

**MINUTES FOR THE FEBRUARY 22, 2022
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

The Board of Directors of the South San Joaquin Irrigation District (SSJID) 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 Holmes called the meeting to order. Director Holbrook led the flag salute. Upon roll-call the following members were noted present:

DIRECTORS: HOLBROOK HOLMES KAMPER SPYKSMA 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 \$336,416.57; Accounts Payable Wires in the amount of \$369,950.57; and Payroll dated February 11, 2022 in the amount of \$238,165.95, and February 15, 2022 in the amount of \$413.99.
- B. Approval of the Regular Board Meeting Minutes of February 8, 2022
- C. Approval of the Special Board Meeting Minutes of February 17, 2022
- D. Approval of Consent to SSJID’s Entry of Property to Read and to Maintain Flow Meter, APN 229-250-02
- E. Approval of Consent to SSJID’s Entry of Property to Read and to Maintain Flow Meter, APN 229-260-08
- F. Approval of Transfer of Irrigation Facilities and Quitclaim of Property Interests Associated with a Portion of Lateral “Hc”

Director Kamper addressed Mr. Forrest Killingsworth, SSJID Engineering Department Manager, and noted a correction be made to the Application for Request to Transfer Property Interest of District, Landowner’s Name – Tim McKinsey. *Corrected from reading Time McKinsey.*

- G. Approval of Amendment to Irrigation Service Abandonment Agreement, APN 208-030-25
- H. Approval of Amendment to Irrigation Service Abandonment Agreement, APN 226-020-30

Board discussion included history of the property’s instated Irrigation Service Abandonment Agreement, the landowner’s various property renters, and consideration of a District moratorium on service abandonment agreements.

- I. Financial Statements for November 2021
- J. Investment Report for November 2021

Director Holbrook addressed Mr. Bere Lindley, SSJID Assistant General Manager, regarding the Financial Statements and/or Investment Report, and stated there is an element which he will discuss with Mr. Lindley offline.

**MINUTES FOR THE FEBRUARY 22, 2022
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

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

The motion passed 5 to 0 by the following vote:

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

COMMUNICATIONS

Item #1 – Directors’ Reports

Director Holbrook reported that he attended the San Joaquin County (SJC) Advisory Water Commission (AWC) meeting on February 16 via remote access. He noted speakers Melissa Krantz-Sparks and Chelsea Spear from the California Department of Water Resources (DWR) who presented on drinking water and well drought impacts, and stated that DWR commented on underwater storage as “beneficial use.” When questioned if DWR had changed their position on beneficial use, the comment was retracted.

Director Holbrook noted a letter sent to DWR, from the Greater San Joaquin Regional Water Coordinating Committee (GSJRWCC), providing comments on the draft Proposition 1, Round 2 Implementation Grant Program Guidelines and Proposal Solicitation Package. The letter was sent by GSJRWCC, representing the Greater SJC Integrated Regional Water Management (IRWM) Program, and signed by Director Holbrook as Chair of the GSJRWCC.

Director Weststeyn reported that he attended the AWC meeting on February 16 via remote access.

Director Weststeyn reported that he attended the San Joaquin Tributaries Authority (SJTA) Commission meeting on February 14. SJTA budgetary issues discussed included SSJID’s annual payment of \$190,000, and \$375,000 reserved for SJTA strategic planning. Mr. Peter Rietkerk, SSJID General Manager, added he has participated in the SJTA Managers meetings and discussion among the member agency General Managers has included ways to advance the strategic plan, tangible first steps, and long-term projects.

Director Weststeyn addressed Ms. Katie Patterson, SSJID Public and Government Relations Manager, regarding Senate Bill (SB) 1219 which establishes the State Water Resources Control Board (SWRCB) within the California Environmental Protection Agency with specified duties including, but not limited to, administering water rights and the California Safe Drinking Water Act; and the DWR within the Natural Resources Agency with general administrative authorities and duties including, but not limited to, matters pertaining to water resources and dams in the state. He requested Ms. Patterson research SB 1219 and report back to the Board.

Director Spyksma stated there are no updates to report.

Director Kamper stated there are no updates to report.

Director Holmes reported that he attended the Eastern San Joaquin Groundwater Authority (ESJGWA) Board meeting on February 9. Discussion topics included the water balance model for the Eastern San Joaquin Subbasin, and the process to respond to DWR’s comments of the ESJGWA Groundwater Sustainability Plan (GSP).

