

MINUTES

Oakdale, California
October 6, 2009

The Board of Directors of the Oakdale Irrigation District invited all to recite the Pledge of Allegiance and then met in Regular Session at the hour of 9:00 a.m. Upon roll call, there were present:

Directors: Steve Webb
Frank B. Clark
Tony Taro

Absent: Jack D. Alpers, President
Al Bairos, Jr., Vice President

Staff Present: Kathy Cook, Chief Financial Officer
Gary Jernigan, Contract/Special Projects Manager
John Davids, District Engineer
Kevin King, Water Operations Manager
Jason Jones, Support Services Manager

ADDITION OR DELETION OF AGENDA ITEMS

There were no additions to the Agenda

ACTION TO TAKE VARIOUS ITEMS OUT OF SEQUENCE

There were no items taken out of sequence.

At the hour of 9:01 a.m. the Board welcomed public comment.

PUBLIC COMMENT ITEM NO. 1

There being no public comment, public comment closed at 9:01 a.m.

EMPLOYEE RECOGNITION ITEM NO. 2

The Board and GM wish to recognize Lori Fitzwater Presley and Tom Laidlaw for their 1-year effort in all the pre-planning activities associated with the celebration event on September 26th and Joe Fos for his help in the graphic displays at the event.

CONSENT ITEMS
ITEM NOS. 3, 4, 5, 6, 7, 8, 9

ITEM NO. 3
APPROVE THE BOARD OF DIRECTORS' MINUTES
OF THE REGULAR MEETING OF SEPTEMBER 15, 2009
AND RESOLUTION NOS. 2009-52 AND 2009-53

A motion was made by Director Taro, seconded by Director Webb, and unanimously supported to approve the Board of Directors' Minutes of the Regular Meeting of September 15, 2009 and Resolution Nos. 2009-52 and 2009-53.

ITEM NO. 4
APPROVE OAKDALE IRRIGATION
DISTRICT STATEMENT OF OBLIGATIONS

A motion was made by Director Taro, seconded by Director Webb, and unanimously supported to approve the Oakdale Irrigation District Statement of Obligations.

ITEM NO. 5
APPROVE ASSIGNMENT
OF CAPITAL WORK ORDER NUMBERS

A motion was made by Director Taro, seconded by Director Webb, and unanimously supported to approve the following Capital Work Order Numbers:

<u>Facility</u>	<u>Project Description</u>	<u>Estimated Cost</u>	<u>Work Order No.</u>
<u>New</u> Clavey Drop	Install new long crested weir and turnout structure, an automated Rubicon flume gate, two (2) new 24" 101C slide gates, and appurtenances.	\$634,400	0950
Fairbanks Pipeline (at Pony Ranch)	Install new headgate structure, an automated Rubicon flume gate, 896' of new 48" RCP, turnout (upstream), and appurtenances.	\$573,700	0951
<u>Revised</u> Cashman Dam	Install new South Main diversion structure, Paulsell Lateral headgate structure and Cashman Dam long-crested weir structure. Four Rubicon gates will be installed on the South Main structure and one Rubicon gate on the Paulsell structure. Shotcrete lining to be installed upstream and down stream of new installations and a new railcar bridge will be installed downstream of the South main canal.	\$962,281 (original \$1,440,520)	0944
<u>Cancelled</u> Rossini PL	Replace approximately 3,300 linear feet of existing concrete and steel pipe with 18" 100 PIP PVC and install two (2) new air vents.	\$275,700	0932

ITEM NO. 6
APPROVE REQUEST AUTHORIZING GENERAL
MANAGER TO EXECUTE PURCHASE AGREEMENT
FOR ERLANGER DEEP WELL SITE (APN: 010-019-015 – FURTADO)

A motion was made by Director Taro, seconded by Director Webb, and unanimously supported to approve request authorizing General Manager to execute Purchase Agreement for Erlanger Deep Well site (APN: 010-019-015 – Furtado).

