

**MINUTES FOR THE JUNE 13, 2023
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. President Weststeyn called the meeting to order. Director Holbrook led the flag salute. Upon roll call the following members were noted present:

DIRECTORS: HOLBROOK KAMPER ROOS WESTSTEYN
ABSENT: SPYKSMA

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 \$191,743.19; Accounts Payable Wires in the amount of \$950,575.45; and Payroll dated May 19, 2023 in the amount of \$2,840.53, May 26, 2023 in the amount of \$3,122.14, May 31, 2023 in the amount of \$4,203.19, and June 2, 2023 in the amount of \$289,151.90.
- B. Approval of the Regular Board Meeting Minutes of April 25, 2023
- C. Approval of Amendment to Service Abandonment Agreement for APN 229-020-11

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

The motion passed 4 to 0 by the following vote:

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

COMMUNICATIONS

Item #1 – Directors’ Reports

Director Holbrook reported that he attended the Stockton East Water District’s (SEWD) 75th Anniversary Open House on June 9. He noted informational booths hosted by various departments/divisions which highlighted their teams’ roles and functions within the agency, SEWD’s new improvements and updates, and a presentation given by SEWD General Manager Justin Hopkins on the agency’s history. Members of both the SSJID and Oakdale Irrigation District (OID) Board of Directors were present at the event.

President Weststeyn reported that he attended the SEWD 75th Anniversary celebration on June 9, as well. He stated that he particularly enjoyed the tour of SEWD’s Water Treatment Plant (WTP).

President Weststeyn reported that he attended the San Joaquin Farm Bureau (SJFB) Water Advisory Committee meeting on May 23. He mentioned the importance in attending these meetings to hear updates from various participating member districts, as well as to network and establish professional relationships.

**MINUTES FOR THE JUNE 13, 2023
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

Director Kamper stated that there were no updates to report.

Director Roos stated that there were no updates to report.

Item #2 – Various Reports

Mr. Peter Rietkerk, SSJID General Manager, provided the Board with a status update on the District's application for the California Department of Food and Agriculture (CDFA) State Water Efficiency and Enhancement Program (SWEEP) "Block Grant." He stated that Mr. Brandon Nakagawa, SSJID Water Resources Coordinator, Mr. Forrest Killingsworth, SSJID Engineering Department Manager, and Ms. Julie Vrieling, SSJID Water Conservation Coordinator, are working on the application process. Mr. Rietkerk added that Mr. Nakagawa had contacted SEWD and the North San Joaquin Water Conservation District (NSJWCD) staff to consider regional collaboration on a joint grant application, which has been agreed upon by all parties. SSJID's portion of the potential \$5 million award would be \$500,000.00.

Mr. Nakagawa stated that a Zoom meeting is scheduled for this afternoon with SEWD and NSJWCD to review and discuss the application. If awarded, SSJID would make available to its customers up to \$450,000 total for on-farm improvements. Staff estimates that approximately three (3) projects for converting groundwater users to District water, and a number of other smaller projects such as solar panels, high-efficiency pumps, soil moisture sensors, SCADA controls, etc. would be possible. \$50,000.00 would be reserved for the District's grant administration costs. He stated that the collaboration of SSJID, SEWD, and NSJWCD is one of the reasons we go to meetings and foster relationships, and that it made more sense to partner rather than compete with the other water districts for limited grant funds.

Mr. Killingsworth addressed the Board regarding previous board action on May 23, 2023, authorizing staff to request a proposal from Provost and Pritchard Consulting Group (P&P) for grant writing services for the SWEEP Block Grant. He stated that SEWD has retained grant writing staff, therefore SSJID will not need grant writing services. Mr. Killingsworth acknowledged Mr. Nakagawa for his coordination of the joint application and commended him on his long-standing, positive connections with neighboring agencies. He opined that joint agency applications are typically stronger, which can enhance chances of approval.

Mr. Rietkerk announced the upcoming Manteca Chamber of Commerce Installation & Awards Banquet on June 22, at the Great Wolf Lodge. SSJID will be receiving a "Business of the Year" award, and is a table sponsor for the event. Six (6) dinner tickets are still available. Directors interested in attending should contact Ms. Katie Patterson, SSJID Public and Government Relations Manager.

Mr. Rietkerk announced the recent hiring of one (1) Instrument and Control Technician at the WTP, and two (2) Electrical Technicians at the Control Room. The District will also be looking to fill Division Managers/Maintenance positions in the near future.

Mr. Rietkerk announced that he will be attending the American Public Powers Association (APPA) 2023 National Conference, on June 16-21, 2023, in Seattle, WA. Mr. Nakagawa will be assigned as Acting General Manager during Mr. Rietkerk's absence.

