

## MINUTES

### CALAVERAS COUNTY WATER DISTRICT REGULAR BOARD MEETING

**MAY 24, 2023**

Directors Present: Scott Ratterman, President  
Russ Thomas, Vice-President  
Cindy Secada, Director  
Bertha Underhill, Director  
Jeff Davidson, 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  
John Osbourn, External Affairs Manager  
Pat Burkhardt, Construction and Maintenance Manager  
Kelly Richards, Customer Service Supervisor  
Kelly Gerkenmeyer, Water Resources Technician  
Catherine Eastburn, Accountant  
Kate Jesus, Engineering Coordinator  
Kevin Williams, Senior Civil Engineer  
Jared Gravette, Construction Inspector  
Tiffany Burke, Administrative Technician  
Carol Bowen, Customer Service  
Kate Darby, Customer Service

Others Present: Habib Isaac, IB Consulting  
Eric Scriven, NHA Advisors  
Ralph Copeland  
Nancy Henderson

### **ORDER OF BUSINESS**

#### **CALL TO ORDER / PLEDGE OF ALLEGIANCE**

##### **1. ROLL CALL**

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

##### **2. PUBLIC COMMENT**

Ralph Copeland addressed the Board to thank John Osborn for his Facebook posts to inform the public through social media.

Bertha Underhill congratulated Scott Ratterman for winning his election for the ACWA JPIA Executive Committee.

**3. CONSENT AGENDA**

**MOTION: Directors Davidson/Secada-Approved Consent Agenda Item:  
3a, 3b, 3c, 3d, 3e, 3f, and 3h as presented**

- 3a Approval of Minutes for the Board Meetings of April 26 and May 3, 2023  
(Rebecca Hitchcock, Clerk to the Board)
- 3b Report on the Monthly Investment Transactions for April 2023  
(Jeffrey Meyer, Director of Administrative Services)
- 3c Ratify Claim Summary #614 Secretarial Fund in the Amount of \$1,988,769.48 for April 2023  
(Jeffrey Meyer, Director of Administrative Services) **RES 2023-23**
- 3d Approval of Credit Adjustment for APN 023-032-012  
(Kelly Richards, Business Services Manager) **RES 2023-24**
- 3e Approval of Credit Adjustment for APN 023-043-027  
(Kelly Richards, Business Services Manager) **RES 2023-25**
- 3f Approval of Amendment to the Fiscal Year 2022/23 Personnel Allocation  
(Stacey Lollar, Human Resources Manager) **RES 2023-27**

***Director Underhill pulled Item 3g from the Consent Agenda***

- 3g Adopt Oppose Positions on Legislative Changes to California Water Rights  
Proposed by AB 460, AB 676, AB 1337, and SB 389  
(Brad Arnold, Water Resources Manager)
- 3h Resolution of Support for Nomination of Michael Minkler for ACWA Region 3  
Board Member Position  
(Michael Minkler, General Manager) **RES 2023-26**

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

**OFF CONSENT AGENDA**

***Director Underhill pulled Item 3g from the Consent Agenda***

- 3g Adopt Oppose Positions on Legislative Changes to California Water Rights  
Proposed by AB 460, AB 676, AB 1337, and SB 389  
(Brad Arnold, Water Resources Manager)

**MOTION:** Directors Davidson/Secada–By Minute Entry Approved Oppose Positions on Legislative Changes to California Water Rights Proposed by AB 460, AB 676, AB 1337, and SB 389

**DISCUSSION:** Director Underhill wanted to know if the District will oppose the legislation by sending letters.

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

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

#### **4. NEW BUSINESS**

4a Discussion/Direction regarding the Updated 5 Year Financial Plan and Rate Communications Strategy  
(Jeffrey Meyer, Director of Administrative Services)

**DISCUSSION:** Mr. Osbourn, External Affairs Manager presented the draft public outreach presentation for the upcoming rate workshops. He took comments and recommendations from the Board on how to present the information to the public.

Mr. Habib presented the updated Financial Plan after incorporating the comments given by the Board at the meeting of May 3, 2023. He detailed the changes made to the plan to lower the first-year revenue adjustment need for Water and Wastewater.

Mr. Minkler reiterated that the debt service coverage ratio is a key component of fulfilling our debt requirements and is negatively affected by operating deficits. Furthermore, not maintaining our debt service coverage ratios can adversely affect future debt issuances, which are vital to meeting our Capital Infrastructure needs.

Mr. Habib stated the proposed rates would be brought to the Board at the Rate Workshop on July 12, 2023.

Mr. Habib and Mr. Minkler responded to questions from the Board.

**PUBLIC COMMENT:** Ralph Copeland gave some ideas to the Board regarding the outreach and potential charging stations for electric vehicles.

**RECESS** was called at 2:52 p.m. **SESSION RESUMED** at 3:00 p.m.

#### **5. REPORTS**

5a Report on the April 2023 Operations and Engineering Departments  
(Damon Wyckoff, Director of Operations)

**DISCUSSION:** Mr. Wyckoff presented the April 2023 Monthly Operations and Engineering reports. He reviewed items of interest and answered questions from the Board.

**PUBLIC COMMENT:** Ralph Copeland asked a question regarding an item on the Ops Report.

5b General Manager's Report  
(Michael Minkler)

**DISCUSSION:** Mr. Minkler reported on the following activities: 1) recognized the IT Department for their hard work over the weekend upgrading Cyber Security; 2) the District has received a certificate of occupancy on the Shop and Warehouse building; 3) gave an introduction of Mark Rincon-Ibarra, the new District Engineer; 4) the Frog Jump Fair Booth; 5) the Motherlode Job training program; 6) the ACWA Conference; 7) various outreach presentations at Valley Springs Rotary, Community Plan Meeting in Copperopolis, and CAMRA; and 8) a visit from Dave Eggerton.

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

Director Underhill reported on the ACWA Conference breakout presentation on the Paradise Fires.

Director Davidson reported on the ACWA Conference, and his training was completed at the conference.

Director Thomas reported on the ACWA Conference and reemphasized the congratulations to Director Ratterman for winning his election. He was impressed by the booth with the Inline Hydro Vendor.

Director Secada reported on the ACWA Conference and the JPIA meetings, and the electric vehicle session. She also enjoyed the Water Leak sniffing dogs that were showcased. She reported on the IRWM remaining funds for a water fill station.

Director Ratterman reported on the ACWA Conference and thanked everyone for their support for his election. The Washington, D.C. trip has been cancelled and changed to virtual meetings. He also encouraged the other Directors to get on ACWA Committees.

**7. NEXT BOARD MEETINGS**

- Wednesday June 14, 2023, 1:00 p.m., Regular Board Meeting
- Wednesday, June 28, 2023, 1:00 p.m., Regular Board Meeting

**8. CLOSED SESSION**

The meeting adjourned into Closed Session at approximately 4:05 p.m. Those present were Board Members: Scott Ratterman, Cindy Secada, 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. 1 potential cases

**9. REPORTABLE ACTION FROM CLOSED SESSION**

The Board reconvened into Open Session at approximately 4:29 p.m. There was no reportable action.

10. ADJOURNMENT

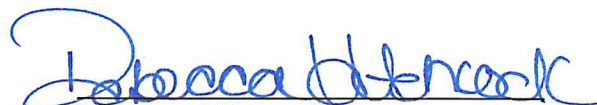
With no further business, the meeting adjourned at 4:29 p.m.

Respectfully Submitted:



Michael Minkler  
General Manager

ATTEST:



Rebecca Hitchcock  
Clerk to the Board