

**MINUTES FOR THE OCTOBER 13, 2020
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

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

DIRECTORS: HOLBROOK HOLMES KAMPER 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 – None

CONSENT CALENDAR

- A. Approval of Checks in the amount of \$941,747.37; Accounts Payable Wires in the amount of \$576,988.89; and Payroll dated September 25, 2020, September 30, 2020, and October 9, 2020 in the amount of \$493,531.41
- B. Approval of the Regular Board Meeting Minutes of September 22, 2020
- C. Consider Approval to Accept and File Notice of Completion for Atherton Drive Extension Project
- D. Consider Approval to Accept and File Notice of Completion for Centerpoint Container Yard #1 Project
- E. Consider Approval to Accept and File Notice of Completion for Sundance, Unit #4 Development
- F. Consider Approval to Accept and File Notice of Completion for Valencia Apartments Development
- G. Consider Acceptance of Easements and Approval of Final Map for Griffin Estates

Mr. Forrest Killingsworth, SSJID Engineering Department Manager, stated that the Griffin Estates final map is a preliminary subdivision of property in preparation for subsequent land developments. No physical improvements are conditioned upon the approval of this map. Improvements, including irrigation facility improvements, will become a requirement when the landowners proceed with the permitting and entitlement process through the City of Manteca. He added that there are currently no recorded District easements on the subject property and that staff has required that the District's prescriptive rights be legally recorded and documented on this map.

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

The motion passed 5 to 0 by the following vote:

**MINUTES FOR THE OCTOBER 13, 2020
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

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

COMMUNICATIONS

Director Holmes commented on the end of the SSJID’s 2020 irrigation season and stated that most farmers were pleased with the scheduled cessation of October 15, though he did receive one (1) complaint of ending too soon.

Director Holmes encouraged all to vote in the 2020 United States Presidential election on November 3.

Director Roos reported that he and Director Kamper attended the Tri-Dam Project Advisory meeting on October 5, to review and discuss the Tri-Dam 2021 draft budget. Director Roos commended Tri-Dam staff on an impressive and informative presentation.

Director Roos reported that he and Director Holbrook attended the Canyon Tunnel Core Review meeting on October 5, to review and discuss core sample results. Director Roos stated it was an excellent presentation conducted by a panel of experts.

Director Kamper shared that production at Jack Tone Shelling, Inc. was 50% higher than in 2019. He opined that it was a blessed harvest season.

Director Weststeyn commented on the end of SSJID’s 2020 irrigation season and thanked the Division Managers and crews for their excellent service and jobs well done.

Director Holbrook opined that the 2020 irrigation season was the smoothest in thirty (30) years. He expressed appreciation to the District’s Division Managers who handled issues as they arose in a professional and efficient manner, while remaining on schedule.

Director Holbrook attended the Canyon Tunnel Core Review meeting on October 5. He found the presentation interesting which described varying rock formations and materials, as well as provided a thorough explanation of future activities. Mr. Killingsworth stated that additional discussion included tunnel alignment adjustments, upstream portal alternatives, and a “floating barge trolley” concept to allow for easy access to support general maintenance or emergency responsiveness in the event of a landslide. He added that he is coordinating with a videographer to develop a proposal to document and preserve this important project. He also indicated that a conference call is scheduled with Tri-Dam staff to formally engage them in the planning process to ensure their needs are considered, specifically related to the proposed upstream portal and Goodwin Dam. Tri-Dam staff can also bring critical expertise to the design team to assist with coordination and collaboration with the associated regulatory agencies.

In adherence to the District’s new Board meeting protocols due to COVID-19, the Managers’ Reports were provided in written form to the Board on October 12, 2020, as submitted below:

**MINUTES FOR THE OCTOBER 13, 2020
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

Ed Erisman, Water Treatment Plant (WTP) Manager:

- WTP mechanics swapped out the sleeve valve actuator at the M2 booster station with a spare unit. The sleeve valves at the booster stations control the rate of flow into the storage tanks. Staff had been working with the manufacturer to repair the unit but it has been determined that a replacement actuator is needed. A new unit has been ordered.
- The job walk for the new drying bed project was conducted on October 6. Quite a few contractors attended and there seems to be a good deal of interest.
- The replacement clean-in-place (CIP) tank was installed two weeks ago and is in operation. Though issues with the tank heater occurred preventing immediate usage, the issues have since been resolved. Staff is anticipating positive results from the fully heated water recovery cleans on the fibers.
- WTP operators will be harvesting fibers for a fouling study during the next few weeks. The harvested fibers will be sent to a lab to conduct an autopsy on the types of foulants found, as well as tests to determine if there are any changes to the WTP's cleaning techniques that can be made. Fibers have been sent to Suez in the past but due to the recent increase in fouling, staff is seeking second opinions from two (2) independent labs.
- The new L2 booster station in Lathrop is nearing completion. Deconstruction of the temporary site began in late September and the new permanent site is expected to be completed by the end of October.
- A break-in occurred at the solar farm on September 27. During afternoon hours, thieves cut the fence, gained entry, and stole tools that were in a locked job box, as well as the Programmable Logic Controller (PLC) that controls the tracking of the panels. WTP operators and IT staff have been making daily checks on the solar farm site. Upon review of the security camera footage, it was determined that the thieves left right before the operator came on site for the daily rounds. A police report was filed with the Stanislaus County Sheriff.

