

**MINUTES FOR THE JANUARY 14, 2025  
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 Roos led the flag salute. Upon roll call the following members were noted present:

DIRECTORS:           HOLBROOK ROOS SPYKSMA VAN RYN WESTSTEYN  
ABSENT:               NONE

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 \$221,319.86; Accounts Payable Wires in the amount of \$3,668,939.41; and Payroll dated December 13, 2024 in the amount of \$330,306.63, December 20, 2024 in the amount of \$200.75, December 27, 2024 in the amount of \$4,174.50, and December 27, 2024 in the amount of \$307.735.67.
- B. Approval of the Regular Board Meeting Minutes of December 10, 2024
- C. Approval of the Special Board Meeting Minutes of December 19, 2024
- D. Consent to SSJID’s Entry of Property to Read and to Maintain Flow Meter, APN 245-190-08

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

The motion passed 5 to 0 by the following vote:

AYES:               HOLBROOK ROOS SPYKSMA VAN RYN WESTSTEYN  
NOES:               NONE  
ABSTAIN:           NONE  
ABSENT:            NONE

**COMMUNICATIONS**

**Item #1 – Directors’ Reports**

Director Roos thanked the construction and maintenance crews for their hard work during the winter season.

Director Roos reported that he made site visits to Relining Crew, and Box Crew projects. He noted the frustration of the Box Crews over the Christmas season due to the holiday closures of concrete companies which greatly hindered concrete delivery and stalled project advancement.

Director Weststeyn reported that he attended the San Joaquin Farm Bureau (SJFB) Water Committee meeting, on January 8, along with SSJID Water Resources Manager Brandon Nakagawa. SJFB discussion included Stockton East Water District’s (SEWD) grant award to conduct a feasibility study to change Farmington Dam into a storage reservoir. Currently, the dam does not have an impermeable core and operates only as a flood

**MINUTES FOR THE JANUARY 14, 2025  
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

control facility whereby water can only be stored for a maximum of thirty (30) days.

Director Van Ryn reported that he has begun his Director Orientation meetings, and onboarding process.

Director Holbrook stated that he had no updates to report, and wished all a successful 2025 season.

President Spyksma stated that he had no updates to report, and expressed well wishes for 2025.

**Item #2 – Various Reports**

Mr. Peter Rietkerk, SSJID General Manager, announced the SJFB Calla Nile & Escalon Farm Centers' 3<sup>rd</sup> Annual Dinner meeting, on January 30, at Ripon Grange Hall. SSJID, Oakdale Irrigation District (OID), and the San Joaquin County (SJC) Sheriff's Department are invited speakers to the event. Directors interested in attending should contact SSJID Executive Assistant/Clerk of the Board Danielle Barney so she can RSVP District guests for the dinner.

Mr. Rietkerk announced the annual SSJID Employee Appreciation Event, scheduled for January 29. He noted the change in format this year, opting to host a daytime event rather than an evening dinner. The preliminary agenda will include an on-site coffee truck and breakfast burritos in the morning, and an employee luncheon and service award presentation. Details will be forwarded to all employees once logistics and the time schedule have been finalized.

Mr. Rietkerk gave a brief recap of Board action, on December 10, 2024, approving the purchase of Darktrace Cybersecurity Solution software contingent upon SSJID's grant award of the California Office of Emergency Services' (OES) State and Local Cybersecurity Grant Program (SLCGP). He announced that the District was awarded a \$220,000.00 SLCGP grant, which will cover full costs associated with the Darktrace licensing, implementation, and initial support services for the first two (2) years of the four (4) year contract. He commended Mr. Michael O'Leary, SSJID IT Systems Administrator, for his diligence and progressive thinking towards the District's cybersecurity and safety.

President Spyksma congratulated Mr. O'Leary for the OES grant award and added that he looks forward to securing the District's infrastructure and future.

