

Directors  
Chris Calvert, President  
Robert Whitehouse, Vice President  
Elizabeth Miles, Director  
Michael Bianco, Director  
Joseph Gates, Director



Staff  
Gordon Stankowski, 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**

**February 11, 2020 at 7:00 pm  
Vacaville. Fire Protection District,  
Fire Station #67, 4135 Cantelow  
Road, Vacaville CA 95688**

The Rural North Vacaville Board of Directors met in regular session on this date at the Fire Station.

Present were: Chris Calvert, President; Robert “Bob” Whitehouse, Vice President (VP); Elizabeth Miles, Director; Joseph “Joe” Gates, Director; Michael “Mike” Bianco; Gordon Stankowski, General Manager (GM); Nancy Veerkamp, Clerk/Admin; Weston Stankowski, RG West.

Absent: None

Visitors (speaking): Jim Milles

**1. Call Meeting to Order/ Roll Call/ Approval of the Agenda**

The meeting was called to order by President Chris Calvert at 7:00 pm. Director Joe made a motion to approve the Agenda. The motion was seconded by Director Mike.

Vote: Ayes: Chris, Bob, Elizabeth Joe, Mike Noes: None; Abstain: None

**2. Public Comments: None**

**3. Consent Items- Public Comment: None**

**a. Approval of the Financial Reports for December 2019 and Adjustments for December 2019.** Director Joe made a motion to approve the Financial Reports and Adjustments. The motion was seconded by Director Mike.

Vote: Ayes: Chris, Bob, Elizabeth Joe, Mike Noes: None; Abstain: None

**4. General Managers Report- Discussion Items (verbal) Public Comment: None**

**a. Mid-year Budget summary recap (reference financials in 3.a above)**

Cash flow at the mid-year point is +16,000.

**b. Morgan phasing plan for a19 lot subdivision**

Solano County informed the district that it has approved a three-phase plan for the Morgan project. The three phases include 4, 9, and 6 lots. Elizabeth asked if the addendum to his purchase agreement the December 2019 Meeting Minutes or an actual addendum is? Gordon reported the Meeting Minutes is an attachment to the original agreement and Nancy will verify that both are posted in the Directors Dropbox folder. Morgan currently owns 3 water rights.

**c. Audit the draft report is done - Enterprise format**

The District's annual audit is complete. Final copies will be sent to the District.

**d. Meter reading at end of December, new ITRON cloud-based software glitch.** The district has updated software and a new computer. The 50w pancake transmitters did not upload to the new software, requiring a manual read by Rick Trites in January. The next software update should solve the problem for the February reading.

**e. GIS updating of our Maps for recent development and another SID**

GIS updating will start tomorrow. Updates will be performed after new developments. The district is also locating new air release valves on the maps.

**5. Continuing Business- Public comment:**

**a. Consider for Review the new schedule of board meetings every other month for this year 2020; February 11th, April 14th, June 9th, August 11th, October 13th, December 8th (Discussion Item).** Director Mike made a motion to keep the above schedule for 2020. The motion was seconded by Directory Joe. Discussion: President Chris reminded Directors that they can always request a Special Meeting.

Vote: Ayes: Chris, Elizabeth, Joe, Mike Noes: None; Abstain: Bob

**5. New Business- Public Comment: None**

**a. Consider for Approval the Board Meeting Minutes of December 10, 2019. (Action Item)** Director Mike made a motion to approve the Board Meeting Minutes of December 10, 2019. The motion was seconded by Director Joe. Discussion: None

Vote: Ayes: Chris, Elizabeth, Joe, Mike, Bob Noes: None; Abstain: None

**b. Consider for Approval the Water Shut Off Policy # 3125 and the Customer Payment Arrangements Policy # 3130 (Action Item)** Director Mike made a motion to approve both policies. The motion was seconded by Director Joe. Discussion: Director Elizabeth asked for a copy of our current termination letter. GM Gordon agreed to remove the Office Manager title from 3130 and change the approved dates to 2/11/2020 and to correct footer errors. Policy 3135 will be translated into the required 5 languages before the April 1 deadline.

Vote: Ayes: Chris, Elizabeth, Joe, Mike, Bob Noes: None; Abstain: None



- c. Consider for Approval to authorize the General Manager to finalize selections and pricing with SID and purchase and install generators for an estimate amount of \$225,000 for 3 locations. Source of funds from Capital Improvement Reserve account. (Action Item)** Director Joe made a motion to approve the purchase and installation of generators. The motion was seconded by Director Elizabeth. Discussion: Jim Miles: does the proposal include a maintenance program which includes monthly start-up of the generators? Director Mike: Have we explored used generators or generators from the government? Have we talked to PG&E as to why the district was shut off when we provide the water for fire hydrants? GM: Yes, we have talked to PG&E, with whom we are listed as a “top tier” priority and
- d.** did not get a clear answer. We will talk to them again. Director Bob: This would require a lot of money for maintenance. Director Elizabeth: What is the life cycle of these generators? Jim Miles: Have we investigated a annual fee rental agreement that gives us priority at time of rental?

Director Joe made a motion to table the motion for the purchase and installation of generators and asked the GM to bring more information to the April meeting for consideration. The motion was seconded by Director Mike.

Vote: Ayes: Chris, Elizabeth, Joe, Mike, Bob Noes: None; Abstain: None

**7. Public Comments – None**

**8. Board Member Comments- None**

**9. Adjourn**

The meeting was adjourned at 7:40 pm by President Chris Calvert.  
The next regular meeting is scheduled for April 14, 2020 @ 7:00pm.

Minutes submitted by Nancy Veerkamp, Clerk of the Board

Minutes approved by Chris Calvert, President

DocuSigned by:  
  
Signed  
4/17/2020  
Date



Directors  
Chris Calvert, President  
Robert Whitehouse, Vice President  
Elizabeth Miles, Director  
Michael Bianco, Director  
Joseph Gates, Director



Staff  
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Brenda Kane, Billing Manager  
Rick Trites, Meter Reading/Backflow  
Nancy Veerkamp, Clerk/Admin  
Solano Irrigation District, Operation & Maintenance

**BOARD OF DIRECTORS REGULAR**  
**MEETING MINUTES**  
**April 14, 2020 at 7:00 pm**

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

**DUE TO COVID-19, THIS MEETING WAS CONDUCTED AS A TELECONFERENCE PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDERS N-25-20 AND N-29-20, WHICH SUSPEND CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT. MEMBERS OF THE PUBLIC MAY NOT ATTEND THIS MEETING IN PERSON.**

Directors, staff and the public participated remotely by calling (872) 240-3212 and entering the following code: 671-414-789.

Present were: Chris Calvert, President; Elizabeth Miles, Director; Joseph "Joe" Gates, Director; Michael "Mike" Bianco; Gordon Stankowski, General Manager (GM); Nancy Veerkamp, Clerk/Admin; Weston Stankowski, RG West.

Absent: Robert "Bob" Whitehouse, Vice President (VP)

Visitors (speaking): Jim Miles, Brenda Kane

**1. Call Meeting to Order/ Roll Call/ Approval of the Agenda**

The meeting was called to order by President Chris Calvert at 7:00 pm.

**2. Public Comments: None**

**3. Consent Items- Public Comment: None**

Items a, c, and d were pulled for questions.

**b. Approval of the Board Meeting Minutes of February 11, 2020**

Director Joe made a motion to approve the and Consent Item b. The motion was seconded by Director Mike.

Roll Call vote:

Ayes: Chris, Elizabeth, Joe, Mike Noes: None; Abstain: None Absent: Bob



a. Approval of the Financial Report for February 2020 which includes the fiscal year to date and the Adjustments for January, February and March 2020. Elizabeth asked for an explanation of account #8201 on the 3-1 to 3-31-20 report. GM explained that the \$9,493 is due to expenditures over the initial \$5,000 deposit. Any unpaid amounts will be placed on the tax rolls in July of this year.

Director Mike made a motion to approve the Consent Item a. The motion was seconded by Director Elizabeth.

Roll Call vote:

Ayes: Chris, Elizabeth, Joe, Mike Noes: None; Abstain: None Absent: Bob

c. Approval the June 2019 fiscal year end Audit performed by Fechter & Company, CPA. The audit is posted on the District Website. Elizabeth requests that the all documents be provided in the Agenda package and not have a notation on the agenda to be directed to obtain a document (the completed audit) on the website as it is in item c.

