

1 MINUTES OF THE SIX HUNDRED AND FIFTIETH REGULAR BOARD MEETING OF
2 THE BOARD OF DIRECTORS OF THE RIO ALTO WATER DISTRICT HELD ON
3 WEDNESDAY, DECEMBER 13, 2023, AT 6:30 P.M., AT THE DISTRICT BOARD ROOM.
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7 DIRECTORS PRESENT:

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9 Rick Brubaker, President
10 Ginny Mercer, Vice-President
11 Peter Suggs, Director
12 Louise Wilkinson, Director
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14 STAFF PRESENT:

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16 Martha Slack, General Manager
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18 ALSO PRESENT:

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20 Roger Horton, Homeowner
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22 ABSENT:

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24 Craig Weaver, Director
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27 Agenda Item #1 – Informational Meeting 6:30-7:30 p.m.

28 This time was set aside for an open forum to discuss and educate the public on the rate studies
29 and proposed water and sewer rate increases. Only one person was in the audience for the
30 meeting. The General Manager went through the power point presentation for the homeowner in
31 attendance. The General Manager asked the guest if he had any questions or concerns and he
32 stated that he did not. The informational meeting was closed at 7:15 p.m. and we moved on to
33 Agenda Item#2.
34

35 Agenda Item #2 – Public Comment (Regular Meeting). No public comment.

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37 Agenda Item #3 – Approval of Excused Absences. Director Wilkinson made a motion to
38 approve the absence of Director Weaver, seconded by Vice-President Mercer. The motion
39 carried (4-0). Director Weaver absent.

1 Agenda Item #4 – Manager’s Report.

2 The Manager presented the Manager’s Report through December 8, 2023.

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4 Agenda Item#5 –Review and Approval of Resolution 06-23 Adopting the Proposition 4

5 Appropriations Limits for the Fiscal Year 2023/2024. Director Wilkinson made a motion to

6 adopt the Proposition 4 Appropriations Limit for the Fiscal Year 2023/2024, seconded by Vice-

7 President Mercer. The motion carried (4-0). Director Weaver absent.

8

9 Agenda Item #6 – Further Discussion and Possible Action on Connection Fee Increases.

10 Director Wilkinson made a motion to discuss and approve potential Connection Fee increases to

11 bring the charges in line with the connection fee rate survey and nexus prepared by Bartle Wells,

12 seconded by Director Suggs. A lengthy discussion was held on the alternate percentages of

13 Water and Sewer Connection fee increases and the motion was clarified to state:

14 a.) 1” Water Connection fees staged increase to be 20% per year for five years.

15 b.) 2” Water Connection fees staged increase to be 100% the 1st year, 50% the 2nd year,

16 25% the third year, 25% the 4th year, and 25% the 5th year.

17 c.) Residential Sewer Connection Fees to be charged per Household

18 Equivalent (example: a duplex would be charged 2 Connection Fees) The Sewer

19 Connection Fees to incorporate a staged increase of 25% for 5 years.

20 The General Manager stated that she failed to provide alternatives for their review on

21 commercial sewer and that she would present that at the next board meeting. The General

22 Manager explained that although a Connection Fee increase is not subject to Proposition 218

23 requirements, they still need to be published and brought before the board for final approval

1 before implementation. President Brubaker called for the vote on the restated motion which
2 included the provisions stated in items a, b, and c. The motion carried (4-0). Director Weaver
3 absent.

4
5 Agenda Item #7 – Income/Expense Reports Period ending 9/30/23. The General Manager
6 presented the general highlights of the Income/Expense Reports period ending 9/30/23.

7
8 Agenda Item #8 – Approval of the Minutes of the Six Hundred and Forty Ninth Regular
9 Meeting of the Board of Directors held on November 15, 2023. Director Wilkinson made a
10 motion to approve the Minutes of the Six Hundred and Forty Ninth Regular Meeting held on
11 November 15, 2023, seconded by Vice- President Mercer. The motion carried (3-0). Director
12 Suggs abstained, and Director Weaver absent.