ITEM NO. 7
APPROVE RE-ISSUANCE OF "WILL SERVE LETTER"
FOR THE PROPOSED LANDS OF SHATSWELL SUBDIVISION

A motion was made by Director Taro, seconded by Director Webb, and unanimously supported to approve the Re-Issuance of "Will Serve Letter" for the Proposed Lands of Shatswell Subdivision.

ITEM NO. 8
APPROVE PROFESSIONAL SERVICES AGREEMENTS
FOR VARIOUS VENDORS AND CONTRACTORS
(CONDOR EARTH TECHNOLOGIES, INC. – STOCKTON
OFFICE AND MICHAEL E. HURST & ASSOCIATES)

A motion was made by Director Taro, seconded by Director Webb, and unanimously supported to approve the Professional Services Agreements for various vendors and contractors (Condor Earth Technologies, Inc. – Stockton Office and Michael E. Hurst & Associates).

ITEM NO. 9
APPROVE GENERAL SERVICES AGREEMENTS
FOR VARIOUS VENDORS AND CONTRACTORS
(JOHNSON WESTERN GUNITE CO., A-Z BUS SALES,
AND DERRICK CUNNINGHAM TRUCKING, INC.)

A motion was made by Director Taro, seconded by Director Webb, and unanimously supported to approve the General Services Agreements for various vendors and contractors (Johnson Western Gunit Co., A-Z Bus Sales, and Derrick Cunningham Trucking, Inc.).

ACTION CALENDAR
ITEM NO. 10

ITEM NO. 10
REVIEW AND TAKE POSSIBLE ACTION ON AUTHORIZING
GENERAL MANAGER TO ENTER INTO A PROFESSIONAL
SERVICES AGREEMENT WITH WILLIAM AVERY & ASSOCIATES,
INC. FOR RECRUITMENT OF WATER OPERATIONS MANAGER

The Water Operations Manager position is a critical management position within the OID. With Kevin King leaving November 3rd to Solano Irrigation District it is essential OID move quickly to replace this vacancy. Avery and Associates were used to successfully hire OID's Support Services Manager in 2007. They have the district's background, mission, and operating structure already in a releasable hiring brochure and would be the least cost alternative to move forward in filling this vacancy.

Attached is a letter of proposal from Avery and Associates on this effort. Staff supports the execution of a PSA to Avery and Associates.

A motion was made by Director Webb, seconded by Director Taro, and unanimously supported to authorize the General Manager to enter into a Professional Services Agreement with William Avery & Associates, Inc. for recruitment of Water Operations Manager.

ITEM NO. 11
COMMUNICATIONS

A. **GENERAL MANAGERS REPORT**

Safety Activities

1. 267 days without a lost time injury accident.
2. OID will become involved with Stanislaus County's Multi-Jurisdictional Hazard Mitigation Plan development efforts.

Administration Activities

1. Visited Donnell's Hydro Unit on September 21st to view damage with Dan Pope.
2. 100th Celebration Event was well attended and well received by the 800 plus event goers on Saturday, September 26th.
3. OID has secured an ACWA booth at the Convention in December.
4. Kevin King has announced his acceptance of another position with Solano Irrigation District. He and his wife will be moving closer to their family. Working with Avery and Associates on a job announcement. Kevin's last day will be October 30th. We all wish him the best.
5. Attended Taste of Oakdale event Thursday the 17th at the FES Hall put on by the Chamber with the help of Oakdale's food vendors, restaurants, and grocery stores.
6. Assisted with the serving of a "Dinner on the Dam" Friday the 18th, with Directors Alpers, Webb and Clark (and wives) for the Oakdale Education Foundation fundraiser.
7. Attended the Cowboy Museum Fundraiser on Saturday the 19th.

8. Attended Oakdale Business Merchants meeting on September 30th.
9. Sent draft GPS Policy to OE3 Business Representative for review.
10. Preparing for Washington D.C. trip on October 5th-8th.
11. Reviewed drafts of VAMP extension agreement.
12. Working with general counsel on Lev encroachment, Willms and Ohe matters.

