MINUTES FOR THE OCTOBER 28, 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: 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 $208,601.79; Accounts Payable Wires in the amount of $829,958.92; and Payroll dated October 17, 2025 in the amount of $318,639.79.

B. Approval of the Regular Board Meeting Minutes of October 14, 2025

MOTION: A motion was made by Director Holbrook and seconded by Director Weststeyn 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 Holbrook reported that he attended the San Joaquin County (SJC) Advisory Water Commission (AWC) meeting on October 15. Discussion included the SJC Spring 2025 Groundwater Report and subsequent questions regarding the well measurement data.

Director Holbrook referenced the Engineering Department Manager's Report, dated October 28, 2025, page 4, Other Miscellaneous Notes Section, Bullet #2, regarding SSJID Engineering Department Manager Forrest Killingsworth's nomination and approval to serve on the United States Committee of Irrigation and Drainage (USCID) Board of Directors. He congratulated Mr. Killingsworth on his appointment.

Director Holbrook addressed Mr. Justin Ashworth, Nick C. DeGroot Water Treatment Plant (WTP) Manager regarding the WTP Manager's Report, dated October 28, 2025, and inquired on the raw water quality degradation referenced on Page 2, General Updates Section. Mr. Ashworth responded that staff are working through the quality issues.

Director Van Ryn thanked all staff for the work they do.

Director Weststeyn commented that the current good weather was a nice way to begin the 2025-2026 Maintenance Season. He encouraged all to stay safe.

Director Weststeyn reported that he attended the South San Joaquin Groundwater Sustainability Agency (SSJGSA) Board meeting on October 15. Discussions included the SSJGSA 2026 Preliminary Budget, and groundwater balance.

Director Roos reported that he participated in the Agape Villages "Fairways Fore Foster Kids" Annual Golf Tournament on October 17. SSJID sponsored two (2) foursomes which included Director Roos, Director Holbrook, General Manager Peter Rietkerk, Irrigation Operations Manager Barron Sweet, Environmental Compliance and Safety Officer Walt Luihn, Irrigation Services Supervisor Joe Hasten, and Pest Control Applicators Michael Donahue and Sean Jefferson. He commented on the fun time had by all, and commended Director Holbrook for his eagle score.

President Spyksma announced that he will be attending the San Joaquin Tributaries Authority (SJTA) Commission meeting on November 3. Discussions will include the SJTA 2026 budget, and anticipated budget increases for public communication/outreach efforts, and legal expenses.

President Spyksma reported that he had completed his Lockout/Tagout training on the KnowBe4 platform.

Item #2 – Various Reports

Mr. Rietkerk announced SSJID's Annual Employee Safety Day scheduled for November 6. The all-day event will include required training, speakers, and presentations on safety topics. Breakfast and lunch will be provided.

Mr. Rietkerk announced the Division 9 Customer Workshop scheduled for November 12, which will present and discuss a proposed rate increase. The workshop will be held in the District board room, from 9:00 AM to 12:00 PM.

<u>ACTION CALENDAR</u>

Item #3 – PUBLIC HEARING – Annual Status Report of District Vacancies, Recruitment and Retention Efforts per Assembly Bill 2561 (Government Code §3502.3)

President Spyksma referenced Assembly Bill (AB) 2561 (Government Code §3502.3) – Annual Status Report of District Vacancies, Recruitment and Retention Efforts, and opened the Public Hearing at 9:10 AM.

Mr. Don Thornburg, SSJID Human Resources Specialist, addressed the Board and explained that per AB 2561, public agencies with represented employees must annually report the status of their employment vacancies in a public hearing, which must occur prior to the adoption of the annual budget. The report must address retention/recruitment efforts currently utilized and identify any changes necessary to address obstacles in the hiring process. Mr. Thornburg cited requirements, should the number of vacancies within a single unit represent 20-percent (20%) or more.

a. SSJID Presentation – SSJID currently has three (3) employment vacancies, equivalent to 5-percent (5%) of the staff pool. The District has never reached or come close to the 20% threshold.
b. Employee Organization Presentation – None.
c. Governing Body Questions and Discussion – None.

d. Final SSJID Comments – None.
e. Final Employee Organization Comments – None.
f. Public Comments – None.

