

**MINUTES FOR THE APRIL 22, 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 and led the flag salute. Upon roll call the following members were noted present:

DIRECTORS: HOLBROOK SPYKSMA WESTSTEYN
ABSENT: ROOS VAN RYN

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 \$344,393.39; Accounts Payable Wires in the amount of \$701,748.55; and Payroll dated April 4, 2025 in the amount of \$300,538.44, and April 4, 2025 in the amount of \$6,022.09.
- B. Approval of the Regular Board Meeting Minutes of April 8, 2025
- C. Acceptance of Grant of Easement from Joyce Van Fill Family Trust for the W190dd3dd Pipeline

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

The motion passed 3 to 0 by the following vote:

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

President Spyksma inquired if Public Comment is invited on the Consent Calendar, to which SSJID General Counsel Mia Brown responded in the affirmative. She added that the purpose of the Consent Calendar is to approve all listed items together in a single motion without extended discussion or consideration of a particular item. If one or more Board Members wish to discuss a particular Consent Calendar item at length, it should be moved to the Action Calendar for further discussion and action.

COMMUNICATIONS

Item #1 – Directors’ Reports

Director Holbrook reported that he attended the California Municipal Utilities Association (CMUA) Conference, from April 6-8, 2025, in Anaheim. He stated that it was a very good conference with excellent keynote speakers, and noted the commonality shared by the presenters to visit their local communities/neighborhoods and engage with the constituents on current issues, concerns, and/or agency activities. Director Holbrook emphasized the importance of keeping Canyon Tunnel local communities informed on project status to demonstrate transparency and consideration.

**MINUTES FOR THE APRIL 22, 2025
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

Director Weststeyn stated that he had no updates to report and thanked the Division Managers and staff for keeping the water flowing for irrigation.

President Spyksma reported that he participated in the Association of California Water Agencies (ACWA) Region 4 Tour and Program, on April 16. ACWA partnered with FISHBIO to provide a tour featuring a visit to San Joaquin River at Sturgeon Bend to view fyke trapping and an electrofishing demonstration at River Islands. Following the tour was a presentation on FISHBIO's data regarding native salmon recovery versus predatory non-native fish, and the low survival rate of the spawned salmon migrating down river. Discussion following FISHBIO's presentation included requesting that ACWA move legislation to revise language in Pulse Flow regulations replacing the word "salmon" with "fish."

Board discussion included data of salmon trucked in from the Mokelumne River, and the upcoming FISHBIO report to be published in June.

Item #2 – Various Reports

The Managers' Reports were provided in electronic form to the Board on April 18, 2025.

Director Holbrook addressed Mr. Joe Hasten, SSJID Irrigation Services and inquired on status of current projects and/or irrigation operations. Mr. Hasten responded that staff are keeping up on leak repairs which appear to be slightly more than average, and added that leaks in caps occurred in some sections which were relined during the winter season.

Director Holbrook addressed Mr. Justin Ashworth, Water Treatment Plant (WTP) Manager, referenced the WTP Manager's Report dated April 18, 2025, Section Solar Farm Production, and requested clarification on the 115-percent (115%) change indicated in the table titled "Solar Production vs WTP Consumption." Mr. Ashworth responded that the data reflected a 115% increase in solar production from March 2024 to March 2025, based on absolute value calculations.

President Spyksma referenced the Public and Government Relations Manager's Report, dated April 22, 2025, Section Public Relations, Upcoming Events, and stated that there are open spots for Director participation at fundraising events.

President Spyksma requested that monthly safety data be added to the Safety Section of the Water Resources Manager's Report to reflect accidents, and/or "near misses."

Mr. Peter Rietkerk, SSJID General Manager, reported that two (2) new employees had started with the District: Account Clerk Monica Flores, and Irrigation and Operations Manager Barron Sweet. He noted that Mr. Sweet joins SSJID with forty (40) years of experience in the construction industry, is spending his first week familiarizing himself with the Irrigation Team and operations, and will undergo Manager Orientation meetings with the Senior Leaders to become abreast of the various SSJID department functions.

