

Manteca, California  
November 27, 2012

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

DIRECTORS: HOLBROOK HOLMES KAMPER KUIL ROOS  
ABSENT: NONE

Also present were General Manager Shields, General Counsel Emrick, Engineering Department Manager Sam Bologna, and Betty Garcia, Executive Secretary.

Director Holbrook asked for public comment. There was no public comment.

The Board was asked to consider the following Consent Calendar Items.

**CONSENT CALENDAR**

- A. Approval of Warrants in the amount of \$1,035,504.59.
- B. Approval of Board Meeting Minutes of November 13, 2012.
- C. Consider approval of Resolution 12-17-Q authorizing disposal of surplus equipment no longer necessary for District purposes.

**SOUTH SAN JOAQUIN IRRIGATION DISTRICT  
RESOLUTION 12-17-Q  
AUTHORIZING THE DISPOSITION OF PROPERTY  
NO LONGER NECESSARY FOR DISTRICT PURPOSES**

**WHEREAS**, the District may dispose of equipment it finds no longer necessary for District purposes; and

**WHEREAS**, the following equipment and furniture is declared surplus:

<u>Qty</u>	<u>Description</u>
1	Podium
1	5-drawer map shelf case
5	Printer stand
1	Bookshelf
2	metal 2-drawer file cabinet
	Various promotional materials; and

**WHEREAS**, the following IT equipment and software no longer works, has no market value, and will be properly disposed of:

<u>Serial</u>	<u>Description</u>
00115-956-650-649	Microsoft Office Professional 2003
00115-954-619-590	Microsoft Office Professional 2003
32QWG	Microsoft Office Professional 2003
00115-901-669-293	Microsoft Office Professional 2003
00115-906-268-536	Microsoft Office Professional 2003
00115-956-300-786	Microsoft Office Professional 2003
00115-906-159-002	Microsoft Office Professional 2003
00115-956-940-388	Microsoft Office Professional 2003
00115-956-575-385	Microsoft Office Professional 2003
00115-956-963-539	Microsoft Office Professional 2003
00115-956-575-405	Microsoft Office Professional 2003
00115-906-331-672	Microsoft Office Professional 2003

00115-901-669-609	Microsoft Office Professional 2003
00115-902-058-928	Microsoft Office Professional 2003
00115-902-059-604	Microsoft Office Professional 2003
00115-906-192-458	Microsoft Office Professional 2003
00115-901-669-822	Microsoft Office Professional 2003
00115-956-650-650	Microsoft Office Professional 2003
00115-906-059-389	Microsoft Office Professional 2003
00115-906-159-894	Microsoft Office Professional 2003
B3XCD	Microsoft Office One Note 2003
00113-957-170-119	Microsoft Office Basic Edition 2003
00113-956-512-504	Microsoft Office Basic Edition 2003
00113-962-922-987	Microsoft Office Basic Edition 2003
00113-956-512-469	Microsoft Office Basic Edition 2003
00113-956-512-029	Microsoft Office Basic Edition 2003
00113-956-512-479	Microsoft Office Basic Edition 2003
00113-956-512-478	Microsoft Office Basic Edition 2003
00113-956-512-477	Microsoft Office Basic Edition 2003
00113-956-512-503	Microsoft Office Basic Edition 2003
00113-956-512-470	Microsoft Office Basic Edition 2003
00113-956-512-468	Microsoft Office Basic Edition 2003
00035-930-435-757	Microsoft Windows XP Professional
00035-923-322-102	Microsoft Windows XP Professional
00035-931-901-737	Microsoft Windows XP Professional
00045-957-120-413	Microsoft Windows XP Professional
00045-595-905-243	Microsoft Windows XP Professional
00045-595-905-250	Microsoft Windows XP Professional
00045-572-205-417	Microsoft Windows XP Professional
00045-572-205-425	Microsoft Windows XP Professional
00045-572-205-423	Microsoft Windows XP Professional
00045-572-177-000	Microsoft Windows XP Professional
00045-572-176-998	Microsoft Windows XP Professional
00045-572-205-419	Microsoft Windows XP Professional
00045-572-205-418	Microsoft Windows XP Professional
00045-572-205-424	Microsoft Windows XP Professional
00045-596-027-676	Microsoft Windows XP Professional
00019-022-154-914	Microsoft Windows 2000 Professional
BBY73	Microsoft Exchange Server Standard 2003
001001WO7600864470	Microsoft Exchange Server 2003
001001WO7600864499	Microsoft Exchange Server 2003
001001WO7600864465	Microsoft Exchange Server 2003
2G9VM	Microsoft Exchange Server Enterprise 2003
TWKTM	Microsoft Office 2000 Professional
72TVT	Microsoft FrontPage 2000
(Unknown)	Sharp TV
JS0910000875	APC Smart-UPS 3000XL
001188	Maruson PowerNet 3000
002036	HP Deskjet D4160 Printer
010338105E315621255	SummaSketch II Plus Sketch Tablet
ZF040907343	Verizon Pager
ZF041002224	Verizon Pager
AVACZ0731	Mitel 5212 Phone
001251	Dell 15" Monitor
002002	Dell 17" Monitor
002000	Acer AL1716W
01706330040	Acer H243H
002050	Custom Computer
1242665V00016	Netgear GS524T