Director Joe made a motion to approve the Consent Item c. The motion was seconded by Director Mike.

Roll Call vote:

Ayes: Chris, Joe, Mike Noes: Elizabeth Abstain: None Absent: Bob

d. Approval of the Water Right Transfer from Sola to Foulk. Elizabeth asked for a clarification on this transfer. GM: it is a sale of one Supplemental from one property to the other.

Director Mike made a motion to approve the and Consent Item d. The motion was seconded by Director Joe.

Roll Call Vote:

Ayes: Chris, Elizabeth, Joe, Mike Noes: None; Abstain: None Absent: Bob

**4. General Managers Report- Discussion Items (verbal) Public Comment: None**

a) SID continues to provide all services during this time of shelter at home and social distancing and they continue to make repairs and maintenance as required. GM: SID is rotating field crews and the office employees are working from home. Joe: Each field person has been assigned an individual pickup truck through the summer to lessen daily cleaning.

**5. Continuing Business- Public comment:**

a) Consider for Approval to authorize the General Manager to finalize selections and pricing with SID and purchase generators for an estimate amount of \$232,500 for 3 locations, Station 1, Station 3 and Station 5. Reference SID updated technical memorandum dated March 31, 2020. Source of funds from the Capital Improvement Reserve account. (Action Item)

b) An alternative proposal to item (a) above is to Consider for Approval to authorize the General Manager to finalize selections and pricing with SID and purchase and install



one permanent generator for Station # 3 the Cantelow tank site and Station 5 Ciarlo Lane for an estimated amount of approximately \$90,000 for the new purchase and to rent, when needed, at additional expense a temporary generator for Station #1 Well #1. (Action Item)

c) An alternative proposal to items (a) and (b) above is to not purchase any generators and direct the General Manager to rent temporary generators as needed due to Public Service Power Shutoffs (PSPS) or other PGE outages. Estimated amount \$30,000 or more per year.

Discussion: Elizabeth: I believe it is a conflict of interest for SID to perform the research and process bids for the generators as they are our contractor. Have we contacted PG&E to be placed at critical level during PSPS? What is the cost for maintenance? GM: SID used Source Well for bidding, which meets the requirements for public bidding. The process to permit, purchase and install the generators will be approximately 9-12 months. Staff has been in contact with PG&E and RNVWD is currently listed as critical. PG&E does not have the ability to isolate the District to keep the power on. We are pursuing other avenues with PG&E and are in the process of identifying our representative (which has been extremely difficult) to push for some sort of switching ability from PG&E. The GM will report on the progress of these talks at future meetings. Mike: will there be an issue of how many days we can run the generators? Chris: I feel item a is in the best interest of the district. If there is any major disaster, we will down the line for repairs by PG&E and we will not have a limit on the number of days we can run the generators. We need to be sustainable to best service our customers for drinking and fire hydrant water.

Director Joe made a motion to accept item a- the purchase of generators, with the stipulation that the GM stay in contact with PG&E and other elected officials for any financial assistance. Director Mike seconded the motion.

Roll Call Vote: Ayes: Chris, Joe, Mike Noes: Elizabeth; Abstain: None Absent: Bob

Public Comment: Jim Miles does not believe that the Directors are taking into consideration the cost of maintenance and doesn't agree with the 30-year life span. Are we talking to any government officials for fee waivers or cost sharing? i.e. Solano County?

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

a) Approval for the payoff of the \$5,000,000 State Loan E85001. Funding is from our loan designated reserve of \$329,000 and additional funding from our discretionary loan reserve of \$140,000, for a total prepayment of approximately \$469,000. Discussion: There will be no more tax assessments for this loan.

Director Mike made a motion to pay off State Loan E85001. Director Joe seconded the motion.

Roll Call Vote: Ayes: Chris, Joe, Mike, Elizabeth Noes: None Abstain: None Absent: Bob

**7. Public Comments – Brenda: it is fabulous that the loan is being paid off**



**8. Board Member Comments-**

Joe: He has purchased a generator to run the butcher shop – running it once a month for maintenance purposes.

Elizabeth: She wished RNVWD would be more open in their bidding process. She questions a 20-30-year life for the generators. Are there other avenues such as Office of Emergency Services (OES)?

Mike: Exercising the generators all the time will keep them up.

Chris: Serving on 4 boards and having written 4 grants and I have noticed that Public Agency help has pretty much diminished. I have very little faith that any agency would help. We really need to help ourselves.

Elizabeth: I have seen the opposite in our government during this pandemic.

**9. Adjourn**

The meeting was adjourned at 8:02 pm by President Chris Calvert. The next regular meeting is scheduled for June 9, 2020 @ 7:00pm.

Minutes submitted by Nancy Veerkamp, Clerk of the Board

Minutes approved by Chris Calvert, President

DocuSigned by:  
*Chris Calvert*  
Signed \_\_\_\_\_ F0BF92FCB166403...

6/10/2020  
\_\_\_\_\_  
Date



6.A

Directors  
Chris Calvert, President  
Robert Whitehouse, Vice President  
Elizabeth Miles, Director  
Michael Bianco, Director  
Joseph Gates, Director



Staff  
Gordon Stankowski, 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 9, 2020 at 7:00 pm**

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

**DUE TO COVID-19, THIS MEETING WAS CONDUCTED AS A TELECONFERENCE PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDERS N-25-20 AND N-29-20, WHICH SUSPEND CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT. MEMBERS OF THE PUBLIC MAY NOT ATTEND THIS MEETING IN PERSON.**

Directors, staff and the public participated remotely by calling corrected # (786) 535-3211 and entering the following code: 671-427-101.

Present were: Chris Calvert, President; Robert "Bob" Whitehouse, Vice President; Elizabeth Miles, Director; Joseph "Joe" Gates, Director; Michael "Mike" Bianco, Director; Gordon Stankowski, General Manager (GM); Nancy Veerkamp, Clerk/Admin; Weston Stankowski, RG West.

Absent: None

Visitors (speaking): Eileen Smith and James (Jim) Miles

**1. Call Meeting to Order/ Roll Call/ Approval of the Agenda**

The meeting was called to order by President Chris Calvert at 7:00 pm.

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

Roll Call vote:

Ayes: Chris, Bob, Elizabeth, Joe, Mike; Noes: None; Abstain: None

**2. Public Comments:**

Eileen: Thank you for paying off the state loan.

Jim: He does not believe the district has the authority to approve an annexation until all hookups are exhausted.



**3. Consent Items- Public Comment:**

- a. Approval of the Financial Report for April 2020 which includes the fiscal year to date and the Adjustments for April and May 2020.

Director Joe made a motion to approve the Consent Item a. The motion was seconded by Director Mike.

Roll Call vote:

Ayes: Chris, Bob, Elizabeth, Joe, Mike; Noes: None; Abstain: None

**4. General Managers Report- Discussion Items (verbal) Public Comment (PC):**

a) Standby Generator Procurement Status Update: 2-3 months for confirmation of generator sizing (KW) and permit application and approval, 2-3 months for procurement, 1 month to install. We should be complete with all the work by December 2020. We will use temporary generators for PSPS events should they occur this year. GM: the permit applications were submitted today.

b) NBS Annual Assessments Report (posted on website)

c) May 2020 Newsletter sent out (PC: Eileen: good job)

d) Miller Loan has been paid off, approximately \$9,000 to debt service fund.

e) 2019 Electronic Annual Report to the Drinking Water Program, (on website)

f) SID space for District files storage is at no charge here forward. This is a \$300 a month saving. (PC: Jim said good work on saving money)

g) 2019 Annual Water Quality Report (on website)

**5. Continuing Business- Public comment (PC): None**

**6. New Business- Public Comment (PC): None here**

a) Consider for Approval the **Board Meeting Minutes of April 14, 2020** (Action Item)

Director Joe made a motion to approve the April meeting minutes. Director Mike seconded the motion.

Roll Call Vote: Ayes: Chris, Bob, Joe, Mike, Elizabeth; Noes: None; Abstain: None

b) Consider for Approval the **Annual Disclosure of Reimbursement**, (Action Item)

Director Mike made a motion to approve the Annual Disclosure of Reimbursements. Director Joe seconded the motion.

