MINUTES

CALAVERAS COUNTY WATER DISTRICT
REGULAR BOARD MEETING

JUNE 24, 2026

<u>Directors Present:</u>

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

<u>Staff Present:</u>

Michael Minkler	General Manager
Matt Weber, Esq.	General Counsel, Downey Brand
Rebecca Hitchcock	Clerk to the Board
Kelly Gerkensmeyer	External Affairs Manager
Kelly Zahniser	Director of Administrative Services
Damon Wyckoff	Director of Operations
Andrew Renshaw	Water Resources Manager
Jesse Hampton	Plant Operations Manager
Kevin Williams	District Engineer
Monica Remus	Business Services Manager
Kate Jesus	Human Resources Technician*
Dylan Smith	Information Systems Administrator*
Josh Fernandez	Information Systems Technician*
Tiffany Burke	Operations Administrative Technician*
Haley Airola	Engineering Coordinator*
Kylie Muetterties	Accountant*
Julie Johnson	Accounting Technician*
Amy Behrbaum	Accountant*
Nick Schroven	Water Resources Technician*
Doug Turner	Distribution*
Jared Gravette	Construction Inspector*
Michael Crank	Purchasing Agent*

<u>Others Present:</u>

Jeff Bailey	IEDA

*Attended virtually

<u>ORDER OF BUSINESS</u>

<u>CALL TO ORDER / PLEDGE OF ALLEGIANCE</u>

1. <u>ROLL CALL</u>

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

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

3. **CONSENT AGENDA**

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

3a Approval of the Minutes for the Board Meeting of June 10, 2026
(Rebecca Hitchcock, Clerk to the Board)

3b Report on the Monthly Investment Transactions for May 2026
(Kelly Zahniser, Director of Administrative Services)

Item 3c pulled from the Consent Agenda

3c Approval of the Memorandum of Understanding with the Management and Confidential Unit
(Michael Minkler, General Manager) **RES 2026-_____**

3d Approval of Final Initial Study/Mitigated Negative Declaration for the La Contenta Wastewater Treatment Facility Phase 3 Project CIP #15097
(Kevin Williams, District Engineer) **RES 2026-54**

OFF CONSENT AGENDA

Director Thomas pulled Item 3c from the Consent Agenda

3c Approval of the Memorandum of Understanding with the Management and Confidential Unit
(Michael Minkler, General Manager) **RES 2026-53**

MOTION: **Directors Thomas/Ratterman-Moved to Approve Consent Agenda Item 3c as presented.**

DISCUSSION: Director Thomas pulled this item to highlight the collaborative negotiation process and express appreciation for the parties involved. He stated he was proud of the 5-year contract with the Management Confidential Unit (MCU). The rest of the Board echoed those sentiments.

PUBLIC COMMENT: Public comments were provided by Jesse Hampton and Damon Wyckoff, representing the MCU.

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

4. **NEW BUSINESS**

4a Discussion/Direction regarding Possible Transition of Sewer Service Revenues to County Property Tax Roll
(Kelly Zahniser, Director of Administrative Services)

MOTION: **Directors Ratterman/Garamendi by Minute Entry – Approve Transitioning Sewer Service Revenues to the County Tax Rolls by July 1, 2027**

DISCUSSION: Michael Minkler presented the options for placing sewer billing on the County property tax rolls. There was significant debate on the proposal to move sewer service billing to the county property tax roll, considering cash flow, administrative, and customer impacts. There was discussion on the survey that was sent out to customers the previous week and the pending results.

PUBLIC COMMENT: No public comment was given.

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

The item failed due to insufficient votes, and Director Robertson stated he would like to review the survey results before making a final decision.

4b Discussion/Direction regarding Bi-Monthly Billing Costs vs. Monthly Billing Costs
(Kelly Zahniser, Director of Administrative Services)

MOTION: **Directors Ratterman/Garamendi by Minute Entry – Approve Direction to Transition to Monthly Base Rate Billing and Bi-Monthly Consumptive Billing as Soon as Possible**

DISCUSSION: Michael Minkler presented two options for changing the billing structure to address customer confusion and bill shock. Staff presented two main options: alternating bi-monthly billing for water and sewer (so each month only one service is billed), and monthly billing for base rates and sewer charges, with consumptive water-charges remaining bi-monthly until the next rate study due to legal constraints under Prop 218. He explained that moving to full monthly billing for all charges would require a new cost of service study to adjust consumptive tiers, which is not feasible until the scheduled rate study in 2027-2028. Kelly Gerkensmeyer emphasized the need for significant public outreach to educate customers about the changes.

