



Directors

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

Staff

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

BOARD OF DIRECTORS
REGULAR MEETING MINUTES
FEBRUARY 14, 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; Robert "Bob" Whitehouse, Director; Elizabeth Miles, Director; Steven Strickland, Vice President (VP) , Ken Swenson, Director; Gordon Stankowski, General Manager (GM); Nancy Veerkamp, Clerk/Admin; Weston Stankowski, RG West, Brenda Kane, Billing Manager.

Invited Guests: Dale Motiska, BUXUP Corporation; Lori Mazzella, Deputy County Counsel; George Hicks, Coastland; Ken Stout, Clean Energy Funding Solutions; and Mark Watkins, Nobell Energy Solutions.

Absent: None

Public (speaking): Jim Miles and Eileen Smith

1. Call Meeting to Order/ Roll Call/ 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.

Roll Call Vote: Yes: Bob, Elizabeth, Patrick, Steven, Ken; Noes: None

a. Resolution 2021-60 Updated 2-14-23 to continue with **teleconferencing** of Board Meetings. Board approval of this resolution is a condition precedent to proceeding with the meeting. **(Action Item)**. It is the intention of the Board President to begin in person meetings commencing at the April 11, 2023, regular board meeting. Meetings are held at 4135 Cantelow Road at the Fire Station meeting room **(Action Item)**

Director Bob made a motion to approve updated Resolutions 2021-60 and Director Steve seconded the motion.

Roll Call Vote: Yes: Bob, Patrick, Steven, Ken, Elizabeth; Noes: None

2. Public Comments: None

Per President Patrick we are going to skip ahead to items 6h and 6f as our guests have a time restraint.

3. Consent Items- Public comments: None

a) Consider for Approval the monthly financials and adjustments for **November and December 2022. (Action Item)**

Director Bob made a motion to approve the monthly financials and adjustments with Director Steve seconding the motion.

Roll Call Vote: Yes: Bob, Elizabeth, Patrick, Steven, Ken; Noes: None

4. General Managers Verbal Informational Report- Public comments: None

a) **Arsenic Remediation Facility:** This work is underway and 70% complete. Start-up is scheduled for April 2023 and full operation in May 2023.

b) 6 Month midyear **Budget update.** Revenue from normal operations is on track and positive for this period. \$80,000 additional revenue (over 20 years) posted for 2 additional District owned water rights sold this period. **Expenses,** over budget on: SID Operating expenses \$20k; USA marking due to PGE pole upgrades \$8k; PGE Electricity \$5k, Underground Leak Repairs \$21k; Repairs to pump failures at Wells 1 \$50k. These cost overruns are projected to be offset in most part by delayed meter replacement. other line-item savings along with the Contingency account savings. Budget is balanced at this point. Elizabeth: are the leaks localized or random? GM: 90% of the leaks are caused by service line to meter, which are poly. Leak budget over my 11 year term has gone from \$60,000 to \$140,000. Jim Miles: so a leak repair actually upgrades the system. GM: In an odd way yes.

c) **Code of Conduct** is to be reviewed and acknowledged annually at the beginning of the year. Board Clerk has sent to all Board Members for signature.

5. Continuing Business- Public Comments: None

a) Consider for Approval the Contract for the **hire of a General Manager/Treasurer.** Authorize the President to sign the Agreement. **(Action Item)**

Director Steve made a motion to approve the contract for Dale Motiska per the Agreement contained in the Board Package. Director Bob seconded the motion. Discussion: None

Roll Call Vote: Ayes: Bob, Elizabeth, Patrick, Steven, Ken; Noes: None

Dale thanked the board and is honored to serve our District.

b) Consider for Approval a proposed new **Agreement with SID** for continuation of Operations, Maintenance and Engineering Services. See attached. Currently under review by District Counsel and GM. Authorize GM to sign the agreement as it may be amended and with prior Board President and Legal approval. **(Action Item)**

Director Steve made a motion to approve the agreement as it may be amended with approval of Legal and the Board President. Director Bob seconded the motion. Discussion: None

