

Directors

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



Staff

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

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

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

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

Absent: None

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

1. Call Meeting to Order

2. Roll Call

3. Approval of the Agenda

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

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

All present approved.

Public Comments (Non Agenda Items): None

5. Consent Items: Public Comment: None

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

- b) Consider for Approval November and December Financials.

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

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

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

Vote: Approved by all present.

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

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

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

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

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

7. Continuing Business- Public Comment: None

a) Consider for discussion Revision of Rules and Regulations Section 18. FOR SALE CONNECTIONS: *The District has allocated 10 new water rights for a total of 543. These connections are available for*

Secondary Dwelling Units (SDU). Additional Dwelling Units (ADU) and other approved lot splits and development subject to District Engineer evaluations of the Hydrology Model capacity at each location. Water rights are For Sale in accordance with the District Fee Schedule. (Action Item). Director Steve made a motion to approve the additional 10 water rights. Director Ken seconded the motion. Discussion: After discussion Director Ken made a motion to table this motion awaiting the final Hydrology report. Director Bob seconded the motion.

Vote: All present approved tabling this item.

8. New Business- Public Comments: None

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

Vote: All present approved tabling this item.

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

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

Vote: All approved tabling this item.

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

Vote: All present approved.

Final Comments from Board:

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

Patrick: Well said Bob

Steve: I agree with Bob

9. **Adjourn**

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

The next **Regular Meeting** is scheduled for **April 9, 2023, at 7:00 pm** the Vacaville Fire Protection District, Fire Station #67, 4135 Cantelow Road, Vacaville, CA 95688.

Minutes submitted by Nancy Veerkamp, Clerk of the Board

Minutes approved by President

Signature: Patrick J. Sweeney

Signed

Email: pjsweeney@rnvwd.com

March 13, 2024

Date



Directors

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

Staff

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

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

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

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

Absent: Elizabeth Miles, President

Public (speaking): Eileen Smith, Brenda Kane

1. Call Meeting to Order

2. Roll Call

3. Approval of the Agenda

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

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

All present approved.

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

5. Consent Items: Public Comment: None

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

- b) Consider for Approval January Financials.

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

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

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

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

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

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

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

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

7. Continuing Business- Public Comment: None

a) Consider for discussion Revision of Rules and Regulations Section 18. **FOR SALE CONNECTIONS:** *The District has allocated 10 new water rights for a total of 543. These connections are available for Secondary Dwelling Units (SDU). Additional Dwelling Units (ADU) and other approved lot splits and development subject to District Engineer evaluations of the Hydrology Model capacity at each location. Water rights are For Sale in accordance with the District Fee Schedule. (Action Item).* Director Steve made a motion to approve the additional 10 water rights. Director Ken seconded the motion. Discussion: After discussion Director Patrick made a motion to table this motion awaiting the final Hydrology report. Director Steve seconded the motion. Director Bob reminded the Board that changes must be made to the Rules and Regulations regarding ADU's and SDU's, there must be an Engineering Report to justify the additional water rights. There is more to this process.

Vote: All present approved.

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

8. New Business- Public Comments: None

- a) Consider for approval any new business items may be considered separately at the request of any board member. (Action Item) No action taken.
- b) Consider for approval financing the Perkins annexation APN#0105-200-180 included in Resolution 2021-50 for the purchase of one (1) reserved water right from the District for the original agreement price of \$40,000 (which was agreed to prior to the rate increase) with the following terms: 30% down payment financed for one (1) year at 3% interest. Motion was made by Director Bob to approve the sale. Director Steve seconded the motion.
Vote: All present approved.
- c) Consider for approval financing all future District Water Rights as active connections only (no supplemental connections). The financing will be based on the current Fed interest rate (today at 5.25%-5.5%). Option A +2% interest for ten (10) year terms with a 30% down payment. Option B +1% for ten (10) years with a 20% down payment. Option C +2% for ten (10) years with a 10% down payment. These terms will be added to the current District Fee Schedule in the Rules and Regulations. (Action Item) Director Bob made a motion to select Options A-D. The motion was seconded by Director Steve. Discussion. After discussion Director Bob amended his motion to pick Options B & C.
Vote: All present approved.
- d) Consider for approval financing the Rolling Hills (Amos Financial) purchase of one (1) water right from the District for \$50,000 with the following terms: 30% down payment finances for five (5) years at 7.26% interest (Action Item). Director Bob made a motion to approve this purchase. Director Steve seconded the motion. Discussion. None
Vote: All present approved.
- e) Consider for approval the extension for three years of the contract with Trites Backflow Services, Inc. (Action Item) Director Bob made a motion to approve the extension. Director Steve seconded the motion. Discussion: Director Patrick asked Dale to prepare a new contract without all the Amendments.
Vote: All present approved.
- f) Consider for approval appointing an ad hoc committee to prepare a budget for the new fiscal year. (Action Item). GM Dale will present a proposed budget and then the District can proceed with an ad hoc committee or not. Director Steve requested to table this item.
Vote: All present approved.
- g) Consider appointing an ad hoc committee to research candidates for the appointment of a new Board member to replace President Elizabeth Miles and her unexpected resignation. (Action Item) Director Bob made a motion to accept President Elizabeth's resignation from the Board. Director Patrick seconded the motion. A notice will be posted on the website and two other places for candidates to send their resume to the GM per the District policy for vacancies. The deadline will be a week before the April meeting. The candidate will serve until the upcoming election in November.

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

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

Vote: All present approved.

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

Vote: All present approved.

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

9. Adjourn

The meeting was adjourned at 8:04 pm..

The next Regular Meeting is scheduled for April 9, 2023, at 7:00 pm the Vacaville Fire Protection District, Fire Station #67, 4135 Cantelow Road, Vacaville, CA 95688.

Minutes submitted by Nancy Veerkamp, Clerk of the Board

Minutes approved by Patrick Sweeney, President

Patrick Sweeney

Signed

4/10/2024

Date

Directors

Patrick Sweeney, President
Ken Swenson, Vice President
Open, Director
Steven Strickland, Director
Bob Whitehouse, Director



Staff

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

BOARD OF DIRECTORS
MEETING MINUTES- SPECIAL MEETING

April 9, 2024 at 7:00 pm

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

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

Guest: Dan Shaw, Oppenheimer

Absent: Steven Strickland, Director

Public (speaking): Eileen Smith, Rich Sellers

1. **Call Meeting to Order**

2. **Roll Call**

3. **Approval of the Agenda**

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

Public Comments (Non Agenda Items): None

5. **Consent Items: Public Comment:**

a) Consider for Approval the Meeting Minutes of Board of Directors Meeting March 12, 2023. Director Bob asked for the header to be corrected and item 8g to say Elizabeth resigned from the Board, not just as President.

P.O. Box 5097, Vacaville, CA 95688

- b) Consider for Approval February Financials.

Director Bob made a motion to approve item a & b with corrections. Director Ken seconded the motion and agreed with changes.

Approved by all present.

6. General Managers Verbal Informational Report- Public comment:

a) Financial status of the District- \$110,000 is in the checking account. 6% of revenue is not received per month. SID and PG&E are overbudget. There were no major expenses this month. The new budget is in the works.

b) SID Contract- The contract has been sent back to SID. Agreed deal points were eliminated by SID.

c) Coastland Hydrology Modeling Report- Not received.

d) Water Main Relocation at New County Bridge on Cantelow Road – Ghillotti potential charge to the district is \$90,000. A second quote from Globe Engineering is higher. Dale is meeting with Solano County on 4.10.24 to discuss ways to lower the cost and how the district can pay this bill potentially over time.

e) FEMA Update – There is a meeting next week with CalOES. Funding is getting closer.

