

**MINUTES FOR THE OCTOBER 22, 2019
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

The Board of Directors of the South San Joaquin Irrigation District met in regular session in the District Boardroom at 9:00 a.m. Director Kamper called the meeting to order and led the flag salute. Upon roll-call the following members were noted present:

DIRECTORS: KAMPER HOLBROOK HOLMES ROOS WESTSTEYN
ABSENT: NONE

Also present were General Manager, Peter M. Rietkerk; General Counsel, Mia Brown; Engineering Department Manager, Forrest Killingsworth; and Clerk of the Board, Danielle Barney.

Public Comment

Ms. Diane Quaresma, a third generation Ripon farmer, addressed the Board and thanked the District for their service of providing water to the local communities. Ms. Quaresma further explained that she is before the Board, on a voluntary basis, to support and introduce Ms. Marla Sousa Livengood, Congressional candidate for the 10th Congressional District. Ms. Livengood introduced herself, stated her political position, and expressed her intent to be a representative for our local agricultural and water issues at the federal level. She thanked the Board for their time and added that she would be honored to have the support of SSJID in her run for Congress.

CONSENT CALENDAR

- A. Approval of Warrants in the amount of \$300,110.35; Accounts Payable Wires in the amount of \$543,899.14; and payroll dated October 11, 2019 in the amount of \$232,538.04.
- B. Approval of the regular Board Meeting Minutes of October 8, 2019.

Director Holbrook noted an amendment to be made to page 6, Item 4 of the regular Board Meeting Minutes of October 8, 2019. The following revision shall occur to agenda item 4:

- Discussion and Possible Action Regarding the Selection for Auditor. *Corrected from reading "Discussion and Possible Action the Selection for Auditor."*

Director Holbrook noted an amendment to be made to page 5, General Manager Report, Bullet 5:

- Mr. Rietkerk reiterated on an employee off-duty accident and added that he saw the employee's father who expressed his thanks to the District for their support. *Corrected from reading "...off-duty accident accident..."*

MOTION: A motion was made by Director Holmes and seconded by Director Weststeyn to approve the Consent Calendar as amended.

The motion passed 5 to 0 by the following vote:

AYES: KAMPER HOLBROOK HOLMES ROOS WESTSTEYN
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

**MINUTES FOR THE OCTOBER 22, 2019
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

COMMUNICATIONS

Director Holbrook reported that he volunteered at the SSJID sponsored Community Breakfast, at the Manteca Senior Center, on October 19.

Director Holbrook reported that he attended the Smartsheet Engage 2019 Conference Debriefing on October 16. He found the meeting extremely informative on the versatility and capabilities of Smartsheet. He expressed opinion of District employees to continue to learn and utilize the features of the software program.

Director Holbrook stated that he received four (4) regular game vouchers from Laser Quest in Modesto, which offers classic games of hide-and-seek, and tag with a “high tech” twist, as well as team-building workshops. He suggested the experience could be a great opportunity for the SSJID Workforce and Culture Committee and passed the vouchers to Mr. Forrest Killingsworth, SSJID Engineering Department Manager for use by the District in an employee drawing or award.

Director Weststeyn reported that he volunteered at the Community Breakfast, at the Manteca Senior Center, on October 19. He stated that the event was well attended.

Director Weststeyn stated that he has received several comments from customers expressing their appreciation to the District for extending the water season an additional week. The farmers were grateful for the opportunity to irrigate one last time before the season ended.

Director Holmes thanked the Water Irrigation Operations team for a successful year. He stated he has heard multiple comments, from growers, in appreciation of the quality service provided by the District.

Director Holmes reported that he attended the Eastern San Joaquin Groundwater Authority (ESJGWA) Board meeting on October 17.

Director Roos expressed apologies for being unable to volunteer at the Community Breakfast, due to a recent surgical procedure.

Director Roos commented on a recent article, titled “Preventative Maintenance for Standby Emergency Generators,” which he read in the ACWA JPIA Perspective Newsletter, September/October 2019 edition. He stated it was very informative and a recommended read for the SSJID shop crew.

