

**MINUTES FOR THE OCTOBER 22, 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 WESTSTEYN
ABSENT: ROOS SPYKSMA

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 \$139,692.98; Accounts Payable Wires in the amount of \$906,922.76; and Payroll dated October 4, 2024 in the amount of \$311,305.23, and October 4, 2024 in the amount of \$9,973.93.
- B. Approval of the Regular Board Meeting Minutes of October 8, 2024

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

The motion passed 3 to 0 by the following vote:

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

COMMUNICATIONS

Item #1 – Directors’ Reports

Director Holbrook reported that he volunteered in the SSJID booth at the City of Ripon’s “Main Street Day” on October 19. He stated that multiple members of the public commented on the excellent customer service provided by the Division Managers and Irrigation Crews during the 2024 water season. Director Holbrook commended SSJID staff for their work ethic and also gave special recognition to two (2) hard-working young volunteers who were the daughters of District employees – SSJID Public and Government Relations Manager Katie Patterson’s daughter McKinley, and SSJID Telemetry Systems Supervisor Lance Martin’s daughter Liliana.

Director Holbrook reported that he participated in the Agape Villages “Fairways Fore Foster Kids” 20th Annual Golf Tournament on October 18. He noted that Agape staff expressed appreciation of the District’s sponsorship of two (2) golf foursomes, as well as the donation of SSJID bags and swag for participants. It was a fun time had by all.

Director Kamper shared that a friend, who owns three (3) homes, recently switched from receiving electric service from Pacific Gas & Electric (PG&E) to Modesto Irrigation District (MID). He stated that the friend’s

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monthly MID electric bill is now one-third (1/3) the cost of past PG&E bills. Director Kamper noted that SSJID customers are eagerly awaiting for the District to provide retail electric service.

President Weststeyn thanked all Division Managers and Irrigation staff for a successful water season, expressed well wishes on the 2024-25 construction maintenance season, and commended the District's hard-working crews.

Item #2 – Various Reports

Mr. Peter Rietkerk, SSJID General Manager, thanked the Division Managers for the successful irrigation season and closing wind-down. He stated that he'd received several comments about the excellent customer service provided by the irrigation crews, and commended staff for their outstanding work.

Mr. Rietkerk reported that work is progressing on the District's capital improvement projects, and he has held meetings with SSJID Associate Civil Engineer Chad Parsons, SSJID Interim Irrigation Operations Manager Joe Hasten, and Supervisors to discuss work plans, tailgate meetings, and the newly implemented safety documentation system called "Safety Mojo." He emphasized that the District's priority is employee safety, and a safe, productive construction and maintenance season.

Mr. Rietkerk stated that the Board-approved temporary employees, hired for the winter season, will be starting soon and noted that the additional twelve (12) vehicles in the parking lot may not leave empty spaces for the Directors during board meetings. He suggested that the Board could park in the front parking lot when they tend to business at the District Office during the winter construction/maintenance months.

ACTION CALENDAR

Item #3 – Consider Approval of Proposal from PFM Financial Advisors, LLC as Contracted SSJID Financial Advisor

Ms. Sonya Williams, SSJID Finance and Administration Manager, addressed the Board regarding approval of the proposal from PFM Financial Advisors LLC (PFM) for financial advisory services, and authorize the General Manager to finalize and execute the contract on behalf of the District. She noted that PFM Senior Managing Consultants Jaime Trejo, and Fred Dilly were in attendance via the online Zoom meeting platform, to answer questions.

Ms. Williams provided a brief recap of the Request for Proposal (RFP) process for professional financial advisory services, which included strategic financial planning, debt issuance advisory, forecasting, and credit rating strategies. She added that these services will provide guidance in managing the District's financial strategies and obligations to ensure fiscal responsibility and maximize financial performance. Of the RFPs released to twelve (12) firms on August 5, five (5) proposals were received by the September 9 deadline, and two (2) firms were selected as candidates for the interview process.

Ms. Williams detailed PFM's scope of work outlined in the proposal and emphasized their extensive background providing financial advisory services to public sector clients, including numerous irrigation districts throughout California.

The initial phase of financial planning is estimated to cost \$18,000.00, providing approximately 45-hours of time. Additional charges will depend on the specific type of debt issuance chosen by the District, as well as expenses related to the development or revision of a financial model. Staff requested an additional \$18,000.00 for the 2024 budget to accommodate the costs associated with the current year's financial planning services.

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The Board inquired about the term of the contract, to which Ms. Williams responded that the contract term is three (3) years, with an option for two (2) additional years. The Board addressed the PFM attendees and requested their opinion of SSJID's financial future, to which Mr. Trejo responded that PFM is excited to work with SSJID, and that the District is in good financial position, and holds a good credit rating providing an opportune time to build a financial model and implement financial planning.