7. Continuing Business- Public Comment: None

a) Consider for discussion Revision of Rules and Regulations Section 18. FOR SALE CONNECTIONS: The District has allocated 10 new water rights for a total of 543. These connections are available for Secondary Dwelling Units (SDU). Additional Dwelling Units (ADU) and other approved lot splits and development subject to District Engineer evaluations of the Hydrology Model capacity at each location. Water rights are For Sale in accordance with the District Fee Schedule. (Action Item). ON HOLD

b) Consider for Approval the Water Management/Strategic Plan. (Action Item) ON HOLD

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

a. Consider for discussion refinancing the CoBank Loan with Umpqua Bank. **(Discussion Item)** Dan Shaw from Oppenheimer explained the terms of the loan. A 20 year loan at 7.4% fixed rate will pay off the CoBank loan potentially in May. Three banks were contacted and Umpqua is the only one who came back with an offer. This loan will require the district to move all banking to Umpqua Bank. The district asked Dan to come back with a loan offer from the Municipal advisors who handle Special Districts as the terms may be better. President Patrick asked Dale to make this a priority.

b. Consider for discussion the Proposal for Water Rate and Capacity Fee Study by NBS. **(Discussion Item)**. President Patrick commented that the district cannot afford the approx.. \$37,000 for this study. Eileen: Are you proposing an assessment or a rate increase? The President and GM answered a rate increase. The district must have specific projects for an assessment. The prior GM is donating his services to the District. He is assisting the GM with the study for a potential rate increase.

c. Consider for approval a Special Meeting to be held April 23rd at 7:00 pm at the Fire Station to discuss a rate increase. **(Action Item)** Director Bob made a motion to approve the Special Meeting. Director Ken seconded the motion. Discussion: The GM is working on details, including a proposed budget, to be provided to all at the Special Meeting.
All present approved

d. Consider for approval the return of one (1) Supplemental Water Right from Rich Sellers to the District. Account #21302. **(Action Item)** Director Bob made a motion to approve the return of the Supplemental Water Right. Director Ken seconded the motion. Discussion: Rich Sellers – this is a win for the district-the water right can be resold for the current price.
All present approved.

e. Consider for approval the Water Right Transfer Agreement between Rich Sellers and Joseph Abrew. **(Action Item)** Director Bob made a motion to approve the transfer. Director Ken seconded the motion.
All present approved.

f. Consider for approval Policy #1055 Annual Review of GM/Treasurer Policy **(Action Item)** Director Bob made a motion to approve policy #1055 which provides a yearly review of the GM/Treasurer by the Board. Director Ken seconded the motion. Discussion: Eileen: Who is doing this review? President: The Board
All present Approved

g. Consider for approval the revision to the By-Laws **Article I Directors, Terms of Office, Qualifications, Etc. 3. Replacement of Board Member**. The Board, by majority vote, may appoint a qualified replacement to fill the remaining term of a Board member who resigns or is otherwise ineligible to continue as a Member of the Board consistent with Board policy 1011". Per County Counsel recommendation. **(Action Item)** Director Bob made a motion to approve the revision. Director Ken seconded the motion. Discussion: This was a recommended clarification by county counsel.

All present approved.

h. Consider for approval the appointment of a Board Director until the November election. The November election will be for the remainder of the term until 2026. **(Action Item)** Director Bob made a motion to appoint Alan J. Hanger to the open position vacated by Elizabeth Miles. Director Ken seconded the motion. Discussion: Alan's resume is attached to the Meeting package and he provided a synopsis of his qualifications. He is the only applicant present.

All present approved.

Alan was given the Oath of Office by President Patrick Sweeney.

i. Board Comments:
Director Bob: Great meeting. Welcome to Alan.

9. **Adjourn**

The meeting was adjourned at 7:58 pm..

The next Regular Meeting is scheduled for May 14, 2024, at 7:00 pm at the Vacaville Fire Protection District, Fire Station #67, 4135 Cantelow Road, Vacaville, CA 95688.

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

Minutes submitted by Nancy Veerkamp, Clerk of the Board

Minutes approved by Patrick Sweeney, President

Patrick Sweeney

Patrick Sweeney (Apr 24, 2024 12:31PM)

Signed

24/04/2024

Date

Directors

Patrick Sweeney, President
Ken Swenson, Vice President
Alan Hanger, Director
Steven Strickland, Director
Bob Whitehouse, Director



Staff

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

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BOARD OF DIRECTORS
SPECIAL MEETING MINUTES
April 23, 2024 at 7:00 pm

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

Roll Call: Patrick Sweeney, President; Ken Swenson, Vice President; Steven Strickland, Director; Bob Whitehouse, Director; Alan Hanger, Director; Dale Motiska (GM); Nancy Veerkamp, Clerk/Admin;

Public (speaking): Eileen Smith

1. **Call Meeting to Order**

2. **Roll Call**

3. **Approval of the Agenda**

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

Public Comments (Non Agenda Items): None

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

a) Consider for Approval March Financials.

b) Consider for Approval the Meeting Minutes of Board of Directors Regular Meeting April 9, 2023.

Director Bob made a motion to approve items a & b. Director Steve seconded the motion.
All present approved.

6. **General Managers Verbal Informational Report-**

a) SID's bill was \$25,000 last month. We have \$150,000 in checking after paying all our

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P.O. Box 5097, Vacaville, CA 95688

monthly bills.

b) The Cantelow Bridge work by Solano County is continuing. The original estimate for RNVWD work is \$90,000 the district is hoping to get the price down to \$60,000 to reinstall water lines.

c) The district tested for PFAS and the test came back negative

7. Continuing Business- None

a) Tabled

8. New Business- Public Comments: None

a) Consider for review the Fiscal Year 24/25 budget. (Discussion Item). No changes to posted budget draft. Director Ken suggested replacing Bay Cities with Calif. Diesel & Power and that vibration and thermology testing be completed at the same time for cost savings. Director Alan asked about items that were increased over \$20,000. GM Dale explained those increases. Eileen: Has Oppenheimer gotten back to you on any other ideas for refinancing the Arsenic loan? GM: No

b) Consider for approval a District water rate increase for the Capital Recovery Charge and the Supplemental Fees. Authorize the General Manager to prepare the public notice and workshops and proceed in accordance with the Proposition 218 requirements. Once the Proposition 218 process is completed, the District will have a Resolution for approval at a future Board Meeting. (Action Item). Director Bob made a motion to proceed with the Proposition 218 process. Director Steve seconded the motion. Discussion: Director Alan would like to see a 10 year bar graph in the package going to members: eight years prior and two years in the future. Eileen: Are you going to keep a separate account for the Capital Recovery Charge so the money is not used for other line items? Yes

All Present approved.

9. Adjourn

The meeting was adjourned at 7:48 pm..

The next Regular Meeting is scheduled for May 14, 2024, at 7:00 pm at the Vacaville Fire Protection District, Fire Station #67, 4135 Cantelow Road, Vacaville, CA 95688.