Roll Call Vote: Ayes: Chris, Bob, Joe, Mike, Elizabeth; Noes: None; Abstain: None

c) Consider for Approval **Resolution 2020-41 placement of Delinquent Charges on the Tax Roll**. (Action Item)

Director Joe made a motion to approve Resolution 2020-41. Director Mike seconded the motion. (PC: Eileen – go for it)



Roll Call Vote: Ayes: Chris, Bob, Joe, Mike, Elizabeth; Noes: None; Abstain: None

d) Consider for Approval **Resolution 2020-42 calling for a General Election for November 3, 2020 to Elect Three Directors for a Four-Year Term. (Action Item)**  
Director Joe made a approve Resolution 2020-42. Director Mike seconded the motion. Discussion. Elizabeth: Are any current board members running for re-election? She has two people interested. Jim Miles: I am interested.  
Roll Call Vote: Ayes: Chris, Bob, Joe, Mike, Elizabeth; Noes: None; Abstain: None

e) Consider for Approval an Update of the **Reserve Policy # 2150. (Action Item)**  
Director Joe made a motion to approve Reserve Policy #2150. Director Mike seconded the motion.  
Roll Call Vote: Ayes: Chris, Bob, Joe, Mike, Elizabeth; Noes: None; Abstain: None

f) Consider for Approval the **Digital Signature Policy # 1060. (Action Item)**  
Director Joe made a motion to approve Digital Signature Policy #1060.  
Director Mike seconded the motion.  
Roll Call Vote: Ayes: Chris, Bob, Joe, Mike, Elizabeth; Noes: None; Abstain: None

g) Consider for Approval the updated **10-year Capital Improvement Plan** including the Bucktown Road repairs for access to Tank Station #4. (Action Item)  
Director Mike made a motion to approve the 10-year Capital Improvement Plan. Director Joe seconded the motion. Discussion: Is this the first time the Bucktown repairs are in the budget and who is going to perform the repairs?  
GM: yes, SID currently maintains the road. The repairs are currently being engineered and if necessary we will bid out the work.  
Roll Call Vote: Ayes: Chris, Bob, Joe, Mike, Elizabeth; Noes: None; Abstain: None

h) Consider for Approval the **Fiscal Year 2020/2021 Budget (Action Item)**  
Director Mike made a motion to approve the presented 2020/2021 Budget. Director Joe seconded the motion. Discussion: Does this include the 2% increase on the GM contract? GM: yes and 3% for Billing Manager. **Public Comment:** Jim M is concerned about any increases in these uncertain economic times. Annual increases are not common.  
Roll Call Vote: Ayes: Chris, Bob, Joe, Mike; Noes: Elizabeth; Abstain: None

i) Consider for Approval the **Payoff of the State Water Resources Control Board, Drinking Water State Revolving Fund Loan #1998CX108** in May 2021 of this fiscal year using the **Reserve Fund** in its entirety according to Section 8885 of the California Streets and Highways Code (also noted in District Financials as the Fund Balance-Designated). (Action Item)  
Director Joe made a motion to payoff Loan #1998CX108 in May. Director Mike seconded the motion.  
Roll Call Vote: Ayes: Chris, Bob, Joe, Mike, Elizabeth; Noes: None; Abstain: None

j) Consider for Approval in accordance with Section 8784 of the California Streets and Highways Code that upon payment in full of the remaining loan #1998CX108 that the



**balance in the transitory Redemption Fund**( also noted in the District financials as Reserve-Other), **be transferred** to the General Operating Fund of the District at Wells Fargo Bank. (Action Item **Super Majority required**)

Director Joe made a motion to approve transfer of funds to the General Operating Fund. Director Mike seconded the motion.

Roll Call Vote: Ayes: Chris, Bob, Joe, Mike, Elizabeth; Noes: None; Abstain: None

k) Consider for Approval a **3-year Agreement for General Manager/Treasurer Services** provided by RG West Builders, Inc. (Action Item)

Director Joe made a motion to approve the 3-year Agreement for General Manager/Treasurer. Director Mike seconded the motion. Discussion: **PC** Eileen: is the 2% in addition to the 3%? GM: No. **PC** Jim M: I believe we should review any increases on an annual basis vs. automatic. Chris: We will review any increase as we review the budget yearly. Elizabeth: We do not know where the state is going to be economically. She would like to see a clause decreasing salary if there is no money.

Roll Call Vote: Ayes: Chris, Bob, Joe, Mike; Noes: Elizabeth; Abstain: None

l) Consider for Approval **one (1) Water Right Transfer** from Pecotte to Morgan per the transfer agreement attached. (Action Item)

Director Mike made a motion to approve the transfer of one water right. Director Joe seconded the motion.

Roll Call Vote: Ayes: Chris, Bob, Joe, Mike, Elizabeth; Noes: None; Abstain: None

m) Consider for Approval **one (1) Water Right Transfer** from Sola to Martha, upon Annexation of APN# 0105-210-600, per the transfer agreement attached. (Action Item)

Director Joe made a motion to approve the Water Right Transfer. Director Mike seconded the motion. Public Comment: Eileen: is this the Joslin property? GM: No Elizabeth: Does the district make money on water right transfers? GM: No, it is a sale between two parties at no cost to the district.

Roll Call Vote: Ayes: Chris, Bob, Joe, Mike; Noes: Elizabeth; Abstain: None

n) Consider for Approval the **Resolution 2020-43 for the Annexation** to the District of a 5-acre property, 7144 Liberty Lane, APN #0105-210-600, Maher Martha property owner. (Action Item)

Director Joe made a motion to approve Resolution 2020-43. Director Mike seconded the motion. Discussion: Joe: has an annexation been done before and what is the process? Chris: Yes, my property was annexed in 2002. The process: A customer applies for annexation to the district who then prepares a Resolution for approval by the district. This resolution is then sent to LAFCO. LAFCO is the legal entity that approves, or not approves, an annexation to any district. Typically the parcel is surrounded by other parcels that are within the district and such parcel is typically already paying for fire hydrants. Elizabeth: Is this parcel in the Sphere of Influence? GM: yes. Elizabeth questioned whether board members had discussed these annexations before the board meeting. Joe: I take exception to Elizabeth's question. Joe and Mike commented that they had not talked or seen one another since the last board meeting in April. **Public Comment**: Jim Miles



feels that any annexation by the district is illegal, as advised by a Solano County Supervisor. Chris: LAFCO legally approves annexations, the district does not, so you are correct that the district does not have the legal authority. The district provides documentation for the process to LAFCO. GM: All costs for annexations, including the purchase of a water right, are absorbed by the parcel owner. An annexation cost is approximately \$5,000 and takes 4-6 months.

Roll Call Vote: Ayes: Chris, Bob, Joe, Mike; Noes: Elizabeth; Abstain: None

o) Consider for Approval the **Resolution 2020-44 for the Annexation** to the District of a 22.97-acre property, 7061 Steiger Hill Road, APN# 0105-190-090, property Owner Norcal Properties Management, LLC, Marco Delcampo. (Action Item)

Director Joe made a motion to approve Resolution 2020-44. Director Mike seconded the motion. Discussion: PC Jim M: this parcel opted out at the formation of the district.

Roll Call Vote: Ayes: Chris, Bob, Joe, Mike; Noes: Elizabeth; Abstain: None

p) Consider for Approval the **sale of one (1) of the District's water rights** to Morgan 4142 Cantelow Road, APN# 105-170-150 in accordance with the Morgan Option Agreement. The proposed terms for the sale are 20-year financing by the District, at 3% interest rate, with single annual payments. The loan will be secured by a deed of trust on the property and the escrow by a local title company. The loan is not assignable or transferable. (Action Item)

Director Mike made a motion to approve the sale to Morgan. Director Joe seconded the motion. Discussion: PC Jim M believes the board does not have the authority to finance developers. Eileen: Is the first water right he is purchasing of the 16 he has in reserve until August? GM: yes. Joe: Will each sale come up before a vote? Elizabeth why are you voting No? Elizabeth: because we already have a contract.

Roll Call Vote: Ayes: Chris, Bob, Joe, Mike; Noes: Elizabeth; Abstain: None

q) Consider for Approval the **sale of two (2) of the District's water rights** to Norcal Properties Management, LLC, 7061 Steiger Hill Road, APN# 105-190-090. This will run concurrent with the property owner application for Annexation. The proposed terms for the sale are 20-year financing by the District, at 3% interest rate, with single annual payments. The loan will be secured by a deed of trust on the property and the escrow by a local title company. The loan is not assignable or transferable. (Action Item)

Director Joe made a motion to approve the sale of two water rights. Director Mike seconded the motion.

