



RESOLUTION NO. 2020-08
RESOLUTION NO. PFA-03
ORDINANCE NO. 2020-01

MINUTES

**CALAVERAS COUNTY WATER DISTRICT
REGULAR BOARD MEETING**

FEBRUARY 12, 2020

Directors Present: Bertha Underhill, President
Jeff Davidson, Vice President
Scott Ratterman, Director
Cindy Secada, Director
Russ Thomas, Director

Staff Present: Michael Minkler, General Manager
Rebecca Hitchcock, Clerk to the Board
Rebecca Callen, Director of Administrative Services
Charles Palmer, District Engineer
Stacey Lollar, Human Resources Manager
Damon Wyckoff, Director of Operations
Joel Metzger, External Affairs Manager

Others Present: Carlos Oblites, Chandler Asset Management

ORDER OF BUSINESS

CALL TO ORDER / PLEDGE OF ALLEGIANCE

1. ROLL CALL

President Underhill called the Regular Board Meeting to order at 9:00 a.m. and led the pledge of allegiance.

2. PUBLIC COMMENT

There was no public comment.

3. CONSENT AGENDA

**MOTION: Directors Ratterman/Davidson - Approved Consent Agenda Items:
3a, 3b, 3d, 3e, and 3f as presented**

3a Approval of Minutes for the Board Meetings of January 8, January 17, and

January 22, 2020

3b Review Board of Directors Monthly Time Sheets for January, 2020

Director Thomas pulled Item 3c from the Consent Agenda

3c Ratify Claim Summary #575 Secretarial Fund in the Amount of \$1,420,498.28 for January, 2020

(Rebecca Callen, Director of Administrative Services)

RES 2020-_____

3d Amendment to Ground Lease for Saddle Creek Golf Course Maintenance Facilities

(Rebecca Hitchcock, Executive Assistant)

RES 2020-08

3e Action Regarding Professional Services Agreement for Geotechnical Testing for the Ebbetts Pass Reach 1 Pipeline Project

(Charles Palmer, District Engineer)

RES 2020-09

3f Report on the Monthly Investment Transactions for January 2020

(Rebecca Callen, Director of Administrative Services)

OFF CONSENT AGENDA

Director Thomas pulled Item 3c from the Consent Agenda

3c Ratify Claim Summary #575 Secretarial Fund in the Amount of \$1,420,498.28 for January, 2020

(Rebecca Callen, Director of Administrative Services)

RES 2020-10

**MOTION: Directors Thomas/Ratterman – Approved Consent Agenda Item:
3c as presented**

DISCUSSION: Director Thomas inquired about two payments to Condor Technologies for groundwater monitoring. He also inquired on the \$10k charge from Kasl Consulting on the Reach 1 Pipeline Replacement project. Mr. Minkler explained that work on that project is beginning to ramp up for the 2020 construction season.

PUBLIC COMMENT: There was no public comment.

AYES: Directors Thomas, Ratterman, Secada, Davidson, and Underhill

NOES: None

ABSTAIN: None

ABSENT: None

4. NEW BUSINESS

4a Discussion/Direction regarding Engaging with Chandler Asset Management for Investment Management Services of District Assets

(Rebecca Callen, Director of Administrative Services)

MOTION: Directors Thomas/Ratterman – by Minute Entry approved the General Manager to sign the agreement with Chandler Asset Management for Investment Management Services

DISCUSSION: Mr. Oblites, from Chandler Asset Management presented a proposal for Investment Management for the District. There was brief discussion regarding the extensive presentation previously given to the Finance Committee.

AYES: Directors Thomas, Ratterman, Secada, Davidson, and Underhill
NOES: None
ABSTAIN: None
ABSENT: None

PUBLIC COMMENT: There was no public comment.

4b Discussion/Action regarding the Mid-Year FY 2019-20 Operating and Capital Improvement Program Budgets
(Rebecca Callen, Director of Administrative Services) **RES 2020-11**

MOTION: Directors Secada/Ratterman–Adopted Resolution 2020–11 Approving the Mid-Year FY 2019-20 Operating and Capital Improvement Program Budgets Adjustments

DISCUSSION: Ms. Callen addressed the Board regarding some necessary budget adjustments. The budget adjustments include CIP Master plan adjustments for two items that were Board adopted in prior years and not placed on the current year's budget. In addition, the Engineering Department is spending more staff time on non-Capital Renovation & Replacement (R&R) projects than budgeted. Ms. Callen said that unanticipated revenues will offset this budget adjustment.

PUBLIC COMMENT: There was no public comment.

AYES: Directors Secada, Ratterman, Davidson, Thomas, and Underhill
NOES: None
ABSTAIN: None
ABSENT: None

4c Discussion/Direction regarding the Mid-Year FY 2019-20 Operating Budgets
(Rebecca Callen, Director of Administrative Services)

DISCUSSION: Ms. Callen discussed some budget adjustments she would like to make at mid-year in order to have more accurate reporting for the remainder of the year. These adjustments are interdepartmental and will not affect the budget totals.

