

## 2024 RNVWD Agenda & Information Packets

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**DIRECTORS**  
Elizabeth Miles      Bob Whitehouse  
President              Director  
  
Ken Swenson        Patrick Sweeney  
Vice President       Director  
  
..... Steven Strickland  
Director



**STAFF**  
Dale Motiska              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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## **RURAL NORTH VACAVILLE WATER DISTRICT BOARD OF DIRECTORS MEETING**

**DATE:**            Tuesday, February 13, 2024  
**TIME:**            7:00 P.M.  
**PLACE:**          Vacaville Fire Protection District, Fire Station #67,  
4135 Cantelow Road, Vacaville, CA 95688  
(In-Person Only)

**“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.”**

### **AGENDA**

Anyone wishing to address the Board is asked to fill out a "Public Comment Card" prior to the start of the meeting, or during if necessary, and give it to the Board Clerk.

- 1. Call Meeting to Order**
- 2. Roll Call**
- 3. Approval of the Agenda**
- 4. Public Comment (Non-Agenda Items)**

Opportunity for the public to speak to the Board on any subject matter within the District's jurisdiction but not appearing on today's agenda. Speaker times are limited to three (3) minutes per person.

Please submit a Public Comment Card to the Board Clerk prior to the commencement of this Public Comment section. Only those who have submitted speaker cards or have expressed an interest to speak prior to the conclusion of the Public Comment section will be called upon to speak. 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.

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 called for by the Board President at the appropriate agenda



item when requested by a Public Comment Card.

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.

#### 5. 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. **(Action Item for all at one time)**.

- a) Consider for Approval of the Minutes of the Board of Directors Meeting of December 12, 2023
- b) Consider for Approval the November, December Financials.

#### 6. General Manager's Report (Verbal Update)

- a). Financial status of the District
- b). SID Contract
- c). Status of the Arsenic Filtration System
- d). April 1, 2024 county construction of new Cantelow bridge
- e). Coastland Hydrology Modeling Report
- f). English Hills LLC "reserved water right"

#### 7. Continuing Business

- 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 evaluation of the Hydrology Model capacity at each location. Water rights are For Sale in accordance with the District Fee Schedule. (Action Item)*

#### 8. New Business .

- a. Consider for approval the RNVWD Water Management/Strategic Plan **(Action Item)**
- b. Consider for discussion review of District water right financing. **(Discussion item)**
- c. Consider for approval presenting a 3 year, \$600 per year, Assessment to the District Members. \$959,400 would be raised. **(Action Item)**
- d. Consider for approval an engineering report to estimate the cost of emergency protection measures to the two water mains exposed in the English Creek at the base of the Cantelow landslide. **(Action Item)**

## **9. Adjourn**

The next Regular Meeting and Public Hearing is scheduled for April 9, 2024 at 7:00 pm at the Vacaville Fire Protection District, Fire Station #67, 4135 Cantelow Road, Vacaville, CA 95688.

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@mvwd.com](mailto:gm@mvwd.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.

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**Directors**

Patrick Sweeney, President  
Robert Whitehouse, Director  
Elizabeth Miles, Director  
Steven Strickland, Vice President  
Ken Swenson, Director

**Staff**

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

**BOARD OF DIRECTORS**  
**MEETING MINUTES**  
**DECEMBER 12, 2023 at 7:00 pm**

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

Roll Call: Present were Patrick Sweeney, President; Steven Strickland, Vice President; Elizabeth Miles, Director; Bob Whitehouse, Director; Ken Swenson, Director; Dale Motiska (GM); Brenda Kane, Billing Manager.

Absent: Nancy Veerkamp, Clerk/Admin

Public (speaking): Eileen Smith, Jim Miles

**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 VP Steven All present approved.

**Public Comments(Non Agenda Items):** Eileen Smith complimented and thanked GM, Dale, for all of his work on the surveys, testing, coordinating, and presenting to the LAFCO meeting that was held December 11th with the Solano County Board and LAFCO.

Jim Miles: Is it an action item for hookup's? Were we talking about raising revenues? President: Yes to all. How is that going to effect the 533 hookups that the district is designed for? President: We are awaiting the hydrology report.

**5. Consent Items:**

a) Consider for Approval the Meeting Minutes of Board of Directors Meeting October 10, 2023,



additional connections. Such connections may be for new parcels that will be created by subdivision within the RNVWD or for Outside Parcels that will be annexed into the District. **B. Connections in Expanded System.** All new connections resulting from an expansion of the water distribution system shall be Developed Connections or Supplemental Connections. **(Action Item)** Discussion. Under **A Limit of Operation** cross out the last sentence "or for Outside Parcels that will be annexed into the Supplemental Connections" Under **B. Connections in Expanded System** cross out "or Supplemental connections" Keep in "the system shall not be expanded to accommodate new Supplemental Connections. In summary B remains the same that it currently is. VP Steven moved to approve the **Expansion of the Water System** changes per the amendments above. Seconded by Director Elizabeth.

Vote: Ayes: Patrick, Steven, Elizabeth, Ken; Noes: Bob

The District may or may not provide financing for the purchase of these water rights subject to the direction of the Board of Directors. **(Action Item)** VP Steven made a motion to approve this change. Director Swenson seconded the motion.

Vote: Ayes: Patrick and Steven, Noes: Ken , Bob and Elizabeth

e) Consider for Approval the election of a Board President for a two-year term effective 1/1/2024 per current RNVWD By-Laws (Current President completed Chris Calvert's term). **(Action Item)** VP Steven nominated Elizabeth Miles for President. Seconded by Director Bob. Discussion: Elizabeth said she would if Ken was the VP.

Vote: All approved.

f) Consider for Approval the election of a Board Vice-President for a two-year term effective 1/1/2024 per current RNVWD By-Laws. (Current Vice-President completed Patrick Sweeney's term). **(Action Item)** VP Steven nominated Ken Swenson for Vice President. Seconded by Director Bob.

Vote: All approved.

g) Consider for discussion the RNVWD Water Management/Strategic Plan **(Discussion Item)** Working on goals for the plan.

Bob attended the California 4 Ever Water plan and discussion was how water rates in California are going to double.

## 9. Adjourn

The meeting was adjourned at 9:00 pm by President Patrick Sweeney.

The next **Regular Meeting is scheduled for February 13, 2023, at 7:00 pm the Vacaville Fire Protection District, Fire Station #67, 4135 Cantelow Road, Vacaville, CA 95688.**

considering installing a valve so that people will still have water and it can be closed and opened at the end of each day of repairs.

h) Survey- 34% returned the survey. 20-23 parcels want to add ADU's to their property in the future. Director Elizabeth: How often do we do an emergency test to where we shut the system down and use generators. GM: SID checks our generators once a month.

i) Water Right Definition to LAFCO- See letter in Agenda Package

j) Coastland Hydrology Modeling Report- on going.

k) Hydrant Test Report- 7 hydrants were tested and passed. Flow and pressure tested for 20 minutes.

7. **Continuing Business-** Where are we at with the meter exchanges? GM: There are a total of 22 with 7 replaced last month. Keep on the agenda until this item closes out. RG West contract status? GM: contract ends 12/31/23.

#### 8. **New Business-** Public Comments: None

a) Consider for approval the revised RNVWD Schedule of Fees Exhibit E of the Rules and Regulations. (**Action Item**). Discussion. Director Whitehouse made a motion to approve the Schedule with the following amendments: Change water right cost to \$50,000, removing the word GM as all money goes to RNVWD, Correct misspelling of Disinfection, Increase Water Usage for Flushing and Disinfection to \$15.00 and increase Water Meter cost to \$400.00. VP Steven seconded the motion. Discussion: This item will be reviewed in May.

Vote: All Approved.

b) Consider for approval Revision of the Rules and Regulations **Section 13 c. Additional Meters**. RNVWD will only set a maximum of two (2) meters per parcel. (**Action Item**). Discussion. President Strickland made a motion to set a maximum of two (2) meters per parcel. Director Ken seconded the motion.

Vote: Ayes: Patrick, Steven, Elizabeth, Ken; Noes: Bob

c) Consider for approval Revision of the Rules and Regulations **Section 18. FOR SALE CONNECTIONS**. The District has allocated 42 new water rights for a total of 575. These Connections are available for Secondary Dwelling Units (SDU), Additional Dwelling Units (ADU) and other approved lot splits and development subject to District Engineer evaluation of the Hydrology Model capacity at each location. Water rights are For Sale in accordance with the District Fee Schedule. Director Miles asked to Table this item. Matter tabled.

d) Consider for approval Revision of the Rules and Regulations **Section 3 EXPANSION OF THE WATER SYSTEM A. Limit of Operation**. After December 12, 2023, the RNVWD may authorize expansions to the water distribution system to serve



- b) Consider for Approval September and October Financials.
- c) Consider for Approval the F/Y 2022-23 Final Audit **(Action Item for all at one time)**.

Director Bob made a motion to approve the Meeting Minutes, the Financials and the Final Audit.  
Director Elizabeth seconded the motion.  
Approved by all present.

#### **6. General Managers Verbal Informational Report- Public comments: None**

- a) FEMA Update- working with FEMA to fund the \$50,000 of repairs that has already been paid out. It is slow but moving forward. We are not doing anything about the exposed pipe by the Cantelow bridge- it is not covered by FEMA as the pipe was not damaged by the storms.
- b) Financial status of the District- checking varies from \$117,000 to \$130,000. The district is currently breaking even. There is \$142,000 in Reserves. Need \$80,000 more for repairs. Pictures of two leaks recent were shown. We are in trouble and may need to make ask for more increases. Eileen suggested possibly having a Special Assessment. The loan for the arsenic has an \$80,000 payment due in February. The \$25.00 increase for the Arsenic removal has been going in the General Fund. Director Ken: On the vendor balance sheet we are running negative on some of the accounts. GM: It's time to get the money. There are a lot of late customers and Brenda is working on that. Customers late charges can be put on the tax roll (note: there is a specific process for this particular action). Director Elizabeth this would be the time to start sending notices using our attorney.
- c) SID Contract- Hope to lower it a bit because SID and RNVWD have the same insurance. SID is looking over the recent contract version. Cary Keaton is working on it and the district should hear within the week. We will sign the 2023 & 2024 at the same time.
- d) LAFCO Meeting- Went really well. Option 2 was approved. 19 parcels were added two were not (English Hills LLC). Most parcels added were remnant parcels filling in the holes of the Sphere of Influence. LAFCO liked the Hydraulic Report, Strategic Plan and Survey. There was a 34% response for the survey from members of the District and 14-20% response from those not in the District. The modeling report should be completed the first week of January.
- e) Recent water repairs to our main line at the Cantelow slide- \$26,000 for the 2 recent repairs. This is at the bottom of the Cantelow slide. The county doesn't want or doesn't have the money to fix the slide area. It is about a \$288,000 fix. We need to request in writing to the County the status of repairs to the slide area for our records. The engineering report for a potential repair would be around \$200,000-300,000.
- f) Status of the Arsenic Filtration System- Well 2 is up and running. The system has been tested and the billing will be going down now to \$4,000/mo. Possibly lower later.
- g) April 1, 2024 county construction of new Cantelow bridge- New bridge construction will be between Station 3 & 4. Starting April of 2024 and will take a few months to complete. RNVWD is

Minutes submitted by Nancy Veerkamp, Clerk of the Board from Notes taken by Eileen Smith & Elizabeth Miles.

Minutes approved by Patrick Sweeney, President

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Signed

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Date

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**RNVWD - Operating Fund**  
**Balance Sheet**  
As of November 30, 2023

	Nov 30, 23
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
160.020 · Cash WFB Checking #3799	120,815
160.025 · Cash PayPal Account	680
160.029 · Cash in Treasury - Fund 164	145,934
<b>Total Checking/Savings</b>	267,429
<b>Accounts Receivable</b>	
11010 · Water Right Inst. Payments Due	2,554
11000 · Hydrant Water Customer AR	(4,500)
<b>Total Accounts Receivable</b>	(1,946)
<b>Other Current Assets</b>	
160.110 · Water Svc Accounts Rec.	110,175
160.139 · Accrued Interest Receivable	14,237
<b>Total Other Current Assets</b>	124,412
<b>Total Current Assets</b>	389,896
<b>Fixed Assets</b>	
160.310 · Construction in Progress	1,912,248
160.315 · Infrastructure	13,001,460
160.340 · Equipment	406,104
160.370 · Allowance For Depreciation	(8,943,535)
<b>Total Fixed Assets</b>	6,376,277
<b>Other Assets</b>	
160.243 · LT Receivable - Forfang	38,000
164.242 · LT Receivable - Fade	38,000
164.241 · LT Receivable - Sondrol	36,586
164.240 · LT Receivable - Mojas	36,585
164.239 · LT Receivable - Martin	36,586
164.238 · LT Receivable - DelCampo	134,790
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	35,399
164.233 · LT Receivable - Pitcavage	30,197
<b>Total Other Assets</b>	985,447
<b>TOTAL ASSETS</b>	<b>7,751,620</b>
<b>LIABILITIES &amp; EQUITY</b>	

**RNVWD - Operating Fund**  
**Balance Sheet**  
As of November 30, 2023

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	<u>Nov 30, 23</u>
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
160.500 · Deposit Payables	23,614
<b>Total Accounts Payable</b>	<u>23,614</u>
Credit Cards	
160.601 · Wells Fargo Visa Card-New	(1,441)
<b>Total Credit Cards</b>	<u>(1,441)</u>
Other Current Liabilities	
160.510 · Accounts Payable	106,564
<b>Total Other Current Liabilities</b>	<u>106,564</u>
<b>Total Current Liabilities</b>	128,737
<b>Long Term Liabilities</b>	
164.600 · Loan Payable	1,143,276
<b>Total Long Term Liabilities</b>	<u>1,143,276</u>
<b>Total Liabilities</b>	1,272,013
<b>Equity</b>	
160.740 · Fund Balance Available	682,819
160.749 · County Reserve Funds	245,934
160.770 · Investment in Fixed Assets	5,176,276
32000 · Retained Earnings	568,237
Net Income	(193,659)
<b>Total Equity</b>	<u>6,479,607</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>7,751,620</u></u>



**RNVWD - Operating Fund**  
**Profit & Loss Budget Performance**  
 November 2023

	Nov 23	Budget	\$ Over B...	Jul - Nov ...	YTD Bud...	\$ Over B...	Annual B...
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
60.9000 · Revenues	30,784	30,785	(1)	153,174	153,925	(751)	369,421
60.9005 · Base Fee	8,892	8,892	0	36,936	44,460	(7,524)	106,704
60.9010 · Supplemental Fees	9,321	9,709	(388)	52,496	48,545	3,951	116,507
60.9015 · Tier 1	2,106	3,333	(1,227)	21,288	16,667	4,622	40,000
60.9020 · Tier 2	1,710	2,333	(623)	22,917	11,667	11,250	28,000
60.9025 · Tier 3	32,448	32,470	(22)	134,929	162,350	(27,422)	389,640
60.9027 · Capital Recovery Charge	540	583	(43)	2,755	2,917	(161)	7,000
60.9030 · Hydrant Water Usage	0	0	0	0	29,012	(29,012)	77,112
60.9065 · Water Rights	471	667	(196)	2,762	3,333	(571)	8,000
60.9075 · Admin Fees, Late Fees	0	2,496	(2,496)	20,782	12,480	8,301	29,953
60.9080 · Interest Income							
<b>Total 60.9000 · Revenues</b>	<b>86,272</b>	<b>91,269</b>	<b>(4,997)</b>	<b>448,039</b>	<b>485,356</b>	<b>(37,316)</b>	<b>1,172,337</b>
<b>Total Income</b>	<b>86,272</b>	<b>91,269</b>	<b>(4,997)</b>	<b>448,039</b>	<b>485,356</b>	<b>(37,316)</b>	<b>1,172,337</b>
<b>Expense</b>							
60.2000 · Operating Expenses							
60.2005 · General Manager	7,500	7,500	0	35,243	37,500	(2,257)	90,000
60.2006 · Recruiter / Transition	3,000	3,000	0	17,800	15,000	2,800	20,000
60.2010 · Administration & Board Clerk	1,376	660	716	5,704	3,300	2,404	7,920
60.2015 · Billing Manager	3,700	3,667	33	20,639	18,333	2,306	44,000
60.2020 · Meter Reading	1,202	1,167	35	4,808	5,835	(1,027)	14,004
60.2025 · Backflow Testing	11,693	0	11,693	31,943	19,000	12,943	19,000
60.2028 · Plant & Facilities Operations	10,581	12,500	(1,919)	100,401	62,500	37,901	150,000
60.2033 · Weed Abatement	0	230	(230)	0	1,152	(1,152)	2,765
60.2035 · Legal	0	1,000	(1,000)	4,999	5,000	(1)	12,000
60.2040 · Engineering	539	1,250	(711)	2,805	6,250	(3,445)	15,000
60.2045 · Audit	2,350	3,832	(1,482)	11,500	11,332	168	12,332
60.2050 · Accountant CPA	1,150	1,167	(17)	5,700	5,833	(133)	14,000
60.2065 · USA Marking	800	500	300	1,960	2,500	(540)	6,000
60.2070 · Webmaster	493	833	(340)	3,830	4,167	(337)	10,000
60.2075 · Office Supplies	275	188	87	1,874	938	936	2,250
60.2090 · Postage & PO Box Rental	773	333	440	3,911	1,667	2,244	4,000
60.2105 · Ins. Gen. Liab., Prop., & Bond	0	0	0	6,491	5,500	991	5,500
60.2115 · Electricity, PGE	8,812	5,805	3,007	51,793	36,715	15,078	73,000
60.2125 · Office Equipment	596	208	387	1,229	1,042	187	2,500



**RNVWD - Operating Fund**  
**Profit & Loss Budget Performance**  
 November 2023

	Nov 23	Budget	\$ Over B...	Jul - Nov ...	YTD Bud...	\$ Over B...	Annual B...
60.2130 · Bank & Bankcard Fees	503	375	128	1,788	1,875	(87)	4,500
60.2135 · Interest on Loan	0	0	0	10,887	81,963	(71,077)	171,254
60.2145 · Phone Service	99	68	31	491	338	153	812
60.2150 · Tank Access Rd. Maint. & Gate	0	2,917	(2,917)	17,647	14,583	3,064	35,000
60.2160 · CORE SW Lic., Data Stg, Trng.	1,050	400	650	2,209	2,400	(191)	4,000
60.2175 · Publications & Legal Notices	0	42	(42)	0	208	(208)	500
60.2185 · Trade Memberships & Training	601	0	601	1,187	8,200	(7,013)	9,500
60.2190 · Licenses, Permits & Fees	0	417	(417)	700	2,083	(1,383)	5,000
60.2200 · ITRON Mobile Reader SW & Warr.	0	208	(208)	2,780	1,042	1,738	2,500
60.2205 · Fees & Administration	0	167	(167)	600	833	(233)	2,000
60.2208 · Underground Leak Repairs	975	11,667	(10,692)	59,744	58,333	1,411	140,000
60.2210 · Routine Maintenance & Minor Rep	11,236	6,250	4,986	48,419	31,250	17,169	75,000
60.2235 · Contingency	0	1,250	(1,250)	450	6,250	(5,800)	15,000
60.2410 · Arsenic	12,758	10,417	2,341	161,067	52,083	108,984	125,000
60.2430 · Meter/ERT Replacement AMI	0	417	(417)	1,137	2,083	(947)	5,000
60.2455 · Engineer Cantelow Slide	0	417	(417)	1,250	2,083	(834)	5,000
60.2460 · FEMA	0	333	(333)	455	1,667	(1,212)	4,000
60.2465 · Cantelow Repair Pipe - Exposed	0	2,500	(2,500)	6,490	12,500	(6,010)	30,000
60.2470 · Model Dist Operating Sys	10,220	2,250	7,970	10,955	11,250	(295)	27,000
60.2475 · Survey Dist Properties	0	167	(167)	816	833	(18)	2,000
60.2480 · Funding for Reserves	0	417	(417)	0	2,083	(2,083)	5,000
<b>Total 60.2000 · Operating Expenses</b>	<b>92,279</b>	<b>84,516</b>	<b>7,762</b>	<b>641,699</b>	<b>537,506</b>	<b>104,192</b>	<b>1,172,337</b>
<b>Total Expense</b>	<b>92,279</b>	<b>84,516</b>	<b>7,762</b>	<b>641,699</b>	<b>537,506</b>	<b>104,192</b>	<b>1,172,337</b>
<b>Net Ordinary Income</b>	<b>(6,007)</b>	<b>6,752</b>	<b>(12,759)</b>	<b>(193,659)</b>	<b>(52,151)</b>	<b>(141,508)</b>	<b>(0)</b>
<b>Net Income</b>	<b>(6,007)</b>	<b>6,752</b>	<b>(12,759)</b>	<b>(193,659)</b>	<b>(52,151)</b>	<b>(141,508)</b>	<b>(0)</b>

RNVWD - Operating Fund  
Check Register  
November 2023

10:12 AM  
12/23/23  
Accrual Basis

Type	Date	Num	Name	Memo	Account	Clr	Split	Debit	Credit
Check	11/01/2023			Service Charge	160.025 Cash PayPal Account	X	60.2130 Bank & Bankcard Fees	106.23	106.23
Check	11/01/2023			Service Charge	60.2130 Bank & Bankcard Fees	X	160.025 Cash PayPal Account		2,536.31
Check	11/01/2023		PG & E		160.020 Cash WFB Checking #3799	X	60.2115 Electricity, PGE	2,536.31	
Check	11/01/2023	2964	RG West Builders, Inc	625	160.020 Cash WFB Checking #3799	X	60.2006 Recruiter / Transition	3,000.00	
Check	11/01/2023	2964	RG West Builders, Inc	625	160.020 Cash WFB Checking #3799	X	60.2006 Recruiter / Transition	3,000.00	
Check	11/01/2023	2965	Buxup Corporation	8986	160.020 Cash WFB Checking #3799	X	-SPLIT-	7,500.00	
Check	11/01/2023	2965	Buxup Corporation	8986	60.2005 General Manager	X	160.020 Cash WFB Checking #3799	274.62	
Check	11/01/2023	2965	Buxup Corporation	8986	60.2075 Office Supplies	X	160.020 Cash WFB Checking #3799	273.00	
Check	11/01/2023	2965	Buxup Corporation	8986	60.2090 Postage & PO Box Rental	X	160.020 Cash WFB Checking #3799	4,295.50	
Check	11/01/2023	2966	BK Bookkeeping Inc	6295	160.020 Cash WFB Checking #3799	X	-SPLIT-	493.00	
Check	11/01/2023	2966	BK Bookkeeping Inc	6295	60.2015 Billing Manager	X	160.020 Cash WFB Checking #3799	493.00	
Check	11/01/2023	2963	Randall Larson Mayn	monthly servc	60.2125 Office Equipment	X	160.020 Cash WFB Checking #3799	1,562.69	
Check	11/01/2023	2963	Randall Larson Mayn	monthly servc	60.2070 Webmaster	X	160.020 Cash WFB Checking #3799	500.00	
Check	11/02/2023		Wells Fargo		160.020 Cash WFB Checking #3799	X	160.001 Wells Fargo Visa Card-New	1,375.83	
Check	11/03/2023		Wells Fargo		160.020 Cash WFB Checking #3799	X	160.020 Cash WFB Checking #3799	1,202.00	
Check	11/03/2023		Postalia		160.020 Cash WFB Checking #3799	X	60.2090 Postage & PO Box Rental	1,500.00	
Check	11/03/2023		Postalia		160.020 Cash WFB Checking #3799	X	60.2090 Postage & PO Box Rental	500.00	
Check	11/04/2023	2967	Nancy Veerkamp	RNVWS-923	160.020 Cash WFB Checking #3799	X	60.2010 Administration & Board Clerk	1,375.83	
Check	11/04/2023	2967	Nancy Veerkamp	RNVWS-923	160.020 Cash WFB Checking #3799	X	60.2020 Meter Reading	1,202.00	
Check	11/04/2023	2968	Triles Backflow Svc Inc	14768	160.020 Cash WFB Checking #3799	X	160.020 Cash WFB Checking #3799	1,500.00	
Check	11/04/2023	2968	Triles Backflow Svc Inc	14768	160.020 Cash WFB Checking #3799	X	160.020 Cash WFB Checking #3799	1,500.00	
Check	11/08/2023	2970	Shaw & Associates	14768	160.020 Cash WFB Checking #3799	X	-SPLIT-	2,354.39	
Check	11/08/2023	2970	Shaw & Associates	14768	60.2045 Audit	X	160.020 Cash WFB Checking #3799	350.00	
Check	11/08/2023	2970	Shaw & Associates	14768	60.2045 Audit	X	160.020 Cash WFB Checking #3799	1,150.00	
Check	11/08/2023	2969	National Fire System	Hydrant report	160.020 Cash WFB Checking #3799	X	60.2470 Model Dist Operating Sys	1,805.00	
Check	11/08/2023	2969	National Fire System	Hydrant report	160.020 Cash WFB Checking #3799	X	60.2470 Model Dist Operating Sys	1,805.00	
Check	11/08/2023	2971	Fetcher & Company	2565	160.020 Cash WFB Checking #3799	X	60.2045 Audit	2,000.00	
Check	11/08/2023	2971	Fetcher & Company	2565	60.2045 Audit	X	160.020 Cash WFB Checking #3799	2,000.00	
Check	11/09/2023	2973	Solano Irrigation Dist	0041066	160.020 Cash WFB Checking #3799	X	-SPLIT-	2,354.39	
Check	11/09/2023	2973	Solano Irrigation Dist	0041066	60.2210 Routine Maintenance & Minor Rep	X	160.020 Cash WFB Checking #3799	10,580.63	
Check	11/09/2023	2973	Solano Irrigation Dist	0041066	60.2028 Plant & Facilities Operations	X	160.020 Cash WFB Checking #3799	800.14	
Check	11/09/2023	2973	Solano Irrigation Dist	0041066	60.2095 USA Marking	X	160.020 Cash WFB Checking #3799	538.70	
Check	11/09/2023	2973	Solano Irrigation Dist	0041066	60.2040 Engineering	X	160.020 Cash WFB Checking #3799	0.00	
Check	11/09/2023	2973	Solano Irrigation Dist	0041066	60.2150 Tank Access Rd Maint & Gate	X	160.020 Cash WFB Checking #3799	974.84	
Check	11/09/2023	2973	Solano Irrigation Dist	0041066	60.2208 Underground Leak Repairs	X	160.020 Cash WFB Checking #3799	12,757.59	
Check	11/09/2023	2973	Solano Irrigation Dist	0041066	60.2410 Anemic	X	160.020 Cash WFB Checking #3799	1,007.73	
Check	11/09/2023	2973	Solano Irrigation Dist	0041066	160.500 Deposit Payables	X	160.020 Cash WFB Checking #3799	259.06	
Check	11/09/2023	2973	Solano Irrigation Dist	0041066	60.2210 Routine Maintenance & Minor Rep	X	160.020 Cash WFB Checking #3799	601.00	
Check	11/09/2023	2974	California Rural Water	CRWA MEM	160.020 Cash WFB Checking #3799	X	60.2185 Trade Memberships & Training	1,050.00	
Check	11/09/2023	2974	California Rural Water	CRWA MEM	160.020 Cash WFB Checking #3799	X	60.2185 Trade Memberships & Training	83.93	
Check	11/09/2023	2975	CORE Software	13401	160.020 Cash WFB Checking #3799	X	60.2160 CORE SW Lic. Data Stg. Trng	85.80	
Check	11/09/2023	2975	CORE Software	13401	160.020 Cash WFB Checking #3799	X	60.2160 CORE SW Lic. Data Stg. Trng	87.13	
Check	11/10/2023		Bankcard Discount Fee	Bankcard Fee	160.020 Cash WFB Checking #3799	X	60.2130 Bank & Bankcard Fees	20,304.86	
Check	11/10/2023		Bankcard Discount Fee	Bankcard Fee	60.2130 Bank & Bankcard Fees	X	160.020 Cash WFB Checking #3799	11,692.50	
Check	11/10/2023		Bankcard Discount Fee	Bankcard Fee	160.020 Cash WFB Checking #3799	X	60.2130 Bank & Bankcard Fees	8,612.16	
Check	11/10/2023		Bankcard Discount Fee	Bankcard Fee	60.2130 Bank & Bankcard Fees	X	160.020 Cash WFB Checking #3799	41.04	
Check	11/10/2023	2976	Triles Backflow Svc Inc	14654 second	160.020 Cash WFB Checking #3799	X	-SPLIT-	41.04	
Check	11/10/2023	2976	Triles Backflow Svc Inc	14654 second	60.2210 Routine Maintenance & Minor Rep	X	160.020 Cash WFB Checking #3799	41.04	
Check	11/10/2023	2976	Triles Backflow Svc Inc	14654 second	160.020 Cash WFB Checking #3799	X	60.2130 Bank & Bankcard Fees	41.04	
Check	11/13/2023		Client Analysis Servi	Client Analysis Servi	60.2130 Bank & Bankcard Fees	X	160.020 Cash WFB Checking #3799	41.04	

RNWWD - Operating Fund  
Check Register  
November 2023

10:12 AM  
12/23/23  
Accrual Basis

Type	Date	Num	Name	Memo	Account	Clr	Split	Debit	Credit
Check	11/15/2023		PG & E		160.020 Cash WFB Checking #3799	X	60.2115 Electricity, PGE		435.65
Check	11/15/2023		PG & E		60.2115 Electricity, PGE		160.020 Cash WFB Checking #3799	435.65	
Check	11/21/2023	2977	Coastland	57658	160.020 Cash WFB Checking #3799	X	60.2470 Model Dist Operating Sys		6,715.00
Check	11/21/2023	2977	Coastland	57658	60.2470 Model Dist Operating Sys		160.020 Cash WFB Checking #3799	6,715.00	
Check	11/21/2023	2978	Neal Larry	hydrant refund	160.020 Cash WFB Checking #3799	X	-SPLIT-		1,295.00
Check	11/21/2023	2978	Neal Larry	hydrant refund	11000 - Hydrant Water Customer AR		160.020 Cash WFB Checking #3799	1,500.00	
Check	11/21/2023	2978	Neal Larry	hydrant refund	60.8030 Hydrant Water Usage		160.020 Cash WFB Checking #3799	205.00	
Check	11/22/2023		PG & E	Deposit item k	160.020 Cash WFB Checking #3799	X	60.9075 Admin Fees, Late Fees	98.00	
Check	11/22/2023		PG & E	Deposit item k	60.9075 Admin Fees, Late Fees		160.020 Cash WFB Checking #3799	98.00	
Check	11/22/2023		PG & E		160.020 Cash WFB Checking #3799	X	60.2115 Electricity, PGE	175.41	
Check	11/22/2023		PG & E		60.2115 Electricity, PGE		160.020 Cash WFB Checking #3799	175.41	
Check	11/27/2023	2979	Black Creek Constru...	hydrant usag	160.020 Cash WFB Checking #3799		160.020 Cash WFB Checking #3799	1,500.00	
Check	11/27/2023	2979	Black Creek Constru...	hydrant usag	11000 - Hydrant Water Customer AR		160.020 Cash WFB Checking #3799	334.90	
Check	11/27/2023	2979	Black Creek Constru...	Meter usage	60.9030 Hydrant Water Usage		160.020 Cash WFB Checking #3799	256.02	
Check	11/28/2023		PG & E		160.020 Cash WFB Checking #3799	X	60.2115 Electricity, PGE	256.02	
Check	11/28/2023		PG & E		60.2115 Electricity, PGE		160.020 Cash WFB Checking #3799	3,756.97	
Check	11/29/2023		PG & E		160.020 Cash WFB Checking #3799	X	60.2115 Electricity, PGE	3,756.97	
Check	11/29/2023		PG & E		60.2115 Electricity, PGE		160.020 Cash WFB Checking #3799	1,651.28	
Check	11/09/2023		PG & E	Service Charge	160.020 Cash WFB Checking #3799	X	60.2115 Electricity, PGE	1,651.28	
Check	11/09/2023		PG & E	Service Charge	160.025 Cash PayPal Account	X	60.2130 Bank & Bankcard Fees	98.95	
Check	11/09/2023		PG & E	Service Charge	60.2130 Bank & Bankcard Fees		160.025 Cash PayPal Account	98.95	
								<b>97,849.42</b>	<b>97,849.42</b>

Nov 23

**RNVWD - Operating Fund**  
**Balance Sheet**  
As of December 31, 2023

	Dec 31, 23
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
160.020 · Cash WFB Checking #3799	118,468
160.025 · Cash PayPal Account	498
160.029 · Cash in Treasury - Fund 164	145,934
<b>Total Checking/Savings</b>	264,901
<b>Accounts Receivable</b>	
11010 · Water Right Inst. Payments Due	2,554
11000 · Hydrant Water Customer AR	(3,000)
<b>Total Accounts Receivable</b>	(446)
<b>Other Current Assets</b>	
160.110 · Water Svc Accounts Rec.	106,517
160.139 · Accrued Interest Receivable	14,237
<b>Total Other Current Assets</b>	120,754
<b>Total Current Assets</b>	385,209
<b>Fixed Assets</b>	
160.310 · Construction in Progress	1,912,248
160.315 · Infrastructure	13,001,460
160.340 · Equipment	406,104
160.370 · Allowance For Depreciation	(8,983,491)
<b>Total Fixed Assets</b>	6,336,322
<b>Other Assets</b>	
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	36,586
164.238 · LT Receivable - DelCampo	134,790
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	35,399
164.233 · LT Receivable - Pitcavage	30,197
<b>Total Other Assets</b>	984,033
<b>TOTAL ASSETS</b>	<b>7,705,564</b>
<b>LIABILITIES &amp; EQUITY</b>	



**RNVWD - Operating Fund**  
**Balance Sheet**  
As of December 31, 2023

	<u>Dec 31, 23</u>
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
160.500 · Deposit Payables	23,010
<b>Total Accounts Payable</b>	<b>23,010</b>
<b>Credit Cards</b>	
160.601 · Wells Fargo Visa Card-New	99
<b>Total Credit Cards</b>	<b>99</b>
<b>Other Current Liabilities</b>	
160.510 · Accounts Payable	106,564
160.550 · Deposits Clearing Account	6
<b>Total Other Current Liabilities</b>	<b>106,570</b>
<b>Total Current Liabilities</b>	<b>129,678</b>
<b>Long Term Liabilities</b>	
164.600 · Loan Payable	1,143,276
<b>Total Long Term Liabilities</b>	<b>1,143,276</b>
<b>Total Liabilities</b>	<b>1,272,954</b>
<b>Equity</b>	
160.740 · Fund Balance Available	682,819
160.749 · County Reserve Funds	245,934
160.770 · Investment in Fixed Assets	5,136,321
32000 · Retained Earnings	568,237
Net Income	(200,701)
<b>Total Equity</b>	<b>6,432,609</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>7,705,564</b>



**RNVWD - Operating Fund**  
**Balance Sheet**  
As of November 30, 2023

	Nov 30, 23
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
160.020 · Cash WFB Checking #3799	120,815
160.025 · Cash PayPal Account	680
160.029 · Cash in Treasury - Fund 164	145,934
<b>Total Checking/Savings</b>	267,429
<b>Accounts Receivable</b>	
11010 · Water Right Inst. Payments Due	2,554
11000 · Hydrant Water Customer AR	(4,500)
<b>Total Accounts Receivable</b>	(1,946)
<b>Other Current Assets</b>	
160.110 · Water Svc Accounts Rec.	110,175
160.139 · Accrued Interest Receivable	14,237
<b>Total Other Current Assets</b>	124,412
<b>Total Current Assets</b>	389,896
<b>Fixed Assets</b>	
160.310 · Construction in Progress	1,912,248
160.315 · Infrastructure	13,001,460
160.340 · Equipment	406,104
160.370 · Allowance For Depreciation	(8,943,535)
<b>Total Fixed Assets</b>	6,376,277
<b>Other Assets</b>	
160.243 · LT Receivable - Forfang	38,000
164.242 · LT Receivable - Fade	38,000
164.241 · LT Receivable - Sondrol	36,586
164.240 · LT Receivable - Mojas	36,585
164.239 · LT Receivable - Martin	36,586
164.238 · LT Receivable - DelCampo	134,790
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	35,399
164.233 · LT Receivable - Pitcavage	30,197
<b>Total Other Assets</b>	985,447
<b>TOTAL ASSETS</b>	<b>7,751,620</b>
<b>LIABILITIES &amp; EQUITY</b>	

**RNVWD - Operating Fund**  
**Profit & Loss Budget Performance**  
 December 2023

	Dec 23	Budget	\$ Over B...	Jul - Dec 23	YTD Bud...	\$ Over B...	Annual B...
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
60.9000 - Revenues							
60.9005 - Base Fee	30,632	30,785	(153)	183,806	184,710	(904)	369,421
60.9010 - Supplemental Fees	8,892	8,892	0	45,828	53,352	(7,524)	106,704
60.9015 - Tier 1	7,863	9,709	(1,846)	60,359	58,254	2,105	116,507
60.9020 - Tier 2	1,203	3,333	(2,130)	22,491	20,000	2,491	40,000
60.9025 - Tier 3	24	2,333	(2,309)	22,941	14,000	8,941	28,000
60.9027 - Capital Recovery Charge	32,374	32,470	(96)	167,303	194,820	(27,518)	389,640
60.9030 - Hydrant Water Usage	450	583	(133)	3,205	3,500	(295)	7,000
60.9065 - Water Rights	0	1,400	(1,400)	0	30,412	(30,412)	77,112
60.9075 - Admin Fees, Late Fees	806	667	139	3,568	4,000	(432)	8,000
60.9080 - Interest Income	1,140	2,496	(1,356)	21,922	14,976	6,945	29,953
<b>Total 60.9000 - Revenues</b>	<b>83,384</b>	<b>92,669</b>	<b>(9,285)</b>	<b>531,423</b>	<b>578,024</b>	<b>(46,601)</b>	<b>1,172,337</b>
<b>Total Income</b>	<b>83,384</b>	<b>92,669</b>	<b>(9,285)</b>	<b>531,423</b>	<b>578,024</b>	<b>(46,601)</b>	<b>1,172,337</b>
<b>Expense</b>							
60.2000 - Operating Expenses							
60.2005 - General Manager	7,350	7,500	(150)	42,593	45,000	(2,407)	90,000
60.2006 - Recruiter / Transition	3,000	3,000	0	20,800	18,000	2,800	20,000
60.2010 - Administration & Board Clerk	276	660	(384)	5,980	3,960	2,020	7,920
60.2015 - Billing Manager	3,700	3,667	33	24,339	22,000	2,339	44,000
60.2020 - Meter Reading	2,404	1,167	1,237	7,212	7,002	210	14,004
60.2025 - Backflow Testing	0	0	0	31,943	19,000	12,943	19,000
60.2028 - Plant & Facilities Operations	15,469	12,500	2,969	115,870	75,000	40,870	150,000
60.2033 - Weed Abatement	0	230	(230)	0	1,383	(1,383)	2,765
60.2035 - Legal	2,703	1,000	1,703	7,701	6,000	1,701	12,000
60.2040 - Engineering	836	1,250	(414)	3,641	7,500	(3,859)	15,000
60.2045 - Audit	0	0	0	11,500	11,332	168	12,332
60.2050 - Accountant CPA	0	1,167	(1,167)	5,700	7,000	(1,300)	14,000
60.2065 - USA Marking	160	500	(340)	2,120	3,000	(880)	6,000
60.2070 - Webmaster	1,213	833	380	5,043	5,000	43	10,000
60.2075 - Office Supplies	30	188	(157)	1,904	1,125	779	2,250
60.2090 - Postage & PO Box Rental	0	333	(333)	3,911	2,000	1,911	4,000
60.2105 - Ins. Gen. Liab., Prop., & Bond	2,138	0	2,138	8,629	5,500	3,129	5,500
60.2115 - Electricity, PGE	4,221	5,782	(1,561)	56,014	42,497	13,517	73,000
60.2125 - Office Equipment	208	208	0	1,437	1,250	187	2,500

**RNVWD - Operating Fund**  
**Profit & Loss Budget Performance**  
 December 2023

	Dec 23	Budget	\$ Over B...	Jul - Dec 23	YTD Bud...	\$ Over B...	Annual B...
60.2130 · Bank & Bankcard Fees	650	375	275	2,438	2,250	188	4,500
60.2135 · Interest on Loan	0	0	0	10,887	81,963	(71,077)	171,254
60.2145 · Phone Service	99	68	31	590	406	184	812
60.2150 · Tank Access Rd. Maint. & Gate	0	2,917	(2,917)	17,647	17,500	147	35,000
60.2160 · CORE SW Lic., Data Stg, Trng.	0	0	0	2,209	2,400	(191)	4,000
60.2175 · Publications & Legal Notices	0	42	(42)	0	250	(250)	500
60.2185 · Trade Memberships & Training	3,391	0	3,391	4,578	8,200	(3,622)	9,500
60.2190 · Licenses, Permits & Fees	0	417	(417)	700	2,500	(1,800)	5,000
60.2200 · ITRON Mobile Reader SW & Warr.	0	208	(208)	2,780	1,250	1,530	2,500
60.2205 · Fees & Administration	0	167	(167)	600	1,000	(400)	2,000
60.2208 · Underground Leak Repairs	17,323	11,667	5,656	77,067	70,000	7,067	140,000
60.2210 · Routine Maintenance & Minor Rep	9,326	6,250	3,076	57,745	37,500	20,245	75,000
60.2235 · Contingency	0	1,250	(1,250)	450	7,500	(7,050)	15,000
60.2410 · Arsenic	4,969	10,417	(5,447)	166,036	62,500	103,536	125,000
60.2430 · Meter/ERT Replacement AMI	483	417	66	1,619	2,500	(881)	5,000
60.2455 · Engineer Cantelow Slide	1,200	417	783	2,450	2,500	(50)	5,000
60.2460 · FEMA	15	333	(318)	470	2,000	(1,530)	4,000
60.2465 · Cantelow Repair Pipe - Exposed	0	2,500	(2,500)	6,490	15,000	(8,510)	30,000
60.2470 · Model Dist Operating Sys	8,975	2,250	6,725	19,930	13,500	6,430	27,000
60.2475 · Survey Dist Properties	287	167	120	1,102	1,000	102	2,000
60.2480 · Funding for Reserves	0	417	(417)	0	2,500	(2,500)	5,000
<b>Total 60.2000 · Operating Expenses</b>	<b>90,426</b>	<b>80,261</b>	<b>10,165</b>	<b>732,125</b>	<b>617,768</b>	<b>114,357</b>	<b>1,172,337</b>
<b>Total Expense</b>	<b>90,426</b>	<b>80,261</b>	<b>10,165</b>	<b>732,125</b>	<b>617,768</b>	<b>114,357</b>	<b>1,172,337</b>
<b>Net Ordinary Income</b>	<b>(7,042)</b>	<b>12,407</b>	<b>(19,450)</b>	<b>(200,701)</b>	<b>(39,743)</b>	<b>(160,958)</b>	<b>(0)</b>
<b>Net Income</b>	<b>(7,042)</b>	<b>12,407</b>	<b>(19,450)</b>	<b>(200,701)</b>	<b>(39,743)</b>	<b>(160,958)</b>	<b>(0)</b>



**RNVWD - Operating Fund  
Check Register  
December 2023**

10:55 AM  
01/20/24  
Accrual Basis

Type	Date	Num	Name	Memo	Account	Clr	Split	Debit	Credit
Check	12/01/2023	2984	Teresa Chavez	refund-acc...	160.020 - Cash WFB Checking #3799	X	160.110 - Water Svc Accounts Rec		735.02
Check	12/01/2023	2984	Teresa Chavez	refund-acc...	160.110 - Water Svc Accounts Rec		Cash WFB Checking #3799	735.02	
Check	12/01/2023	2980	Randall Linton May	monthly se...	160.020 - Cash WFB Checking #3799	X	60.2070 - Webmaster		1,213.00
Check	12/01/2023	2981	Buxup Corporation	8998	160.020 - Cash WFB Checking #3799	X	-SPLIT-		
Check	12/01/2023	2981	Buxup Corporation	8998	160.020 - Cash WFB Checking #3799		Cash WFB Checking #3799	7,350.00	
Check	12/01/2023	2981	Buxup Corporation	8998	160.020 - Cash WFB Checking #3799		Cash WFB Checking #3799	46.72	
Check	12/01/2023	2981	Buxup Corporation	8998	160.020 - Cash WFB Checking #3799		Cash WFB Checking #3799	30.26	
Check	12/01/2023	2981	Buxup Corporation	8998	160.020 - Cash WFB Checking #3799		Cash WFB Checking #3799	15.00	
Check	12/01/2023	2981	Buxup Corporation	8998	160.020 - Cash WFB Checking #3799		Cash WFB Checking #3799	150.00	
Check	12/01/2023	2981	Buxup Corporation	8998	160.020 - Cash WFB Checking #3799		Cash WFB Checking #3799	3,000.00	
Check	12/01/2023	2982	RG West Builders, Inc	628	160.020 - Cash WFB Checking #3799	X	-SPLIT-		
Check	12/01/2023	2982	RG West Builders, Inc	628	160.020 - Cash WFB Checking #3799		Cash WFB Checking #3799	3,040.00	
Check	12/01/2023	2983	BK Bookkeeping Inc	6322	160.020 - Cash WFB Checking #3799		Cash WFB Checking #3799	240.00	
Check	12/01/2023	2983	BK Bookkeeping Inc	6322	160.020 - Cash WFB Checking #3799		Cash WFB Checking #3799	2,404.00	
Check	12/01/2023	2985	Triles Backflow Svc	14823/147...	160.020 - Cash WFB Checking #3799	X	-SPLIT-		
Check	12/01/2023	2985	Triles Backflow Svc	14823/147...	160.020 - Cash WFB Checking #3799		Cash WFB Checking #3799	482.63	
Check	12/02/2023	2985	Triles Backflow Svc	Meter read	160.020 - Cash WFB Checking #3799		Cash WFB Checking #3799	2,034.27	
Check	12/02/2023	2985	Triles Backflow Svc	ERT Rept	160.020 - Cash WFB Checking #3799		Cash WFB Checking #3799	96.51	
Check	12/02/2023	2985	Triles Backflow Svc	W286902	160.020 - Cash WFB Checking #3799		Cash WFB Checking #3799	208.43	
Check	12/02/2023	2986	Bay City Electric Wo	maintenan...	160.020 - Cash WFB Checking #3799	X	-SPLIT-		
Check	12/02/2023	2986	Bay City Electric Wo	maintenan...	160.020 - Cash WFB Checking #3799		Cash WFB Checking #3799	276.25	
Check	12/04/2023	2987	Wells Fargo		160.020 - Cash WFB Checking #3799	X	-SPLIT-		
Check	12/04/2023	2987	Wells Fargo		160.020 - Cash WFB Checking #3799		Cash WFB Checking #3799	1,050.00	
Check	12/05/2023	2987	Francotyp-Postalia, In	R1105058	160.020 - Cash WFB Checking #3799	X	60.2125 - Office Equipment		208.43
Check	12/05/2023	2988	Nancy Veenkamp	R1105058	160.020 - Cash WFB Checking #3799	X	60.2010 - Administration & Board Clerk		276.25
Check	12/05/2023	2988	Nancy Veenkamp	R1105058	160.020 - Cash WFB Checking #3799	X	60.2010 - Administration & Board Clerk		276.25
Check	12/07/2023	2990	Vintage Paving Co (c)	hydrant rel...	160.020 - Cash WFB Checking #3799	X	-SPLIT-		
Check	12/07/2023	2990	Vintage Paving Co (c)	hydrant rel...	160.020 - Cash WFB Checking #3799		Cash WFB Checking #3799	1,500.00	
Check	12/07/2023	2990	Vintage Paving Co (c)	hydrant use	160.020 - Cash WFB Checking #3799		Cash WFB Checking #3799	450.00	
Check	12/07/2023	2991	County of Solano	liability	160.020 - Cash WFB Checking #3799	X	60.2035 - Legal		2,702.50
Check	12/07/2023	2992	ACWA	liability	160.020 - Cash WFB Checking #3799	X	60.2105 - Ins. Gen. Lab. Prop. & Bond		2,138.00
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Check	12/12/2023	2992	Client Analysis Servi		160.020 - Cash WFB Checking #3799	X	60.2035 - Legal		100.90
Check	12/12/2023	2992	Client Analysis Servi		160.020 - Cash WFB Checking #3799		Cash WFB Checking #3799	88.83	
Check	12/12/2023	2992	Client Analysis Servi		160.020 - Cash WFB Checking #3799		Cash WFB Checking #3799	89.72	
Check	12/12/2023	2992	Client Analysis Servi		160.020 - Cash WFB Checking #3799		Cash WFB Checking #3799	50.18	
Check	12/12/2023	2992	Client Analysis Servi		160.020 - Cash WFB Checking #3799		Cash WFB Checking #3799	130.00	
Check	12/12/2023	2992	Client Analysis Servi		160.020 - Cash WFB Checking #3799		Cash WFB Checking #3799	42,482.89	
Check	12/15/2023	2993	Solano Irrigation Dis	0041140	160.020 - Cash WFB Checking #3799	X	-SPLIT-		
Check	12/15/2023	2993	Solano Irrigation Dis	0041140	160.020 - Cash WFB Checking #3799		Cash WFB Checking #3799	3,277.57	
Check	12/15/2023	2993	Solano Irrigation Dis	0041140	160.020 - Cash WFB Checking #3799		Cash WFB Checking #3799	15,468.45	
Check	12/15/2023	2993	Solano Irrigation Dis	0041140	160.020 - Cash WFB Checking #3799		Cash WFB Checking #3799	160.03	
Check	12/15/2023	2993	Solano Irrigation Dis	0041140	160.020 - Cash WFB Checking #3799		Cash WFB Checking #3799	830.76	
Check	12/15/2023	2993	Solano Irrigation Dis	0041140	160.020 - Cash WFB Checking #3799		Cash WFB Checking #3799	0.00	
Check	12/15/2023	2993	Solano Irrigation Dis	0041140	160.020 - Cash WFB Checking #3799		Cash WFB Checking #3799	17,322.82	
Check	12/15/2023	2993	Solano Irrigation Dis	0041140	160.020 - Cash WFB Checking #3799		Cash WFB Checking #3799	4,989.25	
Check	12/15/2023	2993	Solano Irrigation Dis	0041140	160.020 - Cash WFB Checking #3799		Cash WFB Checking #3799	260.05	
Check	12/15/2023	2993	Solano Irrigation Dis	0041140	160.020 - Cash WFB Checking #3799		Cash WFB Checking #3799	83.98	
Check	12/15/2023	2994	Brad Fouk	Solano Int	160.020 - Cash WFB Checking #3799	X	60.2470 - Model Dist. Operating Sys		8,975.00



# RNWD - Operating Fund Check Register December 2023

10:55 AM  
01/20/24  
Accrual Basis

Type	Date	Num	Name	Memo	Account	Clr	Split	Debit	Credit
Check	12/18/2023	2994	Coastland PG & E	57500	60.2470 - Model Dist Operating Sys	X	160.020 - Cash WFB Checking #03799	5,975.00	
Check	12/18/2023		PG & E		60.020 - Cash WFB Checking #03799	X	60.2115 - Electricity, PGE	502.43	502.43
Check	12/18/2023		PG & E	redeposit...	60.2115 - Electricity, PGE	X	160.020 - Cash WFB Checking #03799	191.00	191.00
Check	12/18/2023		PG & E	redeposit...	60.9075 - Admin Fees, Late Fees	X	60.9075 - Admin Fees, Late Fees	191.00	191.00
Check	12/22/2023		PG & E		60.0075 - Admin Fees, Late Fees	X	160.020 - Cash WFB Checking #03799	168.78	168.78
Check	12/22/2023		PG & E		60.2115 - Electricity, PGE	X	60.2115 - Electricity, PGE	4,013.96	4,013.96
Check	12/26/2023	2995	Bay City Electric Wo...	W297657	60.020 - Cash WFB Checking #03799	X	60.2210 - Routine Maintenance & Minor...	800.00	
Check	12/26/2023	2995	Bay City Electric Wo...	maintenain...	60.2210 - Routine Maintenance & Minor Rep		60.020 - Cash WFB Checking #03799	800.00	
Check	12/26/2023	2996	KC Engineering	10723	60.020 - Cash WFB Checking #03799		60.2455 - Engineer Cartelaw Side	800.00	
Check	12/26/2023	2996	KC Engineering	10723	60.2455 - Engineer Cartelaw Side		60.020 - Cash WFB Checking #03799	800.00	
Check	12/26/2023	2997	CSDA	2024 Dues	60.020 - Cash WFB Checking #03799		60.2185 - Trade Memberships & Training	3,361.00	
Check	12/27/2023	2997	CSDA	2024 Dues	60.2185 - Trade Memberships & Training		60.020 - Cash WFB Checking #03799	3,361.00	
Check	12/27/2023	2998	KC Engineering	10675	60.020 - Cash WFB Checking #03799		60.2455 - Engineer Cartelaw Side	400.00	
Check	12/27/2023	2998	KC Engineering	10675	60.2455 - Engineer Cartelaw Side		60.020 - Cash WFB Checking #03799	400.00	
Check	12/28/2023		PG & E		60.2115 - Electricity, PGE	X	60.2115 - Electricity, PGE	479.65	479.65
Check	12/28/2023		PG & E		60.020 - Cash WFB Checking #03799	X	60.020 - Cash WFB Checking #03799	3,069.48	3,069.48
Check	12/29/2023		PG & E	Service Ch...	60.2115 - Electricity, PGE	X	60.2115 - Electricity, PGE	3,069.48	
Check	12/31/2023		PG & E	Service Ch...	60.020 - Cash WFB Checking #03799	X	60.020 - Cash WFB Checking #03799	190.83	190.83
Check	12/31/2023				60.2130 - Bank & Bankcard Fees		60.2130 - Bank & Bankcard Fees	190.83	
								<b>93,460.24</b>	<b>93,460.24</b>

Dec 23

7a

expenses and placed in the Loan **Redemption Fund** to be used as the transitory account holder for pending payments on the DHS/SWRCB and DWR Loans. Pursuant to Section 8784 of the California Streets and Highways Code, the funds remaining in this fund after retirement of all outstanding bonds shall be transferred to the general fund of the agency, the District.

C. The RNVWD Assessment(s), and each installment of it, shall be and remain a lien on the land until the loan is retired.

**17. SUBDIVISION OF LAND**

A. The design of the Water Distribution System is consistent with the Solano County General Plan. During the design of the Water Distribution System, property owners within the District were allowed to obtain Supplemental service connections to accommodate subdivision of parcels within the District. In the sole and absolute discretion of the Board, the Board may permit property owners within the District, Zone 1, to obtain Supplemental Connections even though the property with which the Supplemental Connection is affiliated is not yet permitted to be subdivided according to the current zoning standards.

B. Prior to the Final Order Date, property owners obtaining Supplemental Connections either (1) paid up front the assessment for the Supplemental Connection, or (2) entered into an agreement with the RNVWD for additional assessments to be levied on the property for Supplemental Connections.

C. Subdivided parcels shall bear all costs of connection to the RNVWD Water Distribution System including mains and service pipelines and appurtenances necessary to deliver water to the residence from the meter and backflow assembly at the property line and all related District engineering and administration expenses. The work shall be done to RNVWD standards and requirements as outlined in Exhibit F. The District will not provide any financing for these costs.

**18. FOR SALE CONNECTIONS**

The District has a limited number of "For Sale" water connections that are currently available to future subdivided parcels within the RNVWD boundaries or approved LAFCO annexations. Currently, as April 12, 2022, there are 6 Water Rights For Sale. 5 Water Rights have been allocated to Annexation of parcels subject to LAFCO approval or for Lot Splits for properties in the District. 1 Water Rights remain For Sale in accordance with the District Fee Schedule. Additional water connections will not be available unless the District is expanded above 533 water rights as described in these Rules.

The District may or may not provide financing for the purchase of these water rights subject to terms and conditions approved by the Board of Directors.

**19. TRANSFER OF SUPPLEMENTAL CONNECTIONS / WATER RIGHTS**

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## Rural North Vacaville Water District 2023 Water Management Plan/Strategic Plan

November 2023

**Mission Statement:** *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.*

Prepared by: Dale Motiska, General Manager  
Rural North Vacaville Water District  
P. O. Box 5097  
Vacaville, CA 95688

## Message from the President of the Board

*Rural North Vacaville Water District (RNVWD) is in better shape than most water providers in California. We have affordable, plentiful, good quality water. This is due entirely to the foresight and good planning of those who have guided RNVWD over its 23-year life. We will not continue to have good water supply, distribution, and treatment systems unless we plan for the future. If RNVWD is to comply with its mission to deliver efficiently and reliably, for many years, quality water for domestic use and fire protection, then we must continue to look ahead and define what we need to accomplish to meet that mission. This Water Management/Strategic plan outlines the mission, vision, and values of RNVWD. It then discusses the strategies and objectives that we now see as important to achieve that mission and vision and remain consistent with our values.*

*Our current water supply and systems within RNVWD are excellent and the fees charged for that system are reasonable, but they will not stay that way unless we act proactively and plan ahead.*

*This plan provides the framework within which RNVWD will operate over the next five years. It will guide our decisions and actions.*

*This plan represents the best thinking today but must not be viewed as a fixed document. RNVWD staff and Board members must refer often to this plan to make sure we are following its guidance. New information will become available and new issues will arise. We must annually review and update this plan to keep it relevant.*

*I wish to thank the General Manager and staff of RNVWD who have put in many hours to prepare this plan. I look forward to working with all of you and with all of RNVWD's customers to implement this Water Management/Strategic Plan and to expand on the strategies and objectives it defines.*

*Patric Sweeney,  
President  
RNVWD Board of Directors*



## **Vision Statement:**

*The Rural North Vacaville Water District will be an organization that:*

- *Fosters a positive and long-term relationship with its customers.*
- *Researches and develops alternative income sources to maintain the lowest possible water rates for our District customers.*
- *Develops a proactive and innovative approach to expand, maintain and rehabilitate water delivery systems.*
- *Provides accountability and transparency to all District customers.*
- *Will be a responsible steward and guardian of our County's natural and fiscal resources.*

## **Values Statement:**

*The Rural North Vacaville Water District Values:*

- *Train all staff to be ambassadors of customer service to improve internal and external connectivity.*
- *Engage customers through a variety of venues/methods to create broader base outreach.*
- *Educate and inform customers on relevant real time topics.*
- *Provide customers with expedient feedback by utilizing technology and engagement platforms (e.g. leak notification, water outages, board meetings and capital improvement project updates).*
- *Include language in contractors' contracts on customer service protocols and procedure expectations to provide seamless customer service and accountability (e.g. uphold standards when working on District members' streets).*

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## DOCUMENT ORGANIZATION

This 2023 WMP/SP has been prepared based on guidance provided by the California Department of Water Resources (DWR) in the California Rural Water Association Management Plan Guidebook 2020 (2020 CRWA MP Guidebook) (DWR, 2021).

**Chapter 1 – Introduction and Overview:** This chapter provides a discussion on the basics of the WMPSP and a general overview of the document.

**Chapter 2 – Plan Preparation:** This chapter describes the development of the WMP/SP, including information on public outreach and agency coordination.

**Chapter 3 – System Description:** This chapter provides background information on the District and a general description of the water system, service area, climate, population, and demographics.

**Chapter 4 – Customer Water Use:** This chapter describes past, current, and projected water uses within the District.

**Chapter 5 – System Supplies:** This chapter documents current and future water sources for the District.

**Chapter 6 – Water System Reliability:** This chapter assesses the reliability of the District's water system through 2028, including in normal conditions, a single dry year, and five consecutive dry years.

**Chapter 7 – Water Shortage Contingency Planning:** This chapter outlines the District's enforcement prohibitions, methods, and ordinances to ensure adequate water supply during drought years or other shortage situations, as included in the Rural Water Shortage Contingency Plan.

**Chapter 8 – Demand Management Measures:** This chapter provides a description of actions the District takes to promote conservation and reduce demand on the water supply.

**Chapter 9 – Operations Management Planning:** This chapter discusses succession, operations training and staff changes.

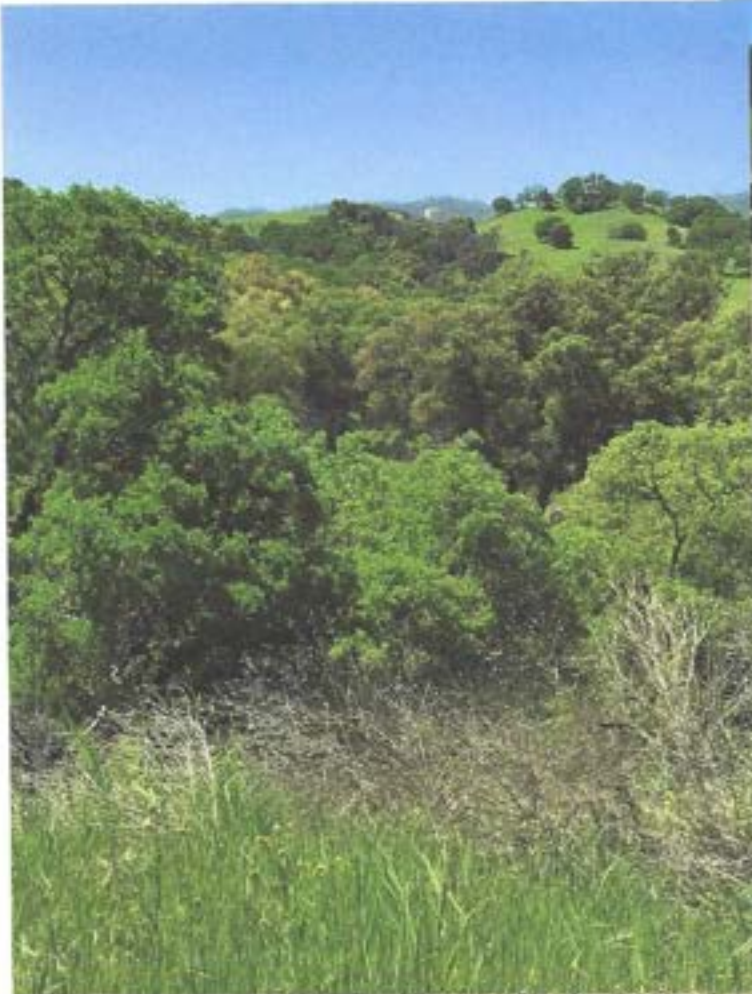
**Chapter 10 – Strategic Goals:** This chapter outlines the District's Strategic Goals.

Station #1





Station #4 Tank in Distance, and Cantelow Landslide and Repairs



## **CHAPTER 1 Introduction and Overview**

The Water Management Plan (WMP)/Strategic Plan (SP) provides information on past, present, and future water sources and demands, and acts as a guide for the Rural North Vacaville Water District (RNVWD) to plan for adequate water supply in the future. This WMP/SP provides a comparison of available water supplies to projected water demands through 2028 and addresses conservation measures the District has implemented to ensure a safe and reliable water supply. This plan will be used to provide a basis for determining that sufficient water supply is available for future proposed development.

### **1.1 WMP/SP Summary**

The District was formed in June of 1996 to provide water for residential uses and water for fire protection. A permit to supply water was issued by the State of California in June 2000. Water deliveries began in 2003.

The District covers approximately 5,163 acres and is located north of the City of Vacaville. Existing land uses are primarily zoned rural residential (approximately 39 %) and agricultural uses (approximately 59 %). The remaining 2% are public purpose uses. Boundaries for the District encompasses geographical areas generally described as English Hills, Gibson Canyon and Steiger Hill.

Potable water for residential use was originally designed to provide for a total maximum daily demand of 660 gpm and a maximum of 533 parcels within the extent of the Service Area for the District. Currently, the District has 417 active residential service connections. Property owners within the area of the District can opt out of taking delivery of potable water. Therefore, some of the Service Area parcels are considered 'island parcels' disconnected from the majority contiguous parcels within the Service Area. The District's Service Area boundaries are currently being confirmed by Solano Local Agency Formation Commission. See Figure 1.1.1 on the following page.

Property owners can also opt out of fire water service. Water for fire protection is currently provided for a total of 711 parcels located within the District's larger Sphere of Influence. Some of the fire service parcels are also considered 'island parcels' disconnected from the of majority contiguous parcels within the District's Sphere of Influence. (Coastland DCCM Condition Assessment 4/2023)

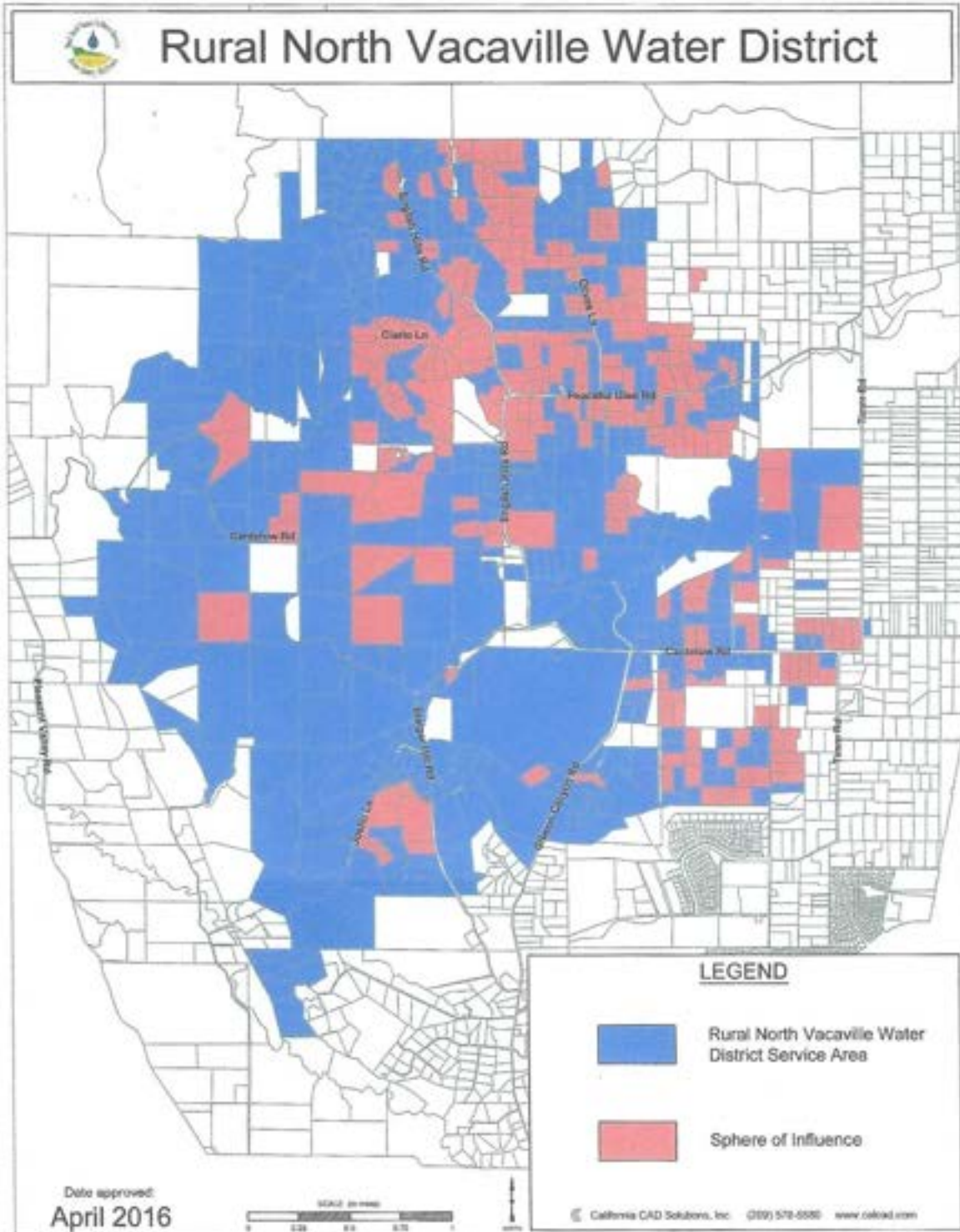
### **1.2 Legislation**

#### **California Water Code Requirements**

The California Water Code (CWC) documents specific requirements for California water suppliers. The Urban Water Management Act (Act) is included in the CWC and specifies the required elements of a UWMP, including discussing the District's water system and facilities, calculating how much water its customers use (i.e., water demand) and how much the District



Figure 1.1.1 Sphere of Influence (SOI)



can supply, and detailing how the District would respond during a drought or other water supply shortage. Also, a UWMP must describe what specific coordination steps were taken to prepare, review, and adopt the plan.

The Act has been revised over the years. The Water Conservation Act of 2009 (also known as Senate Bill X7-7) required retail water agencies to establish water use targets for 2015 and 2020 that would result in statewide water savings of 20 percent by 2020. Because the District is not defined as an urban water supplier, the District was not required to establish and meet baselines and targets for daily per capita water use, and is not required to comply with Senate Bill (SB) X7-7.

#### **STRATEGIC GOAL A: PROTECT CURRENT WATER RIGHTS FROM EXTERNAL THREATS THROUGH OVERSIGHT AND COLLABORATION ON LEGISLATIVE ACTIONS.**

The 2014 to 2016 drought has led to further revisions to the Act under the 2018 Water Conservation Legislation to improve water supply planning for long-term reliability and resilience to drought and climate change. Changes presented by legislation include:

- **Five Consecutive Dry-Year Water Reliability Assessment:** Analyze water supply reliability for five consecutive dry years over the planning period of this WMP/SP (see Chapter 6).
- **Drought Risk Assessment:** Assess water supply reliability from 2021 to 2025 assuming that the next five years are dry years.
- **Seismic Risk:** Identify the seismic risk to the water supplier's facilities and have a plan to address the identified risks; the region's Local Hazard Mitigation Plan may address this requirement.
- **Energy Use information** includes reporting on the amount of electricity used to obtain, treat and distribute water. With the activation of Well #2 and projected production use of 50% with Well #1 the KWH will dramatically change between the two Stations in the new fiscal year. See Figure 1.2.1 on the following page.
- **Water Shortage Contingency Plan (WSCP):** Prepare a WSCP to include an annual process for assessing potential gaps between planned supply and demands, conform with the State's standard water shortage levels (including a shortage level greater than 50 percent) for consistent messaging and reporting, and provide water shortage responses that are locally appropriate.

## **CHAPTER 2 Strategic Plan Preparation**

### **2.1 Basis for Strategic Plan Preparation**

The District served over 400 customers a total of 83,742 CCF of water in FY 2022/2023.

**Table 1.2.1 Energy Use from PGE Billing Data**

SITE	KILOWATT HOURS (KWH)
Well # 1	149,101
Well # 2	9,042
Station # 3	62,711
Station # 4	16,373
Station # 5	10,055
<b>TOTAL</b>	<b>247,283</b>
<b>Total Water Production, FY 2022/23</b>	<b>83,742 CCF</b>
2.9529 KWH to produce 1 CCF	

Information on the District's system is summarized in Table 2.1 and 2.2

**Table 2-1. DWR Public water system summary**

Type of Supplier	Public Water System Name	Number of Connections 2023	Volume of Water Supplied FY 2022, CCF
ID# 12054840000	RNVWD	417	83,742

**2.2 Fiscal Year is the Unit of Measure**

Data reported in this WMP/SP is on a fiscal July through June year basis, and volumes are in CCF that include nonrevenue water.

**Table 2-2. Supplier Identification**

Type of Supplier	Fiscal or Calendar Year	Units of Measure
Retailer	Fiscal Year	100 Cubic Feet (CCF)

**2.3 Strategic Planning Coordination and Outreach**

The District's WMP/SP reports solely on its distribution service area. However, the District coordinates its efforts with local agencies in order to manage water sustainably in the region. The Solano County Water Agency (SCWA) is a wholesaler which supplies surface water to other agencies in the region. The District coordinates closely with the Solano Irrigation District and the Solano Local Agency Formation Commission (LAFCO). Every 5 years the District reviews the Sphere of Influence (SOI) and the Municipal Service Review with LAFCO.

**STRATEGIC GOAL B: STRIVE FOR A UNIFIED WORK FORCE BY STREAMLINING INTERNAL**



PROCESSES AND IMPROVING COMMUNICATION WITH OPERATIONS AND STAFF.

**STRATEGIC GOAL C: CREATE STRONGER ALIGNMENT AMONG BOARD OF DIRECTORS, MANAGEMENT AND STAFF BY ALIGNING VISION AND GOALS.**

**STRATEGIC GOAL D: INCREASE KNOWLEDGE OF BEST MANAGEMENT PRACTICES FOR ASSET MANAGEMENT BY INTERACTING WITH OTHER AGENCIES AND PARTICIPATING IN EDUCATIONAL VENUES.**

## **CHAPTER 3 System Description**

### **3.1 General Description**

Rural North Vacaville Water District is a Community Services District (CSD) that was formed in 1996, to provide potable water for domestic use and fire suppression purposes. The water system serves an unincorporated community in Solano County that lies north of the city of Vacaville in the Cantelow Road, English Hills, Gibson Canyon, and Steiger Hill neighborhoods (English Hills area). The District encompasses 5,162.7 acres of rural residential and agricultural lands and serves a population of approximately 1,118 residents.

According to the State Division of Drinking Water, the district provides a reliable and adequate water supply to meet the needs of its current customers based on the use of Well #1 and Well #2 as the primary sources. Well #2 is in compliance with the provisions of its domestic water supply permit, which became active on October 18, 2023.

The District operates and manages a public water system whose sole source of water comes from two groundwater wells, drilled to a depth of approximately 1,400 feet, located in the basal zone of the Tehama Formation aquifer. Each well is equipped with 75 horsepower pumps. Well #1 and Well #2 have standby generators (in the event of a PG&E outage) and Well #2 also has a pump capacity of 350 gpm. The District has taken action to bring Well #2 into compliance and it is now in active status. Groundwater from the wells is chlorinated before being pumped into two 300,000 gallon water storage tanks and gravity feed the distribution system aided by booster pumps. Treated water is then delivered to 417 customers, via some 40 miles of distribution mains consisting mostly of Class 150 and 200 PVC pipes ranging in size from 4 inches to 12 inches in diameter across five pressure zones. Water from this reservoir is lifted to another steel reservoir in Zone 4 using pumps at Station 3. Zones 1 and 2 can receive water directly from the wells or via gravity from the steel reservoir in Zone 3. Pressure reducing valves keep the pressure in zones 1 and 2 at usable levels. Water from the steel reservoir in Zone 3 is also lifted to zones 4 and 5 using pumps located at Station 4. The steel hydro-pneumatic tank at Station 4 provides pressure surge protection for zones 4 and 5. Additional pressure for water delivered to Zone 5 by Station 4 is provided by small booster pumps at Station 5. Station 5 is also equipped with a hydro-pneumatic tank to reduce hydraulic surge and maintain a more constant pressure in this zone. See Figures 3.1.1, 3.1.2, and 3.1.3 on the following pages. (Coastland DCCM Condition Assessment 4/2023)

### **3.2 Current Water Consumption and Future Demand**

RNVWD's water was designed to have sufficient capacity to serve 800 households based on an Engineer's Report at the time of District formation. In addition to the parcels that benefit from



domestic water service, the system also provides water to 78 hydrants that serve as fire refill stations servicing approximately 711 parcels. The system has sufficient capacity to deliver a reliable and adequate water supply to the target population of 533 households. However,

**3.1.1 - Water Rights (WR)/Connections Allocated (as of December 31, 2022) Municipal Service Review 4/22/2022**

		Number of Parcels	Parcels with a Single Water Right	Parcels with Multiple Water Rights	Parcels with No Water Rights
<b>CURRENT</b>	In District	480	381	25	74
	In SOI (Sphere of Influence)	217	1	0	216
	Outside	2	2		
	<b>Total</b>	<b>699</b>	<b>384</b>	<b>25</b>	<b>290</b>
		Purchased		District Owned	Total Water Rights
<b>WATER RIGHTS</b>	In District	528			528
	In SOI	1			1
	Outside	2			2
	District Owned	2		2	2
	<b>Total</b>	<b>533</b>		<b>2</b>	<b>533</b>
		Lot Splits	Parcels without Water Rights	Potential Growth	Net Additional Water Rights
<b>POTENTIAL GROWTH</b>	In District	259	74	333	333
	In SOI	32	216	248	248
	Outside	Future long-range planning study regarding infrastructure needs			
	Multiple WRs	0	0	0	(25)
	District Owned	0	0	0	-25
	<b>Total</b>	<b>291</b>	<b>290</b>	<b>581</b>	<b>543</b>

future growth in the English Hills area will require a long term solution that addresses the need for a public water supply. Current hydrology modeling will assess the potential for increases in water rights made available within the Sphere of Influence for the inclusion of Additional Dwelling Units (ADU), other new constructions from parcel divisions and potential annexations to the District. This potential for growth with the sale of new water rights would certainly benefit the District's financial status. (See Figure 3.2.1 below)

**Figure 3.1.2 Water Distribution System Diagram**  
**Municipal Service Review 4/22/2022**







**Table 3.2.1**

<b>Metered Water Use/Projected*</b>	
2012/2013	44,693
2013/2014	39,763
2014/2015	55,904
2015/2016	51,655
2016/2017	54,050
2017/2018	45,928
2018/2019	58,463
2019/2020	50,431
2020/2021	72,687
2021/2022	73,437
2022/2023	70,798
2023/2024*	75,000
2024/2025*	81,000
2025/2026*	83,000
2026/2027*	87,000
2027/2028*	90,000

### **3.3 Replacement Capital Cost Projections**

The District maintains a 10 year capital replacement strategic plan. The strategic plan includes projections to the useful life of the current system. Replacement of the facilities are usually smoothed over several years to limit the disruption to service and limit the financial burden on users of the system.

Useful service of facilities depends on the quality of materials, original installation, and actual use conditions. Groundwater wells and hydro-pneumatic distribution systems generally experience more wear than stored water gravity systems. Changes in groundwater levels increase horsepower requirements on a frequent basis generating additional heat in electrical components. Suspended solids in the aquifer water also wear impellers at the bottom of the well. Pressure surge transients occur frequently in hydro-pneumatic systems causing greater stress on pipe walls. Facilities are replaced sooner in water wells and distribution piping under these conditions.

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experience more wear than stored water gravity systems. Changes in groundwater levels increase horsepower requirements on a frequent basis generating additional heat in electrical components. Suspended solids in the aquifer water also wear impellers at the bottom of the well. Pressure surge transients occur frequently in hydro-pneumatic systems causing greater stress on pipe walls. Facilities are replaced sooner in water wells and distribution piping under these conditions.

Funding options greatly affect the timing of future improvement. Accruing money over time is the cheapest funding approach. Large Capital improvements can be funded with bonds, loans or grants.

**STRATEGIC GOAL E: CONTINUE UPDATING ESTABLISHED FISCAL/FUNDING MANAGEMENT PRACTICES.**

**STRATEGIC GOAL F: DEVELOP ANNUAL FINANCIAL PLANS THAT ALIGN CAPITAL IMPROVEMENT PROJECTS WITH THE APPROVED RATE STRUCTURE.**

**STRATEGIC GOAL G: PROVIDE SEMI-ANNUAL FORECASTING OF BUDGET-TO-ACTUAL FINANCIAL DATA TO THE PUBLIC AND BOARD OF DIRECTORS.**

**STRATEGIC GOAL H: SEEK OPPORTUNITIES FOR ALTERNATE FUNDING SOURCES TO AUGMENT REVENUE TO BUILD RESERVES INCLUDING ADDING MORE WATER RIGHTS FOR SALE.**

**STRATEGIC GOAL I: ENCOURAGE THE SPHERE OF INFLUENCE EXPANSION AND ANNEXATION.**

### **3.4 Proposed Capital Improvements**

Economics for a small district of fewer than 500 customers against the costs of the infrastructure maintenance and system age are not good. A Condition Assessment Report has been completed that looks 70 years ahead into the future of the District. Twenty years of daily operation has already resulted in major maintenance and replacement efforts for the system. Maintenance and replacements will continue as equipment approaches its useful life. Improvements to reduce operating effort and improve system reliability are also planned by the District.

Much of the District's recent repairs and maintenance have focused on the source wells. Pumps in wells #1 and #2 were replaced, the chlorine addition system located at supply well #1 was replaced, and an arsenic removal system added to well #2 could regularly be used in the system. A spare pump and motor were purchased for use in the supply wells to reduce the time these wells are out of service.

Capital improvements and major repairs forecast for the future include new coating and corrosion repairs for the steel reservoirs at Station 3 and 4, replacement piping in the landslide area on Cantelow Road and recurring pressure testing of the hydro-pneumatic tanks at Stations 4 and 5. Inspection of wells #1 and #2 could also result in major repairs. (Coastland DCCM Condition Assessment 4/2023). Other capital improvement projects pending are solar generation systems for all 5 stations and a potential wind turbine for station #4.

**STRATEGIC GOAL J: DEVELOP AN ANNUAL CAPITAL IMPROVEMENT PROGRAM THAT IS**



DEVELOPED AND PRIORITIZED ON RISK, CONDITION ASSESSMENT, CAPITAL ASSETS AND ALIGNED WITH APPROVED BUDGET.

**STRATEGIC GOAL K: OPTIMIZE EQUIPMENT AND ASSETS MANAGEMENT (E.G. CREATE COLLECTIVE PURCHASING AGREEMENTS AND ANNUAL ASSET PURCHASING PLANS).**

**STRATEGIC GOAL L: DEVELOP RESOURCE (STAFFING/BUDGET) PLAN FOR ALL PROJECTS TO INFORM ON APPROPRIATE LEVELS OF OUTSOURCING.**

### **3.5 Added Water Storage**

Another failure point is limited storage in the system for unforeseen events, such as: fire, landslides or pipeline breaks. State required redundancy is satisfied by the existing tanks. However, the northerly portion of the distribution system lacks any storage. Additional storage in zones 4 and 5, or both, would provide needed fire storage in the northerly area that would also simplify operations if one of the existing tanks were emptied for repairs and maintenance. Modeling and operations assessment would determine the quantity and location for added storage. Bypassing potential failure points in the system is also an important criterion for the location of added storage. (Coastland DCCM Condition Assessment 4/2023)

### **3.6 Future Water Supply**

Groundwater is the only supply for the system. The source has been reliable since 2003 and continues to approach a stable drawdown in the Solano Subbasin per the most recent groundwater monitoring report. Population growth in Solano County will increase the use of ground water in the future. Identifying secondary sources of water for the future is prudent because agreements for water sources can take years to negotiate and receive State approvals. Starting conversation with potential sources will be considered by the District. In addition to alternate long-term sources, providing a short-term emergency source of potable water will be considered for catastrophic events within the District's system. (Coastland DCCM Condition Assessment 4/2023)

**STRATEGIC GOAL M: ENSURE SUSTAINABLE WATER SUPPLY.**

**STRATEGIC GOAL N: EVALUATE NEW WATER SUPPLY OPTIONS**

### **3.7 Supervisory Control and Data Acquisition (SCADA) and System-Wide Computer Model**

One method to increase reliability of the overall system is to integrate the data from remote monitoring into the computer model. Keeping the complexity of the model to a minimum would provide quick assessment of changes in water age and pressure throughout the system. Models can be used to evaluate locations where added storage or emergency water sources are effective. Databases within the models can also identify facilities maintenance and replacement schedules. These systems also provide continuity during changes in staff or transition in management.

**STRATEGIC GOAL O: UPDATE OPERATIONS AND MAINTENANCE PROGRAMS AND ENHANCE TECHNOLOGY THAT FOCUSES ON PRIORITIZED, PROTECTIVE AND PREVENTATIVE MAINTENANCE.**

**STRATEGIC GOAL P: USE TECHNOLOGY/INNOVATION TO IMPROVE STAFF EFFICIENCY OF OPERATIONS (E.G. GIS, SCADA, GPS, ETC.).**



### 3.8 Climate

The climate in the District is characterized by dry, warm to hot summers, with wet, cool winters. The District experiences warm springs, summers and early falls, winters can be foggy and cold, but snow is exceedingly rare. Average monthly temperatures range from lows around 40 degrees Fahrenheit to highs above 95 degrees Fahrenheit. (Western Regional Climate Center, 2010)

#### 3.8 Climate Change

Changing climate has the potential to have significant impacts to the District's use of water resources. Impacts from climate change are still being determined, but projections for the regions include:

- Increased variability in temperature, with an overall increase in temperature. Daily average high temperatures are estimated to increase by 8-14 degrees Fahrenheit by the end of the century.
- Changes in timing and frequency of annual precipitation with more extreme wet and dry conditions, including more frequent, severe, and prolonged droughts.
- Increased wildfire frequency.

Potential impacts from climate change to water management were prioritized based on those likely to be of the most concern in the region. These included increased flooding, changes in water demand, decreased water supply reliability, and water quality changes. It is difficult to quantify expected climate related changes to water demand, but changes are expected.

Potential impacts of climate change are incorporated into water use projects, water supply projections and the District's drought risk assessment. (City of Vacaville UWMP 6/2021)

### 3.9 Land Use

Water use projections used in this WMP/SP, are based on the land uses identified in the Solano County Plan. Efforts were coordinated with the Coastland DCCM, April 21, 2023, Initial Conditions Assessment to best identify current and projected water uses within the existing service area and the anticipated growth areas. This information was used to develop water demand factors for existing and future land uses, as well as, identify overall water demand expected in the future.

## CHAPTER 4 Customer Water Use

### 4.1 Water Use

Information on past, current water, and projected potable water use within the District is described in this chapter. The District currently provides only potable water. Water use within the District over the last five years has steadily increased 8%. Water is lost from the District's distribution system through leaks. Water meters continue to be replaced.

**STRATEGIC GOAL Q: MEET OR EXCEED REGULATIONS FOR CLEAN AND SAFE WATER INCLUDING DEVELOPING A COMPREHENSIVE GROUNDWATER AND CONTAMINATES PLAN.**

## **4.2 District System Water Loss**

Projected water usage within the District's service area was determined based on a percentage increase each five year period consistent with the service area.

## **CHAPTER 5 System Supplies**

This chapter describes and quantifies the District's existing water supply sources.

### **5.1 Groundwater**

The District currently operates two wells to pump groundwater from the basin underlying the District. This section provides a description of this groundwater basin and how the groundwater is managed.

The District's sole water supply source is from groundwater wells. The Solano Subbasin Groundwater Sustainability Plan (GSP) was completed in November 2021 and serves as a guide for the sustainable groundwater management of the Solano Subbasin (DWR Basin No. 5-21-66). The Solano Subbasin underlies the District and is a part of the Sacramento Valley Basin. The Sacramento Valley Groundwater Basin has been divided into several smaller subbasins using institutional boundaries established by DWR. The Sacramento Valley Groundwater basin is located in north central California and is bounded on the east by the Sierra Nevada and Cascade Ranges, and on the west by the North Coast Range. The Sacramento Valley Groundwater Basin also extends from about 5 miles north of Red Bluff southward for 150 miles to the Sacramento San Joaquin Delta and covers an area of approximately 6,000 square miles.

The Solano Subbasin is bounded by Putah Creek on the north, the Sacramento River on the east, the North Mokelumne River on the southeast, the San Joaquin River of the south, the non-water bearing geologic units of the Great Valley Sequence on the northwest and the Suisun-Fairfield Valley Basin on the south side. The western hydrologic divide corresponds to the crest of the English Hills and Montezuma Hills and separates the Solano Subbasin from the Suisun-Fairfield Groundwater Basin. (City of Dixon UWMP 2020)

The District has partnered with other local users through the Solano Subbasin Groundwater Sustainability Agency (GSA). The Solano Subbasin GSA is a part of the Solano Collaborative, which comprises a total of five GSAs to manage the groundwater basin. The following sections describe the groundwater basin management, historical groundwater use, and projected groundwater use.

### **5.2 Groundwater Basin Management**

This section discusses historical groundwater management in the Solano Subbasin and evolving management structures required by the Sustainable Groundwater Management Act of 2014 (SGMA). The Solano Subbasin is not adjudicated, and DWR has not identified the subbasin as either in overdraft or expected to be in overdraft. Adjudication is defined as an action filed in the Superior or Federal District court to determine the rights to extract groundwater from a basin or store water within a basin, including but not limited to, actions to quit title respecting rights to extract or store groundwater or an action brought to impose physical solution on a basin.



Prior to the completion of the Solano Project in 1959, groundwater was extensively used in Solano County for municipal and agricultural supplies. The DWR Bulletin 118 reports that the groundwater elevations prior to 1912 represent the groundwater basin in its natural state. Between the years 1912 and 1932, precipitation was below average, which resulted in lower groundwater levels. In 1932 to 1941 groundwater levels recovered slightly because of above average precipitation. After 1941, groundwater levels declined due to increasing agricultural and urban development and the levels reached their lowest in the 1950s.<sup>1</sup>

The Solano Project refers to United States Bureau of Reclamation project to store surface water in Lake Berryessa for potable and non-potable uses primarily in Solano County. One of the primary reasons behind the Solano Project was to correct the overdraft of groundwater, which was occurring in agricultural areas. Since 1959, when the Solano Project began to supply surface water to Solano County, the overdraft of groundwater has halted, and the groundwater levels have rebounded in most areas of the Solano Subbasin. Groundwater level data presented in the North Central Solano County Groundwater Resources Report and additional data published by DWR, show that the subbasin is in a state of equilibrium. The groundwater levels are not permanently impacted by multiple dry years and data also shows slight variation in response to climatic conditions.

SGMA, a three-bill legislative package composed of Assembly Bill (AB) 1739 (Dickinson), and SB 1319 (Pavley) was passed in September 2014. The legislation provides a framework for sustainable management of groundwater supplies by local authorities, with a limited role for state intervention when necessary to protect the resource. The legislation lays out a process and a timeline for local authorities to achieve sustainable management of groundwater basins. It also provides tools, authorities, and deadlines to take the necessary steps to achieve the goal. For local agencies involved in implementation, the requirements are significant and can be expected to take years to accomplish. The State Water Resources Control Board (State Water Board) may intervene if local agencies do not form a GSA and/or fail to adopt and implement a GSP.

Since the Solano Subbasin was designated as a medium priority subbasin a GSP was required to be developed and submitted to DWR by January 31, 2022. The District is a part of the Solano Subbasin GSA. The Solano Subbasin GSA is a Joint Powers Agency representing the City of Dixon, City of Rio Vista, Solano County, Dixon Resource Conservation District (RCD), Solano RCD, Maine Prairie Water District and Reclamation District (RD) 2068 and associated members from the Solano Farm Bureau, Solano County Agricultural Advisory Committee, Cal Water Dixon, and RNVWD.

The Solano Subbasin GSA is part of the Solano Collaborative which is made up of a total of five GSAs located in the Solano Subbasin. The five GSAs include the following:

- Solano Subbasin GSA
- City of Vacaville GSA

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<sup>1</sup> DWR, 2004, California's Groundwater, Bulletin 118, Sacramento Valley Groundwater Basin, Solano Subbasin, February 27



- Northern Delta GSA
- Sacramento County GSA
- Solano Irrigation District GSA

The Collaboration Agreement, which formalizes the coordination between the five GSAs to develop a single GSP, was executed on February 4, 2020. Each of the GSAs in the Solano Collaborative has one appointed individual to represent the respective GSA in the development of the Solano Subbasin GSP. The Collaboration Agreement allows the various agencies to work collaboratively to meet the requirements of SGMA. Existing groundwater and surface water monitoring programs have been implemented by a variety of local, state, and federal agencies and are often dictated by statutory and regulatory requirements. The Solano Collaborative plans to continue using these monitoring programs to manage the Solano Subbasin. (City of Dixon UWMP 2020)

#### **STRATEGIC GOAL R: MANAGE AQUIFER HEALTH THROUGH REGIONAL COLLABORATION.**

##### **5.3 Groundwater Monitoring**

Groundwater monitoring efforts is a critical component of managing the District's water resources. The California Statewide Groundwater Elevation Monitoring (CASGEM) program establishes a permanent, locally managed program of regular and systematic monitoring in California's alluvial groundwater basins. SCWA is the designated monitoring entity for the Solano Subbasin and submits regular reports of groundwater elevation to DWR.

##### **5.4 Sustainable Groundwater Management Act**

In September 2014, the California Legislature passed the Sustainable Groundwater Management Act, which established a groundwater management structure within California and empowered local agencies to manage groundwater basins sustainably. The Sustainable Groundwater Management Act also required any agencies within medium and high priority basins to prepare Groundwater Sustainability Plans by January 2022. The District's GSA has been collaborating and continues to work with other GSAs within the Solano Subbasin to develop a single GSP which will identify how the agencies will manage local groundwater resources.

##### **5.5 Historical Groundwater Pumping**

Since Fiscal Year (FY) 2012/2013 the annual metered groundwater pumping within Solano Subbasin has varied from a low of 39,763 CCF to a high of 73,437 CCF in FY 2021/2022.

##### **5.6 Summary of Existing and Planned Sources of Water**

While the sources of water for the District will remain the same, the volume of water allocations will continue to increase over the years per the existing agreements to accommodate the projected growth in the District.

##### **5.7 Energy Intensity of Water Supply**

As required by California Water Code Section 110631.2 (a), information is provided on the energy used to manage the District's water supplies. All District facilities are billed for electricity

individually, and this metered usage was used to calculate the energy consumed. The volume of water is calculated from flowmeters at the District facilities. The District supplies treated water only and does not supply any untreated water.

## **CHAPTER 6 Water System Reliability**

### **6.1 System Reliability**

This chapter discusses the District's water supply reliability under varying conditions through 2028. The District's system reliability is also gaged by the age and condition of the system's pipes and pumps. Factors impacting long term reliability of water supplies are discussed. In assessing the District's water supply reliability, a comparison of projected water supplies and projected water demand in normal, single dry, and five consecutive dry years is provided for the District's water service area. This chapter also includes the District's Drought Risk Assessment (DRA) for the next five years. Findings show that the District's water supplies are sufficient to meet the existing and projected water demands during normal and dry conditions.

### **6.2 Groundwater Evaluation**

Evaluation of groundwater supply sufficiency, based on 2022, the District has determined that in order to manage the local groundwater supply sustainably, around 100,000 CCF can be pumped annually. (Coastland DCCM Conditional Assessment 4/2023)

### **6.3 Constraints on Water Sources**

The District's water supply is from District owned and operated groundwater wells located within the District's water service area. The District's groundwater supply is impacted by groundwater availability, groundwater quality, and climate change. Prior to 1959, the Solano Subbasin showed groundwater levels declining due to increased agricultural and urban development. After the implementation of the Solano Project in 1959 to store surface water in Lake Berryessa, groundwater levels in the Solano Subbasin have rebounded and the subbasin is in a state of equilibrium. Since the 1980s, the groundwater levels have been stable with low levels in the dry season and high levels in the wet season of each year. This trend is shown with monitoring well 07N01E12N002M, which is the closest monitoring well to the City of Dixon. Prior to 1980, groundwater levels ranged from 5 to 50 feet. The quality of groundwater underlying the District in the Solano Subbasin is good quality and is suitable for domestic purposes. Total dissolved solids (TDS) concentrations generally range from 250 to 500 milligrams per liter (mg/L) and are comprised predominantly of calcium, magnesium, arsenic and sodium cations and bicarbonate anions. The groundwater is hard to very hard. (City of Dixon UWMP 2020)

### **6.4 Water Service Reliability and Drought Risk Assessment**

**1) Normal Year** – This condition represents the water supplies the District consider available during normal conditions. This could be a single year or averaged range of years in the historical



sequence that most closely represents the median or average water supply available. The year 2006 represents a normal year for the District. This year represents the District's typical year where all of its combined water supply sources are available to meet demands. Annual precipitation data from 2005 to 2020 was reviewed and precipitation data from 2005 to 2011 was selected to determine the District's normal year.

More recent years have not been normal. A statewide drought occurred from 2012 to 2016. The 2017 to 2020 years were either wet years or dry years. Further, a post-drought rebound appears to occur after 2016.

**2) Single Dry Year** – This condition represents the year with the lowest water supply availability to the District. The year 2013 represents the Single Dry Year for the District

**3) Five Consecutive Year Drought** – This condition represents a five-consecutive-year drought period such as the lowest average water supply available. For five years in a row since 2005. The years 2011 through 2015 represent the Five-Consecutive-Year Drought years for the District.

The basis of the hydrologic years used precipitation data from CIMIS monitoring station to the District. Annual precipitation data from 2005 to 2020 was reviewed to determine the basis years. During a portion of this time period, the District was in a Joint Powers Agreement (JPA) with Solano Irrigation District (SID) from 2006 to present. The District managed the administrative aspect of the public water system, while SID conducted operation and maintenance. Years that the District identifies as the historical average, single driest year, and driest multi-year period are shown in Table 6.4 below.

<b>Table 6.4 Basis of Water Year Data City of Dixon UWMP 2020</b>	
	<b>Base Years</b>
Normal Water Year	2006
Single Dry Water Year	2013
Five-Consecutive-Year Drought	2011 - 2015

Groundwater is monitored by the District and member agencies for SCWA that withdraw from the basal zone of the Tehama Formation in order to maintain groundwater levels and prevent overdraft conditions. The ongoing monitoring program and groundwater management efforts are being evaluated and described in more detail in the Solano Subbasin Groundwater Sustainability Plan. To date, none of these groundwater constraints are known to conflict with what will be outlined in the Groundwater Sustainability Plan.

Groundwater is typically higher in hardness and mineral content than surface water sources, but is less seasonally variable than surface water sources, so no seasonal constraints apply to groundwater quality. Groundwater treatment includes chlorination and fluoridation at the wellhead. The chlorination of groundwater is to ensure a sufficient chlorine residual in the distribution system to prevent proliferation of harmful organisms. (City of Dixon UWMP 2020)



## **6.5 Water Quality**

High quality water is supplied to customers in the District as described in the District's Annual Drinking Water Quality Reports ([www.RNVWD.com](http://www.RNVWD.com)). The quality of the District's water supply is not expected to change significantly over the next five years. Water is drawn from the Sample Stations for quality testing. See Figure 6.5.1 on the following page.

**STRATEGIC GOAL S: IMPROVE WATER QUALITY WITH SUCH ACTIONS AS DETERMINING FLUORIDATION PRACTICES PER CALIFORNIA DIVISION OF DRINKING WATER.**

## **6.6 Water Service Reliability in Dry Years**

In this chapter, the District's normal, single dry year, and five consecutive dry years projected supplies and demands are integrated and compared. Under the various water year types, the total annual water supply sources available are compared to the total annual projected water use for the District's water service area from 2025 to 2045 in five-year increments.

The District's groundwater supply is expected to meet the District's projected water demands. Per DWR, the Solano Subbasin is not adjudicated (i.e., no dispute over the legal rights to the groundwater in which a court must issue a ruling), and DWR has not identified this basin (Basin 5-21.66) as either in overdraft or expected to be in overdraft. The Solano Substation is not in overdraft due to the completion of the Solano Project, which has allowed for the storage and use of surface water and the rebound of groundwater levels. The Solano Subbasin is also monitored and managed by the Solano Collaborative. (City of Dixon UWMP 2020). The District is not limited in how much groundwater it can use. The District only uses as much groundwater as is necessary to meet its demands. Thus, the projected water supply and demand are equal for each base year type.

### **6.7 Water Service Reliability – Single Dry Year**

No water supply shortage is anticipated during single dry years through 2045. The District's water supplies are reliable during single dry years.

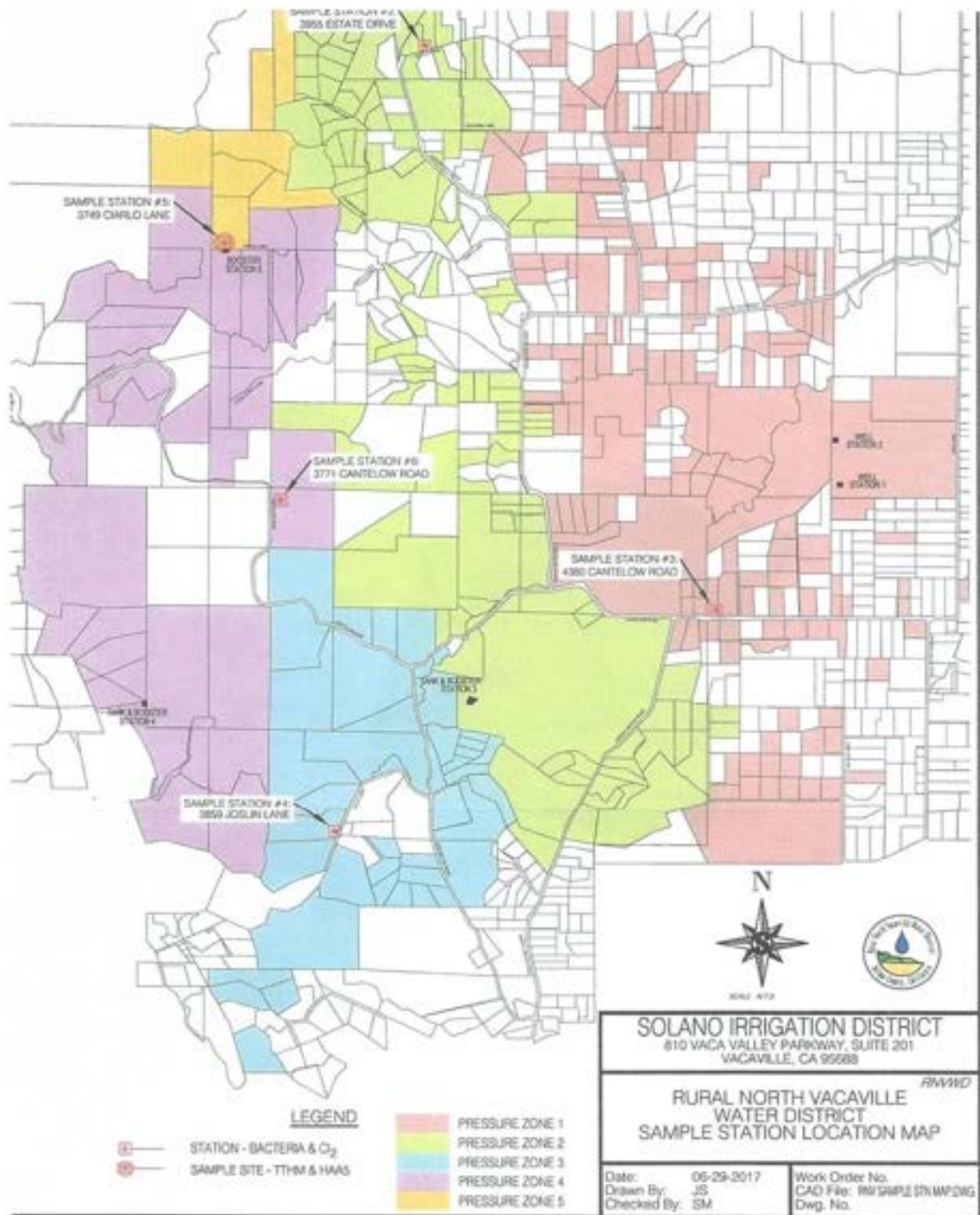
### **6.8 Water Service Reliability – Five Consecutive Dry Years**

No water supply shortage is anticipated during the five consecutive dry years through 2045. The District's water supplies are reliable during five consecutive dry year period.

### **6.9 Description of Management Tools and Options**

The District plans to continue to use groundwater as necessary to meet its projected water

Figure 6.5.1 Sample Station Location Map Municipal Service Review 4/22/2022





demands during the different base years. Groundwater is expected to be sufficient to meet all projected demands, assuming the District rehabilitates existing groundwater wells and constructs new groundwater wells as the need arises.

**STRATEGIC GOAL T: THE DISTRICT WILL CONTINUE TO MONITOR ITS EXISTING GROUNDWATER SUPPLIES.**

**6.10 Groundwater**

Available supply of groundwater is described in detail; see Groundwater Sources in Northern Solano County map (Luhdorff & Scalmanini, Consulting Engineers). Increased pumping during dry years will cause groundwater levels to decrease, but based on the results of the groundwater model, groundwater levels will return to normal levels once pumping decreases to normal year rates.

Groundwater supplies are projected to meet or exceed projected water demands, even during extended drought conditions. Future water supply will be adequate to offset future water demands during a normal year, a single dry year, and a five-consecutive-year drought. See Figure 6.10.1 on the following page.

**CHAPTER 7 Water Shortage Contingency Planning**

This chapter discusses the District's Water Shortage Contingency Plan (WSCP), and WSCP adoption procedures.

**7.1 Background**

Water shortages occur whenever the available water supply cannot meet the normally expected customer water use. This can be due to several reasons, including climate change, drought, and catastrophic events. Drought, regulatory action constraints, and natural and manmade disasters may occur at any time. A WSCP presents how an urban water supplier plans to respond to a water shortage condition and help prevent catastrophic service disruptions.

In 2018, the California State Legislature enacted two policy bills, (SB 606 (Hertzberg) and AB 1668 (Friedman)) (2018 Water Conservation Legislation), to establish a new foundation for long-term improvements in water conservation and drought planning to adapt to climate change and the resulting longer and more intense droughts in California. The 2018 Water Conservation Legislation set new requirements for water shortage contingency planning; the District's WSCP has been prepared to be consistent with these requirements.

**7.2 District Water Shortage Contingency Plan**

The District's WSCP was developed to provide a strategic plan for preparing and responding to water shortages. The WSCP includes water shortage stages and associated shortage response actions, as well as the District's legal authorities, communication protocols, compliance and enforcement, and monitoring and reporting.

**STRATEGIC GOAL U: THE DISTRICT INTENDS FOR ITS WSCP TO BE AN ADAPTIVE MANAGEMENT PLAN SO THAT IT MAY ASSESS RESPONSE ACTION EFFECTIVENESS AND ADAPT**



Figure 6.10.1

GROUNDWATER SOURCES IN NORTHERN SOLANO COUNTY

Tehama Formation Cross Section



Source: Lubbeff & Scalmanini, Solano Sub-basin Groundwater Sustainability Plan

## TO FORESEEABLE AND UNFORESEEABLE EVENTS.

### 7.3 Drought Risk Assessment

This drought risk assessment identifies the data and methods used, the basis for supply shortage conditions, a determination of the reliability of each water supply source, and a comparison of total water supplies and use during a potential drought.

### 7.4 Basis for Water Shortage Conditions

Water shortage conditions for this drought risk assessment are based on increased frequency and severity of drought condition seen in recent years, conditions that are projected to continue due to climate change. The District has also seen reduced availability of State Water Project water and Settlement Water in recent years due to constraints on the Sacramento Delta, and expects the reliability of these sources to decrease significantly under drought conditions. Based on conjunctive use of the District's groundwater from the Basal Tehama formation, groundwater is a reliable source. This makes the overall water system reliability relatively high.

### 7.5 Groundwater Levels

Increased pumping during dry years will cause groundwater levels to decrease, but groundwater levels are expected to return to normal levels once pumping decreases to normal year rates. Consequently, reliability of groundwater was also determined to be excellent (Coastland DCCM 4/23).

In summary, the WMP/SP concluded that based on 2020 demand and supply data, projected supply is sufficient to meet projected demand for the next five years. (Coastland DCCM Condition Assessment 4/2023)

### 7.6 Supply and Demand Assessment Procedures

Beginning in 2024, the District will conduct an Annual Water Supply and Demand Assessment in order to 1) submit an annual report to DWR on July 1, 2024 and each July 1 thereafter, and 2) to determine if a water shortage condition exists requiring an appropriate water shortage response action.

### 7.7 Supply and Demand Assessment

The procedures for the supply and demand assessment that will be conducted each year will include the following elements:

- The District will evaluate the water supply reliability for the current year and one dry year.
- A report on the water supply reliability for the current and projected water supply reliability for the next year will be prepared and posted to the District's web site.
- The report will include a determination as to whether or not a water shortage condition exists and if a water shortage response action is recommended.
- The annual Supply and Demand Assessment report will be prepared and submitted to DWR by July 1. The format for the report is expected to be finalized in 2024.

### **7.8 Supply and Demand Assessment Key Data Inputs**

The evaluation of the District's water supply reliability for the current year and one dry year will include the following key data inputs:

- Current year unrestrained demand (no conservation measures) considering weather/climate impacts, population growth projections, and any policies which may impact the ability to meet future or projected demands.
- Current year available supply, considering any hydrological and/or regulatory conditions in the current year and at least one dry year.
- Existing water system infrastructure and if there are any potential constraints.
- Description and quantification of each water supply source included in the WMP.

### **7.9 Evaluation Criteria and Methodology**

The following criteria shall be utilized when conducting the annual Supply and Demand assessment:

- The water reliability evaluation will generally commence in March each year. However, nothing in this plan will prohibit the assessment to start sooner if conditions warrant it.
- Data used in the evaluation will be captured via spreadsheet, computer model, or other available tools.
- Any local conditions or uncertainties that impact supply or demand conditions will be taken into consideration.

### **7.10 Drought Risk Assessment**

This drought risk assessment identifies the data and methods used, the basis for supply shortage conditions, a determination of the reliability of each water supply source, and a comparison of total water supplies and use during a potential drought.

### **7.11 Basis for Water Shortage Conditions**

Water shortage conditions for this drought risk assessment are based on increased frequency and severity of drought conditions seen in recent years, conditions that are projected to continue due to climate change. Based on conjunctive use of the District's groundwater from the Basal Tehama formation, groundwater is a reliable source. This makes the overall water system reliability relatively high in Drought Conditions (VMC Section 13.20.050)

Drought conditions will be in effect when there is a water shortage necessitating a reduction in water use within the District.

Water shortage stages may be declared by the RNVWD Board in response to one or more water supply conditions or events.

Each stage of water shortage corresponds with a water conservation response to a specified reduction in water supply. Each stage requires either a voluntary or mandatory reduction in water use by all customers which may include, mandatory limitations or prohibitions on specific types of water use.



These stages have been updated to comply with the six Standard Water Shortage Stages established by DWR in 2019. The criteria for triggering the District's water shortage stages based on water supply is shown in Table 7.11.1.

**Table 7.11.1 DWR Water shortage contingency plan levels**

Shortage Stage	Percent Shortage Range	Water Shortage Response Action
Normal	0%	Voluntary Conservation
1	0% - 10%	Conservation measures including outreach, education, and incentives
2	11% - 20%	Promotion of incentives, water use surveys; water waste monitoring and reporting; improved billing and tracking of usage; suspended hydrant flushing; accelerated system leak detection
3	21% - 30%	Restrictions on outdoor irrigation; water usage patrols; high water use reporting; cease operation of non-recirculating water features
4	31% - 40%	Restriction on outdoor irrigation; restrict/cease outdoor water use; residential and commercial water use allocations; excessive use penalties; restrictions on development and landscaping; curtail business use
5	41% - 50%	Require covers and other restrictions on pools; decrease water use allocation; restrict installation of turf grass; supply augmentation
6	50%+	Decrease water use allocation

**Normal Conditions:** At this stage there is no identified reduction in available water supply sources. Water customers are encouraged through multiple outreach sources to use water efficiently in order to achieve voluntary water conservation.

**Stage 1 (voluntary):** This stage may be declared when a reduction in total available water supply sources of 10% occurs. At this stage water customers shall be asked to conserve water through a voluntary reduction in water use of up to 10%.

**Stage 2 (voluntary to mandatory):** This stage may be declared when a reduction in total available water supply sources of 11% up to 20% occurs. At this stage water customers shall be asked to conserve water by up to 20% through employment of both voluntary and mandatory conservation measures including incentives, water use surveys, improved billing, and suspension of hydrant flushing.

**Stage 3 (mandatory):** This stage may be declared when a reduction in total available water supply sources of 21% up to 30% occurs. At this stage water customers shall be required to conserve water through a mandatory reduction in water use of up to 30%. In addition to the measure taken in Stage 2, customer usage may be monitored, and communications made to customers to reduce their water use. Limitations may be placed on outdoor irrigation.

**Stage 4 (mandatory to emergency):** This stage may be declared when a reduction in total available water supply sources of 31% up to 40% occurs. At this stage water customers shall be

required to conserve water through a mandatory reduction in water use of up to 40%. Additional limitations and/or restrictions to outdoor irrigation may be implemented. In addition to the measures taken in Stage 3, residential water use allocation may be implemented and penalties for use of in excess of those allocations may be levied. Shortage Response Actions may be applied as needed to achieve the desired water use target.

**Stage 5 (mandatory, emergency):** This stage may be declared when a reduction in total available water supply sources of 41% up to 50% occurs. Residents will be required to cease all non-essential use of water. In addition to the measure taken in Stage 4, residential water use allocation may be adjusted to achieve the desired water use target. The District may enact measures to augment the available water supply sources.

**Stage 6 (mandatory, emergency):** This stage may be declared when a reduction in total water supply sources exceeds 50%. In addition to the steps taken at Stage 5, residential water use allocations will be adjusted to achieve the desired water use target. (DWR)

#### **7.12 Water Emergency:**

A water supply emergency may be declared at any time when there is a reduction in total available water supply sources resulting from an emergency drought condition, catastrophic interruption such as a natural disaster, power outage or bio-terrorism attack on the District's water treatment and distribution system occurs. At this stage water use may be restricted based on the impact to the available water supply.

Water conservation action stages may also be triggered by local, state, or federal action impacting the management of the District's water supply sources. The General Manager or his/her Designee, shall use multiple sources of information to make a recommendation to the RNVWD Board on the implementation of one or more specific water shortage stages.

#### **7.13 Water Waste Prohibitions**

No user of the District's water system may knowingly make, cause, use or permit the use of water from the system in a manner that violates the District's Rules and Regulations.

- Excessive water runoff due to landscape irrigation activities.
- Washing of vehicles, equipment, structures, and other items without the use of a shutoff nozzle.
- The escape of water through breaks or leaks within the water users' plumbing or system that is not repaired within 48 hours of discovery.
- Fire hydrants used for purposes other than firefighting, water quality, maintenance, sanitation, and construction.

#### **7.14 Water Conservation Measures**

The District has an established Water Conservation program which promotes the efficient use of water through public outreach, education, and effective management of its water supply and distribution system. The program is consistent with industry best practices and includes the following measures:

- Water Efficiency Use information and education through the District's website and utility



- billing.
- Distribution of water efficient fixtures and resources.

In the event a water shortage stage is declared, in addition to the ongoing water conservation measure employed by the District the additional measures below may be taken:

- Expansion of public information campaign.
- Directed promotion of water use surveys.
- Enhanced water conservation information on billing.
- Enhanced water efficiency education.
- Encourage customers to identify and repair leaks in a timely manner.

