



REGULAR BOARD MEETING AGENDA

5:30 p.m. Tuesday, February 24, 2026
Utica Headquarters | 1168 Booster Way, Angels Camp, CA 95222

View the meeting agenda packet: www.uticawater.com/board-meetings

UTICA BOARD OF DIRECTORS

Caroline Schirato – Chair
Eric Bottomley – Vice Chair
Bruce Tallakson – Secretary
Alvin Broglio – Director
Gary Conrado – Director

ORDER OF BUSINESS

1. Call to Order & Pledge of Allegiance

- The meeting was called to order at 5:30 p.m.

2. Roll Call

- **Directors Present**
 - Director Schirato
 - Director Bottomley
 - Director Tallakson
 - Director Broglio
 - Director Conrado
- **Utica Staff Present**
 - Erik Holt, General Manager
 - Brandi Sparks, Administrative Technician
 - Frank Fields, O&M Superintendent
 - Kyle Rasmussen, Conveyance Supervisor
- **Others Present**
 - Rocky Chick, UPUD

Tom Quincy, UPUD

3. Approval of the Agenda

Motion: Director Tallakson made a motion to approve the agenda

Second: Director Broglio

Board Discussion: None

Public Comment: None

Vote: 5-0-0

Ayes: Director Schirato, Director Bottomley, Director Tallakson, Director Broglio, Director Conrado

Noes: None

Abstain: None

Absent: None

4. Public Comment

Members of the public may address the Board on items not listed on the agenda. Comments are limited to five minutes. No action will be taken on items not on the agenda. The public is encouraged to work with staff to put items on the agenda for Board consideration.

- None

5. Closed Session

- Pursuant to Government Code § Section 54957.6: Labor Negotiation, District Representative: Erik Holt, General Manager, Unrepresented Employee: Conveyance and Regulatory Compliance Specialist

- The meeting was adjourned to closed session at 5:32 p.m.

Report out of Closed Session

- The public meeting was reconvened at 5:46 p.m. with nothing to report out of closed session

6. Consent Calendar

These items are expected to be routine and non-controversial. Unless a Board member pulls an item, all items will be approved together at one time without discussion.

A. Approve minutes from the January 2026 Board Meeting (Sparks) - **Approved**

B. Accept Financial reports for January 2026 (Sparks)- **Accepted**

C. Accept Generation report for January 2026 (Walker)- **Accepted**

D. Accept Water Conveyance Report (Rasmussen) - **Accepted**

E. Accept FERC Exemption Billing Report (Sparks) - **Accepted**

F. Accept Small Conduit Exemption Update (Sparks) - **Accepted**

G. Accept EAP Seminar Results (Sparks)- **Accepted**

H. Accept Owner's Dam Safety Program (ODSP) External Audit Report (Sparks) - **Accepted**

Motion: Director Bottomley made a motion to approve all consent agenda items.

Second: Director Broglio

Board Discussion: None

Public Comment: None

Vote: 5-0-0

Ayes: Director Tallakson, Director Bottomley, Director Broglio, Director Schriato, Director Conrado

Noes: None

Abstain: None

Absent: None

7. Regular Agenda

A. Discussion/Direction of Corrective Action Plan Resulting from ODSP External Audit Authorizing the General Manager to Implement Changes (Erik Holt, General Manager)

- Mr. Holt provided a presentation on dam safety and regulatory compliance. He explained that UWPA has applied for a FERC exemption, which would place responsibility for compliance directly with the Authority. Mr. Holt presented proposed updates to the Authority's Mission, Vision, and Values statements, noting that the values were simplified from those previously listed in the employee handbook to make them easier for staff to understand and remember. The updates emphasize UWPA's role as responsible stewards of dam safety and regulatory compliance. Mr. Holt noted that a more formal presentation on these items will be provided in the future. Additional organizational recommendations included having the Chief Dam Safety Engineer report directly to the General Manager. Mr. Holt also noted that an IT assessment is scheduled for the second week of March in coordination with staff. Mr. Holt discussed the need for a comprehensive salary and classification study. Other recommendations included establishing a structured training and succession plan, specifying training from initial employment through long-term service.
- **Board Discussion:** Board members discussed the prior review cycle and noted that similar evaluations occur approximately every five years. It was acknowledged that the review process is thorough, but staff and compliance efforts have performed well and align with UWPA's ongoing efforts related

to the FERC exemption. Board members also noted that, if needed, a special meeting could be scheduled to address more extensive items.

- **Public Comment:** Kyle Rasmussen made a comment.

- B. Form the Resources Ad-Hoc Committee to review water contractor rates
(Erik Holt, General Manager)

Mr. Holt explained that this item is a committee for the annual review of water contract rates.

Motion: Director Bottomly made a motion to nominate Broglio and himself.