**ACTION CALENDAR**

**Item #3 – Consider Appeal of Denial of Encroachment Permit for Rolland Pacheco II, APN 228-070-15**

Mr. Chad Parsons, SSJID Associate Civil Engineer, addressed the Board regarding the Appeal of Denial of Encroachment Permit for Mr. Rolland Pacheco II (Landowner), and stated that Mr. Pacheco was in attendance at the meeting.

Mr. Parsons provided a timeline of events and correspondence commencing on August 22, 2024 when District staff responded to a USA ticket submitted by Golden State Fencing (Contractor) for the anticipated construction of a wood fence, whereby staff verbally informed the Contractor that no work could take place within the District's easement without a permit. Upon inspection, staff also identified a new metal pipe fence constructed within the District's easement, without a permit, and informed the Contractor and Landowner of the encroachment which had been erected without the submittal of a USA ticket.

Additional correspondence and/or action included: 1) District sent a written warning to the landowner, dated August 27, 2024, regarding the metal fence encroachment and requirement of a District permit for the wood

**MINUTES FOR THE JANUARY 14, 2025  
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

fence; 2) Landowner installed the new wood fence within the District's easement, without a District permit; 3) District sent a second written notice, dated September 19, 2024, informing the Landowner that the fences were unpermitted, fencing within 15' of the District's pipeline is not allowed, the Landowner had to apply for a temporary construction permit to remove the fencing 15' or closer to the pipeline, and the Landowner had to apply for an encroachment permit for any fencing outside of the 15' but still within the easement; 4) Landowner applied for a retroactive encroachment permit; 5) Landowner's Encroachment Permit Application was denied; and 6) Landowner appealed denial.

Staff noted that SSJID standard policy is that fencing is not allowed within 15' of a District pipeline.

Mr. Pacheco addressed the Board and explained that the previous fencing had been erected over thirty (30) years ago, but had been damaged by livestock. He stated that the new fence was constructed and he was unaware of the District's guidelines and requirements to install the fencing. Mr. Pacheco concluded, expressed his hope for resolution, suggested that he could install a gate in the fence to provide SSJID access, and thanked the Board for their time and consideration.

Board discussion included the exact location of the encroachments; the District's standard policy prohibiting structures within 15' of a District pipeline; a stand pipe located over an SSJID pipeline; how often the pipeline is utilized by neighboring properties; all neighboring landowners signing off on a Service Abandonment Agreement; and the requirements and responsibilities of any future landowners to receive District water via an Amendment to Service Abandonment Agreement.

Ms. Mia Brown, SSJID General Counsel, stated that Board discussion on the topic will continue in Closed Session and a decision rendered upon return to Open Session. The Landowner will be notified once a decision has been reached.

**Item #4 – Consider Approval of Purchase and Sale Agreement with Leonard & Cynthia Van Elderen (Co-Trustees of the Joyce Van Till Family Trust) for the Lateral We 1903dd to We Pipeline Connection Project**

Mr. Parsons addressed the Board regarding approval of a Purchase and Sale Agreement for the acquisition of a permanent District easement in association with the Lateral We190dd3dd to We Pipeline Connection Project (Project).

Mr. Parsons explained that Lateral X-W Pipeline Connection Project was identified as a capacity enhancement project during the development of the Water Master Plan (WMP), and would resolve service challenges in the Lateral W and Lateral Wc service areas by utilizing surplus capacity from Lateral X. He provided detailed explanations of the three (3) phases of the Lateral X-W Pipeline improvements, including the Lateral We190dd3dd to We Pipeline Connection Project, scope of work, and resulting connectivity. The District is in the process of obtaining easements from four (4) property owners in order to implement the Project, with construction anticipated to begin in Fall of 2025.

