



SPECIAL BOARD MEETING MINUTES

5:00 p.m. Monday, November 3, 2025
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
Bruce Tallakson – Director
Eric Bottomley – Director
Alvin Broglio – Director
Gary Conrado – Director

ORDER OF BUSINESS

1. Call to Order & Pledge of Allegiance

- The meeting was called to order at 5:01 p.m.

2. Seating of new Board members

- Chair Schirato recognized new Directors for the Utica Water and Power Authority Board – Bruce Tallakson and Eric Bottomely, and the Chair recognized Tom Quincy as alternate.

3. Roll Call

- Directors Present
 - Director Schirato
 - Director Broglio
 - Director Bottomly
 - Director Tallakson
 - Director Conrado
- Utica Staff Present

- Dave Andres, Interim General Manager
- Stacie Walker, Administrative Specialist, Clerk of the Board
- Kyle Rasmussen, Conveyance Supervisor
- Ryan Heryford, Conveyance and Regulatory Compliance Specialist
- Others Present
 - Michael Minkler, CCWD
 - Russ Thomas, CCWD
 - Jeff Robertson, CCWD
 - Ms. Jessica Self, UPUD
 - Tom Quincy, UPUD
 - Mike Peirano
 - Steve Williams, City of Angels Camp

4. Closed Session

A. Pursuant to Government Code § 54957(e) Public Employment
Review of applications for the position of General Manager

- The meeting adjourned to closed session at 5:01 p.m.

5. Report from Closed Session

- The public meeting reconvened at 5:34 p.m. with nothing to report out of closed session

6. Election of Officers

Motion: Director Broglio nominated Director Bottomly for Vice Chair

Second: Director Conrado

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

Motion: Director Bottomly nominated Director Tallakson for Secretary

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. Approval of the Agenda

Motion: Director Bottomley made a motion to approve the agenda

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

8. Public Comment

- None

9. Consent Calendar

A. Approval of minutes from the September 23, 2025, Regular Board Meeting (Walker)

B. Accept Financial reports for September 2025 (Walker)

C. Accept Generation report for September 2025 (Walker)

D. Accept Operations Report (Fields)

E. Accept Water Conveyance Report (Rasmussen)

F. Accept FERC Exemption Billing Report (Sparks)

G. Accept Quarterly Grants Report (Walker)

H. Accept Quarterly Training Report (Sparks)

I. Approval of Annual Employee Appreciation Dinner not to exceed \$2,500(Sparks)

J. Accept Surplus Property Declaration and Disposal (Walker)

Motion: Director Broglio made a motion to approve all consent agenda items except Item 9I, which was pulled for separate discussion

Second: Director Tallakson

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

Board Discussion: Director Tallakson asked if the staff appreciation is an annual event, and what account would fund the dinner. Mr. Andres confirmed that the appreciation dinner has been held annually for at least 6 years, and that the funds would come from the administrative/office account.

Motion: Director Broglio made a motion to approve all consent agenda Item 9I

Second: Director Schirato

Public Comment: None

Vote: 5-0-0

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

Noes: None

Abstain: None

Absent: None

10. Regular Agenda

A. Discussion/Action regarding potential emergency/redundant water supply projects

(Mr. Andres, Interim General Manager)

(Presentation by Ms. Self Self, Union Public Utility District General Manager)

- Mr. Andres explained that he reached out to Ms. Self to give an overview of the potential intertie project between Union Public Utility District (UPUD) and Calaveras County Water District (CCWD) and answer questions from the Board.
- Ms. Self thanked the Board for the invitation and delivered a presentation on SB 552 requirements and UPUD's system risks. She reviewed an emergency water supply project with CCWD involving alternate pipeline alignments, addressed water quality issues at UPUD's Cademartori Reservoir, and summarized impacts from the 2001 Darby Fire. (The presentation is available on the UWPAs website.)
- **Board Discussion:** Directors asked clarifying questions about historical costs for trucking water after the 2001 Darby Fire. Director Conrado noted that trucking occurred only briefly, not throughout the 10-month rebuild. Ms. Self reported finding only two weeks of records, which included cost estimates for water tenders and other evaluated options, such as COA well development and a potential CPUD slurry-line connection, but no final invoice. Directors then discussed SB 552. Director Conrado asked whether CCWD's Avery facility falls under SB 552; Mr. Minkler said it does not, as it is not considered a small system. Director Conrado also noted that the loss of the Tunnel Tap would affect all three agencies. Director Schirato asked about long-term algae mitigation at Cademartori Reservoir. Ms. Self stated that UPUD will install three aerators capable of circulating the full reservoir depth, with design underway and installation planned for next year. She added that monthly testing for phosphates, nitrates, and dissolved oxygen will support early issue detection, and emphasized that aeration is the primary mitigation strategy
- **Public Comment:** Mr. Robertson asked about the elevated phosphate levels and their source. Ms. Self stated that UPUD and UWPA believe the

source is runoff and will coordinate upstream testing to confirm. Director Conrado added that PG&E may be a useful partner given their experience on the Middle Fork Stanislaus River.