The PLC for controlling the tracking system is crucial for keeping the panels oriented towards the sun as the day progresses. Currently, staff has manually positioned the panels to lie flat so they can get as much sun as possible in a stationary position, and a solar professional is working to resolve the issue. Replacement of the PLC is easy and staff has found one for under \$500, however programming of the unit is a more difficult and prolonged process.

Bere Lindley, Assistant General Manager:

CFO Office

2021 Budget

- Mr. Lindley and Ms. Sarah Bloom, SSJID Management Accountant, prepared reports and conducted an analysis of the requested budget for use in the budget workshop; finalized format details of the budget workshop; provided guidance to budgeters on a variety of issues and questions; and prepared the labor budget, which included about 900 budgeted amounts (16 accounts in 5 business lines for each of 12 months).

Water Master Plan (WMP)

- Mr. Lindley and Ms. Bloom reviewed and commented on Jacobs' draft memorandum describing initial screening of capital asset improvement alternatives; and continue to work with the internal team on schedule and process.

**MINUTES FOR THE OCTOBER 13, 2020
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

Solar Farm

- Mr. Lindley and Ms. Bloom have outlined an improved method of accounting for the value of solar farm generation, which will be shared with the accounting group.
- Ms. Bloom continues to work on a financial analysis of the solar farm, innovating a workaround for a shortage of generation and consumption data from Pacific Gas & Electric. A presentation to the Board is forthcoming.

Other

- Mr. Lindley participated in water management discussion organized by Mr. Peter Rietkerk, SSJID General Manager, and also included outside water counsel; participated in an evaluation of the “Powered by Purpose” website development process with Mr. Rietkerk, and Ms. Troylene Sayler, SSJID Public Relations Director; began employee performance evaluations; assisted in resolving inconsistencies in the interpretation of certain provisions of the union labor agreement; is working on a new approach for finance and administration department meetings that considers both the constraints of COVID and the wide variety of business functions in this department; and responded to questions about cash management policy.
- Ms. Bloom is continuing professional education per the California Board of Accountancy requirements (data visualization certificate from the Institute of Management Accountants, key performance indicators, fast close toolkit, and other management accounting topics).

Human Resources

- Mr. Don Thornburg, SSJID Human Resources Analyst, completed the District’s health insurance renewal process; has been advising employees on interpretation of certain labor agreement provisions; and continues to perform routine duties.

Accounting

- Staff has been cleaning up the True-CIP (customer information) data base as there are multiple instances of duplicate customer accounts set up by the customer; is working on the 2020-21 budget; is drafting a customer notification offering sign-up for text message billing alerts and which is anticipated for distribution at the beginning of the 2021 irrigation season; and continues to perform routine duties.

Communications / Public Relations

- Ms. Troylene Sayler, SSJID Public Relations Director, completed and generated the fall irrigation newsletter; reviewed and approved sponsorship requests by Boys & Girls Club and Second Harvest Food Bank; conducted the monthly review of PoweredbySSJID and current website, received Mr. Rietkerk’s website review, and will continue to refine before launch; researched NextDoor as possible new social media site (by request of Director Kamper) and applied to activate a membership--awaiting response; generated a PoweredBySSJID postcard sent to entire community and addressed calls/questions from the public via phone and Facebook; finalized edits to a PoweredBySSJID brochure and facilitated printing and distribution; reviewed and approved social media posts for October; and developed the Public Relations budget request for 2021.
- Ms. Sayler continues to review SSJID’s school education program and make suggestions for 2021; develop a report of past liaison efforts with civic and government organizations and recommend improvements; and is drafting a COVID-19 statement for a SSJID customer service

**MINUTES FOR THE OCTOBER 13, 2020
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

satisfaction survey which will be sent to Marcia Herrmann Design to update, print, and mail to customers in November.

I/T

- Mr. Michael O’Leary, SSJID IT Systems Administrator, obtained a quote from Dell to purchase new computers; updated the District’s SB272 webpage which includes required disclosure of “enterprise” software used; purchased/installed small backup solution for a laptop computer; downloaded SIDE surveillance video for archiving purposes; updated antivirus software; conducted monthly software updates; and began IT Department Business/Strategic Plan as recommended by auditors.
- Mr. O’Leary will collaborate with other departments to finalize the request for proposal process for a new phone system; will begin replacing desktop computers upon receipt of purchase delivery; and continues to perform routine IT tasks.

Safety

- Mr. Walt Luihn, SSJID Environmental Compliance and Safety Officer, generated the electronic tailgate safety meeting information for departments and distributed safety topics; and the weekly update to staff on COVID-19 related news and postings as required per San Joaquin County’s order.
- Mr. Luihn conducted a boom lift operator training for staff at the WTP on September 29, as a requirement for a upcoming project utilizing a motorized boom lift; worked on the 2021 budget for chemical expenses; has been collecting data from the District’s aquatic applications for SSJID’s National Pollutant Discharge Elimination System annual report; has been working on the Federal Energy Regulatory Commission annual report for the Woodward and Frankenheimer power houses, which is due in November each year; and has been keeping staff updated on high heat procedures and the SSJID wildfire smoke protection program.
- Mr. Luihn continues to coordinate SSJID’s Virtual Safety Day with Mr. O’Leary, Ms. Dawn Driesen, SSJID Administrative Secretary, and Ms. Julie Vrieling, SSJID Office Assistant; and participated in a telephone call on October 7, with Safety Day presenter Mr. Gordon Graham, and Mr. Rietkerk to discuss Mr. Graham’s content for his Safety Day presentation.
- Mr. Luihn has planned a mini Safety Day series for the Maintenance Department and Control Room team on confined space safety, trench safety, ladder safety, fall protection safety on the jobsite, and winter driving safety. The mini-series has been scheduled for November 2 – 6, with Mr. Luihn discussing one of the safety topics each morning at 7:00 am.

