

**MINUTES**  
**CALAVERAS COUNTY WATER DISTRICT**  
**SPECIAL BOARD MEETING**

**MARCH 4, 2026**

Directors Present:

Jack Garamendi	President, District 2
Jeff Robertson	Director, District 3
Russ Thomas	Director, District 4
Jeff Davidson	Director, District 5

Directors Absent:

Scott Ratterman	Vice-President, District 1
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Staff Present:

Michael Minkler	General Manager
Becky Smith	Special 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
Chase King	Civil Engineer
Pat Burkhardt	Construction & Maintenance Manager*
Dylan Smith	Information Systems Administrator*
Juan Maya	Associate Engineer*
Kylie Muetterties	Accountant*
Andrew Renshaw	Water Resources Manager*
Bana Rousan-Gedese	Water Resources Technician*
Sam Singh	Engineering Technician*
Tiffany Burke	Operations Administrative Technician*
Haley Airola	Engineering Coordinator*
Josh Fernandez	Information Systems Technician*
Julie Johnson	Accounting Technician*
Jason Knick	Inspector*
Jared Gravette	Inspector*
Mike DuBurg	Distribution*

Others Present:

Mark Holcombe	Evergreen Solutions
Jeff Bailey	IEDA
Kip Hudson	Hudson & Company, Inc.*
Kamiko Tsuchida	Eide Bailly*
Kyle Bartle	Eide Bailly*
Vivian Thompson	PG&E*
Francisco de la Cruz	Member of the Public*

Approximately 20 SEIU staff members present

\*Attended virtually

## ORDER OF BUSINESS

### CALL TO ORDER / PLEDGE OF ALLEGIANCE

#### 1. ROLL CALL

President Garamendi called the Special Board Meeting to order at 1:00 p.m. and led the Pledge of Allegiance. Director Ratterman was absent.

#### 2. PUBLIC COMMENT

Francisco de la Cruz provided public comment.

#### 3. CONSENT AGENDA

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

- 3a Approval of the Minutes for the Board Meeting of February 11, 2026  
(Rebecca Hitchcock, Clerk to the Board)
- 3b Report on the Monthly Investment Transactions for January 2026
- 3c Authorization for the General Manager to Execute an Agreement to Purchase Additional Property from Sierra Pacific Land & Timber Company (portion of APN: 025-004-037/040) as Part of the Sawmill Water Storage Tank Project (CIP #11083S)  
(Chase King, Civil Engineer) **RES 2026-15**
- 3d Authorized Signers on Banking and Investment Accounts  
(Stacey Lollar, Human Resources Manager)
- Columbia Bank **RES 2026-16**
  - Local Agency Investment Fund **RES 2026-17**
  - Chandler Asset Management **RES 2026-18**
  - Global Payments **RES 2026-19**
- 3e Approval of Contract Extension – Consultant Services Agreement with Devine Consulting, LLC (Michael Minkler, General Manager) **RES 2026-20**
- 3f Approve Pacific Gas & Electric Easements to Install and Maintain Underground Power Equipment at District Facilities in Ebbetts Pass  
(Damon Wyckoff, Director of Operations)
- Hunters WTP APN 030-014-024 and 030-010-052 **RES 2026-21**
  - Avery Lift Station site (APN 030-019-038) **RES 2026-22**

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

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

**4. OLD BUSINESS**

4a [Discussion/Action regarding Approval of Second Amendment to Memorandum of Understanding with Calaveras Unified School District – Jenny Lind Elementary School Forcemain Project](#)

(Kevin Williams, District Engineer)

**RES 2026-23**

**MOTION: Director Davidson/Thomas Moved to Approve Resolution No. 2026-23– Approving the Amended MOU with CCWD and CUSD for the Jenny Lind Elementary School Forcemain Project**

**DISCUSSION:** Kevin Williams presented the second amendment to the Memorandum of Understanding with Calaveras Unified School District for the Jenny Lind Elementary School Force Main Project, detailing CCWD's construction oversight role and reimbursement structure. The project is fully grant-funded through the State Water Resource Control Board's Clean Water State Revolving Fund, with Calaveras Unified School District as the project sponsor. The District's responsibilities include technical review, inspections, coordination, integration, and participation in project startup and final acceptance. All District costs will be reimbursed by CUSD through grant funding, ensuring no impact on ratepayers.