- **Additional Board Discussion:** Director Bottomly asked about Cademartori's capacity, and Mr. Rasmussen reported it is about 160 acre-feet; Director Bottomly also noted aeration has helped with algae on his property. Director Broglio stressed the need for secondary water sources and better communication among the JPA agencies, requesting administrative and chair meetings to address funding and system issues. Mr. Andres said partner-agency management will meet on November 18 and report back to their boards. Director Conrado referenced prior Highway 4 Partnership Resolutions supporting redundancy and grant funding and asked about the status of the directed MOU and Scope of Work; Mr. Minkler said no documents have been executed, though a draft exists, and progress stalled while UPUD sought a separate discussion on an intertie. Ms. Self noted that staff turnover slowed momentum. Mr. Minkler reaffirmed the importance of the resolutions, and Mr. Andres added that he has seen draft RFP materials, agrees more coordination is needed, and hopes to establish a schedule for reliability studies after the November meeting.

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

A. Correspondence

- Incoming: CCWD – North Fork Project Relicensing
 - Mr. Andres reported that relicensing information was provided, a public meeting was held, and additional details have been requested to support the application and related environmental requirements.
- Incoming: Congressman McClintock – Letter of Support Re: UWPA Small Conduit Exemption P-2699
 - Positive letter relative to the Small Conduit Exemption Applications
- Incoming: DSOD – Approval of mapping extension
 - Approved Utica's extension of the compliance deadline for the rework of maps and dam flood modeling, extended to June 30.

B. General Manager Report

- The annual maintenance outage has begun.
- Krazan and Associates came to do field work for slope stability assessment. The initial analysis looks stable; the final report will be submitted to FERC.
- CALFIRE grant for fuel reduction, contractor is moving through 6 acres a day; consultants and contractor are aware of previous plans.
 - Director Bottomley asked about the project location. Mr. Rasmussen explained it is near Sunrise Point, adjacent to Darby, connecting with the Forest Meadows Fuel Break, and noted that large groves of manzanita have been removed.
- Inundation mapping and analysis kickoff meeting with Dominicelli and Associates is moving forward as expected.

C. Board reports

- UPUD
 - Treatment upgrades are underway to install new filter media, and the electric panel arrived
 - Grant-funded fill station project is complete
- COA:
 - Road closure expected on Vallecito Road for a sewer pipe project
 - Caltrans work on Highway 49 is stopped until spring. COA is asking for the restoration of traffic operations until they resume work. Efforts are ongoing
 - Interim City Administrator appointed – Steve Williams
 - Water Treatment Plant has an open position
 - Police Officer position is open
 - Police Chief to retire in March
 - Highway 4 Wagon Trail ribbon cutting November 7
- At-Large:
 - Commended admin staff for including Stantec billing in the agenda packet for review.

D. Future agenda items

- None

12. Upcoming Board Meetings and Calendar Events

- Regular Board Meeting, Tuesday, November 25, 2025, at 5:30 p.m.
 - Regular Board Meeting, Tuesday, December 23, 2025, at 5:30 p.m.
 - Regular Board Meeting, Tuesday, January 27, 2026, at 5:30 p.m.
 - Regular Board Meeting, Tuesday, February 24, 2026, at 5:30 p.m.
- All Meetings will stay on the books due to ongoing GM recruitment.

13. Adjournment

Motion: Director Broglio made a motion to adjourn

Second: Director Bottomley

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

- The meeting adjourned at 6:37 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.

Approved at the November 25, 2025, Special Board Meeting:



[Caroline Schriato \(Dec 2, 2025 10:40:02 PST\)](#)

Caroline Schirato, Board Chair

Attest:



Stacie Walker, Clerk of the Board

11.03.25 Special Meeting Mintues (approved)

Final Audit Report

2025-12-02

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