SSJID General Counsel Mia Brown stated that the Public Hearing and presentation(s) were for informational purposes only, per AB 2561 requirements, and that no Board action was required.

President Spyksma closed the Public Hearing at 9:19 AM.

Item #4 – Consider Approval of Preliminary Engineering Report for Phase 2 Expansion of the Nick C. DeGroot Water Treatment Plant

Mr. Ashworth addressed the Board regarding approval of the Preliminary Engineering Report (PER) for the Phase 2 expansion of the Water Treatment Plant (WTP). He explained that the WTP was originally planned for two (2) phases of operation to accommodate long-term regional water supply demands: Phase 1) Provide a capacity of 40 million gallons per day (mgd); and Phase 2) Increase plant capacity by 20 mgd to provide a total WTP capacity of 60 mgd. Mr. Ashworth further explained that under the current Water Supply Development and Operating Agreement (Agreement) between SSJID and the Cities of Escalon, Lathrop, Manteca and Tracy (Participants), the District is required to initiate discussion for Phase 2 expansion when:

1. The total treated-water demand causes the WTP to operate at 80-percent (80%) of capacity during the month of July; or
2. Two (2) or more Agreement Participants request that such discussions begin.

In 2024, WTP staff budgeted for and were approved to have a PER developed to provide a conceptual foundation for future Phase 2 conversations. The PER contract was awarded to Carollo Engineering (Carollo) who analyzed internal capacity test reports, as well as projected growth and water demands provided from the Participants.

Mr. Ashworth gave a PowerPoint presentation of the PER for Phase 2 which provided detailed explanations of the purpose; introduction and background; existing and future water demands; City specific water demand projections; projected demand analysis; summary of projected demands; WTP upgrades and phasing options (Alternatives 1, 2 or 3); cost estimates; project implementation timelines; risk assessments (Regulatory, Environmental and Operational); conclusions; considerations of trends, demand data, and risks in delaying expansion; 2026 projected flow demands; and next steps for staff to solicit proposals for the development of a 30-percent (30%) design plan for the Phase 2 expansion.

Shortly after the PER was finalized, the 80% capacity threshold was exceeded. In 2025, the WTP operated above 75% of its design capacity for three (3) months (June – August) including one month above 80% capacity which confirmed that treated water demands had reached the level defined in the Agreement for initiating Phase 2 planning discussions.

Staff recommended that the Board approve the PER for the Phase 2 expansion of the WTP.

Board discussion included the cost of Phasing Option Alternative 3 without installation of a booster pump station; the necessity for a booster pump station and third reservoir; a rate increase effect on water usage; future urban growth and increased water demands; the District's responsibility to provide water; probable increased costs in delaying early implementation; consideration to build an 80 mgd plant; the added expense and degradation if concrete is poured too soon; and the necessity for the WTP Phase 2 implementation.

MOTION: A motion was made by Director Holbrook and seconded by Director Van Ryn to approve the Preliminary Engineering Report for Phase 2 Expansion of the Nick C. DeGroot Water Treatment Plant.

The motion passed 5 to 0 by the following vote:

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

Item #5 – Consider Award of Contract to EKI Environment and Water for Services to Update the Urban Water Management Plan

Mr. Charles Galea, WTP Operations Supervisor, addressed the Board regarding approval of a Professional Services Agreement (Agreement) with EKI Environment and Water (EKI) for consulting services to prepare SSJID's 2025 Urban Water Management Plan (UWMP) Update, and authorize the General Manager to sign the Agreement for a not-to-exceed amount of $52,600.00.

Mr. Galea explained that State law requires water suppliers in California providing water for municipal purposes, to 3,000 customers or more than 3,000 acre feet per year, to prepare and adopt an UWMP every five (5) years ending in 0 and 5. He further explained that SSJID is considered a wholesaler under State law and required to prepare the UWMP Update for supplies treated and delivered from the WTP.

