

**MINUTES FOR THE AUGUST 27, 2024
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 SPYKSMA WESTSTEYN
ABSENT: ROOS

Also present were General Manager Peter 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 \$175,039.75; Accounts Payable Wires in the amount of \$1,202,759.61; and Payroll dated August 9, 2024 in the amount of \$299,166.42.
- B. Approval of the Regular Board Meeting Minutes of August 13, 2024
- C. Approval of Consent to SSJID’s Entry of Property to Read and to Maintain Flow Meter, APN 226-040-01
- D. Financial Statements through July 31, 2024
- E. Investment Report for July 2024

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

The motion passed 4 to 0 by the following vote:

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

COMMUNICATIONS

Item #2 – Various Reports

Director Holbrook addressed Ms. Sonya Williams, SSJID Finance and Administration Manager, and referenced the Finance and Administration Manager’s Report for August 27, 2024, Section Finance, Projects/Activities, Bullet #5 regarding the tower rental contract with MetroPCS. He commended Ms. Williams and staff for catching the oversight that an increase in rent had not been collected as per the 2020 contract amendment, effective in March 2021. To date, \$16,000.00 has been collected for “back rent,” as well as an additional \$460.00/month going forward (\$400.00 + 15% inflation factor).

Director Holbrook addressed Mr. Ed Erisman, Nick C. DeGroot Water Treatment Plant (WTP) Manager, referenced the WTP Manager’s Report for August 27, 2024, Section Department Update, Item #3, and requested clarification on the membrane basin re-caulking project. WTP Chief Plant Operator Charles Galea responded,

**MINUTES FOR THE AUGUST 27, 2024
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

via the online Zoom meeting platform, and clarified that recaulking had been done to the concrete joints on the membrane train basin tanks, and that the project had been completed.

Director Holbrook stated that better security measures are needed at the WTP and Robert O. Schulz Solar Farm.

Item #1 – Directors’ Reports

Director Holbrook reported that he attended the Manteca Chamber of Commerce “Installation and Awards Banquet,” on July 26. He commented on the good event and fellowship.

Director Spyksma provided a brief update on the San Joaquin Tributaries Authority’s (SJTA) search for an Executive Director (ED). He stated that the search continues for an ED, and that consideration is being given to various hiring models such as an individual, or consultant team. A special SJTA Commission meeting is scheduled for August 29.

Director Kamper reported that he had no updates to report.

President Weststeyn reported that he attended the San Joaquin Farm Bureau (SJFB) Water Committee meeting on August 14.

President Weststeyn reported that he attended the South San Joaquin Groundwater Sustainability Agency (SSJGSA) Board meeting on August 21. Discussion included the Eastern San Joaquin Groundwater Authority (ESJGWA) member Groundwater Sustainability Agencies’ (GSA) work to finalize the Groundwater Sustainability Plan (GSP) Update, and submit to the California Department of Water Resources (DWR) by the January 2025 deadline, per DWR requirements.

Mr. Brandon Nakagawa, SSJID Water Resources Coordinator, announced the following upcoming events/activities:

- September 25 – ESJGWA Open House and GSP Presentation, at the Robert Cabral Agricultural Center. Discussion will include the presentation of the draft GSP.
- October 1 – Draft GSP will be released for public review.
- Mid-October – SSJGSA will host a Growers’ meeting.

Director Spyksma requested that Executive Assistant/Clerk of the Board Danielle Barney place a meeting invite, on the Directors’ calendars, for the ESJGWA Open House & GSP Presentation, scheduled for September 25.

ACTION CALENDAR

Item #3 – Presentation by the City of Manteca Regarding Proposed Sales Tax Measure Q Placed on the November Ballot

SSJID General Manager Peter Rietkerk addressed the Board regarding the City of Manteca’s “Measure Q” presentation and noted SSJID’s positive relationship with the City of Manteca (City) on development, drinking water, and drainage issues, and the City’s support of SSJID’s retail electric project. He introduced Manteca City Manager Toni Lundgren, and Mayor Gary Singh.

Ms. Lundgren addressed the Board and distributed a hard-copy handout of the City’s informational PowerPoint presentation regarding the proposed sales tax Measure Q, which detailed Manteca’s City Councilmembers, current property tax sharing agreement of 80/20 split (20% to the City), community district formations, standard

**MINUTES FOR THE AUGUST 27, 2024
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

financial practices, economic development and tourism, and pursuit of other funding options. Ms. Lundgren explained the breakdown of Manteca's general fund revenues, including the current 8.25% sales tax annual revenue which provides the City with 1.5 cents for every dollar equaling \$19,188,000.00, and stated that if the City does not impose a tax increase, the County, State or Federal governments could apply their own tax.

