



MINUTES OF THE SPECIAL MEETING OF THE BOARD OF COMMISSIONERS OF MANCHESTER WATER DISTRICT

October 28, 2025

SPECIAL MEETING

1.0* **Call to Order** - Board Chair Steve Pedersen called the Tuesday, October 28th, special meeting of the Manchester Water District Board of Commissioners (Board) to order at 5:33 PM. Commissioner Bob Ballard, Secretary Jim Strode, General Manager Tony Lang, and District Attorney Ken Bagwell were present. No members of the public attended in person or virtually via Zoom.

2.0 Special Agenda

2.1 Review of 2025 Accomplishments

GM Lang discussed accomplishments of District staff over the course of 2025. Some of the major highlights for the year include completion of the District Water System Plan, Water Shortage Response Plan, and Hearing Conservation Plan. The Administrative Office server was replaced along with the shop's SCADA server. Cedar fence panels were installed at the Garfield site in multiple locations, and the Sedgwick entrance landscaping project was completed. Lang stated the list of items was not inclusive and there were plenty of other tasks that staff completed during the year.

2.2 Review Goals for 2026

Lang presented the District's 2026 Administrative Goals, Operations & Maintenance Goals, and Capital Outlay Goals for upcoming year. The Board and Lang discussed anticipated capital projects for next year, in-house labor projects, and new equipment for operations staff. 2026 Administrative Goals include construction of the Well 10 filtration project, Well 6/7 electrical upgrades, implementation of smart padlocks, and reservoir cleaning. Some Operational Goals include envelope improvements for Well 1, North Zone flushing, North Zone PRV rebuilds and finishing the shop's laundry facility. Capital Outlay Goals include a new portable generator and a battery powered light station.

2.3 2025 Projected Revenue

Lang discussed the projected revenue for the remainder of 2025. He explained how the forecasted 2025 amount for each category was calculated to reach their anticipated total for the end of the year. Lang reported the anticipated Total Revenue for 2025 was calculated to be approximately \$3,062,762.



2.4 2025 Projected Expense

Lang discussed the projected expenses for the remainder of 2025. He explained how the forecasted 2025 amount for each category was calculated. Lang reported the anticipated Total Expense for 2025 was calculated to be approximately \$2,286,120. Anticipated Retained Earnings to be carried over into 2026 was calculated to be approximately \$776,642.

2.5 2026 Projected Revenue

Lang discussed the projected 2026 Total Revenue for the upcoming year. He explained how each fund was calculated using the previous year's budgeted amounts, historical trends, and 2025's 3rd Quarter Revenue totals. The anticipated Total Revenue for 2026 was calculated to be approximately \$2,807,642.

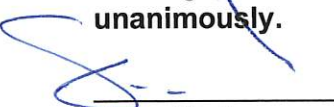
A discussion took place regarding the result of the Anchors Condo Owner's Association Budget ratification meeting that took place last week. The 2026 Condo Budget was approved along with the corresponding Special Assessment. The District will be responsible for approximately \$91,000 in Special Assessment fees for building repairs in addition to the normal monthly dues payments in 2026. Payment of the \$91,000 is due by February 1, 2026. The Board requested a financial breakdown of all costs distributed towards the condo since its original purchase. Lang stated he would provide the information at the next Board meeting.

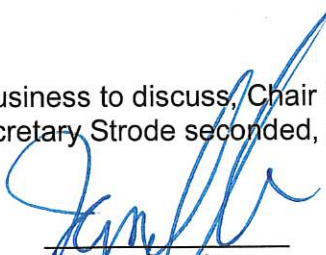
3.0 Future Meeting Dates

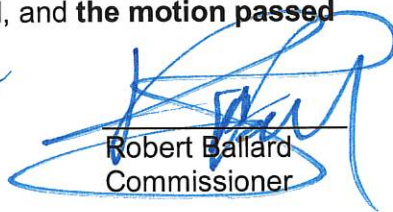
- 3.1 November 12, 2025, 5:30 PM – Regular Meeting, Spring Street Workshop
- 3.2 November 25, 2025, 5:30 PM – Special Meeting, Spring Street Admin Office
- 3.3 December 9, 2025, 5:30 PM – Regular Meeting, Spring Street Workshop

4.0* Adjournment

There being no further business to discuss, Chair Pedersen moved to adjourn the meeting at 6:45 PM. Secretary Strode seconded, and **the motion passed unanimously.**


Steve Pedersen
Board Chair


James Strode
Secretary


Robert Ballard
Commissioner

* Indicates action item