

MINUTES OF THE FIVE HUNDRED AND FIFTY-FOURTH REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE RIO ALTO WATER DISTRICT HELD ON WEDNESDAY, JULY 20, 2016, AT 6:30 P.M., AT THE DISTRICT BOARD ROOM.

DIRECTORS PRESENT:

Max Richman, President
Joe Adams, Vice-President
Don Moitoza, Director
Mark Reese, Director

STAFF PRESENT:

Martha Slack, General Manager
Terri Taggart, Secretary

ALSO PRESENT:

Steven Gibbs, Homeowner

ABSENT:

Dave Anders, Director

- 1 The meeting was opened at 6:30 p.m., by President Richman who chaired the meeting.
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3 Agenda Item #1 - Public Comment. There was no comment from Steven Gibbs.
4
5 Agenda Item #2 – Approval of Excused Absences. Vice President Adams made a motion,
6 seconded by Director Moitoza, to approve Director Anders’ absence. The motion was carried
7 4-0.
8

1 Agenda Item #3 – Water Conservation Citation Reviews (1 Citation Issued). There was one
2 warning citation issued, but the homeowner was not present at the meeting.

3
4 Agenda Item #4 – Manager’s Report. The General Manager presented the Manager’s Report
5 Update through July 20, 2016.

6
7 Agenda Item #5 – Review of Asphalt Bids and Selection of Vendor. Director Moitoza made a
8 motion, seconded by Director Reese, to accept Mike Brown’s recommendation for Eagle Paving.
9 The motion was carried 4-0, with 1 absent (Anders).

10
11 Agenda Item #6 – Approval of the Minutes from the Five Hundred and Fifty-Third Regular
12 Meeting of the Board of Directors Held on June 15, 2016. Director Reese made a motion,
13 seconded by Vice President Adams, to approve the minutes from the Five Hundred and Fifty-
14 Third Regular Meeting. The motion was carried 4-0, with 1 absent (Anders).

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16 Agenda Item #7 – Approval of the June 2016 Disbursement Reports. Vice President Adams
17 made a motion, seconded by Director Moitoza, to approve the June 2016 Disbursement Reports.
18 The motion was carried 4-0, with 1 absent (Anders).

19
20 Agenda Item #8 – Communications - Staff. The General Manager briefly discussed the
21 anonymous letter that was sent to John Kenny’s office regarding the church putting their signs on
22 the District’s property. The General Manager said she will be talking with John Kenny regarding
23 this item, when he gets back from vacation.

1 Agenda Item #8 – Communications – Directors. Director Reese informed the Board that the
2 Lake California POA has re-fenced their park down on South Marina, and the public now uses
3 the District’s property to park their vehicles on. Director Reese asked the General Manager to
4 discuss with John Kenny if the District could be held liable should an accident occur on District
5 property. It was suggested that we post “No Parking” signs. The General Manager said she
6 would run it by legal.

7
8 Having no further business to conduct, Vice President Adams made a motion, seconded by
9 Director Reese, to adjourn the meeting at 8:00 p.m. The motion was carried 4-0, with 1 absent
10 (Anders).

11
12 Respectfully submitted,

13 

14 Terri Taggart, Secretary

Addendum A
Manager's Report
July 20, 2016

PROJECT UPDATE:

Construction:

Our Project Completion Report was accepted by SRF and I am waiting for a response from DWR (NSVIRM) Grant on the Project Completion Report prepared for them. Rick Fisher from Diamond Tractor mowed a road between the groundwater monitoring wells and has completed mowing the ponds. We ordered extra gravel and base and the field crew have completely cleaned up the WWTP facilities. If you get a chance, drive down and see what a nice job they have done. Our daily bacti's are coming in at very low numbers, as well as BOD's and suspended solids. Mike is totally impressed with the improvements effect on our effluent quality. Final retention was paid to the contractor on 6/28/16. The only issue not resolved is the drinking fountain at the wetlands. A representative from the manufacturer came out and he is ordering new valving for the inside of the fountain.

Drought:

I was surprised to find when comparing the consumption for the period 5/3/16-7/5/16 that we still have maintained a cumulative reduction of 26% compared to 2013 consumption. Letters were mailed to 35 customers yesterday which had consumption over 10,000 cubic feet. We asked them to check for leaks or possibly reduce their irrigation times and to remind them of the rate adjustments which will go in place next billing cycle. The Groundwater Commission will be having its first meeting the week of July 25th.

Elections:

Terri has received the election documents but they cannot be distributed before July 18th. She will hand them out at the Board Meeting. Nominations open July 18th and close August 10th. If any incumbent fails to file during the nomination period, there is a five day extension thru August 17th for anyone other than the incumbent officer.

Candidate filing forms will be available at the District office July 18th. Candidates file with the District or they may file at the Elections Office at 444 Oak Street, Room C, in Red Bluff. Directors Moitoza, Anders and Reese must have their paperwork in by August 10, 2016.

Miscellaneous:

We are working on getting our new website up as soon as possible. Johnny Tomlin began his work site learning on June 21st and it has been a pleasure to have him on board and an extra set of hands. Dean's computer died and we had to get another computer. I am setting a goal for the new computer billing package conversion by November 1, 2016. We have too much going on in the office with County transfers and the election to implement sooner. I stopped at Weaverville

CSD for a demonstration of their billing system. I am still leaning towards CUSI after the demonstration. Intedata is very simplistic and more on the lines of the package we have now. They still send postcard bills and have limited support. If we are going to spend the money on a new software system I would like to make sure it has the ability to carry us into the future with technology.

The field staff has completed the flushing of hydrants and are currently working on exercising valves. ACWA will be teaching the Sexual Harassment Class at Rio Alto Water District in the Fall.

CERB Trust

Paperwork was completed and emailed to PERS. Change from Strategy 1 to Strategy 2 was effective 6/30/16. We also transferred \$9,000 from OPEB funds in LAIF to CERB Trust on 6/23/16. Enclosed is our new AMM for 6/14/16. Note our accrued liability went down from \$728,512 to \$474,604, and our required annual contribution went down from \$93,551 to \$63,568. This was a result of our funding and changing to higher deductible plans.

Current and Upcoming Projects:

- Repair of check valve at Well #4.
- Paving of the office parking lots.
- Completion of exercising valves.
- Replace turf in office backyard.