

# Cottonwood Mutual Water Company

Board of Directors Meeting Minutes

Wednesday, December 10, 2025; 1:00 PM

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## Board Members:

Katie Perry	District 1	2025 – 2028	Vice-president	<i>Present</i>
John Merrett	District 2	2025 – 2028	President	<i>Present</i>
Chris Thomsen	District 3	2024 – 2027		<i>Present</i>
Cynthia Mattson	District 4	2024 – 2027	Treasurer	<i>Present</i>
Greg Watkins	M-at-L	2024 – 2027		<i>Present</i>

## Staff:

Mike Johanson – Manager *Present*

Amber Rogers – Board secretary *Present*

## Visitors:

Heidi Dorius

1. President
  - a. Call meeting to order *John Merrett called the meeting to order at 1:00pm*
  - b. Declare any conflicts of interest *None*
2. Approve meeting minutes of October 28, 2025 & November 12, 2025  
*Katie Perry made the motion to approve, seconded by Chris Thomsen, all were in favor.*
3. Approve share issuance, cancellations and re-issues  
*Chris Thomsen made the motion to approve, seconded by Greg Watkins, all were in favor.*
4. Public Comment: Heidi Dorius comment regarding language on Lee Marketplace will-serve and clarifying if will-serve is issued to Meadow Park East
5. Review, discuss and approve the 2026 Budget  
*Katie Perry made the motion to approve with note of leak detection for next year, seconded by Cynthia Mattson, all were in favor.*
6. Discussion / Decision of Standardized will-serve letter & capacity assessment (will-serve application)  
*Greg Watkins made the motion to approve with addition of "Will-serve will be effective for 18 months from the date of approval" added to the application, seconded by Cynthia Mattson, all were in favor.*
7. Discussion / Decision on requiring customers to receive water bills via email instead of US mail and implement a \$2.00 convenience fee for bills sent by mail.  
*The board would like to encourage customers to go paperless with the annual newsletter and messages through website and bill cards. Will check progress at a later date.*

8. Approve the payment of \$144,313.55 to Weber Basin Water Conservancy District for the 2026 lease of 484.05 AF (avg cost per AF = \$298.14)

*Greg Watkins made the motion to approve, seconded by Cynthia Mattson, all were in favor.*

9. Discuss / update on absentee ballots, proxy voting, etc. for board elections.

*Absentee ballots and proxy voting were discussed, possibly making changes to by-laws. No decisions were made except that due to no elections in 2026 there is plenty of time to revisit these items at a later time.*

10. Meadow Park East will-serve

*Cynthia Mattson made the motion to approve the will-serve for 19 lots, seconded by Katie Perry, all were in favor.*

11. Adjourn Public Meeting

Greg Watkins made motion to adjourn public meeting and enter work meeting; seconded by Cynthia Mattson; all were in favor

12. Enter Closed Work Meeting

- a. Tank Agreement
- b. Meadow Park East will-server

The Meadow Park East will-serve item was discussed prior to entering into the work meeting and was discussed prior to the adjournment of the public meeting. *Cynthia Mattson made the motion to approve the will-serve for 19 lots, seconded by Katie Perry, all were in favor.*

- c. Interconnection
- d. Discuss and review the Water Infrastructure and Transfer Policy

13. Adjourn work meeting

14. Enter public meeting if necessary – public meeting was not reconvened.

15. Adjourn Board Meeting adjourned at 3:40pm