



**CALAVERAS COUNTY WATER DISTRICT
FINANCE COMMITTEE MEETING**

**MINUTES
May 23, 2024**

The following Committee Members were present:

Cindy Secada	Director
Bertha Underhill	Director

Staff Present:

Michael Minkler*	General Manager
Jeffrey Meyer	Director of Administrative Services
Rebecca Hitchcock*	Clerk to the Board
Kelly Richards	Business Services Manager
Kylie Muetterties	Accountant I
Michael Bear	Accountant II
Kelly Gerkenmeyer*	External Affairs Manager
Stacey Lollar*	Human Resources Manager
Kate Jesus*	Human Resources Technician
Jared Gravette*	Construction Inspector Supervisor
Pat Burkhardt*	Construction and Maintenance Manager
Haley Airola*	Engineering Coordinator
Kevin Williams*	Senior Civil Engineer
Damon Wyckoff	Director of Operations
John Coleman	Water Resources Manager
Mark Rincon-Ibarra*	District Engineer
Quentin Smith*	Information Systems Tech
Bana Rousan-Gerdese*	Water Resources Specialist

Public Present:

Scott Nelson*
Francisco De La Cruz*
Michael Rogers*
Mike Castro

*Attended Virtually

ORDER OF BUSINESS

CALL TO ORDER / PLEDGE OF ALLEGIANCE

Meeting called to order at 1:01 p.m., the Pledge of Allegiance was led by Director Secada.

1. **PUBLIC COMMENT:** Public Comment was given by Francisco De La Cruz.
2. **APPROVAL OF MINUTES:** Director Secada moved to approve the Minutes for the meeting of April 16, 2024, and Director Underhill seconded. *Michael Bear*

3. **NEW BUSINESS**

- 3a Report on the Monthly Financial Reports for April 2024
(Jeffrey Meyer, Director of Administrative Services)

DISCUSSION: Mr. Meyer presented the Monthly Financial Reports and responded to questions from the committee.

PUBLIC COMMENT: No public comment was heard.

- 3b Discussion/Direction Regarding the Annual Standby Assessments – Indian Rock Vineyards, West Point, Ebbetts Pass, Jenny Lind, Copper Cove and Saddle Creek Service Areas
(Jeffrey Meyer, Director of Administrative Services)

DISCUSSION: Director Secada motioned, and Director Underhill seconded the motion to present the standby assessments to the full Board.

PUBLIC COMMENT: Public Comment was given by Francisco De La Cruz.

- 3c Discussion/Direction Regarding the Fiscal Year 2024-25 Draft Operating Budget
(Jeffrey Meyer, Director of Administrative Services)

DISCUSSION: Mr. Meyer presented a draft of the FY 2024-25 Operating Budget. Director Secada commented on the revised fund structure. Director Underhill commented on the Hydroelectric fund.

PUBLIC COMMENT: Public Comment was given by Michael Rogers, Francisco De La Cruz and Mike Castro.

4. **DIRECTOR OF ADMINISTRATIVE SERVICES COMMENTS:**

Mr. Meyer thanked everyone who worked on the budget.

5. **GENERAL MANAGER COMMENTS**

Mr. Minkler thanked everyone who worked on the budget.

6. **DIRECTOR COMMENTS AND FUTURE AGENDA ITEMS**

Director Secada thanked everyone who worked on the budget.

Director Underhill thanked everyone who worked on the budget.

7. **NEXT COMMITTEE MEETING**

Tuesday September 17, 2024, at 1:00 p.m.

8. **ADJOURNMENT**

With no further business, the meeting was adjourned at 4:11 p.m.

Respectfully Submitted,

Michael Bear

Michael Bear
Accountant II