Contract and Special Project Activities

1. South Main Canal and Tunnel Projects – Magorian Mine Services continue to prepare submittals for review and approval by Condor. Magorian has completed and submitted the Storm Water Pollution Prevention Plan (SWPPP). Magorian has mobilized and set up jobsite office trailers. Magorian has submitted the Baseline Schedule indicating completion of Segment 1, Goodwin Dam to 2-Mile Bar Tunnel, to be completed on December 30, 2009 and Segment 2, Tunnel 7 to the 2nd Concrete Flume, to be completed on December 29, 2009. Segment 2 access road and cattle guards have been completed. Temporary fencing will commence on October 5, 2009 for the area between the Conlin and Willms property. Magorian has started vegetation removal along the canal on Segment 1.
2. 2-Mile Bar Tunnel (CEQA & Engineering) – A site survey was conducted by CH2MHILL, Bumgardner Biological Service and Condor on September 21, 2009 on the Upstream Portal, Downstream Portal and the proposed access road to the Downstream Portal. It was determined the new access road to the Downstream Portal would fall under a Cat-Ex for the construction effort. Various options are being addressed for the CEQA process required for the tunnel construction. At present, the best option would be to assume CTS presence. CH2MHILL and Bumgardner Biological estimated the cost to be around \$20,000 if the cost per acre is the same paid for the North Side Regulating Reservoir. Also, Elderberries bushes were observed on the existing canal which will require mapping and mitigation. All efforts are focused on the start of construction in 2013.
3. North Side Regulating Reservoir – Foster & Sons, earthworks subcontractor, has completed all the work they can at this time until water is out of the canals. They have moved 150,000 yards of dirt to the levees and stockpile areas. Floyd Johnston Construction have mobilized a concrete batch plant and started the lining of the inside bank of the reservoir on Thursday, September 30, 2009. Their plan is to pour 10,000 Sq. Ft. per day which will require 34 workdays to complete the lining. Presently Floyd Johnston Construction has about 60% of the levee available for lining. Excavation was started on the new Burnett Lateral control structure. Rebar was delivered on Friday, October 2, 2009 with placement starting on October 5, 2009.
4. Cashman Dam Rehabilitation Project – The Notice of Award to TCB Industrial was issued on September 17, 2009 and the Notice to Proceed was issued on October 1, 2009. The Pre-Construction Kick-off meeting was conducted on September 25, 2009. TCB presented some good construction execution plans for the project which should facilitate a timely completion. Pre-construction activities began on September 28, 2009 with the site access road and cattle guards being installed.
5. A Construction Project Administration program began with the Contracts and Engineering Department.
6. Contract Administration activities on contracts to be renewed and/or issued, Work Releases and Change Orders for all contracts.

Construction Activities

1. Review of Job Set Up Forms
2. Preparing and conducting evaluations with the Support Services employees.
3. Assisting Engineering Department with constructability review of Capital Improvement Projects.
4. Preparation continuing for the 2009/2010 Construction Season.