Roll Call Vote: Ayes: Chris, Bob, Joe, Mike; Noes: Elizabeth; Abstain: None

## 7. Public Comments –

Jim M: The water district is, by processing an annexation first, promising a water right. This is a backwards process. The public has a right to vote when you are increasing the size of the district. Chris: the size of the district is determined by the number of hookups, not the geographic size. We have 533 hookups and only 398 are being used, these annexations are not an increase in the district size.



Eileen: Is there a maintenance program for the Generators? GM: current plan is to run them monthly, as we have been with the current district owned generator.

**8. Board Member Comments-**

Elizabeth: Regarding a comment made during public comments – it is difficult to maintain a larger district. Are there plans to repair our infrastructure which has had increasing water leaks?

**9. Adjourn**

The meeting was adjourned at 8:38 pm by President Chris Calvert.  
The next regular meeting is scheduled for August 11, 2020 @ 7:00pm at the Fire Station.

Minutes submitted by Nancy Veerkamp, Clerk of the Board

Minutes approved by Chris Calvert, President

DocuSigned by:  
Chris Calvert  
1BF93E3E38264BC...  
Signed

8/12/2020

Date



Directors  
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Michael Bianco, Director  
Joseph Gates, Director



Staff  
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Rick Trites, Meter Reading/Backflow  
Nancy Veerkamp, Clerk/Admin  
Solano Irrigation District, Operation & Maintenance

**BOARD OF DIRECTORS REGULAR**  
**MEETING MINUTES**  
**August 11, 2020 at 7:00 pm**

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

**DUE TO COVID-19, THIS MEETING WAS CONDUCTED AS A TELECONFERENCE PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDERS N-25-20 AND N-29-20, WHICH SUSPEND CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT. MEMBERS OF THE PUBLIC MAY NOT ATTEND THIS MEETING IN PERSON.**

Directors, staff and the public participated remotely by calling # (786) 535-3211 and entering the following code: 671-427-101.

Present were: Chris Calvert, President; Robert "Bob" Whitehouse, Vice President; Elizabeth Miles, Director; Joseph "Joe" Gates, Director; Michael "Mike" Bianco, Director; Gordon Stankowski, General Manager (GM); Nancy Veerkamp, Clerk/Admin; Weston Stankowski, RG West.

Absent: None

Visitors (speaking): Jim Miles, Eileen Smith, Richard Myers, Les & Jean Courtney

**1. Call Meeting to Order/ Roll Call/ Approval of the Agenda**

The meeting was called to order by President Chris Calvert at 7:00 pm.

Director Joe made a motion to approve the Agenda and the motion was seconded by Director Mike.  
Ayes: Chris, Bob, Elizabeth, Joe, Mike; Noes: None; Abstain: None

**2. Public Comments: None**

**3. Consent Items- Public Comment:** Jim Miles: What are the \$4,950. and \$5,290. line items to RG West in the Check Register Operating Fund in June that are labeled "Ask Accountant"? GM: These are the fees charged to and paid by developers for services such as the sale and transfer of water rights and other services per the approved District fee schedule.

a. Approval of the Financial Report for June 2020 which includes the fiscal year to date and the Adjustments for June and July 2020.



Director Joe made a motion to approve the Consent Item a. The motion was seconded by Director Mike.

Ayes: Chris, Bob, Elizabeth, Joe, Mike; Noes: None; Abstain: None

**4. General Managers Report- Discussion Items (verbal) Public Comment (PC):**

a) Standby Generator Procurement Status Update: Yolo-Solano Air Quality Management District (YSAQMD) application is administratively complete. Engineering evaluation is in progress. PC: Jim Miles: Has a letter been sent to see if any agency can help fund this purchase? GM: PG&E has said no, and for other agencies we don't qualify because we are not a disadvantaged district. Eileen: Wonderful we are getting these.

b) Overview of the June 30<sup>th</sup> fiscal year end financials. GM: Revenue was exceeded by \$15,599. Net Income of \$15,000. Debt Services: \$20,000 to the good. Operating Expenses \$466 over budget

c) General Election Candidates: Jim Miles, Bob Whitehouse, Joe Gates as of 8/11/20 at 6:58pm on the Registrar of Voters website.

d) Website improvements: In August we are upgrading and adding texting ability for notices, and the district email will be hosted by Gmail for faster service. PC: Eileen: Will texting and emailing both be available. GM: I believe you will make a choice, but we will look into that.

e) Morgan Purchase of Water Rights: Morgan purchased all but one water right that he had on deposit. The district keeps the \$1,000 deposit for the unsold water right.

Elizabeth: will this type of program (\$1,000 deposit to hold for purchase) be offered to others?

GM: That will be brought to the board for a vote if anyone requests this type of agreement.

Elizabeth: How are the records kept for this transaction? GM: Shaw (our accountant) keeps the records and sends out an annual bill. Morgan will be billed monthly for the 18 supplementals. The district received \$17,500 of interest with this purchase this week. Eileen: How many water rights does the district have left? GM: Approx. 20. There are 98 other supplemental water rights with existing property owners.

**5. Continuing Business- Public comment (PC):**

None

**6. New Business- Public Comment (PC):**

a) Consider for Approval the **Board Meeting Minutes of June 9, 2020** (Action Item)

Director Joe made a motion to approve the June meeting minutes. Director Mike seconded the motion.

Discussion: Elizabeth has sent an email to Chris and all Board Members regarding these minutes and

would like them to be part of the August meeting minutes. Chris: Chris had not seen the email and will add the email to the August meeting minutes.

Vote: Ayes: Chris, Bob, Joe, Mike, Elizabeth; Noes: None; Abstain: None

b) Consider for Approval the **Resolution 2020-45 for the Annexation to the District of a 2.74 acre property, 7804 Olivas Lane, APN # 0105-020-240 Merlin Luedtke property owner.** (Action Item)

Director Joe made a motion to approve the Annexation to the District. Director Mike



seconded the motion.

Discussion: Elizabeth: How many water rights does Dove Creek have? GM: Approx. 50 the name and the scope of the subdivision has changed over the years. Elizabeth asked if the board members could have a spreadsheet in Dropbox showing the status of the total district water rights, supplementals and water rights for sale. She is very concerned about the infrastructure of the district and wants to know if there is a plan and a budget for future repairs. Chris: He is going to ask for a Long Term Plan for disaster along with a plan and budget for replacing the infrastructure.

Roll Call Vote: Ayes: Chris, Bob, Joe, Mike, Elizabeth; Noes: None Abstain: None

c) Consider for Approval the **sale of one (1) of the District's water rights to Luedtke, 7804 Olivas Lane, APN#0105-020-240** for the price of \$40,000.00. The terms for the sale are 20-year financing by the District at 3% interest rate with single annual payments. The loan will be secured by a deed of trust on the property and the escrow by a local title company. The loan is non-assignable or transferable. Property Owner may also make cash payment in full at any time, no prepayment penalty (Action Item)

Director Joe made a motion to approve the sale of (1) water right to Luedtke.  
Director Mike seconded the motion.

Discussion: Elizabeth: Has the price of water rights gone up over the years? GM: Yes, when the Reservations expired after a 15 year term the board set the current price at that time. There was a time, approx. 15 years ago, when they were \$25-30,000. Chris: the board decided that the cost should be equal or more than what the original member paid.

Vote: Ayes: Chris, Bob, Joe, Mike, Elizabeth; Noes: None Abstain: None

d) Consider for Approval **Resolution 2020-46 for an update of the By-laws** regarding Article I Section 1 Membership of the Board (Action Item)

Director Joe made a motion to approve the By-law update dated 8/11/2020. Director Bob seconded the motion.

PC: Gene & Les Courtney have sent a letter to the board, and she feels this should not be an action item tonight as the timing is questionable. Is this the law? Eileen: Sent a letter to the board and asked if this would be a conflict? If not, then she believes that no changes should be made at this time. Jim Miles: Feels this change is directed at him and he is entitled to run for the board and even was asked to run by Chris. He has paid the fees and completed the sign up. He would like the voters to decide. He feels this is retaliation. Elizabeth: Has sent an email to be part of the record. Chris: He has not seen the email but will send it to Board Members. Elizabeth: She feels the election process should decide who is on the board and she feels this is a retaliatory type movement from the board. Jim was told by the President (Chris) that it would not be an issue. Chris: This change has been recommended by County Counsel. Elizabeth: Does this mean that one of us would have to leave the board if Jim is elected? Chris: I don't know the answer.