2231935002016	Netgear JGS524v2
1C02675J015AA	Netgear GS724Tv2
FS7613ADB030685	Netgear FS726
223193570201D	Netgear JGS524v2
1414633Y002A8	Netgear GS748T
S060126010292	ZyXel X-550
S5Z3501801	ZyXel ZyWall 5
S5Z4120955	ZyXel ZyWall 2
001210	Dell Inspiron 8600
C600380	Pentium III Server
001240	Custom Computer
001257	Xerox 510 Plotter and Scanner

**NOW, THEREFORE BE IT RESOLVED AND ORDERED** that the District authorizes staff to dispose of the above listed surplus equipment and furniture and dispose of the IT equipment.

**PASSED AND ADOPTED** this 27<sup>th</sup> day of November, 2012 by the following roll call vote:

AYES:	Holbrook, Holmes, Kamper, Kuil, Roos
NOES:	None
ABSENT:	None

- D. Approve Consent to Entry of Property to read and owner's agreement to maintain flow meter, Paul Bottini, Margaret DeForest & Boneta Cartlidge, APN 225-020-45.
- E. Approval to pay 2013 Agency Dues to Association of California Water Agencies invoice in the amount of \$19,706.50.

Director Holbrook noted that on page 1 of the minutes on Resolution 12-16-F the word duly "elected" needs to be changed to "authorized" to be consistent with the rest of the document.

Mr. Shields noted that the ACWA dues for the District which will be paid is \$17,915 and that ACWA included an additional charge for the Delta Sustainability Assessment in the amount of \$1791.50 which the District should not have been billed for and would not be paying.

A motion was made by Director Roos and seconded by Director Kuil to approve the Consent Calendar items with the corrections to the minutes as stated above.

**PASSED AND ADOPTED** on this 27<sup>th</sup> day of November 2012, by the following roll call vote:

Ayes:	Holbrook, Holmes, Kuil, Roos
Noes:	Kamper
Absent:	None

### **ACTION CALENDAR**

#### **Item #1 – Public Hearing on and Adoption of Agricultural Water Management Plan**

Mr. Shields stated that two notices had been posted in local newspapers as required by law. He said it is a very detailed report and it took him two weeks to review the entire document. He said that staff will be asking for adoption of the Plan at the next meeting.

Director Holbrook opened the Public Hearing. There was no public comment. Director Holmes pointed out several issues that needed to be clarified and/or corrected. Mr. Bologna asked the Board to review the document and submit comments so that their issues may be addressed.

Director Holbrook closed the Public Hearing.

## **Item #2 – District Division 9 Project Update**

Mr. Jeff Shaw addressed the Board and said the two main issues to address are the warranty items and future turnouts and procurement for materials in order to lock in prices for one year. He stated there is a challenge with the flow control valves to be purchased for new connections because the prices are higher than anticipated. He suggested opening up the competition to obtain better pricing. He indicated the noise issues on the existing flow meters have been located and he believes it is an installation issue and there are a total of fourteen (14) meters that have not been repaired. Mr. Shaw recommends fully exposing all of the wires at one turnout to do a comprehensive analysis of the meter. Director Holmes asked if the system could ignore the noise readings. Mr. Shaw said yes but it would be best to get the meters to perform properly while still in the warranty period. Director Holbrook thanked Mr. Shaw for continuing to work on the outstanding issues and for keeping a positive attitude.