Director Kamper thanked the Board for their support and coverage of his absence due to his recent harvest season. He also announced the birth of his new grandson.

Justin Ashworth, Water Treatment Plant (WTP) Operations Supervisor:

- Mr. Ashworth participated in a Mud Run team building exercise, on October 19, with SSJID co-workers.
- Mr. Charles Galea, WTP Chief Plant Operator, is attending the 2019 American Water Works Association Annual Fall Conference in San Diego. Carollo Engineers, Inc. is a speaker at the conference and will be presenting SSJID’s pretreatment case study, which the engineering firm evaluated earlier this year.

**MINUTES FOR THE OCTOBER 22, 2019
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

- The triennial switchgear maintenance for the backup generator, and associated equipment, was completed. The process found all equipment in great condition.
- Two (2) variable frequency drives (VFDs), at the WTP, were retrofitted on the week ending October 18. Staff is currently working with Siemens to retrofit three (3) more VFDs at the M2 site.
- Staff is seeking contractors to provide maintenance service and as-built plan layouts to assist in locating broken modules, and the planning and implementation of panel upgrades with new technology at the solar farm.

Bere Lindley, Assistant General Manager:

- Mr. Lindley has been working on the 2020 labor budget, including a revised method making the process more scalable.
- Mr. Lindley and Ms. Sarah Bloom, Management Accountant, have submitted budget summary reports to Mr. Peter Rietkerk, SSJID General Manager. Mr. Rietkerk will review the summary reports in advance of the scheduled SSJID 2-day budget workshop.
- The 2-day SSJID 2020 Budget Workshop will be held on October 24-25, 2019 and includes all employees who have budgeting responsibility. During the workshop, Mr. Rietkerk will examine all budgets with any inquiries and issues addressed prior to finalization.
- Ms. Bloom has been assisting Mr. Lindley with assembling the District's 5-Year Plan and Capital Budget; designing and assembling the budget summary reports for submittal to Mr. Rietkerk; and, designing and assembling the department budget reports for the 2020 Budget Workshop. The final SSJID 2020 budget will be presented, to the Board, for approval.
- Mr. Lindley held a debriefing meeting, on October 16, with the SSJID employees who attended the Smartsheet Engage 2019 Conference in Seattle. The debriefing initiated vast discussion on ways to capitalize on what was learned, and potential value in the future of SSJID. Smartsheet is a program software offering real-time process management and workflows, and project management. Non-conference goers were also invited to attend the debriefing.
- Mr. Lindley has been collaborating on an electronic document management project, which was originally initiated by Ms. Julie Minton, SSJID Accounting Technician. The project will entail utilizing Laserfiche, and identifying: 1) Electronic files to archive versus purge; 2) Folder structure; and, 3) Capabilities of Laserfiche. The project team includes Ms. Minton; Ms. Dawn Driesen, SSJID Administrative Secretary; and, Mr. Michael O'Leary, SSJID IT Systems Administrator.

Frank Avila, Irrigation Operations Manager:

Water Department

- Woodward elevation is at 200.60. Flows are fluctuating from 250 to 350 cfs.
- On October 22, OID will start the ram pump, for the last time this season, to top off the water tank.
- OID will have water on the JSC through midnight of October 21. Crews will have the canal locked down and drained on November 2, in preparation to begin maintenance work on November 4.
- The first project on the JSC this year will be the contracted slope stabilization work to make the area safer for our crews.
- The MDC deliveries are scheduled to stop on October 24 at 5:00 pm. Winter maintenance work will begin on October 28.

**MINUTES FOR THE OCTOBER 22, 2019
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

Maintenance Department

- The Maintenance Department has completed the sidewalk and installed safety columns around the locker room building. The locker banks have been installed inside the building structure.
- Future activity, before the locker room building can be utilized, includes the addition of handicapped parking spaces, and the final building inspection by San Joaquin County.
- The Maintenance Department completed black top patching in the parking lots. The in-house work of this project saved the District over \$6,500 in contractor fees.
- The Maintenance Department has been busy with prep work for winter projects.
- On October 28, pressure washing of the T-ditch will begin in preparation of shotcrete work on a 4,000 foot stretch of ditch from Jack Tone Road.