#### **STRATEGIC GOAL V: ENSURE WATER CONSERVATION AND USE EFFICIENCY STRATEGIES THROUGH PROVEN COST-EFFICIENT MEASURES.**

##### **7.15 Water Use Restrictions**

During drought stages, the Board can implement additional water use restrictions as appropriate to achieve the desired level of conservation. Potential and additional restrictions include:

- Decrease or stop hydrant flushing (see Figure 7.15.1 on the following page).
- Expand system leak detection program.
- Limit watering and irrigation of plants, trees, and landscaping to specified days and/or hours of the day. Depending upon the severity of the water shortage, this may include limiting water buckets/hoses or prohibition of all irrigation completely.
- Depending upon the severity of the water shortage, limit other outdoor water use such as, but not limited to, the washing of equipment or vehicles to specified times during the day, on specified days only, or prohibit all outdoor uses of water altogether.

##### **7.16 Operational Changes**

The District will continue to evaluate operational and maintenance procedures in order to identify opportunities for improved efficiency in water delivery and reduce nonrevenue system water loss.

##### **7.17 Emergency Response Plan**

The Emergency Response Plan includes the following elements:

- List of water system components (wells, distribution system, storage tanks).
- Measures to be taken prior to and following an emergency event.
- List of emergency operation personnel.
- Information regarding coordination with police and fire department personnel.



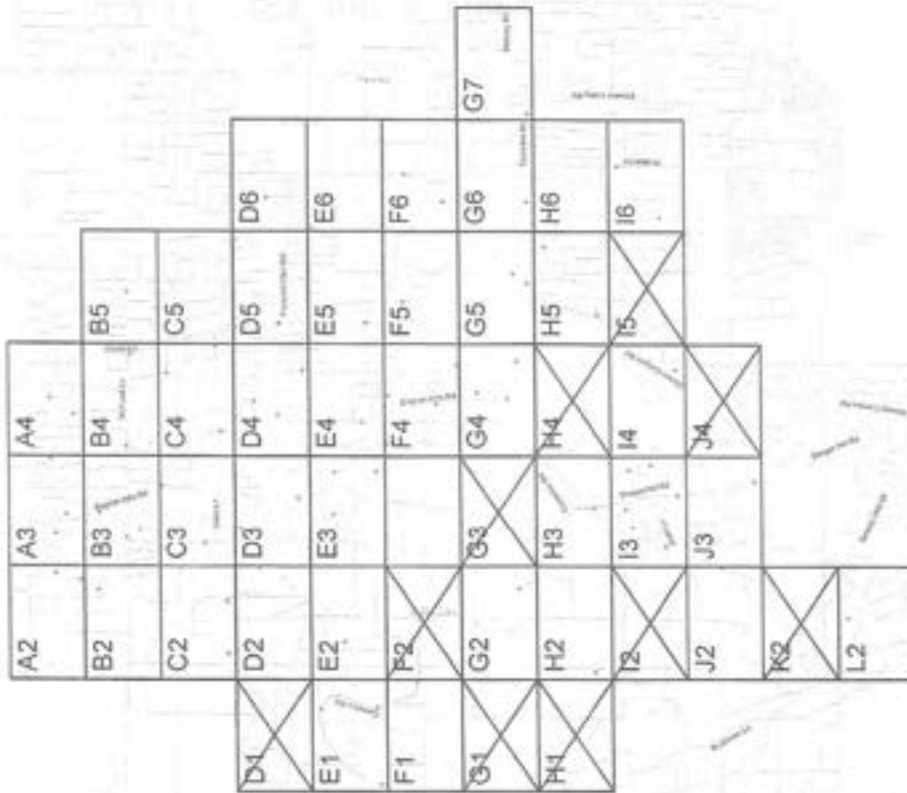
7.15.1 Fire Hydrant Map

Fire Hydrant  
Map  
April 2023



Rural North Vacaville  
Water District

CALCAD calcad.com (209) 676-9200



- List of water testing laboratories, water system contractors, and pipe repair and installation contractors.

In the event of a catastrophic interruption or other emergency, the RNVWD Board can direct the implementation of the Emergency stage of water conservation action.

#### **7.18 Communication Protocols**

The District will communicate any significant changes to, or shortages in, available water supply sources, as well as any disruption of service, to its water customers; the general public; and local, regional, and state government agencies as required and necessary. Communications and/or updates may be made through the District's website, utility billing inserts or press releases in local newspapers, radio or television stations.

#### **7.19 Compliance and Enforcement**

The District will endeavor to achieve water use reduction targets when possible through voluntary compliance measure which will include existing and enhance water conservation communication, education, outreach and incentive programs.

#### **7.20 Compliance and Enforcement Protocols**

In the event that water target reductions are not met and/or water shortages occur that cannot be met simply through voluntary measure, the District may enact compliance and enforcement protocols to ensure compliance. This measure may include penalties/surcharges for excessive water use in the event of a declaration of water shortage and implementation of water use restrictions or allocations.

Under the Normal conditions, water rates shall be established and modified from time to time with the objective of fully compensating for the acquisition, treatment, and distribution of water through revenues collected from customers, and promoting beneficial use of the water. There are no penalties for high water use under the Normal condition.

In Drought and Emergency conditions in which a water conservation stage is declared and conservation goals set, penalties, in the form of surcharges on the water bill, may be assessed for water use in excess of the conservation goal and/or water use allocation. For any instance the customer will be assessed a surcharge of the variable water charges for that billing period as a penalty for excessive water use.

#### **7.21 Monitoring and Reporting**

##### **7.21.1 Normal Conditions**

In Normal stage water supply conditions, production figures are recorded and reviewed by the Water Operations Section of the Solano Irrigation District. Totals are reported monthly and incorporated into the water supply report.

##### **7.21.2 Drought Conditions**

During Drought stage water supply condition production figures are provided to the Water Operations Section of the Solano Irrigation District. The Water Operations Section provides the

production figures to the General Manager. The General Manager compares the monthly production to the 2023 base year data to verify reduction goals are being met. Monthly reports are generated and provided to the General Manager. The SID will notify the General Manager if water reduction goals are not met, so corrective action can be taken.

During an Emergency, conditions shortage or interruption of service, Drought stage procedure will be followed, with the addition of a weekly production report to the General Manager. During a disaster shortage the Emergency stage applies.

### **7.21.3 Emergency Water Shortage Conditions**

During Drought and Emergency stages, RNVWD Board may add supplemental water use restrictions, as appropriate, to achieve the desired level of conservation.

### **7.21.4 Metering**

The District is fully metered and therefore usage for all new and existing water connections is tracked and all customers are billed based on their volume of use.

The District maintains a database to ensure every new and existing connection is metered and billed for water use.

## **CHAPTER 8 Demand Management Measures**

During Drought and Emergency stages, the RNVWD Board may add supplemental water use restrictions, as appropriate, to achieve the desired level of conservation.

### **8.1 Education and Outreach**

The District's public information program includes the following components:

- Maintaining a dedicated water conservation webpage on the District's website to educate the public on the District's water conservation practices, policies, and procedures as well as provide tips and resources for promoting water conservation [www.RNVWD.com](http://www.RNVWD.com).
- Providing current and comparative water use information on water bills.
- Providing billing samples with easy to follow instructions.
- Providing water conservation education and information through water billing inserts or printing directly on bills.

### **8.2 Programs to Assess and Manage Distribution System Real Loss**

The District conducts validated distribution system water audits annually in order to reconcile water production figures with consumption records. After accounting for unmetered uses, the District estimates its system's losses and performs distribution system leak detection in an attempt to minimize those losses. The District's system audit program consists of the following:

- Determination of metered sales.
- Determination of other system verifiable uses.
- Determination of total supply into system wide.
- Determination of estimated loss based on the above data.

**STRATEGIC GOAL W: REVIEW APPROVED WATER RATES ANNUALLY IN CONCERT WITH THE BUDGET SETTING PROCESS.**



### 8.3 Metering

The District's entire water service area is fully metered. The water rate structure for the volumetric charge consists of three tiers.

In 2023, the District completed a multi-year water rate study and adopted and implemented updated water rates starting in September 2023.

**RURAL NORTH VACAVILLE WATER DISTRICT**  
**Table 8.3.1 WATER RATE SCHEDULE**  
**3 Year Plan**

Rate Description	Current	Year 1	Year 2
Base Fee	\$74.00	\$79.18	\$84.72
CRC, Capital Recovery Charge	\$78.00	\$83.46	\$89.30
Tier 1, 2 & 3 Usage	\$3.00	\$3.21	\$3.43
Supplemental Fee	\$78.00	\$83.46	\$89.30

**Year 1 increase is needed to balance the budget.**

Current rate will increase the fixed monthly Base Rate by \$1.10

Current 1 rate will increase fixed monthly CRC by \$33.00

Usage rate will increase 92 cents per month, the monthly usage increase will be \$9.20 for a 10 CCF usage.

Proposed 7% increase for year 2 and year 3. 7% is to cover the cost of inflation and the remaining amount is to build reserves. ([www.rnvw.com](http://www.rnvw.com))

### 8.4 Plans for Continued Implementation

Continued implementation of this DMM is expected to help the District achieve its water efficiency goals by providing accurate water use information to the customer and the District. The meters allow the District to track customer water use and compare current use to historical data. They also allow customers to make informed decisions in managing their water use.

### 8.5 Planned Implementation to Achieve Water Use Targets

The District plans to continue to administer its existing DMMs in order to achieve and maintain water conservation.

Specifically, the District will continue to maintain and implement the following programs:

- Maintenance and enforcement of Water Waste Prohibitions;
- Replacement of existing meters as required and installation of new meters on all District water connections;
- The use of water pricing and when warranted, penalties for excessive use, to promote conservation;
- Voluntary and mandatory water conservation measures, including irrigation restrictions and water use allocations, to promote and/or mandate conservation

- Maintenance of a system leak detection sensors and loss prevention program to identify and repair leaks in order to maintain and improve upon the current system loss amount.

## **CHAPTER 9 Operations Management Planning**

This chapter discusses succession, operations training and staff changes.

In order to maintain a smooth transition with the District's board, management and staff, the Board must be prepared to appoint alternates to temporary positions due to emergency or forewarned vacancies of those positions. The procedure for filling a vacancy in an appointive board position is found at Government Code Sections 1778 and 1779.

The Solano Irrigation District has maintained a satisfactory relationship with RNVWD for several years. SID has provided guidance, engineering, operations, maintenance and emergency repair crews for the benefit of RNVWD. SID has worked with our staff to minimize costs throughout their operations and performance especially when their staff changes effect RNVWD operation. However, SID's first priority is to their district. RNVWD must have alternate sources of emergency contractors when in need.

**STRATEGIC GOAL X: MAINTAIN COMMUNICATION AND COORDINATION WITH A MINIMUM OF 3 CLASS A CONTRACTORS TO SERVE THE DISTRICT.**

## **CHAPTER 10 Strategic Goals**

- A. Protect current water rights from external threats through oversight and collaboration on legislation.
- B. Strive for a unified work force by streamlining internal processes and improving communication.
- C. Create stronger alignment among Board of Directors, Management and Staff by aligning vision and goals.
- D. Increase knowledge of best management practices for asset management by interacting with other agencies and participating in educational venues.
- E. Continue updating established Fiscal/Funding management practices.
- F. Develop Annual Financial Plans that align Capital Improvement Projects (CIP) with the approved rate structure.
- G. Provide semi-annual forecasting of budget-to-actual financial data to the public and Board of Directors.
- H. Seek opportunities for alternate funding sources to augment revenue to build reserves including adding more water rights for sale.
- I. Encourage the Sphere of Influence expansion and annexations.
- J. Develop an annual Capital Improvement Program that is developed and prioritized based on risk, condition assessment, capital assets and aligned with approved budget.
- K. Optimize Equipment and Assets (e.g. create collective purchasing agreements and annual

- asset purchasing plans).
- L. Develop resource (staffing/budget) plan for all projects to inform on appropriate levels of outsourcing.
  - M. Ensure Sustainable Water Supply.
  - N. Evaluate new water supply options.
  - O. Update Operations and Maintenance Programs and enhance technology that focuses on Prioritized, Protective and Preventative Maintenance.
  - P. Use technology/innovation to improve staff efficiency of operations (e.g. GIS, SCADA, GPS, etc.).
  - Q. Meet or exceed regulations for clean and safe water including developing a comprehensive groundwater and contaminates plan.
  - R. Manage aquifer health through regional collaboration.
  - S. Improve water quality with such actions as determining fluoridation practices per California Division of Drinking Water.
  - T. The District will continue to monitor existing groundwater supplies.
  - U. The District intends for its WSCP to be an adaptive management plan so that it may assess response action effectiveness and adapt to foreseeable and unforeseeable events.
  - V. Ensure water conservation and use efficiency strategies through proven cost-effective measures.
  - W. Review approved water rates annually in concert with the Budget setting process.
  - X. Maintain communication and coordination with a minimum of 3 Class A contractors to serve the District.

Electronic copies will be made available for review on the District's website at [www.mvwd.com/GeneralDocuments/WMP/SP](http://www.mvwd.com/GeneralDocuments/WMP/SP).



## REFERENCES

- City of Dixon Urban Water Management Plan 2020: [www.cityofdixon.us/media/water](http://www.cityofdixon.us/media/water)
- City of Vacaville Urban Water Management Plan [www.ci.vacaville.ca.us/utilites/reports](http://www.ci.vacaville.ca.us/utilites/reports)
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- Western Regional Climate Center. (2010). *Vacaville California Monthly Climate Summary*. Retrieved from Western Regional Climate Center: <https://wrcc.dri.edu/cgi-bin/cliMAIN.pl?ca9200>

**DIRECTORS**  
Elizabeth Miles  
President  
Bob Whitehouse  
Director  
Ken Swenson  
Vice President  
Patrick Sweeney  
Director  
Steven Strickland  
Director



**STAFF**  
Dale Motiska  
General Manager  
Brenda Kane  
Billing Manager  
Rick Trites  
Meter Reading/Backflow  
Nancy Veerkamp  
Board Clerk/Admin  
Solano Irrigation District  
Operator & Maintenance

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## **RURAL NORTH VACAVILLE WATER DISTRICT BOARD OF DIRECTORS SPECIAL MEETING**

**DATE:** Tuesday, March 12, 2024  
**TIME:** 7:00 P.M.  
**PLACE:** Vacaville Fire Protection District, Fire Station #67,  
4135 Cantelow Road, Vacaville, CA 95688  
(In-Person Only)

**“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.”**

### **AGENDA**

- 1. Call Meeting to Order**
- 2. Roll Call**
- 3. Approval of the Agenda**
- 4. Public Comment (Non-Agenda Items)**

Opportunity for the public to speak to the Board on any subject matter within the District’s jurisdiction but not appearing on today’s agenda. Speaker times are limited to three (3) minutes per person.

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 called for by the Board President at the appropriate agenda item when requested by a Public Comment Card.

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.

- 5. 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. **(Action Item for all at one time).**

- a) Consider for Approval of the Minutes of the Board of Directors Meeting of February 13, 2024.
- b) Consider for Approval the January Financials.

**6. General Manager's Report (Verbal Update)**

- a) Financial status of the District
- b) SID Contract
- c) Coastland Hydrology Modeling Report
- d) NBS Assessment
- e) Status of the refinance of the CoBank loan

**7. Continuing Business- (Public Comment)**

- a) Consider for approval the 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 evaluation of the Hydrology Model capacity at each location. Water rights are For Sale in accordance with the District Fee Schedule. (Action Item)*
- b) Consider for approval the Water Management/Strategic Plan. **(Action Item)**

**8. New Business- (Public Comment)**

- a) Consider for approval any new business items may be considered separately at the request of any Board member. **(Action Item)**
- b) Consider for approval financing the Perkins annexation APN# 0105-200-180 included in Resolution 2021-50 for the purchase of one (1) Reserved Water Right from the District for the original agreement price of \$40,000 (which was agreed to prior to the rate increase) with the following terms: 30% downpayment financed for one (1) year at 3% interest. **(Action Item)**
- c) Consider for approval financing all future District Water Rights as active connections only (no supplemental connections). The financing will be based on the current Fed interest rate (today at 5.25%-5.5%). Option A +2% interest for ten (10) year terms with a 30% downpayment. Option B +1% for ten (10) years with a 20% downpayment. Option C +2% for ten (10) years with a 10% downpayment. Option D +2% for five (5) years with a 20% downpayment. These terms will be added to the current District Fee Schedule and Rules and Regulations. **(Action Item)**



- d) Consider for approval financing the Rolling Hills (Amos Financial) purchase of one (1) Water Right from the District for \$50,000 with the following terms: 30% downpayment financed for five (5) years at 7.25% interest. **(Action item)**
- e) Consider for approval the extension for three years of the contract with Trites Backflow Services, Inc. **(Action item)**
- f) Consider for approval appointing an ad hoc committee to prepare a budget for the new fiscal year. **(Action item)**
- g) Consider for approval appointing an ad hoc committee to research candidates for the appointment of a new Board member to replace President Elizabeth Miles and her unexpected resignation. **(Action Item)**
- h) Consider for approval the election of a new President of the Board. **(Action Item)**
- i) Consider for approval adding six (6) Board Meetings to the annual schedule. The meetings will be every month on the second Tuesday of the month. **(Action Item)**

## 9. Board Member Comments

## 10. Adjourn

The next Regular Meeting is scheduled for April 9, 2024 at 7:00 pm at the Vacaville Fire Protection District, Fire Station #67, 4135 Cantelow Road, Vacaville, CA 95688.

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](mailto: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.



**Directors**

Elizabeth Miles, President  
Ken Swenson, Vice President  
Patrick Sweeney, Director  
Steven Strickland, Director  
Ken Swenson, Director

**Staff**

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

**BOARD OF DIRECTORS**  
**MEETING MINUTES**  
**FEBRUARY 13, 2024 at 7:00 pm**

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

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

Absent: None

Public (speaking): Jim Miles, Eileen Smith, Brenda Kane, Bob Kane

**1. Call Meeting to Order**

**2. Roll Call**

**3. Approval of the Agenda**

The meeting was called to order by President Elizabeth Miles at 7:00 pm.

Director Steve made a motion to approve the Agenda and the motion was seconded by Director Patrick.

All present approved.

**Public Comments (Non Agenda Items):** None

**5. Consent Items:** Public Comment: None

a) Consider for Approval the Meeting Minutes of Board of Directors Meeting December 12, 2023.



b) Consider for Approval November and December Financials.

Director Steven made a motion to approve items a & b. Director Patrick seconded the motion. Approved by all present.

**6. General Managers Verbal Informational Report- Public comment: None**

a) Financial status of the District- A spread sheet was handed out showing a balance in checking of \$85,364 and reserves of \$145,934. Dale asked the Board for permission to move up to \$94,000 from Reserves to the checking account to pay the CoBank loan due February 20<sup>th</sup>. Director Bob made a motion to move up to \$94,000 from Reserves to checking. Director Patrick seconded the motion. Discussion. GM is working on refinancing the CoBank loan or looking for other choices to raise revenue or a line of credit. Brenda; Who set up loans for sale of water rights. Director Bob: The Board approved the sales and loans at the interest rate that was in effect at the time. Jim: The board needs to prepare an assessment or rate increase proposal that people will understand. (See item c under New Business). Patrick: Inflation has hit us hard.

Vote: Approved by all present.

b) SID Contract- It is in SID's court to finalize the contract. When the contract is received it will go to our attorney for review. We have concluded meetings with SID.

b) Status of the Arsenic Filtration System- The read out controller screen unable to be read correctly. Chart Industries is replacing the screen under warranty. Well #2 is running 40% of the time – but not on the weekends to save overtime costs. Well #1 control station shorted out-it looks like a design problem. \$1200 was spent on a new controller.

b) April 1, 2024 county construction of new Cantelow bridge-Ghillotti Construction is the contractor for the bridge work being performed by Solano County. The district will be charged \$59,000 for moving the water line. That charge will be paid by the district over time. The County has agreed to pay for two valves in the 12" line - one on each side. The road will be closed for approximately 3 months.

b) Coastland Hydrology Modeling Report- The final report will be complete by March 5 and upon receipt will be sent to LAFCo.

b) English Hills LLC – “reserved water right” . A letter was sent to the owner to release the water right back into the district inventory. The Owner agreed and will not purchase the water right. President Elizabeth requested a copy of the letter to be placed in the Meeting Minutes as a copy was not in the meeting package. Dove Creek will be purchasing one water right.

**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 Unite (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).* Director Steve made a motion to approve the additional 10 water rights. Director Ken seconded the motion. Discussion: After discussion Director Ken made a motion to table this motion awaiting the final Hydrology report. Director Bob seconded the motion.

Vote: All present approved tabling this item.

## **8. New Business- Public Comments: None**

a) Consider for approval the RNVWD Water Management/Strategic Plan. (Action Item) President Elizabeth made a motion to have the GM meet with Director Patrick and make the edits from a prior meeting with LAFCO, the former GM, current GM and Director Patrick. President Elizabeth requested that they send the edits to her for review before presenting the Plan for approval at the next meeting. Director Patrick seconded the motion.

Vote: All present approved tabling this item.

b) Consider for discussion review of District water right financing (Discussion Item). Board members have heard from some district members that financing would make the sale of water rights more attractive. In an emergency, such as a well failing, some members would not be able to come up with the full price immediately. The Board will decide on the terms of new contracts: interest rate, duration of loan, down payment requirements, etc. at a future meeting. Public: Is there a late fee on loans? Late payments can be placed on the tax rolls.

c) Consider for approval presenting a 3 year \$600 per year assessment to the District Members. \$959,400 would be raised. (Action Item) Director Steve made a motion to move forward with an assessment. Director Patrick seconded the motion. Discussion: The GM needs to come back with a proposal from NBS on the cost of facilitating the Prop 218 process and the cost for their study to determine how much would be ultimately be needed for assessment that would best serve the district over time. Director Bob made a motion to table this item until we have a quote and more information from NBS. Director Steve seconded the motion.

Vote: All approved tabling this item.

d) Consider for approval an Engineering report to estimate the cost of emergency protection measures to the two water mains exposed in the English Creek at the base of the Cantelow landslide. (Action Item). Director Steve made a motion to request an engineering report. Director Ken seconded the motion. Discussion: How much would this cost? GM: approximately \$800-\$1,000.

Vote: All present approved.

Final Comments from Board:

Bob: We are going on the right track with an assessment, it's not going to be easy and will be painful.

Patrick: Well said Bob

Steve: I agree with Bob

## 9. Adjourn

The meeting was adjourned at 9:00 pm by the President.

**The next Regular Meeting is scheduled for April 9, 2023, at 7:00 pm 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 President

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Signed

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Date



Balance Sheet 2023

<u>Month</u>	<u>PayPal</u>	<u>Checking</u>	<u>Reserves</u>	<u>Total</u>	<u>Arsenic Cost</u>
Feb. 23	\$872	\$822,079	\$433,375	\$1,256,326	\$167,349
Mar.23	\$232	\$640,051	\$433,375	\$1,073,658	\$154,845
Apr.23	\$159	\$495,061	\$442,339	\$937,559	\$59,883
May23	\$915	\$268,553	\$442,339	\$711,807	\$168,307
Jun.23	\$542	\$271,404	\$242,339	\$514,285	\$177,382
Jul.23	\$93	\$243,133	\$242,339	\$485,565	\$26,555
Aug.23	\$116	\$184,912	\$145,934	\$330,963	\$72,551
Sep.23	\$1,101	\$136,990	\$145,934	\$284,026	\$28,858
Oct.23	\$1,760	\$120,407	\$145,934	\$268,121	\$20,345
Nov.23	\$680	\$120,815	\$145,934	\$267,429	\$12,758
Dec.23	\$498	\$118,468	\$145,934	\$264,901	\$ 4,969
Jan.24	\$1,708	\$ 85,364	\$145,934	\$233,006	<u>\$ 3,781</u>
				TOTAL	\$897,583
				<u>Cobank</u>	<u>\$ 89,292</u> Aug.2023
				Arsenic	\$986,875

Feb.23      Cash Assets    \$1,256,326  
Arsenic Costs - \$ 986,875  
 \$ 269,451

Withdrawn from Reserves                      Cobank Draws (interest only)

Feb.23	\$174,524	\$600,000
Mar.23	\$191,985	
Apr. 23	\$ 87,448	<u>\$600,000</u>
May23	\$232,723	TOTAL \$1,200,000
Jun.23	\$207,408	
<u>Jul,23</u>	<u>\$100,000</u>	
TOTAL	\$994,088	

Cobank      \$ 89,286 due Feb. 20,2024 (\$50,000 minimum requirement held in reserves)



Dale Motiska  
General Manager

February 6, 2024

Gordon Stankowski  
3875 Joslin Lane  
Vacaville, Ca. 95688

English Hills, LLC  
Rural North Vacaville Water District Resolution 2021-51

Dear Sir,

Whereas the Resolution 2021-51 allows for a domestic water right and service connection under Section 21 of the District Rules and Regulations, the determination of the Local Agency Formation of Solano County has denied any annexation of Parcels APN 0123-030-060,070 and APN 0123-070-020. The annexation has failed to provide the requirement in the Rules and Regulations **B. (5)**.

Consequently the "Reserved Water Right" for the English Hills LLC Annexation becomes of no value to the above-mentioned parcels. Therefore your "Reserved Water Right" is no longer reserved and will be returned to the District.

However, I am pleased to offer you the purchase of this water right for your property at 3875 Joslin Lane now that our Board has approved two (2) meters per legal parcel. The current price is \$50,000.

Please let me know of your decision within 30 days or I will assume your lack of interest to make this purchase and the District will sell the water right. Thank you for your patience resolving this issue.

Sincerely,

Dale Motiska 707-564-0750

5a

**RNVWD - Operating Fund**  
**Balance Sheet**  
As of January 31, 2024

	Jan 31, 24
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
160.020 · Cash WFB Checking #3799	85,364
160.025 · Cash PayPal Account	1,708
160.029 · Cash in Treasury - Fund 164	145,934
	233,006
<b>Accounts Receivable</b>	
11010 · Water Right Inst. Payments Due	2,554
11000 · Hydrant Water Customer AR	(1,500)
	1,054
<b>Other Current Assets</b>	
160.110 · Water Svc Accounts Rec.	96,613
160.139 · Accrued Interest Receivable	14,237
	110,850
<b>Total Current Assets</b>	344,911
<b>Fixed Assets</b>	
160.310 · Construction in Progress	1,912,248
160.315 · Infrastructure	13,001,460
160.340 · Equipment	406,104
160.370 · Allowance For Depreciation	(9,023,446)
	6,296,367
<b>Other Assets</b>	
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	36,586
164.238 · LT Receivable - DelCampo	134,790
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	35,399
164.233 · LT Receivable - Pitcavage	30,197
	984,033
<b>Total Other Assets</b>	984,033
<b>TOTAL ASSETS</b>	<b>7,625,310</b>
<b>LIABILITIES &amp; EQUITY</b>	



**RNVWD - Operating Fund**  
**Balance Sheet**  
As of January 31, 2024

	<u>Jan 31, 24</u>
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
160.500 · Deposit Payables	9,830
<b>Total Accounts Payable</b>	9,830
<b>Credit Cards</b>	
160.601 · Wells Fargo Visa Card-New	92
<b>Total Credit Cards</b>	92
<b>Other Current Liabilities</b>	
160.510 · Accounts Payable	106,564
160.550 · Deposits Clearing Account	6
<b>Total Other Current Liabilities</b>	106,570
<b>Total Current Liabilities</b>	116,493
<b>Long Term Liabilities</b>	
164.600 · Loan Payable	1,143,276
<b>Total Long Term Liabilities</b>	1,143,276
<b>Total Liabilities</b>	1,259,769
<b>Equity</b>	
160.740 · Fund Balance Available	682,819
160.749 · County Reserve Funds	245,934
160.770 · Investment in Fixed Assets	5,096,366
32000 · Retained Earnings	568,237
Net Income	(227,814)
<b>Total Equity</b>	6,365,541
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>7,625,310</b>

**RNVWD - Operating Fund**  
**Profit & Loss Budget Performance**  
 January 2024

	Jan 24	Budget	\$ Over B...	Jul '23 - J...	YTD Bud...	\$ Over B...	Annual B...
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
60.9000 · Revenues							
60.9005 · Base Fee	30,784	30,785	(1)	214,590	215,496	(905)	369,421
60.9010 · Supplemental Fees	8,892	8,892	0	54,720	62,244	(7,524)	106,704
60.9015 · Tier 1	5,895	9,709	(3,814)	66,254	67,962	(1,709)	116,507
60.9020 · Tier 2	654	3,333	(2,679)	23,145	23,333	(188)	40,000
60.9025 · Tier 3	2,541	2,333	208	25,482	16,333	9,149	28,000
60.9027 · Capital Recovery Charge	32,400	32,470	(70)	199,703	227,290	(27,588)	389,640
60.9030 · Hydrant Water Usage	1,781	583	1,198	4,986	4,083	903	7,000
60.9065 · Water Rights	0	37,000	(37,000)	0	67,412	(67,412)	77,112
60.9075 · Admin Fees, Late Fees	(2,582)	667	(3,248)	987	4,667	(3,680)	8,000
60.9080 · Interest Income	0	2,496	(2,496)	21,922	17,473	4,449	29,953
<b>Total 60.9000 · Revenues</b>	<b>80,365</b>	<b>128,269</b>	<b>(47,903)</b>	<b>611,789</b>	<b>706,293</b>	<b>(94,505)</b>	<b>1,172,337</b>
<b>Expense</b>							
60.2000 · Operating Expenses							
60.2005 · General Manager	7,500	7,500	0	50,093	52,500	(2,407)	90,000
60.2006 · Recruiter / Transition	3,000	2,000	1,000	23,800	20,000	3,800	20,000
60.2010 · Administration & Board Clerk	618	660	(43)	6,597	4,620	1,977	7,920
60.2015 · Billing Manager	3,700	3,667	33	28,039	25,667	2,372	44,000
60.2020 · Meter Reading	1,427	1,167	260	8,639	8,169	470	14,004
60.2025 · Backflow Testing	0	0	0	31,943	19,000	12,943	19,000
60.2028 · Plant & Facilities Operations	15,763	12,500	3,263	131,633	87,500	44,133	150,000
60.2033 · Weed Abatement	0	230	(230)	0	1,613	(1,613)	2,765
60.2035 · Legal	3,220	1,000	2,220	10,921	7,000	3,921	12,000
60.2040 · Engineering	756	1,250	(494)	4,397	8,750	(4,353)	15,000
60.2045 · Audit	0	0	0	11,500	11,332	168	12,332
60.2050 · Accountant CPA	2,300	1,167	1,133	8,000	8,167	(167)	14,000
60.2065 · USA Marking	280	500	(220)	2,400	3,500	(1,100)	6,000
60.2070 · Webmaster	613	833	(220)	5,656	5,833	(178)	10,000
60.2075 · Office Supplies	0	188	(188)	1,904	1,313	592	2,250
60.2090 · Postage & PO Box Rental	92	333	(241)	4,003	2,333	1,670	4,000
60.2105 · Ins. Gen. Liab., Prop., & Bond	0	0	0	8,629	5,500	3,129	5,500
60.2115 · Electricity, PGE	4,865	3,306	1,559	60,880	45,803	15,077	73,000
60.2125 · Office Equipment	515	208	307	1,952	1,458	494	2,500
<b>Total Income</b>	<b>80,365</b>	<b>128,269</b>	<b>(47,903)</b>	<b>611,789</b>	<b>706,293</b>	<b>(94,505)</b>	<b>1,172,337</b>

**RNVWD - Operating Fund**  
**Profit & Loss Budget Performance**  
 January 2024

	Jan 24	Budget	\$ Over B...	Jul '23 - J...	YTD Bud...	\$ Over B...	Annual B...
60.2130 · Bank & Bankcard Fees	470	375	95	2,908	2,625	283	4,500
60.2135 · Interest on Loan	0	0	0	10,887	81,963	(71,077)	171,254
60.2145 · Phone Service	0	68	(68)	590	474	116	812
60.2150 · Tank Access Rd. Maint. & Gate	0	2,917	(2,917)	17,647	20,417	(2,769)	35,000
60.2160 · CORE SW Lic., Data Stg, Trng.	0	0	0	2,209	2,400	(191)	4,000
60.2175 · Publications & Legal Notices	0	42	(42)	0	292	(292)	500
60.2185 · Trade Memberships & Training	6,426	0	6,426	11,004	8,200	2,804	9,500
60.2190 · Licenses, Permits & Fees	3,996	417	3,579	4,696	2,917	1,779	5,000
60.2200 · ITRON Mobile Reader SW & Warr.	0	208	(208)	2,780	1,458	1,321	2,500
60.2205 · Fees & Administration	0	167	(167)	600	1,167	(567)	2,000
60.2208 · Underground Leak Repairs	34,400	11,667	22,733	111,466	81,667	29,800	140,000
60.2210 · Routine Maintenance & Minor Rep	5,127	6,250	(1,123)	62,872	43,750	19,122	75,000
60.2235 · Contingency	0	1,250	(1,250)	450	8,750	(8,300)	15,000
60.2410 · Arsenic	3,781	10,417	(6,635)	169,818	72,917	96,901	125,000
60.2430 · Meter/ERT Replacement AMI	0	417	(417)	1,619	2,917	(1,297)	5,000
60.2455 · Engineer Cantelow Slide	0	417	(417)	2,450	2,917	(467)	5,000
60.2460 · FEMA	0	333	(333)	470	2,333	(1,863)	4,000
60.2465 · Cantelow Repair Pipe - Exposed	0	2,500	(2,500)	6,490	17,500	(11,010)	30,000
60.2470 · Model Dist Operating Sys	8,630	2,250	6,380	28,560	15,750	12,810	27,000
60.2475 · Survey Dist Properties	0	167	(167)	1,102	1,167	(64)	2,000
60.2480 · Funding for Reserves	0	417	(417)	0	2,917	(2,917)	5,000
<b>Total 60.2000 · Operating Expenses</b>	<b>107,478</b>	<b>76,785</b>	<b>30,693</b>	<b>839,603</b>	<b>694,553</b>	<b>145,050</b>	<b>1,172,337</b>
<b>Total Expense</b>	<b>107,478</b>	<b>76,785</b>	<b>30,693</b>	<b>839,603</b>	<b>694,553</b>	<b>145,050</b>	<b>1,172,337</b>
<b>Net Ordinary Income</b>	<b>(27,113)</b>	<b>51,483</b>	<b>(78,596)</b>	<b>(227,814)</b>	<b>11,740</b>	<b>(239,555)</b>	<b>(0)</b>
<b>Net Income</b>	<b>(27,113)</b>	<b>51,483</b>	<b>(78,596)</b>	<b>(227,814)</b>	<b>11,740</b>	<b>(239,555)</b>	<b>(0)</b>



**RNWWD - Operating Fund**  
**Check Register**  
January 2024

Jan 24	Type	Date	Num	Name	Memo	Account	Clr	Split	Debit	Credit	
	Check	01/01/2024	2999	RG West Builders, Inc	632	160 020 · Cash WFB Checking #3799	X	60 2006 · Recruiter / Transition		3,000.00	
	Check	01/01/2024	2999	RG West Builders, Inc	632	60 2006 · Recruiter / Transition		160 020 · Cash WFB Checking #3799	3,000.00		
	Check	01/01/2024	3000	Randall Larson Mayn...	monthly servic...	160 020 · Cash WFB Checking #3799	X	60 2070 · Webmaster	613.00		
	Check	01/01/2024	3000	Randall Larson Mayn...	monthly servic...	160 020 · Cash WFB Checking #3799	X	160 020 · Cash WFB Checking #3799		613.00	
	Check	01/01/2024	3001	Buxup Corporation	8709	160 020 · Cash WFB Checking #3799	X	60 2005 · General Manager	7,500.00		
	Check	01/01/2024	3001	Buxup Corporation	8709	60 2005 · General Manager		160 020 · Cash WFB Checking #3799		7,500.00	
	Check	01/02/2024	3001	Buxup Corporation	8709	160 020 · Cash WFB Checking #3799	X	60 2015 · Billing Manager	3,700.00		
	Check	01/02/2024	3002	BK Bookkeeping Inc	6344	160 020 · Cash WFB Checking #3799	X	60 2015 · Billing Manager		3,700.00	
	Check	01/02/2024	3002	BK Bookkeeping Inc	6344	60 2015 · Billing Manager		160 020 · Cash WFB Checking #3799			3,700.00
	Check	01/02/2024		Wells Fargo		160 020 · Cash WFB Checking #3799	X	160 601 · Wells Fargo Visa Card-New	98.51		
	Check	01/02/2024		Wells Fargo		160 020 · Cash WFB Checking #3799	X	160 020 · Cash WFB Checking #3799		98.51	
	Check	01/03/2024		PG & E		60 2115 · Electricity, PGE	X	160 020 · Cash WFB Checking #3799	1,500.70		
	Check	01/03/2024		PG & E		60 2115 · Electricity, PGE	X	60 2125 · Office Equipment	500.00		
	Check	01/03/2024		Postalia		160 020 · Cash WFB Checking #3799	X	60 2125 · Office Equipment	500.00		
	Check	01/03/2024		Postalia		160 020 · Cash WFB Checking #3799	X	160 020 · Cash WFB Checking #3799		500.00	
	Check	01/04/2024	3003	Shaw & Associates		60 2050 · Accountant CPA	X	60 2050 · Accountant CPA	2,300.00		
	Check	01/04/2024	3003	Shaw & Associates		60 2050 · Accountant CPA	X	160 020 · Cash WFB Checking #3799		2,300.00	
	Check	01/04/2024	3004	Bay City Electric Works	W287857	160 020 · Cash WFB Checking #3799	X	60 2210 · Routine Maintenance & Minor Rep	162.58		
	Check	01/04/2024	3004	Bay City Electric Works	W287857	60 2210 · Routine Maintenance & Minor Rep		160 020 · Cash WFB Checking #3799		162.58	
	Check	01/04/2024	3005	SWRCB Accounting	Drinking Wate...	160 020 · Cash WFB Checking #3799	X	60 2190 · Licenses, Permits & Fees	3,995.92		
	Check	01/04/2024	3005	SWRCB Accounting	Drinking Wate...	60 2190 · Licenses, Permits & Fees		160 020 · Cash WFB Checking #3799		3,995.92	
	Check	01/04/2024	3006	Nancy Veerkamp	RNWSWS-1123...	160 020 · Cash WFB Checking #3799	X	60 020 · Cash WFB Checking #3799	617.50		
	Check	01/07/2024	3006	Nancy Veerkamp	RNWSWS-1123...	160 020 · Cash WFB Checking #3799	X	160 020 · Cash WFB Checking #3799		617.50	
	Check	01/07/2024	3007	Tites Backflow Svc Inc	14876	60 2020 · Meter Reading	X	60 2020 · Meter Reading	1,427.00		
	Check	01/07/2024	3007	Tites Backflow Svc Inc	14876	60 2020 · Meter Reading	X	160 020 · Cash WFB Checking #3799		1,427.00	
	Check	01/07/2024	3008	ACWA	ANNUAL DUES	160 020 · Cash WFB Checking #3799	X	60 2185 · Trade Memberships & Training	6,105.00		
	Check	01/07/2024	3008	ACWA	ANNUAL DUES	60 2185 · Trade Memberships & Training		160 020 · Cash WFB Checking #3799		6,105.00	
	Check	01/11/2024		Client Analysis Servic...		160 020 · Cash WFB Checking #3799	X	60 2130 · Bank & Bankcard Fees	33.74		
	Check	01/11/2024		Client Analysis Servic...		160 020 · Cash WFB Checking #3799	X	160 020 · Cash WFB Checking #3799		33.74	
	Check	01/11/2024		WFB Bankcard Fees		60 2130 · Bank & Bankcard Fees	X	60 2130 · Bank & Bankcard Fees	85.51		
	Check	01/11/2024		WFB Bankcard Fees		60 2130 · Bank & Bankcard Fees	X	160 020 · Cash WFB Checking #3799		85.51	
	Check	01/11/2024		WFB Bankcard Fees		160 020 · Cash WFB Checking #3799	X	60 2130 · Bank & Bankcard Fees	92.52		
	Check	01/11/2024		WFB Bankcard Fees		60 2130 · Bank & Bankcard Fees	X	160 020 · Cash WFB Checking #3799		92.52	
	Check	01/11/2024		WFB Bankcard Fees		160 020 · Cash WFB Checking #3799	X	60 2130 · Bank & Bankcard Fees	93.81		
	Check	01/11/2024		WFB Bankcard Fees		60 2130 · Bank & Bankcard Fees	X	160 020 · Cash WFB Checking #3799		93.81	
	Check	01/12/2024	3009	Bay City Electric Works	w288565	160 020 · Cash WFB Checking #3799	X	60 2210 · Routine Maintenance & Minor Rep	2,154.44		
	Check	01/12/2024	3009	Bay City Electric Works	w288565	60 2210 · Routine Maintenance & Minor Rep		160 020 · Cash WFB Checking #3799		2,154.44	
	Check	01/12/2024		American Water Wor...	PFY-03784609	160 020 · Cash WFB Checking #3799	X	60 2185 · Trade Memberships & Training	321.00		
	Check	01/12/2024		American Water Wor...	PFY-03784609	60 2185 · Trade Memberships & Training		160 020 · Cash WFB Checking #3799		321.00	
	Check	01/17/2024		PG & E		60 2115 · Electricity, PGE	X	60 2115 · Electricity, PGE	388.08		
	Check	01/17/2024		PG & E		60 2115 · Electricity, PGE	X	160 020 · Cash WFB Checking #3799		388.08	
	Check	01/21/2024	3010	Solano Irrigation Distr...	0041292	160 020 · Cash WFB Checking #3799	X	60 020 · Cash WFB Checking #3799	388.08		
	Check	01/21/2024	3010	Solano Irrigation Distr...	0041292	60 020 · Cash WFB Checking #3799		160 020 · Cash WFB Checking #3799		388.08	
	Check	01/21/2024	3010	Solano Irrigation Distr...	0041292	160 020 · Cash WFB Checking #3799	X	60 2210 · Routine Maintenance & Minor Rep	1,213.44		
	Check	01/21/2024	3010	Solano Irrigation Distr...	0041292	60 2210 · Routine Maintenance & Minor Rep		160 020 · Cash WFB Checking #3799		1,213.44	
	Check	01/21/2024	3010	Solano Irrigation Distr...	0041292	160 020 · Cash WFB Checking #3799	X	60 2028 · Plant & Facilities Operations	15,763.03		
	Check	01/21/2024	3010	Solano Irrigation Distr...	0041292	60 2028 · Plant & Facilities Operations		160 020 · Cash WFB Checking #3799		15,763.03	
	Check	01/21/2024	3010	Solano Irrigation Distr...	0041292	160 020 · Cash WFB Checking #3799	X	60 2065 · USA Marketing	280.07		
	Check	01/21/2024	3010	Solano Irrigation Distr...	0041292	60 2065 · USA Marketing		160 020 · Cash WFB Checking #3799		280.07	
	Check	01/21/2024	3010	Solano Irrigation Distr...	0041292	160 020 · Cash WFB Checking #3799	X	60 2040 · Engineering	755.79		
	Check	01/21/2024	3010	Solano Irrigation Distr...	0041292	60 2040 · Engineering		160 020 · Cash WFB Checking #3799		755.79	
	Check	01/21/2024	3010	Solano Irrigation Distr...	0041292	160 020 · Cash WFB Checking #3799	X	60 2150 · Tank Access Rd. Maint. & Gate	0.00		
	Check	01/21/2024	3010	Solano Irrigation Distr...	0041292	60 2150 · Tank Access Rd. Maint. & Gate		160 020 · Cash WFB Checking #3799		0.00	
	Check	01/21/2024	3010	Solano Irrigation Distr...	0041292	160 020 · Cash WFB Checking #3799	X	60 2208 · Underground/Leak Repairs	34,399.58		
	Check	01/21/2024	3010	Solano Irrigation Distr...	0041292	60 2208 · Underground/Leak Repairs		160 020 · Cash WFB Checking #3799		34,399.58	
	Check	01/21/2024	3010	Solano Irrigation Distr...	0041292	160 020 · Cash WFB Checking #3799	X	60 2410 · Arsenic	7,402.96		
	Check	01/21/2024	3010	Solano Irrigation Distr...	0041292	60 2410 · Arsenic		160 020 · Cash WFB Checking #3799		7,402.96	
	Check	01/21/2024	3012	County of Solano	legal	160 020 · Deposit Payables	X	60 020 · Cash WFB Checking #3799	3,220.00		
	Check	01/21/2024	3012	County of Solano	legal	60 2035 · Legal		160 020 · Cash WFB Checking #3799		3,220.00	
	Check	01/21/2024	3011	Bay City Electric Works	W289371	160 020 · Cash WFB Checking #3799	X	60 2210 · Routine Maintenance & Minor Rep	1,596.09		
	Check	01/21/2024	3011	Bay City Electric Works	W289371	60 2210 · Routine Maintenance & Minor Rep		160 020 · Cash WFB Checking #3799		1,596.09	
	Check	01/21/2024	3013	Coastland	58132	160 020 · Cash WFB Checking #3799	X	60 2470 · Model Dist. Operating Sys	8,630.00		
	Check	01/21/2024	3013	Coastland	58132	60 2470 · Model Dist. Operating Sys		160 020 · Cash WFB Checking #3799		8,630.00	

RNWWD - Operating Fund  
Check Register  
January 2024

Type	Date	Num	Name	Memo	Account	Cir	Split	Debit	Credit
Check	01/23/2024		PG & E		160 020 · Cash WFB Checking #3799	X	60 2115 · Electricity, PGE	145.28	145.28
Check	01/23/2024		PG & E		60 2115 · Electricity, PGE		160 020 · Cash WFB Checking #3799		543.98
Check	01/26/2024		PG & E		60 2115 · Cash WFB Checking #3799	X	60 2115 · Electricity, PGE	543.98	
Check	01/26/2024		PG & E		60 2115 · Electricity, PGE		160 020 · Cash WFB Checking #3799		15.15
Check	01/28/2024	3014	Postalia	R1-106077890	160 020 · Cash WFB Checking #3799		60 2125 · Office Equipment	15.15	
Check	01/28/2024	3014	Postalia	R1-106077890	60 2125 · Office Equipment		160 020 · Cash WFB Checking #3799		4,545.24
Check	01/29/2024	3015	Dennis Forfang	Vendor Refund	160 020 · Cash WFB Checking #3799		160 500 · Deposit Payables		
Check	01/29/2024	3015	Dennis Forfang	Vendor Refund	160 500 · Deposit Payables		160 020 · Cash WFB Checking #3799	4,545.24	
Check	01/29/2024	3016	Brad Fouik	Check 4246 to...	160 020 · Cash WFB Checking #3799		-SPLIT-		1,230.90
Check	01/29/2024	3016	Brad Fouik	Hydrant Refund	160 500 · Deposit Payables		160 020 · Cash WFB Checking #3799	1,230.90	
Check	01/29/2024		ACH Return		160 020 · Cash WFB Checking #3799	X	60 9075 · Admin Fees, Late Fees	230.00	230.00
Check	01/29/2024		ACH Return		60 9075 · Admin Fees, Late Fees		160 020 · Cash WFB Checking #3799		
Check	01/31/2024		PG & E		160 020 · Cash WFB Checking #3799	X	60 2115 · Electricity, PGE	2,287.31	
Check	01/31/2024		PG & E		60 2115 · Electricity, PGE		160 020 · Cash WFB Checking #3799		2,287.31
Check	01/31/2024		Service Charge	Service Charge	160 025 · Cash PayPal Account	X	60 2130 · Bank & Bankcard Fees	164.11	164.11
Check	01/31/2024		Service Charge	Service Charge	60 2130 · Bank & Bankcard Fees		160 025 · Cash PayPal Account		164.11
								<b>120,893.69</b>	<b>120,893.69</b>

Jan 24

**DIRECTORS**  
Patrick Sweeney      Bob Whitehouse  
President              Director  
  
Ken Swenson        Open Position  
Vice President      Director  
  
Steven Strickland  
Director



**STAFF**  
Dale Motiska              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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## **RURAL NORTH VACAVILLE WATER DISTRICT BOARD OF DIRECTORS MEETING**

**DATE:**            Tuesday, April 9, 2024  
**TIME:**            7:00 P.M.  
**PLACE:**          Vacaville Fire Protection District, Fire Station #67,  
4135 Cantelow Road, Vacaville, CA 95688  
(In-Person Only)

**“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.”**

*The Board of Directors of the Rural North Vacaville Water District holds its Regular Board Meetings on the second Tuesday of every month at 7:00 p.m. 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.*

*Anyone wishing to address the Board is asked to fill out a “Public Comment Card” prior to the start of the meeting, or during if necessary, and give it to the Board Clerk.*

### **AGENDA**

- 1. Call Meeting to Order**
- 2. Roll Call**
- 3. Approval of the Agenda**
- 4. Public Comment (Non-Agenda Items)**

Opportunity for the public to speak to the Board on any subject matter within the District’s jurisdiction but not appearing on today’s agenda. Speaker times are limited to three (3) minutes per person.

Please submit a Public Comment Card to the Board Clerk prior to the commencement of this Public Comment section. Only those who have submitted speaker cards or have expressed an interest to speak prior to the conclusion of



the Public Comment section will be called upon to speak.

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.

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 called for by the Board President at the appropriate agenda item when requested by a Public Comment Card.

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.

#### 5. **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. **(Action Item for all at one time).**

- a) Consider for Approval of the Minutes of the Board of Directors Meeting of March 12, 2024.
- b) Consider for Approval the February Financials.

#### 6. **General Manager's Report (Verbal Update)**

- a) Financial status of the District
- b) SID Contract
- c) Coastland Hydrology Modeling Report
- d) Water Main Relocation at New County Bridge on Cantelow Road
- e) FEMA update

#### 7. **Continuing Business- (Public Comment)**

- a) Consider for approval the 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 evaluation of the Hydrology Model capacity at each location. Water rights are For Sale in accordance with the District Fee Schedule. (On Hold)*
- b) Consider for approval the Water Management/Strategic Plan. **(On Hold)**

## 8. New Business- (Public Comment)

- a) Consider for discussion refinancing the CoBank Loan with Umpqua Bank. **(Discussion Item)**
- b) Consider for discussion the Proposal for Water Rate and Capacity Fee Study by NBS. **(Discussion Item)**
- c) Consider for approval a Special Meeting to be held April 23<sup>rd</sup> at 7:00 pm at the Fire Station to discuss a rate increase. **(Action Item)**
- d) Consider for approval the return of one (1) Supplemental Water Right from Rich Sellers to the District. Account #21302. **(Action item)**
- e) Consider for approval the Water Right Transfer Agreement between Rich Sellers and Joseph Abrew. **(Action Item)**
- f) Consider for approval Policy #1055 Annual Review of GM/Treasurer Policy **(Action item)**
- 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)**
- 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)**

## 9. Board Member Comments

## 10. Adjourn

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.

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

The Board of Directors of the Rural North Vacaville Water District holds its Regular Board

Meetings on the second Tuesday of every month at 7:00 p.m.

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](mailto: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.





**Directors**

Elizabeth Miles, President  
Ken Swenson, Vice President  
Patrick Sweeney, Director  
Steven Strickland, Director  
Ken Swenson, Director

**Staff**

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

**BOARD OF DIRECTORS**  
**MEETING MINUTES- SPECIAL MEETING**  
**March 12, 2024 at 7:00 pm**

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

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

Absent: Elizabeth Miles, President

Public (speaking): Eileen Smith, Brenda Kane

**1. Call Meeting to Order**

**2. Roll Call**

**3. Approval of the Agenda**

The meeting was called to order by Vice President Ken Swenson at 7:00 pm.

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

All present approved.

**Public Comments (Non Agenda Items):** Eileen: have any of the tabled items from last meeting been taken care of? GM: most are on today's agenda.

**5. Consent Items:** Public Comment: None

a) Consider for Approval the Meeting Minutes of Board of Directors Meeting February 13, 2023.

- b) Consider for Approval January Financials.

Director Bob made a motion to approve item a. Director Steve seconded the motion.  
Approved by all present.

Director Steve made a motion to approve item b. Director Bob seconded the motion.  
Approved by all present.

#### **6. General Managers Verbal Informational Report- Public comment: None**

a) Financial status of the District- There is \$110,000 in checking and we expect to receive another \$60,000 by the end of the month. We have not received the SID bill yet, it is expected to be under \$30,000. Reserves are at \$55,000. We must maintain \$50,000 in reserves per terms of the CoBank loan. The current rate structure only adds \$5,000 to the reserves each year.

b) SID Contract- final draft is with their lawyers.

c) Coastland Hydrology Modeling Report- final report has not been received as promised.

d) NBS Assessment – attached is a proposal from NBS. An assessment requires projects. There is further discussion with NBS tomorrow. The District may have to go with a rate increase instead of an assessment.

e) Status of refinance of the CoBank loan – GM is currently working with Umpqua Bank. They would like the district to move all their banking to Umpqua.

#### **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).* Director Steve made a motion to approve the additional 10 water rights. Director Ken seconded the motion. Discussion: After discussion Director Patrick made a motion to table this motion awaiting the final Hydrology report. Director Steve seconded the motion. Director Bob reminded the Board that changes must be made to the Rules and Regulations regarding ADU's and SDU's, there must be an Engineering Report to justify the additional water rights. There is more to this process.

Vote: All present approved.

b) Consider for Approval the Water Management/Strategic Plan. (Action Item) Director Patrick made a motion to table this item until it is updated. Director Bob seconded the motion. Discussion.  
Vote: All present Approved

**8. New Business- Public Comments: None**

a) Consider for approval any new business items may be considered separately at the request of any board member. (Action Item) No action taken.

b) Consider for approval financing the Perkins annexation APN#0105-200-180 included in Resolution 2021-50 for the purchase of one (1) reserved water right from the District for the original agreement price of \$40,000 (which was agreed to prior to the rate increase) with the following terms: 30% down payment financed for one (1) year at 3% interest. Motion was made by Director Bob to approve the sale. Director Steve seconded the motion.

Vote: All present approved.

c) Consider for approval financing all future District Water Rights as active connections only (no supplemental connections). The financing will be based on the current Fed interest rate (today at 5.25%-5.5%). Option A +2% interest for ten (10) year terms with a 30% down payment. Option B +1% for ten (10) years with a 20% down payment. Option C +2% for ten (10) years with a 10% down payment. These terms will be added to the current District Fee Schedule in the Rules and Regulations. (Action Item) Director Bob made a motion to select Options A-D. The motion was seconded by Director Steve. Discussion. After discussion Director Bob amended his motion to pick Options B & C.

Vote: All present approved.

d) Consider for approval financing the Rolling Hills (Amos Financial) purchase of one (1) water right from the District for \$50,000 with the following terms: 30% down payment finances for five (5) years at 7.26% interest (Action Item). Director Bob made a motion to approve this purchase. Director Steve seconded the motion. Discussion. None

Vote: All present approved.

e) Consider for approval the extension for three years of the contract with Trites Backflow Services, Inc. (Action Item) Director Bob made a motion to approve the extension. Director Steve seconded the motion. Discussion: Director Patrick asked Dale to prepare a new contract without all the Amendments.

Vote: All present approved.

f) Consider for approval appointing an ad hoc committee to prepare a budget for the new fiscal year. (Action Item). GM Dale will present a proposed budget and then the District can proceed with an ad hoc committee or not. Director Steve requested to table this item.

Vote: All present approved.

g) Consider appointing an ad hoc committee to research candidates for the appointment of a new Board member to replace President Elizabeth Miles and her unexpected resignation. (Action Item) Director Bob made a motion to accept President Elizabeth's resignation. Director Patrick seconded the motion. A notice will be posted on the website and two other places for candidates to send their resume to the GM per the District policy for vacancies. The deadline will be a week before the April meeting. The candidate will serve until the upcoming election in November.



Vote: All present approved the motion to accept President Elizabeth's resignation.

h) Consider for approval the election of a new President of the Board. (Action Item) Director Steve nominated Patrick. Director Bob seconded the motion.

Vote: All present approved.

i) Consider for approval adding six (6) Board Meeting to the annual schedule. The meetings will be every month on the second Tuesday of the month. (Action Item) Director Steve made a motion to add the meetings. Director Bob seconded the motion. Discussion.

Vote: All present approved.

Board Comments: Patrick: If the public has any ideas to help us with any issue please call a board member.

## 9. Adjourn

The meeting was adjourned at 8:04 pm..

**The next Regular Meeting is scheduled for April 9, 2023, at 7:00 pm 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

RNVWD - Operating Fund  
Balance Sheet

As of February 28, 2024

5b

	Feb 28, 24
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
160.020 - Cash WFB Checking #3799	106,585
160.025 - Cash PayPal Account	159
160.029 - Cash in Treasury - Fund 164	55,934
<b>Total Checking/Savings</b>	<u>162,678</u>
<b>Accounts Receivable</b>	
11010 - Water Right Inst. Payments Due	4,148
<b>Total Accounts Receivable</b>	<u>4,148</u>
<b>Other Current Assets</b>	
160.110 - Water Svc Accounts Rec.	94,465
160.139 - Accrued Interest Receivable	14,237
<b>Total Other Current Assets</b>	<u>108,702</u>
<b>Total Current Assets</b>	<u>275,528</u>
<b>Fixed Assets</b>	
160.310 - Construction in Progress	1,012,248
160.315 - Infrastructure	13,001,480
160.340 - Equipment	406,104
160.370 - Allowance For Depreciation	(3,083,401)
<b>Total Fixed Assets</b>	<u>6,296,411</u>
<b>Other Assets</b>	
160.243 - LT Receivable - Forfang	36,000
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	36,586
164.238 - LT Receivable - DelCampo	534,790
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	490,917
164.231 - LT Receivable - Demyan	33,772
164.233 - LT Receivable - Ptozwage	29,358
<b>Total Other Assets</b>	<u>981,565</u>
<b>TOTAL ASSETS</b>	<u><b>7,613,867</b></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
160.500 - Deposit Payables	17,037
<b>Total Accounts Payable</b>	<u>17,037</u>
<b>Credit Cards</b>	
160.601 - Wells Fargo Visa Card-New	953
<b>Total Credit Cards</b>	<u>953</u>
<b>Other Current Liabilities</b>	
160.510 - Accounts Payable	106,564
160.550 - Deposits Clearing Account	6
<b>Total Other Current Liabilities</b>	<u>106,570</u>
<b>Total Current Liabilities</b>	<u>124,560</u>
<b>Long Term Liabilities</b>	
164.600 - Loan Payable	1,088,553
<b>Total Long Term Liabilities</b>	<u>1,088,553</u>
<b>Total Liabilities</b>	<u>1,211,113</u>
<b>Equity</b>	
160.740 - Fund Balance Available	682,819
160.749 - County Reserve Funds	245,934
160.770 - Investment in Fixed Assets	3,056,411
32000 - Retained Earnings	568,237
Net Income	(250,706)
<b>Total Equity</b>	<u>6,302,695</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>7,613,867</b></u>

**RNVWD - Operating Fund  
Profit & Loss Budget Performance**  
February 2024

	Feb 24	Budget	\$ Over B...	Jul 23 - F...	YTD Bud...	\$ Over B...	Annual B...
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
60.9000 - Revenues							
60.9005 - Base Fee	30,858	30,785	73	245,448	246,281	(832)	369,421
60.9010 - Supplemental Fees	8,892	8,892	0	63,612	71,136	(7,524)	106,704
60.9015 - Tier 1	5,424	9,709	(4,285)	71,678	77,671	(5,994)	116,507
60.9020 - Tier 2	60	3,333	(3,274)	23,205	26,667	(3,462)	40,000
60.9025 - Tier 3	(3,544)	2,333	(5,877)	21,938	18,667	3,271	28,000
60.9027 - Capital Recovery Charge	32,604	32,470	134	232,307	259,760	(27,454)	389,640
60.9030 - Hydrant Water Usage	1,500	583	917	6,486	4,667	1,820	7,000
60.9065 - Water Rights	0	1,600	(1,600)	0	69,012	(69,012)	77,112
60.9075 - Admin Fees, Late Fees	360	667	(307)	1,346	5,333	(3,987)	8,000
60.9080 - Interest Income	1,817	2,496	(679)	23,739	19,969	3,770	29,953
<b>Total 60.9000 - Revenues</b>	<b>77,970</b>	<b>92,869</b>	<b>(14,898)</b>	<b>689,759</b>	<b>799,162</b>	<b>(109,403)</b>	<b>1,172,337</b>
<b>Expense</b>							
<b>60.2000 - Operating Expenses</b>							
60.2005 - General Manager	7,500	7,500	0	57,593	60,000	(2,407)	90,000
60.2006 - Recruiter / Transition	0	0	0	23,800	20,000	3,800	20,000
60.2010 - Administration & Board Clerk	325	660	(335)	6,922	5,280	1,642	7,920
60.2015 - Billing Manager	3,700	3,667	33	31,739	29,333	2,406	44,000
60.2020 - Meter Reading	0	1,167	(1,167)	8,639	9,336	(697)	14,004
60.2025 - Backflow Testing	0	0	0	31,943	19,000	12,943	19,000
*60.2028 - Plant & Facilities Operations	20,975	12,500	8,475	152,608	100,000	52,608	150,000
60.2033 - Weed Abatement	0	230	(230)	0	1,843	(1,843)	2,765
60.2035 - Legal	0	1,000	(1,000)	10,921	8,000	2,921	12,000
60.2040 - Engineering	2,193	1,250	943	6,590	10,000	(3,410)	15,000
60.2045 - Audit	1,000	0	1,000	12,500	11,332	1,168	12,332
60.2050 - Accountant CPA	1,150	1,167	(17)	9,150	9,333	(183)	14,000
60.2065 - USA Marking	409	500	(92)	2,809	4,000	(1,191)	6,000
60.2070 - Webmaster	433	833	(400)	6,089	6,667	(578)	10,000
60.2075 - Office Supplies	507	188	319	2,411	1,500	911	2,250
60.2090 - Postage & PO Box Rental	0	333	(333)	4,003	2,667	1,337	4,000
60.2105 - Ins., Gen. Liab., Prop., & Bond	0	0	0	8,629	5,500	3,129	5,500
*60.2115 - Electricity, PGE	4,953	2,088	2,865	65,833	47,891	17,942	73,000
60.2125 - Office Equipment	978	208	769	2,930	1,667	1,263	2,500
<b>Total Income</b>	<b>77,970</b>	<b>92,869</b>	<b>(14,898)</b>	<b>689,759</b>	<b>799,162</b>	<b>(109,403)</b>	<b>1,172,337</b>



**RNVWD - Operating Fund  
Profit & Loss Budget Performance**  
February 2024

	Feb 24	Budget	\$ Over B...	Jul '23 - F...	YTD Bud...	\$ Over B...	Annual B...
60.2130 - Bank & Bankcard Fees	498	375	123	3,406	3,000	406	4,500
60.2135 - Interest on Loan	32,568	89,291	(56,723)	43,455	171,254	(127,799)	171,254
60.2145 - Phone Service	197	68	129	787	541	246	812
60.2150 - Tank Access Rd. Maint. & Gate	0	2,917	(2,917)	17,647	23,333	(5,686)	35,000
60.2160 - CORE SW Lic., Data Stg, Tmg.	0	0	0	2,209	2,400	(191)	4,000
60.2175 - Publications & Legal Notices	0	42	(42)	0	333	(333)	500
60.2185 - Trade Memberships & Training	195	0	195	11,199	8,200	2,999	9,500
60.2190 - Licenses, Permits & Fees	690	417	273	5,386	3,333	2,053	5,000
60.2200 - ITRON Mobile Reader SW & Warr.	0	208	(208)	2,780	1,667	1,113	2,500
60.2205 - Fees & Administration	0	167	(167)	600	1,333	(733)	2,000
60.2208 - Underground Leak Repairs	11,896	11,667	230	123,363	93,333	30,029	140,000
60.2210 - Routine Maintenance & Minor Rep	8,809	6,250	2,559	71,681	50,000	21,681	75,000
60.2235 - Contingency	0	1,250	(1,250)	450	10,000	(9,550)	15,000
60.2410 - Arsenic	417	10,417	(10,000)	170,235	83,333	86,901	125,000
60.2430 - Meter/ERT Replacement AMI	0	417	(417)	1,619	3,333	(1,714)	5,000
60.2455 - Engineer Cantelow Slide	0	417	(417)	2,450	3,333	(884)	5,000
60.2460 - FEMA	0	333	(333)	470	2,667	(2,197)	4,000
60.2465 - Cantelow Repair Pipe - Exposed	0	2,500	(2,500)	6,490	20,000	(13,510)	30,000
60.2470 - Model Dist Operating Sys	1,470	2,250	(780)	30,030	18,000	12,030	27,000
60.2475 - Survey Dist Properties	0	167	(167)	1,102	1,333	(231)	2,000
60.2480 - Funding for Reserves	0	417	(417)	0	3,333	(3,333)	5,000
<b>Total 60.2000 - Operating Expenses</b>	<b>100,862</b>	<b>162,858</b>	<b>(61,996)</b>	<b>940,465</b>	<b>857,411</b>	<b>83,054</b>	<b>1,172,337</b>
<b>Total Expense</b>	<b>100,862</b>	<b>162,858</b>	<b>(61,996)</b>	<b>940,465</b>	<b>857,411</b>	<b>83,054</b>	<b>1,172,337</b>
<b>Net Ordinary Income</b>	<b>(22,892)</b>	<b>(69,990)</b>	<b>47,098</b>	<b>(250,706)</b>	<b>(58,249)</b>	<b>(192,457)</b>	<b>(0)</b>
<b>Net Income</b>	<b>(22,892)</b>	<b>(69,990)</b>	<b>47,098</b>	<b>(250,706)</b>	<b>(58,249)</b>	<b>(192,457)</b>	<b>(0)</b>

## RNWWD - Operating Fund Check Register February 2024

Feb 24	Type	Date	Num	Name	Memo	Account	CR	Split	Debit	Credit
	Check	02/01/2024	3029	PG & E		160 020 - Cash WFB Checking #3799		60 2115 Electricity, PGE	1,032.14	1,032.14
	Check	02/01/2024	3029	PG & E		160 020 - Cash WFB Checking #3799		60 2046 Audit		
	Check	02/01/2024	3019	Fecker & Company, Inc	2659	160 020 - Cash WFB Checking #3799		60 2005 Cash WFB Checking #3799	1,000.00	1,000.00
	Check	02/01/2024	3018	Fecker & Company, Inc	2659	160 020 - Cash WFB Checking #3799		60 2005 Cash WFB Checking #3799		
	Check	02/01/2024	3018	Buarp Corporation	6712	160 020 - Cash WFB Checking #3799		60 2005 General Manager	7,500.00	7,500.00
	Check	02/01/2024	3017	Buarp Corporation	6712	160 020 - Cash WFB Checking #3799		60 2070 Webmaster	433.00	433.00
	Check	02/01/2024	3017	Randall Larson Mgmt	monthly servc	160 020 - Cash WFB Checking #3799		60 2125 Office Equipment	500.00	500.00
	Check	02/01/2024	3017	Randall Larson Mgmt	monthly servc	160 020 - Cash WFB Checking #3799		60 2125 Office Equipment		
	Check	02/02/2024	3030	Postals		160 020 - Cash WFB Checking #3799		60 2020 Cash WFB Checking #3799	3,700.00	3,700.00
	Check	02/02/2024	3030	Postals		160 020 - Cash WFB Checking #3799		60 2020 Cash WFB Checking #3799	477.66	477.66
	Check	02/02/2024	3020	BK Bookkeeping Inc	6344	160 020 - Cash WFB Checking #3799		160 020 - Cash WFB Checking #3799	194.50	194.50
	Check	02/02/2024	3020	BK Bookkeeping Inc	6344	160 020 - Cash WFB Checking #3799		160 020 - Cash WFB Checking #3799		
	Check	02/02/2024	3022	BK Bookkeeping Inc	6344	160 020 - Cash WFB Checking #3799		60 2050 Accountant CPA	1,150.00	1,150.00
	Check	02/04/2024	3022	Shaw & Associates		160 020 - Cash WFB Checking #3799		160 601 - Wells Fargo Visa Card-New	164.51	164.51
	Check	02/05/2024	3031	Wells Fargo		160 020 - Cash WFB Checking #3799		60 2010 Administration & Board Clerk	325.00	325.00
	Check	02/05/2024	3031	Wells Fargo		160 020 - Cash WFB Checking #3799		160 020 - Cash WFB Checking #3799	6,426.00	6,426.00
	Check	02/05/2024	3021	Nancy Veekamp	RNWWS-1123	160 020 - Cash WFB Checking #3799	X	60 2130 Bank & Bankcard Fees	103.05	103.05
	Check	02/05/2024	3021	Nancy Veekamp	RNWWS-1123	160 020 - Cash WFB Checking #3799		60 2130 Bank & Bankcard Fees	77.44	77.44
	Check	02/06/2024	3023	Seibel		160 020 - Cash WFB Checking #3799		60 2130 Bank & Bankcard Fees	85.82	85.82
	Check	02/06/2024	3023	Seibel		160 020 - Cash WFB Checking #3799		60 2130 Bank & Bankcard Fees	89.18	89.18
	Check	02/06/2024	3032	Client Analysis Servc		160 020 - Cash WFB Checking #3799		60 2115 Electricity, PGE	457.69	457.69
	Check	02/06/2024	3032	Client Analysis Servc		160 020 - Cash WFB Checking #3799		60 2130 Bank & Bankcard Fees	89,291.84	89,291.84
	Check	02/12/2024	3033	Client Analysis Servc		160 020 - Cash WFB Checking #3799		60 2130 Bank & Bankcard Fees	153.62	153.62
	Check	02/12/2024	3033	Client Analysis Servc		160 020 - Cash WFB Checking #3799		60 2130 Bank & Bankcard Fees	1,470.00	1,470.00
	Check	02/12/2024	3033	Client Analysis Servc		160 020 - Cash WFB Checking #3799		60 2130 Bank & Bankcard Fees		
	Check	02/12/2024	3034	Bankcard Discount Fee	Bankcard Disc	160 020 - Cash WFB Checking #3799		60 2130 Bank & Bankcard Fees		
	Check	02/12/2024	3034	Bankcard Discount Fee	Bankcard Disc	160 020 - Cash WFB Checking #3799		60 2130 Bank & Bankcard Fees		
	Check	02/12/2024	3034	Bankcard Discount Fee	Bankcard Disc	160 020 - Cash WFB Checking #3799		60 2130 Bank & Bankcard Fees		
	Check	02/12/2024	3035	Bankcard Discount Fee	Bankcard Disc	160 020 - Cash WFB Checking #3799		60 2130 Bank & Bankcard Fees		
	Check	02/12/2024	3035	Bankcard Discount Fee	Bankcard Disc	160 020 - Cash WFB Checking #3799		60 2130 Bank & Bankcard Fees		
	Check	02/15/2024	3036	PG & E		160 020 - Cash WFB Checking #3799		60 2130 Bank & Bankcard Fees		
	Check	02/15/2024	3036	PG & E		160 020 - Cash WFB Checking #3799		60 2130 Bank & Bankcard Fees		
	Check	02/20/2024	3037	CoBank		160 020 - Cash WFB Checking #3799		60 2130 Bank & Bankcard Fees	56,723.62	56,723.62
	Check	02/20/2024	3037	CoBank		160 020 - Cash WFB Checking #3799		60 2130 Bank & Bankcard Fees	32,569.22	32,569.22
	Check	02/21/2024	3037	PG & E		160 020 - Cash WFB Checking #3799		60 2115 Electricity, PGE	153.62	153.62
	Check	02/21/2024	3025	Coastland	58132	160 020 - Cash WFB Checking #3799		60 2470 Model Dist Operating Sys	1,470.00	1,470.00
	Check	02/22/2024	3025	Coastland	58132	160 020 - Cash WFB Checking #3799		60 2470 Model Dist Operating Sys		
	Check	02/22/2024	3024	Solano Irrigation Distr	0041292	160 020 - Cash WFB Checking #3799		60 2130 Bank & Bankcard Fees	8,808.72	8,808.72
	Check	02/22/2024	3024	Solano Irrigation Distr	0041292	160 020 - Cash WFB Checking #3799		60 2130 Bank & Bankcard Fees	20,974.70	20,974.70
	Check	02/22/2024	3024	Solano Irrigation Distr	0041292	160 020 - Cash WFB Checking #3799		60 2130 Bank & Bankcard Fees	469.50	469.50
	Check	02/22/2024	3024	Solano Irrigation Distr	0041292	160 020 - Cash WFB Checking #3799		60 2130 Bank & Bankcard Fees	2,193.04	2,193.04
	Check	02/22/2024	3024	Solano Irrigation Distr	0041292	160 020 - Cash WFB Checking #3799		60 2130 Bank & Bankcard Fees	0.00	0.00
	Check	02/22/2024	3024	Solano Irrigation Distr	0041292	160 020 - Cash WFB Checking #3799		60 2130 Bank & Bankcard Fees	11,896.44	11,896.44
	Check	02/22/2024	3024	Solano Irrigation Distr	0041292	160 020 - Cash WFB Checking #3799		60 2130 Bank & Bankcard Fees	416.72	416.72
	Check	02/22/2024	3024	Solano Irrigation Distr	0041292	160 020 - Cash WFB Checking #3799		60 2130 Bank & Bankcard Fees	1,140.00	1,140.00
	Check	02/22/2024	3025	Yolo Solano Air Qual	12025 Annual	160 020 - Cash WFB Checking #3799		60 2130 Bank & Bankcard Fees	690.00	690.00
	Check	02/22/2024	3026	Yolo Solano Air Qual	12025 Annual	160 020 - Cash WFB Checking #3799		60 2130 Bank & Bankcard Fees	690.00	690.00
	Check	02/23/2024	3038	PG & E		160 020 - Cash WFB Checking #3799		60 2130 Bank & Bankcard Fees	152.00	152.00
	Check	02/27/2024	3039	PG & E		160 020 - Cash WFB Checking #3799		60 2115 Electricity, PGE	1,148.34	1,148.34
	Check	02/27/2024	3039	PG & E		160 020 - Cash WFB Checking #3799		60 2115 Electricity, PGE		
	Check	02/29/2024	3039	PG & E		160 020 - Cash WFB Checking #3799		60 2130 Bank & Bankcard Fees	1,148.34	1,148.34
	Check	02/29/2024	3039	PG & E		160 020 - Cash WFB Checking #3799		60 2130 Bank & Bankcard Fees		

9:30 AM

03/28/24

Accrual Basis

## RNWWD - Operating Fund Check Register February 2024

Type	Date	Num	Name	Memo	Account	Clr	Spit	Debit	Credit
Check	02/29/2024	3040	PG & E	Service Charge	60 2130 - Bank & Bank-card Fees	160 025 - Cash Payroll Account		142.27	
Check	02/29/2024	3040	PG & E		160 020 - Cash WFB Checking #0799	60 2115 - Electricity, PGE		2,161.64	2,161.64
Check	02/29/2024	3040	PG & E		60 2115 - Electricity, PGE	160 020 - Cash WFB Checking #0799			
<b>Feb 24</b>								<b>164,763.91</b>	<b>164,763.91</b>



6b

**CONTRACT FOR OPERATION AND MAINTENANCE OF RURAL NORTH  
VACAVILLE WATER DISTRICT'S POTABLE WATER SYSTEM**

This agreement ("**Agreement**") is made as of \_\_\_\_\_, 2024 (the "**Effective Date**"), by and among the Rural North Vacaville Water District ("**Rural North**"), a California water district organized and existing under and by virtue of the laws of the State of California, and the Solano Irrigation District ("**SID**"), a California irrigation district organized and existing under and by virtue of the laws of the State of California.

**RECITALS**

Rural North owns a potable water system for service of potable water to Rural North customers. The potable water system consists of two wells, a distribution system, and approximately four hundred (400) connections. The potable water system is depicted in Exhibit \_\_\_\_\_.

Rural North and SID previously entered into a contract for operation and maintenance by SID of Rural North's potable water system. The prior contract expired, and the Parties have elected to enter into a new agreement for SID's operation and maintenance of Rural North's potable water system.

Therefore, for valuable and adequate consideration, the receipt of which is hereby stipulated, SID and Rural North agree as follows:

**1. Scope Of Work:**

SID will operate and maintain the potable water system of Rural North as a contractor of Rural North during the term of this Agreement and until this Agreement is terminated. These services shall include maintenance, operation, inspections, repair, testing, reporting, and other services pursuant to operation and maintenance of the Rural North potable water system.

In the event of an emergency or a facilities failure, SID may, in its sole discretion, elect to take any and all actions SID deems appropriate to fix the problem or mitigate further harm for the problem and SID may incur any costs it deems appropriate in doing so and Rural North shall reimburse SID in full. Such actions may include, without limitation, SID performing repairs itself or directing Rural North to engage its standby contractors to perform repairs. Rural North

shall engage three stand-by contractors available for force account work to address leaks, emergency issues, and/or new service connections.

SID shall not be obligated to plan, design, organize or perform improvement projects for the Rural North potable water system. However, SID may in its sole discretion agree to undertake such improvement project tasks upon request from Rural North, and SID will charge Rural North for such improvement project tasks as provided herein. SID shall be entitled to prompt and complete payment for such tasks from Rural North, and SID may in its discretion demand that Rural North advance the monetary payment for such improvement project tasks to SID before SID commences such improvement project tasks.

**2. Compliance with Division of Drinking Water Requirements:**

In carrying out operation and maintenance activities of Rural North's potable water system under this Agreement, SID shall make a good faith effort to keep Rural North's potable water system in compliance with applicable drinking water requirements of the California State Water Resources Control Board Division of Drinking Water ("DDW"), and Rural North agrees to provide any and all funding and resources needed for the potable water system to achieve compliance with applicable DDW requirements. Nothing herein shall obligate SID to provide funding or resources in order to maintain or return the system to a state of compliance with applicable DDW requirements. For example, in the event that a wildfire causes contamination in the Rural North potable water system, SID shall not be obligated to provide funding or resources in order to return the potable water system to a state of compliance with applicable DDW requirements.

**3. Compensation:**

Rural North will compensate SID for operating and maintaining Rural North's potable water system and for carrying out any other activities pursuant to this Agreement. All work and services of SID pursuant to this Agreement shall be billed to Rural North on an equipment, time, and materials basis, including overhead as provided herein. Rural North shall reimburse SID in full for any services rendered under this Agreement.

Materials shall be billed by SID to Rural North based on their actual cost, including transportation, delivery, taxes, and all other costs incurred in procuring materials. If SID elects in its sole discretion to supply materials for performance under this Agreement, SID shall charge Rural North the estimated value of the materials provided.

Equipment shall be charged to Rural North at the then-current SID equipment rate, or the rental rate if the equipment must be rented, including all transportation and other costs incurred in providing and utilizing equipment.

For the purpose of setting wage rates for services and labor provided by SID to Rural North under this Agreement, it is agreed that SID will charge Rural North the then-current hourly wage rates plus the then-current Administrative Overhead Rate (currently 140%). The current hourly wages of SID are contained in Exhibit [redacted] attached hereto and incorporated herein as if set forth in full. The wage rates are subject to change and Rural North will pay SID the hourly rates that are current at the time the service is rendered.

The following positions do not provide direct billing and instead are included in the Administrative Overhead Rate: General Manager, Executive Administrative Assistant, Finance Department, Human Resources Department, Water and Power Operations Manager, Water and Power Operations Administrative Assistant, Inventory Specialist, Counsel/Attorney.

Rural North shall furnish payment to SID pursuant to this agreement within thirty 30 days of submittal of invoices by SID and a 1.5% (18% APR) monthly delinquency charge will be delivered on past-due invoices. All payments shall be made to:

Finance Department  
Solano Irrigation District  
810 Vaca Valley Pkwy, Suite 201  
Vacaville, CA 95688

**4. Discretion in Procurement and in Performance of Operation and Maintenance:**

SID shall have discretion to determine what labor, materials, equipment, administrative costs, and other services and expenses are needed to fulfill SID's obligations herein and Rural North waives all objections to SID's exercise of its discretion in performance of its obligations under this Agreement, including without limitation SID's decisions relating to expenditures and procurement.



If SID, in its sole discretion, elects to hire a contractor or a third-party to perform activities on behalf of SID under this Agreement, the Administrative Overhead rate shall not be applied to the fees billed to SID by the third-party and the aggregate amount shall be billed to Rural North by SID for payment to SID.

SID shall have sole discretion to hire contractors and other third parties to assist SID in performing its duties under this Agreement including contractors, engineers, consultants, and other third parties, and Rural North shall reimburse SID in full for all such expenses and costs. However, if reasonably possible SID will give Rural North prior notice of its intent to hire such a third party to perform activities on behalf of SID under this Agreement, and if prior notice is not reasonably possible, SID will notify Rural North as soon as reasonably possible after hiring the third-party that it has hired a third-party to perform activities under this Agreement.

**5. Term:**

The term of this Agreement shall be for a one (1) year period, commencing on \_\_\_\_\_ 1, 2024, and ending on \_\_\_\_\_ 31, 2025 hereinafter referred to as "Term". The Agreement shall automatically renew and continue on a year-to-year basis under the terms and conditions herein until a new or amended agreement is executed or until either party terminates the Agreement. Notwithstanding the provisions herein, any party may terminate this Agreement at any time in accordance with the termination provisions herein and without consent of the other party.

This Agreement may be terminated upon issuance of a notice of termination by any party, with or without cause at any time by any Party upon three-hundred sixty-five (365) days' written notice of termination issued by the terminating party. SID shall provide a written invoice to Rural North setting forth all monetary obligations and monies owed by Rural North pursuant to this Agreement, and Rural North shall remit payment to satisfy all such obligations within thirty (30) days of receiving the invoice. Termination of this Agreement shall not extinguish any outstanding payment obligations of Rural North.

**6. Successors:**

This Agreement shall be binding upon the successors and assigns of the parties hereto.

**7. Complete Agreement:**

This Agreement and items incorporated herein contains all of the agreements of the Parties hereto and with respect to the matters contained herein, and no prior agreement or understanding pertaining to any such matters shall be effective for any purpose. No provisions of this Agreement may be amended or modified in any manner whatsoever except by an agreement in writing signed by duly authorized representatives of each of the Parties.

**8. Records:**

At the time of execution of this Agreement, SID possess multiple boxes of files and records pertaining to the Rural North potable water system. SID may also obtain additional newly generated materials relating to the Rural North potable water system in the course of carrying out activities pursuant to this Agreement. During the term of this Agreement, SID shall continue to store the materials currently in SID's possession relating to the Rural North potable water system. During the term of this Agreement, SID shall also store newly generated materials relating to the Rural North potable water system that SID obtains during the term of this Agreement.

Upon termination of this Agreement, Rural North shall immediately take possession of all materials relating to the Rural North potable water system that are in the possession of SID, and SID shall be under no obligation to continue storing materials and records relating to the Rural North potable water system after termination of this Agreement. After termination of this Agreement, SID may elect to retain or make copies of the materials in SID's possession that relate to the Rural North potable water system, but SID is under no obligation to do so.

**9. Disclaimer of Right to Water:**

It is understood and agreed that Rural North and its customers shall have no right to Solano Project Water or to any other water supply or water rights held by SID. SID shall have no obligation to serve water to Rural North customers or to provide water for service of Rural North

customers. SID's sole duty and obligation is to operate and maintain the potable water system of Rural North while this Agreement is in effect.

**10. Audit:**

Upon 30-days notice, Rural North may request a review of any time sheets, bills, work notes, work orders, equipment hour records or meters, and other materials that, if they exist, directly reflect the duration, scope, and character of services provided and expenses incurred under this Agreement. Nothing herein shall be construed as requiring SID to create, retain, or maintain such records.

**11. Assumption of Liability:**

Rural North expressly assumes liability for all claims, causes of action, losses, damages, penalties, or fines arising from Rural North's potable water system and/or service of water from Rural North's potable water system including, without limitation, all such claims, losses and fines arising from circumstances that occur while this Agreement is in effect. Rural North expressly waives any and all claims against SID, its officers, directors, employees, agents, and engineers for any and all claims, causes of action, losses, damages, penalties, or fines arising from Rural North's potable water system and/or service of water from Rural North's potable water system including, without limitation, all such claims, liabilities, damages and fines arising from circumstances that occur while this Agreement is in effect. The waiver of claims and assumption of liability herein shall apply to the maximum effect permitted by law including without limitation to all claims of attorney fees, expert witness fees, penalties, fines, and damages or losses.

Rural North's assumption of liability and waiver of claims herein shall apply to any and all claims arising from Rural North's potable water system and/or service of water from Rural North's potable water system including without limitation claims for damages or injuries from interruptions of water supplies or shortages of water; claims of personal injury, death, and/or illness from water quality problems; claims of property damage, profit losses, or personal injury from contamination, flooding, or water supply shortages, and any and all other claims, causes of action, damages, and losses.



A sole exception to Rural North's complete assumption of liability herein is that the Parties agree SID shall bear liability arising from operation of SID owned passenger vehicles on public streets or public roadways notwithstanding such vehicles may be operating on public streets within Rural North's boundaries or on public streets for the purpose of traveling to or from Rural North.

**12. Indemnification:**

Rural North shall defend, indemnify, and hold harmless SID, its officers, directors, employees, agents, and engineers from any and all claims, losses, damages, including, without limitation, property damage, personal injury, and/or death, penalties, fines, costs, including attorney fees, expert witness and consultant fees, and liability of any kind or nature, directly or indirectly arising out of or in any way connected with this Agreement; Rural North's potable water system; SID's operation, maintenance, delivery, or service of the Rural North potable water system water pursuant to this Agreement; and SID's performance under this Agreement, whether performed by SID, its employees, contractors, or agents.

The indemnification, defense, and hold harmless obligations of Rural North herein shall apply, regardless of any negligence of SID or its directors, officers, agents, employees, or authorized volunteers, but the indemnification, defense, and hold harmless obligations will not apply to losses or liabilities caused solely by the intentional misconduct of SID, its officer, directors, employees or agents which was carried out within the intent to cause the damages, losses, and/or injuries that result from the intentional misconduct.

The indemnification, obligations of Rural North in favor of SID herein shall apply to any and all actions, proceedings, damages, costs, expenses, penalties, or liabilities, in law or equity, of every kind or nature whatsoever, arising out of, resulting from, or on account of the violation of any governmental law or regulation by SID or any other party.

Rural North shall pay and satisfy any judgment, award, or decree that may be rendered against SID or its directors, officers, employees, or authorized volunteers, in any and all such suits, actions, or other legal proceedings. Rural North shall reimburse SID or its directors, officers, employees, or authorized volunteers for any and all legal expenses and costs incurred by

each of them in connection therewith or in enforcing the indemnity herein provided. Rural North's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by the SID, or its directors, officers, employees, or authorized volunteers. Acceptance of insurance required under this Agreement shall not relieve Rural North from the obligations of this defense and indemnification provision.

This indemnification obligations of Rural North herein shall survive any termination of this Agreement.

**13. Insurance:**

*a. Property Insurance.*

Rural North shall maintain comprehensive property insurance coverage for the Rural North potable water system on policy forms satisfactory to SID, in an amount not less than \_\_\_\_\_. Such coverage shall cover the Rural North potable water system including the two wells, distribution system, and other facilities that make up the Rural North potable water system. Such coverage shall include without limitation business interruption coverage. Such property insurance shall name and indemnify Rural North, SID, and SID's directors, officers, employees, agents, and representatives against loss, and the policy shall provide for a waiver of subrogation claims against SID and SID's directors, officers, employees, agents, or representatives.

*b. General Liability.*

Rural North shall maintain throughout the term of this Agreement general liability insurance for the Rural North Potable Water System and operation and maintenance thereof, on policy forms satisfactory to SID, in an amount not less than \$5,000,000.00 per occurrence. Such liability insurance shall name and indemnify Rural North, SID, and SID's directors, officers, employees, agents, and representatives against loss from liability imposed by law upon or assumed under contract by Rural North for damages on account of such bodily injury (including death), property damage, personal injury, completed operations, and products liability. The general liability policy shall cover bodily injury and property damage liability, owned and non-owned equipment, blanket contractual liability, completed operations liability, explosion,

collapse, underground excavation, and removal of lateral support liability. The general liability policy shall contain comprehensive general liability coverage, including, without excluding other coverage, contractual liability assumption coverage.

SID shall maintain general liability insurance coverage for its activities under this Agreement. Rural North shall reimburse SID for any such insurance expenses incurred for coverage of SID for activities under this Agreement. If SID determines it wants additional insurance coverage for activities under this Agreement, SID and Rural North shall meet and confer on the terms and resulting cost of such additional coverage.

**14. Notices:**

Any notice or communication required or permitted hereunder shall be in writing and shall be delivered personally, delivered by nationally recognized overnight courier service or sent by certified or registered mail, or by electronic transmission to the following parties and addresses:

SOLANO IRRIGATION DISTRICT  
Attention: District Engineer  
810 Vaca Valley Parkway, Suite 201  
Vacaville, CA 95688

RURAL NORTH VACAVILLE WATER DISTRICT  
Post Office Box 5097  
Vacaville, CA 95696-5097

**15. Arbitration:**

THE PARTIES AGREE TO ENGAGE IN NON-BINDING MEDIATION OF ANY DISPUTES UNDER THIS AGREEMENT. IF MEDIATION IS NOT SUCCESSFUL IN RESOLVING THE DISPUTE, THE DISPUTE SHALL BE RESOLVED BY BINDING ARBITRATION AS PROVIDED HEREIN.

THE PARTIES AGREE THAT IF ANY DISPUTE SHOULD ARISE UNDER THE TERMS AND CONDITIONS OF THIS AGREEMENT, EACH PARTY WAIVES ANY RIGHT TO COMMENCE LEGAL ACTION OR ARBITRATION OTHER THAN AS PROVIDED UNDER THE TERMS OF THIS AGREEMENT, AND THIS AGREEMENT



SHALL PROVIDE THE SOLE AND EXCLUSIVE REMEDY FOR RESOLUTION OF DISPUTES. ALL DISPUTES OR ISSUES SHALL BE FINALLY RESOLVED BY ARBITRATION HEREUNDER. ARBITRATION OF DISPUTES RELATING TO OR ARISING FROM THIS AGREEMENT SHALL INCLUDE ANY AND ALL DISPUTES RELATING TO THIS AGREEMENT OR ACTIVITIES CARRIED OUT PURSUANT TO THIS AGREEMENT, INCLUDING WITHOUT LIMITATION, ANY DISPUTES AS TO THE SCOPE OF ARBITRATION UNDER THIS AGREEMENT AND/OR THIS ARBITRATION CLAUSE.

THE DETERMINATION OF THE ARBITRATOR WILL BE FINAL AND BINDING UPON EACH PARTY AND EACH PARTY SPECIFICALLY WAIVES ANY RIGHT TO CLAIM THAT THE ARBITRATOR HAS EXCEEDED THE SCOPE OF THE ARBITRATION, HAS DISREGARDED EVIDENCE OR PRINCIPLES OF LAW, AND FURTHER WAIVES ANY RIGHT TO DISCLAIM THE QUALIFICATION OR FUNCTION OF THE ARBITRATOR IN ANY MANNER OR FASHION.

APPOINTMENT OF THE ARBITRATOR SHALL BE MADE BY MUTUAL AGREEMENT OF THE PARTIES. IF THE PARTIES CANNOT AGREE UPON THE IDENTIFICATION OF THE ARBITRATOR WITHIN THIRTY (30) DAYS FROM THE MAILING OF THE OBJECTION, A PETITION FOR APPOINTMENT OF ARBITRATOR SHALL BE FILED WITH THE SUPERIOR COURT OF THE COUNTY OF SOLANO. IF THE ISSUES TO BE ARBITRATED INCLUDE SOME ISSUES IN WHICH AN ENGINEERING OR WATER FACILITY OPERATIONS OR MAINTENANCE BACKGROUND WOULD AID THE ARBITRATOR IN UNDERSTANDING AND RESOLVING THE ISSUES, THE PARTIES OR THE SUPERIOR COURT SHALL ENDEAVOR TO APPOINT A PARTY WITH THOSE QUALIFICATIONS AS ARBITRATOR.

THE ARBITRATOR'S FEES AND FEES AND COSTS OF PETITIONING FOR THE APPOINTMENT OF THE ARBITRATOR SHALL BE PAID BY ONE OR BOTH PARTIES TO THE ARBITRATION IN ACCORDANCE WITH THE DETERMINATION OF THE

ARBITRATOR AS TO THE FAIR APPORTIONMENT OF SUCH FEES AND COSTS. THE ARBITRATOR UPON RENDERING ITS AWARD SHALL DETERMINE THE PARTY THAT PREVAILED BASED UPON WRITTEN STATEMENTS MADE BY EACH PARTY AT THE COMMENCEMENT OF THE ARBITRATION AS TO THE POSITION OF THE PARTIES AND THEIR ALTERNATIVES FOR SETTLING THE MATTER. A STATEMENT OF A PROPOSED SETTLEMENT SHALL NOT BE BINDING UPON ANY PARTY AND SHALL NOT BE CONSIDERED AS EVIDENCE BY THE ARBITRATOR EXCEPT TO THE EXTENT THAT THE ARBITRATOR UPON MAKING ITS SOLE AND INDEPENDENT DETERMINATION SHALL DETERMINE THE PARTY WHICH PREVAILED BASED UPON THE PROPOSALS FOR SETTLEMENT OF THE MATTER MADE BY EACH PARTY AND SHALL DETERMINE THAT THE NON-PREVAILING PARTY SHALL PAY SOME OR ALL OF THE COSTS OF ARBITRATION INCLUDING ANY COSTS INCURRED BY THE ARBITRATOR AND IN EMPLOYING EXPERTS TO ADVISE THE ARBITRATOR IN REGARD TO SPECIFIC SUBJECTS OR QUESTIONS.

THE ARBITRATOR MAY FURTHER AWARD THE COST OF ATTORNEY'S FEES OR EXPERT WITNESSES CONSULTED OR EMPLOYED IN THE PREPARATION OR PRESENTATION OF EVIDENCE TO THE ARBITRATOR BY THE PREVAILING PARTY IF, IN THE ARBITRATOR'S DETERMINATION, THE POSITION OF THE NONPREVAILING PARTY WAS NOT REASONABLY TAKEN OR MAINTAINED.

THE ARBITRATOR'S DETERMINATION MAY FURTHER PROVIDE FOR PROSPECTIVE ENFORCEMENT AND DIRECTIONS FOR THE PARTIES TO COMPLY WITH. UNDER SUCH CIRCUMSTANCES, THE ARBITRATOR'S AWARD SHALL BE BINDING UPON THE PARTIES AND SHALL BE UNDERTAKEN AND PERFORMED BY EACH OF THE PARTIES UNTIL SUCH TIME AS THE ARBITRATOR'S DIRECTIONS TO THE PARTY SHALL LAPSE BY THEIR TERM, OR THE ARBITRATOR SHALL NOTIFY THE PARTIES THAT THOSE TERMS ARE NO LONGER IN FORCE OR EFFECT OR SHALL MODIFY THOSE TERMS.

[SIGNATURES ON NEXT PAGE]

Date:

By: \_\_\_\_\_  
RURAL NORTH VACAVILLE  
WATER DISTRICT

Date:

By: \_\_\_\_\_  
SOLANO IRRIGATION DISTRICT



# SID and RNVWD Operations and Maintenance Services Contract Extension

## Final Deal Points

Rev. 1/31/2024

### Tasks

- 1) SID will operate and maintain the potable water system of RNVWD during the term of this Agreement as a contractor of RNVWD.
  - a. SID is obligated for meeting the terms and requirements of the permit to operate the RNVWD's public water system and the Department of Drinking Water's (DDW) regulations, assuming RNVWD funds all measures and improvements reasonably required to achieve compliance with those requirements.
  - b. RNVWD is obligated to support and fund all SID and DDW compliance requirements.
- 2) These services shall include maintenance, operation, inspections, repair, testing, reporting, and other services.
- 3) RNVWD shall make a reasonable effort to engage three (3) Stand-By Contractors available for force account work to address leaks and emergency issues and new service installations.
- 4) In the event of an emergency or a facilities failure, SID may, in its sole discretion, elect to take all actions SID deems appropriate to fix the problem or mitigate further harm. Additionally, SID shall possess discretion but not the obligation option to:
  - a. Perform repairs or take the measures necessary to address the issue.
  - b. Direct one of RNVWD's three (3) Stand-By Contractors to perform the repairs.
- 5) In the event for the need to plan, design, organize or perform improvement projects for RNVWD, and if requested by RNVWD, SID may, in its sole discretion, elect to:
  - a. Undertake such tasks with prompt reimbursement from RNVWD for all expenses incurred, including overhead, as provided herein.
  - b. Decline such tasks.

### Compensation

- 1) RNVWD shall reimburse SID in full for services rendered whether they are maintenance, operation, inspections, repair, testing, reporting, planning, engineering, project management or other services.
- 2) All work and services of SID pursuant to this Agreement shall be billed on an equipment, time, and materials basis.
- 3) Materials billed by SID to RNVWD shall be based on their actual cost, including transportation, delivery, taxes, and all other costs incurred in procuring materials.
- 4) Equipment shall be charged at the then-current SID equipment rate, or the rental rate if the equipment must be rented, including all transportation and other costs incurred in providing and utilizing equipment.

- 5) SID shall charge RNVWD the then-current hourly wage rates for all time worked. See Attachment \_\_\_\_\_ for the 2024 Rate Sheet.
- 6) In addition to the hourly wage rates, SID shall include an Administrative Overhead Rate of 140% as developed by SID in its Cost Allocation Plan as approved by the SID Board of Directors November 17, 2015.
- 7) SID's Administrative Overhead Rate includes its two (2) physical building sites, insurance expenses, overhead, fringe benefits, retirement and indirect billable positions including General Manager, Executive Administrative Assistant, Finance Department, Human Resources Department, Water and Power Operations Manager, Water and Power Operations Administrative Assistant and Inventory Specialist.
- 8) SID's wage rates and administrative overhead rates are tied to its current salary schedule each year.
- 9) If SID, in its sole discretion, elects to hire a contractor or third-party to perform activities on behalf of SID under this Agreement, SID shall be compensated for said expense. However, SID shall notify RNVWD ahead of time of such a planned action. Should an event occur at a time when RNVWD is not available, then SID should notify RNVWD as soon as possible.
- 10) Any SID Staff members working after-hours shall charge an appropriate hourly wage rate as specified in the Rate Sheet.
- 11) All rates charged by SID to RNVWD under this Agreement shall be subject to change by SID and in sole discretion.
- 12) RNVWD shall furnish payment to SID within thirty 30 days of submittal of invoices by SID and a 1.5% (18% APR) monthly delinquency charge will be delivered on past-due invoices.

### **Assumption of Liability**

SID is insured for claims and liability through ACWA-JPIA. Insurance premiums are paid for by all SID's customers. When SID takes on any additional risk, it is backstopped by the ACWA-JPIA policy and SID's customers. In private industry, companies may mitigate their risk by insulating themselves from said risk by either business structure or by building in a profit factor. As a public agency organized as a Special District under the California Water Code, SID cannot completely insulate itself from risk associated with work for RNVWD. Also, SID does not include profit in its charges to RNVWD for services. Even third-party services or material costs are passed through without markup.

SID shall not assume additional risks or obligations on behalf of RNVWD or RNVWD customers that should be properly borne by RNVWD and/or RNVWD customers. Nevertheless, SID shall assist RNVWD to the extent it can without prejudicing the interests of SID landowners and customers. Therefore, SID declines to charge a monetary profit rate for services or activities through this Agreement. As such, SID does require the following:

- 1) RNVWD shall assume all liability and obligations that should be properly borne by RNVWD, including, without limitation:



- a. The costs of additional insurance premiums and/or increases in insurance premiums, or claims of damages or losses, that are imposed or alleged against SID because of SID's activities through this Agreement.
- 2) RNVWD shall be liable for all claims arising from RNVWD's potable water system and/or service of water and SID's operation thereof.
- 3) RNVWD's assumption of liability and waiver of claims includes:
  - a. Claims for from interruptions of water supplies or shortages of water.
  - b. Claims of personal injury, death, and/or illness from water quality problems, unless caused willfully by SID.
  - c. Claims of property damage.
- 4) Regarding SID-owned passenger vehicles operating on public streets, whether it be locations within RNVWD's boundaries or while traveling to or from RNVWD, SID shall assume liability for SID-owned passenger vehicles.

### **Indemnification**

- 1) RNVWD shall defend, indemnify, and hold harmless SID for liability of any kind connected with this Agreement including:
  - a. RNVWD's potable water system.
  - b. SID's operation, maintenance, delivery, or service of the RNVWD potable water system. However, RNVWD shall not be responsible for willful acts of SID.
  - c. SID's performance under this Agreement.
  - d. The obligation of RNVWD shall apply to actions, proceedings, etc., arising out of, resulting from, or on account of the violation of any governmental law or regulation by SID or any other party. This includes violation of labor or hazardous materials laws.
- 2) If damages or injuries are caused by proven intentional action undertaken by SID, its directors, or employees with the intent by the acting party to cause damage or injury to RNVWD or its property, this duty to indemnify, hold harmless and defend shall not apply.
- 3) RNVWD shall pay and satisfy any judgment, award, or decree that may be rendered against RNVWD or SID about this Agreement and/or the RNVWD water system to the extent RNVWD has agreed to indemnify SID.
- 4) This defense and indemnification obligations of RNVWD herein shall survive any termination of this Agreement.
- 5) The indemnification, defense, and hold harmless obligations of RNVWD herein shall include, without limitation, all attorney's fees, expert witness fees, consultation fees, and other costs, expenses, fines, penalties, losses, and liabilities related to this Agreement and/or the RNVWD water system.

### **Insurance**



1) Property

- a. RNVWD shall maintain comprehensive property damage insurance coverage for the term of the Agreement.
- b. The policies shall provide for waiver of subrogation claims against SID.

2) General Liability

- a. RNVWD shall maintain general liability insurance for the RNVWD Potable Water System and operation and maintenance thereof.
  - i. Should RNVWD ever discontinue their insurance through the ACWA-JPIA, a new policy shall be secured in an amount not less than \$5,000,000.00 per occurrence.
- b. The general liability policy shall cover bodily injury and property damage liability, owned and non-owned equipment, blanket contractual liability, completed operations liability, explosion, collapse, underground excavation, and removal of lateral support liability.
- c. The general liability policy shall name SID, and SID's officers, directors, employees, and agents.
- d. SID shall also maintain general liability insurance in the amounts required of RNVWD.
- e. If in the future SID decides it needs to obtain additional insurance coverage to execute the terms of this Agreement, SID and RNVWD shall meet and re-negotiate the terms herein.

**Term**

- 1) The term of this Agreement shall be for a one (1) year period, commencing on \_\_\_\_\_, 2024, and ending on \_\_\_\_\_, 2025.
- 2) The Agreement shall automatically renew and continue a year-to-year basis until a new or amended agreement is executed or until either party terminates the Agreement.
- 3) Notwithstanding the provisions herein, any party may terminate this Agreement at any time.

**Termination**

- 1) This Agreement may be terminated by any party upon three hundred sixty-five (365) days' written notice of termination.
- 2) Termination of this Agreement shall not extinguish any outstanding payment obligations of RNVWD or any indemnification obligations for claims and/or liabilities arising from alleged acts, omissions, or conditions occurring or existing while the Agreement was still in effect.
- 3) Upon termination, RNVWD shall promptly pay all monetary obligations owed to SID and/or SID's agents.

### **Complete Agreement**

- 1) This Agreement contains all the agreements of the Parties hereto.

### **Audit**

Upon 30-day notice, RNVWD shall have the authority to request a review of time sheets, bills, daily work notes, work orders, equipment time tracking, etc. that are in the possession of SID. Also, invoices from any subcontractors performing work under an SID contract that are in the possession of SID.

### **Records**

- 1) The Parties agree that SID shall continue to store said records during the term of the Agreement.

### **Disclaimer of Right to Water**

- 1) RNVWD and its customers shall have no right to Solano Project Water or to any other water supply or water rights held by SID.
- 2) SID's sole duty and obligation is to operate and maintain the potable water system of RNVWD while this Agreement is in effect.

### **Notices**

- 1) Any notice or communication shall be in writing in either letter or email format.

### **Arbitration**

The parties agree that in any dispute should arise under the terms and conditions of this Agreement, all disputes or issues shall be finally resolved first by mediation. Should mediation fail to result in agreement, then second, resolution shall be sought by arbitration. The determination of the arbitration shall be binding upon each party.

6d

SOLANO COUNTY DEPARTMENT OF TRANSPORTATION  
CONTRACT CHANGE ORDER NO. 1

PROJECT: Cantelow Road Bridge Project SHEET 1 OF 1 SHEETS

CONTRACT NO: 613-497

To: Ghilotti Construction Company, Inc., 246 Ghilotti Avenue, Santa Rosa, CA 95407 Contractor

You are hereby directed to make the herein described changes from the plans and specifications or do the following described work not included in the plans and specifications on this contract.

NOTE: This change order is not effective until approved by the Solano County Engineering Manager.

Description of work to be done, estimate of quantities, and prices to be paid. Segregate between additional work at contract price, agreed price and force account. Unless otherwise stated, rates for rental of equipment cover only such time as equipment is actually used and no allowance will be made for idle time.

Change requested by: ENGINEER

The last percentage shown is the accumulated increase or decrease from the original quantity in the Engineer's Estimate.

1. EXTRA WORK AT AGREED UNIT COSTS:

Cost of installing 220 linear feet of new 12" PVC water line with 80 linear feet of ductile iron pipe, along with an air relief valve adjacent to bridge replacement. Ductile iron pipe to be uncovered beneath bridge and buried under approach slabs. PVC waterline to be placed in typical roadway section to connect existing waterline to iron pipe.

Bid Item 59 - PERMANENT WATER LINE (12" C900 PVC DR14)

220 LF @ \$300 = \$66,000.00

Includes 36" excavation, furnish and install C900 PVC pipe from ductile iron pipe to Existing pipe, and install bedding sand, AB backfill, and HMA in conformance with Solano County's Trench Standard

Bid Item 60 - AIR RELIEF VALVE

NO HMA ON THIS ITEM,  
PAID W/ BID ITEM 28

1 EA @ \$500 = \$500.00

Includes furnish and install air relief valve including excavation, cutting existing pipe, connections, and backfill per Solano County's Trench Standard at a to be determined location.

Bid Item 61 - PERMANENT WATER LINE (12" RESTRAINED JOINT DUCTILE IRON PIPE)

80 LF @ \$300 = \$24,000.00

Includes furnish and install joint restrained ductile iron pipe 40' on either side of the midspan point of the bridge. Pipe to be place at approximately 46" below final grade of bridge and approach slab.

NO FLEX-TEND OR OTHER FLEXIBLE FITTINGS

Estimated Cost: Increase: \$90,500.00

The maximum cost of the change order is \$54,000

By reason of this order the time of completion will be adjusted as follows: 10 additional working days

Submitted by: \_\_\_\_\_ Riley C. Martinson  
Resident Engineer Date \_\_\_\_\_

Approved: \_\_\_\_\_ Matt Tuggle  
Engineering Manager Date \_\_\_\_\_

We, the undersigned contractor, have given careful consideration to the change proposed and hereby agree, if this proposal is approved, that we will provide all equipment, furnish all materials, except as may otherwise be noted above, and perform all services necessary for the work above specified, and will accept as full payment therefor the prices shown above.

Accepted, Date \_\_\_\_\_ Contractor \_\_\_\_\_

By: \_\_\_\_\_ Title: \_\_\_\_\_

If the Contractor does not sign acceptance of this order, his attention is directed to the requirements of the specifications as proceeding with the ordered work and filing a written protest within the time therein specified.

White copy to the Contractor. Blue copy to the Resident Engineer



6e

<b>Applicant Name:</b>	<b>DR4699CA Rural North Vacaville Water District POC: Dale Motiska 4/3/2024</b>
<b>Meeting Date:</b>	TBD
<b>DI Deadline:</b>	8/4/2023
<b>Emergency Work Deadline:</b>	10/3/2023
<b>Permanent Work Deadline:</b>	10/3/2024
<b>Fixed Cost Offer Deadline:</b>	10/3/2024
<b>Next Meeting:</b>	TBD

<b>Project #</b>	<b>Category</b>	<b>Title</b>	<b>Process Step</b>	<b>Project Type</b>
732139	F	Rural North Vacaville Water District, Main Line along Cantelow Road	Applicant Signed Project	Project Completed/ Fully Documented
745644	Z	Rural North Vacaville Water District, Management Costs	Pending EMMIE Submission	Management Costs


EEl's : Outstanding Project Questions and Project Documents	NOTES	NEXT ACTION
Questions answered Documents Provided	Work is completed, no insurance, All FA Summaries provided by Dale, Project is ready for Award	Project is ready for obligation and RTM
Estimated Management Costs option was chosen for this project	though 5% of their current obligated projects will be provided for management cost, The Applicant will be required to reconcile to actual cost at closeout.	CRC review


ACTION TO BE COMPLETED BY	ACTION DUE DATE	CRC TARGET DATE	Comments/Potential Challenges
FEMA	TBD	TBD	waiting for the project to be obligated in EMMIE
CRC	TBD	TBD	This Cat Z project will be processed as soon as the Permanent work is obligated. 3/29/24 CRC email confirming the above statement.



1b



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# Rural North Vacaville Water District 2023 Water Management Plan/Strategic Plan

November 2023

**Mission Statement:** *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.*

Prepared by: Dale Motiska, General Manager  
Rural North Vacaville Water District  
P. O. Box 5097  
Vacaville, CA 95688

## **Vision Statement:**

*The Rural North Vacaville Water District will be an organization that:*

- *Fosters a positive and long-term relationship with its customers.*
- *Researches and develops alternative income sources to maintain the lowest possible water rates for our District customers.*
- *Develops a proactive and innovative approach to expand, maintain and rehabilitate water delivery systems.*
- *Provides accountability and transparency to all District customers.*
- *Will be a responsible steward and guardian of our County's natural and fiscal resources.*

## **Values Statement:**

*The Rural North Vacaville Water District Values:*

- *Train all staff to be ambassadors of customer service to improve internal and external connectivity.*
- *Engage customers through a variety of venues/methods to create broader base outreach.*
- *Educate and inform customers on relevant real time topics.*
- *Provide customers with expedient feedback by utilizing technology and engagement platforms (e.g. leak notification, water outages, board meetings and capital improvement project updates).*
- *Include language in contractors' contracts on customer service protocols and procedure expectations to provide seamless customer service and accountability (e.g. uphold standards when working on District members' streets).*

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## DOCUMENT ORGANIZATION

This 2023 WMP/SP has been prepared based on guidance provided by the California Department of Water Resources (DWR) in the California Rural Water Association Management Plan Guidebook 2020 (2020 CRWA MP Guidebook) (DWR, 2021).

**Chapter 1 – Introduction and Overview:** This chapter provides a discussion on the basics of the WMPSP and a general overview of the document.

**Chapter 2 – Plan Preparation:** This chapter describes the development of the WMP/SP, including information on public outreach and agency coordination.

**Chapter 3 – System Description:** This chapter provides background information on the District and a general description of the water system, service area, climate, population, and demographics.

**Chapter 4 – Customer Water Use:** This chapter describes past, current, and projected water uses within the District.

**Chapter 5 – System Supplies:** This chapter documents current and future water sources for the District.

**Chapter 6 – Water System Reliability:** This chapter assesses the reliability of the District's water system through 2028, including in normal conditions, a single dry year, and five consecutive dry years.

**Chapter 7 – Water Shortage Contingency Planning:** This chapter outlines the District's enforcement prohibitions, methods, and ordinances to ensure adequate water supply during drought years or other shortage situations, as included in the Rural Water Shortage Contingency Plan.

**Chapter 8 – Demand Management Measures:** This chapter provides a description of actions the District takes to promote conservation and reduce demand on the water supply.

**Chapter 9 – Operations Management Planning:** This chapter discusses succession, operations training and staff changes.

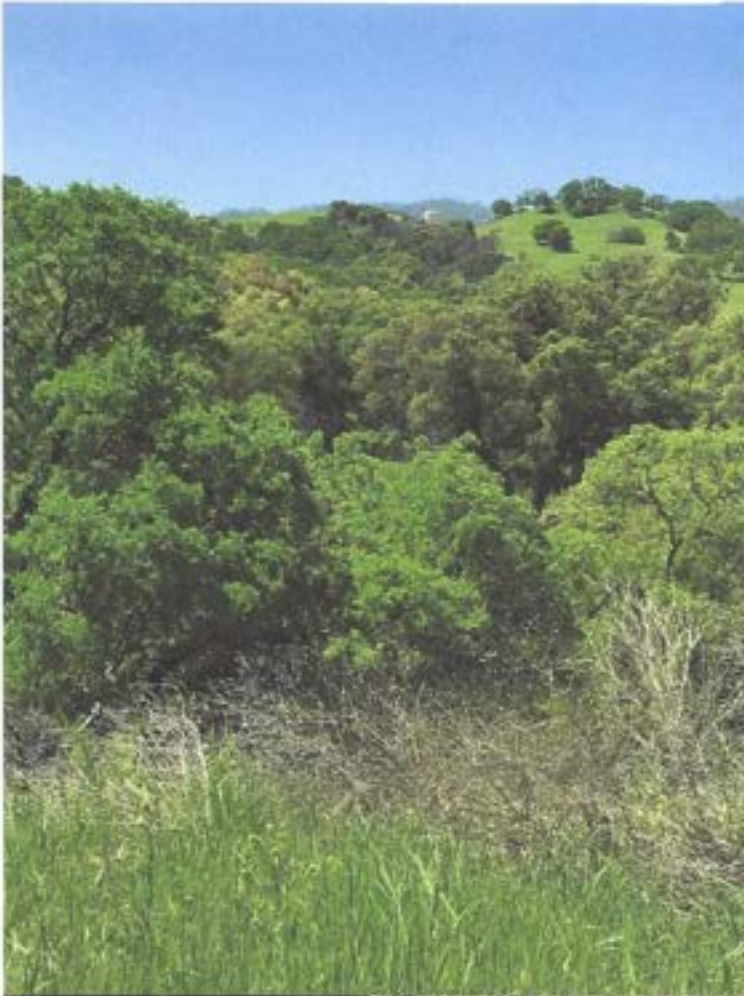
**Chapter 10 – Strategic Goals:** This chapter outlines the District's Strategic Goals.

Station #1





Station #4 Tank in Distance, and Cantelow Landslide and Repairs





## **CHAPTER 1 Introduction and Overview**

The Water Management Plan (WMP)/Strategic Plan (SP) provides information on past, present, and future water sources and demands, and acts as a guide for the Rural North Vacaville Water District (RNVWD) to plan for adequate water supply in the future. This WMP/SP provides a comparison of available water supplies to projected water demands through 2028 and addresses conservation measures the District has implemented to ensure a safe and reliable water supply. This plan will be used to provide a basis for determining that sufficient water supply is available for future proposed development.

### **1.1 WMP/SP Summary**

The District was formed in June of 1996 to provide water for residential uses and water for fire protection. A permit to supply water was issued by the State of California in June 2000. Water deliveries began in 2003.