## **Item #3 – Main Distribution Canal Shotcrete Project.**

Mr. Sam Bologna addressed the Board stating that the two bids for this project came in higher than had previously been budgeted for. He recommended that the Board reject the bids and solicit proposals for only the earthwork portion of the project to be completed prior to the start of the 2013 water season.

Director Kamper stated the District needs to stabilize the canal. Director Holmes said it is best to do the job right the first time and rather than do the earth work this year and the lining next year, the project can wait a year. Mr. Brian Federico of Fedco stated that pricing is going to go up if and delaying the project a year will make the entire cost of the project increase over 15%. Director Holmes asked about the time factor and Mr. Federico assured the Board that he could complete the project and that he guarantees his work. He said that he can complete the project in approximately 60 days.

A motion was made by Director Kuil and seconded by Director Kamper to award the project to the lowest bidder, Fedco, and adjust the budget as needed. Motion passed 4 to 1 with Director Roos casting a no vote.

## **Item #4 – Authorize acceptance of easements for the Lateral “L-Kaa” connection project**

- a) John & Sharon Vaughn, APN 247-170-12
- b) Jeanette Stewart, APN 247-170-16
- c) Arthur & Joan Sipma, APN 247-170-02
- d) H & N Development Co. west Inc., APN 247-170-03
- e) Adrian Family Partnership, APN 247-170-05
- f) June Lewis, APN 247-160-01
- g) Gary & Susan Grant, APN 247-160-04

Mr. Bologna addressed the Board and stated that all of the above agreements, except for two, have been signed.

A motion was made by Director Kamper and seconded by Director Roos to approve the acceptance of easements and to authorize the General Manager to sign the agreements once they have been signed by property owners. Motion passed unanimously.

## **Item #5 – Authorize submission of application for a grant for the District’s Flow Measurement and authorize retention of consultant to assist in grant and environmental review process**

Mr. Bologna addressed the Board stating that the District could possibly capture up to \$1.5 million through the grant. He said the entire amount is not paid out in a lump sum but over a three-year period. Director Holmes asked the likelihood of getting more grant monies. Mr. Shields stated every year grant monies are made available.

A motion was made by Director Kuil and seconded by Director Kamper to authorize staff to amend the current contract with Davids Engineering (in an amount not to exceed \$20,000) to

include grant acquisition and to proceed with the grant application process. Motion passed 4 to 1 with Director Holmes casting a no vote.

**Item #6 – Authorize purchase of TrueBill and TruCIP Software and licensing for cost not to exceed \$80,875**

Ms. Robin Giuntoli addressed the Board stating in order to comply with SBX7-7, the current utility billing software that is being utilized, cannot handle the new volumetric billing requirements without custom software modifications. She received a demonstration with TrueBill software and was impressed with its capability of handling all of the billing functions required by the District. She said if the District stays with the Springbrook software, there is no guarantee that we can get the billing system to properly work. Director Kamper asked if there was an annual fee for the software. Ms. Giuntoli said yes there is a \$10,000 annual charge. Mr. Shields informed the Board that TrueBill has a heavy presence with ACWA and while attending the conference in San Diego he could set up a meeting for two of the Directors to meet personally with TrueBill.

A motion was made by Director Holmes and seconded by Director Roos to authorize the purchase of TrueBill and TrueCIP to accompany the District's existing TrueAIM investment software. Motion passed unanimously.

**Item #7 – Review and approve Financial Statements for October 2012**

Mr. Lindley addressed the Board stating this was an information only item and no action would be required. He reviewed the revenues, expenses, and changes in net assets.

**Item #8 – Consider Proposed Budget for 2013-2014 Fiscal Year**

Mr. Shields stated the budget process is one that requires a level of accountability. All staff who participates in the budget planning went away for a budget retreat and the budget was reviewed in great detail, line by line, so that everyone understands the budget.

Mr. Lindley reviewed the proposed budget for 2013-2014 Fiscal Year with the Board members. He said planning the budget is a good process that involves staff who get the work done. He stated that one person's budget relates to another's budget.

Director Kamper asked if we are going to be able to add more of Division 9 type projects then we should start planning for another unit. Mr. Shields stated that he preferred to wait until all technology is properly working on the Division 9 project before we start to plan another project.

Mr. Shields informed the Board that staff is not seeking approval of the budget at this time, but seeking input from the board. Director Holbrooks stated we should be sure that we are allowing enough money for our Annual Safety Day program so that we do not have accidents; he was referring specifically to the rented chairs that had broken the day of the event.

