

**REGULAR MEETING OF THE BOARD OF DIRECTORS
OF THE WESTSIDE WATER DISTRICT
December 18, 2025
10:00 a.m.**

MINUTES

The Regular Meeting of the Board of Directors was called to order by President Doug Parker at 10:00 a.m. on December 18, 2025 at the District office, 5005 State Highway 20, Williams, CA 95987.

DIRECTORS PRESENT: Doug Parker
Allen Myers
Perry Charter
Zachary Dennis
James Peterson

OTHERS PRESENT: Mike Urkov, General Manager & Secretary/Treasurer
Pamela Katleba-Jenkins, Office Manager
Tony Garofalo, Operations Superintendent
Ethan New, Assistant Operations Superintendent

AGENDA:

M/S/C – To Approve the December 18, 2025 Regular Meeting Agenda.

MINUTES:

M/S/C – To Approve the Minutes of the Regular Board Meeting on November 13, 2025.

FINANCIAL REPORTS: OM Katleba-Jenkins presented the Board financial reports for review and approval. After thorough review, the following action was taken:

M/S/C – To approve the financial reports: Treasurer's Report, Balance Sheet, Profit & Loss vs. Budget, Cash Flow Statement, O&M Expenditures & Disbursements through November 30, 2025.

PUBLIC COMMENT:

No public comment

MANAGER'S REPORTS:

Operations Superintendent Report:

(OS Garofalo gave a verbal report updating Board on Operations. Referred to herein: Operations Superintendent Management Report – December Meeting 2025.) The report has Water delivery data for Westside & DWD 890.2 ac, YTD comparison of last years reported.

- Backhoe repair: Completed repairs except air conditioner. Final invoice has not been received. Parts were purchased on WWD accounts.

- Drains: D2 – East Camp Road, end along East Camp to Highway 20 has been cleaned.
- SCADA Preventative Maintenance proposal received (budgeted), schedule to start site visits in January (inspect & calibrate).
- SMUD 500 KVA Universal pad mount Transformer purchased \$44,908.00. Transport and logistics for 6,000 lb. transformer is being arranged. Transformer will be stored at TCCA Headquarters 5513 State Highway 162 Willows, CA 95988 with signed agreement of property of WWD, transformer serial #, stenciled WWD with date. There is a possible agency assist with any catastrophic emergency, however the time frame of replacement and any cost incurred to WWD having an emergency within same time frame be the responsibility of assisted agency (i.e. semi-truck generator, commercial universal pad mount transformer). Prior to release, taking into account current events and if there are any catastrophic emergency in the USA that would prevent timely replacement. All transformers are probably close in age from initial install within the TCCA umbrella. Historical documentation in financials with note stored at TCCA.

Assistant Operations Superintendent Report:

AOS New gave a verbal report regarding attached pictures of disaster project - Lateral 7 line repaired, no longer leaking. Alsco-Geyer Irrigation, Inc. disaster response to underground 6 to 7 feet pipe, they used a FC band to repair clean crack along the bottom of leaking pipe. To ensure no water leak the Isolation opened up, Alsco then buried the pipe back.

Office Manager's Report:

OM Katleba-Jenkins gave a verbal report PNC new credit cards issued. Stop payment on check 12/16/2025 with US Bank - Pay ACH 12/16/2025 to PNC credit card.

General Manager's Report:

GM Urkov gave a verbal report updating Board.

- 2026 Draft Budget Highlights: GM Urkov meet with budget committee Friday Nov. 14th 10 am. Highlights: 2026 projects being requested is SCADA maintenance (recalibrate sumps, recalibrate the tank, transducers, check batteries, check connections, pc things.), Landscaping budgeted. Affordable Care Act tax credits end last day of year, possibly causing undue Burden on employees for Health insurance a discussion if WWD to offer health insurance.
- Drought planning: Storm expected next week, two storms required between now and March 2026 to reach storage levels. GM concerns due to lower storage levels than last year. Furthermore, USBR emphases from operations to move more water South more aggressively, leaving levels lower (shortages). Next month we'll be able to decide if moving forward with drought implementation and planning is required for 2026.
- Colusa Groundwater Authority (CGA):
 - The November 25th meeting agenda regarding GM Urkov letter to be added as a full member was tabled until next meeting. The December 23 meeting was cancelled and therefore the issue is still in progress. WWD can still withdraw from CGA. CGA is still actively looking for new local administration, if you have any recommendations or candidate for GM Urkov to present to CGA or any input would be appreciated.

TCCA UPDATE:

The 2026 Mid Pacific Water Users Conference will be held January 28-30, 2026 in Reno, NV. Westside Water District has registered to attend and reserved rooms. No Hard shut down date or information on 3(f) reduced rated water reported currently. No Board meeting in January (as customary), Next board meeting: February 4, 2026 9 a.m.

Sites Project Authority

Update on Monthly Activities:

Sites Water Rights Hearing, ongoing.

- Under Negotiation: Price and terms of payment for water storage and conveyance capacity have been delayed due to deductions of staffing force.
- WWD board of Directors unanimously advised not adding to the nine JPA Sites Board of Directors (governance voting authority/ policies) with any further entities. However open for negotiations.
- Wheeler Ridge-Maricopa Water Storage District executed a reassignment of a portion of their participation to Santa Clara Valley Water District.
- USBR Negotiations are going well. The issue due to government reduction of work force with uncertainty has caused employees to seek more stable employment leaving functionality topics.

Next Sites meeting Friday, December 19, 2025 (9:00 am - noon).

Update on Zone 3:

Continues to meet. Next meeting Monday January 21, 2026, at Colusa County Water District at 10:00 am.

- Participation Agreements and Benefits Obligation (B&O) contract outreach, reaching out to individuals to discuss increase or decrease, contacting waitlist participants. As well as, speaking with the City of Fairfield. Otherwise, there is no data to report.

NEW BUSINESS:

1.1. Appointment of Officers 2026

Action – M/S/C approved Full Slate remain

1.2. Review and Approve 2026 Operating Budget

Action –M/S/C Budget approved

CLOSED SESSION:

Entered – 11:35 a.m.

Action – GM performance evaluation, with increase pay for travel expenses.

Exited: 1:31 p.m.

ADJOURNMENT:

There being no further business to come before the Board, President Parker adjourned the meeting at 1:32 p.m.

Respectfully submitted:



Mike Urkov, General Manager
Secretary/Treasurer

APPROVED:



Doug Parker, President