The District covers approximately 5,163 acres and is located north of the City of Vacaville. Existing land uses are primarily zoned rural residential (approximately 39 %) and agricultural uses (approximately 59 %). The remaining 2% are public purpose uses. Boundaries for the District encompasses geographical areas generally described as English Hills, Gibson Canyon and Steiger Hill.

Potable water for residential use was originally designed to provide for a total maximum daily demand of 660 gpm and a maximum of 533 parcels within the extent of the Service Area for the District. Currently, the District has 417 active residential service connections. Property owners within the area of the District can opt out of taking delivery of potable water. Therefore, some of the Service Area parcels are considered 'island parcels' disconnected from the majority contiguous parcels within the Service Area. The District's Service Area boundaries are currently being confirmed by Solano Local Agency Formation Commission. See Figure 1.1.1 on the following page.

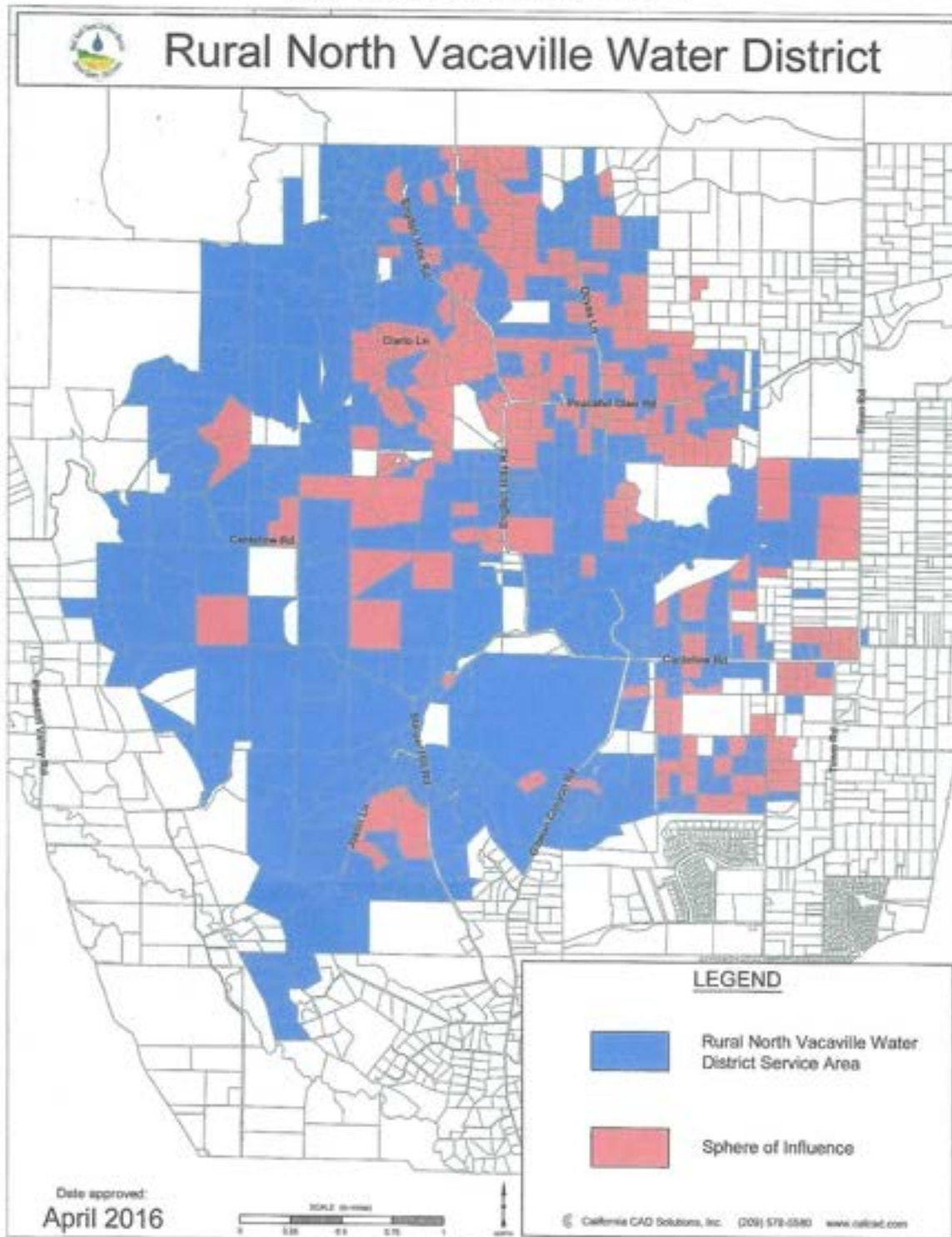
Property owners can also opt out of fire water service. Water for fire protection is currently provided for a total of 711 parcels located within the District's larger Sphere of Influence. Some of the fire service parcels are also considered 'island parcels' disconnected from the of majority contiguous parcels within the District's Sphere of Influence. (Coastland DCCM Condition Assessment 4/2023)

### **1.2 Legislation**

#### **California Water Code Requirements**

The California Water Code (CWC) documents specific requirements for California water suppliers. The Urban Water Management Act (Act) is included in the CWC and specifies the required elements of a UWMP, including discussing the District's water system and facilities, calculating how much water its customers use (i.e., water demand) and how much the District

Figure 1.1.1 Sphere of Influence (SOI)



can supply, and detailing how the District would respond during a drought or other water supply shortage. Also, a UWMP must describe what specific coordination steps were taken to prepare, review, and adopt the plan.

The Act has been revised over the years. The Water Conservation Act of 2009 (also known as Senate Bill X7-7) required retail water agencies to establish water use targets for 2015 and 2020 that would result in statewide water savings of 20 percent by 2020. Because the District is not defined as an urban water supplier, the District was not required to establish and meet baselines and targets for daily per capita water use, and is not required to comply with Senate Bill (SB) X7-7.

#### **STRATEGIC GOAL A: PROTECT CURRENT WATER RIGHTS FROM EXTERNAL THREATS THROUGH OVERSIGHT AND COLLABORATION ON LEGISLATIVE ACTIONS.**

The 2014 to 2016 drought has led to further revisions to the Act under the 2018 Water Conservation Legislation to improve water supply planning for long-term reliability and resilience to drought and climate change. Changes presented by legislation include:

- **Five Consecutive Dry-Year Water Reliability Assessment:** Analyze water supply reliability for five consecutive dry years over the planning period of this WMP/SP (see Chapter 6).
- **Drought Risk Assessment:** Assess water supply reliability from 2021 to 2025 assuming that the next five years are dry years.
- **Seismic Risk:** Identify the seismic risk to the water supplier's facilities and have a plan to address the identified risks; the region's Local Hazard Mitigation Plan may address this requirement.
- **Energy Use information** includes reporting on the amount of electricity used to obtain, treat and distribute water. With the activation of Well #2 and projected production use of 50% with Well #1 the KWH will dramatically change between the two Stations in the new fiscal year. See Figure 1.2.1 on the following page.
- **Water Shortage Contingency Plan (WSCP):** Prepare a WSCP to include an annual process for assessing potential gaps between planned supply and demands, conform with the State's standard water shortage levels (including a shortage level greater than 50 percent) for consistent messaging and reporting, and provide water shortage responses that are locally appropriate.

## **CHAPTER 2 Strategic Plan Preparation**

### **2.1 Basis for Strategic Plan Preparation**

The District served over 400 customers a total of 83,742 CCF of water in FY 2022/2023.



**Table 1.2.1 Energy Use from PGE Billing Data**

SITE	KILOWATT HOURS (KWH)
Well # 1	149,101
Well # 2	9,042
Station # 3	62,711
Station # 4	16,373
Station # 5	10,055
<b>TOTAL</b>	<b>247,283</b>
<b>Total Water Production, FY 2022/23</b>	<b>83,742 CCF</b>
2.9529 KWH to produce 1 CCF	

Information on the District’s system is summarized in Table 2.1 and 2.2

**Table 2-1. DWR Public water system summary**

Type of Supplier	Public Water System Name	Number of Connections 2023	Volume of Water Supplied FY 2022, CCF
ID# 12054840000	RNVWD	417	83,742

**2.2 Fiscal Year is the Unit of Measure**

Data reported in this WMP/SP is on a fiscal July through June year basis, and volumes are in CCF that include nonrevenue water.

**Table 2-2. Supplier Identification**

Type of Supplier	Fiscal or Calendar Year	Units of Measure
Retailer	Fiscal Year	100 Cubic Feet (CCF)

**2.3 Strategic Planning Coordination and Outreach**

The District’s WMP/SP reports solely on its distribution service area. However, the District coordinates its efforts with local agencies in order to manage water sustainably in the region. The Solano County Water Agency (SCWA) is a wholesaler which supplies surface water to other agencies in the region. The District coordinates closely with the Solano Irrigation District and the Solano Local Agency Formation Commission (LAFCO). Every 5 years the District reviews the Sphere of Influence (SOI) and the Municipal Service Review with LAFCO.

**STRATEGIC GOAL B: STRIVE FOR A UNIFIED WORK FORCE BY STREAMLINING INTERNAL**

PROCESSES AND IMPROVING COMMUNICATION WITH OPERATIONS AND STAFF.

**STRATEGIC GOAL C: CREATE STRONGER ALIGNMENT AMONG BOARD OF DIRECTORS, MANAGEMENT AND STAFF BY ALIGNING VISION AND GOALS.**

**STRATEGIC GOAL D: INCREASE KNOWLEDGE OF BEST MANAGEMENT PRACTICES FOR ASSET MANAGEMENT BY INTERACTING WITH OTHER AGENCIES AND PARTICIPATING IN EDUCATIONAL VENUES.**

## **CHAPTER 3 System Description**

### **3.1 General Description**

Rural North Vacaville Water District is a Community Services District (CSD) that was formed in 1996, to provide potable water for domestic use and fire suppression purposes. The water system serves an unincorporated community in Solano County that lies north of the city of Vacaville in the Cantelow Road, English Hills, Gibson Canyon, and Steiger Hill neighborhoods (English Hills area). The District encompasses 5,162.7 acres of rural residential and agricultural lands and serves a population of approximately 1,118 residents.

According to the State Division of Drinking Water, the district provides a reliable and adequate water supply to meet the needs of its current customers based on the use of Well #1 and Well #2 as the primary sources. Well #2 is in compliance with the provisions of its domestic water supply permit, which became active on October 18, 2023.

The District operates and manages a public water system whose sole source of water comes from two groundwater wells, drilled to a depth of approximately 1,400 feet, located in the basal zone of the Tehama Formation aquifer. Each well is equipped with 75 horsepower pumps. Well #1 and Well #2 have standby generators (in the event of a PG&E outage) and Well #2 also has a pump capacity of 350 gpm. The District has taken action to bring Well #2 into compliance and it is now in active status. Groundwater from the wells is chlorinated before being pumped into two 300,000 gallon water storage tanks and gravity feed the distribution system aided by booster pumps. Treated water is then delivered to 417 customers, via some 40 miles of distribution mains consisting mostly of Class 150 and 200 PVC pipes ranging in size from 4 inches to 12 inches in diameter across five pressure zones. Water from this reservoir is lifted to another steel reservoir in Zone 4 using pumps at Station 3. Zones 1 and 2 can receive water directly from the wells or via gravity from the steel reservoir in Zone 3. Pressure reducing valves keep the pressure in zones 1 and 2 at usable levels. Water from the steel reservoir in Zone 3 is also lifted to zones 4 and 5 using pumps located at Station 4. The steel hydro-pneumatic tank at Station 4 provides pressure surge protection for zones 4 and 5. Additional pressure for water delivered to Zone 5 by Station 4 is provided by small booster pumps at Station 5. Station 5 is also equipped with a hydro-pneumatic tank to reduce hydraulic surge and maintain a more constant pressure in this zone. See Figures 3.1.1, 3.1.2, and 3.1.3 on the following pages. (Coastland DCCM Condition Assessment 4/2023)

### **3.2 Current Water Consumption and Future Demand**

RNVWD's water was designed to have sufficient capacity to serve 800 households based on an Engineer's Report at the time of District formation. In addition to the parcels that benefit from

domestic water service, the system also provides water to 78 hydrants that serve as fire refill stations servicing approximately 711 parcels. The system has sufficient capacity to deliver a reliable and adequate water supply to the target population of 533 households. However,

**3.1.1 - Water Rights (WR)/Connections Allocated (as of December 31, 2022) Municipal Service Review 4/22/2022**

		Number of Parcels	Parcels with a Single Water Right	Parcels with Multiple Water Rights	Parcels with No Water Rights
<b>CURRENT</b>	In District	480	381	25	74
	In SOI (Sphere of Influence)	217	1	0	216
	Outside	2	2		
	<b>Total</b>	<b>699</b>	<b>384</b>	<b>25</b>	<b>290</b>
		Purchased		District Owned	Total Water Rights
<b>WATER RIGHTS</b>	In District	528			528
	In SOI	1			1
	Outside	2			2
	District Owned	2		2	2
	<b>Total</b>	<b>533</b>		<b>2</b>	<b>533</b>
		Lot Splits	Parcels without Water Rights	Potential Growth	Net Additional Water Rights
<b>POTENTIAL GROWTH</b>	In District	259	74	333	333
	In SOI	32	216	248	248
	Outside	Future long-range planning study regarding infrastructure needs			
	Multiple WRs	0	0	0	(25)
	District Owned	0	0	0	-25
	<b>Total</b>	<b>291</b>	<b>290</b>	<b>581</b>	<b>543</b>

future growth in the English Hills area will require a long term solution that addresses the need for a public water supply. Current hydrology modeling will assess the potential for increases in water rights made available within the Sphere of Influence for the inclusion of Additional Dwelling Units (ADU), other new constructions from parcel divisions and potential annexations to the District. This potential for growth with the sale of new water rights would certainly benefit the District's financial status. (See Figure 3.2.1 below)



**Figure 3.1.2 Water Distribution System Diagram**  
**Municipal Service Review 4/22/2022**

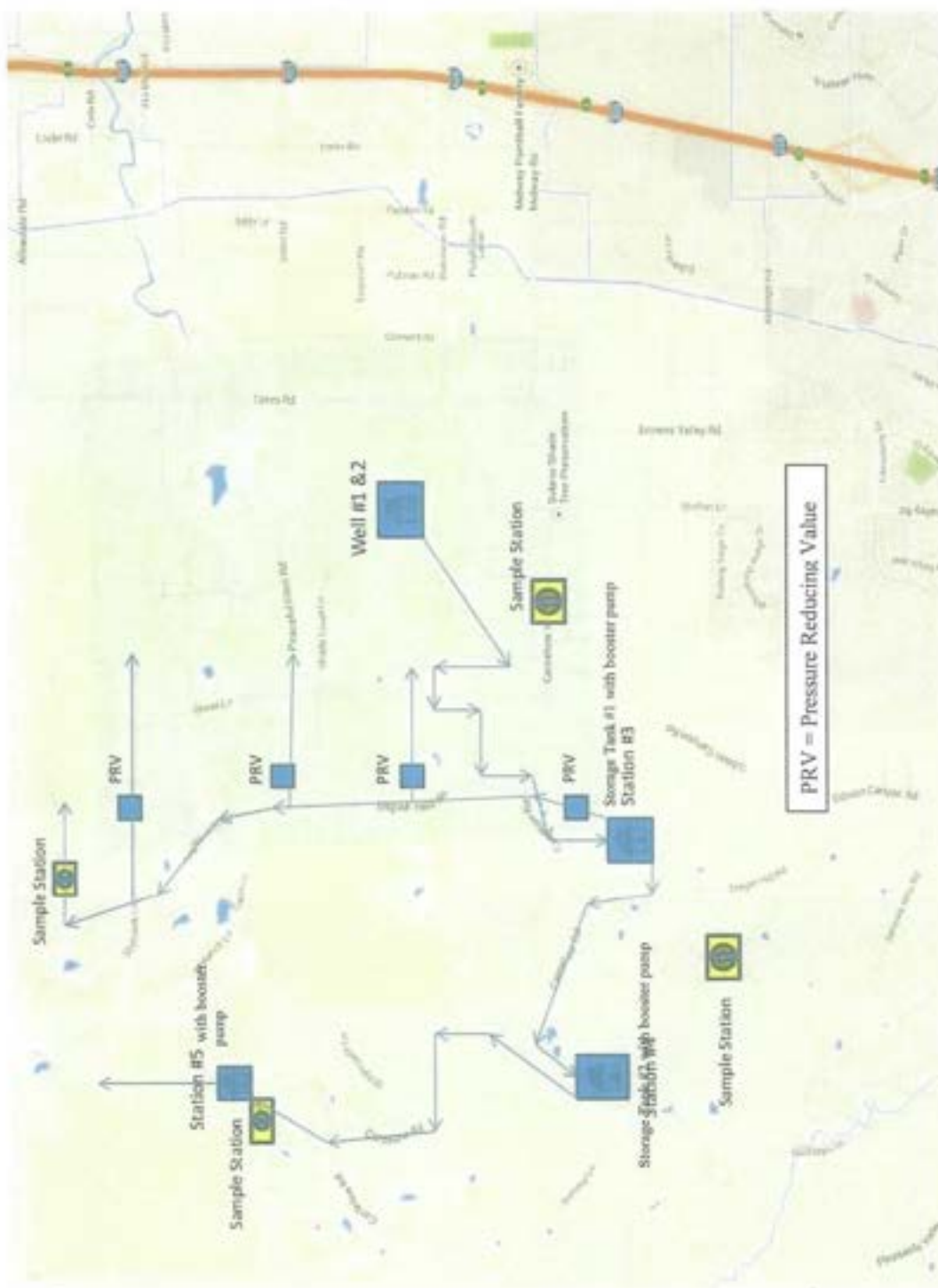
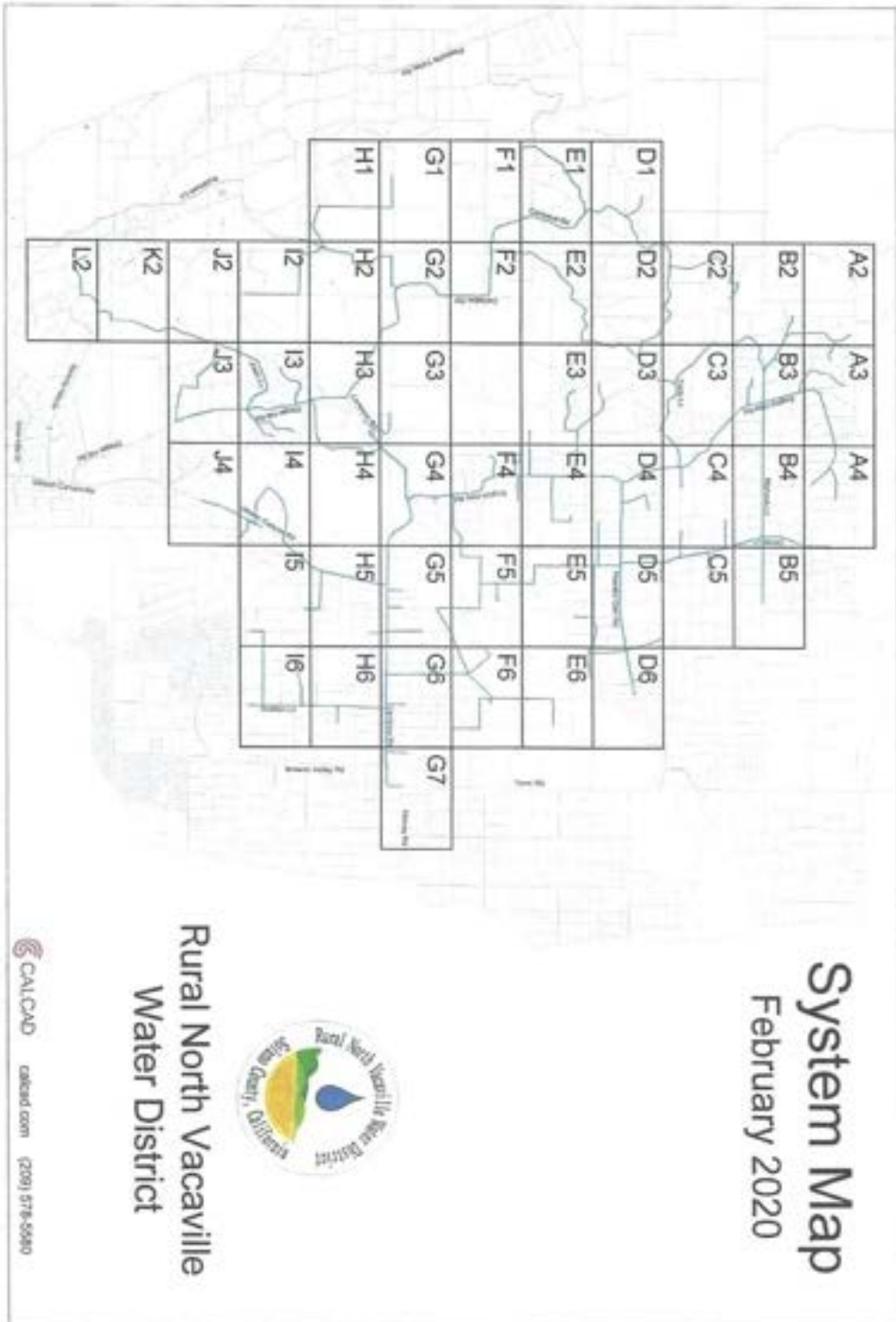


Figure 3.1.3 System Map CALCAD.COM



**Table 3.2.1**

Metered Water Use/Projected*	
2012/2013	44,693
2013/2014	39,763
2014/2015	55,904
2015/2016	51,655
2016/2017	54,050
2017/2018	45,928
2018/2019	58,463
2019/2020	50,431
2020/2021	72,687
2021/2022	73,437
2022/2023	70,798
2023/2024*	75,000
2024/2025*	81,000
2025/2026*	83,000
2026/2027*	87,000
2027/2028*	90,000

### 3.3 Replacement Capital Cost Projections

The District maintains a 10 year capital replacement strategic plan. The strategic plan includes projections to the useful life of the current system. Replacement of the facilities are usually smoothed over several years to limit the disruption to service and limit the financial burden on users of the system.

Useful service of facilities depends on the quality of materials, original installation, and actual use conditions. Groundwater wells and hydro-pneumatic distribution systems generally experience more wear than stored water gravity systems. Changes in groundwater levels increase horsepower requirements on a frequent basis generating additional heat in electrical components. Suspended solids in the aquifer water also wear impellers at the bottom of the well. Pressure surge transients occur frequently in hydro-pneumatic systems causing greater stress on pipe walls. Facilities are replaced sooner in water wells and distribution piping under these conditions.

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Funding options greatly affect the timing of future improvement. Accruing money over time is the cheapest funding approach. Large Capital improvements can be funded with bonds, loans or grants.

**STRATEGIC GOAL E: CONTINUE UPDATING ESTABLISHED FISCAL/FUNDING MANAGEMENT PRACTICES.**

**STRATEGIC GOAL F: DEVELOP ANNUAL FINANCIAL PLANS THAT ALIGN CAPITAL IMPROVEMENT PROJECTS WITH THE APPROVED RATE STRUCTURE.**

**STRATEGIC GOAL G: PROVIDE SEMI-ANNUAL FORECASTING OF BUDGET-TO-ACTUAL FINANCIAL DATA TO THE PUBLIC AND BOARD OF DIRECTORS.**

**STRATEGIC GOAL H: SEEK OPPORTUNITIES FOR ALTERNATE FUNDING SOURCES TO AUGMENT REVENUE TO BUILD RESERVES INCLUDING ADDING MORE WATER RIGHTS FOR SALE.**

**STRATEGIC GOAL I: ENCOURAGE THE SPHERE OF INFLUENCE EXPANSION AND ANNEXATION.**

### **3.4 Proposed Capital Improvements**

Economics for a small district of fewer than 500 customers against the costs of the infrastructure maintenance and system age are not good. A Condition Assessment Report has been completed that looks 70 years ahead into the future of the District. Twenty years of daily operation has already resulted in major maintenance and replacement efforts for the system. Maintenance and replacements will continue as equipment approaches its useful life. Improvements to reduce operating effort and improve system reliability are also planned by the District.

Much of the District's recent repairs and maintenance have focused on the source wells. Pumps in wells #1 and #2 were replaced, the chlorine addition system located at supply well #1 was replaced, and an arsenic removal system added to well #2 could regularly be used in the system. A spare pump and motor were purchased for use in the supply wells to reduce the time these wells are out of service.

Capital improvements and major repairs forecast for the future include new coating and corrosion repairs for the steel reservoirs at Station 3 and 4, replacement piping in the landslide area on Cantelow Road and recurring pressure testing of the hydro-pneumatic tanks at Stations 4 and 5. Inspection of wells #1 and #2 could also result in major repairs. (Coastland DCCM Condition Assessment 4/2023). Other capital improvement projects pending are solar generation systems for all 5 stations and a potential wind turbine for station #4.

**STRATEGIC GOAL J: DEVELOP AN ANNUAL CAPITAL IMPROVEMENT PROGRAM THAT IS**

DEVELOPED AND PRIORITIZED ON RISK, CONDITION ASSESSMENT, CAPITAL ASSETS AND ALIGNED WITH APPROVED BUDGET.

**STRATEGIC GOAL K: OPTIMIZE EQUIPMENT AND ASSETS MANAGEMENT (E.G. CREATE COLLECTIVE PURCHASING AGREEMENTS AND ANNUAL ASSET PURCHASING PLANS).**

**STRATEGIC GOAL L: DEVELOP RESOURCE (STAFFING/BUDGET) PLAN FOR ALL PROJECTS TO INFORM ON APPROPRIATE LEVELS OF OUTSOURCING.**

### **3.5 Added Water Storage**

Another failure point is limited storage in the system for unforeseen events, such as: fire, landslides or pipeline breaks. State required redundancy is satisfied by the existing tanks. However, the northerly portion of the distribution system lacks any storage. Additional storage in zones 4 and 5, or both, would provide needed fire storage in the northerly area that would also simplify operations if one of the existing tanks were emptied for repairs and maintenance. Modeling and operations assessment would determine the quantity and location for added storage. Bypassing potential failure points in the system is also an important criterion for the location of added storage. (Coastland DCCM Condition Assessment 4/2023)

### **3.6 Future Water Supply**

Groundwater is the only supply for the system. The source has been reliable since 2003 and continues to approach a stable drawdown in the Solano Subbasin per the most recent groundwater monitoring report. Population growth in Solano County will increase the use of ground water in the future. Identifying secondary sources of water for the future is prudent because agreements for water sources can take years to negotiate and receive State approvals. Starting conversation with potential sources will be considered by the District. In addition to alternate long-term sources, providing a short-term emergency source of potable water will be considered for catastrophic events within the District's system. (Coastland DCCM Condition Assessment 4/2023)

**STRATEGIC GOAL M: ENSURE SUSTAINABLE WATER SUPPLY.**

**STRATEGIC GOAL N: EVALUATE NEW WATER SUPPLY OPTIONS**

### **3.7 Supervisory Control and Data Acquisition (SCADA) and System-Wide Computer Model**

One method to increase reliability of the overall system is to integrate the data from remote monitoring into the computer model. Keeping the complexity of the model to a minimum would provide quick assessment of changes in water age and pressure throughout the system. Models can be used to evaluate locations where added storage or emergency water sources are effective. Databases within the models can also identify facilities maintenance and replacement schedules. These systems also provide continuity during changes in staff or transition in management.

**STRATEGIC GOAL O: UPDATE OPERATIONS AND MAINTENANCE PROGRAMS AND ENHANCE TECHNOLOGY THAT FOCUSES ON PRIORITIZED, PROTECTIVE AND PREVENTATIVE MAINTENANCE.**

**STRATEGIC GOAL P: USE TECHNOLOGY/INNOVATION TO IMPROVE STAFF EFFICIENCY OF OPERATIONS (E.G. GIS, SCADA, GPS, ETC.).**



### **3.8 Climate**

The climate in the District is characterized by dry, warm to hot summers, with wet, cool winters. The District experiences warm springs, summers and early falls, winters can be foggy and cold, but snow is exceedingly rare. Average monthly temperatures range from lows around 40 degrees Fahrenheit to highs above 95 degrees Fahrenheit. (Western Regional Climate Center, 2010)

### **3.8 Climate Change**

Changing climate has the potential to have significant impacts to the District's use of water resources. Impacts from climate change are still being determined, but projections for the regions include:

- Increased variability in temperature, with an overall increase in temperature. Daily average high temperatures are estimated to increase by 8-14 degrees Fahrenheit by the end of the century.
- Changes in timing and frequency of annual precipitation with more extreme wet and dry conditions, including more frequent, severe, and prolonged droughts.
- Increased wildfire frequency.

Potential impacts from climate change to water management were prioritized based on those likely to be of the most concern in the region. These included increased flooding, changes in water demand, decreased water supply reliability, and water quality changes. It is difficult to quantify expected climate related changes to water demand, but changes are expected.

Potential impacts of climate change are incorporated into water use projects, water supply projections and the District's drought risk assessment. (City of Vacaville UWMP 6/2021)

### **3.9 Land Use**

Water use projections used in this WMP/SP, are based on the land uses identified in the Solano County Plan. Efforts were coordinated with the Coastland DCCM, April 21, 2023, Initial Conditions Assessment to best identify current and projected water uses within the existing service area and the anticipated growth areas. This information was used to develop water demand factors for existing and future land uses, as well as, identify overall water demand expected in the future.

## **CHAPTER 4 Customer Water Use**

### **4.1 Water Use**

Information on past, current water, and projected potable water use within the District is described in this chapter. The District currently provides only potable water. Water use within the District over the last five years has steadily increased 8%. Water is lost from the District's distribution system through leaks. Water meters continue to be replaced.

**STRATEGIC GOAL Q: MEET OR EXCEED REGULATIONS FOR CLEAN AND SAFE WATER INCLUDING DEVELOPING A COMPREHENSIVE GROUNDWATER AND CONTAMINATES PLAN.**



## **4.2 District System Water Loss**

Projected water usage within the District's service area was determined based on a percentage increase each five year period consistent with the service area.

## **CHAPTER 5 System Supplies**

This chapter describes and quantifies the District's existing water supply sources.

### **5.1 Groundwater**

The District currently operates two wells to pump groundwater from the basin underlying the District. This section provides a description of this groundwater basin and how the groundwater is managed.

The District's sole water supply source is from groundwater wells. The Solano Subbasin Groundwater Sustainability Plan (GSP) was completed in November 2021 and serves as a guide for the sustainable groundwater management of the Solano Subbasin (DWR Basin No. 5-21-66). The Solano Subbasin underlies the District and is a part of the Sacramento Valley Basin. The Sacramento Valley Groundwater Basin has been divided into several smaller subbasins using institutional boundaries established by DWR. The Sacramento Valley Groundwater basin is located in north central California and is bounded on the east by the Sierra Nevada and Cascade Ranges, and on the west by the North Coast Range. The Sacramento Valley Groundwater Basin also extends from about 5 miles north of Red Bluff southward for 150 miles to the Sacramento San Joaquin Delta and covers an area of approximately 6,000 square miles.

The Solano Subbasin is bounded by Putah Creek on the north, the Sacramento River on the east, the North Mokelumne River on the southeast, the San Joaquin River of the south, the non-water bearing geologic units of the Great Valley Sequence on the northwest and the Suisun-Fairfield Valley Basin on the south side. The western hydrologic divide corresponds to the crest of the English Hills and Montezuma Hills and separates the Solano Subbasin from the Suisun-Fairfield Groundwater Basin. (City of Dixon UWMP 2020)

The District has partnered with other local users through the Solano Subbasin Groundwater Sustainability Agency (GSA). The Solano Subbasin GSA is a part of the Solano Collaborative, which comprises a total of five GSAs to manage the groundwater basin. The following sections describe the groundwater basin management, historical groundwater use, and projected groundwater use.

### **5.2 Groundwater Basin Management**

This section discusses historical groundwater management in the Solano Subbasin and evolving management structures required by the Sustainable Groundwater Management Act of 2014 (SGMA). The Solano Subbasin is not adjudicated, and DWR has not identified the subbasin as either in overdraft or expected to be in overdraft. Adjudication is defined as an action filed in the Superior or Federal District court to determine the rights to extract groundwater from a basin or store water within a basin, including but not limited to, actions to quit title respecting rights to extract or store groundwater or an action brought to impose physical solution on a basin.

Prior to the completion of the Solano Project in 1959, groundwater was extensively used in Solano County for municipal and agricultural supplies. The DWR Bulletin 118 reports that the groundwater elevations prior to 1912 represent the groundwater basin in its natural state. Between the years 1912 and 1932, precipitation was below average, which resulted in lower groundwater levels. In 1932 to 1941 groundwater levels recovered slightly because of above average precipitation. After 1941, groundwater levels declined due to increasing agricultural and urban development and the levels reached their lowest in the 1950s.<sup>1</sup>

The Solano Project refers to United States Bureau of Reclamation project to store surface water in Lake Berryessa for potable and non-potable uses primarily in Solano County. One of the primary reasons behind the Solano Project was to correct the overdraft of groundwater, which was occurring in agricultural areas. Since 1959, when the Solano Project began to supply surface water to Solano County, the overdraft of groundwater has halted, and the groundwater levels have rebounded in most areas of the Solano Subbasin. Groundwater level data presented in the North Central Solano County Groundwater Resources Report and additional data published by DWR, show that the subbasin is in a state of equilibrium. The groundwater levels are not permanently impacted by multiple dry years and data also shows slight variation in response to climatic conditions.

SGMA, a three-bill legislative package composed of Assembly Bill (AB) 1739 (Dickinson), and SB 1319 (Pavley) was passed in September 2014. The legislation provides a framework for sustainable management of groundwater supplies by local authorities, with a limited role for state intervention when necessary to protect the resource. The legislation lays out a process and a timeline for local authorities to achieve sustainable management of groundwater basins. It also provides tools, authorities, and deadlines to take the necessary steps to achieve the goal. For local agencies involved in implementation, the requirements are significant and can be expected to take years to accomplish. The State Water Resources Control Board (State Water Board) may intervene if local agencies do not form a GSA and/or fail to adopt and implement a GSP.

Since the Solano Subbasin was designated as a medium priority subbasin a GSP was required to be developed and submitted to DWR by January 31, 2022. The District is a part of the Solano Subbasin GSA. The Solano Subbasin GSA is a Joint Powers Agency representing the City of Dixon, City of Rio Vista, Solano County, Dixon Resource Conservation District (RCD), Solano RCD, Maine Prairie Water District and Reclamation District (RD) 2068 and associated members from the Solano Farm Bureau, Solano County Agricultural Advisory Committee, Cal Water Dixon, and RNVWD.

The Solano Subbasin GSA is part of the Solano Collaborative which is made up of a total of five GSAs located in the Solano Subbasin. The five GSAs include the following:

- Solano Subbasin GSA
- City of Vacaville GSA

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<sup>1</sup> DWR, 2004, California's Groundwater, Bulletin 118, Sacramento Valley Groundwater Basin, Solano Subbasin, February 27



- Northern Delta GSA
- Sacramento County GSA
- Solano Irrigation District GSA

The Collaboration Agreement, which formalizes the coordination between the five GSAs to develop a single GSP, was executed on February 4, 2020. Each of the GSAs in the Solano Collaborative has one appointed individual to represent the respective GSA in the development of the Solano Subbasin GSP. The Collaboration Agreement allows the various agencies to work collaboratively to meet the requirements of SGMA. Existing groundwater and surface water monitoring programs have been implemented by a variety of local, state, and federal agencies and are often dictated by statutory and regulatory requirements. The Solano Collaborative plans to continue using these monitoring programs to manage the Solano Subbasin. (City of Dixon UWMP 2020)

#### **STRATEGIC GOAL R: MANAGE AQUIFER HEALTH THROUGH REGIONAL COLLABORATION.**

##### **5.3 Groundwater Monitoring**

Groundwater monitoring efforts is a critical component of managing the District's water resources. The California Statewide Groundwater Elevation Monitoring (CASGEM) program establishes a permanent, locally managed program of regular and systematic monitoring in California's alluvial groundwater basins. SCWA is the designated monitoring entity for the Solano Subbasin and submits regular reports of groundwater elevation to DWR.

##### **5.4 Sustainable Groundwater Management Act**

In September 2014, the California Legislature passed the Sustainable Groundwater Management Act, which established a groundwater management structure within California and empowered local agencies to manage groundwater basins sustainably. The Sustainable Groundwater Management Act also required any agencies within medium and high priority basins to prepare Groundwater Sustainability Plans by January 2022. The District's GSA has been collaborating and continues to work with other GSAs within the Solano Subbasin to develop a single GSP which will identify how the agencies will manage local groundwater resources.

##### **5.5 Historical Groundwater Pumping**

Since Fiscal Year (FY) 2012/2013 the annual metered groundwater pumping within Solano Subbasin has varied from a low of 39,763 CCF to a high of 73,437 CCF in FY 2021/2022.

##### **5.6 Summary of Existing and Planned Sources of Water**

While the sources of water for the District will remain the same, the volume of water allocations will continue to increase over the years per the existing agreements to accommodate the projected growth in the District.

##### **5.7 Energy Intensity of Water Supply**

As required by California Water Code Section 110631.2 (a), information is provided on the energy used to manage the District's water supplies. All District facilities are billed for electricity



individually, and this metered usage was used to calculate the energy consumed. The volume of water is calculated from flowmeters at the District facilities. The District supplies treated water only and does not supply any untreated water.

## **CHAPTER 6 Water System Reliability**

### **6.1 System Reliability**

This chapter discusses the District's water supply reliability under varying conditions through 2028. The District's system reliability is also gaged by the age and condition of the system's pipes and pumps. Factors impacting long term reliability of water supplies are discussed. In assessing the District's water supply reliability, a comparison of projected water supplies and projected water demand in normal, single dry, and five consecutive dry years is provided for the District's water service area. This chapter also includes the District's Drought Risk Assessment (DRA) for the next five years. Findings show that the District's water supplies are sufficient to meet the existing and projected water demands during normal and dry conditions.

### **6.2 Groundwater Evaluation**

Evaluation of groundwater supply sufficiency, based on 2022, the District has determined that in order to manage the local groundwater supply sustainably, around 100,000 CCF can be pumped annually. (Coastland DCCM Conditional Assessment 4/2023)

### **6.3 Constraints on Water Sources**

The District's water supply is from District owned and operated groundwater wells located within the District's water service area. The District's groundwater supply is impacted by groundwater availability, groundwater quality, and climate change. Prior to 1959, the Solano Subbasin showed groundwater levels declining due to increased agricultural and urban development. After the implementation of the Solano Project in 1959 to store surface water in Lake Berryessa, groundwater levels in the Solano Subbasin have rebounded and the subbasin is in a state of equilibrium. Since the 1980s, the groundwater levels have been stable with low levels in the dry season and high levels in the wet season of each year. This trend is shown with monitoring well 07N01E12N002M, which is the closest monitoring well to the City of Dixon. Prior to 1980, groundwater levels ranged from 5 to 50 feet. The quality of groundwater underlying the District in the Solano Subbasin is good quality and is suitable for domestic purposes. Total dissolved solids (TDS) concentrations generally range from 250 to 500 milligrams per liter (mg/L) and are comprised predominantly of calcium, magnesium, arsenic and sodium cations and bicarbonate anions. The groundwater is hard to very hard. (City of Dixon UWMP 2020)

### **6.4 Water Service Reliability and Drought Risk Assessment**

**1) Normal Year** – This condition represents the water supplies the District consider available during normal conditions. This could be a single year or averaged range of years in the historical

sequence that most closely represents the median or average water supply available. The year 2006 represents a normal year for the District. This year represents the District's typical year where all of its combined water supply sources are available to meet demands. Annual precipitation data from 2005 to 2020 was reviewed and precipitation data from 2005 to 2011 was selected to determine the District's normal year.

More recent years have not been normal. A statewide drought occurred from 2012 to 2016. The 2017 to 2020 years were either wet years or dry years. Further, a post-drought rebound appears to occur after 2016.

**2) Single Dry Year** – This condition represents the year with the lowest water supply availability to the District. The year 2013 represents the Single Dry Year for the District

**3) Five Consecutive Year Drought** – This condition represents a five-consecutive-year drought period such as the lowest average water supply available. For five years in a row since 2005. The years 2011 through 2015 represent the Five-Consecutive-Year Drought years for the District.

The basis of the hydrologic years used precipitation data from CIMIS monitoring station to the District. Annual precipitation data from 2005 to 2020 was reviewed to determine the basis years. During a portion of this time period, the District was in a Joint Powers Agreement (JPA) with Solano Irrigation District (SID) from 2006 to present. The District managed the administrative aspect of the public water system, while SID conducted operation and maintenance. Years that the District identifies as the historical average, single driest year, and driest multi-year period are shown in Table 6.4 below.

<b>Table 6.4 Basis of Water Year Data City of Dixon UWMP 2020</b>	
	<b>Base Years</b>
Normal Water Year	2006
Single Dry Water Year	2013
Five-Consecutive-Year Drought	2011 - 2015

Groundwater is monitored by the District and member agencies for SCWA that withdraw from the basal zone of the Tehama Formation in order to maintain groundwater levels and prevent overdraft conditions. The ongoing monitoring program and groundwater management efforts are being evaluated and described in more detail in the Solano Subbasin Groundwater Sustainability Plan. To date, none of these groundwater constraints are known to conflict with what will be outlined in the Groundwater Sustainability Plan.

Groundwater is typically higher in hardness and mineral content than surface water sources, but is less seasonally variable than surface water sources, so no seasonal constraints apply to groundwater quality. Groundwater treatment includes chlorination and fluoridation at the wellhead. The chlorination of groundwater is to ensure a sufficient chlorine residual in the distribution system to prevent proliferation of harmful organisms. (City of Dixon UWMP 2020)



## **6.5 Water Quality**

High quality water is supplied to customers in the District as described in the District's Annual Drinking Water Quality Reports ([www.RNVWD.com](http://www.RNVWD.com)). The quality of the District's water supply is not expected to change significantly over the next five years. Water is drawn from the Sample Stations for quality testing. See Figure 6.5.1 on the following page.

**STRATEGIC GOAL S: IMPROVE WATER QUALITY WITH SUCH ACTIONS AS DETERMINING FLUORIDATION PRACTICES PER CALIFORNIA DIVISION OF DRINKING WATER.**

## **6.6 Water Service Reliability in Dry Years**

In this chapter, the District's normal, single dry year, and five consecutive dry years projected supplies and demands are integrated and compared. Under the various water year types, the total annual water supply sources available are compared to the total annual projected water use for the District's water service area from 2025 to 2045 in five-year increments.

The District's groundwater supply is expected to meet the District's projected water demands. Per DWR, the Solano Subbasin is not adjudicated (i.e., no dispute over the legal rights to the groundwater in which a court must issue a ruling), and DWR has not identified this basin (Basin 5-21.66) as either in overdraft or expected to be in overdraft. The Solano Substation is not in overdraft due to the completion of the Solano Project, which has allowed for the storage and use of surface water and the rebound of groundwater levels. The Solano Subbasin is also monitored and managed by the Solano Collaborative. (City of Dixon UWMP 2020). The District is not limited in how much groundwater it can use. The District only uses as much groundwater as is necessary to meet its demands. Thus, the projected water supply and demand are equal for each base year type.

### **6.7 Water Service Reliability – Single Dry Year**

No water supply shortage is anticipated during single dry years through 2045. The District's water supplies are reliable during single dry years.

### **6.8 Water Service Reliability – Five Consecutive Dry Years**

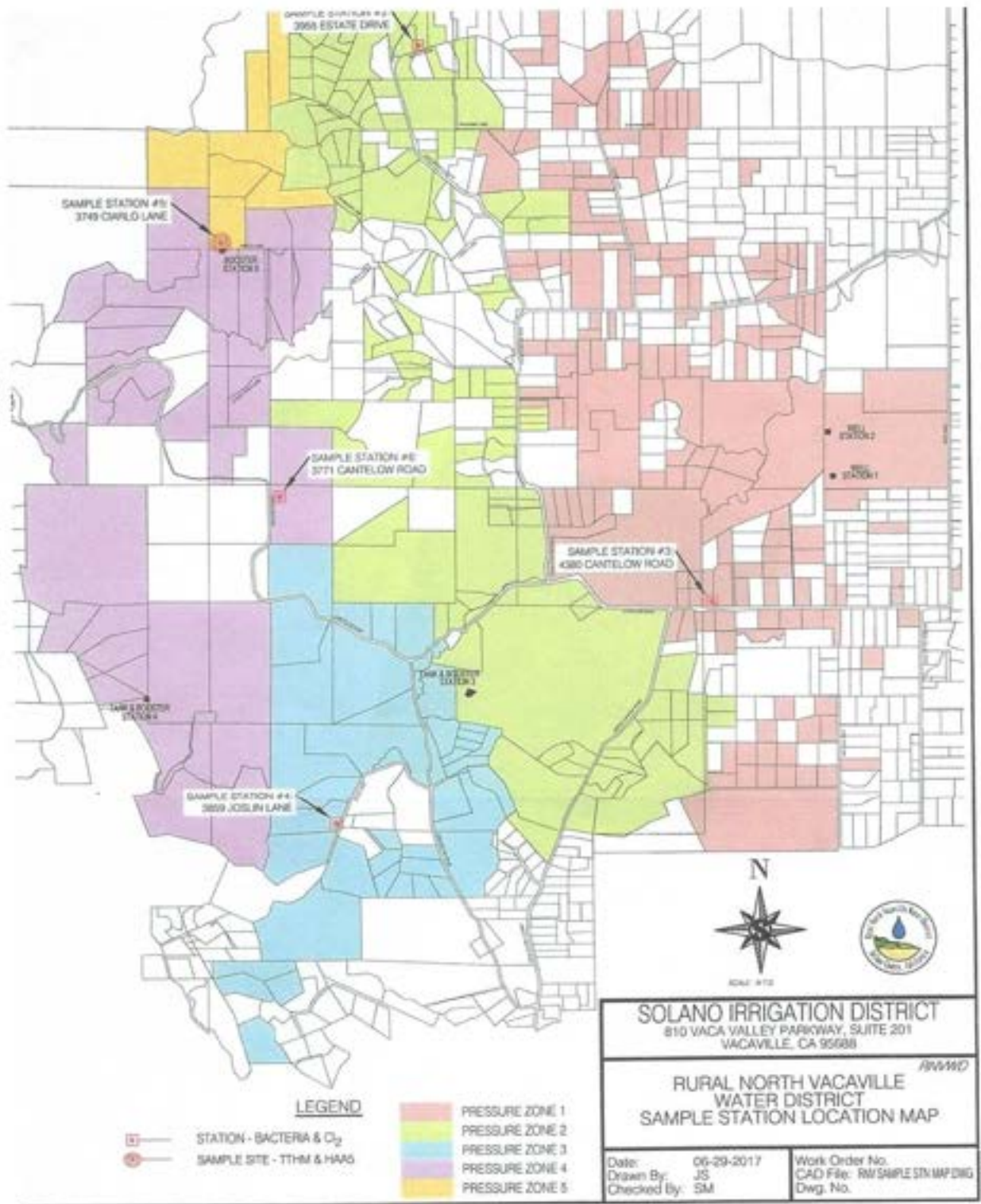
No water supply shortage is anticipated during the five consecutive dry years through 2045. The District's water supplies are reliable during five consecutive dry year period.

### **6.9 Description of Management Tools and Options**

The District plans to continue to use groundwater as necessary to meet its projected water



Figure 6.5.1 Sample Station Location Map Municipal Service Review 4/22/2022



demands during the different base years. Groundwater is expected to be sufficient to meet all projected demands, assuming the District rehabilitates existing groundwater wells and constructs new groundwater wells as the need arises.

**STRATEGIC GOAL T: THE DISTRICT WILL CONTINUE TO MONITOR ITS EXISTING GROUNDWATER SUPPLIES.**

**6.10 Groundwater**

Available supply of groundwater is described in detail; see Groundwater Sources in Northern Solano County map (Luhdorff & Scalmanini, Consulting Engineers). Increased pumping during dry years will cause groundwater levels to decrease, but based on the results of the groundwater model, groundwater levels will return to normal levels once pumping decreases to normal year rates.

Groundwater supplies are projected to meet or exceed projected water demands, even during extended drought conditions. Future water supply will be adequate to offset future water demands during a normal year, a single dry year, and a five-consecutive-year drought. See Figure 6.10.1 on the following page.

**CHAPTER 7 Water Shortage Contingency Planning**

This chapter discusses the District's Water Shortage Contingency Plan (WSCP), and WSCP adoption procedures.

**7.1 Background**

Water shortages occur whenever the available water supply cannot meet the normally expected customer water use. This can be due to several reasons, including climate change, drought, and catastrophic events. Drought, regulatory action constraints, and natural and manmade disasters may occur at any time. A WSCP presents how an urban water supplier plans to respond to a water shortage condition and help prevent catastrophic service disruptions.

In 2018, the California State Legislature enacted two policy bills, (SB 606 (Hertzberg) and AB 1668 (Friedman)) (2018 Water Conservation Legislation), to establish a new foundation for long-term improvements in water conservation and drought planning to adapt to climate change and the resulting longer and more intense droughts in California. The 2018 Water Conservation Legislation set new requirements for water shortage contingency planning; the District's WSCP has been prepared to be consistent with these requirements.

**7.2 District Water Shortage Contingency Plan**

The District's WSCP was developed to provide a strategic plan for preparing and responding to water shortages. The WSCP includes water shortage stages and associated shortage response actions, as well as the District's legal authorities, communication protocols, compliance and enforcement, and monitoring and reporting.

**STRATEGIC GOAL U: THE DISTRICT INTENDS FOR ITS WSCP TO BE AN ADAPTIVE MANAGEMENT PLAN SO THAT IT MAY ASSESS RESPONSE ACTION EFFECTIVENESS AND ADAPT**

Figure 6.10.1

GROUNDWATER SOURCES IN NORTHERN SOLANO COUNTY

Tehama Formation Cross Section



Source: Lubdoff & Scalmanini, Solano Sub-basin Groundwater Sustainability Plan



## TO FORESEEABLE AND UNFORESEEABLE EVENTS.

### 7.3 Drought Risk Assessment

This drought risk assessment identifies the data and methods used, the basis for supply shortage conditions, a determination of the reliability of each water supply source, and a comparison of total water supplies and use during a potential drought.

### 7.4 Basis for Water Shortage Conditions

Water shortage conditions for this drought risk assessment are based on increased frequency and severity of drought condition seen in recent years, conditions that are projected to continue due to climate change. The District has also seen reduced availability of State Water Project water and Settlement Water in recent years due to constraints on the Sacramento Delta, and expects the reliability of these sources to decrease significantly under drought conditions. Based on conjunctive use of the District's groundwater from the Basal Tehama formation, groundwater is a reliable source. This makes the overall water system reliability relatively high.

### 7.5 Groundwater Levels

Increased pumping during dry years will cause groundwater levels to decrease, but groundwater levels are expected to return to normal levels once pumping decreases to normal year rates. Consequently, reliability of groundwater was also determined to be excellent (Coastland DCCM 4/23).

In summary, the WMP/SP concluded that based on 2020 demand and supply data, projected supply is sufficient to meet projected demand for the next five years. (Coastland DCCM Condition Assessment 4/2023)

### 7.6 Supply and Demand Assessment Procedures

Beginning in 2024, the District will conduct an Annual Water Supply and Demand Assessment in order to 1) submit an annual report to DWR on July 1, 2024 and each July 1 thereafter, and 2) to determine if a water shortage condition exists requiring an appropriate water shortage response action.

### 7.7 Supply and Demand Assessment

The procedures for the supply and demand assessment that will be conducted each year will include the following elements:

- The District will evaluate the water supply reliability for the current year and one dry year.
- A report on the water supply reliability for the current and projected water supply reliability for the next year will be prepared and posted to the District's web site.
- The report will include a determination as to whether or not a water shortage condition exists and if a water shortage response action is recommended.
- The annual Supply and Demand Assessment report will be prepared and submitted to DWR by July 1. The format for the report is expected to be finalized in 2024.

### **7.8 Supply and Demand Assessment Key Data Inputs**

The evaluation of the District's water supply reliability for the current year and one dry year will include the following key data inputs:

- Current year unrestrained demand (no conservation measures) considering weather/climate impacts, population growth projections, and any policies which may impact the ability to meet future or projected demands.
- Current year available supply, considering any hydrological and/or regulatory conditions in the current year and at least one dry year.
- Existing water system infrastructure and if there are any potential constraints.
- Description and quantification of each water supply source included in the WMP.

### **7.9 Evaluation Criteria and Methodology**

The following criteria shall be utilized when conducting the annual Supply and Demand assessment:

- The water reliability evaluation will generally commence in March each year. However, nothing in this plan will prohibit the assessment to start sooner if conditions warrant it.
- Data used in the evaluation will be captured via spreadsheet, computer model, or other available tools.
- Any local conditions or uncertainties that impact supply or demand conditions will be taken into consideration.

### **7.10 Drought Risk Assessment**

This drought risk assessment identifies the data and methods used, the basis for supply shortage conditions, a determination of the reliability of each water supply source, and a comparison of total water supplies and use during a potential drought.

### **7.11 Basis for Water Shortage Conditions**

Water shortage conditions for this drought risk assessment are based on increased frequency and severity of drought conditions seen in recent years, conditions that are projected to continue due to climate change. Based on conjunctive use of the District's groundwater from the Basal Tehama formation, groundwater is a reliable source. This makes the overall water system reliability relatively high in Drought Conditions (VMC Section 13.20.050)

Drought conditions will be in effect when there is a water shortage necessitating a reduction in water use within the District.

Water shortage stages may be declared by the RNVWD Board in response to one or more water supply conditions or events.

Each stage of water shortage corresponds with a water conservation response to a specified reduction in water supply. Each stage requires either a voluntary or mandatory reduction in water use by all customers which may include, mandatory limitations or prohibitions on specific types of water use.



These stages have been updated to comply with the six Standard Water Shortage Stages established by DWR in 2019. The criteria for triggering the District's water shortage stages based on water supply is shown in Table 7.11.1.

**Table 7.11.1 DWR Water shortage contingency plan levels**

Shortage Stage	Percent Shortage Range	Water Shortage Response Action
Normal	0%	Voluntary Conservation
1	0% - 10%	Conservation measures including outreach, education, and incentives
2	11% - 20%	Promotion of incentives, water use surveys; water waste monitoring and reporting; improved billing and tracking of usage; suspended hydrant flushing; accelerated system leak detection
3	21% - 30%	Restrictions on outdoor irrigation; water usage patrols; high water use reporting; cease operation of non-recirculating water features
4	31% - 40%	Restriction on outdoor irrigation; restrict/cease outdoor water use; residential and commercial water use allocations; excessive use penalties; restrictions on development and landscaping; curtail business use
5	41% - 50%	Require covers and other restrictions on pools; decrease water use allocation; restrict installation of turf grass; supply augmentation
6	50%+	Decrease water use allocation

**Normal Conditions:** At this stage there is no identified reduction in available water supply sources. Water customers are encouraged through multiple outreach sources to use water efficiently in order to achieve voluntary water conservation.

**Stage 1 (voluntary):** This stage may be declared when a reduction in total available water supply sources of 10% occurs. At this stage water customers shall be asked to conserve water through a voluntary reduction in water use of up to 10%.

**Stage 2 (voluntary to mandatory):** This stage may be declared when a reduction in total available water supply sources of 11% up to 20% occurs. At this stage water customers shall be asked to conserve water by up to 20% through employment of both voluntary and mandatory conservation measures including incentives, water use surveys, improved billing, and suspension of hydrant flushing.

**Stage 3 (mandatory):** This stage may be declared when a reduction in total available water supply sources of 21% up to 30% occurs. At this stage water customers shall be required to conserve water through a mandatory reduction in water use of up to 30%. In addition to the measure taken in Stage 2, customer usage may be monitored, and communications made to customers to reduce their water use. Limitations may be placed on outdoor irrigation.

**Stage 4 (mandatory to emergency):** This stage may be declared when a reduction in total available water supply sources of 31% up to 40% occurs. At this stage water customers shall be



required to conserve water through a mandatory reduction in water use of up to 40%. Additional limitations and/or restrictions to outdoor irrigation may be implemented. In addition to the measures taken in Stage 3, residential water use allocation may be implemented and penalties for use of in excess of those allocations may be levied. Shortage Response Actions may be applied as needed to achieve the desired water use target.

**Stage 5 (mandatory, emergency):** This stage may be declared when a reduction in total available water supply sources of 41% up to 50% occurs. Residents will be required to cease all non-essential use of water. In addition to the measure taken in Stage 4, residential water use allocation may be adjusted to achieve the desired water use target. The District may enact measures to augment the available water supply sources.

**Stage 6 (mandatory, emergency):** This stage may be declared when a reduction in total water supply sources exceeds 50%. In addition to the steps taken at Stage 5, residential water use allocations will be adjusted to achieve the desired water use target. (DWR)

#### **7.12 Water Emergency:**

A water supply emergency may be declared at any time when there is a reduction in total available water supply sources resulting from an emergency drought condition, catastrophic interruption such as a natural disaster, power outage or bio-terrorism attack on the District's water treatment and distribution system occurs. At this stage water use may be restricted based on the impact to the available water supply.

Water conservation action stages may also be triggered by local, state, or federal action impacting the management of the District's water supply sources. The General Manager or his/her Designee, shall use multiple sources of information to make a recommendation to the RNVWD Board on the implementation of one or more specific water shortage stages.

#### **7.13 Water Waste Prohibitions**

No user of the District's water system may knowingly make, cause, use or permit the use of water from the system in a manner that violates the District's Rules and Regulations.

- Excessive water runoff due to landscape irrigation activities.
- Washing of vehicles, equipment, structures, and other items without the use of a shutoff nozzle.
- The escape of water through breaks or leaks within the water users' plumbing or system that is not repaired within 48 hours of discovery.
- Fire hydrants used for purposes other than firefighting, water quality, maintenance, sanitation, and construction.

#### **7.14 Water Conservation Measures**

The District has an established Water Conservation program which promotes the efficient use of water through public outreach, education, and effective management of its water supply and distribution system. The program is consistent with industry best practices and includes the following measures:

- Water Efficiency Use information and education through the District's website and utility

- billing.
- Distribution of water efficient fixtures and resources.

In the event a water shortage stage is declared, in addition to the ongoing water conservation measure employed by the District the additional measures below may be taken:

- Expansion of public information campaign.
- Directed promotion of water use surveys.
- Enhanced water conservation information on billing.
- Enhanced water efficiency education.
- Encourage customers to identify and repair leaks in a timely manner.

#### **STRATEGIC GOAL V: ENSURE WATER CONSERVATION AND USE EFFICIENCY STRATEGIES THROUGH PROVEN COST-EFFICIENT MEASURES.**

##### **7.15 Water Use Restrictions**

During drought stages, the Board can implement additional water use restrictions as appropriate to achieve the desired level of conservation. Potential and additional restrictions include:

- Decrease or stop hydrant flushing (see Figure 7.15.1 on the following page).
- Expand system leak detection program.
- Limit watering and irrigation of plants, trees, and landscaping to specified days and/or hours of the day. Depending upon the severity of the water shortage, this may include limiting water buckets/hoses or prohibition of all irrigation completely.
- Depending upon the severity of the water shortage, limit other outdoor water use such as, but not limited to, the washing of equipment or vehicles to specified times during the day, on specified days only, or prohibit all outdoor uses of water altogether.

##### **7.16 Operational Changes**

The District will continue to evaluate operational and maintenance procedures in order to identify opportunities for improved efficiency in water delivery and reduce nonrevenue system water loss.

##### **7.17 Emergency Response Plan**

The Emergency Response Plan includes the following elements:

- List of water system components (wells, distribution system, storage tanks).
- Measures to be taken prior to and following an emergency event.
- List of emergency operation personnel.
- Information regarding coordination with police and fire department personnel.

## 7.15.1 Fire Hydrant Map

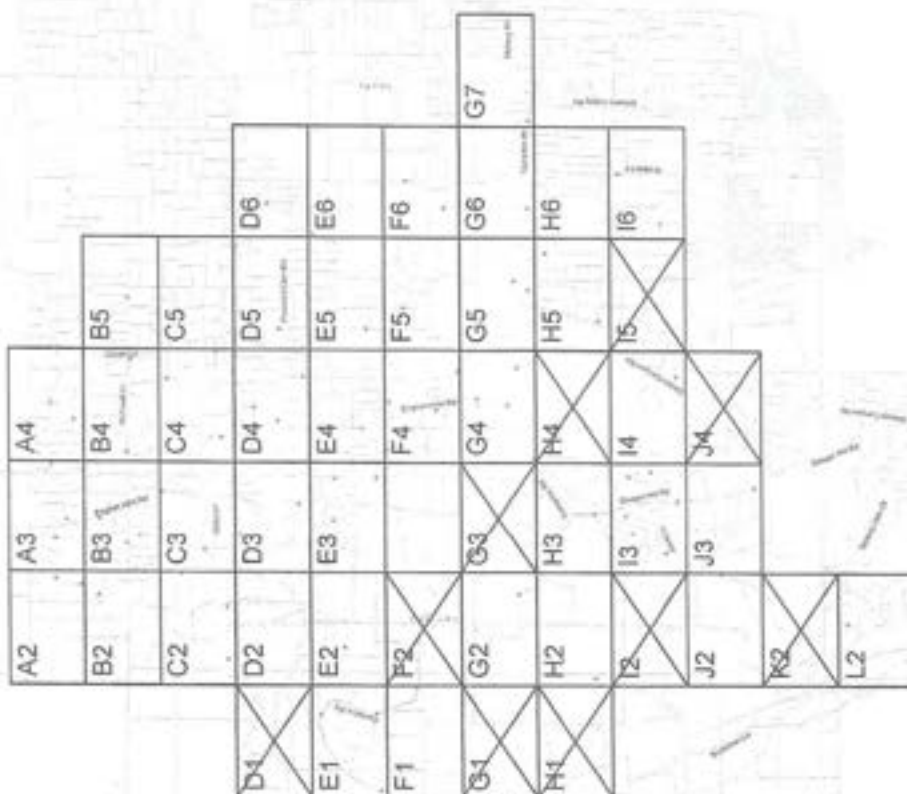
# Fire Hydrant Map

April 2023



Rural North Vacaville  
Water District

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- List of water testing laboratories, water system contractors, and pipe repair and installation contractors.

In the event of a catastrophic interruption or other emergency, the RNVWD Board can direct the implementation of the Emergency stage of water conservation action.

#### **7.18 Communication Protocols**

The District will communicate any significant changes to, or shortages in, available water supply sources, as well as any disruption of service, to its water customers; the general public; and local, regional, and state government agencies as required and necessary. Communications and/or updates may be made through the District's website, utility billing inserts or press releases in local newspapers, radio or television stations.

#### **7.19 Compliance and Enforcement**

The District will endeavor to achieve water use reduction targets when possible through voluntary compliance measure which will include existing and enhance water conservation communication, education, outreach and incentive programs.

#### **7.20 Compliance and Enforcement Protocols**

In the event that water target reductions are not met and/or water shortages occur that cannot be met simply through voluntary measure, the District may enact compliance and enforcement protocols to ensure compliance. This measure may include penalties/surcharges for excessive water use in the event of a declaration of water shortage and implementation of water use restrictions or allocations.

Under the Normal conditions, water rates shall be established and modified from time to time with the objective of fully compensating for the acquisition, treatment, and distribution of water through revenues collected from customers, and promoting beneficial use of the water. There are no penalties for high water use under the Normal condition.

In Drought and Emergency conditions in which a water conservation stage is declared and conservation goals set, penalties, in the form of surcharges on the water bill, may be assessed for water use in excess of the conservation goal and/or water use allocation. For any instance the customer will be assessed a surcharge of the variable water charges for that billing period as a penalty for excessive water use.

#### **7.21 Monitoring and Reporting**

##### **7.21.1 Normal Conditions**

In Normal stage water supply conditions, production figures are recorded and reviewed by the Water Operations Section of the Solano Irrigation District. Totals are reported monthly and incorporated into the water supply report.

##### **7.21.2 Drought Conditions**

During Drought stage water supply condition production figures are provided to the Water Operations Section of the Solano Irrigation District. The Water Operations Section provides the

production figures to the General Manager. The General Manager compares the monthly production to the 2023 base year data to verify reduction goals are being met. Monthly reports are generated and provided to the General Manager. The SID will notify the General Manager if water reduction goals are not met, so corrective action can be taken.

During an Emergency, conditions shortage or interruption of service, Drought stage procedure will be followed, with the addition of a weekly production report to the General Manager.

During a disaster shortage the Emergency stage applies.

### **7.21.3 Emergency Water Shortage Conditions**

During Drought and Emergency stages, RNVWD Board may add supplemental water use restrictions, as appropriate, to achieve the desired level of conservation.

### **7.21.4 Metering**

The District is fully metered and therefore usage for all new and existing water connections is tracked and all customers are billed based on their volume of use.

The District maintains a database to ensure every new and existing connection is metered and billed for water use.

## **CHAPTER 8 Demand Management Measures**

During Drought and Emergency stages, the RNVWD Board may add supplemental water use restrictions, as appropriate, to achieve the desired level of conservation.

### **8.1 Education and Outreach**

The District's public information program includes the following components:

- Maintaining a dedicated water conservation webpage on the District's website to educate the public on the District's water conservation practices, policies, and procedures as well as provide tips and resources for promoting water conservation [www.RNVWD.com](http://www.RNVWD.com).
- Providing current and comparative water use information on water bills.
- Providing billing samples with easy to follow instructions.
- Providing water conservation education and information through water billing inserts or printing directly on bills.

### **8.2 Programs to Assess and Manage Distribution System Real Loss**

The District conducts validated distribution system water audits annually in order to reconcile water production figures with consumption records. After accounting for unmetered uses, the District estimates its system's losses and performs distribution system leak detection in an attempt to minimize those losses. The District's system audit program consists of the following:

- Determination of metered sales.
- Determination of other system verifiable uses.
- Determination of total supply into system wide.
- Determination of estimated loss based on the above data.

**STRATEGIC GOAL W: REVIEW APPROVED WATER RATES ANNUALLY IN CONCERT WITH THE BUDGET SETTING PROCESS.**



### 8.3 Metering

The District's entire water service area is fully metered. The water rate structure for the volumetric charge consists of three tiers.

In 2023, the District completed a multi-year water rate study and adopted and implemented updated water rates starting in September 2023.

**RURAL NORTH VACAVILLE WATER DISTRICT**  
**Table 8.3.1 WATER RATE SCHEDULE**  
**3 Year Plan**

Rate Description	Current	Year 1	Year 2
Base Fee	\$74.00	\$79.18	\$84.72
CRC, Capital Recovery Charge	\$78.00	\$83.46	\$89.30
Tier 1, 2 & 3 Usage	\$3.00	\$3.21	\$3.43
Supplemental Fee	\$78.00	\$83.46	\$89.30

**Year 1 increase is needed to balance the budget.**

Current rate will increase the fixed monthly Base Rate by \$1.10

Current 1 rate will increase fixed monthly CRC by \$33.00

Usage rate will increase 92 cents per month, the monthly usage increase will be \$9.20 for a 10 CCF usage.

Proposed 7% increase for year 2 and year 3. 7% is to cover the cost of inflation and the remaining amount is to build reserves. ([www.rnvwd.com](http://www.rnvwd.com))

### 8.4 Plans for Continued Implementation

Continued implementation of this DMM is expected to help the District achieve its water efficiency goals by providing accurate water use information to the customer and the District. The meters allow the District to track customer water use and compare current use to historical data. They also allow customers to make informed decisions in managing their water use.

### 8.5 Planned Implementation to Achieve Water Use Targets

The District plans to continue to administer its existing DMMs in order to achieve and maintain water conservation.

Specifically, the District will continue to maintain and implement the following programs:

- Maintenance and enforcement of Water Waste Prohibitions;
- Replacement of existing meters as required and installation of new meters on all District water connections;
- The use of water pricing and when warranted, penalties for excessive use, to promote conservation;
- Voluntary and mandatory water conservation measures, including irrigation restrictions and water use allocations, to promote and/or mandate conservation



- Maintenance of a system leak detection sensors and loss prevention program to identify and repair leaks in order to maintain and improve upon the current system loss amount.

## **CHAPTER 9 Operations Management Planning**

This chapter discusses succession, operations training and staff changes.

In order to maintain a smooth transition with the District's board, management and staff, the Board must be prepared to appoint alternates to temporary positions due to emergency or forewarned vacancies of those positions. The procedure for filling a vacancy in an appointive board position is found at Government Code Sections 1778 and 1779.

The Solano Irrigation District has maintained a satisfactory relationship with RNVWD for several years. SID has provided guidance, engineering, operations, maintenance and emergency repair crews for the benefit of RNVWD. SID has worked with our staff to minimize costs throughout their operations and performance especially when their staff changes effect RNVWD operation. However, SID's first priority is to their district. RNVWD must have alternate sources of emergency contractors when in need.

**STRATEGIC GOAL X: MAINTAIN COMMUNICATION AND COORDINATION WITH A MINIMUM OF 3 CLASS A CONTRACTORS TO SERVE THE DISTRICT.**

## **CHAPTER 10 Strategic Goals**

- A. Protect current water rights from external threats through oversight and collaboration on legislation.
- B. Strive for a unified work force by streamlining internal processes and improving communication.
- C. Create stronger alignment among Board of Directors, Management and Staff by aligning vision and goals.
- D. Increase knowledge of best management practices for asset management by interacting with other agencies and participating in educational venues.
- E. Continue updating established Fiscal/Funding management practices.
- F. Develop Annual Financial Plans that align Capital Improvement Projects (CIP) with the approved rate structure.
- G. Provide semi-annual forecasting of budget-to-actual financial data to the public and Board of Directors.
- H. Seek opportunities for alternate funding sources to augment revenue to build reserves including adding more water rights for sale.
- I. Encourage the Sphere of Influence expansion and annexations.
- J. Develop an annual Capital Improvement Program that is developed and prioritized based on risk, condition assessment, capital assets and aligned with approved budget.
- K. Optimize Equipment and Assets (e.g. create collective purchasing agreements and annual

- asset purchasing plans).
- L. Develop resource (staffing/budget) plan for all projects to inform on appropriate levels of outsourcing.
  - M. Ensure Sustainable Water Supply.
  - N. Evaluate new water supply options.
  - O. Update Operations and Maintenance Programs and enhance technology that focuses on Prioritized, Protective and Preventative Maintenance.
  - P. Use technology/innovation to improve staff efficiency of operations (e.g. GIS, SCADA, GPS, etc.).
  - Q. Meet or exceed regulations for clean and safe water including developing a comprehensive groundwater and contaminates plan.
  - R. Manage aquifer health through regional collaboration.
  - S. Improve water quality with such actions as determining fluoridation practices per California Division of Drinking Water.
  - T. The District will continue to monitor existing groundwater supplies.
  - U. The District intends for its WSCP to be an adaptive management plan so that it may assess response action effectiveness and adapt to foreseeable and unforeseeable events.
  - V. Ensure water conservation and use efficiency strategies through proven cost-effective measures.
  - W. Review approved water rates annually in concert with the Budget setting process.
  - X. Maintain communication and coordination with a minimum of 3 Class A contractors to serve the District.

Electronic copies will be made available for review on the District's website at [www.mvwd.com/GeneralDocuments/WMP/SP](http://www.mvwd.com/GeneralDocuments/WMP/SP).

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**Rural North Vacaville Water District  
Term Sheet Dated 04/09/2024  
2024 Enterprise Revenue Refunding Bond**

Umpqua Bank ("Umpqua") would like to express its interest in underwriting and obtaining credit approval for the following loan (the "Credit Facility") for Rural North Vacaville Water District (the "District") on the terms and conditions outlined below.

**Preface:** Umpqua's expression of interest in underwriting and obtaining credit approval for the Credit Facility is for discussion purposes only and does not constitute a commitment from Umpqua. Any commitment to lend that we might make is subject to the fulfillment of a number of conditions that include, but are not limited to, our normal credit approval process, an in-depth investigation of the purpose of the purpose of the loan, the District, and collateral the results of which are deemed satisfactory to Umpqua in our sole discretion.

**Confidentiality:** Except as required by law, neither this expression of interest nor its contents will be disclosed publicly or privately except to those individuals who are your officers, employees or advisors who have a need to know as a result of being involved in the proposed financing. The foregoing confidentiality provisions shall not apply to the disclosure of the federal income tax structure or treatment of the proposed financing.

Loan Amount:	<ul style="list-style-type: none"><li>• Not to exceed \$1,250,000</li></ul>
Loan Purpose:	<ul style="list-style-type: none"><li>• Refund the District's loan with CoBank</li></ul>
Structure / Security	<ul style="list-style-type: none"><li>• Enterprise Revenue Bond -The Credit Facility will be secured by a pledge of the District's Net Revenues</li></ul>
Term	<ul style="list-style-type: none"><li>• Final Maturity February 20, 2044 (20 Years)</li></ul>
Deposit Requirement	<ul style="list-style-type: none"><li>• Full banking relationship to be opened within 12 months of financing</li></ul>
Rate	<ul style="list-style-type: none"><li>• Indicative Taxable Rate 7.40% (20-year US Treasury +2.95%) (fixed rate calculated 30/360)</li><li>• Rate lock 2 weeks prior to closing</li></ul>
Fees	<ul style="list-style-type: none"><li>• Borrower will pay a loan fee of \$6,000 at closing.</li></ul>
Payment Structure	<ul style="list-style-type: none"><li>• Semi-annual principal and interest payments on February 20<sup>th</sup> and August 20<sup>th</sup> beginning August 20, 2024.</li></ul>
Pre-Payment Terms	<ul style="list-style-type: none"><li>• Prepayment in full on any debt service payment date with premium of 3.0% in the first four years, 2.0% for the next three years, 1.0% for the next three years and no premium thereafter. Prepayment in part shall be allowed in any year in an amount up to 10% of the outstanding facility balance without a premium.</li></ul>
Financial Reporting	<ul style="list-style-type: none"><li>• Audited annual financial statements due 270 days of fiscal year end</li><li>• Adopted annual budget due 30 days of adoption</li></ul>
Cost of Issuance	<ul style="list-style-type: none"><li>• Documents to be prepared by District's Legal Counsel and reviewed by Umpqua Bank's counsel Rudy Salo – Nixon Peabody, LLP. Legal fees and expenses of Nixon Peabody, LLP shall be \$6,500. All other filing fees and related fees shall be paid by the District in connection with the issuance.</li></ul>

**Additional Conditions**

Periodic financial and collateral reporting by the District, as well as representations and warranties of the District regarding its status and ability to repay and related matters, and covenants and conditions that are appropriate for a Credit Facility of the scope and nature proposed herein will be determined as part of Umpqua Bank's normal underwriting and approval process.

PDFs of all executed and other documents listed on the Closing Index shall be provided to the Bank no later than 24 hours before the time of the requested wire; provided, that if any documents can only be signed after receipt of the wire those documents shall be provided immediately after receipt of the wire.

**NOTWITHSTANDING ANYTHING CONTAINED HEREIN TO THE CONTRARY, IN THE EVENT ANY MATERIAL CHANGE SHALL OCCUR IN THE FINANCIAL MARKETS AFTER THE DATE OF THIS TERM SHEET, BUT BEFORE CLOSING, INCLUDING BUT NOT LIMITED TO ANY GOVERNMENTAL ACTION OR OTHER EVENT WHICH MATERIALLY ADVERSELY AFFECTS THE EXTENSION OF CREDIT BY BANKS, LEASING COMPANIES OR OTHER LENDING INSTITUTIONS, BANK MAY MODIFY THE INDICATIVE PRICING DESCRIBED ABOVE.**

Sincerely,



Anastasia Efstathiou  
VP/Relationship Manager  
Government Banking

Please pursue underwriting and approval of a commitment for the described Credit Facility.

**Borrower**

**By:**

**Printed Name:**

**Title:**

**SOURCES AND USES OF FUNDS****Rural North Vacaville Water District  
2024 Loan Agreement  
Payoff of CoBank Loan****Sources:**

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Bond Proceeds:	
Par Amount	1,192,000.00
	<hr/>
	1,192,000.00

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**Uses:**

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Project Fund Deposits:	
Payoff of COBANK Loan	1,123,907.53
Delivery Date Expenses:	
Cost of Issuance	67,500.00
Other Uses of Funds:	
Additional Proceeds	592.47
	<hr/>
	1,192,000.00

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### BOND SUMMARY STATISTICS

**Rural North Vacaville Water District  
2024 Loan Agreement  
Payoff of CoBank Loan**

Dated Date	05/22/2024
Delivery Date	05/22/2024
Last Maturity	02/20/2044
Arbitrage Yield	7.402185%
True Interest Cost (TIC)	7.402185%
Net Interest Cost (NIC)	7.400000%
All-In TIC	8.187074%
Average Coupon	7.400000%
Average Life (years)	12.387
Weighted Average Maturity (years)	12.387
Duration of Issue (years)	7.827
Par Amount	1,192,000.00
Bond Proceeds	1,192,000.00
Total Interest	1,092,674.96
Net Interest	1,092,674.96
Total Debt Service	2,284,674.96
Maximum Annual Debt Service	116,099.00
Average Annual Debt Service	115,712.29
Underwriter's Fees (per \$1000)	
Average Takedown	
Other Fee	
Total Underwriter's Discount	
Bid Price	100.000000

<i>Bond Component</i>	<i>Par Value</i>	<i>Price</i>	<i>Average Coupon</i>	<i>Average Life</i>
Bond Component	1,192,000.00	100.000	7.400%	12.387
	1,192,000.00			12.387

	TIC	All-In TIC	Arbitrage Yield
Par Value	1,192,000.00	1,192,000.00	1,192,000.00
+ Accrued Interest			
+ Premium (Discount)			
- Underwriter's Discount			
- Cost of Issuance Expense		-67,500.00	
- Other Amounts			
Target Value	1,192,000.00	1,124,500.00	1,192,000.00
Target Date	05/22/2024	05/22/2024	05/22/2024
Yield	7.402185%	8.187074%	7.402185%

### BOND PRICING

#### Rural North Vacaville Water District 2024 Loan Agreement Payoff of CoBank Loan

Bond Component	Maturity Date	Amount	Rate	Yield	Price
Bond Component:					
	08/20/2024	10,000	7.400%	7.400%	100.000
	02/20/2025	11,000	7.400%	7.400%	100.000
	08/20/2025	15,000	7.400%	7.400%	100.000
	02/20/2026	15,000	7.400%	7.400%	100.000
	08/20/2026	15,000	7.400%	7.400%	100.000
	02/20/2027	17,000	7.400%	7.400%	100.000
	08/20/2027	17,000	7.400%	7.400%	100.000
	02/20/2028	17,000	7.400%	7.400%	100.000
	08/20/2028	18,000	7.400%	7.400%	100.000
	02/20/2029	19,000	7.400%	7.400%	100.000
	08/20/2029	20,000	7.400%	7.400%	100.000
	02/20/2030	20,000	7.400%	7.400%	100.000
	08/20/2030	22,000	7.400%	7.400%	100.000
	02/20/2031	21,000	7.400%	7.400%	100.000
	08/20/2031	22,000	7.400%	7.400%	100.000
	02/20/2032	24,000	7.400%	7.400%	100.000
	08/20/2032	24,000	7.400%	7.400%	100.000
	02/20/2033	25,000	7.400%	7.400%	100.000
	08/20/2033	26,000	7.400%	7.400%	100.000
	02/20/2034	27,000	7.400%	7.400%	100.000
	08/20/2034	28,000	7.400%	7.400%	100.000
	02/20/2035	29,000	7.400%	7.400%	100.000
	08/20/2035	30,000	7.400%	7.400%	100.000
	02/20/2036	31,000	7.400%	7.400%	100.000
	08/20/2036	32,000	7.400%	7.400%	100.000
	02/20/2037	34,000	7.400%	7.400%	100.000
	08/20/2037	35,000	7.400%	7.400%	100.000
	02/20/2038	36,000	7.400%	7.400%	100.000
	08/20/2038	38,000	7.400%	7.400%	100.000
	02/20/2039	38,000	7.400%	7.400%	100.000
	08/20/2039	40,000	7.400%	7.400%	100.000
	02/20/2040	42,000	7.400%	7.400%	100.000
	08/20/2040	44,000	7.400%	7.400%	100.000
	02/20/2041	44,000	7.400%	7.400%	100.000
	08/20/2041	48,000	7.400%	7.400%	100.000
	02/20/2042	47,000	7.400%	7.400%	100.000
	08/20/2042	51,000	7.400%	7.400%	100.000
	02/20/2043	51,000	7.400%	7.400%	100.000
	08/20/2043	54,000	7.400%	7.400%	100.000
	02/20/2044	55,000	7.400%	7.400%	100.000
		1,192,000			

Dated Date	05/22/2024	
Delivery Date	05/22/2024	
First Coupon	08/20/2024	
Par Amount	1,192,000.00	
Original Issue Discount		
Production Underwriter's Discount	1,192,000.00	100.000000%
Purchase Price	1,192,000.00	100.000000%
Accrued Interest		
Net Proceeds	1,192,000.00	

**BOND DEBT SERVICE****Rural North Vacaville Water District  
2024 Loan Agreement  
Payoff of CoBank Loan**

<i>Period Ending</i>	<i>Principal</i>	<i>Coupon</i>	<i>Interest</i>	<i>Debt Service</i>
02/20/2025	21,000	7.400%	65,295.96	86,295.96
02/20/2026	30,000	7.400%	86,099.00	116,099.00
02/20/2027	32,000	7.400%	83,879.00	115,879.00
02/20/2028	34,000	7.400%	81,437.00	115,437.00
02/20/2029	37,000	7.400%	78,884.00	115,884.00
02/20/2030	40,000	7.400%	76,072.00	116,072.00
02/20/2031	43,000	7.400%	73,038.00	116,038.00
02/20/2032	46,000	7.400%	69,856.00	115,856.00
02/20/2033	49,000	7.400%	66,378.00	115,378.00
02/20/2034	53,000	7.400%	62,678.00	115,678.00
02/20/2035	57,000	7.400%	58,682.00	115,682.00
02/20/2036	61,000	7.400%	54,390.00	115,390.00
02/20/2037	66,000	7.400%	49,802.00	115,802.00
02/20/2038	71,000	7.400%	44,807.00	115,807.00
02/20/2039	76,000	7.400%	39,442.00	115,442.00
02/20/2040	82,000	7.400%	33,744.00	115,744.00
02/20/2041	88,000	7.400%	27,528.00	115,528.00
02/20/2042	95,000	7.400%	20,868.00	115,868.00
02/20/2043	102,000	7.400%	13,727.00	115,727.00
02/20/2044	109,000	7.400%	6,068.00	115,068.00
	1,192,000		1,092,674.96	2,284,674.96



### BOND DEBT SERVICE

Rural North Vacaville Water District  
 2024 Loan Agreement  
 Payoff of CoBank Loan

<i>Period Ending</i>	<i>Principal</i>	<i>Coupon</i>	<i>Interest</i>	<i>Debt Service</i>	<i>Annual Debt Service</i>
08/20/2024	10,000	7.400%	21,561.96	31,561.96	
02/20/2025	11,000	7.400%	43,734.00	54,734.00	86,295.96
08/20/2025	15,000	7.400%	43,327.00	58,327.00	
02/20/2026	15,000	7.400%	42,772.00	57,772.00	116,099.00
08/20/2026	15,000	7.400%	42,217.00	57,217.00	
02/20/2027	17,000	7.400%	41,662.00	58,662.00	115,879.00
08/20/2027	17,000	7.400%	41,033.00	58,033.00	
02/20/2028	17,000	7.400%	40,404.00	57,404.00	115,437.00
08/20/2028	18,000	7.400%	39,775.00	57,775.00	
02/20/2029	19,000	7.400%	39,109.00	58,109.00	115,884.00
08/20/2029	20,000	7.400%	38,406.00	58,406.00	
02/20/2030	20,000	7.400%	37,666.00	57,666.00	116,072.00
08/20/2030	22,000	7.400%	36,926.00	58,926.00	
02/20/2031	21,000	7.400%	36,112.00	57,112.00	116,038.00
08/20/2031	22,000	7.400%	35,335.00	57,335.00	
02/20/2032	24,000	7.400%	34,521.00	58,521.00	115,856.00
08/20/2032	24,000	7.400%	33,633.00	57,633.00	
02/20/2033	25,000	7.400%	32,745.00	57,745.00	115,378.00
08/20/2033	26,000	7.400%	31,820.00	57,820.00	
02/20/2034	27,000	7.400%	30,858.00	57,858.00	115,678.00
08/20/2034	28,000	7.400%	29,859.00	57,859.00	
02/20/2035	29,000	7.400%	28,823.00	57,823.00	115,682.00
08/20/2035	30,000	7.400%	27,750.00	57,750.00	
02/20/2036	31,000	7.400%	26,640.00	57,640.00	115,390.00
08/20/2036	32,000	7.400%	25,493.00	57,493.00	
02/20/2037	34,000	7.400%	24,309.00	58,309.00	115,802.00
08/20/2037	35,000	7.400%	23,051.00	58,051.00	
02/20/2038	36,000	7.400%	21,756.00	57,756.00	115,807.00
08/20/2038	38,000	7.400%	20,424.00	58,424.00	
02/20/2039	38,000	7.400%	19,018.00	57,018.00	115,442.00
08/20/2039	40,000	7.400%	17,612.00	57,612.00	
02/20/2040	42,000	7.400%	16,132.00	58,132.00	115,744.00
08/20/2040	44,000	7.400%	14,578.00	58,578.00	
02/20/2041	44,000	7.400%	12,950.00	56,950.00	115,528.00
08/20/2041	48,000	7.400%	11,322.00	59,322.00	
02/20/2042	47,000	7.400%	9,546.00	56,546.00	115,868.00
08/20/2042	51,000	7.400%	7,807.00	58,807.00	
02/20/2043	51,000	7.400%	5,920.00	56,920.00	115,727.00
08/20/2043	54,000	7.400%	4,033.00	58,033.00	
02/20/2044	55,000	7.400%	2,035.00	57,035.00	115,068.00
	1,192,000		1,092,674.96	2,284,674.96	2,284,674.96

### COST OF ISSUANCE

**Rural North Vacaville Water District  
2024 Loan Agreement  
Payoff of CoBank Loan**

<i>Cost of Issuance</i>	<i>\$/1000</i>	<i>Amount</i>
Bond Counsel	16.77852	20,000.00
Placement Agent Fee	16.77852	20,000.00
Bank Counsel	5.45302	6,500.00
Bank Loan Fee	5.03356	6,000.00
Miscellaneous	12.58389	15,000.00
	56.62752	67,500.00

**Rural North Vacaville Water District  
2024 Loan Agreement  
Preliminary Numerical Analysis  
April 2, 2024**



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**2024 Loan Agreement**

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Payoff of CoBank Loan (1)	1,123,908
Costs of Issuance (2)	68,092
<b>Par Amount</b>	<b>1,192,000</b>
Interest Rate (3)	7.40%
All-In True Interest Cost (3)	8.19%
Final Maturity	2/20/2044
<b>Average Fiscal Year Debt Service</b>	<b>115,704</b>
<b>Total Debt Service</b>	<b>2,284,675</b>

*(1) Preliminary analysis assumes a closing date of and payoff date of May 22, 2024.*

*(2) Includes bond counsel, placement agent, bank counsel, bank loan fee, and miscellaneous.*

*(3) Interest rate is preliminary and subject to change. Rate will lock two weeks prior to closing.*





870 Market Street, Suite 1223  
San Francisco, CA 94102  
Toll free: 800.434.8349

[www.nbsgov.com](http://www.nbsgov.com)

April 2, 2024

Dale Motiska  
General Manager  
Rural North Vacaville Water District  
P. O. Box 5097  
Vacaville CA 95696

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**RE: Proposal for Water Rate and Capacity Fee Study**

Dear Mr. Motiska:

Thank you for the opportunity to provide a proposal for the District's Water Rate and Capacity Fee Study. Our proposal is structured to perform a comprehensive review of the current rates and capacity fee structure, develop final recommendations, and clearly communicate the results to the District's customers. The study report will also provide the administrative record necessary to comply with Proposition 218. Some of the key benefits of our proposal include:

- **Ensuring Revenue Sufficiency and Stability:** NBS will review all revenue sources and develop a financial plan that will fully fund the District's operating, maintenance, and capital improvements costs, as well as meet other financial obligations, such as debt service requirements and adequate reserve levels. This will include a cost-of-service analysis and a review of the current rate structure to ensure revenue stability.
- **Defensibility and Meeting Legal Requirements:** NBS will provide the expertise required to navigate the requirements under Proposition 218, AB 755 and other best methods to ensure new water rates and capacity fees are defensible and in line with industry standards. Our ultimate goal is to ensure that the study recommendations are legally defensible, comply with industry standards, founded on reasonable assumptions, and designed to meet the broader objectives of the District and its ratepayers.
- **Support with the New Rate Adoption Process:** NBS will assist District staff in communicating the outcomes and recommendations of the study in presentations to the public and with the Board of Directors.

Please feel free to reach out to me at any time with questions about our proposal or to move forward with a professional services agreement. I can be reached at 800.434.8349 or via [jtamargo@nbsgov.com](mailto:jtamargo@nbsgov.com). We would genuinely like to work on this project and help the District move forward successfully.

Sincerely,

Jeremy Tamargo  
Associate Director

Sara Mares  
Director

## SCOPE OF SERVICES

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The following describes the proposed Work Plan for completion of this Scope of Services:

### **Water Rate and Capacity Fee Study**

NBS will work cooperatively with District staff, management and the Board of Directors to develop a financial plan and rate recommendations that are well suited to the District's needs, are practical and implementable, and can be confidently defended from both a technical and legal perspective.

The scope of services NBS offers for completing the study is presented in this section. We will also be prepared to make adjustments during the course of the study to reflect the direction of District staff and stakeholders as the study progresses. NBS will provide the leadership necessary to guide you through the various options, key concerns, and explaining the issues involved. These tasks serve as the basis for the proposed budget for this study.

#### **TASK 1. KICKOFF MEETING AND DATA COLLECTION**

NBS will hold a kick-off meeting with District staff at the beginning of the study. The kick-off meeting will be used to review and discuss the data from the billing/accounting system and data requirements in general and review study objectives, tasks, and schedule. A preliminary plan for public presentations will be discussed with the District during this meeting. The data the District will need to provide includes customer account information, such as:

- Customer billing information that includes: meter sizes, customer class and monthly water consumption for each customer (Excel file preferred).
- Financial data typically reported in financial statements.
- Capital Improvement and/or Master Plans (CIP projects by name, cost, and timing).

#### **TASK 2. FINANCIAL PLAN**

NBS will prepare a detailed financial plan for the water utility that includes revenue, expenditures, reserves, debt coverage ratios, capital improvement costs, repair and replacement costs and net revenue requirements. Task deliverables will include:

- Financial projection model that will serve as a financial "roadmap" for the water utility.
- Summary of current and projected net revenue requirements.
- Update reserve fund policies and targets potentially including reserves for operations, rate stabilization, repair and replacement, debt service and capital projects.
- Projected year-end reserve fund levels.
- Calculated debt service coverage ratios.
- Three alternatives (i.e., annual rate increases) that meet projected net revenue requirements.
- Funding sources (cash vs. debt) for capital improvements.

This financial plan will lay the groundwork for the cost-of-service and rate design analyses addressed in Tasks 3 and 4. The following are subtasks to the Financial Plan:



**Projected Revenues and Expenditures** – Using a cash-basis reflecting the District’s system of accounts, NBS will prepare a projection of revenues, expenses, and increases in rate revenue needed to meet all obligations. This will provide the District with a financial planning tool to plan for rate adjustments to address operating and maintenance costs, infrastructure improvements, asset replacement and maintaining appropriate reserve fund levels. The District’s projected customer growth rates from master plan documents and planned cost inflation factors will be incorporated in this analysis.

**Evaluate Reserve Fund Sufficiency** – NBS will evaluate the sufficiency of existing reserve funds, target reserves, reserve fund policies, and related issues such as meeting debt service coverage ratios and other rate covenants. We will provide recommendations for reserve fund targets that are tailored to the District’s specific needs such as operating, capital rehabilitation/replacement, rate stabilization and catastrophes, etc. We will develop a phased-in approach to funding reserves to minimize the impact on ratepayers.

**Review Capital Improvement Program Funding** – NBS will incorporate District plans for new facilities, infrastructure improvements, and asset replacement plans into the financial plan. We will evaluate the timing, costs, and available reserves used to fund various projects. We will work with District staff to develop a well-conceived approach to funding these capital needs, which may include an appropriate balance between debt-funded and cash-funded projects. The recommended solution will provide an appropriate balance between funding from rates, system development fees and, if necessary, the use of outside financing. Up to three levels of capital improvement program funding will be developed in the study for comparison purposes.

### **TASK 3. COST OF SERVICE ANALYSIS**

Using the net revenue requirements developed in Task 2, NBS will equitably allocate costs to individual customer classes based on cost-of-service principles that comply with Prop 218. NBS will review and incorporate the historical consumption characteristics by customer class, including changes related to Covid-19 impacts, and determine how to best project future water consumption.

NBS will evaluate cost allocations of various cost components to each customer class. The main components of the water cost-of-service analysis are as follows:

**Evaluate Trends in Water Consumption** – NBS has seen changes in consumption patterns related to Covid-19 restrictions. These impacts should be considered when projecting water sales going forward. Although consumption patterns will have the greatest impact on proposed volumetric charges, total water sales and consumption considered in wastewater volumetric charges will also impact the financial plan projections of rate revenue. We will review these changes and, more importantly, how consumption should be projected going forward as proposed water rates are developed.

**Analysis of Consumption Patterns** – NBS will evaluate the *number* of customers at various levels of consumption and the *total water use* by customer class. The District’s most recent water consumption data will be used for this analysis. This type of data analysis ensures an accurate projection of the revenue that will be collected within each customer class and ensures that revenue is recovered accurately from each customer class.



**Functionalization/Classification of Expenses** – This task arranges water expenses into basic categories, such as commodity (*source of supply*), capacity (*treatment, transmission, and distribution*), and customer (*administrative and overhead*) costs.

**Allocation of Costs to Customer Classes** – These costs are then allocated to individual customer classes based on allocation factors specific to each cost classification. For example, commodity/variable costs are allocated based on percentages of total annual consumption; capacity-related costs are allocated based on the percentage of peak demand; and customer-related costs are allocated based on the number of accounts. This process produces the fixed and variable revenue requirements for each customer class, which is the basis for the actual rate calculations.

#### **TASK 4. RATE DESIGN ANALYSIS**

NBS will work with District staff to review the current rate structure and evaluate whether there are alternatives that better meet the District’s broader rate design goals and objectives. NBS will provide up to three water rate structure alternatives for the District’s consideration, which will include the District’s existing rate structures and two alternatives. An evaluation of the pros and cons of each rate structure alternative will be included in this analysis. The following are subtasks to the Rate Design Analysis:

**Develop Rate Design Recommendations** – Water rates will be developed based on the cost-of-service analyses, and we will include a discussion of the relative pros and cons of the current rate structure and the new alternatives. Evaluating the District’s desired rate complexity and resulting customer bills will be essential components of this process.

**Criteria for Improving the Rate Design** – When evaluating rate design, revenue sufficiency and financial resiliency are critical considerations. NBS’ general approach is to avoid significant **under-collection** of rate revenue, which is the worst-case scenario from a financial perspective. Other criteria for evaluating rate structures include:

- Ease of understanding the rate structure by customers.
- How costs allocated to fixed and volumetric rates affect revenue stability.
- How water conservation is reflected in the analysis.
- How summer peaking patterns are reflected in water rate design.
- How meter sizes are used in calculating fixed charges.
- The amount of revenue that should be collected within each tier.
- Impacts on customer monthly bills.
- How treatment plant costs are allocated to customers.
- Differences, if any, in collection system and general overhead and administrative costs and how they are allocated to various customers.
- Changes due to drought, conservation efforts, and Covid-19 over the last several years that may affect rates on a going-forward basis.
- The amount of revenue collected from fixed and variable charges (which can significantly impact customer bills).

The rate structure alternatives selected will ultimately provide the basis for comparing monthly customer bills under both the current and new rate structures. However, all rate structures will be “revenue neutral” because they will all collect the same amount of revenue, both in total and within each customer class.

**Calculate Fixed and Volumetric Charges** – Ideally, fixed charges should be used to cover fixed costs; however, due to the emphasis on using pricing signals to encourage conservation, this is rarely the case. As a result, many agencies have struggled with revenue stability during times of uncertain demands. Fixed charges will reflect the number of accounts, equivalent meters, and size of meters. In contrast, volumetric rates should cover variable costs and should be allocated in proportion to consumption. Determining the best combination of fixed and variable charges is also influenced by other factors, such as revenue stability, conservation, ease of understanding, and ease of administration. NBS will strive for an appropriate balance between fixed and variable charges.

#### **TASK 5. REGIONAL BILL COMPARISON**

NBS will compare current and proposed water rates with up to ten neighboring communities to see how the District’s rates compare to other nearby water Agencies. The results of this comparison will be presented in the rate study report and in public presentations. The comparisons will provide District staff and Board of Directors with a basis to compare the cost of delivering water service to customers in the region.

#### **TASK 6. PREPARE ELECTRONIC RATE MODEL**

NBS will develop the Excel-based rate model for use by District staff (users not limited) once the study is complete. The model will be custom-built to the District’s specific needs and will have the functionality to update revenue and expenses, prepare what-if scenarios, and determine annually if the proposed rate increase is needed, or if it can be modified or delayed. The model will have a dashboard where assumptions can be modified and will flow through to the rate alternative results, and a documentation tab that explains each tab and the interrelationships of each tab.

In addition, the model will include adjustable inflation factors and other variables and will graphically display charts and figures to communicate outcomes and recommendations. We will review the model with staff during the development of the rate study to make sure it meets the District’s requirements and preferences.

A training session can be provided with the District’s Project Manager at the conclusion of the study. The goal of this session will be to review all tabs in the model and to provide sufficient information for the District to accept the model and have the ability to use it going forward.

#### **TASK 7. CAPACITY FEE ANALYSIS**

The District’s Capacity Fees will be updated in this task of the study. The goal of this analysis is to develop fees that appropriately recover the cost of infrastructure necessary to serve new development and are consistent with applicable industry standards.

**Overview of Capacity Fee Calculations:** In their simplest form, capacity fees are the result of dividing the cost (or value) of the system’s current capacity plus planned capital improvements by the expected



number of new customers. The two most common approaches are often referred to as (1) a “buy-in” approach, whereby new users pay for their fair share of existing system assets that were originally paid for by current customers, and (2) an “incremental” or “marginal” approach that assumes capacity fees should fully cover the costs of all new (or “incremental”) system facilities required to provide them sufficient capacity in the system. Depending on the remaining system capacity, a combination of these two approaches is often used. NBS will develop an appropriate methodology that complies with industry standards and will appropriately reflect the cost of planned capital improvements and projected growth. The following are subtasks of the Capacity fee Analysis:

**Develop Asset Values** – The actual methodology of estimating the value of existing system assets (such as collection, pumping and treatment) is important to the outcome. For example, using *current book values* typically underestimates the “true value” of facilities. Our experience shows a *replacement-cost-less depreciation* approach usually provides a better estimate of the true value of assets. We will use the *replacement-cost-less depreciation* approach to estimate the value of the District’s assets and propose using the Handy-Whitman Index of Public Utility Construction Costs. This guide is a region-specific index that tracks costs for water utility construction. We believe this is the most accurate inflation index available to water utilities. We recommend the District use this index or a similar index such as the Engineering News Record Construction Cost Inflation Index to project inflation for capacity fees in future years.

Once the values of the existing and planned (that is, incremental or marginal) system assets are estimated, these values are allocated to existing and new customers. NBS will assess the equity of how these values are allocated to existing and new customers, and then divide the amount allocated to new customers by the system capacity, typically measured in equivalent meters (EMs), which are the most typical residential meter in the District’s water system. This calculation determines the maximum cost the District can charge for a new connection.

**Calculate and Recommend New Capacity fees** – The total costs allocated to growth (or value of the system assets available to serve new customers) are divided by the available capacity in EMs, as determined by the system capacity available to serve new customers.

NBS will consider two methods of estimating the capacity available to future customers: (1) calculate all available remaining capacity, and (2) calculate expected number of EMs that would be added to the system. This second approach could be less than the available remaining capacity. For example, if there are 5,000 EMs of remaining capacity in the system, but realistic growth is only 3,000 EMs, then the smaller number would be used to calculate the capacity charge. Based on this analysis, NBS will review the new capacity fees with District staff and recommend the alternative that best meets its needs.

## **TASK 8. PREPARE RATE STUDY REPORT**

NBS will prepare a draft study report that include proposed rates for the next five to ten years, depending on the District’s preference for the timeframe. An executive summary and introduction will present the purpose of the report and results of the study. Tables, graphs, and charts will be used as appropriate, but the emphasis will be on providing a clear, concise and understandable report that will provide the District with a thorough administrative record. Key assumptions, methodologies, and factors affecting the development of proposed rates will be highlighted with charts and graphs when helpful. However, more



technical aspects of the study, particularly the tables documenting the calculations and sources of data, will be separately provided in technical appendices.

NBS will provide an electronic file in Microsoft Word format of the draft report for the District's review and comment. Once we have received the District's comments<sup>1</sup>, we will incorporate those comments into a final report.

#### **TASK 9. MEETINGS AND PRESENTATIONS**

NBS plans to provide support to the District in public meetings to support the new rate adoption process. We will also plan to meet with District staff to review study results and recommendations throughout the project. The following meetings and presentations are anticipated for this study:

**Meetings with District Staff** – NBS proposes to hold progress meetings with District staff via conference call or web meeting format. These meetings will be used to review initial work products and gain input from Staff on the direction of the study. Prior to the public meetings, we also expect to have regular phone conversations with District staff to discuss how the study is proceeding, solicit input from Staff, and to review and discuss the study's initial results and work products. In addition, NBS will work with District Staff to discuss and understand talking points while continuously providing guidance on how to manage questions for community members to ensure a clear and transparent message.

**Other Public Workshops/Presentations** – NBS rate study staff will provide up to two (2) public workshops<sup>2</sup> including with a District Committee and Board of Directors. The rate team will prepare a PowerPoint presentation for these meetings, which will include visual aids, graphics, charts and additional worksheets or handouts. In these presentations, NBS will present study results, recommendations, receive input and guidance on the direction of the study and answer questions. Our team will work with District Staff to create an agenda and develop presentations that allow for clear and insightful presentations.

#### **TASK 10. NOTICE OF PUBLIC HEARING MAILING**

NBS will create a mailing list using the most recent County Assessor secured roll data available, combining that with the District's customer database. Duplicates will be removed to create a comprehensive mailing list. NBS will also draft the Notice to property owners subject to the proposed Fee. Final form of the Notice will be reviewed and approved by legal counsel and District staff.

NBS will work with District staff to answer any questions that come up and guide you through the adoption process. The key technical tasks will be to prepare a draft and final Prop 218 Notice and provide the proposed rate tables included in the notices. NBS will work with District staff to review the draft and final notice prior to public release. The District should have legal counsel review all notices for legal compliance with the provisions of Prop 218, such as wording related to pass-throughs.

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<sup>1</sup> We assume District staff's comments will be in an electronic Microsoft Word file using track-changes mode.

<sup>2</sup> The number of meetings/presentations that NBS provides can be adjusted as necessary by District staff. We plan to discuss the number of meetings and plans for presentation at the kick-off meeting and adjust throughout the process as needed.

## OPTIONAL SERVICES

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The District may wish to include the following optional services that could enhance the project's results.

### Optional Engagement Services

#### COMMUNICATION TOOLKIT

NBS will develop a comprehensive toolkit including content releases for newsletters, social media and website posts throughout the project, talking points, timelines for posting on the District's website, and guidelines for various communication activities. This toolkit will aid staff and elected officials in communicating a cohesive message to the community and stakeholders.

#### RATE CALCULATOR

NBS will create a rate calculator for ratepayers to view the updated rates. This calculator can be hosted on the District's website or CivicMic.com.

#### 218 NOTICE SUPPLEMENT

NBS will also develop and design a detailed fact sheet to be mailed to community members. The fact sheet will include historical information that will help educate the community on the current project needs. The fact sheet will be translated into up to two languages based on community census data.

## PROFESSIONAL FEES

Our professional fees are based on our understanding of District’s needs and the effort we believe is necessary to complete the scope of services described in our proposal. Work will be performed on a time and materials basis, at the hourly labor rates show in the budget table below, with a fee of \$37,935.

PROJECT BUDGET: RURAL NORTH VACAVILLE WATER DISTRICT						
Study Tasks	Consultant Labor (Hours)				Grand Totals	
	Senior Reviewer <sup>1</sup> (Highstreet)	Associate Director (Tamargo)	Sr. Project Analyst (Hoeng)	Project Resource Analyst (Henry)	Consultant Labor (Hrs.)	Consultant Costs (\$)
Hourly Rate	\$250	\$225	\$165	\$130		
<b>Water Rate Study</b>						
Task 1 – Kick-off Meeting & Data Collection	1.0	1.0	12.0	-	14.0	\$ 2,455
Task 2 – Financial Plan						
2.1 – Projected Revenues and Expenditures	1.0	1.0	6.0	-	8.0	1,465
2.2 – Evaluate Reserve Fund Sufficiency	1.0	1.0	4.0	-	6.0	1,135
2.3 – Review Capital Improvement Program Funding	1.0	2.0	6.0	-	9.0	1,690
Task 3 – Cost-of-Service Analysis (COSA)	1.0	4.0	16.0	-	21.0	3,790
Task 4 – Rate Design Analysis						
4.1 – Develop Rate Design Recommendations	1.0	1.0	-	-	2.0	475
4.2 – Criteria for Improving the Rate Design	1.0	1.0	-	-	2.0	475
4.3 – Calculate Fixed & Volumetric Charges	-	2.0	8.0	-	10.0	1,770
4.4 – Comparison of Customer Bills	1.0	2.0	6.0	-	9.0	3,300
Task 5 – Regional Bill Comparison	1.0	1.0	6.0	-	8.0	1,465
Task 6 – Prepare Electronic Rate Model	-	1.0	8.0	-	9.0	1,545
Task 7 – Capacity Fee Analysis	2.0	4.0	20.0	-	26.0	4,700
Task 8 – Prepare Rate Study Report	2.0	8.0	2.0	4.0	16.0	3,150
Task 9 – Meetings and Presentations						
9.1 – Meetings with Agency Staff	2.0	6.0	6.0	-	14.0	2,840
9.2 – Public Workshops/Presentations (2 meetings)	1.0	8.0	6.0	-	15.0	3,040
Task 10 – Notice of Public Hearing Mailing <sup>3</sup>	1.0	6.0	-	8.0	15.0	2,640
Travel Costs for (2) In-Person Meetings (not to exceed) <sup>3</sup>						2,000
<b>GRAND TOTAL</b>	<b>17.0</b>	<b>49.0</b>	<b>106.0</b>	<b>12.0</b>	<b>184.0</b>	<b>\$ 37,935</b>
<b>Additional Optional In Person Visits</b>						
Additional Costs for Optional Site Visits and Presentations						
Labor Cost Per Visit/Presentation (NBS PM)						\$ 2,000
Travel Expenses per Meeting (not to exceed)						1,000
<b>Total: Per Optional Visit/Presentation</b>						<b>\$ 3,000</b>
<b>Public Engagement Optional Services</b>						
Communication Toolkit						\$ 5,500
Rate Calculator						4,000
218 Notice Supplement						3,000
<b>Grand Total Public Engagement Optional Services</b>						<b>\$ 12,500</b>

1. If time is required for municipal advisor services (Sara Mares), senior review hours would be utilized.
2. Mailing expenses excluded. NBS passes through mailing expense at cost without markup. Cost will depend on design choices and length of notice.
3. Travel-related cost and direct reimbursable expenses; all other expenses are included in labor rates. This will be zero if all meetings are attended virtually.

**Additional services requested**, such as additional public meetings or additional rate or fee alternatives, can be provided based on the hourly labor rates included in the table above. All tasks would be mutually agreed upon by NBS and the District prior to proceeding.



## TERMS

Services will be invoiced monthly. If engaged, optional Public Engagement services will be invoiced monthly. Expenses will be itemized and included in the next regular invoice. If the project is prematurely terminated by either party, NBS shall receive payment for work completed. Payment shall be made within 30 days of submittal of an invoice. If payment is not received within 90 days, simple interest will begin to accrue at the rate of 1.5% per month. Either party can cancel consulting contract with 30 days' written notice.

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Rich Sellers  
7231 Steiger Hill Road  
Vacaville, California 95688

March 27, 2024

Dale Motiska  
General Manager  
Rural North Vacaville Water District  
P.O. Box 5097  
Vacaville, California 95688

Dear Mr. Motiska,

Per our discussion, I would like to return my Supplemental Water Service Connection right to RNVWD with the intention of not making any more payments on the note associated with that right.

Additionally, I am including a Water Right Transfer Statement for the purchase of a third-party water right.

Sincerely,



Rich Sellers

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# RURAL NORTH VACAVILLE WATER DISTRICT

P.O. Box 5097, Vacaville, CA 95696

Phone: 707-447-8420

GM@RNVWD.com

## WATER RIGHT TRANSFER AGREEMENT – Exhibit B

This Agreement ("Agreement") is entered into by and between the Rural North Vacaville Water District, a California Community Services District ("District") and RICH SELLERS ("Seller") and RNVWD ("Buyer"). The District, Seller, and Buyer are sometimes individually referred to as "Party" and collectively referred to as "Parties."

WHEREAS, the District has constructed a water system to provide potable water services to owners of parcels within the District; and

WHEREAS, the owner of each parcel within the District receives one (1) regular water service connection for the owner's parcel; and

WHEREAS, the owner of each parcel within the District may acquire one (1) or more supplemental water service connections for the owner's parcel; and

WHEREAS, the District's rules and regulations provide for the sale and transfer of regular and supplemental water service connections subject to District review and approval; and

WHEREAS, Seller is the current owner of the property designated **APN#** 0105-160-150 with an address of 7231 STEIGER HILL RD. ("Seller's Parcel"), which is located within the District and which has a regular water service connection and has 1 (enter number) supplemental water service connections; and

WHEREAS, Buyer is the RURAL NORTH VACAVILLE WATER DISTRICT.

WHEREAS, Seller wishes to relinquish all rights to receive domestic potable water service from the District's water system by means of the Seller's ~~regular~~ **supplemental** water right ("Subject Connection") and to transfer and sell to Buyer such rights to domestic potable water service by means of the Subject Connection, together with the responsibility to pay all associated assessments and fees for such domestic potable water service, and



WHEREAS, with respect to the Subject Connection, Seller is current in payment of any monthly operating fees and charges now due \$ 0, with no outstanding delinquencies. Delinquent amounts, if any, shall be paid current from sale proceeds as a condition precedent for the sale to be completed, and

WHEREAS, the District has reviewed the proposed transfer and sale and has determined that the water system has adequate capacity to serve Buyer's Parcel.

NOW, THEREFORE, the Parties agree as follows:

### Agreement

1. Buyer agrees to acquire and purchase from Seller the Subject Connection for use on Buyer's Parcel, and Seller agrees to transfer and sell to Buyer the Subject Connection assigned to Seller's Parcel, subject only to the terms and conditions of this Agreement.
2. Buyer agrees that the Subject Connection being acquired from Seller may not be further assigned, transferred, sold, exchanged, or traded without prior review of and written approval from the District in accordance with the District's rules and regulation.
3. Buyer agrees to pay Seller \$ 0 (**Purchase Price**) as consideration for the transfer of the Subject Connection. Upon execution of this Agreement by all parties, Buyer agrees that this purchase price will be paid promptly. The Purchase Price is due and payable by N/A (**month, date, year**) the Agreement Expiration Date and transfer of the Subject Connection to Buyer's Parcel will be made upon payment in full. If Buyer cannot complete purchase by the Expiration Date, Seller retains ownership of the Subject Connection and this agreement is hereby null and void and neither party has any continuing obligation to the other. Seller is responsible for payment of delinquent amounts owed to the District and for meter disconnection and De-Annexation charges, if applicable. Seller shall incur no expense in connection with the transfer of the Subject Connection, unless specifically noted in this Agreement. All expenses, including, but not limited to, transaction fees shall be the sole obligation of Buyer. Buyer shall pay administrative fees for this transaction to Rural North Vacaville Water District (See Fee Schedule Exhibit E)

6. Buyer agrees to bear all costs of improvements necessary to transfer the Subject Connection from Seller's Parcel to Buyer's Parcel including the work necessary to connect the District main water line to Buyer's property. Buyer acknowledges that these costs will include a minimum \$5,000 deposit, the amount depending on length of service line and scope of work necessary. The work must be performed under a separate agreement with the District New Connection Deposit Agreement. Solano Irrigation District (SID) will perform the work for the District on time and material basis for the work plus overhead and District administrative fees.
7. If Buyer's Parcel is not currently within the District, Buyer agrees to annex Buyer's Parcel to the District. If the Subject Connection is a regular water service connection, Seller agrees to De-Annexation of the Seller's Parcel from the District (if required by LAFCO). Buyer agrees to pay all costs associated with the Annexation of Buyer's Parcel if applicable, and Seller agrees to pay all costs associated with the De-Annexation of Seller's Parcel, if applicable. For purposes of this section, the costs associated with the Annexation and De-Annexation include, but are not limited to, all fees and costs imposed by the District and Solano County LAFCO. Seller and Buyer acknowledge and agree that the transfer of the Subject Connection contemplated by this Agreement shall not become operative unless and until LAFCO's proceedings for the Annexation, if any, of Buyer's Parcel to the District and the De-Annexation, if any, of Seller's Parcel from the District are completed.
8. The District agrees to **Amend the Boundaries** of the Rural North Vacaville Water District Assessment District No.1, and, if applicable, zones within that assessment district, as necessary to conform to the transfer of the Subject Connection from Seller's Parcel to Buyer's Parcel, and Seller and Buyer agree to cooperate fully with the boundary change process. Seller shall pay 0% and Buyer shall pay 100% of any fees associated with that amendment if applicable.
9. Seller and Buyer agree to defend, indemnify, and hold harmless the District, and its officials, officers, employees, and agents from and against all claims, damages, judgments, costs, expenses, and fees arising in any manner from or related in any manner to any act or omission of Seller or Buyer, respectively, in performing their obligations under this Agreement.
10. Each Party acknowledges that this Agreement sets forth all covenants, promises, conditions, and understandings between the Parties regarding the transfer of the Subject Connection from Seller's Parcel to Buyer's Parcel and the compensation, if any, for that transfer, and there are no covenants, promises, conditions, or understandings, either oral or in writing, between the Parties other than as set forth herein. No subsequent alteration, amendment, change or addition to this

Agreement shall be binding upon the Parties unless reduced to writing and signed by all of them.