Mr. Rietkerk reported that he attended the SEWD 75th Anniversary celebration. He stated it was a good event, highlighted the WTP tour, and appreciated the opportunity to interact with SEWD management and technical staff.

Mr. Rietkerk provided the Board with an update on the District's Proposition (Prop) 218 rate increase process. To date, several phone calls have been received from the public with opinions ranging from support to

**MINUTES FOR THE JUNE 13, 2023
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

opposition of the proposed rate increase. The first Prop 218 Public Outreach Meeting is scheduled for June 26 at 9:00 a.m., at the Escalon Community Center. In addition, outreach had been extended to the Growers Advisory Committee, explaining that the potential increase is being proposed as a follow-up to the Water Master Plan's (WMP) Financial Model.

Ms. Sonya Williams, SSJID Finance and Administration Manager, reported that a third party had been contracted to gather, validate, and tabulate any protest forms received in the course of the Prop. 218 proceedings.

Director Holbrook requested that hard copies of the monthly Managers' Reports be made available to the Board members that want them instead of electronic copies.

ACTION CALENDAR

Item #3 – Consider Adoption of Resolution 23-17-H Commemorating the Stockton East Water District on the Occasion of Its 75th Anniversary Celebration

Mr. Rietkerk addressed the Board regarding acknowledgement of SEWD's 75th anniversary, their accomplishments, and the long-term positive relationship and continued engagement with SSJID. He stated that due to time constraints, an SSJID Board resolution could not be prepared and adopted by the Board for approval at the last meeting in advance of the 75th anniversary event, but that the District wished to formally acknowledge and congratulate SEWD.

Staff recommended Board approval of Resolution 23-17-H commemorating SEWD on its 75 years of service.

MOTION: A motion was made by Director Kamper and seconded by Director Holbrook to adopt Resolution 23-17-H Commemorating the Stockton East Water District on the Occasion of Its 75th Anniversary Celebration.

**SOUTH SAN JOAQUIN IRRIGATION DISTRICT
RESOLUTION NO. 23-17-H**

**COMMEMORATING THE STOCKTON EAST WATER DISTRICT
ON THE OCCASION OF ITS 75th ANNIVERSARY CELEBRATION IN JUNE 2023**

WHEREAS, the Stockton East Water District was originally formed in 1948 as the Stockton and East San Joaquin Water Conservation District to acquire and provide a supplemental water supply, and to develop water use practices to secure and balance the District's surface water and groundwater supplies; and

WHEREAS, the efforts of the Stockton East Water District, with other local agencies, resulted in the construction of New Hogan Dam in 1964; and

WHEREAS, the Stockton East Water District entered into an agreement with the United States Bureau of Reclamation in 1970 for supplemental surface water from New Hogan's Reservoir; and

WHEREAS, in 1978, the Stockton East Water District completed construction and began operation of the Dr. Joe Waidhofer Drinking Water Treatment Plant, supplying wholesale treated surface water to the Stockton metropolitan area for the California Water Service Company, City of Stockton, and San Joaquin County customers; and

WHEREAS, the Stockton East Water District's dedication to environmental efforts to protect and manage resident rainbow and steelhead trout in the Calaveras River resulted in the completion of two projects to ensure

**MINUTES FOR THE JUNE 13, 2023
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

safe fish passage in Mormon Slough; and

WHEREAS, throughout the years, the South San Joaquin Irrigation District has partnered with the Stockton East Water District to assure the security and sustainability of surface and groundwater resources within the local region, and looks forward to continuing this partnership to serve the long-term interests of both Districts and the communities we serve.

NOW THEREFORE BE IT RESOLVED, that the South San Joaquin Irrigation District Board of Directors and its management hereby congratulate the Stockton East Water District, its Directors, management and employees on the occasion of the District’s 75th celebration; and

BE IT FURTHER RESOLVED, that the Stockton East Water District be commended for its exemplary services to its customers, the promotion of efficient water use practices, groundwater management, and the protection of water quality; and

BE IT FURTHER RESOLVED, that the South San Joaquin Irrigation District Board of Directors and its management wish the Stockton East Water District continued success providing service to its communities, and the region.

PASSED AND ADOPTED this 13th day of June, 2023, by the following vote:

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

Director Holbrook stated that he had recently listened to the Institute for Local Self-Reliance “Local Energy Rules” Podcast featuring Mr. Rietkerk, which discussed SSJID’s endeavor to provide retail electric service to its customers. He commended Mr. Rietkerk on a job well done in the interview and expressed his pride in the District, staff, and General Manager Rietkerk.

