be paid by developers when used for new connections. We will eventually need 400 new meter heads. We may roll out a larger replacement plan in future years as we have funds available. The actual meters are reported in good condition, and we will further confirm this in the condition assessment plan. We plan on Trites doing the installations and Brenda doing the set up for billing all in accordance with our pilot program. **(Action Item)**
- m) Consider for Approval the request for **Annexation Resolution 2022-67** and **Sale of a District Water Right** to property owner **Forfang**, for a property that is currently in the District Sphere of Influence. Address 7717 West Ranch Road reference parcel APN 0105-040-470. District intends to sell one water right for \$40,000 financed by the District over 20 years at 3% interest. Property owner may also purchase a water right transfer from available supplemental water rights that other property owners have currently listed their interest to sell. See attached Water Right Tracking Log. **(Action Item)**
- n) Consider for Approval the **Coastland letter** proposal dated 10/4/22 for engineering services. Authorize the GM to sign this agreement and have Coastland proceed with the scope of work outlined in the proposal for a not to exceed of \$33,600. **(Action Item)**

7. Public Comments

8. Board Member Comments

9. Adjourn – The next Regular Meeting is scheduled for **December 13, 2022, at 7:00 pm.**

DIRECTORS
Chris Calvert Bob Whitehouse
President Director

Patrick Sweeney Elizabeth Miles
Vice President Director

Steven Strickland
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

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THE BOARD OF DIRECTORS REGULAR MEETING AGENDA

December 13, 2022, 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.

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Public Comment

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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, Brad Foulk
 - a. Pat Sweeney as the Vice President will preside over this board meeting.
 - b. Welcome new board member Ken Swenson and continuing board members Elizabeth Miles and Steve Strickland. These 3 candidates have been appointed by the Registrar of Voters and have taken the Oath of Office for the 4 year terms.
 - c. **Resolution 2021-60 Updated 12-13-22** to continue with **teleconferencing** of Board Meetings. Board approval of this resolution is a condition precedent to proceeding with the meeting. **(Action Item)**

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.*
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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** for September and October 2022 and Adjustments for September and October 2022. **(Action Item)**

4. **General Manager's Verbal Informational Report** (public comment)
 - a) **Sphere of Influence (SOI)**. LAFCO SOI update is dependent upon the District's response to the recommendations in the Municipal Service Review, (MSR). Reference **draft response from Coastline and the GM transmittal email**. New business in this agenda has a Resolution for approval by the District for an updated boundary and corresponding updated SOI.
 - b) **State Water Resources Control Board (SWRCB), Division of Drinking Water (DDW) Sanitary Survey from April 2021**. This report is performed every 3 years. A copy has been posted on the District Website. Conclusion in the report states "RNVWD continues to be capable of meeting the requirements of the California Safe Drinking Water Act and provides a reliable and adequate supply of drinking water. The water system complies with regulations and permit conditions. There were no significant deficiencies identified during the sanitary survey."
 - c) **Arsenic Remediation Facility**: This work is underway and 65% complete. Completion is scheduled for **April 2023**. Completion date is dependent on obtaining 3 new motorized valves which have a very long manufacturing lead time due to supply chain problems. Current delivery date for these valves is the end of March 2023. This was identified at the start of the project.
 - d) **Well #2**. Eaton is currently scrubbing the well casing to remove rust buildup, air lift sand removal. Once completed a second video will be performed and we can then complete the condition assessment of this well and determine if holes in the casing need to be repaired.
 - e) **Well #1**. We replaced the motor due to excessive vibration and will have the motor reconditioned. Pump is currently operating fine. We are pricing out additional controls for improvements in monitoring the flow in the lube line, vibration, and water level in the well.
 - f) **Spare Parts**, GM is working with Eaton and consultants on an order for a complete set of spare parts so that we have a backup: pump, shaft, bearings, and couplings that can be used from storage in the event of a failure for either pump station 1 or 2.
 - g) **The "Ad Hoc" Executive Committee** had a meeting and discussed a short list of 2 of the 4 candidates for General Manager position.
 - h) **Solar** engineering study on hold
 - i) **Metron cloud-based customer service meters** an additional 25 meters were purchased and 14 installed at existing locations. The remaining 11 will be used on

new connections or stored on hand to use as our spare parts.