12. This Agreement may not be terminated unless such termination is agreed to in writing by all of the Parties to the Agreement.

13. This Agreement shall be effective as of the latest date any of the Parties executes the Agreement, as shown below.

In witness whereof, the Parties have executed this Agreement:

**SELLER:**

Name: RICH SELLERS  
Street Address: 7231 STEIGER HILL RD.  
City/State/Zip: VACAVILLE, CA, 95688  
Email Address: RICHSELLERS@GMAIL.COM  
Telephone Number: 707-333-3363  
Signature: [Handwritten Signature] Date: 3.29.24

**BUYER:**

Name: RURAL NORTH VACAVILLE WATER DISTRICT  
Street Address: P.O. BOX 5097  
City/State/Zip: VACAVILLE, CA, 95696  
Email Address: DALE@RNVD.COM  
Telephone Number: 707-564-0750  
By: [Handwritten Signature] Date: 3/29/24  
Signature:

**DISTRICT:**

Rural North Vacaville Water District  
P.O. Box 5097  
Vacaville, CA 95696  
By: \_\_\_\_\_ Date: \_\_\_\_\_  
President  
Board of Directors



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# RURAL NORTH VACAVILLE WATER DISTRICT

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

GM@RNVWD.com

## WATER RIGHT TRANSFER AGREEMENT – Exhibit B

This Agreement ("Agreement") is entered into by and between the Rural North Vacaville Water District, a California Community Services District ("District") and Joseph Abrew ("Seller") and Rich Sellers ("Buyer"). The District, Seller, and Buyer are sometimes individually referred to as "Party" and collectively referred to as "Parties."

WHEREAS, the District has constructed a water system to provide potable water services to owners of parcels within the District; and

WHEREAS, the owner of each parcel within the District receives one (1) regular water service connection for the owner's parcel; and

WHEREAS, the owner of each parcel within the District may acquire one (1) or more supplemental water service connections for the owner's parcel; and

WHEREAS, the District's rules and regulations provide for the sale and transfer of regular and supplemental water service connections subject to District review and approval; and

WHEREAS, Seller is the current owner of the property designated APN# 0102-090-140 with an address of Brehme Ln. ("Seller's Parcel"), which is located within the District and which has a regular water service connection and has 3 (enter number) supplemental water service connections; and

WHEREAS, Buyer is the current owner of the property designated APN# 0105-160-150 with an address of 7231 Steger Hill Rd. ("Buyer's Parcel"), which ~~is~~ is not currently located within the District subject to LAFCO annexation, and which ~~has~~ does not have 1 (enter number) regular water service connection right and has 0 (enter number) supplemental water service connections right; and

WHEREAS, Seller wishes to relinquish all rights to receive domestic potable water service from the District's water system by means of the Seller's **regular/supplemental** water right ("Subject Connection") and to transfer and sell to Buyer such rights to domestic potable water service by means of the Subject Connection, together with the responsibility to pay all associated assessments and fees for such domestic potable water service, and

WHEREAS, with respect to the Subject Connection, Seller is current in payment of any monthly operating fees and charges now due \$\_\_\_\_\_, with no outstanding delinquencies. Delinquent amounts, if any, shall be paid current from sale proceeds as a condition precedent for the sale to be completed, and

WHEREAS, the District has reviewed the proposed transfer and sale and has determined that the water system has adequate capacity to serve Buyer's Parcel.

NOW, THEREFORE, the Parties agree as follows:

### Agreement

1. Buyer agrees to acquire and purchase from Seller the Subject Connection for use on Buyer's Parcel, and Seller agrees to transfer and sell to Buyer the Subject Connection assigned to Seller's Parcel, subject only to the terms and conditions of this Agreement.
2. Buyer agrees that the Subject Connection being acquired from Seller may not be further assigned, transferred, sold, exchanged, or traded without prior review of and written approval from the District in accordance with the District's rules and regulation.
3. Buyer agrees to pay Seller \$18,000.<sup>00</sup> (**Purchase Price**) as consideration for the transfer of the Subject Connection. Upon execution of this Agreement by all parties, Buyer agrees that this purchase price will be paid promptly. The Purchase Price is due and payable by 04.15.2024 (**month, date, year**) the Agreement Expiration Date and transfer of the Subject Connection to Buyer's Parcel will be made upon payment in full. If Buyer cannot complete purchase by the Expiration Date, Seller retains ownership of the Subject Connection and this agreement is hereby null and void and neither party has any continuing obligation to the other. Seller is responsible for payment of delinquent amounts owed to the District and for meter disconnection and De-Annexation charges, if applicable. Seller shall incur no expense in connection with the transfer of the Subject Connection, unless specifically noted in this Agreement. All expenses, including, but not limited to, transaction fees shall be the sole obligation of Buyer. Buyer shall pay administrative fees for this transaction to Rural North Vacaville Water District (See Fee Schedule Exhibit E)

6. Buyer agrees to bear all costs of improvements necessary to transfer the Subject Connection from Seller's Parcel to Buyer's Parcel including the work necessary to connect the District main water line to Buyer's property. Buyer acknowledges that these costs will include a minimum \$5,000 deposit, the amount depending on length of service line and scope of work necessary. The work must be performed under a separate agreement with the District New Connection Deposit Agreement. Solano Irrigation District (SID) will perform the work for the District on time and material basis for the work plus overhead and District administrative fees.
7. If Buyer's Parcel is not currently within the District, Buyer agrees to annex Buyer's Parcel to the District. If the Subject Connection is a regular water service connection, Seller agrees to De-Annexation of the Seller's Parcel from the District (if required by LAFCO). Buyer agrees to pay all costs associated with the Annexation of Buyer's Parcel if applicable, and Seller agrees to pay all costs associated with the De-Annexation of Seller's Parcel, if applicable. For purposes of this section, the costs associated with the Annexation and De-Annexation include, but are not limited to, all fees and costs imposed by the District and Solano County LAFCO. Seller and Buyer acknowledge and agree that the transfer of the Subject Connection contemplated by this Agreement shall not become operative unless and until LAFCO's proceedings for the Annexation, if any, of Buyer's Parcel to the District and the De-Annexation, if any, of Seller's Parcel from the District are completed.
8. The District agrees to **Amend the Boundaries** of the Rural North Vacaville Water District Assessment District No.1, and, if applicable, zones within that assessment district, as necessary to conform to the transfer of the Subject Connection from Seller's Parcel to Buyer's Parcel, and Seller and Buyer agree to cooperate fully with the boundary change process. Seller shall pay 0% and Buyer shall pay 100% of any fees associated with that amendment if applicable.
9. Seller and Buyer agree to defend, indemnify, and hold harmless the District, and its officials, officers, employees, and agents from and against all claims, damages, judgments, costs, expenses, and fees arising in any manner from or related in any manner to any act or omission of Seller or Buyer, respectively, in performing their obligations under this Agreement.
10. Each Party acknowledges that this Agreement sets forth all covenants, promises, conditions, and understandings between the Parties regarding the transfer of the Subject Connection from Seller's Parcel to Buyer's Parcel and the compensation, if any, for that transfer, and there are no covenants, promises, conditions, or understandings, either oral or in writing, between the Parties other than as set forth herein. No subsequent alteration, amendment, change or addition to this



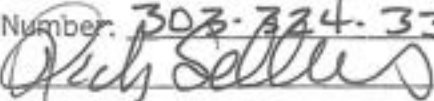
Agreement shall be binding upon the Parties unless reduced to writing and signed by all of them.

12. This Agreement may not be terminated unless such termination is agreed to in writing by all of the Parties to the Agreement.

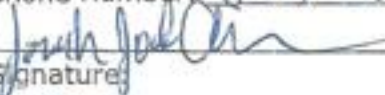
13. This Agreement shall be effective as of the latest date any of the Parties executes the Agreement, as shown below.

In witness whereof, the Parties have executed this Agreement:

**SELLER:**

Name: Rich Sellers  
Street Address: 7231 Steiger Hill Rd  
City/State/ Zip: Vacaville, CA 95688  
Email Address: RichSellers1@gmail.com  
Telephone Number: 303-324-3363  
Signature:  Date: 03/25/2024

**BUYER:**

Name: Joseph Abrew  
Street Address: 712 Atchison Dr  
City/State/Zip: Vacaville CA 95687  
Email Address: josephabrew@gmail.com  
Telephone Number: (707) 365-6136  
By:  Date: 3/25/2024  
Signature:

**DISTRICT:**

Rural North Vacaville Water District  
P.O. Box 5097  
Vacaville, CA 95696

By: \_\_\_\_\_ Date: \_\_\_\_\_  
President  
Board of Directors



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## RURAL NORTH VACAVILLE WATER DISTRICT

**POLICY TITLE:** Annual Review of GM/Treasurer  
**POLICY NUMBER:** 1055  
**ADOPTION:** Pending April 9, 2024  
**REVISIONS:** None

1055.1 An Annual Review of the GM/Treasurer will be conducted in May of each year by the Board President.

See attached form:

### **BOARD PRESIDENT'S GUIDE FOR GENERAL MANAGER ANNUAL PERFORMANCE EVALUATION PROCESS**

**BOARD PRESIDENT'S  
GUIDE FOR  
GENERAL MANAGER  
ANNUAL PERFORMANCE EVALUATION PROCESS**

draft



**Annual Performance Evaluation Process for the  
General Manager of the  
Rural North Vacaville Water District**

**INTRODUCTION –**

The following seven-step process shall be used by the Board of Directors (Board) for the evaluation of the performance of the General Manager (GM) of the Rural North Vacaville Water District. The Board President shall be responsible for initiating the process each year in **March** with the goal of completion in **May** of each year. At the discretion of the Board of Directors, the process will be facilitated by a Consultant, designated sub-committee or the Board President. Every three years, however, the Board of Directors may engage a qualified consultant to facilitate the process with the addition of interviews with individual Board members and potentially other stakeholders such as employees or community leaders. The Process allows for periodic feedback from individual Board members on GM performance yet yields a collective performance evaluation from the full Board. The cycle for the evaluation method will follow the following schedule:

**STEP BY STEP PROCESS –**

**Step 1 (Week 1)** – Request a self-evaluation report from the GM regarding performance. This will be based on the format of the evaluation tool herein, the same as the Board members complete. When appropriate, employee's input would also be available for the GM at this time. Allow one-week turn around.

**Step 2 (Week 3)**– Circulate the following to each Board member specifically requesting a two-week turnaround:

1. GM's self-evaluation input,
2. GM's current year goals and objectives and
3. Last performance evaluation to the Board members and others along with the Appendix A, GM Standard Evaluation form, requesting specifically a two-week response turn-around from Board members.

*Guidance: In a facilitated process is chosen, Step 2 may be replaced with interviews with each Board member by the Facilitator/Consultant.*

**Step 3 (Week 5)** – Board President or Facilitator gathers all Board member inputs for a draft of the collective input using the evaluation form (Appendix A). Board President/Facilitator takes all inputs and combines them into one Board evaluation to the GM. A statement of overall performance should be provided. This entire step may be done by the President directly, a designated sub-committee, Consultant or District Counsel. This draft, and all individual inputs, are made ready for the full Board review at next step for review and editing.

*Guidance: while this process of making one draft from five is necessary to become a working draft for the collective input, all five inputs must be made available to the Board in the next step so that no particular Board members feels that their input was ignored.*

**Step 4 (Week 6)** – President or Facilitator will share draft evaluation developed in Step 3 with full Board in closed session seeking comment and/or adjustment. The intent of Step 4 is to leave with a collectively developed draft GM Evaluation.

**Step 5 (Week 7)** – Sub-committee/Board President shares evaluation with GM about 7-9 days prior to the Board evaluation meeting (Step 6).

*Guidance: this allows for the GM to consider the evaluation and prepare responses (where needed) to the Board for the upcoming evaluation meeting. At least one week should be allowed for the GM to consider responses if any.*

**Step 6 (Week 8)** – Add to Agenda a closed session for GM performance evaluation. Board conducts the session to formally deliver the evaluation to the GM and discuss the position or thoughts, if any, regarding the collective evaluation. At times, this could take two meetings since changes to the evaluation could result from this meeting. Discussion of GM Contract or compensation adjustments should not be discussed at this meeting.

When reconvened to open session, the President will make public any actions from the closed session. A vote of the Board endorsing this evaluation may be necessary.

**Step 7 (Week 8-9)** – Sign and file the completed evaluation with confidential secretary or District Counsel.

**YEARLY SCHEDULE -**

- Step 1 – GM Self-Evaluation (**March start**)..... Week 1
- Step 2 – Solicit Board member Input ..... Week 3
- Step 3 – Draft Collective Input .....Week 5
- Step 4 – Developing draft collective evaluation meeting..... Week 6
- Step 5 – Share draft of Collective Evaluation with GM ..... Week 7
- Step 6 – Formal Evaluation Meeting ..... Week 8
- Step 7 – File completed Evaluation..... Week 8-9

draft



**Appendix A**  
**GM Evaluation Form**

**INSTRUCTIONS TO BOARD MEMBERS:** The following form is used to evaluate the performance of the GM for the Rural North Vacaville Water District. Upon completion return the form to the designated process facilitator. Input narrative evaluation comments that you'd like to see shared with our GM relative to each area evaluated (Part 1).

These will be discussed with the entire Board for the collective evaluation. Note that room exists for you to provide comments on each evaluation element as well as your evaluation of the current year's goals and expectations (Part 2). Please pay particular attention to Part 3 wherein you are being asked to note your expectations in goals and objectives for the upcoming evaluation year.

draft

## RNVWD Board GM Evaluation Input Form

The RNVWD GM Performance Evaluation process includes a number of essential steps. Input for your evaluation will be provided to you from employees as well as the collective Board of Directors. Select employees will be offered the opportunity to provide feedback via the process described in the RNVWD GM Evaluation Guide. As GM you will be asked to file a self-evaluation using this form as a basis. Your current year Goals and Objectives will also be provided to you. The accompanying schedule outlines the general steps through which the process will move in order to support completion in May of each year. The process begins with either the Board President or an outside facilitator gathering the input above in February or March depending on employee process. Next you will receive all of that information and your own blank form.

With this form, you are assessing the following executive level traits. Additionally you will be assessing last year's established Goals and Objectives

- A. Internal Operations
- B. Leadership and Strategic Development
- C. Financial Development
- D. Community Relations
- E. Board Relations

- F. Communications
- G. Problem Solving and Creativity
- H. Ethics
- I. Optimizing Personnel

**SECTION 1 --- SKILLS/KNOWLEDGE/ABILITIES AND PRACTICES**

**A.- INTERNAL OPERATIONS**

**The general manager plans, organizes, manages, evaluates and regularly reports to the Board and the public on the critical activities impacting internal operations. The manager ensures that the physical, compliance related filings, financial and human resources of the organization and corrective actions are safeguarded. This involves recommending that the necessary policies, procedures and standards are in place. This area also involves strategic planning and development for the District.**

Narrative input : *(please provide written input if needed)*

draft



**B. - ORGANIZATIONAL LEADERSHIP**

**The general manager provides strong leadership creating a productive, open communication environment in which all employees are motivated to achieve, feel appreciated and work to their highest levels of efficiency and productivity. The organizational Mission and Vision are primary for the manager and employees are encouraged to focus their efforts toward them. The manager ensures that the Board is aware of and understands his/her actions in keeping the workforce healthy. He/she regularly informs and advises the Board of Directors and employees on trends and other forces that affect the performance of the organization and making RNVWD an employer of choice.**

Narrative input : *(please provide written input if needed)*

draft

**C. - FINANCIAL DEVELOPMENT**

**The effective general manager utilizes financial and analytical skills to take effective action on long-range financial planning and short-term financial decision-making. He/she develops the annual budget with active participation of contract employees, Board and others, as appropriate. He/she ensures that capital expenditure budgets are developed to reflect the program and service needs of the organization in meeting the infrastructure improvement needs of the community, effectively negotiates beneficial contracts. He/she effectively communicates financial matters of the District to the Board and Public.**

Narrative input : *(please provide written input if needed)*

draft

**D. - COMMUNITY RELATIONS**

**The strong general manager works effectively with community leaders, and with others agencies in the region to maintain awareness of and ensure beneficial outcomes for District ratepayers. He/she is well integrated within the community and seen as a community resource.**

Narrative input : *(please provide written input if needed)*

draft



**E. - BOARD RELATIONS**

**The effective general manager effectively communicates with the Board of Directors through written and verbal means and through formal communication methods at meetings. He/she regularly informs and advises the Board of Directors on water related, strategic positions, tactical actions and other factors impacting District performance.**

Narrative input : *(please provide written input if needed)*

draft

**F. - COMMUNICATIONS**

**The effective general manager maintains open lines of communication at all levels. He/she grasps importance of one-on-one and group communications, and interprets in a way, which avoids or solves problems. He/she is an effective public speaker and is able to synthesize complex issues into easily understood messages.**

Narrative input : *(please provide written input if needed)*

draft

**G. – PROBLEM SOLVING/CREATIVITY**

**The strong general manager is willing to assume risk and explore creative methods for addressing difficult challenges. He/she clarifies ambiguous communications and understandings placing the focus back on the main theme.**

Narrative input : *(please provide written input if needed)*

draft

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**H. - ETHICS**

**The strong general manager demonstrates strong values of fairness, honesty and compassion in dealing with all constituencies. He/she effectively combines strong ethical judgment with technical and management skills.**

Narrative input : *(please provide written input if needed)*

draft

**I. – OPTIMIZING PERSONNEL**

**The effective general manager knows how to manage personnel to the highest benefit of the District. He/she understands that all contract employees need to have clarity of expectations and a guide in how they are performing against that expectation. The strong manager is also proficient at communicating his/her strategy and status with efforts to do so.**

Narrative input : *(please provide written input if needed)*

draft

PERFORMANCE EVALUATION BOARD INPUT FORM

**2.0 CURRENT GOALS AND OBJECTIVES -**

In December of \_\_\_\_\_ the GM was provided with nine goals and objectives in bullet form. Please provide a narrative evaluation of performance of the General Manager on each.

- Conduct yourself at all times as a professional, representing the District well with our partner agencies, ratepayers, and employees and in the community.

Narrative input: *(please provide written input if needed)*

- Execute

Narrative input: *(please provide written input if needed)*

- Execute

Narrative input: *(please provide written input if needed)*



PERFORMANCE EVALUATION BOARD INPUT FORM

Narrative input: *(please provide written input if needed)*

- We expect your personnel management style to be balanced, meaning transparent, inclusive and accessible, clearly articulating expectations to the employees in a collaborative manner.

Narrative input: *(please provide written input if needed)*

1  
draft

PERFORMANCE EVALUATION BOARD INPUT FORM

- Briefly report progress and set-backs on all items above to the full Board of Directors directly or through committees.

Narrative input: *(please provide written input if needed)*

Narrative input: *(please provide written input if needed)*

PERFORMANCE EVALUATION BOARD INPUT FORM

**3.0 GOALS AND OBJECTIVES FOR UPCOMING YEAR (2024-2025) -**

Please list Goals and Objectives for the next appraisal year for your GM (2 sheets). Be as specific as you need. These will be discussed by the full Board with those emerging from the meeting going forward for discussion with the GM.

Narrative input: *(please provide written input*

draft



**APPENDIX A; Part 4.0: COMMENTS FROM GENERAL MANAGER**

*(Guidance: this area is reserved for any comments that the GM would like regarding the evaluation.*

Narrative input: *(please provide written input*

draft

SIGNATURES:

\_\_\_\_\_  
President of the Board  
Of Directors

\_\_\_\_\_  
Date

\_\_\_\_\_  
General Manager

\_\_\_\_\_  
Date

8f

**"EXHIBIT A"**

**RURAL NORTH VACAVILLE WATER DISTRICT  
COUNTY OF SOLANO, STATE OF CALIFORNIA**

**BYLAWS**

Adopted August 27, 1996, by Resolution No. 02-1996  
Amended December 11, 2007, by Agenda No VI  
Revised July 8, 2014, by Resolution No. 2014-24  
Revised August 11, 2015, Agenda Item New Business (b)  
Revised September 13, 2016 Resolution 2016-33  
Revised November 13, 2018 Agenda Item 6.c  
Revised December 10, 2019 Agenda Item 6.c  
Revised August 11, 2020 Resolution 2020-46 Exhibit A  
Revised March 12, 2024 Agenda Item 8i

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**ARTICLE I**

**DIRECTORS, TERMS OF OFFICE, QUALIFICATIONS, ETC**

1. **Membership of Board.** The Board shall consist of five (5) Members, each of whom shall be a registered voter and resident of the Rural North Vacaville Water District. Members shall not share a close familial relationship, such as spouses, parent / child, or siblings.
2. **Term of Office.** The term of office of each elected Member of the Board shall be four (4) years.
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.

**ARTICLE II**

**POWERS OF THE BOARD**

1. The Board of Directors may exercise all of the powers conferred upon it by the Community Services District Law, Title 6, Division 3, of the Government Code. The Board may adopt rules and regulations not inconsistent with the law as may be necessary for the exercise of the powers conferred and the performance of duties imposed upon the Board.
2. Pursuant to the procedures and requirements of Article XIID of the California Constitution, and applicable statutory law, the Board shall set the rates charged for District water.
3. Pursuant to the procedures and requirements of Article XIID of the California Constitution, and applicable statutory law, the Board shall have the authority to impose special assessments as may be necessary to cover unplanned or unanticipated contingencies.

8f



# RURAL NORTH VACAVILLE WATER DISTRICT

**POLICY TITLE:** Election of Directors and How to Fill a Vacancy  
**POLICY NUMBER:** 1011  
**ADOPTED:** 8-14-18  
**REVISIONS:** 10-11-22

### Regular Election of Directors

The Election procedure starts with the following letter from the Solano County Registrar of Voters:

#### 1. RESOLUTION CALLING THE ELECTION

The Rural North Vacaville Water District is required to deliver to the Registrar of Voters, a resolution calling the election no later than 125 days prior to the election. The resolution shall contain the following information:

- The number of offices up for election, along with the date and purpose of the election.
- Candidate statement and number of words (200 words are recommended).
- Whether the candidate or the district will pay for publication of the voluntary candidates' statement to be included in the Voter Information Guide.

#### 2. NOTICE OF GENERAL DISTRICT ELECTION (attached – see below)

- Elections Code 10509 states that the secretary shall deliver a notice to the county elections official. The notice shall bear the Clerk's signature and the district seal.

#### 3. REIMBURSEMENT OF COST

- Elections Code 10520 states that each jurisdiction involved in an election shall reimburse the county for the actual cost. Your jurisdiction will be billed after the election for all costs incurred.



Attachment:

**SAMPLE**  
**NOTICE OF GENERAL DISTRICT ELECTION FOR SPECIAL DISTRICTS**  
(Elections Code 10509, 10514, 10522)

Rural North Vacaville Water District  
DISTRICT NAME

\_\_\_\_\_ DATE OF ELECTION

The purpose of said election is to elect # \_\_\_\_\_ board members for a FULL TERM to fill the offices presently held by the following directors whose terms expire \_\_\_\_\_;

Directors / Board Members qualify by District \_\_\_\_\_ Division \_\_\_\_\_ Area \_\_\_\_\_ At-large \_\_\_\_\_ and are elected by District \_\_\_\_\_ Division \_\_\_\_\_ Area \_\_\_\_\_ At-Large \_\_\_\_\_ ?

**OFFICE HOLDER NAME                  OFFICE                  TERM OF OFFICE**

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_
- 3) \_\_\_\_\_
- 4) \_\_\_\_\_
- (5) \_\_\_\_\_

The following section applies only if Director/Board member(s) were appointed to fill a vacancy in an office, which is not normally scheduled to be voted on this year.

District will also elect \_\_\_\_\_ director(s) for a SHORT TERM ending \_\_\_\_\_

NAME	AREA	DATE APPOINTED	DIRECTOR REPLACED
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Candidates may obtain nomination papers from the Registrar of Voters or District (If papers are obtained at the district, then please provide the district name and address):

\_\_\_\_\_ **NAME AND ADDRESS**

Notice of Election to be published by in \_\_\_\_\_  
(List Local Newspaper)

**CANDIDATE'S STATEMENTS** (Check the appropriate box below.)  
 (1) District will pay for candidate's statements upon billing                  OR

(2) Candidates **will pay** estimated cost upon submitting statement

**MAP OR BOUNDARY DESCRIPTION (REQUIRED)** is enclosed herewith **NO** boundary changes

Last date of map change: \_\_\_\_\_ **SEE** boundary changes

(DISTRICT SEAL)

\_\_\_\_\_  
SIGNED (DISTRICT SECRETARY)

\_\_\_\_\_  
MAILING ADDRESS

\_\_\_\_\_  
AREA CODE / PHONE NUMBER

**Sample Notice of Election from Solano County Registrar of Office which is posted in the local newspaper by the District and is posted on the RNVWD website:**

May 10, 20\_\_

Notice is hereby given to all qualified people that an Election will be held in the Rural North Vacaville Water District, in the County of Solano, State of California, on August 29, 2017 in the following jurisdictions:

Rural North Vacaville Water District - At Large – 4-year term – two Directors Rural North Vacaville Water District – At Large – (Short) 2-year term – one Director

All qualified people who wish to become a candidate may file nomination papers with the Registrar of Voters office located at 675 Texas Street, Suite 2600, in Fairfield, CA. The date you may file nomination papers begins \_\_\_\_\_, 20\_\_ and ends \_\_\_\_\_, 20\_\_ at 5:00 p.m. To qualify for office, you must be a registered voter, reside in the district and serve on a volunteer basis. Notice is further given that an appointment for these office(s) will be made in the event no candidate has filed or insufficient candidates have filed and a petition for an election is not filed within the time prescribed by law. For further information regarding filing for office, please contact the Registrar of Voters office at 707-784-6675. This election will be conducted as an all Mail-Ballot election – information for voters with disabilities will be posted on our website ([www.solanocounty.com/elections](http://www.solanocounty.com/elections)) or by calling the Registrar of Voters office at 707-784-6675. All voters who reside in the district and who register by \_\_\_\_\_, 20\_\_ will receive a ballot at their mailing address of record. Voters can vote in-person at the Registrar of Voters office starting \_\_\_\_\_, 20\_\_ between the hours of 8:00am and 5:00pm.

Dated \_\_\_\_\_, 20\_\_

## HOW TO FILL A VACANCY

Pursuant to Government Code Section 1770 an office becomes vacant on the happening of any of the following events before the expiration of the term.

- The death of the incumbent
- Incumbent is adjudicated in a quo warrantor proceeding to be physically or mentally incapacitated due to disease, illness or accident.
- His or her resignation
- His or her removal from office
- His or her ceasing to be an inhabitant of the district for which local residence is required by law, of the district for which the officer was chosen or appointed, or within which the duties of his or her office are required to be discharged
- His or her absence from the state without the permission required by law beyond the period allowed by law
- His or her ceasing to discharge the duties of his or her office for the period of three consecutive months, except when prevented by sickness, or when absent from the state with the permission required by law
- His or her conviction of a felony or of any offense involving a violation of his or her official duties. An officer shall be deemed to have been convicted under this subdivision when trial court judgement is entered.
- His or her refusal to file his or her required oath within the time prescribed.
- The decision of a competent tribunal declaring void his or her election or appointment
- His or her commitment to a hospital or sanitarium by a court of competent jurisdiction as a drug addict, dipsomaniac inebriate or stimulate addict, but in that event the office shall not be deemed vacant until the order of commitment becomes final

**Vacancy Notification** - The district shall notify the county elections official of the vacancy no later than 15 days following either the date on which the district board is notified of the vacancy or the effective date of the vacancy, whichever is later. Gov Code §1780 (a) and (b)

**Action required by Governing Board** – The remaining district board members have 60 days immediately subsequent to either the date on which the district board is notified of the vacancy or the effective date of the vacancy, whichever is later to either fill the vacancy: a) by appointment or b) by calling a special election Gov Code §1780 (c).

**Appointment** – If the board decides to appoint someone to fill the vacancy, the board first must post a notice of the vacancy in three or more conspicuous places in the district at least 15 days before the appointment is made. Gov Code § 1780 (d) (1)

**Sample letter posted on RNVWD website and two other locations; Fire Station on Cantelow Road and the Market by I5.**

The RNVWD announces that a vacancy exists on the Board of Directors. The Board of Directors is seeking a qualified applicant to serve as an unpaid appointed Director until December 1, 20\_\_\_. The Board of Directors will make the appointment at a meeting held at 7:00

p.m. on August 13, 20\_\_\_, at 4135 Cantelow Road, Vacaville, CA 95688, or during a remote meeting at which meeting applicants must be present.

To be eligible for this position, the applicant must be a registered voter of the Water District. Written resumes and/or statements of qualifications should be submitted to, General Manager, P.O. Box 5097, Vacaville, CA 95696, no later than July 30, 2013. Applicants may contact the General Manager at (707) 447-8420 with questions.

The person appointed shall hold office until the next general district election that is schedules 130 or more days after the date the district board is notified of the vacancy and thereafter until the person elected at that election to fill the vacancy has been qualified. The person elected to fill the vacancy shall fill the balance of the unexpired term. If the term of office is due to expire following the next general district election and that election is schedules 130 or more days after the date the county elections official is notified of the vacancy, the person appointed to the vacancy shall fill the balance of the unexpired term of his or her predecessor Gov Code §1780 (d) (2) (3)

The applicants resume and/or statement of qualifications will be collected and then distributed, if meeting the qualifications above, by the General Manager. The Drectors will receive copies of the qualified applications before the meeting designated for appointment as part of the Agenda packet.

The Appointment(s) will be an action item on the Agenda of the meeting designated by the notification letter.

**Nomination of Potential Board Members** – See Rosenberg's Rules of Order -The Basic Format for an Agenda Item Discussion

Within 72 hours following an appointment the Clerk of the Board shall notify the Registrar of Voters by adding the name to e-disclosure for their complation of an Incoming Form 700. The Clerk will also submit a updated Statement of Facts to the County of Solano and the State of California. All other entities requiring notification will be contacted, i.e. Insurance, CSDA, etc.

**Calling an Election to fill Vacancies** – In lieu of making an appointment the remaining members of the board may within 60 days of the date the district is notified of the vacancy or the effective date of the vacancy, whichever is later, call an election to fill the vacancy Gov Code §1780 (e) (1)

The election shall be held on the next established election date that is 130 or more days after the date the district board calls the election. Gov Code §1780 (e) (2)

**Failure to Act** – If the vacancy is not filled by the district board by either making an appointment or calling a special election within 60 days of the date the district board is notified of the vacancy of the effective date of the vacancy, whichever is later, the following shall occur within the next 30 days; the city council of the city in which the district is wholly located, of if the district is not wholly located within a city, the Board of Supervisors of the county representing the larger portion of the district area in which the election to fill the vacancy will be held, may fill the vacancy by appointment or may order the district to call an election to fill the vacancy. The election shall be held on the next established election date that is 130 or more days after the date the city council or Board of Supervisors calls the election. Gov Code §1780 (f) (1)



**Lack of Quorum to Act within 60 days** – If the number of remaining members of the district board falls below a quorum, at the request of the district secretary, or a remaining board member, the Board of Supervisors or the city council may waive the 60 day period during which time the district board is allowed to take action, but is unable to because there is no quorum, and move directly to the 30 day period where the city council or Board of Supervisors may take action.

The council or board may either appoint immediately to fill the vacancy or may call an election to fill the vacancy.

The election shall be held on the next established election date that is 130 or more days after the date the district board calls the election. Gov Code §1780 (g) (2)

The Board of Supervisors or the city council shall only fill enough vacancies to provide the board with a quorum Gov Code §1780 (h) (2)

**If the City Council or Board of Supervisors Fails to Act** – If within 90 days of the date of the district board is notified of the vacancy or the effective date of the vacancy, whichever is later, and no action has been taken by any governing body to fill the vacancy by appointment or by calling for a special election, the district must call an election to fill the vacancy. Gov Code §1780 (g) (1)

The election shall be held on the next established election date that is 130 or more days after the date the district board calls the election. Gov Cod §1780 (g) (2)

A person appointed to fill a vacancy shall hold office only until the next general district election that is schedules 130 or more days after the date the county elections official is notified of the vacancy and thereafter until the person elected at that election to fill the vacancy has been qualified to fill the vacancy for the remainder of the unexpired term.

**Election to Fill a Vacancy** – A person elected at an election to fill the vacancy shall hold office for the remainder of the unexpired term. Gov Code §1780 (d) (2)

**Term of office for Regular Election**– A person elected at a regular election or appointed in-lieu of election takes office at noon on the first Friday in December following his or her election and shall serve for four years. Election Code §10554, 10507 and Gov Code §24200.

Oath of Office

**Director, Rural North Vacaville Water District  
State of California, Solano County**

I, \_\_\_\_\_, do solemnly affirm that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter, Director of the Rural North Vacaville Water District.

Signed: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Subscribed and sworn to before me on this 9<sup>th</sup> day of April, 2024

\_\_\_\_\_  
Patrick Sweeney  
President, Board of Directors  
Rural North Vacaville Water District

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**Alan J. Hanger**  
**4010 Lavenir Road**  
**Vacaville, CA 95688**  
**510-717-0121**

## **Application for Board of Directors of Rural North West Vacaville Water District**

### **1979-1991 CP National Corporation – A 20 rural electric, gas, water, and telecom utility**

- Developed rates for all the utilities
- Were the first users of spreadsheets for utility work and given recognition by the CA CPUC
- Utilized Visicalc and Lotus 123 to analyze and project future usage
- Responsible for a \$40 million capital budget for all utilities for six years and met the budget annually within +/-2%
- Developed a Capital Budget Book and presentation for Board of Directors

### **1992-2001 Alameda County Public Works Maintenance Department**

- Ran a maintenance management program to budget, plan, and track all regular maintenance work and costs
- Developed labor and material costs for all types of maintenance such as street line painting, streetlights, channel cleaning, signs, potholes, etc
- Ran the Weekender Work Furlough Program for convicted persons to provide community service such as weed cutting, litter pickup, painting out graffiti, etc

### **2001-2018 City of Alameda Municipal Power**

- Added renewable resources to our predecessors portfolio over 18 years. Developed contracts for wind energy, landfill gas energy, and various other renewable resources as needed.
- Took AMP to 100% greenhouse gas neutral portfolio at 15% below PG&E by 2018
- Developed a power cost model to track current and future resource power costs
- Ran AMP's State Utility Solar Rebate program from 2008 to 2014
- Developed the Capital Budget Program to track and plan all capital expenditures
- Developed a program to calculate all required rate changes based on changes in labor, capital, energy, and load changes
- Made oral and Powerpoint presentations to the Board of Directors on many different subjects
- For 15 years was AMP's representative to the NCPA - Northern California Power Agency's - Facilities Committee that oversaw all NCPA power resources

March 25, 2024

Interest in Directorship of Water District

Robert (Bob) Kane 4357 Cantelow Rd., Member since the inception of the Water District,

First and Foremost, if there is a Volunteer Candidate meeting the needs of the District and the Board, I withdraw my Interest. The reason is my wife, Brenda, is a contractor for the district and has been for many, many years. I do not want the appearance of impropriety.

My Paid background: Retired Correctional Captain, Managing the Investigative Services Unit for the two Prisons in Solano County. At the start of my career, I was a Correctional Officer at CMF, Sergeant at CTF-Solidad and CMF, Lieutenant at CMF, Training Manager for both Prisons for 4 ½ years overseeing all training programs for Peace Officers, Medical to include MDs, RNs, Medical Technical Assistants, ancillary support, etc. Managed and accountant for a multimillion-dollar training budget for all staff annually. Promoted to Captain and managed the Investigative Services Unit until retirement. Also spent ten years as Commander of CDC's Solano area Special Emergency Response Team, Graduation from the FBI's special weapons and tactics, critical incident Command/Management, Negotiations, and Terrorism Academy. I was also one of the Commanders for CDC's Special Response Training Academy.

Non-Paid Positions: Four Term, (12 years) as Regional Director representing a five state region of the American Miniature Horse Assoc. Two Terms as President, two Terms as VP working under Federal and International Non-Profit guidelines and Regulations. The AMHA is a 501-c3.

None of the above qualifies me to be an expert on this Water District Board, but it should reflect I can adapt, adjust, and become an asset to the Water District and its Board.

I would like to reiterate, if there are applicants that can be an asset to the District, I prefer one of them fill the vacancy as I want no appearance of impropriety due to Brenda's contract with the district.

Robert (Bob) Kane 707-592-6174

4357 Cantelow Rd. Vacaville CA.95688



DIRECTORS

Patrick Sweeney      Bob Whitehouse  
President              Director

Ken Swenson          Alan Hanger  
Vice President        Director

..... Steven Strickland  
Director



STAFF

Dale Motiska  
General Manager

Rick Trites  
Meter Reading/Backflow

Solano Irrigation District  
Operator & Maintenance

Brenda Kane  
Billing Manager

Nancy Veerkamp  
Board Clerk/Admin

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**RURAL NORTH VACAVILLE WATER DISTRICT  
BOARD OF DIRECTORS SPECIAL MEETING**

**DATE:            Tuesday, April 23, 2024**  
**TIME:            7:00 P.M.**  
**PLACE:          Vacaville Fire Protection District, Fire Station #67,**  
**4135 Cantelow Road, Vacaville, CA 95688**  
**(In-Person Only)**

**“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.”**

**AGENDA**

Anyone wishing to address the Board is asked to fill out a “Public Comment Card” prior to the start of the meeting, or during if necessary, and give it to the Board Clerk.

- 1. Call Meeting to Order**
- 2. Roll Call**
- 3. Approval of the Agenda**
- 4. Public Comment (Non-Agenda Items)**

Opportunity for the public to speak to the Board on any subject matter within the District’s jurisdiction but not appearing on today's agenda. Speaker times are limited to three (3) minutes per person.

Please submit a Public Comment Card to the Board Clerk prior to the commencement of this Public Comment section. Only those who have submitted speaker cards or have expressed an interest to speak prior to the conclusion of the Public Comment section will be called upon to speak. 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.

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 called for by the Board President at the appropriate agenda

item when requested by a Public Comment Card.

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.

#### **5. 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. **(Action Item for all at one time)**

- a). Consider for approval the March Financials.
- b). Consider for approval the April 9, 2024 Meeting Minutes.

#### **6. General Manager's Report (Verbal Update)**

- a). None

#### **7. Continuing Business**

- a. Tabled

#### **8. New Business .**

- a. Consider for review the Fiscal Year 24/25 budget. **(Discussion Item)**
- b. Consider for approval a District water rate increase for the Capital Recover Charge and the Supplemental charges. Authorize the General Manager to prepare the public notice and workshops and proceed in accordance with the Proposition 218 requirements. Once the Proposition 218 process is completed, the District will have a Resolution for approval at a future Board Meeting. **(Action Item)**

#### **9. Adjourn**

The next Regular Meeting and Public Hearing 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.

The Board of Directors of the Rural North Vacaville Water District holds its Regular Board Meetings on the second Tuesday of every month at 7:00 p.m. 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](mailto: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.

RNVD - Operating Fund  
**Balance Sheet**  
 As of March 31, 2024

5a

	Mar 31, 24
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
160.020 · Cash WFB Checking #3799	111,370
160.025 · Cash PayPal Account	562
160.029 · Cash in Treasury - Fund 164	55,808
<b>Total Checking/Savings</b>	167,740
<b>Accounts Receivable</b>	
11010 · Water Right Inst. Payments Due	17,073
<b>Total Accounts Receivable</b>	17,073
<b>Other Current Assets</b>	
160.110 · Water Svc Accounts Rec.	100,465
160.139 · Accrued Interest Receivable	14,237
<b>Total Other Current Assets</b>	114,702
<b>Total Current Assets</b>	299,516
<b>Fixed Assets</b>	
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)
<b>Total Fixed Assets</b>	6,216,456
<b>Other Assets</b>	
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
<b>Total Other Assets</b>	973,288
<b>TOTAL ASSETS</b>	<b>7,489,260</b>
<b>LIABILITIES &amp; EQUITY</b>	



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

	<u>Mar 31, 24</u>
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
160.500 · Deposit Payables	17,724
<b>Total Accounts Payable</b>	17,724
Credit Cards	
160.601 · Wells Fargo Visa Card-New	411
<b>Total Credit Cards</b>	411
Other Current Liabilities	
160.510 · Accounts Payable	106,564
160.550 · Deposits Clearing Account	6
<b>Total Other Current Liabilities</b>	106,570
<b>Total Current Liabilities</b>	124,704
Long Term Liabilities	
164.600 · Loan Payable	1,086,553
<b>Total Long Term Liabilities</b>	1,086,553
<b>Total Liabilities</b>	1,211,257
<b>Equity</b>	
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)
<b>Total Equity</b>	6,278,002
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>7,489,260</b>

**RNVWD - Operating Fund**  
**Profit & Loss Budget Performance**  
 March 2024

	Mar 24	Budget	\$ Over B...	Jul '23 - ...	YTD Bud...	\$ Over B...	Annual B...
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
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							
<b>Total 60.9000 - Revenues</b>	<b>87,650</b>	<b>92,669</b>	<b>(5,019)</b>	<b>777,409</b>	<b>891,831</b>	<b>(114,422)</b>	<b>1,172,337</b>
<b>Total Income</b>	<b>87,650</b>	<b>92,669</b>	<b>(5,019)</b>	<b>777,409</b>	<b>891,831</b>	<b>(114,422)</b>	<b>1,172,337</b>
<b>Expense</b>							
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	1,167	109	12,500	11,332	1,168	12,332
60.2045 - Audit	85	500	(415)	10,426	10,500	(74)	14,000
60.2050 - Accountant CPA	433	833	(400)	2,893	4,500	(1,607)	6,000
60.2065 - USA Marking	280	188	92	6,522	7,500	(978)	10,000
60.2070 - Webmaster	0	333	(333)	2,691	1,688	1,003	2,250
60.2075 - Office Supplies	0	0	0	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
<b>Total 60.2000 · Operating Expenses</b>	<b>72,387</b>	<b>79,382</b>	<b>(6,996)</b>	<b>1,012,851</b>	<b>936,794</b>	<b>76,058</b>	<b>1,172,337</b>
<b>Total Expense</b>	<b>72,387</b>	<b>79,382</b>	<b>(6,996)</b>	<b>1,012,851</b>	<b>936,794</b>	<b>76,058</b>	<b>1,172,337</b>
<b>Net Ordinary Income</b>	<b>15,263</b>	<b>13,286</b>	<b>1,977</b>	<b>(235,443)</b>	<b>(44,963)</b>	<b>(190,480)</b>	<b>(0)</b>
<b>Net Income</b>	<b>15,263</b>	<b>13,286</b>	<b>1,977</b>	<b>(235,443)</b>	<b>(44,963)</b>	<b>(190,480)</b>	<b>(0)</b>



# RNWWD - 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 Linton Mayn...	monthly servc...	160.020 Cash WFB Checking #3799	X	60.2070 - Webmaster	433.00	433.00
Check	03/01/2024	3027	Randall Linton Mayn...	monthly servc...	60.2070 Webmaster	X	160.020 Cash WFB Checking #3799	7,500.00	7,500.00
Check	03/01/2024	3028	Buxup Corporation		60.2005 Cash WFB Checking #3799	X	60.2005 General Manager	1,602.00	1,602.00
Check	03/01/2024	3029	Trites Backflow Svc Inc	1502/2/23	60.2020 Cash WFB Checking #3799	X	-SPLIT-		
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	1,202.00
Check	03/01/2024	3029	Trites Backflow Svc Inc	1502/2/23	60.2210 Routine Maintenance & Minor Rep	X	60.2115 Electricity, PGE	300.00	300.00
Check	03/01/2024	3031	Nancy Veerkamp	RNWWIS-1123	60.2115 Electricity, PGE	X	60.2070 Administration & Board Clerk	1,339.61	1,339.61
Check	03/02/2024	3031	Nancy Veerkamp	RNWWIS-1123	60.2070 Administration & Board Clerk	X	60.2070 Cash WFB Checking #3799	715.00	715.00
Check	03/02/2024	3030	BK Bookkeeping Inc	10016	60.2020 Billing Manager	X	-SPLIT-		
Check	03/02/2024	3030	BK Bookkeeping Inc	10016	60.2020 Office Equipment	X	160.020 Cash WFB Checking #3799	3,700.00	3,700.00
Check	03/02/2024	3030	BK Bookkeeping Inc	10016	60.2025 Office Supplies	X	160.020 Cash WFB Checking #3799	0.00	0.00
Check	03/02/2024	3030	BK Bookkeeping Inc	10016	60.2025 Office Equipment	X	160.020 Cash WFB Checking #3799	99.99	99.99
Check	03/04/2024	3032	Shaw & Associates		60.2070 Cash WFB Checking #3799	X	60.2050 Accountant CPA	1,150.00	1,150.00
Check	03/04/2024	3032	Shaw & Associates		60.2050 Accountant CPA	X	60.2050 Cash WFB Checking #3799	640.70	640.70
Check	03/04/2024	3032	Wells Fargo		160.601 Wells Fargo Visa Card-New	X	160.020 Cash WFB Checking #3799	180.00	180.00
Check	03/05/2024	3033	Wells Fargo		160.020 Cash WFB Checking #3799	X	80000 Ask My Accountant	180.00	180.00
Check	03/05/2024	3033	Wells Fargo	unknown chec	60.2070 Cash WFB Checking #3799	X	160.020 Cash WFB Checking #3799	132.71	132.71
Check	03/11/2024	3034	Client Analysis Servc...		60.2130 Bank & Bankcard Fees	X	60.2130 Bank & Bankcard Fees	69.93	69.93
Check	03/11/2024	3034	Client Analysis Servc...		160.020 Cash WFB Checking #3799	X	60.2130 Bank & Bankcard Fees	69.93	69.93
Check	03/12/2024	3035	Bankcard Discount Fee	Bankcard Disc.	60.2130 Bank & Bankcard Fees	X	60.2130 Bank & Bankcard Fees	85.36	85.36
Check	03/12/2024	3035	Bankcard Discount Fee	Bankcard Disc.	160.020 Cash WFB Checking #3799	X	60.2130 Bank & Bankcard Fees	87.41	87.41
Check	03/12/2024	3035	Bankcard Discount Fee	Bankcard Fee	60.2130 Bank & Bankcard Fees	X	60.2130 Bank & Bankcard Fees	505.91	505.91
Check	03/12/2024	3035	Bankcard Discount Fee	Bankcard Fee	160.020 Cash WFB Checking #3799	X	60.2115 Electricity, PGE	2,262.72	2,262.72
Check	03/12/2024	3035	Bankcard Discount Fee	Bankcard Fee	60.2130 Bank & Bankcard Fees	X	60.2115 Electricity, PGE	51,520.13	51,520.13
Check	03/16/2024	3034	PG & E		60.2115 Electricity, PGE	X	60.2210 Routine Maintenance & Minor		
Check	03/16/2024	3034	PG & E	W288371	60.2210 Routine Maintenance & Minor Rep	X	60.020 Cash WFB Checking #3799	5,039.19	5,039.19
Check	03/19/2024	3034	Bay City Electric Works	maintenance	60.2210 Routine Maintenance & Minor Rep	X	60.020 Cash WFB Checking #3799	17,481.11	17,481.11
Check	03/19/2024	3035	Solano Irrigation Distr	42435	60.2210 Routine Maintenance & Minor Rep	X	160.020 Cash WFB Checking #3799	84.82	84.82
Check	03/19/2024	3035	Solano Irrigation Distr	Maintenance	60.2028 Plant & Facilities Operations	X	160.020 Cash WFB Checking #3799	265.40	265.40
Check	03/19/2024	3035	Solano Irrigation Distr	OFS	60.2065 USA Marking	X	160.020 Cash WFB Checking #3799	8,263.81	8,263.81
Check	03/19/2024	3035	Solano Irrigation Distr	USA	60.2040 Engineering	X	160.020 Cash WFB Checking #3799	18,377.45	18,377.45
Check	03/19/2024	3035	Solano Irrigation Distr	ENG	60.2150 Tank Access Rd. Maint. & Gate	X	160.020 Cash WFB Checking #3799	184.18	184.18
Check	03/19/2024	3035	Solano Irrigation Distr	42435	60.2208 Underground Leak Repairs	X	160.020 Cash WFB Checking #3799	813.17	813.17
Check	03/19/2024	3035	Solano Irrigation Distr	Leaka	60.2410 Anemic	X	160.020 Cash WFB Checking #3799	118.42	118.42
Check	03/19/2024	3035	Solano Irrigation Distr	42435	160.500 Deposit Payables	X	60.2115 Electricity, PGE	1,573.09	1,573.09
Check	03/19/2024	3035	Solano Irrigation Distr	Solano Irrigati...	60.2115 Electricity, PGE	X	60.2115 Electricity, PGE	1,573.09	1,573.09
Check	03/22/2024	3035	PG & E		160.020 Cash WFB Checking #3799	X	160.020 Cash WFB Checking #3799	73,615.90	73,615.90
Check	03/22/2024	3035	PG & E		60.2115 Electricity, PGE	X	60.2115 Electricity, PGE		
Check	03/28/2024	3035	PG & E		160.020 Cash WFB Checking #3799	X	160.020 Cash WFB Checking #3799		
Check	03/28/2024	3035	PG & E		60.2115 Electricity, PGE	X	60.2115 Electricity, PGE		

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 23<sup>rd</sup> 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

4-17-24 DRAFT BALANCED BUDGET FY 24/25 WITH PRIOR APPROVED 7% RATE INCREASE INCLUDED						
Revenue / Expense	23/24 budget	CTD	CTC 3 month	Projection 6-30-24	23/24 Overrun	24/25 Budget
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, 2024						7%
FY revenue customer billings only						1,116,969
						<b>TOTAL 24/25 JULY-JUNE</b>
Revenue	23/24 budget				23/24 Overrun	24/25 Budget
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	107,065				301	107,366
FEMA, not repeatable future years					52,000	52,000
Administration, Late Fees & Interest & Refunds	8,000				(200)	7,800
Other, Transaction Fees earned by GM					6,000	6,000
Total Revenue check	1,172,337				More revenue good thing	127,798
						1,300,135
						3.00%
Inflation						
	23/24 budget	CTD	CTC 3 month	Projection 6-30-24	23/24 Overrun	24/25 Budget
Expense						
General Manager Dale	90,000	85,093	22,500	87,593	(2,407)	3,000
GM Consultation Advisor	20,000	23,800	-	23,800	3,800	(8,000)
Administration & Board Clerk Nancy	7,920	7,637	2,100	9,737	1,817	1,800
Billing Manager Brenda	44,000	35,439	13,100	48,539	4,539	5,995
Mixer Reading	14,004	9,841	3,600	13,441	(563)	(4)
Backflow Testing Trites	19,000	31,943	(10,000)	21,943	2,943	3,000
Plant and Facilities Operations SID	150,000	170,089	49,500	219,589	69,589	70,000
Weed Abatement	2,765	2,765	-	2,765	-	-
Legal	12,000	10,921	3,500	14,421	2,421	3,000
Engineering SID Nancy McWilliams typ	15,000	9,856	2,400	9,256	(5,744)	(5,000)
Audit	12,332	12,500	-	12,500	368	368
Accountant CPA Shaw	14,000	10,426	3,828	14,254	254	500
USA Marketing	6,000	2,893	1,500	4,393	(1,607)	(1,600)
Webmaster Randall	10,000	6,522	1,800	8,322	(1,678)	(1,900)
Office Supplies	2,250	2,691	600	3,291	1,041	1,050
Postage & PO Box Rental & Shipping	4,000	4,003	450	4,453	453	1,000
Insurance General Liability, Property & Bond, Cyber	5,500	8,829	-	8,829	3,329	3,500
Electricity, PG&E	73,000	69,370	24,000	93,370	20,370	21,000
Office Equipment	2,500	2,930	630	3,560	1,060	1,100
Bank and Bankcard Fees	4,500	3,781	1,125	4,906	406	500
Principal and interest on Loan ColBank, less debt balanc	171,254	43,455	-	43,455	-	7,324
District Phone service	812	885	297	1,182	370	388
Tank Access Road Fencing & Gates	35,000	25,911	8,000	33,911	(1,089)	(27,000)
CORP Software license, Data storage, Google, Simple	4,000	2,209	1,200	3,409	(591)	(500)
Publications Legal Notices & Lien Fees	500	-	-	-	(500)	-
Trade Memberships, Dues & Training	9,500	11,199	600	11,799	2,299	2,500
Licenses, Permits & Fees, FCC	5,000	5,386	600	5,986	986	1,000
Elections Only if excess candidate in November,						10,000
ITRON Mobile Reader Software and Warranty	2,500	2,780	-	2,780	280	300
Fees & Admin, Demands, Will Servs, WR Sales, LAFC	2,000	600	300	900	(1,100)	(1,000)
Underground Leak repairs, AC patch	140,000	142,740	21,000	163,740	23,740	23,740
Maint & Minor Repairs, ERTS, GIS, SCADA, Gens, Bad	75,000	79,282	19,500	98,782	23,782	23,782
Contingency	15,000	450	-	450	(14,550)	10,000
CIP Expense						need plan
CIP 8 year (Coastland Condition Assessment)						109,600
Condition Assessment Reports						14,000
Arsenic	125,000	170,429		170,429	45,429	
AMI	5,000	1,619		1,619	(3,381)	
Cartelwo Slide	5,000	2,450		2,450	(2,550)	
FEMA	4,000	470		470	(3,530)	
Cartelwo 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
Cartelwo Bridge Main relocations						60,000
Expenses Sum above	1,172,337				152,108	
Total Expense check	1,172,337					127,823
						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
						55,896
						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	
	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
Base Fee	\$ 74.00	\$ 79.18	\$ -	\$ 79.18	\$ -	\$ -	\$ 84.72	\$ 84.72	\$ -	\$ 84.72
CRC, Capital Recovery Charge	\$ 78.00	\$ 83.46	\$ 35.00	\$ 118.46	\$ 35.00	\$ 35.00	\$ 89.30	\$ 124.30	\$ 35.00	\$ 124.30
Tier 1, 2 & 3 Usage	\$ 3.00	\$ 3.21	\$ -	\$ 3.21	\$ -	\$ -	\$ 3.43	\$ 3.43	\$ -	\$ 3.43
Supplemental Fee	\$ 78.00	\$ 83.46	\$ 35.00	\$ 118.46	\$ 35.00	\$ 35.00	\$ 89.30	\$ 124.30	\$ 35.00	\$ 124.30

Rates w 7% 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**

Amounts	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
<b>Total:</b>	<b>88,776</b>	<b>1,065,312</b>

Annual Revenue from this CRC and Supplemental rate increase \$ 18,565.32 \$ 223,020 less in first fiscal year due to when implemented

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 Amounts	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
<b>Total:</b>	<b>\$ 113,575</b>	<b>\$ 1,362,904</b>

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

(these are counts as of August 2023)

County	
Base & CRC	417
Usage Avg Monthly	5,500
Supplemental	114
sublocal 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

**Proposed total based on \$35 rate increase for CRC**

Monthly Biller	Current today	7% September
Average Customer	\$ 187.00	\$ 210.79

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



DIRECTORS

Patrick Sweeney President	Bob Whitehouse Director
Ken Swenson Vice President	Alan Hanger Director
..... Steven Strickland Director	



STAFF

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

**RURAL NORTH VACAVILLE WATER DISTRICT  
BOARD OF DIRECTORS MEETING**

**DATE: Tuesday, May 14, 2024**  
**TIME: 7:00 P.M.**  
**PLACE: Vacaville Fire Protection District, Fire Station #67,  
 4135 Cantelow Road, Vacaville, CA 95688  
 (In-Person Only)**

**“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.”**

**AGENDA**

Anyone wishing to address the Board is asked to fill out a “Public Comment Card” prior to the start of the meeting, or during if necessary, and give it to the Board Clerk.

- 1. Call Meeting to Order**
- 2. Roll Call**
- 3. Approval of the Agenda**
- 4. Public Comment (Non-Agenda Items)**

Opportunity for the public to speak to the Board on any subject matter within the District’s jurisdiction but not appearing on today’s agenda. Speaker times are limited to three (3) minutes per person.

Please submit a Public Comment Card to the Board Clerk prior to the commencement of this Public Comment section. Only those who have submitted speaker cards or have expressed an interest to speak prior to the conclusion of the Public Comment section will be called upon to speak. 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.

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 called for by the Board President at the appropriate agenda



item when requested by a Public Comment Card.

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.

**5. 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. **(Action Item for all at one time)**

- a). Consider for approval the April 23, 2024 Meeting Minutes.

**6. General Manager's Report (Verbal Update)**

- a). Status of SID contract
- b) Status of FEMA
- c) Status of replacing meters
- d) Hydrology Model draft report
- e) Strategic Plan
- f) Arsenic Shelter
- g) Infrared and vibration tests

**7. Continuing Business**

- a. Tabled

**8. New Business .**

- a. Consider for review the Fiscal Year 24/25 budget. **(Discussion Item)**
- b. Consider for approval the **DESIGNATION OF APPLICANT'S AGENT RESOLUTION NON-STATE AGENCIES** Cal OES ID No. 4699DR-Ca. Resolution 2024-71 **(Action Item)**

**9. Adjourn to executive session to discuss personnel.**

**10. Adjourn**

The next Regular Meeting is scheduled for June 11, 2024 at 7:00 pm and the two Workshops are scheduled for May 28 and June 4 at the Vacaville Fire Protection District, Fire Station #67, 4135 Cantelow Road, Vacaville, CA 95688.

The Board of Directors of the Rural North Vacaville Water District holds its Regular Board Meetings on the second Tuesday of every month at 7:00 p.m. 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](mailto: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.

5a



**Directors**

Patrick Sweeney, President  
Ken Swenson, Vice President  
Alan Hanger, 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**  
**SPECIAL MEETING MINUTES**  
**April 23, 2024 at 7:00 pm**

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

Roll Call: Patrick Sweeney, President; Ken Swenson, Vice President; Steven Strickland, Director; Bob Whitehouse, Director; Alan Hanger, Director; Dale Motiska (GM); Nancy Veerkamp, Clerk/Admin;

Public (speaking): Eileen Smith

**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 Steve. All present approved.

**Public Comments (Non Agenda Items):** None

**5. Consent Items:** Public Comment: None

- a) Consider for Approval March Financials.
- b) Consider for Approval the Meeting Minutes of Board of Directors Regular Meeting April 9, 2023.

Director Bob made a motion to approve items a & b. Director Steve seconded the motion. All present approved.

**6. General Managers Verbal Informational Report-**

- a) SID's bill was \$25,000 last month. We have \$150,000 in checking after paying all our



monthly bills.

b) The Cantelow Bridge work by Solano County is continuing. The original estimate for RNVWD work is \$90,000 the district is hoping to get the price down to \$60,000 to reinstall water lines.

c) The district tested for PFAS and the test came back negative

**7. Continuing Business- None**

a) Tabled

**8. New Business- Public Comments: None**

a) Consider for review the Fiscal Year 24/25 budget. (Discussion Item). No changes to posted budget draft. Director Ken suggested replacing Bay Cities with Calif. Diesel & Power and that vibration and thermology testing be completed at the same time for cost savings. Director Alan asked about items that were increased over \$20,000. GM Dale explained those increases. Eileen: Has Oppenheimer gotten back to you on any other ideas for refinancing the Arsenic loan? GM: No

b) Consider for approval a District water rate increase for the Capital Recovery Charge and the Supplemental Fees. Authorize the General Manager to prepare the public notice and workshops and proceed in accordance with the Proposition 218 requirements. Once the Proposition 218 process is completed, the District will have a Resolution for approval at a future Board Meeting. (Action Item). Director Bob made a motion to proceed with the Proposition 218 process. Director Steve seconded the motion. Discussion: Director Alan would like to see a 10 year bar graph in the package going to members: eight years prior and two years in the future. Eileen: Are you going to keep a separate account for the Capital Recovery Charge so the money is not used for other line items? Yes  
All Present approved.

**9. Adjourn**

The meeting was adjourned at 7:48 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.**

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 Annualy 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					
					<b>TOTAL 24/25</b>							
					<b>JULY- JUNE</b>							
<b>Revenue /Expense</b>												
<b>Revenue</b>			<b>23/24 budget</b>				<b>23/24 Overrun</b>		<b>24/25 Budget</b>			
									<b>Variance</b>			
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			107065						301		107,366	
Administration, Late Fees & Interest & Refunds			8,000						(200)		7,800	
Other, Transaction Fees earned by GM									6,000		6,000	
<b>Total Revenue</b>			<b>1,172,337</b>				<b>More revenue good thing</b>		<b>127,798</b>		<b>1,300,135</b>	
<b>check</b>			<b>1,172,337</b>								<b>1,300,135</b>	
											3.00%	
<b>Inflation</b>												
<b>Expense</b>			<b>23/24 budget</b>		<b>CTD</b>		<b>CTC 3 month</b>		<b>Projection 6-30-24</b>		<b>23/24 Overrun</b>	<b>24/25 Budget</b>
												<b>Variance</b>
General Manager Dale			90,000		65,093		22,500		87,593		(2,407)	3,000
GM Consultation Advisor			20,000		23,800		-		23,800		3,800	4,000
Administration & Board Clerk Nancy			7,920		7,637		2,100		9,737		1,817	1,880
Billing Manager Brenda			44,000		35,439		13,100		48,539		4,539	5,995
Meter Reading			14,004		9,841		3,600		13,441		(663)	(4)
Backflow Testing Trites			19,000		31,943		(10,000)		21,943		2,943	3,000
Plant and Facilities Operations SID			150,000		170,089		49,500		219,589		69,589	70,000
Weed Abatement			2,765		2,765		-		2,765		-	-
Legal			12,000		10,921		3,500		14,421		2,421	3,000
Engineering SID Nancy McWilliams typ			15,000		6,856		2,400		9,256		(5,744)	(5,000)
Audit			12,332		12,500		-		12,500		168	368
Accountant CPA Shaw			14,000		10,426		3,828		14,254		254	500
USA Marking			6,000		2,893		1,500		4,393		(1,607)	(1,600)
Webmaster Randall			10,000		6,522		1,800		8,322		(1,678)	(1,500)
Office Supplies			2,250		2,691		600		3,291		1,041	1,050
Postage & PO Box Rental & Shipping			4,000		4,003		450		4,453		453	1,000
Insurance General Liability, Property & Bond, Cyber			5,500		8,629		-		8,629		3,129	3,500
Electricity, PGE			73,000		69,370		24,000		93,370		20,370	21,000
Office Equipment			2,500		2,930		630		3,560		1,060	1,100
Bank and Bankcard Fees			4,500		3,781		1,125		4,906		406	500
Principal and Interest on Loan CoBank, less debt balan			171,254		43,455		-		43,455		-	7,324
District Phone service			812		885		297		1,182		370	388
Tank Access Road Fencing & Gates			35,000		25,911		8,000		33,911		(1,089)	(29,000)
CORE Software license, Data storage, Google, Simple			4,000		2,209		1,200		3,409		(591)	(500)
Publications Legal Notices & Lien Fees			500		-		-		-		(500)	-
Trade Memberships, Dues & Training			9,500		11,199		600		11,799		2,299	2,500
Licenses, Permits & Fees, FCC			5,000		5,386		600		5,986		986	1,000
Elections Only if excess candidate in November,			-		-		-		-		-	10,000
ITRON Mobile Reader Software and Warranty			2,500		2,780		-		2,780		280	300
Fees & Admin, Demands, Will Serve, WR Sales, LAFCO			2,000		600		300		900		(1,100)	(1,000)
Underground Leak repairs, AC patch			140,000		142,740		21,000		163,740		23,740	23,740
Maint & Minor Repairs; ERTS,GIS, SCADA, Gens, Bac			75,000		79,282		19,500		98,782		23,782	23,782
Contingency			15,000		450		-		450		(14,550)	10,000
<b>CIP Expenses</b>												
CIP 8 year (Coastland Condition Assessment)											need plan	90,000
Condition Assessment Reports			-		-		-		-		-	14,000
Arsenic			125,000		170,429				170,429		45,429	
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			
<b>Total Expense</b>			<b>1,172,337</b>		<b>-</b>							<b>1,300,160</b>
<b>check</b>												<b>1,300,160</b>
								<b>Net Income</b>		<b>(25)</b>		
					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		



**DESIGNATION OF APPLICANT'S AGENT RESOLUTION**

**NON-STATE AGENCIES**

OES-FPD-130 (Rev. 10-2022)

86  
*RESOLUTION 2024-71*

Cal OES ID No: 4699DR-CA

**DESIGNATION OF APPLICANT'S AGENT RESOLUTION FOR NON-STATE AGENCIES**

BE IT RESOLVED BY THE Board of Directors OF THE Rural North Vacaville Water District  
(Governing Body) (Name of Applicant)

THAT Dale Motiska, OR  
(Title of Authorized Agent)

Patrick Sweeney, OR  
(Title of Authorized Agent)

\_\_\_\_\_  
(Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the Rural North Vacaville Water District,  
(Name of Applicant)

a public entity established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Services for the purpose of obtaining federal financial assistance for any existing or future grant program, including, but not limited to any of the following:

- **Federally declared Disaster (DR), Fire Mitigation Assistance Grant (FMAG), California State Only Disaster (CDAA), Immediate Services Program (ISP), Hazard Mitigation Grant Program (HMGP), Building Resilient Infrastructure and Communities (BRIC), Legislative Pre-Disaster Mitigation Program (LPDM)**, under
- Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.
- **Flood Mitigation Assistance Program (FMA)**, under Section 1366 of the National Flood Insurance Act of 1968.
- **National Earthquake Hazards Reduction Program (NEHRP)** 42 U.S. Code 7704 (b) ((2) (A) (ix) and 42 U.S. Code 7704 (b) (2) (B) National Earthquake Hazards Reduction Program, and also The Consolidated Appropriations Act, 2018, Div. F, Department of Homeland Security Appropriations Act, 2018, Pub. L. No. 115-141
- **California Early Earthquake Warning (CEEW)** under CA Gov Code – Gov, Title 2, Div. 1, Chapter 7, Article 5, Sections 8587.8, 8587.11, 8587.12

That the Rural North Vacaville Water District, a public entity established under the  
(Name of Applicant)

laws of the State of California, hereby authorizes its agent(s) to provide to the Governor's Office of Emergency Services for all matters pertaining to such state disaster assistance the assurances and agreements required.





**NON-STATE AGENCIES**

OES-FPD-130 (Rev. 10-2022)

**Please check the appropriate box below**

- This is a universal resolution and is effective for all open and future disasters/grants declared up to three (3) years following the date of approval.
- This is a disaster/grant specific resolution and is effective for only disaster/grant number(s): \_\_\_\_\_

Passed and approved this 14<sup>th</sup> day of May, 20 24

\_\_\_\_\_  
(Name and Title of Governing Body Representative)

\_\_\_\_\_  
(Name and Title of Governing Body Representative)

\_\_\_\_\_  
(Name and Title of Governing Body Representative)

**CERTIFICATION**

I, \_\_\_\_\_, duly appointed and \_\_\_\_\_ of  
(Name) (Title)

Rural North Vacaville Water District, do hereby certify that the above is a true and  
(Name of Applicant)

correct copy of a resolution passed and approved by the **Board of Directors**  
(Governing Body)

of the Rural North Vacaville Water District on the 14<sup>th</sup> day of May, 20 24.  
(Name of Applicant)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)

DIRECTORS

Patrick Sweeney      Bob Whitehouse  
President              Director

Ken Swenson         Alan Hanger  
Vice President       Director

..... Steven Strickland  
Director



STAFF

Dale Motiska  
General Manager

Brenda Kane  
Billing Manager

Rick Trites  
Meter Reading/Backflow

Nancy Veerkamp  
Board Clerk/Admin

Solano Irrigation District  
Operator & Maintenance

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**RURAL NORTH VACAVILLE WATER DISTRICT  
BOARD OF DIRECTORS MEETING**

**DATE:**        Tuesday, June 11, 2024  
**TIME:**        7:00 P.M.  
**PLACE:**      Vacaville Fire Protection District, Fire Station #67,  
4135 Cantelow Road, Vacaville, CA 95688  
(In-Person Only)

**“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.”**

**AGENDA**

Anyone wishing to address the Board is asked to fill out a “Public Comment Card” prior to the start of the meeting, or during if necessary, and give it to the Board Clerk.

- 1. Call Meeting to Order**
- 2. Roll Call**
- 3. Approval of the Agenda**
- 4. Public Comment (Non-Agenda Items)**

Opportunity for the public to speak to the Board on any subject matter within the District’s jurisdiction but not appearing on today’s agenda. Speaker times are limited to three (3) minutes per person.

Please submit a Public Comment Card to the Board Clerk prior to the commencement of this Public Comment section. Only those who have submitted speaker cards or have expressed an interest to speak prior to the conclusion of the Public Comment section will be called upon to speak. 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.

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 called for by the Board President at the appropriate agenda



item when requested by a Public Comment Card.

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.

**5. 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. **(Action Item for all at one time)**

- a). Consider for approval the May 14, 2024 Meeting Minutes.
- b). Consider for approval the April Financials.

**6. General Manager's Report (Verbal Update)**

- a). Status of SID contract
- b) Status of FEMA
- c) Hydrology Model draft report
- d) Eaton Drilling Invoice

**7. Continuing Business**

- a. Strategic Plan and adding 10 water rights. Hold for Hydrology Modeling Report.

**8. New Business .**

- a. Consider for approval public notice for Assistant General Manager position. **(Action Item)**

**9. Adjourn to executive session to discuss personnel.**

The next Regular Meeting is scheduled for June 25, 2024 at 7:00 pm at the Vacaville Fire Protection District, Fire Station #67, 4135 Cantelow Road, Vacaville, CA 95688 to discuss the Proposition 218 rate increase and count protest letters..

The Board of Directors of the Rural North Vacaville Water District holds its Regular Board Meetings on the second Tuesday of every month at 7:00 p.m. 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](mailto: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.

5a



**Directors**

Patrick Sweeney, President  
Ken Swenson, Vice President  
Alan Hanger, 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**  
**REGULAR MEETING MINUTES**  
**MAY 14, 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; Steven Strickland, Director; Alan Hanger, Director; Dale Motiska (GM); Nancy Veerkamp, Clerk/Admin; Brenda Kane, Billing Manager, Lori Mazzella, Counsel.

Public (speaking): Eileen Smith

**1. Call Meeting to Order**

**2. Roll Call**

**3. Approval of the Agenda**

The meeting was called to order by President Patrick Sweeney at 7:02 pm. Director Bob made a motion to approve the Agenda and the motion was seconded by Director Steve. All present approved.

**Public Comments (Non Agenda Items):** None

**5. Consent Items:** Public Comment:

- a) Consider for Approval the April 23, 2024 Regular Meeting Minutes.

Director Steve made a motion to approve item a. Director Bob seconded the motion. Approved by all present.

**6. General Managers Verbal Informational Report-** Public comment: None



- a) Status of SID Contract- the contract draft is still with SID.
- b) Status of FEMA- See Resolution in New Business. CalOES is now working on the final documentation.
- c) Status of replacing meters- Trites is working on this very slowly due to budget restraints.
- d) Hydrology Model Draft Report- still not received.
- e) Strategic Plan- on hold waiting for Hydrology report.
- f) Arsenic Shelter- On hold because of budget. It has been recommended to place a "carport" type structure over the equipment to protect it from the sun
- g) Infrared and vibrations tests- to be performed in June with new vendor.

Approximately 300' of the pipe line at the approach to the new Cantelow bridge will be replaced. The existing pipe after the bridge will remain in place saving the district money. The existing pipe was not subject to large equipment during the construction.

There is \$166,000 in checking.

## **7. Continuing Business**

- a) Tabled

## **8. New Business- Public Comments: None**

a) Consider for review the Fiscal Year 24/25 budget. (Discussion Item) Eileen: Who is the consultant line item for? Does this budget allow for increase in salaries? Replacing Meters line item? Arsenic costs up? Patrick & Dale: Consultant: This is any outside help for Dale. Increases: Yes; Meters: ERTS replacement not meters; Arsenic: shelter to shade equipment. Alan: CORE software info? Brenda: CORE still works well with the meter reading software and they have excellent support. It is run by windows 10 which is on my computer. There is no indication that the software will not be supported by the vendor.

b) Consider for approval the Designation of Applicant's Agent Resolution Non-State Agencies CalOES ID No. 4699DR-CA Resolution 2024-71. Director Steve made a motion to approve Resolution 2024-71. Director Bob seconded the motion. Discussion: This form starts the State portion of payment for the flood damages.

Vote: Ayes: Bob, Steve, Patrick, Ken, Alan; Noes: None



**9. Adjourn to executive session to discuss personnel.**

**10. Adjourn**

The meeting was adjourned at 8:57 pm..

**The next Regular Meeting is scheduled for June 11, 2024, at 7:00 pm at the Vacaville Fire Protection District, Fire Station #67, 4135 Cantelow Road, Vacaville, CA 95688.**

**Workshops are scheduled for May 28 and June 4 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

RNVWD - Operating Fund

Balance Sheet

As of April 30, 2024

5b

	Apr 30, 24
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
160.020 · Cash WFB Checking #3799	159,975
160.025 · Cash PayPal Account	584
160.029 · Cash in Treasury - Fund 164	55,808
Total Checking/Savings	216,367
Accounts Receivable	
11010 · Water Right Inst. Payments Due	9,410
Total Accounts Receivable	9,410
Other Current Assets	
160.110 · Water Svc Accounts Rec.	135,295
160.139 · Accrued Interest Receivable	14,237
Total Other Current Assets	149,532
Total Current Assets	375,309
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	(9,143,311)
Total Fixed Assets	6,176,501
Other Assets	
160.244 · LT Receivable - Dove Creek Tr	35,000
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
164.236 · LT Receivable - Anguiano	35,129
164.235 · LT Receivable - Hamilton	35,129
164.234 · LT Receivable - Sellers	520
164.230 · LT Receivable-Morgan	493,917
164.231 · LT Receivable - Demyan	33,772
164.233 · LT Receivable - Pitcavage	29,358
Total Other Assets	975,135
<b>TOTAL ASSETS</b>	<b>7,526,945</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
160.500 · Deposit Payables	17,827
Total Accounts Payable	17,827
Credit Cards	
160.601 · Wells Fargo Visa Card-New	3,194
Total Credit Cards	3,194
Other Current Liabilities	
160.510 · Accounts Payable	106,564
160.550 · Deposits Clearing Account	6
Total Other Current Liabilities	106,570
Total Current Liabilities	127,591
Long Term Liabilities	
164.600 · Loan Payable	1,086,553
Total Long Term Liabilities	1,086,553
Total Liabilities	1,214,144
Equity	
160.740 · Fund Balance Available	682,819
160.749 · County Reserve Funds	245,934
160.770 · Investment in Fixed Assets	4,976,500
32000 · Retained Earnings	568,237
Net Income	(160,689)
Total Equity	6,312,801
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>7,526,945</b>

**RNVWD - Operating Fund  
Profit & Loss Budget Performance**

April 2024

	Apr 24	Budget	\$ Over ...	Jul '23 - Apr 24	YTD Budget	\$ Over Budget	Annual Budget
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
60.9000 · Revenues							
60.9005 · Base Fee	30,858	30,785	73	307,016	307,851	(834)	369,421
60.9010 · Supplemental Fees	8,892	8,892	0	81,396	88,920	(7,524)	106,704
60.9015 · Tier 1	8,844	9,709	(865)	87,488	97,089	(9,601)	116,507
60.9020 · Tier 2	1,515	3,333	(1,818)	25,524	33,333	(7,809)	40,000
60.9025 · Tier 3	939	2,333	(1,394)	23,237	23,333	(96)	28,000
60.9027 · Capital Recovery Charge	32,609	32,470	139	297,544	324,700	(27,157)	389,640
60.9030 · Hydrant Water Usage	0	583	(583)	6,486	5,833	653	7,000
60.9065 · Water Rights	14,871	5,300	9,571	14,871	75,712	(60,841)	77,112
60.9075 · Admin Fees, Late Fees	1,601	667	935	3,999	6,667	(2,668)	8,000
60.9080 · Interest Income	520	2,496	(1,976)	29,400	24,961	4,439	29,953
<b>Total 60.9000 · Revenues</b>	<b>100,649</b>	<b>96,569</b>	<b>4,080</b>	<b>876,960</b>	<b>988,399</b>	<b>(111,440)</b>	<b>1,172,337</b>
<b>Total Income</b>	<b>100,649</b>	<b>96,569</b>	<b>4,080</b>	<b>876,960</b>	<b>988,399</b>	<b>(111,440)</b>	<b>1,172,337</b>
<b>Expense</b>							
60.2000 · Operating Expenses							
60.2005 · General Manager	7,500	7,500	0	72,593	75,000	(2,407)	90,000
60.2006 · Recruiter / Transition	0	0	0	23,800	20,000	3,800	20,000
60.2010 · Administration & Board Clerk	1,495	660	835	9,132	6,600	2,532	7,920
60.2015 · Billing Manager	3,700	3,667	33	39,139	36,667	2,472	44,000
60.2020 · Meter Reading	1,202	1,167	35	11,043	11,670	(627)	14,004
60.2025 · Backflow Testing	0	0	0	31,943	19,000	12,943	19,000
60.2028 · Plant & Facilities Operations	16,254	12,500	3,754	186,343	125,000	61,343	150,000
60.2033 · Weed Abatement	2,765	230	2,535	2,765	2,304	461	2,765
60.2035 · Legal	0	1,000	(1,000)	10,921	10,000	921	12,000
60.2040 · Engineering	355	1,250	(895)	7,211	12,500	(5,289)	15,000
60.2045 · Audit	0	0	0	12,500	11,332	1,168	12,332
60.2050 · Accountant CPA	1,150	1,167	(17)	11,576	11,667	(91)	14,000
60.2065 · USA Marking	318	500	(182)	3,211	5,000	(1,789)	6,000
60.2070 · Webmaster	1,355	833	522	7,877	8,333	(457)	10,000
60.2075 · Office Supplies	884	188	697	3,575	1,875	1,700	2,250
60.2090 · Postage & PO Box Rental	128	333	(205)	4,131	3,333	798	4,000
60.2105 · Ins. Gen. Liab., Prop., & Bond	(138)	0	(138)	8,492	5,500	2,992	5,500
60.2115 · Electricity, PGE	5,271	1,676	3,595	74,641	56,270	18,371	73,000
60.2125 · Office Equipment	1,850	208	1,641	4,780	2,083	2,696	2,500
60.2130 · Bank & Bankcard Fees	541	375	166	4,322	3,750	572	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	984	677	308	812
60.2150 · Tank Access Rd. Maint. & Gate	283	2,917	(2,634)	26,194	29,167	(2,973)	35,000
60.2160 · CORE SW Lic., Data Stg, Trng.	0	0	0	2,209	3,600	(1,391)	4,000
60.2175 · Publications & Legal Notices	0	42	(42)	0	417	(417)	500
60.2185 · Trade Memberships & Training	666	0	666	11,865	8,200	3,665	9,500
60.2190 · Licenses, Permits & Fees	0	417	(417)	5,386	4,167	1,219	5,000
60.2200 · ITRON Mobile Reader SW & Warr.	0	208	(208)	2,780	2,083	696	2,500
60.2205 · Fees & Administration	0	167	(167)	600	1,667	(1,067)	2,000
60.2208 · Underground Leak Repairs	282	11,667	(11,385)	143,022	116,667	26,356	140,000
60.2210 · Routine Maintenance & Minor R...	7,463	6,250	1,213	86,746	62,500	24,246	75,000
60.2235 · Contingency	0	1,250	(1,250)	450	12,500	(12,050)	15,000
60.2410 · Arsenic	1,065	10,417	(9,351)	171,494	104,167	67,327	125,000
60.2430 · Meter/ERT Replacement AML	0	417	(417)	1,619	4,167	(2,547)	5,000
60.2455 · Engineer Cantelow Slide	0	417	(417)	2,450	4,167	(1,717)	5,000
60.2460 · FEMA	0	333	(333)	470	3,333	(2,863)	4,000
60.2465 · Cantelow Repair Pipe - Exposed	0	2,500	(2,500)	6,490	25,000	(18,510)	30,000
60.2470 · Model Dist Operating Sys	0	2,250	(2,250)	30,030	22,500	7,530	27,000
60.2475 · Survey Dist Properties	0	167	(167)	1,102	1,667	(564)	2,000
60.2480 · Funding for Reserves	0	417	(417)	0	4,167	(4,167)	5,000
60.2485 · Cantelow Bridge Replacement	266			266			
<b>Total 60.2000 · Operating Expenses</b>	<b>54,754</b>	<b>73,155</b>	<b>(18,401)</b>	<b>1,067,606</b>	<b>1,009,949</b>	<b>57,657</b>	<b>1,172,337</b>
<b>Total Expense</b>	<b>54,754</b>	<b>73,155</b>	<b>(18,401)</b>	<b>1,067,606</b>	<b>1,009,949</b>	<b>57,657</b>	<b>1,172,337</b>
<b>Net Ordinary Income</b>	<b>45,895</b>	<b>23,413</b>	<b>22,481</b>	<b>(190,646)</b>	<b>(21,549)</b>	<b>(169,097)</b>	<b>(0)</b>
<b>Net Income</b>	<b>45,895</b>	<b>23,413</b>	<b>22,481</b>	<b>(190,646)</b>	<b>(21,549)</b>	<b>(169,097)</b>	<b>(0)</b>



**RNWWD - Operating Fund  
Check Register  
April 2024**

Type	Date	Num	Name	Memo	Account	Clr	Split	Debit	Credit
Check	04/01/2024	3037	JM Grounds Mainten...		160 020 · Cash WFB Checking #3799	X	60 2033 · Weed Abatement	2,765.00	2,765.00
Check	04/01/2024	3037	JM Grounds Mainten...		160 2033 · Weed Abatement		160 020 · Cash WFB Checking #3799	2,765.00	
Check	04/01/2024	3038	Bukup Corporation	8719	160 020 · Cash WFB Checking #3799	X	60 2005 · General Manager	7,500.00	7,500.00
Check	04/01/2024	3038	Bukup Corporation	8719	60 2005 · General Manager		160 020 · Cash WFB Checking #3799	7,500.00	
Check	04/01/2024	3036	Randall Larson Mayn...	Web	160 020 · Cash WFB Checking #3799	X	60 2070 · Webmaster	1,354.99	1,354.99
Check	04/01/2024	3036	Randall Larson Mayn...	Web	60 2070 · Webmaster		160 020 · Cash WFB Checking #3799	1,354.99	
Check	04/01/2024	3039	BK Bookkeeping Inc	10035	160 020 · Cash WFB Checking #3799	X	-SPLIT-	3,811.43	
Check	04/01/2024	3039	BK Bookkeeping Inc	10035	60 2015 · Billing Manager		160 020 · Cash WFB Checking #3799	3,700.00	
Check	04/01/2024	3039	BK Bookkeeping Inc	10035	60 2075 · Office Supplies		160 020 · Cash WFB Checking #3799	111.43	
Check	04/01/2024	3040	Nancy Veekamp	RNVWS-324...	160 020 · Cash WFB Checking #3799	X	60 2010 · Administration & Board Clerk	1,495.00	1,495.00
Check	04/01/2024	3040	Nancy Veekamp	RNVWS-324...	60 2010 · Administration & Board Clerk		160 020 · Cash WFB Checking #3799	1,495.00	
Check	04/01/2024	3040	Nancy Veekamp	RNVWS-324...	60 2010 · Administration & Board Clerk		60 2115 · Electricity, PGE	2,095.77	
Check	04/01/2024	3041	Trites Backflow Svc Inc	15124	160 020 · Cash WFB Checking #3799	X	60 2115 · Electricity, PGE	1,237.03	1,237.03
Check	04/04/2024	3041	Trites Backflow Svc Inc	15124	160 020 · Cash WFB Checking #3799	X	60 2020 · Meter Reading	1,202.00	1,202.00
Check	04/09/2024	3042	Shaw & Associates	Meter read	160 020 · Meter Reading	X	160 020 · Cash WFB Checking #3799	1,202.00	
Check	04/09/2024	3042	Shaw & Associates	Meter read	60 2020 · Meter Reading		160 020 · Cash WFB Checking #3799	1,202.00	
Check	04/09/2024	3042	Shaw & Associates	Meter read	160 020 · Cash WFB Checking #3799	X	60 2050 · Accountant CPA	1,150.00	1,150.00
Check	04/10/2024	3042	Shaw & Associates	Meter read	60 2050 · Accountant CPA		160 020 · Cash WFB Checking #3799	1,150.00	
Check	04/10/2024	3042	Shaw & Associates	Meter read	160 020 · Cash WFB Checking #3799	X	60 2130 · Bank & Bankcard Fees	77.63	77.63
Check	04/10/2024	3042	Shaw & Associates	Meter read	60 2130 · Bank & Bankcard Fees		160 020 · Cash WFB Checking #3799	77.63	
Check	04/10/2024	3041	Bancard Discount Fee	Bancard Disco...	160 2130 · Bank & Bankcard Fees	X	160 020 · Cash WFB Checking #3799	86.12	86.12
Check	04/10/2024	3041	Bancard Discount Fee	Bancard Disco...	60 2130 · Bank & Bankcard Fees		160 020 · Cash WFB Checking #3799	86.12	
Check	04/10/2024	3042	Bancard Discount Fee	Bancard Disco...	160 020 · Cash WFB Checking #3799	X	60 2130 · Bank & Bankcard Fees	91.42	91.42
Check	04/10/2024	3042	Bancard Discount Fee	Bancard Disco...	60 2130 · Bank & Bankcard Fees		160 020 · Cash WFB Checking #3799	91.42	
Check	04/11/2024	3043	Client Analysis Servi...	0043341	160 020 · Cash WFB Checking #3799	X	-SPLIT-	49.68	
Check	04/11/2024	3043	Client Analysis Servi...	0043341	60 2130 · Bank & Bankcard Fees		160 020 · Cash WFB Checking #3799	49.68	
Check	04/11/2024	3043	Client Analysis Servi...	0043341	160 020 · Cash WFB Checking #3799	X	60 2210 · Routine Maintenance & Minor Rep	3,110.06	24,595.65
Check	04/11/2024	3043	Client Analysis Servi...	0043341	60 2210 · Routine Maintenance & Minor Rep		160 020 · Cash WFB Checking #3799	3,110.06	
Check	04/11/2024	3043	Client Analysis Servi...	0043341	60 2028 · Plant & Facilities Operations		160 020 · Cash WFB Checking #3799	16,253.95	
Check	04/11/2024	3043	Client Analysis Servi...	0043341	60 2065 · USA Marking		160 020 · Cash WFB Checking #3799	318.07	
Check	04/11/2024	3043	Client Analysis Servi...	0043341	60 2040 · Engineering		160 020 · Cash WFB Checking #3799	355.20	
Check	04/11/2024	3043	Client Analysis Servi...	0043341	60 2150 · Tank Access Rd. Maint. & Gate		160 020 · Cash WFB Checking #3799	282.90	
Check	04/11/2024	3043	Client Analysis Servi...	0043341	60 2208 · Underground Leak Repairs		160 020 · Cash WFB Checking #3799	282.06	
Check	04/11/2024	3043	Client Analysis Servi...	0043341	60 2410 · Arsenic		160 020 · Cash WFB Checking #3799	1,065.26	
Check	04/11/2024	3043	Client Analysis Servi...	0043341	160 500 · Deposit Payables		160 020 · Cash WFB Checking #3799	2,661.75	
Check	04/11/2024	3043	Client Analysis Servi...	0043341	60 2485 · Cartlow Bridge Replacement		160 020 · Cash WFB Checking #3799	266.40	
Check	04/11/2024	3043	Client Analysis Servi...	0043341	60 2210 · Routine Maintenance & Minor Rep		160 020 · Cash WFB Checking #3799	2,425.37	2,425.37
Check	04/11/2024	3044	Bay City Electric Works	W293188	160 020 · Cash WFB Checking #3799	X	60 2210 · Routine Maintenance & Minor Rep	2,425.37	
Check	04/11/2024	3044	Bay City Electric Works	W293188	60 2210 · Routine Maintenance & Minor Rep		160 020 · Cash WFB Checking #3799	2,425.37	
Check	04/11/2024	3045	Bay City Electric Works	W293189	160 020 · Cash WFB Checking #3799	X	60 2210 · Routine Maintenance & Minor Rep	1,928.00	1,928.00
Check	04/11/2024	3045	Bay City Electric Works	W293189	60 2210 · Routine Maintenance & Minor Rep		160 020 · Cash WFB Checking #3799	1,928.00	
Check	04/11/2024	3045	Bay City Electric Works	W293189	160 020 · Cash WFB Checking #3799	X	60 2185 · Trade Memberships & Training	321.00	321.00
Check	04/11/2024	3045	Bay City Electric Works	W293189	60 2185 · Trade Memberships & Training		160 020 · Cash WFB Checking #3799	321.00	
Check	04/11/2024	3046	American Water Wor...	50153874	160 020 · Cash WFB Checking #3799	X	60 2130 · Bank & Bankcard Fees	68.31	68.31
Check	04/11/2024	3046	American Water Wor...	50153874	60 2130 · Bank & Bankcard Fees		160 025 · Cash PayPal Account	68.31	
Check	04/15/2024	3047	PG & E	Service Charge	160 025 · Cash PayPal Account	X	60 2115 · Electricity, PGE	444.22	444.22
Check	04/15/2024	3047	PG & E	Service Charge	60 2115 · Electricity, PGE		160 020 · Cash WFB Checking #3799	444.22	
Check	04/16/2024	3047	PG & E	Service Charge	160 020 · Cash WFB Checking #3799	X	60 2115 · Electricity, PGE	152.00	152.00
Check	04/16/2024	3047	PG & E	Service Charge	60 2115 · Electricity, PGE		160 020 · Cash WFB Checking #3799	152.00	
Check	04/18/2024	3047	Robert Versaggi	refund - overp...	160 9075 · Admin Fees, Late Fees	X	60 9075 · Admin Fees, Late Fees	152.00	152.00
Check	04/18/2024	3047	Robert Versaggi	refund - overp...	60 9075 · Admin Fees, Late Fees		160 020 · Cash WFB Checking #3799	152.00	
Check	04/25/2024	3047	ACH Return	Maurisa Dots...	160 020 · Cash WFB Checking #3799	X	60 9075 · Admin Fees, Late Fees	304.00	304.00
Check	04/25/2024	3047	ACH Return	Maurisa Dots...	60 9075 · Admin Fees, Late Fees		160 020 · Cash WFB Checking #3799	304.00	
Check	04/29/2024	3047	PG & E	Service Charge	160 020 · Cash WFB Checking #3799	X	60 2115 · Electricity, PGE	1,493.78	1,493.78
Check	04/29/2024	3047	PG & E	Service Charge	60 2115 · Electricity, PGE		160 020 · Cash WFB Checking #3799	1,493.78	
Check	04/29/2024	3047	PG & E	Service Charge	160 025 · Cash PayPal Account	X	60 2130 · Bank & Bankcard Fees	167.34	167.34
Check	04/29/2024	3047	PG & E	Service Charge	60 2130 · Bank & Bankcard Fees		160 025 · Cash PayPal Account	167.34	



1:53 PM

05/13/24

Accrual Basis

# RNWWD - Operating Fund Check Register

April 2024

Type	Date	Num	Name	Memo	Account	Clr	Split	Debit	Credit
Check	04/30/2024			Service Charge	60.2130 - Bank & Bankcard Fees	160 025 - Cash/Pay/Pal Account		167.34	
								54,815.74	54,815.74

**DIRECTORS**  
Patrick Sweeney     Bob Whitehouse  
President             Director  
  
Ken Swenson         Alan Hanger  
Vice President       Director  
  
Steven Strickland  
Director



**STAFF**  
  
Dale Motiska             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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**RURAL NORTH VACAVILLE WATER DISTRICT  
BOARD OF DIRECTORS SPECIAL MEETING & PUBLIC HEARING  
REGARDING PROPOSED WATER RATE INCREASE**

**DATE:**            Tuesday, June 25, 2024  
**TIME:**            7:00 P.M.  
**PLACE:**          Vacaville Fire Protection District, Fire Station #67,  
4135 Cantelow Road, Vacaville, CA 95688  
(In-Person Only)

**“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.”**

**AGENDA**

Anyone wishing to address the Board is asked to fill out a “Public Comment Card” prior to the start of the meeting, or during if necessary, and give it to the Board Clerk.

- 1. Call Meeting to Order**
- 2. Roll Call**
- 3. Approval of the Agenda**
- 4. Public Comment (Non-Agenda Items)**

Opportunity for the public to speak to the Board on any subject matter within the District’s jurisdiction but not appearing on today’s agenda. Speaker times are limited to three (3) minutes per person.

Please submit a Public Comment Card to the Board Clerk prior to the commencement of this Public Comment section. Only those who have submitted speaker cards or have expressed an interest to speak prior to the conclusion of the Public Comment section will be called upon to speak. 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.

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 called for by the Board President at the appropriate agenda item when requested by a Public Comment Card.

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.

#### **5. 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. **(Action Item for all at one time)**

- a). Consider for approval the June 11, 2024, Meeting Minutes of the Board of Directors.
- b). Consider for approval of the May Financials.

#### **6. General Manager's Report (Verbal Update)**

#### **7. Continuing Business**

(Hold)

#### **8. New Business**

- a. President to open the Public Hearing regarding the proposed water rate increases. Speaker times are limited to three (3) minutes per person. Once all public comments are heard, the President will close the public hearing. Board and staff may then have discussions.
- b. The Board Clerk, Nancy Veerkamp, will present the calculated number of written protests received on or before 5 pm at the P.O. Box and any protest brought to this public hearing. If a majority protest is counted, the Board cannot approve the rate increase and the matter is concluded. **(Discussion Item)**
- c. If there is not a majority of Protest Statements, the Board may consider Approval Resolution 2024-72 approving an increase in the District's rates for water service. **(Action Item)**

#### **9. Adjourn**

The next Regular Meeting is scheduled for July 9, 2024, at 7:00 pm at the Vacaville Fire Protection District, Fire Station #67, 4135 Cantelow Road, Vacaville, CA 95688.



The Board of Directors of the Rural North Vacaville Water District holds its Regular Board Meetings on the second Tuesday of every month at 7:00 p.m. 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](mailto: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.

5a



**Directors**

Patrick Sweeney, President  
Ken Swenson, Vice President  
Alan Hanger, 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**  
**REGULAR MEETING MINUTES**  
**JUNE 11, 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; Steven Strickland, Director; Alan Hanger, Director; Dale Motiska (GM); Brenda Kane, Billing Manager, Lori Mazzella, Counsel.

Absent: Nancy Veerkamp, Clerk/Admin

Public (speaking): Eileen Smith, Jim Miles, Jan Fowler

**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 Steve. All present approved.

**Public Comments (Non Agenda Items):**

Eileen Smith - suggested that general meetings should be separate times vs. closed meetings. Wanted to discuss the hiring for GM assistant and consultant. Why do you have an attorney for the full meeting. Is she getting paid for the full time?

Jan Fowler – wants to discuss the budget, spending money on non-essential items. Constant rate increases, wants Gordon Stankowski gone. Cost the district too much money. Should not be a consultant or involved with the District

Jim Miles – most board members were not on the board when most of the money mistakes were made. He discussed different water districts. We are in line with other districts but more money was spent on items that were not necessary.

**5. Consent Items:** Public Comment: None

- a) Consider for Approval the May 14, 2024 Regular Meeting Minutes.
- b) Consider for approval the April financials.

Director Bob made a motion to approve item a & b. Director Steve seconded the motion.

Approved by all present.

**6. General Managers Verbal Informational Report-** Public comment: None

Dale discussed the budget, SID costs and Arsenic testing. We are under budget on revenue. Pipe installed under bridge on Cantelow Road needs reinforcement. Under budget for Cantelow Road repair.

- a) Status of SID Contract-Still in limo with their attorney
- b) Status of FEMA-in final review with CalOES.
- c) Hydrology Model Draft Report-Still waiting.
- d) Eaton Drilling Invoice-\$109,000-invoice for well parts. They are suggesting \$10,000 a month payments. Pat does not want any payments made until we do an inventory of parts and have them in our possession.

**7. Continuing Business:** Public Comment: None

- a) Strategic Plan and adding 10 water rights. Hold for Hydrology Modeling Report

**8. New Business-** Public Comments: Eileen Smith would like to discuss Sellers water right.

- a) Consider for approval public notice for Assistant General Manager position.

President Pat made a motion to table this item. Director Steven seconded the motion.

All present voted in favor or table this item.

**9. Adjourn to executive session to discuss personnel.**

**10. Adjourn**

The meeting was adjourned at 7:29 pm..

**The next Special Meeting is scheduled for June 25, 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 from notes taken by:  
Brenda Kane

Minutes approved by Patrick Sweeney, President

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Date

5b

**RNVWD - Operating Fund**  
**Balance Sheet**  
As of May 31, 2024

	<u>May 31, 24</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
160.020 · Cash WFB Checking #3799	182,181
160.025 · Cash PayPal Account	2,618
160.029 · Cash in Treasury - Fund 164	55,808
<b>Total Checking/Savings</b>	240,607
<b>Accounts Receivable</b>	
11010 · Water Right Inst. Payments Due	9,410
11000 · Hydrant Water Customer AR	(1,500)
<b>Total Accounts Receivable</b>	7,910
<b>Other Current Assets</b>	
160.110 · Water Svc Accounts Rec.	111,573
160.139 · Accrued Interest Receivable	14,237
<b>Total Other Current Assets</b>	125,810
<b>Total Current Assets</b>	374,328
<b>Fixed Assets</b>	
160.310 · Construction in Progress	1,912,248
160.315 · Infrastructure	13,001,460
160.340 · Equipment	406,104
160.370 · Allowance For Depreciation	(9,183,266)
<b>Total Fixed Assets</b>	6,136,546
<b>Other Assets</b>	
160.244 · LT Receivable - Dove Creek Tr	35,000
160.243 · LT Receivable - Forfang	36,586
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
164.236 · LT Receivable - Anguiano	35,129
164.235 · LT Receivable - Hamilton	35,129
164.230 · LT Receivable-Morgan	493,917
164.231 · LT Receivable - Demyan	33,772
164.233 · LT Receivable - Pitcavage	29,358
<b>Total Other Assets</b>	973,201
<b>TOTAL ASSETS</b>	<b>7,484,075</b>
<b>LIABILITIES &amp; EQUITY</b>	

**RNVWD - Operating Fund**  
**Balance Sheet**  
As of May 31, 2024

	<u>May 31, 24</u>
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
160.500 · Deposit Payables	17,650
<b>Total Accounts Payable</b>	17,650
<b>Credit Cards</b>	
160.601 · Wells Fargo Visa Card-New	1,738
<b>Total Credit Cards</b>	1,738
<b>Other Current Liabilities</b>	
160.510 · Accounts Payable	106,564
160.550 · Deposits Clearing Account	6
<b>Total Other Current Liabilities</b>	106,570
<b>Total Current Liabilities</b>	125,957
<b>Long Term Liabilities</b>	
164.600 · Loan Payable	1,086,553
<b>Total Long Term Liabilities</b>	1,086,553
<b>Total Liabilities</b>	1,212,510
<b>Equity</b>	
160.740 · Fund Balance Available	682,819
160.749 · County Reserve Funds	245,934
160.770 · Investment in Fixed Assets	4,936,545
32000 · Retained Earnings	568,237
Net Income	(161,970)
<b>Total Equity</b>	6,271,565
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>7,484,075</b>



**RNVWD - Operating Fund**  
**Profit & Loss Budget Performance**  
 May 2024

	May 24	Budget	\$ Over B...	Jul '23 - ...	YTD Bud...	\$ Over B...	Annual B...
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
60.9000 · Revenues							
60.9005 · Base Fee	30,710	30,785	(75)	337,726	338,636	(909)	369,421
60.9010 · Supplemental Fees	8,892	8,892	0	90,288	97,812	(7,524)	106,704
60.9015 · Tier 1	11,601	9,709	1,892	99,089	106,798	(7,709)	116,507
60.9020 · Tier 2	4,281	3,333	948	29,805	36,667	(6,862)	40,000
60.9025 · Tier 3	3,540	2,333	1,207	26,777	25,667	1,110	28,000
60.9027 · Capital Recovery Charge	32,448	32,470	(22)	329,992	357,170	(27,179)	389,640
60.9030 · Hydrant Water Usage	0	583	(583)	6,486	6,417	70	7,000
60.9065 · Water Rights	0	1,400	(1,400)	14,871	77,112	(62,241)	77,112
60.9075 · Admin Fees, Late Fees	1,599	667	932	5,597	7,333	(1,736)	8,000
60.9080 · Interest Income	1,140	2,496	(1,356)	30,540	27,457	3,083	29,953
<b>Total 60.9000 · Revenues</b>	<b>94,211</b>	<b>92,669</b>	<b>1,542</b>	<b>971,171</b>	<b>1,081,068</b>	<b>(109,897)</b>	<b>1,172,337</b>
<b>Total Income</b>	<b>94,211</b>	<b>92,669</b>	<b>1,542</b>	<b>971,171</b>	<b>1,081,068</b>	<b>(109,897)</b>	<b>1,172,337</b>
<b>Expense</b>							
<b>60.2000 · Operating Expenses</b>							
60.2005 · General Manager	7,500	7,500	0	80,093	82,500	(2,407)	90,000
60.2006 · Recruiter / Transition	600	0	600	24,400	20,000	4,400	20,000
60.2010 · Administration & Board Clerk	1,430	660	770	10,562	7,260	3,302	7,920
60.2015 · Billing Manager	4,300	3,667	633	43,439	40,333	3,106	44,000
60.2020 · Meter Reading	1,202	1,167	35	12,245	12,837	(592)	14,004
60.2025 · Backflow Testing	0	0	0	31,943	19,000	12,943	19,000
60.2028 · Plant & Facilities Operations	11,531	12,500	(969)	197,874	137,500	60,374	150,000
60.2033 · Weed Abatement	0	230	(230)	2,765	2,535	230	2,765
60.2035 · Legal	1,898	1,000	898	12,819	11,000	1,819	12,000
60.2040 · Engineering	622	1,250	(628)	7,833	13,750	(5,917)	15,000
60.2045 · Audit	0	0	0	12,500	11,332	1,168	12,332
60.2050 · Accountant CPA	1,150	1,167	(17)	12,726	12,833	(107)	14,000
60.2065 · USA Marking	297	500	(203)	3,508	5,500	(1,992)	6,000
60.2070 · Webmaster	1,171	833	338	9,048	9,167	(119)	10,000
60.2075 · Office Supplies	171	188	(16)	3,746	2,063	1,683	2,250
60.2090 · Postage & PO Box Rental	0	333	(333)	4,131	3,667	465	4,000
60.2105 · Ins. Gen. Liab., Prop., & Bond	0	0	0	8,492	5,500	2,992	5,500
60.2115 · Electricity, PGE	9,246	6,715	2,531	83,886	62,985	20,901	73,000
60.2125 · Office Equipment	978	208	769	5,757	2,292	3,466	2,500

**RNVWD - Operating Fund**  
**Profit & Loss Budget Performance**  
 May 2024

	May 24	Budget	\$ Over B...	Jul '23 - ...	YTD Bud...	\$ Over B...	Annual B...
60.2130 · Bank & Bankcard Fees	517	375	142	4,839	4,125	714	4,500
60.2135 · Interest on Loan	0	0	0	43,455	171,254	(127,799)	171,254
60.2145 · Phone Service	0	68	(68)	984	744	240	812
60.2150 · Tank Access Rd. Maint. & Gate	0	2,917	(2,917)	26,194	32,083	(5,889)	35,000
60.2160 · CORE SW Lic., Data Stg, Trng.	0	0	0	2,209	3,600	(1,391)	4,000
60.2175 · Publications & Legal Notices	0	42	(42)	0	458	(458)	500
60.2185 · Trade Memberships & Training	0	0	0	11,865	8,200	3,665	9,500
60.2190 · Licenses, Permits & Fees	0	417	(417)	5,386	4,583	803	5,000
60.2200 · ITRON Mobile Reader SW & Warr.	0	208	(208)	2,780	2,292	488	2,500
60.2205 · Fees & Administration	0	167	(167)	600	1,833	(1,233)	2,000
60.2208 · Underground Leak Repairs	1,012	11,667	(10,655)	144,034	128,333	15,701	140,000
60.2210 · Routine Maintenance & Minor Rep	4,600	6,250	(1,650)	91,346	68,750	22,596	75,000
60.2235 · Contingency	0	1,250	(1,250)	450	13,750	(13,300)	15,000
60.2410 · Arsenic	7,567	10,417	(2,850)	179,061	114,583	64,477	125,000
60.2430 · Meter/ERT Replacement AMI	0	417	(417)	1,619	4,583	(2,964)	5,000
60.2455 · Engineer Cantelow Slide	0	417	(417)	2,450	4,583	(2,134)	5,000
60.2460 · FEMA	0	333	(333)	470	3,667	(3,197)	4,000
60.2465 · Cantelow Repair Pipe - Exposed	0	2,500	(2,500)	6,490	27,500	(21,010)	30,000
60.2470 · Model Dist Operating Sys	2,730	2,250	480	32,760	24,750	8,010	27,000
60.2475 · Survey Dist Properties	0	167	(167)	1,102	1,833	(731)	2,000
60.2480 · Funding for Reserves	0	417	(417)	0	4,583	(4,583)	5,000
60.2485 · Cantelow Bridge Replacement	7,015			7,281			
<b>Total 60.2000 · Operating Expenses</b>	<b>65,535</b>	<b>78,194</b>	<b>(12,659)</b>	<b>1,133,141</b>	<b>1,088,143</b>	<b>44,998</b>	<b>1,172,337</b>
<b>Total Expense</b>	<b>65,535</b>	<b>78,194</b>	<b>(12,659)</b>	<b>1,133,141</b>	<b>1,088,143</b>	<b>44,998</b>	<b>1,172,337</b>
<b>Net Ordinary Income</b>	<b>28,676</b>	<b>14,474</b>	<b>14,201</b>	<b>(161,970)</b>	<b>(7,075)</b>	<b>(154,895)</b>	<b>(0)</b>
<b>Net Income</b>	<b>28,676</b>	<b>14,474</b>	<b>14,201</b>	<b>(161,970)</b>	<b>(7,075)</b>	<b>(154,895)</b>	<b>(0)</b>



RNWARD - Operating Fund  
Check Register  
May 2024

Type	Date	Num	Name	Memo	Account	Clr	Split	Debit	Credit
Check	05/01/2024		Postalia		160 020 · Cash W/FB Checking #3799	X	60 2125 · Office Equipment	500.00	500.00
Check	05/01/2024		Postalia		60 2125 · Office Equipment		160 020 · Cash W/FB Checking #3799		
Check	05/01/2024		PG & E		160 020 · Cash W/FB Checking #3799	X	60 2115 · Electricity, PGE	1,800.78	1,800.78
Check	05/01/2024	3048	PG & E		60 2115 · Electricity, PGE		160 020 · Cash W/FB Checking #3799		
Check	05/01/2024	3048	Randall Larson Mayn...	Web	160 020 · Cash W/FB Checking #3799	X	60 2070 · Webmaster	1,171.00	1,171.00
Check	05/01/2024	3049	Randall Larson Mayn...	Web	60 2070 · Webmaster		160 020 · Cash W/FB Checking #3799		7,500.00
Check	05/01/2024	3049	Buxup Corporation	8726	160 020 · Cash W/FB Checking #3799	X	60 2005 · General Manager	7,500.00	
Check	05/01/2024	3050	Buxup Corporation	8726	60 2005 · General Manager		160 020 · Cash W/FB Checking #3799		1,202.00
Check	05/01/2024	3050	Trites Backflow Svc Inc	15462	160 020 · Cash W/FB Checking #3799	X	60 2020 · Meter Reading	1,202.00	
Check	05/01/2024		Trites Backflow Svc Inc	Meter read	60 2020 · Meter Reading		160 020 · Cash W/FB Checking #3799		1,126.39
Check	05/02/2024		PG & E		160 020 · Cash W/FB Checking #3799	X	60 2115 · Electricity, PGE	1,126.39	1,126.39
Check	05/02/2024		Wells Fargo		160 020 · Cash W/FB Checking #3799	X	160 601 · Wells Fargo Visa Card-New	1,456.39	1,456.39
Check	05/02/2024	3052	Wells Fargo		160 601 · Wells Fargo Visa Card-New		160 020 · Cash W/FB Checking #3799		1,430.00
Check	05/02/2024	3052	Nancy Veerkamp	RNWS-424-...	160 020 · Cash W/FB Checking #3799	X	60 2010 · Administration & Board Clerk	1,430.00	
Check	05/02/2024	3053	Nancy Veerkamp	RNWS-424-...	60 2010 · Administration & Board Clerk		160 020 · Cash W/FB Checking #3799		4,948.72
Check	05/02/2024	3053	BK Bookkeeping Inc	10050	160 020 · Cash W/FB Checking #3799	X	-SPLIT- · Cash W/FB Checking #3799	4,300.00	
Check	05/02/2024	3053	BK Bookkeeping Inc	10050	160 020 · Cash W/FB Checking #3799	X	160 020 · Cash W/FB Checking #3799	1,71.06	
Check	05/02/2024	3053	BK Bookkeeping Inc	10050	60 2075 · Office Supplies		160 020 · Cash W/FB Checking #3799		477.66
Check	05/02/2024	3051	BK Bookkeeping Inc	10050	60 2125 · Office Equipment		60 2050 · Accountant CPA		1,150.00
Check	05/02/2024	3051	Shaw & Associates		160 020 · Cash W/FB Checking #3799	X	160 020 · Cash W/FB Checking #3799	1,150.00	
Check	05/02/2024	3051	Shaw & Associates		60 2050 · Accountant CPA		160 020 · Cash W/FB Checking #3799		73.73
Check	05/10/2024		Bankcard Discount Fee	Bankcard Disc...	160 020 · Cash W/FB Checking #3799	X	60 2130 · Bank & Bankcard Fees	73.73	
Check	05/10/2024		Bankcard Discount Fee	Bankcard Disc...	60 2130 · Bank & Bankcard Fees		160 020 · Cash W/FB Checking #3799		84.75
Check	05/10/2024		Bankcard Discount Fee	Bankcard Disc...	160 020 · Cash W/FB Checking #3799	X	60 2130 · Bank & Bankcard Fees	84.75	
Check	05/10/2024		Bankcard Discount Fee	Bankcard Disc...	60 2130 · Bank & Bankcard Fees		160 020 · Cash W/FB Checking #3799		89.21
Check	05/10/2024		Bankcard Discount Fee	Bankcard Disc...	160 020 · Cash W/FB Checking #3799	X	60 2130 · Bank & Bankcard Fees	89.21	
Check	05/10/2024		Client Analysis Service...	Bankcard Inter...	60 2130 · Bank & Bankcard Fees		160 020 · Cash W/FB Checking #3799		90.06
Check	05/10/2024		Client Analysis Service...	Bankcard Inter...	160 020 · Cash W/FB Checking #3799	X	60 2035 · Legal	90.06	
Check	05/13/2024	3054	County of Solano	legal	60 2035 · Legal		160 020 · Cash W/FB Checking #3799		1,897.50
Check	05/13/2024	3054	County of Solano	legal	60 2035 · Legal	X	-SPLIT- · Cash W/FB Checking #3799	1,897.50	
Check	05/13/2024	3055	Solano Irrigation Dist...	0043420	160 020 · Cash W/FB Checking #3799	X	160 020 · Cash W/FB Checking #3799	4,600.47	25,253.89
Check	05/13/2024	3055	Solano Irrigation Dist...	0043420	60 2210 · Routine Maintenance & Minor Rep		160 020 · Cash W/FB Checking #3799		11,531.07
Check	05/13/2024	3055	Solano Irrigation Dist...	Maintenance	60 2210 · Routine Maintenance & Minor Rep		160 020 · Cash W/FB Checking #3799		296.85
Check	05/13/2024	3055	Solano Irrigation Dist...	OPS	60 2028 · Plant & Facilities Operations		160 020 · Cash W/FB Checking #3799		621.60
Check	05/13/2024	3055	Solano Irrigation Dist...	USA	60 2065 · USA Marketing		160 020 · Cash W/FB Checking #3799		0.00
Check	05/13/2024	3055	Solano Irrigation Dist...	ENG	60 2040 · Engineering		160 020 · Cash W/FB Checking #3799		1,011.74
Check	05/13/2024	3055	Solano Irrigation Dist...	0043420	60 2150 · Tank Access Rd. Maint. & Gate		160 020 · Cash W/FB Checking #3799		7,014.56
Check	05/13/2024	3055	Solano Irrigation Dist...	Leaks	60 2208 · Underground Leak Repairs		160 020 · Cash W/FB Checking #3799		1,77.60
Check	05/13/2024	3055	Solano Irrigation Dist...	0043420	60 2485 · Canelow Bridge Replacement		160 020 · Cash W/FB Checking #3799		1,77.60
Check	05/13/2024	3055	Solano Irrigation Dist...	0043420	160 500 · Deposit Payables		60 2115 · Electricity, PGE		503.42
Check	05/17/2024		PG & E		160 020 · Cash W/FB Checking #3799	X	160 020 · Cash W/FB Checking #3799	503.42	
Check	05/17/2024		PG & E		60 2115 · Electricity, PGE		160 020 · Cash W/FB Checking #3799		7,566.61
Check	05/19/2024	3057	ADEdge Water Techn...	1544373	160 020 · Cash W/FB Checking #3799	X	60 2410 · Arsenic	7,566.61	
Check	05/19/2024	3057	ADEdge Water Techn...	1544373	60 2410 · Arsenic		160 020 · Cash W/FB Checking #3799		600.00
Check	05/19/2024	3056	RG West Builders, Inc	642	160 020 · Cash W/FB Checking #3799	X	60 2006 · Recruiter / Transition	600.00	
Check	05/19/2024	3056	RG West Builders, Inc	642	60 2006 · Recruiter / Transition		160 020 · Cash W/FB Checking #3799		105.10
Check	05/22/2024		PG & E		160 020 · Cash W/FB Checking #3799	X	60 2115 · Electricity, PGE	105.10	
Check	05/22/2024		PG & E		60 2115 · Electricity, PGE		160 020 · Cash W/FB Checking #3799		2,730.00
Check	05/28/2024	3058	Coastland	59124	160 020 · Cash W/FB Checking #3799	X	60 2470 · Model Dist Operating Sys	2,730.00	
Check	05/28/2024	3058	Coastland	59124	60 2470 · Model Dist Operating Sys		160 020 · Cash W/FB Checking #3799		1,390.82
Check	05/29/2024		PG & E		160 020 · Cash W/FB Checking #3799	X	60 2115 · Electricity, PGE	1,390.82	
Check	05/29/2024		PG & E		60 2115 · Electricity, PGE		160 020 · Cash W/FB Checking #3799		2,764.96
Check	05/30/2024		PG & E		160 020 · Cash W/FB Checking #3799	X	60 2115 · Electricity, PGE	2,764.96	
Check	05/30/2024		PG & E		60 2115 · Electricity, PGE		160 020 · Cash W/FB Checking #3799		

3:25 PM  
06/12/24

## RNWWD - Operating Fund Check Register May 2024

Accrual Basis

Type	Date	Num	Name	Memo	Account	Clr	Split	Debit	Credit
Check	05/31/2024		PG & E		160.020 - Cash WFB Checking #3799	X	60.2115 - Electricity, PGE	1,554.08	1,554.08
Check	05/31/2024		PG & E		60.2115 - Electricity, PGE		160.020 - Cash WFB Checking #3799		
Check	05/31/2024			Service Charge	160.025 - Cash PayPal Account	X	60.2130 - Bank & Bankcard Fees	179.61	179.61
Check	05/31/2024			Service Charge	60.2130 - Bank & Bankcard Fees		160.025 - Cash PayPal Account		
								<b>67,169.02</b>	<b>67,169.02</b>

May 24



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**RATE SCHEDULE TABLE 1**  
RURAL NORTH VACAVILLE WATER DISTRICT

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

*The Current and Approved Rates are based on Board Approved Resolution No. 2023-70*

Rate Description	Current		Proposed Increase	Proposed Total if approved by July 1, 2024		Approved		Proposed Total (includes the \$35 increase)		Approved	
	Sep 1, 2023 - Aug 31, 2024			Sep 1, 2024 - Aug 31, 2024		Sep 1, 2024 - Aug 31, 2025		Sep 1, 2025 - Aug 31, 2026		Sep 1, 2025 - Aug 31, 2026	
Base Fee	\$ 74.00	\$ -	\$ 74.00	\$ 79.18	\$ 79.18	\$ 84.72	\$ 84.72	\$ 89.30	\$ 84.72	\$ 89.30	
CRC, Capital Recovery Charge	\$ 78.00	\$ 35.00	\$ 113.00	\$ 83.46	\$ 118.46	\$ 89.30	\$ 124.30	\$ 3.43	\$ 89.30	\$ 3.43	
Tier 1, 2 & 3 Usage	\$ 3.00	\$ -	\$ 3.00	\$ 3.21	\$ 3.21	\$ 3.43	\$ 3.43	\$ -	\$ 3.43	\$ -	
Supplemental Fee	\$ 78.00	\$ 35.00	\$ 113.00	\$ 83.46	\$ 118.46	\$ 89.30	\$ 124.30	\$ -	\$ 89.30	\$ -	

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**RESOLUTION NO. 2024-72**

**RESOLUTION OF THE RURAL NORTH VACAVILLE WATER DISTRICT  
BOARD OF DIRECTORS APPROVING AN INCREASE  
IN THE DISTRICT'S RATES FOR WATER SERVICE**

**Whereas** the District's projected Operating Expenses and Reserve Funding for FY 2024-2025 is \$1,504,570; and

**Whereas** the District's projected Revenues for FY 2024-2025 is \$1,300,135 which is \$204,435 short of projected expenses for that same fiscal year period; and

**Whereas** the primary reason for this shortfall in the projected operating expenses in excess of revenue is the District's increased expenses for system operations, repairs, maintenance, reserves, and capital improvements; and

**Whereas** the current District Reserve Policy established a \$1,500,000 total reserve amount. The current total reserve amount is approximately \$100,000 leaving a shortfall of \$1,400,000; and

**Whereas** the District must generate revenues in an amount sufficient to cover the District's ongoing costs of operations, maintenance, repairs, capital improvements, and funding reserves; and

**Whereas** on April 23, 2024 the Board approved a rate schedule that appeared to be sufficient to cover the District's projected expenses for FY 2024-2025; and

**Whereas** any increase in fees and charges for property-related must comply with the procedural and substantive requirements of Proposition 218; and

**Whereas** the Board directed the General Manager to propose a schedule of rates and to provide notice of the proposed rate increase and the date, time, and location of a public hearing on the proposal, all in compliance with the substantive and procedural requirements of Proposition 218 and other relevant laws; and

**Whereas**, on May 4, 2024, the General Manager proposed a schedule of rates and provided notice of a public hearing on June 25, 2024.