MOTION: A motion was made by Director Holbrook and seconded by Director Kamper to approve the proposal from PFM Financial Advisors LLC for financial advisory services, authorize the General Manager to finalize and execute the contract on behalf of the District, and approve an additional \$18,000.00 for the 2024 budget to accommodate the costs associated with the current years financial planning services.

The motion passed 3 to 0 by the following vote:

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

Item #4 – Consider Authorizing the General Manager to Submit a Grant Application for Flow Measurement Project

Mr. Brandon Nakagawa, SSJID Water Resources Manager, addressed the Board regarding approval for the District to apply for the Bureau of Reclamation (Bureau) WaterSmart Water and Energy Efficiency Grant (WEEG) Program for the SSJID Advanced Metering Infrastructure Project (AMI Project).

Mr. Nakagawa referenced Senate Bill (SB) X7-7, enacted in 2009, that required the use of flow measurement devices to measure and bill for the total volume of water delivered to agricultural users. Since 2012, the District has required pressurized service customers to install a flow meter, and consent to SSJID personnel to enter private property to read, measure, maintain, and repair said meters. As the meters approach the end of their lifecycle, staff considered options for development of a more robust volumetric measurement and meter management program, namely, AMI technology.

Mr. Nakagawa noted policy considerations of the proposed AMI Project including the District's ownership of the flow meters; the District's responsibility for the cost to purchase, install, maintain, and replace the flow meters and telemetry components; installation and access; rules, regulations and standards; and telemetry.

The total cost estimate for the AMI Project is approximately \$4 million, and the WEEG award could be up to \$2 million, covering half the cost of the Project. The WEEG application deadline is November 17.

Mr. Lance Martin, SSJID Telemetry Systems Supervisor, addressed the Board and reported that Division Managers conducted surveys of the District's 433 sprinkler customer sites and concluded that 326 sites had customer installed/owned meters, and 107 sites had no verified meter. He stated that the capital cost estimate of the AMI Project includes installation and maintenance of a new meter at all 433 sites. Upfront and annual cost estimates of \$421,568.00 (based on a 20-year lifecycle) may include:

- One (1) additional full-time SCADA employee for installation and annual maintenance (2026 budget)
- Two (2) additional full-time SCADA employees to install meters commencing in 2026
- Additional contractor support for meter installations at the 107 unverified sites, as needed

Board discussion included farmers' reactions to the installation of District-owned meters replacing their own;

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standard language in the District’s Consent to SSJID’s Entry of Property to Read and to Maintain Flow Meter Agreement; the increased functionality and real-time data provided by the AMI Project; providing information to growers of the AMI Project, scheduled for 2026, to set standards for meters, size, and space of any potential landowner projects; and the benefits of the Project for SSJID’s future.

MOTION: A motion was made by Director Holbrook and seconded by Director Kamper to authorize and direct the General Manager to apply to the Bureau of Reclamation WaterSmart and Energy Efficiency Grant Program for the SSJID Advanced Metering Infrastructure Project.

The motion passed 3 to 0 by the following vote:

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

Item #5 – Consider Approval of Transfer Agreement to Quitclaim Easement Interests in Lateral B248dd and to Transfer the Associated Infrastructure to Brennan Road LLC; and Adoption of Resolution 24-24-P Authorizing the Quitclaim of an Easement Owned by SSJID

Mr. Forrest Killingsworth, SSJID Engineering Department Manager, addressed the Board regarding approval to abandon a portion of Lateral B248dd, and adoption of Resolution No. 24-24-P Authorizing the Quitclaim of an Easement Owned by SSJID.

Mr. Killingsworth stated that Mr. Greg Yates (Landowner) has applied to the District to transfer its property interests in Lateral B248dd, within APN 225-020-45 (Subject Property), to develop the property for commercial use, and does not desire service from the District utility. He provided explanations of Lateral B248dd as an abandoned cast-in-place pipeline; the location north of Highway 120 and east of Brennan Road; and previous Board action authorizing the transfer and abandonment of Lateral B248dd within the adjacent Grohne Property, in 2016.

District Operations and Engineering staff have reviewed and approved the application, agreed that the District facility is no longer needed for service, and concluded that the easement will not be needed for future purposes.

Staff recommended approval of a Request to Transfer Property Interests of District, at APN 225-020-45, and adoption of Resolution No. 24-24-P Authorizing the Quitclaim of an Easement Owned by SSJID.

MOTION: A motion was made by Director Holbrook and seconded by Director Kamper to approve the Application for Request to Transfer Property Interests of District, at APN 225-020-45, and adoption of Resolution No. 24-24-P Authorizing the Quitclaim of an Easement Owned by SSJID.