**MINUTES FOR THE FEBRUARY 22, 2022
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

Director Holmes addressed Mr. Brandon Nakagawa, SSJID Water Resources Coordinator, and Ms. Patterson regarding a letter submitted to the Manteca Bulletin by Ms. Mary Elizabeth, published February 22, 2022, titled “Eastern San Joaquin Groundwater Authority Needs to Consider Domestic Well Water Users,” noting the informative content, and that it was a good read.

Director Holmes reported that he attended the Tri-Dam Board meeting on February 17. Discussion topics included revised reserve policies, and positive cash flows.

Director Holmes commended staff on their efforts in preparedness for the start of the 2022 irrigation season on March 2. He expressed thanks in advance and well wishes for a safe and successful season.

Item #2 – Various Reports

The Managers’ Reports were provided in written form to the Board on February 18, 2022.

Director Holmes addressed Mr. Frank Avila, SSJID Irrigation Operations Manager, regarding the Irrigation Operations Manager’s Report, dated February 22, 2022, MDC/Telemetry, Bullet 2, and inquired on the circumstances leading up to a leak identified on the Division 9 line. Mr. Avila responded that the line was not overpressurized, but the leaky section was near an elbow. He added that the ground settled which moved the pipe and caused leaking from the joint. Mr. Chad Parsons, SSJID Associate Civil Engineer, is working with crews to realign and repair the pipe. Board discussion included usage of thrust blocks versus restraining joints.

Director Spyksma addressed Mr. Ed Erisman, WTP Manager, regarding the WTP Manager’s Report, Item #4, and commented on the work done and positive results of fiber autopsy studies to identify the types and concentration of foulants on the fibers.

Ms. Patterson updated the Board on the Request for Proposal (RFP) process to hire a consulting firm for communication and public relations services. She stated that an RFP was finalized and released on January 28, the deadline to submit proposals to the District is March 2, and candidate interviews could potentially be held the week of March 14. Ms. Patterson requested volunteers to assist in the proposal review process at a Public Relations Committee meeting, tentatively scheduled from March 2 to March 14. Director Weststeyn volunteered to assist in the vetting of the proposals.

Mr. Rietkerk announced that Ripon Rotary has approached SSJID for participation, once again, in the 2022 Duck Race. The race releases 1,000 rubber ducks into a District canal, with proceeds going towards scholarships for local trade school students. The SSJID logo will be included on the event flyers. Board inquiry included canal safety during the event, to which Mr. Rietkerk responded that the race includes District staff and Ripon Rotary members only, the local Fire Department is on site, and the event is not open to the public.

ACTION CALENDAR

Item #3 – Landowner Appeal of Denial of Proposed Encroachments/Request for Variance for 661 Fir Street, Manteca

Ms. Mia Brown, SSJID General Counsel, addressed the Board and provided background of staff’s decision to deny the Encroachment Permit Application for 661 Fir Street, Manteca. She stated that photos included in the staff report identified the boundaries, the centerline of the District’s Drain #4, and existing structures. Ms. Brown introduced Mr. Jose Jimenez, the landowner’s authorized representative, and explained to him that he would be provided an opportunity to present to the Board; the Board will deliberate during Closed Session; and that a decision would be rendered and he would be contacted by day’s end.

**MINUTES FOR THE FEBRUARY 22, 2022
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

Mr. Killingsworth provided a thorough description of the property, proposed structure plans, District's utility location, location and measurements of the encroachment, applicant's proposed mitigation, and the District's encroachment policy.

Mr. Jimenez addressed the Board via the online Zoom meeting platform, and explained that the landowner was not informed of the easement prior to purchasing the property, the easement was never identified to the landowner by the SSJID Engineering Department, there are surrounding homes and garages currently encroaching on District utilities, and the exact nature and measurements of the existing encroachment. He asked the Board's consideration for inches of encroachment for the proposed structure.

Director Holmes thanked Mr. Jimenez for stating his case before Board. Board discussion included city variances, relocation of the structure, and the required distance between property lines.

Ms. Brown reiterated to Mr. Jimenez that his comments will be taken under advisement by the Board of Directors, and will be further discussed in Closed Session. A decision will be rendered following Closed Session in Open Session, and he will be notified of the decision via email.