**Whereas**, the District has noticed and conducted a public informational workshop on the rate increase proposal on May 28th and June 4th; and

**Whereas** the Board conducted a noticed public hearing on June 25, 2024 to consider

the proposed rate increase; and

**Whereas**, the following Rate Schedule, Table 1, for which public notice was provided, is sufficient to meet the district's budget and meets the substantive legal requirements for water rates; and

**Whereas** the Board has calculated the protests submitted, and not withdrawn, to the proposed Rate Schedule and finds that a majority protest does not exist; and

**Whereas**, due to the District's current deficit and lack of sufficient financial reserves, it is necessary for the public health and safety that the rate increase according to the proposed Rate Schedule be effective immediately and charged to the District's rate payers on water bills commencing July 1, 2024. This rate increase is in addition to the prior approved rate increase per Resolution 2023-70.

**RESOLVED**, that the Board of Directors of the Rural North Vacaville Water District approves and adopts the Rate Schedule, described in Table 1.

Passed and adopted by the Board of Directors of the Rural North Vacaville Water District on June 25, 2024, by the following vote:

**AYES:** Directors \_\_\_\_\_  
\_\_\_\_\_

**NOES:** Directors \_\_\_\_\_

**ABSENT:** Directors \_\_\_\_\_

**SIGNED:** \_\_\_\_\_

Patrick Sweeney  
President, Board of Directors  
Rural North Vacaville Water District

**ATTEST:** \_\_\_\_\_

Dale Motiska, General Manager  
Rural North Vacaville Water District



**DIRECTORS**  
Patrick Sweeney      Bob Whitehouse  
President              Director  
  
Ken Swenson         Alan Hanger  
Vice President       Director  
  
Steven Strickland  
Director



**STAFF**  
  
General Manager      Brenda Kane  
                                 Billing Manager  
  
Rick Trites             Nancy Veerkamp  
Meter Reading/Backflow      Board Clerk/Admin  
  
Solano Irrigation District  
Operator & Maintenance

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## **RURAL NORTH VACAVILLE WATER DISTRICT BOARD OF DIRECTORS SPECIAL MEETING**

**DATE:**        Tuesday, July 2, 2024  
**TIME:**        7:00 P.M.  
**PLACE:**      Vacaville Fire Protection District, Fire Station #67,  
                    4135 Cantelow Road, Vacaville, CA 95688  
                    (In-Person Only)

**“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.”**

### **AGENDA**

Anyone wishing to address the Board is asked to fill out a “Public Comment Card” prior to the start of the meeting, or during if necessary, and give it to the Board Clerk.

- 1. Call Meeting to Order**
- 2. Roll Call**
- 3. Approval of the Agenda**
- 4. Public Comment (Non-Agenda Items)**

Opportunity for the public to speak to the Board on any subject matter within the District's jurisdiction but not appearing on today's agenda. Speaker times are limited to three (3) minutes per person.

Please submit a Public Comment Card to the Board Clerk prior to the commencement of this Public Comment section. Only those who have submitted speaker cards or have expressed an interest to speak prior to the conclusion of the Public Comment section will be called upon to speak. 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.

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 called for by the Board President at the appropriate agenda item when requested by a Public Comment Card.

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.

**5. 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. **(Action Item for all at one time)**

- a). Consider for approval the June 25, 2024, Meeting Minutes of the Board of Directors.

**6. General Manager's Report (Verbal Update)**

(None)

**7. Continuing Business**

(Hold)

**8. New Business**

- a. Consider Approval of Resolution 2024-73, for a General District Election on November 5, 2024, to elect two directors for a four-year term and one director for a two-year term. **(Action Item)**
- b. Consider for Approval to authorize the Board Clerk/Secretary working with the Board President to post a public notice and other advertisement for the hire of a General Manager to fill the vacant position. The term with BUXUP Corp, the previous GM, expired on June 30, 2024. **(Action Item)**
- c. Consider Approval of Resolution 2024-74 Authorizing the hire of an interim general manager/treasurer. Authorize the Board President to engage the services of an independent contractor during the time of the search for a new GM. District legal counsel will prepare and review with the Board President the form of the agreement. **(Action Item)**

**9. Adjourn**

The next Regular Meeting is scheduled for July 9, 2024, at 7:00 pm at the Vacaville Fire Protection District, Fire Station #67, 4135 Cantelow Road, Vacaville, CA 95688.

The Board of Directors of the Rural North Vacaville Water District holds its Regular Board Meetings on the second Tuesday of every month at 7:00 p.m. 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 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](mailto: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.



**Directors**

Patrick Sweeney, President  
Ken Swenson, Vice President  
Alan Hanger, 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**  
**SPECIAL MEETING & PUBLIC HEARING REGARDING PROPOSED WATER RATE**  
**INCREASE MEETING MINUTES**  
**JUNE 25, 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; Bob Whitehouse, Director; Steven Strickland, Director; Alan Hanger, Director; Dale Motiska (GM); Nancy Veerkamp, Clerk/Admin; Brenda Kane, Billing Manager

Absent: Ken Swenson, Vice President

Public (speaking): Eileen Smith

**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 Steve.  
All present approved.

**Public Comments (Non Agenda Items):** None

**5. Consent Items:** Public Comment: None

- a) Consider for Approval the June 11, 2024 Regular Meeting Minutes.
- b) Consider for approval the May financials.

Director Steve made a motion to approve item a & b. Director Bob seconded the  
P.O. Box 5097, Vacaville, CA 95688 Phone: (707) 447-8420 Email: [GM@RNVD.com](mailto:GM@RNVD.com) Website: RNVD.com

motion.

Approved by all present.

**6. General Managers Report (verbal update)-** Public comment: None

There is currently \$265,000 in checking. Under budget \$12,659 in May and \$11,000 each of the last four months. We hope to end the year with a budget surplus.

**7. Continuing Business:** Public Comment:

a) Hold

**8. New Business-** Public Comments: None

a) President to open the Public hearing regarding the proposed water rate increases. Speaker times are limited to three (3) minutes per person. Once all public comments are heard the President will close the public hearing. Board and staff may then have discussions. Eileen: Are you hiring an Assistant General Manager with the funds? Patrick: No

b) The Board Clerk, Nancy Veerkamp, will present the calculated number of written protests received on or before 5pm at the P.O Box and any protest brought to this public hearing. If a majority protest is counted, the Board cannot approve the rate increase and the matter is concluded. (Discussion Item) Nancy: 39 votes were counted from the PO Box, none arrived during the meeting-not a majority vote.

c) If there is not a majority of Protest Statements, the Board may consider Approval of Resolution 2024-72 approving an increase in the District's rate for water service (Action Item) Director Bob made a motion to approve Resolution 2024-72. Director Steve seconded the motion.

Vote: Ayes: Patrick, Steven, Alan, Bob

Noes: None

Absent: Ken

**9. Adjourn**

The meeting was adjourned at 7:29 pm..

**The next Regular Meeting is scheduled for July 9, 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* \_\_\_\_\_





Resolution No. 2024-73

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
RURAL NORTH VACAVILLE WATER DISTRICT CALLING  
A GENERAL DISTRICT ELECTION FOR NOVEMBER 5, 2024, TO  
ELECT TWO DIRECTORS FOR A FOUR-YEAR TERM AND ONE  
DIRECTOR FOR A TWO-YEAR TERM**

**WHEREAS**, the current terms of Directors Patrick Sweeney, Alan Hanger and Robert Whitehouse are expiring in December 2024 of the Board of Directors of the Rural North Vacaville Water District, and

**WHEREAS**, Election Code section 10509 requires the Clerk of the District to deliver notice to the County Elections Official 125 days prior to the date fixed for the general district election of the intent to conduct an election, including the offices to be filled and whether candidates must pay for the publication of a statement of qualifications in the voter information pamphlet: and

**WHEREAS**, Election Code section 10522 requires the Clerk of the District to deliver to the Elections Official a map showing the boundaries of the District and a statement indicating that three directors are to be elected at large within the District; and

**WHEREAS**, in order to encourage participation in District governance: the District will pay \$100.00 toward the publication of each candidate's statement of qualifications in the voter information pamphlet, but the balance of the costs of such publication shall be borne by the candidate: and

**WHEREAS**, the next available elections date for the District's general election is November 5, 2024.

**RESOLVED**, the District's next general election is to be conducted on November 5, 2024. For the purpose of electing three directors for four-year term.

**RESOLVED**, the District's Clerk shall comply with the duties imposed by statute, described above; delivering notice of the election and a map of the District to the County Election Official, no later than 125 days prior to November 5, 2024,

**RESOLVED**, the District Clerk shall request the Elections Official to provide him/her with copies of each declaration of candidacy filed pursuant to Election Code Section 10510.

**RESOLVED**, except for the duties that the District Clerk is specifically directed by this Resolution to perform, the Board of Directors requests, pursuant to Elections Code Sections 10519 and 10525, that the County Elections Official perform all other duties of



the District's Clerk related to the District's general election, including the duties described in the Elections Code sections 10510, 10512, and 10525.

**RESOLVED**, the District's General Manager is authorized to reimburse the County for the actual costs incurred by the County Elections Official in conducting the general district election for the Rural North Vacaville Water District, and shall promptly pay such reimbursement upon receipt of billing pursuant to Elections Code section 10520.

**PASSED AND ADOPTED** by the Board of Directors of the Rural North Vacaville Water District This Second day of July, 2024, by the following vote:

AYES:

NOES

:

EXCUSED:

---

Patrick Sweeney, President  
Board of Directors  
Rural North Vacaville Water District

ATTEST:

---

Board Clerk, Rural North  
Vacaville Water District

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**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

2022 EXAMPLE

**Rural North Vacaville Water District (RNVWD)**  
**Advertisement for Independent Contractor General Manager / Treasurer**

RNVWD is hereby noticing a **Request for Qualifications, RFQ**, from interested parties for the Independent Contractor position of General Manager, GM, and Treasurer either separately or combined roles as are the duties of the current GM. This position is not as a RNVWD employee and there are no benefit programs. The General Manager Treasurer will report directly to the 5 member RNVWD Board of Directors.

The period for the **RFQ** is open on September 1, 2022, and the period will close on September 30, 2022.

Interested contractors should submit their resume and qualifications via email to [Admin@RNVWD.com](mailto:Admin@RNVWD.com).

The Executive Committee of the Board of Directors will evaluate applicants' qualifications, skills, experience and other attributes and determine a list of those contractors that best fit the needs of the District.

Upon being selected by the RNVWD Committee to move forward with the next phase of the selection process, those selected contractors will be issued a **Request for Proposal, RFP**, that will include contractor's cost proposal for the services to be provided. The RFP will be issued approximately October 15<sup>th</sup> and close November 15<sup>th</sup>.

The Board will consider and review proposals at their December 2022 Meeting. Final award of the GM Treasurer contract is expected at the February Board meeting. A transition period with the current GM / Treasurer and the new hire is planned from March 1st through June 30, 2023, the end date of the current GM agreement.

Interested parties are ideally located in the District or have offices in Solano County.

Solano Irrigation District, SID, is currently our Licensed Operator and performs repair and maintenance of the District's facilities and will continue in this role. As additional services, SID will be responding to this RFQ.

Once a General Manager has been selected, the Executive Committee intends to advertise for an independent contractor as the Board Clerk and District Administrator. The District

Organizational Chart and relevant job descriptions for the General Manager, Treasurer, Board Clerk and Administrator are included on the District Website along with this notice.

An Independent Contractor can be a business organized as an Individual/Sole Proprietor, California Corporation, Partnership or Limited Liability Company  
The timelines outlined above are approximate may be adjusted at the discretion of the District. This offering may be terminated or suspended at the discretion of the District. The final agreement, if any, with a selected independent contractor will be a negotiated agreement.

If you have any questions please contact the General Manager directly at cell 707-689-3184

### **General Manager Qualifications**

- Bachelor's Degree in Engineering, Business Administration, Environmental Sciences or demonstrated experience in water system management including water supply, water distribution, water quality, customer service, budgeting, planning, financial reporting, and community relations. Minimum of 5 years of managerial experience with a variety of complex issues, negotiating and monitoring contacts and overseeing capital expense improvement projects.
- Significant knowledge of the regulated water utility business and its operations, mechanical pumps and piping system.
- Shared commitment to improving business performance and developing both individual and team capabilities.
- Broad knowledge of the applicable regulations, requirements and trends impacting the field customer service environment and the water business, including assessment of operating practices and the establishment of best practices.
- Demonstrated personal credibility and history of building and maintaining customer relationships and the ability to serve as the operational contact for political and civic leaders and other key Board Members.
- Extensive knowledge of the applicable regulations, requirements and trends impacting the water business.
- Management skills in planning, organizing, analysis, problem solving, team working.

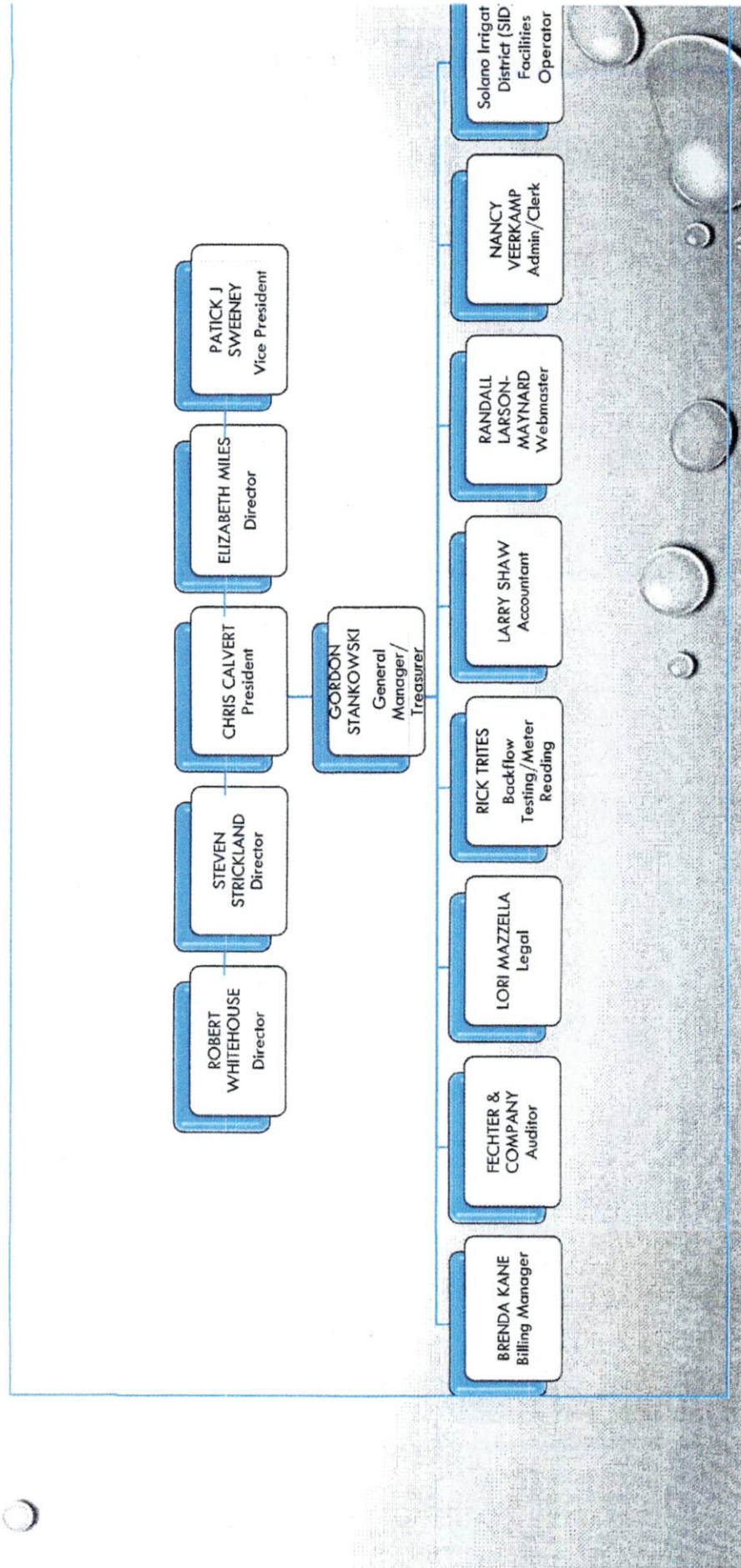


- Excellent leadership skills, with the ability to deal effectively with and maintain productive relationships with other consultants and staff at all levels and Board Members.
- Ability to lead, motivate all the other independent contractors.
- Excellent written and verbal communications, as well as interpersonal skills of persuasion, listening, cooperation and diplomacy.
- Competent in the use and understanding of business data and metrics to measure program success.
- Skilled in a variety of technology and media platforms with proficiency in Microsoft Office products.
- Valid California driver's license and \$1,000,000 Professional Liability Insurance.
- Displays high standards of ethical conduct; exhibits honesty and integrity.
- Aligns behavior with the needs, priorities, and goals of the organization.
- Fosters commitment and team spirit.
- Ability includes but not limited to standing, climbing, walking, lifting, bending, pulling and/or pushing, grasping, reaching, stooping, crouching, sitting, typing, walking, reading, writing, color determination, speaking and listening for extended periods of time

### **Treasurer Qualifications**

- Proficient in QuickBooks and Excel
- Bachelor's degree in accounting, finance, business, or other equivalent relevant work experience. CPA certification is a plus.
- Municipal financing experience and Enterprise Accounting
- Applicant must become bonded
- Ability to critically assess business and financial risk
- 5 years of experience in similar business responsibility.
- Understanding and experience with Audits, Banking and County Funds management
- Experience with analysis and monthly review of Profit and Loss and Balance sheet
- Experience in Cash Management and review of Accounts payable and Accounts receivable reports.
- Capital Improvement Plan financing and long term strategic financial planning experience
- Controller and investment management experience.

# RURAL NORTH VACAVILLE WATER DISTRICT ORGANIZATIONAL CHART







## **RURAL NORTH VACAVILLE WATER DISTRICT**

**POLICY TITLE:** Overview of the General Manager/Treasurer Role  
**POLICY NUMBER:** 1050  
**ADOPTED:** 4/9/19  
**REVISIONS:** None

1050.1 The General Manager/Treasurer ("GM") is an independent contractor of the District and has an agreement which specifies the terms of employment. The GM is the administrative and financial head of the District under the direction of the Board of Directors. The GM shall be responsible for the efficient administration of all the District's affairs which are under the GM's control. The GM plans, organizes, directs, coordinates and evaluates all District operations, programs, finances and resources in accordance with short and long range goals, policy statements, and directives from the Board.

1050.2 The General Manager's Duties:

The District's GM shall be responsible for:

1. Attend and participate in District Board meetings preparing the Agenda for President's approval, present reports as necessary, represent the Board before external organizations including other agencies, governmental and regulatory entities, business and community groups.
2. Prepare Board Meeting "packet" and post Agenda and "packet" to website within 72 hours of Board Meeting and post Agenda on the District bulletin board. For distribution at the Board Meeting, make copies of the Agenda for Board Members and the public.
3. Implement policies established by the Board of Directors for operation of the District. Supervise the day-to-day activities of the District.
4. Review annually the District Rules and Regulations and By-Laws and make recommendations to the Board for approval of revisions as may be appropriate.
5. Review the monthly board Meeting Minutes prepared by the Clerk/Administrator and submit for Board approval.
6. Prepare with the Clerk/Administrator draft of new policies for Board approval and maintain policy log for review and updates.
7. Review monthly financial statements prepared by the District's independent contractor CPA accountant and submit monthly for Board approval.
8. Meet with Board President to discuss current District business.
9. Prepare and update agreements with independent contractors providing services to the District and submit to the Board for approval.
10. Provide supervision of the District's Independent Contractors (Staff), consistent with





## **RURAL NORTH VACAVILLE WATER DISTRICT**

the policies established by the Board of Directors. Staff consists of Clerk/Administrator, Billing Manager, Operations and Maintenance, Accountant, Legal, Meter Reading/Backflow, Legal and Webmaster.

11. Obtain bids / proposals from independent contractors for services when required.
12. Coordinate with our Webmaster regarding updates for the District Website.
13. Supervise preparation of Annual Report of Reimbursements and present yearly to Board Members for information.
14. Monthly comparison of well production quantity to district billings usage to determine non-revenue water usage.
15. Process with LAFCO and the District Board: Annexations, Detachments, Water Right Transfers, New Connections, Main Extensions, Easements
16. Draft and release District newsletter twice yearly.
17. Monitor and answer the District phone line for incoming calls and messages by providing 7 days a week customer service for issues as they may arise. Reply to the District's GM email account and respond to customer requests for information.
18. Store and organize the paper files of the District records at the rental space.
19. Respond to all notifications of leaks and coordinate a repair plan response with Operations staff and prepare notifications on Website if necessary.
20. Review Zoning, Planning, Subdivision and Lot Line Adjustment applications as requested by property owners and the Solano Department of Resource Management. Work with developers on evaluation of requests for main and service extensions.
21. Coordinate with the District Engineer regarding review of proposed development improvements and District facility proposed capital expenses and major issues as they arise regarding maintenance and operations.
22. Review and authorize minor repair and maintenance work.
23. Perform field inspections of the District facilities.
24. Organize and plan spare parts inventory for equipment back up readiness in the event of an emergency.
25. Review the monthly Meter Read Edit/Review report for usage and customer count and failing Electronic Radio Transmitters, (ERT).
26. Maintain our relationship and membership with California Special District Association (CSDA), California Rural Water Association (CRWA), American Water Works Association (AWWA), and Association of California Water Agencies (ACWA) Joint Powers Insurance Agency (JPIA).
27. File Form 700 with the County of Solano.
28. Complete Ethics and Sexual Harassment Training every two years as required by law.
29. Meet with customers when needed to evaluate their service connection or discuss their account with the District.



## RURAL NORTH VACAVILLE WATER DISTRICT

30. Evaluate meter reading hardware, software and access issues with the monthly meter reading service and coordinate with the annual backflow testing and reporting.
31. Discuss District matters of legal, regulatory or governmental importance with our District Counsel when necessary or requested by the Board.
32. Maintain list of Supplemental Water Rights for Sale as may be requested by current customers and post on the District Website.
33. Evaluate financing options from lenders when appropriate to finance major capital improvement approved by the Board.
34. Assist and manage the annual audit, provide documentation, verify accounting information, coordinate with the CPA and Billing Manager.
35. Supervise District's finances, banking, loans and investments including serving as District Treasurer and yearly preparation of District budget.
36. Manage collections of all customer accounts and the preparation and sending of shut off and delinquency notices, recording liens and preparing a delinquency report for Board approval and inclusion on the County property tax roll.
37. Prepare Resolutions when required for collections on tax rolls, rate changes, and other situations where Resolutions are required by government code or otherwise appropriate for recording Board decisions.
38. Review and approve the annual payments of 2 state loans (SFR 1998CX108 Jan 1 and June 1 and E85001 April 1 and Oct 1) by preparing and sending a Vendor Claim form to Solano County for payment from the debt service fund.
39. Review the financial Reserve Policy annually and update as may be required.
40. Prepare Demands for Escrow and Title companies for property sale transactions.
41. Update monthly CORE billing data for use in responding to customer request for current account information.
42. Review the monthly bank statement and all banking accounts and activity.
43. Maintain use of District credit card secured by the GM.
44. Coordinate the annual filing of the Financial Transaction Report (FTR) and U.S. Bureau of Census survey report by the auditor and the Government Compensation in California (GCC) by the District Administrator.
45. Work with NBS the District's property tax assessment manager in providing customers quotes for pay off requests.
46. Obtain Hydrant meter deposits and provide Hydrant meters and prepare invoices for hydrant water usage.
47. Work with the District Engineer on special projects as they arise and approved by the Board such as Bacteria Remediation, Arsenic removal treatment and approved capital expense projects.
48. Maintain District's Liability and Property Insurance coverage with ACWA Joint Powers Insurance Agency, (JPJA).





## **RURAL NORTH VACAVILLE WATER DISTRICT**

49. Review the monthly invoices from the District's Staff and other vendors and prepare payment with hand written checks for approved amounts, cost code and mail in a timely manner.
50. Review monthly Customer Billings, Late Charges and Adjustments with Billing Manager
51. Provide monthly to the District's CPA a binder with the monthly check payments with invoice backup and with cost codes. Review the monthly Financial reports prepared by the CPA and submit for Board approval.
52. Coordinate with LAFCO in preparation of the Municipal Service Report (MSR) every 5 years.
53. Coordinate with LAFCO on annexations to the District.
54. Coordinate with LAFCO in preparation of Sphere of Influence Map every 5 years.
55. Coordinate with NBS in preparation of NBS Annual Report and distribution of late notices to customers who have not paid their assessment on tax rolls.
56. Coordinate with Staff the preparation and updates of governmental reporting on their respective due dates: Drinking Water Annual Consumer Confidence Report (CCR); California Water Boards Sanitary Survey Report; California electronic Annual Report (eAR).
57. Perform additional work required for special projects, capital improvements and county Resource Management requirements.

1050.3 The District's GM serves at the pleasure of the Board. The Board will provide policy direction and instruction to the GM on matters within the authority of the Board during duly convened board meetings. Members of the Board will deal with matters within the authority of the GM through the GM and not through other District independent contractors (ie district staff). Members of the Board will refrain from making requests directly to District staff to undertake analyses, perform other work assignments, or change the priority of work assignments.

1050.4 Treasurer: The GM shall provide a monthly financial report at the District's monthly board meeting for Board approval. The GM shall maintain a bond paid for by the District. The GM shall manage investment of district funds according to District policy.



**Resolution No. 2024-74**

**A RESOLUTION OF THE RURAL NORTH VACAVILLE WATER DISTRICT BOARD OF DIRECTORS AUTHORIZING THE PRESIDENT TO HIRE AN INTERIM GENERAL MANAGER/TREASURER ON A MONTH-TO-MONTH BASIS**

**WHEREAS**, the Rural North Vacaville Water District (the "District") is currently without a permanent General Manager/Treasurer ("GM/Treasurer");

**WHEREAS**, the duties of the GM/Treasurer are critical for the day-to-day operations and financial management of the District;

**WHEREAS**, the Board of Directors (the "Board") recognizes the necessity to fill the GM/Treasurer position promptly to ensure the continued efficient operation of the District;

**WHEREAS**, the Board seeks to empower the President of the Board with the authority to hire an interim GM/Treasurer to perform the necessary duties until a permanent GM/Treasurer is hired;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Rural North Vacaville Water District as follows:

1. **Authorization to Hire Interim GM/Treasurer:** The President of the Board is hereby authorized to hire an interim GM/Treasurer on a month-to-month basis, effective immediately, to perform all necessary duties of the GM/Treasurer as described in the job description.
2. **Term of Employment:** The interim GM/Treasurer shall serve on a month-to-month basis, and this arrangement shall continue indefinitely until a permanent GM/Treasurer is hired by the Board.
3. **Selection of Permanent GM/Treasurer:** The Board shall continue its efforts to identify and hire a suitable candidate for the permanent GM/Treasurer position at a payment based on experience, as expeditiously as possible.
4. **Effective Date:** This resolution shall take effect immediately upon its adoption.

**PASSED AND ADOPTED** by the Board of Directors of the Rural North Vacaville Water District This Second day of July, 2024, by the following vote:

**AYES:**  
**NOES:**  
**ABSENT:**  
**ABSTAIN:**

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President, Board of Directors  
Rural North Vacaville Water District

ATTEST:

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Board Clerk  
Rural North Vacaville Water District

DIRECTORS  
Patrick Sweeney      Bob Whitehouse  
President              Director  
  
Ken Swenson          Alan Hanger  
Vice President        Director  
  
Steven Strickland  
Director



STAFF  
  
General Manager      Brenda Kane  
Billing Manager  
  
Rick Trites              Nancy Veerkamp  
Meter Reading/Backflow      Board Clerk/Admin  
  
Solano Irrigation District  
Operator & Maintenance

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## RURAL NORTH VACAVILLE WATER DISTRICT BOARD OF DIRECTORS REGULAR MEETING

**DATE:**            Tuesday, July 9, 2024  
**TIME:**            7:00 P.M.  
**PLACE:**          Vacaville Fire Protection District, Fire Station #67,  
4135 Cantelow Road, Vacaville, CA 95688

**"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."**

### **AGENDA**

Anyone wishing to address the Board is asked to fill out a "Public Comment Card" prior to the start of the meeting, or during if necessary, and give it to the Board Clerk.

- 1. Call Meeting to Order**
- 2. Roll Call**
- 3. Approval of the Agenda**
- 4. Public Comment (Non-Agenda Items)**

Opportunity for the public to speak to the Board on any subject matter within the District's jurisdiction but not appearing on today's agenda. Speaker times are limited to three (3) minutes per person.

Please submit a Public Comment Card to the Board Clerk prior to the commencement of this Public Comment section. Only those who have submitted speaker cards or have expressed an interest to speak prior to the conclusion of the Public Comment section will be called upon to speak. 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.

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 called for by the Board President at the appropriate agenda



item when requested by a Public Comment Card.

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.

**5. 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. **(Action Item for all at one time)**.

- a). Consider for approval of the Meeting Minutes of the **July 2, 2024 Special Meeting**

**6. General Manager's Report (Verbal Update)**

None

District Newsletter to be issued within 30 days

**7. Continuing Business- Public Comment**

Hold

**8. New Business- Public Comment**

- a. Consider for Approval Resolution 2024-75 for collection of **Delinquent Accounts** to be put on the tax rolls **(Action Item)**
- b. Effective immediately, place a 6-month moratorium on new projects to focus on financial stability, strategic planning, and resource management. Exceptions for critical infrastructure or emergency repairs which will require prior approval from the Board President. **(Action Item)**
- c. Consider for Approval the **FY 24/25 Budget**. **(Action Item)**
- d. Consider for Approval a temporary update of **Financial Policy 2100**. The President's prior written approval is required before services, work or material is ordered or authorized for more than \$5,000. The prior limit was \$7,500. Updated policy to be reviewed in 6 months. **(Action Item)**

**9. Adjourn**

The next Regular Meeting is scheduled for **August 13, 2024 at 7:00 pm** at the Vacaville Fire Protection District, Fire Station #67, 4135 Cantelow Road, Vacaville, CA 95688

The Board of Directors of the Rural North Vacaville Water District holds its Regular Board Meetings on the second Tuesday of every month at 7:00 p.m. 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](mailto: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.

5A

**Directors**

Patrick Sweeney, President  
Ken Swenson, Vice President  
Alan Hanger, 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**  
**SPECIAL MEETING MINUTES**  
**JULY 2, 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; Steven Strickland, Director; Alan Hanger, Director; Dale Motiska (GM); Nancy Veerkamp, Clerk/Admin; Brenda Kane, Billing Manager

Absent: None

Public (speaking): Eileen Smith, Brian West, Jan Fowler

**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 Steve. All present approved.

**Public Comments (Non Agenda Items):** Eileen: How long is the interim position? Is the job being posted? Why does the district pay for the GM bond? Is there a manual for the new GM? Is there going to be an assistant GM? How long will the interim person train? President: The Interim position is month to month until a qualified person is selected. We are posting the job in various publications. The district has always paid for the GM bond. There is not a manual- there is a list of duties sorted by daily, monthly and yearly. No Assistant GM. The goal is to pick a qualified individual that will only require short term training.



**5. Consent Items:** Public Comment: None

a) Consider for Approval the June 25, 2024 Meeting Minutes of the Board of Directors.

Director Steve made a motion to approve item a. Director Bob seconded the motion. Approved by all present.

**6. General Managers Report (verbal update)-** None

**7. Continuing Business:** Public Comment:

a) Hold

**8. New Business-** Public Comments: None

a. **Consider Approval of Resolution 2024-73**, for a District General Election to be held November 5, 2024 to elect two directors for a four year term and one director for a two year term. **(Action Item)** Director Bob made a motion to approved Resolution 2024-73. Director Steve seconded the motion. Discussion: One term is shorter from the resignation of a director earlier in the year.

**Vote:** Ayes: Patrick, Steven, Ken, Alan, Bob

**Noes:** None

**Absent:** None

**Abstain:** None

b. **Consider for Approval** to authorize the Board Clerk/Secretary working with the Board President to post a public notice and other advertisement for the hire of a General Manage to fill the vacant position. The term with BUXUP Corp. the previous GM, expired on June 30, 2024. **(Action Item)** Director Bob made a motion to post a public notice and advertisement for the GM position. Director Steve seconded the motion. Discussion: Eileen: I hope you have tight reins on the interim and new GM.

All present approved.

c. Consider Approval of Resolution 2024-74 Authorizing the hire of an interim general manager/treasurer. Authorize the Board President to engage the services of an independent contractor during the time of the search for a new GM. District legal counsel will prepare and review with the Board President the form of the agreement. **(Action Item)** Director Bob made a motion to approved Resolution 2024-73 adding compensation not to exceed \$12,000. Director Steve seconded the motion. Discussion: Patrick: We need to change he current limit of \$7,500. We need to look at the Treasurer position and potentially get an outside person and that cost may or may not come out of the GM compensation package.

**Vote: Ayes:** Patrick, Steven, Ken, Alan, Bob

**Noes:** None

**Absent:** None

**Abstain:** None

**9. Adjourn**

The meeting was adjourned at 7:35 pm.

**The next Regular Meeting is scheduled for July 9, 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

## RESOLUTION NO. 2024-75

**A RESOLUTION OF THE BOARD OF DIRECTORS OF  
THE RURAL NORTH VACAVILLE WATER DISTRICT  
ADOPTING THE REPORT OF DELINQUENT CHARGES AND DIRECTING  
THE GENERAL MANAGER OF THE DISTRICT TO FILE  
THE REPORT WITH THE SOLANO COUNTY AUDITOR AND  
REQUEST THE AUDITOR PLACE THE  
DELINQUENT CHARGES ON THE TAX ROLL**

**WHEREAS**, voters approved the formation of the Rural North Vacaville Water District ("District") in 2001 to provide specified services to properties within its jurisdiction; and

**WHEREAS**, pursuant to Government Code Section 61115, the District has prescribed, revised and collected rates and charges ("Charges") for the services furnished by it; and

**WHEREAS**, the District has determined that it is appropriate to collect the Charges, delinquencies, and any related penalties for the affected properties on the tax roll in the same manner as property taxes in accordance with California Government Code Section 61115 (b); and

**WHEREAS**, the General Manager of the District has prepared and filed a written report (the "**Report**"), a copy of which is attached hereto as **Exhibit A**, and by this reference incorporated herein, with the Board of Directors of the District that describes these certain parcels of real property subject to the Charges, the amount of the Charges, any delinquencies, and any penalties to be imposed thereon; and

**WHEREAS**, the General Manager of the District has caused notice of (i) the filing of the Report proposing to have such Charges, any delinquencies, and any penalties to be imposed thereon for **Fiscal Year 2023-2024** collected on the tax roll in the same manner as property taxes; and (ii) the time and the date of hearing to consider such Report (a) to be mailed to each affected property owner, and (b) to be published in the newspaper, all in accordance with the California Government Code Section 61115(b); and

**WHEREAS**, at the time stated in the notice, the Board of Directors conducted the public hearing and heard and considered all objections and protests to the Report; and

**WHEREAS**, the District has determined to adopt the Report and collect the Charges, any delinquent Charges, and any penalties on the tax roll, which Charges, delinquent Charges, and penalties shall constitute a lien against the



parcel or parcels of land described in the Report in accordance with California Government Code Sections 61115 *et seq*

**Resolved**, the Board of Directors finds and determines that the Charges, the delinquent Charges, and any penalties shall be imposed on and shall constitute a lien against each parcel or parcels of land as set forth and described in the Report.

**Resolved**, the Board of Directors of the District adopts the Report. On or before the **15th day of August, 2024**, the General Manager is directed to file a copy of the Report with the Solano County Auditor, together with an endorsed statement that the Report has been adopted by the Board of Directors and shall request that the Charges, any delinquencies, and any penalties be collected on the tax bills for the taxable parcels in the District identified in the Report along with the ordinary *ad valorem* property taxes to be levied on and collected from the owners of the affected parcels.

The Board of Directors of the Rural North Vacaville Water District adopted this resolution at its regular meeting on **July 9, 2024**, by the following vote:

AYES:  
NOES:  
ABSTENTIONS:  
ABSENT:

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Patrick Sweeney, President  
Rural North Vacaville Water District Board of Directors

ATTEST:

Rural North Vacaville Water District Clerk of the Board of  
Directors

See attachment "The Report Exhibit A"

**"The Report" - Exhibit A**

Rural North Vacaville Water District		Delinquent Accounts as of 6/30/24			Total Due on Tax Roll
Account #	Legal Name	Addresses Serviced	APN #		
2502	Jim and Belina Fox	4057 Estate Drive	104-120-760		922.38
2602	Judy Pendley & Darrell Green	4423 Lemen Ln	105-180-540		1,600.05
7702	Brandon & Kristina Gonzales	4265 Ruby Ln	105-030-800		660.52
8401	John & Jamie Rippey	3929 Soaring Eagle Trail	123-030-390		2,171.45
8701	CORTES, Yesid*	APN 102-230-160 Cantelow Rd	102-230-160		2,492.75
11701	Zachary Kent*	7797 English Hills Road	105-010-430		1,817.41
18501	Edmund & Maria Silva	3803 Skyhawk Lane	104-150-020		798.69
25302	Vernell & Kirk Chatman*	APN 105-240-160 Wise Acres	105-240-160		1,218.78
30103	OJEDA, Alonzo*	APN 105-170-220 Gibson Cary	105-170-220		678.18
38601	FULSAAS, Arnold & Eric *	7700 English Hills Rd	105-020-670		2,515.45
40902	Guadalupe Moya (tenant)	7219 Steiger Hill Rd	105-240-030		1,005.73
					15,881.39

<b>PROPOSED BUDGET FISCAL YEAR JULY 2024 TO JUNE 2025</b>	
<b><u>Revenue</u></b>	<b><u>Amount</u></b>
Base Fee	389,737
Supplemental Fee	156,196
Tier 1, 2 and 3 of Billed Usage	206,400
Capital Recovery Charge, CRC	569,072
Hydrant Water Usage	10,000
Principal & Interest from Sale of Water Rights financed	107,366
FEMA, not repeatable future years	52,000
Administration, Late Fees & Interest & Refunds	7,800
Other, Transaction Fees earned by GM	6,000
<b>Total Revenue</b>	<b>1,504,570</b>
<b><u>Expense</u></b>	
General Manager	148,000
Administration & Board Clerk	11,000
Billing Manager	50,000
Meter Reading	14,000
Backflow Testing	22,000
Plant and Facilities Operations SID	220,000
Weed Abatement	2,765
Legal	15,000
Engineering SID	10,000
Audit	12,700
Accountant CPA	14,500
USA Marking	4,400
Webmaster	9,500
Office Supplies	4,500
Postage & PO Box	5,000
Insurance General Liability, Property & Bond	9,000
Electricity, PGE	92,000
Office Equipment	6,000
Bank and Bankcard Fees	5,000
Principal and Interest on Loan CoBank	178,578
District Phone service	1,200
Tank Access Road Fencing & Gates	6,000
CORE Software license, Data storage, Google, Simple Text	3,500
Publications Legal Notices & Lien Fees	500
Trade Memberships, Dues & Training	12,000
Licenses, Permits & Fees, FCC	6,000
Elections (only if excess candidate in November)	10,000
ITRON Mobile Reader Software and Warranty	2,800
Misc Fees & Administration	1,000
Underground Leak repairs, AC patch	157,022
Maint & Minor Repairs; Pumps, Valves, Elec, ERTS, SCADA,	99,746
Contingency	20,000
Capital Improvement Plans, CIP, Exposed Mains in creek	50,000
Engineering Assessment Reports	14,000
Eaton Spare Pump and Shaft	109,468
New County Bridge Pipe Relocation	85,000
<b>Expense</b>	<b>1,412,179</b>
<b>Reserve Funding</b>	<b>92,391</b>
<b>Total Expenses</b>	<b>1,504,570</b>





## RURAL NORTH VACAVILLE WATER DISTRICT

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**POLICY TITLE:** Financial  
**POLICY NUMBER:** 2100  
**ADOPTION:** November 12, 2013  
**REVISIONS:** June 8, 2021; August 8, 2023; July 9, 2024

### **Accounting and Financial Reporting**

**Policy:** The District adopts a system of accounting and financial condition reporting that adheres to generally accepted accounting principles.

### **Procedures:**

- The District adopts an accrual base of accounting
- The District adopts the accounting standards and procedures per California Government Codes Section 53891 and 53901.
- The District shall maintain a system of accounting that completely and accurately reports the District's financial condition for all funds.
- The District Treasurer will submit, at a minimum, quarterly financial condition reports to the District Board of Directors using generally accepted accounting principles. For each fund, the financial condition reports include a statement of receipts and disbursements (income statement) and a balance sheet. The income statement will report actual to budget results.
- A Statement of Cash Flows is not required reporting on interim financial reports.
- The District Treasurer will provide his/her signature on the financial reports and submit to the District President of the Board.
- A copy of the annual Board approved budget will be filed with the county auditor of Solano County with in 60 days after the beginning of the fiscal period per California Government Code Section 53901.
- As required by California state regulations, the District will file a Financial Transactions Report annually with the State Controller's office within seven months after the close of the fiscal year.

### **Accounts Payables**

**Policy:** The General Manager is responsible for approval and payment of District expenditures in a timely manner.

### **Check Writing Signature Requirement**

**Policy:** All District checks over \$5,000 require Board President signature approval.

**Procedure:**

- Checks requiring one signature will be signed by the General Manager/District Treasurer. These expenditures must be contained within the approved annual operating budget.
- All authorized signatures, President and GM, are recorded with the banks. The District Treasurer is responsible for keeping bank signature cards current.
- All checks submitted for signature will be supported with supporting documentation and classification of the expenditure.

### **Capital Purchases**

**Policy:** A capital purchase is any purchase over \$5,000 with an asset life of over one year that adds to the assets of the District. Capital purchases are monitored for depreciation and financial control; any purchase of capital assets must receive the approval of the Board of Directors prior to purchase.

**Procedure:**

- Capital assets are accounted for at cost. Donated capital assets are recorded at their estimated fair market value when received.
- Depreciation is recorded using the straight line method.

### **Compensation of General Manager/ District Treasurer**

**Policy:** The Board of Directors shall set the annual compensation for the General Manager/ District Treasurer. The Board of Directors will complete regular compensation reviews to ensure that compensation is just and reasonable.

### **Conflict of Interest**

**Policy:** All board members, officers and key employees (including contracted management) of the District shall file an Annual Conflict of Interest Disclosure Statement - Form 700.



## **Contracts**

**Policy:** The General Manager may engage third parties in the normal course of business; however, the contracts may not exceed \$5,000 without RNVWD Board of Director approval. The GM shall draft and/or negotiate contracts over the \$5,000 limit for the President's signature upon Board approval.

## **Delinquent Accounts to Tax Rolls**

GOVERNMENT CODE - GOV  
TITLE 6. DISTRICTS [58000 - 62262]  
*( Title 6 added by Stats. 1951, Ch. 331. )*

DIVISION 3. COMMUNITY SERVICES DISTRICTS [61000 - 61250]  
*( Division 3 repealed and added by Stats. 2005, Ch. 249, Sec. 3. )*

PART 3. PURPOSES, SERVICES, AND FACILITIES [61100 - 61226.5]  
*( Part 3 repealed and added by Stats. 2005, Ch. 249, Sec. 3. )*

CHAPTER 2. Finance [61110 - 61119]  
*( Chapter 2 repealed and added by Stats. 2005, Ch. 249, Sec. 3. )*

### **61115.**

- (a) The board of directors may, by resolution or ordinance, do the following:
- (1) Establish rates or other charges for services and facilities that the district provides.
  - (2) Provide for the collection and enforcement of those rates or other charges.
  - (3) Among the permissible methods for collection and enforcement are:
    - (A) To provide that the charges for any of these services and facilities may be collected with the rates or charges for any other services and facilities provided by the district, and that all charges may be billed on the same bill and collected as one item.
    - (B) To provide that if all or part of a bill is not paid, the district may discontinue any or all services.
    - (C) To provide for a basic penalty for the nonpayment of charges of not more than 10 percent, plus an additional penalty of not more than 1 percent per month for the nonpayment of the charges and the basic penalty. The board of directors may provide for the collection of these penalties.

The board of directors may provide that any charges and penalties may be collected on the tax roll in the same manner as property taxes. The general manager shall prepare and file with the board of directors a report that describes each affected parcel of real property and the amount of charges and delinquencies for each affected parcel for the year. The general manager shall



give notice of the filing of the report and of the time and place for a public hearing by publishing the notice pursuant to Section 6066 in a newspaper of general circulation, and by mailing the notice to the owner of each affected parcel. At the public hearing, the board of directors shall hear and consider any objections or protests to the report. At the conclusion of the public hearing, the board of directors may adopt or revise the charges and penalties. The board of directors shall make its determination on each affected parcel and its determinations shall be final. On or before August 10 of each year following these determinations, the general manager shall file with the county auditor a copy of the final report adopted by the board of directors. The county auditor shall enter the amount of the charges and penalties against each of the affected parcels of real property as they appear on the current assessment roll. The county tax collector shall include the amount of the charges and penalties on the tax bills for each affected parcel of real property and collect the charges and penalties in the same manner as property taxes.

(b) The board of directors may recover any charges and penalties by recording in the office of the county recorder of the county in which the affected parcel is located, a certificate declaring the amount of the charges and penalties due, the name and last known address of the person liable for those charges and penalties. From the time of recordation of the certificate, the amount of the charges and penalties constitutes a lien against all real property of the delinquent property owner in that county. This lien shall have the force, effect, and priority of a judgment lien. Within 30 days of receipt of payment for all amounts due, including the recordation.

## DIRECTORS

PATRICK SWEENEY  
PRESIDENT

KEN SWENSON  
VICE PRESIDENT

ALAN HANGER  
DIRECTOR

BOB WHITEHOUSE  
DIRECTOR

STEVEN STRICKLAND  
DIRECTOR



## STAFF

WESTON STANKOWSKI  
INTERIM GENERAL MANAGER

BRENDA KANE  
BILLING MANAGER

RICK TRITES  
METER READING/BACKFLOW

NANCY VEERKAMP  
BOARD CLERK/ADMIN

SOLANO IRRIGATION DISTRICT  
OPERATOR & MAINTENANCE

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## RURAL NORTH VACAVILLE WATER DISTRICT BOARD OF DIRECTORS SPECIAL MEETING

**Tuesday, August 27, 2024**

**7:30 P.M**

Vacaville Fire Protection District, Fire Station #67  
4135 Cantelow Road, Vacaville, CA 95688

***“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.”***

### **AGENDA**

*(Anyone wishing to address the Board is asked to fill out a “Public Comment Card” prior to the start of the meeting, or during if necessary, and give it to the Board Clerk.)*

- 1. Call Meeting to Order**
- 2. Roll Call**
- 3. Approval of the Agenda**
- 4. Public Comment (*Non-Agenda Items*)**

Opportunity for the public to speak to the Board on any subject matter within the district’s jurisdiction but not appearing on today's agenda. Speaker times are limited to three (3) minutes per person.

Please submit a Public Comment Card to the Board Clerk prior to the commencement of this Public Comment section. Only those who have submitted speaker cards or have expressed an interest in speaking prior to the conclusion of the Public Comment section will be called upon to speak.

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.

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 called for by the Board President at the appropriate agenda item when requested by a Public Comment Card.

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 email, phone call, letter, or in-person at a time other than during a Board meeting.

**5. Consent Items (*Public Comment*)**

(None)

**6. General Manager's Report, Verbal Update (*Public Comment*)**

(None)

**7. Continuing Business (*Public Comment*)**

(None)

**8. New Business (*Public Comment*)**

**a) Board Coordination for the Selection of a General Manager and an Executive Assistant. (*Discussion Item*)**

**b) Review of the August 2024 billing from Solano Irrigation District (SID). (*Discussion Item*)**

**c) Review of how developer deposits are tracked and managed in the district's financial and banking records. (*Discussion Item*)**

**9. Adjourn**

The next Regular Meeting is scheduled for **Tuesday September 10, 2024**, at 7:00 pm at the Vacaville Fire Protection District, Fire Station #67, 4135 Cantelow Road, Vacaville, CA 95688.

The Board of Directors of the Rural North Vacaville Water District holds its Regular Board Meetings on the second Tuesday of every month at 7:00 p.m. 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, the District will provide 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.*



DIRECTORS  
 Patrick Sweeney      Bob Whitehouse  
 President              Director  
  
 Ken Swenson         Alan Hanger  
 Vice President        Director  
  
 Steven Strickland  
 Director



STAFF  
  
 General Manager      Brenda Kane  
    Billing Manager  
  
 Rick Trites             Nancy Veerkamp  
 Meter Reading/Backflow      Board Clerk/Admin  
  
 Solano Irrigation District  
 Operator & Maintenance

## Rural North Vacaville Water District (RNVWD)

### Advertisement for Independent Contractor Executive Assistant

RNVWD is requesting qualifications and resumes (RFQ) from interested parties for the independent contractor position of Executive Assistant (EA). This position is not as an RNVWD employee, and no benefits are provided. The Executive Assistant will report directly to the General Manager (GM), Board President and Board of Directors.

In this role, we seek a qualified Executive Assistant (EA) to advance our agency's strategic financial planning. The E.A. will collaborate with the General Manager and oversee finances of the District. The position will require assisting GM with planning, preparing agendas, district certifications and act as interim when GM unavailable.

- The period for the RFQ is open until the position is filled.
- The District is offering a fixed monthly fee, ranging from \$3,000 to \$3,700 (DOE) for part-time services up to Sixty (60) hours per month.
- Interested contractors should submit their resume and qualifications via email to [admin@rnvwd.com](mailto:admin@rnvwd.com).
- Interested parties should ideally be located within the RNVWD District and must have offices in Solano County.
- Bond and Insurance may be required.

The Ad Hoc Committee of the Board of Directors will schedule interviews and evaluate applicants' qualifications, skills, experience, and attributes to determine the best fit for the District. The Board will review updates from the Ad Hoc Committee at their regular monthly meeting on the second Tuesday of each month.

Solano Irrigation District (SID) is currently our Licensed Operator, responsible for the repair and maintenance of the District's facilities, and will continue in this role.

An Independent Contractor can be an Individual/Sole Proprietor, California Corporation, Partnership, or Limited Liability Company. This offer may be terminated or suspended at the District's discretion. Any final agreement with a selected contractor will be negotiated.

Detailed information can be found on the District's website at [WWW.RNVWD.COM](http://WWW.RNVWD.COM)

## Executive Assistant Qualifications

- **Education & Experience:** Bachelor's degree in accounting, finance, business, or equivalent relevant work experience. CPA certification is a plus. Minimum of 5 years of similar business responsibility.
- **Technical & Financial Proficiency:** Proficient in QuickBooks and Excel. Experience in municipal financing, enterprise accounting, audits, banking, county fund management, and cash management. Competent in analyzing and reviewing monthly Profit and Loss statements, balance sheets, accounts payable, and receivable reports.
- **Strategic & Investment Planning:** Experience in capital improvement plan financing, long-term strategic financial planning, and investment management.
- **Risk Assessment & Bonding:** Ability to critically assess business and financial risks. Applicant must become bonded.
- **Leadership & Management Skills:** Proven leadership abilities, maintaining productive relationships with consultants, staff, and board members. Proficient in planning, organizing, problem-solving, and teamwork. Ability to motivate and lead other independent contractors.
- **Communication & Interpersonal Skills:** Excellent written and verbal communication skills, along with interpersonal skills in persuasion, listening, cooperation, and diplomacy.
- **Business Performance & Team Development:** Commitment to improving business performance and developing team capabilities.
- **Ethical Conduct & Organizational Alignment:** High standards of ethical conduct, honesty, and integrity. Aligns behavior with the organization's needs, priorities, and goals. Fosters commitment and team spirit.
- **Physical Ability:** Capable of standing, climbing, walking, lifting, bending, pulling, pushing, grasping, reaching, stooping, crouching, sitting, typing, reading, writing, color determination, speaking, and listening for extended periods.
- **Availability:** Work hours other than normal work schedule.

## SID August 2024 Bill Overview

### 1. Total Bill Amount:

The total Solano Irrigation District (SID) bill sent in August is **\$57,550.25**. However, this amount does not represent a standard 30-day billing period. Specifically, the August bill covers a 6-week period Starting on 6/13/2024 and ending 07/24/2024. Billing durations from SID historically have varied between 4 to 6 weeks.

### 2. Coastland Services:

**\$9,762.90** of the bill accounts for work performed in May and June by Coastland and SID, on the Cantelow Road Bridge Project. (See item Exhibit #1)

### 3. Developer Services:

**\$4,710.85** is allocated for work performed for developers, primarily on the Morgan subdivision. These funds come from "Vendor Deposits Held" and do not represent a cost to the district.

### 4. District Services:

The remaining \$43,076.50 or averaging **\$7,179.41** per week amount covers SID regular district services.

The annual budget for SID is averaging **\$9,580.15** per week (see attached Exhibit #2)



Exhibit #1 , Coastland Cantelow Bridge

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Project	0000020518.002	134-5018 SID - Encroachment Permits	Invoice	59662
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**Unit Billing**

Vehicle Hours

195.00

**Total this Phase**

**2,470.00** ✓

Phase 50-0158 - Tractor Supply *500-3000-7623*

**Professional Personnel**

	Hours	Rate	Amount
Cons Inspector - Prevailing Wage Rate			
Rasmusson, David	5/1/2024	2.00	175.00
Totals	2.00		350.00
<b>Total Labor</b>			<b>350.00</b>

**Total this Phase**

**350.00** ✓

Phase 52-0185 - Cantelow Road Bridge *515-3000-7623 MM*

**Professional Personnel**

	Hours	Rate	Amount
Cons Inspector - Prevailing Wage Rate			
Rasmusson, David	5/28/2024	2.00	175.00
Rasmusson, David	5/29/2024	2.00	175.00
Rasmusson, David	5/30/2024	5.00	875.00
Rasmusson, David	5/31/2024	7.00	1,225.00
Rasmusson, David	6/3/2024	7.00	1,225.00
Rasmusson, David	6/4/2024	4.00	700.00
Rasmusson, David	6/21/2024	3.00	525.00
Rasmusson, David	6/26/2024	8.00	1,400.00
Rasmusson, David	6/27/2024	11.00	1,925.00
Construction Mgr.			
Sheil, Dennis	6/4/2024	.50	95.00
Sheil, Dennis	6/12/2024	.50	95.00
Sheil, Dennis	6/19/2024	.25	47.50
Totals	50.25		8,812.50
<b>Total Labor</b>			<b>8,812.50</b>

**Unit Billing**

Vehicle Hours

240.00

**Total this Phase**

**9,052.50** ✓

Phase 50-0175 - Gadwell & Surrounding Areas *500-3000-7623*

**Professional Personnel**

	Hours	Rate	Amount
Administrative			
Fowler, Janna	5/1/2024	.50	145.00
Fowler, Janna	5/3/2024	.50	145.00
Totals	1.00		145.00
<b>Total Labor</b>			<b>145.00</b>

**Total this Phase**

**145.00** ✓

## Exhibit #2

### Solano Irrigation Budget Breakdown

<u>Provider</u>	<u>Expense</u>	<u>Annual Total</u>	<u>Weekly Total</u>
SID	Plant and Facilities Operations	220,000	4,230.77
SID, Paul & Nancy, KC, Cal Cad	Engineering	10,000	192.31
SID	USA Marking	4,400	84.62
SID	Tank Access Road Fencing & Gates	6,000	115.38
SID/NBS	Misc Fees & Administration	1,000	19.23
SID	Underground Leak repairs, AC patch	157,022	3,019.65
SID/Trites, Powers, Bay Cities	Maint & Minor Repairs; Pumps, Valves, Elec, ERTS, SCADA, Backflows etc	99,746	1,918.19
<b>Total</b>		<b>498,168</b>	<b>9,580.15</b>

Note: Engineering, miscellaneous fees, and maintenance & minor repairs involve multiple providers, but the majority of these expenses come from SID.

**Solano Irrigation District**

**810 Vaca Valley Parkway, Suite 201  
Vacaville, CA 95688  
Telephone: 707-448-6847**



DATE	INVOICE NO
8/13/2024	0043683

<b>BILL TO</b>
Rural North Vacaville Water District PO Box 5097 Vacaville, CA 95696

<b>DUE DATE</b>
8/13/2024

DESCRIPTION	QUANTITY	EFFECTIVE RATE	AMOUNT	DISCOUNT	CREDIT	BALANCE
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PREVIOUS OUTSTANDING BALANCE 804.45

WO Billing For The Month Of July 2024:

0001089 - Labor	1.00	4,360.09	4,360.09	0.00	0.00	4,360.09
0000635 - Equipment	1.00	33.00	33.00	0.00	0.00	33.00
0000541 - Materials	1.00	22.31	22.31	0.00	0.00	22.31
0001826 - Labor	1.00	710.40	710.40	0.00	0.00	710.40
0000559 - Labor	1.00	1,065.60	1,065.60	0.00	0.00	1,065.60
0001826 - Services	1.00	9,052.50	9,052.50	0.00	0.00	9,052.50
0000635 - Materials	1.00	753.08	753.08	0.00	0.00	753.08
0001302 - Labor	1.00	177.60	177.60	0.00	0.00	177.60
0000540 - Adjustments	1.00	2,496.77	2,496.77	0.00	0.00	2,496.77
0000539 - Equipment	1.00	202.00	202.00	0.00	0.00	202.00
0001336 - Labor	1.00	173.16	173.16	0.00	0.00	173.16

*Continue to the next page . . . .*

PLEASE DETACH BOTTOM PORTION & REMIT WITH YOUR PAYMENT

For questions please contact us at (707) 448-6847

Customer Name: Rural North Vacaville Water District  
Customer No: 000289  
Account No: 0000391 - Monthly Agency Billing

DUE DATE	INVOICE NO
8/13/2024	0043683

**Please remit payment by the due date to:**

Solano Irrigation District  
810 Vaca Valley Pkwy, Ste 201  
Vacaville, CA 95688

Invoice Total:	57,550.25
Discounts:	0.00
Credit Applied:	0.00
Ending Balance:	58,354.70

**INVOICE BALANCE: \$57,550.25**



**Solano Irrigation District**

**810 Vaca Valley Parkway, Suite 201  
Vacaville, CA 95688  
Telephone: 707-448-6847**



DATE	INVOICE NO
8/13/2024	0043683

<b>BILL TO</b>
Rural North Vacaville Water District PO Box 5097 Vacaville, CA 95696

<b>DUE DATE</b>
8/13/2024

DESCRIPTION	QUANTITY	EFFECTIVE RATE	AMOUNT	DISCOUNT	CREDIT	BALANCE
0000541 - Labor	1.00	289.41	289.41	0.00	0.00	289.41
0000635 - Labor	1.00	1,965.41	1,965.41	0.00	0.00	1,965.41
0000540 - Services	1.00	229.23	229.23	0.00	0.00	229.23
0000540 - Equipment	1.00	1,489.00	1,489.00	0.00	0.00	1,489.00
0000539 - Materials	1.00	254.72	254.72	0.00	0.00	254.72
0000539 - Labor	1.00	4,441.87	4,441.87	0.00	0.00	4,441.87
0000539 - Services	1.00	401.57	401.57	0.00	0.00	401.57
0000540 - Labor	1.00	29,432.53	29,432.53	0.00	0.00	29,432.53
<b>INVOICE TOTAL:</b>			<b>57,550.25</b>	<b>0.00</b>	<b>0.00</b>	<b>57,550.25</b>

**RURAL NORTH VACAVILLE WATER DISTRICT  
BILLING SUMMARY**

Current Billing Period: **7/31/2024**

<b>RURAL NORTH VACAVILLE WATER DISTRICT</b>		<b>Month Ended</b>	<b>Y-T-D</b>	<b>BUDGET</b>	<b>% USED</b>
		<b>7/31/2024</b>			
2000	General Manager	\$ -	\$ -	\$ -	0%
2010	Board of Directors	\$ -	\$ -	\$ -	0%
2500	Finance	\$ -	\$ -	\$ -	0%
2550	Purchasing/Warehouse	\$ -	\$ -	\$ -	0%
2600	Human Resources	\$ -	\$ -	\$ -	0%
2700	Risk Management/Safety	\$ -	\$ -	\$ -	0%
3000	Engineering	\$ 11,875.94	\$ 30,866.39	\$ 15,000.00	206%
3040	Information Technology	\$ -	\$ -	\$ -	0%
3050	Mark & Locate, Utility Service Alerts	\$ -	\$ -	\$ -	0%
4000	Water Conservation	\$ -	\$ -	\$ -	0%
5000	Administration	\$ 27,781.36	\$ 259,042.99	\$ 76,000.00	341%
6000	Operations	\$ 10,444.72	\$ 110,554.54	\$ 130,000.00	85%
7000	Maintenance & Repairs	\$ 7,448.23	\$ 163,513.78	\$ 304,842.00	54%
8000	Capital Improvements	\$ -	\$ 27.64	\$ 30,000.00	0%
<b>Total</b>		<b>\$ 57,550.25</b>	<b>\$ 564,005.34</b>	<b>\$ 555,842.00</b>	<b>101%</b>
<b>TOTAL NOW DUE TO SID</b>		<b>\$ 57,550.25</b>			

RURAL NORTH VACAVILLE WATER DISTRICT		7/31/2024	Y-T-D	BUDGET	% USED
2000	General Manager				
515-2000-7637	Fleet Charges	\$ -	\$ -	\$ -	0%
Subtotal - General Manager		\$ -	\$ -	\$ -	0%
2010	Board of Directors				
Subtotal - Board of Directors		\$ -	\$ -	\$ -	0%
2500	Finance				
Subtotal - Finance		\$ -	\$ -	\$ -	0%
2550	Purchasing/Warehouse				
515-2550-6001	Salary	\$ -	\$ -	\$ -	0%
Subtotal - Purchasing/Warehouse		\$ -	\$ -	\$ -	0%
2600	Human Resources				
Subtotal - Human Resources		\$ -	\$ -	\$ -	0%
2700	Risk Management/Safety				
515-2700-6001	Salary	\$ -	\$ -	\$ -	0%
515-2700-6003	Hourly	\$ -	\$ -	\$ -	0%
515-2700-7499	Other Materials & Supplies	\$ -	\$ -	\$ -	0%
515-2700-7637	Fleet Charges	\$ -	\$ -	\$ -	0%
Subtotal - Risk Management/Safety		\$ -	\$ -	\$ -	0%
3000	Engineering				
515-3000-6001	Salary	\$ 2,702.85	\$ 10,881.51	\$ -	0%
515-3000-6003	Hourly	\$ 120.59	\$ 1,312.46	\$ -	0%
515-3000-6005	Overtime	\$ -	\$ -	\$ -	0%
515-3000-6201	Medicare	\$ -	\$ -	\$ -	0%
515-3000-6223	Workers' Compensation	\$ -	\$ -	\$ -	0%
515-3000-6405	Conferences and Seminars	\$ -	\$ -	\$ -	0%
515-3000-6413	Meals	\$ -	\$ -	\$ -	0%
515-3000-6415	Travel, Mileage Reimbursement	\$ -	\$ -	\$ -	0%
515-3000-6601	Legal	\$ -	\$ -	\$ -	0%
515-3000-6605	Engineering	\$ -	\$ -	\$ -	0%
515-3000-7207	Electricity	\$ -	\$ -	\$ -	0%
515-3000-7416	SCADA Materials	\$ -	\$ -	\$ -	0%
515-3000-7499	Other Materials & Supplies	\$ -	\$ 262.42	\$ -	0%
515-3000-7611	Printing	\$ -	\$ -	\$ -	0%
515-3000-7621	Lab	\$ -	\$ -	\$ -	0%
515-3000-7623	Survey/Inspection	\$ 9,052.50	\$ 18,410.00	\$ -	0%
515-3000-7631	Rent, Equipment	\$ -	\$ -	\$ -	0%
515-3000-7637	Fleet Charges	\$ -	\$ -	\$ -	0%
515-3000-7699	Other Services	\$ -	\$ -	\$ -	0%
515-3000-7801	Permits & Fees	\$ -	\$ -	\$ -	0%
515-3000-7813	Administrative Overhead	\$ -	\$ -	\$ -	0%



<b>RURAL NORTH VACAVILLE WATER DISTRICT</b>		<b>7/31/2024</b>	<b>Y-T-D</b>	<b>BUDGET</b>	<b>% USED</b>
515-3000-7899	Other	\$ -	\$ -	\$ -	0%
<b>Subtotal - Engineering</b>		<b>\$ 11,875.94</b>	<b>\$ 30,866.39</b>	<b>\$ 19,000.00</b>	<b>162%</b>
3040	Information Technology				
<b>Subtotal - Information Technology</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
3050	Mark & Locate, Utility Service Alerts				
515-3050-6001	Salary	\$ -	\$ -	\$ -	0%
515-3050-6003	Hourly	\$ -	\$ -	\$ -	0%
515-3050-6201	Medicare	\$ -	\$ -	\$ -	0%
515-3050-6207	Dental Insurance	\$ -	\$ -	\$ -	0%
515-3050-6213	Pension, Employee (ER Paid)	\$ -	\$ -	\$ -	0%
515-3050-6223	Workers' Compensation	\$ -	\$ -	\$ -	0%
515-3050-7433	Materials Inventory	\$ -	\$ -	\$ -	0%
515-3050-7499	Other Materials & Supplies	\$ -	\$ -	\$ -	0%
515-3050-7637	Fleet Charges	\$ -	\$ -	\$ -	0%
515-3050-7813	Administrative Overhead	\$ -	\$ -	\$ -	0%
<b>Subtotal - Mark &amp; Locate, Utility Service Ale</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
4000	Water Conservation				
515-4000-6003	Hourly	\$ -	\$ -	\$ -	0%
515-4000-7433	Materials Inventory	\$ -	\$ -	\$ -	0%
515-4000-7699	Other Services	\$ -	\$ -	\$ -	0%
515-4000-7813	Administrative Overhead	\$ -	\$ -	\$ -	0%
<b>Subtotal - Water Conservation</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
5000	Administration				
515-5000-6001	Salary	\$ -	\$ -	\$ -	0%
515-5000-6003	Hourly	\$ -	\$ -	\$ -	0%
515-5000-6201	Medicare	\$ -	\$ -	\$ -	0%
515-5000-6213	Pension, Employee (ER Paid)	\$ -	\$ -	\$ -	0%
515-5000-6223	Workers' Compensation	\$ -	\$ -	\$ -	0%
515-5000-6403	Licenses and Certificates	\$ -	\$ -	\$ -	0%
515-5000-6405	Conferences and Seminars	\$ -	\$ -	\$ -	0%
515-5000-6407	Training	\$ -	\$ -	\$ -	0%
515-5000-6601	Legal	\$ -	\$ -	\$ -	0%
515-5000-7201	Telephone, Landlines	\$ -	\$ -	\$ -	0%
515-5000-7401	Office Supplies	\$ -	\$ -	\$ -	0%
515-5000-7402	Food Beverage Meetings	\$ -	\$ -	\$ -	0%
515-5000-7409	Overnight Mail	\$ -	\$ -	\$ -	0%
515-5000-7499	Other Materials & Supplies	\$ -	\$ -	\$ -	0%
515-5000-7611	Printing	\$ -	\$ -	\$ -	0%
515-5000-7637	Fleet Charges	\$ 1,724.00	\$ 50,738.50	\$ -	0%
515-5000-7699	Other Services	\$ -	\$ -	\$ -	0%
515-5000-7801	Permits and Fees	\$ -	\$ -	\$ -	0%
515-5000-7809	SID G&A Allocation	\$ -	\$ -	\$ -	0%
515-5000-7811	Advertisements/Announcements	\$ -	\$ -	\$ -	0%
515-5000-7813	Administrative Overhead	\$ 26,057.36	\$ 208,304.49	\$ -	0%
515-5000-7898	Work Order Clearing	\$ -	\$ -	\$ -	0%
515-5000-7899	Other	\$ -	\$ -	\$ -	0%

<b>RURAL NORTH VACAVILLE WATER DISTRICT</b>		<b>7/31/2024</b>	<b>Y-T-D</b>	<b>BUDGET</b>	<b>% USED</b>
Subtotal - Administration		\$ 27,781.36	\$ 259,042.99	\$ -	0%
6000	Operations				
515-6000-6001	Salary	\$ 2,910.49	\$ 14,706.59	\$ -	0%
515-6000-6003	Hourly	\$ 4,254.42	\$ 30,746.57	\$ -	0%
515-6000-6005	Overtime	\$ 2,262.90	\$ 11,831.23	\$ -	0%
515-6000-6007	Standby	\$ 855.69	\$ 5,417.31	\$ -	0%
515-6000-6009	Longevity	\$ -	\$ -	\$ -	0%
515-6000-6011	Holiday	\$ -	\$ 824.82	\$ -	0%
515-6000-6013	Vacation	\$ -	\$ -	\$ -	0%
515-6000-6015	Sick	\$ -	\$ -	\$ -	0%
515-6000-6017	Other Pay	\$ -	\$ -	\$ -	0%
515-6000-6201	Medicare	\$ -	\$ -	\$ -	0%
515-6000-6211	Pension, Employer	\$ -	\$ -	\$ -	0%
515-6000-6213	Pension, Employee (ER Paid)	\$ -	\$ -	\$ -	0%
515-6000-6223	Workers' Compensation	\$ -	\$ -	\$ -	0%
515-6000-6401	Dues, Memberships, Subscriptions	\$ -	\$ -	\$ -	0%
515-6000-6403	Licenses and Certificates	\$ -	\$ -	\$ -	0%
515-6000-6405	Conferences and Seminars	\$ -	\$ -	\$ -	0%
515-6000-6407	Training	\$ -	\$ -	\$ -	0%
515-6000-6601	Legal	\$ -	\$ -	\$ -	0%
515-6000-6605	Engineering	\$ -	\$ -	\$ -	0%
515-6000-6807	Temporary Employees	\$ -	\$ 16,176.60	\$ -	0%
515-6000-7201	Telephone, Landlines	\$ -	\$ -	\$ -	0%
515-6000-7203	Telephone, Cellular	\$ -	\$ -	\$ -	0%
515-6000-7205	Telephone, SCADA (Telemetry)	\$ -	\$ -	\$ -	0%
515-6000-7207	Electricity	\$ -	\$ -	\$ -	0%
515-6000-7213	Trash	\$ -	\$ -	\$ -	0%
515-6000-7401	Office Supplies	\$ -	\$ -	\$ -	0%
515-6000-7405	Safety	\$ -	\$ 2,176.87	\$ -	0%
515-6000-7407	Postage	\$ -	\$ -	\$ -	0%
515-6000-7409	Overnight Mail	\$ -	\$ -	\$ -	0%
515-6000-7413	Computer Software	\$ -	\$ -	\$ -	0%
515-6000-7416	SCADA Materials	\$ -	\$ -	\$ -	0%
515-6000-7419	Nuts and Bolts	\$ -	\$ -	\$ -	0%
515-6000-7421	Tools, Equipment	\$ -	\$ -	\$ -	0%
515-6000-7423	Gasoline, Diesel	\$ -	\$ -	\$ -	0%
515-6000-7425	Oil, Grease	\$ -	\$ -	\$ -	0%
515-6000-7427	Automotive	\$ -	\$ -	\$ -	0%
515-6000-7429	Chemicals, Treatment	\$ -	\$ 7,560.09	\$ -	0%
515-6000-7431	Chemicals, Pest Control	\$ -	\$ -	\$ -	0%
515-6000-7433	Materials Inventory	\$ -	\$ -	\$ -	0%
515-6000-7441	Vaults	\$ -	\$ -	\$ -	0%
515-6000-7455	Backflows	\$ -	\$ -	\$ -	0%
515-6000-7499	Other Materials & Supplies	\$ -	\$ 1,031.93	\$ -	0%
515-6000-7601	Maintenance Contracts Software	\$ -	\$ 484.40	\$ -	0%
515-6000-7611	Maintenance Contracts Software	\$ -	\$ -	\$ -	0%
515-6000-7613	Uniforms	\$ -	\$ -	\$ -	0%
515-6000-7615	Electrician	\$ -	\$ -	\$ -	0%
515-6000-7621	Lab	\$ 87.00	\$ 15,644.00	\$ -	0%
515-6000-7622	Welder	\$ -	\$ -	\$ -	0%
515-6000-7631	Rent, Equipment	\$ -	\$ -	\$ -	0%
515-6000-7633	Rent, Vehicles	\$ -	\$ -	\$ -	0%
515-6000-7637	Fleet Charges	\$ -	\$ -	\$ -	0%
515-6000-7699	Other Services	\$ 74.22	\$ 74.22	\$ -	0%
515-6000-7801	Permits and Fees	\$ -	\$ 3,857.91	\$ -	0%
515-6000-7811	Advertisements/Announcements	\$ -	\$ -	\$ -	0%

RURAL NORTH VACAVILLE WATER DISTRICT		7/31/2024	Y-T-D	BUDGET	% USED
515-6000-7813	Administrative Overhead	\$ -	\$ -	\$ -	0%
515-6000-7899	Other	\$ -	\$ 22.00	\$ -	0%
<b>Subtotal - Operations</b>		<b>\$ 10,444.72</b>	<b>\$ 110,554.54</b>	<b>\$ 110,000.00</b>	<b>101%</b>

7000 Maintenance & Repairs

515-7000-6001	Salary	\$ 1,607.26	\$ 10,726.15	\$ -	0%
515-7000-6003	Hourly	\$ 4,168.18	\$ 58,388.40	\$ -	0%
515-7000-6005	Overtime	\$ 173.10	\$ 4,522.99	\$ -	0%
515-7000-6007	Standby	\$ -	\$ -	\$ -	0%
515-7000-6009	Longevity	\$ -	\$ -	\$ -	0%
515-7000-6011	Holiday	\$ -	\$ -	\$ -	0%
515-7000-6013	Vacation	\$ -	\$ -	\$ -	0%
515-7000-6015	Sick	\$ -	\$ -	\$ -	0%
515-7000-6017	Other Pay	\$ -	\$ -	\$ -	0%
515-7000-6201	Medicare	\$ -	\$ -	\$ -	0%
515-7000-6203	FICA	\$ -	\$ -	\$ -	0%
515-7000-6205	Health Insurance	\$ -	\$ -	\$ -	0%
515-7000-6207	Dental Insurance	\$ -	\$ -	\$ -	0%
515-7000-6213	Pension, Employee (ER Paid)	\$ -	\$ -	\$ -	0%
515-7000-6223	Workers' Compensation	\$ -	\$ -	\$ -	0%
515-7000-6403	Licenses and Certificates	\$ -	\$ -	\$ -	0%
515-7000-6407	Training	\$ -	\$ -	\$ -	0%
515-7000-6413	Travel, Meals	\$ -	\$ -	\$ -	0%
515-7000-6601	Legal	\$ -	\$ -	\$ -	0%
515-7000-6605	Engineering	\$ -	\$ -	\$ -	0%
515-7000-6807	Temporary Employee	\$ -	\$ 19,710.01	\$ -	0%
515-7000-7213	Trash	\$ -	\$ 1,777.90	\$ -	0%
515-7000-7416	SCADA Materials	\$ 469.58	\$ 2,961.76	\$ -	0%
515-7000-7419	Nuts and Bolts	\$ -	\$ -	\$ -	0%
515-7000-7421	Tools, Equipment	\$ -	\$ -	\$ -	0%
515-7000-7423	Gasoline, Diesel	\$ -	\$ -	\$ -	0%
515-7000-7427	Automotive	\$ -	\$ -	\$ -	0%
515-7000-7429	Chemicals, Treatment	\$ -	\$ -	\$ -	0%
515-7000-7433	Materials Inventory	\$ 1,205.20	\$ 16,214.49	\$ -	0%
515-7000-7441	Vaults	\$ -	\$ -	\$ -	0%
515-7000-7455	Backflows	\$ -	\$ -	\$ -	0%
515-7000-7499	Other Materials & Supplies	\$ (175.09)	\$ 23,635.37	\$ -	0%
515-7000-7613	Uniforms	\$ -	\$ -	\$ -	0%
515-7000-7615	Electrician	\$ -	\$ 6,660.19	\$ -	0%
515-7000-7619	Pest Control	\$ -	\$ -	\$ -	0%
515-7000-7622	Welder	\$ -	\$ -	\$ -	0%
515-7000-7623	Survey/Inspection	\$ -	\$ -	\$ -	0%
515-7000-7627	Vehicle Services	\$ -	\$ -	\$ -	0%
515-7000-7631	Rent, Equipment	\$ -	\$ 3,761.00	\$ -	0%
515-7000-7633	Rent, Vehicles	\$ -	\$ -	\$ -	0%
515-7000-7635	Grading and Paving	\$ -	\$ 5,084.47	\$ -	0%
515-7000-7637	Fleet Charges	\$ -	\$ -	\$ -	0%
515-7000-7639	Backflow Testing	\$ -	\$ -	\$ -	0%
515-7000-7699	Other Services	\$ -	\$ 10,071.05	\$ -	0%
515-7000-7813	Administrative Overhead	\$ -	\$ -	\$ -	0%
515-7000-7898	Work Order Clearing	\$ -	\$ -	\$ -	0%
515-7000-7899	Other	\$ -	\$ -	\$ -	0%
<b>Subtotal - Maintenance &amp; Repairs</b>		<b>\$ 7,448.23</b>	<b>\$ 163,513.78</b>	<b>\$ 172,000.00</b>	<b>95%</b>

8000 Capital Improvements



RURAL NORTH VACAVILLE WATER DISTRICT		7/31/2024	Y-T-D	BUDGET	% USED
515-8000-6001	Salary	\$ -	\$ -	\$ -	0%
515-8000-6003	Hourly	\$ -	\$ 27.64	\$ -	0%
515-8000-6005	Overtime	\$ -	\$ -	\$ -	0%
515-8000-6201	Medicare	\$ -	\$ -	\$ -	0%
515-8000-6203	FICA	\$ -	\$ -	\$ -	0%
515-8000-6205	Health Insurance	\$ -	\$ -	\$ -	0%
515-8000-6207	Dental Insurance	\$ -	\$ -	\$ -	0%
515-8000-6209	Life Insurance	\$ -	\$ -	\$ -	0%
515-8000-6211	Pension, Employer	\$ -	\$ -	\$ -	0%
515-8000-6213	Pension, Employee (ER Paid)	\$ -	\$ -	\$ -	0%
515-8000-6215	Short-Term Liability	\$ -	\$ -	\$ -	0%
515-8000-6217	Long-Term Disability	\$ -	\$ -	\$ -	0%
515-8000-6219	EE Share Medical (contra)	\$ -	\$ -	\$ -	0%
515-8000-6223	Workers' Compensation	\$ -	\$ -	\$ -	0%
515-8000-6225	Unemployment Insurance	\$ -	\$ -	\$ -	0%
515-8000-6605	Engineering	\$ -	\$ -	\$ -	0%
515-8000-6699	Other	\$ -	\$ -	\$ -	0%
515-8000-7401	Office Supplies	\$ -	\$ -	\$ -	0%
515-8000-7416	SCADA Materials	\$ -	\$ -	\$ -	0%
515-8000-7419	Nuts and Bolts	\$ -	\$ -	\$ -	0%
515-8000-7421	Tools and Equipment	\$ -	\$ -	\$ -	0%
515-8000-7423	Gasoline, Diesel	\$ -	\$ -	\$ -	0%
515-8000-7433	Materials Inventory	\$ -	\$ -	\$ -	0%
515-8000-7499	Other	\$ -	\$ -	\$ -	0%
515-8000-7622	Welder	\$ -	\$ -	\$ -	0%
515-8000-7623	Survey/Inspection	\$ -	\$ -	\$ -	0%
515-8000-7631	Rent, Equipment	\$ -	\$ -	\$ -	0%
515-8000-7637	Fleet Charges	\$ -	\$ -	\$ -	0%
515-8000-7699	Other	\$ -	\$ -	\$ -	0%
515-8000-7801	Permits and Fees	\$ -	\$ -	\$ -	0%
515-8000-7813	Administrative Overhead	\$ -	\$ -	\$ -	0%
515-8000-7898	Work Order Clearing	\$ -	\$ -	\$ -	0%
515-8000-7899	Other	\$ -	\$ -	\$ -	0%
Subtotal - Capital Improvements		\$ -	\$ 27.64	\$ 345,000.00	0%
<b>Total</b>		<b>\$ 57,550.25</b>	<b>\$ 564,005.34</b>	<b>\$ 646,000.00</b>	<b>87%</b>
		\$ -	\$ -		

**RURAL NORTH VACAVILLE WATER DISTRICT  
WORK ORDER BILLING SUMMARY**

Current Billing Period: July 2024

SID WO Number	RNWVD WO Reference	Work Order Description	Current Billing Period: July 2024					MTD Total	YTD	Budget	% Used	Status	COPY YTD
			Labor	Equipment	Materials	Services	Adjustments						
539	52-0103	Routine Maintenance & Minor Repairs ERTS	\$4,441.87	\$202.00	\$254.72	\$401.57	\$0.00	\$5,300.16	\$ 72,208.22	\$ 70,000.00	72%		\$66,908.06
540	52-0104	Basic Operations	\$29,432.53	\$1,489.00	\$0.00	\$229.23	\$2,496.77	\$33,647.53	\$ 245,461.51	\$ 130,000.00	189%		\$211,813.98
541	52-0106	USA Marking	\$289.41	\$0.00	\$22.31	\$0.00	\$0.00	\$311.72	\$ 3,693.40	\$ 7,000.00	72%		\$3,381.68
559	52-0111	Engineering	\$1,065.60	\$0.00	\$0.00	\$0.00	\$0.00	\$1,065.60	\$ 10,752.70	\$ 15,000.00	72%		\$9,687.10
583	52-0113	Road Work to RNV Stations					\$0.00	\$0.00	\$ 26,193.93	\$ 8,000.00	327%		\$26,193.93
635	52-0126	Underground Leaks Repairs, AC Patch	\$1,965.41	\$33.00	\$753.08	\$0.00	\$0.00	\$2,751.49	\$ 136,056.62	\$ 140,000.00	0%		\$133,305.13
1089	52-0144	Morgan Subdivision	\$4,360.09	\$0.00	\$0.00	\$0.00	\$0.00	\$4,360.09	\$ 4,360.09				\$0.00
1105	52-0146	Brian Clark Service and Subdivision					\$0.00	\$0.00	\$ -				\$0.00
1291	52-0151	Faulk LLA Main Extension & Service					\$0.00	\$0.00	\$ 10,670.51				\$10,670.51
1297	52-0157	Bucktown Road Improvements					\$0.00	\$0.00	\$ -	\$ 30,000.00	2%		\$0.00
1300	52-1054	Standby Generator					\$0.00	\$0.00	\$ 911.89	\$ 49,842.00	0%		\$911.89
1302	52-0156	Doughly Parcel Map Brehme Lane	\$177.60	\$0.00	\$0.00	\$0.00	\$0.00	\$177.60	\$ 1,089.49	\$ 49,843.00			\$911.89
1336	52-0161	7061 Steiger Hill Rd, 2 new ml	\$173.16	\$0.00	\$0.00	\$0.00	\$0.00	\$173.16	\$ 1,085.05	\$ 49,844.00			\$911.89
1350	52-0163	Amos Rolling Hills Subdivision					\$0.00	\$0.00	\$ -	\$ -	0%		\$0.00
1488	52-0167	Condition Assessment					\$0.00	\$0.00	\$ -	\$ 76,000.00	0%		\$0.00
1647	52-0174	Developer Charges Sondrol					\$0.00	\$0.00	\$ -	\$ -			\$0.00
1662	CLOSED 1/31/23 remain due to YTD	9.9.22 Emergency Well Repair					\$0.00	\$0.00	\$ -	\$ -	0%		\$0.00
1682	52-0179	Well 1 & 2 Repairs Spare parts					\$0.00	\$0.00	\$ -	\$ -	0%		\$0.00
1826	52-0185	Cantelow Rd Bridge Replacement	\$710.40	\$0.00	\$0.00	\$9,052.50	\$0.00	\$9,762.90	\$ -	\$ -			\$0.00
1845	52-0186	Lister EP-Witthers					\$0.00	\$0.00					
<b>Work Order Totals</b>			<b>\$42,616.07</b>	<b>\$1,724.00</b>	<b>\$1,030.11</b>	<b>\$9,683.30</b>	<b>\$2,496.77</b>	<b>\$57,550.25</b>	<b>\$ 512,483.41</b>	<b>\$ 625,529.00</b>	<b>82%</b>		<b>\$ 464,696.06</b>

Copy over and hard code

From Billing work sheet  
Difference must be zero

\$7,550.25  
\$0.00

you have to key this data in  
When RNV  
Closes a  
WO you must  
type closed here  
for RNV's  
records.  
If may be  
sent to  
us or not  
just do your  
best

Work Orders										
WO Audit Report										
For The Month Of July										
User: ALim										
Printed: 8/13/2024 9:39:20 AM										
WO Number	Work Order Description	Labor	Equipment	Materials	Services	Adjustments	Activity	Date	Description	Reference Code
0000539		\$0.00	\$20.00	\$0.00	\$0.00	\$0.00	\$20.00	07/10/2024		0500 - Ford F150 Crew
0000539		\$0.00	\$132.00	\$0.00	\$0.00	\$0.00	\$132.00	07/18/2024		0441 - Ford F450
0000539		\$0.00	\$50.00	\$0.00	\$0.00	\$0.00	\$50.00	07/24/2024		0486 - Ford F250
0000539		\$205.90	\$0.00	\$0.00	\$0.00	\$0.00	\$205.90	06/18/2024	Sullivan, Jeff	264 - Sullivan, Jeff
0000539		\$102.96	\$0.00	\$0.00	\$0.00	\$0.00	\$102.96	06/20/2024	Sullivan, Jeff	264 - Sullivan, Jeff
0000539		\$514.75	\$0.00	\$0.00	\$0.00	\$0.00	\$514.75	06/25/2024	Sullivan, Jeff	264 - Sullivan, Jeff
0000539		\$617.69	\$0.00	\$0.00	\$0.00	\$0.00	\$617.69	06/26/2024	Sullivan, Jeff	264 - Sullivan, Jeff
0000539		\$617.69	\$0.00	\$0.00	\$0.00	\$0.00	\$617.69	06/28/2024	Sullivan, Jeff	264 - Sullivan, Jeff
0000539		\$411.79	\$0.00	\$0.00	\$0.00	\$0.00	\$411.79	07/01/2024	Sullivan, Jeff	264 - Sullivan, Jeff
0000539		\$411.79	\$0.00	\$0.00	\$0.00	\$0.00	\$411.79	06/27/2024	Sullivan, Jeff	264 - Sullivan, Jeff
0000539		\$146.21	\$0.00	\$0.00	\$0.00	\$0.00	\$146.21	07/10/2024	Santos, Edgar	429 - Santos, Edgar
0000539		\$128.16	\$0.00	\$0.00	\$0.00	\$0.00	\$128.16	07/24/2024	Barry, Phillip	253 - Barry, Phillip
0000539		\$128.16	\$0.00	\$0.00	\$0.00	\$0.00	\$128.16	07/18/2024	Barry, Phillip	253 - Barry, Phillip
0000539		\$205.90	\$0.00	\$0.00	\$0.00	\$0.00	\$205.90	07/18/2024	Sullivan, Jeff	264 - Sullivan, Jeff
0000539		\$255.26	\$0.00	\$0.00	\$0.00	\$0.00	\$255.26	07/19/2024	Jones, William	274 - Jones, William
0000539		\$584.83	\$0.00	\$0.00	\$0.00	\$0.00	\$584.83	07/23/2024	Santos, Edgar	429 - Santos, Edgar
0000539		\$110.78	\$0.00	\$0.00	\$0.00	\$0.00	\$110.78	07/18/2024	Riesinger, Ryan	451 - Riesinger, Ryan
0000539		\$0.00	\$0.00	\$19.70	\$0.00	\$0.00	\$19.70	07/30/2024	2" PVC Pipe Sch 80	2" PVC Pipe Sch 80 - 2" PVC Pipe Sch80
0000539		\$0.00	\$0.00	\$8.12	\$0.00	\$0.00	\$8.12	07/30/2024	3/4" Sch80 SXS coup	3/4" S80 SXS coup - 3/4" Sch80 SXS coup
0000539		\$0.00	\$0.00	\$20.78	\$0.00	\$0.00	\$20.78	07/30/2024	Wasp & Hornet spray	zero in - Wasp & Hornet spray
0000539		\$0.00	\$0.00	\$72.56	\$0.00	\$0.00	\$72.56	07/30/2024	3/4" Sch80 pvc Check valve	3/4 Check Vlv Sch80 - 3/4" Sch80 pvc Check valve
0000539		\$0.00	\$0.00	\$55.91	\$0.00	\$0.00	\$55.91	07/30/2024	1/2" Sch80 Pvc check valve	1/2 Check Vlv SCH80 - 1/2" Sch80 Pvc check valve
0000539		\$0.00	\$0.00	\$75.15	\$0.00	\$0.00	\$75.15	07/30/2024	1/2" Ball Valve SCH80 PVC	1/2 Ball Valve SCH80 - 1/2" Ball Valve SCH80 PVC
0000539		\$0.00	\$0.00	\$2.50	\$0.00	\$0.00	\$2.50	07/30/2024	1/2" Sch80 sxs coup	1/2" Sch80 sxs - 1/2" Sch80 sxs coup
0000539		\$0.00	\$0.00	\$0.00	\$401.57	\$0.00	\$401.57	07/11/2024	S15069811 - Radios and cable for RNV3	2912 - Streakwave Wireless Inc.
<b>0000539 Totals</b>	<b>Minor repairs</b>	<b>\$4,441.87</b>	<b>\$202.00</b>	<b>\$254.72</b>	<b>\$401.57</b>	<b>\$0.00</b>	<b>\$5,300.16</b>			
0000540		\$0.00	\$0.00	\$0.00	\$0.00	\$628.35	\$628.35	07/03/2024	PR14 2024 STANDBY ALLOCATION	-
0000540		\$0.00	\$0.00	\$0.00	\$0.00	\$149.70	\$149.70	07/03/2024	PR14 2024 SUPERVISOR DUTY ALLOCATION	-
0000540		\$0.00	\$0.00	\$0.00	\$0.00	\$759.96	\$759.96	07/17/2024	PR15 2024 STANDBY ALLOCATION	-
0000540		\$0.00	\$0.00	\$0.00	\$0.00	\$153.69	\$153.69	07/17/2024	PR15 2024 SUPERVISOR DUTY ALLOCATION	-
0000540		\$0.00	\$0.00	\$0.00	\$0.00	\$665.35	\$665.35	07/31/2024	PR16 2024 STANDBY ALLOCATION	-
0000540		\$0.00	\$0.00	\$0.00	\$0.00	\$139.72	\$139.72	07/31/2024	PR16 2024 SUPERVISOR DUTY ALLOCATION	-
0000540		\$0.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	07/10/2024		0486 - Ford F250
0000540		\$0.00	\$30.00	\$0.00	\$0.00	\$0.00	\$30.00	07/01/2024		0465 - Ford F150
0000540		\$0.00	\$30.00	\$0.00	\$0.00	\$0.00	\$30.00	07/03/2024		0502 - Ford Transit Van
0000540		\$0.00	\$190.00	\$0.00	\$0.00	\$0.00	\$190.00	07/10/2024		0463 - Ford F150
0000540		\$0.00	\$20.00	\$0.00	\$0.00	\$0.00	\$20.00	07/10/2024		0483 - Ford F150
0000540		\$0.00	\$10.00	\$0.00	\$0.00	\$0.00	\$10.00	07/10/2024		0465 - Ford F150
0000540		\$0.00	\$15.00	\$0.00	\$0.00	\$0.00	\$15.00	07/10/2024		0498 - Ford Explorer XLT
0000540		\$0.00	\$20.00	\$0.00	\$0.00	\$0.00	\$20.00	07/03/2024		0485 - Ford F150
0000540		\$0.00	\$80.00	\$0.00	\$0.00	\$0.00	\$80.00	07/03/2024		0483 - Ford F150
0000540		\$0.00	\$120.00	\$0.00	\$0.00	\$0.00	\$120.00	07/03/2024		0463 - Ford F150
0000540		\$0.00	\$20.00	\$0.00	\$0.00	\$0.00	\$20.00	07/17/2024		0485 - Ford F150
0000540		\$0.00	\$10.00	\$0.00	\$0.00	\$0.00	\$10.00	07/17/2024		0465 - Ford F150
0000540		\$0.00	\$140.00	\$0.00	\$0.00	\$0.00	\$140.00	07/17/2024		0463 - Ford F150
0000540		\$0.00	\$50.00	\$0.00	\$0.00	\$0.00	\$50.00	07/24/2024		0486 - Ford F250
0000540		\$0.00	\$264.00	\$0.00	\$0.00	\$0.00	\$264.00	07/24/2024		0490 - Ford F550



Work Orders										
WO Audit Report										
For The Month Of July										
User: ALim										
Printed: 8/13/2024 9:39:20 AM										
WO Number	Work Order Description	Labor	Equipment	Materials	Services	Adjustments	Activity	Date	Description	Reference Code
0000540		\$0.00	\$40.00	\$0.00	\$0.00	\$0.00	\$40.00	07/24/2024		0438 - Chevy Colorado
0000540		\$0.00	\$40.00	\$0.00	\$0.00	\$0.00	\$40.00	07/24/2024		1083 - Wilson CF-1080 Roadbrute 48'
0000540		\$0.00	\$50.00	\$0.00	\$0.00	\$0.00	\$50.00	07/24/2024		0424 - Ford F250
0000540		\$0.00	\$60.00	\$0.00	\$0.00	\$0.00	\$60.00	07/24/2024		0463 - Ford F150
0000540		\$0.00	\$60.00	\$0.00	\$0.00	\$0.00	\$60.00	07/19/2024		0485 - Ford F150
0000540		\$0.00	\$140.00	\$0.00	\$0.00	\$0.00	\$140.00	07/24/2024		0474 - 2016 Kenworth Truck
0000540		\$256.32	\$0.00	\$0.00	\$0.00	\$0.00	\$256.32	06/25/2024	Barry, Phillip	253 - Barry, Phillip
0000540		\$256.32	\$0.00	\$0.00	\$0.00	\$0.00	\$256.32	06/24/2024	Barry, Phillip	253 - Barry, Phillip
0000540		\$139.27	\$0.00	\$0.00	\$0.00	\$0.00	\$139.27	06/17/2024	Murphy, Sue	307 - Murphy, Sue
0000540		\$139.27	\$0.00	\$0.00	\$0.00	\$0.00	\$139.27	06/18/2024	Murphy, Sue	307 - Murphy, Sue
0000540		\$278.54	\$0.00	\$0.00	\$0.00	\$0.00	\$278.54	06/19/2024	Murphy, Sue	307 - Murphy, Sue
0000540		\$139.27	\$0.00	\$0.00	\$0.00	\$0.00	\$139.27	06/24/2024	Murphy, Sue	307 - Murphy, Sue
0000540		\$139.27	\$0.00	\$0.00	\$0.00	\$0.00	\$139.27	06/25/2024	Murphy, Sue	307 - Murphy, Sue
0000540		\$139.27	\$0.00	\$0.00	\$0.00	\$0.00	\$139.27	06/13/2024	Murphy, Sue	307 - Murphy, Sue
0000540		\$407.81	\$0.00	\$0.00	\$0.00	\$0.00	\$407.81	06/20/2024	Burbey, Adam	333 - Burbey, Adam
0000540		\$815.62	\$0.00	\$0.00	\$0.00	\$0.00	\$815.62	06/13/2024	Burbey, Adam	333 - Burbey, Adam
0000540		\$135.94	\$0.00	\$0.00	\$0.00	\$0.00	\$135.94	06/24/2024	Burbey, Adam	333 - Burbey, Adam
0000540		\$407.81	\$0.00	\$0.00	\$0.00	\$0.00	\$407.81	06/25/2024	Burbey, Adam	333 - Burbey, Adam
0000540		\$611.71	\$0.00	\$0.00	\$0.00	\$0.00	\$611.71	06/17/2024	Burbey, Adam	333 - Burbey, Adam
0000540		\$679.68	\$0.00	\$0.00	\$0.00	\$0.00	\$679.68	06/14/2024	Burbey, Adam	333 - Burbey, Adam
0000540		\$407.81	\$0.00	\$0.00	\$0.00	\$0.00	\$407.81	06/26/2024	Burbey, Adam	333 - Burbey, Adam
0000540		\$101.95	\$0.00	\$0.00	\$0.00	\$0.00	\$101.95	06/13/2024	Burbey, Adam	333 - Burbey, Adam
0000540		\$180.86	\$0.00	\$0.00	\$0.00	\$0.00	\$180.86	06/21/2024	Stinson, Gregory	369 - Stinson, Gregory
0000540		\$180.86	\$0.00	\$0.00	\$0.00	\$0.00	\$180.86	06/13/2024	Stinson, Gregory	369 - Stinson, Gregory
0000540		\$180.86	\$0.00	\$0.00	\$0.00	\$0.00	\$180.86	06/25/2024	Stinson, Gregory	369 - Stinson, Gregory
0000540		\$180.86	\$0.00	\$0.00	\$0.00	\$0.00	\$180.86	06/18/2024	Stinson, Gregory	369 - Stinson, Gregory
0000540		\$180.86	\$0.00	\$0.00	\$0.00	\$0.00	\$180.86	06/20/2024	Stinson, Gregory	369 - Stinson, Gregory
0000540		\$180.86	\$0.00	\$0.00	\$0.00	\$0.00	\$180.86	06/14/2024	Stinson, Gregory	369 - Stinson, Gregory
0000540		\$1,008.58	\$0.00	\$0.00	\$0.00	\$0.00	\$1,008.58	06/20/2024	Medlin, Ken	373 - Medlin, Ken
0000540		\$315.31	\$0.00	\$0.00	\$0.00	\$0.00	\$315.31	06/18/2024	Hendrickson, Joshua	383 - Hendrickson, Joshua
0000540		\$157.66	\$0.00	\$0.00	\$0.00	\$0.00	\$157.66	06/20/2024	Hendrickson, Joshua	383 - Hendrickson, Joshua
0000540		\$315.31	\$0.00	\$0.00	\$0.00	\$0.00	\$315.31	06/21/2024	Hendrickson, Joshua	383 - Hendrickson, Joshua
0000540		\$315.31	\$0.00	\$0.00	\$0.00	\$0.00	\$315.31	06/26/2024	Hendrickson, Joshua	383 - Hendrickson, Joshua
0000540		\$945.94	\$0.00	\$0.00	\$0.00	\$0.00	\$945.94	06/19/2024	Hendrickson, Joshua	383 - Hendrickson, Joshua
0000540		\$394.15	\$0.00	\$0.00	\$0.00	\$0.00	\$394.15	06/17/2024	Hendrickson, Joshua	383 - Hendrickson, Joshua
0000540		\$114.05	\$0.00	\$0.00	\$0.00	\$0.00	\$114.05	06/14/2024	Thacker, Craig	415 - Thacker, Craig
0000540		\$228.10	\$0.00	\$0.00	\$0.00	\$0.00	\$228.10	06/25/2024	Thacker, Craig	415 - Thacker, Craig
0000540		\$114.05	\$0.00	\$0.00	\$0.00	\$0.00	\$114.05	06/21/2024	Thacker, Craig	415 - Thacker, Craig
0000540		\$228.10	\$0.00	\$0.00	\$0.00	\$0.00	\$228.10	06/13/2024	Thacker, Craig	415 - Thacker, Craig
0000540		\$228.10	\$0.00	\$0.00	\$0.00	\$0.00	\$228.10	06/20/2024	Thacker, Craig	415 - Thacker, Craig
0000540		\$114.05	\$0.00	\$0.00	\$0.00	\$0.00	\$114.05	06/17/2024	Thacker, Craig	415 - Thacker, Craig
0000540		\$228.10	\$0.00	\$0.00	\$0.00	\$0.00	\$228.10	06/18/2024	Thacker, Craig	415 - Thacker, Craig
0000540		\$513.22	\$0.00	\$0.00	\$0.00	\$0.00	\$513.22	06/13/2024	Thacker, Craig	415 - Thacker, Craig
0000540		\$114.05	\$0.00	\$0.00	\$0.00	\$0.00	\$114.05	06/19/2024	Thacker, Craig	415 - Thacker, Craig
0000540		\$114.05	\$0.00	\$0.00	\$0.00	\$0.00	\$114.05	06/24/2024	Thacker, Craig	415 - Thacker, Craig
0000540		\$114.05	\$0.00	\$0.00	\$0.00	\$0.00	\$114.05	06/26/2024	Thacker, Craig	415 - Thacker, Craig
0000540		\$415.44	\$0.00	\$0.00	\$0.00	\$0.00	\$415.44	06/25/2024	Riesinger, Ryan	451 - Riesinger, Ryan

Work Orders										
WO Audit Report										
For The Month Of July										
User: ALim										
Printed 8/13/2024 9:39:20 AM										
WO Number	Work Order Description	Labor	Equipment	Materials	Services	Adjustments	Activity	Date	Description	Reference Code
0000540		\$85.54	\$0.00	\$0.00	\$0.00	\$0.00	\$85.54	06/16/2024	Shepherd, Jason	446 - Shepherd, Jason
0000540		\$85.54	\$0.00	\$0.00	\$0.00	\$0.00	\$85.54	06/15/2024	Shepherd, Jason	446 - Shepherd, Jason
0000540		\$553.92	\$0.00	\$0.00	\$0.00	\$0.00	\$553.92	06/25/2024	Riesinger, Ryan	451 - Riesinger, Ryan
0000540		\$221.57	\$0.00	\$0.00	\$0.00	\$0.00	\$221.57	06/20/2024	Riesinger, Ryan	451 - Riesinger, Ryan
0000540		\$443.14	\$0.00	\$0.00	\$0.00	\$0.00	\$443.14	06/26/2024	Riesinger, Ryan	451 - Riesinger, Ryan
0000540		\$382.90	\$0.00	\$0.00	\$0.00	\$0.00	\$382.90	06/30/2024	Jones, William	274 - Jones, William
0000540		\$765.79	\$0.00	\$0.00	\$0.00	\$0.00	\$765.79	07/04/2024	Jones, William	274 - Jones, William
0000540		\$382.90	\$0.00	\$0.00	\$0.00	\$0.00	\$382.90	06/28/2024	Jones, William	274 - Jones, William
0000540		\$191.45	\$0.00	\$0.00	\$0.00	\$0.00	\$191.45	07/01/2024	Jones, William	274 - Jones, William
0000540		\$139.27	\$0.00	\$0.00	\$0.00	\$0.00	\$139.27	07/09/2024	Murphy, Sue	307 - Murphy, Sue
0000540		\$139.27	\$0.00	\$0.00	\$0.00	\$0.00	\$139.27	07/01/2024	Murphy, Sue	307 - Murphy, Sue
0000540		\$139.27	\$0.00	\$0.00	\$0.00	\$0.00	\$139.27	07/10/2024	Murphy, Sue	307 - Murphy, Sue
0000540		\$139.27	\$0.00	\$0.00	\$0.00	\$0.00	\$139.27	07/08/2024	Murphy, Sue	307 - Murphy, Sue
0000540		\$203.90	\$0.00	\$0.00	\$0.00	\$0.00	\$203.90	06/27/2024	Burbey, Adam	333 - Burbey, Adam
0000540		\$135.94	\$0.00	\$0.00	\$0.00	\$0.00	\$135.94	06/27/2024	Burbey, Adam	333 - Burbey, Adam
0000540		\$135.94	\$0.00	\$0.00	\$0.00	\$0.00	\$135.94	07/02/2024	Burbey, Adam	333 - Burbey, Adam
0000540		\$135.94	\$0.00	\$0.00	\$0.00	\$0.00	\$135.94	07/03/2024	Burbey, Adam	333 - Burbey, Adam
0000540		\$135.94	\$0.00	\$0.00	\$0.00	\$0.00	\$135.94	07/10/2024	Burbey, Adam	333 - Burbey, Adam
0000540		\$180.86	\$0.00	\$0.00	\$0.00	\$0.00	\$180.86	06/27/2024	Stinson, Gregory	369 - Stinson, Gregory
0000540		\$180.86	\$0.00	\$0.00	\$0.00	\$0.00	\$180.86	07/05/2024	Stinson, Gregory	369 - Stinson, Gregory
0000540		\$180.86	\$0.00	\$0.00	\$0.00	\$0.00	\$180.86	07/09/2024	Stinson, Gregory	369 - Stinson, Gregory
0000540		\$180.86	\$0.00	\$0.00	\$0.00	\$0.00	\$180.86	07/02/2024	Stinson, Gregory	369 - Stinson, Gregory
0000540		\$157.66	\$0.00	\$0.00	\$0.00	\$0.00	\$157.66	07/03/2024	Hendrickson, Joshua	383 - Hendrickson, Joshua
0000540		\$114.05	\$0.00	\$0.00	\$0.00	\$0.00	\$114.05	06/27/2024	Thacker, Craig	415 - Thacker, Craig
0000540		\$114.05	\$0.00	\$0.00	\$0.00	\$0.00	\$114.05	07/09/2024	Thacker, Craig	415 - Thacker, Craig
0000540		\$228.10	\$0.00	\$0.00	\$0.00	\$0.00	\$228.10	07/02/2024	Thacker, Craig	415 - Thacker, Craig
0000540		\$171.07	\$0.00	\$0.00	\$0.00	\$0.00	\$171.07	07/10/2024	Thacker, Craig	415 - Thacker, Craig
0000540		\$85.54	\$0.00	\$0.00	\$0.00	\$0.00	\$85.54	07/07/2024	Thacker, Craig	415 - Thacker, Craig
0000540		\$342.14	\$0.00	\$0.00	\$0.00	\$0.00	\$342.14	07/06/2024	Thacker, Craig	415 - Thacker, Craig
0000540		\$114.05	\$0.00	\$0.00	\$0.00	\$0.00	\$114.05	07/01/2024	Thacker, Craig	415 - Thacker, Craig
0000540		\$342.14	\$0.00	\$0.00	\$0.00	\$0.00	\$342.14	07/09/2024	Thacker, Craig	415 - Thacker, Craig
0000540		\$114.05	\$0.00	\$0.00	\$0.00	\$0.00	\$114.05	07/05/2024	Thacker, Craig	415 - Thacker, Craig
0000540		\$114.05	\$0.00	\$0.00	\$0.00	\$0.00	\$114.05	07/03/2024	Thacker, Craig	415 - Thacker, Craig
0000540		\$114.05	\$0.00	\$0.00	\$0.00	\$0.00	\$114.05	06/28/2024	Thacker, Craig	415 - Thacker, Craig
0000540		\$570.24	\$0.00	\$0.00	\$0.00	\$0.00	\$570.24	07/08/2024	Thacker, Craig	415 - Thacker, Craig
0000540		\$492.67	\$0.00	\$0.00	\$0.00	\$0.00	\$492.67	06/27/2024	Szura, Mark	420 - Szura, Mark
0000540		\$307.92	\$0.00	\$0.00	\$0.00	\$0.00	\$307.92	06/28/2024	Szura, Mark	420 - Szura, Mark
0000540		\$332.35	\$0.00	\$0.00	\$0.00	\$0.00	\$332.35	07/01/2024	Riesinger, Ryan	451 - Riesinger, Ryan
0000540		\$221.57	\$0.00	\$0.00	\$0.00	\$0.00	\$221.57	07/10/2024	Riesinger, Ryan	451 - Riesinger, Ryan
0000540		\$886.27	\$0.00	\$0.00	\$0.00	\$0.00	\$886.27	06/28/2024	Riesinger, Ryan	451 - Riesinger, Ryan
0000540		\$886.27	\$0.00	\$0.00	\$0.00	\$0.00	\$886.27	06/27/2024	Riesinger, Ryan	451 - Riesinger, Ryan
0000540		\$255.26	\$0.00	\$0.00	\$0.00	\$0.00	\$255.26	07/18/2024	Jones, William	274 - Jones, William
0000540		\$191.45	\$0.00	\$0.00	\$0.00	\$0.00	\$191.45	07/19/2024	Jones, William	274 - Jones, William
0000540		\$139.27	\$0.00	\$0.00	\$0.00	\$0.00	\$139.27	07/24/2024	Murphy, Sue	307 - Murphy, Sue
0000540		\$139.27	\$0.00	\$0.00	\$0.00	\$0.00	\$139.27	07/16/2024	Murphy, Sue	307 - Murphy, Sue
0000540		\$139.27	\$0.00	\$0.00	\$0.00	\$0.00	\$139.27	07/11/2024	Murphy, Sue	307 - Murphy, Sue
0000540		\$180.86	\$0.00	\$0.00	\$0.00	\$0.00	\$180.86	07/16/2024	Stinson, Gregory	369 - Stinson, Gregory

