



## MINUTES

### CALAVERAS COUNTY WATER DISTRICT REGULAR BOARD MEETING

MARCH 22, 2023

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

Directors Absent: Scott Ratterman, President

Staff Present: Michael Minkler, General Manager  
Matt Weber Esq, General Counsel  
Rebecca Hitchcock, Clerk to the Board  
Jeff Meyer, Director of Administrative Services  
Charles Palmer, District Engineer  
Stacey Lollar, Human Resources Manager  
Pat Burkhardt, Construction and Maintenance Manager  
Kelly Richards, Customer Service Supervisor  
Catherine Eastburn, Accountant  
Kate Jesus, Engineering Coordinator  
Kevin Williams, Senior Civil Engineer  
Tiffany Burke, Administrative Technician Senior  
Corrine Skrbina, Customer Service  
Jared Gravette, Construction Inspector  
Mike DuBurg, Distribution

Others Present: Ralph Copeland  
Jonathan Liesch  
Mike Whipple Jr.

### ORDER OF BUSINESS

#### CALL TO ORDER / PLEDGE OF ALLEGIANCE

##### 1. ROLL CALL

Vice-President Thomas called the Regular Board Meeting to order at 1:00 p.m. and led the Pledge of Allegiance. Director Ratterman was absent.

##### 2. PUBLIC COMMENT

Ralph Copeland thanked the District for the Copperopolis Town Hall on March 20, 2023. He thought the presentation on the base rates for the District was very informative.

Joel Metzger, General Manager of UWPA thanked the Board for the emergency assistance provided to UWPA by the District during the recent winter storms.

**3. CONSENT AGENDA**

**MOTION: Directors Davidson/Secada-Approved Consent Agenda Items:  
3a, 3b, and 3c as presented**

- 3a Approval of Minutes for the Board Meeting of March 8, 2023  
(Rebecca Hitchcock, Clerk to the Board)
- 3b Report on the Monthly Investment Transactions for February 2023  
(Jeffrey Meyer, Director of Administrative Services)
- 3c Amendment to Upper Mokelumne River Watershed Authority (UMRWA) Joint Powers Agreement  
(Michael Minkler, General Manager) **RES 2023-14**

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

**4. PUBLIC HEARING**

Vice-President Thomas opened the Public Hearing at 1:06 p.m.

- 4a Discussion/Direction regarding Execution and Delivery of Joint Community Facilities Agreements in Connection with the Bond Opportunities for Land Development (BOLD)  
(Jeffrey Meyer, Director of Administrative Services)
  - Authorizing Execution and Delivery of Joint Community Facilities Agreements in Connection with the Bond Opportunities for Land Development (BOLD) Program **RES 2023-15**

**DISCUSSION:** Mr. Jeff Meyer detailed the item up for discussion and the participants that had joined the meeting online. He explained that the program is offered by the California Municipal Finance Authority (CMFA) to provide its members and other local agencies in the State a means to accommodate community facilities district (CFD) formation and bonding within their jurisdiction. By participating in the program, formation of the CFD, administration and bonding is handled by CMFA and the District can help facilitate new development within its boundaries, with minimal involvement by the District and District staff. Bonds are issued through CMFA, with no involvement of the District needed other than approving the use of the program and, prior to actual issuance of bonds, entering into an agreement to acquire the public facilities or fees to be paid for with the bond proceeds. The District is not liable to repay the bonds issued by CMFA or the special taxes imposed on the participating properties and has no contractual relationship with bond owners or the bond trustee. Mike Whipple, DFA spoke to the Board regarding the projects normally funded by BOLD. Director Davidson asked about the capacity fee payments to the District. Mr. Whipple explained there are several options such as prepayment of capacity fees. There was additional discussion regarding the developer and possible default on the loans.

- Approving, Authorizing, and Directing Execution of a Joint Exercise of Powers Agreement Relating to the California Municipal Finance Authority

**RES 2023-16**

**DISCUSSION:** Mr. Meyer stated the law requires each local agency receiving bond proceeds or special tax proceeds form a CFD to enter into a joint community facilities agreement with the agency forming the CFD, which in this case is CMFA. Staff recommends that the District apply for membership in CMFA and adopts a resolution expressing the District's intent to allow participation in the BOLD Program and entrance into the required agreements from time-to-time in the future. Mr. Whipple explained the flow of the process if the District chooses to join. There was additional discussion regarding CV Development and LGI Homes, who are interested in using this program.

**PUBLIC COMMENT:** Ralph Copeland expressed his concerns of the District working with CV Development.

An online participant asked how CCWD collects the difference in Capacity Fees if they increase after the developer pays them.

Vice President Thomas closed the Public Hearing at 1:57 p.m.

**MOTION:** Directors Secada/Davidson-Adopting Resolution No. 2023-15- Authorizing Execution and Delivery of Joint Community Facilities Agreements in Connection with the Bond Opportunities for Land Development (BOLD) Program

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

**MOTION:** Directors Davidson/Underhill-Adopting Resolution No. 2023-16- Approving, Authorizing, and Directing Execution of a Joint Exercise of Powers Agreement Relating to the California Municipal Finance Authority

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

**5. REPORTS**

5a General Manager's Report  
 (Michael Minkler)

**DISCUSSION:** Mr. Minkler reported on the following activities: 1) the discussion at the Finance Committee regarding Policy for Lock-Offs for late payments; 2) the Copperopolis Town Hall; 3) the February/March storms and damage on Barney Way; 4) the North Fork negotiations; 5) the ACWA State Legislative Symposium is on Thursday.

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

Director Underhill reported on the snow in Arnold, the White Pines Park Committee meeting, and the upcoming Town Hall meeting on Tuesday.

Director Davidson had nothing to report.

Director Secada reported on the Copperopolis Town Hall presentations, the Finance Committee Meeting, the IRWM, and Lumberjack Days.

Director Thomas addressed a comment made during public comment.

**7. NEXT BOARD MEETINGS**

- Wednesday, April 12, 2023, 1:00 p.m., Regular Board Meeting
- Wednesday, April 26, 1:00 p.m., Regular Board Meeting

**8. CLOSED SESSION**

The meeting adjourned into Closed Session at approximately 1:57 p.m. Those present were Board Members: Cindy Secada, Bertha Underhill, Russ Thomas, and Jeff Davidson; staff members Stacey Lollar, Human Resources Manager (for item 8b), Michael Minkler, General Manager; and Matt Weber, General Counsel.

8a Conference with Legal Counsel – Anticipated Litigation. Significant exposure to litigation pursuant to subdivision (d)(2) of Government Code section 54956.9. 1 potential case

8b 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

**9. REPORTABLE ACTION FROM CLOSED SESSION**

The Board reconvened into Open Session at approximately 3:07 p.m. There was no reportable action.

**11. ADJOURNMENT**

With no further business, the meeting adjourned at 3:07 p.m.

Respectfully Submitted:

  
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Michael Minkler  
General Manager

ATTEST:

  
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Rebecca Hitchcock  
Clerk to the Board