Frank Avila, Irrigation Operations Manager:

Water Department

- Woodward elevation is at 205.80.
- SSJID COVID-19 protocols are still in place, and Division Managers remain in optimal health. Staff is ready for the change from irrigation to maintenance season.
- Staff is near completion of the scheduled irrigation runs, and has begun prepping for the close of water season. Division Managers were instructed to allow any requests for irrigation delivery, on the week ending October 16, to occur if time allows.
- On October 9, Mr. Avila and Mr. Joe Hastens, SSJID Irrigation Services Supervisor, met with Modesto Irrigation District (MID) staff who were interested in learning about the District’s new float valves. After introductions and some discussion about MID’s new pipe lining machine, Mr. Hasten hosted a tour of some District locations to demonstrate the float valves in operation.

**MINUTES FOR THE OCTOBER 13, 2020
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

Shop Department

- The Shop Department remains busy inspecting the District's heavy equipment, performing maintenance and repairs as needed in preparation for the winter season.
- Mr. James Ferguson, SSJID Shop Manager, is coordinating the schedule and personnel needed to perform the fabrications for the District's winter automation projects.

MDC/Telemetry Department

- Division #9 systems are set to stop delivering water on October 15 at 5 pm.
- The shallow water pump, located at Airport Way and Fig Road, burned out and was deemed unrepairable due to the age of the unit. The new pump was installed on September 29 and is in full operation, without incident.
- Mr. Lloyd Wayman, SSJID Telemetry Systems MDC Supervisor, and his team are busy with planning and preparation for their winter projects.

Maintenance

- The Maintenance Department remains busy assisting with the installation of the gates, repairing pipeline leaks, and dirt work.
- Mr. Tom Johnson, SSJID Maintenance Worker, is covering for Mr. Jonnie Moore, SSJID Field Maintenance Supervisor, during his scheduled vacation leave.
- Mr. Jim Schaad, SSJID Maintenance Worker, retired on October 7, after 35 years with the District. Mr. Avila wishes Mr. Schaad well on his future endeavors.
- Staff is inspecting the District's system and filling in washouts on the drains and laterals.
- Staff is busy scheduling and preparing for the first projects of the winter maintenance season.

Forrest Killingsworth, Engineering Department Manager:

Year-to-Date Permit Summary

- Structure Permits:
 - Approved – 24; Pending – 5; Sumps – 21
- Encroachment Permits:
 - Approved – 23; Pending – 6

Canyon Tunnel

- All vertical boreholes along the tunnel alignment are completed and are under budget by \$82,000.
- Data logger installation in the newly drilled core holes (to monitor for groundwater) will be placed over the coming weeks.
- A group meeting was held on October 5, at the Condor office to review the core samples collected from the additional drilling. The sample results were as expected, and only a slight refinement to the alignment will be implemented to avoid some of the harder rock layer that was encountered.
- Upstream portal drilling locations have been confirmed and will be located to support the portal design upstream of Goodwin Dam. Originally, the portal drilling location was established to support a portal downstream of the dam, however the upstream option appears to be favorable at this point. If for some reason the downstream portal is preferred in the future, additional drilling may be necessary at the downstream portal location. Staff recommended that the downstream portal drilling be deferred and conducted at a later date, as necessary.

**MINUTES FOR THE OCTOBER 13, 2020
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

- District staff has engaged Tri-Dam staff to provide input on upstream portal design. A conference call is scheduled for October 13.

Water Master Plan (WMP)

- District staff conducted a budget review meeting with Jacobs on September 22. Jacobs confirmed that they are on track to finalize Phase II of the WMP with the remaining budget.
- A workshop, including SSJID and Jacobs, has been scheduled for October 19 to begin the process of developing comprehensive Water Master Plan alternatives for further evaluation.

Joint Supply Canal Rockslope Maintenance

- A preconstruction meeting was held on October 2, with representatives from SSJID, Drill Tech Drilling and Shoring (DTDS), and Condor Earth.
- DTDS is scheduled to mobilize starting the week of November 2, with construction anticipated to last 8 or 9 weeks.

Brandon Nakagawa, Water Resources Coordinator:

Sustainable Groundwater Management Act (SGMA) Update

- The Eastern San Joaquin Groundwater Authority (ESJGWA) Steering Committee and Board of Directors will meet next on October 14. The members were asked to put forth potential projects to be funded in an upcoming round of Groundwater Sustainability Plan (GSP) project implementation funding. Only one application per basin will be allowed and more than one project may be funded for the basins. Competition for bond funding across the State is expected to be very high. Potential projects internal to SSJID and the South San Joaquin Groundwater Sustainability Agency (SSJGSA) are being looked at for potential.

