



Water Executive Committee Regular 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/87649799601>

Or you can call in using your telephone only:

- Call (toll free) 1-669-444-9171
- Enter the Access Code: 876 4979 9601
- To Raise Hand enter *9
- To Speak after being recognized: enter *6 to unmute yourself

October 1, 2026 - 5:00 PM

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

2. **APPROVAL OF MINUTES**

2.a. Approval of the Minutes for the September 3, 2026, Regular Meeting.

Recommended Action: Approve the meeting minutes for September 3, 2026.

Attachments:

1. 2026-09-03 UVWA Draft Minutes

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**

6. **ADMINISTRATIVE AND OPERATIONAL REPORTS**

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

Attachments:

1. SCOPE OF WORK Ukiah Consolidation Planning 9-17-26

6.b. General Management Report.

7. COMMITTEE MEMBER ANNOUNCEMENTS AND REPORTS

- 7.a. Receive Reports and Announcements from Committee Members.

8. SET NEXT MEETING DATE

- 8.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.
Recommended Action: Consensus to hold the next regular meeting on the scheduled date of November 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 - MAY BE HELD AT ANY TIME DURING THE MEETING

Closed Session may be held at any time during the meeting. Any public reports of action taken in closed session will be made in accordance with Government Code section 54957.1

- 9.a. **Conference with Legal Counsel - Anticipated Litigation**
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9
Two Cases
- 9.b. **Conference with Real Property Negotiators**
(Cal. Gov't Code Section 54956.8)
Property: 1850 Talmage Road, Ukiah, CA 95482
Negotiator: Jared Walker
Negotiating Parties: Rogina Water Company
Under Negotiation: Price & Terms of Agreement

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
Dated: 9/25/26



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
September 3, 2026
5:00 p.m.

1. CALL TO ORDER AND ROLL CALL

The Water Executive Committee (WEC) met at a Regular Meeting on September 3, 2026, having been legally noticed on August 31, 2026. The meeting was held in person and virtually at the following link: <https://us06web.zoom.us/j/83268733029>. Chair Schoeneman called the meeting to order at 5:03 p.m. Roll was taken with the following **Members Present:** Juan Orozco, Douglas Crane (*arriving at 5:07 p.m.*), Devon Boer, Tami Baarsch-Bogart, Steve Bogart, Bryan Ross, Tim Prince, and Tom Schoeneman. **Members Absent:** Gary Nevill and Adam Gaska. **Staff Present:** Jared Walker, City of Ukiah Water Resources Director and Kristine Lawler, UVWA Clerk. **Also Present:** Phil Williams, City of Ukiah Legal Counsel; and Dan Buffalo, City of Ukiah Finance Director (*arriving at 5:13 p.m.*)

CHAIR SCHOENEMAN PRESIDING.

2. APPROVAL OF MINUTES

a. Approval of the Minutes for the August 6, 2026, Regular Meeting.

Motion/Second: Bogart/Prince to approve the minutes for the August 6, 2026, Regular Meeting, as submitted. Motion **carried** by the following roll call votes: AYES: Orozco, Crane, Boer, Bogart, Ross, Prince, and Chair Schoeneman. NOES: None. ABSENT: Nevill and Gaska. ABSTAIN: Baarsch-Bogart.

3. AUDIENCE COMMENTS ON NON-AGENDA ITEMS

No public comment was received.

Committee Consensus to hear agenda items out of order as follows: 6a, 5a, then 4a.

Member Crane arrived at 5:07 p.m.

5. UNFINISHED BUSINESS

a. Adoption of Shared Direct Cost Allocation Methodology and Fiscal Year 2026-27 Final Budgets.

Presenter: Jared Walker, Ukiah Water Resources Director.

Item was paused until Director Buffalo arrived.

6. ADMINISTRATIVE AND OPERATIONAL REPORT

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

Presenters: Jared Walker, Ukiah Water Resources Director.

No public comment received.

Reports were received.

Director Buffalo arrived at 5:13 p.m.

5. UNFINISHED BUSINESS, Continued

a. Adoption of Shared Direct Cost Allocation Methodology and Fiscal Year 2026-27 Final Budgets, Continued.

Presenter: Dan Buffalo, Ukiah Finance Director.

No public comment received.