Minutes submitted by Nancy Veerkamp, Clerk of the Board

Minutes approved by Patrick Sweeney, President

Patrick Sweeney

Signed

15/05/2024

Date

5a

Directors

Patrick Sweeney, President
Ken Swenson, Vice President
Alan Hanger, Director
Steven Strickland, Director
Bob Whitehouse, Director



Staff

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

BOARD OF DIRECTORS
REGULAR MEETING MINUTES

MAY 14, 2024 at 7:00 pm

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

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

Public (speaking): Eileen Smith

1. Call Meeting to Order

2. Roll Call

3. Approval of the Agenda

The meeting was called to order by President Patrick Sweeney at 7:02 pm. Director Bob made a motion to approve the Agenda and the motion was seconded by Director Steve. All present approved.

Public Comments (Non Agenda Items): None

5. Consent Items: Public Comment:

- a) Consider for Approval the April 23, 2024 Regular Meeting Minutes.

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

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

P.O. Box 5097, Vacaville, CA 95688 Phone: (707) 447-8420 Email: GM@RNWWD.com Website: RNWWD.com

- a) Status of SID Contract- the contract draft is still with SID.
- b) Status of FEMA- See Resolution in New Business. CalOES is now working on the final documentation.
- c) Status of replacing meters- Trites is working on this very slowly due to budget restraints.
- d) Hydrology Model Draft Report- still not received.
- e) Strategic Plan- on hold waiting for Hydrology report.
- f) Arsenic Shelter- On hold because of budget. It has been recommended to place a "carport" type structure over the equipment to protect it from the sun
- g) Infrared and vibrations tests- to be performed in June with new vendor.

Approximately 300' of the pipe line at the approach to the new Cantelow bridge will be replaced. The existing pipe after the bridge will remain in place saving the district money. The existing pipe was not subject to large equipment during the construction.

There is \$166,000 in checking.

7. Continuing Business

- a) Tabled

8. New Business- Public Comments: None

a) Consider for review the Fiscal Year 24/25 budget. (Discussion Item) Eileen: Who is the consultant line item for? Does this budget allow for increase in salaries? Replacing Meters line item? Arsenic costs up? Patrick & Dale: Consultant: This is any outside help for Dale. Increases: Yes; Meters: ERTS replacement not meters; Arsenic: shelter to shade equipment. Alan: CORE software info? Brenda: CORE still works well with the meter reading software and they have excellent support. It is run by windows 10 which is on my computer. There is no indication that the software will not be supported by the vendor.

b) Consider for approval the Designation of Applicant's Agent Resolution Non-State Agencies CalOES ID No. 4699DR-CA Resolution 2024-71. Director Steve made a motion to approve Resolution 2024-71. Director Bob seconded the motion. Discussion: This form starts the State portion of payment for the flood damages.

Vote: Ayes: Bob, Steve, Patrick, Ken, Alan; Noes: None

9. Adjourn to executive session to discuss personnel.

10. Adjourn

The meeting was adjourned at 8:57 pm..

The next Regular Meeting is scheduled for June 11, 2024, at 7:00 pm at the Vacaville Fire Protection District, Fire Station #67, 4135 Cantelow Road, Vacaville, CA 95688.

Workshops are scheduled for May 28 and June 4 at 7:00 pm at the Vacaville Fire Protection District, Fire Station #67, 4135 Cantelow Road, Vacaville, CA 95688.

Minutes submitted by Nancy Veerkamp, Clerk of the Board

Minutes approved by Patrick Sweeney, President

Patrick Sweeney
Patrick Sweeney (Jun 12, 2024 13:45 PDT)
Signed

Jun 12, 2024
Date

Directors

Patrick Sweeney, President
 Ken Swenson, Vice President
 Alan Hanger, Director
 Steven Strickland, Director
 Bob Whitehouse, Director

**Staff**

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

BOARD OF DIRECTORS
SPECIAL MEETING & PUBLIC HEARING REGARDING PROPOSED WATER RATE
INCREASE MEETING MINUTES
 JUNE 25, 2024 at 7:00 pm

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

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

Absent: Ken Swenson, Vice President

Public (speaking): Eileen Smith

1. Call Meeting to Order

2. Roll Call

3. Approval of the Agenda

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

Public Comments (Non Agenda Items): None

5. Consent Items: Public Comment. None

- a) Consider for Approval the June 11, 2024 Regular Meeting Minutes.
- b) Consider for approval the May financials.

Director Steve made a motion to approve item a & b. Director Bob seconded the

motion.
Approved by all present.

6. General Managers Report (verbal update)- Public comment: None
There is currently \$265,000 in checking. Under budget \$12,659 in May and \$11,000 each of the last four months. We hope to end the year with a budget surplus.

7. Continuing Business: Public Comment:
a) Hold

8. New Business- Public Comments: None

- a) President to open the Public hearing regarding the proposed water rate increases. Speaker times are limited to three (3) minutes per person. Once all public comments are heard the President will close the public hearing. Board and staff may then have discussions. Eileen: Are you hiring an Assistant General Manager with the funds? Patrick: No
- b) The Board Clerk, Nancy Veerkamp, will present the calculated number of written protests received on or before 5pm at the P.O Box and any protest brought to this public hearing. If a majority protest is counted, the Board cannot approve the rate increase and the matter is concluded. (Discussion Item) Nancy: 39 votes were counted from the PO Box, none arrived during the meeting-not a majority vote.
- c) If there is not a majority of Protest Statements, the Board may consider Approval of Resolution 2024-72 approving an increase in the District's rate for water service (Action Item) Director Bob made a motion to approve Resolution 2024-72. Director Steve seconded the motion.

Vote: Ayes: Patrick, Steven, Alan, Bob
Noes: None
Absent: Ken

9. Adjourn

The meeting was adjourned at 7:29 pm..

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

Minutes submitted by Nancy Veerkamp, Clerk of the Board

Minutes approved by Patrick Sweeney, President

Patrick Sweeney
Patrick Sweeney (Jul 3, 2024 08:22 PDT)
Signed _____

DATE Jul 3, 2024

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Directors

Patrick Sweeney, President
Ken Swenson, Vice President
Alan Hanger, Director
Steven Strickland, Director
Bob Whitehouse, Director



Staff

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

BOARD OF DIRECTORS
REGULAR MEETING MINUTES
JUNE 11, 2024 at 7:00 pm

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

Roll Call: Patrick Sweeney, President; Ken Swenson, Vice President; Bob Whitehouse, Director; Steven Strickland, Director; Alan Hanger, Director; Dale Motiska (GM); Brenda Kane, Billing Manager, Lori Mazzella, Counsel.

Absent: Nancy Veerkamp, Clerk/Admin

Public (speaking): Eileen Smith, Jim Miles, Jan Fowler

1. Call Meeting to Order

2. Roll Call

3. Approval of the Agenda

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

Public Comments (Non Agenda Items):

Eileen Smith - suggested that general meetings should be separate times vs. closed meetings. Wanted to discuss the hiring for GM assistant and consultant. Why do you have an attorney for the full meeting. Is she getting paid for the full time?

Jan Fowler - wants to discuss the budget, spending money on non-essential items. Constant rate increases, wants Gordon Stankowski gone. Cost the district too much money. Should not be a consultant or involved with the District

Jim Miles – most board members were not on the board when most of the money mistakes were made. He discussed different water districts. We are in line with other districts but more money was spent on items that were not necessary.

