

1 MINUTES OF THE SIX HUNDRED AND SEVENTY THIRD REGULAR MEETING OF
2 THE BOARD OF DIRECTORS OF THE RIO ALTO WATER DISTRICT HELD ON
3 WEDNESDAY, OCTOBER 15, 2025, AT 6:30 P.M., AT THE DISTRICT BOARD ROOM.
4
5

6 DIRECTORS PRESENT:

7
8 Rick Brubaker, President
9 Ginny Mercer, Vice-President
10 Drew Battles, Director
11 Louise Wilkinson, Director
12 Pete Suggs, Director
13

14 STAFF PRESENT:

15
16 Martha Slack, General Manager
17
18

19 ALSO PRESENT:

20
21 Roger Horton, Homeowner
22 Kathy Bezayiff, Homeowner
23
24
25

26 ABSENT:

27
28 No absences
29

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

31
32 Agenda Item #2 – Approval of Excused Absences. No absences.

33
34 Agenda Item #3 – Manager’s Report. The General Manager presented the Manager’s Report
35 through October 10, 2025. A brief discussion was held on the delays for the Dinghy repairs.

36
37 Agenda Item #4 – Approval of the Minutes of the Six Hundred and Seventy Second Regular

38 Board Meeting Held on September 17, 2025, at 6:30 p.m. in the District Board Room. Director

1 Wilkinson made a motion to approve the Minutes of the Seventy Second Regular Board Meeting
2 held on September 17, 2025, at 6:30 p.m. in the District Board Room, seconded by Vice-
3 President Mercer. The motion carried (4-0), Director Suggs abstained.

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

8
9 Agenda Item #6 – Income/Expense Reports period ending 9/30/25. The General Manager
10 presented the Income/Expense Reports period ending 9/30/25 and explained where the District
11 stands at the end of the first quarter fiscal year 2025/2026.

12
13 Agenda Item #7 – Presentation of the June 30, 2025 GASB 75 OPEB Disclosure:

14 The Manager gave a brief overview of the GASB 75 OPEB Disclosure. The Manager explained
15 that every 2 years we are required to have a full Actuarial Valuation prepared and the years in
16 between are required to have this Disclosure prepared. The Manager explained that even though
17 we are not required to fund the liability, the District started funding years ago through the
18 CERBT trust and hopefully we can increase the annual contribution in Fiscal Year 2026-2027.

19
20 Agenda Item #8– Review and Possible Approval of the updated Financial Policies and
21 Procedures Manual. Vice-President Mercer made a motion to Review and Approve the updated
22 Financial Policies and Procedures Manual, seconded by Director Wilkinson. A brief discussion
23 was held and the motion carried (5-0).

24
25 Agenda Item #9 -Approval of the 2025 Records Destruction List. After a brief question and

1 answer period, Director Suggs made a motion to approve the 2025 Records Destruction List,
2
3 seconded by Director Wilkinson. The motion carried (5-0).
4

5 Agenda Item #10 - Communications:

6 Staff: The General Manager asked the Directors to select their meal choices from the
7 menu provided in the Board Package. They agreed with the staff choices of Tri Tip and
8 Chicken Parmesan, Garden Salad, Mashed Potatoes & Gravy, Sauteed Vegetables, and
9 Rosemary Rolls. The manager reminded President Brubaker and Director Battles of the
10 Oroville Dam and Spillway Reconstruction Tour we are registered to attend on October
11 23, 2025. The manager offered to drive them.

12 Directors: Director Wilkinson advised the other Directors and Staff that she will be out of
13 town October 22nd to November 4th.

14
15 Having no further business to discuss, Vice-President Mercer made a motion to adjourn the
16 meeting at 7:20 p.m., seconded by Director Suggs. The motion carried (5-0).
17

18 Sincerely,

19 

20 Martha Slack, General Manager

Addendum A
Manager's Report
October 10, 2025

Drought/Water Consumption/SGMA:

The water year ended September 30th and compares with the last two water years as follows:

Water Year	Sept. 30 Precipitation Received	Average Precipitation to Date	Percent of Average	Shasta Lake feet from Crest
2024/2025	36.90	33.53	110%	73.87
2023/2024	32.15	33.46	96%	65.12
2022/2023	40.92	33.39	122%	43.02

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:

- Generator was received and installed and we are waiting for Power Up to do the electrical.
- Met with Solid Rock and coordinated work to be done on Dinghy. (Temporarily on hold due to family emergency with RJ).
- Re-marked all the laterals for repair on Dinghy.
- 110 yards of sludge hauled off to Red Bluff Landfill on 10/1/15.
- Flushed the LPSS lines and spent over a week resolving a LPSS issue with customer on Forest Glen.
- WWTP gate will be installed the week of November 10th.
- Radio phones to be installed October 16th and 17th.
- Coordinating all Bacti-Lab pre-assessment paperwork for visit on October 24th.
- Lead and Copper results mailed to participants.

Pending Projects:

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

Regulatory:

The September Water and Wastewater Reports are included in the board package. The Lead and Copper results came back and they meet all state and federal standards.

Solar Updates:

Unavailable at the time of report.

Admin:

- Sent out over 70 7day shut off notices.
- Training secretary.
- Audit in balance, but the Auditor is changing the format to be more GASB compliant.
- Working on training manuals.
- F-9 quarterly reporting and quarterly payroll tax returns.
- Sorted through closed file boxes and prepared destruction list for shredding.
- Temporary Bookkeeper to start October 20th.

DATE: October 15, 2025

BOARD MEETING ATTENDANCE

NAMEADDRESS

AFFILIATION

Kathy Bezayiff 2917 Hayfork Pl	Resident
ROGER HORTON 18986 Compass	"

SIGNING, REGISTERING, OR COMPLETION OF THIS DOCUMENT IS VOLUNTARY.