

CACHEVILLE SERVICE DISTRICT

MINUTES OF THE REGULAR MEETING

April 1, 2026

Roll Call / Call to Order:

Directors Present: Rick Hernandez, Lana Reveles,
Robert Marin, Tina Day

Directors Absent & Others: Pat Hernandez, Sally Wallace (Recording Secretary),

Others Present: Manuel Quintana (General
Manager), Margarito Water Distribution Operator)

The regular meeting of the Cacheville Service District was called to order by President Rick Hernandez at 5:00 p.m., at the Yolo Library Branch, 37750 Sacramento Street, Yolo, California, on Wednesday April 1, 2026. All directors were present except Pat Hernandez. Also present were Manuel Quintana (General Manager), Margarito Marquez (Water Operator)

1. Approval of Minutes of last meetings (March 2026):

President Rick Hernandez called for a motion to approve the Minutes.

Motion by: Tina Day

Seconded by: Robert Marin

Discussion: None

Vote: 4 **Ayes:** 0 **No:** 0 **Abstain:** 0 **Motion:**

Carried

- 2. Public Comments:** JD from Lafco working on a five year review and will be wrapping it up in June. The last study study for Prop 218 was in 2021. The updated Prop audit told about Fector & Company

3. Financial Report / Budget Review/Transfers:

Mark Krummenacker was not present, but he board went over the claims.

4. Approval of Claims:

President Rick Hernandez asked for a motion to approve claims for March 2026.

Expense: \$9,802.83

Motion by: Robert Marin

Seconded by: Lana Reveles

Discussion: None

Vote: 4 **Ayes:** 0 **No:** 0 **Abstain:** 0 **Motion:** Carried

5. General Manager Report / Water Distribution Operator Report:

- 1- Sanitary Survey/Compliance inspection report
 - a. On March 23rd Yolo County Enviromental Health visited the District to perform the water system Sanitary Survey.
 - b. This inspection is done every 3 years.
 - c. The county inspects the facilities and makes any notes on system updates.
 - d. We should have the Compliance Inspection Report available for review for next months meeting.
- 2- Electronic Annual Report
 - a. The EARs report was completed and submitted on March 25th.
 - b. This is the yearly report due to the state water board that talks about our water system, number of connections, how many residential and commercial accounts, operator certifications, revenue, affordability, backflow, valve and hydrant programs etc.

Margarito Marquez reported he replaced two shut off valves. Sacramento well meter was 693523.

6. Rate Study, Proceed with Prop 218 Notice:

Manual Quintana reported that the rate increases are about the same. Put money away from the reserves and discuss further next month.

7. Distribution Operator Job Descriptions Review:

Margarito Marquez also gave description of job description.

President Rick Hernandez called for a motion to adopt the job description given to the board members.

Motion by: Tina Day

Seconded by: Robert Marin

Discussion: None

Vote: 4 **Ayes:** 0 **No:** 0 **Abstain:** 0 **Motion:**

Carried

8. Employee Mileage Payment:

Have a discussion with Mark Krummenacker about mileage. Requesting \$252.00 a month for 58 miles round trip.

9. Discussion Items:

- **Audit Status:** Next month.
- **Policies (Financial & Accounting / Administrative Policy):** Next month.

10. **Action Items:** Job responsibilities to the board.
11. **Old Business:**
 - a. **Discontinuance Policy:**
 - b. **Employee Reimbursement:**
 - c. **Flow Meter for well #2**
12. **Such other urgent business as may be brought before the Board that has arisen since the agenda was prepared:** None.
13. **Future Agenda Items:** Job responsibilities to the board. Clerk duties.

There being no further business, the meeting was adjourned Wednesday April 1, 2026, at 6: 50pm by President Rick Hernandez.

Respectfully submitted,

SALLY WALLACE, Recording Secretary