

**MINUTES FOR THE APRIL 8, 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 Spyksma called the meeting to order. Director Roos led the flag salute. Upon roll call the following members were noted present:

DIRECTORS: ROOS SPYKSMA VAN RYN WESTSTEYN
ABSENT: HOLBROOK

Also present were General Manager Peter Rietkerk, General Counsel Mia Brown (via Zoom), Engineering Department Manager Forrest Killingsworth, and Clerk of the Board Danielle Barney.

Public Comment – None.

Mr. Peter Rietkerk, SSJID General Manager, addressed the Board stating that an item was received, for the Board’s consideration, regarding an SSJID Letter of Support for the City of Manteca’s (City) application for the North Valley Thrive Catalyst Grant for funding of the City’s French Camp Outlet Canal Realignment Project. He requested that the item be added to the agenda under Government Code Section 54954.2(b)(2), as: 1) it came to the District’s attention after the posting of the agenda, and 2) the item needs immediate attention. Mr. Rietkerk explained that a Board vote is required to add the item to the agenda.

MOTION: A motion was made by Director Weststeyn and seconded by President Spyksma to add the requested item, for an SSJID Letter of Support regarding the City of Manteca’s application for the North Valley Thrive Catalyst Grant, to the Action Calendar.

The motion passed 4 to 0 by the following vote:

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

CONSENT CALENDAR

- A. Approval of Checks in the amount of \$176,338.36; Accounts Payable Wires in the amount of \$1,027,517.55; and Payroll dated March 21, 2025 in the amount of \$298,867.55, March 21, 2025 in the amount of \$3,691.54, March 28, 2025 in the amount of \$21,650.36, and March 28, 2025 in the amount of \$130.78.
- B. Approval of the Regular Board Meeting Minutes of March 25, 2025

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

The motion passed 4 to 0 by the following vote:

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

**MINUTES FOR THE APRIL 8, 2025
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

COMMUNICATIONS

Item #1 – Directors’ Reports

Director Van Ryn thanked the Division Managers and all staff for their quality work towards the maintenance and delivery of water.

Director Van Ryn congratulated employees Justin Ashworth on his promotion to Water Treatment Plant (WTP) Manager, and Charles Galea on his promotion to WTP Operations Supervisor.

Director Weststeyn thanked all employees for a successful start to the 2025 irrigation season.

Director Weststeyn reported that he attended a meeting, on March 26, with the Central San Joaquin Water Conservation District along with Director Van Ryn, SSJID General Manager Peter Rietkerk, and SSJID Water Resources Coordinator Brandon Nakagawa. Discussion included drainage issues, water availability, and Sustainable Groundwater Management Act (SGMA) projects.

Director Weststeyn reported that he attended the Tri-Dam Advisory Committee meeting on April 7. Discussion included status of the Golden Mussel issue.

Director Roos stated that he had no updates to report.

President Spyksma reported that he attended the Tri-Dam Advisory Committee meeting on April 7, along with Director Weststeyn. He noted additional discussion regarding Tri-Dam’s current Investment Policy, which will be reviewed by Oakdale Irrigation District (OID) Chief Financial Officer Sharon Cisneros.

President Spyksma acknowledged SSJID Interim Irrigation Operations Manager Joe Hasten for the exceptional maintenance work cleaning the moss and pine needles from the District canals.

President Spyksma stated that the 2025 Irrigation Season had kicked-off to a great start and thanked all staff.

Item #2 – Various Reports

Mr. Rietkerk congratulated newly promoted WTP Manager Justin Ashworth, and WTP Operations Supervisor Charles Galea, and noted additional job offers made to fill the positions of Account Clerk, and Irrigation Operations Manager. He added that the individuals filling the Manager positions will undergo an orientation process which will entail meetings with the Senior Leaders to become familiar with the District including operations, water supply, engineering, financial, legal, public and government relations, and administration roles.

Mr. Rietkerk stated that there has been internal discussion regarding lifting the District’s annexation moratorium. Staff will be presenting the topic for Board consideration at the next board meeting on April 22.

Mr. Rietkerk noted that staff has also discussed the implementation of an electronic check signing process.

President Spyksma referenced Mr. Rietkerk’s statement regarding the District’s annexation moratorium and added that the information provided in the SSJID Water Master Plan (WMP) can serve as a “tool” providing background data to inform the process. Board discussion included current annexations, and instituting a time frame for landowners to amend an annexation.

**MINUTES FOR THE APRIL 8, 2025
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

ACTION CALENDAR

Item #3 – Discuss and Consider Appeal of Denial of Encroachment Permit for Levonzer Parker, APN 226-310-040

Mr. Chad Parsons, SSJID Associate Civil Engineer, addressed the Board regarding the appeal of Levonzer Parker (Landowner), for the denial of Encroachment Permit for fencing within the District’s easement upon San Joaquin County (SJC) Assessor’s Parcel Number (APN) 226-310-040. It was noted that the Landowner was not present in-person at the meeting, nor appeared to be attending via the online Zoom meeting platform.