5. Consent Items: Public Comment: None

- a) Consider for Approval the May 14, 2024 Regular Meeting Minutes.
- b) Consider for approval the April financials.

Director Bob made a motion to approve item a & b. Director Steve seconded the motion.

Approved by all present.

6. General Managers Verbal Informational Report- Public comment: None
Dale discussed the budget, SID costs and Arsenic testing. We are under budget on revenue. Pipe installed under bridge on Cantelow Road needs reinforcement. Under budget for Cantelow Road repair.

- a) Status of SID Contract-Still in limo with their attorney
- b) Status of FEMA-in final review with CalOES.
- c) Hydrology Model Draft Report-Still waiting.
- d) Eaton Drilling Invoice-\$109,000-invoice for well parts. They are suggesting \$10,000 a month payments. Pat does not want any payments made until we do an inventory of parts and have them in our possession.

7. Continuing Business: Public Comment: None

- a) Strategic Plan and adding 10 water rights. Hold for Hydrology Modeling Report

8. New Business- Public Comments: Eileen Smith would like to discuss Sellers water right.

- a) Consider for approval public notice for Assistant General Manager position.
President Pat made a motion to table this item. Director Steven seconded the motion.
All present voted in favor or table this item.

9. Adjourn to executive session to discuss personnel.

10. Adjourn

The meeting was adjourned at 7:29 pm..

The next Special Meeting is scheduled for June 25, 2024, at 7:00 pm at the Vacaville Fire Protection District, Fire Station #67, 4135 Cantelow Road, Vacaville, CA 95688.

Directors

Patrick Sweeney, President
Ken Swenson, Vice President
Alan Hanger, Director
Steven Strickland, Director
Bob Whitehouse, Director



Staff

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

BOARD OF DIRECTORS
SPECIAL MEETING MINUTES

JULY 2, 2024 at 7:00 pm

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

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

Absent: None

Public (speaking): Eileen Smith, Mark Welch, Jan Fowler

1. Call Meeting to Order

2. Roll Call

3. Approval of the Agenda

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

Public Comments (Non Agenda Items): Eileen: How long is the interim position? Is the job being posted? Why does the district pay for the GM bond? Is there a manual for the new GM? Is there going to be an assistant GM? How long will the interim person train? President: The Interim position is month to month until a qualified person is selected. We are posting the job in various publications. The district has always paid for the GM bond. There is not a manual- there is a list of duties sorted by daily, monthly and yearly. No Assistant GM. The goal is to pick a qualified individual that will only require short term training.

P.O. Box 5097, Vacaville, CA 95688 Phone: (707) 447-8420 Email: GM@RNVD.com Website: RNVD.com

1

Noes: None
Absent: None
Abstain: None

P.O. Box 5097, Vacaville, CA 95688 Phone: (707) 447-8420 Email: GM@RNVD.com Website: RNVD.com

2

9. Adjourn

The meeting was adjourned at 7:35 pm.

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

Minutes submitted by Nancy Veerkamp, Clerk of the Board

Minutes approved by Patrick Sweeney, President

Patrick Sweeney
Patrick Sweeney Ltd Co, 2024 07 10 10:11 AM PT
Signed

7/10/2024
Date

Directors

Patrick Sweeney, President
 Ken Swenson, Vice President
 Alan Hanger, Director
 Steven Strickland, Director
 Bob Whitehouse, Director

**Staff**

Interim 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
JULY 9, 2024 at 7:00 pm

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

Roll Call: Patrick Sweeney, President; Ken Swenson, Vice President; Bob Whitehouse, Director; Steven Strickland, Director; Alan Hanger, Director; Nancy Veerkamp, Clerk/Admin; Brenda Kane, Billing Manager

Absent: None

Public (speaking): Eileen Smith

1. Call Meeting to Order

2. Roll Call

3. Approval of the Agenda

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

Public Comments (Non Agenda Items): Eileen: had questions on the Budget. Patrick: we will address those during the item below.

5. Consent Items: Public Comment: None

a) Consider for Approval the July 2, 2024 Meeting Minutes of the Board of Directors.

Director Steve made a motion to approve item a with the correction of Public Speaker was Mark Welch, not Brian West. Director Bob seconded the motion.

Approved by all present with the change.

6. **General Managers Report (verbal update)**- None
District newsletter to be issued within 30 days

7. **Continuing Business:** Public Comment: None
a) Hold

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

a. Consider for Approval **Resolution 2024-75, for collection of Delinquent Accounts** to be put on the tax rolls. (Action Item) Director Bob made a motion to approved Resolution 2024-75. Director Steve seconded the motion. Discussion: Alan requested an explanation of the process.

Vote: Ayes: Patrick, Steven, Ken, Alan, Bob

Noes: None

Absent: None

Abstain: None

b. Effective immediately, place a 6-month moratorium on new projects to focus on financial stability, strategic planning and resource management. Exceptions for critical infrastructure or emergency repairs will require prior approval from the Board President (Action Item) Director Bob made a motion to approve a 6-month moratorium. Director Steve seconded the motion. Discussion: Eileen: Thank you

All present approved

c. Consider for approval the **FY 24/25 Budget (Action Item)**. Director Steve made a motion to approve the budget with the following change: GM \$144,000 and increase the amount to the reserves by \$4,000. Director Bob seconded the motion. Discussion: Patrick: We need checks and balances. There is a potential to split out the Treasurer role depending on the new GM's qualifications. Eileen asked for an explanation of line items that are charged to by SID. Ken answered.

All present approved

d. Consider for approval a temporary update of **Financial Policy 2100**. The President's prior approval is required before services, work or material is ordered or authorized for more than \$5,000. The prior limit was \$7,500. Updated policy to be reviewed in 6 months (Action Item) Director Steve made a motion to approve the change to Policy 2100. Director Bob seconded the motion. Discussion:

All present approved.

9. **Adjourn**

The meeting was adjourned at 7:43 pm.

The next Regular Meeting is scheduled for August 13, 2024, at 7:00 pm at the Vacaville Fire Protection District, Fire Station #67, 4135 Cantelow Road, Vacaville, CA 95688.

Minutes submitted by Nancy Veerkamp, Clerk of the Board

Minutes approved by Patrick Sweeney, President

Patrick J. Sweeney
Signed

8-13-24
Date

Directors

Patrick Sweeney, President
 Ken Swenson, Vice President
 Alan Hanger, Director
 Steven Strickland, Director
 Bob Whitehouse, Director

**Staff**

Weston Stankowski, Interim General Mgr.
 Brenda Kane, Billing Manager
 Rick Trites, Meter Reading/Backflow
 Nancy Veerkamp, Clerk/Admin
 Solano Irrigation District, Operation
 & Maintenance

BOARD OF DIRECTORS
REGULAR MEETING MINUTES
AUGUST 13, 2024 at 7:00 pm

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

Roll Call: Patrick Sweeney, President; Ken Swenson, Vice President; Bob Whitehouse, Director; Steven Strickland, Director; Alan Hanger, Director; Weston Stankowski, Interim General Manager; Nancy Veerkamp, Clerk/Admin; Brenda Kane, Billing Manager

Absent: None

Public (speaking): Susan DeHaven, Eileen Smith, Jim Miles

1. Call Meeting to Order

2. Roll Call

3. Approval of the Agenda

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

Public Comments (Non Agenda Items): Susan: Backflow testing person comes from Chico? Is Trites contracting John? Suggestion: could billing cycles always to be 30 days so bills are lower. President: yes. Billing Manager: the billing cycle varies depending on the day the meters are read on Monday-Friday.