Work Orders										
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WO Number	Work Order Description	Labor	Equipment	Materials	Services	Adjustments	Activity	Date	Description	Reference Code
0000540		\$180.86	\$0.00	\$0.00	\$0.00	\$0.00	\$180.86	07/15/2024	Stinson, Gregory	369 - Stinson, Gregory
0000540		\$180.86	\$0.00	\$0.00	\$0.00	\$0.00	\$180.86	07/11/2024	Stinson, Gregory	369 - Stinson, Gregory
0000540		\$180.86	\$0.00	\$0.00	\$0.00	\$0.00	\$180.86	07/18/2024	Stinson, Gregory	369 - Stinson, Gregory
0000540		\$1,008.58	\$0.00	\$0.00	\$0.00	\$0.00	\$1,008.58	07/18/2024	Medlin, Ken	373 - Medlin, Ken
0000540		\$157.66	\$0.00	\$0.00	\$0.00	\$0.00	\$157.66	07/19/2024	Hendrickson, Joshua	383 - Hendrickson, Joshua
0000540		\$315.31	\$0.00	\$0.00	\$0.00	\$0.00	\$315.31	07/18/2024	Hendrickson, Joshua	383 - Hendrickson, Joshua
0000540		\$157.66	\$0.00	\$0.00	\$0.00	\$0.00	\$157.66	07/16/2024	Hendrickson, Joshua	383 - Hendrickson, Joshua
0000540		\$157.66	\$0.00	\$0.00	\$0.00	\$0.00	\$157.66	07/12/2024	Hendrickson, Joshua	383 - Hendrickson, Joshua
0000540		\$173.71	\$0.00	\$0.00	\$0.00	\$0.00	\$173.71	07/18/2024	Young, Michael	393 - Young, Michael
0000540		\$228.10	\$0.00	\$0.00	\$0.00	\$0.00	\$228.10	07/11/2024	Thacker, Craig	415 - Thacker, Craig
0000540		\$228.10	\$0.00	\$0.00	\$0.00	\$0.00	\$228.10	07/16/2024	Thacker, Craig	415 - Thacker, Craig
0000540		\$114.05	\$0.00	\$0.00	\$0.00	\$0.00	\$114.05	07/17/2024	Thacker, Craig	415 - Thacker, Craig
0000540		\$114.05	\$0.00	\$0.00	\$0.00	\$0.00	\$114.05	07/24/2024	Thacker, Craig	415 - Thacker, Craig
0000540		\$114.05	\$0.00	\$0.00	\$0.00	\$0.00	\$114.05	07/15/2024	Thacker, Craig	415 - Thacker, Craig
0000540		\$114.05	\$0.00	\$0.00	\$0.00	\$0.00	\$114.05	07/12/2024	Thacker, Craig	415 - Thacker, Craig
0000540		\$114.05	\$0.00	\$0.00	\$0.00	\$0.00	\$114.05	07/22/2024	Thacker, Craig	415 - Thacker, Craig
0000540		\$114.05	\$0.00	\$0.00	\$0.00	\$0.00	\$114.05	07/19/2024	Thacker, Craig	415 - Thacker, Craig
0000540		\$197.09	\$0.00	\$0.00	\$0.00	\$0.00	\$197.09	07/19/2024	Birdwell-Alvarado, Anthony	423 - Birdwell-Alvarado, Anthony
0000540		\$197.09	\$0.00	\$0.00	\$0.00	\$0.00	\$197.09	07/18/2024	Birdwell-Alvarado, Anthony	423 - Birdwell-Alvarado, Anthony
0000540		\$197.09	\$0.00	\$0.00	\$0.00	\$0.00	\$197.09	07/23/2024	Birdwell-Alvarado, Anthony	423 - Birdwell-Alvarado, Anthony
0000540		\$221.57	\$0.00	\$0.00	\$0.00	\$0.00	\$221.57	07/12/2024	Riesinger, Ryan	451 - Riesinger, Ryan
0000540		\$342.14	\$0.00	\$0.00	\$0.00	\$0.00	\$342.14	07/19/2024	Shepherd, Jason	446 - Shepherd, Jason
0000540		\$342.14	\$0.00	\$0.00	\$0.00	\$0.00	\$342.14	07/20/2024	Shepherd, Jason	446 - Shepherd, Jason
0000540		\$85.54	\$0.00	\$0.00	\$0.00	\$0.00	\$85.54	07/22/2024	Shepherd, Jason	446 - Shepherd, Jason
0000540		\$183.02	\$0.00	\$0.00	\$0.00	\$0.00	\$183.02	07/18/2024	Fragoza Flores, Jose	456 - Fragoza Flores, Jose
0000540		\$0.00	\$0.00	\$0.00	\$68.01	\$0.00	\$68.01	07/11/2024	9163084198 - QTY 2- Item # 21AJ45 (Current Sensor relay)	0871 - Grainger, Inc
0000540		\$0.00	\$0.00	\$0.00	\$74.22	\$0.00	\$74.22	07/11/2024	125105 - Proposal PS-1446-0	1785 - Sierra Controls, LLC
0000540		\$0.00	\$0.00	\$0.00	\$21.00	\$0.00	\$21.00	07/11/2024	SH03558-lab services for Water Quality sampling-RNVWD	0305 - BSK Associates
0000540		\$0.00	\$0.00	\$0.00	\$42.00	\$0.00	\$42.00	07/25/2024	SH03231- lab services for Water Quality sampling-RNVWD	0305 - BSK Associates
0000540		\$0.00	\$0.00	\$0.00	\$24.00	\$0.00	\$24.00	07/25/2024	SH03456-lab services for Water Quality sampling RNVWD	0305 - BSK Associates
<b>0000540 Totals</b>	<b>Basic Operations</b>	<b>\$29,432.53</b>	<b>\$1,489.00</b>	<b>\$0.00</b>	<b>\$229.23</b>	<b>\$2,496.77</b>	<b>\$33,647.53</b>			
0000541		\$66.79	\$0.00	\$0.00	\$0.00	\$0.00	\$66.79	07/01/2024	Baldos, Dietzjohn	450 - Baldos, Dietzjohn
0000541		\$111.31	\$0.00	\$0.00	\$0.00	\$0.00	\$111.31	07/10/2024	Baldos, Dietzjohn	450 - Baldos, Dietzjohn
0000541		\$111.31	\$0.00	\$0.00	\$0.00	\$0.00	\$111.31	07/10/2024	Babb, James	465 - Babb, James
0000541		\$0.00	\$0.00	\$22.31	\$0.00	\$0.00	\$22.31	07/30/2024	Flag survey blue	flagblue - Flag survey blue
<b>0000541 Totals</b>	<b>Underground Service Alert moni</b>	<b>\$289.41</b>	<b>\$0.00</b>	<b>\$22.31</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$311.72</b>			
0000559		\$355.20	\$0.00	\$0.00	\$0.00	\$0.00	\$355.20	06/27/2024	McWilliams, Nancy	405 - McWilliams, Nancy
0000559		\$355.20	\$0.00	\$0.00	\$0.00	\$0.00	\$355.20	07/18/2024	McWilliams, Nancy	405 - McWilliams, Nancy
0000559		\$355.20	\$0.00	\$0.00	\$0.00	\$0.00	\$355.20	07/22/2024	McWilliams, Nancy	405 - McWilliams, Nancy
<b>0000559 Totals</b>	<b>General Engineering Services</b>	<b>\$1,065.60</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,065.60</b>			
0000635		\$0.00	\$33.00	\$0.00	\$0.00	\$0.00	\$33.00	07/10/2024		0455 - Ford F550
0000635		\$543.74	\$0.00	\$0.00	\$0.00	\$0.00	\$543.74	06/24/2024	Garcia, Martin	184 - Garcia, Martin
0000635		\$557.38	\$0.00	\$0.00	\$0.00	\$0.00	\$557.38	06/24/2024	Almstrom, Nicholas	448 - Almstrom, Nicholas
0000635		\$292.42	\$0.00	\$0.00	\$0.00	\$0.00	\$292.42	06/24/2024	Santos, Edgar	429 - Santos, Edgar
0000635		\$282.43	\$0.00	\$0.00	\$0.00	\$0.00	\$282.43	06/24/2024	Garcia, Manuel	457 - Garcia, Manuel
0000635		\$135.94	\$0.00	\$0.00	\$0.00	\$0.00	\$135.94	07/10/2024	Garcia, Martin	184 - Garcia, Martin
0000635		\$153.50	\$0.00	\$0.00	\$0.00	\$0.00	\$153.50	07/10/2024	Borelli, Nickolas	313 - Borelli, Nickolas



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Printed: 8/13/2024 9:39:20 AM										
WO Number	Work Order Description	Labor	Equipment	Materials	Services	Adjustments	Activity	Date	Description	Reference Code
0000635		\$0.00	\$0.00	\$101.60	\$0.00	\$0.00	\$101.60	07/30/2024	pipe poly 1" IPS	pipepoly IIPS - pipe poly 1" IPS
0000635		\$0.00	\$0.00	\$165.94	\$0.00	\$0.00	\$165.94	07/30/2024	H-15426 1"	H-15426 1 - H-15426 1"
0000635		\$0.00	\$0.00	\$16.22	\$0.00	\$0.00	\$16.22	07/30/2024	Tape pipe wrap, Christy 10mil	Tapepipe - Tape pipe wrap, Christy 10mil
0000635		\$0.00	\$0.00	\$41.48	\$0.00	\$0.00	\$41.48	07/30/2024	H-15426 1"	H-15426 1 - H-15426 1"
0000635		\$0.00	\$0.00	\$21.51	\$0.00	\$0.00	\$21.51	07/30/2024	Glove Safe Grip Latex XL	Latex XL - Glove Safe Grip Latex XL
0000635		\$0.00	\$0.00	\$41.48	\$0.00	\$0.00	\$41.48	07/30/2024	H-15426 1"	H-15426 1 - H-15426 1"
0000635		\$0.00	\$0.00	\$139.12	\$0.00	\$0.00	\$139.12	07/30/2024	B-24265 1*	B24265 1 - B-24265 1"
0000635		\$0.00	\$0.00	\$139.12	\$0.00	\$0.00	\$139.12	07/30/2024	B-24265 1*	B24265 1 - B-24265 1"
0000635		\$0.00	\$0.00	\$20.14	\$0.00	\$0.00	\$20.14	07/30/2024	PIPE JOINT LUBE / GAL	Pipe JT Lub - PIPE JOINT LUBE / GAL
0000635		\$0.00	\$0.00	\$2.06	\$0.00	\$0.00	\$2.06	07/30/2024	Tape Electrical Tape Vinyl 3M Su	ELETAPV - Tape Electrical Tape Vinyl 3M Su
0000635		\$0.00	\$0.00	\$64.41	\$0.00	\$0.00	\$64.41	07/30/2024	H-15408 1" IPS	H-15408 1 - H-15408 1" IPS
<b>0000635 Totals</b>	<b>System Repair Leaks</b>	<b>\$1,965.41</b>	<b>\$33.00</b>	<b>\$753.08</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,751.49</b>			
0001089		\$88.80	\$0.00	\$0.00	\$0.00	\$0.00	\$88.80	07/03/2024	McWilliams, Nancy	405 - McWilliams, Nancy
0001089		\$177.60	\$0.00	\$0.00	\$0.00	\$0.00	\$177.60	07/02/2024	McWilliams, Nancy	405 - McWilliams, Nancy
0001089		\$444.00	\$0.00	\$0.00	\$0.00	\$0.00	\$444.00	07/08/2024	McWilliams, Nancy	405 - McWilliams, Nancy
0001089		\$177.60	\$0.00	\$0.00	\$0.00	\$0.00	\$177.60	07/01/2024	McWilliams, Nancy	405 - McWilliams, Nancy
0001089		\$266.40	\$0.00	\$0.00	\$0.00	\$0.00	\$266.40	07/09/2024	McWilliams, Nancy	405 - McWilliams, Nancy
0001089		\$519.48	\$0.00	\$0.00	\$0.00	\$0.00	\$519.48	07/05/2024	Esquer, Kyle	452 - Esquer, Kyle
0001089		\$277.06	\$0.00	\$0.00	\$0.00	\$0.00	\$277.06	07/01/2024	Esquer, Kyle	452 - Esquer, Kyle
0001089		\$311.69	\$0.00	\$0.00	\$0.00	\$0.00	\$311.69	07/03/2024	Esquer, Kyle	452 - Esquer, Kyle
0001089		\$519.48	\$0.00	\$0.00	\$0.00	\$0.00	\$519.48	07/09/2024	Esquer, Kyle	452 - Esquer, Kyle
0001089		\$34.63	\$0.00	\$0.00	\$0.00	\$0.00	\$34.63	07/02/2024	Esquer, Kyle	452 - Esquer, Kyle
0001089		\$346.32	\$0.00	\$0.00	\$0.00	\$0.00	\$346.32	07/08/2024	Esquer, Kyle	452 - Esquer, Kyle
0001089		\$207.79	\$0.00	\$0.00	\$0.00	\$0.00	\$207.79	07/10/2024	Esquer, Kyle	452 - Esquer, Kyle
0001089		\$88.80	\$0.00	\$0.00	\$0.00	\$0.00	\$88.80	07/16/2024	McWilliams, Nancy	405 - McWilliams, Nancy
0001089		\$277.06	\$0.00	\$0.00	\$0.00	\$0.00	\$277.06	07/11/2024	Esquer, Kyle	452 - Esquer, Kyle
0001089		\$34.63	\$0.00	\$0.00	\$0.00	\$0.00	\$34.63	07/17/2024	Esquer, Kyle	452 - Esquer, Kyle
0001089		\$34.63	\$0.00	\$0.00	\$0.00	\$0.00	\$34.63	07/24/2024	Esquer, Kyle	452 - Esquer, Kyle
0001089		\$277.06	\$0.00	\$0.00	\$0.00	\$0.00	\$277.06	07/23/2024	Esquer, Kyle	452 - Esquer, Kyle
0001089		\$277.06	\$0.00	\$0.00	\$0.00	\$0.00	\$277.06	07/22/2024	Esquer, Kyle	452 - Esquer, Kyle
<b>0001089 Totals</b>	<b>Morgan Subdivision &amp; Developme</b>	<b>\$4,360.09</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,360.09</b>			
0001302		\$177.60	\$0.00	\$0.00	\$0.00	\$0.00	\$177.60	07/24/2024	McWilliams, Nancy	405 - McWilliams, Nancy
<b>0001302 Totals</b>	<b>Doughty Parcel Map Brehme Lane</b>	<b>\$177.60</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$177.60</b>			
0001336		\$69.26	\$0.00	\$0.00	\$0.00	\$0.00	\$69.26	07/23/2024	Esquer, Kyle	452 - Esquer, Kyle
0001336		\$103.90	\$0.00	\$0.00	\$0.00	\$0.00	\$103.90	07/18/2024	Esquer, Kyle	452 - Esquer, Kyle
<b>0001336 Totals</b>	<b>7061 Steiger Hill Rd. 2 new mt</b>	<b>\$173.16</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$173.16</b>			
0001826		\$177.60	\$0.00	\$0.00	\$0.00	\$0.00	\$177.60	06/19/2024	McWilliams, Nancy	405 - McWilliams, Nancy
0001826		\$88.80	\$0.00	\$0.00	\$0.00	\$0.00	\$88.80	06/13/2024	McWilliams, Nancy	405 - McWilliams, Nancy
0001826		\$177.60	\$0.00	\$0.00	\$0.00	\$0.00	\$177.60	06/26/2024	McWilliams, Nancy	405 - McWilliams, Nancy
0001826		\$88.80	\$0.00	\$0.00	\$0.00	\$0.00	\$88.80	06/20/2024	McWilliams, Nancy	405 - McWilliams, Nancy
0001826		\$177.60	\$0.00	\$0.00	\$0.00	\$0.00	\$177.60	06/24/2024	McWilliams, Nancy	405 - McWilliams, Nancy
0001826		\$0.00	\$0.00	\$0.00	\$9,052.50	\$0.00	\$9,052.50	07/25/2024	59662 - 134-5018 SID Encroachment Permits CM&I June 30,2024	3477 - Coastland Civil Engineering, Inc
<b>0001826 Totals</b>	<b>Cantelow Rd Bridge Replacement</b>	<b>\$710.40</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$9,052.50</b>	<b>\$0.00</b>	<b>\$9,762.90</b>			
<b>Report Totals</b>		<b>\$42,616.07</b>	<b>\$1,724.00</b>	<b>\$1,030.11</b>	<b>\$9,683.30</b>	<b>\$2,496.77</b>	<b>\$57,550.25</b>			

Cash Reconciliation as of RNVWD July 7-31-24 financials		
		Notes
<b><u>Wells Fargo</u></b>		
<b>Wells Fargo Checking Account Total</b>	<b>316,822</b>	
Vendor Deposits Held	86,931	For Vendor Project and Developments
Available Cash	229,891	Operational Cash
<b><u>County Fund</u></b>		
County Fund Cash in Treasury	68,387	Operational Cash
<b>Total Available Operational Cash</b>	<b>298,278</b>	<b>(Wells Fargo Available Cash + County Fund):</b>

## RNWVD - Operating Fund Vendor Balance Detail As of July 31, 2024

Type	Date	Num	Source Name	Memo	Account	Amount	Balance
<b>Abrew Brehme Rd</b>							
Bill	06/21/2017		Abrew Brehme Rd		160.500 · Deposit P...	5,000.00	5,000.00
Check	02/01/2019	2085	RG West Builders, Inc	Abrew/Crawford Deposit	160.500 · Deposit P...	-150.00	4,850.00
Check	07/01/2019	2141	RG West Builders, Inc	Abrew subdivision (150) new ser...	160.500 · Deposit P...	-400.00	4,450.00
General Journal	08/08/2019	adj		SID	160.500 · Deposit P...	-352.68	4,097.32
General Journal	08/02/2020	2293	Abrew Brehme Rd	RG West	160.500 · Deposit P...	-300.00	3,797.32
General Journal	08/31/2020	adj	Abrew Brehme Rd	SID July Svcs not paid unitl Oct ...	160.500 · Deposit P...	-75.38	3,721.94
General Journal	09/01/2020		Abrew Brehme Rd	RG West	160.500 · Deposit P...	-150.00	3,571.94
General Journal	09/01/2020		Abrew Brehme Rd	SID	160.500 · Deposit P...	-376.89	3,195.05
General Journal	10/10/2020	adj	Abrew Brehme Rd	SID	160.500 · Deposit P...	-75.38	3,119.67
General Journal	10/10/2020	adjR	Abrew Brehme Rd	SID Reverse of GJE adj -- SID J...	160.500 · Deposit P...	75.38	3,195.05
General Journal	11/01/2020	Depo...	Abrew Brehme Rd	RG West - Abrew	160.500 · Deposit P...	-150.00	3,045.05
General Journal	11/13/2020	Depo...	Abrew Brehme Rd	SID - Abrew	160.500 · Deposit P...	-301.49	2,743.56
General Journal	12/20/2020	adj	Abrew Brehme Rd	SID	160.500 · Deposit P...	-301.49	2,442.07
General Journal	05/03/2021	2468	Abrew Brehme Rd	RG West check 2468	160.500 · Deposit P...	-150.00	2,292.07
Check	12/02/2022	2764	RG West Builders, Inc	Check #2764 RG West-Abrew	160.500 · Deposit P...	-300.00	1,992.07
Check	01/03/2023	2773	RG West Builders, Inc	Check #2773 RG West-Abrew	160.500 · Deposit P...	-150.00	1,842.07
Check	01/17/2023	2786	Solano Irrigation District	SID ck #2786-Abrew	160.500 · Deposit P...	-329.33	1,512.74
Check	02/02/2023	2801	RG West Builders, Inc	Check #2801 RG West-Abrew	160.500 · Deposit P...	-300.00	1,212.74
General Journal	06/01/2023	check...	Abrew.	RG West Builders Check #2873...	160.500 · Deposit P...	-150.00	1,062.74
General Journal	07/03/2023	dep pay	Abrew.	RG West Builders Check #2896...	160.500 · Deposit P...	-150.00	912.74
Check	08/31/2023	2929	Solano Irrigation District	SID Check 2902-Abrew	160.500 · Deposit P...	-83.98	828.76
General Journal	09/22/2023	2482		Abrew	160.500 · Deposit P...	-251.93	576.83
Deposit	11/20/2023	100		Deposit	160.500 · Deposit P...	6,400.00	6,976.83
Check	12/01/2023	2981	Buxup Corpooration	Buxup Corp check 2981 dated 1...	160.500 · Deposit P...	-150.00	6,826.83
General Journal	12/15/2023	dep pay	Abrew Brehme Rd	Solano Irrigation District Check ...	160.500 · Deposit P...	-83.98	6,742.85
Check	03/19/2024	3035	Solano Irrigation District	Solano Irrigation District Check ...	160.500 · Deposit P...	-813.17	5,929.68
Check	04/14/2024	3043	Solano Irrigation District	Solano Irrigation District Check ...	160.500 · Deposit P...	-2,661.75	3,267.93
Check	06/16/2024	3071	Abrew Brehme Rd	Abrew Vendor balance refund	160.500 · Deposit P...	-3,267.93	0.00
Total Abrew Brehme Rd						0.00	0.00
<b>AMOS</b>							
General Journal	01/21/2021		AMOS	SID	160.500 · Deposit P...	-75.38	-75.38
Check	08/23/2021	2518	Solano Irrigation District	Solano Irrigation District-check 2...	160.500 · Deposit P...	-161.42	-236.80
Check	05/02/2022	2636	RG West Builders, Inc	RG West check 2636-AMOS	160.500 · Deposit P...	-300.00	-536.80
General Journal	03/07/2023	dep a...	Amos.	Check 2819 RG West-Amos	160.500 · Deposit P...	-150.00	-686.80
General Journal	05/20/2023		AMOS		160.500 · Deposit P...	-251.93	-938.73
Total AMOS						-938.73	-938.73
<b>AMW Builders-Withers</b>							
Check	05/01/2023	2853	RG West Builders, Inc	Check #2853-AMW Builders-Wit...	160.500 · Deposit P...	-150.00	-150.00
Deposit	05/03/2023	2748		Deposit for add hydrant review S...	160.500 · Deposit P...	5,000.00	4,850.00
General Journal	06/30/2023		AMW Builders-Withers		160.500 · Deposit P...	-150.00	4,700.00
Deposit	04/05/2024	3468		Vendor balance \$1500. encroac...	160.500 · Deposit P...	1,625.00	6,325.00
Check	05/13/2024	3055	Solano Irrigation District	5/13/24 SID check #3055	160.500 · Deposit P...	-177.60	6,147.40
Check	07/30/2024	3085	Solano Irrigation District	SID check #3085 7/30/24	160.500 · Deposit P...	-950.00	5,197.40



## RNWVD - Operating Fund Vendor Balance Detail As of July 31, 2024

Type	Date	Num	Source Name	Memo	Account	Amount	Balance
Total AMW Builders-Withers						5,197.40	5,197.40
<b>Brad Foulk</b>							
Deposit	04/29/2020	2910		dep for plan rev / inspection	160.500 · Deposit P...	5,000.00	5,000.00
General Journal	06/01/2020	adj	Brad Foulk	Main Extension	160.500 · Deposit P...	-150.00	4,850.00
General Journal	06/13/2020	adj	Brad Foulk		160.500 · Deposit P...	-2,125.00	2,725.00
General Journal	06/14/2020	adj	Brad Foulk	SID	160.500 · Deposit P...	-75.38	2,649.62
General Journal	07/02/2020	adj	Brad Foulk	RG West	160.500 · Deposit P...	-150.00	2,499.62
General Journal	07/14/2020	adj	Brad Foulk	SID	160.500 · Deposit P...	-1,379.14	1,120.48
General Journal	07/26/2020	adj	Brad Foulk	Randall Larson Maynard	160.500 · Deposit P...	-120.00	1,000.48
General Journal	08/02/2020	2293	Brad Foulk	RG West	160.500 · Deposit P...	-300.00	700.48
General Journal	08/15/2020		Brad Foulk	SID	160.500 · Deposit P...	-2,796.91	-2,096.43
General Journal	09/01/2020		Brad Foulk	Foulk	160.500 · Deposit P...	-226.12	-2,322.55
General Journal	09/15/2020		Brad Foulk	Hydrant Water Usage	160.500 · Deposit P...	-2,785.00	-5,107.55
Deposit	09/16/2020	2934		Deposit	160.500 · Deposit P...	5,000.00	-107.55
Deposit	09/30/2020			VOID: Deposit	160.500 · Deposit P...	0.00	-107.55
General Journal	10/10/2020	adj	Brad Foulk	SID	160.500 · Deposit P...	-2,796.91	-2,904.46
General Journal	10/10/2020	adjR	Brad Foulk	SID Reverse of GJE adj	160.500 · Deposit P...	2,796.91	-107.55
General Journal	04/30/2021		Brad Foulk	Clear Acct per GS email 04/18	160.500 · Deposit P...	107.55	0.00
General Journal	07/17/2021	clearing	Brad Foulk	Solano Irrigation District-check 2...	160.500 · Deposit P...	-80.71	-80.71
Check	03/02/2022	2611	RG West Builders, Inc	RG West check 2611	160.500 · Deposit P...	-150.00	-230.71
General Journal	03/11/2022		Brad Foulk (c)	SID check 2616	160.500 · Deposit P...	-164.66	-395.37
General Journal	04/27/2022	reclass	Brad Foulk	SID check 2633-Foulk	160.500 · Deposit P...	-411.66	-807.03
General Journal	05/12/2022			SID CK#2645	160.500 · Deposit P...	-329.33	-1,136.36
General Journal	09/25/2022	clearing	Brad Foulk	Foulk	160.500 · Deposit P...	-82.34	-1,218.70
General Journal	06/01/2023	check...	Brad Foulk	RG West Builders Check #2873...	160.500 · Deposit P...	-150.00	-1,368.70
General Journal	06/21/2023	check...	Brad Foulk (c)	SID check 2886	160.500 · Deposit P...	-167.96	-1,536.66
General Journal	07/12/2023	dep pay	Brad Foulk (c)	SID Check 2902-Foulk	160.500 · Deposit P...	-251.93	-1,788.59
Deposit	08/27/2023	3047		Foulk Vendor balance sheet 2/2	160.500 · Deposit P...	5,000.00	3,211.41
General Journal	09/04/2023	adj		Foulk	160.500 · Deposit P...	-300.00	2,911.41
General Journal	09/22/2023	2483		Foulk	160.500 · Deposit P...	-167.96	2,743.45
Deposit	09/26/2023	3052		Connection deposit	160.500 · Deposit P...	8,000.00	10,743.45
Check	10/01/2023	2947	Buxup Corpooration	Buxup ck #2947 dated 10-1-23 f...	160.500 · Deposit P...	-150.00	10,593.45
Check	10/16/2023	2960	Solano Irrigation District	Solano Irrigation District Check ...	160.500 · Deposit P...	-671.81	9,921.64
Check	11/09/2023	2973	Solano Irrigation District	Solano Irrigation District Check ...	160.500 · Deposit P...	-1,007.73	8,913.91
Check	12/15/2023	2993	Solano Irrigation District	Solano Irrigation District Check ...	160.500 · Deposit P...	-280.05	8,633.86
Check	01/21/2024	3010	Solano Irrigation District	Solano Irrigation District Check ...	160.500 · Deposit P...	-7,402.96	1,230.90
Check	01/29/2024	3016	Brad Foulk	Hydrant Refund	160.500 · Deposit P...	-1,230.90	0.00
Check	02/22/2024	3024	Solano Irrigation District	Solano Irrigation District Check ...	160.500 · Deposit P...	-1,140.00	-1,140.00
Deposit	04/30/2024	3106		Vender Balance	160.500 · Deposit P...	1,140.00	0.00
Total Brad Foulk						0.00	0.00
<b>Brian Clark (Vendor)</b>							
Deposit	05/15/2019	3028	Brian Clark	Deposit	160.500 · Deposit P...	10,000.00	10,000.00
General Journal	06/01/2019		Brian Clark (Vendor)	RG West #2130 (Clark)	160.500 · Deposit P...	-250.00	9,750.00
General Journal	06/12/2019	adj	Brian Clark (Vendor)	RG West #2130 (Clark)	160.500 · Deposit P...	-70.54	9,679.46
General Journal	01/12/2020	adj	Brian Clark (Vendor)	Clark	160.500 · Deposit P...	-651.99	9,027.47
Deposit	03/11/2020			Deposit	160.500 · Deposit P...	15,000.00	24,027.47

## RNVWD - Operating Fund Vendor Balance Detail As of July 31, 2024

Type	Date	Num	Source Name	Memo	Account	Amount	Balance
General Journal	03/14/2020		Brian Clark (Vendor)		160.500 · Deposit P...	-454.62	23,572.85
Check	04/14/2020	2253	Solano Irrigation District	CLARK	160.500 · Deposit P...	-2,050.99	21,521.86
Check	05/10/2020	2260	Solano Irrigation District	CLARK	160.500 · Deposit P...	-17,471.79	4,050.07
Check	06/14/2020	2274	Solano Irrigation District	CLARK	160.500 · Deposit P...	-229.70	3,820.37
Check	07/14/2020	2288	Solano Irrigation District	CLARK	160.500 · Deposit P...	0.00	3,820.37
General Journal	08/02/2020	2293	Brian Clark (Vendor)	RG West	160.500 · Deposit P...	-150.00	3,670.37
General Journal	09/01/2020		Brian Clark (Vendor)	RG West	160.500 · Deposit P...	-150.00	3,520.37
Check	09/01/2020	2320	Solano Irrigation District	SID	160.500 · Deposit P...	-376.86	3,143.51
General Journal	10/01/2020	adj	Brian Clark (Vendor)	RG West	160.500 · Deposit P...	-150.00	2,993.51
Check	10/10/2020	2344	Solano Irrigation District	CLARK	160.500 · Deposit P...		2,993.51
Check	10/24/2020	2359	Solano Irrigation District	CLARK	160.500 · Deposit P...		2,993.51
General Journal	11/01/2020	Depo...	Brian Clark (Vendor)	RG West - Clark	160.500 · Deposit P...	-150.00	2,843.51
Check	11/13/2020	2375	Solano Irrigation District	CLARK	160.500 · Deposit P...	-1,130.59	1,712.92
Check	12/20/2020	2397	Solano Irrigation District	CLARK	160.500 · Deposit P...	0.00	1,712.92
General Journal	03/11/2022		Brian Clark	SID check 2616	160.500 · Deposit P...	-164.66	1,548.26
General Journal	04/27/2022	reclass	Brian Clark (Vendor)	SID check 2633-Clark	160.500 · Deposit P...	-164.66	1,383.60
General Journal	05/12/2022			SID Ck # 2645	160.500 · Deposit P...	2,000.00	3,383.60
Total Brian Clark (Vendor)						3,383.60	3,383.60
<b>Doughty (Vendor)</b>							
Deposit	07/24/2020			Deposit	160.500 · Deposit P...	5,000.00	5,000.00
General Journal	08/02/2020	2293	Doughty (Vendor)	RG West	160.500 · Deposit P...	-300.00	4,700.00
General Journal	08/15/2020		Doughty (Vendor)	SID	160.500 · Deposit P...	-75.38	4,624.62
General Journal	09/01/2020		Doughty (Vendor)	RG West	160.500 · Deposit P...	-150.00	4,474.62
General Journal	09/01/2020		Doughty (Vendor)	SID	160.500 · Deposit P...	-452.24	4,022.38
General Journal	10/10/2020	adj	Doughty (Vendor)	SID	160.500 · Deposit P...	-75.38	3,947.00
General Journal	10/10/2020	adjR	Doughty (Vendor)	SID Reverse of GJE adj --	160.500 · Deposit P...	75.38	4,022.38
Check	11/02/2021	2559	RG West Builders, Inc	Doughty-RG West check #2559	160.500 · Deposit P...	-150.00	3,872.38
Check	12/03/2021	2574	RG West Builders, Inc	Doughty-RG West check #2574	160.500 · Deposit P...	-150.00	3,722.38
General Journal	07/03/2023	dep pay	DOUGHTY	RG West Builders Check #2896...	160.500 · Deposit P...	-150.00	3,572.38
General Journal	08/31/2023			Doughty	160.500 · Deposit P...	-251.93	3,320.45
Check	09/01/2023	2928	Buxup Corpooration	5 hours X \$150	160.500 · Deposit P...	-750.00	2,570.45
General Journal	12/15/2023	dep pay	DOUGHTY	Solano Irrigation District Check ...	160.500 · Deposit P...	-89.98	2,480.47
Total Doughty (Vendor)						2,480.47	2,480.47
<b>Marco Delcampo / NORCAL</b>							
Deposit	05/28/2020	5286		Deposit	160.500 · Deposit P...	13,050.00	13,050.00
Check	05/29/2020	2265	LAFCO	Marco Campo	160.500 · Deposit P...	-10,000.00	3,050.00
General Journal	06/01/2020	adj	Marco Delcampo / NOR...	Water Rights	160.500 · Deposit P...	-500.00	2,550.00
General Journal	06/01/2020	adj	Marco Delcampo / NOR...	Annexation	160.500 · Deposit P...	-1,500.00	1,050.00
Check	06/18/2020	2275	County of Solano	MARCO	160.500 · Deposit P...	-50.00	1,000.00
General Journal	08/04/2020	2297	Marco Delcampo / NOR...	Foulk Civil Eng.	160.500 · Deposit P...	-822.50	177.50
General Journal	10/01/2020	adj		RG West	160.500 · Deposit P...	-500.00	-322.50
General Journal	10/24/2020	adj	Marco Delcampo / NOR...	SID	160.500 · Deposit P...	-75.38	-397.88
General Journal	11/01/2020	Depo...	Marco Delcampo / NOR...	RG West - Delcampo	160.500 · Deposit P...	-150.00	-547.88
General Journal	02/16/2022	Lafco		Marco-Lafco check 2608	160.500 · Deposit P...	-1,309.00	-1,856.88
General Journal	04/01/2022	reclass	Marco Delcampo / NOR...	RG West check 2626-Marco	160.500 · Deposit P...	-500.00	-2,356.88

## RNVWD - Operating Fund Vendor Balance Detail As of July 31, 2024

Type	Date	Num	Source Name	Memo	Account	Amount	Balance
General Journal	04/01/2022	reclass		RG West check 2626-Marco	160.500 · Deposit P...	-150.00	-2,506.88
Check	11/02/2022	2747	RG West Builders, Inc	Check #2747 RG West-Delcampo	160.500 · Deposit P...	-300.00	-2,806.88
General Journal	12/02/2022	clearing	NorCal Properties Mgt	Check #2764 RG West-Norcal	160.500 · Deposit P...	-150.00	-2,956.88
General Journal	01/17/2023	clearing	NorCal	SID ck #2786-NorCal	160.500 · Deposit P...	-493.99	-3,450.87
General Journal	02/02/2023	NorCal	Marco Delcampo / NOR...	Check #2801 RG West-NorCal	160.500 · Deposit P...	-150.00	-3,600.87
Check	02/25/2023	2810	Solano Irrigation District	SID ck #2810-Nor Cal	160.500 · Deposit P...	-167.95	-3,768.82
Check	03/07/2023	2819	RG West Builders, Inc	Check #2819 RG West-Norcal	160.500 · Deposit P...	-150.00	-3,918.82
Check	04/01/2023	2838	RG West Builders, Inc	Check #2838 RG West-Norcal	160.500 · Deposit P...	-150.00	-4,068.82
Check	09/04/2023	2932	RG West Builders, Inc	617	160.500 · Deposit P...	-300.00	-4,368.82
Deposit	02/27/2024			Deposit	160.500 · Deposit P...	4,318.82	-50.00
Deposit	07/29/2024	1617		Connection Deposit-DelCampo	160.500 · Deposit P...	25,000.00	24,950.00
Total Marco Delcampo / NORCAL						24,950.00	24,950.00
<b>Morgan (Vendor)</b>							
Deposit	02/22/2019			Morgan	160.500 · Deposit P...	5,000.00	5,000.00
General Journal	03/01/2019	adj	Morgan (Vendor)	RG West	160.500 · Deposit P...	-150.00	4,850.00
General Journal	04/01/2019	adj	Morgan (Vendor)	RG West	160.500 · Deposit P...	-300.00	4,550.00
General Journal	05/02/2019		Morgan (Vendor)	RG West CK 2121	160.500 · Deposit P...	-300.00	4,250.00
Check	05/07/2019	2125	Solano Irrigation District	SID	160.500 · Deposit P...	-363.96	3,886.04
General Journal	06/01/2019		Morgan (Vendor)	RG West #2130 (Morgan)	160.500 · Deposit P...	-150.00	3,736.04
General Journal	06/12/2019	adj	Morgan (Vendor)	RG West #2130 (Morgan)	160.500 · Deposit P...	-242.66	3,493.38
Check	09/09/2019	2162	Solano Irrigation District	SID	160.500 · Deposit P...	-352.68	3,140.70
Check	09/09/2019	2164	RG West Builders, Inc	RG West	160.500 · Deposit P...	-150.00	2,990.70
Check	10/03/2019	2178	Solano Irrigation District	SID	160.500 · Deposit P...	-1,195.60	1,795.10
Check	11/06/2019	2191	Solano Irrigation District	SID	160.500 · Deposit P...	-58.20	1,736.90
Check	12/13/2019	2202	Solano Irrigation District	SID	160.500 · Deposit P...	-70.54	1,666.36
Check	12/27/2019	2206	BPXpress	BPXpress	160.500 · Deposit P...	-193.47	1,472.89
General Journal	12/31/2019	adj	Morgan (Vendor)	RG West	160.500 · Deposit P...	-150.00	1,322.89
Check	01/01/2020	2207	RG West Builders, Inc	RG West	160.500 · Deposit P...	-300.00	1,022.89
Check	01/12/2020	2215	Solano Irrigation District	SID	160.500 · Deposit P...	-1,622.32	-599.43
Check	02/01/2020	2221	RG West Builders, Inc	RG West	160.500 · Deposit P...	-1,500.00	-2,099.43
Check	02/11/2020	2227	Solano Irrigation District	SID	160.500 · Deposit P...	-877.51	-2,976.94
Check	03/01/2020	2233	RG West Builders, Inc	RG West	160.500 · Deposit P...	-650.00	-3,626.94
Check	03/14/2020	2240	Solano Irrigation District	SID	160.500 · Deposit P...	-1,442.67	-5,069.61
Check	05/16/2020	2261	County of Solano	County of Solano	160.500 · Deposit P...	-1,800.00	-6,869.61
Deposit	05/16/2020	5973		Deposit	160.500 · Deposit P...	10,000.00	3,130.39
General Journal	06/01/2020	adj	Morgan (Vendor)	RG West - Water Rights	160.500 · Deposit P...	-500.00	2,630.39
General Journal	06/01/2020	adj	Morgan (Vendor)	RG West Main Extension	160.500 · Deposit P...	-150.00	2,480.39
General Journal	07/02/2020	adj	Morgan (Vendor)	RG West	160.500 · Deposit P...	-150.00	2,330.39
General Journal	08/02/2020	2293	Morgan (Vendor)	RG West	160.500 · Deposit P...	-300.00	2,030.39
General Journal	08/15/2020	adj	Morgan (Vendor)	SID	160.500 · Deposit P...	-651.90	1,378.49
General Journal	09/01/2020		Morgan (Vendor)	SID	160.500 · Deposit P...	-1,005.71	372.78
General Journal	10/01/2020	adj	Morgan (Vendor)	RG West	160.500 · Deposit P...	-150.00	222.78
General Journal	10/10/2020	adj	Morgan (Vendor)	SID	160.500 · Deposit P...	-651.90	-429.12
General Journal	10/10/2020	adjR	Morgan (Vendor)	SID - Reverse of GJE adj --	160.500 · Deposit P...	651.90	222.78
General Journal	10/24/2020	adj	Morgan (Vendor)	SID	160.500 · Deposit P...	-1,614.45	-1,391.67
General Journal	11/01/2020	Depo...	Morgan (Vendor)	RG West - Morgan	160.500 · Deposit P...	-150.00	-1,541.67
General Journal	11/13/2020	Depo...	Morgan (Vendor)	SID - Morgan	160.500 · Deposit P...	-1,178.39	-2,720.06



## RNWVD - Operating Fund Vendor Balance Detail As of July 31, 2024

Type	Date	Num	Source Name	Memo	Account	Amount	Balance
General Journal	12/20/2020	adj	Morgan (Vendor)	SID	160.500 · Deposit P...	-2,021.64	-4,741.70
Check	12/27/2020	2403	Randall Larson Maynard	Morgan	160.500 · Deposit P...	-280.00	-5,021.70
Check	01/03/2021	2405	RG West Builders, Inc	Morgan	160.500 · Deposit P...	-150.00	-5,171.70
General Journal	01/21/2021		Morgan (Vendor)	SID	160.500 · Deposit P...	-841.88	-6,013.58
General Journal	02/01/2021	adj	Morgan (Vendor)	RG West	160.500 · Deposit P...	-150.00	-6,163.58
Check	02/27/2021	2434	Solano Irrigation District	Morgan	160.500 · Deposit P...	-3,754.68	-9,918.26
General Journal	03/02/2021		Morgan (Vendor)	RG West	160.500 · Deposit P...	-150.00	-10,068.26
Deposit	03/05/2021			William Morgan-Pippo deposit-	160.500 · Deposit P...	10,000.00	-68.26
Check	03/20/2021	2441	Solano Irrigation District	Morgan	160.500 · Deposit P...	-934.37	-1,002.63
General Journal	03/21/2021	adj	Morgan (Vendor)	Morgan	160.500 · Deposit P...	500.00	-502.63
General Journal	03/21/2021	adjR	Morgan (Vendor)	Reverse of GJE adj -- Morgan	160.500 · Deposit P...	-500.00	-1,002.63
General Journal	04/06/2021	2453	Morgan (Vendor)	Morgan RG West Builders chec...	160.500 · Deposit P...	-150.00	-1,152.63
Check	04/18/2021	2460	Solano Irrigation District	Morgan	160.500 · Deposit P...	-791.29	-1,943.92
Check	05/22/2021	2472	Solano Irrigation District	Morgan	160.500 · Deposit P...	-161.42	-2,105.34
General Journal	06/04/2021		Morgan (Vendor)		160.500 · Deposit P...	-150.00	-2,255.34
Check	07/17/2021	2501	Solano Irrigation District	Solano Irrigation District-check 2...	160.500 · Deposit P...	-80.71	-2,336.05
Deposit	08/16/2021	6326		Loan Payment Morgan	160.500 · Deposit P...	0.00	-2,336.05
Check	02/12/2022	2606	Solano Irrigation District	January	160.500 · Deposit P...	-40.00	-2,376.05
General Journal	03/02/2022		Morgan (Vendor)	RG West check 2611	160.500 · Deposit P...	-150.00	-2,526.05
Check	03/11/2022	2616	Solano Irrigation District	SID check 2616	160.500 · Deposit P...	-124.66	-2,650.71
Check	04/27/2022	2633	Solano Irrigation District	SID check 2633-Morgan	160.500 · Deposit P...	-329.32	-2,980.03
Check	08/14/2022	2690	Trites Backflow Svc Inc	Trites check #2690-Morgan	160.500 · Deposit P...	-5,894.83	-8,874.86
General Journal	09/25/2022	2717	Morgan (Vendor)	Morgan	160.500 · Deposit P...	-82.35	-8,957.21
General Journal	02/02/2023	Morgan	Morgan (Vendor)	Check #2801 RG West-Morgan	160.500 · Deposit P...	-150.00	-9,107.21
Check	05/20/2023	2868	Solano Irrigation District	SID Check 2868-Morgan	160.500 · Deposit P...	-167.95	-9,275.16
Check	06/01/2023	2873	RG West Builders, Inc	RG West Builders Check #2873...	160.500 · Deposit P...	-150.00	-9,425.16
Check	06/21/2023	2886	Solano Irrigation District	SID Check 2868-Morgan	160.500 · Deposit P...	-167.96	-9,593.12
Check	07/12/2023	2902	Solano Irrigation District	SID Check 2902-Morgan	160.500 · Deposit P...	-83.98	-9,677.10
Deposit	02/10/2024	1062		Deposit	160.500 · Deposit P...	9,677.10	0.00
Deposit	06/17/2024	117		Morgan Subdivision Phase 2-Ne...	160.500 · Deposit P...	50,000.00	50,000.00
Total Morgan (Vendor)						50,000.00	50,000.00
<b>Perkins</b>							
Bill	04/07/2021		Perkins		160.500 · Deposit P...	6,509.00	6,509.00
Check	04/20/2021	2463	Solano Lafco	Perkins	160.500 · Deposit P...	-3,000.00	3,509.00
General Journal	05/03/2021	2468	Perkins	Annex - RG West check 2468	160.500 · Deposit P...	-1,500.00	2,009.00
Total Perkins						2,009.00	2,009.00
<b>Sellers (Vendor)</b>							
General Journal	02/02/2023		Sellers	Check #2801 RG West-Sellers	160.500 · Deposit P...	-150.00	-150.00
Total Sellers (Vendor)						-150.00	-150.00
<b>Sondrol</b>							
Deposit	12/22/2021	105		Set up deposit account for Wate...	160.500 · Deposit P...	6,509.00	6,509.00
Check	12/27/2021	2583	Solano Lafco	Sondrol APN# 0104-150-210 78...	160.500 · Deposit P...	-3,000.00	3,509.00
General Journal	01/04/2022	reclass	Sondrol	RG West check #2588-Sondrol	160.500 · Deposit P...	-1,500.00	2,009.00
General Journal	04/28/2022	reclass	Sondrol	County of Solano-check # 2635...	160.500 · Deposit P...	-50.00	1,959.00

## RNVWD - Operating Fund Vendor Balance Detail As of July 31, 2024

Type	Date	Num	Source Name	Memo	Account	Amount	Balance
General Journal	05/31/2022			Foulk Civil Eng ck#2643	160.500 · Deposit P...	-1,270.00	689.00
General Journal	08/14/2022	Sondrol		Trites check #2690-Sondrol	160.500 · Deposit P...	-842.12	-153.12
General Journal	08/16/2022	Sondrol	Sondrol	LAFCO check 2692-Sondrol	160.500 · Deposit P...	-459.00	-612.12
General Journal	10/13/2022	adj	Sondrol .	Solano Irrigation Distric check #...	160.500 · Deposit P...	-164.66	-776.78
Deposit	10/25/2022			Sondrol 786 & 7853 English Hill...	160.500 · Deposit P...	500.00	-276.78
General Journal	11/02/2022		Sondrol .	Check #2747 RG West-Sondrol	160.500 · Deposit P...	-500.00	-776.78
Deposit	02/10/2024	706		Deposit	160.500 · Deposit P...	776.78	0.00
Total Sondrol						0.00	0.00
<b>TOTAL</b>						<b>86,931.74</b>	<b>86,931.74</b>

## DIRECTORS

PATRICK SWEENEY  
PRESIDENT

KEN SWENSON  
VICE PRESIDENT

ALAN HANGER  
DIRECTOR

BOB WHITEHOUSE  
DIRECTOR

STEVEN STRICKLAND  
DIRECTOR



## STAFF

WESTON STANKOWSKI  
INTERIM GENERAL MANAGER

BRENDA KANE  
BILLING MANAGER

RICK TRITES  
METER READING/BACKFLOW

NANCY VEERKAMP  
BOARD CLERK/ADMIN

SOLANO IRRIGATION DISTRICT  
OPERATOR & MAINTENANCE

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## RURAL NORTH VACAVILLE WATER DISTRICT BOARD OF DIRECTORS REGULAR MEETING

**Tuesday, September 10, 2024**

**7:00 P.M**

Vacaville Fire Protection District, Fire Station #67,  
4135 Cantelow Road, Vacaville, CA 95688

***“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.”***

### **AGENDA**

*(Anyone wishing to address the Board is asked to fill out a “Public Comment Card” prior to the start of the meeting, or during if necessary, and give it to the Board Clerk.)*

- 1. Call Meeting to Order**
- 2. Roll Call**
- 3. Approval of the Agenda**
- 4. Public Comment (Non-Agenda Items)**

Opportunity for the public to speak to the Board on any subject matter within the district’s jurisdiction but not appearing on today’s agenda. Speaker times are limited to three (3) minutes per person.

Please submit a Public Comment Card to the Board Clerk prior to the commencement of this Public Comment section. Only those who have submitted speaker cards or have expressed an interest in speaking prior to the conclusion of the Public Comment section will be called upon to speak.

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.

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 called for by the Board President at the appropriate agenda item when requested by a Public Comment Card.

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 email, phone call, letter, or in-person at a time other than during a Board meeting.

**5. 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. (*Action Item for all at one time*)

- a) Consider for Approval the **Meeting Minutes** of the **Regular August 13, 2024**, Meeting and The **Special Meeting of August 27, 2024** Minutes
- b) Consider for Approval the **Monthly Financial Reports and Adjustments for July 2024**

**6. General Manager's Report (Verbal Update) (Public Comment)**

- a. **Hydraulic Model** from Coastland due date is September 13, 2024
- b. **Banking Report** Status update
- c. **Projects "On HOLD"**, list
- d. **FEMA CALOES** status of funding Clerk update

**7. Continuing Business (Public Comment)**

(None)

**8. New Business (Public Comment)**

- a) Consider Approval of **Policy #2110 Engagement of Contractors and Consultants**. (**Action Item**)
- b) Consider Approval for the **creation of the Executive Assistant (Treasurer)** position as outlined in the **Overview of the Executive Assistant Role Policy #1070** and Advertisement "draft" attached. Authorize the GM and Clerk to proceed with Advertisement for this new position opening. (**Action Item**)
- c) Consider Approval a Revision to **Policy #1020 Board/Staff Communications** (**Action Item**)
- d) Ad Hoc hiring committee to report on the status of the **GM search**. Confirm that concurrent with the GM search, the Ad Hoc committee will also review applicants for the Executive Assistant (Treasurer) (**Discussion Item**)
- e) Ad Hoc Solar committee to report on status of PGE application, schedule timeline, contractor and financing proposal. (**Discussion Item**)

## 9. Adjourn

The next Regular Meeting is scheduled for **Tuesday October 8, 2024**, at 7:00 pm at the Vacaville Fire Protection District, Fire Station #67, 4135 Cantelow Road, Vacaville, CA 95688.

The Board of Directors of the Rural North Vacaville Water District holds its Regular Board Meetings on the second Tuesday of every month at 7:00 p.m. 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, the District will provide 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.*

**Directors**

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

**Staff**

Weston Stankowski, Interim General Mgr.  
 Brenda Kane, Billing Manager  
 Rick Trites, Meter Reading/Backflow  
 Nancy Veerkamp, Clerk/Admin  
 Solano Irrigation District, Operation  
 & Maintenance

**BOARD OF DIRECTORS**  
**REGULAR MEETING MINUTES**  
**AUGUST 13, 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; Steven Strickland, Director; Alan Hanger, Director; Weston Stankowski, Interim General Manager; Nancy Veerkamp, Clerk/Admin; Brenda Kane, Billing Manager

Absent: None

Public (speaking): Susan DeHaven, Eileen Smith, Jim Miles

**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 Steven.

All present approved.

**Public Comments (Non Agenda Items):** Susan: Backflow testing person comes from Chico? Is Trites contracting John? Suggestion: could billing cycles always to be 30 days so bills are lower. President: yes. Billing Manager: the billing cycle varies depending on the day the meters are read on Monday-Friday.

**5. Consent Items:** Public Comment: None

a) Consider for Approval the July 9, 2024 Regular Meeting.



- b) Consider for Approval the Monthly financial report for June 2024

Director Steve made a motion to approve items a & b. Director Bob seconded the motion.

Approved by all present.

#### **6. General Managers Report (verbal update)-**

- a) District Finances, Developer's deposits in place for subdivisions

July is on track with budget and expenses. Subdivisions who have made deposits are Morgan (10 ea.) and NorCal (4 ea.). Deposits must be paid before any services. Expenses are tracked against the deposit paid.

- b) Hydraulic Model from Coastland status- GM rec'd the draft report right before leaving for the meeting tonight. There will be a 30 day review by the GM, LAFCo, posted on the website and the Board.

- c) Update from Clerk of Applicants for GM/Treasurer position

The clerk has received four resumes through Indeed. The position is posted at CSDA (which includes Indeed), ACWA, AWWA, Water Jobs, posted on the website and was sent out to customers by mail chimp.

- d) Update from Clerk of Declaration of Candidacy registered with the ROV for election of 3 open Board of Director positions. As of 8/9/2024 at 5:10pm three people have signed up. Alan Hanger, (two year term) Jim Miles and Bob Kane for the four-year term positions. Sign up has been extended until August 14<sup>th</sup> by the Registrar of Voters.

#### **7. Continuing Business: Public Comment: None**

None

#### **8. New Business- Public Comments: None**

- a) Consider for Approval selection of two board members for an "Ad Hoc" committee to review GM/Treasurer applicants. Adjust the current GM/Treasurer Advertisement with input from the Ad Hoc Committee to allow for an Assistant to the GM and the Assistant role will also include Treasurer duties. (Action Item) Director Bob made a motion to select Alan and Steven to the "Ad Hoc" Committee. Director Ken seconded the motion.

Discussion: There is a potential to split the position to GM and GM Assistant/ Treasurer depending on the candidates ability. If there are two positions the salaries will be come from the GM budget. Jim Miles: In the past weren't the Secretary and Treasurer a Board Member?

Vote: All present approved.

b) Consider for Approval the Annual Disclosure of Board Member Reimbursements 2023-24. (Action Item) Director Bob made a motion to approve the Annual Disclosure of Board Member Reimbursements. Director Alan seconded the motion. Discussion: Eileen: I thought the Board didn't have reimbursements? Admin: they are required to take various training classes.

Vote: All present approved.

c) Consider for authorization for the Interim General Manager with approval of the Board President to negotiate and sign the Billing Manager agreement for 2024-2025. (Action Item). Director Bob made a motion to have all board members review the contract before it is signed. Director Steve seconded the motion. Discussion: Jim Miles & Alan Hanger agreed that all board members should review contracts before being signed. Brenda: Contract should be till 2027. Pat will summarize any comments sent to him by the board members regarding the contract. Susan: Who wrote the contract for Brenda? The board needs to see the contract.

Vote: Ayes: Patrick, Steven, Bob, Ken; Noes: Alan

d) Consider for Approval selection of two board members for and "Ad Hoc" Committee to evaluate a Power Purchase Agreement for a future solar installation (Action Item). Director Bob made a motion to select Alan and Ken to the "Ad Hoc" Committee. Director Steve seconded the motion. Discussion: Eileen: Didn't we agree to a six month freeze on expenditures? Be careful with solar contracts there are many issues to look out for. You need to get three estimates. Jim: Agreed that every board member should review the contract. Alan: has many questions regarding the current proposed contract. President: Alan and Ken have a lot of experience with solar and we have a few months to investigate before our N2 approval expires, which is why we are setting up a committee.

Vote: All present approved.

**e) Adjourn**

The meeting was adjourned at 7:27 pm.

**The next Regular Meeting is scheduled for Tuesday, September 10, 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

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Signed

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Date

**Directors**

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



**Staff**

Weston Stankowski, Interim General Mgr.  
Brenda Kane, Billing Manager  
Rick Trites, Meter Reading/Backflow  
Nancy Veerkamp, Clerk/Admin  
Solano Irrigation District, Operation  
& Maintenance

**BOARD OF DIRECTORS**  
**SPECIAL MEETING MINUTES**  
**AUGUST 27, 2024 at 7:30 pm**

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

Roll Call: Patrick Sweeney, President; Ken Swenson, Vice President; Bob Whitehouse, Director; Steven Strickland, Director; Alan Hanger, Director; Weston Stankowski, Interim General Manager; Nancy Veerkamp, Clerk/Admin; Brenda Kane, Billing Manager

Absent: None

Public (speaking): Eileen Smith, Bob Kane, Jim Miles

**1. Call Meeting to Order**

**2. Roll Call**

**3. Approval of the Agenda**

The meeting was called to order by President Patrick Sweeney at 7:30 pm.  
Director Steve made a motion to approve the Agenda and the motion was seconded by Director Bob.  
All present approved.

**Public Comments (Non Agenda Items):** Eileen: How's it going searching for the new GM? President: Still searching.

**5. Consent Items:** None

**6. General Managers Report (verbal update)-** None

**7. Continuing Business:** None

## 8. New Business- Public Comments: None

a) Board Coordination for the Selection of a General Manager “GM” and an Executive Assistant. (Discussion Item). The district has received 8 resumes for the GM/Treasurer position of which one is potentially qualified. If a qualified GM is not found the board discussed a possible new position, Executive Assistant, which consists of 60 hours/month at a fixed rate to assist the GM and provide oversight of expenditures as the Treasurer. This position would also back up the GM when the GM is unavailable. President: It potentially would need an amendment of Policy 1020 Board Staff Communication, a budget adjustment, and may need a new policy: all labor contracts are to be run through the District’s attorney. The idea is to have this position report directly to the Board, but collaborate with the GM. The salary for this position would come out of the current budgeted amount for a GM. This job description will be refined by the Ad Hoc committee with qualifications and will come back to the Board for approval before posting. Alan: The ad hoc committee has identified the items from the GM job description that will go to the new position. Bob: finding the GM is the key. Jim Miles: more people makes it more difficult to control. Reduction of the GM salary to pay for an assistant will make it difficult to get people on board with these wages. Every year we have a 3% increase in costs. Eileen: Two different opinions, keep track of outstanding invoices, checks and balances. GM still full time? President: Yes Bob: Believes a Board member should be a Treasurer. President: A Board member cannot be the Treasurer per current law.

b) Review of the August 2024 billing from Solano Irrigation District (SID). (Discussion Item). Interim GM: The bill is for 6 weeks not 4 with a billing period of 6/13/24 to 7/24/24. Coastland Services: is a bill for the Solano County Cantelow bridge project of \$9,762.19. Developer Services: \$5,000 billed will be charged toward Morgan’s deposit. The remaining amount of \$43,076.50 is \$7,179.41 per week. The District budget for SID is \$9,580.15. The District and others are still in negotiations with Solano County Cantelow bridge project. All documentation is attached is the meeting package.

c) Review of how developer deposits are tracked and managed in the district’s financial and banking records. (Discussion Item). Deposits are kept in the only checking account but tracked by each individual project or person per the attached pages. Currently total deposit amount is: \$86,931.74 with details in the meeting package. Steven and Alan asked that the GM look into a separate checking account to separate this money. Alan: What is the structure for when deposits go negative? Interim GM: I will Review and address when we ask developers to add more money if their deposit is running low.

### d) Adjourn

The meeting was adjourned at 8:32 pm.

**The next Regular Meeting is scheduled for Tuesday, September 10, 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

**RNVWD - Operating Fund**  
**Balance Sheet**  
As of July 31, 2024

5b

	Jul 31, 24
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
160.020 · Cash WFB Checking #3799	316,822
160.029 · Cash in Treasury - Fund 164	68,387
	385,209
<b>Other Current Assets</b>	
160.110 · Water Svc Accounts Rec.	136,818
160.139 · Accrued Interest Receivable	20,808
160.199 · LT Rec Principal Due Next 12 Mo	49,831
	207,457
<b>Total Current Assets</b>	592,666
<b>Fixed Assets</b>	
160.315 · Infrastructure	15,066,114
160.340 · Equipment	406,104
160.370 · Allowance For Depreciation	(9,263,177)
	6,209,041
<b>Other Assets</b>	
160.244 · LT Receivable - Dove Creek Tr	35,000
160.243 · LT Receivable - Forfang	36,586
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
164.236 · LT Receivable - Anguiano	35,129
164.235 · LT Receivable - Hamilton	35,129
164.230 · LT Receivable-Morgan	493,917
164.231 · LT Receivable - Demyan	33,772
164.233 · LT Receivable - Pitcavage	29,358
164.299 · Current Portion of LT Rec.	(49,831)
	923,370
<b>Total Other Assets</b>	923,370
<b>TOTAL ASSETS</b>	<b>7,725,077</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
160.500 · Deposit Payables	86,932
160.505 · Hydrant Customer Deposits	3,000
	90,932

**RNVWD - Operating Fund  
Balance Sheet  
As of July 31, 2024**

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	<b>Jul 31, 24</b>
<b>Total Accounts Payable</b>	89,932
<b>Credit Cards</b>	
160.601 · Wells Fargo Visa Card-New	675
<b>Total Credit Cards</b>	675
<b>Other Current Liabilities</b>	
164.599 · Current Portion of Loan Payable	120,617
160.510 · Accounts Payable	58,408
160.515 · Accrued Liabilities	
160.516 · Accrued Liab - Eaton Pump	89,468
160.517 · Accrued Liab - Ghillotti	85,000
<b>Total 160.515 · Accrued Liabilities</b>	174,468
<b>Total Other Current Liabilities</b>	353,493
<b>Total Current Liabilities</b>	444,100
<b>Long Term Liabilities</b>	
164.600 · Loan Payable	1,086,553
164.699 · Less Current Port. of Loan Pay	(120,617)
<b>Total Long Term Liabilities</b>	965,936
<b>Total Liabilities</b>	1,410,035
<b>Equity</b>	
160.749 · County Reserve Funds	68,387
160.770 · Investment in Fixed Assets	4,856,635
32000 · Retained Earnings	1,337,656
Net Income	52,364
<b>Total Equity</b>	6,315,042
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>7,725,077</b>

**RNVWD - Operating Fund**  
**Profit & Loss Budget Performance**  
 July 2024

	<u>Jul 24</u>	<u>Budget</u>	<u>\$ Over B...</u>	<u>Jul 24</u>	<u>YTD Bud...</u>	<u>\$ Over B...</u>	<u>Annual B...</u>
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
<b>60.9000 · Revenues</b>							
60.9005 · Base Fee	30,784	30,859	(75)	30,784	30,859	(75)	389,737
60.9010 · Supplemental Fees	12,769	8,892	3,877	12,769	8,892	3,877	156,196
60.9015 · Tier 1	14,025	14,300	(275)	14,025	14,300	(275)	113,520
60.9020 · Tier 2	7,452	6,500	952	7,452	6,500	952	51,600
60.9025 · Tier 3	12,234	5,200	7,034	12,234	5,200	7,034	41,280
60.9027 · Capital Recovery Charge	47,234	32,525	14,709	47,234	32,525	14,709	569,072
60.9030 · Hydrant Water Usage	0	1,000	(1,000)	0	1,000	(1,000)	10,000
60.9065 · Princ & Int from Sale WR	0	0	0	0	0	0	107,366
60.9070 · FEMA	0	0	0	0	0	0	52,000
60.9075 · Admin Fees, Late Fees	1,258	650	608	1,258	650	608	7,800
60.9095 · Trans fees earned by GM	0	500	(500)	0	500	(500)	6,000
<b>Total 60.9000 · Revenues</b>	<u>125,756</u>	<u>100,426</u>	<u>25,330</u>	<u>125,756</u>	<u>100,426</u>	<u>25,330</u>	<u>1,504,571</u>
<b>Total Income</b>	125,756	100,426	25,330	125,756	100,426	25,330	1,504,571
<b>Expense</b>							
<b>60.2000 · Operating Expenses</b>							
60.2005 · General Manager	11,250	12,000	(750)	11,250	12,000	(750)	144,000
60.2010 · Administration & Board Clerk	1,463	917	546	1,463	917	546	11,000
60.2015 · Billing Manager	3,700	4,167	(467)	3,700	4,167	(467)	50,000
60.2020 · Meter Reading	1,202	1,167	35	1,202	1,167	35	14,000
60.2025 · Backflow Testing	0	0	0	0	0	0	22,000
60.2028 · Plant & Facilities Operations	15,917	18,333	(2,416)	15,917	18,333	(2,416)	220,000
60.2033 · Weed Abatement	0	0	0	0	0	0	2,765
60.2035 · Legal	2,070	4,000	(1,930)	2,070	4,000	(1,930)	15,000
60.2040 · Engineering	977	833	144	977	833	144	10,000
60.2045 · Audit	1,000	0	1,000	1,000	0	1,000	12,700
60.2050 · Accountant CPA	1,150	1,208	(58)	1,150	1,208	(58)	14,500
60.2065 · USA Marking	0	367	(367)	0	367	(367)	4,400
60.2070 · Webmaster	2,082	792	1,290	2,082	792	1,290	9,500
60.2075 · Office Supplies	86	375	(289)	86	375	(289)	4,500
60.2090 · Postage & PO Box Rental	0	417	(417)	0	417	(417)	5,000
60.2105 · Ins. Gen. Liab., Prop., & Bond	0	750	(750)	0	750	(750)	9,000
60.2115 · Electricity, PGE	12,866	12,081	785	12,866	12,081	785	92,000
60.2125 · Office Equipment	500	500	0	500	500	0	6,000



**RNVWD - Operating Fund**  
**Profit & Loss Budget Performance**  
 July 2024

	Jul 24	Budget	\$ Over B...	Jul 24	YTD Bud...	\$ Over B...	Annual B...
60.2130 · Bank & Bankcard Fees	512	417	95	512	417	95	5,000
60.2135 · Princ & Interest on CoBank Loan	0	0	0	0	0	0	178,578
60.2145 · Phone Service	0	100	(100)	0	100	(100)	1,200
60.2150 · Tank Access Rd. Maint. & Gate	0	500	(500)	0	500	(500)	6,000
60.2160 · CORE SW Lic., Data Stg, Trng.	0	292	(292)	0	292	(292)	3,500
60.2175 · Publications & Legal Notices	131	42	89	131	42	89	500
60.2185 · Trade Memberships & Training	475	0	475	475	0	475	12,000
60.2190 · Licenses, Permits & Fees	0	0	0	0	0	0	6,000
60.2195 · Elections	0	0	0	0	0	0	10,000
60.2200 · ITRON Moble Reader SW & Warr.	0	233	(233)	0	233	(233)	2,800
60.2205 · Fees & Administration	0	83	(83)	0	83	(83)	1,000
60.2208 · Underground Leak Repairs	7,012	13,085	(6,073)	7,012	13,085	(6,073)	157,022
60.2210 · Routine Maintenance & Minor Rep	8,590	8,312	278	8,590	8,312	278	99,746
60.2235 · Contingency	0	1,667	(1,667)	0	1,667	(1,667)	20,000
60.2300 · Capital Improvements, CRC Resv.	0	4,167	(4,167)	0	4,167	(4,167)	50,000
60.2480 · Funding for Reserves	0	0	0	0	0	0	96,392
60.2485 · Cantelow Bridge Replacement	2,409	7,083	(4,674)	2,409	7,083	(4,674)	85,000
60.2505 · Engineering Assmt Rept	0	1,167	(1,167)	0	1,167	(1,167)	14,000
60.2510 · Eaton Spare Pump/Shaft	10,000	10,000	0	10,000	10,000	0	109,468
<b>Total 60.2000 · Operating Expenses</b>	<b>83,391</b>	<b>105,055</b>	<b>(21,664)</b>	<b>83,391</b>	<b>105,055</b>	<b>(21,664)</b>	<b>1,504,571</b>
<b>Total Expense</b>	<b>83,391</b>	<b>105,055</b>	<b>(21,664)</b>	<b>83,391</b>	<b>105,055</b>	<b>(21,664)</b>	<b>1,504,571</b>
<b>Net Ordinary Income</b>	<b>42,364</b>	<b>(4,629)</b>	<b>46,993</b>	<b>42,364</b>	<b>(4,629)</b>	<b>46,993</b>	<b>0</b>
<b>Other Income/Expense</b>							
<b>Other Income</b>							
60.9670 · Princ Pymts on CoBank Loan	0	0	0	0	0	0	120,618
60.9660 · County Bridge Pymts Capitalized	0	7,083	(7,083)	0	7,083	(7,083)	85,000
60.9650 · Eaton Pump Pymts Capitalized	10,000	10,000	0	10,000	10,000	0	109,468
<b>Total Other Income</b>	<b>10,000</b>	<b>17,083</b>	<b>(7,083)</b>	<b>10,000</b>	<b>17,083</b>	<b>(7,083)</b>	<b>315,086</b>
<b>Other Expense</b>							
60.9710 · Water Rights Princ Pmts Recd	0	0	0	0	0	0	76,118
<b>Total Other Expense</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>76,118</b>

**RNVWD - Operating Fund**  
**Profit & Loss Budget Performance**  
 July 2024

	<u>Jul 24</u>	<u>Budget</u>	<u>\$ Over B...</u>	<u>Jul 24</u>	<u>YTD Bud...</u>	<u>\$ Over B...</u>	<u>Annual B...</u>
<b>Net Other Income</b>	10,000	17,083	(7,083)	10,000	17,083	(7,083)	238,968
<b>Net Income</b>	<u><b>52,364</b></u>	<u><b>12,454</b></u>	<u><b>39,910</b></u>	<u><b>52,364</b></u>	<u><b>12,454</b></u>	<u><b>39,910</b></u>	<u><b>238,968</b></u>

9:11 AM

08/14/24

Accrual Basis

## RNVD - Operating Fund Check Register July 2024

Type	Date	Num	Name	Memo	Account	Clr	Split	Debit	Credit
Jul 24									
Check	07/01/2024		Postalia		160.020 · Cash WFB Checking #3799	X	60.2125 · Office Equipment		500.00
Check	07/01/2024		Postalia		60.2125 · Office Equipment		160.020 · Cash WFB Checking #3799	500.00	
Check	07/01/2024		PG & E		160.020 · Cash WFB Checking #3799	X	60.2115 · Electricity, PGE		2,585.31
Check	07/01/2024		PG & E		60.2115 · Electricity, PGE		160.020 · Cash WFB Checking #3799	2,585.31	
Check	07/01/2024	3075		written by Dale...	160.020 · Cash WFB Checking #3799	X	60.2005 · General Manager		7,499.99
Check	07/01/2024	3075		written by Dale...	60.2005 · General Manager		160.020 · Cash WFB Checking #3799	7,499.99	
Check	07/01/2024	3074	Randall Larson Mayn...		160.020 · Cash WFB Checking #3799	X	60.2070 · Webmaster		553.00
Check	07/01/2024	3074	Randall Larson Mayn...		60.2070 · Webmaster		160.020 · Cash WFB Checking #3799	553.00	
Check	07/09/2024	3076	RG West Builders, Inc	645	160.020 · Cash WFB Checking #3799	X	60.2005 · General Manager		3,750.00
Check	07/09/2024	3076	RG West Builders, Inc	645	60.2005 · General Manager		160.020 · Cash WFB Checking #3799	3,750.00	
Check	07/09/2024	3077	Veerkamp	June services ...	160.020 · Cash WFB Checking #3799	X	60.2010 · Administration & Board Clerk		1,462.50
Check	07/09/2024	3077	Veerkamp	June services ...	60.2010 · Administration & Board Clerk		160.020 · Cash WFB Checking #3799	1,462.50	
Check	07/10/2024	3078	Shaw & Associates		160.020 · Cash WFB Checking #3799	X	60.2050 · Accountant CPA		1,150.00
Check	07/10/2024	3078	Shaw & Associates		60.2050 · Accountant CPA		160.020 · Cash WFB Checking #3799	1,150.00	
Check	07/10/2024	3079	BK Bookkeeping Inc	10075	160.020 · Cash WFB Checking #3799	X	-SPLIT-		4,160.69
Check	07/10/2024	3079	BK Bookkeeping Inc	10075	60.2015 · Billing Manager		160.020 · Cash WFB Checking #3799	3,700.00	
Check	07/10/2024	3079	BK Bookkeeping Inc	Paper	60.2075 · Office Supplies		160.020 · Cash WFB Checking #3799	85.88	
Check	07/10/2024	3079	BK Bookkeeping Inc	Badge Encoder	60.2210 · Routine Maintenance & Minor Rep		160.020 · Cash WFB Checking #3799	374.81	
Check	07/10/2024	3080	Trites Backflow Svc Inc	16385	160.020 · Cash WFB Checking #3799	X	60.2020 · Meter Reading		1,202.00
Check	07/10/2024	3080	Trites Backflow Svc Inc	16385	60.2020 · Meter Reading		160.020 · Cash WFB Checking #3799	1,202.00	
Check	07/10/2024	3081	County of Solano	4th qtr	160.020 · Cash WFB Checking #3799	X	60.2035 · Legal		2,070.00
Check	07/10/2024	3081	County of Solano	4th qtr	60.2035 · Legal		160.020 · Cash WFB Checking #3799	2,070.00	
Check	07/11/2024		WFB Bankcard Fees		160.020 · Cash WFB Checking #3799	X	60.2130 · Bank & Bankcard Fees		85.52
Check	07/11/2024		WFB Bankcard Fees		60.2130 · Bank & Bankcard Fees		160.020 · Cash WFB Checking #3799	85.52	
Check	07/11/2024		Bancard Discount Fee	Discount fee	160.020 · Cash WFB Checking #3799	X	60.2130 · Bank & Bankcard Fees		90.55
Check	07/11/2024		Bancard Discount Fee	Discount fee	60.2130 · Bank & Bankcard Fees		160.020 · Cash WFB Checking #3799	90.55	
Check	07/11/2024		Bancard Discount Fee	Bankcard Inter...	160.020 · Cash WFB Checking #3799	X	60.2130 · Bank & Bankcard Fees		93.18
Check	07/11/2024		Bancard Discount Fee	Bankcard Inter...	60.2130 · Bank & Bankcard Fees		160.020 · Cash WFB Checking #3799	93.18	
Check	07/12/2024		ACH Return	Resolves	160.020 · Cash WFB Checking #3799	X	60.9075 · Admin Fees, Late Fees		230.00
Check	07/12/2024		ACH Return	Resolves	60.9075 · Admin Fees, Late Fees		160.020 · Cash WFB Checking #3799	230.00	
Check	07/15/2024	3082	Eaton Drilling Co LLC	payment #2	160.020 · Cash WFB Checking #3799	X	160.516 · Accrued Liab - Eaton Pump		10,000.00
Check	07/15/2024	3082	Eaton Drilling Co LLC	Invoice 10034...	160.516 · Accrued Liab - Eaton Pump		160.020 · Cash WFB Checking #3799	10,000.00	
Check	07/16/2024		PG & E		160.020 · Cash WFB Checking #3799	X	60.2115 · Electricity, PGE		629.50
Check	07/16/2024		PG & E		60.2115 · Electricity, PGE		160.020 · Cash WFB Checking #3799	629.50	
Check	07/23/2024		PG & E		160.020 · Cash WFB Checking #3799	X	60.2115 · Electricity, PGE		210.41
Check	07/23/2024		PG & E		60.2115 · Electricity, PGE		160.020 · Cash WFB Checking #3799	210.41	
Check	07/29/2024		PG & E		160.020 · Cash WFB Checking #3799	X	60.2115 · Electricity, PGE		3,107.65
Check	07/29/2024		PG & E		60.2115 · Electricity, PGE		160.020 · Cash WFB Checking #3799	3,107.65	
Check	07/30/2024		Randall Larson Mayn...		160.020 · Cash WFB Checking #3799	X	60.2070 · Webmaster		1,529.00
Check	07/30/2024		Randall Larson Mayn...		60.2070 · Webmaster		160.020 · Cash WFB Checking #3799	1,529.00	
Check	07/30/2024	3083	Fechter & Company	3022	160.020 · Cash WFB Checking #3799		60.2045 · Audit		1,000.00
Check	07/30/2024	3083	Fechter & Company	6/30/24 audit	60.2045 · Audit		160.020 · Cash WFB Checking #3799	1,000.00	
Check	07/30/2024	3085	Solano Irrigation Distr...	0043595	160.020 · Cash WFB Checking #3799		-SPLIT-		35,480.32
Check	07/30/2024	3085	Solano Irrigation Distr...	Maintenance	60.2210 · Routine Maintenance & Minor Rep		160.020 · Cash WFB Checking #3799	8,215.38	
Check	07/30/2024	3085	Solano Irrigation Distr...	OPS	60.2028 · Plant & Facilities Operations		160.020 · Cash WFB Checking #3799	15,917.09	
Check	07/30/2024	3085	Solano Irrigation Distr...	USA	60.2065 · USA Marking		160.020 · Cash WFB Checking #3799		
Check	07/30/2024	3085	Solano Irrigation Distr...	ENG	60.2040 · Engineering		160.020 · Cash WFB Checking #3799	976.80	
Check	07/30/2024	3085	Solano Irrigation Distr...	0043595	60.2150 · Tank Access Rd. Maint. & Gate		160.020 · Cash WFB Checking #3799	0.00	
Check	07/30/2024	3085	Solano Irrigation Distr...	Leaks	60.2208 · Underground Leak Repairs		160.020 · Cash WFB Checking #3799	7,011.69	
Check	07/30/2024	3085	Solano Irrigation Distr...	Cantelow Bridge	60.2485 · Cantelow Bridge Replacement		160.020 · Cash WFB Checking #3799	2,409.36	
Check	07/30/2024	3085	AMW Builders-Withers	SID check #30...	160.500 · Deposit Payables		160.020 · Cash WFB Checking #3799	950.00	
Check	07/31/2024		PG & E		160.020 · Cash WFB Checking #3799	X	60.2115 · Electricity, PGE		6,333.02
Check	07/31/2024		PG & E		60.2115 · Electricity, PGE		160.020 · Cash WFB Checking #3799	6,333.02	

9:11 AM

08/14/24

Accrual Basis

# RNVWD - Operating Fund Check Register July 2024

Type	Date	Num	Name	Memo	Account	Clr	Split	Debit	Credit
Check	07/31/2024			Service Charge	160.025 · Cash PayPal Account	X	60.2130 · Bank & Bankcard Fees		242.51
Check	07/31/2024			Service Charge	60.2130 · Bank & Bankcard Fees		160.025 · Cash PayPal Account	242.51	
<b>Jul 24</b>								<b>83,965.15</b>	<b>83,965.15</b>



## Adjustments Detail Report

From: 7/1/2024

To: 7/31/2024

**These Adjustments Have Been Posted to the Customer's Balance:**

*These Adjustments Have Been Billed.*

Implement Date	Account Number	Account Status	Revenue	Amount	User	Comment
7/5/2024	11101	ACTIVE	CFEE	\$5.00	ADMI	
7/5/2024	6603	ACTIVE	CFEE	\$5.00	ADMI	
7/9/2024	2502	ACTIVE	ADMIN	\$45.45	ADMI	
7/9/2024	2602	ACTIVE	ADMIN	\$45.45	ADMI	
7/9/2024	8401	ACTIVE	ADMIN	\$45.45	ADMI	
7/9/2024	8701	ACTIVE	ADMIN	\$45.45	ADMI	
7/9/2024	11701	ACTIVE	ADMIN	\$45.45	ADMI	
7/9/2024	18501	ACTIVE	ADMIN	\$45.45	ADMI	
7/9/2024	38601	ACTIVE	ADMIN	\$45.45	ADMI	
7/9/2024	40902	ACTIVE	ADMIN	\$45.45	ADMI	
7/15/2024	2602	ACTIVE	CFEE	\$5.00	ADMI	
7/15/2024	22503	ACTIVE	CFEE	\$5.00	ADMI	
7/15/2024	19201	ACTIVE	PR	\$58.82	ADMI	Incorrect payment applied.
7/15/2024	2903	ACTIVE	CFEE	\$5.00	ADMI	
7/15/2024	35501	ACTIVE	PR	(\$152.00)	ADMI	Payment applied to acct 3501 in erro
7/15/2024	19201	ACTIVE	CFEE	\$5.00	ADMI	
7/15/2024	37903	ACTIVE	CFEE	\$5.00	ADMI	
7/15/2024	19201	ACTIVE	PR	(\$58.82)	ADMI	Payment was made by relative. Pay
7/20/2024	2602	ACTIVE	LC1	\$60.47	ADMI	
7/20/2024	20601	ACTIVE	LC1	\$17.62	ADMI	
7/20/2024	18602	ACTIVE	LC1	\$19.01	ADMI	
7/20/2024	13602	ACTIVE	LC1	\$16.87	ADMI	
7/20/2024	8701	ACTIVE	LC1	\$43.05	ADMI	
7/20/2024	8601	ACTIVE	LC1	\$14.39	ADMI	
7/20/2024	5901	ACTIVE	LC1	\$16.70	ADMI	
7/20/2024	31502	ACTIVE	CFEE	\$5.00	ADMI	
7/20/2024	44003	ACTIVE	CFEE	\$5.00	ADMI	
7/20/2024	21403	ACTIVE	LC1	\$26.71	ADMI	
7/20/2024	18501	ACTIVE	LC1	\$23.33	ADMI	
7/20/2024	8401	ACTIVE	LC1	\$42.24	ADMI	
7/20/2024	38601	ACTIVE	LC1	\$43.31	ADMI	
7/20/2024	11701	ACTIVE	LC1	\$42.34	ADMI	
7/20/2024	22503	ACTIVE	LC1	\$20.94	ADMI	
7/20/2024	44003	ACTIVE	LC1	\$31.29	ADMI	
7/20/2024	40902	ACTIVE	LC1	\$26.86	ADMI	
7/20/2024	37903	ACTIVE	LC1	\$20.33	ADMI	
7/20/2024	35501	ACTIVE	LC1	\$16.70	ADMI	
7/20/2024	31502	ACTIVE	LC1	\$16.70	ADMI	
7/20/2024	27302	ACTIVE	LC1	\$16.70	ADMI	

7/20/2024	26701	ACTIVE	LC1	\$16.70	ADMI
7/20/2024	44101	ACTIVE	LC1	\$18.22	ADMI
7/23/2024	18701	ACTIVE	CFEE	\$5.00	ADMI
7/23/2024	21403	ACTIVE	CFEE	\$5.00	ADMI
7/23/2024	29102	ACTIVE	CFEE	\$5.00	ADMI
7/25/2024	24802	ACTIVE	CFEE	\$5.00	ADMI
7/25/2024	14103	ACTIVE	CFEE	\$5.00	ADMI
7/25/2024	20601	ACTIVE	CFEE	\$5.00	ADMI
7/30/2024	13602	ACTIVE	CFEE	\$5.00	ADMI
7/30/2024	20601	ACTIVE	CFEE	\$5.00	ADMI
7/30/2024	9102	ACTIVE	CFEE	\$5.00	ADMI

Total Number of Adjustments = 50 Total = \$852.08

Total Number of Adjustments = 50 Total = \$852.08

**Total Number of Adjustments for Group: 1 = 50 Total = \$852.08**

**Total Number of Adjustments for Area: 1 = 50 Total = \$852.08**

**These Adjustments Have Been Posted to the Customer's Balance:**

*These Adjustments Have Been Billed.*

Implement Date	Account Number	Account Status	Revenue	Amount	User	Comment
7/9/2024	7702	ACTIVE	ADMIN	\$45.45	ADMI	
7/20/2024	3403	ACTIVE	LC1	\$17.78	ADMI	
7/20/2024	28703	ACTIVE	LC1	\$20.66	ADMI	
7/20/2024	401	ACTIVE	LC1	\$17.69	ADMI	
7/20/2024	82001	ACTIVE	LC1	\$25.67	ADMI	
7/23/2024	3403	ACTIVE	LC1	(\$17.78)	ADMI	Courtesy late fee removal.

Total Number of Adjustments = 6 Total = \$109.47

Total Number of Adjustments = 6 Total = \$109.47

**Total Number of Adjustments for Group: 1 = 6 Total = \$109.47**

**Total Number of Adjustments for Area: 3 = 6 Total = \$109.47**

**These Adjustments Have Been Posted to the Customer's Balance:**

*These Adjustments Haven't Been Billed.*

Implement Date	Account Number	Account Status	Revenue	Amount	User	Comment
7/15/2024	3501	OFF AND PAID	PR	\$152.00	ADMI	Payment applied to wrong acct. Sho
7/23/2024	3501	OFF AND PAID	BA	(\$74.00)	ADMI	Home sold. New owner billed also

Total Number of Adjustments = 2 Total = \$78.00

*These Adjustments Have Been Billed.*

Implement Date	Account Number	Account Status	Revenue	Amount	User	Comment
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7/5/2024	22402	ACTIVE	CFEE	\$5.00	ADMI
7/5/2024	26101	ACTIVE	CFEE	\$5.00	ADMI
7/9/2024	30103	ACTIVE	ADMIN	\$45.45	ADMI
7/9/2024	25302	ACTIVE	ADMIN	\$45.45	ADMI
7/20/2024	34502	ACTIVE	LC1	\$16.70	ADMI
7/20/2024	25302	ACTIVE	LC1	\$28.00	ADMI
7/20/2024	18402	ACTIVE	CFEE	\$5.00	ADMI
7/20/2024	17203	ACTIVE	LC1	\$16.70	ADMI
7/20/2024	30103	ACTIVE	LC1	\$29.24	ADMI
7/20/2024	20801	ACTIVE	LC1	\$11.60	ADMI
7/20/2024	15801	ACTIVE	CFEE	\$5.00	ADMI
7/30/2024	3502	ACTIVE	CFEE	\$5.00	ADMI

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Total Number of Adjustments = 12 Total = \$218.14

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Total Number of Adjustments = 14 Total = \$296.14

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**Total Number of Adjustments for Group: 1 = 14 Total = \$296.14**

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**Total Number of Adjustments for Area: 4 = 14 Total = \$296.14**

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**Total Number of Adjustments for All Areas: = 70 Total = \$1,257.69**



## RURAL NORTH VACAVILLE WATER DISTRICT

**POLICY TITLE:** Engagement of Contractors and Consultants

**POLICY NUMBER:** 2110

**ADOPTION:** 09/10/2024

**REVISIONS:** None

### **Purpose:**

This policy outlines the procedures for hiring contractors and consultants for all operational, administrative, and construction-related activities of the District. As the Rural North Vacaville Water District (RNVWD) operates entirely with contracted personnel, this policy ensures compliance with applicable laws.

### **1. General Contractor and Consultant Employment**

- a) All District operations, including management, financial services, engineering, and maintenance, shall be performed by external contractors and consultants.
- b) Contractors and consultants are considered independent entities, not District employees.
- c) All agreements shall be formalized through written contracts, reviewed periodically, and renewed as necessary, subject to Board approval.
- d) All contracts must be reviewed by the County Counsel Legal Office prior to execution.

### **2. Hiring and Bidding Procedures**

- a) For professional services (e.g., CPA, legal, engineering), the District shall solicit proposals from qualified firms or individuals. Selection shall be based on qualifications, experience, and cost-effectiveness.
- b) For public works projects, the District shall comply with California Government Code §22000-§22045 (Uniform Public Construction Cost Accounting Act) ... as of 09/10/2024:
  - o Projects exceeding \$60,000 must go through formal public bidding, with the contract awarded to the lowest responsive, responsible bidder.
  - o Projects between \$45,000 and \$60,000 may utilize informal bidding procedures.
  - o Projects under \$45,000 may be directly negotiated with qualified contractors.
- c) All contractors must hold appropriate licenses and insurance.

### **3. Contract Oversight and Management**

- The General Manager shall oversee contractor performance and ensure work is completed per contract terms.

### **4. Conflicts of Interest**

- Every person involved in the solicitation, selection, and approval of consultants shall comply with applicable conflicts of interest laws, including but not limited to Government Code section 1090, the Political Re-form Act of 1974, and the District's conflict of interests code.





## RURAL NORTH VACAVILLE WATER DISTRICT

**Policy Title:** Overview of the Executive Assistant/Treasurer Role

**Policy Number:** 1070

**Adopted:** 09/10/2024

### 1070.1 Executive Assistant/Treasurer

The Executive Assistant (EA) is established to support the General Manager (GM) in advancing the District's strategic financial planning and overall operations. The EA will collaborate closely with the GM, overseeing key financial matters, assisting with planning, preparing agendas, and managing district certifications. Additionally, the EA is responsible for preparing budgets, overseeing investments, and providing financial reports for Board approval. The EA also handles day-to-day financial activities, such as managing customer deposits and coordinating the annual audit.

In the GM's absence, the EA will act as interim GM, managing cash flow, paying bills, and overseeing collections to ensure continuity in financial operations.

### 1070.2 Duties and Responsibilities

1. Maintain a copy of the monthly CORE billing data to ensure all core account details are readily available.
2. Prepare detailed monthly and annual budgets; monitor expenditures and revenues.
3. Submit reports of monthly bank statements and accounts/banking activities.
4. Manage customer deposits and refunds (e.g., Annexations, New Connections, Main Extensions) per the District Fee Schedule.
5. Maintain relationships with banks, rating agencies, and evaluate financing options for Board-approved capital improvements.
6. Oversee investment activity and recommend strategies to the Board.
7. Perform risk management related to liquidity, interest rates, and ventures.
8. Review and analyze monthly financial statements (Balance Sheet, Profit & Loss) for Board approval.
9. Provide the District's CPA with check payments, invoice backups, and cost codes.
10. Route monthly checks to the CPA and track accounts receivable for timely collections.
11. Verify accounts payable amounts and monitor loan payments.
12. Contract with an Auditor and manage the annual audit, ensuring timely documentation.



## **RURAL NORTH VACAVILLE WATER DISTRICT**

13. Assist the General Manager with administrative tasks and Board Agenda Packet preparation.
14. Prepare and maintain long-term financial planning, including rate structures, capital improvements, and the need for assessments or funding through mechanisms such as Proposition 218 rate increases.
15. Offer excellent customer service (phone and email support).
16. Apply/remove lien recordings at the County when necessary.
17. Utilize IT skills (GIS, Excel, Word, Adobe, DocuSign, Teams, CORE reports, and Box Files).
18. Report to the Board of Directors; collaborate with and be supervised by the General Manager.
19. Attend all Board meetings.

### **1070.3 Tasks to Be Performed if the General Manager (GM) is Unavailable**

1. Meet with the Board President as needed to discuss current District business.
2. Prepare and update agreements with recurring independent contractors, submitting them to the Board for approval.
3. Obtain bids/proposals from independent contractors for non-recurring services.
4. Oversee cash management procedures.
5. Pay bills and vendors under \$5,000; obtain Board President Authorization for payments over \$5,000.
6. Oversee the collection of customer accounts, including sending shut-off/delinquency notices, recording liens, and preparing a delinquency report for Board approval and inclusion on the County property tax roll.
7. Review all credit card billings.
8. Review invoices from District staff and vendors, prepare payments, assign cost codes, and mail them in a timely manner. Post checks on the Wells Fargo Positive Pay fraud protection system.
9. Prepare invoices for District services billable to third-party developers and customers as outlined in the District Fee Schedule. Track this revenue on monthly financial reports.
10. Assist with and manage the annual audit by providing documentation, verifying accounting information, and coordinating with the Independent Auditor, CPA, and Billing Manager.

DIRECTORS  
Patrick Sweeney      Bob Whitehouse  
President              Director  
  
Ken Swenson         Alan Hanger  
Vice President       Director  
  
Steven Strickland  
Director



STAFF  
  
General Manager              Brenda Kane  
   Billing Manager  
  
Rick Trites                      Nancy Veerkamp  
Meter Reading/Backflow      Board Clerk/Admin  
  
Solano Irrigation District  
Operator & Maintenance

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## Rural North Vacaville Water District (RNVWD)

### **Advertisement for Independent Contractor Executive Assistant**

RNVWD is requesting qualifications and resumes (RFQ) from interested parties for the independent contractor position of Executive Assistant (EA). This position is not as an RNVWD employee, and no benefits are provided. The Executive Assistant will report directly to the General Manager (GM), Board President and Board of Directors.

In this role, we seek a qualified Executive Assistant (EA) to advance our agency's strategic financial planning. The E.A. will collaborate with the General Manager and oversee finances of the District. The position will require assisting GM with planning, preparing agendas, district certifications and act as interim when GM unavailable.

- The period for the RFQ is open until the position is filled.
- The District is offering a fixed monthly fee, ranging from \$3,000 to \$3,700 (DOE) for part-time services up to Sixty (60) hours per month.
- Interested contractors should submit their resume and qualifications via email to [admin@rnvwd.com](mailto:admin@rnvwd.com).
- Interested parties should ideally be located within the RNVWD District and must have offices in Solano County.
- Bond will be required.

The Ad Hoc Committee of the Board of Directors will schedule interviews and evaluate applicants' qualifications, skills, experience, and attributes to determine the best fit for the District. The Board will review updates from the Ad Hoc Committee at their regular monthly meeting on the second Tuesday of each month.

Solano Irrigation District (SID) is currently our Licensed Operator, responsible for the repair and maintenance of the District's facilities, and will continue in this role.

An Independent Contractor can be an Individual/Sole Proprietor, California Corporation, Partnership, or Limited Liability Company. This offer may be terminated or suspended at the District's discretion. Any final agreement with a selected contractor will be negotiated.

Detailed information can be found on the District's website at [WWW.RNVWD.COM](http://WWW.RNVWD.COM)

## Executive Assistant Qualifications

- **Education & Experience:** Bachelor's degree in accounting, finance, business, or equivalent relevant work experience. CPA certification is a plus. Minimum of 5 years of similar business responsibility.
- **Technical & Financial Proficiency:** Proficient in QuickBooks and Excel. Experience in municipal financing, enterprise accounting, audits, banking, county fund management, and cash management. Competent in analyzing and reviewing monthly Profit and Loss statements, balance sheets, accounts payable, and receivable reports.
- **Strategic & Investment Planning:** Experience in capital improvement plan financing, long-term strategic financial planning, and investment management.
- **Risk Assessment & Bonding:** Ability to critically assess business and financial risks. Applicant must become bonded.
- **Leadership & Management Skills:** Proven leadership abilities, maintaining productive relationships with consultants, staff, and board members. Proficient in planning, organizing, problem-solving, and teamwork. Ability to motivate and lead other independent contractors.
- **Communication & Interpersonal Skills:** Excellent written and verbal communication skills, along with interpersonal skills in persuasion, listening, cooperation, and diplomacy.
- **Business Performance & Team Development:** Commitment to improving business performance and developing team capabilities.
- **Ethical Conduct & Organizational Alignment:** High standards of ethical conduct, honesty, and integrity. Aligns behavior with the organization's needs, priorities, and goals. Fosters commitment and team spirit.
- **Physical Ability:** Capable of standing, climbing, walking, lifting, bending, pulling, pushing, grasping, reaching, stooping, crouching, sitting, typing, reading, writing, color determination, speaking, and listening for extended periods.
- **Availability:** Work hours other than normal work schedule.

## Responsibilities

1. Maintain a copy of the monthly CORE billing data for use in responding to customer request for current account information.
2. Prepare budgets and monitor expenditures.
3. Submit reports of monthly bank statement and all accounts and banking activity.
5. Implement relevant legislation and policies.
6. Maintain customer deposits in a separate deposit account for pre-payment or refund of fees for Annexations, New Connections, Main Extensions, engineering and other services as outlined in the District Fee Schedule.
7. Maintain relations with banks and rating agencies.
8. Evaluate financing options from lenders when appropriate to finance major capital improvement approved by the Board.
9. Manage the company's investment activity and make recommendations to Board.
10. Perform risk management (liquidity, interest rates, ventures etc).
11. Assist in the development of financing strategies.
12. Review the monthly bank statement and all accounts and banking activity.



13. Review monthly financial statements prepared by the District's independent contractor and CPA Accounting firm and submit monthly financials for Board approval.
14. Monthly provide to the District's CPA a binder with the monthly check payments with invoice backup and with cost codes. Review the monthly financial reports prepared by the CPA and submit for Board approval.
15. Assist and manage the annual audit, provide documentation, verify accounting information, coordinate with the Independent Auditor, the District CPA, and Billing Manager.
16. Other tasks as directed by Board.

### **Tasks to be Performed if GM is not available**

1. Meet as needed with the Board President to discuss current District business.
2. Prepare and update agreement with recurring independent contractors providing services to the District and submit to Board for approval.
3. Obtain bids/proposals from independent contractors for services when required for work other than recurring contracts.
4. Assume responsibility for cash management procedures
5. Pay bills and vendors under \$5,000. Over \$5,000, obtain Board President Approval.
6. Oversee the collection of all customer accounts and the preparation and sending of shut off and delinquency notices, recording liens and preparing a delinquency report for Board approval and inclusion on the County property tax roll.
7. Review all credit card billings.
8. Review the monthly invoices from the District Staff and other vendors and prepare payment with handwritten checks for approved amounts, cost code, and mail in a timely manner. Post checks on the Wells Fargo Positive Pay fraud protection system.
9. Prepare District invoices for District services billable to 3<sup>rd</sup> party developers, customers, and others for the services outlined in the District Fee Schedule. Track this revenue source monthly on the financial reports.
10. Assist and manage the annual audit, provide documentation, verify accounting information, coordinate with the Independent Auditor, the District CPA, and Billing Manager.
11. Oversee the collection of all customer accounts and the preparation and sending of shut off and delinquency notices, recording liens and preparing a delinquency report for Board approval and inclusion on the County property tax roll.



## RURAL NORTH VACAVILLE WATER DISTRICT

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**POLICY TITLE:** Board/Staff Communications  
**POLICY NUMBER:** 1020  
**ADOPTED:** 8-14-18  
**REVISIONS:** 9-10-24 Pending

**Objectives:** Effective governance of the District relies on the cooperative efforts of the District's elected Board, who set policy and priorities, and the District's staff members, who analyze problems and issues, to make appropriate recommendations, and implement and administer Board policies. At this time the District has no employees. The District staff is comprised of part time skilled Independent Contractors including the General Manager, Executive Assistant, Bookkeeper, Meter Reader, Operator, Accountant, Webmaster, and Clerk. The General Manager is responsible to manage all the independent contractors. The General Manager and the Executive Assistant are to collaborate and each reports directly to the Board. It is the responsibility of District staff to ensure Board members have access to information and to insure such information is communicated completely and with candor to those making the request. However, Board members should avoid intrusion into those areas that are the responsibility of District staff. Individual Board members must avoid intervening in staff decision-making, the development of staff recommendations, scheduling of work, and executing department priorities. This is necessary to protect District staff from undue influence and pressure from individual Board members and to allow the General Manager and staff to execute priorities without fear of reprisal.

**Role of the Board:** As the legislative body for the District, the Board is responsible for approving the District's budget, setting policy goals and objectives and adopting strategic plans. The primary functions of the District staff members are to execute Board policy and other Board actions and to keep the Board well informed.

Individual members of the Board should not make attempts to pressure or influence staff decisions, recommendations, workloads, schedules, and department priorities. If a Board member wishes to influence the actions, decisions, recommendations, workloads, work schedule, and priorities of staff, that member must prevail upon the Board to do so.

Board members also have a responsibility of information flow. It is critical that they make use of staff and other reports and Board meeting minutes. Board members should come to meetings prepared; having read the agenda packet materials and supporting documents, as well as any additional information or memoranda provided on District projects or evolving issues. Additional information may be requested if necessary.

Individual Board members, as well as the Board as a whole, are permitted complete freedom of access to any information, as requested of staff and shall receive the full cooperation and candor of staff in being provided with any requested information. The General Manager will pass critical information to all

Board members at the same time.

There are limited restrictions when information cannot be provided. Draft documents (e.g. staff reports in progress, etc.) are under review and not available for release until complete and after review by District staff. In addition, there are legal restrictions on the District's ability to release certain personnel information even to members of the Board. Any concerns Board members may have regarding the release of information or the refusal of staff to release information, should be discussed with the President for clarification.

There shall be mutual respect from both staff and Board members of their respective roles and responsibilities at all times.

**Purpose:** The purpose of the policies listed below is to facilitate Board/staff communications consistent with these principles.

**1020.1** All requests for information or questions by Board Directors outside of a Board or Committee meeting, shall be directed to the General Manager and shall include the desired time and date for receiving the information. Staff will confirm the date they can provide the information. So that all Board members are equally informed, all written informational material requested by any Director shall be submitted by the General Manager to all Board members with the notation indicating which Board member requested the information.

**1020.2** Individual Directors cannot directly assign work to the General Manager or other staff members. Board initiated projects will follow organizational channels, through the General Manager, unless there is an emergency. As no formal procedure will answer all cases, the following should be considered as a guide and used with restraint and judgment:

- a) Directors should make requests of staff through the Board President who will contact the General Manager for handling the request.
- b) For long-term, involved studies or where the matter includes confidential material, the President should be contacted and the subject matter discussed with the full Board at a Board meeting prior to staff working on the assignments.
- c) In the event that staff is a participant or representative of a Committee or Work Group of the Board, the Board may contact the staff member directly to request or provide information or confer regarding matters of the Committee or Work Group.

**1020.3** At Board meetings and other public meetings, respectful communication is expected. Staff is encouraged to give their professional recommendations, and the Board should recognize that staff may make recommendations that could be viewed as unpopular with the public and with individual Board members. Board members may request clarification and ask questions of staff at public meetings, and Directors are encouraged to participate in healthy discussions amongst each other regarding items under discussion on the Agenda. However, Directors should refrain from debate with staff at Board meetings about staff recommendations or other items being discussed. Staff must recognize that the

Board, as the decision maker, is free to reject or modify a staff recommendation and that the Board's wishes will be implemented by staff even if it was contrary to a staff recommendation.

**1020.4** Directors shall not attempt to coerce or influence staff, included in the making of recommendations, the awarding of contracts, the selection of consultants, the processing of any projects or applications, or the granting of permits. Directors shall not attempt to change or interfere with the operating policies and practices of any District department through interaction with staff. Individual Directors may discuss these items with the General Manager to get clarification or raise concerns.

**1020.5** Board members should not make public comments critical of the performance of a District staff member or staff consultant. Any concerns by a Director over the behavior or work of a District employee or staff should be submitted privately to the Board President.

**1020.6** Staff will respect the right of Directors to refuse to provide information or answers to staff and recognize that Directors may be bound by other rules of law or procedure that do not permit the Director to speak about the subject matter presented. If a Director violates any of the policies regarding communications as stated in this policy, any member of staff has the right to request that the Director speak directly with the General Manager about the subject matter presented without any fear of reprisal.



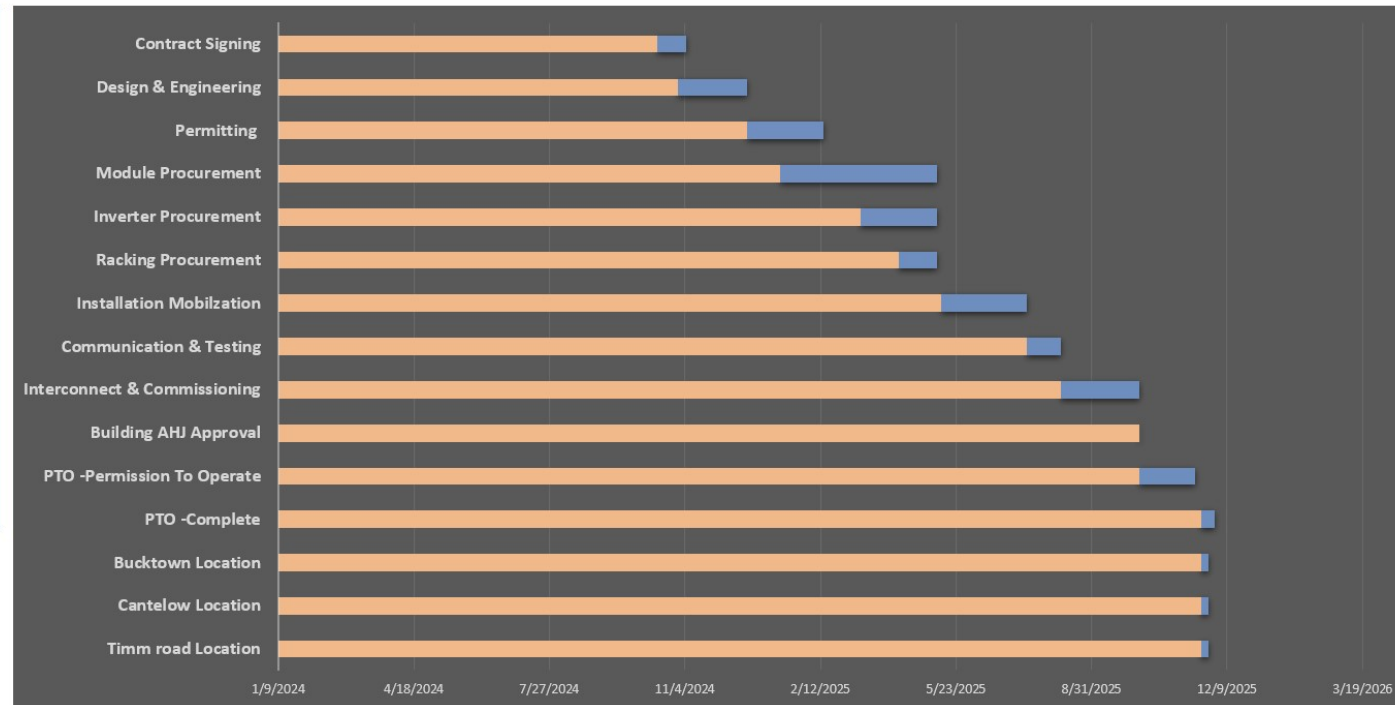
**Gantt Chart RNVWD Solar Projects**



Bucktown-Cantelow-Timm Road

Task Name	Start (Date)	End (Date)	Duration (Days)
Utility NEM 2.0	8/20/2024	8/20/2024	0
Contract Signing	10/15/2024	11/5/2024	21
Design & Engineering	10/30/2024	12/20/2024	51
Permitting	12/20/2024	2/14/2025	56
Module Procurement	1/13/2025	5/9/2025	116
Inverter Procurement	3/14/2025	5/9/2025	56
Racking Procurement	4/11/2025	5/9/2025	28
Installation Mobilization	5/12/2025	7/14/2025	63
Communication & Testing	7/14/2025	8/8/2025	25
Interconnect & Commissioning	8/8/2025	10/5/2025	58
Building AHJ Approval	10/5/2025	10/5/2025	0
PTO -Permission To Operate	10/5/2025	11/15/2025	41
PTO -Complete	11/20/2025	11/30/2025	10
Bucktown Location	11/20/2025	11/25/2025	5
Cantelow Location	11/20/2025	11/25/2025	5
Timm road Location	11/20/2025	11/25/2025	5

Estimated Deadline for NEM 2.0 Installation is 4-1-2026 Completion





# NOBELL SOLAR PROPOSAL

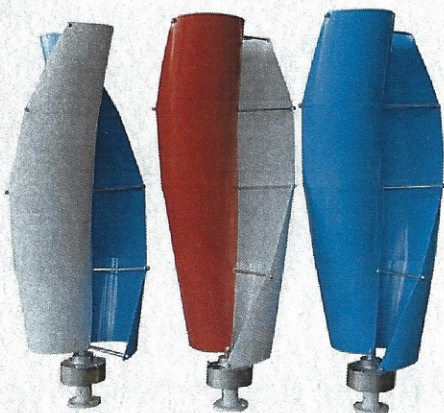
9-10-24

Based on NEM2.0 Tariff with only solar and no batteries

1. Total 25 year PPA cost = \$1.8M with estimated term savings = \$1.5M, yielding approximately a \$300,000 install cost.
2. The payback time for this cost is 6 to 7 years at \$90,000/yr payments (equal to PG&E costs). Maintenance and degradation costs should be the only costs after that, unlike the 25 year PPA costs.
3. Solar system size is 300 panels times 425 watts/panel = 127 kW total capacity. 127 kW is equal to 215,505 kWh (current usage) at a .194 Capacity Factor. The PV Panel cost at an estimated \$.28/watt is \$119 per panel, or about \$35,700 for all.
4. The install cost per watt is \$300,000/127,000 watts = \$2.36/watt which is in middle range of costs.
5. Since the kW size is 100% of usage, declining panel output will require \$544K utility purchase over 25 years.
6. Annual usage is 198,000 to 214,000 kWh and is the maximum generation for NEM2.0.
7. The new Net Billing Tariff allows PV to be 150% of annual usage, thus system can be designed for NO utility usage over 25 years.
8. Since this proposal is NEM 2.0 , there is no battery to take advantage of VPP which allows selling electricity back to grid at peak times under FERC 2222 for 1kW to 1000kW thus selling to wholesale markets as a new source of energy.
9. A battery is eligible for SGIP funds to pay for battery installation. VPP's can also help pay for the battery over time.

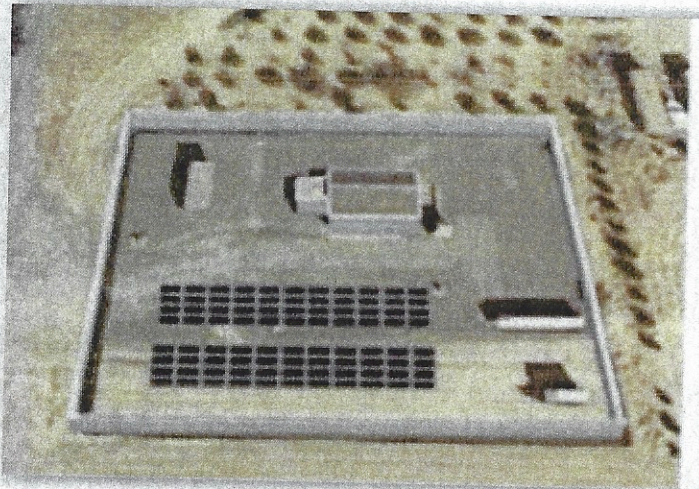
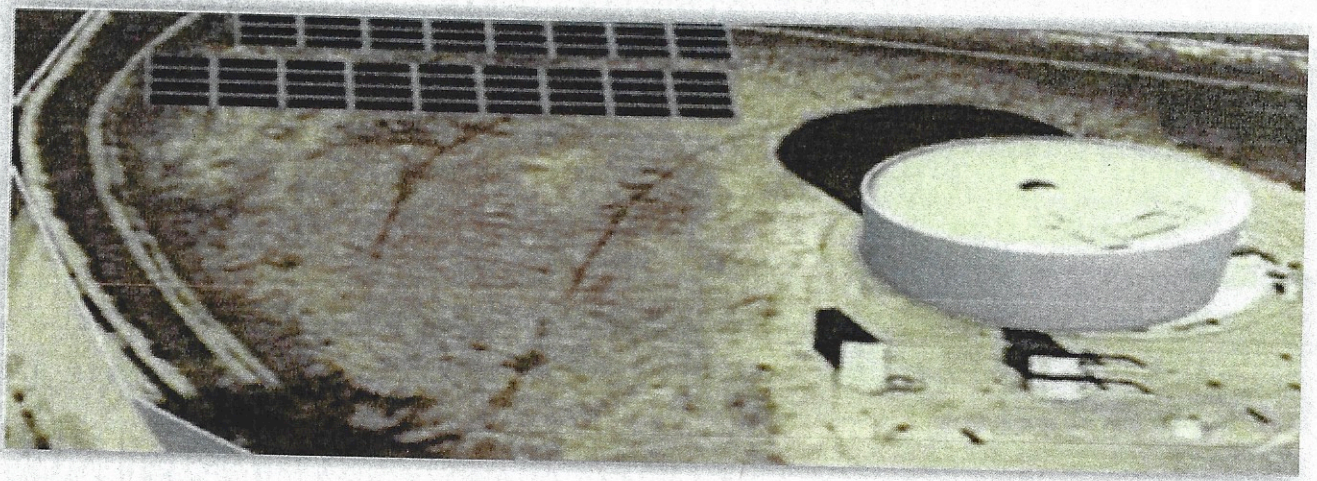
**It appears that we need to find a local solar installer that can install solar and batteries. Then we can look at GoGreen for financing.**

**We can also look at vertical wind turbines (3' x 9') generating 10kW and dual axis solar trackers.**





# Well Solar Panels



**PV Panels = 68 + 88 + 16 = 172 Total**

Wells Panels	88	88	66	120
Tank 1 Panels	68	68	48	90
Tank 2 Panels	16	16	16	16
<b>Total Panels</b>	<b>172</b>	<b>172</b>	<b>130</b>	<b>226</b>
<b>Total Panels</b>	<b>172</b>	<b>172</b>	<b>130</b>	<b>226</b>
Watts/Panel	400	670	670	670
Total Watts	68,800	115,240	87,100	151,420
PV Cost \$/kWh	\$0.26	\$0.26	\$0.26	\$0.26
<b>Total PV Cost</b>	<b>\$17,888</b>	<b>\$29,962</b>	<b>\$22,646</b>	<b>\$39,369</b>
Delta \$ from 400W		\$10,698	\$4,758	\$21,481
<b>Annual PV kWh</b>	<b>132,591</b>	<b>222,091</b>	<b>167,859</b>	<b>291,817</b>
Annual Recorded kWh	198,000	198,000	198,000	198,000
PV vs Recorded kWh	11,049	18,508	13,988	24,318
PV/Recorded	66.97%	112.17%	84.78%	147.38%
Daily PV kWh	<b>363</b>	<b>608</b>	<b>460</b>	<b>799</b>
Excess kWh	-65,409	24,091	-30,141	93,817
PV Sales \$/kWh	\$0.05	\$0.05	\$0.05	\$0.05
Annual Extra \$	<b>-\$3,270</b>	\$1,205	<b>-\$1,507</b>	\$4,691

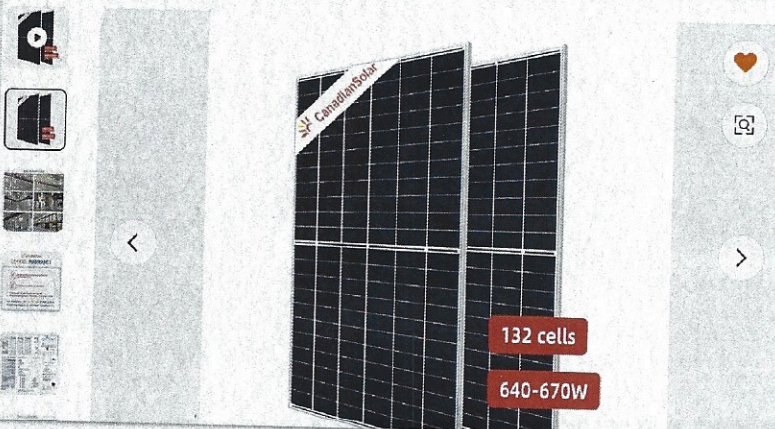


Total Panels Cost	\$17,888	\$29,962	\$22,646	\$39,369
(3) 430kWh Batteries	\$120,000	\$120,000	\$120,000	\$120,000
Panel Support Structures	\$18,000	\$18,000	\$18,000	\$30,000
Shipping	\$10,000	\$10,000	\$10,000	\$10,000
Inverters	\$10,000	\$10,000	\$10,000	\$15,000
Permits	\$8,000	\$8,000	\$8,000	\$8,000
Labor	\$150,000	\$150,000	\$150,000	\$180,000
<b>Total</b>	<b>\$333,888</b>	<b>\$345,962</b>	<b>\$338,646</b>	<b>\$402,369</b>
20% Downpayment	\$66,778	\$69,192	\$67,729	\$80,474
<b>Net Cost</b>	<b>\$267,110</b>	<b>\$276,770</b>	<b>\$270,917</b>	<b>\$321,895</b>
Years	4	4	4	4
Interest Rate	7.00%	7.00%	7.00%	7.00%
<b>Annual Payment</b>	<b>\$78,859</b>	<b>\$81,710</b>	<b>\$79,982</b>	<b>\$95,033</b>
Years Payback	5	5	5	5

Canadian Solar Panels 650 Watts Mono 210mm Solar Cell 600W 640W 660W 665W PV Panels

★★★★★ 5.0 (2 Reviews) · 1114093 sold · #9 Most popular in 600w Pv Panel

Changzhou Powersourcing Energy Technology Co., Ltd. · Verified Multispecialty supplier · 3 yrs · CN



Order now for US \$20 off shipping!

22400 - 599999999 watts >= 600000000 watts  
**\$0.13** **\$0.09**

**Variations**

Total options: 1 Max. Power; 1 Material; 1 ... [Select](#)

1. Max. Power(1): 670W

670W

2. Material(1): Monocrystalline Silicon

Monocrystalline Silicon

3. Power Range(1): 640-670W

640-670W

Shipping

Industrial Commercial 430kWh Energy storage Container CATL BYD Grade A lifepo4 BESS 1C Liquid Cooling Customized 1MW Battery

No reviews yet · 1 order

Shenzhen Lithtech Energy Co., Ltd. · Verified Custom manufacturer · 6 yrs · CN



Minimum order quantity: 1 piece

**\$20,000.00 - \$39,500.00**

**Variations**

Total options: 3 Color; 5 System Energy ...

