

CACHEVILLE SERVICE DISTRICT

MINUTES OF THE REGULAR MEETING

May 5, 2021

Directors Present: Rick Hernandez, Lana Reveles, Robert Marin (present),
Lucia Salas (by phone).

Directors Absent: Joemanuel Michel

Others Present: James V. Nolan (Recording Secretary),
Art Castillo (Water Distributor Operator), Leo Refsland (General Manager)

The regular meeting of the Cacheville Service District was called to order by President Lana Reveles at 6:00 p.m., at Gardner, Janes, Nakken & Hugo Law Office, 429 First Street, Woodland, California, on Wednesday, May 5, 2021. All directors were present except Joemanuel Michel. Also present were James V. Nolan (Recording Secretary), Art Castillo (Water Distribution Operator), Leo Refsland (General Manager).

1. Approval of Minutes of last meeting:

Upon motion duly made, seconded and unanimously passed, the Minutes of the regular meeting May 5, 2021 were approved.

2. Public comment on agenda items:

None.

3. Water Distribution Operator's Report:

The Water Distribution Operators report was given by Art Castillo. He reported that with the power outage, nobody was out of service because of the new generator. Met with Randy, of Back Flow Distributors, set to do a survey of the town's cross connections. Director Marin has concerns of the generator vibrating on blocks. Temporary placement, but will re-evaluate.

A routine inspection was performed.

Pump hour meter readings of May 6, 2021:

The Sacramento Street pump reflected 02545.4 hours 0.1 hour(s) usage since last month.

The Washington Street pump reflected 28594.5 hours 69.9 hour(s) usage since last month.

Flow meter reading on Sacramento Street 04922.4 gallons.

Flow meter reading on Washington Street 485816 gallons.

Half Moon Produce (office)

Half Moon Produce (warehouse)

4. **Approval of bills; Review of finances, budget, etc.:**

Upon motion duly made by Director Hernandez seconded by Director Marin and unanimously passed, in the amount of \$4280.77 were approved for payment as shown on the attached list, incorporated hereto as though fully set forth.

5. **Engineer's Report:**

None.

6. **General Manager Report:**

Leo Refsland, catching up with Wood Rodgers. 2011 Master plan. 1977 drawing. Discrepancy of pipe size. Call planning department, if permit for upsizing pipe. Moving forward on project. Worked on severed pump. Health Department. Generator installation and cost before using for 4 hours. Worked with Wood Rodgers. Met Cecilia Aguiar-Curry and Bill Dodds, 7.3 million replace all piping for Cachville Service District. New well, fire hydrants, above ground storage tank, meters.

Elisa Sabatini meeting with Yolo County Office of Emergency Services represented Cacheville and two other districts. Lobbied for infrastructure money. Worked on website but will call to learn tricks. Will update. CA Special District Association helped orchestrate the meeting with Curry and Dodds.

7. **Discuss Budget Adjustment:**

Upon motion duly made by Director Hernandez, seconded by Director Marin and unanimously passed, the budget adjustments are as follows: Increase Revenue account 402020-\$100,000; decrease in unassigned fund balance \$54,910.00; increase Expenditure account 501153-\$38,000.00 and increase Equipment account 503070-\$116,910.00.

8. **Discuss 2021-2022 Budget:**

A discussion was held. Upon motion duly made by Director Hernandez, seconded by Director Reveles and unanimously passed, to have Mark Krummenacker prepare the budget for the physical year 2021-2022.

9. **Old Business:**

- Status of Water System Evaluation-Wood Rodgers.
Covered by Leo.
- Discuss and implement water shut off policy
Leo Refsland recommended holding up until whole policies can be adopted. Add to next agenda to cooperate with Madison and Knights Landing.

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

Upon motion duly made by Director Marin, seconded by Director Reveles and unanimously passed to hire Barth Daly as general counsel for district Secretary to Nolan's review of retainer

agreement.

Leo has researched grants on records retention, scanning and clouds. Records retention policy. There being no further business, the meeting was adjourned.

Respectfully submitted,

JAMES V. NOLAN, Secretary