



**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



5B



**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**  
**APRIL 11, 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; Elizabeth Miles, Director; Steven Strickland, Vice President, Ken Swenson, Director; Gordon Stankowski, General Manager (GM); Dale Motiska, Asst. GM; Nancy Veerkamp, Clerk/Admin; Weston Stankowski, RG West; Lori Mazzella, Deputy County Counsel;

Absent: Robert "Bob" Whitehouse, Director

Public (speaking): Jim Miles, Eileen Uthe-Smith

**1. Call Meeting to Order**

**2. Roll Call**

**3. Approval of the Agenda**

The meeting was called to order by President Patrick Sweeney at 7:00 pm. Director Elizabeth made a motion to approve the Agenda and the motion was seconded by Director Steve.

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

**4. Public Comments:** Jim Miles spoke against any further annexations

**5. Consent Items-** Public comments: None

- a) Consider for Approval the monthly financials and adjustments for **January and February 2023. (Action Item)**

Director Steve made a motion to approve the financials with Director Ken seconding the motion. Discussion followed.

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

- b) Consider for Approval the Meeting Minutes of **Regular Board Meeting February 14, 2023, (Action Item)**

Director Steve made a motion to approve the Meeting Minutes. Director Ken seconded the motion. Discussion: None

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

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

Dale made a presentation regarding his first 40 days in the office. Per GM: The Arsenic Remediation Facility Startup will be the week of the 24<sup>th</sup>. SID will work with DDW to receive final approval. The Solar Application has been submitted and PG&E has requested more documents which the district is providing. The SID agreement is still in negotiations with the next meeting on May 15<sup>th</sup>.

**7. Continuing Business- Public Comments: None**

- a) Consider for Approval Resolution 2023-68 update for District Boundary and Sphere of Influence (SOI). Solano Local Agency Formation Commission, LAFCO, will review this resolution request and formalize with a LAFCO Resolution SOI Update as part of LAFCO'S requirement to complete this year 2023 **(Action Item)**

President Patrick made a motion to dissolve the SOI AdHoc Committee. The motion was seconded by Steve.

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

Director Steve made a motion to approve Resolution 2023-68. Director Ken seconded the motion. Discussion and Public Comment followed.

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

- b) 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 of 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 even if that parcel has more than one APN.

Director Steve made a motion to approve the list of APN's. Director Ken seconded the motion. Discussion and Public Comment followed.

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



**8. New Business- Public Comments:**

- a) Consider for Information the Draft Conditions Assessment report from Coastland. **(Informational Item)** The GM is awaiting comments from SID.

- b) Consider for Approval the annual review of Reserve Policy #2150 **(Action Item)**

Director Steve made a motion to increase the Reserve amount to \$1,500,000. Director Ken seconded the motion. Discussion and Public Comment followed.

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

- c) Consider for Approval a request for a 5-year rate increase. Authorize the General Manager to prepare the public notice and workshops and proceed in accordance with Prop 218 requirements. Once the process is completed, the District will have a Resolution for approval as an action item at the June Board Meeting. **(Action Item)**

Director Steve made a motion to move forward with the Prop 218 process. Director Ken seconded the motion. Discussion and Public Comment followed.

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

- d) Consider for Approval the 8-year Capital Improvement Plan **(Action Item)**

Director Steve made a motion to approve the 8-year Capital Improvement Plan. Director Ken seconded the motion. Discussion and Public Comment followed.

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

- e) Consider for Approval the annual budget for FY 23/24. **(Action Item)**

Director Patrick made a motion to dissolve the budget AdHoc Committee. Director Steve seconded the motion. Discussion: None

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

Director Steve made a motion to approve the annual budget and Director Ken seconded the motion.

