

Crystal Springs Water District

Domestic Water System

PO Box 186 / 3006 Chevron Drive Odell, Oregon 97044 Phone:(541)354-1818

April 16, 2026

Call to Order

President Mike McCafferty called the April Board meeting to order at 3:00 p.m.

Attendance

- Commissioners present: Larry Brown, Eric Cederstam, and James Jans
- Non-members present: Attorney Mark Womble, Tom Ferrell of Pace Engineering, Superintendent Fred Schatz, and Office Manager Brian O'Shaughnessy

Pledge of Allegiance

Public Comment

President McCafferty opened the public comment period at 3:03 p.m. No members of the public were present.

Approval of Minutes

The Commissioners unanimously approved the March 2026 regular meeting minutes. (Brown/Jans)

Treasurer's Report

Superintendent Schatz presented the March 2026 Treasurer's Report, including an overview of revenue by category: residential, industrial, fire, and LIRA. (Jans/Cederstam)

Bills Paid

Superintendent Schatz presented an overview of the bills paid in March 2026. The Board unanimously ratified payment of the March 2026 bills. (Brown/Jans)

New Business

Water Service Applications

No new water service applications were submitted for review.

Accounting Method Change

Following a recommendation from the District's auditors, Pauly Rogers & Co., the Commissioners unanimously approved converting from Full Accrual to Modified Cash Basis accounting to simplify financial reporting. (Brown/Jans)

- The change would eliminate the need to implement GASB 87 (Leases), GASB 96 (Subscriptions), and GASB 101 (Compensated Absences) in the District's financial statements.

- The District is expected to save a significant amount of money by avoiding the need to hire outside firms to fulfil the calculations required under Full Accrual accounting.
- Superintendent Schatz consulted Business Oregon, which oversees most public funding, to confirm that the change would be acceptable. Business Oregon advised that it works with both accounting methods and that the District's municipal auditor could recommend the best option.

Audit Engagement Letter

The Commissioners unanimously approved the updated engagement letter from Pauly Rogers & Co. for the 2022 audit using the Modified Cash Basis. (Jans/Cederstam)

Old Business

Superintendent's Report

Superintendent Schatz presented the April Superintendent's Report, including updates on the maintenance crew's progress with meter and valve replacements and March pipe projects. He also reported that the District has begun the bidding process for the Cooper Spur Road crossing project. Bid advertisements have been published, and proposals are due by June 20, 2026. The project has a firm completion deadline of June 30, 2026. All required construction materials have already been purchased and are on hand, which should help prevent delays for the successful bidder.

Online Bill Payment Update

The Superintendent provided an update on the new online bill payment software. Customers enrolled in credit card autopay were required to re-enroll to avoid payment interruptions. Several customers reported difficulty logging in to their accounts to complete the change. According to the billing specialist, approximately 560 of the original 750 autopay customers have re-enrolled.

Engineering Update

Tom Ferrell of Pace Engineering provided a brief update on general services and CIP projects.

Executive Session

The Board adjourned to Executive Session at 3:45 p.m. for the Superintendent's performance evaluation under ORS 192.660(2)(i). The Board reconvened the April meeting at 4:31 p.m.

Board Action

The Commissioners unanimously accepted the recommendation for a 3% COLA increase for Superintendent Schatz, effective for fiscal year 2026–2027. (Jans/Brown)

Adjournment

The Board meeting adjourned at 4:50 p.m. by unanimous consent.

Mike McCafferty

President

Eric Cederstam

Secretary