Shop Department

- Shop crews are staying busy with fleet maintenance and fabrication tasks.
- Three (3) new pickup trucks have been added to the District fleet. The vehicles have been assigned to the WTP, the Control Room, and Division 3.
- Shop crews have performed maintenance on all heavy equipment to ensure peak operational performance this upcoming construction season.

MDC/Telemetry Department

- Operators have a close down plan for October 24 at 5:00 p.m.
- Technicians have been working on the actuators at Drop #2 and Drop #4.
- Operators will be stationed at the Control Room during this maintenance season. The team will be working on the installation of slip and gate meters during the winter season.

Forrest Killingsworth, Engineering Department Manager:

Beardsley Afterbay Project

- The contractor has made great progress in the past two weeks with construction nearly 3 weeks ahead of schedule.
- All sheet piles were driven over the past weekend without incident.
- The California Department of Water Resources – Division of Safety of Dams (DSOD) completed the preliminary investigation of the subsurface crib structure with favorable findings. The 12x16 redwood stringers and beams were found to be in very good condition and will not likely need replacement during Phase 2 of construction.
- During construction of the access bench along the downstream edge of the dam, a portion of the downstream face was exposed revealing significant deterioration of some of the wood panels. Staff is coordinating an effort with the contractor to expose up to 8' of the downstream face to further evaluate the extent of deterioration, and to establish whether repair is needed.
- The contractor's portion of construction is anticipated to be complete by next week.

JSC Rock Slope Maintenance Project

- A project planning meeting was held on October 15. The contractor is preparing to start work in the JSC on November 4.
- Mr. Avila and Mr. Shawn Ussery, SSJID Facility Inspector, took the project foreman on a site visit for preliminary inspection on October 16. The foreman felt confident with the project and thought that most of the work would be completed by utilizing climbing ropes and harnesses.
- An in-field pre-construction meeting will be held the week of October 28.

**MINUTES FOR THE OCTOBER 22, 2019
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

Rossier Basin

- SSJID crews have completed the District's portion of the basin work. San Joaquin County has scheduled the perimeter fence to be installed, at the basin site, the week ending October 25.
- The project will be officially complete once the fence is constructed.

Delicato Qk-Qn

- A pre-construction meeting was held on October 21, with Delicato and Brock Construction, for the installation of the Qk-Qn connection pipeline.
- Delicato is contractually obligated to begin construction by November 1 and reach substantial completion by December 31.
- Delicato appears to be fully engaged in this project and anticipates beginning work as soon as water is out of the system.

Director Holbrook inquired if the District has utilized the newly acquired drone to view projects. Mr. Killingsworth responded that Mr. Chad Parsons, SSJID Associate Civil Engineer and the District's licensed drone pilot, used the drone to view the JSC during a site visit the week of October 14. Mr. Avila, who accompanied Mr. Parsons, added that the drone identified loose rock at the top of the upper canyon wall, that the recorded imaging could be used to identify future rock movement, and that Mr. Parsons did a good job piloting the craft. Mr. Killingsworth stated that the District would benefit to have a second employee certified as a licensed drone pilot.

Brandon Nakagawa, Water Resources Coordinator:

