



RESOLUTION NO. 2019-12
RESOLUTION NO. PFA-03
ORDINANCE NO. 2019-01

MINUTES

CALAVERAS COUNTY WATER DISTRICT REGULAR BOARD MEETING

FEBRUARY 27, 2019

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

Staff Present: Michael Minkler, General Manager
Rebecca Hitchcock, Clerk to the Board
Matt Weber, General Counsel
Jeffrey Meyer, Director of Administrative Services
Peter Martin, Manager of Water Resources
Damon Wyckoff, Director of Operations
Robbie Creamer, Engineering Analyst

Others Present: Joe Fontana

ORDER OF BUSINESS

CALL TO ORDER / PLEDGE OF ALLEGIANCE

1. ROLL CALL

President Thomas called the Regular Board Meeting to order at 1:00 p.m. and led the pledge of allegiance. Director Davidson was absent.

2. PUBLIC COMMENT

There was no public comment.

3. CONSENT AGENDA

MOTION: Directors Underhill / Secada - Approved Consent Agenda Item:
3a as presented

3a Approval of Minutes for the Board Meeting of January 9, 2019.

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

4. NEW BUSINESS

4a Discussion / Action on the Purchase of Real Property APN 044-032-012
(Jeffrey Meyer, Director of Administrative Services) **RES 2019-12**

MOTION: Directors Ratterman / Underhill—Adopted Resolution 2019-12
authorizing the General Manager to complete a Purchase Agreement
and Accept the Grant Deed for Real Property Commonly Identified as
APN 044-032-012.

DISCUSSION: Mr. Meyer explained the needs of the District for the property adjacent to the District headquarters. The goal is to centralize and consolidate the maintenance of vehicles, off-road equipment, and field equipment such as pumps and motors, while obtaining economies of scale and providing a safe working environment. In addition, the project will also include warehousing, purchasing, and a centralized location for a portion of Utilities' field and maintenance staff. After researching other properties in the area, staff has identified the adjacent lot as the most suitable location for future maintenance and support services. There was discussion between staff and the Directors regarding the usage and due diligence on the property selection. The Board would like an Engineering review of the property done prior to close of escrow.

PUBLIC COMMENT:

Mr. Fontana addressed the Board questioning the size of the facility and explained there are many factors in the cost analysis when deciding the budget of the building.

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

4b Discussion / Action Regarding Amending the FY 2018-19 CIP Budget by \$200,000
for the Purchase of Real Property APN 044-032-012
(Jeffrey Meyer, Director of Administrative Services) **RES 2019-13**

MOTION: Directors Ratterman / Underhill—Adopted Resolution 2019-13 Amending
the FY 2018-19 CIP Budget for the Purchase of Real Property APN
044-032-012 by \$200,000.

DISCUSSION: Mr. Meyer advised the FY 2018-19 CIP Budget needs amending after moving \$187,000 from the Admin Replacement Fund (Fund 104) to the Water CIP Fund (Fund 120) for the land acquisition of APN 044-032-012. These funds are restricted to a one time use and are not coming from the Districts Operating Budget. After significant discussion, the Board requested to adjust the amount to \$200,000 to cover various Engineering reviews needed prior to the purchase to make sure the property is sufficient for what the District wants to accomplish.

PUBLIC COMMENT: There was no public comment.

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

RECESS was called at 1:50 p.m. **SESSION RESUMED** at 2:00 p.m.

4c Discussion / Action Adopting District Investment Policy Update
(Jeffrey Meyer, Director of Administrative Services) **RES 2019-14**

MOTION: Directors Secada / Underhill–Approved Resolution 2019-14 Adopting District Investment Policy Update

DISCUSSION: Mr. Meyer presented the updated Investment Policy, detailing the changes that were made since the last revision in October, 2014. Director Ratterman finds it encouraging that staff continues to review policies for needed updates.

PUBLIC COMMENT: There was no public comment.

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

4d Discussion / Action Adopting District Assessment District Policy Update
(Jeffrey Meyer, Director of Administrative Services) **RES 2019-15**

MOTION: Directors Secada / Underhill–Approved Resolution 2019-15 Adopting the new Assessment District Policy

DISCUSSION: Mr. Meyer reviewed the need for an Assessment District Policy to govern the transactions with Assessment District debt.

PUBLIC COMMENT: There was no public comment.

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

5. **OLD BUSINESS**

5a Update on Sustainable Groundwater Management Act (SGMA)
(Peter Martin, Manager of Water Resources)

DISCUSSION: Mr. Martin gave a PowerPoint presentation with an update on the actions of the Eastside Groundwater Sustainability Agency and Joint Powers Agency. This item was for information only; no action was taken.

6. GENERAL MANAGER REPORT

Mr. Minkler reported on the following activities: 1) Thanked staff for the intense and educational first week. Everyone has gone out of their way to make him feel welcome and get him up to speed on the District; 2) updated the Board on SB 669 Caballero. The bill proposes a safe drinking water trust using surplus state budget funds instead of taxing water use. The Board will be asked in a future meeting to support the bill; 3) the Legal Affairs committee will be preparing for meetings with State legislators next week; 4) preparations are in work for the Washington D.C. visit with Federal Legislators in early April; 5) the District is working on a list of projects that may qualify for Section 219 funding before that funding expires; 6) expressed the need for an organizational assessment which is already in the budget; 7) reviewed some upcoming agenda items; and 8) discussed a well-attended Utica Water and Power Agency meeting to invite local agencies to discuss collaboration on the Highway 4 Corridor.

7. BOARD REPORTS / INFORMATION / FUTURE AGENDA ITEMS

Director Underhill reported that there is a woman in Arnold that wants to leave something to White Pines Park in her Will. She also reported that the Customer Assistance Program now has 181 sewer customers signed up.

Director Ratterman reported he will be attending the ACWA Legislative Meeting next week.

Director Secada reported that she attended the T-Stan meeting and spoke of various items from that meeting.

Director Thomas welcomed Mr. Minkler to CCWD as the new General Manager. In addition, he reported that he attended the ACWA Sustainable Groundwater meeting last week.

8. NEXT BOARD MEETINGS

- Wednesday, March 13, 2019, 1:00 p.m., Regular Board Meeting
- Wednesday, March 27, 2019, 1:00 p.m., Regular Board Meeting

The Open Session ended at 3:16 p.m.

The meeting adjourned into Closed Session at approximately 3:17 p.m. Those present were Board Members: Russ Thomas, Scott Ratterman, Bertha Underhill, and Cindy Secada; staff members Michael Minkler, General Manager, Stacey Lollar, Director of Human Resources and Customer Service; and Matt Weber, General Counsel.

9. CLOSED SESSION

- 9a Conference with Legal Counsel – Anticipated Litigation. Significant Exposure to Litigation Pursuant to Subdivision (d)(2) of Government Code section 54956.9. One potential case.

10. REPORTABLE ACTION FROM CLOSED SESSION

The Board reconvened into Open Session at approximately 3:40 p.m. There was no reportable action.

Approved April 10, 2019

11. ADJOURNMENT

With no further business, the meeting adjourned at approximately 3:40 p.m.

By:



Michael Minkler
General Manager

ATTEST:



Rebecca Hitchcock
Clerk to the Board