

CACHEVILLE SERVICE DISTRICT

MINUTES OF THE REGULAR MEETING

February 4, 2026

Roll Call / Call to Order:

Directors Present: Rick Hernandez, Lana Reveles,
Robert Marin, Tina Day, Pat Hernandez (ran a little late)

Directors & Others Sally Wallace, Manuel Quintana

Absent:

Others Present: Mark Krummenacker (Billing Clerk), Margarito Marquez (Water 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 February 4, 2026. All directors were present. Also present were Mark Krummenacker
(Billing Clerk), Margarito Marquez (Water Operator)

1. Approval of Minutes of last meetings (January 2026): Minutes were not available. Will approve at next meeting

2. Public Comments: None.

3. Financial Report / Budget Review/Transfers:

Mark Krummenacker reported that we are within budget and looking good.
Mark did receive a check from the Casa Linda owner.

4. Approval of Claims:

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

Expense: \$3,141.80

Motion by: Robert Marin

Seconded by: Pat Hernandez

Discussion:

Vote: 5 Ayes: 0 No: 0 Abstain: 0 Motion: Carried

5. General Manager Report / Water Distribution Operator Report:

Margarito Marquez reported that the water reading was 687491.

Item 1 – Outstanding Sampling Requirements for Both Wells

The General Manager is reporting that several required water quality samples were not completed during the final quarter of last year for both the Sacramento Street Well and the Washington Street Well. These sampling events are part of the district's routine compliance obligations under Title 22 and related state regulations.

The outstanding sampling groups include:

- 1,2,3-Trichloropropane (TCP)
- Title 22 Synthetic Organic Chemicals (SOCs)
- Perchlorate
- Title 22 General Minerals
- Title 22 Primary Inorganic Chemicals
- Title 22 Secondary Standards
- Title 22 Volatile Organic Chemicals (VOCs)

These samples will be scheduled and completed during the current monitoring window. Staff will also be updating the monitoring calendar to ensure future sampling cycles are fully covered.

Item 2 – Sacramento Street Well: Flow Meter Replacement Options

The General Manager is providing updated pricing and availability for the replacement flow meter needed at the Sacramento Street Well.

Two meter models are available:

- T2 Turbine-Style Meter

Base price is \$4,035 with an additional 2.75% tariff. This meter has a lead time of approximately 3–4 months.

- C2 Compound-Style Meter

Base price is \$5,159 with an additional 2.75% tariff. This meter is currently in stock with no wait time.

Performance Considerations

- Both meters are capable of performing the job and would meet the District's needs.
- The C2 compound meter is higher in cost because it is designed to accurately measure very low flow rates, which is beneficial in distribution systems with fluctuating or minimal flows.
- The T2 turbine meter performs best at higher velocities, making it better suited for well flow monitoring, where flows are typically steady and at higher rates.
- Based on the well's operating conditions, the T2 is generally the more appropriate meter for this application, although it has a longer lead time.

Final meter selection will depend on compatibility with the existing piping and operational needs.

Item 3 – Washington Street Well: Overhead Pole Light Repair

Butterfield Electric was contracted to repair the overhead pole light at the Washington Street Well. The contractor determined that the existing light type and ballast system are no longer manufactured or supported. Because replacement parts are no longer available, the fixture had to

be converted to a modern LED system.

The repair included:

- Removal of the failed ballast
- Installation of a new LED light fixture compatible with current standards

The estimated cost for the repair is approximately \$700. The final invoice has not yet been received.

Staff would appreciate any observations from board members or community members who may have passed the site at night and can confirm whether the light is currently operating as expected.

Shared Service Truck Cost-Sharing Proposal

The General Manager is reporting on the shared-services truck agreement between Knights Landing CSD and Cacheville CSD. The Knights Landing Board has reviewed the arrangement and is proposing a cost-sharing structure for consideration by the Cacheville Board.

Proposed Cost-Sharing Model

Knights Landing CSD is proposing that Cacheville CSD contribute 50% of the previous year's operational cost of the shared service truck. Operational cost is calculated annually based on the calendar year, January 1 through December 31.

For the 2025 calendar year, the total operating cost of the truck is:

- Insurance: \$1,799.76
- Fuel: \$8,418.00
- Maintenance: \$200.00
- Total Annual Cost: \$10,417.76

Under the proposed model, Cacheville CSD's share would be \$5,208.88 for the year.

Replacement Tool Clause

Knights Landing is requesting that a replacement tool clause be included in the agreement. This clause would ensure that any tools assigned to the truck that become damaged, lost, or unusable are replaced so the vehicle remains fully equipped for both districts' operational needs.

Emergency Priority Clause

Knights Landing is also requesting an emergency priority clause. Under this clause, Knights Landing would retain priority access to the truck during emergency situations, as the vehicle is owned by their district and is essential for their emergency response operations.

Summary for the Board

- Proposed cost share: 50% of prior year's operational costs
- Cacheville's share for 2025: \$5,208.88
- Includes: fuel, insurance, and maintenance
- Includes: replacement tool clause
- Includes: emergency priority clause

This proposal is being presented for discussion and direction from the Cacheville Board.

The Board is encouraged to discuss this proposal, and if additional information or clarification would help support a more informed decision, staff can provide that upon request.

Operator Scope of Duties Update

The General Manager is reporting that the Operator Scope of Duties has been reviewed and reformatted into a structure that more closely resembles a formal job description. This update is intended to provide clearer expectations for staff and to better define the roles and responsibilities within the District.

The revised format outlines the essential duties, operational tasks, and areas of responsibility for the Operator position. This approach will help the District begin identifying and specifying the different roles of District employees, ensuring that expectations are clearly communicated and consistently applied.

This update is part of a broader effort to strengthen internal structure, support accountability, and provide clarity for both current staff and future hires

(Please take note of any comments. I would like to bring this back one more time with the salary in place for the board to vote on a final draft.)

6. Discussion Items:

- **Audit firm selection**

Mark Krummenacker received bids for Audits with Fechter & Co.

Two bi-annual audits for the amount of \$21,659.00

Motion by: Robert Marin

Seconded by: Pat Hernandez

Discussion:

Vote: 5 Ayes: 0 No: 0 Abstain: 0 Motion: Carried

- **Truck service cost:**

After discussion, a motion, Rick Hernandez asked for a motion to conditional approve recommendation for services in the amount of \$5,208.88.

Motion by: Robert Marin

Seconded by: Tina Day

Discussion:

Vote: 5 Ayes: 0 No: 0 Abstain: 0 Motion: Carried

7. Action Items: None

8. Old Business:

- a. Discontinuance Policy / late fees:**

b. Operators Scope of Duties:

c. Employee Reimbursement:

d. Flow Meter for well #2

9. Such other urgent business as may be brought before the Board that has arisen since the agenda was prepared:

10. Future Agenda Items:

New business, Financial & accounting policies, and Administrative Policy

There being no further business, the meeting was adjourned Wednesday February 4, 2026 at 6:01pm by President Rick Hernandez .

Respectfully submitted,

SALLY WALLACE, Recording Secretary