



CALAVERAS COUNTY WATER DISTRICT ENGINEERING COMMITTEE MEETING

MINUTES
May 12, 2026

Directors/Committee Members present:

Russ Thomas
Jeff Davidson

Staff present:

Michael Minkler	General Manager
Kevin Williams	District Engineer
Juan Maya	Associate Civil Engineer
Haley Airola	Engineering Coordinator
Chase King	Civil Engineer
Rebecca Hitchcock	Executive Assistance/Clerk to the board*
Jesse Hampton	Plant Operations Manager*
Damon Wyckoff	Director of Operations
Pat Burkhardt	Construction Manager
Stacey Lollar	Human Resources Manager *
Sam Singh	Senior Engineering Technician*
Kate Jesus	Human Resource Technician*
Kelly Gerkenmeyer	External Affairs Manager
Dylan Smith	Information Systems Administrator*

Others present:

Tracy Eden	Member of the Public*
Allan Scott	Member of the Public*
Alex Johnson	Member of the Public*
Joel Griffin	Member of the Public*
Francisco De La Cruz	Member of the Public*
Ralph Copeland	Member of the Public*

CALL TO ORDER / PLEDGE OF ALLEGIANCE.

1. ROLL CALL

Director Davidson called the Engineering Committee to order at 2:00 p.m. and led the Pledge of Allegiance.

2. PUBLIC COMMENT

No public comments were made.

3. APPROVAL OF MINUTES

Minutes were approved by Director Thomas and seconded by Director Davidson.

4. NEW BUSINESS

4a. Update Assets Management Tool (Kevin Williams, District Engineer)

DISCUSSION: Kevin Williams and HDR presented a proposal to develop a CIP Roadmap and provide asset management framework. Any questions from the Committee were answered directly by Kevin Williams or a member of the HDR team. It was advised by the Committee to move forward with the agreement.

PUBLIC COMMENT: Public comment was given by Francisco De La Cruz.

4b. ADU Policy Update (Kevin Williams, District Engineer)

DISCUSSION: Kevin Williams presented a draft form of an updated ADU ordinance. Any questions from the Committee were answered directly by Kevin Williams. It was recommended that this item be presented to the full Board.

PUBLIC COMMENT: Public comment was given by Francisco De La Cruz.

4c. Service Connection Points (Kevin Williams, District Engineer)

DISCUSSION: Kevin Williams requested direction from the Committee regarding actions to move forward with a formal ordinance regarding required connections for water and sewer. Any questions from the Committee were answered directly by Kevin Williams. It was recommended that this item be presented to the full Board.

PUBLIC COMMENT: No public comment was given.

4d. Service Line Fee Schedule (Sam Singh, Senior Engineering Technician)

DISCUSSION: Sam Singh presented a fee schedule for the construction of new service lines. Any questions from the Committee were answered directly by Sam Singh. It was recommended that this item be presented to the full Board.

PUBLIC COMMENT: Public comments were given by Francisco De La Cruz and Ralph Copeland.

**4e. Timber Trails Redwood Tank & Booster Pump Station
(Sam Singh, Senior Engineering Technician)**

DISCUSSION: Sam Singh provided an update on the grant application status. Any questions from the Committee were answered directly by Sam Singh. It was recommended that this item be presented to the full Board.

PUBLIC COMMENT: Public comment was given by Francisco De La Cruz.

5. OLD BUSINESS

**5a. Project Updates
(Juan Maya, Associate Civil Engineer)**

DISCUSSION: Engineering Staff provided updates on all projects. Any questions from the Committee were answered by Engineering Staff.

PUBLIC COMMENT: Public comments were made by Ralph Copeland and Francisco De La Cruz.

6. GENERAL MANAGER COMMENTS

Michael Minkler commended the engineering department for their work efforts.

7. DIRECTOR COMMENTS OR FUTURE AGENDA ITEMS

Director Thomas requested a report on commercial account charges.

8. NEXT COMMITTEE MEETING

July 7, 2026

9. ADJOURNMENT

There being no further business, the meeting adjourned at approximately 3:47 pm.

Respectfully submitted,

Haley Airola

Haley Airola
Engineering Coordinator