- j) **Legislative updates regarding Brown Act and Board Meetings:** Stay with AB 361 (expires 2/2/23) and transition to AB 2449 (in effect 1/1/23) after the February board meeting.

5. **Continuing Business** (public comment)

- a) General Manager/Treasurer and Board Clerk/Administrator transition planning to fill these positions by the end of June 2023. "Ad Hoc" Executive Committee has the following recommendations for further review. The full-time monthly fee rate from the candidates was: SID \$28,000; Foulk \$21,500; Babs \$12,500 and Motiska \$7,500. It was determined by the Committee that Bab's proposed relocation from Southern California as not ideal being new to the area and that the SID candidate was conflicted with SID also being our Operator and his position as an employee of SID. **(Discussion Item)**
- b) Mostiska and Foulk are here today for the candidates to speak to the board on why they should be selected for the GM position. Each candidate will have 3 minutes to present, and the board will have 7 minutes for Q&A, approximately. **(Discussion Item)**
- c) Consider for Approval a board member to replace Chris Calvert on the 3-person **Executive Committee** consisting of two board members and the GM. The Executive Committee will meet in December and January and continue with evaluation of these two candidates' skills, abilities, time allocation, office facilities etc. with goal of making a recommendation to the board at the February 14th board meeting. **(Action Item)**
- d) Transition and training is planned from March through June together with the current GM. **(Discussion Item)**
- e) The Treasurer position has not been specifically addressed with the candidates. Board Clerk/Administrator position has been put off until the GM is identified and selected by the board. **(Discussion Item)**
- f) At the request of the Executive Committee, the current GM, RG West, has stated it is open to discussions with the Executive Committee and board on potential continued role and responsibilities beyond the end of June 2023. **(Discussion Item)**
- g) Agreement with SID for continuation of Operations and Maintenance Services. See attached letter from SID GM. **(Discussion Item)**

6. **New Business** (public comment)
 - a) Consider for Approval the Meeting Minutes of **Regular Board Meeting October 11, 2022, (Action Item)**
 - b) Consider for Approval a quarterly payment to **BK Bookkeeping of \$477.66 as reimbursement for the charges** under the lease agreement that BK has entered with Quadiant for the DS35 Folder/Inserter used by BK for the RNVWD mailing of District billings to customers. The GM did not agree with this request for addition to the contract with BK as it was not mentioned in the current 3-year agreement with BK recently signed in 2021 and no mention of this in any of the prior independent contractor agreements with BK over the past 10 years. **(Action Item)**
 - c) Consider for Approval **new Policy 1033 Campaign Contributions and Refuse and Recuse. (Action Item)**
 - d) Consider for Approval new **“Will Serve” Policy 3135** requested by LAFCO **(Action Item)**
 - e) Consider for Approval the request by Bob Whitehouse to **purchase a plaque** to honor the many years of service of Chris Calver as board president and to place this sign at Station #5 located at the end of Ciarlo Lane. **(Action Item)**
 - f) Consider for Approval **Resolution 2022-68** for presentation to LAFCO of our requested **update for District Boundary and Sphere of Influence**. LAFCO will formalize a SOI update as part of their requirement to do every 5 years along with the MSR update which has been completed. **(Action Item)**
 - g) Consider for Approval a Joint Powers Insurance Agency, **JPIA Alternate** to our current representative Steve Strickland. JPIA is our Liability and Property Insurance Carrier. **(Action Item)**
 - h) Consider for **Approval the Audit** for fiscal year ending June 30, 2022. The full report has been sent to the board and posted on our website. **(Action Item)**
 - i) Consider for Approval the election of a **new board president** for the remaining one-year term effective 1-1-2023 due to the retirement of Chris Calvert. **(Action Item)**. If Pat Sweeney is voted to be the President, then the board will need to also vote for a new vice president for the remaining Sweeney VP term. **(Action Item)**
7. Public Comments
8. Board Member Comments
9. Adjourn – The next Regular Meeting is scheduled **for February 14, 2023, at 7:00 pm.**