

MINUTES OF THE FIVE HUNDRED AND SIXTY-FIRST REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF THE RIO ALTO WATER DISTRICT HELD ON  
WEDNESDAY, DECEMBER 21, 2016, AT 6:30 P.M., AT THE DISTRICT BOARD ROOM.

DIRECTORS PRESENT:

Mark Reese, New President  
Dave Anders, New Vice-President  
Joe Adams, Director  
Don Moitoza, Director  
Craig Weaver, Director

STAFF PRESENT:

Martha Slack, General Manager  
Terri Taggart, Secretary

ALSO PRESENT:

Diane Anders, Homeowner  
Steven Gibbs, Homeowner

ABSENT:

All Board members were present.

1 The meeting was opened at 6:35 p.m., by Acting President Adams.

2

3 Agenda Item #1 - Public Comment. There were no comments from the public.

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5 Agenda Item #2 – Approval of Excused Absences. All Board members were present.

6

1 Agenda Item #3 – Election Results/Oath of Office. The General Manager read the election  
2 results which confirmed that the incumbent Directors Moitoza, Anders and Reese won the  
3 election. Directors Moitoza, Anders, and Reese took their oaths of office.

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5 Agenda Item #4 – Election of Officers. Acting President Adams made a motion, seconded by  
6 Director Moitoza, to nominate Vice-President Reese for the position of President. The motion  
7 was carried 5-0. Acting President Adams transferred the gavel to the new President. Director  
8 Moitoza made a motion, seconded by Director Weaver, to nominate Director Anders for the  
9 position of Vice-President. The motion was carried 5-0. Director Moitoza made a motion,  
10 seconded by President Reese, to nominate Terri Taggart as Secretary. The motion was carried  
11 5-0.

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13 Agenda Item #5 – (a) Selection of Primary Member Representative for the ACWA/JPIA Board  
14 of Directors. Vice-President Anders made a motion, seconded by Director Moitoza, to nominate  
15 President Reese as the Primary Member Representative for the ACWA/JPIA Board of Directors.  
16 The motion was carried 5-0.

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18 Agenda Item #5 – (b) Review and Approve Resolution 04-16, Resolution of the Board of  
19 Directors Replacing Max A. Richman as the Primary ACWA/JPIA Representative Board  
20 Member. Director Adams made a motion, seconded by Vice-President Anders, to approve  
21 Resolution 04-16. The motion was carried 5-0.

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1 Agenda Item #6 – Presentation of the CFD Annual Report. The General Manager gave a brief  
2 presentation on the annual CFD Report. A discussion followed on the delinquencies. The  
3 General Manager explained that the delinquency amounts and percentages change annually, and  
4 suggested she prepare a spreadsheet for the next meeting showing this.

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6 Agenda Item #7 – Manager’s Report. The General Manager presented the Manager’s Report  
7 Update through December 21, 2016 (see attached Addendum A to the minutes).

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9 Agenda Item #8 - Approval of the Minutes from the Five Hundred and Sixtieth Regular Meeting  
10 of the Board of Directors held on November 21, 2016. Director Adams made a motion,  
11 seconded by Vice-President Anders, to approve the minutes from the Five Hundred and Sixtieth  
12 Regular Meeting. Director Weaver suggested rewriting Lines 5 and 6 on Page 25 for a better  
13 understanding. The General Manager said she would. Director Weaver pointed out an error on  
14 Page 27, line 6; “weaver” should be capitalized. The error was noted. President Reese pointed  
15 out an error on Page 24; Mike Brown, Operations Supervisor should be added under Staff  
16 Present. The error was noted. President Reese would also like staff titles to be used instead of  
17 staff names throughout the document. He said if the public were reading these minutes they  
18 might not know who the person is that we are referring to. The General Manager suggested  
19 bringing the minutes back to the next meeting for approval because there are too many changes  
20 that need to be made. President Reese agreed to have the minutes brought back to the January  
21 2017 Meeting for approval.

22

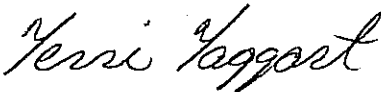
1 Agenda Item #9 – Approval of the November 2016 Disbursement Reports. Director Adams  
2 made a motion, seconded by Director Moitoza, to approve the November 2016 Disbursement  
3 Reports. The motion was carried 5-0.