Stanislaus Watershed Team

- State and Federal fisheries agencies, the Bureau of Reclamation (Reclamation), and other stakeholders on the Stanislaus River are participating in the Stanislaus Watershed Team (SWT) to discuss data collection, operational issues, and projects related to improving fisheries on the Stanislaus River. The SWT is circulating a draft fall pulse flow schedule which is expected to start in mid-October, peak, then subside to base releases by the end of October. The pulse flow is part of the Stanislaus River Stepped Release Plan (SRP) and is an obligation of the Reclamation for the coordinated long-term operation of the SWP and Central Valley Project (CVP). The next meeting of the SWT is scheduled for October 21.

San Joaquin County Advisory Water Commission (AWC)

- The next meeting of the AWC is scheduled for October 21.

Greater San Joaquin County Regional Water Coordinating Committee (GSJCRWCC)

- The GSJCRWCC met on September 16 to discuss the roll out of the Draft Addendum to the Integrated Regional Water Management Plan (IRWMP), and schedule moving forward. The Draft Addendum is being reviewed by the Committee members prior to being distributed to the general public, scheduled for November. Mr. Nakagawa completed his review and edit of the Draft Addendum and submitted it to County staff on October 1. SSJID will be asked to consider adopting the IRWMP Addendum in January 2021, a requirement for agencies wishing to receive State grant funding, and an expectation of GSJCRWCC members.

**MINUTES FOR THE OCTOBER 13, 2020
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

Meeting with the City of Manteca Executive Team

- SSJID was invited to a meeting with Manteca’s Executive Management Team. Representing SSJID were the General Manager, Assistant General Manager, Engineering Department Manager, and Mr. Nakagawa. Representing the City of Manteca were Miranda Lutzow, City Manager, Lisa Blackmon, Assistant City Manager, Leigh Ann Sutton, Director of Engineering, Panos Kokkas, Director of Public Works, and Chris Erias, Director of Development Services. The City had successfully recruited the new executive team over the last few months and reached out to introduce themselves to SSJID. The first meeting included personal introductions and commitments on both sides to start an open, fruitful, and honest working relationship. SSJID offered to continue to be a community resource for the City and their staff leveraging our unique experience and relationships within the community.

Coronavirus (COVID-19) Update

- Mr. Nakagawa has been assisting the General Manager with refining District actions, policies, and communications, and researching items related to COVID-19. In addition, he has been tracking local information of the situation through the San Joaquin Office of Emergency Services’ Emergency briefings and updates from the Joint Information Center.
- Of note, the Governor’s Administration has released their “Blueprint for a Safer Economy” which replaces the Counties watch list. Counties may move to in-person schooling or more fully open certain businesses when new case rates and testing positivity rates fall within a less restrictive tier. The County’s numbers appear to be heading in the right direction as the community continues to social distance and wear masks.
- Currently, San Joaquin County meets one of the two State metrics needed to move to the less restrictive tier which would further open businesses and schools for older students. The County would need to meet both metrics for two consecutive weeks before moving to the next tier. If numbers worsen, counties may move back into more restrictive tiers. Metrics for each county are published by the State on Tuesdays.

<i>SUBSTANTIAL – Some non-essential indoor business operations are closed.</i>		
San Joaquin County	Rate	Threshold for Next Tier
New Cases Per Day per 100K	6.4	Less than 4
Testing Positivity Rate	4.2%	Less than 5%
Data Source: https://www.sjready.org/events/covid19/ - October 6, 2020		

- Staff has proposed a revision to SSJID COVID-19 protocol, to allow a maximum of two (2) employees per District vehicle provided regular cleaning and disinfection continue, passengers wear masks, and venting of the vehicle be done to the extent possible. The change is driven by the needs of the District during the maintenance/construction season. Staff will continue to monitor the situation and ensure that SSJID customers continue to receive exceptional service despite the closure of the Main Office to the public and the need to conduct business remotely.

Peter Rietkerk, General Manager:

WATER SUPPLY UPDATE

Reservoir Storage

- New Melones storage is currently at **1,518,745 AF**, or **63-percent** of capacity. Top of Conservation Storage limit is 1,970,000 acre-feet. The top of conservation limit starts increasing

**MINUTES FOR THE OCTOBER 13, 2020
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

on April 1, ramping to 2,420,000 acre-feet by June 1 – September 15, then ramping down to winter levels by November 1.

Stanislaus River Flows

- Reclamation will begin fall pulse flows on October 13. The pulse flows will include three pulses peaking around 1,450 cfs on October 16, 23, and 28. Flows between the peaks will dip to a minimum of 400 cfs. Reclamation plans on resuming a minimum base flow of 200 cfs on November 4.

Tulloch Lake Drawdown

- Reclamation began drawing down Tulloch Lake on October 1. The reservoir will drop to a minimum elevation of approximately 475.00 by January 3, 2021, and then incrementally start climbing to an elevation of 498.6' by March 22, 2021. Throughout the winter months, the reservoir is managed within a three-foot range of the minimum elevations, to allow for temporary accommodation of storm water inflow into the reservoir.