5. Consent Items: Public Comment: None

a) Consider for Approval the July 9, 2024 Regular Meeting.

- b) Consider for Approval the Monthly financial report for June 2024

Director Steve made a motion to approve items a & b. Director Bob seconded the motion.

Approved by all present.

6. General Managers Report (verbal update)-

a) District Finances, Developer's deposits in place for subdivisions July is on track with budget and expenses. Subdivisions who have made deposits are Morgan (10 ea.) and NorCal (4 ea.). Deposits must be paid before any services. Expenses are tracked against the deposit paid.

b) Hydraulic Model from Coastland status- GM rec'd the draft report right before leaving for the meeting tonight. There will be a 30 day review by the GM, LAFCo, posted on the website and the Board.

c) Update from Clerk of Applicants for GM/Treasurer position
The clerk has received four resumes through Indeed. The position is posted at CSDA (which includes Indeed), ACWA, AWWA, Water Jobs, posted on the website and was sent out to customers by mail chimp.

d) Update from Clerk of Declaration of Candidacy registered with the ROV for election of 3 open Board of Director positions. As of 8/9/2024 at 5:10pm three people have signed up. Alan Hanger, (two year term) Jim Miles and Bob Kane for the four-year term positions. Sign up has been extended until August 14th by the Registrar of Voters.

7. Continuing Business: Public Comment: None
None

8. New Business- Public Comments: None

a) Consider for Approval selection of two board members for an "Ad Hoc" committee to review GM/Treasurer applicants. Adjust the current GM/Treasurer Advertisement with input from the Ad Hoc Committee to allow for an Assistant to the GM and the Assistant role will also include Treasurer duties. (Action Item) Director Bob made a motion to select Alan and Steven to the "Ad Hoc" Committee. Director Ken seconded the motion.
Discussion: There is a potential to split the position to GM and GM Assistant/ Treasurer depending on the candidates ability. If there are two positions the salaries will be come from the GM budget. Jim Miles: In the past weren't the Secretary and Treasurer a Board Member?

Vote: All present approved.

b) Consider for Approval the Annual Disclosure of Board Member Reimbursements 2023-24. (Action Item) Director Bob made a motion to approve the Annual Disclosure of Board Member Reimbursements. Director Alan seconded the motion. Discussion: Eileen: I thought the Board didn't have reimbursements? Admin: they are required to take various training classes.

Vote: All present approved.

c) Consider for authorization for the Interim General Manager with approval of the Board President to negotiate and sign the Billing Manager agreement for 2024-2025. (Action Item). Director Bob made a motion to have all board members review the contract before it is signed. Director Steve seconded the motion. Discussion: Jim Miles & Alan Hanger agreed that all board members should review contracts before being signed. Brenda: Contract should be till 2027. Pat will summarize any comments sent to him by the board members regarding the contract. Susan: Who wrote the contract for Brenda? The board needs to see the contract.

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

d) Consider for Approval selection of two board members for and "Ad Hoc" Committee to evaluate a Power Purchase Agreement for a future solar installation (Action Item). Director Bob made a motion to select Alan and Ken to the "Ad Hoc" Committee. Director Steve seconded the motion. Discussion: Eileen: Didn't we agree to a six month freeze on expenditures? Be careful with solar contracts there are many issues to look out for. You need to get three estimates. Jim: Agreed that every board member should review the contract. Alan: has many questions regarding the current proposed contract. President: Alan and Ken have a lot of experience with solar and we have a few months to investigate before our N2 approval expires, which is why we are setting up a committee.

Vote: All present approved.

e) Adjourn

The meeting was adjourned at 7:27 pm.

The next Regular Meeting is scheduled for Tuesday, September 10, 2024, at 7:00 pm at the Vacaville Fire Protection District, Fire Station #67, 4135 Cantelow Road, Vacaville, CA 95688.

Minutes submitted by Nancy Veerkamp, Clerk of the Board

Minutes approved by Patrick Sweeney, President

Patrick Sweeney
Patrick Sweeney (Sep 12, 2024 11:58 PM)
Signed

9/12/2024
Date

Directors

Patrick Sweeney, President
Ken Swenson, Vice President
Alan Hanger, Director
Steven Strickland, Director
Bob Whitehouse, Director



Staff

Weston Stankowski, Interim General Mgr.
Brenda Kane, Billing Manager
Rick Trites, Meter Reading/Backflow
Nancy Veerkamp, Clerk/Admin
Solano Irrigation District, Operation
& Maintenance

BOARD OF DIRECTORS
SPECIAL MEETING MINUTES
AUGUST 27, 2024 at 7:30 pm

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

Roll Call: Patrick Sweeney, President; Ken Swenson, Vice President; Bob Whitehouse, Director; Steven Strickland, Director; Alan Hanger, Director; Weston Stankowski, Interim General Manager; Nancy Veerkamp, Clerk/Admin; Brenda Kane, Billing Manager

Absent: None

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

1. Call Meeting to Order

2. Roll Call

3. Approval of the Agenda

The meeting was called to order by President Patrick Sweeney at 7:30 pm. Director Steve made a motion to approve the Agenda and the motion was seconded by Director Bob. All present approved.

Public Comments (Non Agenda Items): Eileen: How's it going searching for the new GM? President: Still searching.

5. Consent Items: None

6. General Managers Report (verbal update)- None

7. Continuing Business: None

P.O. Box 5097, Vacaville, CA 95688 Phone: (707) 447-8420 Email: GM@RNVWD.com Website: RNVWD.com

8. New Business- Public Comments: None

a) Board Coordination for the Selection of a General Manager "GM" and an Executive Assistant. (Discussion Item). The district has received 8 resumes for the GM/Treasurer position of which one is potentially qualified. If a qualified GM is not found the board discussed a possible new position, Executive Assistant, which consists of 60 hours/month at a fixed rate to assist the GM and provide oversight of expenditures as the Treasurer. This position would also back up the GM when the GM is unavailable. President: It potentially would need an amendment of Policy 1020 Board Staff Communication, a budget adjustment, and may need a new policy: all labor contracts are to be run through the District's attorney. The idea is to have this position report directly to the Board, but collaborate with the GM. The salary for this position would come out of the current budgeted amount for a GM. This job description will be refined by the Ad Hoc committee with qualifications and will come back to the Board for approval before posting. Alan: The ad hoc committee has identified the items from the GM job description that will go to the new position. Bob: finding the GM is the key. Jim Miles: more people makes it more difficult to control. Reduction of the GM salary to pay for an assistant will make it difficult to get people on board with these wages. Every year we have a 3% increase in costs. Eileen: Two different opinions, keep track of outstanding invoices, checks and balances. GM still full time? President: Yes Bob: Believes a Board member should be a Treasurer. President: A Board member cannot be the Treasurer per current law.

b) Review of the August 2024 billing from Solano Irrigation District (SID). (Discussion Item). Interim GM: The bill is for 6 weeks not 4 with a billing period of 6/13/24 to 7/24/24. Coastland Services: is a bill for the Solano County Cantelow bridge project of \$9,762.19. Developer Services: \$5,000 billed will be charged toward Morgan's deposit. The remaining amount of \$43,076.50 is \$7,179.41 per week. The District budget for SID is \$9,580.15. The District and others are still in negotiations with Solano County Cantelow bridge project. All documentation is attached is the meeting package.

c) Review of how developer deposits are tracked and managed in the district's financial and banking records. (Discussion Item). Deposits are kept in the only checking account but tracked by each individual project or person per the attached pages. Currently total deposit amount is: \$86,931.74 with details in the meeting package. Steven and Alan asked that the GM look into a separate checking account to separate this money. Alan: What is the structure for when deposits go negative? Interim GM: I will Review and address when we ask developers to add more money if their deposit is running low.

d) Adjourn

The meeting was adjourned at 8:32 pm.