Roll Call Vote: Ayes: Bob, Elizabeth, Patrick, Steven, Ken; Noes: None

c) Consider for Approval **Resolution 2023-68** update for District Boundary and Sphere of Influence (SOI). Parcel count reduced since the last board meeting from 68 to 18. 16 of the 18 parcels are located inside/infill to the current SOI approved boundary of 2016. Note the Assessor Parcel Numbers, APNs, that are currently part of legal parcels in the existing sphere. Legal Parcels can have more than one APN# associated with them. Legal Parcels with more than one APN# are only allowed to have one water connection per item 13C of the Rules and Regulations. LAFCO will review this resolution request and formalize with a LAFCO Resolution SOI update as part of their requirement to complete this year 2023. **(Action Item)**

Director Bob made a motion to approve the Resolution. President Patrick seconded the motion. Discussion: Elizabeth, please consider an Ad Hoc committee to research this item & 6e. Steve: Items 7,9,12 are they in the sphere? Do they have adjoining parcels? GM: No

Roll Call Vote: Ayes: Bob, Patrick; Noes: Patrick, Steven, Ken.

Public Comment: Jim Miles: I disagree with "expanding" the district.

Eileen: Please help the President and one another.

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

Director Steve made a motion to approve Policy 3155. Director Bob seconded the motion. Discussion:

Roll Call Vote: Ayes: Bob, Elizabeth, Patrick, Steven, Ken; Noes: None

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

a) Consider for Approval the Meeting Minutes of **Regular Board Meeting December 13, 2022, (Action Item)**

Director Bob made a motion to approve the above meeting minutes. Director Steve seconded the motion. Discussion: None

Roll Call Vote: Ayes: Bob, Elizabeth, Patrick, Steven, Ken; Noes: None

b) Consider for Approval **Policy 4240 Board Member Teleconferencing** in compliance with recent Brown Act update legislation and also reference Solano County Counsel Memorandum dated February 1, 2023 attached. **(Action Item)**

Director Bob made a motion to approve policy 4240. Director Steve seconded the motion. Discussion: Elizabeth questioned various items and was answered by Lori Mazzella.

Roll Call Vote: Ayes: Bob, Elizabeth, Patrick, Steven, Ken; Noes: None

c) Consider for Approval a request for the GM to **explore the impact of recent cost increases** and future cost projections and the effect on our annual budgets and reserves. Determine if a rate increase is required which would be addressed under prop 218 procedures. Increased costs are due to general inflation of goods and services, PGE rates, management, administration, maintenance, leak repairs, operations, and planned capital expenses due to aging infrastructure. The prior 5-year plan of rate increases were started in 2015 and completed in 2019. Supplemental and Capital Recovery Charges, were updated in 2021 for debt service requirements. GM to present report to board at April board meeting. **(Action Item)**
Director Steve made a motion to approve such a study. Director Bob seconded the motion. Discussion: GM: The study is recommended with the lost revenue from the former Tier structure which the State of California abolished and with the increasing costs.

Roll Call Vote: Ayes: Bob, Elizabeth, Patrick, Steven, Ken; Noes: None

d) Consider for Approval the establishment of a two-person **Ad Hoc Budget Committee** to review with the GM the proposed budget for fiscal year FY 23/24 and future year financial projections, Reserves, District Fee Schedule, 10-year Capital Improvement Plans and rate study. FY 23/24 Budget will be presented to the Board for approval at the June board meeting. **(Action Item)**
Director Steve made a motion to appoint Director Elizabeth and Director Ken, at the suggestion of President Patrick, to an Ad Hoc Budget Committee. Director Bob seconded the motion. Discussion: Director Bob: It is fiscally responsible to do a study

Roll Call Vote: Ayes: Bob, Elizabeth, Patrick, Steven, Ken; Noes: None

e) Consider for Approval the **acceptance of the 74 Assessor numbered parcels** that LAFCO states are "in the district without a water right" as a result of their study and reconciliation of LAFCO records over the last 20 years since formation of the District. See attached list as many of these Assessor Parcel Numbers, (APN#s) are part of Legal Properties/Parcels in the District. Legal Parcels often included more than one APN. District Rules and Regulations provide for only one connection per legal parcel. **(Action Item)**
Director Steve made a motion to create an Ad Hoc Committee, consisting of Director Elizabeth and Director Ken to better understand this item and item 5c SOI update. Director Elizabeth seconded the motion. Discussion: Jim Miles: Are all parcels in the sphere? GM: They are all in the District.