Item #4 – Consider of Approval of Amendment to Irrigation Service Abandonment Agreement, APN 226-110-15

Mr. Killingsworth addressed the Board regarding approval of an Agreement to Amend Irrigation Service Abandonment Agreement, and stated that staff is also seeking an additional element for discussion regarding long-term implications for encroachments. Approval shall be subject to the terms and conditions specified in the revised policy entitled, "Policy for Rescinding Irrigation Service Abandonment."

Mr. Killingsworth provided thorough explanations of the previous owner entering into a Service Abandonment Agreement with the District in 1991 (Agreement #149); the current owner's request to amend the existing Service Abandonment Agreement to be eligible to receive District water by connecting to Lateral Wc263 dd; and encroachments which were recently identified including trees planted within the SSJID easement, and the grower's private irrigation system with pipelines within the SSJID easement which were installed in 2004 without acquiring District permits.

Board discussion included the District's Wc263 dd pipeline; the owner's private irrigation pipeline; rerouting the owner's pipeline; and clarifying language to be included in the Agreement to Amend Irrigation Service Abandonment Agreement regarding the District's direct access to the utility. Also discussed was revising the SSJID Agreement to Amend Irrigation Service Abandonment Agreement to include language to:

1. Redefine and clarify the terms of redevelopment;
2. Clarify terms of encroachment and encroachment permits;
3. Clarify terms of encroachment violations including discontinuance of receiving District water;
4. Clarify the District's requirement for access to the facility; and
5. Clarify terms that unauthorized encroachments that are not harming District facilities or adversely affecting District operations, as determined by staff, are to be removed upon redevelopment of the parcel or within 10 years from the date of agreement, whichever comes first.

Mr. Killingsworth concluded and stated that Ms. Brown will develop the terms for a revised Agreement to Amend Irrigation Service Abandonment Agreement.

MOTION: A motion was made by Director Holbrook and seconded by Director Weststeyn to approve the Agreement to Amend Irrigation Service Abandonment Agreement, APN 226-110-15, and revise the SSJID

**MINUTES FOR THE FEBRUARY 22, 2022
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

Agreement to Amend Irrigation Service Abandonment Agreement to include language reflecting the items listed above.

The motion passed 5 to 0 by the following vote:

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

Item #5 – Consider Adoption of Resolution 22-06-Y Implement Teleconferencing Requirement During a Proclaimed State of Emergency

MOTION: A motion was made by Director Holbrook and seconded by Director Weststeyn to adopt Resolution 22-06-Y Implement Teleconferencing Requirement During a Proclaimed State of Emergency.

**SOUTH SAN JOAQUIN IRRIGATION DISTRICT
RESOLUTION 22-06-Y**

**RESOLUTION TO IMPLEMENT TELECONFERENCING REQUIREMENTS
DURING A PROCLAIMED STATE OF EMERGENCY**

WHEREAS, the Ralph M. Brown Act requires that all meetings of a legislative body of a local agency be open and public and that any person may attend and participate in such meetings; and

WHEREAS, the Brown Act allows for legislative bodies to hold meetings by teleconference, but imposes specific requirements for doing so; and

WHEREAS, on March 17, 2020, in order to address the need for public meetings during the present public health emergency, Governor Newsom issued Executive Order No. N-29-20, suspending the Act’s teleconferencing requirements; and

WHEREAS, on June 11, 2021, Governor Newsom issued Executive Order No. N-8-21, continuing the suspension of the Brown Act’s teleconferencing requirements through September 30, 2021; and

WHEREAS, these Executive Orders allowed legislative bodies to meet virtually as long as certain notice and accessibility requirements were met; and

WHEREAS, the State Legislature amended the Brown Act through Assembly Bill No. 361 (AB 361) on September 16, 2021; and

WHEREAS, AB 361 amended the Brown Act so that a local agency may use teleconferencing without complying with the regular teleconferencing requirements of the Act, where the legislative body holds a meeting during a proclaimed state of emergency and makes certain findings; and

WHEREAS, Government Code section 54953 requires that the legislative body make additional findings every 30 days in order to continue such teleconferencing; and

WHEREAS, the Board of Directors previously adopted Resolution No. 21-29-Y authorizing teleconferencing until February 24, 2022, and the conditions under which that Resolution was adopted remain unchanged.

