

1 MINUTES OF THE SIX HUNDRED AND FORTY EIGHTH REGULAR BOARD MEETING
2 OF THE BOARD OF DIRECTORS OF THE RIO ALTO WATER DISTRICT HELD ON
3 WEDNESDAY, OCTOBER 18, 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 Craig Weaver, Director
12 Peter Suggs, Director
13 Louise Wilkinson, Director
14

15 STAFF PRESENT:

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17 Martha Slack, General Manager
18 John S. Kenny, Legal Counsel to the District
19

20 ALSO PRESENT:

21
22 Peter Ferren, Homeowner
23

24 ABSENT:

25
26 No absences
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28 Agenda Item #1 - Public Comment. No comments.
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30 Agenda Item #2 – Approval of Excused Absences. No absences.
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32 Agenda Item #3 – Manager’s Report. The Manager presented the Manager’s Report through
33 October 13, 2023.
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35 Agenda Item#4 –Review and Discussion on Rate Studies Prepared by Bartle Wells Associates,
36 Possible decision on Rate Increase Scenario and Dates for Proposition 218 Notices and Public
37 Hearing. Director Wilkinson made a motion to discuss the Rate Studies, seconded by Director

1 Weaver. A lengthy discussion was held on the differences between scenarios 1,2 and 3 on the
2 Water Rate Study with input from all the Directors, Legal Counsel, and the District Manager.
3 Vice-President Mercer made a motion to adopt Scenario #2, (the scenario that would reduce
4 water included in meter charge from 1500 to 1000 bimonthly) seconded by Director Wilkinson.
5 Further discussion was held, and President Brubaker called for the vote. The motion failed (1-4)
6 Vice-President Mercer Aye and Directors Wilkinson, Suggs, Weaver and President Brubaker
7 Naves. Vice-President Mercer amended the motion to adopt Scenario #3 (the scenario that
8 would eliminate all water included in the meter charge) seconded by Director Suggs. Further
9 discussion was held, and President Brubaker called for the vote. The motion passed (4-1)
10 Directors Wilkinson, Weaver, Suggs and President Brubaker Ayes, Vice-President Mercer Naye.
11 The Directors then held a discussion on the proposed sewer rate increases. Vice-President
12 Mercer made a motion to adopt the proposed sewer rate increases, seconded by Director
13 Wilkinson. The motion passed (5-0) In discussing the time-line for the 45 day notice and public
14 hearing, it was recommended that the public hearing not be held on December 20th as proposed
15 because of its close proximity to the Christmas holidays. The General Manager told the
16 Directors that she would email them a new timeline with a public hearing date set for January of
17 2024. The Directors felt that the extra time would also allow the District time to set up
18 informational meetings to educate the customers on the need to raise rates. Director Weaver
19 requested that a line be added to the billing statements that converted current usage from Cubic
20 feet to gallons. Director Weaver felt that customers would better relate to their water usage in
21 gallons. Discussion turned to the Water & Sewer Connection Rate Study. The General Manager
22 explained that the rate study set a nexus for the maximum amount that the District could charge
23 for connection fees. A discussion ensued about the impacts on construction and possibly staging

1 increases over the next 5 years. The Directors requested that the General Manager prepare a
2 comparison of local connection fees and a schedule of what a possible staged increase would
3 look like. Attorney John Kenny explained that Connection fees are not subject to the same
4 Proposition 218 requirements, they just require a public hearing and a vote by the Board.

5
6 Agenda Item #5 – Approval of the Minutes of the Six Hundred and Forty Seventh Regular
7 Meeting of the Board of Directors Held on October 4, 2023. Vice-President Mercer made a
8 motion to approve the Minutes of the Six Hundred and Forty Seventh Regular Meeting of the
9 Board of Directors Held on October 4, 2023, seconded by Director Weaver. The motion carried
10 (4-0). Director Wilkinson abstained.

11
12 Agenda Item #6 – Approval of the September Disbursement Reports. Director Suggs made a
13 motion to approve the September Disbursement Reports, seconded by Vice-President Mercer.
14 A brief question and answer period followed. The motion carried (5-0).

15
16 Agenda Item #7 – Discussion on Holiday Dinner. The Directors determined they would like to
17 hold the holiday dinner on Saturday, December 9th in the board room. The Directors asked the
18 General Manager to get menus and costs from Sweeties and Kenny's and email the information
19 to them. It was agreed that we would like to hold a white elephant gift exchange again.

1 Agenda Item #8 – Communications:

2 Staff –The General Manager advised the Board that the Rate Study Consultant was
3 impressed with our board and felt they asked very good questions at the presentation on
4 October 4th.

5 Directors – Vice-President Mercer asked the General Manager if she had any updates on
6 the Income Survey. The General Manager responded that they have already received the
7 required minimum responses and RCAC is in the process of preparing the report.

8

9 Having no further business to discuss, Director Weaver made a motion to adjourn the meeting at
10 9:05 p.m., seconded by Director Wilkinson. The motion carried (5-0).

11

12 Respectfully submitted,

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14



15 Martha Slack, General Manager

Addendum A
 Manager's Report
 October 13, 2023

Drought/Water Consumption/SGMA:

We finished the water year 7 inches above the average. Shasta Lake is going into winter with levels not seen since 2019. The new water year began October 1st and compares with the last two water years as follows:

Water Year	Oct.12 Precipitation Received	Average Precipitation to Date	Percent of Average	Shasta Lake feet from Crest
2023/2024	.21	.43	48%	47.53
2022/2023	.00	.48	0%	143.17
2021/2022	.00	.60	0%	181.01

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 ¾" Landscape Meter	0
Normal Sewer/LPSS	1
Commercial Sewer	0

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

- Repaired 6" clay 90 on Rio Alto Drive.
- Staff have replaced the discharge hose and connector on Lift Station #3 pump.
- Replacing wiring on Lift Station #5. Wiring 2 weeks out.
- Pulling and repairing motor leak on Lift Station #2 and installation of new antenna - next week.
- Harbert roofing should complete the roof install on the office by early next week.
- T-Mobil is boring the whole way down Riverview to the tanks- Scott will be observing to make sure they don't hit our main water line.
- Good news! The part for the obsolete sewer camera can be obtained! Should have it back 1st or 2nd week in November.

Pending projects and their estimated completion dates:

- Sludge scheduled for removal the week of October 23rd.
- Installation of the additional sampling stations.

- More sewer patch repairs- as time allows and after we get camera back.
- Completion of Sewer Camera Project- pending camera repair.
- Raising of the old drying bed wall and moving the diesel tank- soon
- Hydrant identification painting

Solar updates period September 4, 2023 through October 4, 2023:

	True-Up Month	Current Month Net Energy Usage	Cumulative Energy or Credits Dollar True-up	Cumulative Non-Bypassable Charges
Office	August	\$(262.58)	\$(203.99)	\$61.30
WWTP	November	\$926.73	\$18,702.67	\$3,320.02
Well#6	February	\$(1,071.18)	\$(9,494.35)	\$3,415.05
Well#5	March	\$722.68	\$ (10,915.90)	\$2,169.75

Regulatory:

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

Admin:

- In the middle of the audit right now.
- 24 hour notices and lock-offs were processed this week.
- Sent in the application for the ACWA/ JPIA Risk Control Grant Program for \$10,000 grant.

