



**MINUTES**  
**CALAVERAS COUNTY WATER DISTRICT**  
**REGULAR BOARD MEETING**  
**MARCH 25, 2026**

Directors Present:

Jack Garamendi	President, District 2
Scott Ratterman	Vice-President, District 1
Jeff Robertson	Director, District 3
Russ Thomas	Director, District 4
Jeff Davidson	Director, District 5

Staff Present:

Michael Minkler	General Manager
Matt Weber, Esq.	General Counsel, Downey Brand*
Rebecca Hitchcock	Clerk to the Board
Damon Wyckoff	Director of Operations
Kelly Gerkenmeyer	External Affairs Manager
Kelly Zahniser	Director of Administrative Services
Stacey Lollar	Human Resources Manager
Kevin Williams	District Engineer
Chase King	Civil Engineer
Jesse Hampton	Plant Operations Manager*
Pat Burkhardt	Construction & Maintenance Manager*
Dylan Smith	Information Systems Administrator*
Juan Maya	Associate Engineer*
Kate Jesus	Human Resources Technician*
Kylie Muetterties	Accountant*
Tiffany Burke	Operations Administrative Technician*
Haley Airola	Engineering Coordinator*
Josh Fernandez	Information Systems Technician*

Additional staff attended virtually\*

Others Present:

Shawn Koorn	HDR, Inc.*
Jennifer Batt	TUD
Ralph Copeland	Member of the Public
Francisco de la Cruz	Member of the Public*

\*Attended virtually

**ORDER OF BUSINESS**

**CALL TO ORDER / PLEDGE OF ALLEGIANCE**

**1. ROLL CALL**

President Garamendi called the Regular Board Meeting to order at 1:00 p.m. and led the Pledge of Allegiance. All Directors were present.

**2. PUBLIC COMMENT**

No public comment was provided.

**3. CONSENT AGENDA**

**MOTION: Directors Ratterman/Davidson-Moved to Approve Consent Agenda Items: 3a, 3b, 3c, and 3e as presented**

- 3a Approval of the Minutes for the Board Meeting of March 4, 2026  
(Rebecca Hitchcock, Clerk to the Board)
- 3b Report on the Monthly Investment Transactions for February 2026  
(Kelly Zahniser, Director of Administrative Services)
- 3c Ratify Claim Summary #648 Secretarial Fund in the Amount of \$5,263,878.00  
for February 2026  
(Kelly Zahniser, Director of Administrative Services) **RES 2026-24**
- Director Robertson pulled Item 3d from the Consent Agenda*
- 3d Approval of an amendment to the Fiscal Year 2025-26 Personnel Allocation  
(Stacey Lollar, Human Resources Manager) **RES 2026-\_\_\_\_\_**
- 3e Nomination of John Pang to the California Water Insurance Fund Board  
(Michael Minkler, General Manager) **RES 2026-25**

**PUBLIC COMMENT:** No public comment was provided.

**AYES:** Directors Ratterman Davidson, Thomas, Robertson, and Garamendi  
**NOES:** None  
**ABSTAIN:** None  
**ABSENT:** None

**OFF CONSENT AGENDA**

- Item 3d was considered separately under Off Consent Agenda*
- 3d Approval of an amendment to the Fiscal Year 2025-26 Personnel Allocation  
(Stacey Lollar, Human Resources Manager) **RES 2026-26**

**MOTION: Directors Robertson/Ratterman-Moved to Approve Consent Agenda Item 3d as presented**

**DISCUSSION:** Director Robertson asked a question about the personnel allocation. Mr. Minkler responded that would have to be a closed session topic.

**PUBLIC COMMENT:** No public comment was provided.

**AYES:** Directors Robertson, Ratterman, Davidson, Thomas, and Garamendi  
**NOES:** None  
**ABSTAIN:** None  
**ABSENT:** None

**4. PUBLIC HEARINGS**

President Garamendi opened the Public Hearing at 1:02 p.m.

4a [Discussion/Action regarding updating the Wastewater Capacity Fees for Jenny Lind/La Contenta](#)  
(Kevin Williams, District Engineer) **ORD 2026-01**

**MOTION:** Directors Ratterman/Davidson-Adopted Ordinance No. 2026-01 Adopting updated Wastewater Capacity Fees for Jenny Lind/La Contenta

**DISCUSSION:** Kevin Williams, along with consultant Shawn Koorn from HDR, presented the revised La Contenta Wastewater capacity fee study. They recommended increasing the fee from \$15,902 to \$21,719 to ensure new developments appropriately contribute to growth-related infrastructure costs. The presenters addressed inquiries from board members during the discussion.

**PUBLIC COMMENT:** Public comments were provided by Ralph Copeland and Francisco de la Cruz.

President Garamendi closed the Public Hearing at 1:36 p.m.

**AYES:** Directors Robertson, Davidson, Ratterman, Thomas, and Garamendi  
**NOES:** None  
**ABSTAIN:** None  
**ABSENT:** None

President Garamendi opened the Public Hearing at 1:37 p.m.

4b [Discussion/Action regarding Adoption of Developer Deposit Fees for Plan Review, Environmental Review, and Construction Inspections](#)  
(Kevin Williams, District Engineer) **RES 2026-27**

**MOTION:** Directors Robertson/Ratterman-Adopted Resolution No. 2026-27 Adopting Developer Deposit Fees for Plan Review, Environmental Review, and Construction Inspections

**DISCUSSION:** Kevin Williams presented an updated developer deposit fee policy, recommending a transition from a flat \$5,000 deposit to a percentage-based system in order to enhance cost recovery and promote transparency. Board members deliberated on the specifics of implementation and considered the potential impact on development. Kevin addressed inquiries from the Board regarding the proposal.