Second: Director Broglio

Board Discussion: None

Public Comment: None

Vote: 5-0-0

Ayes: Director Schirato, Director Broglio, Director Conrado, Director Tallakson, Director Bottomley

Noes: None

Abstain: None

- C. Form the Capital Improvement Plan Ad-Hoc Committee to review proposed Capital Improvement Projects
(Erik Holt, General Manager)

Mr. Holt explained that the Capital Improvement Plan (CIP) needs updating due to changes in project plans and timelines; costs are not expected to increase. A ranking system will be created to prioritize projects.

Board Discussion: Board members noted that while the Ad Hoc can provide input on priorities the full board will have final approval.

Motion: Director Broglio made a motion to nominate Director Conrado and Bottomley.

Second: Director Schirato

Board Discussion: None

Public Comment: None

Vote: 5-0-0

Ayes: Director Schirato, Director Broglio, Director Conrado, Director Tallakson, Director Bottomley

Noes: None

Abstain: None

- D. Discussion Formal Mid-Year Budget Update
(Erik Holt, General Manager)

Minute order: Updated Memo for packet.

- Mr. Holt presented the budget vs. actuals, facility updates, investment and compliance matters, and staffing changes, noting unbudgeted expenses, security improvements, and projected cost savings.

Board Discussion: The board reviewed the budget vs. actual report, noting necessary unbudgeted expenses, including transformer scoping. Investment policy status and FERC exemptions were discussed, along with oversight of project invoicing. Facility security and compliance matters were addressed, with associated costs included in the mid-year estimate.

E. Discussion/Action Future Regular Board Meeting date changes.
(Erik Holt, General Manager)

- Mr. Holt noted Schirato's travel schedule and the need to have her present for the March and May meetings.
- **Board Discussion:** The board approved March 31, 2026, and May 20, 2026, as meeting dates, with no conflicts.

Motion: Director Tallakson made a motion to change the Regular Scheduled Board Meeting dates for March and May to March 31, 2026 and May 20, 2026.

Second: Director Schirato

Board Discussion: None

Public Comment: None

Vote: 5-0-0

Ayes: Director Schirato, Director Broglio, Director Conrado, Director Tallakson, Director Bottomley

Noes: None

Abstain: None

8. Correspondence, Board / General Manager Reports, Future Agenda Items

A. Correspondence

INCOMING:

- Two letters from FERC responding to our part 12 inspection, from 2022, and their acceptance.
- CALOES: has accepted our annual requirement for our EAP Meeting.

B. General Manager Report

- Mr. Holt reported plans to upgrade powerhouse security, including reinforced doors, cameras, and improved access control, with costs included in the mid-year budget. Additionally, a missing nut in the

powerhouse sphere valve was identified; ROV inspections are scheduled to assess potential impacts and costs, with the next inspections due in November 2027.

C. Board reports

- COA
 - Mid year budget update and everything is looking good. Ten year Capital Improvement Plan was approved.
- UPUD
 - Office remodel is going well. UPUD assisted CCWD with repairs by providing parts and dedicating staff to support their efforts.
- At Large:
 - The city did a wonderful job putting meters in.

D. Future agenda items

- None

9. Upcoming Board Meetings and Calendar Events

- Regular Board Meeting, Tuesday, March 24, 2026, at 5:30 p.m
- Regular Board Meeting, Tuesday, April 28, 2026, at 5:30 p.m
- Regular Board Meeting, Tuesday, May 26, 2026, at 5:30 p.m

10. Adjournment

Motion: Director Broglio made a motion to adjourn the meeting at 7:12 p.m.

Second: Director Tallakson

Board Discussion: None

Public Comment: None

Vote: 5-0-0

Ayes: Director Schirato, Director Broglio, Director Tallakson, Director Bottomley, Director Conrado

Noes: None

Abstain: None

Absent: None

- The meeting was adjourned at 7:12 p.m.

Utica Mission Statement

We are committed to preserving and protecting local control of our water resources through effective fiscal and operational management and assuring a safe and reliable water supply for municipal and agricultural stakeholders, while ensuring the quality and quantity of this precious resource for generations to come.

Americans With Disabilities Act

In compliance with Title II of the Americans with Disabilities Act, 28 CFR Part 36, if you need special assistance to participate in this meeting, please contact the Utica office at (209) 736-9419 or email your request to admin@uticawater.com. Notification in advance of the meeting will enable Utica to make reasonable accommodations to ensure accessibility to this meeting. Any materials distributed to the Board that relate to an item on the agenda are available at the Utica office 72 hours prior to the scheduled meeting.

Questions?

Contact Utica at admin@uticawater.com or (209) 736-9419.

Minutes were approved at the March 18, 2026, Special Board Meeting:



[Caroline Schirato \(Mar 20, 2026 13:13:19 PDT\)](#)

Caroline Schirato, Board Chair

Attest:



Stacie Walker, Clerk of the Board






5A - 00 - Minutes February 2026 (BS)

Final Audit Report

2026-03-20

Created:	2026-03-20
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