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

Lori, our legal counsel, stated that a super majority is required to pass the budget. (A subsequent email from Lori dated April 17, 2023 stated in part that "... I was mistaken.....only requirement for a vote...supermajority was not specified.....the vote at the last meeting counted and effectively passed the budget")

Director Steve also asked for a future Agenda Item to increase the purchase price

of a Water Right.

f) Consider for Approval a contract extension for the current GM for 12 months from July 1, 2023, to June 30, 2024, to train and assist the new GM. Authorize the Board President to negotiate the terms of the agreement for a fixed price of \$36,000. **(Action Item)**

Director Steve made a motion to approve the contract extension. Director Ken seconded the motion. Discussion and Public Comment followed.

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

g) Consider for Approval to hold a Special Board Meeting on the Second Tuesday of May. May 9<sup>th</sup> at 7:00 pm at 4135 Cantelow Road. Agenda will include Continuing Business and New Business as in a Regular Meeting. **(Action Item)**

Director Steve made a motion to hold a Special Board Meeting. Director Elizabeth seconded the motion. Discussion: None

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

9. **Adjourn**

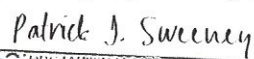
The meeting was adjourned at 9:07 pm by President Patrick Sweeney.

The next meeting is a **Special Board Meeting on May 9<sup>th</sup> at 7:00 pm at the Vacaville Fire Protection District, Fire Station #67, 4135 Cantelow Road, Vacaville, CA 95688**

The next **Regular Meeting is scheduled for June 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

Minutes approved by Patrick Sweeney, President

  
Signed

6/15/2023

Date



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**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**  
**SPECIAL MEETING MINUTES**  
**MAY 9, 2023 at 7:00 pm**

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

Roll Call: Present were Patrick Sweeney, President; Elizabeth Miles, Director; Steven Strickland, Vice President, Robert "Bob" Whitehouse, Director; Ken Swenson, Director; Gordon Stankowski, General Manager (GM); Dale Motiska, Asst. GM; Nancy Veerkamp, Clerk/Admin; Weston Stankowski, RG West; Brenda Kene, Billing.

Absent: None

Public (speaking): Susan DeHaven, Eileen Uthe-Smith, Bob Kane, Henry & Anna Robinson, Unidentified Customer

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

The meeting was called to order by President Patrick Sweeney at 7:00 pm. Director Bob made a motion to approve the Agenda and the motion was seconded by Director Steven.  
 All Board Members were in favor.

4. **Public Comments (non-agenda items):**  
 Susan DeHaven: 1. Objects to the rate hike; 2. Objects to the hiring of Dale Motiska;  
 3. Objects to payments to RG West to train Dale.  
  
 Eileen Uthe-Smith: Objects to the rate hike, would like to look at the budget;

employees should work and live in the district; needs a guarantee that this increase will go only to infrastructure; supplementals should pay the same as those with hookups; and we shouldn't have to pay for the road repairs.

Bob Kane: Remembers and he stated that RNVWD was originally set up as a Non-Profit 501 and should have a Treasurer and Secretary and those positions must be Board Members. Per the GM, RNVWD is a Special District, not a 501.

**5. Proposed Water Rate Increase:**

**Package includes:**

1. 45 Day Notice of Public Hearing
2. General Manager Explanation Recap Summary
3. Detailed proposed Monthly Rates Changes by Line Item
4. Proposed 5-year Rate Plan Summary
5. Sources and Uses of Revenue from proposed rate changes
6. Solano Irrigation District Water Rates for Reference
7. 8-year Capital Expenses Planning
8. Fiscal Year 2023-24 District Budget
9. Protest Form

The Proposed Rate increase was explained by the GM and much discussion was heard from the attendees and Board. Henry and Anne Robinson object to supplementals paying the same as people with hookups. Eileen, Susan and Bob further explained their reasons to object to the rate increase. The unidentified customer wanted clarification on the cost per ccf to provide water.

**6. Adjourn**

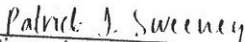
The meeting was adjourned at 8:07 pm by President Patrick Sweeney.