The next Regular Meeting is scheduled for Tuesday, September 10, 2024, at 7:00 pm at the Vacaville Fire Protection District, Fire Station #67, 4135 Cantelow Road,

P.O. Box 5097, Vacaville, CA 95688 Phone: (707) 447-8420 Email: GM@RNVD.com Website: RNVD.com

Vacaville, CA 95688.

Minutes submitted by Nancy Veerkamp, Clerk of the Board

Minutes approved by Patrick Sweeney, President

Patrick Sweeney

Patrick Sweeney (Exp 12, 2024 11/5/2021)

Signed _____

9/12/2024

Date _____

Directors

Patrick Sweeney, President
Ken Swenson, Vice President
Alan Hanger, Director
Steven Strickland, Director
Bob Whitehouse, Director



Staff

Weston Stankowski, Interim General Mgr.
Brenda Kane, Billing Manager
Rick Trites, Meter Reading/Backflow
Nancy Veerkamp, Clerk/Admin
Solano Irrigation District, Operation
& Maintenance

BOARD OF DIRECTORS
REGULAR MEETING MINUTES
OCTOBER 8, 2024 at 7:00 pm

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

Roll Call: Patrick Sweeney, President; Ken Swenson, Vice President; Bob Whitehouse, Director; Steven Strickland, Director; Alan Hanger, Director; Weston Stankowski, Interim General Manager; Nancy Veerkamp, Clerk/Admin; Brenda Kane, Billing Manager

Absent: None

Public (Speaking): None

- 1. Call Meeting to Order
- 2. Roll Call

3. Approval of the Agenda

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

Public Comments (Non Agenda Items): email received by all board members today, read by Director Ken at the end of the meeting: Dear Board Members, I will not be able to attend this evenings meeting due to a prior commitment. I would like to make a public comment to all of you regarding our budget on projected projects. Initially, it was stated that all projects were to be on hold for 6 months in order for the RNVWD to pay existing bills and get caught up. Our reserves are still at \$0. I'm proposing that the RNVWD start to put \$40,000. back into reserves each mo. as per our increase. $\$80 \times 530 = \$42,400$. If additional funds are needed for improvements, the board should use the projected 12

month LT Rec. Principal with loans we have funded. Money needs to be put back into the reserves immediately. I am on a jury trial and not available until after 4:30
Thank you
Eileen Smith

5. Consent Items: Public Comment: None

- a) Consider for Approval the Meeting Minutes of the Regular Meeting September 10, 2024.
- b) Consider for Approval the Monthly financial report and Adjustments for August 2024

Director Bob made a motion to approve items a & b. Director Steve seconded the motion.

Approved by all present.

6. General Managers Report (verbal update)- Public Comment: None

a. **Hydraulic Model** Draft report received from Coastland. SID and RNVWD completed review comments. Revised draft expected by October 16th
Director Steve asked the GM to send a copy to all board members of the Original Draft, and the Current Draft with SID and RNVWD markups.

b. **Banking:** A new checking account has been set up to hold funds for developer deposits. There are no additional fees for this account. Current balance is \$73,000.

c. **FEMA CALOES** two checks approved for release 6-8 weeks delivery time. These funds were anticipated and included in our revenue budget for this fiscal year. \$37,877.32 Federal check and \$9,469.33 State check.

d. **SID contract:** Is under review by Interim GM

e. **RNVWD attorney;** Lori our district attorney notified us that she is retiring as of November 9th. The county will assign a replacement.

f. **Annual Audit:** FY 23/24 is currently being audited by Fechter and we are providing all the information requested

7. Continuing Business: Public Comment: None
None

8. New Business- Public Comments: None

a. **Ad Hoc hiring committee** to report on the status of the General Manager "GM" and Executive Assistant "EA" Treasurer search. **(Discussion Item)** There are currently two GM candidates which have been interviewed by the committee. They will be scheduling the EA interviews soon and then will schedule a Special Meeting to present both final candidates for Board approval.

b. **Ad Hoc Solar committee** to report on status of PGE application, schedule timeline, contractor and financing proposal. Vote to approve or not approve the GM signing of the PGE Interconnection Agreement **(Action Item)** Director Ken made a motion to sign the application and to continue discussing this matter. Director Bob seconded the motion. Discussion. Alan: The Bucktown Road project must be completed in 1 year and is 8kw. The Timm Road project must be completed within 2 years and is 67 kw. Final completion date for the project is 4/15/26. There is no penalty if the district does not proceed after signing the PGE application. Director Steve asked for a public presentation in the near future when the committee has final recommendation(s) for the board.

Vote: All present approved.

c. Consider for Approval new **Policy 2110 Rate Review (Action Item)**. Director Bob made a motion to approved Policy 2110. Director Steve seconded the motion. Discussion.

Vote: Yes: Steve, Patrick, Bob, Ken; Abstain: Alan

d. Consider for Approval **CLA-VAL** proposal for two annual inspections and third year rebuilds for total 3 year period of \$12,800. **(Action Item)** Director Bob made a motion to approve the proposal. Director Alan seconded the motion. Discussion. There are 4 pressure valves to be serviced.

Vote: All present approved.

e. Consider for Approval a Grant of Easement for the water main extension for Brad Foulk Lot Line Adjustment **(Action Item)** Director Steve made a motion to approve the Grant of Easement. Director Bob seconded the motion. Discussion.

Vote: All present approved.

a) **Adjourn**

The meeting was adjourned at 8:20 pm.

The next Regular Meeting is scheduled for Tuesday, November 12 2024, at 7:00 pm at the Vacaville Fire Protection District, Fire Station #67, 4135 Cantelow Road, Vacaville, CA 95688.

