



MINUTES

CALAVERAS COUNTY WATER DISTRICT REGULAR BOARD MEETING

MARCH 23, 2022

- Directors Present: Cindy Secada, President
Scott Ratterman, Vice-President
Bertha Underhill, Director
Russ Thomas, Director
Jeff Davidson, Director
- Staff Present: Michael Minkler, General Manager
Matt Weber Esq, General Counsel
Rebecca Hitchcock, Clerk to the Board
Jesse Hampton, Plant Operations Manager
Jessica Self, External Affairs Manager
Charles Palmer, District Engineer
John Griffith, Senior Civil Engineer
Kevin Williams, Senior Civil Engineer
John Griffin, Senior Civil Engineer
Stacey Lollar, Human Resources Manager
Brad Arnold, Water Resources Manager
Tiffany Burke, Administrative Technician Senior
Jared Gravette, Senior Supervisor Construction Inspector
- Others Present: Simon Gray, Coleman Engineering
Evi Laksana, GovInvest
Max Stoff, GovInvest
Julio Morales, Urban Futures Inc.

ORDER OF BUSINESS

CALL TO ORDER / PLEDGE OF ALLEGIANCE

1. ROLL CALL

President Secada called the Regular Board Meeting to order at 1:00 p.m. and led the Pledge of Allegiance. All Board members were present.

2. PUBLIC COMMENT

There was no public comment.

3. CONSENT AGENDA

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

- 3a Approval of Minutes for the Board Meeting of February 23, 2022
(Rebecca Hitchcock, Clerk to the Board)
- 3b Report on the Monthly Investment Transactions for February 2022
(Jeffrey Meyer, Senior Vice President Hilltop Securities Inc)
- 3c Re-Authorizing Remote Teleconference Meetings of the Board of Directors
of The Calaveras County Water District for the Period of March 23 through April 14,
2022, Pursuant to AB 361
(Rebecca Hitchcock, Clerk to the Board) **RES 2022-32**

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

4. NEW BUSINESS

- 4a Presentation on the GASB 75 Valuation
(Stacey Lollar, Human Resources Manager)

DISCUSSION: Evi Laksana and Max Stoff from Govinvest gave a presentation on the GASB 75 Valuation and responded to questions from the Board.

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

- 4b Discussion/Action regarding Bond Funding for Proposed FY 2022-23 through FY 2026-27 Capital Improvement Plan and Hiring of One New Construction Phase Staff
(Michel Minkler, General Manager)

- Initiate a Private Placement Process for Bond Funding **RES 2022-33**

**MOTION: Directors Davidson/Ratterman-Adopted Resolution No. 2022-33
Initiating a Private Placement Process for Bond Funding**

DISCUSSION: Mr. Minkler gave a summary of the CIP financing and personnel allocation requests. John Griffith, Senior Civil Engineer gave a presentation on the 5-Year CIP for Water and Sewer projects. He responded to questions and comments from the Board regarding the various projects and the status of each. He also explained that the District is pursuing grant funds where available. Julio Morales of UFI presented the financing plan to the Board. He reviewed the current market volatility and funding recommendations. He explained that they took the project list and subtracted out grant funding, connection fees, and reserves to come up with the bonding capacity. The recommendation is to apply for private placement bonds, which locks in the interest rates, to fund the CIP projects. Mr. Morales listed the preliminary projects that will be funded by the bond proceeds. There was significant discussion regarding the project list. Mr. Morales also reviewed the difference between a private placement and public sale bonds.

PUBLIC COMMENT: There was no public comment.

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

- Amend the Fiscal Year 2021-22 Personnel Allocation **RES 2022-34**

MOTION: Directors Davidson/Ratterman– Adopted Resolution No. 2022-34 Amending the Fiscal Year 2021-22 Personnel Allocation

DISCUSSION: Mr. Minkler addressed the Board regarding the staffing requirements due to the projected CIP capacity. He explained that the immediate need would be an additional Inspector to help with the construction management of the upcoming projects. There was discussion about the cost for in-house employees versus private sector consultants. Mr. Jared Gravette, Senior Supervisor Construction Inspector, addressed the Board to respond to their questions about requirements for Inspectors and the type of inspections the District needs.