PUBLIC COMMENT: There was no public comment.

This item was for information only; no action was taken.

4d Discussion/Action regarding a SB 998 Policy Update
(Joel Metzger, External Affairs Manager) **RES 2020-12**

MOTION: Directors Secada/Thomas-Adopted the SB 998 Policy Update

DISCUSSION: Ms. Callen explained the proposed changes to the policy update regarding SB 998. To ensure that CCWD's policy is crystal clear, staff is recommending the addition of language to the sections of the policy that relate to the specific criteria allowing non-legal-deeded-owner occupants to become customers and explicitly stating that legal-deeded property owners will always be responsible for any water and/or sewer bills that are charged for services at the property

that they own, even if the property is being rented out. There was discussion on the policy changes.

PUBLIC COMMENT: There was no public comment.

AYES: Directors Secada, Thomas, Ratterman, Davidson, and Underhill
NOES: None
ABSTAIN: None
ABSENT: None

5. **OLD BUSINESS**

There was no old business.

6. **REPORTS**

6a Report on the January 2020 Operations Department
(Damon Wyckoff, Director of Operations)

DISCUSSION: Mr. Wyckoff presented the January 2020 monthly Operations report. He reviewed items of interest and answered questions from the Board.

PUBLIC COMMENT: There was no public comment.

This item was for information only; no action was taken.

6b General Manager Report

DISCUSSION: Mr. Minkler reported on the following activities: 1) the Upper Mokelumne River Watershed Authority Meeting; 2) the CCWD Legal Affairs Committee Meeting; 3) the Renewable Market Adjusting Tariff (REMAT) program has had quite a bit of activity lately; 4) the Calaveras Public Utility District tour last week; 5) the CCWD FERC License expires in 2023; 6) the El Dorado Irrigation District Meeting that was organized by Mountain Counties had Nancy Vogel as a speaker about Water Resiliency; 7) the Association of California Water Agencies (ACWA) Energy Committee meeting in San Diego which was at the San Diego Gas & Electric Company Emergency Operations Center; 8) he attended the Forest Meadows Home Owners Association meeting; 9) the East Bay Municipal Utility District tour at Pardee Reservoir; 10) he testified at the Water Parks and Wildlife hearing on the PG&E Public Safety Power Shutdown impacts to Water Agencies; and 11) the Districts request to include the Tertiary filter in Copperopolis in the Army Corps of Engineers workplan was denied.

7. **BOARD REPORTS / INFORMATION / FUTURE AGENDA ITEMS**

Director Secada reported the Tuolumne-Stanislaus Integrated Regional Water Management Joint Powers Authority meeting is next Wednesday.

Director Davidson reported that he likes the East Bay Municipal Utility District's (EBMUD) brochure and would like CCWD to create something similar to distribute. He really thinks the pie chart of where the money goes is beneficial.

Director Thomas went to ACWA for a meeting with the Groundwater Committee. He also likes the EBMUD report and would like to see the District create something similar. He also mentioned that 43 Groundwater Sustainability Plans have been submitted to the State.

Director Ratterman reported that next Wednesday is the Calaveras-Amador Mokelumne River Authority meeting and he will not be able to attend. It was agreed that Director Secada would attend as his alternate.

Director Underhill asked about the recruitment for Water Resources Manager. She also mentioned the Forest Meadows meeting which was heavily attended.

8. NEXT BOARD MEETINGS

- Wednesday, February 26, 2020, 9:00 a.m., Regular Board Meeting
- Wednesday, March 4, 2020, 1:00 p.m., Board Workshop-Strategic Planning (Cancelled)
- Wednesday, March 11, 2020, 1:00 p.m., Regular Board Meeting (*please note new time*)

The meeting adjourned into Closed Session at approximately 10:40 a.m. Those present were Board Members: Russ Thomas, Bertha Underhill, Cindy Secada, Jeff Davidson, and Scott Ratterman; staff members Michael Minkler, General Manager and Stacey Lollar, Human Resources Manager (for item 9a); and Matt Weber, General Counsel.

9. CLOSED SESSION

- 9a Government Code § 54957.6 Agency Negotiators: General Manager, Michael Minkler, HR Manager, Stacey Lollar Regarding Negotiations with Employee Organization SEIU Local 1021 and Management and Confidential Unit
- 9b Public Employee Performance Evaluation-Government Code §54957
General Manager

10. REPORTABLE ACTION FROM CLOSED SESSION

The Board reconvened into Open Session at approximately 12:30 p.m. There was no reportable action.

11. ADJOURNMENT

With no further business, the meeting adjourned at 12:35 p.m.

By:



Michael Minkler
General Manager

ATTEST:



Rebecca Hitchcock
Clerk to the Board