**PUBLIC COMMENT:** Francisco de la Cruz provided public comment.

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

**5. NEW BUSINESS**

5a [Presentation Regarding Total Compensation Report by Evergreen Solutions, LLC.](#)  
(Stacey Lollar, Human Resources Manager)

**DISCUSSION:** Mark Holcombe from Evergreen Solutions presented the results of the CCWD Compensation and Benefits Study, discussing methodology, internal and external equity, market comparisons, recommendations, and addressing board and public questions regarding recruitment, retention, and cost of living adjustments. CCWD's published pay ranges were found to lag the market average by approximately 5-6%, though benefits offerings were competitive or slightly above market in core areas such as healthcare, retirement, and paid time off. Some supplemental benefits, like tuition reimbursement, lagged the market. Evergreen recommended adopting updated, market-competitive pay ranges, reassigning job classifications based on internal and market equity, and conducting regular compensation reviews every three to five years.

**PUBLIC COMMENT:** Francisco de la Cruz provided public comment.

This item was for information only; no action was taken.

**RECESS** was called at 1:37 p.m. **SESSION RESUMED** at 1:42 p.m.

5b [Presentation of the Audited Financial Statements for the Fiscal Year Ending June 30, 2025, by Hudson and Company, Inc.](#)  
(Hudson & Company, Inc., Consultant)

**MOTION:** Director Robertson/Thomas Moved by Minute Entry to Accept and File the Audited Financial Statements for the FY Ending June 30, 2025, by Hudson and Company, Inc.

**DISCUSSION:** Kip Hudson, the audit partner, presented the annual audited financial statements, reporting a clean opinion, discussing key financial changes, internal controls, and responding to board and public questions regarding reserves, expense allocation, and asset accounting. He responded to questions from the Board.

**PUBLIC COMMENT:** Francisco de la Cruz provided public comment.

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

## 6. **REPORTS**

6a [External Affairs / Customer Service Update](#)  
(Kelly Gerkenmeyer, External Affairs Manager)

**DISCUSSION:** Mr. Gerkenmeyer presented updates on CCWD's community outreach, including educational events, scholarship programs, website resources, and efforts to communicate rate structures and unique operational challenges to the public.

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

6b [General Manager's Report](#)  
(Michael Minkler)

Mr. Minkler provided updates on several items, including:

1. the February winter storm
2. watermain breaks during the winter storm
3. the Valley Springs Customer meet and greet hosted by Roxanne Freitas-Souza
4. the two upcoming Engineering Committee meetings
5. the Highway 4 Corridor meeting
6. the Urban Water Management Plan update

## 7 **BOARD REPORTS / INFORMATION / FUTURE AGENDA ITEMS**

Director Robertson had nothing to report.

Director Thomas had nothing to report.

Director Davidson had nothing to report.

Director Garamendi had nothing to report.

## 8. **NEXT BOARD MEETINGS**

- Wednesday, March 11, 2026, 1:00 p.m., Regular Board Meeting-**Cancelled**
- Wednesday, March 25, 2026, 1:00 p.m., Regular Board Meeting

**9. CLOSED SESSION**

The meeting adjourned into the Closed Session at 2:56 p.m.

- 9a 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
- 9b Conference with Legal Counsel – Anticipated Litigation. Significant exposure to litigation pursuant to subdivision (d)(2) of Government Code section 54956.9 – two potential cases
- 9c Public Employee Performance Evaluation-Government Code §54957 General Manager

Closed Session Participants:

Board Members: Russ Thomas, Jeff Robertson, Jeff Davidson, and Jack Garamendi  
Staff: Michael Minkler, Stacey Lollar, Andrew Renshaw  
Special Counsel: Becky Smith  
Consultants: Mark Holcombe, Evergreen Solutions, Jeff Bailey, IEDA

**10. REPORTABLE ACTION FROM CLOSED SESSION**


The Board reconvened the Open Session at 5:10 p.m. There was no reportable action.

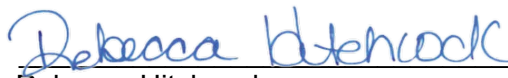
**11. ADJOURNMENT**

With no further business, the meeting adjourned at 5:10 p.m.

By:

ATTEST:

  
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Michael Minkler  
General Manager

  
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Rebecca Hitchcock  
Clerk to the Board