The District presented the Joyce Van Till Family Trust (Landowner), SJC Assessor Parcel Number (APN) 226-120-23, an offer letter, dated October 29, 2024, offering a purchase rate of \$45,000.00 per acre for 0.45 acres of unencumbered easement. On November 5, 2024, the District received the signed offer letter from the Landowner. A Purchase and Sale Agreement was drafted for the District to purchase a permanent easement from the Landowner, subject to terms and conditions as listed in the agenda Item #4 Staff Report.

The unencumbered area totals approximately 0.46 acres x \$45,000.00 per acre for a total purchase price of \$20,700.00.

**MINUTES FOR THE JANUARY 14, 2025  
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

Director Roos stated that he was against the Project amid concern of future housing development, and opined that he thought the current District infrastructure was fine. Mr. Forrest Killingsworth, SSJID Engineering Department Manager, acknowledged Director Roos's concern and explained, in detail, that future urban growth in the area was looked into extensively and was found to be less aggressive in the agricultural area served by SSJID. The Lateral X-W Project and other future pipeline projects were included in the WMP to resolve capacity issues affecting customer level of service. Mr. Killingsworth offered Director Roos a meeting, offline, to address any additional questions or concerns.

Board discussion included the District's current infrastructure and service areas; hydraulic issues; more costly alternative projects; adherence to the highly analyzed, reviewed and approved WMP; and trust in the Engineering Department staff's knowledge and expertise.

**MOTION:** A motion was made by Director Holbrook and seconded by Director Weststeyn to approve the Purchase and Sale Agreement for acquisition of a permanent easement with Leonard and Cynthia Van Elderen, Co-Trustees of the Joyce Van Till Trust, in association with the Lateral We190dd3dd to We Pipeline Connection Project at a purchase rate of \$45,000.00 per acre x 0.46 acres for a total purchase price of \$20,700.00.

The motion passed 4 to 1 by the following vote:

AYES:	HOLBROOK SPYKSMA VAN RYN WESTSTEYN
NOES:	ROOS
ABSTAIN:	NONE
ABSENT:	NONE

**Item #5 – Discuss and Approve Appointments to Outside Boards, Commissions, and Committees; and District Committees**

Director Holbrook stated that he was contacted by the San Joaquin County Clerk of the Board (COB) regarding his Commissioner position on the Advisory Water Commission (AWC) as the SSJID representative. The AWC seat is per approval of the SJC Board of Supervisors, and the application deadline was December 31, 2024. Director Holbrook stated that he submitted his application to the COB to keep the SSJID seat on the AWC, but should the SSJID 2025 Board appointments change, the newly designated Director can apply for the AWC Commissioner position, subject to County approval.

The Board addressed Mr. Nakagawa and inquired about the best way to address an SSJID change of the AWC representative. He responded that the District should draft a letter to the County stating Director Holbrook's resignation as the SSJID representative, and the District's request to replace Director Holbrook with another Director along with that Director's AWC Commissioner application. There is a multi-step process for the Clerk of the Board of Supervisors to process the resignation, open the vacancy, accept an application, and process the application for Board of Supervisor Approval.

Ms. Brown clarified that the approved SSJID Board appointments should remain as is, on record, and would be revised if and when updates to the Board appointments occur.

Board discussion included adding the SJFB Water Advisory Committee Ex-Officio position to the approved SSJID Board Appointments, and clarification that the AWC appointment is subject to County approval.

Board appointments of Directors to outside boards, commissions and committees; and to District committees are as follows:

**MINUTES FOR THE JANUARY 14, 2025  
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

South San Joaquin Irrigation District  
Board of Directors Committee Appointments  
January 14, 2025

