



CALAVERAS COUNTY WATER DISTRICT ENGINEERING COMMITTEE MEETING

MINUTES
November 4, 2025

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
Sam Singh	Senior Engineer Technician
Jeff Myers	Director of Administration Services
Rebecca Hitchcock	Executive Assistance/Clerk to the board*
Kate Jesus	Human Resources Technician*
Bana Rousan-Gedese	Water Resources Specialist*
Dylan Smith	Information Systems Administrator*
Joshua Fernandez	Information Systems Technician*
Tiffany Burke	Senior Administrative Technician*
Jared Gravette	Senior Construction Inspector*
Kelly Gerkenmeyer	External Affairs Manager*
Jesse Hampton	Plant Operations Manager

Others present:

Shawn Koorn	Member of the Public*
Susan	Member of the Public
Darrow	Member of the Public
Mike Rodgers	Member of the Public
Fransico De La Cruz	Member of the Public*
Sarah Pflug	VSPUD
Jake Eymann	NCPA
Nicolas Potter	NCPA

CALL TO ORDER / PLEDGE OF ALLEGIANCE.

1. ROLL CALL

Director Davidson called the Engineering Committee to order at 2:01 p.m. and led the Pledge of Allegiance.

2. **PUBLIC COMMENT**

Public comments were made by an unknown member of the public. Additional public comments were given by members who were not present at the microphone.

3. **APPROVAL OF MINUTES**

Minutes were approved by Director Thomas and seconded by Director Davidson

4. **NEW BUSINESS**

4a. **NCPA Soil Drop
(Kevin Williams, District Engineer)**

DISCUSSION: Kevin Williams provided information regarding the NCPA project being conducted at McKays Reservoir. Jake Eyman from NCPA provided additional information and answered any questions directly.

PUBLIC COMMENT: No Public comment was given.

4b. **Valley Springs Public Utility District Consolidation
(Kevin Williams, District Engineer)**

DISCUSSION: Kevin Williams presented information regarding the grant opportunity available for regionalization with VSPUD. Sarah Pflug from VSPUD provided additional information regarding the benefit of the project. Any questions from the Committee were answered by Kevin Williams and Sara Pflug VSPUD.

PUBLIC COMMENT: No Public comment was given.

4c. **Arnold Sewer Master Plan Update
(Chase King, Civil Engineer)**

DISCUSSION: Chase King provided information of the selection process for the proposals received for the Arnold sewer master plan. Director Thomas motioned to approve the proposal from Verdantas and Director Davidson seconded. Any questions from the Committee were answered by Chase King.

PUBLIC COMMENT: No public Comment was given.

4d. **La Contenta Capacity Fee Study
(Kevin Williams, District Engineer)**

DISCUSSION: Kevin Williams presented the La Contenta Capacity Fee study. Additional information was provided by Shawn Koorn from HDR. Any questions from the Committee were answered by Kevin Williams or Shawn Koorn.

PUBLIC COMMENT: No public comment was given.

**4e. Arnold Secondary Clarifier Project Update
(Chase King, Civil Engineer)**

DISCUSSION: Chase King provided the Committee with a project status update. Any questions from the Committee were answered directly by Chase King.

PUBLIC COMMENT: No public comment was given.

**4f. Developer Deposit Update
(Sam Singh, Senior Engineering Technician)**

DISCUSSION: Sam Singh presented the Committee with information regarding an update to the current developer deposit update policy. Any questions from the Committee were answered directly by Sam Singh.

PUBLIC COMMENT: No public comment was given.

5. OLD BUSINESS

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

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

PUBLIC COMMENT: Public comments were made by Francisco de la Cruz and Mike Rodgers.

6. GENERAL MANAGER COMMENTS

Michael Minkler informed the committee that there is active recruitment for the Senior Engineer position.

7. DIRECTOR COMMENTS OR FUTURE AGENDA ITEMS

Director Thomas asked for an update regarding the recruitment for the Director of Administrative services positions and specific projects in the Copperopolis region. Director Davidson commented on his upcoming schedule.

8. NEXT COMMITTEE MEETING

January 6, 2026

9. ADJOURNMENT

There being no further business, the meeting adjourned at approximately 3:32 p.m.

Respectfully submitted,

Haley Airola

Haley Airola
Engineering Coordinator