

MINUTES OF THE SIX HUNDRED AND THIRTY FOURTH REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE RIO ALTO WATER DISTRICT HELD ON WEDNESDAY, SEPTEMBER 21, 2022, AT 6:30 P.M., AT THE DISTRICT BOARD ROOM

DIRECTORS PRESENT:

- Louise Wilkinson, Vice-President
- Rick Brubaker, Director
- Ginny Mercer, Director
- Peter Suggs, Director

STAFF PRESENT:

- Martha Slack, General Manager

ALSO PRESENT:

- Roger Horton, Homeowner

ABSENT:

- Craig Weaver, President

1 Agenda Item #1 – Public Comment. No public comment.

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3 Agenda Item #2 - Approval of Excused Absences. Director Brubaker made a motion to approve
4 the absence of President Weaver, seconded by Director Mercer. The motion carried (4-0).

5 President Weaver absent.

6

7 Agenda Item #3 – Review of Offer to Purchase Lot#530 - 22530 North Marina Way. Director
8 Mercer made a motion to discuss the offer to purchase Lot #530 from Hans Pravecek and
9 Caroline Lee, seconded by Director Brubaker. A lengthy discussion was held. Director Mercer
10 made a motion to direct the General Manager to prepare a counter offer with an all cash sales
11 price of \$90,000 for lot#530 or \$160,000 for both lots#530 and #531A with the buyer paying all

1 escrow costs, seconded by Director Brubaker. The motion carried (4-0). President Weaver
2 absent.

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4 Agenda Item #4 – Manager’s Report. The General Manager presented the Manager’s Report
5 through September 16, 2022.

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7 Agenda Item #5 - Approval of the Minutes of the Six Hundred Thirty Third Regular Meeting of
8 the Board of Directors held on August 17, 2022. Director Mercer made a motion to approve the
9 Minutes of the Six Hundred Thirty Third Regular Meeting of the Board of Directors held on
10 August 17, 2022, seconded by Director Brubaker. The motion carried (4-0). President Weaver
11 absent.

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13 Agenda Item #6 – Approval of August Disbursement Reports. Director Brubaker made a motion
14 to approve the August Disbursement Reports, seconded by Director Mercer. A brief question
15 answer period followed. The motion carried (4-0). President Weaver absent.

16
17 Agenda Item#7 – Formation of an “Ad-hoc” Cyber Security Committee. Director Mercer made a
18 motion to discuss the formation of an “Ad-hoc” Cyber Security Committee, seconded by
19 Director Brubaker. The Directors affirmed their desire to form an ad-hoc committee on cyber
20 security in response to the information provided at the ACWA conference and the vulnerability
21 of public agencies to cyber risk. Director Suggs, President Weaver, and the General Manager
22 will be the members of the committee. Director Mercer made a motion to form the ad-hoc

1 committee with Director Suggs, President Weaver, and the General Manager as the members,
2 seconded by Director Suggs. The motion carried (4-0). President Weaver absent.

3
4 Agenda Item #8 – Review and Possible Approval of Security System for the Office and Board
5 Room.: A lengthy discussion was held on the need for security at the office and the board room.
6 The General Manager provided a proposal from Hue and Cry for an alarm system for the office
7 and board room. The Directors asked for more clarification and would like President Weaver to
8 be present when we make a decision. Director Mercer made a motion to table this agenda item
9 until next board meeting, seconded by Director Suggs. The motion carried (4-0). President
10 Weaver absent.

11
12 Agenda Item # 9 – Presentation of the GASB 75 Disclosure for Fiscal Year June 30, 2022.
13 The General Manager stated that this is a disclosure which is required in between years of the
14 actual AMM which is required by the CERB Trust every two years. The General Manager
15 explained that the liability includes assumptions for future health care costs, life expectancies of
16 recipients, inflation rates, salary increases, discount rates and investment rates of return. She
17 noted that the District started funding several years back to help reduce the liability. The amount
18 we fund every year was just a random amount we could afford at the time, but she is hoping that
19 we can increase that amount soon to assure we maintain the 5.5 percent discount rate.

20
21 Agenda Item #10 – Presentation of the “very” Draft Long Range Plan. The General Manager
22 handed out a “very” draft form of the Long Range Plan and summarized what it included. She

1 explained that there is a lot of data included and she is hoping to receive comments and questions
2 before finalizing.

3

4

5 Agenda Item #11 – Communications:

6 Staff – The General Manager included an article about a new federal mandate requiring
7 states to expand inspections on about 1,600 water systems to include cyber security
8 threats and reiterated that it is good we have formed the cyber security ad-hoc committee.
9 She also included a notice received from the State Water Resources Control Board stating
10 proposed emergency rulemaking that will increase our Public Water Systems Annual fee
11 by 14.1 percent. The General Manager noted that we did not have this information when
12 the budget was approved, so we will be over budget in this line item.

13

14 Directors – Vice-President Wilkinson advised the Directors that she gave the update at
15 the POA board meeting from the General Manager’s report.

16

17 Having no further business to discuss, Director Mercer made a motion to adjourn the meeting at
18 8:20 p.m., seconded by Director Brubaker. The motion carried (4-0). President Weaver absent.