PUBLIC COMMENT: No public comment was given.

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

4c Discussion/Action to approve an update to the District's Risk and Resilience Assessment
(Damon Wyckoff, Director of Operations)

MOTION: **Directors Davidson/Thomas-By Minute Entry - Approve the Update to the District's Risk and Resilience Assessment**

DISCUSSION: Damon Wyckoff presented the five-year update to the district's Risk and Resilience Assessment, a federal requirement under the America's Water Infrastructure Act, with a focus on wildfire, cybersecurity, and other operational risks.

PUBLIC COMMENT: No public comment was given.

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

4d Discussion/Action regarding Final Draft and Submission of the 2025 Urban Water Management Plan

- 2025 Urban Water Management Plan Update **RES 2026-55**
- Water Shortage Contingency Plan **RES 2026-56**

(Andrew Renshaw, Water Resources Manager)

MOTION: **Directors Davidson/Ratterman-In one Unified Motion-Adopted Resolution No. 2026-55 Approving the Update of the 2025 Urban Water Management Plan and 2026-56 Water Shortage Contingency Plan**

DISCUSSION: Andrew Renshaw presented the final draft of the 2025 Urban Water Management Plan, summarizing public comments and technical updates, and the board. Andrew reported that seven comments from four entities were received, focusing on system water loss, public outreach, financial concerns, and technical accuracy. The district responded to each comment and incorporated relevant edits into the final draft.

PUBLIC COMMENT: No public comment was given.

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

5. REPORTS

5a External Affairs Report
(Kelly Gerkensmeyer, External Affairs Manager)

DISCUSSION: Kelly Gerkensmeyer provided updates on recent outreach activities, committee meetings, project status, and upcoming events, including efforts to improve public communication and stakeholder engagement.

PUBLIC COMMENT: No public comment was provided.

5b General Manager's Report
(Michael Minkler)

Mr. Minkler provided updates on several items, including:

1. The External Relations Committee
2. The new General Manager of NCPA is Tony Zimmer
3. The Lake Tulloch pump replacement project
4. Tri Dam has published their draft Shoreline Management Plan
5. His upcoming vacation
6. The cancellation of the July 8, 2026 Board Meeting

6 BOARD REPORTS / INFORMATION / FUTURE AGENDA ITEMS

Director Thomas inquired about the District's ability to charge for large information requests and apologized for missing the June 16th Finance Committee meeting.

Director Davidson requested a report on projects by division. He also expressed the need to send any survey about billing to HOA's, the Board of Realtors, and the Chamber of Commerce.

Director Ratterman reported on the upcoming JPIA meeting Thursday and Friday.

Director Robertson acknowledged Francisco de la Cruz and Roxanne Frietas Souza for the comments on the UWMP.

Director Garamendi had nothing to report.

7. NEXT BOARD MEETINGS

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

8. CLOSED SESSION

PUBLIC COMMENT: No public comment was given.

The meeting adjourned into the Closed Session at 2:30 p.m.

8a 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

8b Conference with Legal Counsel – Anticipated Litigation. Significant exposure to litigation pursuant to subdivision (d)(2) of Government Code section 54956.9 – one potential case

Closed Session Participants:
Board Members: Scott Ratterman, Russ Thomas, Jeff Robertson, Jeff Davidson, and Jack Garamendi
Staff: Michael Minkler and Andrew Renshaw (item 8b)
General Counsel: Matt Weber
Consultant: Jeff Bailey, IEDA (item 8a)

9. REPORTABLE ACTION FROM CLOSED SESSION

The Board reconvened the Open Session at 3:27 p.m. There was no reportable action.

10. ADJOURNMENT

With no further business, the meeting adjourned at 3:27 p.m.

By:

Michael Minkler
General Manager

ATTEST:

Rebecca Hitchcock
Clerk to the Board