Mr. Sweet addressed the Board and provided a brief background of his construction experience which included commercial, heavy civil, wastewater, and bridge projects. Mr. Rietkerk noted Mr. Sweet's vast knowledge of safety practices.

Mr. Rietkerk announced the Manteca Fire Department's Pancake Breakfast, on May 10, from 7-11am, at Fire Station #11 – 290 S. Powers Avenue. As an event sponsor, the District is provided with entry tickets which Mr. Rietkerk passed to the Board. He encouraged the Directors to take tickets and attend the fundraising event.

**MINUTES FOR THE APRIL 22, 2025
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

Mr. Rietkerk noted the recent issue involving deceased carp along the shoreline at Woodward Reservoir. He stated that the California Department of Fish and Wildlife (CDFW) has investigated and determined that the deaths may have been caused by the Koi Herpes Virus. Staff will provide public messaging and keep the Board apprised of updates.

Mr. Rietkerk reported that he attended the San Joaquin Tributaries Authority (SJTA) Joint Coordination meeting, on April 21, along with SSJID Water Resources Coordinator Brandon Nakagawa, and Public and Government Relations Manager Katie Patterson. Discussion included review and input on SJTA policy positions, legislation, and regulatory issues.

President Spyksma welcomed Ms. Flores and Mr. Sweet to the SSJID Team, and wished them well in their jobs with the District.

ACTION CALENDAR

Item #3 – Consider Award of Contract to Robert Burns Construction for the SSJID District Office 3-Inch AC Grind and Replacement Project

Mr. Chad Parsons, SSJID Associate Civil Engineer, addressed the Board regarding approval of the contract with Robert Burns Construction, Inc. (RBC) for the District’s 3-inch AC Grind and Replacement Project (Project). He provided a detailed description of the Project location, size, and scope of work.

Mr. Parsons stated that a Notice Inviting Bids was issued on February 28, and a Pre-Bid meeting was held on March 26, with ten (10) prospective bidders in attendance. Staff received and publicly opened a total of nine (9) bids on April 10. The apparent lowest, responsive, responsible bidder was from RBC with a bid price of \$211,240.75.

The contract requires a 30-day completion, and is anticipated to start the first week in May 2025. Mr. Parsons explained logistics to accommodate staff and customer parking during the project construction phase.

The 2025 Board adopted budget included \$300,000.00 for the Project (Eng22.30). In addition to the contract award, staff recommended the Board authorize the General Manager to approve up to \$60,000.00 in additional work, as necessary, for a grand total contract award amount of \$271,240.75.

Board discussion included clarification for the additional \$60,000.00 contingency funds, depth related issues on AC grind projects, and prudence with District funds.

MOTION: A motion was made by Director Holbrook and seconded by Director Weststeyn to award the contract to Robert Burns Construction, Inc. for the SSJID District Office 3-Inch AC Grind and Replacement Project, in the amount of \$211,240.75; and authorize the General Manager to approve up to \$60,000.00 in additional work as determined necessary.

The motion passed 3 to 0 by the following vote:

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

**MINUTES FOR THE APRIL 22, 2025
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

Item #4 – Consider Adoption of Resolution 25-10-P Amending the SSJID Annexation Policy and Superseding Previous Annexation Policy Resolutions; and Consider Approval to Rescind SSJID’s Annexation Moratorium

Mr. Rietkerk addressed the Board regarding adoption of Resolution 25-10-P approving the proposed Annexation Policy (Policy) amending and superseding previous Annexation Policy resolutions; and rescinding the moratorium on annexations as authorized by Board action on February 14, 2017. He provided information detailing the annexation process including Municipal Service Review (MSR) and Sphere of Influence (SOI) documentation, and the involvement of Local Agency Formation Commission (LAFCo) to review and approve proposed expansion, governance, and dissolution of local government agencies and their municipal service areas.