The next meeting is a **Workshop and Informational Meeting on May 23<sup>th</sup> at 7:00 pm at the Vacaville Fire Protection District, Fire Station #67, 4135 Cantelow Road, Vacaville, CA 95688**

The next **Regular Meeting is scheduled for June 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

Minutes approved by Patrick Sweeney, President

DocuSigned by  
  
Signed

~~6/15/2023~~  
Date



5B



**Directors**

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

**Staff**

Gordon Stankowski, General Manager  
Dale Motiska, Asst. 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**  
**JUNE 13, 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; Elizabeth Miles, Director; Steven Strickland, Vice President, Ken Swenson, Director; Gordon Stankowski, General Manager (GM); Nancy Veerkamp, Clerk/Admin; Weston Stankowski, RG West; Lori Mazzella, Deputy County Counsel; Brenda Kane, Billing Manager

Absent: Robert "Bob" Whitehouse, Director; Dale Motiska, Asst. GM;

Public (speaking): Rod McGrew, Eileen Uthe-Smith, Jim Miles, Angela 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 7:04 pm. Director Steve made a motion to approve the Agenda and the motion was seconded by Director Ken. All present approved.

**4. Public Comments:** Rod – He is concerned about the Cantelow Road repairs, there is a pipeline in the road, which creates a safety issue. Per Lori there is a Solano County meeting tomorrow regarding this issue. Jim Miles – LAFCO has continued the approval of the Sphere of Influence (SOI) to October 16 and encourages the public to attend. Angela Miles – can the district provide the water pressure with the proposed new SOI?

**5. Consent Items- Public comments: None**

a) Consider for Approval the monthly financials and adjustments for **March and April 2023. (Action Item)**

b) Consider for Approval the Meeting Minutes of **Regular Board Meeting February 14, 2023, (Action Item)**

Director Steve made a motion to approve items a & b. Director Ken seconded the motion. Discussion: None  
All present approved.

**6. General Managers Verbal Informational Report- Public comments:**

Cost Summary Chart – provided per President Patrick’s request. Director Elizabeth asked for a copy of all slides be provided to the board after presentation.

Arsenic Removal Facility – DDW was at the site today, testing is ongoing. RNVWD is awaiting DDW approval and the goal is to be approved to use Well #2 by the end of July.

PG&E Solar Application – application is pending as PG&E is backlogged.

SID Agreement – Insurance carrier to respond to the district regarding coverage. RNVWD is meeting with SID on June 30.

LAFCO - Sphere of Influence – Continued to October 16, 2023

Cantelow Landslide – a slide was provided showing the slide area. County is meeting tomorrow regarding.

Bucktown Road to Tank 4 – 4000’ long road on private property that is in need of repair. A slide was provided showing the route and the slide area. \$60,000 approx. cost of permanent repairs.

**7. Continuing Business- Public Comments: None**

a) None

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

a) Consider for Approval Resolution 2023-69 for collection of delinquent accounts on the tax rolls. (Action Item) Director Steve made a motion to approve Resolution 2023-69. Director Elizabeth seconded the motion. Discussion and



Public Comment followed.

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

b) Consider for Approval a seven day extension and tabulation of protests regarding the proposed rate increase. A Special Board Meeting and Public Hearing will be held on June 20, 2023 at 7pm, 4135 Cantelow Road, Vacaville, CA **(Action Item)**

Director Steve made a motion to approve the seven (7) day extension and have a Special Board Meeting and Public Hearing on June 20, 2023. Director Ken seconded the motion. Discussion and Public Comment followed.

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

c) Consider for Approval renewal of the agreement with our CPA, Shaw and Associates. **(Action Item)**

Director Steve made a motion to renew the agreement with Shaw and Assoc. Director Elizabeth seconded the motion. Discussion and Public Comment followed.

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

d) Consider for Approval Policy 4211 Public Comment **(Action Item)**

Director Steve made a motion to accept the redline version of Policy 4211. Director Elizabeth seconded the motion. Discussion and Public Comment followed.

Vote: Ayes: Elizabeth, Patrick, Steven, Ken; Noes: none; Absent: Bob

Comment: Brenda Kane asked for an easier process for a rate increase. She has had a lot of questions from customers.

