



**MINUTES**  
**CALAVERAS COUNTY WATER DISTRICT**  
**REGULAR BOARD MEETING**  
**MAY 13, 2026**

Directors Present:

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

Directors Absent:

Jeff Robertson	Director, District 3
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Staff Present:

Michael Minkler	General Manager
Matt Weber, Esq.	General Counsel, Downey Brand
Rebecca Hitchcock	Clerk to the Board
Kelly Gerkenmeyer	External Affairs Manager
Kelly Zahniser	Director of Administrative Services
Stacey Lollar	Human Resources Manager*
Kevin Williams	District Engineer
Jesse Hampton	Plant Operations Manager*
Pat Burkhardt	Construction & Maintenance Manager
Andrew Renshaw	Water Resources Manager*
Dylan Smith	Information Systems Administrator*
Juan Maya	Associate Engineer*
Kate Jesus	Human Resources Technician*
Tiffany Burke	Operations Administrative Technician*
Haley Airola	Engineering Coordinator*
Kylie Muetterties	Accountant*
Josh Fernandez	Information Systems Technician*
Jared Gravette	Construction Inspector*
Nick Schroven	Water Resources Technician*
Julie Johnson	Accounting Technician*
Mike DuBurg	Distribution*

Others Present:

Jeff Bailey	IEDA*
Sean Dingman	Mobile MMS*
Ralph Copeland	Member of the public
Francisco de la Cruz	Member of the public*
Michael Rodgers	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 1:04 p.m. and led the Pledge of Allegiance. Director Robertson was absent.

#### 2. PUBLIC COMMENT

No public comment was given.

#### 3. CONSENT AGENDA

**MOTION: Directors Davidson/Thomas-Moved to Approve Consent Agenda Items: 3a, 3b, 3c, 3d, 3e, 3f, 3g, and 3h as presented**

- 3a Approval of the Minutes for the Board Meeting of April 22, 2026  
(Rebecca Hitchcock, Clerk to the Board)
- 3b Review Board of Directors Monthly Time Sheets for March 2026  
(Rebecca Hitchcock, Clerk to the Board)
- 3c Ratify Claim Summary #650 Secretarial Fund in the Amount of \$4,519,371.28  
for April 2026  
(Kelly Zahniser, Director of Administrative Services) **RES 2026-34**
- 3d Approval of a Side Letter Agreement with the Management and Confidential Unit  
(Stacey Lollar, Human Resources Manager) **RES 2026-35**
- 3e Amendment to the Eide Bailly Agreement  
(Kelly Zahniser, Director of Administrative Services)
- 3f Approval of Contract for District Auditing Services for the Fiscal Years Ending June  
30, 2026, 2027, and 2028  
(Kelly Zahniser, Director of Administrative Services) **RES 2026-36**
- 3g Approval of an Updated Contract with Websoft Developers/Springbrook for the Use  
of Mobile MMS  
(Damon Wyckoff, Director of Operations) **RES 2026-37**
- 3h Authorized Signers for US Bank Account  
(Kelly Zahniser, Director of Administrative Services) **RES 2026-38**

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

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

**4. CONVENE PUBLIC FINANCING AUTHORITY**

The Public Financing Authority convened at approximately 1:06 p.m.

- 4a Roll Call: Calaveras County Water District Public Financing Authority Board Members
- 4b Discussion/Action regarding 2026 Biennial Review of the Public Finance Authority's Conflict of Interest Code (Michael Minkler, General Manager)

**MOTION: Directors Davidson/Thomas-By Minute Entry to Approve the 2026 Biennial Review of the Public Financing Authority's Conflict of Interest Code**

**DISCUSSION:** Michael Minkler reviewed the item stating no changes were necessary to the Conflict of Interest Policy.

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

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

- 4c Discussion/Action regarding Receipt of Quarterly Treasurer's Reports; Confirmation of Officers, Fidelity Bond Coverage, and Conflict of Interest Code; Acknowledgment of Annual Audit Obligations; and Related Compliance Actions (Kelly Zahniser, Director of Administrative Services) **RES 2026-PFA-01**

**MOTION: Directors Ratterman/Davidson-Adopted Resolution No. 2026-PFA-01 Receipt of Quarterly Treasurer's Reports; Confirmation of Officers, Fidelity Bond Coverage, and Conflict of Interest Code; Acknowledgment of Annual Audit Obligations; and Related Compliance Actions**

**DISCUSSION:** Kelly Zahniser led the board through routine compliance actions for the Public Finance Authority, including conflict of interest code updates, receipt of quarterly treasurer's reports, confirmation of officers, fidelity bond coverage, audit obligations, and related compliance.