To ensure consistency in reported values and approaches to UWMP compliance requirements, staff inquired on the UWMP consultants used by the Cities of Manteca, Lathrop and Tracy. The Cities of Manteca and Tracy utilize EKI as the consultant for their UWMP updates.

Mr. Galea noted that there is currently $60,000.00 for Consulting Services in the 2025 WTP budget, and that staff included $60,000.00 in the 2026 proposed WTP budget to cover costs.

MOTION: A motion was made by Director Roos and seconded by Director Weststeyn to approve a Professional Services Agreement with EKI Environment and Water for consulting services to prepare SSJID's 2025 Urban Water Management Plan Update, and authorize the General Manager to sign the Agreement for a not-to-exceed amount of $52,600.00.

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 Award of Contract to Knife River Construction for the Lateral We190dd3dd to We Pipeline Connection Project

Mr. Chad Parsons, SSJID Senior Engineer, addressed the Board regarding award of contract to Knife River Construction (KRC) for the Lateral We190dd3dd to We Pipeline Connection Project (Project) in the amount of $1,487,977.00; and authorize the General Manager to approve up to $100,000.00 in additional work as determined necessary.

Mr. Parsons provided a recap of the Project scope of work, the pre-bid meeting attended by twelve (12) bidders, and the six (6) bids submitted. KRC was the lowest responsive, responsible bidder with a base price of $1,487,977.00. The second lowest bid received was within 3-percent (3%) of the lowest bidder.

Mr. Parsons noted that KRC is a local contractor familiar with the standards, quality control, and processes of the District, and is currently involved in many local development projects that include the District's infrastructure. He added that KRC recently completed the Lateral X-W Pipeline Connection Project, to the District's satisfaction of the work, quality, and performance demonstrated.

The start of construction is anticipated to commence within the next two (2) weeks, and conclude February 1, 2026.

The approved 2025 Capital Budget includes $2,355,000.00 for the Lateral We190dd3dd to We Pipeline Connection Project (ENG24.12).

President Spyksma noted that the award of contract for the Lateral We190dd3dd to We Pipeline Connection Project should not be approved prior to SSJID's approval for acquisition of land for said Project, therefore he moved Agenda Items #7 and #8 to be heard before Board action on Item #6.

Item #7 – Consider Approval of Purchase and Sale Agreement with Jon L. Hoff and Elena R. Hoff Family Trust for the Lateral We190dd3dd to We Pipeline Connection Project

Mr. Parsons addressed the Board regarding approval of a Purchase and Sale Agreement (Agreement) with Jon L. Hoff and Elena Hoff Family Trust (Landowner), for the acquisition of a permanent easement within San Joaquin County Assessor Parcel Number (APN) 226-130-01, in association with the Lateral We190dd3dd to We Pipeline Connection Project.

Mr. Parsons explained that the Landowner shall grant the District an easement approximately twenty-three feet (23') in width with an area consisting of approximately 0.71 acres. The total purchase price to be paid for the easement shall be calculated based upon the unencumbered area of 0.51-acres at a rate of $45,000.00 per acre totaling $22,950.00. He provided a summary of several terms and conditions of the Agreement, including the District and Landowner entering into an "Agreement to Relocate and Reconfigure Easement" to correct the existing easement for the existing Lateral We pipeline within the Property.

Within thirty (30) days of the executed Agreement, the Landowner shall execute a Grant Deed conveying the easement to SSJID, and SSJID shall provide a cashier's check for the full amount of the purchase price.

MOTION: A motion was made by Director Holbrook and seconded by Director Weststeyn to approve the Purchase and Sale Agreement with Jon L. Hoff and Elena R. Hoff Family Trust for the Lateral We190dd3dd to We Pipeline Connection Project.

The motion passed 4 to 1 by the following vote:

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

Item #8 – Consider Approval of Purchase and Sale Agreement with Winters Land Co. L.P. for the Lateral We190dd3dd to We Pipeline Connection Project

Mr. Parsons addressed the Board regarding approval of a Purchase and Sale Agreement (Agreement) with Winters Land Company, LP (Landowner), for the acquisition of a permanent easement within San Joaquin County Assessor Parcel Number (APN) 226-130-02, in association with the Lateral We190dd3dd to We Pipeline Connection Project.