#### 9. Adjourn

The meeting was adjourned at 8:07 pm by President Patrick Sweeney.

The next meeting is a **Special Board Meeting on June 20<sup>th</sup> at 7:00 pm at the Vacaville Fire Protection District, Fire Station #67, 4135 Cantelow Road, Vacaville, CA 95688**

The next **Regular Meeting is scheduled for August 8, 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

DocuSigned by:

*Patrick J. Sweeney*

DBC4AF86D3A347B...

Signed

7/14/2023

Date





**Directors**

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

**Staff**

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

**BOARD OF DIRECTORS**  
**SPECIAL MEETING & PUBLIC HEARING Meeting Minutes**  
**CONTINUATION OF THE JUNE 13, 2023 PUBLIC HEARING**  
**REGARDING PROPOSED WATER RATE INCREASES**  
**JUNE 20, 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; Elizabeth Miles, Director; Steven Strickland, Vice President, Gordon Stankowski, General Manager (GM); Dale Motiska, Asst. GM; Nancy Veerkamp, Clerk/Admin; Weston Stankowski, RG West; Lori Mazzella, Deputy County Counsel; Brenda Kane, Billing Manager

Absent: Robert "Bob" Whitehouse, Director; Ken Swenson, Director

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

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 Steve made a motion to approve the Agenda and the motion was seconded by Director Elizabeth. All present approved.

**4. Public Comment:** Eileen Uthe-Smith- asked length of term of loans to purchase water rights, do they get paid off immediately at the close of escrow, how much is hydrant meter rental, info on budget for new meters. GM: 20 years, yes, meter rental is \$15/day and charges for water usage is read at the end of

the rental term, new meters are approx.. \$400 ea. Jim Miles - How much is the Arsenic treatment plant over budget. GM: At the time of the bid the lowest bidder was \$450,000 over engineers estimate.

5. President to open the Public Hearing regarding the proposed water rate increase. Public Comments: Bob Kane and Jim Miles.

6. The Board Clerk, will review and collect the written protests upon receipt from Brenda Kane, Billing Manager. Brenda Kane, Weston Stankowski and Eileen Uthe-Smith were witnesses to the count. 227 written protests were confirmed- a majority. Rate increase item is closed.

7. If no majority protest is counted the Board may Consider for Approval Resolution 2023-70 approving an increase in the District's rate for water service (Action Item). Item deleted.

8. **Adjourn**

The meeting was adjourned at 7:53 pm by President Patrick Sweeney.

The next **Regular Meeting is scheduled for August 8, 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

7/14/2023

Date





5A

**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**  
**SPECIAL MEETING MEETING MINUTES**  
**JULY 13, 2023 at 7:00 pm**

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

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

Absent: None

Public (speaking): Eileen Uthe-Smith

**1. Call Meeting to Order**

**2. Roll Call**

**3. Approval of the Agenda**

The meeting was called to order by President Patrick Sweeney at 7:00 pm. Director Steve made a motion to approve the Agenda and the motion was seconded by Director Bob. All present approved.

**4. Public Comment (Non – Agenda Items):** Eileen asked about the CoBank loan for the Arsenic Treatment. Neither Patrick or Dale have answered her question prior to the meeting.

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

A. Consider for Approval the Monthly Financials and Adjustments for May and June 2023

B. Consider for Approval the Minutes of the Board of Directors meeting of June 13 and June 20, 2023.

The Board Clerk would like to add Brenda Kane as an attendee for both meetings. Director Bob made a motion to approve the minutes as corrected and approve the financials and adjustments for May and June of 2023. Director Steve seconded the motion.

All present approved.