- Mr. Nakagawa attended the ESJGWA Advisory Committee and Board of Directors meetings on October 17. Items discussed included:
 - The ESJGWA will be applying for a \$500K State Grant from Proposition 68 to help offset costs for Groundwater Sustainability Plan (GSP) implementation and to address data gaps.
 - The GSP consultant presented, to the ESJGWA Board, a matrix of responses developed to address the 19 comment letters received on the GSP during the 45-day Public Comment Period. A substantive comment proposed was the addition of language that would commit the ESJGWA to look at demand-side measures, including groundwater pumping curtailment, if projects to recharge the groundwater basin were unsuccessful. The language was debated, and a compromise reached, to keep the language in with some modification.
 - The Ad Hoc Committee's recommendation on a methodology and formula for allocating implementation costs, to the sixteen (16) Groundwater Sustainability Agency (GSA) members of the ESJGWA, was presented to the Board. The allocation method included a formula based on population, acreage, groundwater usage, and even split. Significant discussion took place with a commitment to revisit the annual budget and allocation formula in future Ad Hoc meetings.
- The adoption of the GSP remains on track with the South San Joaquin Groundwater Sustainability Agency (SSJGSA), scheduled to adopt the GSP on November 20, well ahead of the January 31, 2020 statutory deadline. Staff will be presenting the GSP to the city councils of Ripon and Escalon and the SSJID Board prior to the SSJGSA Board meeting on November 20.
- Mr. Nakagawa volunteered at the Manteca Community Breakfast on October 19. He expressed gratitude for the opportunity to serve and represent SSJID.

**MINUTES FOR THE OCTOBER 22, 2019
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

Peter Rietkerk, General Manager:

- Mr. Rietkerk participated in the Manteca Community Breakfast on October 19. He stated that the District was well represented at the event and thanked the SSJID volunteers: Director and Mrs. Holbrook; Director and Mrs. Weststeyn; Mr. & Mrs. Lindley; Ms. Mia Brown, SSJID General Counsel; Mr. Avila, Mr. Nakagawa, and Mr. & Ms. Robin Giuntoli, SSJID Accounting and Customer Service Manager and her husband Phillip. He gave special thanks to Ms. Giuntoli and Ms. Barney for their coordination efforts of the breakfast. Ms. Lori Jimenez, SSJID Accounting Technician, attended the breakfast with her family and was instrumental in working with the Giuntoli family in putting together the handcrafted centerpieces at each table. At the event, Mr. Rietkerk had an opportunity to discuss SSJID's retail electric project, which produced good follow-up questions from the audience and an overall positive interest in when the project might come to fruition. Mr. Holbrook commended Mr. Rietkerk on an excellent presentation.
- Fall attraction flows have started in the Stanislaus River. Included as an attachment in the General Manager Report for this board meeting was the report from the Stanislaus Operations Group, dated September 27, 2019, on recommended Fall operations.
- On October 10, San Joaquin County Local Agency Formation Commission approved SSJID's Municipal Service Review/Sphere of Influence Amendment for irrigation services, for a few specified areas within SSJID's sphere, to allow annexations to occur sooner than specified in the original 2014 MSR. This approval will allow presently outstanding annexation applications to move forward.
- State Water Resources Control Board approved the Central Valley Salt and Nitrate Control Program (CV-SALTS) on October 16. The plan includes a 35-year timeline for dischargers to comply with salt and nitrate limits, and participate in regional studies or remediation for nitrate contamination in local drinking water supplies. The Eastern San Joaquin Subbasin is listed as a Priority 2 subbasin for salinity and nitrate impairment.
- October NOAA predictions suggest below normal precipitation and above average temperatures projected for the three-month period from November 2019 through January 2020.
- On October 15, Governor Newsom spoke at a conference in San Francisco and welcomed bids to purchase assets from PG&E.
- On October 18, Valley Clean Energy, a Consumer Choice Aggregation agency, submitted a \$300M offer to PG&E to purchase and operate local retail electric assets in Yolo County, citing Governor Newsom's recent comments welcoming more competition and citing the need for additional public safety and rate reliability for local residents in Yolo County. Included as an attachment in this meeting's General Manager Report was the press release "Valley Clean Energy Board Answers Governor's Call, Authorizes Offer to Purchase PG&E Assets."
- Mr. Rietkerk circulated, to the Board for viewing, thank you cards and notes received from community organizations thanking the District for sponsorship donations of events, and from family of an SSJID employee in thanks of the District's support during a time of bereavement.
- Mr. Rietkerk acknowledged Mr. Avila; Mr. Lloyd Wayman, SSJID Telemetry Systems Supervisor; and, Mr. Joe Hasten, SSJID Irrigation Systems Supervisor, on their management and supervision of the Irrigation Department this water season. He commended the men for the quality training of their staff resulting in skilled crews and a high level of service for the growers.