PUBLIC COMMENT: There was no public comment.

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

RECESS was called at 3:20 p.m. **SESSION RESUMED** at 3:28 p.m.

4c Discussion/Action regarding Award of Professional Services Agreement and Budget Adjustment for Design of the Jenny Lind Water System Tank A-B Transmission Pipeline Project, CIP #11088
(Charles Palmer, District Engineer)

- Award of Professional Services Agreement for Design of the Jenny Lind Water System Tank A-B Transmission Pipeline Project, CIP #11088 **RES 2022-35**

MOTION: Directors Davidson/Thomas– Adopted Resolution No. 2022-35 Awarding of Professional Services Agreement for Design of the Jenny Lind Water System Tank A-B Transmission Pipeline Project, CIP #11088

DISCUSSION: Mr. Palmer presented a summary of the project and described the bids received. He stated staff recommends awarding the contract to Coleman Engineering and responded to questions from the Board regarding the reasons behind that recommendation. Simon Gray, from Coleman Engineering discussed the project design with the Board.

PUBLIC COMMENT: There was no public comment.

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

- Budget Adjustment for Design of the Jenny Lind Water System Tank A-B Transmission Pipeline Project, CIP #11088 **RES 2022-36**

MOTION: Directors Davidson/Thomas- Adopted Resolution No. 2022-36 Amending the FY 2021-22 Operating and CIP budget adding \$390,000 in funding for the Jenny Lind Water System Tank A-B Transmission Pipeline Project, CIP #11088

DISCUSSION: There was no additional discussion.

PUBLIC COMMENT: There was no public comment.

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

5. REPORTS

5a General Manager's Report
(Michael Minkler)

DISCUSSION: Mr. Minkler reported on the following activities: 1) a sewer spill at Lake Tulloch; 2) Randy Bowersox from NCPA has been promoted and his replacement has not been announced; 3) Summer Nicotero is the new General Manager at UPUD; 4) the District needs to prepare for state drought curtailments; 5) there have been cost sharing discussions with District partners; 6) two successful Director tours; 7) the arrearage funding is going out to qualified customers: and 8) the billing process is still a challenge but progress is being made with each cycle.

6. BOARD REPORTS / INFORMATION / FUTURE AGENDA ITEMS

Director Underhill stated the new External Affairs Manager is doing a great job representing CCWD.

Director Ratterman reported Mountain Counties meeting will be April 1, 2022. He also stated he would be absent for the April 13, 2022 Board Meeting.

Director Thomas asked about the cheat sheets for the Directors on rates and the Jenny Lind School Project. He also stated the District should not put a CCWD sign on the new Maintenance Building.

Director Davidson would like to see more press releases about District obstacles. He also stated he would be absent for the April 27, 2022 Board Meeting.

Director Secada reported on the IRWM meeting at TUD. She also asked about the Brown Act for remote meetings and would like a FERC and Slurry Line update.

7. NEXT BOARD MEETINGS

- Wednesday, April 13, 2022, 1:00 p.m., Regular Board Meeting
- Wednesday, April 27, 2022, 1:00 p.m., Regular Board Meeting

8. CLOSED SESSION

The meeting adjourned into Closed Session at approximately 4:02 p.m. Those present were Board Members: Cindy Secada, Russ Thomas, Bertha Underhill, Jeff Davidson, and Scott Ratterman; staff members Michael Minkler, General Manager; and General Counsel, Matt Weber.

- 8a Conference with Legal Counsel-Anticipated Litigation
Significant Exposure to Potential Litigation-Government Code Section
54956.9(d)(2)-2 cases.

9. REPORTABLE ACTION FROM CLOSED SESSION

The Board reconvened into Open Session at approximately 4:33 p.m. There was no reportable action.

11. ADJOURNMENT

With no further business, the meeting adjourned at 4:33 p.m.

Respectfully Submitted:



Michael Minkler
General Manager

ATTEST:



Rebecca Hitchcock
Clerk to the Board