**MINUTES FOR THE FEBRUARY 22, 2022
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

NOW THEREFORE, the Board of Directors hereby finds, determines, declares, orders, and resolves as follows:

1. That the foregoing recitals are true and correct and incorporates them by this reference.
2. The Board of Directors (“Board”) of the South San Joaquin Irrigation District (“District”) finds, by a majority vote, the following:
 - a. That there exists a proclaimed state of emergency; and
 - b. State or local officials have imposed or recommended measures to promote social distancing.
3. District staff is authorized to take all steps and perform all actions necessary to execute and implement this Resolution in compliance with Government Code section 54953.
4. Full participation by the public in meetings covered under the provisions of this Resolution is facilitated through the teleconferencing platform.
5. This Resolution shall take effect **March 8, 2022** and shall remain in effect for thirty (30) days thereafter (until April 7, 2022), provided the conditions set forth in Section 2 remain.
6. This Resolution repeals and replaces Resolution 22-01-Y.

PASSED AND ADOPTED by the Board of Directors of the South San Joaquin Irrigation District this 22nd day of February 2022, by the following vote:

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

Item #6 – Consider Approval of the Aluminum Chlorohydrate and Sodium Hypochlorite Chemical Storage Tank Replacement

Mr. Charles Galea, WTP Chief Plant Operator, addressed the Board regarding approval for one (1) aluminum chlorohydrate (ACH) tank, and one (1) sodium hypochlorite chemical storage tank. He provided background of the WTP storage tanks for various chemicals used as part of the treatment process, and explained that each tank has a lifespan of 5-10 years. Mr. Galea further explained that during a routine inspection, bubbling along the interior walls and a slight tear to the lining was identified in the WTP Tank #4, which is sixteen (16) years old and has exceeded its lifespan.

Staff requested Board approve the quote from Misco Water to purchase one (1) sodium hypochlorite storage tank at \$41,190.00, and one (1) ACH storage tank at \$29,440.00 for a total of \$70,630.00 plus tax and shipping. The Capital Budget allocates sufficient funds for the ACH storage tank, but the sodium hypochlorite tank is over budget by approximately \$1,190 plus applicable shipping and taxes. Mr. Galea added that Misco Water is the sole supplier, and located in French Camp.

Board discussion included the estimated shipping charge of \$4,100.00.

**MINUTES FOR THE FEBRUARY 22, 2022
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

MOTION: A motion was made by Director Holbrook and seconded by Director Weststeyn to approve the quote from Misco Water for the purchase of one (1) sodium hypochlorite storage tank at \$41,190.00, and one (1) ACH storage tank at \$29,440.00 for a total of \$70,630.00 plus tax and shipping.

The motion passed 5 to 0 by the following vote:

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

Item #7 – Presentation of Draft Redistricting Map Scenarios; Discuss and Consider Authorizing the Same for Publication, and Commencement of the Public Hearing Process

Ms. Patterson addressed the Board and explained that today’s presentation was an overview of redistricting requirements, and proposed scenarios. She further explained that upon Board approval, staff will post draft maps on the District website and notify the public of the upcoming public hearings on March 8, and March 22. Ms. Patterson introduced Ms. Ruth McColly, Senior GIS Analyst, FLO Analytics (FLO), who was attending via the online Zoom meeting platform.

Ms. McColly addressed the Board and displayed a PowerPoint presentation detailing FLO’s redistricting experience; the redistricting process including analysis and outreach; redistricting principles including requirements and considerations; redistricting analysis including consideration of balancing populations, boundary continuity, boundary compactness, existing or natural boundaries, voting rights and demographics, communities of interest, and municipalities; and the redistricting process including data collection, scenario presentation (draft plans), community input, revisions, and plan adoption. She also noted redistricting requirements by law, as well as what is needed for a fully transparent process. Ms. McColly displayed slides depicting Redistricting Scenarios 0, 1, 2, 3, and 4 and thoroughly explained the proposed directors’ voting division boundaries and variances.

Board discussion included request of hard copy scenarios to review, population based on the 2020 census (which was released in April 2021), scenarios including a majority urban population and subsequent concerns for voting on irrigation issues, the requirement to include urban areas within division boundaries based on eligible voter population, and that the proposed scenarios seemed balanced but need work.

Staff recommended Board approval of the draft redistricting maps for publication, and to move forward with the public hearing process. Ms. Patterson stated that should Board consensus not be reached at the Public Hearing on March 8, the District can still meet the deadline for final approval of a redistricting map for special districts of April 17, 2022. She concluded that redistricting public hearings typically do not generate large public interest, and that information regarding the public hearings will be posted on social media and in the Irrigation Newsletter.