Discussion: Bob feels two family members would violate the Brown Act. He feels items could be discussed at home between family members and decisions could be made before the meeting. He values the ideas and questions that the Miles have brought to the Board.



Roll Call Vote: Ayes: Chris, Bob, Joe; Noes: None Abstain: Mike, Elizabeth

7. **Public Comments** – Jim Miles: I feel this change effects people in the future and does not affect my current filing. Chris: You could be correct.  
Elizabeth: If Jim is elected who would step down? GM: Up to the registrar of voters. Elizabeth: Please get an answer to this question before the next board meeting or sooner. Chris: I will.

8. **Board Member Comments-**

Joe, Mike, Bob – no comment

Chris – He is the one who asked County Counsel about the possibility of two family members on the board and if it was legal.

Elizabeth: Ensure that the emails and letters are attached to this set of meeting minutes. Chris: they will be attached. Attachment #1 Jean Courtney email of 8-11-2020; Attachment #2 Eileen Uthe-Smith email of 8-10-2020; Attachment #3 Elizabeth Miles email of 8-11-2020

9. **Adjourn**

The meeting was adjourned at 8:24 pm by President Chris Calvert.  
The next regular meeting is scheduled for October 13, 2020 @ 7:00pm.

Minutes submitted by Nancy Veerkamp, Clerk of the Board

Minutes approved by Chris Calvert, President

DocuSigned by:  
Chris Calvert  
ID: AF9FEDE5-D11F-4BDF-8985-BA2A26E34A81

10/14/2020

\_\_\_\_\_  
Date

*ATTACHMENT #1*

Dear RNVWD Directors Calvert, Whitehouse, Bianco, Gates, Miles:

We respectfully request that RNVWD Directors remove Item 6d from the August 11 agenda until the public has had time to study the proposed amendment and provide input. As a matter of good public policy, any proposal to the Bylaws should have a first reading (no action) followed by recommended action at a second meeting.

We further request a full explanation at tomorrow's meeting regarding why the Directors believe the Bylaws should be amended to add the wording: "Members shall not share a close familial relationship, such as spouses, parent/child, or siblings." President Calvert publicly stated at a previous Directors' meeting that he saw no problem with two members with a "close familial relationship" serving as Directors of the RNVWD at the same time; however, three would not be acceptable as that is a quorum.

We question the Directors' proposed amendment to the Bylaws in light of the fact that Jim Miles announced at the June meeting that he was going to file papers to be a candidate for the Board (which he did). The timing of the proposed amendment is questionable because Mr. Miles is the spouse of Director Elizabeth Miles. The proposed amendment would prevent both Elizabeth and Jim Miles (should he win the election for a seat on the Board) from serving on the Board at the same time. This proposal appears punitive and discriminatory.

Les and Jean Courtney

7434 English Hills Rd

Vacaville

707-452-8606

*ATTACHMENT # 2*

Monday, August 10, 2020

Dear RNVWD Board Members,

Upon reading parts of the RNVWD agenda for August's meeting I noticed on the AGENDA – Under 6B

New Business: "Consider for approval Resolution 2020-46 for an update of the By-Laws – Membership of the Board." I noticed there is a proposed addition to Article 1, Direction, Terms of Office, Qualifications, etc.

1. Membership of the Board ...."MEMBERS SHALL NOT SHARE A CLOSE FAMILIAL RELATIONSHIP SUCH AS SPOUSES, PARENT/CHILD, OR SIBLINGS."

In regards to this: I attended June's meeting via phone and distinctly remember it being asked if it were a problem if Jim Miles filled out paperwork to become a Board member and the answer was "No", that it was fine even if someone were married, living under the same household, etc., as long as it weren't, say three (3) people to create a forum, and there would not be any issues whatsoever. So why NOW is it suddenly an issue? Why are the By-Laws SUDDENLEY in need of a change? In my opinion anyone, including Mr. Miles, who has already filled out/applied for and submitted the proper paper work for this position should be dealing with the By-Laws that were/are in place NOW at the time of filing.

Furthermore, if someone from the same household were to become a Board member then if the By-Laws were to be changed the other person would not be allowed to serve on the Board at the end of their term. (Someone would have to go)

I feel that any changes made other than the limitation of three (3) people SHARING A CLOSE FAMILIAL RELATIONSHIP would be considered a conflict of interest at this time.

Is there really a need for it at all? I truly believe this resolution should be removed altogether or abolished that it is not deemed necessary.

*1 of 2*



Thank you for your time and consideration to this matter.

Eileen Uthe-Smith

4108 Pippo Lane, Vacaville, CA

707-448-0849

*2 of 2*



From: Elizabeth Miles [mailto:[emiles.mvwd@gmail.com](mailto:emiles.mvwd@gmail.com)]

Sent: Tuesday, August 11, 2020 3:54 PM

To: Chris C Calvert <[cccalvert@ucdavis.edu](mailto:cccalvert@ucdavis.edu)>; Bob Whitehouse <[2rwhitehouse@gmail.com](mailto:2rwhitehouse@gmail.com)>; Joseph Gates <[joegates@rnvwd.com](mailto:joegates@rnvwd.com)>; Mike Bianco <[mikebianco007@gmail.com](mailto:mikebianco007@gmail.com)>

Cc: [jmvasquez@solanocounty.com](mailto:jmvasquez@solanocounty.com); [Ron.Rowlett@cityofvacaville.com](mailto:Ron.Rowlett@cityofvacaville.com)

Subject: August 11, 2020 RNVWD Agenda item 6d, Resolution 2020-46

ATTACHMENT # 3

As board members we have all received the two attached emails from the public concerning Resolution 2020-46. The agenda for the meetings is created by a collaborative effort between the general manager and the president of Rural North Vacaville Water District (RNVWD). The item pertaining to Resolution 2020-46 is contradictory to the directions presented by the president of RNVWD. The RNVWD President, Chris Calvert, did state during a meeting that two members of a RNVWD household can be on the board at the same time. He specifically stated words to the effect, "As long as it isn't three members of a household. That would create a quorum." With this information my husband, James R. Miles, completed his paperwork to be a candidate as a director for RNVWD. Resolution 2020-46 appears to be a retaliatory act. I claim this because since the inception of the water district there has never been a public discussion to change the by-laws to reflect the need to specify restrictions concerning relatives serving at the same time on the board.

Additionally, during my tenure as a RNVWD Director, I questioned in public and to county officials items such as:

-Awarding contracts without proper bidding procedures.

-Awarding annual raises as a part of contracts. The most recently awarded contract without bidding procedures was at Junes' meeting. The contract was for the general manager position. This contract authorized a 2% increase every year during the contract. It also provides additional duties as an additional financial fee to the contract. I brought up that we did not follow proper government bidding procedures. I contended that people in our community are losing their jobs or being furloughed and that this wasn't the time to be issuing out additional funds. James Miles, Candidate for RNVWD, is recorded in the meeting minutes stating, "I believe we should review any increase on an annual basis versus automatic."

-The June minutes indicate "Elizabeth questioned whether board members had discussed these annexations before the board meeting. Joe: I take exception to Elizabeth's question." We need a clarification for these comments. The vote for a property annexation did take place. Mr. Gates voted yes to annex the property to RNVWD. I did make the statement that everyone appears to know how they are going to vote before the agenda item is discussed. Mr. Gates was offended by my statement. I did apologize to him and stated words to the effect, "I believe you. I believe that you didn't speak to anyone about this because you voted yes to annex the property and then after the vote was over you asked Gordon where the property was located." This part of the discussion is inaccurately recorded in the presented minutes for the June 9, 2020 meeting.

-My comments in the meeting minutes pertaining to voting "No" to annexation is inaccurate. I stated words to the effect that it would be unethical to have contactors build homes and sell them to people that do not know that our infrastructure is inadequate. I referred to the general manager's May 2020 newsletter. The newsletter has a category titled, "Water Leaks." During the meeting I quoted from the newsletter, "Due to earth movement, material failure and the aging of our infrastructure, we continue to experience an increasing expense for leak repairs." The newsletter continued on with how over 10% of our budget is allocated for leak repairs. I continued with identifying that the board continues to approve contracts with guaranteed yearly raises without identifying a plan or financial resources to mend our water system infrastructure.