Minutes submitted by Nancy Veerkamp, Clerk of the Board

Minutes approved by Board of Directors:


Director

11-12-24
Date

Directors

Patrick Sweeney, President
Ken Swenson, Vice President
Alan Hanger, Director
Steven Strickland, Director
Bob Whitehouse, Director



Staff

Weston Stankowski, Interim General Mgr.
Brenda Kane, Billing Manager
Rick Trites, Meter Reading/Backflow
Nancy Veerkamp, Clerk/Admin
Solano Irrigation District, Operation
& Maintenance

BOARD OF DIRECTORS
SPECIAL MEETING MINUTES
OCTOBER 22, 2024 at 7:00 pm

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

Roll Call: Patrick Sweeney, President; Ken Swenson, Vice President; Bob Whitehouse, Director; Steven Strickland, Director; Alan Hanger, Director; Weston Stankowski, Interim General Manager; Nancy Veerkamp, Clerk/Admin; Brenda Kane, Billing Manager

Absent: None

Public (Speaking): Eileen Smith

1. Call Meeting to Order

2. Roll Call

3. Approval of the Agenda

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

Public Comments (Non Agenda Items): None

5. New Business- Public Comments: None

a) Closed Session, Personnel Item: Evaluate and select the preferred contractor for the **Executive Assistant** role. Appoint a negotiator to develop contract terms and conditions. (Ken Swenson Recused).

b) **Closed Session, Personnel Item:** Evaluate and select the preferred contractor for the **General Manager** role. Appoint a negotiator to develop terms and conditions. (Pat Sweeney Recused).

c) **Open Session, Report on Closed Session: (Information Item)**

Ashwin Swenson has been chosen as the contractor finalist for the Executive Assistant position. Patrick Sweeney has been chosen as the contractor finalist for the General Manager position. Directors Alan and Steven will work with the RNVWD attorney on contracts for these two positions.

d) **Open Session, GM & EA Contractor Terms and Conditions** will be for approval at the November 12, 2024 regular board meeting. **(Information Item)** Eileen: When would these positions start? Director Bob: TBD

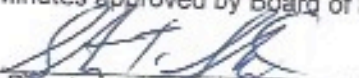
6) **Adjourn**

The meeting was adjourned at 8:00 pm.

The next Regular Meeting is scheduled for Tuesday, November 12 2024, at 7:00 pm at the Vacaville Fire Protection District, Fire Station #67, 4135 Cantelow Road, Vacaville, CA 95688.

Minutes submitted by Nancy Veerkamp, Clerk of the Board

Minutes approved by Board of Directors:


Director

11-12-24
Date

Directors

Vacant, President
 Vacant, Vice President
 Alan Hanger, Director
 Steven Strickland, Director
 Bob Whitehouse, Director

**Staff**

Weston Stankowski, Interim General Mgr.
 Brenda Kane, Billing Manager
 Rick Trites, Meter Reading/Backflow
 Nancy Veerkamp, Clerk/Admin
 Solano Irrigation District, Operation
 & Maintenance

BOARD OF DIRECTORS
REGULAR MEETING MINUTES
NOVEMBER 12, 2024 at 7:00 pm

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

Roll Call: Bob Whitehouse, Director; Steven Strickland, Director; Alan Hanger, Director; Weston Stankowski and Gordon Stankowski, Interim General Manager; Nancy Veerkamp, Clerk/Admin; Brenda Kane, Billing Manager

Absent: None

Public (Speaking): Eileen Uthe-Smith, Bob Kane

1. Call Meeting to Order

The meeting was called to order by the General Manager at 7:00 pm.

2. Roll Call

3. Select a Board Member to serve the remaining term of President which ends December 1, 2025. At the December board meeting the board will select a Vice President for the remaining term which ends December 01, 2025. (Action Item)
 Director Bob made a motion to select Steve Strickland to serve as President. Director Alan seconded the motion.

All present approved

4. Approval of the Agenda

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

All present approved.

Public Comments (Non Agenda Items): Eileen: hope we have people stay on as Directors for a long time for the health of the district.

5. Consent Items: Public Comment: None

- a) Consider for Approval the Meeting Minutes of the Regular Meeting October 8, 2024 and Special Meeting October 22, 2024.
- b) Consider for Approval the Monthly financial reports and Adjustments for September 2024

Director Bob made a motion to approve items a & b. Director Alan seconded the motion.
All present approved.

6. General Managers Report (verbal update)- Public Comment: None

- a) Resignations were received from the Board President and Vice President. A 15 day notice of vacancy will be posted for interested applicants to come forward and the board will vote for a director by appointment for the remaining 2 years of Ken Swenson's term. The notice has been posted on the website, Oates Market, the fire station and then mail-chimped to members. Eileen, Bob and Brenda Kane wanted to know why the third person in the election, Bob Kane, is not automatically appointed. GM and President: The district is required to post the opening for at least 15 days before any appointment. All candidates must be considered. The District's Attorney has said it would be a conflict of interest for Bob to sit on the board with Brenda being the billing manager. This was discovered by conversations with the District's attorney, Carrie Blacklock, regarding the potential hiring of the new GM and the new Executive Assistant, after which Patrick Sweeney and Ken Swenson resigned in order to "keep the district clean".
- b) General Election results for the two open director positions. Currently Jim Miles and Gary Hensley are leading with Bob Kane in third. Results are to be finalized by the Registrar of Voters by December 3. Official date to take office is December 6. The Oath of Office will be taken at the next regular meeting in December.
- c) Recognition of service for Bob Whitehouse. A plaque was presented to Bob Whitehouse by the District in appreciation of his over 17 years of service to the District.

7. Continuing Business: Public Comment: Eileen: Where are you in your research?

- a) Board to discuss solar options to include: 1. Negotiate and sign the power purchase agreement (PPA); 2. Drop the solar application completely; 3. Evaluate outside funding to do the solar installation without a PPA. GM will work with Ad Hoc Committee and report back to the Board at the December Board Meeting. (Discussion Item). The interim GM is bringing a list of pros and cons to the December meeting with input from the Ad Hoc committee. CSDA is providing

potential financing details next week. Alan is receiving two quotes from contractors that use the Go Green financing option. All these items will be presented in the December meeting.

8. New Business- Public Comments: None

- a) Consider the appointment of Patrick Sweeney as the contracted District General Manager. Authorize the current General Manager to negotiate contract terms and conditions together with input from the Ad Hoc committee and with legal review and present contract at the December board meeting for Board consideration. (Action Item). Director Bob made a motion to continue the process to hire Patrick Sweeney, Director Steve seconded the motion. Discussion: Director Bob: the applications for both positions were carefully reviewed first by the Ad Hoc Committee and then by board members at the Special Meeting in October. It was determined by District's Attorney that the board members who had a potential conflict of interest must resign before a vote could be taken. They have done so and that is why there is a second vote tonight.

Vote: All approved.

- b) Consider the appointment of Ashwin Swenson as the contracted District Executive Assistant. Authorize the current General Manager to negotiate contract terms and conditions together with input from the Ad Hoc committee and with legal review and present contract at the December board meeting for Board consideration. (Action Item). Director Bob made a motion to continue the process to hire Ashwin, Director Steve seconded the motion. Discussion: Same situation as a. above

Vote: All approved

Director Bob: " I look at this district is a real study in civics. We had a problem out here in the country where people didn't have water. There was a period of time where people brought trucks so they could put a tank in it. So they could drive over here and fill it up with water to take to their house. They really had a definite problem, there were a lot of problems. They got together to try formulate and solve their problem. It really was a citizens committee that was started and they recruited the county that came in and kind of helped with it. The county agreed to it and they got public money from the state to fund to help build this \$14M operation. So it was all done by the people who lived out here and governed out here. Our 533 people that run this thing it's our little golf course, private golf course and we are doing the best they can. It's expensive and there are problems and disagreements there are people who don't like what we are doing. That is kind of what a democracy is, isn't it. In reality the homeowners are very satisfied with what we have done. If you don't like it run for this board. We have never turned very many people away. It has been an honor to watch it grow and I am sure it is going to press on. Good job people!"

b) Adjourn

The meeting was adjourned at 7:21 pm.

The next Regular Meeting is scheduled for Tuesday, December 10, 2024, at 7:00 pm at the Vacaville Fire Protection District, Fire Station #67, 4135 Cantelow Road, Vacaville, CA 95688.