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

f) Consider for Approval the issuance of **additional water rights** to be owned by the District and reserved for future connections as approved by the Board for each sale. Engage the process of public hearings as outlined in the Rules and Regulations **Section 3 Expansion of the Water System**. Reference system capacity report by Coastland Civil Engineers and the current

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

Director Elizabeth made a motion to table this item. Director Steve seconded the motion. Discussion: George Hicks presented a current Engineering Report that supports a maximum of 873 service connections in the District after a review of 10 years of usage records and California Code of Regulations Title 22, and the 2021 Sanitary Survey from the State Water Resources Control Board.

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

g) Consider for Approval **Well upgrades** for 1) sonic well level monitoring, 2) remote vibration monitoring, 3) revised water pre-lube system. Contractor BWD and SID and LSCE pricing attached. This expense would be funded from our Reserves as they were not part of our improvement plans for this fiscal year. These improvements are proposed to better control and monitor the performance of our equipment at the well sites. These improvements are for both Well 1 & 2 included. Cost estimate is approximately \$70,000. These items are not directly related to the Arsenic removal project. **(Action Item)**

Director Steve made a motion to approve the above upgrades. Director Bob seconded the motion. Discussion: None

Roll Call Vote: Ayes: Bob, Elizabeth, Patrick, Steven, Ken; Noes: None

h) Consider for Approval to initiate engineering and make application for future **solar power generation** in accordance with NEM 2.0. A \$20,000 deposit is required under the **Limited Notice to Proceed** agreement. This amount is refundable under a Power Purchase Agreement, (PPA). Terms and conditions of a PPA and Site Lease are currently under review by the GM and District Legal. Solar power plant expenses were planned for FY23/24, reference 9 year Capital Improvement Plan attached. **(Action Item)**

Director Bob made a motion to approve the application and deposit. Director Steve seconded the motion. Discussion: Ken Stout and Mark Watkins informed the District that NEM 2.0 will expire at the end of April and NEM 3.0 will then reduce export credits by 75%. The report presented shows four locations and the rate of 15.5 cents/kw will be locked in for 25 years. President Patrick relayed a message from Bob Brooks that he recommends a PPA for the District. The deposit will be fully refundable upon approval of the PPA and Site Lease and there will be no Capital Expenditure for the District with a PPA.

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

i) Consider for Approval California Special District Association, CSDA, **Board Self Evaluation Questionnaire** to be completed by all Board members. Board Clerk/Administrator will compile the results. **(Action Item)**

Director Bob made a motion to have the Board complete a questionnaire. Director Steve seconded the motion. Discussion: Elizabeth: Why do this? Can we use Survey Monkey so it

will be anonymous. GM: This questionnaire was suggested by CSDA.

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

7. Public Comments –

Jim Miles: would appreciate all you do and would also appreciate it if Board members would return calls.

Eileen: Thank you for all you do.

8. Board Member Comments-

Director Bob: Question for Lori: Is the District required to provide water to everyone?
Lori: If in the Sphere you are not obligated. If within the District that becomes a grey area.

President Patrick: Thank you everyone– I am still learning.

Director Steven: Sorry Jim – I had internet problems and could not get back to you.

Director Elizabeth: We need a SOI map, thank you Ad Hoc Committee members, still looking for list from LAFCO.

Director Ken: None

9. Adjourn

The meeting was adjourned at 9:44 pm by President Patrick Sweeney.

The next Regular Meeting is scheduled for April 11 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

Patrick J. Sweeney
Signed

4/12/2023

Date