The presentation also highlighted a comparison between Manteca and other local cities of sales tax rates, general fund revenues, and per capita general fund revenues.

Mayor Singh clarified general versus special tax, necessary budget cuts to general services, anticipated funding necessary for road repair/maintenance to keep the Pavement Condition Index (PCI) current, and future road projects. He introduced Manteca Police Chief Steven Schluer.

Chief Schluer addressed the Board and provided information regarding Manteca Police Department's current staffing at 60 percent (60%), a possible new police facility, and consideration of an in-depth study on staffing levels and data analysis of the police department to best serve the Manteca community.

Additional topics addressed in the presentation were the Fire Department's needs and funding; sales tax critical funding areas including roads and infrastructure, public safety, and quality of life; funding priorities if the measure passes; the creation of a five-member Citizen Oversight Committee, if the measure passes, to monitor expenses and recommend a spending plan; and potential cutbacks on services and programs if the measure does not pass.

The Board inquired about the selection process of the Citizen Oversight Committee, to which Ms. Lundgren responded that interested constituents should apply through the Manteca City Council, whereby each councilmember will select a committee member from within their district.

Board discussion included Manteca's growing commercial and residential properties; concern over the City's growth; concern over commercial trucking routes through the City; future construction of overpasses and industrial roads to alleviate commercial traffic; and Pacific Gas & Electric's ability to accommodate future growth.

Director Holbrook requested clarification of Agenda Item 2.J – Structure Permits. SSJID Engineering Department Manager Forrest Killingsworth responded that structure permits listed under Agenda Item 2.J. are listed as standard procedure for informational purposes only, and are unrelated to any Service Abandonment Agreement (SAA) Amendments listed on the Action Calendar.

Item #4 – Consider Approval of New Community Outreach Tasks 1-3 to Support the Canyon Tunnel Project; Authorizing the General Manager to Sign the Scope of Work; and Approval of the Revised Rate and Fee Schedule with CV Strategies Increasing Total Services by \$35,000.00

Ms. Katie Patterson, SSJID Public and Government Relations Manager, addressed the Board and stated that today's item was a follow-up to her Tri-Dam Project Board meeting presentation, on August 15, regarding community outreach to support the Canyon Tunnel Project.

Ms. Patterson detailed CV Strategies' Community Outreach Tasks 1, 2, and 3 including a Situational Assessment, a Draft Outreach Plan, and a Final Outreach Plan, respectively.

Board approval would increase the professional services provided by CV Strategies by \$35,000.00 and set a new not-to-exceed amount of \$168,000.00 for all tasks performed between January 1 through December 1, 2024. All tasks related to the Canyon Tunnel community outreach efforts will be coded to the SSJID Engineering

**MINUTES FOR THE AUGUST 27, 2024
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

Department's existing work order, and will be invoiced separate from ongoing SSJID Community Outreach tasks already approved. Ms. Patterson noted that the cost-share breakdown of the \$35,000.00 would be 72-percent (72%) or \$25,200.00 paid by SSJID, and 28-percent (28%) or \$9,800.00 paid by Oakdale Irrigation District (OID).

MOTION: A motion was made by Director Kamper and seconded by Director Spyksma to approve the new Community Outreach Tasks 1-3 to support the Canyon Tunnel Project; authorize the General Manager to sign the Scope of Work; and approve the revised rate and fee schedule with CV Strategies increasing total services by \$35,000.00.

The motion passed 4 to 0 by the following vote:

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

Item #5 – Consider Approval of Amendment to Service Abandonment Agreement for Thomas Guerrero and Linda Gaxiola TR, APNs 245-120-46, 47, 48, 49 & 50

Mr. Anthony Podesto, SSJID GIS/Engineering Technician, addressed the Board and clarified that the item title submitted for the board agenda was incorrect, and that the property owner is C&G Farms, LLC et al. He stated that Mr. Michael Fields (Applicant) was in attendance to answer any questions.

Mr. Podesto provided background of the previous owner, George Fields, entering into the SAA with the District in 1991 (#231), and C&G Farms LLC et al's (Owner) request to amend the existing SAA so that the property can be eligible to receive District water. He stated that the Owner has submitted a structure permit application to install a new on-farm pressurized system on Lateral Oa, and that the application proposes one (1) sprinkler sump system to irrigate the subject properties plus three (3) additional adjacent properties that are eligible for service.

Mr. Podesto described the subject properties, District facilities, serviceability, and the District's improvements to provide service to the subject property which will include three (3) float valves and a control box replacement. It was noted that Capital Improvement Projects to install multiple floats valves and automated gates were identified in the SSJID Water Master Plan (WMP) to mitigate deficiencies and improve level of service. Once completed, Operations staff will have the tools needed to provide a reliable service to the subject properties and all other properties downstream of Sexton Road.