-Also inaccurately recorded is my question to the general manager concerning the funds acquired by the water district for the transfer of water rights in the June 9 minutes for item 6, m. It was identified that the \$150 paperwork fee for water transfer is provided to RNVWD but then transferred to the general manager as agreed to in his contract as an additional task. Since the discussion wasn't recorded in that manner it appears that it is a good deed in which the district does not accrue any expense with the transfer. I did state during the meeting that the district isn't creating any revenue from the transfer, sale, or termination of a water right...the fees for those actions are provided to the general manager in addition to his contract.

During my tenure as a RNVWD director I was selected as the Secretary. I began secretary duties and began to ask for documents to learn the district. In my research I discovered and inquired during open meetings:

-Why are we allowing residents to maintain a business using RNVWD water. The system was created for residential use. I brought to the board's attention that we had a director in this violation.

-I brought to the board's attention that we had a director using more than half the average amount of water for residential use. The board selected to overlook the excessive water usage in which we have a policy for. This was discovered after the board received the water usage report form the general manager.

-The contracted general manager disclosed during a public board meeting that he owned property that he would inquire about annexing in the future.

-As I inquired about taking minutes for the meetings, the position of Board Secretary was voted to be removed. The tasks which would have been completed without additional fees to the district are now completed by a contracted staff member under the general managers supervision.

The appearance of the board's past and current actions appear to be self satisfying. The current decision to change the by-laws provides a definite appearance of retaliation, especially after the RNVWD President, Chris Calvert, stated at a public meeting words to the effect that two members of the same household could be on the board at the same time because that would not meet a quorum.

1 of 2



This email and other communications should be regarded and cared for under the California Whistleblower Protection Act. Under this act, "The Whistleblower Protection Act forbids every state official and employee from retaliating or attempting to retaliate against any employee or applicant for employment who reports an improper activity. Retaliation includes intimidation, the denial of appointment or promotion, a threat of adverse action, a poor performance evaluation, involuntary transfer, or any form of disciplinary action."

Please enter this email and the two attached letters from the public pertaining to Resolution 2020-46 as part of the minutes for the RNVWD August 11, 2020 meeting.

Thank you,  
Elizabeth Miles  
RNVWD Director

2 of 2

6A

Directors  
Chris Calvert, President  
Robert Whitehouse, Vice President  
Elizabeth Miles, Director  
Michael Bianco, Director  
Joseph Gates, Director



Staff  
Gordon Stankowski, 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**

**October 13, 2020 at 7:00 pm**

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

**DUE TO COVID-19, THIS MEETING WAS CONDUCTED AS A TELECONFERENCE PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDERS N-25-20 AND N-29-20, WHICH SUSPEND CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT. MEMBERS OF THE PUBLIC MAY NOT ATTEND THIS MEETING IN PERSON.**

Directors, staff and the public participated remotely by calling # (786) 535-3211 and entering the following code: 671-427-101.

Present were: Chris Calvert, President; Robert "Bob" Whitehouse, Vice President; Elizabeth Miles, Director; Joseph "Joe" Gates, Director; Michael "Mike" Bianco, Director; Gordon Stankowski, General Manager (GM); Nancy Veerkamp, Clerk/Admin; Weston Stankowski, RG West, Brenda Kane, Billing Manager

Absent: None

Visitors (speaking): Eileen Uthe-Smith, Pat Sweeney, Jim Miles, Steve Strickland, Lisa Strickland, Randy Garcia, Dale Motiska

**1. Call Meeting to Order/ Roll Call/ Approval of the Agenda**

The meeting was called to order by President Chris Calvert at 7:00 pm.

Director Joe made a motion to approve the Agenda and the motion was seconded by Director Mike. Ayes: Chris, Bob, Elizabeth, Joe, Mike; Noes: None; Abstain: None

**2. Public Comments:**

Jim: Concerned that in the past we have been told that there was water for fire protection. Asked for a moment of silence for the member who lost his life on English Hills Road.

Dale: He has paid for 16 years and he assumed there would be water in the fire hydrants, but the hydrant by his house had none. Since there was no fire protection do I get a refund?

Pat: Where were the backup generators? Were pumps in operation when the tanks were empty? Chris: We will have a report under the General Manager.

**3. Consent Items- Public Comment: None**



- a. Approval of the Financial Report for July & August 2020 which includes the fiscal year to date and the Adjustments for August & September 2020.

Director Joe made a motion to approve the Consent Item a. The motion was seconded by Director Mike.

Ayes: Chris, Bob, Elizabeth, Joe, Mike; Noes: None; Abstain: None

**4. General Managers Report- Discussion Items (verbal) Public Comment (PC):**  
Verbal informational report for discussion of the District operations.

a) Standby Generator Procurement Status Update: Yolo Solano Air Quality Management District, YSAQMD, on August 19<sup>th</sup> approved our application and provided permit numbers. We are working with the air quality district on the possible substitution of generator manufacturers to save money. The schedule for completion of this work has been delayed due to the fire and permitting and purchasing lead time. It will be early next year when the installation will be completed. We currently have two rental standby generators for the month of October. Were instructed by YSAQMD not to order generators until they give approval. Gordon is evaluating bids and once again looking at funding grants from both FEMA and agencies of the State of California. When we are ready to order, the lead time is 12-14 weeks. We will rent temporary generators when necessary until the purchased generators are installed.

b) Fire impact on District Facilities: Many of the backflow prevention assemblies were damaged and most of them have been repaired. ACWA JPIA our insurance company has assigned an adjuster to our claim. Pump Station 5 at the top of Ciarlo Lane was destroyed. Our cost estimate for repairs throughout the district are not complete but are expected to total several hundred thousand dollars. The Main facilities on Cantelow/Bucktown were not impacted, due to the district's ongoing weed control. Pump Station #5 loss impacted 4 customers and took 1 week to repair. We do not have a firm number of a payout from the insurance company as of today. RNVWD has filed claims with both FEMA and Cal OES. It is not clear what they will pay as it is a long process.

c) Bucktown Road improvements have been put on hold until next year and hillside soils to be stabilized by SID this year to minimize debris flow. The road improvement work will be scheduled for Spring or Summer in 2021. This may also save on expenses planned for this fiscal year. SID recommended that we wait until after the winter season to begin road improvements.

Elizabeth: Who put off this work? What date will it be completed? Gordon: I did. We will do our best to finish by Spring, but it may be Summer of 2021, depending on conditions.  
Joe: Bucktown tank – was the fire close? Gordon: uphill side, but no damage.

d) Summary of the 533 water rights. This amount is the total operating capacity of the District per the original design and engineer's report. This report clarifies the status of the Base charges one per customer's property, Supplemental water rights owned by various property owners and District owned water rights remaining for sale.



- (e) Clark cash purchase of a single Water Right
- (f) Financial planning report issued by GM for future Capital Improvement Projects and ongoing repair and maintenance.

Eileen: I thought arsenic was off the table? Any future vote for rate increase? Chris: The district loses value without the use of Well #2, but the board voted not to proceed based on the cost and the arsenic removal options presented. We have 3 issues for the district: Standby Generators, Well #2 Arsenic removal and a Moving Hillside on Cantelow. Eileen: I know tax bills are going down in the next year, we do not need new taxes at this time. Pat Sweeney: The district should send out a survey on what customers are willing to do. Chris: Agreed when we have an issue to address. Elizabeth: I had asked for a plan to repair our infrastructure; this plan is not what I asked for.

- (g) Letters from customers presented.
- (h) Newsletter sent out to all customers.
- (i) The default "Ask my Accountant" in the check register has been revised by Shaw our CPA to say "Deposits Clearing Account"

(j) Regional Government Services, RGS, Letter of Agreement for Professional Consultant Services. This contract is for assistance for filing with FEMA for financial assistance to cover fire damages and repairs. We have attended the first meeting.