Motion/Second: Schoeneman/Prince to adopt a resolution establishing the policy and methodology for allocation of shared direct operating expenditures among UVWA member agencies and ratifying application of the methodology beginning January 1, 2026. Motion **carried** by the following roll call votes: AYES: Orozco, Crane, Boer, Baarsch-Bogart, Bogart, Ross, Prince, and Chair Schoeneman. NOES: None. ABSENT: Nevill and Gaska. ABSTAIN: None.

Motion/Second: Ross/Boer to adopt a resolution adopting the final Fiscal Year 2026-27 budgets for the UVWA member agencies. Motion **carried** by the following roll call votes: AYES: Orozco, Crane, Boer, Baarsch-Bogart, Bogart, Ross, Prince, and Chair Schoeneman. NOES: None. ABSENT: Nevill and Gaska. ABSTAIN: None.

NOTE: Clerk will make administrative corrections to the dates of the resolutions upon finalization.

4. NEW BUSINESS

a. Fiscal Year 2026-27 Budget Amendments for City of Ukiah Water Operations and Millview County Water District Capital Improvements.

Presenters: Dan Buffalo, Ukiah Finance Director and Jared Walker, Ukiah Water Resources Director.

Motion/Second: Boer/Ross to approve an increase of appropriations for City of Ukiah Water operations by \$360,000. Motion **carried** by the following roll call votes: AYES: Orozco, Crane, Boer, Baarsch-Bogart, Bogart, Ross, Prince, and Chair Schoeneman. NOES: None. ABSENT: Nevill and Gaska. ABSTAIN: None.

Motion/Second: Ross/Baarsch-Bogart to approve an increase of appropriations for the Millview County Water District capital budget by \$639,715 for the Removal of Settling Pond Berms and Field Leveling project. Motion **carried** by the following roll call votes: AYES: Orozco, Crane, Boer, Baarsch-Bogart, Bogart, Ross, Prince, and Chair Schoeneman. NOES: None. ABSENT: Nevill and Gaska. ABSTAIN: None.

6. ADMINISTRATIVE AND OPERATIONAL REPORT, Continued

b. General Management Report.

No report was given.

7. COMMITTEE MEMBER ANNOUNCEMENTS AND REPORTS

No 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: Chair Schoeneman.

Member Consensus to direct Staff to hold the next regular meeting on the scheduled date of October 1, 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.

Motion/Second: Boer/Orozco and unanimous consent to go to Closed Session.

DIRECTORS ADJOURNED TO CLOSED SESSION AT 6:47 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
Two Cases

b. Conference with Real Property Negotiators

(Cal. Gov't Code Section 54956.8)
Property: 1850 Talmage Rd., Ukiah, CA 95482
Negotiator: Jared Walker
Negotiating Parties: Rogina Water Company
Under Negotiation: Price & Terms of Agreement

No action reported; direction provided to Staff.

10. ADJOURNMENT

There being no further business, the meeting adjourned at 7:41 p.m.

Kristine Lawler, UVWA Clerk

I. SCOPE OF WORK – please reference Scope of Work 7-10-26, uploaded via FFAST 7/10/26

ITEM	DESCRIPTION
1	Project Management and Administration – Carollo Task 1
	1.1 Project Management and Administration 1.2 Meetings 1.3 Quality Control Setup <i>ITEM 1 SUBMITTALS:</i> a) <i>Updated project design schedule at each design deliverable milestone</i> b) <i>Meeting agenda, presentation materials, and meeting minutes.</i> c) <i>Progress letter report with each monthly invoice</i>
2	Engineering/Project Report – Carollo Task 2
	2.1 Meetings and Workshops 2.2 QA/QC 2.3 Data Collection and GIS updates. 2.4 Water Demand Analysis 2.5 Hydraulic Model Build 2.6 Hydraulic Model Calibration 2.7 Hydraulic Model Analysis and Documentation 2.8 Additional Modeling Services <i>ITEM 2 SUBMITTALS:</i> a) <i>Draft report</i> b) <i>Final report</i> c) <i>Appendices (Field Data Collection Results, Model vs. SCADA/Field Plots)</i> d) <i>Comment Log</i> e) <i>InfoWater Pro model and GIS files</i>
3	Environmental Documents – Carollo Task 3 and Task 7
	3.1 Prepare project description and alternatives. 3.2 Prepare Notice of Preparation 3.3 Conduct scoping meetings 3.4 Conduct agency consultation 3.5 Prepare administrative draft EIR 3.6 Prepare screen-check and public draft EIR 3.7 Prepare administrative draft EIR 3.8 Prepare final EIR, findings, and mitigation monitoring and reporting 3.9 Project coordination meetings and project management 3.10 Develop design criteria 3.11 Preliminary routing and sizing 3.12 Basis of design

