

1 MINUTES OF THE SIX HUNDRED AND SIXTY NINTH REGULAR MEETING OF THE
2 BOARD OF DIRECTORS OF THE RIO ALTO WATER DISTRICT HELD ON
3 WEDNESDAY, JUNE 18, 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 Gimmy Mercer, Vice-President
10 Drew Battles, Director
11 Pete Suggs, Director
12 Louise Wilkinson, Director
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14 STAFF PRESENT:

15
16 Martha Slack, General Manager
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18

19 ALSO PRESENT:

20
21 Joyce Brubaker, Homeowner
22

23 ABSENT:

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25 None
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27 Agenda Item #1 – Public Comment. Having no comments we moved on to approval of excused
28 absences.

29
30 Agenda Item #2 – Approval of Excused Absences. All Directors were present.

31
32 Agenda Item #3 – Manager’s Report. The General Manager presented the Manager’s Report
33 through June 13, 2025. A lengthy discussion followed.

34
35 Agenda Item #4 – Approval of the Minutes of the Six Hundred and Sixty Eighth Regular Board
36 Meeting Held on May 21, at 6:30p.m. in the District Board Room. Director Wilkinson made a
37 motion to approve the Minutes of the Six Hundred and Sixty Eighth Regular Board Meeting

1 Held on May 21, 2025, at 6:30 p.m. in the District Board Room, seconded by Vice-President
2 Mercer. The motion carried (5-0).

3
4 Agenda Item #5 – Approval of the May Disbursement Reports. Director Wilkinson made a
5 motion to approve the April Disbursement Reports, seconded by Director Suggs. A brief
6 discussion followed. The motion carried (5-0).

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8 Agenda Item #6 – Discussion and Possible Approval of the 2025/2026 Budget Distributed in the
9 May Board Package. Director Wilkinson made a motion to approve the 2025/2026 budget,
10 seconded by Director Suggs. The General Manager informed the Directors that the totals on the
11 budget highlights sheet was incorrect, she provided them with the proper totals and explained the
12 budget was not impacted by this. A brief question/answer period followed. The motion to
13 approve the budget carried (5-0).

14
15 Agenda Item #7 – Notes from the ACWA Conference. The Directors and Staff shared their
16 notes from the classes they attended at the Spring Conference. All were in agreement that the
17 classes were very informative this year. Vice-President Mercer stated that she would like to see
18 more classes pertaining to smaller districts and everyone agreed that would be more beneficial
19 for our district.

20
21 Agenda Item #8 - Communications:

22 Staff: The General Manager confirmed that the next Board Meeting would be held on
23 July 16, 2025.

24 Directors: President Brubaker asked when the next Ad-Hoc meetings would be held. The
25 General Manager stated that she just spoke with Chris Wikeen from the Fire Department

1 and asked if we could meet with him to go over our Emergency Response Checklist.
2 Directors Mercer and Suggs relayed that they would like to be present. The General
3 Manager said she would coordinate dates and get back to them. Director Wilkinson
4 advised the Directors that Tehama County has now approved plans for ADU's and she
5 expressed her concerns. Unfortunately allowing ADU's is state mandated, and we will
6 have to comply if we get applications for them.

7
8 Having no further business to discuss, Vice-President Mercer made a motion to adjourn the
9 meeting at 7:42p.m., seconded by Director Wilkinson. The motion carried. (5-0).

10

11 Sincerely,

12 

13 Martha Slack, General Manager

Addendum A
 Manager's Report
 June 13, 2025

Drought/Water Consumption/SGMA:

The new water year began October 1st and compares with the last two water years as follows:

Water Year	June 11 Precipitation Received	Average Precipitation to Date	Percent of Average	Shasta Lake feet from Crest
2024/2025	36.53	32.49	112%	16.42
2023/2024	31.31	32.73	96%	11.18
2022/2023	39.27	32.60	120%	4.75

Shasta Dam is currently releasing 8,562cfs. The most recent snow survey of May 31st shows the statewide average to be 62%.

Connections: We received one water/sewer connection since last reported. We have exceeded our budget on water connections by 1 and have now met our budget on sewer connections. Connections to date this fiscal year are:

Connections to Date 2024/2025	#
Water 1" Meter	8
Water 1" Duplex	0
Water 2" Meter	0
Water 1" Landscape Meter	0
Water ¾" Landscape Meter	1
Normal Sewer/LPSS	5
Commercial Sewer	0

Budgeted Water = 7, Budgeted Sewer = 5

Field Crew:

- The repaired cable reel for our sewer camera is now working and we have returned the loaner cable reel.
- We met with PACE Engineering on Dinghy issues and we now have some direction. Billy is reviewing the rough sketch they provided and evaluating how much of the work we can do and what we will have to hire out. Basically, we will sand slurry seal the existing line, extend the force main down the road halfway, add two new manholes and install a gravity line to manhole on Rio Alto.
- Slide repair at WWTP basically put on hold while we deal with Dinghy.
- Installed new meter and located sewer on new connection.
- Removed old meter with corp stop and installed a new meter and corp stop.

- Provided a tour of the WWTP and wetlands for the Town on Paradise staff.
- Continued sewer TVing and cleaning until the cleaner broke. Billy is evaluating the issue to see if we can have repaired locally.
- Completed sewer patch on Rio Alto Drive (before and after pictures attached).
- Installed meters on Gazelle and Jib.
- CCR report was completed and postcards mailed to customers.
- Attended sexual harassment training.
- Cleared sand caused by Dinghy break from Lift Station #2, manholes and headworks.
- While replacing the water heater in the lab, Scott found a leak in the main water supply to the lab which happens to be in the concrete slab. Scott is currently working up a materials list to reroute the water at the lab.
- Tyler and summer help have weed-eated the lake lots, lot outside gate, WWTP and Office by solar. They cut down the dying bushes at the office and cleared the debris.

Pending Projects:

- Selection of survey sites for backflow surveys.
- Dinghy repairs/replacement.
- Rerouting main water line into the lab.
- WWTP clearing out of cement gutters for drainage on hill.
- Repairing DG at wetlands.

Regulatory:

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

Solar Updates:

PG&E has developed a new website and reports were not accessible at the time of this report.

Admin:

- 7-day notices mailed to over 90 customers, 24-hour notices posted on over 30 homes, 5 customers locked off.
- Working on training manuals.
- Complied with requirement to make the website ADA accessible.



Rio Alto Water District

22099 River View Drive, Cottonwood, California 96022

Telephone 530-347-3835 • Fax 530-347-1007

www.rawd.org

DATE: June 18, 2025

BOARD MEETING ATTENDANCE

NAME

ADDRESS

AFFILIATION

JOYCE BRUBAKER 19000 SHORLINE / RESIDENT

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