**6. General Managers Report: None.**

**7. New Business (Public Comment with each item)**

A. **Consider for Approval a new Policy number 2500 Rate Increase Public Notice and Protest Process per Proposition 218 (Action Item).** Director Bob made a motion to approve Policy 2500. Director Steve seconded the motion. Public Comment and Board Discussion

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

B. **Consider for Approval the retain of the Law Firm of Best, Best and Krieger to assist with our pending rate increase.** The firm specializes in public water districts and Proposition 218 issues. We will keep Lori Mazzella as our general counsel and only use BBK with specialized challenges (Action Item). Director Steve made a motion to approve the Law Firm with a cap of \$5,000. Public Comment and Board Discussion.

Vote: Ayes: Bob, Patrick, Steven; Noes: Ken and Elizabeth; Absent: None

C. **Consider for approval an updated Annual Budget for F23/24 (Action Item).** Director Steve made a motion to approve the updated budget. Director Bob seconded the motion. Public Comment and Board Discussion

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

D. **Consider for Approval a 3-year rate increase.** Authorize the General Manager to prepare the public notice and workshop and proceed in accordance with Proposition 218 requirements. Once the process is completed, the District will have a Resolution for approval as an action item at an August board meeting identified in the Public Notice. (Action Item)

Director Steve made a motion to approve the public notice and workshop. Director Bob seconded the motion. Public Comment and Board Discussion



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All present approved.

8. Adjourn

The meeting was adjourned at 8:02 pm by President Patrick Sweeney.

The next **Regular Meeting is scheduled for August 8, 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

8/12/2023

Date



**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**  
**REGULAR MEETING MINUTES**  
**AUGUST 8, 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; Elizabeth Miles, Director; Ken Swenson, Director; Bob Whitehouse, Director; Dale Motiska (GM); Weston Stankowski, RG West;

Absent: Nancy Veerkamp, Clerk/Admin; Steven Strickland, Vice President

Public (speaking): Jim Miles, Bob Kane

**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 President Patrick. All present approved.

**4. Public Comments:** Jim Miles – LAFCO does not require a Model

**5. Consent Items-** Public comments: None

- a) Consider for Approval the Meeting Minutes of **Special Board Meeting July 13, 2023, (Action Item)**
- b) Consider for Approval the Annual Disclosure of Board Member



Reimbursements.

Director Bob made a motion to approve items a & b. Director Ken seconded the motion. Discussion: None

All present approved.

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

Arsenic Removal Facility Start Up– Dale gave a handout showing two chem pumps damaged and damage to some wiring. AdEdge is repairing.

**7. Continuing Business-** Public Comments: None

a) None

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

a) Consider for Approval a update to Policy 2100 Financial Policy (Action Item) Director Bob made a motion to approve the Policy 2100. President Patrick seconded the motion. Discussion: Director Elizabeth asked for a second signature on checks over \$7,500 and the signature card item needs a name the President and GM. Public Comment: None. Motion was amended to include the two items from Director Elizabeth.

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

b) Consider for Approval the Model District Operating System agreement with Coastland DCCM and task for meetings with Fire Marshal and LAFCO (**Action Item**)

Director Bob made a motion to approve the report. Director Ken seconded the motion. Discussion and Public Comment followed. Item does not pass.

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

c) Consider for Approval the Proposal with Coastland DCCM to design the construction to secure the exposed pipe in the creek at the “Cantelow Bridge” (**Action Item**) Director Bob made a motion to approve the proposal to design moving the exposed pipe to the bridge. Director Ken seconded the motion. Discussion and Public Comment followed.

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

**9. Adjourn**

The meeting was adjourned at 7:32 pm by President Patrick Sweeney.

The next meeting is a **Special Board Meeting on August 31, at 7:00 pm at the Vacaville Fire Protection District, Fire Station #67, 4135 Cantelow Road, Vacaville, CA 95688**

The next **Regular Meeting is scheduled for October 10, 2023, at 7:00 pm the Vacaville Fire Protection District, Fire Station #67, 4135 Cantelow Road, Vacaville, CA 95688.**

Minutes submitted by Weston Stankowski substitute for Nancy Veerkamp, Clerk of the Board

Minutes approved by Patrick Sweeney, President

DocuSigned by:  
*Patrick J. Sweeney*  
Signed \_\_\_\_\_  
DocuSign ID: CD591E76-D7DB-4723-92E0-0EE12256E5DA

9/1/2023

\_\_\_\_\_  
Date





50v

**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**  
**SPECIAL BOARD MEETING MEETING MINUTES**  
**SEPTEMBER 19, 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); Nancy Veerkamp, Clerk/Admin.