	ITEM 3 SUBMITTALS: a) <i>SMB will prepare and submit an electronic copy (pdf) of the Project Description and Alternatives Chapter for the CEQA-Plus EIR for internal team review. After the City's internal team review and comment, this will be the basis for moving forward with the preparation of the CEQA-Plus EIR</i> b) <i>SMB will prepare and submit an electronic copy of an Administrative Draft NOP for the City's Internal Team review and comment. Upon receipt of a consolidated set of comments, SMB will then prepare the NOP to undergo the 30-day public review. SMB will deliver the NOP to the State Clearinghouse on behalf of the City</i> c) <i>SMB will prepare a power-point presentation for the Scoping Meetings. SMB will prepare a brief memorandum summarizing the written and oral comments received during the NOP process and our approach for addressing these comments in the EIR.</i> d) <i>SMB will prepare and deliver an electronic copy of all meeting notes to the City from each meeting with various agencies in as identified in Task 3.4 above</i> e) <i>SMB will prepare an Administrative and Screen-Check Draft CEQA-Plus EIR for internal team review</i> f) <i>SMB will prepare an electronic copy of the Draft EIR for distribution and will deliver a copy to the State Clearinghouse. SMB will also prepare electronic copies of the document that can be distributed or made available on the City's website as well</i> g) <i>SMB will prepare electronic copies of the draft response to comments and e-mail them out for internal Team review</i> h) <i>Upon receipt of City's comments, SMB will prepare a screen-check copy of the Final EIR, Findings, and MMRP. With the City's approval, SMB will then prepare an electronic copy of the Final EIR, Findings, and MMRP for public distribution. SMB will prepare, attend, and participate in one (1) City public hearing as part of the CEQA EIR adoption/approval process. Any further additional public meetings to be attended by SMB will be an out-of-scope work item, on a time and materials basis. Upon Project approval by the City Council, SMB will prepare the Notice of Determination (NOD) for CEQA purposes and deliver it to the State Clearinghouse</i> i) <i>CAMP® Workshop Agenda and Meeting Minutes</i> j) <i>Basis of Design Workshop Agenda and Meeting Minutes</i> k) <i>Draft and Final Basis of Design Report</i>
4	DWSRF Planning and Design Application and JPA Legal 4.1 Complete and submit a DWSRF Planning and Design Financial Package that includes the following: • DWSRF Potential Flags Worksheet; • Three years of audited financial statements or tax returns; • Budget projections for at least the next two fiscal years; • Rate adoption resolution or a copy of rates • Schedule of related debt, debt document copies (if necessary), and/or a letter from the Authorized Representative stating the Recipient has no debt; and • A Technical, Managerial and Financial (TMF) Assessment that provides all supporting documents for Mandatory and Necessary Items.

	4.2 All legal work necessary to complete the joint partnership agreement as described in the above referenced application ITEM 4 SUBMITTALS: a) DWSRF Planning and Design Financial Package b) Appropriate legal documents for JPA
5	Engineering Design for Selected Construction Project - Carollo Tasks 4,5,6,8,9,10,11 5.1 Desktop study 5.2 Coordination and Permitting 5.3 Subsurface exploration 5.4 Laboratory testing 5.5 Draft/Final geotechnical report 5.6 Aerial and ground topographic survey 5.7 Underground utility research and mapping 5.8 Underground utility locating and marking 5.9 Boundary determination 5.10 Easement research or preparation 5.11 Communication and coordination including project workplan and schedule, project kickoff meeting, visioning and goal setting workshop, and project meetings 5.12 Design needs assessment and technology evaluation including existing SCADA documentation review, SCADA system design workshops, existing communication link analysis and pathloss mapping, in-field radio path survey, evaluate alternative power and communication solutions, communication study report and review workshop, and recommendations and implementation plan 5.13 Detailed SCADA replacement design, including 30%, 60%, 90% and 100% design and review workshops 5.14 Infrastructure design 30% 5.15 Infrastructure design 60% 5.16 Infrastructure design 90% 5.17 Infrastructure design 100% ITEM 5 SUBMITTALS a) Final geotechnical report b) Project Workplan c) Schedule d) Meeting minutes e) Decision log f) Monthly progress reports and invoices g) Visioning memorandum