Engineering Activities

1. V.A. Rodden – Continuing to work on Annexation Agreement.
2. Ongoing project management with Provost and Prichard.
3. Preparing Joslin Annexation package.
4. Grant of Easement for Erlanger Pipeline Relocation Project has been signed by Mr. Furtado.
5. Working on Furtado Deep Well Site Project – Need final approval on purchase price from Board.
6. OID did not except the \$300,000 USBR Challenge Grant due to NEPA process requirements, specifically that pertaining to ESA review and a cultural review. USBR stated that this process would take at least a couple months and OID Management felt that given the bid price and urgency for this project to be completed, it would not be in our best interest to wait until 2010 to start the project.
7. Final Mitigation and Monitoring Plan for the Honolulu Bar Mitigation Project was submitted to Corp on 9/21/09 as required in the Final 404. Currently reviewing/preparing those remaining items due within sixty (60) days of issuance of Final 404.
8. Engineering Department assisting Mr. Jernigan in the environmental compliance phase of the New South Main Tunnel. Conference call with CH on 9/25/09 to discuss findings of field recon and path forward.
9. Encroachment Agreement for Belletto's pump station has been drafted and sent to the Belletto's for their notarized signatures.
10. Further work on Wildcat Bridge Design is pending direction from the Board on how best to proceed with respect to the Willms Ranch.
11. Working with G&K/City of Riverbank as it pertains to the Riverbank Pipeline Relocation as part of the Army Munitions Plant Project.
12. Correspondence sent to Mr. Bricchetto concerning his illegal encroachments on the Gilbert Lateral. To date, no action has been taken on his behalf to remove the encroachment(s).
13. Processing cost estimates/Requests for Work Order Approval for the 2009/2010 winter work season.
14. Final Conde Annexation cost summary submitted to Accounting for review.
15. Working with GM and Legal Counsel as it pertains to the Willms Ranch Project.
16. Finally contacted Mr. Lev concerning his illegal encroachments on the Crane Pipeline. Mr. Walker will be setting up a field meeting to discuss our issues with Mr. Lev.
17. Northcutt Deferred Conditions Agreement still has not been signed.
18. Correspondence sent to adjoining property owner concerning Patterson Deed.
19. Preparing Survey Short Course for C&M Staff. Short Course to be given the week of October 12th.

Finance and Accounting Activities

1. Attended the California Special District Association annual conference in Indian Wells. SDRMA (the District's WC carrier) provides for a 1% discount on the District's workers' compensation premiums (\$1,600) any time one management employee attends this conference. They will also give an additional 1% if a District director attends the conference.
2. Preparation of a 2010 draft budget.
3. Assisted outside IT consultant with installation of the new server and 13 new workstations.
4. Mailed out letters scheduling our annual rate setting meeting with all of the domestic water Improvement Districts. These meetings will be held during the week of October 12th.
5. Mailed out rate setting letters to all landowners of non-domestic Improvement Districts.
6. To date we have received several applications for the Principal Account Clerk position.
7. Finalizing our new Chart of Accounts with Springbrook Software.
8. Rural water system account information:
 - 88 – late payment notices
 - 12 – 15-day shut-off notices
 - 5 – 48 hours shut-off notices
 - 1 – shut-off
 - 3 - \$100 late payment deposits
9. Processed 27 title transfers during the month of September.
10. Preparation of 2009 Capital Project's estimated obligations through 2009.
11. Route accounting functions (AP, AR, PR, billings, account reconciliations, etc.)
12. Preparing for the 2009 Employee Benefits Fair. The District received notice that the H1N1 vaccinations will not be available at the fair, but the annual flu vaccination will be provided to all employees and their families.

B. COMMITTEE REPORTS

There were no committee meetings to report.

C. DIRECTORS' COMMENTS/SUGGESTIONS

Director Webb

Director Webb commented on the insurance requirements of the District and whether or not the requirements were the same for anyone entering into a contract with the District. Chief Financial Officer Kathy Cook stated that general liability insurance is based on risk; however, workers' compensation insurance is the same for everyone.

Director Taro

Director Taro congratulated Water Operations Manager Kevin King on another good water year.

Director Clark

Directors Clark had no comments.

OTHER ACTION
ITEM NO. 12

At the hour of 9:08 a.m. the meeting was adjourned. The next Regular Board Meeting of the **Oakdale Irrigation District Board of Directors** is scheduled for **Tuesday, October 20, 2009 at 9:00 a.m.** in the board room at 1205 East F Street, Oakdale, CA.

The next Joint Board Meeting for the **Tri-Dam Project** is scheduled for **Thursday, October 15, 2009 at 9:00 a.m.** in the board room of the Oakdale Irrigation District, 1205 East F Street, Oakdale, CA.

Jack D. Alpers, President

Attest:

Steve Knell, P.E., Secretary