**MINUTES FOR THE OCTOBER 22, 2019
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

ACTION CALENDAR

Item #2 – Consider Approval of Addendum to the Canyon Tunnel Services Agreement with Condor Earth to Provide an Additional Core Hole

Mr. Killingsworth addressed the Board and provided a brief background of the Canyon Tunnel project including the objective, scope of work, and progress-to-date. Subsurface investigation, conducted by Condor Earth, has identified issues involving the underground layers of greenstone and Mehrten, which could have a significant impact on a preferred alignment of the tunnel. The design team has determined it would be beneficial to explore an alternative alignment that would avoid this section of geology. District staff and Condor Earth believe that additional drilling will help calibrate and supplement the additional geophysics work performed, help establish the total length of the alternative alignment, and confirm the accuracy to avoid this section of greenstone. Fiscal impact of the addendum total is \$73,942.

MOTION: A motion was made by Director Holmes and seconded by Director Holbrook to approve an addendum to the existing Canyon Tunnel Professional Services Agreement with Condor Earth for an additional drill hole related to the 30% design project.

The motion passed 5 to 0 by the following vote:

AYES:	KAMPER HOLBROOK HOLMES ROOS WESTSTEYN
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	NONE

Item #3 – Consider Approval of Amendment to Service Abandonment Agreement for Sylvester Vander Tuig, APN 229-250-29

Mr. Killingsworth addressed the Board and provided a background of the property, the landowner's intent of irrigation, and specific conditions recommended by staff, as outlined in the attachment for Item #3 of the agenda packet. The specific conditions address requirements for flood irrigation, sprinkler or drip irrigation, and the one-year provision. Staff recommended approval of the amendment to the Irrigation Service Abandonment Agreement for Sylvester Vander Tuig, APN 229-250-29.

MOTION: A motion was made by Director Holmes and seconded by Director Weststeyn to approve the "Agreement to Amend Irrigation Service Abandonment Agreement" for APN 229-250-29, subject to the specific conditions stated and a revision to the standard agreement that further reflects those conditions.

The motion passed 5 to 0 by the following vote:

AYES:	KAMPER HOLBROOK HOLMES ROOS WESTSTEYN
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	NONE

**MINUTES FOR THE OCTOBER 22, 2019
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

Item #4 – Consider Approval of Amendment to Service Abandonment Agreement for Bernadette De Castro, APN 249-180-07

Mr. Killingsworth addressed the Board and provided a background of the property, explained the landowner’s intent to sell the property and amend the existing service abandonment agreement so the property will be eligible to receive District water, and described the specific conditions recommended by staff, as outlined in the Staff Report for Item #4 of the agenda packet. The specific conditions address requirements for flood, sprinkler or drip irrigation. Staff recommended approval of the amendment to the Irrigation Service Abandonment Agreement for Bernadette DeCastro, APN 249-180-07.

MOTION: A motion was made by Director Holbrook and seconded by Director Holmes to approve the “Agreement to Amend Irrigation Service Abandonment Agreement” for APN 249-180-07, subject to the specific conditions stated and a revision to the standard agreement that further reflects those conditions.

The motion passed 5 to 0 by the following vote:

AYES:	KAMPER HOLBROOK HOLMES ROOS WESTSTEYN
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	NONE

Item #5 – Discussion and Possible Action Regarding a Letter of Support for the Eastern San Joaquin Groundwater Authority Award of Grant Funds

Mr. Nakagawa addressed the Board requesting authorization to write a letter, to the California Department of Water Resources, in support of the ESJGWA grant application for the Proposition 68 Sustainable Groundwater Management Grant Program. He explained that this \$500K grant opportunity could fund GSP implementation and administration activities, possibly reducing the overall financial burden placed on local GSAs, and that support letters are a requirement of the application process. He added that the SSJGSA Board approved the staff recommendation to submit the grant application to purchase well monitoring equipment to fill data gaps, and develop a more detailed financial plan for implementation of the GSP.