Mr. Podesto identified SSJID's three (3) property interests related to Lateral Oa in the vicinity of the subject properties and stated that the owner will grant the District an easement, consistent with the District's standard form, for all SSJID facilities within the subject properties. Findings discovered one (1) recorded Easement for APN 245-120-49; one (1) unrecorded Agreement to Convey for APNs 245-120-47 & 48; and one unrecorded Agreement to Convey for APN 245-120-09. Staff identified unauthorized encroachments, consisting of six (6) almond trees, and recommended removal of the trees within 15' of the Lateral Oa pipeline as a condition of approval.

Mr. Podesto and the Applicant met, on August 22, to review the District's findings and recommendations, to which Mr. Fields provided verbal confirmation that he would be willing to comply with the recommendations stated as a condition to amending the SAA.

**MINUTES FOR THE AUGUST 27, 2024
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

The Board commended Mr. Podesto for his coordination efforts with the customer towards resolution, and discussed the proximity of the Owner’s fuel tank to the District’s facility.

Mr. Killingsworth stated that staff are conducting more thorough background searches on properties requesting SAA Amendments, and he anticipates more SAA Amendment requests will be forthcoming. He added that Mr. Fields had been extremely accommodating working with staff.

Specific conditions for approval that staff recommended include: property eligibility for flood, sprinkler or drip irrigation, and one year provision which requires a one-year waiting period before the property is served with water. Final approval shall be conditional upon Owner’s grant of an easement to District; removal of almond trees within of SSJID’s recorded easement; and Owner obtaining an Encroachment Permit for the existing well, motor, fuel pump and filters adjacent to the Lateral Oa canal. All other standard language for SAA Amendments shall be included in the amended document. Per the District’s “Policy for Rescinding Irrigation Service Abandonment” for properties subject to irrigation service abandonment agreements dated before January 27, 2015, Owner will be required to pay two (2) times the current year’s water rates and shall be subject to the District’s standard rate structure thereafter.

MOTION: A motion was made by Director Spyksma and seconded by Director Kamper to approve the “Agreement to Amend Irrigation Service Abandonment Agreement” for C&G Farms, LLC., et al, APNs 245-120-46, 47, 48, 49 & 50.

The motion passed 4 to 0 by the following vote:

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

Item #6 – Consider Approval of Amendment to Service Abandonment Agreement for C&G Farms, LLC, APNs 245-230-02, 03, 77 & 79

Mr. Podesto addressed the Board regarding the Amendment to the SAA for APNs 245-230-02, 03, 77 & 79.

Mr. Podesto provided background of the previous owner of APNs 245-230-02 & 03, George Fields, entering into an SAA with the District in 2000 (#’s 1242 & 1243); and the previous owner of APNs 245-230-77 & 79, Lawrence Green, entering into an SAA in 1991 (#318). The current owner of all four parcels, C&G Farms, LLC et al. (Owner), would like to amend the existing abandonment agreement so that the properties can be eligible to receive District water. He stated that if the SAA is amended, the Owner intends to submit a structure permit application to install a new turnout and on-farm pressurized system on Lateral Ra.

Mr. Podesto provided detailed descriptions of the District’s Lateral Ra; the systems’ service ratio which has adequate capacity to service the subject properties; one (1) written property interest in the vicinity of the subject properties; and unauthorized encroachments consisting of a brush pile, and existing well and irrigation system. Staff recommendation included that the Owner be required to: grant the District an easement for all SSJID facilities within the subject properties; remove the brush pile; and that staff would allow the existing well and irrigation system to remain conditioned upon Owner obtaining an Encroachment Permit and Grant of Easement from the District.

Mr. Killingsworth stated that the Grant of Easement will provide the District with legal rights to drive around the Owner’s well.

**MINUTES FOR THE AUGUST 27, 2024
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

MOTION: A motion was made by Director Holbrook and seconded by Director Spyksma to approve the “Agreement to Amend Irrigation Service Abandonment Agreement” for C&G Farms, LLC, APNs 245-230-02, 03, 77 & 79.

The motion passed 4 to 0 by the following vote:

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

Item #7 – Consider Approval of Purchase and Sale Agreement with Daniel and Judith Van Elderen for the Lateral X-W Connection Project

SSJID Associate Civil Engineer Chad Parsons addressed the Board regarding approval of the Purchase and Sale Agreement (Agreement) with Daniel and Judith Van Elderen (Landowner) in association with the Lateral X-W Pipeline Connection Project (Project), and prefaced his presentation by stating that the 4,000 linear-foot Project is currently out-to-bid with a bid date of September 5, 2024, and an anticipated Notice to Proceed for construction by November 1. The Engineer’s Estimate for construction is \$2,446,000.00.

