

1 MINUTES OF THE SIX HUNDRED AND FORTY SECOND REGULAR BOARD MEETING
2 OF THE BOARD OF DIRECTORS OF THE RIO ALTO WATER DISTRICT HELD ON
3 WEDNESDAY, MAY 24, 2023, AT 6:30 P.M., AT THE DISTRICT BOARD ROOM
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7 DIRECTORS PRESENT:

- 8 Rick Brubaker, President
- 9 Ginny Mercer, Vice-President
- 10 Louise Wilkinson, Director
- 11 Peter Suggs, Director

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13 STAFF PRESENT:

- 14 Martha Slack, General Manager

15
16 ALSO PRESENT:

- 17
- 18 Peter Ferren, Homeowner
- 19 Tom Cherry, Shasta College Student

20
21 ABSENT:

- 22 Craig Weaver, Director

23
24 Agenda Item #1 - Public Comment. No public comment.
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26 Agenda Item #2 – Approval of excused absences. Director Wilkinson made a motion to approve
27 the absence of Director Weaver, seconded by Director Suggs. The motion carried (4-0), Director
28 Weaver absent.
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30 Agenda Item #3 – Manager’s Report. The Manager presented the Manager’s Report through
31 May 18, 2023.
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33 Agenda Item #4 – Approval of the Minutes of the Six Hundred Forty First Regular Meeting of
34 the Board of Directors Held on April 19, 2023. Director Wilkinson made a motion to approve

1 the Minutes of the Six Hundred Forty First Regular Meeting of the Board of Directors held on
2 April 19, 2023, seconded by Vice-President Mercer. The motion carried (4-0), Director Weaver
3 absent.

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5 Agenda Item #5 - Approval of April Disbursement Reports. Director Wilkinson made a motion
6 to approve the April Disbursement Reports, seconded by Director Suggs. A brief question
7 answer period followed. The motion carried (4-0), Director Weaver absent.

8
9 Agenda Item #6 – Review and Approval of Resolution 04-23, Placing in Nomination, Dean
10 Sherrill, as a Member of the Association of California Water Agencies Region 2 Board. Vice-
11 President Mercer made a motion to Approve Resolution 04-23, placing in Nomination, Dean
12 Sherrill, as a Member of the Association of California Water Agencies Region 2 Board,
13 seconded by Director Wilkinson. Questions were asked as to the time commitment associated
14 with this position and the General Manager explained that they have 4 meetings per year and that
15 it would be good to have representation for this District. The motion carried (4-0), Director
16 Weaver absent.

17
18 Agenda Item #7 – Review of and Approval of Resolution 05-23, Approving the Water Shortage
19 Contingency Plan. The General Manager explained that in compliance with Senate Bill 552 (SB
20 522) mandatory requirement of Community Water Systems with 1,000 – 2,999 connections to
21 adopt a Water Shortage Contingency Plan; the District has tailored this template plan to the
22 potential water shortages that could be experienced by the District. Due to the reliability of our
23 water supply, the District has only 4 stages. A discussion followed and several clerical items

1 were pointed out. Director Wilkinson made a motion to approve Resolution 05-23, Approving
2 the Water Shortage Contingency Plan with the clerical items corrected, seconded by Director
3 Suggs. The Motion carried (4-0), Director Weaver absent.

4
5 Agenda Item #8 – Review of the Fischer Compliance LLC Proposal to Assist with the SSMP
6 Spill Emergency Response Plan as Mandated by the State Water Board. The General Manager
7 explained that the District is required to update our SSM Plan and that the Regulatory Officer
8 was sent to a class last month only to learn that we do not have the expertise or qualifications to
9 update our own plan and we need to seek assistance to fulfill the mandate.

10
11 Agenda Item #9 – Review and Approval of the Engagement Letter from Fechter and Company
12 for Preparation of the Audit for Fiscal Year ended 06/30/23. Vice-President Mercer made a
13 motion to approve the engagement letter from Fechter and Company for Preparation of the Audit
14 for Fiscal Year ended 06/30/23, seconded by Director Wilkinson. The motion carried (4-0),
15 Director Weaver absent.

16
17 Agenda Item #10 – Review and Approval of Pace Engineering Contract and Scope of Services to
18 prepare and hold bidding services for the District Office Roof Replacement. After a brief
19 discussion, the Directors agreed we should ask for bids on tile, metal and composition roofing
20 materials. Director Wilkinson made a motion to approve the Pace Engineering Contract and
21 Scope of Services to prepare and hold bidding services for the District Office Roof Replacement,
22 seconded by Director Suggs. The motion carried (4-0), Director Weaver absent.

23

1 Agenda Item #11 – Review and Approval of Proposal to Conduct a Median Household Income
2 Survey for the Rio Alto Water District if necessary. The General Manager explained that she got
3 RCAC to prepare a proposal for an income survey in case the Census bureau does not concede to
4 reevaluating the current household median for Lake California. Originally, RCAC had quoted
5 her an estimated \$30,000 cost to prepare the survey, but she was able to convince them to
6 reevaluate that cost with our community specific requirements and they were able to chisel that
7 estimate down to about one half of that cost. The Directors asked that we set a time limit of 2
8 months to receive input back from the Census. The General Manager stated that approving this
9 proposal now would eliminate further time delays if we do not get a favorable response from the
10 Census Bureau. Director Wilkinson made a motion to approve the proposal with a two-month
11 window, seconded by Vice-President Mercer. The motion passed (4-0), Director Weaver absent.