La Niña Conditions

- The confidence in La Niña conditions is strengthening in the Pacific this winter. La Niña conditions can bring drier conditions for central and southern California, and greater than average precipitation in the Pacific Northwest and northern California. The National Oceanic and Atmospheric Administration (NOAA) is currently predicting below average precipitation probability for southern California, and equal chances of precipitation for central and Northern California from October – December 2020.

NEWS

Water

- Mr. Rietkerk received a call from representatives of the Chicken Ranch Rancheria Band of Me-Wuk Indians of California. Following up on the Emergency Water Supply Agreement that the Chicken Ranch holds with Oakdale Irrigation District (OID) and SSJID, they are interested in acquiring a long-term water supply for the tribe.
- SSJID and OID were recently made aware of a new initiative by Calaveras County Water District (CCWD) to seek storage in New Melones. CCWD's staff report on the topic was attached in the General Manager's Report dated October 13, 2020. The Districts are currently developing a response to CCWD.

OTHER ITEMS

- District managers recently developed additional COVID-19 guidance for SSJID staff addressing vehicle occupancy and protective measures as the District transitions from the irrigation season to the construction and maintenance season.
- On October 6, Mr. Rietkerk participated in a Water Management Decisions workshop with SSJID and outside water/groundwater counsel. This workshop was developed to discuss strategy, approach, and appropriateness of specific projects in the Water Master Plan that will promote use, protection, and sustainability of SSJID water resources.
- SSJID's Budget Workshop will commence on October 14-15, to further support the development and review of the 2021 SSJID Budget.

**MINUTES FOR THE OCTOBER 13, 2020
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

ACTION CALENDAR

Item #2 – Coronavirus (COVID-19) Update

Mr. Nakagawa had no coronavirus-related updates to report and stated that the District continues to ensure that best practices are incorporated into SSJID COVID-19 procedures. Mr. Rietkerk added that there have been modifications made to SSJID COVID-19 protocol in lieu of the upcoming winter maintenance season. Revisions include allowing two (2) employees per District vehicle with a mandatory facemask requirement; and assigning a 2-man team throughout the winter season in an effort to limit contact.

Item #3 – Discuss and Consider Proposal from John D. Minaudo Construction for the Tracy Booster Station Skylight Project

Mr. Justin Ashworth, SSJID Operations Supervisor, addressed the Board via the online Zoom meeting platform regarding the proposal from John D. Minaudo Construction for the Tracy Booster Station (TBS) skylight project. He provided background of the project and a detailed explanation of the scope of work to modify the skylight openings to accommodate removal and repair of the 450 horsepower pumps. The RFP process was conducted twice with Minaudo Construction being the sole bidder on both occasions.

Mr. Ashworth stated the expense was not included in the WTP 2020 budget but that there is no alternative option for this project as the skylights need to be replaced with larger openings in order to maintain the pumps inside the building. Currently, 2 of 3 pumps at the TBS are operational. Mr. Ashworth expressed concern that if one pump failed, the water supply to the city of Tracy could be compromised.

Staff is recommending Board approval of the proposal from John D. Minaudo Construction for the removal and replacement of three (3) existing skylights at the Tracy Booster Station for an amount of \$49,970.

MOTION: A motion was made by Director Holmes and seconded by Director Roos to approve the proposal from John D. Minaudo Construction for the removal and replacement of three (3) existing skylights at the Tracy Booster Station for an amount of \$49,970.

The motion passed 5 to 0 by the following vote:

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

Item #4 – Consider Approval of Resolution 20-14-B Reaffirming and Certifying Water Charges for 2021

Mr. Rietkerk addressed the Board and clarified that approval to reaffirm and certify water charges for 2021 is required at this time per the San Joaquin County billing process for 2021. He added that staff will seek Board approval of a resolution, adjusting the Division 9 pressurization rates, after December 31, 2020 when the cost of electricity for the pressurized water system during 2020 becomes known,

**MINUTES FOR THE OCTOBER 13, 2020
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

which typically occurs around February. The proposed rate change and Proposition 218 process will be presented to the Board in future meetings and incorporated into the updated resolution in early 2021, should the proposed rate change pass.

MOTION: A motion was made by Director Roos and seconded by Director Holbrook to adopt Resolution 20-14-B Certifying 2021 Charges for Services Furnished by the South San Joaquin Irrigation District.

**SOUTH SAN JOAQUIN IRRIGATION DISTRICT
RESOLUTION NO. 20-14-B**

**RESOLUTION CERTIFYING 2021 CHARGES FOR
SERVICES FURNISHED BY THE SOUTH SAN JOAQUIN IRRIGATION DISTRICT
OCTOBER 13, 2020**

WHEREAS, Irrigation District law provides authority for the South San Joaquin Irrigation District, (“District”) in lieu, in whole or in part, of levying assessments, to fix and collect charges for any service furnished by the District and to prescribe reasonable rules with respect to said charges; and,

WHEREAS, the District currently charges a flat rate charge (“Flat Rate Charge”) of \$24.00 per acre per year for water service to each parcel in the District on which District-supplied surface water is available for irrigation, with a minimum charge of \$50 per year; and,

WHEREAS, the District currently charges a groundwater recharge charge (“Ground Water Recharge Charge”) of \$12.00 per acre per year to each parcel in the District of 10 acres or more which is subject to a recorded Irrigation Service Abandonment Agreement, and on which crops are commercially grown; and,

