

Cottonwood Mutual Water Company

Board of Directors Meeting Minutes

Tuesday, May 13, 2025; 3:00 PM

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 – Secretary *Present*

Welcome:

1. President
 - a. Call meeting to order *John Merrett called the meeting to order at 3:04 pm*
 - b. Declare any conflict of interest *No conflicts were declared*
2. Establish a time limit for each agenda item and review procedures for discussion
Recommended that parliamentary procedures be followed and that discussion adhere to the agenda item being discussed and only one person speak at a time in order to maintain decorum.
3. Approve meeting minutes of April 9, 2025; Work meeting minutes February 18 & March 7, 2025
Greg Watkins made the motion to approve, seconded by Cynthia Mattson, all were in favor.
4. Approve share issuance, cancellations and re-issues
Cynthia Mattson made the motion to approve, seconded by Greg Watkins; all were in favor
5. Discussion/decision on the time of day to hold board meetings
John Merrett made the motion to have board meetings on the second Wednesday of the month at 1:00 PM; seconded by Chris Thomsen; all were in favor
6. Review the Conflict-of-Interest Policy of CMWC (Utah Code 16-6a-825 Conflict of Interest Transaction) adopted August 10, 2022 and sign the Acknowledgement and Agreement Statement.
This was reviewed and signed by each board member.
7. Ratify the 2024 Tax Return
Cynthia Mattson reviewed the taxes, said everything looks good and is in order. Chris Thomsen made the motion to ratify the return, seconded by Greg Watkins, all were in favor
8. Discussion / Decision approving an equal payment plan policy that can be used to assist customers with fixed incomes.

John Merrett made the motion to approve the equal payment plan, seconded by Greg Watkins, all were in favor

9. Discussion / Decision regarding Water Rate increase for 2025

Chris Thomsen made the motion that Mike and Cynthia prepare a newsletter to send to shareholders to inform them of the upcoming rate change, seconded by Greg Watkins, all were in favor.

10. Discussion on tank agreement

John Merrett made the motion for he and Mike to talk to Rulon about talking to the Division of Drinking Water regarding the operating permit for Rollins Ranch #1 & #2 for clarification on some of the language being used in the permit, seconded by Greg Watkins, all were in favor except Chris Thomsen.

11. Discussion / Decision changes to bylaws for conducting board elections and adopt policy and procedures to perform board elections.

Chris Thomsen made a motion to table the rest of the items for another meeting due to time and to adjourn the meeting, seconded by John Merrett, all were in favor

12. Discussion on establishing policy and criteria for developers to transition source, storage, and water rights to the company.

Tabled for next meeting

13. Other policy creation considerations: Landscaping policy to align with Weber Basin Water contracts; update of Water Conservation program document

Tabled for next meeting

14. Q & A for Shareholders *None*

15. Set date for the next working meeting (if needed) *No work meeting scheduled*

16. Adjourn *Meeting adjourned at 5:15 PM*