Elizabeth: What is the district liability for lost homes? When were we made aware pumps were not working? The generators did not arrive by noon, why? How many homes burned? Is the district going to wave the monthly base fee & capital expense for those homes that were burned? Who decided not to charge customers for August water usage? I expected a written report on fire damages. Gordon: I will get back to you on timeline of events. 47 homes were destroyed. If the board would like to wave the monthly fees it would be an agenda item for a future meeting. The base fee is per parcel, not per home. I made the decision to not charge for water usage in August. A report is being prepared for the insurance company, FEMA and CalOES, but we have not assessed all damages. Chris: We can put the issue regarding monthly base fees and capital expense on next board meeting

**5. Continuing Business- Public comment (PC):**  
None

**6. New Business- Public Comment (PC):**

a) Consider for Approval the **Board Meeting Minutes of August 11, 2020** (Action Item)

Director Mike made a motion to approve the June meeting minutes. Director Joe seconded the motion.

Elizabeth: Please change notation regarding email sent to Chris- it was sent to all board members. Nancy: Noted and revised. Elizabeth: Did we get an answer regarding texting and emailing? Gordon: I will get an answer from webmaster.



Vote: Ayes: Chris, Bob, Joe, Mike, Elizabeth; Noes: None; Abstain: None

b) Consider for Approval **Resolution 2020-48 for the Annexation** to the District of a 4.83-acre property located at 3928 Sierra Vista Drive, APN #0105-070-320, Anthony Demyan property owner. (Action Item)

Director Joe made a motion to approve the Annexation to the District. Director Bob seconded the motion.

Elizabeth: No vote as there was no fire protection.

Roll Call Vote: Ayes: Chris, Bob, Joe, Mike; Noes: Elizabeth; Abstain: None

c) Consider for Approval the **Sale of one (1) of the District's water rights** to Demyan, 3928 Sierra Vista Drive, APN# 0105-070-320 for the price of \$40,000.00. The terms for the sale are 20-year financing by the District at 3% interest rate with single annual payments. The loan will be secured by a deed of trust on the property and the escrow by a local title company. The loan is not assignable or transferable. Property Owner may also make cash payment in full at any time, no prepayment penalty. (Action Item)

Director Bob made a motion to approve the sale of (1) water right to Demyan. Director Joe seconded the motion.

Vote: Ayes: Chris, Bob, Joe, Mike; Noes: Elizabeth; Abstain: None

d) Consider for Approval the **Resolution 2020-47 Designation of Applicant's Agent For Non-State Agencies**. The General Manger to provide to the Governor's Office of Emergency Services, OES, for all matters pertaining to such state disaster assistance the assurances and agreements required. (Action Item)

Director Bob made a motion to approve Resolution 2020-47. Director Mike seconded the motion.

Elizabeth: Is this included in the GM basic contract. Answer: No, it is extra work.  
Elizabeth: I Vote No because of the \$150/hr. rate.

Roll Call Vote: Ayes: Chris, Bob, Joe, Mike; Noes: Elizabeth; Abstain: None

(e) Consider for Approval the **Sale of two (2) more of the District's water rights** to Norcal Properties Management, LLC, 7061 Steiger Hill Road, APN# 105-190-090. This will run concurrent with the property owner's application for Annexation. The proposed terms for the sale are 20-year financing by the District, at 3% interest rate, with single annual payments. The loan will be secured by a deed of trust on the property and the escrow by a local title company. The loan is not assignable or transferable. The Board approved the sale of two water rights at the June board meeting. This is for two additional water rights for a total of 4 water rights. The developer has submitted to the county for approval of a 4-lot subdivision. Each lot is 5 acres or more. (Action Item)

Director Bob made a motion to approve the sale of (2) water rights to Norcal Properties Management, LLC. Director Mike seconded the motion.



Elizabeth: I will vote no as developers are coming in with no fire protection, which is a risk to lives and homes.

Vote: Ayes: Chris, Bob, Joe, Mike; Noes: Elizabeth; Abstain: None

**7. Public Comments –**

Pat: When will RNVWD go back to in person meetings? Chris: We are following the Solano County Board of Supervisors lead.

Jim: The GM contract should have not been renewed before the election. Chris: We are not going to renege on a contract.

**8. Board Member Comments-**

Elizabeth: I would like a follow-up on the district liability for loss of homes and life. I would like a written report on the timeline of generators, an answer on texting/email notifications, an answer on holding of basic fees, and the issue of no return of paid fire protection fees. What is the policy for \$1,000 deposit hold on a water right purchase? I emailed Chris and all Board Members requested an Emergency Meeting.

Mike: No comment

Bob: No comment

Joe: from my past board experience I am thankful when employees live and work in the district as they are vested in what happens.

Chris: Since 2014 we have seen this (fire) coming. The last two years have been horrendous. The problem was not a lack of water it was how fast the fire ran. My neighbor barricaded himself in his home and was lost. California must do a lot more. I would like to extend a thank you to Mike Bianco as this is his last meeting. I appreciate what you have done for the water district.

Eileen: People need to abate their homes properly. Clear the weeds. Thank you to the board. We appreciate all of you. Chris: please come to the next Vacaville Fire District meeting and express those thoughts.

Brenda: I do not feel people know there is an election, even though it went out in the Newsletter and in a billing. We lost 50 homes, not 47.

**9. Adjourn**

The meeting was adjourned at 8:10 pm by President Chris Calvert.

The next regular meeting is scheduled for December 8, 2020 @ 7:00pm.

Minutes submitted by Nancy Veerkamp, Clerk of the Board

Minutes approved by Chris Calvert, President

DocuSigned by:

Chris Calvert

9/13/2021

1BF93E8E38264BC...

Signed

Date



Directors  
 Chris Calvert, President  
 Robert Whitehouse, Vice President  
 Elizabeth Miles, Director  
 Patrick Sweeney, Director  
 Joseph Gates, Director



Staff  
 Gordon Stankowski, 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**  
 December 8, 2020 at 7:00 pm

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

**DUE TO COVID-19, THIS MEETING WAS CONDUCTED AS A TELECONFERENCE PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDERS N-25-20 AND N-29-20, WHICH SUSPEND CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT. MEMBERS OF THE PUBLIC MAY NOT ATTEND THIS MEETING IN PERSON.**

Directors, staff and the public participated remotely by calling # (786) 535-3211 and entering the following code: 671-427-101.

Present were Chris Calvert, President; Robert "Bob" Whitehouse, Vice President; Elizabeth Miles, Director; Joseph "Joe" Gates, Director; Patrick Sweeney, Director; Gordon Stankowski, General Manager (GM); Nancy Veerkamp, Clerk/Admin; Weston Stankowski, RG West.

Absent: None

Visitors (speaking): Eileen Uthe-Smith, Jim Miles, Julie Coffey

**1. Call Meeting to Order/ Roll Call/ Approval of the Agenda**

The meeting was called to order by President Chris Calvert at 7:00 pm. The oath of office was given to elected Directors, Pat, Bob and Joe by the County of Solano Registrar of Voters prior to this meeting.

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

Roll Call Vote Ayes: Chris, Bob, Elizabeth, Joe, Patrick; Noes: None; Abstain: None

**2. Public Comments: None**

**3. Consent Items- Public Comment:** Jim: I would like to have an explanation of the acronyms in the budget and an details of the \$12-15,000 monthly salary of the GM.



a. Approval of the Financial Report for September & October 2020 which includes the fiscal year to date and the Adjustments for October & November 2020.

Director Bob made a motion to approve the Consent Item a. The motion was seconded by Director Joe.

Roll Call Vote: Ayes: Chris, Bob, Elizabeth, Joe, Patrick; Noes: None; Abstain: None

**4. General Managers Report- Discussion Items (verbal) Public Comment (PC):** None  
Verbal informational report for discussion of the District operations.

a) Thank You to all the 5 candidates for your time and effort to be considered for a board position. Your offer of voluntary community service is very much appreciated. Attached is the election results.

PC: Julie Coffey would like to see the candidate(s) background information on the website in future elections.

b) Standby Generators Procurement Status Update: The generators will be delivered in early February 2021 and are scheduled to be operational by the end March 2021.

Director Elizabeth: Could you please send the specific information on the generators, i.e. Model #. Director Pat: Is there a backup generator for Well #2 ordered? If not, the board should consider a future purchase. GM: Currently one has not been ordered as the well Arsenic level is too high. The generator would be approximately \$75,000 and funding would need to be discussed by the Board.

c) Bucktown Road improvements: Due to the fire damage to trees and related safety concerns, several trees are to be removed and trimmed. SID is scheduled for mid-January to perform minor repairs and maintenance of drainage, erosion control and clean out culverts.