MOTION: A motion was made by Director Kamper and seconded by Director Spyksma to approve the draft redistricting map scenarios; authorize the draft redistricting maps for publication; and proceed with the public hearing process.

The motion passed 5 to 0 by the following vote:

**MINUTES FOR THE FEBRUARY 22, 2022
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

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

Item #8 – Consider Approval of 2022 Computer Replacements

Mr. Michael O’Leary, SSJID IT Systems Administrator, addressed the Board regarding Board approval to purchase new computers and related equipment. He explained the annual evaluation of District computers and his intent of a more proactive approach for replacement versus reactive, due to the onboarding of IT staff in the near future. He further explained the methodology to strategically replace all District computers over the next three years, followed by a 5-year replacement cycle.

Mr. O’Leary procured quotes from Dell Technologies, and CDW-G. Staff recommended the quote from Dell Technologies for the amount of \$39,357.67, due to the shorter lead time and better access to technical support.

MOTION: A motion was made by Director Holbrook and seconded by Director Weststeyn to approve the 2022 computer replacements, and approve the quote from Dell Technologies for the amount of \$39,357.67.

The motion passed 5 to 0 by the following vote:

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

Item #9 – Board Updates on Hydrology, Stanislaus River Operations, and California Department of Water Resources Bulletin 120

Mr. Rietkerk addressed the Board and stated that hydrology updates are being presented for informational purposes only and that action was not required by the Board. He reported on DWR’s release of Bulletin 120, dated February 8, 2022, and provided a detailed explanation of the projected forecast summary, runoff, precipitation, snowpack, and weather and climate outlooks. He summarized that the District will have the resources to run the system efficiently for urban and agricultural water usage in the upcoming irrigation season.

Mr. Rietkerk noted that Turlock Irrigation District (TID) had completed their project at Woodward Power Plant, the WTP switched to the lower outlet and was no longer diverting from the Stanislaus River, and that the WTP will begin diversions into Woodward Reservoir at the end of February – beginning of March.

Board discussion included the irrigation schedules of Oakdale Irrigation District (OID), Modesto Irrigation District (MID), and TID; messaging to SSJID customers regarding water conservation and the District’s positive groundwater recharge contributions; and that SSJID has not imposed watering time limits, restrictions, or violations for “gross users.”

Item #10 – Consider Approval of Amendment of the SSJID Purchasing Policy

Mr. Lindley stated that he had no planned presentation to the Board due to the completeness of his written report, and that he was available for questions. The proposed, revised SSJID Purchasing Policy was included in the agenda packet, Item #10.

**MINUTES FOR THE FEBRUARY 22, 2022
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

Board inquiry included the reason for the increased limits on purchase approval authority, to which Mr. Lindley responded that the increases were based on inflation, as well as an intent to reduce the substantial time required of staff and the Board to prepare and review requests that could be approved appropriately at a lower level. Mr. Rietkerk stated that the proposed amended purchasing policy had been reviewed several times by the Senior Leaders and Mr. Lindley, and provides the appropriate approach and amounts to procure materials efficiently.

MOTION: A motion was made by Director Kamper and seconded by Director Holbrook to approve the amendment of the SSJID Purchasing Policy.

The motion passed 5 to 0 by the following vote:

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

Item #11 – Consider Approval of Compensation for Finance and Administration Manager, AND Item #12 – Consider Approval of Compensation for Assistant Finance and Administration Manager

Mr. Rietkerk addressed the Board regarding Mr. Lindley’s approaching retirement on April 1, and referenced Board action on February 17, 2022, approving two (2) new positions titled SSJID Finance and Administration Manager, and SSJID Assistant Finance and Administration Manager to facilitate the transition. Staff requested Board approval for compensation of the new job classifications.

Mr. Rietkerk explained the research, analysis, and methodology used to calculate the proposed compensations.

- Finance and Administration Manager: Step 1 = \$168,654 to Step 5 = \$205,000
- Assistant Finance and Administration Manager: Step 1 = \$148,498 to Step 5 = \$180,500

MOTION: A motion was made by Director Holbrook and seconded by Director Spyksma to approve the compensation for Finance and Administration Manager at \$168,654 (Step 1) to \$205,000 (Step 5); and Assistant Finance and Administration Manager at \$148,498 (Step 1) to \$180,500 (Step 5).

