

1 MINUTES OF THE SIX HUNDRED AND SEVENTY-FIFTH REGULAR MEETING OF THE
2 BOARD OF DIRECTORS OF THE RIO ALTO WATER DISTRICT HELD ON
3 WEDNESDAY, DECEMBER 17, 2025, AT 6:30 P.M., AT THE DISTRICT BOARD ROOM.
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6 DIRECTORS PRESENT:

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- 8 Rick Brubaker, President
- 9 Ginny Mercer, Vice-President
- 10 Drew Battles, Director
- 11 Pete Suggs, Director
- 12

13 STAFF PRESENT:

- 14
- 15 Martha Slack, General Manager
- 16

17 ALSO PRESENT:

- 18
- 19 Gina West, Homeowner
- 20

21 ABSENT:

- 22
- 23 Louise Wilkinson, Director
- 24

25 Agenda Item #1 – Public Comment. Having no public comment, we moved to Agenda Item #2.

26
27 Agenda Item #2 – Approval of Excused Absences. Vice-President Mercer made a motion to
28 approve the absence of Director Wilkinson, seconded by Director Battles. The motion carried
29 (4-0), Director Wilkinson absent.

30
31 Agenda Item #3 – Manager’s Report. The General Manager presented the Manager’s Report
32 through December 12, 2025. A brief discussion followed.

33
34 Agenda Item #4 – Approval of the Minutes of the Six Hundred and Seventy-Fourth Regular
35 Board Meeting Held on November 19, 2025, at 6:30 p.m. in the District Board Room. Vice-
36 President Mercer made a motion to approve the Minutes of the Six Hundred and Seventy-Fourth

1 Regular Board Meeting held on November 19, 2025, at 6:30 p.m. in the District Board Room,
2 seconded by Director Suggs. The motion carried (4-0), Director Wilkinson absent.

3
4 Agenda Item #5 – Approval of the November Disbursement Reports. Director Battles made a
5 motion to approve the November Disbursement Reports, seconded by Vice-President Mercer. A
6 general question/answer period followed. The motion carried (4-0), Director Wilkinson absent.

7
8 Agenda Item #6 - Communications:

9 Staff: The General Manager advised the Directors that repairs on Dinghy started on
10 Tuesday and they have already repaired two laterals. Solid Rock used radar to locate the
11 water line, so we will be able to update our records. She also noted that today we started
12 having troubles with the chlorine feed line and may have a leak. Further investigation
13 will be ongoing when the weather clears up. The General Manager thanked the Directors
14 for attending the Holiday Dinner and wished them all a Merry Christmas.

15 Directors: The Directors complemented the staff on the success of the Holiday Dinner.
16
17 Vice-President Mercer stated that she is happy that Sophia Brown will be coming on
18
19 Board in January. The other Directors agreed.

20
21 Having no further business to discuss, Vice-President Mercer made a motion to adjourn the
22 meeting at 7:07 p.m., seconded by Director Suggs. The motion carried (4-0), Director Wilkinson
23 absent.

24

25 Sincerely,

26 

27 Martha Slack, General Manager

Addendum A
 Manager's Report
 December 12, 2025

Drought/Water Consumption/SGMA:

The new water year 2025/2026 began October 1, 2025. The new water year compares with the last two water years as follows:

Water Year	Dec. 9th Precipitation Received	Average Precipitation to Date	Percent of Average	Shasta Lake feet from Crest
2025/2026	6.91	7.24	95%	73.89
2024/2025	9.87	6.04	163%	69.50
2023/2024	3.50	6.33	55%	56.62

Shasta Dam is currently releasing 4,269cfs .

Connections: We did not receive any additional connections since last reported. Fiscal year to date totals remain at:

Connections to Date 2025/26	#
Water 1" Meter	2
Water 1" Duplex	0
Water 2" Meter	0
Water 1" Landscape Meter	0
Water ¾" Landscape Meter	0
Normal Sewer/LPSS	1
Commercial Sewer	0

2025/2026 Budgeted Water = 7, Budgeted Sewer = 5

Field Crew:

- Still waiting on the automatic transfer switch for the new generator.
- Met with RJ on Dinghy 12/8/25 and hope to start repairs within a week.
- WWTP gate install delayed until January.
- Radio installers came out for fine tuning and determined that we need to replace the CAT 6 wiring in the office building to make our radios work better. I got an estimate from them but also placed a call to Andy from Halcyon to see what he would charge to do the work. Wiring is very old and substandard in the office cement floor. If Andy gives me a better quote I will verify whether he could do it and not nullify the warranty.
- An ACWA partner came out and did infrared surveys of Motor Control Centers at the WWTP and Wells 4,5 & 6. Waiting on report, but it appears everything looked good.
- Coordinated annual backflow testing with Don Woods.
- Repaired water leak at WWTP.

- Researched leak near Steelhead.
- Cleaned out shop at WWTP.
- Replaced West Aeration brush chain. Ordered an extra chain to have on hand.

Pending Projects:

- Selection of survey sites for backflow surveys.
- Dinghy repairs/replacement.
- Slide repair at the WWTP

Regulatory:

The November Water and Wastewater Reports are included in the board package.

Solar Updates:

Solar updates not available at time of report.

Admin:

- Over (100) 7-day notices mailed.
- Posted (42) 24-hour notices.
- (3) lock-offs, and 7 payment arrangements made.
- Training, Training, Training!
- Working on training manuals.
- Still working with Auditor on year end liability changes due to GASB 34.



Rio Alto Water District

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BOARD MEETING

NAME

ADDRESS

COMMENTS

Gina West

Round Mtn. PL.

12/17/25