WHEREAS, on July 31, 2012, in conformance with the procedural requirements of Proposition 218, the District approved an additional volumetric charge of \$3 per acre foot (“First Tier Volumetric Charge”), and on September 22, 2015 limited the First Tier Volumetric Charge to the first 48 inches of water used per year, and approved an additional volumetric charge of \$10 per acre-foot for water used in excess of 48 inches per year starting in 2016 (“Second Tier Volumetric Charge”); and,

WHEREAS, on February 23, 2016, in conformance with the procedural requirements of Proposition 218, the District approved an ongoing pressurized water charge for customers served with pressurized water from the District’s Irrigation System Improvement Project (“Pressurization Charge”) consisting of (a) recovery of electricity expense, subject to an annual inflation or deflation adjustment, and (b) \$10 per acre-foot for replacement of capital assets, which is not subject to an annual inflation or deflation adjustment. The electricity expense component of the Pressurization Charge was approved with an annual adjustment for each of the five years 2017 through 2021 to account for the change in the District’s cost of electricity, on a per acre-foot basis, experienced by the pressurized water system during the preceding year; and,

WHEREAS, Notice of the electricity expense change and the resulting change in the Pressurization Charge shall be given by mail to each customer subject to the Pressurization charge at the address to which the District customarily mails the billing statement for the Pressurization Charge, and to the record

**MINUTES FOR THE OCTOBER 13, 2020
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

owner's address shown on the last equalized assessment roll, if that address is different than the billing address; and,

WHEREAS, the District declares the following with respect to the Flat Rate Charge, Ground Water Recharge Charge, First and Second Tier Volumetric Charges, and Pressurization Charge:

- (1) The revenues derived from the aforementioned charges do not exceed the costs of providing the subject properties with the respective service(s);
- (2) The revenues derived from the charges will not be used for any purpose other than that for which the charges are imposed;
- (3) The amount of a charge imposed shall not exceed the proportional cost of the service(s) attributable to the subject property.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED, that pursuant to Sections 22280 and 22283 of the Water Code, the Flat Rate Charge, Ground Water Recharge Charge, First and Second Tier Volumetric Charges, and Pressurization Charge shall remain in effect at their current levels for the 2021 calendar year as follows, subject to the exception for an inflation or deflation adjustment in the electric cost component of the Pressurization Charge noted above in the recitals, and subject to the following rules:

RULE NO. 1: FLAT RATE CHARGE

- a) For each separate parcel, as shown on the District records of San Joaquin County Assessor's Parcel Maps, which is not the subject of an Irrigation Service Abandonment Agreement with the District, there shall continue to be charged for the use of District water, an annual Flat Rate Charge of \$24.00 per acre.
- b) The minimum amount for the Flat Rate Charge shall continue to be \$50.00. The Flat Rate Charge is due on receipt and payable in two installments.
- c) For parcels billed by the District, the first installment is delinquent if not paid by 4:30 p.m. on December 20, 2020 and the second is delinquent if not paid by 4:30 p.m. on June 20, 2021.
- d) For parcels billed by San Joaquin County, the first installment of such charges will be delinquent if not paid by the customer to the County by December 10, 2020 and the second installment of such charges will be delinquent if not paid by the customer to the County by April 10, 2021.
- e) For parcels billed by the District, water service will be denied to any land having outstanding Flat Rate Charges in excess of ten (10) working days.

RULE NO. 2: FIRST and SECOND TIER VOLUMETRIC CHARGES

- a) There shall continue to be charged a First Tier Volumetric charge of \$3 per acre-foot for the first 48 inches and a Second Tier Volumetric charge of \$10 per acre-foot for water used in excess of 48 inches.
- b) Water service will be denied to parcels having outstanding volumetric charges in excess of \$10 for 45 days or longer.

RULE NO. 3: PRESSURIZATION CHARGE

- a) Those parcels that receive pressurized water from the District's Irrigation System Improvement Project, shall, in addition to the First and Second Tier Volumetric Charges, continue to pay a pressurized water usage charge of \$47 per acre-foot during 2021.

**MINUTES FOR THE OCTOBER 13, 2020
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

- b) The pressurized rate of \$47 for 2021 is subject to change after December 31, 2020 when the cost of electricity for the pressurized water system during 2020 becomes known, as described in the recitals above.
- c) Parcels receiving pressurized water from the District’s Irrigation System Improvement Project will be billed volumetrically each month both for delivery of District water and for pressurization of District water.

RULE NO. 4: GROUNDWATER RECHARGE CHARGE

- a) For those separate parcels, as shown on the District records of San Joaquin County Assessor’s Parcels, which are used to grow commercial crops and which are the subject of an approved District Irrigation Service Abandonment Agreement, there shall continue to be an annual Ground Water Recharge Charge of \$12.00 per acre for the benefits derived from groundwater recharge.
- b) The Groundwater Recharge Charge is due on receipt and payable in two installments.
- c) For parcels billed by the District, the first installment is delinquent if not paid by 4:30 p.m. on December 20, 2020 and the second is delinquent if not paid by 4:30 p.m. on June 20, 2021.
- d) For parcels billed by San Joaquin County, the first installment of such charges will be delinquent if not paid by the customer to the County by December 10, 2020 and the second installment of such charges will be delinquent if not paid by the customer to the County by April 10, 2021.