MOTION: A motion was made by Director Holbrook and seconded by Director Weststeyn to approve the letter of support for the ESJGWA Prop 68 Sustainable Groundwater Management grant application, and authorize the President of the Board to sign the letter.

The motion passed 5 to 0 by the following vote:

AYES:	KAMPER HOLBROOK HOLMES ROOS WESTSTEYN
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	NONE

**MINUTES FOR THE OCTOBER 22, 2019
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

Item #6 – Discussion and Possible Action Regarding Entering into Engagement Letter with Day, Carter & Murphy, LLP

Ms. Mia Brown addressed the Board regarding authorization to enter into an agreement with Day, Carter & Murphy, LLP, to represent SSJID and assist with participation in relevant proceedings before the California Public Utilities Commission (CPUC), including issues associated with PG&E’s proposed plan for resolving its Chapter 11 bankruptcy. Ms. Brown added that the firm has had past experience working with SSJID, and the Tri-Dam Project. Staff is recommending approval to agree and accept the engagement letter presented by Day, Carter & Murphy, LLP.

MOTION: A motion was made by Director Holbrook and seconded by Director Roos to approve the engagement letter with Day, Carter & Murphy, LLP., dated October 17, 2019, and authorize the General Manager to sign the letter.

The motion passed 5 to 0 by the following vote:

AYES:	KAMPER HOLBROOK HOLMES ROOS WESTSTEYN
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	NONE

Item #7 – Discussion and Possible Action to Approve the Renewal of District Health Benefits for 2020

Mr. Don Thornburg, SSJID Human Resources Analyst, addressed the Board regarding the annual health plan renewals for District employees. He provided background of the Association of California Water Agencies (ACWA)/Joint Powers Insurance Authority (JPIA) plans for the District’s current medical, vision, and Employee Assistance Program (EAP) plans; the current self-funded dental plan; and, the life, accidental death and dismemberment, and long-term disability plans offered through Lincoln National Life Insurance. Mr. Thornburg gave a summary of the rates and and/or rate changes to the Anthem HMO, Kaiser HMO and Kaiser CDHP plans. Renewal of the current plans will result in an increase of 3.98% based on the District’s current enrollment matrix. Member premium contribution changes will range from ~\$7.19 to \$18.72 per month. Plan cost comparison for 2019/2020, and employee monthly premium contribution comparison for 2019/2020 are outlined as attachments in Item #7 of today’s agenda packet.

MOTION: A motion was made by Director Holmes and seconded by Director Weststeyn to renew SSJID’s current Medical, Vision, and EAP plans through ACWA/JPIA; the current self-funded Dental plan; and the Life, Accidental Death and Dismemberment (AD&D), and Long Term Disability plans offered through the Lincoln National Life Insurance Company.

The motion passed 5 to 0 by the following vote:

AYES:	KAMPER HOLBROOK HOLMES ROOS WESTSTEYN
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	NONE

**MINUTES FOR THE OCTOBER 22, 2019
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

Item #8 – Consider Approval of the Water Treatment Plan Chemical Supply Agreement for 2020-2022

Mr. Ashworth addressed the Board and stated that the bid for chemical supply contractors is a routine procedure that occurs every three (3) years. The current chemical supply agreement(s) will expire at the end of 2019. In order for the WTP to continue to operate and acquire the most competitive prices available, Requests for Quotes were sent to chemical vendors for the next 3-year term. Quotes were received from seven (7) chemical vendors: Cal Chem; Hill Brothers; Lhoist North America; Northstar Chemical; Olin Chlor Alkali Products; Barnes Welding Supply; and, Univar USA, Inc. Sufficient funds are allocated in the WTP chemicals account for the calendar year 2020 budget. Staff recommended the Board approval to accept the quotes submitted for the WTP supply of water treatment chemicals for 2020-2022; and authorize staff to enter into a Chemical Supply Agreement with the awarded vendors.