Mr. Parsons explained that the Landowner shall grant the District a 40-foot-wide easement, approximately 1,236-feet in length consisting of 1.22 acres at a rate of $45,000.00 per acre totaling $54,900.00. In addition, the District agrees to compensate the Landowner for 115 almond trees at a rate of $200.00 per tree totaling $23,000.00. The total purchase price to be paid for the easement, and compensation of the 115 almond trees is $77,900.00. He provided a summary of the primary terms and conditions of the Agreement.

Mr. Parsons stated that the recorded legal description(s) of the property contains a scrivener's error. The Landowner will correct the legal description through recordation of a corrective deed and the District will not record the Grant Deed until the corrective deed is recorded.

Board discussion identified a miscalculation of the total purchase price listed on Page 2 of the Agenda Item #8 Staff Report, to which Mr. Parsons confirmed that the final amount was $77,900.00.

MOTION: A motion was made by Director Weststeyn and seconded by Director Van Ryn to approve the Purchase and Sale Agreement with Winters Land Co. L.P. for the Lateral We190dd3dd to We Pipeline Connection Project.

The motion passed 4 to 1 by the following vote:

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

Item #6 – Consider Award of Contract to Knife River Construction for the Lateral We190dd3dd to We Pipeline Connection Project

MOTION: A motion was made by Director Weststeyn and seconded by Director Holbrook to approve the award of contract to Knife River Construction for the Lateral We190dd3dd to We Pipeline Connection Project in the amount of $1,487,977.00; and authorize the General Manager to approve up to $100,000.00 in additional work as determined necessary.

The motion passed 4 to 1 by the following vote:

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

Director Weststeyn thanked Mr. Killingsworth and the Engineering Department for their perseverance and coordinated efforts on the Lateral We190dd3dd to We Pipeline Connection Project.

Item #9 – Consider Approval of Machado Ranch Unit 3 Including Resolution 25-21-P Authorizing the Quitclaim of a Portion of an Easement Associated with Lateral "We"

Mr. Killingsworth addressed the Board and explained that Machado Ranch is a large multi-phase, 160-acre± housing development in Manteca, which has primarily impacted District Lateral "We" and Drain "8a." Units 1 and Unit 2 have already been District-approved and are currently under construction. Unit 3 is a 71-lot subdivision and will continue the incremental removal, replacement, and realignment of Lateral "We."

Mr. Killingsworth gave detailed descriptions of the District facilities involved, and proposed SSJID improvements. He stated that the project will require the Developer to purchase a strip of property owned by the District, and grant a reciprocal pipeline easement. Details of that transaction will be formalized in a Purchase and Sale Agreement to be considered at a future board meeting, which is anticipated to result in a $44,674.00 payment to the District.

Mr. Killingsworth noted that access to the District facilities south of the proposed development is currently very poor, and is encumbered by a series of single-swing gates. Engineering is working to re-establish access along "Lateral We" and the "Schoolhouse Box," which currently contains unauthorized encroachments. Staff has initiated contact with landowners regarding removal of the unauthorized encroachments.

Staff recommended that the Board authorize conditional approval of the items listed below, and as listed in Agenda Item #9 Staff Report regarding Machado Ranch Unit 3 Improvement Plans, subject to compliance with the District's standard requirements and subsequent approval of a Purchase and Sale Agreement.

MOTION: A motion was made by Director Roos and seconded by Director Van Ryn to authorize conditional approval of the items listed below, and as listed in Agenda Item #9 Staff Report regarding Machado Ranch Unit 3 Improvement Plans, subject to compliance with the District's standard requirements and subsequent approval of a Purchase and Sale Agreement; and adopt Resolution No. 25-21-P Authorizing the Quitclaim of an Easement Owned by the SSJID (Portion of Lateral "We").