RULE NO. 5: SERVICE ABANDONMENT

- a) Those separate parcels, as shown on the District records of San Joaquin County Assessor’s Parcels, which do not utilize District water service, may be exempted from the District Flat Rate Charge provided the owners of such lands enter into an “Irrigation Service Abandonment Agreement” with the District; and,
- b) Provided further, there are no outstanding amounts owed to District for water service on such lands.
- c) Such parcels may also be exempted from the Ground Water Recharge Charge, provided such parcels are less than 10 acres or are not used to grow commercial crops.

RULE NO. 6: COLLECTION

The Board authorizes the charges to be transmitted to the County Tax Collector and continue to be enrolled on the tax roll of the County of San Joaquin for collection at the same time, in the same manner, and subject to the same penalties for delinquency as county taxes.

PASSED AND ADOPTED this 13th day of October 2020 by the following vote:

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

ATTEST:

PETER M. RIETKERK, Secretary

**MINUTES FOR THE OCTOBER 13, 2020
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

Item #5 – Discussion and Possible Action to Approve the Renewal of District Health Benefits for 2021

Mr. Thornburg addressed the Board regarding the annual health plan renewals for District employees. He distributed a Kaiser Family Foundation handout which detailed the average rate increase and premium costs for 2020. Mr. Thornburg summarized 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. Plan cost comparison for 2021, and employee monthly premium contribution comparison for 2021 are outlined as attachments in Item #5 of today’s agenda packet.

MOTION: A motion was made by Director Roos and seconded by Director Holbrook 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:	HOLBROOK HOLMES KAMPER ROOS WESTSTEYN
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	NONE

Item #6 – Consider Approval of Consulting Agreement with Shaw, Yoder, Antwih, Schmelzer and Lange

Mr. Rietkerk addressed the Board regarding approval of the Services Agreement for State Legislative Advocacy with Shaw Yoder Antwih Schmelzer and Lange (SYASL) for state legislative monitoring and advocacy. He further explained that in addition to consulting services to monitor activities within the California legislature, SYASL engages elected officials with information to support SSJID’s mission and district-related projects, including the District’s Retail Electric Project. The proposed fee for SYASL services is \$5,000 for a twenty-four (24) month period, which is a 29% reduction from the monthly fee in the previous contract.

MOTION: A motion was made by Director Roos and seconded by Director Weststeyn to approve the Services Agreement for State Legislative Advocacy with Shaw Yoder Antwih Schmelzer and Lange for state legislative monitoring and advocacy for an amount of \$5,000 per month for twenty-four (24) months.

The motion passed 5 to 0 by the following vote:

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

**MINUTES FOR THE OCTOBER 13, 2020
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

Item #7 – Discussion and Possible Action Regarding Board Calendar for November and December 2020

Mr. Rietkerk addressed the Board regarding the upcoming Thanksgiving and Christmas holiday season and conflicting board meeting dates in November and December. Staff is requesting approval to:

1. Adjourn the regularly scheduled board meetings on the second Tuesdays in November and December 2020 to November 17, 2020, and December 15, 2020.
2. Cancel the regularly scheduled board meetings held on the fourth Tuesdays in November and December 2020.
3. Authorize the General Manager to call a special meeting as necessary in November and December 2020 should the Board need to consider emergent or unanticipated district business.

MOTION: A motion was made by Director Roos and seconded by Director Holbrook to:

1. Adjourn the regularly scheduled board meetings on the second Tuesdays in November and December 2020 to November 17, 2020, and December 15, 2020.
2. Cancel the regularly scheduled board meetings held on the fourth Tuesdays in November and December 2020.
3. Authorize the General Manager to call a special meeting as necessary in November and December 2020 should the Board need to consider emergent or unanticipated district business.

The motion passed 5 to 0 by the following vote:

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

Item #8 – Consider Action Regarding Year-End Staff Appreciation from the Board

Mr. Rietkerk addressed the Board and stated that 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. Mr. Rietkerk reiterated Director Holbrook’s comment on a smooth irrigation season and stated it’s a direct reflection of the efficiency and hard work of the irrigation crew. He added that all SSJID staff have performed well during the COVID-19 pandemic exhibiting best practices for a safe and healthy working environment, flexibility, and continuance of providing quality services to its customers.

Mr. Rietkerk noted the Christmas Day to New Year’s Day on the 2020 calendar, and stated that should the Board consider approving days off as in the past, management staff recommends scheduling the days off consecutively between the two recognized holidays from December 28-31, 2020. Staff unable to utilize vacation on those designated days will receive the time as vacation accrual to use at a later date. In addition, management staff gave consideration to additional flexibility to use the days granted by the Board at other times around the holiday season, but prefers the scenario of designated dates as mentioned above.

**MINUTES FOR THE OCTOBER 13, 2020
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

Director Holbrook stated that he is in agreement with flexibility of the days off granted by the Board per the discretion of the General Manager and Executive Management Team. In addition, he opined that all District staff should return to work in the office as opposed to working remotely, as he is confident that the SSJID COVID-19 protocol works to create a safe and healthy environment.

MOTION: A motion was made by Director Roos and seconded by Director Holmes to approve the annual year-end recognition for SSJID staff by providing four (4) paid 8-hour days off from December 28 to December 31, 2020.

