



**UKIAH VALLEY  
WATER AUTHORITY**

**Willow County Water District  
Special Meeting  
AGENDA**

*(to be held both at the physical and virtual locations below)*

**151 Laws Avenue ♦ Ukiah, CA 95482**

To participate or view the virtual meeting, go to the following link: <https://us06web.zoom.us/j/84512727220>

Alternatively, you may view the meeting (without participating) by clicking on the date and name of the meeting at [www.cityofukiah.com/meetings](http://www.cityofukiah.com/meetings), then go to the media tab.

**November 10, 2025 - 5:00 PM**

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**1. CALL TO ORDER AND ROLL CALL**

**2. AUDIENCE COMMENTS ON NON-AGENDA ITEMS**

The Ukiah Valley Water Authority (UVWA) - Willow County Water District members welcome input from the audience. In order for everyone to be heard, please limit your comments to three (3) minutes per person and not more than ten (10) minutes per subject. The Brown Act regulations do not allow action to be taken on audience comments on non-agenda items. If you wish to submit written comments, please provide information to the UVWA-Willow, located at 151 Laws Avenue, Ukiah, CA, 95482.

**3. APPROVAL OF MINUTES**

3.a. Approval of the October 23, 2025, WCWD Minutes.

Attachments:

1. 2025-10-23 WCWD Draft Minutes

**4. FINANCIAL REPORTS**

4.a. Review of August, September & October Financial Reports

4.b. Balance Sheet 2026 (3)

4.c. Year to Date Budget Report Munis

Attachments:

1. YTD Budget Report Munis
2. YTD Budget Report Munis cont. 2
3. YTD Budget Report Munis cont. 3
4. YTD Budget Report Munis cont. 4
5. YTD Budget Report Munis cont. 5

4.d. Willow Check Register July 2025

Attachments:

1. Check Register July 2025

4.e. Willow Check Register August 2025

Attachments:

1. Willow Check Register August 2025

- 4.f. Willow Check Register September 2025  
Attachments:  
1. Willow Check Register September 2025  
2. Willow Check Register September 2025 cont.

**5. NEW BUSINESS**

- 5.a. Discussion and Possible Action Resolution 2025-01 A Resolution of the Board of Directors of the Willow County Water District to Change the Regular Board Meeting Time.  
***Recommended Action: Approve Resolution 2025-01; A Resolution of the Board of Directors of the Willow County Water District to Change the Regular Board Meeting Time.***  
Attachments:  
1. Resolution No. 2025-01 WCWD

**6. UNFINISHED BUSINESS**

- 6.a. Consideration/Approval of Proposal of Terms by City of Ukiah for Purchase of Certain District Capital Assets  
Attachments:  
1. Term Sheet Willow Office Building 11-7-25  
2. Term Sheet, Willow Vehicles and Equipment, 11-7-25

**7. ADMINISTRATIVE AND OPERATIONAL REPORTS**

- 7.a. Report on Eel-Russian Project Authority (ERPA)  
7.b. Report on Water Districts' Projects  
7.c. Report on Ukiah Valley Water Authority (UVWA)

**8. COMMITTEE MEMBER ANNOUNCEMENTS AND REPORTS**

**9. SET NEXT MEETING DATE**

- 9.a. Discussion and Consideration of Scheduling of Next Meeting Date with Meeting to be Held at the Water District Conference Room, 151 Laws Avenue, Ukiah, CA, 95482, at 5:00 p.m. December 8, 2025.  
***Recommended Action: Discuss and get consensus to hold the next regular meeting on December 8, 2025, or another day of the Members' choosing.***

**10. ADJOURNMENT**

Please be advised that the Ukiah Valley Water Authority (UVWA)-Willow County Water District (WCWD) needs to be notified 24 hours in advance of a meeting if any specific accommodations or interpreter services are needed in order for you to attend. UVWA-WCWD complies with ADA requirements and will attempt to reasonably accommodate individuals with disabilities upon request. Materials related to an item on this Agenda submitted to the UVWA-WCWD Board Members after distribution of the agenda packet are available for public inspection at the front counter at the Ukiah Civic Center, 300 Seminary Avenue, Ukiah, CA 95482, during normal business hours, Monday through Friday, 8:00 am to 5:00 pm. Any handouts or presentation materials from the public must be submitted to the clerk 48 hours in advance of the meeting; for handouts, please include 10 copies.

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the bulletin board at the main entrance of the City of Ukiah City Hall, located at 300 Seminary Avenue, Ukiah, California; and at 2370 Webb Ranch Road, Redwood Valley, California; not less than 24 hours prior to the meeting set forth on this agenda.

Signed: Kim Saylor, Deputy Clerk  
Dated: November 7, 2025