



COTTONWOOD WATER DISTRICT

Mailing Address:
P.O. Box 2130
Cottonwood, CA 96022

Emergency Contact:
(530) 941 - 4274
(530) 941 - 2641

Office Location:
3282 Chestnut St.
Cottonwood CA, 96022

Administrative Contact:
Phone: (530) 347 - 3472
Fax: (530) 347 - 0189

Web: <http://cottonwoodwaterdistrict.org>

Email: cottonwoodwaterdistrict@gmail.com

MINUTES

REGULAR BOARD MEETING

Date: January 11, 2023
Time: 4:00 PM
Location: District Office

Board Members

Ron Spurgeon	Chairperson	Present
Nick Shidlovsky	Vice Chair	Present
Art Parham	Board Member	Present
Lewis Presley	Board Member	Present

District Staff

John Hollmer	General Manager	Present
Candice Krames	District Secretary	Present

AGENDA ITEM(S):

1. Call to Order

- a. The Cottonwood Water District Board of Director's meeting was called to order at 4:02pm by Ron Spurgeon, Chairman.

2. Comment Period

- a. Persons wishing to address the Board on a matter, which is not listed on the agenda, Pursuant to Government Code Section 54950. (Time Limit may be utilized at the discretion of the Board). Members of the public may address the *Closed Session* matters at the time the closed session is announced.

1. No public comment.

3. Consent Agenda Items

- a. Approve minutes of the Regular Board Meeting December 14, 2022.
 1. A motion was made to approve the Regular Board meeting on December 14th, 2022 by Shidlovsky and seconded by Parham. 4 yes votes, motion passed.
- b. Approve Payment of December 2022 bills.
 1. A motion was made to approve payment of December 2022 bills by Presley and seconded by Parham. 4 yes votes, motion passed.

4. Closed Session

- a. Not requested.

5. Regular Agenda Items

- a. Review Mid-Year budget.
 1. John discussed the Mid-Year budget first showing the district is at 52% of what was expected for water sales. This number is actually low since the district usually see the higher percentage during summer months rather than in winter. The total income is at 57% due to two capacity charges that were collected. The report shows most expenses are where he expected to be this time of the year, but there are always unexpected expenses. A board members asked John if he felt our customers have cut back on water usage due to the drought, John strongly agrees this is a factor. The rate increase could also be a factor. Some items to review are the emergency contracting expense budget is at 62%, T &D repairs is at 91% with a total expense at only 45% so far into this year. With the income being at 57% and the expenses at 45%, the district is headed in the right direction. The summary statement of revenues and expenses shows total operating revenues of 54% and total operating expenses at 45%. The total Operating income (loss) is a positive \$95,000.00 and a net income (loss) is at \$125,000.00 positive in 6 months. The loss from last year of \$83,000.00 was attributed to having no rate increase in affect and expenses were high. The high expenses included Engineering expenses for grant process and water rate study, one well rehab, PG&E bills getting higher, new employee and the emergency contracting expenses. The district is finally generating in the Black and not in the Red anymore. John stated we may reach the operating budget if we plan to replace the Lead Operator position. Also, the decision on if we will repair the Gas

Point Bridge leak will be a high expense to the district. Some large purchases this year has been the Generator for Well #3 and the rehab of Well #4 which will go in the depreciation schedule.

b. General Manager update. (Gas Point Bridge repair decision)

1. Our District's line runs through the Gas Point Bridge. Currently the line is isolated. This is a short-term solution. A board member asked if the water supply to these zones will be affected in the summer time? John spoke with Laurie at PACE Engineering and she checked our District flows and the velocities are fine. The problem is having a loop in our line can be tricky long term. If an emergency arose, not having a loop could pose problems. John suggested a VFD could be installed at Well #5 to help maintain a constant pressure when well is on. Caltrans has some demands that have to be met if we go forward with repairing this leak on the bridge. They require our District to hire an Engineer along with changing the casing to make sure its water tight by using a fusion pipe which is more flexible and reliable. The use of a HTP fusion pipe is great but Caltrans feels its best to put a fusion pipe in the casing and then an additional water line in that to prevent another leak. Their main concern is the rebar rusting inside the bridge causing major damage. So, our District is looking at an Engineering expense along with double the material costs. Laurie mentioned its likely if we do this method, then the line will only be a 6" line to be able to fit instead the fusion pipe and casing. The district may consider bidding this project to get the best price possible. John said he foresees this project not being under \$150,000.00 due to engineering costs. The option to install a VFD only takes a few hours of time. The option to bolt the pipe onto the bridge is not a possibility. Again, the VFD is a temporary solution and can only hold for so long. The valves still need to be capped off, so the district will be putting more cost into this project. A motion was made to get an engineering estimate for the Gas Point Bridge leak repair project and can be approved up to \$20,000.00 by Parham and seconded by Shidlovsky. 4 yes votes, motion passed.

DISCUSSION: John disclosed that Shasta County departments contacted him stating our District has some Covid funding available of up to \$127,000.00. Our District can bill them for this Gas Point Bridge project to collect funding. The Generator is not sold yet. We did receive the Generator for Well #3 provided by Shasta Beam.

Candice, the District Secretary verified with the board members to agree on the office hours to be 8:30am to 4:00pm three days a week rather than 9:00am to 4:30pm. All agreed.

ADJOURN: With there being no further business, The Cottonwood Water Board of Director's meeting was adjourned by Ron Spurgeon at 4:43pm.

make available to any member of the public who has a Disability a needed modification or accommodation, including an auxiliary aide, or service, in order for that person to participate in the public meeting.

A person needing assistance should contact the district office by telephone @ (530) 347-3472 or by mail @ PO Box 2130, Cottonwood, CA 96022

At least two business days in advance. Accommodations may include assistance, seating, or alternate format. If requested, this document and other agenda materials can be made available in an alternative format for person with a disability who is covered by the Americans with Disabilities Act.