



Water Executive Committee Special Meeting **AGENDA**

Ukiah Valley Conference Center ♦ 200 South School Street ♦ Ukiah, CA 95482

To participate or view the virtual meeting, go to the following link: <https://us06web.zoom.us/j/83268733029>

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

January 8, 2026 - 5:00 PM

1. CALL TO ORDER AND ROLL CALL

2. APPROVAL OF MINUTES

2.a. Approval of the Minutes for the December 4, 2025, Regular Meeting.

3. AUDIENCE COMMENTS ON NON-AGENDA ITEMS

The Ukiah Valley Water Authority (UVWA) / Water Executive Committee Members welcomes 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, located at 300 Seminary Avenue, Ukiah, CA, 95482.

4. NEW BUSINESS

5. UNFINISHED BUSINESS

5.a. Discussion and Possible Adoption of Policy for Rotating Officers.

Recommended Action: Adopt the policy for rotating officers.

Attachments:

1. UVWA.Policy.RotatingOfficers

6. ADMINISTRATIVE AND OPERATIONAL REPORTS

6.a. Report on Status of Application for SAFER Planning Grant.

6.b. General Management Report.

7. COMMITTEE MEMBER ANNOUNCEMENTS AND REPORTS

8. SET NEXT MEETING DATE

- 8.a. Discussion, Consideration, and Scheduling of Next Regular Meeting for February 5, 2026, at 5:00 p.m., with the Meeting to be Held at the Ukiah Valley Conference Center, 200 South School Street, Ukiah, CA 95482.

9. CLOSED SESSION

- 9.a. **Conference with Real Property Negotiators**
Property: 1850 Talmage Rd., Ukiah, CA 95482
Agency Negotiator: Jared Walker and Sean White
Negotiating Parties: Ukiah Valley Water Authority, Member Agencies, and Rogina Municipal Water Company
Under Negotiation: Price and Terms
- 9.b. **Conference with Legal Counsel - Anticipated Litigation**
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9
One Case

10. ADJOURNMENT

Please be advised that the Ukiah Valley Water Authority (UVWA)/ Water Executive Committee 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 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 Committee 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 the Ukiah Valley Conference Center, located at 200 South School Street, Ukiah, California; not less than 24 hours prior to the meeting set forth on this agenda.

Kristine Lawler, CMC/CPMC
Dated: 1/5/26



WATER EXECUTIVE COMMITTEE MINUTES
Regular Meeting
UKIAH VALLEY CONFERENCE CENTER
200 South School Street, Ukiah, CA 95482
Virtual Meeting Link: <https://us06web.zoom.us/j/83268733029>
Ukiah, CA 95482
December 4, 2025
5:00 p.m.

1. CALL TO ORDER AND ROLL CALL

The Water Executive Committee (WEC) met at a Regular Meeting on December 4, 2025, having been legally noticed on November 26, 2025. The meeting was held in person and virtually at the following link: <https://us06web.zoom.us/j/83268733029>. The clerk called the meeting to order at 5:08 p.m. Roll was taken with the following **Members Present:** Juan Orozco, Douglas Crane, Gary Nevill, Devin Gordon, Tim Prince, Steve Bogart, Tami Baarsch-Bogart and Chair Tom Schoeneman. **Members Absent by Prearrangement:** Jerry Cardoza and Adam Gaska. **Staff Present:** Sean White, Ukiah Water Resources Director; Jared Walker, Ukiah Water Resources Deputy Director; and Kim Saylor, Deputy Clerk. **Also Present:** Phil Williams, Legal Counsel and Michael Colantuono, Legal Counsel.

CHAIR SCHOENEMAN PRESIDING.

2. APPROVAL OF MINUTES

a. Approval of the Minutes for the September 29, 2025, Regular Meeting.

Motion/Second: Crane/ Orozco to approve the minutes for the September 29, 2025, Regular Meeting, as submitted. Motion **carried** by the following roll call votes: AYES: Orozco, Crane, Nevill, Prince, Baarsch Bogart, Bogart and Chair Schoeneman. NOES: None. ABSENT: Cardoza and Gaska. ABSTAIN: Gordon.

3. AUDIENCE COMMENTS ON NON-AGENDA ITEMS

No public comment was received.

4. NEW BUSINESS

a. Presentation of Proposed Financial Plan and Process for Ukiah Valley Water Authority Rate Adjustments by Hildebrand Consulting, Initiate Prop 218 Process, and Adoption of Resolution to Adopt a Policy for AB 2257.

Presenters: Mark Hildebrand, Hildebrand Consulting; Dan Buffalo, Finance Manager, City of Ukiah; Sean White, Director of Water Resources, Also Present: Phil Williams, Legal Counsel and Michael Colantuono, Legal Counsel.

Motion/Second: Schoeneman/Gordon to accept the rate studies and authorize a combined rate increase (March and July 2026) for the Millview, Willow, and City of Ukiah Water Districts effective March 1, 2026; Redwood Valley to have a rate increase on March 1, 2026 and on July 1, 2026; and to adopt a resolution (2025-05) initiating the Proposition 218 process. Motion **carried** by the following roll call votes: AYES: Orozco, Crane, Nevill, Gordon, Prince, Baarsch Bogart, Bogart, and Chair Schoeneman. NOES: None. ABSENT: Cardoza and Gaska. ABSTAIN: None.

Motion/Second: Schoeneman/Crane to adopt a resolution (2025-06) adopting administrative procedures in compliance with AB 2257 and Proposition 218 in connection with water rates, fees,

and charges applicable to all member agencies. Motion **carried** by the following roll call votes: AYES: Orozco, Crane, Nevill, Gordon, Prince, Baarsch Bogart, Bogart, and Chair Schoeneman. NOES: None. ABSENT: Cardoza and Gaska. ABSTAIN: None.