**PUBLIC COMMENT:** Public comment was provided by Ralph Copeland.

President Garamendi closed the Public Hearing at 1:51 p.m.

**AYES:** Directors Robertson, Davidson, Ratterman, Thomas, and Garamendi  
**NOES:** None  
**ABSTAIN:** None  
**ABSENT:** None

**5. NEW BUSINESS**

5a [Discussion/Action regarding Approval of a MOU for the Implementation of the Highway 4 Corridor Regional Water Supply Long-Term Water Needs Study](#)  
(Michael Minkler, General Manager) **RES 2026-28**

**MOTION:** Directors Ratterman/Robertson–Adopted Resolution No. 2026-28- Approving the MOU for the Implementation of the Highway 4 Corridor Regional Water Supply Long-Term Water Needs Study

**DISCUSSION:** Michael Minkler described the history and importance of the regional water supply planning effort, noting previous failed attempts and the current alignment among CCWD, Union Public Utility District (UPUD), City of Angels Camp, and Utica Water and Power Authority. The MOU is non-binding until contract approval, with CCWD responsible for half the study cost and Utica member agencies splitting the other half. Utica will serve as the contracting authority, ensuring transparency and equal participation. The study will address regulatory requirements for water supply redundancy and support long-term planning, leveraging updated master plans and studies from participating agencies.

**PUBLIC COMMENT:** Public comment was provided by Jessica Self, General Manager of UPUD.

**AYES:** Directors Ratterman, Robertson, Thomas, Davidson, and Garamendi  
**NOES:** None  
**ABSTAIN:** None  
**ABSENT:** None

5b [February Storm After Action Report](#)  
(Damon Wyckoff, Director of Operations)

**DISCUSSION:** Damon Wyckoff presented a detailed after-action review of the February 2026 storm, highlighting operational challenges, emergency response, equipment needs, and lessons learned, with input from board members and recognition of staff efforts.

**PUBLIC COMMENT:** No public comment was provided.

**RECESS** was called at 2:45 p.m. **SESSION RESUMED** at 2:54 p.m.

5c [Discussion/Action regarding Adoption of Five-Year Capital Improvement Plan \(CIP\)](#)  
(Kevin Williams, District Engineer) **RES 2026-29**

**MOTION:** Directors Davidson/Thomas– Adopted Resolution No. 2026-29- Adopting the Five-Year Capital Improvement Plan (CIP)

**DISCUSSION:** Kevin Williams presented the five-year Capital Improvement Plan (CIP), detailing infrastructure priorities, funding sources, and project timelines, with board and public discussion on efficiency, grant funding, and ratepayer impacts. The CIP extends planning from three to five years, focusing on aging infrastructure, capacity improvements, reliability, and regulatory compliance, with projects prioritized based on urgency and available funding. The first two years of the CIP are fully funded through loans and grants, while years three to five depend on future rate adjustments, grant applications, and prioritization, with ongoing efforts to maximize external funding. He responded to questions from the Board.

**PUBLIC COMMENT:** Public comment was provided by Ralph Copeland.

**AYES:** Directors Davidson, Thomas, Ratterman, Robertson, and Garamendi  
**NOES:** None  
**ABSTAIN:** None  
**ABSENT:** None

## 6. REPORTS

6a [General Manager's Report](#)  
(Michael Minkler)

Mr. Minkler provided updates on several items, including:

1. the External Relations Committee meeting
2. both Engineering Committee meetings this month
3. the Finance Committee meeting
4. a meeting with the Forest Service
5. the new City Administrator for City of Angels Camp
6. the week in Washington, D.C. meeting with legislators

## 7 BOARD REPORTS / INFORMATION / FUTURE AGENDA ITEMS

Director Robertson reported on the External Relations Committee meeting.

Director Ratterman reported on the External Relations Committee meeting, the Calaveras CSDA Chapter meeting, the Washington D.C meetings, and the Hydro Conference. the CA Wildfire Taskforce meeting, the upcoming Mountain Counties Water Resource Association reception and meeting.

Director Davidson reported on the Washington, D.C. meetings and the Hydro Conference.

Director Thomas reported on the CA Wildfire Taskforce meeting and asked for an in-depth discussion in Engineering Committee on the Commercial demand table.

Director Garamendi reported on the CA Wildfire Taskforce meeting.

## 8. NEXT BOARD MEETINGS

- Wednesday, April 8, 2026, 1:00 p.m., Regular Board Meeting
- Wednesday, April 22, 2026, 1:00 p.m., Regular Board Meeting

**9. CLOSED SESSION**

**PUBLIC COMMENT:** Ralph Copeland provided public comment.

The meeting adjourned into the Closed Session at 3:41 p.m.

- 9a Government Code § 54957.6 Agency Negotiators: General Manager Michael Minkler, HR Manager Stacey Lollar Regarding Negotiations with Employee Organization Service Employees International Union Local 1021 and Management and Confidential Unit
- 9b Conference with Legal Counsel – Anticipated Litigation. Significant exposure to litigation pursuant to subdivision (d)(2) of Government Code section 54956.9 – two potential cases
- 9c Public Employee Performance Evaluation-Government Code §54957 General Manager

Closed Session Participants:

Board Members: Scott Ratterman, Russ Thomas, Jeff Robertson, Jeff Davidson, and Jack Garamendi  
Staff: Michael Minkler  
General Counsel: Matt Weber

**10. REPORTABLE ACTION FROM CLOSED SESSION**

The Board reconvened the Open Session at 3:54 p.m. There was no reportable action.

**11. ADJOURNMENT**

With no further business, the meeting adjourned at 3:54 p.m.

By:

ATTEST:



Michael Minkler  
General Manager



Rebecca Hitchcock  
Clerk to the Board