**PUBLIC COMMENT:** Public comment was provided by Francisco de la Cruz.

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

- 4d Adjournment: The Public Financing Authority adjourned at approximately 1:11 p.m.

**5. RECONVENE REGULAR BOARD MEETING**

President Garamendi reconvened the Regular Board Meeting at 1:11 p.m.

**6. NEW BUSINESS**

- 6a [Discussion/Action regarding Support for California Association of California Water Agencies \(ACWA\) Vision for Our Water Future Initiative](#)  
(Kelly Gerkenmeyer, External Affairs Manager) **RES 2026-39**

**MOTION:** **Directors Ratterman/Thomas-Adopted Resolution No. 2026-39  
Approving Support for the Association of California Water Agencies  
(ACWA) Vision for Our Water Future Initiative**

**DISCUSSION:** Kelly Gerkenmeyer presented the ACWA Vision for Our Water Future initiative to the board, outlining its four main priorities: Lead on water, protect affordability, deliver critical infrastructure, and modernize water management. There was discussion regarding local involvement.

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

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

- 6b [Discussion/Action regarding Authorizing the Timber Trails Tank and Pump Station Project – Reclamation WaterSMART Grant Application](#)  
(Kevin Williams, District Engineer) **RES 2026-40**

**MOTION:** **Directors Davidson/Thomas-Adopted Resolution No. 2026-40  
Authorizing the Timber Trails Tank and Pump Station Project –  
Reclamation WaterSMART Grant Application**

**DISCUSSION:** Kevin Williams presented the Timber Trails tank and pump station replacement project, detailing the WaterSMART Grant application process, technical improvements, funding strategy. He addressed questions about leakage, grant eligibility, and salvage of redwood tank materials.

**PUBLIC COMMENT:** Public comment was provided by Francisco de la Cruz.

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

**7. REPORTS**

- 7a [Monthly Operations Report](#)  
(Damon Wyckoff, Director of Operations)

**DISCUSSION:** Damon Wyckoff delivered the Monthly Operations Report for April 2026, summarizing significant points of interest and addressing inquiries from the Board.

**PUBLIC COMMENT:** There was no public comment.

7b [General Manager's Report](#)  
(Michael Minkler)

Mr. Minkler provided updates on several items, including:

1. the Association of California Water Agencies (ACWA) Conference
2. the meeting at the conference with the Bureau of Reclamation
3. the Engineering Committee on May 12<sup>th</sup>
4. the East Bay Municipal Utility District (EBMUD) BBQ meeting
5. the upcoming Mountain Counties Water Resources Association (MCWRA) Legislative Advocacy Day
6. the Calaveras County Multi Agency Coordination meeting
7. the Calaveras-Amador Mokelumne River Authority (CAMRA) meeting
8. budget development
9. the Finance Committee meeting on May 19 will include the preliminary budget on the agenda

**8 [BOARD REPORTS / INFORMATION / FUTURE AGENDA ITEMS](#)**

Director Ratterman reported on CAMRA, the ACWA Conference, the MCWRA Legislative Advocacy Day, and the Urban Water Institute Annual Conference. He also reported the CCWD won the ACWA JPIA Safety Award which will be presented at the next Board Meeting.

Director Davidson reported on the ACWA Conference. He stated the Army Corp, Groundwater, and City of Paradise sessions were particularly informative.

Director Thomas reported on the ACWA Conference and the Groundwater session.

Director Garamendi spoke about the County Frog Jump and the EBMUD BBQ.

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

**9. [NEXT BOARD MEETINGS](#)**

- Wednesday, May 27, 2026, 1:00 p.m., Regular Board Meeting
- Wednesday, June 10, 2026, 1:00 p.m., Regular Board Meeting

**10. [CLOSED SESSION](#)**

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

The meeting adjourned into the Closed Session at 2:21 p.m.

- 10a 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
- 10b Conference with Legal Counsel – Anticipated Litigation. Significant exposure to litigation pursuant to subdivision (d)(2) of Government Code section 54956.9 – two potential cases

Closed Session Participants:

Board Members: Scott Ratterman, Russ Thomas, Jeff Davidson, and Jack Garamendi

Staff: Michael Minkler, Stacey Lollar (item 10a), and Andrew Renshaw (item 10b)

General Counsel: Matt Weber

Consultant: Jeff Bailey, IEDA

**11. REPORTABLE ACTION FROM CLOSED SESSION**

The Board reconvened the Open Session at 3:41 p.m. There was no reportable action.

**12. ADJOURNMENT**

With no further business, the meeting adjourned at 3:41 p.m.

By:

ATTEST:



Michael Minkler  
General Manager



Rebecca Hitchcock  
Clerk to the Board