Absent: none

Guests: Rich Seithel, Executive Officer, LAFCO and Aaron Norman, Analyst II

Public (speaking): Jim Miles, Gordon Stankowski, Weston Stankowski, Eileen Smith, Brad Foulk, Bob Karn

**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 Elizabeth made a motion to approve the Agenda and the motion was seconded by Director Bob. All present approved.

**4. Public Comments(Non Agenda Items):** Eileen Smith: When is the Arsenic plant going on line? GM: 10 more days of testing before we can call for final state inspection.

**5. Consent Items:**

a) Consider for Approval the Meeting Minutes of Board of Directors Special Meeting August 31, 2023, (Action Item)

VP Steve made a motion to approve the Meeting Minutes of August 31,2023. Director Bob seconded the motion. All present approved.

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

Metron transmitters report- letters were read from Rick Trites and Brenda Kane outlining the issues they are having with the Metron transmitters. After discussion is was agreed to go back to the Itron ERTS. A Replacement cost estimate will be requested from Trites for the 22 installed transmitters. Eileen: Can we sell or return these? GM to follow up on that idea.

**7. Continuing Business- Public Comments: None**

a) Consider for discussion the June 12, 2023 LAFCO Project No. 2021-08 Rural North Vacaville Water District Sphere of Influence "SOI" Update. LAFCO Executive Officer, Rich Seithel. A copy of the power point presentation was passed out for all to follow along and understand the Commission's requests to finalize the SOI at the LAFCO October 16, 2023 meeting. A few copies of the Municipal Service Review were also provided. A copy can be found on the mvwd.com website.

Public Comments: Weston Stankowski handed out a letter with key points on why the the English Hills, LLC should be included in the SOI. Gordon Stankowski spoke regarding the same issue. Brad Foulk distributed a handout recommending English Hills, LLC be included in the SOI. Bob Karn spoke regarding the inclusion of the Ralph Perkins property in the SOI. There was a 5 minute recess starting at 7:25. Meeting restarted at 7:27. Jim Miles had questions and comments. Board Discussion: There was a better understanding of the process by members of the Board. RNVWD will decide which items to follow up on in the Suggested Conditions of Approval and Recommendations sections in the power point presentation before October 16<sup>th</sup>.

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

a) Consider for approval Policy 2120- Procurement Policy. (Action Item). VP Steve made a motion to approve the Procurement Policy 2120. Director Elizabeth seconded the motion. Public comment and Discussion: None

All present approved.

**9. Adjourn**

The meeting was adjourned at 8:55 pm by President Patrick Sweeney.



The next **Regular Meeting** is scheduled for **October 10, 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

DocuSigned by:  
*Patrick J. Sweeney*  
Signed \_\_\_\_\_

10/11/2023  
Date \_\_\_\_\_



5a

**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**  
**OCTOBER 10, 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); Nancy Veerkamp, Clerk/Admin. Brenda Kane, Billing Manager.

Absent: None

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

**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 Ken made a motion to approve the Agenda and the motion was seconded by Director Bob. All present approved.

**Public Comments(Non Agenda Items):** Jim Miles: The district needs to quit spending and watch what they spend. Eileen: Could you please breakdown the Facilities line item in the budget (\$130,000). Are you recommending option 1,2, or 3 to LAFCo? Quit paying RG West.

**5. Consent Items:**

a) Consider for Approval the Meeting Minutes of Board of Directors Special Meeting September 19, 2023, (Action Item)

- b) Consider for Approval July and August Financials.