Item #4 – Consider Approval of Resolution 23-18-V Authorizing and Directing Sale of District Vehicle as Surplus Property

Mr. James Ferguson, SSJID Shop Department Supervisor, addressed the Board regarding authorization to obtain quotes for dismantling services for a District vehicle. He stated that the vehicle in question is a Chevrolet Traverse which had been damaged in an auto accident. Mr. Ferguson noted that the cost for repairs would total \$3,000.00 over the Kelly Blue Book value of the van. A replacement vehicle for the fleet had already been ordered.

Staff recommended Board adoption of Resolution 23-18-V to scrap the wrecked District vehicle, and authorize staff to do all things necessary to dispose of it as surplus property.

Board discussion included donating the vehicle to charity, to which Mr. Ferguson responded that repairs would be more costly than the value of the vehicle.

MOTION: A motion was made by Director Holbrook and seconded by Director Roos to adopt Resolution 23-18-V Authorizing and Directing Sale of District Vehicle as Surplus Property.

**MINUTES FOR THE JUNE 13, 2023
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS
SOUTH SAN JOAQUIN IRRIGATION DISTRICT
RESOLUTION NO. 23-18-V**

**AUTHORIZING AND DIRECTING SALE OF DISTRICT VEHICLE
AS SURPLUS PROPERTY**

WHEREAS, the South San Joaquin Irrigation District (“District”) may sell as “surplus property” for valuable consideration, any property of the District which is determined to be no longer necessary for District purposes; and

WHEREAS, the District Board of Directors finds the following described vehicle no longer necessary for District purposes:

<u>DISTRICT I.D. No.</u>	<u>VEHICLE TYPE</u>	<u>VIN NUMBER</u>
201-13	2013 Chevrolet Traverse	1GNKRGKD3DJ180797

WHEREAS, the Board finds it in the best interests of the District to dispose of said vehicle by sale, using reasonable efforts to obtain the best possible sales-price.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED,

1. The Board of Directors authorizes the District Shop Supervisor to use his professional judgement in determining the most appropriate means of effectuating a sale of said vehicle at the best possible sales price, including, but not limited to: sale at public or on-line auction; placing vehicle with a dealer for consignment sale; or sale by published advertisement and receipt of sealed bids.
2. The Finance and Administration Department Manager is authorized and directed to do all things necessary and proper, including execution of all documents, to execute the sale of said vehicle and transfer title thereto.

PASSED AND ADOPTED this 13th day of June, 2023, by the following vote:

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

Item #5 – Consider Approval of the Lake and Streambed Alteration Agreement for the Canyon Tunnel Project

Mr. Killingsworth addressed the Board and provided a brief background of the Canyon Tunnel Project, the work completed to date, the work proposed at Goodwin Reservoir which required a Lake and Streambed Alteration (LSA) Agreement with California Department of Fish and Wildlife (CDFW), the LSA application to CDFW, and the completion of the California Environmental Quality Act (CEQA) process and documentation as required by the CDFW. Engineering staff and CDFW staff have coordinated to develop a draft LSA agreement.

Mr. Killingsworth stated that the purpose of the LSA Agreement was to mitigate any adverse impacts the project may cause to wildlife, fish and other species; lake banks; and the watercourse, and cited the mitigation measures identified in the agreement.

**MINUTES FOR THE JUNE 13, 2023
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

Staff recommended the Board’s conditional approval of the draft LSA Agreement, subject to the satisfaction of the District’s General Counsel, and authorize the Engineering Department Manager to provide electronic signatures as necessary through CDFW’s Environmental Permit Information Management System.

Ms. Brown stated that she reviewed the draft agreement and had no issues or concerns.

Board discussion included specific mitigation measures listed in the LSA Agreement regarding selected biologists, and bat nesting areas.

Director Holbrook commended Mr. Killingsworth for his work and the progress made with CDFW on the draft LSA Agreement. Mr. Killingsworth noted the importance of fostering inter-agency relationships.

MOTION: A motion was made by Director Roos and seconded by Director Holbrook to approve the draft Lake and Streambed Alteration Agreement, subject to the satisfaction of the District’s General Counsel, and authorize the Engineering Department Manager to provide electronic signatures as necessary through the California Department of Fish and Wildlife’s Environmental Permit Information Management System.

The motion passed 4 to 0 by the following vote:

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

Item #6 – Consider Approval of Villa Ticino West Unit No. 3 Residential Development Project

Mr. Killingsworth addressed the Board regarding the Villa Ticino West Unit No. 3 Residential Development Project, and provided detailed descriptions of the work to date on Units No. 1 and 2; the project location; project size; District facilities involved; and proposed SSJID improvements. The project will affect the SSJID South County Water Supply Program (SCWSP) domestic water line along its Airport Way frontage. He noted that the former SSJID Drain “5” had been quitclaimed to Jen California 23, LLC, and will be relocated during Unit No. 3 construction and become a City of Manteca utility.