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5 Agenda Item #10 – Communications - Staff. The General Manager commented that she felt the  
6 Holiday Dinner was one of the nicest the District has ever had. She thanked Director Moitoza  
7 and Flo Moitoza for all of their help, and wished everyone Happy Holidays.

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9 Agenda Item #10 – Communications – Directors. The Directors also commented that Dinner  
10 was very nice.

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12 Having no further business to conduct, Vice-President Anders made a motion, seconded by  
13 Director Adams, to adjourn the meeting at 8:25 p.m. The motion was carried 5-0.

14  
15 Respectfully submitted,

16 

17 Terri Taggart, Secretary

Addendum A  
Manager's Report  
December 21, 2016

PROJECT UPDATE:

Wetlands:

Field crew installed the 12" overflow pipe and valve between Pond #1 and #4. The installation went well and the excess water is sufficiently draining from Pond #1 to Pond #4. The crew did a good job of tamping the soils around the pipe and the recent rain should only solidify and compact the soil further. I was interviewed by USDA and provided pictures so they could feature our project in their quarterly news article.

Drought:

In December we had to report our water production for November 2015 thru November 2016. Total water produced was over 30% below our production for 2013. Attached you will find the Executive Summary of "Making Water Conservation a California Way of Life, Implementing Executive Order B-37-16". This document is out for public review and you can find the entire document at [www.water.ca.gov/wateruseefficiency/conservation](http://www.water.ca.gov/wateruseefficiency/conservation). I missed the November Water Commission Meeting due to illness, but we just had the December meeting last week. Basically both meetings included work on establishing the commission, bylaws and Brown Act training. The group as a whole is ahead of the deadline to form a Ground Water Sustainability Agency (GSA) by June 30, 2017. Tehama County Flood Control District will be the only GSA within our basin so we will be forming only one Groundwater Sustainability Plan (GSP). We will have to coordinate with GSA's that flow across our boundaries by way of Inter-Basin Coordination. Department of Water Resources gave a presentation on the procedures, technical reporting standards and plan contents.

WWTP:

We have had some issues with the new RAS pumps. Stephens Electric has been working with the District to resolve this. One motor has been replaced and now they think the VFD might be the culprit. Fortunately this is all warranty work and we have redundancy. I have asked Dean to prepare monthly reports for the Board package to show testing results in the WWTP and the Distribution System. He will attend next month's Board Meeting to brief you on how to read the reports. The new SCADA system is scheduled to be installed on January 3rd or 4<sup>th</sup>.

Miscellaneous:

The following classes need to be completed by the Directors and staff:

<u>Director</u>	<u>Sexual Harassment</u>	<u>Ethics</u>
Joe Adams	Due	Due

Don Moitoza	Due	Due
Dave Anders	Due	Completed 5/16
Craig Weaver	Due	Due
Mark Reese	Completed 5/16	Completed 5/16
Martha Slack	Completed 5/16	Completed 5/16

We will be sponsoring the ACWA/HPIA Sexual Harassment Class early in 2017. We can ask John Kenney to provide Ethics Training before a board meeting for the 3 directors in need or they can be completed online. Let me know your preference.

ACWA:

The Spring Conference will be held May 9-12<sup>th</sup> at Monterey this year. I need to know which Directors will be attending. The District has received the following awards this year from ACWA:

<u>Award:</u>	<u>Explanation</u>
President's Special Recognition Award	Recognition for a loss ratio of 20% or less in Liability, Property and Workers' Compensation Programs.
Top Outreach Winner	Outstanding effort for the Outreach Program for Region 2.
H.R. LaBounty Safety Awards	Carried on normal daily operations amid a major construction project without a single injury.
H.R. LaBounty Safety Awards	Personal Safety Award to Michael Brown for his engineered double screen filter for effluent pond.

Current and Upcoming Projects:

- Completion of exercising valves. (As time and weather permits.)
- Replace turf in office backyard. (Spring)
- SCADA install in process. (January)
- Computer Conversion (in process). (January)