The motion passed 5 to 0 by the following vote:

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

Item #13 – Discuss and Approve Board Appointments of District Officers

Mr. Lindley addressed the Board and explained the upcoming vacancies to statutory District offices due to his approaching retirement on April 1. Staff recommended the Board appoint Ms. Sarah Bloom, SSJID Management Accountant, to the offices previously held by the Finance and Administration Manager.

MOTION: A motion was made by Director Spyksma and seconded by Director Weststeyn to appoint Ms. Sarah Bloom to statutory the District offices of Assistant Secretary, Assessor, Treasurer, and Collector, effective immediately.

The motion passed 5 to 0 by the following vote:

**MINUTES FOR THE FEBRUARY 22, 2022
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

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

Item #14 – Consider Adoption of Resolution 22-07-F Update Signature Card with Financial Institution

Ms. Bloom addressed the Board and explained that the proposed resolution will remove signatories Bere Lindley due to his upcoming retirement, and Robin Giuntoli who retired from her position as SSJID Accounting and Customer Service Manager in November 2021; and add herself as a signatory as SSJID Interim Assistant Finance & Administration Manager and Assistant Secretary.

MOTION: A motion was made by Director Kamper and seconded by Director Holbrook to adopt Resolution 22-07-F Update Signature Card with Financial Institution.

**SOUTH SAN JOAQUIN IRRIGATION DISTRICT
RESOLUTION 22-07-F**

UPDATE SIGNATURE CARD WITH FINANCIAL INSTITUTIONS

TO BE EFFECTIVE MARCH 6, 2022

WHEREAS, Bere Lindley will retire from the position of Assistant General Manager, and

WHEREAS, Robin Giuntoli has retired from the position of Accounting & Customer Service Manager, and

WHEREAS, Sarah Bloom has filled the position of Assistant Finance & Administration Manager, and

WHEREAS, the South San Joaquin Irrigation District (District) must update its signature cards with its financial institutions.

THEREFORE, BE IT RESOLVED, that any one of the following named Directors,

John Holbrook
Robert Holmes
Dave Kamper
Glenn Spyksma
Mike Weststeyn

and any one of the following named District staff,

Peter M. Rietkerk, General Manager and Secretary
Sarah Bloom, Assistant Finance & Administration Manager and Assistant Secretary

are authorized to co-sign checks for and on behalf of the District drawn on the District's checking account.

BE IT FURTHER RESOLVED, that any one of the above noted staff is authorized to sign payroll checks, drafts, direct deposits, ACH transactions, and wires drawn on the District's checking account, or other orders for and on behalf of the District.

PASSED AND ADOPTED this 22nd day of February 2022 by the following roll call vote:

**MINUTES FOR THE FEBRUARY 22, 2022
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

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

Item #15 – Consider Approval of Recruitment Services Proposal for the SSJID Finance and Administration Manager

Mr. Rietkerk addressed the Board regarding approval of the proposal from Koff & Associates to administer executive recruitment services for SSJID Finance and Administration Manager, due to the upcoming retirement of Mr. Lindley. In order to facilitate this transition, Board action on February 17, 2022, approved two (2) positions titled SSJID Finance and Administration Manager, and SSJID Assistant Finance and Administration Manager in lieu of the current classification of Assistant General Manager. Mr. Rietkerk explained that staff is seeking to hire a recruitment firm to attract and vet candidates for the SSJID Finance and Administration Manager due to the relatively short timeframe until Mr. Lindley’s departure, as well as the current job market and SSJID’s recent unsuccessful attempt in hiring for the Controller position.

Staff requested proposals from three (3) firms for recruitment services including Bob Murray & Associates, Robert Half, and Koff & Associates. No response was received from Bob Murray & Associates, Robert Half responded via telephone, and Koff & Associates provided a formal proposal.

Mr. Rietkerk recommended Board approve the proposal from Koff & Associates for a not-to-exceed amount of \$24,000, and noted that their recruitment process includes pre-interviews with staff and the Board to fully absorb the District’s culture, and identify the desired skills and abilities of potential candidates. The Koff & Associates proposal also includes advertising, and customizing the search criteria process for candidates based on the staff and Board pre-interviews.

MOTION: A motion was made by Director Weststeyn and seconded by Director Spyksma to approve the recruitment services proposal, for the SSJID Finance and Administration Manager, from Koff & Associates for a not-to-exceed amount of \$24,000.