Mr. Parsons gave background of the Board approved engineering services provided by Provost & Pritchard Consulting Group (P&P) to investigate project feasibility, identify preferred alignments, coordinate with associated landowners, prepare and complete 100% design plans and construction specifications, and comply with the California Environmental Quality Act (CEQA). He noted that through the evaluation process, staff has planned for the Lateral X-W Pipeline improvements to be carried out over three (3) separate projects: 1) Lateral XW Pipeline Connection Project (Fall 2024 Construction); 2) Lateral W190dd to We Connection Project (Fall 2025 Construction); and 3) Hat Ranch Development (approximately Fall 2025 Construction).

Mr. Parsons provided details of the Project location and scope, which will resolve service challenges in the Lateral W and Lateral Wc service areas by utilizing surplus capacity from Lateral X. He explained that the Project requires the purchase of 2.70 acres of new 45-foot-wide permanent easements, and 174 trees to be removed within the corresponding easements.

Mr. Parsons stated that the Agreement had been drafted for the District to purchase a permanent easement from the Landowner, at APN 226-120-19, subject to terms and conditions detailed in the agenda Item #7 Staff Report. He noted the primary terms of the Agreement, including that the Landowner shall grant the District a 22.50-foot-wide easement consisting of 0.69 acres at \$75,000.00 per acre for \$51,750.00; and 45 existing almond trees to be removed from within the proposed easement at \$200.00 per tree for \$9,000.00; for a total purchase price of \$60,750.00.

The approved 2024 Budget includes \$200,000.00 in Q3 of 2024 for easement acquisition.

Mr. Killingsworth added that a signed Acceptance Letter has been received from the Landowner/Seller, though the Landowners are still in the process of reviewing the Purchase and Sale Agreement.

MOTION: A motion was made by Director Kamper and seconded by Director Holbrook to approve the Purchase and Sale Agreement with Daniel and Judith Van Elderen for the Lateral X-W Pipeline Connection Project.

The motion passed 4 to 0 by the following vote:

**MINUTES FOR THE AUGUST 27, 2024
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

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

Item #8 – Consider Approval of Purchase and Sale Agreement for James and Lynda Van Laar for the Lateral X-W Connection Project

Mr. Parsons addressed the Board regarding approval of two (2) Purchase and Sale Agreements for acquisitions of permanent easements with James and Lynda Van Laar (Landowner) in association with the Lateral X-W Pipeline Connection Project (Project).

Mr. Parsons provided details of the Project location and scope, which will resolve service challenges in the Lateral W and Lateral Wc service areas by utilizing surplus capacity from Lateral X. He explained that the Project requires the purchase of 2.70 acres of new 45-foot-wide permanent easements, and 174 trees to be removed within the corresponding easements.

Mr. Parsons stated that Agreements had been drafted for the District to purchase permanent easements from the Landowner at APNs 226-120-20 and 226-120-26, subject to terms and conditions detailed in the agenda Item #8 Staff Report. He noted the primary terms of the Agreements and concluded that the Landowner will grant the District the following:

- APN 226-120-20: 22.50-foot-wide easement consisting of 0.66 acres at \$75,000.00 per acre for \$49,500.00; and 52 almond trees to be removed from within the proposed easement at \$200.00 per tree for \$10,400.00; for a total purchase price of \$59,900.00.
- APN 226-120-26: 45-foot-wide easement consisting of 1.35 acres at \$75,000.00 per acre for \$60,750.00; and 77 almond trees to be removed from within the proposed easement at \$200.00 per tree for \$15,400.00; for a total purchase price of \$76,150.00.

The Board inquired if the Landowners have approved the conditions “as is,” to which Mr. Killingsworth responded to the affirmative.

MOTION: A motion was made by Director Spyksma and seconded by Director Kamper to approve the Purchase and Sale Agreements with James and Lynda Van Laar for the Lateral X-W Pipeline Connection Project.

The motion passed 4 to 0 by the following vote:

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

It was announced that all remaining items on the Closed Session agenda would be discussed. The Board took a brief recess at 10:30 a.m. and convened to Closed Session at 10:45 a.m.

Item #9 – CLOSED SESSION

RETURN TO OPEN SESSION

**MINUTES FOR THE AUGUST 27, 2024
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

The Board returned to Open Session at 1:34 p.m.

Item #10 – 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.

Item #11 – ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 1:35 p.m.

ATTEST:

Danielle Barney, Clerk of the Board