Mr. Parsons gave background of the subject property constructed in 2013, and located in Manteca within the Pilsbury Estates Unit #2 Subdivision (Property). He described the District’s Lateral Xb, a 36-inch diameter, sixty-plus (60+) year old cast-in-place pipe, with a centerline approximately 3-feet south of the Property. Mr. Parsons stated that the pipeline currently serves irrigation to customers downstream of the Property, and noted a recorded Amended and Restated Grant of Easement (in 2013) whereby the District retained a 7-foot wide easement along the southern property line of the Subdivision. The fencing of all other residences within the subdivision are outside the recorded easement.

Mr. Parsons provided a timeline of action and/or communication regarding the Landowner appeal including: 1) On 01/15/25 – Landowner submitted an encroachment permit application to relocate his existing fence 7-feet back from edge of easement to southern property line; 2) The application was routed, reviewed, and denied through all required departments. A letter of denial was sent to Landowner on 02/11/25; and 3) On 03/12/25 – Landowner provided a Letter of Appeal requesting a formal hearing from the Board.

Mr. Parsons pointed out that the adjacent property to the south (Hat Ranch) is anticipated to be developed within the next two (2) years. The development will require Lateral Xb to be removed and relocated, which would require the removal of any fencing and encroachments at the Owner’s expense. Once the Xb Pipeline is relocated, the District will quitclaim the existing easement and the Owner may relocate the fence at that time, without further permission from the District.

Staff recommended the Board deny the Landowner’s appeal for the denial of Encroachment Permit to install fencing within the easement for SSJID’s Lateral Xb.

Board discussion included the adjacent landowners’ compliance of fencing outside SSJID’s recorded easement, consistent adherence to the District’s Encroachment Policy, and proposing a future solution to the Landowner once the Hat Ranch property is developed.

MOTION: A motion was made by Director Roos and seconded by Director Van Ryn to deny the appeal of Levonzer Park, for the denial of Encroachment Permit for fencing upon SSJID easement at Lateral Xb, APN 226-31-040.

The motion passed 4 to 0 by the following vote:

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

Item #4 – Consider Approval of Subscription Agreement for Wonderware SCADA Software

**MINUTES FOR THE APRIL 8, 2025
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

Mr. Michael O’Leary, SSJID IT Systems Administrator, addressed the Board regarding approval of a three (3) year subscription agreement with AVEVA Select California, for Wonderware InTouch SCADA Software (Wonderware).

Mr. O’Leary explained that the District has utilized Wonderware for decades supporting irrigation and WTP operations for system automation, data collection, and monitoring. He further explained that although the Control Room is gradually transitioning to Ignition SCADA, the WTP and Division 9 will remain on Wonderware SCADA for the foreseeable future. The proposed 3-year subscription ensures uninterrupted SCADA functionality and support across all areas that rely on the platform.

The cost of the subscription has increased, consistent with inflation trends in software and technology services. In addition, the WTP deployed new HMI panels at the turnouts which require additional licenses, and a subsequent increase in subscription cost. As a result of the increased costs, the 2025 WTP budget will need to be increased by \$10,000.00 to cover its share of the software.

Staff recommended Board approval of the proposed 3-year subscription agreement with AVEVA Select California, for Wonderware SCADA Software, for a total of \$192,135.00; and increase the 2025 WTP budget by \$10,000.00.

Board discussion included competitive bidders.

MOTION: A motion was made by Director Weststeyn and seconded by Director Van Ryn to approve the proposed 3-year subscription agreement with AVEVA Select California, for Wonderware SCADA Software, for a total of \$192,135.00; and increase the 2025 WTP budget by \$10,000.00.

The motion passed 3 to 1 by the following vote:

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

Item #5 – Consider Approval of Contract and Budget Amendment for Synario Financial Modeling Software

Ms. Sonya Williams, SSJID Finance and Administration Manager, addressed the Board regarding the purchase of Synario Financial Modeling Software (Synario). She noted that the software is user-friendly, and would enhance staff’s capacity for financial modeling, scenario analysis, and integrated reporting.

Ms. Williams provided detailed explanations of Synario’s key features including advanced scenario planning, real-time collaboration, and flexible reporting and dashboards which would allow modeling of financial scenarios, and streamline financial management. She further explained that Synario’s tools would benefit the District with improved decision making, increased efficiency, scalability, greater accuracy, and cost savings.

Transition to the new financial planning software is expected to take three (3) months. Synario offers comprehensive onboarding and dedicated customer support to facilitate the implementation process, and extensive training and resources for staff. The proposed agreement with Synario will accommodate up to five (5) users.