The motion passed 4 to 1 by the following vote:

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

To Be Discussed/Considered After Closed Session Items 12(a)-(e):

Item #9 – Discuss and Consider Approval of Addendum to Developer’s Agreement with Delicato/San Bernabe

Item #10 – Discussion and Deposition of Claims Presented By Kenneth Baumbach

Item #11 – Following Performance Evaluation, Consider Compensation for the General Manager

It was announced that all items in closed session would be discussed. The Board took a break at 10:35 a.m. and convened to closed session at 10:45 a.m.

Item #12 – CLOSED SESSION

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

**MINUTES FOR THE OCTOBER 13, 2020
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. 202844

Modrell and Larson vs. Oakdale Mutual Water Company et al
Superior Court for San Mateo County
Case No. 19-CV-07604

Tri-Dam et al vs. Linda Santos
Superior Court of Stanislaus County
Case No. CV-20-002349

Tri-Dam et al vs. MWH Americas, Inc., et al
Tuolumne County Superior Court
Case No. CV-61638

*California Sportfishing Protection Alliance v. Eastern San Joaquin Groundwater
Authority et al.*
Superior Court of Stanislaus County
Case No. CV-20-001720

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

- e. Public Employee Performance Evaluation
California Government Code Section 54957(b)(1)
Titles: General Counsel

**MINUTES FOR THE OCTOBER 13, 2020
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

The Board reconvened to open session at 12:20 p.m.

Item #9 – Discuss and Consider Approval of Addendum to Developer’s Agreement with Delicato/San Bernabe

Mr. Killingsworth addressed the Board regarding approval of the Addendum to Developers Agreement with Delicato/San Bernabe (Delicato). He provided background of the original Developers Agreement between SSJID and Delicato, dated April 25, 2017, whereby Delicato agreed to construct a new connection pipeline between Lateral Qk and Qn. Mr. Killingsworth provided a detailed account of thirty (30) leaks encountered on the pipeline since completion of the project by G&L Brock Construction, with the most recent leak discovered on September 16.

On April 17, 2020, staff sent Delicato a Letter of Rejection indicating that the pipeline had been determined to be defective and unsuitable for acceptance by SSJID, and requested the installed pipeline be removed and replaced with a properly functioning pipeline following the 2020 irrigation season. Delicato’s response letter, dated May 4, 2020, confirmed Delicato would comply with the District’s request and would memorialize the terms for replacement in an Addendum to the existing Developer’s Agreement. District staff and Delicato coordinated to develop a draft addendum that identifies the terms of the pipeline replacement.

In addition, the pipeline contractor, G&L Brock Construction, has provided a letter to the District, dated September 30, 2020, stating that a working line was provided and their contractual obligations have been satisfied. Upon inspection, it is the opinion of District staff that the pipeline failures are a result of improper installation techniques, substandard workmanship and/or materials, or a combination thereof.

Mr. Charles Hastings, Legal Counsel for G&L Brock Construction, addressed the Board via the online Zoom meeting platform and stated that the number of leaks encountered is acceptable under industry standards for leaks, and the leaks that were repaired per the District’s specifications have been of substantial quality without further incident. He added that removal and replacement of the pipeline will be costly, cannot guarantee prevention of additional leaks, and a recent concrete shortage will prevent delivery of the necessary materials by the next irrigation season as requested by District staff. Mr. Hastings offered a proposal, on behalf of G&L Brock Construction, of an extended 10-year warranty to monitor and replace the pipeline, as needed.

Discussion among the Board included that 30 leaks is beyond the standards for acceptable work, and the proposal for a 10-year warranty for a 50-year pipeline is inadequate. Ms. Mia Brown, SSJID General Counsel, stated that the original Board decision was to replace the pipeline in totality requiring an addendum to the original Developer’s Agreement. She added that the Board may also entertain and comment on the appeal from G&L Brock Construction.

MOTION: A motion was made by Director Holmes and seconded by Director Holbrook to approve the draft Addendum to Developers Agreement with Delicato/San Bernabe and authorize the Engineering Department Manager to sign the forthcoming modified improvement plans necessary to support pipeline replacement.

The motion passed 5 to 0 by the following vote:

**MINUTES FOR THE OCTOBER 13, 2020
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

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

Item #10 – Discussion and Deposition of Claims Presented By Kenneth Baumbach

Ms. Brown addressed the Board and explained that the claim in question is alleging tree damage as a result of a canal breach which occurred in July 2020. Backup documentation has yet to be received from the landowner. Staff is recommending Board direction for staff to contact the landowner to obtain additional information for Board consideration at a future Board meeting. The Board concurred to direct staff to contact the landowner.

The Board took a break at 12:40 p.m. and convened to closed session at 1:00 p.m.

The Board reconvened to open session at 2:12 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 #11 – Following Performance Evaluation, Consider Compensation for the General Manager

MOTION: A motion was made by Director Roos and seconded by Director Weststeyn to approve a salary increase for the General Manager to \$250,000 annually, effective as of the anniversary date of employment with the District. There were no additional reportable actions.

The motion passed 5 to 0 by the following vote:

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

Item #13 – ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 2:15 p.m.

ATTEST:

Danielle Barney, Clerk of the Board