5. UNFINISHED BUSINESS

a. Adoption of Resolution Establishing a Policy of Officer Rotations.

Presenter: Phil Williams, Legal Counsel.

Member Consensus to continue this item to the next scheduled meeting.

6. ADMINISTRATIVE AND OPERATIONAL REPORT

a. Report on Status of Application for SAFER Planning Grant.

Presenter: Sean White, Ukiah Water Resources Director; Phil Williams, Legal Counsel.

Report was received.

b. General Management Report.

Presenters: Jared Walker, Ukiah Water Resources Deputy Director and Sean White, Ukiah Water Resources Director.

Report was received.

7. COMMITTEE MEMBER ANNOUNCEMENTS AND REPORTS

No announcements or reports were received.

8. SET NEXT MEETING DATE

a. Discussion, Consideration, and Scheduling of Next Meeting Date with Meeting to be Held at the Ukiah Valley Conference Center, 200 South School Street, Ukiah, CA 95482, at 5:00 p.m.

Presenter: Kim Saylor, Deputy Clerk.

Member Consensus to cancel the next regularly scheduled meeting of January 1, 2026, and hold a Special Meeting January 8, 2026, at 5:00.

DIRECTORS ADJOURNED TO CLOSED SESSION AT 7:17 P.M.

9. CLOSED SESSION

a. Conference with Legal Counsel - Anticipated Litigation

Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9, One Case

No report out was received; direction given to Staff.

10. ADJOURNMENT

There being no further business, the meeting adjourned at 7:45 p.m.

Kim Saylor, Deputy Clerk

Ukiah Valley Water Authority

Policy Establishing Terms and Conditions for Chair and Vice Chair

The Water Authority's Objectives

Through this Policy Establishing Terms and Conditions for Chair and Vice Chair (this "Policy"), the Ukiah Valley Water Authority (the "Water Authority") intends to provide for terms and conditions for the Chair and Vice Chair of the Water Executive Committee (the "Committee"). Through this Policy, the Committee intends to ensure broad representation across its member agencies at the senior-leadership level and to prevent any single member or representative of a member from controlling or unduly influencing Water Authority long-term policy. At the time of adopting this Policy, the Committee does not intend the terms and conditions imposed through this Policy on the officerships of Chair and Vice Chair to be imposed upon those of the Treasurer or Secretary.

Scope

The Committee has designated four officerships: Chair, Vice Chair, Treasurer, and Secretary. This Policy applies to the officerships of the Chair and Vice Chair of the Committee until explicitly amended or annulled in writing by subsequent act of the Committee. Any amendment or change to the terms in this Policy must be explicitly executed via subsequent written Policy or Bylaw. Any ambiguity or implied conflict between this Policy and any other policy, practice, or procedure is to be resolved in favor of the terms and intent of this Policy; *unless*, however, such resolution would result in a violation of law, the Water Authority's Joint Exercise of Powers Agreement, or the Water Authority's Bylaws.

For purposes of this Policy, the following definitions shall apply:

"Chair" means the elected leader of the Committee for and during its meetings.

"Member" means an agency that is a Party to the Joint Exercise of Powers Agreement establishing the Ukiah Valley Water Authority, and as may be amended.

"Vice Chair" means the elected officer responsible for leading the Committee during its meetings in the absence of the Chair.

"Representative" means a person appointed by a Member to serve on the Water Executive Committee.

Terms and Conditions for Chair and Vice Chair Policy

The Chair

Election. The Chair shall be a designated Representative of one of the Water Authority's Members. The Chair shall be elected by super-majority vote of at least 70% of the Committee pursuant to the voting rights provided in the Water Authority's Joint Exercise of Powers

Agreement (the “JPA”). Subject to the provisions below, immediately successive Chairs shall not hail from the same Member.

Term. The current Chair’s term as of the date this Policy is adopted shall run through December 31, 2026. Any subsequent Chair’s term shall run from January 1st through December 31st of the relevant calendar year.

Vacancy. Should the position of Chair become vacant, as defined by California Government Code section 1770 and as may be amended, the Committee shall elect a new Chair, which person shall serve the remaining term of the previously-elected Chair. Any such newly-elected Chair shall not serve as the immediate subsequent Chair for the following term; *unless*, however, the newly-elected Chair has served fewer than ninety-one (91) days in that position, in which case the Committee may elect such person to serve as Chair for the immediately following term.

The Vice Chair

Election. The Vice Chair shall be a designated Representative of one of the Water Authority’s Members; *provided*, however, that the Vice Chair shall not hail from the same Member as the Chair. The Vice Chair shall be elected by super-majority vote of at least 70% of the Committee pursuant to the voting rights provided in the JPA. Subject to the provisions below, immediately successive Vice Chairs shall not hail from the same Member.

Term. The current Vice Chair’s term as of the date this Policy is adopted shall run through December 31, 2026. Any subsequent Vice Chair’s term shall run from January 1st through December 31st of the relevant calendar year.

Vacancy. Should the position of Vice Chair become vacant, as defined by California Government Code section 1770 and as may be amended, the Committee shall elect a new Vice Chair, which person shall serve the remaining term of the previously-elected Vice Chair. Any such newly-elected Vice Chair shall not serve as the immediate subsequent Vice Chair for the following term; *unless*, however, the newly-elected Vice Chair has served fewer than ninety-one (91) days in that position.