

## MINUTES

### CALAVERAS COUNTY WATER DISTRICT REGULAR BOARD MEETING

JULY 26, 2023

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

Directors Absent: Cindy Secada, Director

Staff Present: Michael Minkler, General Manager  
Matt Weber Esq, General Counsel  
Rebecca Hitchcock, Clerk to the Board  
Damon Wyckoff, Director of Operations  
Jeff Meyer, Director of Administrative Services  
Stacey Lollar, Human Resources Manager  
Pat Burkhardt, Construction and Maintenance Manager  
Kelly Richards, Customer Service Supervisor  
Kelly Gerkensmeyer, Water Resources Technician  
Kate Jesus, Engineering Coordinator  
Kate Darby, Customer Service  
Kevin Williams, Senior Civil Engineer  
Jared Gravette, Construction Inspector  
Sam Singh, Engineering Technician  
Dylan Smith, IT Technician  
Bill Heinle, Distribution Worker III  
Doug Turner, Distribution Worker Senior

Others Present: Tyler Childress, Restore the Stanislaus  
Jane Childress

### ORDER OF BUSINESS

#### CALL TO ORDER / PLEDGE OF ALLEGIANCE

##### 1. ROLL CALL

Vice-President Thomas called the Regular Board Meeting to order at 1:01 p.m. and led the Pledge of Allegiance. Directors Secada and Ratterman were absent.

President Ratterman logged in virtually beginning at 1:10 p.m. He announced Under the provisions of AB 2449, he was attending remotely under the Just Cause while on official business travel provision.

**2. PUBLIC COMMENT**

Tyler Childress addressed the Board about the North Fork Project

**3. CONSENT AGENDA**

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

3a Report on the Monthly Investment Transactions for June 2023  
(Jeffrey Meyer, Director of Administrative Services)

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

A recess was called due to a technical issue with the virtual meeting.

**RECESS** was called at 1:05 p.m. **SESSION RESUMED** at 1:10 p.m.

**4. NEW BUSINESS**

4a Discussion/Action regarding Resolution of Appreciation for the White Pines Park Committee  
(Michael Minkler, General Manager) **RES 2023-48**

**MOTION: Directors Underhill/Davidson-Adopted Resolution No. 2023  
Recognizing the White Pines Park Committee**

**DISCUSSION:** Michael Minkler presented the Resolution of Appreciation to the White Pines Park Committee. He stated CCWD owns White Pines Lake and is a water supply for the District. It is leased to the White Pines Park Committee who maintain and improve the park for recreation. Director Underhill expressed her appreciation for the hard work and commitment of the committee. They have regular events that benefit the community. President Ratterman stated the park is the gem of the community.

**PUBLIC COMMENT:** Geoffrey Janavitz, the incoming Committee President commented on the work the committee does.

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

4b Update/Discussion Regarding the Proposed Water and Wastewater Rates and the Proposition 218 Public Hearing  
(Jeffrey Meyer, Director of Administrative Services)

**DISCUSSION:** Mr. Meyer recapped the rate study process and where the District is in the process. He noted that the process started October 2022 when IB Consulting began the Cost to Serve study. He detailed the work by staff to narrow down the Capital Improvements Program list to ensure the projects on the list were the necessary projects for the next five years. He stated the Board was presented with the Cost to Serve analysis and proposed rate design on July 12, 2023 and staff was given direction to proceed with the Proposition 218 process. The Prop 218 notices were mailed to all customers on July 25, 2023, which set the Public Hearing of September 13, 2023. He stated the town hall meetings are scheduled in August and other the public outreach plans. He reviewed the protest process and stated if more than 50% of the customers in the District protests the increase, the District cannot impose the rate increase. If there is not a 50% protest, the adoption is up to the Board. There was discussion about the protest process and how the information is provided to customers. The webpage on the District website has been updated with a sample protest letter.

The Board gave staff direction about the town hall presentations:

- No longer than 45 minutes
- Show compound inflation over the last three years
- Total dollar amount spent on infrastructure projects since the last increase
- Total grants since the last increase
- List of state regulations with unfunded mandates
- Rate comparison with local agencies
- The economy of scale comparing rural to city
- Costs involved with PSPS electricity shutdowns
- The cost of running to failure versus planning repairs

There was extensive discussion between the Board and staff on how to best describe the cost increases the District has incurred.

**PUBLIC COMMENT:**

- 4c Discussion regarding District Grants Program Update  
(Damon Wyckoff, Director of Administrative Services)

**DISCUSSION:** Mr. Wyckoff gave a presentation on the status of the District's Grants program. He reviewed all the current projects being funded by grants totaling over \$17 million. He reviewed the grants that the District has applied for currently totaling \$25.61 million. He gave additional information on the grant projects the District has completed since 2011 totaling over \$14 million. There was discussion by the Board on the various projects listed. There was additional discussion on how the grants program would be managed moving forward.

**PUBLIC COMMENT:** There was no public comment.

**5. REPORTS**

- 5a General Manager's Report  
(Michael Minkler)

**DISCUSSION:** Mr. Minkler reported on the following activities: 1) the CPPA meeting where they announced they are not increasing their rates again at this time; 2) the Finance Committee last week; 3) last week's External Relations Committee meeting; 4) the upcoming Legal Affairs Committee meeting; 5) the EPPOC meeting; 6) the Wallace Community Service District (CSD) meeting last

week; 7) the upcoming ACWA Board meeting; and 8) an announcement that the External Affairs Manager, John Osbourn is no longer with the District.

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

Director Underhill discussed the Grand Jury Report, the Sierra Hope Meeting, and the UWPA Meeting.

Director Davidson reported on the Wallace CSD meeting.

Director Ratterman reported on the ACWA JPIA meeting he was currently attending, the MCWRA Reception and meeting next week.

Director Thomas reported there is a Copperopolis Community Plan meeting tomorrow.

**7. NEXT BOARD MEETINGS**

- Wednesday, August 9, 2023, 1:00 p.m., Regular Board Meeting
- Wednesday, August 23, 2023, 1:00 p.m., Regular Board Meeting

**8. CLOSED SESSION**

The meeting adjourned into Closed Session at approximately 2:54 p.m. Those present were Board Members: Scott Ratterman, Bertha Underhill, Russ Thomas, and Jeff Davidson; staff members 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. 2 potential cases

**9. REPORTABLE ACTION FROM CLOSED SESSION**

The Board reconvened into Open Session at approximately 3:59 p.m. There was no reportable action.

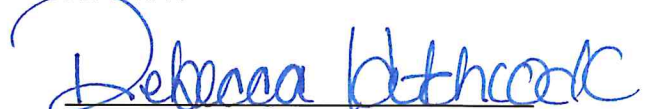
**10. ADJOURNMENT**

With no further business, the meeting adjourned at 4:00 p.m.

Respectfully Submitted:

  
Michael Minkler  
General Manager

ATTEST:

  
Rebecca Hitchcock  
Clerk to the Board