



SPECIAL BOARD MEETING MINUTES

8:30 a.m. Tuesday, November 25, 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
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 8:31 a.m.

2. Roll Call

- Directors Present
 - Director Schirato
 - Director Broglio
 - Director Bottomley
 - Director Tallakson
 - Director Conrado
- Utica Staff Present
 - Dave Andres, Interim General Manager
 - Brandi Sparks, Accounting Technician
- Others Present
 - None

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 Schriato, Director Tallakson, Director Bottomley, Director Broglio, Director Conrado

Noes: None

Abstain: None

Absent: None

4. Public Comment

- None

5. Consent Calendar

A. Approval of minutes from the October 2025 Regular Board Meeting (Walker) – **Accepted**

B. Accept Financial reports for October 2025 (Walker) – **Accepted**

C. Accept FERC Exemption Billing Report (Sparks) – **Accepted**

D. Accept Generation report for October 2025 (Walker) – **Accepted**

E. Accept Operations Report (Fields) – **Accepted**

F. Accept Water Conveyance Report (Rasmussen) – **Accepted**

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

Second: Director Conrado

Board Discussion: None

Public Comment: None

Vote: 5-0-0

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

Noes: None

Abstain: None

Absent: None

6. Regular Agenda

A. Informational Update Regarding December Regular Board Meeting Schedule

- Mr. Andres advised that hiring a General Manager must occur at a regular board meeting, with any follow-up interviews conducted at a Special Meeting if needed. Directors confirmed general availability in December for a Special Meeting. All Directors agreed to leave the Regularly Scheduled Board meeting on the calendar.

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

A. Correspondence

- Incoming: COA – Normal Traffic Conditions Restoration on SR49
- Incoming: Department of Water Resources – Notice of Proposed Rulemaking
- Incoming: FERC – Approval of mapping extension
- Outgoing: Cultural Resources Submittal Letters to SHPO for Small Conduit Exemption Efforts

The Board reviewed correspondence. No action was taken.

B. General Manager Report

- Mr. Andres reported the scheduled maintenance outage is nearing completion. Rain caused some delays, but the planned shotcrete work on the canals was completed; however, a planned wastegate installation was not.

C. Board reports

- UPUD
 - Director Bottomley reported no updates as Union Public Utility District's (UPUD) meeting was cancelled. Director Tallakson concurred.
- COA:
 - Director Broglio reported that normal traffic conditions on Highway 49 were restored last Sunday and traffic conditions are expected to remain normal until the end of March or early April, dependent upon when the rain stops.
 - Director Schirato noted the city is applying for a \$1.5 million grant, for downtown economic development, with the application due in April.
- At-Large:
 - Director Conrado asked about insurance coverage for volunteer groups. Board members discussed that while elected officials have certain protections, volunteers would need to be formally organized to receive insurance coverage.

D. Future agenda items

- Hiring of a General Manager.

8. Upcoming Board Meetings and Calendar Events

- Regular Board Meeting, Tuesday, December 23, 2025, at 5:30 p.m
- Regular Board Meeting, Tuesday, January 27, 2025, at 5:30 p.m
- Regular Board Meeting, Tuesday, February 24, 2025, at 5:30 p.m

9. 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 8:49 a.m.

10. Report out of Closed Session

- The public meeting reconvened at 2:02 p.m. with nothing to report out of closed session

11. Adjournment

Motion: Director Broglio made a motion to adjourn

Second: Director Tallakson

Board Discussion: None

Public Comment: None

Vote: 5-0-0

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

Noes: None

Abstain: None

Absent: None

- The meeting adjourned at 2:02 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 December 23, 2025, Regular Board Meeting:



Caroline Schirato (Jan 5, 2026 19:49:02 PST)

Caroline Schirato, Board Chair

Attest:



Stacie Walker, Clerk of the Board

11.25.25 Special Meeting Minutes (approved)

Final Audit Report

2026-01-06

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