The motion passed 5 to 0 by the following vote:

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

It was announced that all items listed in the Closed Session agenda would be discussed. The Board took a brief recess at 11:25 a.m. and convened to Closed Session at 11:38 a.m.

Item #16 – CLOSED SESSION

16. a. Conference with Legal Counsel – Anticipated Litigation
 - Initiation to litigation pursuant to paragraph (4) of Subdivision (d) of Section 54956.9
 - 3 cases

**MINUTES FOR THE FEBRUARY 22, 2022
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

- b. Conference with Legal Counsel – Anticipated Litigation
 - Significant exposure to litigation pursuant to paragraph (2) of Subdivision (d) of Section 54956.9
 - 4 cases

- c. Conference with Legal Counsel – Existing Litigation
 - Paragraph (1) of subdivision (d) of Government Code Section 54956.9
 - 8 cases

SAN JOAQUIN TRIBUTARIES AUTHORITY, et al., vs. CALIFORNIA STATE WATER RESOURCES CONTROL BOARD
County of Sacramento Superior Court
Case No. JCCP 5013

SAN JOAQUIN TRIBUTARIES AUTHORITY vs. CALIFORNIA STATE WATER RESOURCES CONTROL BOARD (2021 Curtailment Case)
County of Fresno Superior Court
Case No. 21CDCG02632

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

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

Jana Lynn Woodbridge Apartments, LLC vs. South San Joaquin Irrigation District
San Joaquin County Superior Court
STK-CV-UPI-2021-0002339

Dave Hegarty vs. SSJID et al.
San Joaquin County Superior Court
STK-CU-UF-2021-0002552

**MINUTES FOR THE FEBRUARY 22, 2022
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

- d. Conference with Real Property Negotiator
California Government Code Section 54656.8
 - i. Property: Water
Negotiating Parties: Oakdale Irrigation District, Chicken Ranch Rancheria Band of Me-Wuk Indians, Other Potential Parties Unknown
District Negotiator: General Manager
Terms: Price and terms of payment of sale
 - ii. Property: Woodward Reservoir
Negotiating Parties: Stanislaus County
District Negotiator: General Manager
Under Negotiation: Grant of License
 - iii. Property: APN 198-040-130
Negotiating Parties: Scannell Properties #478, LLC
District Negotiator: General Manager
Under Negotiation: Price and terms of payment of sale
- e. Labor Negotiations
California Government Code Section 54957.6
Agency Negotiator: General Manager
Employee Organization: IBEW Local 1245
- f. Public Employment
California Government Code Section 94957(b)(1)
Classifications: Assistant General Manager, Finance Administration Manager
- g. Public Employment
California Government Code Section 94957(b)(1)
Classifications: Legal Counsel

RETURN TO OPEN SESSION

The Board reconvened to Open Session at 2:18 p.m.

Item #17 – ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION

Disclosure of reportable actions taken in Closed Session, pursuant to Government Code Section 54957.1:

Item #16.g. – Public Employment, California Government Code Section 54957(b)(1), Classification: Legal Counsel

MOTION: A motion was made by Director Holbrook and seconded by Director Spyksma to approve the retention of Murphy & Evertz as special legal counsel.

The motion passed 5 to 0 by the following vote:

**MINUTES FOR THE FEBRUARY 22, 2022
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

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

Item #3 - Landowner Appeal of Denial of Proposed Encroachments/Request for Variance for 661 Fir Street, Manteca

Upon return to Open Session, following Closed Session, the Board revisited Item #3 regarding the encroachment permit appeal for 661 Fir Street, Manteca. Board discussion and direction to staff included approval based upon finding that the proposed encroachment will not negatively impact District operations, and revised language in the encroachment permit that clarifies encroachments are subordinate to District’s rights in its easement and Drain #4.

MOTION: A motion was made by Director Spyksma and seconded by Director Weststeyn to approve the encroachment permit for 661 Fir Street, Manteca, based upon totality of circumstances and Board finding that the proposed encroachment will not negatively impact District operations, and revised language in the encroachment permit that clarifies encroachments are subordinate to District’s rights in its easement and Drain #4.

The motion passed 4 to 1 by the following vote:

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

Item #18 – ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 2:21 p.m.

ATTEST:

Danielle Barney, Clerk of the Board