19

20 Respectfully submitted,

21

22



23 Martha Slack, General Manager

Addendum A
 Manager's Report
 Sept 16, 2022

Drought/Water Consumption/SGMA:

The new water year which began October 1st shows 18.86 inches of rain as of September 15, 2022, compared to the average normal season to date of 33.25 inches, which is 57% of the average. Shasta Lake level has decreased by 7.15 feet and is now 138.37 feet from the crest. The current discharge from Shasta Lake is 3512. Precipitation and lake levels for the last three years are as follows:

Year	September Precipitation Received	Average Precipitation to Date	Percent of Average	Shasta Lake feet from Crest
2022	18.86	33.25	57%	131.22
2021	14.19	33.26	42%	169.12
2020	23.70	34.59	69%	95.95

The following shows our current consumption patterns compared to 2013 and 2020.

Consumption in Million gallons	2022 Current	2013 comparison	% decrease	2020 comparison	% decrease
Bill period July & August	49.209	66.989	26.55%	53.792	8.14%
Year to Date	123.682	157.24	21.35%	126.55	2.27%

As you can see from the chart above, the customers have done an excellent job of maintaining the reduction of consumption to the 2013 figures, but we are having a difficult time trying to achieve the Governor's requested 20% decrease on the 2020 consumption. In 2013 we had 1246 residences and in 2022 we have 1,408. That represents an 11% increase in metered accounts from 2013 to 2022.

Field Crew:

The following connections have been received since the beginning of our new fiscal year:

Connections to Date 2022/2023	#
Water 1" Meter	3
Water 2" Meter	0
Water 1" Landscape Meter	1
Water ¾" Landscape Meter	0
Normal Sewer/LPSS	2
Commercial Sewer	0

In addition to their normal daily activities, the field crew has been very busy with the following tasks:

- Repairing large sink hole caused by the 12" line break on the main water line that goes under the lake from Sandpiper to Windward. Most likely we will be turning our costs in to insurance for this pipe break. We had to hire Pace Engineering to evaluate the damage created by the water and then it was necessary to fill the hole with a concrete slurry and we still need to abandon the line properly.
- Additional repairs were required on the LPSS line on Lake Helen when the customer ran over the valve box which broke the pipe to the check valve recently installed on Lake Helen. The customer has been put on notice that should this happen again, he will be responsible for the cost of all repairs.
- Tank 2A has been completed, inspected, tested, filled and placed back on-line.
- To avoid additional mobilization costs, we had Superior Tank Solutions recoat the interior of Lift Station #1, They have ordered a new ladder, which once installed, will bring the ladder into OSHA compliance. We have already budgeted this repair over the years and will pay from LAIF funds held on account.
- The power issue at Well#5 has been determined to be an inadequate power transformer out in 1017. When there is too much of an energy drain caused by heat/air conditioning demand it doesn't have enough voltage to start the motor without tripping. We have changed our run schedule to account for this and will only be starting Well#5 when the demand is low to avoid damage to the motor.
- The pump and motor at Lift Station #4 has been repaired and we have ordered a new one to keep on the shelf for redundancy.
- It was determined the chlorine feed line to the pipeline was leaking. The crew replaced a pipe, re-tapped the line and replaced the chlorine quill.
- 27 more hydrants were painted by Austin Russell.
- Required lead and copper testing was completed on a sample of 20 customers.
- Grading of road to Well#5.
- There has been an increased demand for chlorine to maintain effluent quality. Investigation found that the chlorine batch was older and degraded. Billy contacted the distributor and they are going to issue us a 50% credit on the last order and now that the weather is cooler this should be more or less resolved.

Pending issues:

- Abandonment of main water line from Sandpiper to Windward Place. This requires digging and cutting the pipe on private property, installing blind flanges with blow-offs and removing the valves on each street.
- Completing the installation of the card reader at wetlands and additional security camera
- Completion of painting hydrants.
- Cement apron installed on Lake Helen.
- More sewer patch repairs.
- Begin valve exercising program.
- Sludge removal from the plant

Solar:

Solar updates period August 4, 2022 through September 6, 2022:

	True-Up Month	Current Month Net Energy Usage	Cumulative Energy or Credits Dollar True-up	Cumulative Non-Bypassable Charges
Office	August	\$(77.58)	\$(77.58)	\$25.13
WWTP	November	\$(4.56)	\$6,652.31	\$2,050.80
Well#6	February	\$(5,763.77)	\$(7,361.93)	\$2,360.85
Well#5	March	6,798.52	\$ (8,389.64)	1,501.71

Regulatory:

Enclosed are the August water and wastewater reports.

Admin:

We are currently in the process of the 2021/2022 audit. The fabricated gate has been installed at the wetlands and the electrician will be here today to run the line from the well house to the gate, but we still need to find another electrician or electronics person to wire the key card reader. As you are aware, we had an incident at the wetlands where some visitors decided to light Chinese lanterns which was totally unacceptable. Hue and Cry will be installing a camera system at the wetlands parking lot. Between the card reader and camera system we should be able to identify most offenders at the wetlands. Dean and I will be participating in a webinar on the 30th of September on the required water conservation contingency plans for small districts. Director Weaver, Director Suggs and I met with Robert Andrews, our IT person from Computer Logistics, to discuss our cyber security. Robert is preparing a recommendation to present to us that would increase our security.



Rio Alto Water District

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DATE: September 21, 2022

BOARD MEETING ATTENDANCE

<u>NAME</u>	<u>ADDRESS</u>	<u>AFFILIATION</u>
ROGER HORTON	18986 Compass	Member/Owner

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