Conditional approval items to include: Signature of Improvement Plans; Encroachment Agreement; Developer's Agreement; Irrigation Service Abandonment Agreement; Irrigation Structure Abandonment; New SSJID Lateral "We" Easement; New SSJID Lateral "We" Temporary Easement; Development of Purchase and Sale Agreement to transfer SSJID-owned property to Signature Homes; Approval of Resolution 25-21-P to quitclaim SSJID Lateral "We" Temporary Easement D.N. 2024-090744; Review/Approval of Joint Trench Plans; and Review/Approval of Unit No. 3 Final Map.

SOUTH SAN JOAQUIN IRRIGATION DISTRICT
RESOLUTION NO. 25-21-P

RESOLUTION AUTHORIZING THE QUITCLAIM OF AN EASEMENT OWNED BY THE SOUTH SAN JOAQUIN IRRIGATION DISTRICT (PORTION OF LATERAL "WE")

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 County Assessor's Parcel Number 241-320-81 (the Subject Property). Said easement described in that certain Grant of Easement recorded October 24, 2024, as Document #2024-090744, is thirty (30) feet in width, and contained a portion of District's pipeline identified as Lateral "We", 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 unto MERITAGE HOMES OF CALIFORNIA, INC., a California corporation, the owner of the underlying real property burdened by the Easement; and

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. The Board of Directors finds the terms and conditions of the quitclaim to be in the best interests of the District;

3. 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 contained therein to MERITAGE HOMES OF CALIFORNIA, INC., a California corporation, the owner of the underlying real property.

PASSED AND ADOPTED this 28th day of October, 2025, by the following vote:

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

Item #10 – Quarterly Presentation of Financial Report through September 30, 2025

Ms. Sonya Williams, SSJID Finance and Administration Manager, addressed the Board and gave an oral presentation of the quarterly Financial Statements through September 30, 2025. 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.

Ms. Williams referenced Page, 8, Revenues, Expenses, and Changes in Net Position Year-to-Date, and noted that the $379,132.00 decrease from the prior year for electric sales was inaccurate. She explained that Pacific Gas & Electric (PG&E) has yet to provide their report to quantify revenue for these line items for July, August, and September.

The Board inquired about the District investing in the California Water Insurance Fund (CWIF), to which Ms. Williams responded that SSJID's financial advisors, PFM Financial Advisors, were not familiar with insurance captives. Staff will research whether it is necessary to issue a Request for Proposal (RFP) for a consultant to evaluate and present, to the Board, the pros and cons of establishing an insurance captive.

Item #11 – Quarterly Presentation of Investment Report through September 30, 2025

Ms. Williams addressed the Board and gave an oral presentation of the quarterly Investment Report through September 30, 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.

Ms. Williams referenced Page 16, Unemployment Rates, and stated that September 2025 statistics were not available due to the Government Shutdown.

It was announced that all remaining items on the Closed Session agenda would be discussed. The Board took a brief recess at 10:45 a.m. and convened to Closed Session at 10:55 a.m.

Item #12 – CLOSED SESSION

<u>RETURN TO OPEN SESSION</u>

The Board returned to Open Session at 1:55 p.m.

Item #13 – ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION

Disclosure of reportable actions taken in Closed Session, pursuant to Government Code Section 54957.1:

Item #d.e. – Liability Claim, California Government Code Section 54956.91, Claimant: Pacific Gas & Electric Company, Agency Claimed Against: South San Joaquin Irrigation District

MOTION: A motion was made by Director Holbrook and seconded by Director Roos to reject Pacific Gas & Electric Company's (PG&E) claim, and send a demand letter requiring PG&E to: 1) Adhere to the requirements of the Master Encroachment Agreement by bringing the gas line into conformance with District standards and providing as-built plans; 2) Remove transformer and all other unauthorized encroachments from the District's easement; and 3) Reimburse SSJID for the additional costs in repairing its Lateral Z incurred as a result of PG&E's unauthorized encroachments.

The motion passed 5 to 0 by the following vote:

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

Item #14 – ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 1:56 p.m.

ATTEST:

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Danielle Barney, Clerk of the Board