- 1) TRI-DAM PROJECT ADVISORY COMMITTEE: Directors Spyksma & Weststeyn
- 2) BUDGET & FINANCIAL: Directors Weststeyn & Spyksma
- 3) INSURANCE & SAFETY: Director Holbrook (alternate Director Roos)
- 4) PERSONNEL: Directors Holbrook & Weststeyn (alternate Director Spyksma)
- 5) EQUIPMENT: Directors Van Ryn & Roos (alternate Director Spyksma)
- 6) PUBLIC RELATIONS: Directors Holbrook & Weststeyn
- 7) STRATEGIC PLAN AD-HOC (2/13/24): Directors Weststeyn & Spyksma
- 8) COMMUNITY RELATIONS:
  - Manteca - Directors Holbrook & Van Ryn
  - Ripon - Directors Weststeyn & Spyksma
  - Escalon - Directors Roos & Weststeyn
- 9) DOMESTIC WATER ISSUES: Directors Weststeyn & Spyksma
- 10) AGRICULTURAL WATER ISSUES: Directors Roos & Van Ryn
- 11) OTHER ASSIGNMENTS:
  - San Joaquin River Tributaries Authority - Director Spyksma (alternate Director Weststeyn)
  - South San Joaquin Groundwater Sustainability Agency (SSJGSA) – Directors Weststeyn, Van Ryn & Special Appointment Robert Holmes
  - Eastern San Joaquin Groundwater Authority (ESJGWA) – Robert Holmes, Brandon Nakagawa
  - SJ County Advisory Water Commission (**County Appointment** ✦) – Director Holbrook (alternate Director Weststeyn)
  - San Joaquin Farm Bureau Water Advisory Committee – Director Weststeyn
- 12) TRADE COMMITTEE DELEGATES:
  - ACWA, ACWA JPIA – Directors Spyksma (alternate Director Holbrook)
  - APPA – Directors Holbrook & Van Ryn
  - CSDA – Directors Weststeyn & Roos
  - CMUA – Directors Holbrook & Roos
- 13) Appointment of BOARD OFFICERS for the following positions:
  - a) President – Glenn Spyksma – effective December 10, 2024
  - b) Vice-President – Mike Weststeyn – effective December 10, 2024
- 14) Appointment of DISTRICT OFFICERS as follows; effective December 10, 2024
  - a) Secretary – General Manager Peter M. Rietkerk
  - b) Assessor, Treasurer, & Collector – Finance and Administration Manager Sonya Williams
  - c) Assistant Treasurer – Assistant Finance and Administration Manager Sarah Bloom

**MINUTES FOR THE JANUARY 14, 2025  
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

- ✦ **Advisory Water Commission appointment recommended by SSJID, but must be confirmed by San Joaquin County.**

**MOTION:** A motion was made by Director Roos and seconded by Director Weststeyn to approve the 2025 Board appointments to outside boards, commissions and committees; and District committees as presented.

The motion passed 5 to 0 by the following vote:

AYES:	HOLBROOK ROOS SPYKSMA VAN RYN WESTSTEYN
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	NONE

**Item #6 – Consider Approval of the San Joaquin Tributaries Authority (SJTA) First Amended Joint Powers Agreement (JPA); and Adoption of Resolution 25-01-A Approving the First Amended JPA for the SJTA**

Mr. Rietkerk addressed the Board regarding approval of the San Joaquin Tributaries Authority’s (SJTA) First Amended Joint Powers Agreement (JPA). He provided a brief history of the SJTA JPA, formed in 2012, to provide joint representation defending against regulatory threats to water rights holders. Current members of the SJTA include Turlock Irrigation District (TID), Modesto Irrigation District (MID), SSJID, and San Francisco Public Utilities Commission’s Hetch Hetchy Regional Water System. The members had expressed interest in amending the JPA to update and clarify their common interests, qualifications for specific projects, and other administrative changes.

Mr. Rietkerk explained the proposed revisions to the JPA regarding common interests, new membership, specific projects, member withdrawal, and future amendments. The SJTA requested that each member agency adopt a resolution to resolve that the amended JPA has been approved and adopted by its Board of Directors.

Board discussion included parameters and financial responsibility upon member withdrawal, and specific projects including liability.