Director Bob made a motion to approve the Meeting Minutes of September 19, 2023 and the financials. Director Ken seconded the motion.  
Approved by Bob Whitehouse, Ken Swenson, Patrick Sweeney, Steven Strickland. Minutes Not Approved by Elizabeth Miles

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

a) FEMA Update- Categories applied for include A: Debris removal at the bridge 100% complete B. Cantelow landslide 100% complete B. Exposed pipe repair 0% complete and D. Mitigation – (pipe at bridge) 0% complete. There are three options for D which FEMA is considering. Next meeting is Thursday the 12<sup>th</sup>.

b) Financial Status of the District- There is \$146,000 in the treasury. There is \$113,000 in the checking account. The rate increase does not add additional monies to the Reserves. The GM is investigating refinancing the Arsenic loan. Chart Industries is still owed \$19,000, but RNWWD has sent them back-charges of \$22,000. Negotiations are in progress. There is no more flushing for the Arsenic project so SID charges will go down. SID is awaiting final test results before contacting DDW. Those tests were complete 5 days ago.

c) Solano Irrigation District "SID" Contract- The GM & President have been meeting with SID. There has been discussion about excess charges for repairs. Talks are ongoing.

d) Local Agency Formation Commission (LAFCo) Meeting- There were four items requested by LAFCo after the last meeting: 1. Survey of APN's- status in progress. 2. Fire Flow pressure testing – status Fire Dept to perform. 3. Strategic Plan – status in progress and 4. Modeling. (see item c under New Business).  
Public Comments: Brenda: Why doesn't LAFCo do the survey? Who decided on the questions? GM: LAFCo. Jim: Why did the prior GM not get Board approval before asking for an extension at the June LAFCo meeting regarding the Sphere of Influence? Why did the English Hills LLC annexation request not provide details of a proposed development. Director Elizabeth: Can the infrastructure take additional hookups?

**7. Continuing Business-** None

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

a) Consider for discussion adding an Assessment to the District. Future infrastructure improvements addressed in the District Strategic Plan will not be met with the current revenue receipts. (Discussion Item). Jim: Why haven't we gone ahead with Solar? Directors discussed ideas to "get away" from SID. Hire



an Operator?. Can we perform any inhouse work? Can we hire another contractor to repair leaks? The GM and President have sent a 30 day demand to SID for an audit of current charges. The only income for the district is selling water. Revenue from water sales is 18% of the budget. There is an approximate \$9,000 per month increase in revenue from the current rate increase. The District is not financially prepared for a catastrophic event with our Reserves so low.

When the discussion got heated President Patrick warned Director Elizabeth that he could reprimand her for getting out of her seat at the September Special Meeting and approaching a participant in the audience.

At 7:50 pm multiple people in the audience left.

b) Consider for discussion adding more water rights to the District. As laws change regarding adding additional dwelling units (ADU) per legal parcels, the demand from District members to request more water rights will certainly increase. The potential for increased revenue with sales of water rights would have a positive impact for our district. (Discussion Item). President: The District will need to change the Rules and Regulations to provide more than one water right to a legal parcel. It has been brought to he attention of the district by LAFCo that it has sold "Water Permits" not "Water Rights" per current definitions.

c) Consider for approval the Hydrology Modeling Report by Coastland DCCM as required by LAFCo to update the District Sphere of Influence. (Action Item). Director Bob made a motion to proceed with the report. Director Ken seconded the motion. Discussion: Director Elizabeth: Is this required? President: Yes per LAFCo. Coastland will test 4 zones  
Vote: All approved.

#### 9. Adjourn

The meeting was adjourned at 8:47 pm by President Patrick Sweeney.

The next **Regular Meeting is scheduled for December 12, 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

DocuSigned by:  
Patrick J. Sweeney  
Signed

12/19/2023

Date

P.O. Box 5097, Vacaville, CA 95688

5a

**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.

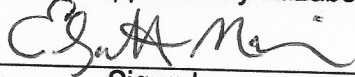
## 9. Adjourn

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

  
Signed

2-13-2024  
Date