Director Elizabeth: Improvements were scheduled. What has been spent so far? GM: Of the \$54,000 budgeted we have spent \$7,000 plus \$5,000 for trees (possible FEMA reimbursement).

d) LNU Fire impact on District Facilities: Attached is our current report to our insurance company, JPIA, on our cost to date and future estimated expense. We have received \$100,000 from JPIA towards our claim for losses. We continue to work with our carrier to clarify what is covered and to obtain another progress payment. Also attached is a recent field report from JPIA. Reconstruction of Pump Station #5, at the top of Ciarlo Lane, is scheduled with SID to be completed by mid-January.

Director Elizabeth: What is the projected claim? Could we have a description added to the excel sheet with an explanation of each invoice. GM: Approx. \$400,000.

e) FEMA Application for Assistance. We are making progress on providing the packet of information needed to submit our request for funding. Progress is slow and requires



significant amount of time to complete the collection of data for the funding requirements.  
GM: We are pursuing approx. \$100,000 from FEMA for Emergency Services and work not covered by our property insurance.

Director Elizabeth: How much have we paid the FEMA consultant? What may be covered by insurance and what is being submitted to FEMA? Chris are you ok with the effort being made? GM: We have paid \$5,000 to the consultant who has a contract of not to exceed \$12,500.

Director Pat: could we have an explanation to the new board members of the budget? GM: I will set up a time to meet. Director Elizabeth would like to join the meeting. Director Chris in answer to Elizabeth: Yes, I am ok with the current direction, we need to make an effort to collect funds for the district.

f) On October 30th we filed an application to the Cal Office of Emergency Services, Cal-OES, for a \$233,698 Grant under their Community Power Resiliency Allocation, a recently approved \$20 Million fund to Special Districts for the purchase of emergency generators. Priority funding is for "disadvantaged communities", which we are not, and low emission power generation. We are hopeful for some award amount.

Director Pat: Have we applied for any other grants like under Prop 68? GM: Most grants we have seen in the past are for "disadvantaged communities", RNVWD does not qualify for this. Chris: We need a grant writer who knows the ins and outs if and when we find a grant to apply for.

g) Development planning has started for a 44-lot subdivision call Rolling Hills Estates off Dove Creek Trail, and a 4-lot subdivision off English Hills Creek MS-20-06. For Your Information, FYI.

Eileen: Do they have all their water rights? GM: Rolling Hills has 43 of 44 water rights and English Hills Creek has 3 water rights and they plan to use the working well in place of one water right.

Director Pat: are homes out of the sphere charged for fire projection? GM: No. Pat: Should the website be updated regarding fire projection? GM: will evaluate. Pat: Are new water rights purchased charged for fire protection? GM: No, we do not have a separate fee for fire protection, the district only sells new water rights for the sale price.

Director Bob: The district was formed 20 years ago for domestic water use only, then the State required fire hydrants as an offshoot. President Chris: at the 1996 formation of the district, it was approved for fire protection as required in the 90's. It was not designed for the fires we have now.

Jim: The water district needs to work with somebody to improve fire projection. President Chris: There are multiple agencies which will have to work together.



Corrected 2.7.2021 8:03 am

Director Elizabeth: After the loan is paid off what sort of fee will there be for fire protection?

GM: Currently none. The board will need to discuss this in the near future. The loan will be paid off in 2021.

h) The annual financial Audit of the District is nearing completion and will be available for board approval at the February board meeting.

GM: The review by the President and GM has been completed and the finished copy of the Audit will be issued within the next couple of weeks.

i) The GM spoke with our JPIA Risk Control Advisor Chuck Wagenseller concerning a board member's question on the District's liability for lost home and lost life. Chuck has many years of experience with PG&E and another Water Board with fires throughout California and he stated that the lightning fire was an Act of God and PG&E is allowed by state law and safety concerns to shut off power and that the District's liability exposure is minimal. Attached is a timeline prepared by SID of District events during the LNU fire relating to storage tanks, pumps and generators.

j) Both Texting and Emailing notifications are available for the same event for District use when there is short notice on outages or other situations of urgent concern.

k) Fire protection assessment fees paid on property taxes over the past 20 years for properties in the District and for properties in the Sphere of Influence have been used to pay for principal and interest on the \$13 Million loan for the original construction of all District infrastructure. The question of fire protection fees paid being returned is not possible.

Jim: Fire "fills" do not have fire protection for wild fires but do for a single home. There is no fire protection for a 100 year fire.

Eileen: Who starts the generators when the power goes out? GM: there is a built in automatic transfer switch.

l) The \$1,000.00 option agreement to purchase water rights for the Morgan development was specific to that developer's request as he processed a subdivision map with Solano County. There is not a District policy on this matter. Should there be a future request for an option agreement the choice will be presented to the board for a board decision at that time.

m) Policy #1030 Code of Conduct is revised for signatures every two years. Nancy will be sending out to all board members and general manager to obtain current signatures.

Director Elizabeth: It is common practice to have these signed every year by everyone.

GM: CSDA has noted every two years, but we are asking the question of how often signatures are required, Nancy will clarify.

n) CSDA half day workshop December 8 & 9th, for new and current board members on good governance. Topics to be covered are why good governance is important to the overall well-being of the District; the traits of effective board members; what good governance means



and how to effectively put it into practice; and how to move your board from "I" to "we", including how to become an effective team, establish team standards, and essential conditions for team building. \$100 registration fee is reimbursable.

Director Pat: This has been very informative.

o) There was an outage on Thanksgiving Day and this affected water delivery to many customers. SID repaired the leak in the 12-inch main line located on Cantelow Road between English Hills Road and Steiger Hill. The cause of the leak was the separation of the rubber gasket in a mechanical joint between the main line and a steel T. Trapped air from the repair work will take a few days to clear out of the system as several customers had to vent air at their homes.

GM: We received notes from customers thanking the SID employees for leaving their families and working on Thanksgiving.

5. **Continuing Business- Public comment (PC):** None

6. **New Business- Public Comment (PC):** None

a) Consider for Approval the **Board Meeting Minutes of October 13, 2020** (Action Item)  
Director Bob made a motion to approve the October meeting minutes. Director Joe seconded the motion.

Roll Call Vote: Ayes: Chris, Bob, Joe, Patrick, Elizabeth; Noes: None Abstain: None

b) Consider the request by property owners that lost their home to the LNU fire to not have to pay the monthly fixed charges for the base rate \$72.90 and capital recovery charge of \$20.00. Total \$92.90 per month. The District has approximately 129 customer each month that do not use district water. These 129 customers pay the fixed rate of \$92.90 each month. Reference letter attached from a customer requesting relief from these charges. Brenda reported numerous calls from customers on this subject. (Action Item)

PC: Julie Coffey is requesting that these fees be waived until they resume using water.

After board discussion President Chris requested the GM to prepare a Hardship Policy, which could be retroactive, and present it at the next board meeting.

It was suggested that Microsoft Teams or Zoom be used for future meetings as Chris was dropped twice.

c) Consider for Approval the selection of a current RNVWD board member to be a ACWA JPIA Director voting member with our Insurance company. This is for replacement of the position held by outgoing board member Mike Bianco. Chris Calvert is currently listed as an alternate. (Action Item)

Director Chris made a motion to appoint Joe Gates to be the RNVWD



representative to ACWA/JPIA. Director Elizabeth seconded the motion.

Roll Call Vote: Ayes: Chris, Bob, Joe, Patrick, Elizabeth; Noes: None Abstain:

~~None~~ **Public Comments** – None

**8. Board Member Comments-**

Elizabeth: Welcome Patrick. Merry Christmas and Happy Holidays

Patrick: Merry Christmas, Happy New Year

Bob: Merry Christmas

Joe: Merry Christmas

Chris: Thank you board for the past year. We pay off the last loan is 2021 ! Merry Christmas

**9. Adjourn**

The meeting was adjourned at 8:46 pm by President Chris Calvert.

The next regular meeting is scheduled for February 9, 2021 @ 7:00pm.

Minutes submitted by Nancy Veerkamp, Clerk of the Board

Minutes approved by Chris Calvert, President

DocuSigned by:  
*Chris Calvert*  
1BF93E8E38264BC...  
Signed  
2/11/2021

\_\_\_\_\_  
Date