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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,

- 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

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 RNWWD 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 RNWWD, 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**. RNWWD 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 RNWWD may authorize expansions to the water distribution system to serve

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.

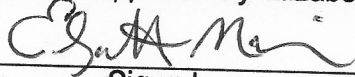
## 9. Adjourn

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.

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

Minutes approved by Elizabeth Miles, President

  
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Signed

2-13-2024  
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Date