



MINUTES

CALAVERAS COUNTY WATER DISTRICT REGULAR BOARD MEETING

OCTOBER 22, 2025

Directors Present:

Jeff Davidson	President, District 5
Jack Garamendi	Vice-President, District 2
Scott Ratterman	Director, District 1
Jeff Robertson	Director, District 3

Directors Absent:

Russ Thomas	Director, District 4
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Staff Present:

Michael Minkler	General Manager
Becky Smith	Special Counsel, Downey Brand
Rebecca Hitchcock	Clerk to the Board
Kelly Gerkenmeyer	External Affairs Manager
Damon Wyckoff	Director of Operations
Pat Burkhardt	Construction and Maintenance Manager
Andrew Renshaw	Water Resources Manager
Dylan Smith	Information Systems Administrator
Jeffrey Meyer	Director of Administrative Services
Stacey Lollar	Human Resources Manager*
Kate Jesus	Human Resources Technician*
Michael Bear	Accountant*
Alex Brown	Civil Engineer*
Juan Maya	Associate Engineer*
Haley Airola	Engineering Coordinator*
Bana Rousan-Gedese	Water Resources Specialist*
Tiffany Burke	Administrative Technician*
Corinne Skrbina	Customer Service Representative*
Robin Patolo	Customer Service Representative*
Josh Fernandez	Information Systems Technician*
Jared Gravette	Construction Inspector*
Craig Canepa	Electrical Instrumentation Technician*
Daniel Gedese	Treatment Plant Operator*
Mike DuBurg	Distribution*

Others Present:

Alicia Hanks	ATCAA
John Devine	Devine Consulting*
Alan Tousley	Member of the Public
Roxanne Freitas-Souza	Member of the Public
Petra Riley	Member of the Public
Six other members of the Public were in attendance	
Approx 27 members of the Public online*	

*Attended virtually

ORDER OF BUSINESS

CALL TO ORDER / PLEDGE OF ALLEGIANCE

1. ROLL CALL

President Davidson called the Regular Board Meeting to order at 1:00 p.m. and led the Pledge of Allegiance. Director Thomas was absent.

2. PUBLIC COMMENT

Public comment was provided by Petra Riley and Roxanne Freitas-Souza.

3. CONSENT AGENDA

MOTION: Directors Ratterman/Garamendi-Approved Consent Agenda Items: 3a and 3b as presented.

3a Approval of the Minutes for the Board Meeting of October 8, 2025
(Rebecca Hitchcock, Clerk to the Board)

3b Report on the Monthly Investment Transactions for September 2025
(Jeffrey Meyer, Director of Administrative Services)

AYES: Directors Ratterman, Garamendi, Robertson, and Davidson

NOES: None

ABSTAIN: None

ABSENT: Director Thomas

4. NEW BUSINESS

4a [Presentation on the Amador Tuolumne Community Action Agency \(ATCAA\) Programs and Services](#)
(Alicia Hanks, Director of Water and Energy Conservation, Amador Tuolumne Community Action Agency)

DISCUSSION: Ms. Hanks from ATCAA presented a comprehensive overview of energy and water conservation programs available to low-income residents in Calaveras County, discussed eligibility and service limitations, and explored opportunities for collaboration and technician training with CCWD staff. She responded to various questions from the Board.

PUBLIC COMMENT: Public comment was provided by Petra Riley and Roxanne Freitas-Souza.

This item was informational only; no action was taken.

4b [Discussion regarding CCWD Cybersecurity Strategy](#)
(Dylan Smith, Information Systems Administrator)

DISCUSSION: Mr. Smith presented an overview of CCWD's cybersecurity posture, including physical, network, software, and data security measures, and discussed ongoing efforts to implement staff training and pursue third-party security assessments.

This item was informational only; no action was taken.

PUBLIC COMMENT: No public comment was given.

- 4c [Discussion regarding an Update on the Sustainable Groundwater Management Act \(SGMA\)](#)
(Andrew Renshaw, Water Resources Manager)

DISCUSSION: Mr. Renshaw provided a detailed update on SGMA compliance, proposing to restructure the Eastside San Joaquin Groundwater Sustainability Agency (GSA) into a county-based GSA, and outlined ongoing planned groundwater assessments, monitoring, and recharge studies. There was significant discussion between the Board and staff.

PUBLIC COMMENT: No public comment was given.

This item was informational only; no action was taken.

5. **REPORTS**

- 5a [External Affairs Report](#)
(Kelly Gerkenmeyer, External Affairs Manager)

DISCUSSION: Mr. Gerkenmeyer presented updates on CCWD's community outreach, including educational events, scholarship programs, website resources, and efforts to communicate rate structures and unique operational challenges to the public.

PUBLIC COMMENT: There was no public comment.

- 5b [General Manager's Report](#)
(Michael Minkler)

Mr. Minkler provided updates on several items, including:

- A recent billing error caused Cycle 2 customers in Ebbetts Pass to be overcharged for base water and sewer rates in August 2025 (\$9.00 for water and \$15.00 for sewer); plans have been outlined for issuing credits on the next billing, and procedures are being reviewed to help prevent this issue from happening again.
- The CPPA Board meeting this week.
- A meeting with Upper Mokelumne River Watershed Authority (UMRWA) and Phoenix Energy.
- A meeting with the Forest Meadows Homeowners Association.
- The recent letter to the editor.

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

Director Robertson had nothing to report.

Director Ratterman had nothing to report.

Director Garamendi had nothing to report.

Director Davidson reported he would miss the next Board meeting.

7. NEXT BOARD MEETINGS

- Wednesday, November 12, 2025, 1:00 p.m., Regular Board Meeting
- Wednesday, December 10, 2025, 1:00 p.m., Regular Board Meeting

8. CLOSED SESSION

The meeting adjourned into the Closed Session at approximately 3:20 p.m.

- 8a Conference with Legal Counsel – Anticipated Litigation. Significant exposure to litigation pursuant to subdivision (d)(2) of Government Code section 54956.9 - four potential cases

Participants:

Board Members: Scott Ratterman, Jack Garamendi, Jeff Robertson, and Jeff Davidson

Staff: Michael Minkler (General Manager), Andrew Renshaw (Water Resources Manager), and Kelly Gerkenmeyer (External Affairs Manager).

Special Counsel: Becky Smith

Consultant: John Devine, Devine Consulting

9. REPORTABLE ACTION FROM CLOSED SESSION

The Board reconvened into Open Session at approximately 4:46 p.m. There was no reportable action.

10. ADJOURNMENT

With no further business, the meeting adjourned at approximately 4:46 p.m.

By:



Michael Minkler
General Manager

ATTEST:



Rebecca Hitchcock
Clerk to the Board