13
14 Agenda Item #9 – Approval of the November Disbursement Reports. Director Wilkinson made
15 a motion to approve the November disbursement reports, seconded by Director Suggs. A brief
16 question and answer period followed. The motion carried (4-0). Director Weaver absent.

17
18 Agenda Item #10 – Communications:

19 Staff–The General Manager reminded the Directors of the Informational Meeting to be
20 held on January 10, 2024 at the Lake Club and advised the Directors that a flyer would be
21 going out with the January 3rd billings to remind the public. The General Manager
22 advised the Directors that they will see an additional large disbursement to Solid Rock
23 Construction in December for the abandonment of the 12” water main under the lake

1 because the original invoice was not calculated at prevailing wage and she advised them
2 that we were not a private entity and the payroll records needed to be revised. The
3 General Manager stated that she has an upcoming conference call with the tax consultant
4 for the CFD and the Tehama County Tax Assessor regarding several lots sold at a
5 reduced amount at the recent tax sale. Parker Hunt, Tehama County Tax Collector is
6 requesting we clear the liens on two accounts that have substantial delinquent CFD tax
7 assessments owed to the CFD due to the reduced sales price. The CFD Tax Assessments
8 are directly tied to debt repayment and we need to resolve this issue before any taxes are
9 written off. The General Manager also reported we received our collection system and
10 WWTP permit billings this week and that they were increased by another 8%.

11
12 Directors – Vice-President Mercer asked the General Manager to clarify the excused and
13 unexcused Director absences, and their consequences for future reference. Director
14 Wilkinson stated that the Holiday dinner was delightful, and the food was delicious.

15
16 Having no further business to discuss, Vice-President Mercer made a motion to adjourn the
17 meeting at 8:20 p.m., seconded by Director Suggs. The motion carried (4-0). Director Weaver
18 absent. Well wishes for a happy holiday were exchanged.

19
20 Respectfully submitted,

21 

22
23 Martha Slack, General Manager

Addendum A
 Manager's Report
 December 8, 2023

Drought/Water Consumption/SGMA: The new water year began October 1st and compares with the last two water years as follows:

Water Year	Dec. 7 Precipitation Received	Average Precipitation to Date	Percent of Average	Shasta Lake feet from Crest
2023/2024	3.50	6.63	47%	56.62
2022/2023	3.71	7.04	52%	148.11
2021/2022	8.14	2.93	277%	175.88

Field Crew:

Connections to date:

Connections to Date 2023/2024	#
Water 1" Meter	2
Water 1" Duplex	1
Water 2" Meter	0
Water 1" Landscape Meter	0
Water 3/4" Landscape Meter	0
Normal Sewer/LPSS	1
Commercial Sewer	0

The field crew have completed or are currently working on the following tasks:

- Issue with the Lift Station #5 pump turned out to be the capacitor and is now working fine.
- Sent the Lift Station #2 motor to Industrial Electric for estimate to repair seal. Estimate came back for over 7K so I asked Billy to get estimates for new motor to compare.
- Field crew have started to install the additional sampling stations.
- Diesel tank is moved.
- Field crew have been preparing District and Plant for winter weather.
- Field crew had a 4 hour training on sewer spills and reporting compliance.
- ACWA will be providing a 10 hour training course on OSHA Compliance that our field crew will be attending in February.
- Still waiting on the sewer camera.
- Had the sewer repair on Rio Alto Drive paved.

Pending projects and their estimated completion dates:

- More sewer patch repairs- as time allows and after we get camera back.
- Completion of Sewer Camera Project- pending camera repair.
- Hydrant identification painting in the Spring.

Regulatory:

The November Water and Wastewater Reports are included in this package.

Admin:

The Rate Study is finalized and posted on the web site. The audit is complete, we should have copies for the next board meeting. The Proposition 218 letter was reviewed by legal counsel, finalized, and mailed to all residents on November 22, 2023. As you can imagine we are fielding questions and complaints every day. The 1st hour of this board meeting will be devoted to rate increase outreach. A flyer will be going out with the January 3rd mailings reminding customers of the informational meeting to be held at the Lake Club on January 10, 2024. The public hearing will be held on January 17, 2024.