**SOUTH SAN JOAQUIN IRRIGATION DISTRICT
RESOLUTION NO. 24-24-P**

**RESOLUTION AUTHORIZING THE QUITCLAIM OF AN EASEMENT
OWNED BY THE SOUTH SAN JOAQUIN IRRIGATION DISTRICT
(PORTION OF LATERAL B-248DD)**

WHEREAS, the SOUTH SAN JOAQUIN IRRIGATION DISTRICT (“District”) is the lawful owner of an easement upon real property situate in the unincorporated area County of San Joaquin, identified by San Joaquin

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County Assessor's Parcel Number 225-020-45 (the Subject Property). Said easement is forty (40) feet in width, contains a portion of District's pipeline identified as Lateral B-248dd, and is more particularly described in the attached Exhibit "A" ("Easement") and shown in the plat attached hereto as Exhibit "B;" and

WHEREAS, the District has determined that the District no longer requires the Easement for District purposes; and

WHEREAS, the District Board of Directors finds it in the best interests of the District to quitclaim the Easement and the facilities contained therein unto BRENNAN ROAD, LLC, the owner of the underlying real property burdened by the Easement; and

WHEREAS, California Water Code section 22500 authorizes an irrigation district to dispose of real property where: 1) the District's Board of Directors find the property is no longer necessary for District purposes; 2) the proposed conveyance is supported by valuable consideration; and 3) the District's Board of Directors finds the terms and conditions of the conveyance to be in the best interests of the District; and

WHEREAS, the District's Board of Directors finds the requirements of California Water Code section 22500 have been met.

NOW THEREFORE BE IT RESOLVED, by this Board of Directors that:

1. The Board of Directors finds that the Easement is no longer necessary for District purposes;
2. Valuable consideration for the quitclaim of said portion of the Easement is acknowledged as received;
3. The Board of Directors finds the terms and conditions of the quitclaim to be in the best interests of the District;
4. The Board of Directors authorizes the General Manager and other District staff to execute and record all documents and do all other things necessary and proper to effectuate the quitclaim of the Easement and the facilities contained therein to BRENNAN ROAD, LLC, the owner of the underlying real property.

PASSED AND ADOPTED this 22nd day of October, 2024, by the following vote:

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

Item #6 – Discussion and Possible Action Regarding Board Calendar for November and December 2024

Mr. Rietkerk addressed the Board regarding the board meeting schedule for November and December 2024, and potential conflicts due to the Thanksgiving and Christmas holidays. He noted Board action, in years past, to either reduce the board calendar in November and December of each year to one meeting or keep the regularly scheduled two meetings per month.

Staff recommended the Board keep the scheduled board meetings on November 12, and November 26; hold the regular scheduled board meeting on December 10; schedule a special board meeting on December 17 (as needed);

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cancel the regular scheduled board meeting on December 24; and authorize the Board President to call and/or cancel any special meetings as necessary in December, should the Board need to consider urgent or unanticipated District business.

MOTION: A motion was made by Director Holbrook and seconded by Director Kamper to keep the regular scheduled board meetings on November 12, and November 26; hold the regular scheduled board meeting on December 10; schedule a special board meeting on December 17 (as needed); cancel the regular scheduled board meeting on December 24; and authorize the Board President to call and/or cancel any special meetings as necessary in December, should the Board need to consider urgent or unanticipated District business.

The motion passed 3 to 0 by the following vote:

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

Item #7 – Quarterly Presentation of Financial Reports through September 30, 2024

Ms. Williams addressed the Board and gave an oral presentation of the quarterly Financial Statements through September 30, 2024. She provided detailed explanations of the balance sheets; net positions; total assets; liabilities; revenues, expenses and changes in net position; non-operating revenues; irrigation revenues and expenses; cash flows; reserve allocations and balances; and actual versus year-to-date budget comparisons; and breakdown of cash investments by category.

Board discussion included a breakdown of volumetric revenue be included in future financial statements; Tri-Dam Project’s historical and future revenues; and the California Special District Association (CSDA) commercial credit cards which provide the cardholder with discounts on car/truck rentals.

Item #8 – Quarterly Presentation of Investment Report for September 2024

Ms. Williams addressed the Board, noted that the Federal Reserve decreased interest rates ½ point in September which is not beneficial for investments, and gave an oral presentation of the quarterly Investment Report through September 2024. She provided detailed explanations of the components of cash and investments, interest income year-to-date and monthly, amounts invested by yield to maturity, investment holdings, treasury yield curve, investment activity, maturities schedule, employment rates, and rates of inflation at Consumer Price Index 2.4%.

It was announced that all remaining 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 10:10 a.m.

Item #9 – CLOSED SESSION

RETURN TO OPEN SESSION

The Board returned to Open Session at 1:00 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.

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Item #11 – ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 1:01 p.m.

ATTEST:

Danielle Barney, Clerk of the Board