MOTION: A motion was made by Director Holbrook and seconded by Director Weststeyn to accept the quotes submitted for the WTP supply of water treatment chemicals for 2020-2022; and authorize staff to enter into a Chemical Supply Agreement with the awarded vendors.

The motion passed 5 to 0 by the following vote:

AYES:	KAMPER HOLBROOK HOLMES ROOS WESTSTEYN
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	NONE

Item #9 – Financial Statement for September 2019

Mr. Lindley gave an oral presentation of a quarterly financial review through September 2019. Topics discussed in detail included the Balance Sheet, Year-to-Date Income Statements; labor costs; the FY 2020 Budget Caps; and, Cash Flow. The Financial Statements for September 2019 were included in the agenda packet, Item #9.

Item #10 – Investment Report for September 2019

Mr. Lindley gave an oral presentation of the investment report through September 2019. Topics discussed in detail included the District’s Checking Account; Money Market Account; Investment Yield Distributions; Investment Securities; and, Yield Curves. The Investment Report for September 2019 was included in the agenda packet, Item #10.

Item #11 – Discussion and Consideration of Approval to Authorize General Manager to Sign One-Time Agreement for the Positive Location of Underground Utilities from Caltrans

Ms. Brown addressed the Board regarding the request of Caltrans to conduct work within District boundaries. Per the standard agreement presented by Caltrans, Provision 5 could require the “owner” (SSJID) to perform the work to identify the positive location(s) of underground utilities, a practice known as “potholing.” Ms. Brown has provided a redline version of the Caltrans agreement, with revisions to Provision 5, and Provision 8 regarding the time schedule of work to be performed. The redline version has been submitted to Caltrans for approval.

**MINUTES FOR THE OCTOBER 22, 2019
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

MOTION: A motion was made by Director Holmes and seconded by Director Holbrook to approve the Caltrans One-Time Agreement for the Positive Location of Underground Utilities, as amended, and authorize the General Manager to sign once approved by Caltrans.

The motion passed 5 to 0 by the following vote:

AYES:	KAMPER HOLBROOK HOLMES ROOS WESTSTEYN
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	NONE

Item #12 – Discussion and Possible Action to Cancel the SSJID Board Meeting on November 26, 2019 due to the Thanksgiving Holiday; Cancel the SSJID Board Meeting on December 24, 2019 due to the Christmas Holiday; and, reschedule the SSJID Board Meetings on November 12, 2019 and December 10, 2019

Mr. Rietkerk addressed the Board and provided explanation regarding the past practice of rescheduling of SSJID regular Board meetings in the months of November and December due to the Thanksgiving and Christmas holidays. Typically, the second regular Board meeting on the fourth Tuesday in the months of November and December has been canceled, and the first regular meeting on the second Tuesday of the month has been moved to the third week. Discussion among the Board concluded that the second regular Board meeting on the fourth Tuesday in the months of November and December will be canceled; the first regular Board meeting on the second Tuesday in the months of November and December will be held as scheduled; and, the Board President will schedule a SSJID special Board meeting as needed.

MOTION: A motion was made by Director Holbrook and seconded by Director Holmes to approve the cancellation of the second SSJID regular Board meetings on the fourth Tuesday in November and December; hold the first SSJID regular Board meetings on the second Tuesday in November and December as scheduled; and, authorize the President of the Board to schedule a SSJID special Board meeting as needed.

The motion passed 5 to 0 by the following vote:

AYES:	KAMPER HOLBROOK HOLMES ROOS WESTSTEYN
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	NONE

Item #13 – Consider Annual Year-End Recognition for Staff

Mr. Rietkerk addressed the Board regarding consideration of the end-of-year recognition for SSJID staff's performance and commitment to safety. In years past, the Board, at its sole discretion, has shown appreciation for SSJID staff contributions toward successful and safe performance over the past year by providing paid time off around the holidays. In 2014 to 2018, the Board provided four (4) paid days off, generally observed between Christmas and New Year's Day. SSJID observes Christmas Day and New Year's Day as paid holidays. Discussion among the Board included the designation of the four paid days off, and special circumstances regarding employees on an alternative work schedule.