Mr. Rietkerk gave background of SSJID’s annexation history, the properties annexed, and revisions to the Policy by Board adoption of Resolutions in 1990, 1993, 2000, 2009, 2014, and 2016. He thoroughly explained that the proposed revision would implement a three (3) step process for the application which would clarify responsibility for costs associated with District application administration including the initial review, required Feasibility Study, and formal Annexation Application processes. Mr. Rietkerk further explained that the 3-step method would provide the landowner(s) with instruction on their responsibilities, time frames, and financial obligations in the process. Additional proposed changes to the Policy were minor language revisions including “District Secretary” to “General Manager;” current assessment, billing, and collection practices; and “Groundwater Sustainability Agency.” Mr. Rietkerk also noted that the moratorium, approved by Board action on February 14, 2017, was instituted due to lack of underlying LAFCo approvals that precluded annexations from occurring.

Staff recommended that the Board adopt Resolution 25-10-P Annexation Policy – Amending and Superseding Resolutions 90-18-0, 93-17-0, 00-21-0, 09-09-A, 14-11-P, and 16-16-P; and rescind the moratorium on annexation.

Board discussion included clarification that the proposed Annexation Policy includes all revisions indicated in the redline version provided; adding language reflecting the annexation fee; adding language identifying the revised Policy effective date; adding language to Step 2 – Feasibility Study stating that staff will confer with landowner to discuss landowner requirements; adding language clarifying date parameters by which the landowner must move forward with the Formal Annexation Application process once the proposed annexation is approved by the General Manager; the burden to staff’s work load and/or current projects should the Policy identify a time frame (e.g. six (6) months); and the unpredictable turnaround time for LAFCo responses and/or action.

The Board concluded discussions with the decision to table the agenda item, and directed staff to amend the proposed Policy based on Board discussion, and present the amended Policy for consideration at a future meeting. President Spyksma expressed appreciation for staff’s efforts to amend the Policy, recognizing the amount of work it entailed.

Item #5 – Quarterly Presentation of Financial Statements through March 31, 2025

Ms. Williams addressed the Board and gave an oral presentation of the quarterly Financial Statements through March 31, 2025. She stated that the financial statements are subject to change pending the District’s ongoing annual financial audit, Tri-Dam’s ongoing annual financial audit, and the Governmental Accounting Standards Board (GASB) pension calculations.

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

**MINUTES FOR THE APRIL 22, 2025
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

allocations and balances; and actual versus year-to-date budget comparisons; and breakdown of cash investments by category.

Item #6 – Quarterly Presentation of Investment Report for March 2025

Ms. Williams addressed the Board and gave an oral presentation of the quarterly Investment Report through March 2025. 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, and employment rates.

The Board expressed appreciation for the work entailed in providing the quarterly financials. Ms. Williams acknowledged Ms. Sarah Bloom, SSJID Assistant Finance and Administration Manager, for her efforts and contributions to the reports.

The Board inquired about the status of the District’s purchase of Synario Financial Modeling Software (Synario), to which Ms. Williams responded that a Kick-off meeting with Synario staff is scheduled for April 23.

Item #7 to be Discussed Following Closes Session

It was announced that all remaining items on the Closed Session agenda would be discussed. The Board took a brief recess at 10:35 a.m. and convened to Closed Session at 10:45 a.m.

Ms. Brown announced that Item #10 – Brown Act Review, will be deferred due to the absence of two (2) Board Members at today’s meeting.

Item #8 – CLOSED SESSION

RETURN TO OPEN SESSION

The Board returned to Open Session at 1:54 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 #7 – Consider Approval of Agreement for Conveyance of Water with Oakdale Irrigation District

Board discussion noted a revision be made to Page 1, Paragraph 1, Line 2, to include the acronym “OID” following Oakdale Irrigation District.

MOTION: A motion was made by Director Holbrook and seconded by Director Weststeyn to approve the Agreement for Conveyance of Water with Oakdale Irrigation District.

The motion passed 3 to 0 by the following vote:

**MINUTES FOR THE APRIL 22, 2025
REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

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

Item #10 – Brown Act Review – Deferred.

Item #11 - ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 1:55 p.m.

ATTEST:

Danielle Barney, Clerk of the Board