Staff recommended the Board’s conditional approval pending fulfillment of the items listed below regarding Villa Ticino West Unit No. 3:

1. Staff signature of Improvement Plans
2. Encroachment Agreement/Temporary Construction Agreement
3. Developer’s Agreement
4. Irrigation Service Abandonment Agreement
5. Review/Approval of Unit No. 3 Final Map

MOTION: A motion was made by Director Holbrook and seconded by Director Kamper to approve the Villa Ticino West Unit No. 3 Residential Development Project pending compliance of the items listed above to the satisfaction of District staff.

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

**MINUTES FOR THE JUNE 13, 2023
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

Item #7 – Consider Approval of Capital Budget Amendment and Design Proposal from Provost & Pritchard Consulting Group (P&P) for Engineering Services Related to the Q/Qc Regulation Reservoir Project

Mr. Killingsworth addressed the Board regarding the Lateral Q/Qc Regulation Reservoir Project, which had been identified in the development of the Water Master Plan as a capacity enhancement project estimated to improve service to approximately 3,100 acres and eliminate nearly all spill water in Drain 13.

Mr. Killingsworth provided background of the project, the property currently owned by The Wine Group (TWG), TWG's previous request for surface water which would require TWG's construction of an on-site reservoir, and District staff's coordination with TWG to explore the potential for a reservoir project on the property. He added that P&P had been contracted to conduct a preliminary engineering design to identify project details and to provide a Design Criteria Memo. Mr. Killingsworth stated that staff has been negotiating with TWG to secure the property, that a formal agreement will soon be drafted, and that a final purchase and sale agreement should be approved within the next month or two.

Mr. Killingsworth noted that for the District to legally purchase property for the project, the CEQA process must be completed. Additionally, the project is a prime candidate for grant funding, which may require CEQA completion and property acquisition to be in place prior to award. Staff requested a proposal from P&P to assist in developing an Initial Study/Mitigated Negative Declaration (IS/MND) document, to advance the project design to the 90% level, and to provide grant writing assistance.

Mr. Killingsworth explained the five (5) phases of the P&P proposal including property acquisition support, environmental documentation, electrical design and acquisition support, design engineering, and grant application submittal. He further explained that the United States Bureau of Reclamation (USBR) has multiple grant funding opportunities coming up in the near future.

The P&P proposal estimates the scope of work to cost \$317,000.00, to be billed on a Time and Expense basis. The project was not included in the 2023 Capital Budget and, if approved, will require a budget amendment to include the anticipated expenditures for design and environmental work with approximately \$240,000.00 to be spent in 2023, and the remaining \$77,000.00 budgeted in 2024.

Staff recommended Board approval of the P&P proposal to provide engineering services for the Q/Qc Regulation Reservoir Project; and to amend the 2023 Capital Budget to include engineering services for the Q/Qc Regulation Reservoir amounting to \$240,000.00 in 2023, and \$77,000.00 in 2024.

The Board inquired about whether a grant application could be submitted before a subject property is legally owned by the applicant. Mr. Killingsworth responded that it would be acceptable, but emphasized that the CEQA process is required and would be advantageous during the application process if CEQA compliance is completed or underway. Mr. Killingsworth noted that any grant applications would need authorization by the General Manager. Mr. Rietkerk stated that should grant applications require cost-share funding, staff would seek Board approval prior to commitment to the application process.

MOTION: A motion was made by Director Holbrook and seconded by Director Roos to approve the P&P proposal to provide engineering services for the Q/Qc Regulation Reservoir Project; and to amend the 2023 Capital Budget to include engineering services for the Q/Qc Regulation Reservoir amounting to \$240,000.00 in 2023, and \$77,000.00 in 2024.

The motion passed 4 to 0 by the following vote:

**MINUTES FOR THE JUNE 13, 2023
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

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

It was announced that all items on the Closed Session agenda would be discussed. The Board took a brief recess at 9:55 a.m. and convened to Closed Session at 10:05 a.m.

Item #8 – CLOSED SESSION

RETURN TO OPEN SESSION

The Board returned to Open Session at 12:05 p.m.

Item #9 – ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION

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

Director Holbrook requested that the District consider sponsoring two (2) foursomes for the upcoming Agape Villages “Fairways Fore Foster Kids” Annual Golf Tournament on October 13, 2023. He noted the importance of the fundraising event for the foster agency, and that the additional foursome would allow employees the opportunity to participate. Mr. Rietkerk stated that he would discuss the topic with Ms. Patterson.

Item #10 – ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 12:10 p.m.

ATTEST:

Danielle Barney, Clerk of the Board