**MINUTES FOR THE OCTOBER 22, 2019
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

MOTION: A motion was made by Director Holbrook and seconded by Director Holmes to approve the annual year-end recognition for SSJID by providing four (4) paid 8-hour days off during the Christmas and New Year's holiday period.

The motion passed 5 to 0 by the following vote:

AYES: KAMPER HOLBROOK HOLMES ROOS WESTSTEYN
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

MOTION: A motion was made by Director Holmes and seconded by Director Roos to designate that the default schedule for the four (4) paid 8-hour days off is December 26, 27, 30 and 31. Alternatively, employees may take these 32 hours off anytime between December 23 and January 3, inclusive, with supervisor approval. Employees unable to take all 32 hours off between December 23 and January 3 will instead receive 32 hours of floating holiday leave for future utilization. Employees whose alternative work scheduled day-off falls on the designated paid days off may request the day(s) preceding or following the holiday(s) on the same work week, contingent upon supervisor's pre-approved authorization.

The motion passed 5 to 0 by the following vote:

AYES: KAMPER HOLBROOK HOLMES ROOS WESTSTEYN
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

It was announced that all items in closed session would be discussed. The Board took a break at 11:50 a.m. and convened to closed session at 12:00 p.m.

Item #15 – Closed Session

15. a. Conference with Legal Counsel – Anticipated Litigation
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Government Code Section 54956.9
- 2 cases
- b. Conference with Legal Counsel – Anticipated Litigation
Significant exposure to litigation pursuant to paragraph (2) of Subdivision (d) of Section 54956.9
- 2 cases
- c. Conference with Legal Counsel – Existing Litigation
Paragraph (1) of subdivision (d) of Government Code Section 54956.9
- 4 cases

**MINUTES FOR THE OCTOBER 22, 2019
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

*SAN JOAQUIN TRIBUTARIES AUTHORITY, et al., vs. CALIFORNIA
STATE WATER RESOURCES CONTROL BOARD*
County of Tuolumne Superior Court
Case No. CV62094

SSJID vs. PG&E
Appeal from Judgment of Dismissal Pending:
In the Court of Appeal for the State of California, Third Appellate District
Case No. C086319
Superior Court for San Joaquin County
Case No. STK-CV-UED-2016-0006638

PG&E vs. San Joaquin LAFCo; SSJID, Real Party in Interest
In the Court of Appeal for the State of California, Third Appellate District
Case No. C086008
Superior Court for San Joaquin County
Case No. STK-CV-UJR-2015-0001266

SSJID vs. Lakeview Ranch Partners
Superior Court for Stanislaus County
Case No. 2028441

- d. Public Employee Performance Evaluation
Government Code Section 54957(b)(1)
Title: General Manager

The Board reconvened to open session at 1:35 p.m.

Disclosure of reportable actions taken in Closed Session, pursuant to Government Code Section 54957.1:
There were no reportable actions taken in closed-session.

Item #14 – Consider Compensation Adjustment for the General Manager (after closed session)

MOTION: A motion was made by Director Holmes and seconded by Director Roos to approve a salary increase for the General Manager to \$241,000 annually, as of the anniversary date of employment with the District; to extend the employment contract with the General Manager for a term of five (5) years effective 2020; and, to allow the ability to review changes, to said contact, within sixty (60) days.

The motion passed 5 to 0 by the following vote:

AYES:	KAMPER HOLBROOK HOLMES ROOS WESTSTEYN
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	NONE

**MINUTES FOR THE OCTOBER 22, 2019
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

Item #16 – ADJOURNMENT

MOTION: A motion was made by Director Holbrook and seconded by Director Holmes to adjourn the meeting at 1:40 p.m.

ATTEST:

Danielle Barney, Clerk of the Board