1. Color(3): customized



2. System Energy Range(5): 50-100 kWh

50-100 kWh 100-200 kWh 200-500 kWh

3. Capacity(3): 400 Ah

400 Ah 280Ah 24H energy systems free

**Shipping**

Shipping solutions for the selected quantity are currently unavailable



## DIRECTORS

PATRICK SWEENEY  
PRESIDENT

KEN SWENSON  
VICE PRESIDENT

ALAN HANGER  
DIRECTOR

BOB WHITEHOUSE  
DIRECTOR

STEVEN STRICKLAND  
DIRECTOR



## STAFF

WESTON STANKOWSKI  
INTERIM GENERAL MANAGER

BRENDA KANE  
BILLING MANAGER

RICK TRITES  
METER READING/BACKFLOW

NANCY VEERKAMP  
BOARD CLERK/ADMIN

SOLANO IRRIGATION DISTRICT  
OPERATOR & MAINTENANCE

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## RURAL NORTH VACAVILLE WATER DISTRICT BOARD OF DIRECTORS REGULAR MEETING

**Tuesday, October 8, 2024**

**7:00 P.M**

Vacaville Fire Protection District, Fire Station #67,  
4135 Cantelow Road, Vacaville, CA 95688

***“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.”***

### AGENDA

*(Anyone wishing to address the Board is asked to fill out a “Public Comment Card” prior to the start of the meeting, or during if necessary, and give it to the Board Clerk.)*

- 1. Call Meeting to Order**
- 2. Roll Call**
- 3. Approval of the Agenda**
- 4. Public Comment (Non-Agenda Items)**

Opportunity for the public to speak to the Board on any subject matter within the district's jurisdiction but not appearing on today's agenda. Speaker times are limited to three (3) minutes per person.

Please submit a Public Comment Card to the Board Clerk prior to the commencement of this Public Comment section. Only those who have submitted speaker cards or have expressed an interest in speaking prior to the conclusion of the Public Comment section will be called upon to speak.

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.

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 called for by the Board President at the appropriate agenda item when requested by a Public Comment Card.

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 email, phone call, letter, or in-person at a time other than during a Board meeting.

## 5. 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. *(Action Item for all at one time)*

- a) Consider for Approval the **Meeting Minutes** of the **Regular September 10, 2024 meeting**.
- b) Consider for Approval the **Monthly Financial Reports and Adjustments** for **August 2024**

## 6. General Manager's Report (Verbal Update) (Public Comment)

- a. **Hydraulic Model** Draft report received from Coastland. SID and RNVWD completed review comments. Revised draft expected by October 16th
- b. **Banking:** A new checking account has been set up to hold funds for developer deposits.
- c. **FEMA CALOES** two checks approved for release 6-8 weeks delivery time. These funds were anticipated and included in our revenue budget for this fiscal year. \$37,877.32 Federal check and \$9,469.33 State check.
- d. **SID contract:** Is under review by Interim GM
- e. **RNVWD attorney;** Lori our district attorney notified us that she is retiring as of November 9<sup>th</sup>. The county will assign a replacement.
- f. **Annual Audit:** FY 23/24 is currently being audited by Fechter and we are providing all the information requested.

## 7. Continuing Business (Public Comment)

(None)

## 8. New Business (Public Comment)

- a) **Ad Hoc hiring committee** to report on the status of the GM and Executive Assistant Treasurer search. **(Discussion Item)**
- b) **Ad Hoc Solar committee** to report on status of PGE application, schedule timeline, contractor and financing proposal. Vote to approve or not approve the GM signing of the PGE Interconnection Agreement **(Action Item)**
- c) Consider for Approval new **Policy 2110 Rate Review (Action Item)**
- d) Consider for Approval **CLA-VAL** (Main Line Pressure Regulating Valves) proposal for two annual inspections and third year rebuilds for total 3 year period of \$12,800. **(Action Item)**



- e) Consider for Approval a Grant of Easement for the water main extension for Brad Foulk Lot Line Adjustment (**Action Item**)

## 9. Adjourn

The next Regular Meeting is scheduled for **Tuesday November 12, 2024**, at 7:00 pm at the Vacaville Fire Protection District, Fire Station #67, 4135 Cantelow Road, Vacaville, CA 95688.

The Board of Directors of the Rural North Vacaville Water District holds its Regular Board Meetings on the second Tuesday of every month at 7:00 p.m. 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, the District will provide 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.*

**Directors**

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

**Staff**

Weston Stankowski, Interim General Mgr.  
 Brenda Kane, Billing Manager  
 Rick Trites, Meter Reading/Backflow  
 Nancy Veerkamp, Clerk/Admin  
 Solano Irrigation District, Operation  
 & Maintenance

**BOARD OF DIRECTORS**  
**REGULAR MEETING MINUTES**  
**SEPTEMBER 10, 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; Steven Strickland, Director; Alan Hanger, Director; Weston Stankowski, Interim General Manager; Nancy Veerkamp, Clerk/Admin; Brenda Kane, Billing Manager

Absent: Steven Strickland, Director; Ken Swenson, Vice President (arrived at 7:08) pm

Public (speaking): Eileen Uthe-Smith

**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 pm.  
 Director Bob made a motion to approve the Agenda and the motion was seconded by Director Alan.  
 All present approved.

**Public Comments (Non Agenda Items):** None

**5. Consent Items:** Public Comment: None

- a) Consider for Approval the Meeting Minutes of the Regular Meeting August 13, 2024 and The Special Meeting of August 27 Meeting Minutes .
- b) Consider for Approval the Monthly financial report for July 2024



Director Bob made a motion to approve items a & b. Director Alan seconded the motion.

Approved by all present.

## **6. General Managers Report (verbal update)-**

a) Hydraulic Model from Coastland due September 13, 2024. Final draft will be received on September 13 then there will be a 30 day review by RNVWD Staff and Board, LAFCO, and SID.

b) Banking Report – Status update – Wells Fargo is in the process of setting up an account for vendor deposits. Should be complete in 7 business days.

c) Projects “On Hold” list – there are 10-15 projects on hold. i.e. Electrical spare parts approx.. \$80,000. Two important projects are the two lines exposed in the creek at Cantelow and 12” line at the bottom of the creek. Currently all projects are still on hold.

d) FEMA CalOES status of funds. CalOES has sent an email for three pieces of documentation. The flood project is a different process than the FEMA project with the LNU fire. Final documentation is being collected by CalOES not FEMA. We are “in line” for funds, but have no idea when they will be distributed.

**7. Continuing Business:** Public Comment: None  
None

**8. New Business-** Public Comments: None

a) Consider for Approval Policy #2110 Engagement of Contractors and Consultants. (Action Item). Director Bob made a motion to approve Policy #2110. Director Ken seconded the motion. Discussion: Eileen: I believe any consultant should be able to talk to the Board at any time.

Vote: All present approved.

b) Consider for Approval the creation of an Executive Assistant (Treasurer) position as outlined in the Overview of the Executive Assistant role #1070 and Advertisement “draft” attached. Authorize the GM and Clerk to proceed with advertisement for this new position opening. (Action Item) Director Bob made a motion to approve the Policy and advertisement. Director Alan seconded the motion. Discussion.

Vote: All present approved.

c) Consider for Approval a revision to Policy #1020 Board Staff Communications (Action Item) Director Bob made a motion to approve the changes to Policy #1020. Director Ken

seconded the motion. Discussion: This addresses the issue brought up by the Board regarding the new Executive Assistant (Treasurer) position and to whom they report.

Vote: All present approved.

d) Ad Hoc hiring committee to report on the status of the GM search. Confirm hat concurrent with the GM search the Ad Hoc committee will also review applicants for the Executive Assistant (Treasurer). (Discussion Item) Director Alan: There are three to four qualified applicants. The Ad Hoc committee will work with the GM to develop a set of interview questions and start the interview process. Some additional applicants are qualified for the Executive Assistant (Treasurer) position. It was decided that if there is no qualified applicant for GM by October 1 the position will be split into GM/Executive Assistant and the approved ad in 8b will be sent out.

e) Ad Hoc Solar committee to report on status of PG&E application, schedule timeline, contractor and financing proposal (Discussion Item). See attached handout provided by Director Alan titled "Nobell Solar Proposal". (posted to website 9.12.24). This proposal may not work for our district.

f) **Adjourn**

The meeting was adjourned at 7:48 pm.

**The next Regular Meeting is scheduled for Tuesday, October 8, 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



# NOBELL SOLAR PROPOSAL

9-10-24

Based on NEM2.0 Tariff with only solar and no batteries

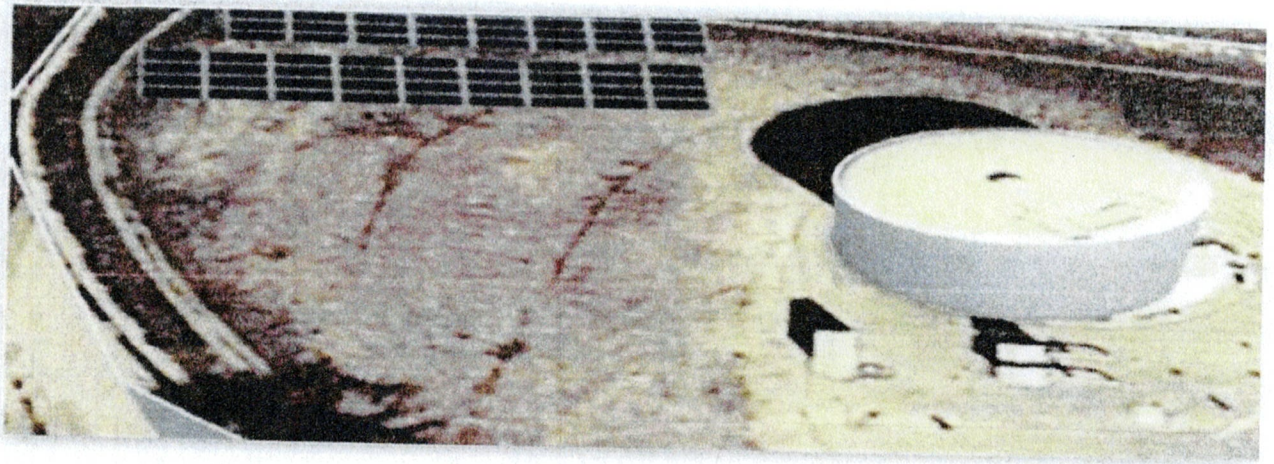
1. Total 25 year PPA cost = \$1.8M with estimated term savings = \$1.5M, yielding approximately a \$300,000 install cost.
2. The payback time for this cost is 6 to 7 years at \$90,000/yr payments (equal to PG&E costs). Maintenance and degradation costs should be the only costs after that, unlike the 25 year PPA costs.
3. Solar system size is 300 panels times 425 watts/panel = 127 kW total capacity. 127 kW is equal to 215,505 kWh (current usage) at a .194 Capacity Factor. The PV Panel cost at an estimated \$.28/watt is \$119 per panel, or about \$35,700 for all.
4. The install cost per watt is \$300,000/127,000 watts = \$2.36/watt which is in middle range of costs.
5. Since the kW size is 100% of usage, declining panel output will require \$544K utility purchase over 25 years.
6. Annual usage is 198,000 to 214,000 kWh and is the maximum generation for NEM2.0.
7. The new Net Billing Tariff allows PV to be 150% of annual usage, thus system can be designed for NO utility usage over 25 years.
8. Since this proposal is NEM 2.0 , there is no battery to take advantage of VPP which allows selling electricity back to grid at peak times under FERC 2222 for 1kW to 1000kW thus selling to wholesale markets as a new source of energy.
9. A battery is eligible for SGIP funds to pay for battery installation. VPP's can also help pay for the battery over time.

**It appears that we need to find a local solar installer that can install solar and batteries. Then we can look at GoGreen for financing. We can also look at vertical wind turbines (3' x 9') generating 10kW and dual axis solar trackers.**





# Well Solar Panels



**PV Panels = 68 + 88 + 16 = 172 Total**

Wells Panels	88	88	66	120
Tank 1 Panels	68	68	48	90
Tank 2 Panels	16	16	16	16
Total Panels	<b>172</b>	<b>172</b>	<b>130</b>	<b>226</b>
<b>Total Panels</b>	<b>172</b>	<b>172</b>	<b>130</b>	<b>226</b>
Watts/Panel	400	670	670	670
Total Watts	68,800	115,240	87,100	151,420
PV Cost \$/kWh	\$0.26	\$0.26	\$0.26	\$0.26
<b>Total PV Cost</b>	<b>\$17,888</b>	<b>\$29,962</b>	<b>\$22,646</b>	<b>\$39,369</b>
Delta \$ from 400W		\$10,698	\$4,758	\$21,481
<b>Annual PV kWh</b>	<b>132,591</b>	<b>222,091</b>	<b>167,859</b>	<b><u>291,817</u></b>
Annual Recorded kWh	198,000	198,000	198,000	198,000
PV vs Recorded kWh	11,049	18,508	13,988	24,318
PV/Recorded	66.97%	112.17%	84.78%	147.38%
Daily PV kWh	<b>363</b>	<b>608</b>	<b>460</b>	<b>799</b>
Excess kWh	-65,409	24,091	-30,141	93,817
PV Sales \$/kWh	\$0.05	\$0.05	\$0.05	\$0.05
Annual Extra \$	<b>-\$3,270</b>	\$1,205	<b>-\$1,507</b>	\$4,691



Total Panels Cost	\$17,888	\$29,962	\$22,646	\$39,369
(3) 430kWh Batteries	\$120,000	\$120,000	\$120,000	\$120,000
Panel Support Structures	\$18,000	\$18,000	\$18,000	\$30,000
Shipping	\$10,000	\$10,000	\$10,000	\$10,000
Inverters	\$10,000	\$10,000	\$10,000	\$15,000
Permits	\$8,000	\$8,000	\$8,000	\$8,000
Labor	\$150,000	\$150,000	\$150,000	\$180,000
<b>Total</b>	<b>\$333,888</b>	<b>\$345,962</b>	<b>\$338,646</b>	<b>\$402,369</b>
20% Downpayment	\$66,778	\$69,192	\$67,729	\$80,474
<b>Net Cost</b>	<b>\$267,110</b>	<b>\$276,770</b>	<b>\$270,917</b>	<b>\$321,895</b>
Years	4	4	4	4
Interest Rate	7.00%	7.00%	7.00%	7.00%
<b>Annual Payment</b>	<b>\$78,859</b>	<b>\$81,710</b>	<b>\$79,982</b>	<b>\$95,033</b>
Years Payback	5	5	5	5

Canadian Solar Panels 650 Watts Mono 210mm Solar Cell 600W 640W 660W 665W PV Panels

★★★★★ 5.0 (2 Reviews) · 1114093 sold · #9 Most popular in 600w Pv Panel

Changzhou Powersourcing Energy Technology Co., Ltd. Verified Multispecialty supplier · 3 yrs · CN

Order now for US \$20 off shipping!

22400 - 599999999 watts >= 600000000 watts

**\$0.13** **\$0.09**

**Variations**

Total options: 1 Max. Power; 1 Material; 1 ... [Select](#)

1. Max. Power(1): 670W

670W

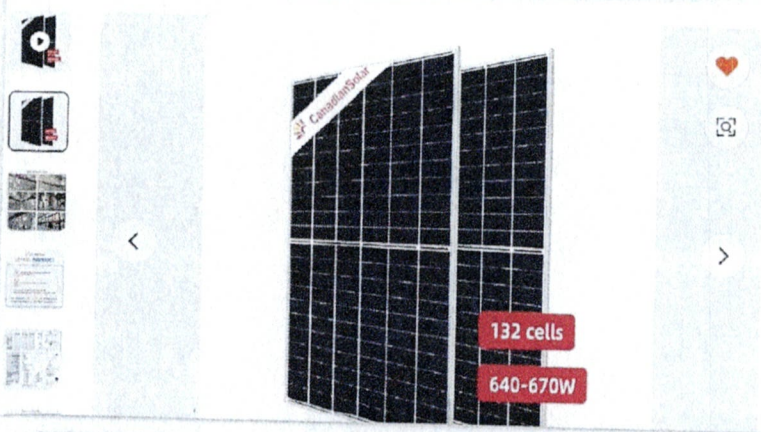
2. Material(1): Monocrystalline Silicon

Monocrystalline Silicon

3. Power Range(1): 640-670W

640-670W

Shipping



Industrial Commercial 430kWh Energy storage Container CATL BYD Grade A lifepo4 BESS 1C Liquid Cooling Customized 1MW Battery

No reviews yet · 1 order

Shenzhen Lithtech Energy Co., Ltd. Verified Custom manufacturer · 6 yrs · CN

Minimum order quantity: 1 piece

**\$20,000.00 - \$39,500.00**

**Variations**

Total options: 3 Color; 5 System Energy ...

1. Color(3): customized



2. System Energy Range(5): 50-100 kWh

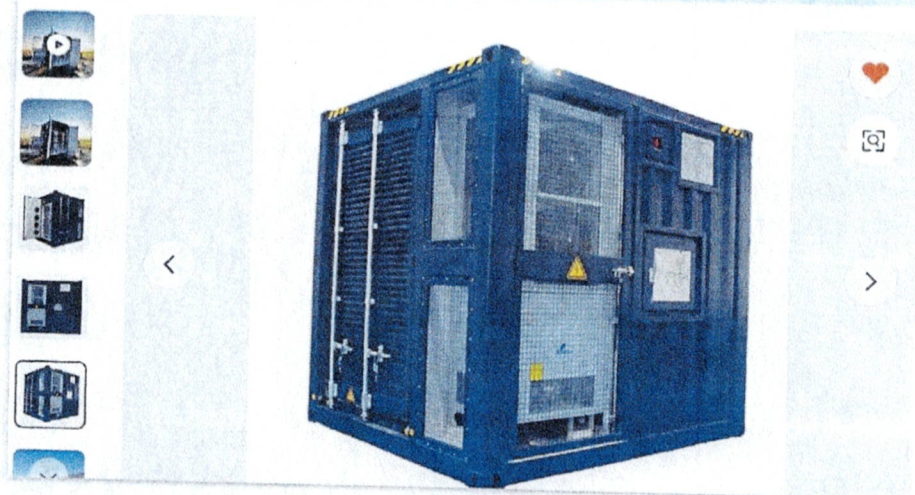
50-100 kWh 100-200 kWh 200-500 kWh

3. Capacity(3): 400 Ah

400 Ah 280Ah 24H energy systems free

**Shipping**

Shipping solutions for the selected quantity are currently unavailable



**RNVWD - Operating Fund**  
**Balance Sheet**  
 As of August 31, 2024

5B

	Aug 31, 24
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
160.020 · Cash WFB Checking #3799	266,025
160.025 · Cash PayPal Account	637
160.029 · Cash in Treasury - Fund 164	68,387
<b>Total Checking/Savings</b>	335,049
<b>Accounts Receivable</b>	
11010 · Water Right Inst. Payments Due	6,702
<b>Total Accounts Receivable</b>	6,702
<b>Other Current Assets</b>	
160.110 · Water Svc Accounts Rec.	145,661
160.139 · Accrued Interest Receivable	20,808
160.199 · LT Rec Principal Due Next 12 Mo	49,831
<b>Total Other Current Assets</b>	216,300
<b>Total Current Assets</b>	558,051
<b>Fixed Assets</b>	
160.315 · Infrastructure	15,161,692
160.340 · Equipment	515,572
160.370 · Allowance For Depreciation	(9,324,769)
<b>Total Fixed Assets</b>	6,352,495
<b>Other Assets</b>	
160.244 · LT Receivable - Dove Creek Tr	35,000
160.243 · LT Receivable - Forfang	36,586
164.242 · LT Receivable - Fade	36,586
164.241 · LT Receivable - Sondrol	35,129
164.240 · LT Receivable - Mojas	35,128
164.239 · LT Receivable - Martin	35,129
164.238 · LT Receivable - DelCampo	129,423
164.236 · LT Receivable - Anguiano	35,129
164.235 · LT Receivable - Hamilton	35,129
164.230 · LT Receivable-Morgan	469,414
164.231 · LT Receivable - Demyan	33,772
164.233 · LT Receivable - Pitcavage	28,499
164.299 · Current Portion of LT Rec.	(49,831)
<b>Total Other Assets</b>	895,094
<b>TOTAL ASSETS</b>	<b>7,805,639</b>
<b>LIABILITIES &amp; EQUITY</b>	



**RNVWD - Operating Fund**  
**Balance Sheet**  
As of August 31, 2024

	<b>Aug 31, 24</b>
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
160.500 · Deposit Payables	83,584
160.505 · Hydrant Customer Deposits	4,500
<b>Total Accounts Payable</b>	88,084
<b>Credit Cards</b>	
160.601 · Wells Fargo Visa Card-New	1,068
<b>Total Credit Cards</b>	1,068
<b>Other Current Liabilities</b>	
164.599 · Current Portion of Loan Payable	120,617
160.510 · Accounts Payable	58,408
160.515 · Accrued Liabilities	
160.516 · Accrued Liab - Eaton Pump	74,468
160.517 · Accrued Liab - Ghillotti	85,000
<b>Total 160.515 · Accrued Liabilities</b>	159,468
<b>Total Other Current Liabilities</b>	338,493
<b>Total Current Liabilities</b>	427,645
<b>Long Term Liabilities</b>	
164.600 · Loan Payable	1,026,901
164.699 · Less Current Port. of Loan Pay	(120,617)
<b>Total Long Term Liabilities</b>	906,284
<b>Total Liabilities</b>	1,333,929
<b>Equity</b>	
160.749 · County Reserve Funds	68,387
160.770 · Investment in Fixed Assets	4,795,573
32000 · Retained Earnings	1,542,702
Net Income	65,048
<b>Total Equity</b>	6,471,711
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>7,805,639</b>



**RNVWD - Operating Fund**  
**Profit & Loss Budget Performance**  
 August 2024

	Aug 24	Budget	\$ Over B...	Jul - Aug ...	YTD Bud...	\$ Over B...	Annual B...
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
60.9000 · Revenues							
60.9005 · Base Fee	31,413	30,858	555	62,197	61,717	480	389,737
60.9010 · Supplemental Fees	12,656	12,882	(226)	25,425	21,774	3,651	156,196
60.9015 · Tier 1	12,796	14,300	(1,504)	26,821	28,600	(1,779)	113,520
60.9020 · Tier 2	5,939	6,500	(561)	13,391	13,000	391	51,600
60.9025 · Tier 3	7,403	5,200	2,203	19,637	10,400	9,237	41,280
60.9027 · Capital Recovery Charge	47,213	47,121	92	94,447	79,646	14,801	569,072
60.9030 · Hydrant Water Usage	375	1,000	(625)	375	2,000	(1,625)	10,000
60.9065 · Princ & Int from Sale WR	46,023	40,915	5,108	46,023	40,915	5,108	107,366
60.9070 · FEMA	0	0	0	0	0	0	52,000
60.9075 · Admin Fees, Late Fees	1,024	650	374	2,282	1,300	982	7,800
60.9095 · Trans fees earned by GM	0	500	(500)	0	1,000	(1,000)	6,000
<b>Total 60.9000 · Revenues</b>	<b>164,842</b>	<b>159,926</b>	<b>4,916</b>	<b>290,597</b>	<b>260,352</b>	<b>30,245</b>	<b>1,504,571</b>
<b>Total Income</b>	<b>164,842</b>	<b>159,926</b>	<b>4,916</b>	<b>290,597</b>	<b>260,352</b>	<b>30,245</b>	<b>1,504,571</b>
<b>Expense</b>							
60.2000 · Operating Expenses							
60.2005 · General Manager	8,200	12,000	(3,800)	19,450	24,000	(4,550)	144,000
60.2010 · Administration & Board Clerk	1,430	917	513	2,893	1,834	1,059	11,000
60.2015 · Billing Manager	3,700	4,167	(467)	7,400	8,334	(934)	50,000
60.2020 · Meter Reading	1,238	1,167	71	2,440	2,334	106	14,000
60.2025 · Backflow Testing	0	0	0	0	0	0	22,000
60.2028 · Plant & Facilities Operations	28,665	18,333	10,332	44,582	36,666	7,916	220,000
60.2033 · Weed Abatement	0	0	0	0	0	0	2,765
60.2035 · Legal	0	0	0	2,070	4,000	(1,930)	15,000
60.2040 · Engineering	2,903	833	2,070	3,880	1,666	2,214	10,000
60.2045 · Audit	0	0	0	1,000	0	1,000	12,700
60.2050 · Accountant CPA	1,210	1,208	2	2,360	2,416	(56)	14,500
60.2065 · USA Marking	312	367	(55)	312	734	(422)	4,400
60.2070 · Webmaster	0	792	(792)	2,082	1,584	498	9,500
60.2075 · Office Supplies	0	375	(375)	86	750	(664)	4,500
60.2090 · Postage & PO Box Rental	13	417	(404)	13	834	(821)	5,000
60.2105 · Ins. Gen. Liab., Prop., & Bond	400	750	(350)	400	1,500	(1,100)	9,000
60.2115 · Electricity, PGE	14,528	12,081	2,447	27,394	24,162	3,232	92,000
60.2125 · Office Equipment	478	500	(22)	978	1,000	(22)	6,000

**RNVWD - Operating Fund**  
**Profit & Loss Budget Performance**  
 August 2024

	Aug 24	Budget	\$ Over B...	Jul - Aug ...	YTD Bud...	\$ Over B...	Annual B...
60.2130 · Bank & Bankcard Fees	307	417	(110)	818	834	(16)	5,000
60.2135 · Princ & Interest on CoBank Loan	89,286	89,286	0	89,286	89,286	0	178,578
60.2145 · Phone Service	99	100	(1)	99	200	(101)	1,200
60.2150 · Tank Access Rd. Maint. & Gate	0	500	(500)	0	1,000	(1,000)	6,000
60.2160 · CORE SW Lic., Data Stg, Trng.	1,103	292	811	1,103	584	519	3,500
60.2175 · Publications & Legal Notices	175	42	133	474	84	390	500
60.2185 · Trade Memberships & Training	175	0	175	650	0	650	12,000
60.2190 · Licenses, Permits & Fees	359	0	359	359	0	359	6,000
60.2195 · Elections	0	0	0	0	0	0	10,000
60.2200 · ITRON Mobile Reader SW & Warr.	0	233	(233)	0	466	(466)	2,800
60.2205 · Fees & Administration	0	83	(83)	0	166	(166)	1,000
60.2208 · Underground Leak Repairs	2,751	13,085	(10,334)	9,763	26,170	(16,407)	157,022
60.2210 · Routine Maintenance & Minor Rep	15,426	8,312	7,114	24,016	16,624	7,392	99,746
60.2235 · Contingency	0	1,667	(1,667)	0	3,334	(3,334)	20,000
60.2250 · Depreciation Expense	266	0	266	531	0	531	0
60.2300 · Capital Improvements, CRC Resv.	0	4,167	(4,167)	0	8,334	(8,334)	50,000
60.2480 · Funding for Reserves	0	0	0	0	0	0	96,392
60.2485 · Cantelow Bridge Replacement	10,078	7,083	2,995	12,487	14,166	(1,679)	85,000
60.2505 · Engineering Assmt Rept	0	1,167	(1,167)	0	2,334	(2,334)	14,000
60.2510 · Eaton Spare Pump/Shaft	15,000	15,000	0	25,000	25,000	0	109,468
<b>Total 60.2000 · Operating Expenses</b>	<b>198,100</b>	<b>195,341</b>	<b>2,759</b>	<b>281,925</b>	<b>300,396</b>	<b>(18,471)</b>	<b>1,504,571</b>
<b>Total Expense</b>	<b>198,100</b>	<b>195,341</b>	<b>2,759</b>	<b>281,925</b>	<b>300,396</b>	<b>(18,471)</b>	<b>1,504,571</b>
<b>Net Ordinary Income</b>	<b>(33,259)</b>	<b>(35,415)</b>	<b>2,156</b>	<b>8,672</b>	<b>(40,044)</b>	<b>48,716</b>	<b>0</b>
<b>Other Income/Expense</b>							
<b>Other Income</b>							
60.9670 · Princ Pymts on CoBank Loan	59,652	59,652	0	59,652	59,652	0	120,618
60.9660 · County Bridge Pymts Capitalized	0	7,083	(7,083)	0	14,166	(14,166)	85,000
60.9650 · Eaton Pump Pymts Capitalized	15,000	15,000	0	25,000	25,000	0	109,468
<b>Total Other Income</b>	<b>74,652</b>	<b>81,735</b>	<b>(7,083)</b>	<b>84,652</b>	<b>98,818</b>	<b>(14,166)</b>	<b>315,086</b>
<b>Other Expense</b>							
60.9710 · Water Rights Princ Pmts Recd	28,276	25,374	2,902	28,276	25,374	2,902	76,118

**RNVWD - Operating Fund**  
**Profit & Loss Budget Performance**  
 August 2024

	<b>Aug 24</b>	<b>Budget</b>	<b>\$ Over B...</b>	<b>Jul - Aug ...</b>	<b>YTD Bud...</b>	<b>\$ Over B...</b>	<b>Annual B...</b>
<b>Total Other Expense</b>	28,276	25,374	2,902	28,276	25,374	2,902	76,118
<b>Net Other Income</b>	46,376	56,361	(9,985)	56,376	73,444	(17,068)	238,968
<b>Net Income</b>	<b>13,117</b>	<b>20,946</b>	<b>(7,829)</b>	<b>65,048</b>	<b>33,400</b>	<b>31,648</b>	<b>238,968</b>



# RNVD - Operating Fund Check Register August 2024

12:42 PM  
09/06/24  
Accrual Basis

Type	Date	Num	Name	Memo	Account	Clr	Split	Debit	Credit
Check	08/01/2024	3086	RG West Builders, Inc	647 July	160.020 · Cash WFB Checking #3799	X	-SPLIT-		12,000.00
Check	08/01/2024	3086	RG West Builders, Inc	647 July	60.2005 · General Manager		160.020 · Cash WFB Checking #3799	8,200.00	
Check	08/01/2024	3086	Morgan (Vendor)	RG West chec...	160.500 · Deposit Payables		160.020 · Cash WFB Checking #3799	2,500.00	
Check	08/01/2024	3086	DOUGHTY	RG West chec...	160.550 · Deposits Clearing Account		160.020 · Cash WFB Checking #3799	300.00	
Check	08/01/2024	3086	NorCal Properties Mgt	RG West chec...	160.550 · Deposits Clearing Account		160.020 · Cash WFB Checking #3799	1,000.00	
Check	08/01/2024		PG & E		160.020 · Cash WFB Checking #3799	X	60.2115 · Electricity, PGE		3,230.15
Check	08/01/2024		Wells Fargo		160.020 · Cash WFB Checking #3799	X	160.020 · Cash WFB Checking #3799	3,230.15	
Check	08/05/2024		Wells Fargo		160.601 · Wells Fargo Visa Card-New	X	160.020 · Cash WFB Checking #3799	236.44	
Check	08/06/2024	3092	Shaw & Associates	July	160.020 · Cash WFB Checking #3799	X	60.2050 · Accountant CPA		1,210.00
Check	08/06/2024	3092	Shaw & Associates	July	60.2050 · Accountant CPA		160.020 · Cash WFB Checking #3799	1,210.00	
Check	08/06/2024	3091	Yolo Solano Air Quali...	16784	160.020 · Cash WFB Checking #3799	X	60.2190 · Licenses, Permits & Fees		359.00
Check	08/06/2024	3091	Yolo Solano Air Quali...	permit fee	160.2190 · Licenses, Permits & Fees		160.020 · Cash WFB Checking #3799	359.00	
Check	08/06/2024	3090	Trites Backflow Svc Inc	16513	160.020 · Cash WFB Checking #3799	X	60.2020 · Meter Reading		1,238.00
Check	08/06/2024	3090	Trites Backflow Svc Inc	16513	60.2020 · Meter Reading		160.020 · Cash WFB Checking #3799	1,238.00	
Check	08/06/2024	3089	BK Bookkeeping Inc	10101 July	160.020 · Cash WFB Checking #3799	X	-SPLIT-		4,177.66
Check	08/06/2024	3089	BK Bookkeeping Inc	10101 July	60.2015 · Billing Manager		160.020 · Cash WFB Checking #3799	3,700.00	
Check	08/06/2024	3088	Veerkamp	July service	60.2125 · Office Equipment		160.020 · Cash WFB Checking #3799	477.66	
Check	08/06/2024	3088	Veerkamp	July service	160.020 · Cash WFB Checking #3799	X	60.2010 · Administration & Board Clerk		1,430.00
Check	08/06/2024	3087	USI Insurance Servic...	INV 5162182 ...	160.020 · Cash WFB Checking #3799	X	60.2105 · Ins. Gen. Liab., Prop., & Bond		400.00
Check	08/06/2024	3087	USI Insurance Servic...	INV 5162182 ...	60.2105 · Ins. Gen. Liab., Prop., & Bond		160.020 · Cash WFB Checking #3799	400.00	
Check	08/12/2024		WFB Bankcard Fees	Bankcard fee	160.020 · Cash WFB Checking #3799	X	60.2130 · Bank & Bankcard Fees		87.38
Check	08/12/2024		WFB Bankcard Fees	Bankcard fee	60.2130 · Bank & Bankcard Fees		160.020 · Cash WFB Checking #3799	87.38	
Check	08/12/2024		Bankcard Discount Fee	Bankcard Interf...	160.020 · Cash WFB Checking #3799	X	60.2130 · Bank & Bankcard Fees		109.35
Check	08/12/2024		Bankcard Discount Fee	Bankcard Interf...	60.2130 · Bank & Bankcard Fees		160.020 · Cash WFB Checking #3799	109.35	
Check	08/12/2024		Bankcard Discount Fee	Bankcard Disc...	160.020 · Cash WFB Checking #3799	X	60.2130 · Bank & Bankcard Fees		109.78
Check	08/12/2024		Bankcard Discount Fee	Bankcard Disc...	60.2130 · Bank & Bankcard Fees		160.020 · Cash WFB Checking #3799	109.78	
Check	08/13/2024	3096	Morgan (Vendor)	Trites Backflo...	160.020 · Cash WFB Checking #3799	X	-SPLIT-		4,342.91
Check	08/13/2024	3096	Morgan (Vendor)	Trites Backflo...	160.500 · Deposit Payables		160.020 · Cash WFB Checking #3799	868.58	
Check	08/13/2024	3093	Meter, Valve & Control	6876	160.550 · Deposits Clearing Account		160.020 · Cash WFB Checking #3799	3,474.33	
Check	08/13/2024	3093	Meter, Valve & Control	6876	160.020 · Cash WFB Checking #3799	X	-SPLIT-		658.29
Check	08/13/2024	3093	Morgan (Vendor)	Meter, Valve &...	160.500 · Deposit Payables		160.020 · Cash WFB Checking #3799	164.59	
Check	08/13/2024	3093	Morgan (Vendor)	Meter, Valve &...	160.2210 · Routine Maintenance & Minor Rep		160.020 · Cash WFB Checking #3799	329.14	
Check	08/13/2024	3093	DOUGHTY	Meter, Valve &...	160.550 · Deposits Clearing Account		160.020 · Cash WFB Checking #3799	131.65	
Check	08/13/2024	3095	CALCAD	701740 ROV	160.020 · Cash WFB Checking #3799	X	60.2040 · Engineering		32.91
Check	08/13/2024	3095	CALCAD	Engineering	60.2040 · Engineering		160.020 · Cash WFB Checking #3799	1,837.50	
Check	08/13/2024	3094	Meter, Valve & Control	006904	160.2210 · Routine Maintenance & Minor Rep		160.020 · Cash WFB Checking #3799	2,278.16	
Check	08/13/2024	3094	Meter, Valve & Control	006904	160.020 · Cash WFB Checking #3799	X	60.2115 · Electricity, PGE		568.49
Check	08/14/2024		PG & E		160.020 · Cash WFB Checking #3799	X	60.2115 · Electricity, PGE		89,286.28
Check	08/14/2024		PG & E		60.2115 · Electricity, PGE		160.020 · Cash WFB Checking #3799	568.49	
Check	08/20/2024		CoBank		160.020 · Cash WFB Checking #3799	X	60.2135 · Princ & Interest on CoBank Loan		189.17
Check	08/20/2024		CoBank		60.2135 · Princ & Interest on CoBank Loan		160.020 · Cash WFB Checking #3799	189.17	
Check	08/20/2024		PG & E		160.020 · Cash WFB Checking #3799	X	60.2115 · Electricity, PGE		315.00
Check	08/20/2024		PG & E		60.2115 · Electricity, PGE		160.020 · Cash WFB Checking #3799	315.00	
Check	08/21/2024	3098	Coastland	59647	160.020 · Cash WFB Checking #3799	X	60.2485 · Camelow Bridge Replacement		15,000.00
Check	08/21/2024	3098	Coastland	Bridge	60.2485 · Camelow Bridge Replacement		160.020 · Cash WFB Checking #3799	15,000.00	
Check	08/21/2024	3100	Eaton Drilling Co LLC	payment #3	160.020 · Cash WFB Checking #3799	X	60.2510 · Eaton Spare Pump/Shaft		2,700.00
Check	08/21/2024	3100	Eaton Drilling Co LLC	Eaton Spare P...	60.2510 · Eaton Spare Pump/Shaft		160.020 · Cash WFB Checking #3799	2,700.00	
Check	08/21/2024	3099	Power Services, Inc.	7597	160.020 · Cash WFB Checking #3799	X	60.2210 · Routine Maintenance & Minor ...		1,102.50
Check	08/21/2024	3099	Power Services, Inc.	7597	60.2210 · Routine Maintenance & Minor Rep		160.020 · Cash WFB Checking #3799	1,102.50	
Check	08/21/2024	3097	Core Utilities, Inc	13473	160.020 · Cash WFB Checking #3799	X	60.2160 · CORE SW Lic., Data Sfg, Trng.		187.00
Check	08/21/2024	3097	Core Utilities, Inc	13473	60.2160 · CORE SW Lic., Data Sfg, Trng.		160.020 · Cash WFB Checking #3799	187.00	
Check	08/22/2024		ACH Return	Bradley NSF	160.020 · Cash WFB Checking #3799	X	60.9075 · Admin Fees, Late Fees		

# RNVD - Operating Fund Check Register August 2024

12:42 PM  
09/06/24  
Accrual Basis

Type	Date	Num	Name	Memo	Account	Cir	Split	Debit	Credit
Check	08/22/2024		ACH Return		60.9075 · Admin Fees, Late Fees		160.020 · Cash WFB Checking #3799	187.00	
Check	08/27/2024		PG & E	Bradley NSF	60.2115 · Cash WFB Checking #3799	X	60.2115 · Electricity, PGE		4,112.66
Check	08/27/2024		PG & E		60.2115 · Electricity, PGE		160.020 · Cash WFB Checking #3799	4,112.66	
Check	08/29/2024		PG & E		60.020 · Cash WFB Checking #3799	X	60.2115 · Electricity, PGE		6,427.59
Check	08/29/2024		PG & E		60.2115 · Electricity, PGE		160.020 · Cash WFB Checking #3799	6,427.59	
Check	08/30/2024	3101	Solano Irrigation Distr...	43683	160.020 · Cash WFB Checking #3799		-SPLIT-		57,550.25
Check	08/30/2024	3101	Solano Irrigation Distr...	Maintenance	60.2210 · Routine Maintenance & Minor Rep		160.020 · Cash WFB Checking #3799	10,282.85	
Check	08/30/2024	3101	Solano Irrigation Distr...	OPS	60.2028 · Plant & Facilities Operations		160.020 · Cash WFB Checking #3799	28,664.84	
Check	08/30/2024	3101	Solano Irrigation Distr...	USA	60.2065 · USA Marking		160.020 · Cash WFB Checking #3799	311.72	
Check	08/30/2024	3101	Solano Irrigation Distr...	ENG	60.2040 · Engineering		160.020 · Cash WFB Checking #3799	1,065.60	
Check	08/30/2024	3101	Solano Irrigation Distr...	43683	60.2150 · Tank Access Rd. Maint. & Gate		160.020 · Cash WFB Checking #3799	0.00	
Check	08/30/2024	3101	Solano Irrigation Distr...	Leaks	60.2208 · Underground Leak Repairs		160.020 · Cash WFB Checking #3799	2,751.49	
Check	08/30/2024	3101	Solano Irrigation Distr...	Cantelow Bridge	60.2485 · Cantelow Bridge Replacement		160.020 · Cash WFB Checking #3799	9,762.90	
Check	08/30/2024	3101	Doughty (Vendor)	SID check #31...	160.500 · Deposit Payables		160.020 · Cash WFB Checking #3799	177.60	
Check	08/30/2024	3101	NorCal Properties Mgt	SID check #31...	160.550 · Deposits Clearing Account		160.020 · Cash WFB Checking #3799	173.16	
Check	08/30/2024	3101	Morgan	SID check #31...	160.550 · Deposits Clearing Account		160.020 · Cash WFB Checking #3799	4,360.09	
								<b>211,143.56</b>	<b>211,143.56</b>

Aug 24



## Adjustments Detail Report

From: 8/1/2024

To: 8/30/2024

**These Adjustments Have Been Posted to the Customer's Balance:**

*These Adjustments Haven't Been Billed.*

Implement Date	Account Number	Account Status	Revenue	Amount	User	Comment
8/28/2024	22501	OFF AND PAID	CFEE	\$5.00	ADMI	
Total Number of Adjustments =			1	Total =	\$5.00	

*These Adjustments Have Been Billed.*

Implement Date	Account Number	Account Status	Revenue	Amount	User	Comment
8/6/2024	15901	ACTIVE	CFEE	\$5.00	ADMI	
8/6/2024	6603	ACTIVE	CFEE	\$5.00	ADMI	
8/12/2024	35501	ACTIVE	LC1	(\$16.70)	ADMI	Charged in error
8/12/2024	40303	ACTIVE	BASE	\$444.00	ADMI	Base rate Jan-June, 2024 correction
8/12/2024	40303	ACTIVE	CONS3	(\$49.50)	ADMI	Adjustment for water leak. Approved
8/12/2024	11101	ACTIVE	CFEE	\$5.00	ADMI	
8/12/2024	37903	ACTIVE	CFEE	\$5.00	ADMI	
8/16/2024	29403	ACTIVE	ADMIN	\$150.00	ADMI	Will Service Letter
8/16/2024	2602	ACTIVE	CFEE	\$5.00	ADMI	
8/19/2024	34403	ACTIVE	LC1	\$28.56	ADMI	
8/19/2024	33501	ACTIVE	LC1	\$16.70	ADMI	
8/19/2024	27302	ACTIVE	LC1	\$20.06	ADMI	
8/19/2024	18501	ACTIVE	LC1	\$27.78	ADMI	
8/19/2024	11701	ACTIVE	LC1	\$50.36	ADMI	
8/19/2024	8701	ACTIVE	LC1	\$49.39	ADMI	
8/19/2024	8401	ACTIVE	LC1	\$38.19	ADMI	
8/19/2024	2602	ACTIVE	LC1	\$103.18	ADMI	
8/19/2024	38601	ACTIVE	LC1	\$49.65	ADMI	
8/19/2024	1401	ACTIVE	LC1	\$32.54	ADMI	
8/19/2024	29603	ACTIVE	LC1	\$21.65	ADMI	
8/19/2024	2502	ACTIVE	LC1	\$26.32	ADMI	
8/19/2024	43201	ACTIVE	LC1	\$32.11	ADMI	
8/19/2024	44202	ACTIVE	LC1	\$20.59	ADMI	
8/19/2024	44302	ACTIVE	LC1	\$33.86	ADMI	
8/19/2024	22503	ACTIVE	LC1	\$21.56	ADMI	
8/19/2024	40902	ACTIVE	LC1	\$31.74	ADMI	
8/19/2024	18602	ACTIVE	LC1	(\$19.01)	ADMI	Charged in error.
8/19/2024	21403	ACTIVE	CFEE	\$5.00	ADMI	
8/19/2024	24802	ACTIVE	CFEE	\$5.00	ADMI	
8/23/2024	18701	ACTIVE	CFEE	\$5.00	ADMI	
8/23/2024	2903	ACTIVE	CFEE	\$5.00	ADMI	
8/28/2024	29102	ACTIVE	CFEE	\$5.00	ADMI	
8/28/2024	14103	ACTIVE	CFEE	\$5.00	ADMI	



8/28/2024	20601	ACTIVE	CFEE	\$5.00	ADMI	
Total Number of Adjustments =		34	Total =	\$1,173.03		
Total Number of Adjustments =		35	Total =	\$1,178.03		
<b>Total Number of Adjustments for Group: 1 =</b>		<b>35</b>	<b>Total =</b>	<b>\$1,178.03</b>		
<b>Total Number of Adjustments for Area: 1 =</b>		<b>35</b>	<b>Total =</b>	<b>\$1,178.03</b>		

**These Adjustments Have Been Posted to the Customer's Balance:**

*These Adjustments Have Been Billed.*

Implement Date	Account Number	Account Status	Revenue	Amount	User	Comment
8/12/2024	88001	ACTIVE	CONS2	(\$31.00)	ADMI	Meter read error. Only used 1 ccf
8/12/2024	88001	ACTIVE	CONS3	(\$54.00)	ADMI	Meter read error. Only 1 ccf used not
8/12/2024	88001	ACTIVE	CONS2	(\$54.00)	ADMI	Meter read error. Only used 1 ccf
8/12/2024	88001	ACTIVE	CONS	(\$62.00)	ADMI	Meter read error. Only used 1 ccf.
8/23/2024	6301	ACTIVE	CONS2	(\$75.00)	ADMI	Meter read error. Approved by GM
8/23/2024	6301	ACTIVE	CONS3	(\$486.00)	ADMI	Credit for meter read error. Approve
8/23/2024	6301	ACTIVE	CONS	(\$57.00)	ADMI	Meter Read error. Approved by GM
8/28/2024	12402	ACTIVE	PR	\$187.00	ADMI	Payment returned by bank NSF bjk
Total Number of Adjustments =		8	Total =	(\$632.00)		
Total Number of Adjustments =		8	Total =	(\$632.00)		
<b>Total Number of Adjustments for Group: 1 =</b>		<b>8</b>	<b>Total =</b>	<b>(\$632.00)</b>		
<b>Total Number of Adjustments for Area: 2 =</b>		<b>8</b>	<b>Total =</b>	<b>(\$632.00)</b>		

**These Adjustments Have Been Posted to the Customer's Balance:**

*These Adjustments Have Been Billed.*

Implement Date	Account Number	Account Status	Revenue	Amount	User	Comment
8/19/2024	24503	OFF AND BILLED	BASE	(\$37.00)	ADMI	Home sold July 19th. Client charged
8/19/2024	25501	ACTIVE	BASE	\$74.00	ADMI	Base fee not recorded.
8/19/2024	24503	OFF AND BILLED	CAPR	(\$56.50)	ADMI	Client sold home July 19th paid half
Total Number of Adjustments =		3	Total =	(\$19.50)		
Total Number of Adjustments =		3	Total =	(\$19.50)		
<b>Total Number of Adjustments for Group: 1 =</b>		<b>3</b>	<b>Total =</b>	<b>(\$19.50)</b>		
<b>Total Number of Adjustments for Area: 3 =</b>		<b>3</b>	<b>Total =</b>	<b>(\$19.50)</b>		

**These Adjustments Have Been Posted to the Customer's Balance:**

*These Adjustments Haven't Been Billed.*

Implement Date	Account Number	Account Status	Revenue	Amount	User	Comment
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8/6/2024	3501	OFF AND PAID	CAPR	(\$78.00)	ADMI	Home sold new owner billed also
Total Number of Adjustments =		1	Total =	(\$78.00)		

*These Adjustments Have Been Billed.*

Implement Date	Account Number	Account Status	Revenue	Amount	User	Comment
8/6/2024	26101	ACTIVE	CFEE	\$5.00	ADMI	
8/6/2024	30001	ACTIVE	CFEE	\$5.00	ADMI	
8/12/2024	15801	ACTIVE	CFEE	\$5.00	ADMI	
8/12/2024	18402	ACTIVE	ADMIN	\$150.00	ADMI	Will serve letter.
8/19/2024	20801	ACTIVE	LC1	\$35.97	ADMI	
8/19/2024	25302	ACTIVE	LC1	\$34.99	ADMI	
8/28/2024	3502	ACTIVE	CFEE	\$5.00	ADMI	

Total Number of Adjustments = 7 Total = \$240.96

Total Number of Adjustments = 8 Total = \$162.96

**Total Number of Adjustments for Group: 1 = 8 Total = \$162.96**

**Total Number of Adjustments for Area: 4 = 8 Total = \$162.96**

**Total Number of Adjustments for All Areas: = 54 Total = \$689.49**





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**INTERCONNECTION AGREEMENT FOR  
NET ENERGY METERING 2 (NEM2)  
OF A RENEWABLE ELECTRIC GENERATING  
FACILITY OF 1,000 KW OR LESS, EXCEPT NEM2  
SOLAR OR WIND FACILITIES OF 30 KW OR  
LESS, AND VIRTUAL NET ENERGY METERING  
(NEM2V) OF A RENEWABLE ELECTRIC  
GENERATING FACILITY OF 1,000 KW OR LESS**

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This INTERCONNECTION AGREEMENT FOR NET ENERGY METERING 2 (NEM) OF A RENEWABLE ELECTRIC GENERATING FACILITY OF 1,000 KW OR LESS, EXCEPT NEM2 SOLAR OR WIND FACILITIES OF 30 KW OR LESS, AND VIRTUAL NET ENERGY METERING (NEM2V) OF A RENEWABLE ELECTRIC GENERATING FACILITY OF 1,000 KW OR LESS (Agreement)<sup>1</sup> is entered into by and between RURAL NORTH VACAVILLE WATER DISTRICT (Customer-Generator), and Pacific Gas and Electric Company (PG&E), a California Corporation. Customer-Generator and PG&E are sometimes also referred to in this Agreement jointly as "Parties" or individually as "Party." In consideration of the mutual promises and obligations stated in this Agreement and its attachments, the Parties agree as follows:

**1. SCOPE AND PURPOSE**

1.1 This Agreement provides for Customer-Generator to interconnect and operate a Renewable Electrical Generation Facility as defined in Schedule NEM2 (if this is a NEM2 Solar or Wind Generating Facility less than 30 kW, please use form 79-1151A-02) (Generating Facility) in parallel with PG&E's Electric System to serve the electrical loads connected to the electric service account that PG&E uses to interconnect Customer-Generator's Generating Facility. Customer-Generator's Generating Facility is intended primarily to offset part or all of the Customer-Generator's own electrical requirements. Consistent with, and in order to effectuate, the provisions of Sections 2827 of the California Public Utilities Code and PG&E's electric rate Schedule NEM2 (NEM2), Parties enter into this Agreement. This Agreement applies to the Customer-Generator's Generating Facilities identified below with the specified characteristics and generating capacity, and does not allow interconnection or operation of facilities different than those described.

**2. SUMMARY AND DESCRIPTION OF CUSTOMER-GENERATOR'S GENERATING FACILITY AND DESIGNATION OF OTHERWISE-APPLICABLE RATE SCHEDULE**

2.1 A description of the Generating Facility, including a summary of its significant components, and a single-line diagram showing the general arrangement of how Customer-Generator's Generating Facility and loads are interconnected with PG&E's Electric System, is attached to and made a part of this Agreement. (This description is supplied by Customer-Generator as Appendix A).

2.2 Generating Facility identification number: 30S897545 (Assigned by PG&E).

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<sup>1</sup> Additional forms are available on PG&E's website at <http://www.pge.com/gen>.





**INTERCONNECTION AGREEMENT FOR  
NET ENERGY METERING 2 (NEM2)  
OF A RENEWABLE ELECTRIC GENERATING FACILITY  
OF 1,000 KW OR LESS, EXCEPT NEM2 SOLAR OR WIND  
FACILITIES OF 30 KW OR LESS, AND VIRTUAL NET  
ENERGY METERING (NEM2V) OF A RENEWABLE  
ELECTRIC GENERATING FACILITY OF 1,000 KW OR  
LESS**

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- 2.3 Customer-Generator's electric service agreement ID number: 9097793373  
(Assigned by PG&E).
- 2.4 Name and address used by PG&E to locate the electric service account used to interconnect the Generating Facility with PG&E's Electric System:  
Name: RURAL NORTH VACAVILLE WATER DISTRICT  
Address: 7457 TIMM RD  
City/Zip Code: VACAVILLE/95688
- 2.5 The Gross Nameplate Rating of the Generating Facility: 66.600 kW.
- 2.6 The Net Nameplate Rating of the Generating Facility: 77.5910 kW.
- 2.7 The expected annual energy production of the Generating Facility is \_\_\_\_\_ kWh.
- 2.8 Customer-Generator's otherwise-applicable rate schedule as of the execution of this Agreement is B6.
- 2.9 The Generating Facility's expected date of Initial Operation is \_\_\_\_\_.  
The expected date of Initial Operation shall be within two years of the date of this Agreement.
- 2.10 Smart Inverters - For Customer-Generator applications received on or after September 9, 2017, the Customer-Generator certifies that their inverter-based Generating Facilities fully comply with Section Hh of Rule 21, including configuration of protective settings and default settings, in accordance with the specifications therein.

Distribution Provider may require a field verification of the Customer-Generator's inverter. Customer-Generator further agrees to cooperate fully with any such request and make their inverter available to the Distribution Provider for such verification. Customer-Generator understands that in the event the inverter is not set in accordance with Section Hh of Rule 21, Customer-Generator will need to cease operation of generating facility until verification is confirmed by Distribution Provider.

(Solar inverter models and firmware versions that comply with Rule 21 Section Hh can be found at <https://www.energy.ca.gov/programs-and-topics/topics/renewable-energy/solar-equipment-lists>.)

Verification of compliance with such requirements shall be provided by the Customer-Generator upon request by PG&E in accordance with PG&E's Electric Rule 21.

An "existing inverter" is defined as an inverter that is a component of an existing Generating Facility that meets one or more of the following conditions:

- (a) it is already approved by PG&E for interconnection prior to September 9, 2017
- (b) the Customer-Generator has submitted the interconnection application prior to September 9, 2017,
- (c) the Customer-Generator provides evidence of having applied for an electrical permit for the Generating Facility installation that is dated prior to September 9,



**INTERCONNECTION AGREEMENT FOR  
NET ENERGY METERING 2 (NEM2)  
OF A RENEWABLE ELECTRIC GENERATING FACILITY  
OF 1,000 KW OR LESS, EXCEPT NEM2 SOLAR OR WIND  
FACILITIES OF 30 KW OR LESS, AND VIRTUAL NET  
ENERGY METERING (NEM2V) OF A RENEWABLE  
ELECTRIC GENERATING FACILITY OF 1,000 KW OR  
LESS**

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2017 and submitted a complete interconnection application<sup>2</sup> no later than March 31, 2018, or

(d) the Customer-Generator provides evidence of a final inspection clearance from the governmental authority having jurisdiction over the Generating Facility prior to September 9, 2017.

All "existing inverters" are not required to be Smart Inverters and are only subject to Section H of Rule 21. Customer-Generator replacing an "existing inverter" certifies it is being replaced with either:

- (i) inverter equipment that complies with Section Hh of Rule 21, (encouraged); or
- (ii) a conventional inverter that is of the same size and equivalent ability to that of the inverter being replaced, as allowed in Rule 21 Section H.3.d.ii.

**3. DOCUMENTS INCLUDED AND DEFINED TERMS**

3.1 This Agreement includes the following exhibits that are specifically incorporated herein and made a part of this Agreement.

- Appendix A Description of Generating Facility and Single-Line Diagram (Supplied by Customer-Generator).
- Appendix B *A Copy of PG&E's Agreement for Installation or Allocation of Special Facilities (Forms 79-255, 79-280, 79-702) or Agreements to Perform Any Tariff Related Work (62-4527), if applicable (Formed by the Parties).*
- Appendix C Schedule NEM2 / NEM2V Customer-Generator Warranty That it Meets the Requirements for an Eligible Customer-Generator and Is an Eligible Renewable Electrical Generation Facility Pursuant to Section 2827 of the California Public Utilities Code (if applicable).
- Appendix D NEM2 Load Aggregation Customer-Generator Declaration Warranting NEM2 Aggregation Is Located On Same or Adjacent or Contiguous Property to Generator Parcel (if applicable)
- Appendix E Customer-Generator Affidavit Warranting That NEM2V Arrangement Is Sized to Load (if applicable)
- Appendix F NEMV, NEM2V, Storage (if applicable)

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<sup>2</sup> A complete application consists all of the following without deficiencies:

1. A completed Interconnection Application including all supporting documents and required payments, (continued next page)
2. A completed signed Interconnection Agreement,
3. Evidence of the Customer-Generator final inspection clearance from the governmental authority having jurisdiction over the generating system.





**INTERCONNECTION AGREEMENT FOR  
NET ENERGY METERING 2 (NEM2)  
OF A RENEWABLE ELECTRIC GENERATING FACILITY  
OF 1,000 KW OR LESS, EXCEPT NEM2 SOLAR OR WIND  
FACILITIES OF 30 KW OR LESS, AND VIRTUAL NET  
ENERGY METERING (NEM2V) OF A RENEWABLE  
ELECTRIC GENERATING FACILITY OF 1,000 KW OR  
LESS**

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- Appendix G Operating Requirements for Energy Storage Device(s) (when applicable)
- Appendix H NEMFC Customer Agreement For Meeting Emission Standard Required by the California Public Utilities Commission (when applicable)

In addition, PG&E Electric Tariff Rules and Rates, including but not limited to Electric Rules 2, 14, 15, 16, and 21, Schedule NEM2 (if applicable), Schedule NEM2V (if applicable) and Customer-Generator's otherwise-applicable rate schedule, available at PG&E's website at [www.pge.com](http://www.pge.com) or by request, are specifically incorporated herein and made part of this Agreement.

- 3.2 When initially capitalized, whether in the singular or in the plural, the terms used herein shall have the meanings assigned to them either in this Agreement or in PG&E's Electric Rule 21, Section C.

**4. TERM AND TERMINATION**

- 4.1 This Agreement shall become effective as of the last date entered in Section 20 below. The Agreement shall continue in full force and effect until the earliest date that one of the following events occurs:
- (a) The Parties agree in writing to terminate the Agreement.
  - (b) Unless otherwise agreed in writing by the Parties, at 12:01 A.M. on the day following the date the electric service account through which Customer-Generator's Generating Facility is interconnected to PG&E is closed or terminated.
  - (c) At 12:01 A.M. on the 61<sup>st</sup> day after Customer-Generator or PG&E provides written Notice pursuant to Section 10 below to the other Party of Customer-Generator's or PG&E's intent to terminate this Agreement.
- 4.2 Customer-Generator may elect to terminate this Agreement pursuant to the terms of Section 4.1(c) for any reason. PG&E may elect to terminate this Agreement pursuant to the terms of Section 4.1(c) for one or more of the following reasons:
- (a) A change in applicable rules, tariffs, or regulations, as approved or directed by the Commission, or a change in any local, state or federal law, statute or regulation, either of which materially alters or otherwise affects PG&E's ability or obligation to perform PG&E's duties under this Agreement; or,
  - (b) Customer-Generator fails to take all corrective actions specified in PG&E's Notice that Customer-Generator's Generating Facility is out of compliance with the terms of this Agreement within the time frame set forth in such Notice; or,
  - (c) Customer-Generator abandons the Generating Facility. PG&E shall deem the Generating Facility to be abandoned if PG&E determines, in its sole opinion, the Generating Facility is nonoperational and Customer-Generator does not provide a substantive response to PG&E Notice of its intent to terminate this Agreement as a result of Customer-Generator's apparent abandonment of the Generating Facility





**INTERCONNECTION AGREEMENT FOR  
NET ENERGY METERING 2 (NEM2)  
OF A RENEWABLE ELECTRIC GENERATING FACILITY  
OF 1,000 KW OR LESS, EXCEPT NEM2 SOLAR OR WIND  
FACILITIES OF 30 KW OR LESS, AND VIRTUAL NET  
ENERGY METERING (NEM2V) OF A RENEWABLE  
ELECTRIC GENERATING FACILITY OF 1,000 KW OR  
LESS**

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affirming Customer-Generator's intent and ability to continue to operate the Generating Facility; or,

(d) Customer-Generator's Generating Facility ceases to meet all applicable safety and performance standards set out in Section 5.

4.3 Notwithstanding any other provisions of this Agreement, PG&E shall have the right to unilaterally file with the Commission, pursuant to the Commission's rules and regulations, an application to terminate this Agreement.

4.4 Any agreements attached to and incorporated into this Agreement shall terminate concurrently with this Agreement unless the Parties have agreed otherwise in writing.

**5. GENERATING FACILITY REQUIREMENTS**

5.1 Customer-Generator's Generating Facility must meet all applicable safety and performance standards established by the National Electrical Code, the Institute of Electrical and Electronics Engineers, and accredited testing laboratories such as Underwriters Laboratories and, where applicable, rules of the Commission regarding safety and reliability including Rule 21.

5.2 Customer-Generator shall: (a) maintain the Generating Facility and Interconnection Facilities in a safe and prudent manner and in conformance with all applicable laws and regulations including, but not limited to, Section 5.1, and (b) obtain any governmental authorizations and permits required for the construction and operation of the Generating Facility and Interconnection Facilities. Customer-Generator shall reimburse PG&E for any and all losses, damages, claims, penalties, or liability it incurs as a result of Customer-Generator's failure to obtain or maintain any governmental authorizations and permits required for construction and operation of Customer-Generator's Generating Facility.

5.3 Customer-Generator shall not commence parallel operation of the Generating Facility until PG&E has provided express written approval. Such approval shall normally be provided no later than thirty (30) business days following PG&E's receipt of: (1) a completed *Rule 21 Generator Interconnection Application* (Form 79-1174-02), including all supporting documents and payments as described in the Application; (2) a signed and completed *INTERCONNECTION AGREEMENT FOR A NET ENERGY METERING (NEM2/NEM2V) OF A RENEWABLE ELECTRICAL GENERATION FACILITY OF 1,000 KW OR LESS, EXCEPT SOLAR OR WIND* (Form 79-XXXX-02); and (3) a copy of the Customer-Generator's final inspection clearance from the governmental authority having jurisdiction over the Generating Facility. Such approval shall not be unreasonably withheld. PG&E shall have the right to have representatives present at the Commissioning Test as defined in Rule 21. Customer-Generator shall notify PG&E at least five (5) business days prior to the initial testing.

5.4 In order to promote the safety and reliability of the customer Generating Facility, the applicant certifies that as a part of each interconnection request for NEM2, that all major solar system components are on the verified equipment list maintained by the California Energy Commission and certifies that other equipment, as determined by PG&E, has safety certification from a nationally recognized testing laboratory.





**INTERCONNECTION AGREEMENT FOR  
NET ENERGY METERING 2 (NEM2)  
OF A RENEWABLE ELECTRIC GENERATING FACILITY  
OF 1,000 KW OR LESS, EXCEPT NEM2 SOLAR OR WIND  
FACILITIES OF 30 KW OR LESS, AND VIRTUAL NET  
ENERGY METERING (NEM2V) OF A RENEWABLE  
ELECTRIC GENERATING FACILITY OF 1,000 KW OR  
LESS**

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- 5.5 Applicant certifies as a part of each interconnection request for NEM2 that
  - (i) a warranty of at least 10 years has been provided on all equipment and on its installation, or
  - (ii) a 10-year service warranty or executed "agreement" has been provided ensuring proper maintenance and continued system performance.
- 5.6 Customers on this tariff must pay for the interconnection of their Generation Facilities as provided in Electric Rule 21, pursuant to Decision 16-01-044.

**6. INTERCONNECTION FACILITIES**

- 6.1 Customer-Generator and/or PG&E, as appropriate, shall provide Interconnection Facilities that adequately protect PG&E's Electric System, personnel, and other persons from damage or injury, which may be caused by the operation of Customer-Generator's Generating Facility.
- 6.2 Customer-Generator shall be solely responsible for the costs, design, purchase, construction, permitting, operation, and maintenance of the Interconnection Facilities that Customer-Generator owns.
- 6.3 If the provisions of PG&E's Electric Rule 21, or any other tariff or rule approved by the Commission, require PG&E to own and operate a portion of the Interconnection Facilities, Customer-Generator and PG&E shall promptly execute an Special Facilities Agreement that establishes and allocates responsibility for the design, installation, operation, maintenance, and ownership of the Interconnection Facilities. This Special Facilities Agreement shall be attached to and made a part of this Agreement as Appendix B.

**7. LIMITATION OF LIABILITY**

Each Party's liability to the other Party for any loss, cost, claim, injury, liability, or expense, including reasonable attorney's fees, relating to or arising from any act or omission in its performance of this agreement, shall be limited to the amount of direct damage actually incurred. In no event shall either Party be liable to the other Party for any indirect, special, consequential, or punitive damages of any kind whatsoever.

**8. INSURANCE**

- 8.1. Customer-Generator Facility is required to comply with standards and rules set forth in Section 5 and provide the following for insurance policies in place.
  - (a) For NEM2V Customer-Generators only, to the extent that Customer-Generator has currently in force property insurance and commercial general liability or personal liability insurance, Customer-Generator agrees that it will maintain such insurance in force for the duration of this Agreement in no less amounts than those currently in effect. Pacific Gas and Electric Company shall have the right to inspect or obtain a copy of the original policy or policies of insurance prior to commencing operation. As long as Customer-



**INTERCONNECTION AGREEMENT FOR  
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FACILITIES OF 30 KW OR LESS, AND VIRTUAL NET  
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ELECTRIC GENERATING FACILITY OF 1,000 KW OR  
LESS**

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Generator meets the requirements of this Section 8.1(a), Customer-Generator shall not be required to purchase any additional liability insurance.

I have insurance. I hereby certify that there is presently insurance coverage in the amount of \$\_\_\_\_\_ for the Schedule NEM2V Generating Facility location.

Insuring Company's Name: \_\_\_\_\_

Insurance Policy # \_\_\_\_\_

I do not have insurance. I hereby certify that there is presently \$0 (zero) dollars of insurance for the Schedule NEM2V Generating Facility location.

- 8.2. Customer-Generator shall furnish the required certificates and all endorsements to PG&E prior to Parallel Operation.
- 8.3. The certificate shall provide thirty (30) calendar days' written notice to PG&E prior to cancellation, termination, alteration, or material change of such insurance.
- 8.4. PG&E shall have the right to inspect or obtain a copy of the original policy or policies of insurance.

If at any time during this agreement the Customer-Generator fails to meet the requirements in Section 5, the following insurance shall apply:

Customer-Generator shall procure and maintain a commercial general liability insurance policy at least as broad as the Insurance Services Office (ISO) commercial general liability coverage "occurrence" form; or, if Customer-Generator is an individual, then liability coverage with respect to premises and use at least as broad as the ISO homeowners' or personal liability Insurance occurrence policy form, or substitute, providing equivalent coverage no less than the following limits, based on generator size:

- (a) Two million dollars (\$2,000,000) for each occurrence if the Gross Nameplate Rating of the Generating Facility is greater than one hundred (100) kW; or
- (b) One million dollars (\$1,000,000) for each occurrence if the Gross Nameplate Rating of the Generating Facility is greater than twenty (20) kW and less than or equal to one hundred (100) kW; or
- (c) Five hundred thousand dollars (\$500,000) for each occurrence if the Gross Nameplate Rating of the Generating Facility is twenty (20) kW or less;
- (d) Two hundred thousand dollars (\$200,000) for each occurrence if the Gross Nameplate Rating of the Generating Facility is ten (10) kW or less and the Generating Facility is connected to an account receiving residential service from PG&E.





**INTERCONNECTION AGREEMENT FOR  
NET ENERGY METERING 2 (NEM2)  
OF A RENEWABLE ELECTRIC GENERATING FACILITY  
OF 1,000 KW OR LESS, EXCEPT NEM2 SOLAR OR WIND  
FACILITIES OF 30 KW OR LESS, AND VIRTUAL NET  
ENERGY METERING (NEM2V) OF A RENEWABLE  
ELECTRIC GENERATING FACILITY OF 1,000 KW OR  
LESS**

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The insurance shall, by endorsement:

- (a) Add PG&E as an additional insured;
- (b) State that coverage provided is primary and is not in excess to or contributing with any insurance or self-insurance maintained by PG&E.
- (c) Contain a severability of interest clause or cross-liability clause

8.5. If Customer-Generator's Generating Facility is connected to an account receiving residential service from PG&E and the requirement of Section 8.1 prevents Customer-Generator from obtaining the insurance required in this Section, then upon Customer-Generator's written Notice to PG&E in accordance with Section 10.1, the requirements of Section 8.1 may be waived.

8.6. Customer-Generator may self-insure with approval from PG&E. Evidence of an acceptable plan to self-insure, at least thirty (30) calendar days' prior to operations shall be submitted. Customer-Generators such as state agencies that self-insure under this section are exempt from Section 8.1.

If Customer-Generator ceases to self-insure to the level required hereunder, or if Customer-Generator is unable to provide continuing evidence of Customer-Generator's ability to self-insure, Customer-Generator agrees to immediately obtain the coverage required under agreement.

8.7. All required certificates, endorsements or letters of self-insurance shall be issued and submitted via email or mail to the following:

Pacific Gas and Electric Company  
Attn: Electric Grid Interconnection – Contract Management  
300 Lakeside Drive, Suite 210  
Oakland, CA 94612  
Email: [EGICContractMgmt@pge.com](mailto:EGICContractMgmt@pge.com)

**9. INDEMNITY FOR FAILURE TO COMPLY WITH INSURANCE PROVISIONS**

9.1 If Customer-Generator fails to comply with the insurance provisions of this Agreement, Customer-Generator shall, at its own cost, defend, save harmless and indemnify PG&E, its directors, officers, employees, agents, assignees, and successors in interest from and against any and all loss, liability, damage, claim, cost, charge, demand, or expense of any kind or nature (including attorney's fees and other costs of litigation) resulting from the death or injury to any person or damage to any property, including the personnel and property of the utility, to the extent that the utility would have been protected had Customer-Generator complied with all such insurance provisions. The inclusion of this Section 9.1 is not intended to create any expressed or implied right in Customer-Generator to elect not to provide any such required insurance.



**INTERCONNECTION AGREEMENT FOR  
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OF A RENEWABLE ELECTRIC GENERATING FACILITY  
OF 1,000 KW OR LESS, EXCEPT NEM2 SOLAR OR WIND  
FACILITIES OF 30 KW OR LESS, AND VIRTUAL NET  
ENERGY METERING (NEM2V) OF A RENEWABLE  
ELECTRIC GENERATING FACILITY OF 1,000 KW OR  
LESS**

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9.2 The provisions of this Section 9 shall not be construed to relieve any insurer of its obligations to pay any insurance claims in accordance with the provisions of any valid insurance policy.

**10. NOTICES**

10.1 Any written notice, demand, or request required or authorized in connection with this Agreement (Notice) shall be deemed properly given if delivered in person or sent by first class mail, postage prepaid, to the person specified below:

If to PG&E: Pacific Gas and Electric Company  
Attention: Electric Grid Interconnection – Contract Management  
300 Lakeside Drive, Suite 210  
Oakland, CA 94612  
Email: [EGContractMgmt@pge.com](mailto:EGContractMgmt@pge.com)

If to Customer-Generator:

Customer-Generator Name: RURAL NORTH VACAVILLE WATER DISTRICT  
Address: \_\_\_\_\_  
City: \_\_\_\_\_  
Phone: ( \_\_\_\_\_ ) \_\_\_\_\_  
FAX: ( \_\_\_\_\_ ) \_\_\_\_\_

10.2 A Party may change its address for Notices at any time by providing the other Party notice of the change in accordance with Section 10.1.

10.3 The Parties may also designate operating representatives to conduct the daily communications, which may be necessary or convenient for the administration of this Agreement. Such designations, including names, addresses, and phone numbers may be communicated or revised by one Party's Notice to the other.

**11. REVIEW OF RECORDS AND DATA**

11.1 PG&E shall have the right to review and obtain copies of Customer-Generator's operations and maintenance records, logs, or other information such as Generating Facility availability, maintenance outages, circuit breaker operation requiring manual reset, relay targets and unusual events pertaining to Customer-Generator's Generating Facility or its interconnection to PG&E.

11.2 Customer-Generator authorizes to release to the California Energy Commission (CEC) information regarding Customer-Generator's facility, including customer name and Generating Facility location, size, and operational characteristics, as requested from time to time pursuant to the CEC's rules and regulations.





**INTERCONNECTION AGREEMENT FOR  
NET ENERGY METERING 2 (NEM2)  
OF A RENEWABLE ELECTRIC GENERATING FACILITY  
OF 1,000 KW OR LESS, EXCEPT NEM2 SOLAR OR WIND  
FACILITIES OF 30 KW OR LESS, AND VIRTUAL NET  
ENERGY METERING (NEM2V) OF A RENEWABLE  
ELECTRIC GENERATING FACILITY OF 1,000 KW OR  
LESS**

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**12. ASSIGNMENT**

Customer-Generator shall not voluntarily assign its rights nor delegate its duties under this Agreement without PG&E's written consent. Any assignment or delegation Customer-Generator makes without PG&E's written consent shall not be valid. PG&E shall not unreasonably withhold its consent to Customer-Generator's assignment of this Agreement.

**13. NON-WAIVER**

None of the provisions of this Agreement shall be considered waived by a Party unless such waiver is given in writing. The failure of a Party to insist in any one or more instances upon strict performance of any of the provisions of this Agreement or to take advantage of any of its rights hereunder shall not be construed as a waiver of any such provisions or the relinquishment of any such rights for the future, but the same shall continue and remain in full force and effect.

**14. DISPUTES**

14.1 Dispute Resolution

Any dispute arising between the Parties regarding a Party's performance of its obligations under this Agreement or requirements related to the interconnection of the Generating Facility shall be resolved according to the procedures in Rule 21.

**15. REVIEW OF RECORDS AND DATA**

15.1 Applicable Tax Laws and Regulation

The Parties agree to follow all applicable tax laws and regulations, consistent with CPUC policy and Internal Revenue Service requirements.

15.2 Maintenance of Tax Status

Each Party shall cooperate with the other to maintain the other Party's tax status. Nothing in this Agreement is intended to adversely affect the Distribution Provider's tax exempt status with respect to the issuance of bonds including, but not limited to, local furnishing bonds

**16. GOVERNING LAW, JURISDICTION OF COMMISSION, INCLUSION OF PG&E's TARIFF SCHEDULES AND RULES**

16.1 This Agreement shall be interpreted, governed, and construed under the laws of the State of California as if executed and to be performed wholly within the State of California without giving effect to choice of law provisions that might apply to the law of a different jurisdiction.

16.2 This Agreement shall, at all times, be subject to such changes or modifications by the Commission as it may from time to time direct in the exercise of its jurisdiction.

16.3 The interconnection and services provided under this Agreement shall at all times be subject to the terms and conditions set forth in the Tariff Schedules and Rules applicable to the electric service provided by PG&E, which Tariff Schedules and Rules are hereby incorporated into this Agreement by this reference.





**INTERCONNECTION AGREEMENT FOR  
NET ENERGY METERING 2 (NEM2)  
OF A RENEWABLE ELECTRIC GENERATING FACILITY  
OF 1,000 KW OR LESS, EXCEPT NEM2 SOLAR OR WIND  
FACILITIES OF 30 KW OR LESS, AND VIRTUAL NET  
ENERGY METERING (NEM2V) OF A RENEWABLE  
ELECTRIC GENERATING FACILITY OF 1,000 KW OR  
LESS**

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16.4 Notwithstanding any other provisions of this Agreement, PG&E shall have the right to unilaterally file with the Commission, pursuant to the Commission's rules and regulations, an application for change in rates, charges, classification, service, tariff or rule or any agreement relating thereto.

**17. CRD POWER CONTROL SYSTEM CERTIFICATION**

When applicable, Customer-Generator confirms that the Renewable Electrical Generation Facility including Energy Storage over 10 kW that has received UL 1741 CRD for Power Control Systems (PCS) certification will comply with either No Grid Charge or No Storage Export as defined in Schedule NEM2.

**18. AMENDMENT AND MODIFICATION**

This Agreement can only be amended or modified in writing, signed by both Parties.

**19. ENTIRE AGREEMENT**

This Agreement, including any incorporated Tariff Schedules and Rules, contains the entire Agreement and understanding between the Parties, their agents, and employees as to the subject matter of this Agreement. Each party also represents that in entering into this Agreement, it has not relied on any promise, inducement, representation, warranty, agreement or other statement not set forth in this Agreement or in the incorporated Tariff Schedules and Rules.

**20. SIGNATURES**

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their duly authorized representatives. This Agreement is effective as of the last date set forth below.

RURAL NORTH VACAVILLE WATER DISTRICT

**PACIFIC GAS AND ELECTRIC COMPANY**

\_\_\_\_\_  
*(Customer-Generator's Name)*

\_\_\_\_\_  
*(Signature)*

\_\_\_\_\_  
*(Signature)*

\_\_\_\_\_  
*(Print Name)*

\_\_\_\_\_  
*(Print Name)*

\_\_\_\_\_  
*(Title)*

\_\_\_\_\_  
*(Title)*

\_\_\_\_\_  
*(Date)*

\_\_\_\_\_  
*(Date)*



INTERCONNECTION AGREEMENT FOR  
NET ENERGY METERING 2 (NEM2)  
OF A RENEWABLE ELECTRIC GENERATING FACILITY  
OF 1,000 KW OR LESS, EXCEPT NEM2 SOLAR OR WIND  
FACILITIES OF 30 KW OR LESS, AND VIRTUAL NET  
ENERGY METERING (NEM2V) OF A RENEWABLE  
ELECTRIC GENERATING FACILITY OF 1,000 KW OR  
LESS

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APPENDIX A

DESCRIPTION OF GENERATING FACILITY  
AND SINGLE-LINE DIAGRAM

(Provided by Customer-Generator)



INTERCONNECTION AGREEMENT FOR  
NET ENERGY METERING 2 (NEM2)  
OF A RENEWABLE ELECTRIC GENERATING FACILITY  
OF 1,000 KW OR LESS, EXCEPT NEM2 SOLAR OR WIND  
FACILITIES OF 30 KW OR LESS, AND VIRTUAL NET  
ENERGY METERING (NEM2V) OF A RENEWABLE  
ELECTRIC GENERATING FACILITY OF 1,000 KW OR  
LESS

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APPENDIX B (If Applicable)

Any Rule 2 or Rule 21 Agreements for the Installation or Allocation of  
Special Facilities (Forms 79-255, 79-280, 79-702) or Agreements to  
Perform Any Tariff Related Work (62-4527)  
(Formed between the Parties)





# RURAL NORTH VACAVILLE WATER DISTRICT

<b>POLICY TITLE:</b>	<b>RATE REVIEW</b>
<b>POLICY NUMBER:</b>	<b>2110</b>
<b>ADOPTION:</b>	<b>Pending 10.8.24</b>
<b>REVISIONS:</b>	<b>None</b>

## 2110.1 Introduction

The purpose of this document is to establish a consistent policy for regular review of water rates charged by the District

## 2110.2 Scope

It is intended that this policy cover all rates, fees, and charges for the sale of potable water sales made by the District in the normal course of business

## 2110.3 General

The Board recognizes the need and benefit of regularly and routinely renewing the rates, fees and charges for the sale of potable water made by the District in the normal course of business. This policy is established to set the minimum timeframe between those reviews.

## 2110.4 Policy

The Board of Directors of the Rural North Vacaville Water District shall review the rates and charges for the sale of potable water made by the District in the normal course of business with the adoption of each two-year preliminary or proposed operating budget and/or capital budget. This shall be the minimum review period. Said rates and charges may also be reviewed at anytime when a majority of the Board members deem necessary for the benefit of the District.



Weston Stankowski &lt;weston@rnvwd.com&gt;

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**PRV Site Visit - Data Collection - Estimates**

1 message

**Jeff Sullivan** <jsullivan@sidwater.org>

Thu, Jul 18, 2024 at 4:26 PM

To: Gordon Stankowski &lt;gordon@rnvwd.com&gt;, Weston Stankowski &lt;weston@rnvwd.com&gt;

Cc: Nancy McWilliams &lt;NMcWilliams@sidwater.org&gt;, Greg Stinson &lt;GStinson@sidwater.org&gt;, Jeff Sullivan &lt;jsullivan@sidwater.org&gt;

Weston, Gordon,

Following today's progress meeting, we have reached back out to Cla-Valve for updated costs estimates.

Background: We scheduled Cla-Valve to evaluate and gather data from the 4 prv stations within the district back in summer of 2023. Upon completion of this field assessment, I requested a proposal for Cla-Valve to perform a health check once a year, and per manufacturer recommendations, perform a rebuild every three years. SID would continue to perform 3 of the 4 quarterly pressure and visual checks, with Cla-Valve performing the 4<sup>th</sup>.

The updated annual inspection and exercising is quoted at \$2415. The three year rebuild, at current material pricing is quoted at \$7949.41. Over the three year period the total would be approx. \$12,800, as the third year inspection is covered with the third year rebuild.

I have attached the updated quotes for your review and consideration.

Please let us know if you have any questions, or need further information.

Thank you,

Jeff Sullivan

Solano Irrigation District

707-249-3482

---

**2 attachments** **071824 RNVWD 1 YEAR MANTAINCE REV.pdf**  
162K **071824 RNVWD 3 YEAR MANTAINCE REV.pdf**  
247K

This Recording for the Public Benefit  
Pursuant to the Provisions of  
Government Code Section 6103

Recording Requested By and  
When Recorded Return To:

**RURAL NORTH VACAVILLE  
WATER DISTRICT**  
PO Box 5097  
Vacaville, CA 95696



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## GRANT OF EASEMENT

---

**APN:** **APN 104-150-640**, Parcel per Document 2020-0005471, Solano County Records

**THIS INDENTURE** between

**LEGAL OWNER(S):** **Bradley D. Foulk and Bernadette Foulk Revocable Trust**

Hereinafter called the Grantor, and

**RURAL NORTH VACAVILLE WATER DISTRICT**, is a Community Services District, formed under Government Code Section 61000 et. Seq.

Hereinafter called the Grantee,

### WITNESSETH

Grantor hereby grants to Grantee, its successors and assigns, a perpetual non-exclusive easement and right-of-way for the conveyance of water in underground pipelines, and uses necessary for the construction, operation, maintenance, repair and replacement thereof, such as installation of utility lines and access roads, upon and across that certain property located in the County of Solano, State of California, more particularly described in Exhibit "A" and shown on Exhibit "B", attached hereto and made a part thereof.

The grant of easement herein contained shall include the right to enter upon said land to survey, improve, construct, reconstruct, maintain, alter, redesign, operate, control and use any and all of the facilities, fixtures and appurtenances whether located below or above ground from time to time thereon.



*Grant of Easement, Parcel per Document 2020-0005471, Solano County Records*

Grantor and his/her constituents shall not erect any temporary or permanent structures in the easement without the express written permission from Grantee. This includes, but is not limited to, barns, out buildings, concrete walls and footings, concrete slabs, retaining walls, wood or steel ornamental fencing, concrete or asphalt pathways, walkways, driveways and/or roadways.

Grantor and his/her constituents shall not landscape within six (6.00) feet on either side of the outside diameter of any pipelines installed by the Grantee. This includes, but is not limited to, trees, shrubbery or ground cover that would inhibit the visual detection of a pipeline leak.

Grantee shall not be responsible or held accountable for any damage to temporary or permanent structures, landscaping and/or above ground improvements, erected, installed, or planted in the easement, including, without limitation, any cracking of concrete or asphalt pathways, walkways, driveways and/or roadways located in the public use areas.

Grantor also grants to Grantee, the right of ingress to said easement and egress there from across adjacent lands of Grantor by means of presently existing roads and lanes and any roads and lanes hereafter constructed or located thereon, if such there be, and the right to erect, maintain and use gates in all fences which now cross or shall hereafter cross said roads and lanes.

Grantor reserves the right to cultivate, occupy and use the premises for any purpose consistent with the rights and privileges above granted and which will not interfere with or endanger any of the structures or equipment of the Grantee or the use thereof.

**WITNESSETH**, Grantors have hereunto set their hands this \_\_\_\_ day of \_\_\_\_\_, 2024.

**GRANTORS: Bradley D. Foulk and Bernadette Foulk, Trustees of the Bradley D. Foulk and Bernadette Foulk Revocable Trust established April 3, 2006**

Dated: \_\_\_\_\_  
Bradley D. Foulk

Dated: \_\_\_\_\_  
Bernadette Foulk

**• CERTIFICATE OF ACCEPTANCE, GOVERNMENT CODE, SECTION 27281 •**

**THIS IS TO CERTIFY** that the interest in the real property conveyed by the above Grant Easement from the **Bradley D. Foulk and Bernadette Foulk Revocable Trust** to **RURAL NORTH VACAVILLE WATER DISTRICT** is hereby accepted by order of the Board of Directors of Rural North Vacaville Water District for public purposes, and the Grantee consents to recordation thereof by its duly authorized officer.

Dated: \_\_\_\_\_  
Dale Motiska, General Manager

This area intentionally left blank.

**CALIFORNIA ACKNOWLEDGMENT**

**CIVIL CODE § 1189**

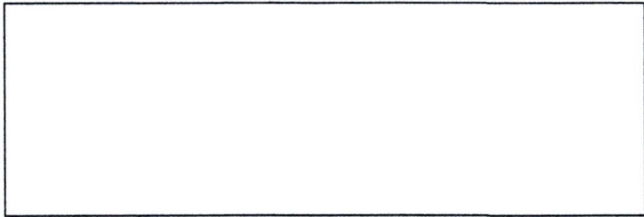
*A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificated is attached and not the truthfulness, accuracy, or validity of that document*

State of California )ss.  
County of \_\_\_\_\_ )

On \_\_\_\_\_, 2019, before me \_\_\_\_\_, Notary Public, personally appeared \_\_\_\_\_, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the forgoing paragraph is true and correct.

WITNESS my hand and official seal.



\_\_\_\_\_, Notary

Public

Commission Number: \_\_\_\_\_

Commissioned In: \_\_\_\_\_ County, State of California

Date Commission Expires: \_\_\_\_\_

**CALIFORNIA ACKNOWLEDGMENT**

**CIVIL CODE § 1189**

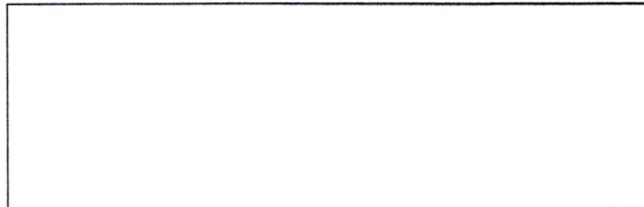
*A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificated is attached and not the truthfulness, accuracy, or validity of that document*

State of California )ss.  
County of Solano )

On \_\_\_\_\_, 2019, before me \_\_\_\_\_, Notary Public, personally appeared Cary Keaten, who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his authorized capacity, and that by his signature on the instrument the person, or the entity upon behalf of which the person acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the forgoing paragraph is true and correct.

WITNESS my hand and official seal.



\_\_\_\_\_, Notary

*Grant of Easement, Parcel per Document 2020-0005471, Solano County Records*

Public

Commission Number: \_\_\_\_\_

Commissioned In: \_\_\_\_\_ County, State of California

Date Commission Expires: \_\_\_\_\_

**EXHIBIT "A"**



**JOHNSON LAND SURVEYS**  
*2210 South Sunshine Circle*  
*Palm Springs, CA 92264*  
530-386-0728

March 19, 2024  
18-033

**EXHIBIT "A"**

**LEGAL DESCRIPTION OF RURAL NORTH VACAVILLE WATER DISTRICT  
EASEMENT**


ALL THAT REAL PROPERTY SITUATE IN THE COUNTY OF SOLANO, STATE OF CALIFORNIA, DESCRIBED AS FOLLOWS:

BEING A PORTION OF THE LANDS OF THE BRADLEY D. FOULK AND BERNADETTE FOULK REVOCABLE TRUST AS DESCRIBED IN THE DOCUMENT FILED JULY 8, 2020, AS DESCRIBED IN THE DOCUMENT FILED JULY 8, 2020, AS DOCUMENT NUMBER 2020-00054713, SOLANO COUNTY RECORDS, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

**COMMENCING** AT THE MOST NORTHERLY CORNER OF PARCEL "A" AS DESCRIBED IN THE DOCUMENT FILED JULY 8, 2020, AS DOCUMENT NUMBER 2020-00054713, SOLANO COUNTY RECORDS; THENCE SOUTHEASTERLY ALONG THE NORTHERLY LINE OF SAID PARCEL "A", THE FOLLOWING COURSES AND DISTANCES: S 89°21'46" E 96.41 FEET, S 80°00'01" E 61.62 FEET, S 65°28'01" E 66.98 FEET AND S 58°48'52" E 7.10 FEET TO **THE POINT OF BEGINNING** OF THE HEREIN DESCRIBED RURAL NORTH VACAVILLE WATER DISTRICT EASEMENT; THENCE CONTINUING SOUTHEASTERLY ALONG SAID NORTHERLY LINE OF PARCEL "A", S 58°48'52" E 20.02 FEET; THENCE LEAVING SAID NORTHERLY LINE OF PARCEL "A", S 28°34'08" W 74.28 FEET TO THE BEGINNING OF A CURVE CONCAVE TO THE SOUTHEAST HAVING A RADIUS OF 90.00 FEET; THENCE SOUTHWESTERLY ALONG SAID CURVE 13.71 FEET THROUGH A CENTRAL ANGLE OF 8°43'41"; THENCE S 19°50'27" W 112.11 FEET TO THE BEGINNING OF A CURVE CONCAVE TO THE NORTHWEST HAVING A RADIUS OF 75.00 FEET; THENCE WESTERLY ALONG SAID CURVE 118.98 FEET THROUGH A CENTRAL ANGLE OF 90°53'41"; THENCE N 69°15'52" W 79.73 FEET TO THE BEGINNING OF A CURVE CONCAVE TO THE SOUTH HAVING A RADIUS OF 65.00 FEET; THENCE WESTERLY ALONG SAID CURVE 15.01 FEET THROUGH A CENTRAL ANGLE OF 13°13'42"; THENCE ON A NON-TANGENT LINE S 1°45'52" E 14.76 FEET; THENCE S 88°14'08" W 24.00 FEET; THENCE N 1°45'52" W 36.13 FEET TO THE BEGINNING OF

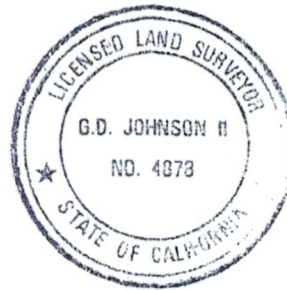
A NON-TANGENT CURVE CONCAVE TO THE SOUTH HAVING A RADIUS OF 65.00 FEET AND TO WHICH POINT A RADIAL LINE BEARS N 13°20'36" W; THENCE EASTERLY ALONG SAID CURVE 38.66 FEET THROUGH A CENTRAL ANGLE OF 34°04'44"; THENCE S 69°15'52" E 88.54 FEET TO THE BEGINNING OF A CURVE CONCAVE TO THE NORTHWEST HAVING A RADIUS OF 55.00 FEET; THENCE EASTERLY ALONG SAID CURVE 87.25 FEET THROUGH A CENTRAL ANGLE OF 90°53'41"; THENCE N 19°50'27" E 112.11 FEET TO THE BEGINNING OF A CURVE CONCAVE TO THE SOUTHEAST HAVING A RADIUS 110.00 FEET; THENCE NORTHEASTERLY ALONG SAID CURVE 16.76 FEET THROUGH A CENTRAL ANGLE 8°43'41"; THENCE N 28°34'08" E 75.19 FEET TO **THE POINT OF BEGINNING.**

Containing 8,984 Square Feet, +/-



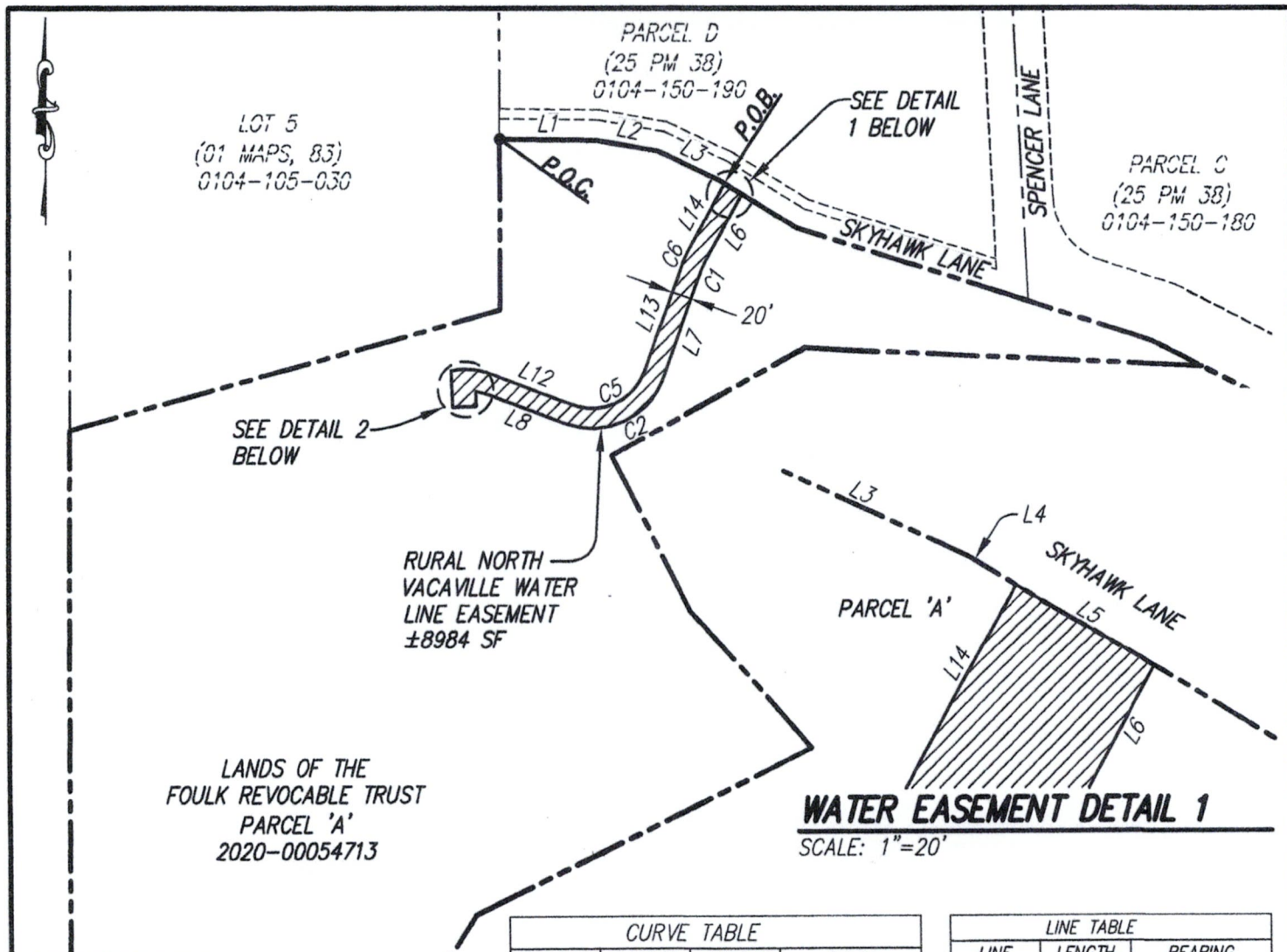
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Dean Johnson, PLS 4878  
Expires: 9/30/2024



**EXHIBIT "B"**





**WATER EASEMENT DETAIL 1**

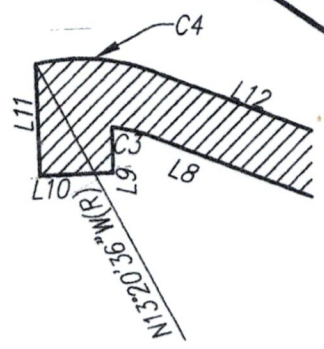
SCALE: 1"=20'

LANDS OF THE  
FOULK REVOCABLE TRUST  
PARCEL 'A'  
2020-00054713

RURAL NORTH  
VACAVILLE WATER  
LINE EASEMENT  
±8984 SF

SEE DETAIL 2  
BELOW

SEE DETAIL  
1 BELOW



**EASEMENT DETAIL 2**

SCALE: 1"=60'

*[Signature]*

DEAN JOHNSON, PLS 4878  
EXPIRES: 09-30-24

CURVE TABLE			
CURVE	LENGTH	RADIUS	DELTA
C1	13.71	90.00	8°43'41"
C2	118.98	75.00	90°53'41"
C3	15.01	65.00	13°13'42"
C4	38.66	65.00	34°04'44"
C5	87.25	55.00	90°53'41"
C6	16.76	110.00	8°43'41"

LINE TABLE		
LINE	LENGTH	BEARING
L1	96.41	S89°21'46"E
L2	61.62	S80°00'01"E
L3	66.98	S65°28'01"E
L4	7.10	S58°48'52"E
L5	20.02	S58°48'52"E
L6	74.28	S28°34'08"W
L7	112.11	S19°50'27"W
L8	79.73	N69°15'52"W
L9	14.76	S01°45'52"E
L10	24.00	S88°14'08"W
L11	36.13	N01°45'52"W
L12	88.54	S69°15'52"E
L13	112.11	N19°50'27"E
L14	75.19	N28°34'08"E



**LEGEND**

- P.O.B. POINT OF BEGINNING
- P.O.C. POINT OF COMMENCEMENT
- PROPERTY BOUNDARY

**JLS** JOHNSON LAND SURVEYS INC.

2210 S. Sunshine Circle, Palm Springs, CA 92260  
(530)386-0728 email: dean@johnsonlandsurveys.com

**EXHIBIT B**  
RURAL NORTH VACAVILLE WATER DISTRICT  
EASEMENT ACROSS THE LANDS OF THE  
"FOULK REVOCABLE TRUST"  
SOLANO COUNTY, CA

SCALE: 1"=160'
DATE: 03/22/24
DWG. FILE: 18-033-WATER
JOB NO: 18-033
DRAWN BY: NRF
CHECKED BY: BDF

## DIRECTORS

PATRICK SWEENEY  
PRESIDENT

KEN SWENSON  
VICE PRESIDENT

ALAN HANGER  
DIRECTOR

BOB WHITEHOUSE  
DIRECTOR

STEVEN STRICKLAND  
DIRECTOR



## STAFF

WESTON STANKOWSKI  
INTERIM GENERAL MANAGER

BRENDA KANE  
BILLING MANAGER

RICK TRITES  
METER READING/BACKFLOW

NANCY VEERKAMP  
BOARD CLERK/ADMIN

SOLANO IRRIGATION DISTRICT  
OPERATOR & MAINTENANCE

---

## RURAL NORTH VACAVILLE WATER DISTRICT BOARD OF DIRECTORS SPECIAL MEETING

**Tuesday, October 22, 2024**

**7:00 P.M**

Vacaville Fire Protection District, Fire Station #67  
4135 Cantelow Road, Vacaville, CA 95688

***“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.”***

### **AGENDA**

*(Anyone wishing to address the Board is asked to fill out a “Public Comment Card” prior to the start of the meeting, or during if necessary, and give it to the Board Clerk.)*

- 1. Call Meeting to Order**
- 2. Roll Call**
- 3. Approval of the Agenda**
- 4. Public Comment (*Non-Agenda Items*)**

Opportunity for the public to speak to the Board on any subject matter within the district’s jurisdiction but not appearing on today’s agenda. Speaker times are limited to three (3) minutes per person.

Please submit a Public Comment Card to the Board Clerk prior to the commencement of this Public Comment section. Only those who have submitted speaker cards or have expressed an interest in speaking prior to the conclusion of the Public Comment section will be called upon to speak.

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.

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 called for by the Board President at the appropriate agenda item when requested by a Public Comment Card.

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 email, phone call, letter, or in-person at a time other than during a Board meeting.

#### **5. New Business (*Public Comment*)**

**a) Closed Session, Personnel Item:** Evaluate and select the preferred contractor for the **Executive Assistant** role. Appoint a negotiator to develop terms and conditions. (*Ken Swenson Recused*).

**b) Closed Session, Personnel Item:** Evaluate and select the preferred contractor for the **General Manager** role. Appoint a negotiator to develop terms and conditions. (*Pat Sweeney Recused*).

**c) Open Session, Report on Closed Session: (Information Item)**

**d) Open Session, GM & EA** Contractor Terms and Conditions will be for approval at the November 12, 2024 regular board meeting. (**Information Item**)

#### **6. Adjourn**

The next Regular Meeting is scheduled for **Tuesday November 12, 2024**, at 7:00 pm at the Vacaville Fire Protection District, Fire Station #67, 4135 Cantelow Road, Vacaville, CA 95688.

The Board of Directors of the Rural North Vacaville Water District holds its Regular Board Meetings on the second Tuesday of every month at 7:00 p.m. 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, the District will provide 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.*



## DIRECTORS

PRESIDENT

ALAN HANGER  
DIRECTOR

STEVEN STRICKLAND  
DIRECTOR

VICE PRESIDENT

BOB WHITEHOUSE  
DIRECTOR



## STAFF

WESTON STANKOWSKI  
INTERIM GENERAL MANAGER

RICK TRITES  
METER READING/BACKFLOW

SOLANO IRRIGATION DISTRICT  
OPERATOR & MAINTENANCE

BRENDA KANE  
BILLING MANAGER

NANCY VEERKAMP  
BOARD CLERK/ADMIN

---

## RURAL NORTH VACAVILLE WATER DISTRICT BOARD OF DIRECTORS REGULAR MEETING

**Tuesday, November 12, 2024**

**7:00 P.M**

Vacaville Fire Protection District, Fire Station #67,  
4135 Cantelow Road, Vacaville, CA 95688

***“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.”***

### AGENDA

*(Anyone wishing to address the Board is asked to fill out a “Public Comment Card” prior to the start of the meeting, or during if necessary, and give it to the Board Clerk.)*

- 1. Call Meeting to Order, General Manager**
- 2. Roll Call by Board Clerk**
- 3. Select a Board member to serve the remaining term of President. The board in December will elect officers, President and Vice President, for a two-year term that will start January 1, 2025. (Action Item)**
- 4. Approval of the Agenda**
- 5. Public Comment (Non-Agenda Items)**

Opportunity for the public to speak to the Board on any subject matter within the district's jurisdiction but not appearing on today's agenda. Speaker times are limited to three (3) minutes per person.

Please submit a Public Comment Card to the Board Clerk prior to the commencement of this Public Comment section. Only those who have submitted speaker cards or have expressed an interest in speaking prior to the conclusion of the Public Comment section will be called upon to speak.

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Board President at the appropriate agenda item when requested by a Public Comment Card. 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 email, phone call, letter, or in-person at a time other than during a Board meeting.

#### **6. 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. *(Action Item for all at one time)*

- a) Consider for Approval the **Meeting Minutes** of the **Regular October 8, 2024 meeting and Special Meeting of October 22, 2024.**
- b) Consider for Approval the **Monthly Financial Reports and Adjustments for September 2024**

#### **7. General Manager's Report (Verbal Update) (Public Comment)**

- a. **Resignations** were received from the Board President and Vice President. A 15-day notice of vacancy will be posted for interested applicants to come forward and the board will vote for a director by appointment to fill the remaining 2 years of Ken Swenson's term.
- b. **General Election results for the two open director positions.**

#### **8. Continuing Business (Public Comment)**

Board to discuss solar options to include: 1. Negotiate and sign the power purchase agreement (PPA); 2. Drop the solar application completely; or 3. Evaluate outside funding to do the solar installation without a PPA. GM will work with Ad Hoc committee and report back to the Board at the December board meeting regarding Pros and Cons of each option. **(Discussion Item)**

#### **9. New Business (Public Comment)**

- a) Consider the appointment of Patrick Sweeney as contracted District General Manager. Authorize the current General Manager to negotiate contract terms and conditions together with input from the Ad Hoc committee and with legal review and present the contract at the December board meeting for Board consideration. **(Action Item)**
- b) Consider the appointment of Ashwin Swenson as contracted District Executive Assistant Treasurer. Authorize the current General Manager to negotiate contract terms and conditions together with input from the Ad Hoc committee and with legal review and present the contract at the December board meeting for Board consideration. **(Action Item)**



**a) Adjourn**

The next Regular Meeting is scheduled for **Tuesday December 10, 2024**, at 7:00 pm at the Vacaville Fire Protection District, Fire Station #67, 4135 Cantelow Road, Vacaville, CA 95688.

The Board of Directors of the Rural North Vacaville Water District holds its Regular Board Meetings on the second Tuesday of every month at 7:00 p.m. 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, the District will provide 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.*





### **Directors**

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

### **Staff**

Weston Stankowski, Interim General Mgr.  
 Brenda Kane, Billing Manager  
 Rick Trites, Meter Reading/Backflow  
 Nancy Veerkamp, Clerk/Admin  
 Solano Irrigation District, Operation  
 & Maintenance

## **BOARD OF DIRECTORS** **REGULAR MEETING MINUTES** **OCTOBER 8, 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; Steven Strickland, Director; Alan Hanger, Director; Weston Stankowski, Interim General Manager; Nancy Veerkamp, Clerk/Admin; Brenda Kane, Billing Manager

Absent: None

Public (Speaking): None

### **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 Steve. All present approved.

**Public Comments (Non Agenda Items):** email received by all board members today, read by Director Ken at the end of the meeting: Dear Board Members, I will not be able to attend this evenings meeting due to a prior commitment. I would like to make a public comment to all of you regarding our budget on projected projects. Initially, it was stated that all projects were to be on hold for 6 months in order for the RNVWD to pay existing bills and get caught up. Our reserves are still at \$0. I'm proposing that the RNVWD start to put \$40,000. back into reserves each mo. as per our increase.  $\$80 \times 530 = \$42,400$ . If additional funds are needed for improvements, the board should use the projected 12

month LT Rec. Principal with loans we have funded. Money needs to be put back into the reserves immediately. I am on a jury trial and not available until after 4:30

Thank you  
Eileen Smith

**5. Consent Items:** Public Comment: None

a) Consider for Approval the Meeting Minutes of the Regular Meeting September 10, 2024.

b) Consider for Approval the Monthly financial report and Adjustments for August 2024

Director Bob made a motion to approve items a & b. Director Steve seconded the motion.

Approved by all present.

**6. General Managers Report (verbal update)-** Public Comment: None

a. **Hydraulic Model** Draft report received from Coastland. SID and RNVWD completed review comments. Revised draft expected by October 16<sup>th</sup>.

Director Steve asked the GM to send a copy to all board members of the Original Draft, and the Current Draft with SID and RNVWD markups.

b. **Banking:** A new checking account has been set up to hold funds for developer deposits. There are no additional fees for this account. Current balance is \$73,000.

c. **FEMA** CALOES two checks approved for release 6-8 weeks delivery time. These funds were anticipated and included in our revenue budget for this fiscal year. \$37,877.32 Federal check and \$9,469.33 State check.

d. **SID contract:** Is under review by Interim GM

e. **RNVWD attorney;** Lori our district attorney notified us that she is retiring as of November 9<sup>th</sup>. The county will assign a replacement.

f. **Annual Audit:** FY 23/24 is currently being audited by Fechter and we are providing all the information requested

**7. Continuing Business:** Public Comment: None  
None



**8. New Business-** Public Comments: None

a. **Ad Hoc hiring committee** to report on the status of the General Manager “GM” and Executive Assistant “EA” Treasurer search. **(Discussion Item)** There are currently two GM candidates which have been interviewed by the committee. They will be scheduling the EA interviews soon and then will schedule a Special Meeting to present both final candidates for Board approval.

b. **Ad Hoc Solar committee** to report on status of PGE application, schedule timeline, contractor and financing proposal. Vote to approve or not approve the GM signing of the PGE Interconnection Agreement **(Action Item)** Director Ken made a motion to sign the application and to continue discussing this matter. Director Bob seconded the motion. Discussion. Alan: The Bucktown Road project must be completed in 1 year and is 8kw. The Timm Road project must be completed within 2 years and is 67 kw. Final completion date for the project is 4/15/26. There is no penalty if the district does not proceed after signing the PGE application. Director Steve asked for a public presentation in the near future when the committee has final recommendation(s) for the board.

Vote: All present approved.

c. Consider for Approval new **Policy 2110 Rate Review (Action Item)**. Director Bob made a motion to approved Policy 2110. Director Steve seconded the motion. Discussion.

Vote: Yes: Steve, Patrick, Bob, Ken; Abstain: Alan

d. Consider for Approval **CLA-VAL** proposal for two annual inspections and third year rebuilds for total 3 year period of \$12,800. **(Action Item)** Director Bob made a motion to approve the proposal. Director Alan seconded the motion. Discussion. There are 4 pressure valves to be serviced.

Vote: All present approved.

e. Consider for Approval a Grant of Easement for the water main extension for Brad Foulk Lot Line Adjustment **(Action Item)** Director Steve made a motion to approve the Grant of Easement. Director Bob seconded the motion. Discussion.

Vote: All present approved.

a) **Adjourn**

The meeting was adjourned at 8:20 pm.

**The next Regular Meeting is scheduled for Tuesday, November 12 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 Board of Directors:

\_\_\_\_\_  
Director

\_\_\_\_\_  
Date

**Directors**

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



**Staff**

Weston Stankowski, Interim General Mgr.  
Brenda Kane, Billing Manager  
Rick Trites, Meter Reading/Backflow  
Nancy Veerkamp, Clerk/Admin  
Solano Irrigation District, Operation  
& Maintenance

**BOARD OF DIRECTORS**  
**SPECIAL MEETING MINUTES**  
**OCTOBER 22, 2024 at 7:00 pm**

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

Roll Call: Patrick Sweeney, President; Ken Swenson, Vice President; Bob Whitehouse, Director; Steven Strickland, Director; Alan Hanger, Director; Weston Stankowski, Interim General Manager; Nancy Veerkamp, Clerk/Admin; Brenda Kane, Billing Manager

Absent: None

Public (Speaking): Eileen Smith

**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 Steve. All present approved.

**Public Comments (Non Agenda Items):** None

**5. New Business-** Public Comments: None

**a) Closed Session, Personnel Item:** Evaluate and select the preferred contractor for the **Executive Assistant** role. Appoint a negotiator to develop contract terms and conditions. (Ken Swenson Recused).

**b) Closed Session, Personnel Item:** Evaluate and select the preferred contractor for the **General Manager** role. Appoint a negotiator to develop terms and conditions. (Pat Sweeney Recused).

**c) Open Session, Report on Closed Session: (Information Item)**

Ashwin Swenson has been chosen as the contractor finalist for the Executive Assistant position. Patrick Sweeney has been chosen as the contractor finalist for the General Manager position. Directors Alan and Steven will work with the RNVWD attorney on contracts for these two positions.

**d) Open Session, GM & EA Contractor Terms and Conditions** will be for approval at the November 12, 2024 regular board meeting. **(Information Item)** Eileen: When would these positions start? Director Bob: TBD

**6) Adjourn**

The meeting was adjourned at 8:00 pm.