12
13 Agenda Item #12 – Distribution of the Draft Budget for Fiscal Year 2023/2024. The General
14 Manager went over the highlights of the draft budget and advised the Directors that should they
15 have questions or need further clarification to call her and set up an appointment to go over the
16 budget.

17
18 Agenda Item #13 – Discussion and Possible Action regarding the 2023/2024 COLA. A lengthy
19 discussion was held, and the Directors requested this item be tabled until the next board meeting
20 when they would have a full board. Vice-President Mercer made a motion to table this item until
21 the June Board meeting, seconded by Director Suggs. The motion carried (4-0), Director
22 Weaver absent.

23

1 Agenda Item #14 – Communications:

2 Staff – The General Manager reminded the Directors that notes from the ACWA
3 conference will be presented in the June meeting.

4

5 Directors – Vice-President Mercer coordinated the driving arrangements for the Region 1
6 tour to Sites Reservoir.

7

8 Having no further business to discuss, Director Suggs made a motion to adjourn the meeting at
9 8:35 p.m., seconded by Vice President Mercer. The motion carried (4-0), Director Weaver
10 absent.

11

12 Respectfully submitted,

13

14



15 Martha Slack, General Manager

Addendum A
 Manager's Report
 May 18, 2023

Drought/Water Consumption/SGMA:

As of May 16, 2023, our current season to date precipitation is 39.01 inches, which is 125% of the normal season to date of 31.26 inches. Shasta Lake is 3.40 feet from the crest, which is up 13.70 feet from what was reported last month. The statewide snowpack assessed on May 14, 2023, shows the average to be 295% of the normal. Consumption for the period 3/3-5/3 is 34.4% lower than 2013 consumption for the same period. Year-to-date consumption is 21.1% lower than the year-to-date for 2013. NOAA is currently on El Nino watch. The May levels compare with the previous two years as follows:

Water Year	May 16 Precipitation Received	Average Precipitation to Date	Percent of Average	Shasta Lake feet from Crest
2022/2023	39.01	31.26	125%	3.40
2021/2022	17.95	31.43	57%	120.34
2020/2021	13.27	29.80	48%	89.29

Field Crew:

We received 1 water and 1 sewer connection in May. Connections to date are:

Connections to Date 2022/2023	#
Water 1" Meter	5
Water 2" Meter	0
Water 1" Landscape Meter	1
Water ¾" Landscape Meter	0
Normal Sewer/LPSS	4
Commercial Sewer	0

The field crew has completed or is in the process of completing the following tasks:

- Weed eating and spraying weeds throughout the District
- Ragging issues with the RAS pump required taking Clarifier #2 offline, draining and activating Clarifier #1. After cleaning out all the rags they are now starting to fill Clarifier #2 again.
- Dean has started the process of signing up with WARN.
- The waste vault issues were resolved by the electrician. He found that safety settings were set too low at the breaker.
- Completed the Water Shortage Contingency Plan.
- Valve exercising is almost complete.
- EAR report completed and filed.
- Dean attended a class for the SSMP Plan updates mandated by the state and determined we needed to contract with engineers to assist with the new required changes.

- Continued work on the revised lead and copper ruling requiring that the District identify customer lines installed prior to January 1, 1986
- Office staff will be working on the CCR report which is due by July 1, 2023.

Pending projects and their estimated completion dates:

- More sewer patch repairs- as time allows
- Sewer Camera Project-late summer
- Sewer Cleaning Program-late summer
- Distribution System flushing will be starting in next week
- CCR report due 7/1/23
- Abandonment of 12" water line- July or August.
- Raising the old drying bed wall and moving the diesel tank- before fall.

Solar:

Solar updates period April 4, 2023 through May 4, 2023:

	True-Up Month	Current Month Net Energy Usage	Cumulative Energy or Credits Dollar True-up	Cumulative Non-Bypassable Charges
Office	August	(\$377.29)	\$1252.56	\$332.14
WWTP	November	\$686.87	\$18,026.19	\$2,131.14
Well#6	February	\$(4,087.50)	\$(8,337.04)	\$382.91
Well#5	March	\$(1,679.62)	\$(2,886.00)	\$310.73

Regulatory:

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

Admin:

Rate studies and asset evaluations are still in progress. Still no word back from the census bureau regarding our challenge of their household median for Lake California. I did get a reduced cost estimate for an income survey from RCAC. I reached out to AT&T to see if they want to install an antenna to our tower. It would increase our lease income and benefit the community of Lake California. I spoke at the POA annual meeting and mentioned that we were in the process of having rate studies prepared. I had a visit from Scott Timbow (Tehama County Planning) wanting infrastructure information on the undeveloped portions of Tract 1017. We reiterated that there is no infrastructure in 1017 and the developer would have to install it. The region 2 tour of Sites Reservoir is scheduled for June 1st from 9:00 am to 3:00 pm. We will be responsible to get ourselves down to Maxwell and then go on a bus tour of the proposed site for the reservoir. A presentation and lunch will be provided.



Rio Alto Water District

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DATE: May 24, 2023

BOARD MEETING ATTENDANCE

<u>NAME</u>	<u>ADDRESS</u>	<u>AFFILIATION</u>
Tom Cherry	555 LERA AVE REDDING CA	STUDENT
pete Ferran	resident 19413 Little valley Dr	resident

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