**Item #9 – Volumetric Billing Update**

Mr. Lindley gave a brief update of the Volumetric Billing and stated that staff is still on schedule and that selecting the billing software was a big milestone. He said that Ms. Giuntoli began inputting customer data in TruePoint. He said the next task is to work with Davids Engineering to continue development of water usage calculation.

**Item #10 - Communications**

Director Kamper

- The farmers suggested the District boost the pressure to allow them to sprinkle three days a week. Mr. Shaw said they could drop the pressure to 5 lbs. and the farmers could get enough water for sprinkling. Mr. Bologna suggested a rotation basis would also be an option.

Director Kuil

- He thanked staff for the information on Drain 11 and said it was good information.

#### Director Roos

- He suggested the District's maintenance crews observe how the work is going to be done by Fedco on the main canals and perhaps they can learn to perform the work.
- ACWA Magazine flyer groundwater committee stated we should pursue legislation to define groundwater recharge as beneficial use.

#### Director Holbrook

- He asked who would be attending the ACWA Conference in San Diego because he received an invitation to dinner on Wednesday night and would RSVP for those attending.
- Election of Officers at the January 8, 2013 meeting.

President Holbrook asked for Managers Reports.

#### Ed Erisman, WTP Supervisor

- Buoys and signs are in. Log booms pulled out. Will save the best ones and dispose of the others.
- Bid packages for chemical tank replacement have gone out to contractors and are due back on December 20

#### Troylene Sayler, Communications

- Employee Appreciation dinner will be held on one of the first three Fridays in February.
- Boys/Girls Club Telethon raised over \$100,000 and she thanked the Board members for their efforts.
- Senior Breakfast was good and they raised \$1500 for Hurricane Sandy effort.

#### Sam Bologna, Engineering

- Received 13 applications to the Water Conservation Program's new effort; \$257,778 committed; two additional applications are pending
- Met with San Joaquin County regarding the McHenry Bridge replacement.
- Progress being made on B-15 Extension Project.
- Will attend a pre-construction meeting with Caltrans on December 4 for the work on Highway 99 waterline.
- Working with Union Pacific on the CenterPoint agreements.
- Working with the City of Manteca on the Storm Drain Master Plan revisions.
- Bid opening on December 7 for the Division 9 Project procurement for turnouts.

#### Jeff Shields, General Manager

- Tri-Dam Operations Report noted that Donnell's Generator is down for annual scheduled maintenance.
- San Joaquin Tributary Settlement Process will meet tomorrow at Modesto Irrigation District. NGOs (Non Governmental Organizations) want to participate in the Settlement Process without signing the confidentiality agreement. The other participants said no. Key meeting will be on December 13.
- Steve Emrick attended a meeting yesterday with Don Glaser, OID, SSJID, at the SEWD office. Discussed the BDCP Process; even though Mr. Glaser will be transferred to Colorado effective in mid-December, he will still visit California and stay involved in some San Joaquin River issues. Mr. Glaser has restated Pablo Arroyo's responsibilities for CVP. He will be the go-to guy for the District's issues. Mr. Glaser committed to get a written response to our request for the Bureau's position on the 1988 Stipulation & Agreement.
- The District staff looked at the FCOC area near French Camp where the gate had been removed to accommodate improvements on the roadway. The gate is now on our Maintenance schedule and will be replaced.
- San Joaquin County Farm Bureau Water Committee will meet at 5:30 p.m. tonight at their Stockton office.

General Counsel announced the Board would be discussing items 11A & B under Closed Session:

**ITEM #11 – CLOSED SESSION**

- 11. a. CONFERENCE WITH LEGAL COUNSEL-Anticipated Litigation  
Initiation of litigation pursuant to subdivision (c) of Government Code Section 54956.9  
- 2 cases
  
- b. CONFERENCE WITH LABOR NEGOTIATOR  
California Government Code Section 54957.6  
Agency Negotiator: General Manager  
Employee Organization: IBEW’S 1245 and Management Group

Upon returning from closed session, it was announced there were no reportable actions in Closed Session.

**ITEM #12 - ADJOURNMENT**

There being no further business to come before the Board, it was moved by Director Kuil and seconded by Director Kamper to adjourn the meeting at 1:10 p.m. Motion passed unanimously.

ATTEST: \_\_\_\_\_  
Betty Garcia, Executive Secretary