**MINUTES FOR THE APRIL 8, 2025
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

The one-time implementation cost for the Synario platform is estimated at \$42,000.00, based on twenty (20) hours of consultation at \$350.00 per hour, plus the annual licensing fee is \$33,825.00. The proposed total cost for the current year is estimated at \$75,825.00.

Staff recommended that the Board authorize the General Manager to finalize and execute the contract with PFM Solutions LLC, for the procurement of Synario Financial Modeling Software, and increase the 2025 budget by \$75,825.00.

Board discussion included the number of contracted users, utilizing the software for the Tri-Dam Project, the current Excel software used for the District’s financial management, and the key features and benefits of Synario.

MOTION: A motion was made by Director Roos and seconded by Director Weststeyn to authorize the General Manager to finalize and execute the contract with PFM Solutions LLC, for the procurement of Synario Financial Modeling Software, and increase the 2025 budget by \$75,825.00.

The motion passed 4 to 0 by the following vote:

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

Item #6 – Discussion and Possible Action Regarding Board Calendar for May 13, 2025

Mr. Rietkerk addressed the Board and explained that the upcoming Association of California Water Agencies (ACWA) 2025 Spring Conference, occurring from May 13-15, 2025, will conflict with the SSJID Board meeting on May 13. Due to three (3) Directors registered to attend the ACWA event, the requirements of a meeting quorum, under the Ralph M. Brown Act, will not be met (California Government Code Section 54952.2).

Mr. Rietkerk recommended Board approval to adjourn the regularly scheduled board meeting on May 13, 2025 to May 20, 2025. He noted that should there not be urgent board business to warrant the rescheduled meeting, the General Manager will confer with the Board President to cancel the May 20, 2025 board meeting.

MOTION: A motion was made by Director Roos and seconded by Director Van Ryn to adjourn the regularly scheduled board meeting on Tuesday, May 13, 2025 to Tuesday, May 20, 2025.

The motion passed 4 to 0 by the following vote:

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

Item #7 – Consider Approval of SSJID Letter of Support Regarding the City of Manteca’s Application for the North Valley Thrive Catalyst Grant (Added by 4-0 vote of the Board of Directors at the beginning of the Meeting)

Mr. Forrest Killingsworth, SSJID Engineering Department Manager, addressed the Board regarding a request received from the City of Manteca (City) for a letter of support for the City’s North Valley Thrive Catalyst Grant

**MINUTES FOR THE APRIL 8, 2025
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

application. He explained that the grant opportunity is designed to support original, transformative projects that will further economic growth and resilience in the North San Joaquin Valley. The City's grant application is in anticipation of a project to realign the French Camp Outlet Canal (FCOC), which is a District owned and operated facility. The grant application deadline is April 11, thus the reason for adding the item to today's agenda.

Mr. Killingsworth provided background of the City and the District entering into a Storm Drainage Agreement (Agreement), in 2006, whereby SSJID allows the City use of the District's irrigation and drainage facilities to transport its storm water per terms set forth in the Agreement. He noted that the FCOC is one of the District's drainage facilities specifically named in the Agreement. In 2018, the City and the District retained the services of Carollo Engineers (Carollo) to author the FCOC Master Plan Study (Master Plan), which acknowledged that the City's commercial development project, the Family Entertainment Zone (FEZ), will require realignment of the FCOC.

Mr. Killingsworth described the consultant services that the City will need for their FCOC Realignment Project (Project) to prepare plans, conduct assessments, and apply for required permits. He stated that any realignment or modifications to the FCOC will be reviewed, coordinated, and approved by the District and its Board of Directors. As a partner and stakeholder, the District supports advancing the City of Manteca's FCOC realignment concept presented in the Master Plan.

Staff recommended Board approval of an SSJID letter of support for the City of Manteca's North Valley Thrive Catalyst Grant application.

Board discussion included clarification of the FCOC realignment route, the effect that the future FEZ may have on compliance with the SGMA groundwater level requirements, and the District's future financial obligations to operate and maintain the FCOC.

MOTION: A motion was made by Director Weststeyn and seconded by Director Roos to approve an SSJID Letter of Support for the City of Manteca's North Valley Thrive Catalyst Grant Application.

The motion passed 4 to 0 by the following vote:

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

It was announced that all remaining items on the Closed Session agenda would be discussed. The Board took a brief recess at 9:40 a.m. and convened to Closed Session at 9:50 a.m.

Item #8 – CLOSED SESSION

RETURN TO OPEN SESSION

The Board returned to Open Session at 11:45 a.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.

**MINUTES FOR THE APRIL 8, 2025
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

Item #10 – ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 11:46 a.m.

ATTEST:

Danielle Barney, Clerk of the Board