Minutes submitted by Nancy Veerkamp, Clerk of the Board

Minutes approved by President:

Steven Strickland
President

Dec

Dec 12, 2024
Date

Directors

Steven Strickland, President
 Alan Hanger, Vice President
 Gary Hensley, Director
 James R. Miles, Director
 Eileen Uthe-Smith, Director

**Staff**

Weston Stankowski, Interim General Mgr.
 Brenda Kane, Billing Manager
 Rick Trites, Meter Reading/Backflow
 Nancy Veerkamp, Clerk/Admin
 Solano Irrigation District, Operation
 & Maintenance

BOARD OF DIRECTORS
REGULAR MEETING MINUTES
DECEMBER 10, 2024 at 7:00 pm

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

Roll Call: Steven Strickland, President; Alan Hanger, Director; Gary Hensley, Director; James Miles, Director; Weston Stankowski and Gordon Stankowski, Interim General Manager; Nancy Veerkamp, Clerk/Admin; Brenda Kane, Billing Manager, Carrie Blacklock, County Counsel.

Absent: None

Public (Speaking): David Stevens, Elizabeth Miles, Mark Welch

1. Call Meeting to Order

The meeting was called to order by the President, Steven Strickland, at 7:02 pm.

2. Administer Oath of Office for two newly elected District board members: James R. Miles and Gary K. Hensley for four-year terms and for one District board member by appointment in lieu of election for Alan Hanger for a two-year term. (Board Clerk)

3. Roll Call (Board Clerk)

4. Approval of the Agenda (Board President) Director Alan made a motion to approve the Agenda and the motion was seconded by Director Gary. All approved.

5. Consider and appoint a district member to fill vacant seat on the District Board for the remaining term ending in December 2026 (Action Item) Director Alan made a motion to appoint Eileen Uthe-Smith to fill the vacant seat ending in December 2026. Director James seconded the motion. Discussion: There was one application

received from Eileen Uthe-Smith.

Vote: All approved. The Oath of Office was administered by the Board Clerk.

6. Nominate and elect Board Vice President for remaining officer term ending in December 2025 (Action Item) Director Eileen made a motion to elect Alan Hanger as Vice President. Director James seconded the motion. Discussion: None

Vote: All approved.

7. Public Comments (Non Agenda Items): James Miles doesn't believe that public comments cards are required. David Stevens, President of Pleasants Valley Fire Safe Council, made a presentation regarding potential grants through collaboration with other local entities through partnerships. Many neighbors are having problems maintaining or getting insurance. This could be a future source of additional revenue for the district infrastructure. He is available in the future to work with the district. His email is: dstevens@jps.net

8. Consent Items: Public Comment: None

- a) Consider for Approval the Meeting Minutes of the Regular Meeting November 12, 2024.
- b) Consider for Approval the Monthly financial reports and adjustments for October 2024.

Director Gary made a motion to approve items a & b. Director Alan seconded the motion.
Yes: Gary, Alan, Steven, Eileen
Noes: James

9. General Managers Report (verbal update)- Public Comment: None

- a) Interim GM Gordon thanked the Board for the opportunity to be of service over the last 6 months and past 13 years.
- b) Final FEMA monies have been received for the Cantelow Road flooding and erosion totaling approximately \$50,000.

10. Continuing Business: Public Comment: None

a) **Discuss and provide direction on the following options for solar power:** a) Negotiate and sign a power purchase agreement, PPA; b) Drop the solar application completely; c) Evaluate outside funding to do the solar installation without a PPA or d) Evaluate other reduced scope scenarios such as for only Well 1 and 2 and obtain additional bids. (Action Item) President Steve asked to table this item until the next meeting as we don't have all the information we need. Director Alan passed out a spreadsheet to be used for potential financing amounts and rates that can be updated as we get more information. Alan made a motion to table this item. Director Gary seconded the motion.

Vote: All approved.

11. New Business- Public Comments: None

a) **Consider for approval the agreement with Patrick Sweeney (Sweeney Construction Company) to act as the independent contractor District General Manager (GM). (Action Item)** Director Alan made a motion to approve the contract for GM. Director Eileen seconded the motion. Discussion: Director James asked for this item to be moved to the January meeting as he had not reviewed the contract, there are new board members, he doesn't know who wrote the contract and did not understand the budgeting for the position. I may have questions. How did we get where we are now. Steve: All prior board members had approved the contract. Alan: All five prior board members reviewed the contract. Alan explained the whole process of interviewing candidates. James: Is this legal? Carrie: Yes. Public Comment: Elizabeth Miles asked to push the contract approval off to the next meeting, it feels like you are rushing this through. Allow the public to review the contract. Eileen: I have been to all the meetings and the former board interviewed and reviewed the contract as did the RNVWD attorney. This has been discussed for months. Mark Welch requested the same. Alan gave a time line of all the work that had gone into selecting the candidate and preparing the contract with the Attorney approval. Steve and Alan reviewed all resumes for both positions. Patrick and another were the finalist. There were three candidates for Executive Assistant. Ken had to resign during contract negotiations. Transitions period is ½ time Patrick with Gordon training. Same with Ashwin. Neither contract was negotiated by the prior board members, Patrick and Ken who resigned. New board Directors Gary and Eileen had been aware of the selection process.

Vote:

Yea: Steven, Gary, Eileen, Alan

Noe: James

b). **Consider for approval the agreement with Ashwin Swenson (KASCO) to act as Independent contractor District Executive Assistant Treasurer (ETA). (Action Item)** Director Alan made a motion to approve the contract for the Executive Assistant/ Treasurer position. Director Eileen seconded the motion. Discussion: Alan: Explained the process to create the Executive Assistant position. She is directly responsible to Board for her some of her duties and some to the General Manager-those tasks are defined in the contract. This is to provide check and balances. Elizabeth Miles: How did board members get copies of the contracts? The packet was sent out Friday. President: By email. Elizabeth: the email you used for James is incorrect. No one contacted him for his district email. He cannot receive a district email until he receives the oath. The email used was in the RNVWD billing program. Nancy: The district does not receive detailed info i.e. emails or addresses from the ROV when people sign up to run for office. Patrick: The information has been on the website since Friday. Mark Welch: I agree with the lady sitting next to me: time to figure out the next steps forward and be very careful. 30 days is not asking much to review this. Alan suggested a meeting on December 17th if others agree. No motion or action on this.

Vote:

Yea: Steven, Gary, Eileen, Alan

Noe: James

a.) **Consider for Approval the District Financial Audit for Fiscal Year July 1, 2023, to June 30, 2024 (Action Item)** Director Gary made a motion to approve the District Financial Audit. Director Alan seconded the motion. Discussion: GM: It was a two page cover letter with favorable report. Eileen: A few comments that had already been addressed by the Board and Staff.

Vote:

Yea: Steven, Alan, Gary, Eileen, James

Noes: None

12. Adjourn

The meeting was adjourned at 7:50 pm.

The next Regular Meeting is scheduled for Tuesday, January 14, 2024, at 7:00 pm at the Vacaville Fire Protection District, Fire Station #67, 4135 Cantelow Road, Vacaville, CA 95688.

Minutes submitted by Nancy Veerkamp, Clerk of the Board

Minutes approved by President:



President

1/14/25

Date