**MOTION:** A motion was made by Director Holbrook and seconded by Director Roos to approve the San Joaquin Tributaries Authority First Amended Joint Powers Agreement; and adopt Resolution 25-01-A Approving the First Amended JPA for the SJTA.

**SOUTH SAN JOAQUIN IRRIGATION DISTRICT  
RESOLUTION NO. 25-01-A**

**RESOLUTION OF THE SOUTH SAN JOAQUIN IRRIGATION DISTRICT APPROVING THE  
FIRST AMENDED JOINT POWERS AGREEMENT FOR THE  
SAN JOAQUIN TRIBUTARIES AUTHORITY**

**WHEREAS**, the San Joaquin Tributaries Authority (“SJTA”) was formed in May 2012 under a Joint Powers Agreement (“JPA”) by and between its “Members,” created under §6500 *et seq.* of the California Government Code; and

**WHEREAS**, the South San Joaquin Irrigation District is a signatory to the JPA, is currently a SJTA Members, and holds a representative seat in the governing SJTA Commission “(Commission”); and

**MINUTES FOR THE JANUARY 14, 2025  
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

**WHEREAS**, the SJTA Members have expressed interest in amending the JPA to update and clarify their common interests, qualifications for special projects, among other administrative changes.

**NOW THEREFORE BE IT RESOLVED**, that the South San Joaquin Irrigation District finds as follows:

- 1) The First Amended Joint Powers Agreement for the San Joaquin Tributaries Authority, attached hereto as Attachment A, is adopted by the South San Joaquin Irrigation District and shall be executed by the Board President.
- 2) The adoption of the First Amended Joint Powers Agreement for the San Joaquin Tributaries Authority replaces the original Joint Powers Agreement in its entirety.

**MOVED BY** Director Holbrook, seconded by Director Roos, that the foregoing resolution be adopted.

**PASSED AND ADOPTED** this 14<sup>th</sup> day of January, 2025, by the following vote:

AYES:	HOLBROOK ROOS SPYKSMA VAN RYN WESTSTEYN
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	NONE

**Item #7 – Consider Adoption of Resolution 25-02-F Update Signature Card with Financial Institution**

Ms. Sonya Williams, SSJID Finance and Administration Manager, addressed the Board and stated that the change to the signature card with the District’s financial institution is the addition of new Board Director Billy Van Ryn as a signatory, and removal of retired Board Director Dave Kamper.

**MOTION:** A motion was made by Director Weststeyn and seconded by Director Holbrook to adopt Resolution 25-02-F Update Signature Card with Financial Institution.

**SOUTH SAN JOAQUIN IRRIGATION DISTRICT  
RESOLUTION 25-02-F**

**UPDATE SIGNATURE CARD WITH FINANCIAL INSTITUTIONS**

**TO BE EFFECTIVE JANUARY 14, 2025**

**WHEREAS**, William Van Ryn has filled the position of Director, 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  
David Roos  
Glenn Spyksma  
William Van Ryn  
Mike Weststeyn

**MINUTES FOR THE JANUARY 14, 2025  
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

and any one of the following named District staff,

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

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 14<sup>th</sup> day of January 2025 by the following roll call vote:

AYES:	HOLBROOK ROOS SPYKSMA VAN RYN WESTSTEYN
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	NONE

*It was announced that all remaining items on the Closed Session agenda would be discussed. The Board took a brief recess at 10:05 a.m. and convened to Closed Session at 10:15 a.m.*

**Item #8 – CLOSED SESSION**

**RETURN TO OPEN SESSION**

*The Board returned to Open Session at 3:00 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.

**Item #3 – Consider Appeal of Denial of Encroachment Permit for Rolland Pacheco II, APN 228-070-15**

The Board took no formal action and directed staff to reach out to the applicant with further options in resolving the unpermitted encroachments and future consideration of the encroachment permit application.

**Item #10 – Brown Act Review**

**Item #11 – ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 3:01 p.m.

**ATTEST:**

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Danielle Barney, Clerk of the Board