



# CALAVERAS COUNTY WATER DISTRICT SPECIAL ENGINEERING COMMITTEE

**MINUTES  
June 4, 2024**

Directors/Committee Members present:

Russ Thomas  
Jeff Davidson

Staff present:

Michael Minkler	General Manager
Mark Rincon-Ibarra	District Engineer
Kevin Williams	Senior Civil Engineer
Sam Singh	Senior Engineering Technician
Jared Gravette	Senior Supervisor Construction Inspection
Juan Maya	Civil Engineer*
Haley Airola	Engineering Coordinator
Kelly Gerkenmeyer	External Affairs Manager
Pat Burkhardt	Construction/Maintenance Manger*
Stacey Lollar	Human resources Manager*
Kate Jesus	Human Resources Technician*
Rebecca Hitchcock	Executive Assistance/Clerk to the board*
Jason Knick	Construction Inspector
Jeff Meyer	Director of Administrative Services*
Bana Rousan-Gedese	Water Resource Specialist*
Tiffany Burke	Administrative Technician*
Kylie Muetterties	Accountant I*
Michael Bear	Accountant II*

Others present:

Bertha Underhill	Member of the Public*
Mike Castro	Member of the Public
Denise Landstedt	Landstedt Consulting*
Jennifer Nevius	Landstedt Consulting*
Franscio De La Cruz	Member of the Public*
Matt Ospital	WGA*

**CALL TO ORDER / PLEDGE OF ALLEGIANCE.**

**1. ROLL CALL**

Director Thomas called the Engineering Committee to order at 2:02 p.m. and led the Pledge of Allegiance.

**2. PUBLIC COMMENT**

No Comments from the Public

**3. APPROVAL OF MINUTES**

The April 9, 2024, minutes were approved by a motion from Director Davidson and seconded by Director Thomas, with correction of editing noted.

**4. NEW BUSINESS**

**4a Grant Procurement Update-Landstedt Consulting  
(Mark Rincon-Ibarra, District Engineer)**

**DISCUSSION:** Mark Rincon-Ibarra, District Engineer, introduced Denise Landstedt, Landstedt Consulting, and provided a summary of agreement in place with Landstedt Consulting. Denise presented a slideshow of Grants that the District may qualify for. Any questions from the Committee were answered directly by Denise Landstedt or Mark Rincon-Ibarra.

**PUBLIC COMMENT:** Public Comment was given by Francisco de la Cruz and Mike Castro

**4b Construction Project Lookback  
(Kelly Gerkenmeyer, External Affairs Manager)**

**DISCUSSION:** Kelly Gerkenmeyer, External Affairs Manager, presented a slideshow on the District's past projects. All questions from the Committee were answered directly by Kelly.

**PUBLIC COMMENT:** Public Comment was given by Francisco de la Cruz and Mike Castro

**4c O'Byrne's Ferry Pipeline Extension  
(Kevin Williams, Senior Civil Engineer)**

**DISCUSSION:** Kevin Williams, Senior Civil Engineer, provided an update on the project and requested to present it to the full Board. Motioned by Director Davidson and seconded by President Thomas.

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

**4d Huckleberry Lift Station Update  
(Kevin Williams, Senior Civil Engineer)**

**DISCUSSION:** Kevin Williams, Senior Civil Engineer, provided an update on the recently received RFP's and requested to present to the full Board. Motioned by Director Davidson and Seconded by Present Thomas.

5. **OLD BUSINESS**

5a **Capital Improvement Updates  
(Engineering Department)**

**DISCUSSION:** The engineering department provided updates on all CIP projects. Any questions from the Committee were answered by the department.

**PUBLIC COMMENT:** No Public comment was given

5b **Other Updates  
(Engineering Department)**

**DISCUSSION:** The engineering department provided updates on other projects including developer driven projects. Any questions from the Committee were answered by the department.

**PUBLIC COMMENT:** Public comment was given by Fransico de la Cruz.

6. **GENERAL MANAGER COMMENTS**

None.

7. **DIRECTOR COMMENTS OR FUTURE AGENDA ITEMS**

Director Davidson spoke on the Jenny Lind A-B Transmissions Pipeline Townhall Meeting scheduled for June 4, 2024

8. **NEXT COMMITTEE MEETING**

July 2, 2024

9. **ADJOURNMENT**

There being no further business, the meeting adjourned at approximately 3:18 p.m.

Respectfully submitted,

*Haley Airola*

Haley Airola  
Engineering Coordinator