**The next Regular Meeting is scheduled for Tuesday, November 12 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 Board of Directors:

\_\_\_\_\_  
Director

\_\_\_\_\_  
Date



6B

**RNVWD - Operating Fund  
Balance Sheet  
As of September 30, 2024**

	Sep 30, 24
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
160.020 · Cash WFB Checking #3799	263,142
160.025 · Cash PayPal Account	509
160.029 · Cash in Treasury - Fund 164	68,387
<b>Total Checking/Savings</b>	332,038
<b>Accounts Receivable</b>	
11010 · Water Right Inst. Payments Due	5,108
<b>Total Accounts Receivable</b>	5,108
<b>Other Current Assets</b>	
160.110 · Water Svc Accounts Rec.	156,753
160.139 · Accrued Interest Receivable	20,808
160.199 · LT Rec Principal Due Next 12 Mo	49,831
<b>Total Other Current Assets</b>	227,392
<b>Total Current Assets</b>	564,539
<b>Fixed Assets</b>	
160.315 · Infrastructure	15,161,692
160.340 · Equipment	515,572
160.370 · Allowance For Depreciation	(9,372,435)
<b>Total Fixed Assets</b>	6,304,829
<b>Other Assets</b>	
160.244 · LT Receivable - Dove Creek Tr	35,000
160.243 · LT Receivable - Forfang	36,586
164.242 · LT Receivable - Fade	36,586
164.241 · LT Receivable - Sondrol	35,129
164.240 · LT Receivable - Mojas	35,128
164.239 · LT Receivable - Martin	35,129
164.238 · LT Receivable - DelCampo	129,423
164.236 · LT Receivable - Anguiano	32,129
164.235 · LT Receivable - Hamilton	35,129
164.230 · LT Receivable-Morgan	469,414
164.231 · LT Receivable - Demyan	33,772
164.233 · LT Receivable - Pitcavage	28,499
164.299 · Current Portion of LT Rec.	(49,831)
<b>Total Other Assets</b>	892,093
<b>TOTAL ASSETS</b>	<b>7,761,461</b>
<b>LIABILITIES &amp; EQUITY</b>	

**RNVWD - Operating Fund**  
**Balance Sheet**  
As of September 30, 2024

	Sep 30, 24
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
160.500 · Deposit Payables	73,049
160.505 · Hydrant Customer Deposits	4,500
	77,549
<b>Credit Cards</b>	
160.601 · Wells Fargo Visa Card-New	3,179
	3,179
<b>Other Current Liabilities</b>	
164.599 · Current Portion of Loan Payable	120,617
160.510 · Accounts Payable	58,408
160.515 · Accrued Liabilities	
160.516 · Accrued Liab - Eaton Pump	59,468
160.517 · Accrued Liab - Ghillotti	85,000
	144,468
<b>Total 160.515 · Accrued Liabilities</b>	144,468
<b>Total Other Current Liabilities</b>	323,493
<b>Total Current Liabilities</b>	404,221
<b>Long Term Liabilities</b>	
164.600 · Loan Payable	1,026,901
164.699 · Less Current Port. of Loan Pay	(120,617)
	906,284
<b>Total Long Term Liabilities</b>	906,284
<b>Total Liabilities</b>	1,310,504
<b>Equity</b>	
160.749 · County Reserve Funds	68,387
160.770 · Investment in Fixed Assets	4,747,376
32000 · Retained Earnings	1,542,702
Net Income	92,492
	6,450,957
<b>Total Equity</b>	6,450,957
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>7,761,461</b>

**RNVWD - Operating Fund**  
**Profit & Loss Budget Performance**  
 September 2024

	Sep 24	Budget	\$ Over B...	Jul - Sep 24	YTD Bud...	\$ Over B...	Annual B...
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
60.9000 · Revenues							
60.9005 · Base Fee	33,206	30,858	2,348	95,403	92,575	2,828	389,737
60.9010 · Supplemental Fees	13,268	12,886	382	38,693	34,660	4,033	156,196
60.9015 · Tier 1	13,995	14,300	(305)	40,816	42,900	(2,084)	113,520
60.9020 · Tier 2	6,649	6,500	149	20,040	19,500	540	51,600
60.9025 · Tier 3	11,034	5,200	5,834	30,670	15,600	15,070	41,280
60.9027 · Capital Recovery Charge	49,773	47,121	2,652	144,220	126,767	17,453	569,072
60.9030 · Hydrant Water Usage	3,121	1,000	2,121	3,496	3,000	496	10,000
60.9065 · Princ & Int from Sale WR	0	5,108	(5,108)	46,023	46,023	0	107,366
60.9070 · FEMA	0	52,000	(52,000)	0	52,000	(52,000)	52,000
60.9075 · Admin Fees, Late Fees	1,087	650	437	3,369	1,950	1,419	7,800
60.9080 · Interest Income	2,108	0	2,108	2,108	0	2,108	0
60.9095 · Trans fees earned by GM	0	500	(500)	0	1,500	(1,500)	6,000
<b>Total 60.9000 · Revenues</b>	<b>134,240</b>	<b>176,123</b>	<b>(41,883)</b>	<b>424,837</b>	<b>436,475</b>	<b>(11,638)</b>	<b>1,504,571</b>
<b>Total Income</b>	<b>134,240</b>	<b>176,123</b>	<b>(41,883)</b>	<b>424,837</b>	<b>436,475</b>	<b>(11,638)</b>	<b>1,504,571</b>
<b>Expense</b>							
60.2000 · Operating Expenses							
60.2005 · General Manager	10,000	12,000	(2,000)	29,450	36,000	(6,550)	144,000
60.2010 · Administration & Board Clerk	1,333	916	417	4,225	2,750	1,475	11,000
60.2015 · Billing Manager	3,700	4,166	(466)	11,100	12,500	(1,400)	50,000
60.2020 · Meter Reading	1,388	1,166	222	3,828	3,500	328	14,000
60.2025 · Backflow Testing	21,050	22,000	(950)	21,050	22,000	(950)	22,000
60.2028 · Plant & Facilities Operations	16,448	18,334	(1,886)	61,030	55,000	6,030	220,000
60.2033 · Weed Abatement	0	0	0	0	0	0	2,765
60.2035 · Legal	0	0	0	2,070	4,000	(1,930)	15,000
60.2040 · Engineering	533	834	(301)	4,413	2,500	1,913	10,000
60.2045 · Audit	23	4,200	(4,177)	1,023	4,200	(3,177)	12,700
60.2050 · Accountant CPA	1,710	1,209	501	4,070	3,625	445	14,500
60.2065 · USA Marking	3,262	366	2,896	3,574	1,100	2,474	4,400
60.2070 · Webmaster	1,620	791	829	3,702	2,375	1,327	9,500
60.2075 · Office Supplies	166	375	(209)	267	1,125	(858)	4,500
60.2090 · Postage & PO Box Rental	256	416	(160)	269	1,250	(981)	5,000
60.2105 · Ins. Gen. Liab., Prop., & Bond	8,914	750	8,164	9,314	2,250	7,064	9,000
60.2115 · Electricity, PGE	13,127	12,080	1,047	40,521	36,242	4,279	92,000



**RNVWD - Operating Fund**  
**Profit & Loss Budget Performance**  
September 2024

	Sep 24	Budget	\$ Over B...	Jul - Sep 24	YTD Bud...	\$ Over B...	Annual B...
60.2125 · Office Equipment	300	500	(200)	1,278	1,500	(222)	6,000
60.2130 · Bank & Bankcard Fees	309	416	(107)	1,347	1,250	97	5,000
60.2135 · Princ & Interest on CoBank Loan	0	0	0	89,286	89,286	0	178,578
60.2145 · Phone Service	297	100	197	364	300	64	1,200
60.2150 · Tank Access Rd. Maint. & Gate	0	500	(500)	0	1,500	(1,500)	6,000
60.2160 · CORE SW Lic., Data Stg, Trng.	1,259	291	968	2,362	875	1,487	3,500
60.2175 · Publications & Legal Notices	0	41	(41)	474	125	349	500
60.2185 · Trade Memberships & Training	0	4,000	(4,000)	650	4,000	(3,350)	12,000
60.2190 · Licenses, Permits & Fees	0	2,000	(2,000)	359	2,000	(1,641)	6,000
60.2195 · Elections	0	0	0	0	0	0	10,000
60.2200 · ITRON Mobile Reader SW & Warr.	0	234	(234)	0	700	(700)	2,800
60.2205 · Fees & Administration	0	84	(84)	0	250	(250)	1,000
60.2208 · Underground Leak Repairs	6,786	13,086	(6,300)	16,549	39,256	(22,707)	157,022
60.2210 · Routine Maintenance & Minor Rep	14,645	8,313	6,332	38,661	24,937	13,724	99,746
60.2235 · Contingency	0	1,666	(1,666)	0	5,000	(5,000)	20,000
60.2300 · Capital Improvements, CRC Resv.	0	4,166	(4,166)	0	12,500	(12,500)	50,000
60.2480 · Funding for Reserves	0	0	0	0	0	0	96,392
60.2485 · Cantelow Bridge Replacement	0	7,084	(7,084)	12,487	21,250	(8,763)	85,000
60.2505 · Engineering Assmt Rept	0	1,166	(1,166)	0	3,500	(3,500)	14,000
60.2510 · Eaton Spare Pump/Shaft	15,000	15,000	0	40,000	40,000	0	109,468
<b>Total 60.2000 · Operating Expenses</b>	<b>122,126</b>	<b>138,250</b>	<b>(16,124)</b>	<b>403,721</b>	<b>438,646</b>	<b>(34,925)</b>	<b>1,504,571</b>
<b>Total Expense</b>	<b>122,126</b>	<b>138,250</b>	<b>(16,124)</b>	<b>403,721</b>	<b>438,646</b>	<b>(34,925)</b>	<b>1,504,571</b>
<b>Net Ordinary Income</b>	<b>12,114</b>	<b>37,873</b>	<b>(25,760)</b>	<b>21,116</b>	<b>(2,171)</b>	<b>23,287</b>	<b>0</b>
<b>Other Income/Expense</b>							
Other Income							
60.9670 · Princ Pymts on CoBank Loan	0	0	0	59,652	59,652	0	120,618
60.9660 · County Bridge Pymts Capitalized	0	7,084	(7,084)	0	21,250	(21,250)	85,000
60.9650 · Eaton Pump Pymts Capitalized	15,000	15,000	0	40,000	40,000	0	109,468
<b>Total Other Income</b>	<b>15,000</b>	<b>22,084</b>	<b>(7,084)</b>	<b>99,652</b>	<b>120,902</b>	<b>(21,250)</b>	<b>315,086</b>
<b>Other Expense</b>							
60.9710 · Water Rights Princ Pmts Recd	0	2,913	(2,913)	28,276	28,287	(11)	76,118

**RNVWD - Operating Fund**  
**Profit & Loss Budget Performance**  
 September 2024

	Sep 24	Budget	\$ Over B...	Jul - Sep 24	YTD Bud...	\$ Over B...	Annual B...
Total Other Expense	0	2,913	(2,913)	28,276	28,287	(11)	76,118
Net Other Income	15,000	19,171	(4,171)	71,376	92,615	(21,239)	238,968
Net Income	<b>27,114</b>	<b>57,044</b>	<b>(29,931)</b>	<b>92,492</b>	<b>90,444</b>	<b>2,048</b>	<b>238,968</b>

# RNWWD - Operating Fund Check Register September 2024

4:41 PM  
10/03/24  
Accrual Basis

Type	Date	Num	Name	Memo	Account	Clr	Split	Debit	Credit
Check	09/03/2024		Postalia		160.020 - Cash WFB Checking #3799	X	60.2125 - Office Equipment		300.00
Check	09/03/2024		Postalia		60.2125 - Office Equipment	X	160.020 - Cash WFB Checking #3799	300.00	
Check	09/03/2024	3102	Veerkamp	July service	160.020 - Cash WFB Checking #3799	X	60.2010 - Administration & Board Clerk		1,332.50
Check	09/03/2024	3102	Veerkamp	July service	60.2010 - Administration & Board Clerk	X	160.020 - Cash WFB Checking #3799	1,332.50	
Check	09/03/2024	3103	BK Bookkeeping Inc	10101 July	60.2015 - Billing Manager	X	-SPLIT-		4,766.30
Check	09/03/2024	3103	BK Bookkeeping Inc	10101 July	60.2015 - Billing Manager	X	160.020 - Cash WFB Checking #3799	3,700.00	
Check	09/03/2024	3103	BK Bookkeeping Inc	10101 July	60.2075 - Office Supplies	X	160.020 - Cash WFB Checking #3799	166.30	
Check	09/03/2024	3103	BK Bookkeeping Inc	10101 July	60.2025 - Backflow Testing	X	160.020 - Cash WFB Checking #3799	900.00	
Check	09/04/2024		PG & E	16514	160.020 - Cash WFB Checking #3799	X	60.2115 - Electricity, PGE	2,902.27	
Check	09/04/2024		PG & E	16514	60.2115 - Electricity, PGE	X	-SPLIT-		6,449.49
Check	09/04/2024	3105	Trites Backflow Svc Inc	16514	160.020 - Cash WFB Checking #3799	X	160.020 - Cash WFB Checking #3799	1,238.00	
Check	09/04/2024	3105	Trites Backflow Svc Inc	16514	60.2020 - Meter Reading	X	160.020 - Cash WFB Checking #3799	868.58	
Check	09/04/2024	3105	Doughy (Vendor)	Doughy	160.500 - Deposit Payables	X	160.020 - Cash WFB Checking #3799	2,605.74	
Check	09/04/2024	3105	Trites Backflow Svc Inc	16514	60.2210 - Routine Maintenance & Minor Rep	X	160.020 - Cash WFB Checking #3799	1,737.17	
Check	09/04/2024	3104	Trites Backflow Svc Inc	Morgan	160.550 - Deposits Clearing Account	X	-SPLIT-		12,328.34
Check	09/04/2024	3104	Trites Backflow Svc Inc	Morgan	60.2210 - Routine Maintenance & Minor Rep	X	160.020 - Cash WFB Checking #3799	10,000.00	
Check	09/04/2024	3104	RG West Builders, Inc	647 July	160.020 - Cash WFB Checking #3799	X	160.020 - Cash WFB Checking #3799	1,000.00	
Check	09/04/2024	3104	RG West Builders, Inc	647 July	60.2005 - General Manager	X	160.020 - Cash WFB Checking #3799	500.00	
Check	09/04/2024	3104	RG West Builders, Inc	647 July	160.500 - Deposit Payables	X	160.020 - Cash WFB Checking #3799	500.00	
Check	09/04/2024	3104	Morgan (Vendor)	RG West chec...	160.550 - Deposits Clearing Account	X	160.020 - Cash WFB Checking #3799	198.32	
Check	09/04/2024	3104	DOUGHTY	RG West chec...	160.550 - Deposits Clearing Account	X	160.020 - Cash WFB Checking #3799	130.02	
Check	09/04/2024	3104	NorCal Properties Mgt	647 July	60.2145 - Phone Service	X	-SPLIT-		2,146.00
Check	09/04/2024	3104	RG West Builders, Inc	647 July	60.2210 - Routine Maintenance & Minor Rep	X	160.020 - Cash WFB Checking #3799	900.00	
Check	09/04/2024	3104	RG West Builders, Inc	647 July	160.020 - Cash WFB Checking #3799	X	160.020 - Cash WFB Checking #3799	1,246.00	
Check	09/05/2024		Randall Larson Mayn...		60.2070 - Webmaster	X	160.020 - Cash WFB Checking #3799		87.07
Check	09/05/2024		Randall Larson Mayn...		60.2160 - CORE SW Lic., Data Stg, Trng.	X	60.2130 - Bank & Bankcard Fees		87.07
Check	09/12/2024		WFB Bankcard Fees	Bankcard fee	160.020 - Cash WFB Checking #3799	X	160.020 - Cash WFB Checking #3799		107.09
Check	09/12/2024		WFB Bankcard Fees	Bankcard fee	60.2130 - Bank & Bankcard Fees	X	60.2130 - Bank & Bankcard Fees		114.74
Check	09/12/2024		WFB Bankcard Fees	Bankcard fee	160.020 - Cash WFB Checking #3799	X	160.020 - Cash WFB Checking #3799		601.34
Check	09/12/2024		WFB Bankcard Fees	Bankcard fee	60.2130 - Bank & Bankcard Fees	X	60.2115 - Electricity, PGE		1,710.00
Check	09/12/2024		WFB Bankcard Fees	Bankcard fee	160.020 - Cash WFB Checking #3799	X	160.020 - Cash WFB Checking #3799		1,500.00
Check	09/13/2024		PG & E	July	60.2115 - Electricity, PGE	X	60.2050 - Accountant CPA		150.00
Check	09/13/2024		PG & E	July	160.020 - Cash WFB Checking #3799	X	160.020 - Cash WFB Checking #3799		3,383.60
Check	09/13/2024	3105	Shaw & Associates	July	160.020 - Cash WFB Checking #3799	X	60.2115 - Electricity, PGE	187.59	
Check	09/13/2024	3106	Shaw & Associates	July	60.2050 - Accountant CPA	X	160.020 - Cash WFB Checking #3799	15,000.00	
Check	09/13/2024	3107	Parks Water Resourc...		160.020 - Cash WFB Checking #3799	X	160.505 - Hydrant Customer Deposits		150.00
Check	09/13/2024	3107	Parks Water Resourc...		160.505 - Hydrant Customer Deposits	X	60.2020 - Meter Reading		3,383.60
Check	09/13/2024	3108	Trites Backflow Svc Inc	16514	160.020 - Cash WFB Checking #3799	X	160.020 - Cash WFB Checking #3799		187.59
Check	09/13/2024	3108	Trites Backflow Svc Inc	16514	60.2020 - Meter Reading	X	160.500 - Deposit Payables		15,000.00
Check	09/13/2024	3109	Brian Clark (Vendor)	payment #3	160.020 - Cash WFB Checking #3799	X	60.2115 - Electricity, PGE		8,814.18
Check	09/20/2024		PG & E	Eaton Spare P...	160.020 - Cash WFB Checking #3799	X	160.020 - Cash WFB Checking #3799		100.00
Check	09/20/2024		PG & E	Eaton Spare P...	60.2115 - Electricity, PGE	X	60.2115 - Electricity, PGE		656.90
Check	09/20/2024	3110	Eaton Drilling Co LLC	payment #3	160.020 - Cash WFB Checking #3799	X	60.2510 - Eaton Spare Pump/Shaft		5,197.40
Check	09/20/2024	3110	Eaton Drilling Co LLC	payment #3	60.2510 - Eaton Spare Pump/Shaft	X	160.020 - Cash WFB Checking #3799		23,640.54
Check	09/23/2024	3111	JPIA	R028	160.020 - Cash WFB Checking #3799	X	60.2105 - Ins. Gen. Liab., Prop., & Bond		100.00
Check	09/23/2024	3111	JPIA	R028	60.2105 - Ins. Gen. Liab., Prop., & Bond	X	160.020 - Cash WFB Checking #3799		656.90
Check	09/23/2024	3112	JPIA	R028	160.020 - Cash WFB Checking #3799	X	60.2105 - Ins. Gen. Liab., Prop., & Bond		5,197.40
Check	09/23/2024	3112	JPIA	R028	60.2105 - Ins. Gen. Liab., Prop., & Bond	X	160.020 - Cash WFB Checking #3799		3,490.54
Check	09/26/2024		PG & E		160.020 - Cash WFB Checking #3799	X	60.2115 - Electricity, PGE		
Check	09/26/2024		PG & E		60.2115 - Electricity, PGE	X	160.020 - Cash WFB Checking #3799		
Check	09/26/2024	3115	AMW Builders-Withers		160.020 - Cash WFB Checking #3799	X	160.020 - Cash WFB Checking #3799		
Check	09/26/2024	3115	AMW Builders-Withers		60.2105 - Ins. Gen. Liab., Prop., & Bond	X	160.500 - Deposit Payables		
Check	09/26/2024	3113	Trites Backflow Svc Inc	16514	160.020 - Cash WFB Checking #3799	X	160.020 - Cash WFB Checking #3799		
Check	09/26/2024	3113	Trites Backflow Svc Inc	16514	60.2210 - Routine Maintenance & Minor Rep	X	-SPLIT-		
Check	09/26/2024	3113	Trites Backflow Svc Inc	16514	60.2210 - Routine Maintenance & Minor Rep	X	160.020 - Cash WFB Checking #3799		



**RNVWD - Operating Fund  
Check Register  
September 2024**

4:41 PM  
10/03/24  
Accrual Basis

Type	Date	Num	Name	Memo	Account	Clr	Split	Debit	Credit
Check	09/26/2024	3113	Trites Backflow Svc Inc	16514	60.2025 · Backflow Testing		160.020 · Cash WFB Checking #3799	20,150.00	
Check	09/26/2024	3114	Solano Irrigation Distr...	43683	160.020 · Cash WFB Checking #3799		-SPLIT-		43,198.09
Check	09/26/2024	3114	Solano Irrigation Distr...	Maintenance	60.2210 · Routine Maintenance & Minor Rep		160.020 · Cash WFB Checking #3799	5,820.49	
Check	09/26/2024	3114	Solano Irrigation Distr...	OPS	60.2028 · Plant & Facilities Operations		160.020 · Cash WFB Checking #3799	16,447.97	
Check	09/26/2024	3114	Solano Irrigation Distr...	USA	60.2065 · USA Marking		160.020 · Cash WFB Checking #3799	3,262.36	
Check	09/26/2024	3114	Solano Irrigation Distr...	ENG	60.2040 · Engineering		160.020 · Cash WFB Checking #3799	532.80	
Check	09/26/2024	3114	Solano Irrigation Distr...	43683	60.2150 · Tank Access Rd, Maint. & Gate		160.020 · Cash WFB Checking #3799	0.00	
Check	09/26/2024	3114	Solano Irrigation Distr...	Leaks	60.2208 · Underground Leak Repairs		160.020 · Cash WFB Checking #3799	6,785.89	
Check	09/26/2024	3114	Solano Irrigation Distr...	Cantelow Bridge	60.2485 · Cantelow Bridge Replacement		160.020 · Cash WFB Checking #3799	5,512.97	
Check	09/26/2024	3114	Morgan (Vendor)	SID check #31...	160.500 · Deposit Payables		160.020 · Cash WFB Checking #3799	3,831.28	
Check	09/26/2024	3114	DOUGHTY	SID check #31...	160.550 · Deposits Clearing Account		160.020 · Cash WFB Checking #3799	1,004.33	
Check	09/26/2024	3114	NorCal Properties Mgt	SID check #31...	160.550 · Deposits Clearing Account	X	-SPLIT-		733.00
Check	09/27/2024		Randall Larson Mayn...		60.2160 · CORE SW Lic., Data Stg, Trng.		160.020 · Cash WFB Checking #3799	13.00	
Check	09/27/2024		Randall Larson Mayn...		60.2070 · Webmaster	X	160.020 · Cash WFB Checking #3799	720.00	
Check	09/30/2024		PG & E		160.020 · Cash WFB Checking #3799		60.2115 · Electricity, PGE		8,778.78
Check	09/30/2024		PG & E		60.2115 · Electricity, PGE		160.020 · Cash WFB Checking #3799	8,778.78	
								<b>144,185.22</b>	<b>144,185.22</b>

Sep 24

## Adjustments Detail Report

From: 9/1/2024

To: 9/30/2024

**These Adjustments Have Been Posted to the Customer's Balance:**

*These Adjustments Haven't Been Billed.*

Implement Date	Account Number	Account Status	Revenue	Amount	User	Comment
9/20/2024	22501	OFF AND PAID	CONS	(\$5.00)	ADMI	Credit to close out account.
Total Number of Adjustments =			1	Total =		(\$5.00)

*These Adjustments Have Been Billed.*

Implement Date	Account Number	Account Status	Revenue	Amount	User	Comment
9/2/2024	31502	ACTIVE	CFEE	\$5.00	ADMI	
9/2/2024	1401	ACTIVE	CFEE	\$5.00	ADMI	
9/7/2024	10601	ACTIVE	CONS2	\$75.00	ADMI	
9/7/2024	10601	ACTIVE	CONS	\$75.00	ADMI	
9/7/2024	37903	ACTIVE	CFEE	\$5.00	ADMI	
9/7/2024	2602	ACTIVE	CFEE	\$5.00	ADMI	
9/7/2024	21403	ACTIVE	CFEE	\$5.00	ADMI	
9/7/2024	10601	ACTIVE	BASE	\$74.00	ADMI	
9/7/2024	10601	ACTIVE	CONS2	(\$3.00)	ADMI	Charged 1 ccf too much
9/20/2024	5602	ACTIVE	LC1	\$20.55	ADMI	
9/20/2024	18002	ACTIVE	LC1	\$20.55	ADMI	
9/20/2024	40303	ACTIVE	LC1	\$43.38	ADMI	
9/20/2024	33501	ACTIVE	LC1	\$23.91	ADMI	
9/20/2024	27502	ACTIVE	LC1	\$20.55	ADMI	
9/20/2024	24402	ACTIVE	LC1	\$31.76	ADMI	
9/20/2024	22503	ACTIVE	LC1	\$23.71	ADMI	
9/20/2024	18501	ACTIVE	LC1	\$29.33	ADMI	
9/20/2024	15901	ACTIVE	LC1	\$20.55	ADMI	
9/20/2024	13602	ACTIVE	LC1	\$20.72	ADMI	
9/20/2024	11701	ACTIVE	LC1	\$57.12	ADMI	
9/20/2024	40902	ACTIVE	LC1	\$34.66	ADMI	
9/20/2024	8401	ACTIVE	LC1	\$46.79	ADMI	
9/20/2024	38601	ACTIVE	LC1	\$51.60	ADMI	
9/20/2024	2602	ACTIVE	LC1	\$70.35	ADMI	
9/20/2024	8701	ACTIVE	LC1	\$51.34	ADMI	
9/20/2024	9102	ACTIVE	CFEE	\$5.00	ADMI	
9/20/2024	20601	ACTIVE	CFEE	\$5.00	ADMI	

9/20/2024	47001	ACTIVE	LC1	\$20.55	ADMI
9/25/2024	9102	ACTIVE	CFEE	\$5.00	ADMI
9/25/2024	14103	ACTIVE	CFEE	\$5.00	ADMI
9/25/2024	6603	ACTIVE	CFEE	\$5.00	ADMI
9/25/2024	18701	ACTIVE	CFEE	\$5.00	ADMI
9/25/2024	84601	ACTIVE	CFEE	\$5.00	ADMI
9/25/2024	29102	ACTIVE	CFEE	\$5.00	ADMI
9/29/2024	34403	ACTIVE	CFEE	\$5.00	ADMI
9/29/2024	15901	ACTIVE	CFEE	\$5.00	ADMI

Total Number of Adjustments = 42 Total = \$1,024.62

Total Number of Adjustments = 43 Total = \$1,019.62

**Total Number of Adjustments for Group: 1 = 43 Total = \$1,019.62**

**Total Number of Adjustments for Area: 1 = 43 Total = \$1,019.62**

**These Adjustments Have Been Posted to the Customer's Balance:**

*These Adjustments Haven't Been Billed.*

Implement Date	Account Number	Account Status	Revenue	Amount	User	Comment
9/20/2024	20201	OFF AND PAID	BASE	(\$62.34)	ADMI	Home Sold Aug 20, 2024 Adjustmen

Total Number of Adjustments = 1 Total = (\$62.34)

*These Adjustments Have Been Billed.*

Implement Date	Account Number	Account Status	Revenue	Amount	User	Comment
9/2/2024	24504	ACTIVE	BASE	\$74.00	ADMI	New owner of property.
9/2/2024	24504	ACTIVE	CAPR	\$113.00	ADMI	New owner of property previous own
9/20/2024	12402	ACTIVE	LC1	\$20.55	ADMI	

Total Number of Adjustments = 3 Total = \$207.55

Total Number of Adjustments = 4 Total = \$145.21

**Total Number of Adjustments for Group: 1 = 4 Total = \$145.21**

**Total Number of Adjustments for Area: 2 = 4 Total = \$145.21**

**These Adjustments Have Been Posted to the Customer's Balance:**

*These Adjustments Haven't Been Billed.*

Implement Date	Account Number	Account Status	Revenue	Amount	User	Comment
9/2/2024	24503	OFF AND PAID	BASE	(\$56.50)	ADMI	Property sold new owner billed
9/2/2024	24503	OFF AND PAID	CAPR	(\$37.00)	ADMI	

Total Number of Adjustments = 2 Total = (\$93.50)

*These Adjustments Have Been Billed.*

Implement Date	Account Number	Account Status	Revenue	Amount	User	Comment
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9/10/2024	17902	ACTIVE	ADMIN	\$250.00	ADMI	Recording fees
Total Number of Adjustments =		1	Total =	\$250.00		
Total Number of Adjustments =		3	Total =	\$156.50		
<b>Total Number of Adjustments for Group: 1 =</b>		<b>3</b>	<b>Total =</b>	<b>\$156.50</b>		
<b>Total Number of Adjustments for Area: 3 =</b>		<b>3</b>	<b>Total =</b>	<b>\$156.50</b>		

**These Adjustments Have Been Posted to the Customer's Balance:**

*These Adjustments Have Been Billed.*

Implement Date	Account Number	Account Status	Revenue	Amount	User	Comment
9/2/2024	26101	ACTIVE	CFEE	\$5.00	ADMI	
9/11/2024	15801	ACTIVE	CFEE	\$5.00	ADMI	
9/20/2024	27701	ACTIVE	LC1	\$30.45	ADMI	
9/20/2024	20801	ACTIVE	CONS3	(\$268.50)	ADMI	Adjustment approved by GM for wate
9/20/2024	18402	ACTIVE	LC1	\$16.48	ADMI	
9/20/2024	7502	ACTIVE	LC1	\$24.84	ADMI	
9/20/2024	2802	ACTIVE	CFEE	\$5.00	ADMI	
9/20/2024	25302	ACTIVE	LC1	\$36.87	ADMI	
9/20/2024	33101	ACTIVE	LC1	\$21.21	ADMI	
Total Number of Adjustments =		9	Total =	(\$123.65)		
Total Number of Adjustments =		9	Total =	(\$123.65)		
<b>Total Number of Adjustments for Group: 1 =</b>		<b>9</b>	<b>Total =</b>	<b>(\$123.65)</b>		
<b>Total Number of Adjustments for Area: 4 =</b>		<b>9</b>	<b>Total =</b>	<b>(\$123.65)</b>		
<b>Total Number of Adjustments for All Areas: =</b>		<b>59</b>	<b>Total =</b>	<b>\$1,197.68</b>		

## DIRECTORS

Steve Strickland  
PRESIDENT

VICE PRESIDENT

ALAN HANGER  
DIRECTOR

Gary Hensley  
DIRECTOR

Jim Miles  
DIRECTOR



WESTON STANKOWSKI  
INTERIM GENERAL MANAGER

BRENDA KANE  
BILLING MANAGER

RICK TRITES  
METER READING/BACKFLOW

NANCY VEERKAMP  
BOARD CLERK/ADMIN

SOLANO IRRIGATION DISTRICT  
OPERATOR & MAINTENANCE

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## RURAL NORTH VACAVILLE WATER DISTRICT BOARD OF DIRECTORS REGULAR MEETING

**Tuesday, December 10, 2024**

**7:00 P.M**

Vacaville Fire Protection District, Fire Station #67,  
4135 Cantelow Road, Vacaville, CA 95688

***“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.”***

### **AGENDA**

*(Anyone wishing to address the Board is asked to fill out a “Public Comment Card” prior to the start of the meeting, or during if necessary, and give it to the Board Clerk.)*

- 1. Call Meeting to Order (Board President)**
- 2. Administer Oath of Office for two newly elected District board members: James R. Miles and Gary K. Hensley for four-year terms and for one District board member by appointment in lieu of election for Alan Hanger for a two-year term. (Board Clerk)**
- 3. Roll Call (Board Clerk)**
- 4. Approval of the Agenda (Board President)**
- 5. Consider and appoint a district member to fill vacant seat on the District Board for the remaining term ending in December 2026. Administer Oath of Office (Action Item)**
- 6. Nominate and elect Board Vice President for remaining officer term ending in December 2025 (Action Item)**
- 7. Public Comment (Non-Agenda Items)**

Opportunity for the public to speak to the Board on any subject matter within the district’s jurisdiction but not appearing on today’s agenda. Speaker times are limited to three (3) minutes per person.

Please submit a Public Comment Card to the Board Clerk prior to the commencement of this Public Comment section. Only those who have submitted speaker cards or have expressed

an interest in speaking prior to the conclusion of the Public Comment section will be called upon to speak.

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.

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 called for by the Board President at the appropriate agenda item when requested by a Public Comment Card.

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 email, phone call, letter, or in-person at a time other than during a Board meeting.

#### **8. 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 **Meeting Minutes** of the **Regular November 12, 2024, meeting**.

b) Consider for Approval the **Monthly Financial Reports and Adjustments for October 2024**

**(Action Item is for all at one time)**

#### **9. General Manager's Report (Verbal Update) (Public Comment)**

#### **10. Continuing Business (Public Comment)**

Discuss and provide direction on the following options for solar power: a) Negotiate and sign a power purchase agreement, PPA; b) Drop the solar project NEM 2 completely; c) Evaluate outside funding to do the solar installation without a PPA or d) Evaluate other reduced scope scenarios such as for only Well 1 and 2 and obtain additional bids. **(Action Item)**

#### **11. New Business (Public Comment)**

a) Consider for approval the agreement with Patrick Sweeney (Sweeney Construction Company) to act as the independent contractor District General Manager (GM). **(Action Item)**

b) Consider for approval the agreement with Ashwin Swenson (KASCO) to act as independent contractor District Executive Assistant Treasurer (EAT). **(Action Item)**

c) Consider for Approval the District Financial Audit for Fiscal Year July 1, 2023, to June 30, 2024 **(Action Item)**



## 12. Adjourn

The next Regular Meeting is scheduled for **Tuesday January 14, 2025**, at 7:00 pm at the Vacaville Fire Protection District, Fire Station #67, 4135 Cantelow Road, Vacaville, CA 95688.

The Board of Directors of the Rural North Vacaville Water District holds its Regular Board Meetings on the second Tuesday of every month at 7:00 p.m. 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, the District will provide 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.*



### Directors

Vacant, President  
 Vacant, Vice President  
 Alan Hanger, Director  
 Steven Strickland, Director  
 Bob Whitehouse, Director

### Staff

Weston Stankowski, Interim General Mgr.  
 Brenda Kane, Billing Manager  
 Rick Trites, Meter Reading/Backflow  
 Nancy Veerkamp, Clerk/Admin  
 Solano Irrigation District, Operation  
 & Maintenance

## **BOARD OF DIRECTORS** **REGULAR MEETING MINUTES** **NOVEMBER 12, 2024 at 7:00 pm**

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

Roll Call: Bob Whitehouse, Director; Steven Strickland, Director; Alan Hanger, Director; Weston Stankowski and Gordon Stankowski, Interim General Manager; Nancy Veerkamp, Clerk/Admin; Brenda Kane, Billing Manager

Absent: None

Public (Speaking): Eileen Uthe-Smith, Bob Kane

### **1. Call Meeting to Order**

The meeting was called to order by the General Manager at 7:00 pm.

### **2. Roll Call**

### **3. Select a Board Member to serve the remaining term of President which ends December 1, 2025. At the December board meeting the board will select a Vice President for the remaining term which ends December e1, 2025. (Action Item)**

Director Bob made a motion to select Steve Strickland to serve as President. Director Alan seconded the motion.

All present approved

### **4. Approval of the Agenda**

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

All present approved.

**Public Comments (Non Agenda Items):** Eileen: hope we have people stay on as Directors for a long time for the health of the district.

**5. Consent Items:** Public Comment: None

- a) Consider for Approval the Meeting Minutes of the Regular Meeting October 8, 2024 and Special Meeting October 22, 2024.
- b) Consider for Approval the Monthly financial reports and Adjustments for September 2024

Director Bob made a motion to approve items a & b. Director Alan seconded the motion.

All present approved.

**6. General Managers Report (verbal update)-** Public Comment: None

- a) Resignations were received from the Board President and Vice President. A 15 day notice of vacancy will be posted for interested applicants to come forward and the board will vote for a director by appointment for the remaining 2 years of Ken Swenson's term. The notice has been posted on the website, Oates Market, the fire station and then mail-chimped to members. Eileen, Bob and Brenda Kane wanted to know why the third person in the election, Bob Kane, is not automatically appointed. GM and President: The district is required to post the opening for at least 15 days before any appointment. All candidates must be considered. The District's Attorney has said it would be a conflict of interest for Bob to sit on the board with Brenda being the billing manager. This was discovered by conversations with the District's attorney, Carrie Blacklock, regarding the potential hiring of the new GM and the new Executive Assistant, after which Patrick Sweeney and Ken Swenson resigned in order to "keep the district clean".
- b) General Election results for the two open director positions. Currently Jim Miles and Gary Hensley are leading with Bob Kane in third. Results are to be finalized by the Registrar of Voters by December 3. Official date to take office is December 6. The Oath of Office will be taken at the next regular meeting in December.
- c) Recognition of service for Bob Whitehouse. A plaque was presented to Bob Whitehouse by the District in appreciation of his over 17 years of service to the District.

**7. Continuing Business:** Public Comment: Eileen: Where are you in your research?

- a) Board to discuss solar options to include: 1. Negotiate and sign the power purchase agreement (PPA); 2. Drop the solar application completely; 3. Evaluate outside funding to do the solar installation without a PPA. GM will work with Ad Hoc Committee and report back to the Board at the December Board Meeting. (Discussion Item). The interim GM is bringing a list of pros and cons to the December meeting with input from the Ad Hoc committee. CSDA is providing



potential financing details next week. Alan is receiving two quotes from contractors that use the Go Green financing option. All these items will be presented in the December meeting.

**8. New Business-** Public Comments: None

- a) Consider the appointment of Patrick Sweeney as the contracted District General Manager. Authorize the current General Manager to negotiate contract terms and conditions together with input from the Ad Hoc committee and with legal review and present contract at the December board meeting for Board consideration. (Action Item). Director Bob made a motion to continue the process to hire Patrick Sweeney, Director Steve seconded the motion. Discussion: Director Bob: the applications for both positions were carefully reviewed first by the Ad Hoc Committee and then by board members at the Special Meeting in October. It was determined by District's Attorney that the board members who had a potential conflict of interest must resign before a vote could be taken. They have done so and that is why there is a second vote tonight.

Vote: All approved.

- b) Consider the appointment of Ashwin Swenson as the contracted District Executive Assistant. Authorize the current General Manager to negotiate contract terms and conditions together with input from the Ad Hoc committee and with legal review and present contract at the December board meeting for Board consideration. (Action Item). Director Bob made a motion to continue the process to hire Ashwin, Director Steve seconded the motion. Discussion: Same situation as a. above

Vote: All approved

*Director Bob: " I look at this district is a real study in civics. We had a problem out here in the country where people didn't have water. There was a period of time where people brought trucks so they could put a tank in it. So they could drive over here and fill it up with water to take to their house. They really had a definite problem, there were a lot of problems. They got together to try formulate and solve their problem. It really was a citizens committee that was started and they recruited the county that came in and kind of helped with it. The county agreed to it and they got public money from the state to fund to help build this \$14M operation. So it was all done by the people who lived out here and governed out here. Our 533 people that run this thing it's our little golf course, private golf course and we are doing the best they can. It's expensive and there are problems and disagreements there are people who don't like what we are doing. That is kind of what a democracy is, isn't it. In reality the homeowners are very satisfied with what we have done. If you don't like it run for this board. We have never turned very many people away. It has been an honor to watch it grow and I am sure it is going to press on. Good job people!"*

**b) Adjourn**

The meeting was adjourned at 7:21 pm.

**The next Regular Meeting is scheduled for Tuesday, December 10, 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 President:

\_\_\_\_\_  
President

\_\_\_\_\_  
Date

**RNVWD - Operating Fund  
Balance Sheet  
As of October 31, 2024**

8b

	Oct 31, 24
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
160.027 · Cash -Vendor Deposits Held acct	73,049
160.020 · Cash WFB Checking #3799	277,617
160.025 · Cash PayPal Account	540
160.029 · Cash in Treasury - Fund 164	68,387
	419,592
<b>Other Current Assets</b>	
160.110 · Water Svc Accounts Rec.	152,764
160.139 · Accrued Interest Receivable	20,808
160.199 · LT Rec Principal Due Next 12 Mo	49,831
	223,403
<b>Total Current Assets</b>	<b>642,995</b>
<b>Fixed Assets</b>	
160.315 · Infrastructure	15,161,692
160.340 · Equipment	515,572
160.370 · Allowance For Depreciation	(9,420,101)
	6,257,163
<b>Other Assets</b>	
160.244 · LT Receivable - Dove Creek Tr	35,000
160.243 · LT Receivable - Forfang	36,586
164.242 · LT Receivable - Fade	36,586
164.241 · LT Receivable - Sondrol	35,129
164.240 · LT Receivable - Mojas	35,128
164.239 · LT Receivable - Martin	35,129
164.238 · LT Receivable - DelCampo	129,423
164.236 · LT Receivable - Anguiano	31,183
164.235 · LT Receivable - Hamilton	33,629
164.230 · LT Receivable-Morgan	469,414
164.231 · LT Receivable - Demyan	33,772
164.233 · LT Receivable - Pitcavage	28,499
164.299 · Current Portion of LT Rec.	(49,831)
	889,647
<b>TOTAL ASSETS</b>	<b>7,789,805</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
160.500 · Deposit Payables	65,911



**RNVWD - Operating Fund  
Balance Sheet  
As of October 31, 2024**

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	<b>Oct 31, 24</b>
<b>160.505 · Hydrant Customer Deposits</b>	6,000
<b>Total Accounts Payable</b>	71,911
<b>Credit Cards</b>	
<b>160.601 · Wells Fargo Visa Card-New</b>	4,301
<b>Total Credit Cards</b>	4,301
<b>Other Current Liabilities</b>	
<b>164.599 · Current Portion of Loan Payable</b>	120,617
<b>160.510 · Accounts Payable</b>	58,408
<b>160.515 · Accrued Liabilities</b>	
<b>160.516 · Accrued Liab - Eaton Pump</b>	44,468
<b>160.517 · Accrued Liab - Ghillotti</b>	85,000
<b>Total 160.515 · Accrued Liabilities</b>	129,468
<b>Total Other Current Liabilities</b>	308,493
<b>Total Current Liabilities</b>	384,705
<b>Long Term Liabilities</b>	
<b>164.600 · Loan Payable</b>	1,026,901
<b>164.699 · Less Current Port. of Loan Pay</b>	(120,617)
<b>Total Long Term Liabilities</b>	906,284
<b>Total Liabilities</b>	1,290,989
<b>Equity</b>	
<b>160.749 · County Reserve Funds</b>	68,387
<b>160.770 · Investment in Fixed Assets</b>	4,699,710
<b>32000 · Retained Earnings</b>	1,542,712
<b>Net Income</b>	188,007
<b>Total Equity</b>	6,498,816
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>7,789,805</b>

**RNVWD - Operating Fund**  
**Profit & Loss Budget Performance**  
 October 2024

	Oct 24	Budget	\$ Over B...	Jul - Oct 24	YTD Bud...	\$ Over B...	Annual B...
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
60.9000 · Revenues							
60.9005 · Base Fee	33,335	33,018	317	128,737	125,593	3,144	389,737
60.9010 · Supplemental Fees	13,268	13,504	(236)	51,960	48,164	3,796	156,196
60.9015 · Tier 1	13,402	13,533	(131)	54,218	56,433	(2,215)	113,520
60.9020 · Tier 2	5,306	6,150	(844)	25,346	25,650	(304)	51,600
60.9025 · Tier 3	1,425	4,922	(3,497)	32,096	20,522	11,574	41,280
60.9027 · Capital Recovery Charge	49,990	47,121	2,869	194,210	173,888	20,322	569,072
60.9030 · Hydrant Water Usage	600	1,000	(400)	4,096	4,000	96	10,000
60.9065 · Princ & Int from Sale WR	0	5,109	(5,109)	53,578	51,132	2,446	107,366
60.9070 · FEMA	47,347	0	47,347	47,347	52,000	(4,653)	52,000
60.9075 · Admin Fees, Late Fees	1,730	650	1,080	5,158	2,600	2,558	7,800
60.9095 · Trans fees earned by GM	0	500	(500)	0	2,000	(2,000)	6,000
<b>Total 60.9000 · Revenues</b>	<b>166,402</b>	<b>125,507</b>	<b>40,895</b>	<b>596,746</b>	<b>561,982</b>	<b>34,764</b>	<b>1,504,571</b>
<b>Total Income</b>	<b>166,402</b>	<b>125,507</b>	<b>40,895</b>	<b>596,746</b>	<b>561,982</b>	<b>34,764</b>	<b>1,504,571</b>
<b>Expense</b>							
60.2000 · Operating Expenses							
60.2005 · General Manager	12,000	12,000	0	41,450	48,000	(6,550)	144,000
60.2010 · Administration & Board Clerk	1,203	917	286	5,428	3,667	1,761	11,000
60.2015 · Billing Manager	4,000	4,167	(167)	15,100	16,667	(1,567)	50,000
60.2020 · Meter Reading	1,238	1,167	71	5,066	4,667	399	14,000
60.2025 · Backflow Testing	0	0	0	21,050	22,000	(950)	22,000
60.2028 · Plant & Facilities Operations	14,249	18,333	(4,084)	75,279	73,333	1,946	220,000
60.2033 · Weed Abatement	0	0	0	0	0	0	2,765
60.2035 · Legal	0	4,000	(4,000)	2,070	8,000	(5,930)	15,000
60.2040 · Engineering	710	833	(123)	5,123	3,333	1,790	10,000
60.2045 · Audit	0	4,000	(4,000)	1,023	8,200	(7,177)	12,700
60.2050 · Accountant CPA	2,260	1,208	1,052	6,330	4,833	1,497	14,500
60.2065 · USA Marking	445	367	78	4,019	1,467	2,552	4,400
60.2070 · Webmaster	673	792	(119)	4,375	3,167	1,208	9,500
60.2075 · Office Supplies	1,554	375	1,179	1,821	1,500	321	4,500
60.2090 · Postage & PO Box Rental	421	417	4	690	1,667	(977)	5,000
60.2105 · Ins. Gen. Liab., Prop., & Bond	0	750	(750)	9,314	3,000	6,314	9,000
60.2115 · Electricity, PGE	13,290	10,687	2,603	53,811	46,929	6,882	92,000
60.2125 · Office Equipment	0	500	(500)	1,278	2,000	(722)	6,000

**RNVWD - Operating Fund**  
**Profit & Loss Budget Performance**  
 October 2024

	Oct 24	Budget	\$ Over B...	Jul - Oct 24	YTD Bud...	\$ Over B...	Annual B...
60.2130 · Bank & Bankcard Fees	836	417	419	2,183	1,667	516	5,000
60.2135 · Princ & Interest on CoBank Loan	0	0	0	89,286	89,286	0	178,578
60.2145 · Phone Service	99	100	(1)	463	400	63	1,200
60.2150 · Tank Access Rd. Maint. & Gate	0	500	(500)	0	2,000	(2,000)	6,000
60.2160 · CORE SW Lic., Data Stg, Trng.	0	292	(292)	2,362	1,167	1,195	3,500
60.2175 · Publications & Legal Notices	350	42	308	824	167	657	500
60.2185 · Trade Memberships & Training	7,270	4,000	3,270	7,920	8,000	(80)	12,000
60.2190 · Licenses, Permits & Fees	0	2,000	(2,000)	359	4,000	(3,641)	6,000
60.2195 · Elections	0	0	0	0	0	0	10,000
60.2200 · ITRON Mobile Reader SW & Warr.	2,469	233	2,236	2,469	933	1,536	2,800
60.2205 · Fees & Administration	0	83	(83)	0	333	(333)	1,000
60.2208 · Underground Leak Repairs	2,814	13,085	(10,271)	19,363	52,341	(32,978)	157,022
60.2210 · Routine Maintenance & Minor Rep	5,065	8,312	(3,247)	43,725	33,249	10,476	99,746
60.2235 · Contingency	0	1,667	(1,667)	0	6,667	(6,667)	20,000
60.2300 · Capital Improvements, CRC Resv.	0	4,167	(4,167)	0	16,667	(16,667)	50,000
60.2480 · Funding for Reserves	0	0	0	0	0	0	96,392
60.2485 · Cantelow Bridge Replacement	0	7,083	(7,083)	12,487	28,333	(15,846)	85,000
60.2505 · Engineering Assmt Rept	0	1,167	(1,167)	0	4,667	(4,667)	14,000
60.2510 · Eaton Spare Pump/Shaft	15,000	15,000	0	55,000	55,000	0	109,468
<b>Total 60.2000 · Operating Expenses</b>	<b>85,946</b>	<b>118,661</b>	<b>(32,715)</b>	<b>489,667</b>	<b>557,307</b>	<b>(67,640)</b>	<b>1,504,571</b>
<b>Total Expense</b>	<b>85,946</b>	<b>118,661</b>	<b>(32,715)</b>	<b>489,667</b>	<b>557,307</b>	<b>(67,640)</b>	<b>1,504,571</b>
<b>Net Ordinary Income</b>	<b>80,456</b>	<b>6,846</b>	<b>73,610</b>	<b>107,078</b>	<b>4,675</b>	<b>102,403</b>	<b>0</b>
<b>Other Income/Expense</b>							
<b>Other Income</b>							
60.9670 · Princ Pymts on CoBank Loan	0	0	0	59,652	59,652	0	120,618
60.9660 · County Bridge Pymts Capitalized	0	7,083	(7,083)	0	28,333	(28,333)	85,000
60.9650 · Eaton Pump Pymts Capitalized	15,000	15,000	0	55,000	55,000	0	109,468
<b>Total Other Income</b>	<b>15,000</b>	<b>22,083</b>	<b>(7,083)</b>	<b>114,652</b>	<b>142,985</b>	<b>(28,333)</b>	<b>315,086</b>
<b>Other Expense</b>							
60.9710 · Water Rights Princ Pmts Recd	0	3,001	(3,001)	33,723	31,288	2,435	76,118
<b>Total Other Expense</b>	<b>0</b>	<b>3,001</b>	<b>(3,001)</b>	<b>33,723</b>	<b>31,288</b>	<b>2,435</b>	<b>76,118</b>



**RNVWD - Operating Fund**  
**Profit & Loss Budget Performance**  
 October 2024

	Oct 24	Budget	\$ Over B...	Jul - Oct 24	YTD Bud...	\$ Over B...	Annual B...
Net Other Income	15,000	19,082	(4,082)	80,929	111,697	(30,768)	238,968
Net Income	<b>95,456</b>	<b>25,928</b>	<b>69,528</b>	<b>188,007</b>	<b>116,372</b>	<b>71,635</b>	<b>238,968</b>

# RNWVD - Operating Fund Check Register October 2024

3:38 PM  
11/11/24  
Accrual Basis

Type	Date	Num	Name	Memo	Account	Cir	Split	Debit	Credit
Check	10/01/2024	3118	Nancy Veerkamp	SEPTEMBER	160.020 · Cash WFB Checking #3799	X	60.2010 · Administration & Board Clerk		1,202.50
Check	10/01/2024	3118	Nancy Veerkamp	SEPTEMBER	60.2010 · Administration & Board Clerk	X	160.020 · Cash WFB Checking #3799	1,202.50	
Check	10/01/2024	3116	RG West Builders, Inc	654	60.2005 · General Manager	X	60.2005 · Cash WFB Checking #3799		12,000.00
Check	10/01/2024	3116	RG West Builders, Inc	654	60.2005 · General Manager	X	160.020 · Cash WFB Checking #3799	12,000.00	
Check	10/02/2024		BK Bookkeeping Inc	10/01 July	160.020 · Cash WFB Checking #3799	X	60.2015 · Billing Manager		4,000.00
Check	10/02/2024		BK Bookkeeping Inc	10/01 July	60.2015 · Billing Manager	X	160.020 · Cash WFB Checking #3799	4,000.00	
Check	10/02/2024		Wells Fargo		160.020 · Cash WFB Checking #3799	X	160.601 · Wells Fargo Visa Card-New		289.16
Check	10/02/2024		Wells Fargo		160.601 · Wells Fargo Visa Card-New	X	160.020 · Cash WFB Checking #3799	289.16	
Check	10/03/2024		PG & E		160.020 · Cash WFB Checking #3799	X	60.2115 · Electricity, PGE		4,048.97
Check	10/03/2024		PG & E		60.2115 · Electricity, PGE	X	160.020 · Cash WFB Checking #3799	4,048.97	
Check	10/07/2024	3120	Shaw & Associates	July	160.020 · Cash WFB Checking #3799	X	-SPLIT-		2,260.00
Check	10/07/2024	3120	Shaw & Associates	Audit	60.2050 · Accountant CPA	X	160.020 · Cash WFB Checking #3799	1,050.00	
Check	10/07/2024	3120	Shaw & Associates	Monthly	60.2050 · Accountant CPA	X	160.020 · Cash WFB Checking #3799	1,210.00	
Check	10/07/2024	3121	Trites Backflow Svc Inc	699-698	160.020 · Cash WFB Checking #3799	X	-SPLIT-		1,722.01
Check	10/07/2024	3121	Trites Backflow Svc Inc	699-698	60.2210 · Routine Maintenance & Minor Rep	X	160.020 · Cash WFB Checking #3799	484.01	
Check	10/07/2024	3121	Trites Backflow Svc Inc	699-698	60.2020 · Meter Reading	X	160.020 · Cash WFB Checking #3799	1,238.00	
Check	10/07/2024	3119	Neal, Larry	deposit refund...	160.020 · Cash WFB Checking #3799	X	-SPLIT-		900.00
Check	10/07/2024	3119	Neal, Larry	11 days-3667 ...	60.9030 · Hydrant Water Usage	X	160.020 · Cash WFB Checking #3799	600.00	
Check	10/07/2024	3119	Neal, Larry	deposit refund...	160.505 · Hydrant Customer Deposits	X	160.020 · Cash WFB Checking #3799	1,500.00	
Check	10/07/2024	3123	Vendor Deposits		160.015 · Cash WFB - Op Fund #6169	X	160.020 · Cash WFB Checking #3799	73,049.00	
Check	10/10/2024	3123	Iron	686070	160.020 · ITRON Mobile Reader SW & Warr.	X	60.2200 · ITRON Mobile Reader SW & Warr.	2,469.39	
Check	10/10/2024	3123	Iron	686070	160.020 · Cash WFB Checking #3799	X	60.2075 · Office Supplies	579.15	
Check	10/10/2024	3122	Landmark Image, Inc	66184	60.2075 · Office Supplies	X	160.020 · Cash WFB Checking #3799	579.15	
Check	10/10/2024	3122	Landmark Image, Inc	Invoice 66184	160.020 · Cash WFB Checking #3799	X	60.2510 · Eaton Spare Pump/Shaft	15,000.00	
Check	10/10/2024	3124	Eaton Drilling Co LLC	payment #5	60.2510 · Eaton Spare Pump/Shaft	X	160.020 · Cash WFB Checking #3799	15,000.00	
Check	10/10/2024	3124	Eaton Drilling Co LLC	Eaton Spare P...	60.2020 · Cash WFB Checking #3799	X	60.2130 · Bank & Bankcard Fees	88.51	
Check	10/10/2024	3124	Eaton Drilling Co LLC	Bankcard fee	160.020 · Cash WFB Checking #3799	X	60.2130 · Bank & Bankcard Fees	125.52	
Check	10/10/2024		WFB Bankcard Fees	Bankcard fee	60.2130 · Bank & Bankcard Fees	X	160.020 · Cash WFB Checking #3799	138.72	
Check	10/10/2024		WFB Bankcard Fees	Bankcard inter...	160.020 · Cash WFB Checking #3799	X	60.2130 · Bank & Bankcard Fees	483.52	
Check	10/10/2024		WFB Bankcard Fees	Bankcard inter...	60.2130 · Bank & Bankcard Fees	X	160.020 · Cash WFB Checking #3799	578.27	
Check	10/10/2024		WFB Bankcard Fees	Bankcard Disc...	160.020 · Cash WFB Checking #3799	X	60.2130 · Bank & Bankcard Fees	119.74	
Check	10/10/2024		WFB Bankcard Fees	Bankcard Disc...	60.2130 · Bank & Bankcard Fees	X	160.020 · Cash WFB Checking #3799	3,949.47	
Check	10/11/2024		WFB Bankcard Fees	client Analysis...	160.020 · Cash WFB Checking #3799	X	60.2130 · Bank & Bankcard Fees	2,692.17	
Check	10/11/2024		WFB Bankcard Fees	client Analysis...	60.2130 · Bank & Bankcard Fees	X	160.020 · Cash WFB Checking #3799	433.61	
Check	10/16/2024		PG & E		160.020 · Cash WFB Checking #3799	X	60.2115 · Electricity, PGE		27,245.00
Check	10/16/2024		PG & E		60.2115 · Electricity, PGE	X	160.020 · Cash WFB Checking #3799	1,888.47	
Check	10/21/2024		PG & E		160.020 · Cash WFB Checking #3799	X	60.2115 · Electricity, PGE	14,249.27	
Check	10/21/2024		PG & E		60.2115 · Electricity, PGE	X	160.020 · Cash WFB Checking #3799	445.20	
Check	10/25/2024		PG & E		160.020 · Cash WFB Checking #3799	X	60.2115 · Electricity, PGE	7,104.00	
Check	10/25/2024		PG & E		60.2115 · Electricity, PGE	X	160.020 · Cash WFB Checking #3799	0.00	
Check	10/25/2024		PG & E		160.020 · Cash WFB Checking #3799	X	60.2115 · Electricity, PGE	2,814.04	
Check	10/28/2024	3127	Meter, Valve & Control	7320	160.020 · Cash WFB Checking #3799	X	60.2210 · Routine Maintenance & Minor Rep	6,964.46	
Check	10/28/2024	3127	Meter, Valve & Control	7320	60.2210 · Routine Maintenance & Minor Rep	X	160.020 · Cash WFB Checking #3799	173.16	
Check	10/28/2024	3128	FP Mailing Solutions	Postage Acct ...	160.020 · Cash WFB Checking #3799	X	60.2090 · Postage & PO Box Rental		7,270.00
Check	10/28/2024	3128	FP Mailing Solutions	Contract # RO...	60.2090 · Postage & PO Box Rental	X	160.020 · Cash WFB Checking #3799		
Check	10/28/2024	3125	Solano Irrigation Distr...	43861	160.020 · Cash WFB Checking #3799	X	-SPLIT-		
Check	10/28/2024	3125	Solano Irrigation Distr...	Maintenance	60.2210 · Routine Maintenance & Minor Rep	X	160.020 · Cash WFB Checking #3799	1,888.47	
Check	10/28/2024	3125	Solano Irrigation Distr...	OPS	60.2028 · Plant & Facilities Operations	X	160.020 · Cash WFB Checking #3799	14,249.27	
Check	10/28/2024	3125	Solano Irrigation Distr...	USA	60.2065 · USA Marking	X	160.020 · Cash WFB Checking #3799	445.20	
Check	10/28/2024	3125	Solano Irrigation Distr...	ENG	60.2040 · Engineering	X	160.020 · Cash WFB Checking #3799	7,104.00	
Check	10/28/2024	3125	Solano Irrigation Distr...	43861	60.2150 · Tank Access Rd, Maint. & Gate	X	160.020 · Cash WFB Checking #3799	0.00	
Check	10/28/2024	3125	Solano Irrigation Distr...	Leaks	60.2208 · Underground Leak Repairs	X	160.020 · Cash WFB Checking #3799	2,814.04	
Check	10/28/2024	3125	Solano Irrigation Distr...	SID check #311...	160.500 · Deposit Payables	X	160.020 · Cash WFB Checking #3799	6,964.46	
Check	10/28/2024	3125	Morgan (Vendor)	SID check #311...	160.500 · Deposit Payables	X	160.020 · Cash WFB Checking #3799	173.16	
Check	10/28/2024	3125	NorCal Properties Mgt	SID check #311...	160.550 · Deposits Clearing Account	X	160.020 · Cash WFB Checking #3799		
Check	10/28/2024	3126	ACWA	ANNUAL DUES	160.020 · Cash WFB Checking #3799	X	60.2185 · Trade Memberships & Training		

# RNWVD - Operating Fund Check Register October 2024

3:38 PM  
11/11/24  
Accrual Basis

Type	Date	Num	Name	Memo	Account	Cir	Split	Debit	Credit
Check	10/28/2024	3126	ACWA	missing copy ...	60.2185 · Trade Memberships & Training		160.020 · Cash WFB Checking #3799	7,270.00	
Check	10/29/2024		Randall Larson Mayn...		160.020 · Cash WFB Checking #3799	X	60.2070 · Webmaster		433.00
Check	10/29/2024		Randall Larson Mayn...		60.2070 · Webmaster		160.020 · Cash WFB Checking #3799	433.00	
Check	10/29/2024		PG & E		160.020 · Cash WFB Checking #3799	X	60.2115 · Electricity, PGE		4,593.22
Check	10/29/2024		PG & E		60.2115 · Electricity, PGE		160.020 · Cash WFB Checking #3799	4,593.22	
Check	10/30/2024		Randall Larson Mayn...		160.020 · Cash WFB Checking #3799	X	60.2070 · Webmaster		240.00
Check	10/30/2024		Randall Larson Mayn...		60.2070 · Webmaster		160.020 · Cash WFB Checking #3799	240.00	
								<b>166,510.93</b>	<b>166,510.93</b>

Oct 24



## Adjustments Detail Report

From: 10/1/2024

To: 10/31/2024

These Adjustments Have Been Posted to the Customer's Balance:

*These Adjustments Have Been Billed.*

Implement Date	Account Number	Account Status	Revenue	Amount	User	Comment
10/4/2024	44003	ACTIVE	CFEE	\$5.00	ADMI	
10/4/2024	24802	ACTIVE	CFEE	\$5.00	ADMI	
10/4/2024	22503	ACTIVE	CFEE	\$5.00	ADMI	
10/4/2024	2903	ACTIVE	CFEE	\$5.00	ADMI	
10/9/2024	41202	ACTIVE	CFEE	\$5.00	ADMI	
10/9/2024	21403	ACTIVE	CFEE	\$5.00	ADMI	
10/9/2024	37903	ACTIVE	CFEE	\$5.00	ADMI	
10/11/2024	31901	OFF AND BILLED	BASE	(\$39.59)	ADMI	Home sold Sept 17, 2024 New owner
10/11/2024	31902	ACTIVE	CONS	\$6.42	ADMI	Home purchased 9-17-24 Partial bill
10/11/2024	31901	OFF AND BILLED	CONS	(\$6.42)	ADMI	Home sold New owner billed
10/11/2024	31902	ACTIVE	CAPR	\$59.23	ADMI	Home purchased 9-17-24 Partial bill
10/11/2024	31902	ACTIVE	BASE	\$39.59	ADMI	New owner of property. Purchased 9-
10/11/2024	31901	OFF AND BILLED	CAPR	(\$59.23)	ADMI	Home sold Sept 17, 2024 New owne
10/23/2024	18701	ACTIVE	CFEE	\$5.00	ADMI	
10/23/2024	14103	ACTIVE	ADMIN	\$150.00	ADMI	Will serve letter
10/23/2024	15901	ACTIVE	LC1	\$5.21	ADMI	
10/23/2024	44202	ACTIVE	LC1	\$42.92	ADMI	
10/23/2024	43201	ACTIVE	LC1	\$65.42	ADMI	
10/23/2024	1401	ACTIVE	LC1	\$44.15	ADMI	
10/23/2024	8701	ACTIVE	LC1	\$53.92	ADMI	
10/23/2024	5901	ACTIVE	LC1	\$16.70	ADMI	
10/23/2024	5602	ACTIVE	LC1	\$24.68	ADMI	
10/23/2024	47001	ACTIVE	LC1	\$24.68	ADMI	
10/23/2024	9801	ACTIVE	LC1	\$11.75	ADMI	
10/23/2024	2602	ACTIVE	CFEE	\$5.00	ADMI	
10/23/2024	24402	ACTIVE	LC1	\$46.69	ADMI	
10/23/2024	2502	ACTIVE	LC1	\$26.26	ADMI	
10/23/2024	3801	ACTIVE	LC1	\$38.54	ADMI	
10/23/2024	29603	ACTIVE	LC1	\$22.47	ADMI	
10/23/2024	31502	ACTIVE	LC1	\$20.55	ADMI	
10/23/2024	33501	ACTIVE	LC1	\$26.74	ADMI	
10/23/2024	36001	ACTIVE	LC1	\$145.51	ADMI	
10/23/2024	38601	ACTIVE	LC1	\$54.18	ADMI	
10/23/2024	11701	ACTIVE	LC1	\$61.36	ADMI	
10/23/2024	40902	ACTIVE	LC1	\$31.23	ADMI	
10/23/2024	2602	ACTIVE	LC1	\$100.91	ADMI	
10/25/2024	31902	ACTIVE	PR	\$0.01	ADMI	Payment correction
10/25/2024	5901	ACTIVE	BA	(\$168.70)	ADMI	April bankruptcy W/O
10/25/2024	84601	ACTIVE	CFEE	\$5.00	ADMI	

10/25/2024	29102	ACTIVE	CFEE	\$5.00	ADMI
10/30/2024	31502	ACTIVE	CFEE	\$5.00	ADMI
10/30/2024	24802	ACTIVE	CFEE	\$5.00	ADMI

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Total Number of Adjustments = 42 Total = \$910.18

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Total Number of Adjustments = 42 Total = \$910.18

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**Total Number of Adjustments for Group: 1 = 42 Total = \$910.18**

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**Total Number of Adjustments for Area: 1 = 42 Total = \$910.18**

**These Adjustments Have Been Posted to the Customer's Balance:**

*These Adjustments Have Been Billed.*

Implement Date	Account Number	Account Status	Revenue	Amount	User	Comment
10/4/2024	84501	ACTIVE	CONS2	(\$80.25)	ADMI	Meter error Approved by GM
10/4/2024	84501	ACTIVE	CONS	(\$15.99)	ADMI	Meter read error Approved by GM
10/4/2024	84501	ACTIVE	CONS3	(\$224.70)	ADMI	Meter read error
10/4/2024	6301	ACTIVE	CONS3	(\$317.79)	ADMI	Meter read error. Approved by GM
10/4/2024	88001	ACTIVE	CONS	(\$54.57)	ADMI	Meter read error Approved by GM
10/4/2024	6301	ACTIVE	CONS2	(\$44.94)	ADMI	Meter read error. Approved by GM
10/4/2024	88001	ACTIVE	CONS2	(\$19.26)	ADMI	Water meter read error.
10/23/2024	6401	ACTIVE	CONS3	(\$1,450.92)	ADMI	Meter misread. Approved by GM
10/23/2024	6401	ACTIVE	CONS2	(\$60.99)	ADMI	Meter misread. Approved by GM
10/23/2024	6401	ACTIVE	LC1	\$60.46	ADMI	
10/23/2024	16501	ACTIVE	LC1	\$31.64	ADMI	

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Total Number of Adjustments = 11 Total = (\$2,177.31)

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Total Number of Adjustments = 11 Total = (\$2,177.31)

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**Total Number of Adjustments for Group: 1 = 11 Total = (\$2,177.31)**

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**Total Number of Adjustments for Area: 2 = 11 Total = (\$2,177.31)**

**These Adjustments Have Been Posted to the Customer's Balance:**

*These Adjustments Have Been Billed.*

Implement Date	Account Number	Account Status	Revenue	Amount	User	Comment
10/4/2024	39102	ACTIVE	CONS2	(\$80.25)	ADMI	Meter error approved by GM
10/4/2024	39102	ACTIVE	CONS3	(\$125.19)	ADMI	Meter read error
10/4/2024	39102	ACTIVE	CONS	(\$38.52)	ADMI	Meter read error Approved by GM
10/23/2024	40003	ACTIVE	PR	\$395.28	ADMI	Reversal entered incorrectly bjk
10/23/2024	40003	ACTIVE	PR	(\$197.64)	ADMI	Entered payment twice

---

Total Number of Adjustments = 5 Total = (\$46.32)

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Total Number of Adjustments = 5 Total = (\$46.32)

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**Total Number of Adjustments for Group: 1 = 5 Total = (\$46.32)**

**Total Number of Adjustments for Area: 3 = 5 Total = (\$46.32)**

**These Adjustments Have Been Posted to the Customer's Balance:**

*These Adjustments Have Been Billed.*

Implement Date	Account Number	Account Status	Revenue	Amount	User	Comment
10/4/2024	18402	ACTIVE	CFEE	\$5.00	ADMI	
10/9/2024	18402	ACTIVE	CFEE	\$5.00	ADMI	
10/9/2024	30001	ACTIVE	CFEE	\$5.00	ADMI	
10/11/2024	26101	ACTIVE	CFEE	\$5.00	ADMI	
10/23/2024	46002	ACTIVE	CONS	(\$80.25)	ADMI	Meter misread. Approved by GM
10/23/2024	46002	ACTIVE	CONS2	(\$80.25)	ADMI	Meter misread approved by GM
10/23/2024	46002	ACTIVE	CONS3	(\$2,404.29)	ADMI	Meter misread. Approved by GM
10/23/2024	24902	ACTIVE	LC1	\$21.99	ADMI	
10/23/2024	2802	ACTIVE	CFEE	\$5.00	ADMI	
10/23/2024	1601	ACTIVE	LC1	\$27.15	ADMI	
10/23/2024	3502	ACTIVE	LC1	\$20.55	ADMI	
10/23/2024	5301	ACTIVE	LC1	\$8.07	ADMI	
10/23/2024	18901	ACTIVE	LC1	\$35.40	ADMI	
10/23/2024	22402	ACTIVE	LC1	\$43.87	ADMI	
10/23/2024	25302	ACTIVE	LC1	\$39.29	ADMI	
10/23/2024	30103	ACTIVE	LC1	\$17.08	ADMI	
10/23/2024	21902	ACTIVE	LC1	\$100.08	ADMI	
10/30/2024	15801	ACTIVE	CFEE	\$5.00	ADMI	

Total Number of Adjustments = 18 Total = (\$2,221.31)

Total Number of Adjustments = 18 Total = (\$2,221.31)

**Total Number of Adjustments for Group: 1 = 18 Total = (\$2,221.31)**

**Total Number of Adjustments for Area: 4 = 18 Total = (\$2,221.31)**

**Total Number of Adjustments for All Areas: = 76 Total = (\$3,534.76)**



## Evaluation of Solar Power Options for the Rural North Vacaville Water District

In no particular order:

### Option a: Negotiate and Sign a Power Purchase Agreement (PPA)

*Pros:*

1. **No Upfront Costs:** The District doesn't need to invest capital to install the solar system.
2. **No Maintenance Responsibilities:** The solar company handles all repairs and upkeep.
3. **Predictable Energy Rates:** Locks in energy prices with a fixed 3% annual increase, offering protection against PG&E's historically higher and more variable rate increases.

*Cons:*

1. **No Ownership:** The District doesn't own the system and cannot make future changes or upgrades.
  2. **Long-Term Commitment:** A 25-year contract ties the District down for a significant period.
  3. **Potentially Outdated Technology:** Proposed system design is 2 years old; newer, more efficient technology is available.
  4. **Expensive Buyout Option:** Buying the system after 6 years would cost more than purchasing it outright now.
  5. **No Battery Storage Included:** Initial setup doesn't include batteries for backup power during outages.
- 

### Option b: Drop the Solar Project NEM 2 Completely

*Pros:*

1. **No Immediate Costs:** Avoids spending money or taking on new debt.
2. **Flexibility:** Allows the District to wait for better technology or an improved financial situation.
3. **No Contracts or Obligations:** Not tied to any agreements with third parties.

*Cons:*

1. **Rising Energy Costs:** Continues to face increasing PG&E rates without any reduction.

2. **Missed Savings Opportunities:** Loses out on potential savings from generating own electricity.
  3. **Loss of Current Incentives:** Misses out on benefits like favorable net energy metering rates (NEM 2).
- 

### **Option c: Evaluate Outside Funding to Do the Solar Installation Without a PPA**

#### *Pros:*

1. **Full Ownership:** The District owns the system and can upgrade or modify it as needed.
2. **Long-Term Savings:** After any loans are paid off, the District saves more over the system's lifespan.
3. **Access to Latest Technology:** Can install up-to-date and efficient solar panels and batteries.
4. **Energy Independence:** By integrating battery storage the District can bypass PG&E during periods of low solar production, providing greater control and savings over energy usage and reducing reliance on the grid.
5. **No Long-Term Contracts:** Not locked into agreements with third parties.

#### *Cons:*

1. **Financing Challenges:** Securing funding may be difficult due to existing debts and financial situation.
  2. **Upfront Costs:** Requires a significant initial investment.
  3. **Maintenance Responsibilities:** Responsible for all upkeep, repairs, and insurance costs (estimated at about \$10,000 annually).
  4. **Equipment Replacement Costs:** Components like inverters may need replacing every 10 years, adding to expenses.
- 

### **Option d: Evaluate Other Reduced Scope Scenarios Such as for Only Well 1 and 2 and Obtain Additional Bids**

#### *Pros:*

1. **Lower Initial Costs:** Smaller system is less expensive, making it easier to finance.
2. **Focus on Critical Needs:** Addresses the most important energy requirements of Wells 1 and 2.
3. **Potential for Better Deals:** New bids might offer more competitive pricing and terms.

4. **Access to Newer Technology:** Updated proposals could include more efficient and advanced equipment.

*Cons:*

1. **Reduced Overall Savings:** Offsetting a smaller portion of energy use means less total savings.
2. **Time-Consuming Process:** Seeking new bids and evaluating options delays potential benefits.
3. **Financing Still Required:** May still face challenges securing funds due to financial health.
4. **Maintenance Responsibilities:** If owned, the District would handle upkeep and associated costs.

---

## Summary

- **Option a (PPA)** no upfront costs but lacks ownership and involves a long-term contract with potentially outdated technology.
- **Option b (Drop the Project)** avoids immediate expenses and obligations but continues to face rising energy costs and misses out on savings and incentives.
- **Option c (Outside Funding without PPA)** provides ownership and long-term savings with the latest technology but presents financing challenges and adds maintenance responsibilities.
- **Option d (Reduced Scope and New Bids)** lowers initial costs and targets critical facilities with potential access to better deals but results in less overall savings and requires additional time and effort to implement.

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**Action Item:** The District needs to discuss these options to provide direction on how to proceed with the solar power project.





# RURAL NORTH VACAVILLE WATER DISTRICT

## STANDARD CONTRACT

1. This Contract is entered into between District and the Contractor named below:

Sweeney Construction Company

CONTRACTOR'S NAME

2. The Term of this Contract is:

December 11, 2024 to November 30, 2025 ("Initial Contract Period") with a Board option to extend as follows:

December 01, 2025 to November 30, 2026 ("First Extension", if any)

December 01, 2026 to November 30, 2027 ("Second Extension", if any)

3. The maximum amount of this Contract for the Initial Contract Period is: **\$91,662** payable as follows:

**Initial Contract Period:** December 11, 2024 to January 31, 2025 at \$4,166 per month or total of **\$8,332** for 2 month period.

The remaining 10 months of Initial Contract Period at \$8,333 per month or total of **\$83,330** for 10-month period.

Total of **\$91,662** for 12 month Initial Contract Period.

First Extension, if any: \$8,708 per month or total \$104,496 for 12 month period.

Second Extension, if any: \$9,100 per month or total of \$109,198 for 12 month period.

4. The parties agree to comply with the terms and conditions of the following exhibits which are by this reference made a part of this Contract:

Exhibit A: Scope of Work

Exhibit B: Budget Detail and Payment Provision

Exhibit C: General Terms and Conditions

Exhibit D: RNVWD Organization Chart

This Contract is made on December 11, 2024.

**SWEENEY CONSTRUCTION COMPANY**

**RURAL NORTH VACAVILLE WATER DISTRICT**

By: Pat Sweeney

Title: Owner

7155 Scenic Canyon Trail

Vacaville, CA 95688

(707) 450-9365

By: Steven Strickland

Title: President, Board of Directors

P.O. Box 5097

Vacaville, CA 95696

(707) 447-8420

**EXHIBIT A**  
**SCOPE OF WORK**

**I. Contractor will perform the tasks set forth below.**

**A. CONTRACTOR TASKS**

Contractor will perform all General Managers Duties involved in running the District in accordance with District Policy 1050, including the following, whether routine or in response to catastrophic events, acts of God, extreme weather, fire, and any special projects:

Contractor shall be authorized to incur up to \$5,000 per month in District related charges without seeking approval from the Board President, per Financial Policy #2100.

**B. Tasks to be Performed Daily**

1. Implement policies established by the Board of Directors for the operation of District.
2. Supervise District's facilities and services, including handling the day-to-day activities for District.
3. Manage contracts of the District's independent contractors consistent with the policies established by the Board of Directors. Independent contractors includes Executive Assistant, Clerk/Administrator, Billing Manager, Operations and Maintenance, Accountant, Legal, Meter Reading/Backflow Testing, and Webmaster.
4. Provide customer service and relations, including the monitoring and answering the District phone line for incoming calls and messages by providing prompt responses for issues as they may arise.
5. Reply to the District's GM email account and respond to requests for information and implement the day-to-day business of the District.
6. Store and organize the paper and electronic files of the District records.
7. Respond to all notifications of water leaks and coordinate a repair plan response with applicant independent contractors. Also coordinate with the Webmaster to mail chimp email notifications directly to customers and post on the District's website.

**C. Tasks to be Performed Weekly**

1. At a minimum, visit the District facilities weekly, and more frequently if needed.
2. Review and authorize minor repair and maintenance work. Visit site and periodically monitor maintenance work performed by the District's contractor Solano Irrigation District.
3. Monitor contractors handling capital improvement projects at site.
4. Meet with customers when needed to evaluate their existing service connection or discuss their account with the District.
5. Organize and plan spare parts inventory for equipment back up readiness for use in the event of an emergency.

**D. Tasks to be Performed Monthly to Bimonthly**

1. Facilitate and attend regularly occurring Board of Directors meetings and special board meetings when necessary.
2. Prepare the board meeting agenda for the President's approval. Prepare and present reports as necessary, post agenda packet at the District bulletin board at the Fire Station on Cantelow Road and post to the District website at least 72 hours before each regular meeting and at least 24 hours before each special meeting.
3. Ensure the "packet of information" for the board meeting is distributed to Board members and posted on the website prior to the Board meetings.
4. Review the Board meeting minutes prepared by the Clerk/Administrator and submit for Board approval.
5. Review the monthly CORE Meter Read Edit/Review report for usage, customer count for each Route and total customer Base count, and the failure of the Electronic Radio Transmitters, (ERT) with zero read on Route 5.
6. Monitor use of District credit card secured by the Treasurer.
7. Coordinate with the District's Webmaster to ensure the website is maintained and updated as reasonably necessary.
8. Shut off and restore water connections for accounts that are delinquent in their payment of monthly billings in compliance with State law (the Water Shutoff Protection Act) and District policy.

**E. Tasks to be Performed Annually or Less Frequently**

1. Prepare and release District newsletters twice a year.
2. Obtain hydrant meter contracts and deposits and provide hydrant meters and prepare invoices for hydrant water usage.
3. Maintain District's liability and property insurance coverage with ACWA Joint Powers Insurance Agency (JPIA).
4. Maintain District's relationship and membership with California Special District Association (CSDA), California Rural Water Association (CRWA), American Water Works Association (AWWA), and Association of California Water Agencies (ACWA).
5. Coordinate with Local Agency Formation Commission LAFCO in the preparation of the Municipal Service Report (MSR) every 5 years.
6. Coordinate with LAFCO in preparation of Sphere of Influence Map every 5 years.
7. Coordinate with independent contractors in the preparation and updates of governmental reporting on their respective due dates: Drinking Water Annual Consumer Confidence Report (CCR); California Water Boards Sanitary Survey Report; California electronic Annual Report (eAR).
8. Coordinate with Billing Manager for collection of past due amounts and annual posting on the tax rolls.

**F. Tasks to be Performed As Needed**

1. Review District Rules & Regulations and Bylaws and make recommendations for revisions to the Board for approval.
2. Prepare with the Clerk/Administrator the drafting of new policies for Board approval and maintain policy log for review and updates.



3. Meet as needed with the Board President to discuss current District business.
4. Prepare and update agreements with recurring independent contractors providing services to the District and submit to the Board for approval.
5. Coordinate unforeseen major issues as they may arise regarding maintenance and operations.
6. Review zoning, planning, subdivision and lot line adjustment applications as requested by property owners and the Solano County Department of Resource Management. Work with developers on evaluation of their requests for main and service extensions.
7. Work on Capital Improvement Projects and special projects as they arise and approved by the Board including but not limited to: Bacteria Remediation, Arsenic removal treatment, Bucktown Road, Stationary Generators, Condition Assessment, and other approved capital expense projects per the current year plan and the proposed 10-year Capital Improvement Plan.
8. Obtain bids/proposals from independent contractors for services when required for work other than recurring contracts.
9. Represent the District before external organizations as may be requested by the Board President including other agencies, governmental and regulatory and community groups.
10. Issue Will-Serve Letters for new construction or development new connections.
11. Assist in LAFCO Sphere of Influence applications by potential new customers.
12. Maintain customer deposit accounts for pre-payment of fees for Annexations, New Connections, Main Extensions, engineering and other services as outlined in the district Fee Schedule.
13. Record Promissory Notes on properties with outstanding loans with the District from the sale of District owned water rights.
14. Maintain list of Supplemental Water Rights for Sale as may be requested by current customers and have posted on the District Website. Also note Interested Buyers on the same listing.
15. Process and coordinate the following activities: Annexations, Detachments, Water Right Transfers, Purchase and Sale of District Owned Water Rights, New Connections, Main and Service Extensions, Easements.
16. Coordinate and review proposed subdivision development improvements.
17. Supervise District's finances, banking and preparation of District budget.
18. Prepare resolutions for collections of delinquent amounts to put on the county property tax rolls, rate changes, and other situations when required by statute or otherwise appropriate for recording Board decisions.

**G. Contractor works jointly, collaborates and oversees the Executive Assistant Treasurer Tasks, including but not limited to the following:**

1. Prepare Demands for/from Escrow and Title companies for property sale transactions.
2. Oversee the collection of all customer accounts and the preparation and sending of shut off and delinquency notices, recording liens and preparing a delinquency report for Board approval and inclusion on the County property tax roll.
3. Review monthly financial statements prepared by the District's independent contractor and CPA Accounting firm and submit monthly financials for Board approval.
4. Evaluate financing options from lenders when appropriate to finance major capital improvement approved by the Board. Secure the loans approved by the Board.

5. Log the monthly comparison of well production quantity versus district billings usage to determine non-revenue water usage.
6. Review the monthly bank statement and all banking accounts and activity.
7. Secure credit card for Contractor and review billings.
8. Review monthly unusual Customer Billings, Late Charges and Adjustments with Billing Manager.
9. Provide monthly to the District's CPA a binder with the monthly check payments with invoice backup and with cost codes. Review the monthly financial reports prepared by the CPA and submit for Board approval.
10. Review the monthly invoices from the District's Staff and other vendors and prepare payment with handwritten checks for approved amounts, cost code and mail in a timely manner. Post checks on the Wells Fargo Positive Pay fraud protection system.
11. Maintain a copy of the monthly CORE billing data for use in responding to customer request for current account information.
12. Prepare district invoices for district services billable to 3rd party developers, customers and others for the services outlined in the district approved Fee Schedule. Track this revenue source monthly on the financial reports.
13. Prepare the Annual Report of Reimbursements and present yearly to Board Members for information and approval in the meeting minutes per state requirements.
14. Coordinate the annual filing of the Financial Transaction Report (FTR) and U.S. Bureau of Census survey report by the auditor and the Government Compensation in California (GCC) by the District Administrator.
15. Assist and manage the annual audit, provide documentation, verify accounting information, coordinate with the Independent Auditor, the district CPA and Billing Manager.

**II. District is responsible for the following:**

District will provide a District furnished desktop or laptop computer required for Contractor to use exclusively for District business. Contractor shall return the District computer to the District upon expiration or earlier termination of this Contract.

## EXHIBIT B

### BUDGET DETAIL AND PAYMENT PROVISIONS

**1. BUDGET**

District will pay Contractor a base monthly fee in the amount(s) set forth in Section 3 of the Standard Contract for services provided under this Contract. The base monthly fee is inclusive of all Contractor's time and expenses, including without limitation Contractor's vehicle use, the cost of General and Professional Liability Insurance as required by this Contract, Contractor's office equipment, supplies, and postage. Continuing education via webinars and other remote online learning opportunities are at Contractor's expense, if any.

**2. Escalation if Optional Extension(s) Granted**

Should the District agree at its option to extend the term of the Contract, the base monthly fee payable to Contractor will increase as noted in Section 3 of the Standard Contract.

**3. REIMBURSEMENTS.**

Contractor will submit a bill for expenditures incurred by Contractor, which expenditures must be incurred in accordance with the District budget and approved in advance by the Board President.

**4. METHOD OF PAYMENT**

Upon submission of an invoice by Contractor, and upon approval of District's Board President or the President's designee, District shall pay Contractor monthly in arrears for fees and reimbursable expenses incurred the prior month, up to the maximum amount provided for in Section 3 of the Standard Contract and as set forth in this Exhibit B. Pay is net 15 days.

**5. FIXED RATES**

Monthly amounts above are fixed rates for all services provided. No additional compensation is to be provided for unknown or unforeseen conditions, events or other situations that may arise. Hourly rates or extra services do not apply to this Contract.



**EXHIBIT C**  
**GENERAL TERMS AND CONDITIONS**

**1. TERMINATION**

A. This Contract may be terminated by District or Contractor, at any time, with or without cause, upon 30 days written notice from one to the other.

B. District may terminate this Contract immediately upon notice of Contractor's malfeasance.

C. Following termination, District will reimburse Contractor for all expenditures made in good faith that are unpaid at the time of termination not to exceed the maximum amount payable under this Contract unless Contractor is in default of the Contract.

**2. WARRANTY**

A. District relies upon Contractor's professional ability and training as a material inducement to enter into this Contract. Contractor warrants that Contractor will perform the work according to generally accepted professional practices and standards and the requirements of applicable federal, state and local laws. District's acceptance of Contractor's work shall not constitute a waiver or release of Contractor from professional responsibility.

B. Contractor further warrants that Contractor possesses current valid appropriate licensure, including, but not limited to, driver's license, professional license, certificate of tax-exempt status, or permits, required to perform the work under this Contract.

**3. BOND**

Without limiting Contractor's obligation to indemnify District, Contractor shall be bonded, public official bond, pursuant to Government Code section 61050(f) during the term of this Contract. District will pay for the Bond Fee.

**4. DEFAULT**

A. If Contractor defaults in Contractor's performance, District shall promptly notify Contractor in writing. If Contractor fails to cure a default within 30 days after notification, or if the default requires more than 30 days to cure and Contractor fails to commence to cure the default within 30 days after notification, then Contractor's failure may, at District's sole discretion, terminate this Contract.

B. If Contractor fails to cure default within the specified period, District may elect to cure the default and any expense incurred shall be payable by Contractor to District.

C. If District serves Contractor with a notice of default and Contractor fails to cure the default, Contractor waives any further notice of termination of this Contract.

D. If this Contract is terminated because of Contractor's default, District shall be entitled to recover from Contractor all damages allowed by law.

**5. INSURANCE**

A. Without limiting Contractor's obligation to indemnify the District, Contractor must procure and maintain for the duration of the Contract insurance against claims for injuries to persons or damages

to property which may arise from or in connection with the performance of the work under this Contract and the results of that work by Contractor, Contractor's agents, representatives, employees or subcontractors.

B. Minimum Scope of Insurance

Coverage must be at least as broad as:

- (1) Insurance Services Office Commercial General Liability coverage (occurrence Form CG 00 01).
- (2) Insurance Services Office Form Number CA 00 01 covering Automobile Liability, Code 1 (any auto).
- (3) Workers' Compensation insurance as required by the State of California and Employer's Liability Insurance.

C. Minimum Limits of Insurance

Contractor must maintain limits no less than:

- (1) General Liability: **\$1,000,000** per occurrence for bodily injury, personal injury and property damage, or the full per occurrence limits of the policy, whichever is greater. If Commercial General Liability insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.  
(Including operations, products and completed operations.)
- (2) Automobile Liability: **\$250,000** per accident for bodily injury and property damage.
- (3) Workers' Compensation: As required by the State of California.
- (4) Professional Liability: **\$1,000,000** combined single limit per claim and in the aggregate. The policy shall remain in full force and effect for no less than 5 years following the completion of work under this Contract.

6. INDEMNIFICATION

A. Each party shall indemnify, defend, protect, hold harmless, and release the other, their elected bodies, officers, agents, and employees, from and against any and all claims, losses, proceedings, damages, causes of action, liability, costs, or expense (including attorneys' fees and

witness costs) arising from or in connection with, or caused by any negligent act or omission or willful misconduct of such indemnifying party. This indemnification obligation shall not be limited in any way by any limitation on the amount or type of damages or compensation payable to or for the indemnifying party under workers' compensation acts, disability benefit acts, or other employee benefit acts.

B. District's acceptance of a bond or insurance does not relieve Contractor from liability under this indemnification clause. This indemnification clause shall apply to all damages or claims for damages suffered by Contractor's operations regardless if any insurance or bond is applicable or not.

## **7. INDEPENDENT CONTRACTOR**

A. Contractor is an independent contractor and not an agent, officer or employee of District. The parties mutually understand that this Contract is by and between two independent contractors and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture or association.

B. Contractor shall have no claim against District for employee rights or benefits including, but not limited to, seniority, vacation time, vacation pay, sick leave, personal time off, overtime, medical, dental or hospital benefits, retirement benefits, Social Security, disability, Workers' Compensation, unemployment insurance benefits, civil service protection, disability retirement benefits, paid holidays or other paid leaves of absence.

C. Contractor is solely obligated to pay all applicable taxes, deductions and other obligations including, but not limited to, federal and state income taxes, withholding, Social Security, unemployment, disability insurance, Workers' Compensation and Medicare payments.

D. Contractor shall indemnify and hold District harmless from any liability which District may incur because of Contractor's failure to pay such obligations.

E. As an independent contractor, Contractor is not subject to the direction and control of District except as to the result contracted for under this Contract. District may not require Contractor to change Contractor's manner of doing business but may require redirection of efforts to fulfill this Contract.

F. Contractor may provide services to others during the same period Contractor provides service to District under this Contract.

G. Any third persons employed by Contractor shall be under Contractor's exclusive direction, supervision and control. Contractor shall determine all conditions of employment including hours, wages, working conditions, discipline, hiring and discharging or any other condition of employment.

H. As an independent contractor, Contractor shall indemnify and hold District harmless from any claims that may be made against District based on any contention by a third party that an employer-employee relationship exists under this Contract.

I. Contractor, with full knowledge and understanding of the foregoing, freely, knowingly, willingly and voluntarily waives the right to assert any claim to any right or benefit or term or condition of employment insofar as they may be related to or arise from compensation paid hereunder.

## **8. CONFLICT OF INTEREST**

A. Contractor warrants that Contractor and/or Contractor's employees and/or their immediate families and/or Board of Directors and/or officers have no interest, including, but not limited to, other projects or independent contracts, and shall not acquire any interest, direct or indirect,



including separate contracts for the work to be performed hereunder, which conflicts with the rendering of services under this Contract. Contractor shall employ or retain no such person while rendering services under this Contract. Services rendered by Contractor's associates or employees shall not relieve Contractor from personal responsibility under this clause.

B. Contractor has an affirmative duty to disclose to District in writing the name(s) of any person(s) who have an actual, potential or apparent conflict of interest.

#### **9. NONDISCRIMINATION**

A. In rendering services under this Contract, Contractor shall comply with all applicable federal, state and local laws, rules and regulations and shall not discriminate based on age, ancestry, color, gender, marital status, medical condition, national origin, physical or mental disability, race, religion, sexual orientation, or other protected status.

B. Further, Contractor shall not discriminate against its employees, which includes, but is not limited to, employment upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation and selection for training, including apprenticeship.

#### **10. BEST EFFORTS**

Contractor warrants that Contractor will at all times faithfully, industriously and to the best of his/her/its ability, experience and talent, perform to District's reasonable satisfaction.

#### **11. COMPLIANCE WITH LAW**

Contractor shall comply with all federal, state and local laws and regulations applicable to Contractor's performance, including, but not limited to, licensing, employment and purchasing practices, wages, hours and conditions of employment.

#### **12. CONFIDENTIALITY**

A. Contractor shall prevent unauthorized disclosure of confidential District information.

B. Contractor shall not use confidential District information for any purpose other than carrying out Contractor's obligations under this Contract.

C. Except as otherwise permitted by this Contract, Contractor shall not disclose any confidential information to anyone other than District agents without prior written authorization from District.

#### **13. OWNERSHIP OF DOCUMENTS**

A. District shall be the owner of and shall be entitled to possession of any computations, plans, correspondence or other pertinent data and information gathered by or computed by Contractor prior to termination of this Contract by District or upon completion of the work pursuant to this Contract.

B. No material prepared in connection with the work performed under this Contract shall be subject to copyright in the United States or in any other country.

#### **14. CHOICE OF LAW**

The parties have executed and delivered this Contract in the County of Solano, State of California. The laws of the State of California shall govern the validity, enforceability or interpretation of

this Contract. Solano County shall be the venue for any action or proceeding, in law or equity that may be brought in connection with this Contract.

**15. WAIVER**

Any failure of a party to assert any right under this Contract shall not constitute a waiver or a termination of that right, under this Contract or any provision of this Contract.

**16. ENTIRE CONTRACT**

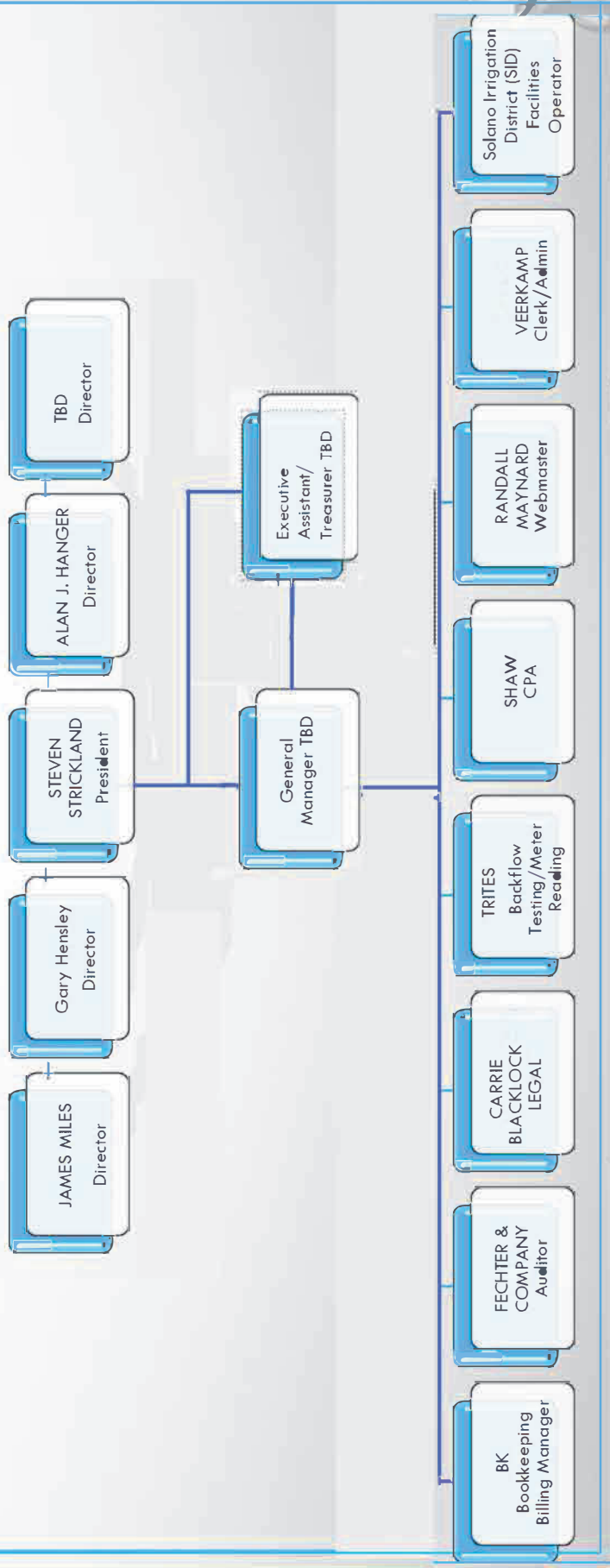
This Contract, including any exhibits referenced, constitutes the entire agreement between the parties and there are no inducements, promises, terms, conditions or obligations made or entered into by District or Contractor other than those contained.

**17. EXTENSION AT DISTRICT'S OPTION**

Notwithstanding Sections 2 and 3 of the Standard Contract, and unless terminated by either party prior to the contract expiration date, District may, in District's sole discretion, extend this Contract twice, up to one additional year each time, by providing written notice of such extension to Contractor 30 days' in advance of the expiration date of the then-current term.

# RURAL NORTH VACAVILLE WATER DISTRICT ORGANIZATIONAL CHART

## EXHIBIT D





# RURAL NORTH VACAVILLE WATER DISTRICT

## STANDARD CONTRACT

1. This Contract is entered into between District and the Contractor named below:

KASCO

CONTRACTOR'S NAME

2. The Term of this Contract is:

December 11, 2024 to November 30, 2025 ("Initial Contract Period") with a Board option to extend as follows:

December 01, 2025 to November 30, 2026 ("First Extension", if any)

December 01, 2026 to November 30, 2027 ("Second Extension", if any)

3. The maximum amount of this Contract for the Initial Contract Period is: **\$40,336** payable as follows:

**Initial Contract Period:** December 11, 2024 to January 31, 2025 at \$1,833 per month or total of **\$3,666** for 2 month period.

The remaining 10 months of Initial Contract Period at \$3,667 per month or total of **\$36,670** for 10-month period.

Total of **\$40,336** for 12 month Initial Contract Period.

First Extension, if any: \$3,777 per month or total \$45,324 for 12 month period.

Second Extension, if any: \$3,890 per month or total of \$46,684 for 12 month period.

4. The parties agree to comply with the terms and conditions of the following exhibits which are by this reference made a part of this Contract:

Exhibit A: Scope of Work

Exhibit B: Budget Detail and Payment Provision

Exhibit C: General Terms and Conditions

Exhibit D: RNVWD Organization Chart

This Contract is made on December 11, 2024.

**KASCO**

**RURAL NORTH VACAVILLE WATER DISTRICT**

By: Ashwin Swenson  
Title: Representative

By: Steven Strickland  
Title: President, Board of Directors

7694 Olivas Lane  
Vacaville, CA 95688  
(707) 450-9365

P.O. Box 5097  
Vacaville, CA 95696  
(707) 447-8420



## **EXHIBIT A** **SCOPE OF WORK**

### **I. Contractor will perform the tasks set forth below.**

#### **A. Contractor Role and Responsibilities**

The Executive Assistant and Treasurer (Contractor or "EAT") will report directly to the General Manager ("GM"), and communicates with the Board President, and the Board of Directors. This critical role supports the strategic financial planning and operational needs of the District in accordance with District Policy 1070.

Contractor will collaborate closely with the GM to manage the District's finances, ensuring alignment with the agency's long-term goals. Additionally, the Contractor will assist the GM with administrative tasks, including planning, agenda preparation, and district certifications. Contractor will also serve as the interim point of contact in the GM's absence, ensuring seamless continuity of operations.

Contractor will perform all Executive Assistant and Treasurer (EAT) duties involved in running the District, including without limitation those set forth below, whether routine or in response to catastrophic events, acts of God, extreme weather, fire, and any special projects.

Contractor shall be authorized up to \$5000 per month in District related charges without seeking approval from the Board President, per Financial Policy #2100.

#### **B. Contractor Tasks, including but not limited to the following:**

1. Prepare budgets and monitor expenditures.
2. Submit reports of monthly bank statements and all accounts and banking activity.
3. Maintain a copy of the monthly CORE billing data for use in responding to customer requests for current account information.
4. Implement relevant legislation and policies.
5. Maintain customer deposits in a separate deposit account for pre-payment or refund of fees for annexations, new connections, main extensions, engineering, and other services as outlined in the District Fee Schedule.
6. Maintain relations with banks and rating agencies.
7. Evaluate financing options from lenders when appropriate to finance major capital improvements approved by the Board. Secure loans approved by the Board.
8. Manage the company's investment activity and make recommendations to the Board.
9. Perform risk management (liquidity, interest rates, ventures, etc.).
10. Assist in the development of financing strategies.

11. Review the monthly bank statement and all accounts and banking activity.
12. Review monthly financial statements prepared by the District's independent contractor and CPA Accounting firm, and submit monthly financials for Board approval.
13. Provide the District's CPA with a binder containing monthly check payments with invoice backup and cost codes, and review the monthly financial reports prepared by the CPA for submission to the Board.
14. Assist and manage the annual audit by providing documentation, verifying accounting information, and coordinating with the Independent Auditor, the District CPA, and the Billing Manager.
15. Perform other tasks as directed by the Board.
16. Prepare Demands for/from Escrow and Title companies for property sale transactions.
17. Oversee the collection of all customer accounts and the preparation and sending of shut-off and delinquency notices, recording liens, and preparing a delinquency report for Board approval and inclusion on the County property tax roll.
18. Log the monthly comparison of well production quantity versus district billing usage to determine non-revenue water usage.
19. Secure a credit card for the District and review billings.
20. Review monthly unusual customer billings, late charges, and adjustments with the Billing Manager.
21. Review monthly invoices from District staff and vendors, prepare payment with handwritten checks for approved amounts, assign cost codes, and mail in a timely manner. Post checks on the Wells Fargo Positive Pay fraud protection system.
22. Prepare district invoices for district services billable to third-party developers, customers, and others for the services outlined in the District-approved Fee Schedule, and track this revenue source monthly on financial reports.
23. Prepare the Annual Report of Reimbursements and present it yearly to Board Members for information and approval in the meeting minutes per state requirements.
24. Coordinate the annual filing of the Financial Transaction Report (FTR) and U.S. Bureau of Census survey report by the auditor and the Government Compensation in California (GCC) by the District Administrator.

**C. Tasks to be Performed by EA if GM is not available or as requested by the GM**

1. Meet as needed with the Board President to discuss current District business.
2. Prepare and update agreement with recurring independent contractors providing services to the District and submit to Board for approval.
3. Obtain bids/proposals from independent contractors for services when required for work other than recurring contracts.
4. Assume responsibility for cash management procedures

5. Pay bills and vendors under \$5,000. Over \$5,000, obtain Board President Approval.
6. Oversee the collection of all customer accounts and the preparation and sending of shut off and delinquency notices, recording liens and preparing a delinquency report for Board approval and inclusion on the County property tax roll.
7. Review all credit card billings.
8. Review the monthly invoices from the District Staff and other vendors and prepare payment with handwritten checks for approved amounts, cost code, and mail in a timely manner. Post checks on the Wells Fargo Positive Pay fraud protection system.
9. Prepare District invoices for District services billable to 3<sup>rd</sup> party developers, customers, and others for the services outlined in the District Fee Schedule. Track this revenue source monthly on the financial reports.
10. Assist and manage the annual audit, provide documentation, verify accounting information, coordinate with the Independent Auditor, the District CPA, and Billing Manager.
11. Oversee the collection of all customer accounts and the preparation and sending of shut off and delinquency notices, recording liens and preparing a delinquency report for Board approval and inclusion on the County property tax roll.

## EXHIBIT B

### BUDGET DETAIL AND PAYMENT PROVISIONS

**1. BUDGET**

District will pay Contractor a base monthly fee in the amount(s) set forth in Section 3 of the Standard Contract for services provided under this Contract. The base monthly fee is inclusive of all Contractor's time and expenses, including without limitation Contractor's vehicle use, the cost of General and Professional Liability Insurance as required by this Contract, Contractor's office equipment, supplies, and postage. Continuing education via webinars and other remote online learning opportunities are at Contractor's expense, if any.

**2. Escalation if Optional Extension(s) Granted**

Should District agree at its option to extend the term of Contract, the base monthly fee payable to Contractor will increase as noted in Section 2 and 3 of the Standard Contract.

**3. REIMBURSEMENTS.**

Contractor will submit a bill for reimbursement of expenditures incurred by Contractor in accordance with the District budget and approved in advance by the General Manager.

**4. METHOD OF PAYMENT**

Upon submission of an invoice by Contractor, and upon approval of District's General Manager, District shall pay Contractor monthly in arrears for fees and prior approved reimbursable expenses incurred the prior month, up to the maximum amount provided for in Section 3 of the Standard Contract and as set forth in this Exhibit B. Pay is net 15 days.

**5. Fixed Rates**

Fixed monthly amounts are established for all services provided. No additional compensation will be given for unknown or unforeseen conditions, events, or other situations. Hourly rates or extra services do not apply to this Contract. Workloads may vary month to month depending on circumstances in the District. The General Manager will coordinate with Contractor to prioritize tasks, ensuring the budget is not exceeded and that monthly hours do not exceed 60 hours.



**EXHIBIT C**  
**GENERAL TERMS AND CONDITIONS**

**1. TERMINATION**

- A. This Contract may be terminated by District or Contractor, at any time, with or without cause, upon 30 days written notice from one to the other.
- B. District may terminate this Contract immediately upon notice of Contractor's malfeasance.
- C. Following termination, District will reimburse Contractor for all expenditures made in good faith that are unpaid at the time of termination not to exceed the maximum amount payable under this Contract unless Contractor is in default of the Contract.

**2. WARRANTY**

- A. District relies upon Contractor's professional ability and training as a material inducement to enter into this Contract. Contractor warrants that Contractor will perform the work according to generally accepted professional practices and standards and the requirements of applicable federal, state and local laws. District's acceptance of Contractor's work shall not constitute a waiver or release of Contractor from professional responsibility.
- B. Contractor further warrants that Contractor possesses current valid appropriate licensure, including, but not limited to, driver's license, professional license, certificate of tax-exempt status, or permits, required to perform the work under this Contract.

**3. BOND**

Without limiting Contractor's obligation to indemnify District, Contractor shall be bonded, public official bond, pursuant to Government Code section 61050(f) during the term of this Contract. District will pay for the Bond Fee.

**4. DEFAULT**

- A. If Contractor defaults in Contractor's performance, District shall promptly notify Contractor in writing. If Contractor fails to cure a default within 30 days after notification, or if the default requires more than 30 days to cure and Contractor fails to commence to cure the default within 30 days after notification, then Contractor's failure may, at District's sole discretion, terminate this Contract.
- B. If Contractor fails to cure default within the specified period, District may elect to cure the default and any expense incurred shall be payable by Contractor to District.
- C. If District serves Contractor with a notice of default and Contractor fails to cure the default, Contractor waives any further notice of termination of this Contract.
- D. If this Contract is terminated because of Contractor's default, District shall be entitled to recover from Contractor all damages allowed by law.

**5. INSURANCE**

A. Without limiting Contractor's obligation to indemnify the District, Contractor must procure and maintain for the duration of the Contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work under this Contract

and the results of that work by Contractor, Contractor's agents, representatives, employees or subcontractors.

B. Minimum Scope of Insurance

Coverage must be at least as broad as:

- (1) Insurance Services Office Commercial General Liability coverage (occurrence Form CG 00 01).
- (2) Insurance Services Office Form Number CA 00 01 covering Automobile Liability, Code 1 (any auto).
- (3) Workers' Compensation insurance as required by the State of California and Employer's Liability Insurance.

C. Minimum Limits of Insurance

Contractor must maintain limits no less than:

- (1) General Liability: **\$1,000,000** per occurrence for bodily injury, personal injury and property damage, or the full per occurrence limits of the policy, whichever is greater. If Commercial General Liability insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.  
(Including operations, products and completed operations.)
- (2) Automobile Liability: **\$250,000** per accident for bodily injury and property damage.
- (3) Workers' Compensation: As required by the State of California.
- (4) Professional Liability: **\$1,000,000** combined single limit per claim and in the aggregate. The policy shall remain in full force and effect for no less than 5 years following the completion of work under this Contract.

6. INDEMNIFICATION

A. Each party shall indemnify, defend, protect, hold harmless, and release the other, their elected bodies, officers, agents, and employees, from and against any and all claims, losses, proceedings, damages, causes of action, liability, costs, or expense (including attorneys' fees and witness costs) arising from or in connection with, or caused by any negligent act or omission or willful

misconduct of such indemnifying party. This indemnification obligation shall not be limited in any way by any limitation on the amount or type of damages or compensation payable to or for the indemnifying party under workers' compensation acts, disability benefit acts, or other employee benefit acts.

B. District's acceptance of a bond or insurance does not relieve Contractor from liability under this indemnification clause. This indemnification clause shall apply to all damages or claims for damages suffered by Contractor's operations regardless if any insurance or bond is applicable or not.

## **7. INDEPENDENT CONTRACTOR**

A. Contractor is an independent contractor and not an agent, officer or employee of District. The parties mutually understand that this Contract is by and between the District and an independent contractors and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture or association.

B. Contractor shall have no claim against District for employee rights or benefits including, but not limited to, seniority, vacation time, vacation pay, sick leave, personal time off, overtime, medical, dental or hospital benefits, retirement benefits, Social Security, disability, Workers' Compensation, unemployment insurance benefits, civil service protection, disability retirement benefits, paid holidays or other paid leaves of absence.

C. Contractor is solely obligated to pay all applicable taxes, deductions and other obligations including, but not limited to, federal and state income taxes, withholding, Social Security, unemployment, disability insurance, Workers' Compensation and Medicare payments.

D. Contractor shall indemnify and hold District harmless from any liability which District may incur because of Contractor's failure to pay such obligations.

E. As an independent contractor, Contractor is not subject to the direction and control of District except as to the result contracted for under this Contract. District may not require Contractor to change Contractor's manner of doing business but may require redirection of efforts to fulfill this Contract.

F. Contractor may provide services to others during the same period Contractor provides service to District under this Contract.

G. Any third persons employed by Contractor shall be under Contractor's exclusive direction, supervision and control. Contractor shall determine all conditions of employment including hours, wages, working conditions, discipline, hiring and discharging or any other condition of employment.

H. As an independent contractor, Contractor shall indemnify and hold District harmless from any claims that may be made against District based on any contention by a third party that an employer-employee relationship exists under this Contract.

I. Contractor, with full knowledge and understanding of the foregoing, freely, knowingly, willingly and voluntarily waives the right to assert any claim to any right or benefit or term or condition of employment insofar as they may be related to or arise from compensation paid hereunder.

## **8. CONFLICT OF INTEREST**

A. Contractor warrants that Contractor and/or Contractor's employees and/or their immediate families and/or Board of Directors and/or officers have no interest, including, but not limited to, other projects or independent contracts, and shall not acquire any interest, direct or indirect, including separate contracts for the work to be performed hereunder, which conflicts with the rendering

of services under this Contract. Contractor shall employ or retain no such person while rendering services under this Contract. Services rendered by Contractor's associates or employees shall not relieve Contractor from personal responsibility under this clause.

B. Contractor has an affirmative duty to disclose to District in writing the name(s) of any person(s) who have an actual, potential or apparent conflict of interest.

#### **9. NONDISCRIMINATION**

A. In rendering services under this Contract, Contractor shall comply with all applicable federal, state and local laws, rules and regulations and shall not discriminate based on age, ancestry, color, gender, marital status, medical condition, national origin, physical or mental disability, race, religion, sexual orientation, or other protected status.

B. Further, Contractor shall not discriminate against its employees, which includes, but is not limited to, employment upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation and selection for training, including apprenticeship.

#### **10. BEST EFFORTS**

Contractor warrants that Contractor will at all times faithfully, industriously and to the best of his/her/its ability, experience and talent, perform to District's reasonable satisfaction.

#### **11. COMPLIANCE WITH LAW**

Contractor shall comply with all federal, state and local laws and regulations applicable to Contractor's performance, including, but not limited to, licensing, employment and purchasing practices, wages, hours and conditions of employment.

#### **12. CONFIDENTIALITY**

A. Contractor shall prevent unauthorized disclosure of confidential District information.

B. Contractor shall not use confidential District information for any purpose other than carrying out Contractor's obligations under this Contract.

C. Except as otherwise permitted by this Contract, Contractor shall not disclose any confidential information to anyone other than District agents without prior written authorization from District.

#### **13. OWNERSHIP OF DOCUMENTS**

A. District shall be the owner of and shall be entitled to possession of any computations, plans, correspondence or other pertinent data and information gathered by or computed by Contractor prior to termination of this Contract by District or upon completion of the work pursuant to this Contract.

B. No material prepared in connection with the work performed under this Contract shall be subject to copyright in the United States or in any other country.

#### **14. CHOICE OF LAW**

The parties have executed and delivered this Contract in the County of Solano, State of California. The laws of the State of California shall govern the validity, enforceability or interpretation of this Contract. Solano County shall be the venue for any action or proceeding, in law or equity that may



be brought in connection with this Contract.

**15. WAIVER**

Any failure of a party to assert any right under this Contract shall not constitute a waiver or a termination of that right, under this Contract or any provision of this Contract.

**16. ENTIRE CONTRACT**

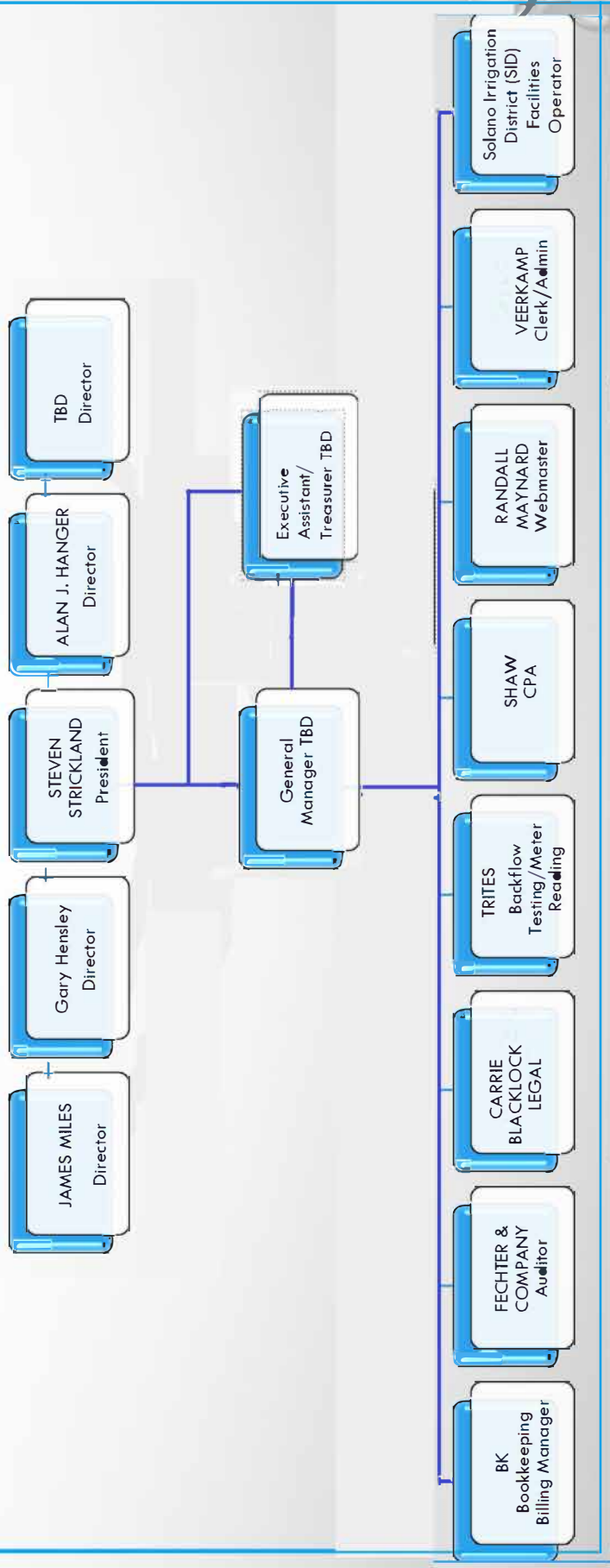
This Contract, including any exhibits referenced, constitutes the entire agreement between the parties and there are no inducements, promises, terms, conditions or obligations made or entered into by District or Contractor other than those contained.

**17. EXTENSION AT DISTRICT'S OPTION**

Notwithstanding Sections 2 and 3 of the Standard Contract, and unless terminated by either party prior to the Contract expiration date, District may, in District's sole discretion, extend this Contract twice, up to one additional year each time, by providing written notice of such extension to Contractor 30 days' in advance of the expiration date of the then-current term.

# RURAL NORTH VACAVILLE WATER DISTRICT ORGANIZATIONAL CHART

## EXHIBIT D



## Communication with Those Charged with Governance at the Conclusion of the Audit

November 12, 2024

Board of Directors  
Rural North Vacaville Water District  
P.O. Box 5097  
Vacaville, California 95696

We have audited the financial statements of the Rural North Vacaville Water District (the District) for the year ended June 30, 2024. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated July 23, 2024. Professional standards also require that we communicate to you the following information related to our audit.

### Significant Audit Matters

#### *Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the District are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year. We noted no transactions entered into by the District during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate(s) affecting the District's financial statements were:

Management's estimate of the allowance for doubtful accounts and capital asset lives is based on historical trends. We evaluated the methods, assumptions, and data used to develop the estimate in determining that it is reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

#### *Difficulties Encountered in Performing the Audit*

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Board of Directors  
Rural North Vacaville Water District  
Vacaville, CA 95696

#### *Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. The following material misstatements detected as a result of audit procedures were corrected by management:

- To reclassify capital project expense amounts of \$31,255 to capital assets.
- To reclassify current year depreciation expense of \$485,678.

#### *Disagreements with Management*

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

#### *Management Representations*

We have requested certain representations from management that are included in the management representation letter dated November 12, 2024.

#### *Management Consultations with Other Independent Accountants*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the District's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

#### *Other Audit Findings or Issues*

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the District's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

#### Other Matters

We applied certain limited procedures to the management's discussion and analysis, which is required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the budgetary comparison schedule, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.



Board of Directors  
Rural North Vacaville Water District  
Vacaville, California 95696

Restriction on Use

This information is intended solely for the information and use of Board of Directors and management of Rural North Vacaville Water District and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

Fechter & Company,  
Certified Public Accountants

A handwritten signature in blue ink that reads "Fechter + Company". The signature is written in a cursive style with a long, sweeping underline that extends to the right.

Sacramento, California

**RURAL NORTH VACAVILLE  
WATER DISTRICT**

Annual Financial Report  
with  
Independent Auditor's Report Thereon

June 30, 2024 and 2023

**SEE WEBSITE FOR FULL AUDIT**