



WILLOW COUNTY WATER DISTRICT MINUTES
Special Meeting
WATER DISTRICT OFFICE CONFERENCE ROOM
151 Laws Avenue, Ukiah, CA 95482
Virtual Meeting Link: <https://us06web.zoom.us/j/84512727220>

October 23, 2025
6:30 p.m.

1. CALL TO ORDER AND ROLL CALL

The Willow County Water District (WCWD) Board of Directors met at a Special Meeting on October 23, 2025, having been legally noticed on October 17, 2025. The meeting was held in person and virtually at the following link: <https://us06web.zoom.us/j/84512727220>. President Nevill called the meeting to order at 6:30 p.m. Roll was taken with the following **Directors Present:** Devin Gordon, Mike Hildreth, and Gary Nevill; one seat is currently vacant. **Director Absent:** Ross Larue. **Staff Present:** Jared Walker, MCWD General Manager; and Kristine Lawler, Ukiah City Clerk.

PRESIDENT NEVILL PRESIDING.

URGENCY ITEM:

Motion/Second: Hildreth/Gordon to approve an urgency item due to timelines and place as agenda item 3d. Motion **carried** by the following roll call votes: AYES: Gordon, Hildreth, and Nevill. NOES: None. ABSENT: Larue. ABSTAIN: None.

2. APPROVAL OF MINUTES

a. Approval of the Minutes for the September 8, 2025, MCWD Regular Meeting.

Motion/Second: Gordon/Hildreth to approve the minutes for the September 8, 2025, MCWD Regular Meeting, as submitted. Motion **carried** by the following roll call votes: AYES: Gordon, Hildreth, and Nevill. NOES: None. ABSENT: Larue. ABSTAIN: None.

3. NEW BUSINESS

Director Consensus to hear agenda item 3b and 3c out of order.

b. Consideration/Approval of 2024-2025 Willow Audit.

Presenters: Jared Walker, MCWD General Manager and Dan Buffalo, City of Ukiah Finance Director.

No public comment was received.

Motion/Second: Hildreth/Gordon to approve the 2024-2025 Willow Audit. Motion **carried** by the following roll call votes: AYES: Gordon, Hildreth, and Nevill. NOES: None. ABSENT: Larue. ABSTAIN: None.

c. Consideration/Approval of Proposal of Terms by City of Ukiah for Purchase of Certain District Capital Assets.

Presenter: Dan Buffalo, City of Ukiah Finance Director.

No public comment was received.

Motion/Second: Hildreth/Gordon to approve a straight purchase [sale of all assets]. Motion **carried** by the following roll call votes: AYES: Gordon, Hildreth, and Nevill. NOES: None. ABSENT: Larue. ABSTAIN: None.

Direction was given to Staff to draft a purchase agreement and bring back to the November 10, 2025, regular meeting.

a. Consideration/Approval of Rate Study — Presentation by Mark Hildebrand.

Presenter: Mark Hildebrand, Hildebrand Consulting.

A PowerPoint presentation was received.

No public comment was received.

Motion/Second: Gordon/Hilbreth to accept the rate study as amended*. Motion **carried** by the following roll call votes: AYES: Gordon, Hildreth, and Nevill. NOES: None. ABSENT: Larue. ABSTAIN: None.

**Amended rate increase schedule as discussed: 2026 = 20%, 2027 = 4%, 2028 = 12%, = 2029 = 12%, 2030 = 12%, 2031 = 5%, 2032 = 5%, 2033 = 5%, 2034 = 5%, 2035 = 5%.*

c. Continued Discussion - Consideration/Approval of Proposal of Terms by City of Ukiah for Purchase of Certain District Capital Assets.

Directors continued discussion for agenda item 4c.

d. URGENCY ITEM: Consideration of Approval to Purchase a Variable Frequency Drive (VFD) for the Burke Hill Well Site, in the Amount of \$33, 959.84.

Presenter: Jared Walker, MCWD General Manager.

No public comment was received.

Motion/Second: Hildreth/Gordon to approve purchase of a Variable Frequency Drive (VFD) for the Burke Hill Well Site in the amount of \$33,959.84. Motion carried by the following roll call votes: AYES: Gordon, Hildreth, and Nevill. NOES: None. ABSENT: Larue. ABSTAIN: None.

4. AUDIENCE COMMENTS ON NON-AGENDA ITEMS

No public comment was received.

5. UNFINISHED BUSINESS

c. Report on Ukiah Valley Water Authority (UVWA). (Discussed out of order)

Presenter: Jared Walker, MCWD General Manager.

Report was received.

a. Report on Eel-Russian Project Authority (ERPA). (Discussed out of order)

No report was given; discussion held.

b. Report on Local Water District Projects.

Presenter: Jared Walker, MCWD General Manager.

Report was received.

6. ADMINISTRATIVE AND OPERATIONAL REPORT

a. General Management Report.

Presenter: Jared Walker, MCWD General Manager.

Discussion was held.

7. COMMITTEE MEMBER ANNOUNCEMENTS AND REPORTS

Item was skipped due to time constraints.

8. SET NEXT MEETING DATE

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 6:30 p.m.

Presenter: Jared Walker, MCWD General Manager.

Member Consensus to schedule the next meeting of November 10, 2025, at 5:00 p.m., and direct Staff to schedule the next meeting as a special meeting due to the time difference, and place an item on the agenda to change the regular meeting start time to 5:00 p.m.

9. ADJOURNMENT

There being no further business, the meeting adjourned at 8:18 p.m.

Kristine Lawler, CMC/CPMC