



# COTTONWOOD WATER DISTRICT

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## MINUTES

### REGULAR BOARD MEETING

Date: July 10, 2024

Time: 4:00 PM

Location: District Office

#### Board Members

Name	Title/Position	Present/Absent
Nick Shidlovsky	Chairperson	Present
Art Parham	Vice Chair	Present
Ron Spurgeon	Board Member	Present
Lewis Presley	Board Member	Present

#### District Staff

John Hollmer	General Manager
Candice Krames	District Secretary

#### AGENDA ITEM(S):

**1. Call to Order**

**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.

Lynn Peebles was a guest.

### 3. Consent Agenda Items

- a. Approve minutes of the Regular Board Meeting May 8<sup>th</sup>, 2024.
  1. A motion to approve the minutes of the Regular Board Meeting on May 8<sup>th</sup> 2024 was made by Parham and seconded by Presley. 3 yes votes, motion passed.
- b. Approve minutes of the Regular Board Meeting June 12<sup>th</sup>, 2024.
  1. A motion to approve the minutes of the Regular Board Meeting for June 12<sup>th</sup> 2024 was made by Spurgeon and seconded by Presley. 3 yes votes, motion passed.
- c. Approve Payment of June 2024 bills.
  1. A motion to approve payment of June 2024 bills was made by Parham and seconded by Spurgeon. 4 yes votes, motion passed.

### 4. Regular Agenda Items

- a. Review and Approve Annual Budget for FYE June 2025
  1. The Operating income is \$218,409.00. Referring to line 20, the administrative expense was revised because the new truck got moved into asset section, line 34 was budgeted at zero but totaled \$33,220.00 due to new windows and A/C units and paint at the office. Line 35 for office supplies includes the new software program costs. Line 55 T& D expenses only budgeted for \$35,000.00 but spent \$103,233.00 for Badger endpoints inventory, VFD at Well #5 installed, pressure valves and J.W. Woods for fittings etc. John wants to keep the balance of the General account accessible until the grant process is finalized. State Compensation decreased this last year and fire hydrant went up significantly. A motion was made to approve the Annual Budget for FYE June 2025 by Spurgeon and seconded by Presley. Motion passed.
- b. Review employee pay scale rates & adjustments
  1. John created an employee salary schedule which gives examples of employee current salaries and if salary increase references based on budget. John used google reference to locate inflation rates for California and CalPERS. This shows CalPERS is using a 4.12% index for cost-of-living adjustments. John stated he budgeted on Line 46 & 61 using a 15% salary increase for each employee for reference. Meeting went into closed session 4:54pm.
- c. Review and Approve quote for gutters at corporation yard.
  1. John had two quotes for the gutters at the shop and one quote for new carpet at the office. The carpet quote is for \$3,959.00 roughly with West Valley Flooring. Board would like more comparable quotes and wait until winter time. West Coast Seamless Gutters quotes is \$2,815.00 and other quote with a private contractor is \$2,700.00 includes screens. Gutters are needed with the generator being parked in between the buildings. Screens are not needed. A motion to approve the gutter quote with West

Coast Seamless Gutters for \$2,815.00 was made by Spurgeon and seconded by Parham. Motion passed.

## **5. Closed Session**

- a. Closed session requested to discuss employee compensation
  1. Closed session began at 4:45pm. Closed session ended at 5:53pm. A decision was made by note to approve a salary increase of 4.12% for both John Hollmer and Russell Roberts. A 2.472% salary increase was offered to Candice now and if she chooses to come back into the office five days at week, she may have the full 4.12% raise.

### **DISCUSSION:**

**ADJOURN:** With there being no further business, The Cottonwood Water District Board of Director's meeting was adjourned by Nick Shidlovsky at 5:55pm.

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