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| | <ul style="list-style-type: none"> <i>h) Workshop minutes documenting hardware, software, communication, and cybersecurity standards</i> <i>i) In-field radio path verification results</i> <i>j) Draft Communication Study Report</i> <i>k) Final Communication Study Report</i> <i>l) Draft SCADA Recommendations & Implementation TM</i> <i>m) Final SCADA Recommendations & Implementation TM</i> <i>n) Meeting Minutes</i> <i>o) Decision log</i> <i>p) Electronic set of 30% Preliminary Design Documents</i> <i>q) 30% Preliminary Design Review Meeting Minutes</i> <i>r) 30% Preliminary Construction Cost Estimate</i> <i>s) Electronic set of 60% Preliminary Design Documents</i> <i>t) 60% Preliminary Design Review Meeting Minutes</i> <i>u) 60% Preliminary Construction Cost Estimate</i> <i>v) Electronic set of 90% Preliminary Design Documents</i> <i>w) 90% Preliminary Design Review Meeting Minutes</i> <i>x) 90% Preliminary Construction Cost Estimate</i> <i>y) Electronic set of 100% Design Documents</i> <i>z) 100% Construction Cost Estimate</i> <i>aa) 30% Plans, list of Technical Specifications, Class 4 Construction Cost Estimate, and Preliminary Construction Schedule (all PDF)</i> <i>bb) 60% Plans, Technical Specifications, Class 3 Construction Cost Estimate, and Preliminary Construction Schedule (all PDF)</i> <i>cc) Suggested edits to the City's front-end specifications (MS Word in track changes)</i> <i>dd) 90% Plans, Technical Specifications, Class 2 Construction Cost Estimate, and Preliminary Construction Schedule (all PDF)</i> <i>ee) Suggested edits to the City's front-end specifications (MS Word in track changes)</i> <i>ff) 100% stamped and signed Plans, Front End Specifications, Technical Specifications, Class 1 Construction Cost Estimate, and Preliminary Construction Schedule (all PDF).</i> |
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II. SCHEDULE

ITEM	DESCRIPTION OF SUBMITTAL	CRITICAL DUE DATE	ESTIMATED DUE DATE
SCOPE OF WORK			
1	Project Management and Administration a) DWSRF Planning Application b) Right-of-Entry Template c) Consolidation Agreement or Similar	N/A N/A N/A	Complete N/A 1/2030
2	Engineering/Project Report a) Hydraulic Model b) Draft Engineering/Project Report c) Final Engineering/Project Report	N/A N/A N/A	8/27 12/27 2/28
3	Environmental Documents a) Draft Environmental Documents b) Final Environmental Documents c) DWSRF Construction Environmental Package	N/A N/A N/A	2/29 8/29 12/29
4	DWSRF Construction Application a) Draft DWSRF Construction Financial Package b) Water Rate Study (If Necessary) c) DWSRF Construction Application	N/A N/A N/A	9/29 N/A 3/2030
5	Engineering Design for Selected Construction Project a) 30% Draft Plans and Specifications and Draft Opinion of Probable Construction Costs b) 60% Plans and Specifications and Revised Opinion of Probable Construction Costs c) 90% Plans and Specifications and Revised Opinion of Probable Construction Costs d) 100% Plans and Specifications and Revised Opinion of Probable Construction Costs	N/A N/A N/A N/A	8/28 3/29 8/29 12/29
REPORTING			
1	Progress Reports	N/A	Quarterly
2	Project Completion Report	N/A	TBD
3	As Needed Information and Reports	N/A	As Requested by Division
BUDGET COSTS AND REIMBURSEMENT			
1	First Reimbursement Request	No later than 90 days from Agreement Execution Date	N/A
2	Reimbursement Requests	N/A	Quarterly
3	Final Reimbursement Request	[DATE]	N/A

III. BUDGET

ITEM	DESCRIPTION	TOTAL ESTIMATED COST	PROJECT FUNDING AMOUNT
1	Project Management and Administration	\$328,644	\$328,644
2	Engineering/Project Report	\$930,536	\$930,536
3	Environmental Documents	\$2,640,445	\$2,640,445
4	DWSRF Planning and Design Application and JPA Legal	\$901,752	\$901,752
5	Engineering Design for Selected Construction Project	\$11,499,028	\$11,499,028
	TOTAL	\$16,300,405	\$16,300,405