

## **MINUTES**

Oakdale, California  
October 15, 2013

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. The following Directors were present:

Directors: Frank B. Clark, President  
Steve Webb, Vice President  
Al Bairos, Jr.

Absent: Jack D. Alpers  
Herman Doornenbal

Staff Present: Steve Knell, General Manager/Secretary  
Kathy Cook, Chief Financial Officer  
Jason Jones, Support Services Manager  
Eric Thorburn, Water Operations Manager

Also Present: Tim O’Laughlin, Water Counsel

### **ADDITION OR DELETION OF AGENDA ITEMS**

There were no additions or deletions of agenda items.

### **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**

Tom Orvis of Stanislaus County Farm Bureau was present and discussed:

- There was a public meeting held last night to discuss the status of groundwater and there were over 200 people in attendance.
- At the Ag Water Advisory Board meeting Walt Ward formerly of Modesto Irrigation District and Michael Cook of Turlock Groundwater Basin were present and gave a presentation on groundwater east of the San Joaquin River and on November 4, 2013, Del Puerto Water District is going to give a presentation on groundwater west of the San Joaquin River.

- The Central Coast Regional Water Quality Control Board is proposing that each member of the coalition in the Central Coast area do nitrate testing on every well and if it tests high then the landowner will be responsible to provide bottled water. The coalition in our area is going to discuss this, but feels that this is something that a legislative body needs to take action on. It is not something that can be forced on the members of a coalition.
- “Spray Safe” training will be held at the AG Center on November 7, 2013. The DPR will also be at the training. He stated that this is a grower-to-grower learning session. This training will qualify for the required training hours.

There being no further public comment, public comment closed at 9:18 a.m.

**PUBLIC HEARING**  
**ITEM NO. 2**  
**PUBLIC HEARING AND CERTIFICATION OF VOTE**  
**OF THE IMPROVEMENT DISTRICT NO. 49 MEMBERSHIP**  
**REGARDING THE REPLACEMENT OF THEIR WATER STORAGE TANK**

On September 18, 2013 a meeting was held with the Improvement District No. 49 (ID 49) landowners for the purpose of selecting a recommended course of action in replacing the leaking water storage tank located at the ID 49 Pumping Station. A letter was issued on September 25, 2013 (copy attached) informing the ID 49 membership of the consensus from those in attendance at the meeting. The letter included a copy of the voting ballot and notified the members of the public hearing on October 15, 2013 and their opportunity to provide input at the Board of Directors’ meeting.

This public hearing is required under Oakdale Irrigation District Improvement District Policy (Resolution No. 90-26) to offer a final opportunity for any member of Improvement District No. 49 to vote on the proposed capital improvement project. At the end of the public hearing, a tally of the votes to determine approval or rejection of the proposed project will be certified by the Board. If less than 1/3 of the members oppose, the project will go forward.

Water Utilities Supervisor Robert Nielsen was present and stated that Improvement District No. 49 Membership voted to replace the water storage tank by using OID’s General Services Contractors to perform the work by the following vote:

Ayes:           3 (by mail)  
Noes:           2 (by mail)  
Passed by a total vote of 12 to 2  
(All non-votes (9) are considered as yes votes.)

A motion was made by Director Webb, seconded by Director Bairos, and unanimously supported to certify the vote for Improvement District No. 49 Membership to approve the

replacement of the water storage tank by using OID's General Services Contractors to perform the work by a vote of 12 to 2.

**CONSENT ITEMS**

**ITEM NOS. 3, 4, 5, 6, 7, 8, 9, 10, 11, 12**

**ITEM NO. 3**

**APPROVE THE BOARD OF DIRECTORS' MINUTES  
OF THE REGULAR MEETING OF OCTOBER 1, 2013  
AND RESOLUTION NOS. 2013-78, 2013-79, 2013-80,  
2013-81, 2013-82, 2013-83, 2013-84, and 2013-85**

A motion was made by Director Webb, seconded by Director Bairos, and unanimously supported to approve the Board of Directors' Minutes of the Regular Meeting of October 1, 2013 and Resolution Nos. 2013-78, 2013-79, 2013-80, 2013-81, 2013-82, 2013-83, 2013-84, and 2013-85.

**ITEM NO. 4**

**APPROVE THE OAKDALE IRRIGATION  
DISTRICT STATEMENT OF OBLIGATIONS**

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

**ITEM NO. 5**

**APPROVE PURCHASE OF NETWORK  
STORAGE SERVER FOR SERVER BACKUP**

A motion was made by Director Webb, seconded by Director Bairos, and unanimously supported to approve the purchase of network storage server for server backup as recommended by staff.

**ITEM NO. 6**

**APPROVE REJECTION OF CLAIM  
FOR DAMAGES FILED BY LAUREN KANE**

A motion was made by Director Webb, seconded by Director Bairos, and unanimously supported to approve rejection of the Claim for Damages filed by Lauren Kane and forward to ACWA/JPIA for handling.

**ITEM NO. 7**  
**APPROVE PROFESSIONAL SERVICES AGREEMENT**  
**WITH CENTRAL VALLEY SOFTWARE SOLUTIONS, LLC**

A motion was made by Director Webb, seconded by Director Bairos, and unanimously supported to approve the Professional Services Agreement with Central Valley Software Solutions, LLC.

**ITEM NO. 8**  
**APPROVE GENERAL SERVICES**  
**AGREEMENT WITH C. A. REDING COMPANY, INC.**

A motion was made by Director Webb, seconded by Director Bairos, and unanimously supported to approve General Services Agreement with C. A. Reding Company, Inc.

**ITEM NO. 9**  
**APPROVE ENCROACHMENT PERMIT ON**  
**THE CHAPPEL DRAIN (APN: 229-014-014 – GREEN)**

A motion was made by Director Webb, seconded by Director Bairos, and unanimously supported to approve the Encroachment Permit on the Chappel Drain (APN: 229-014-014 - Green).

**ITEM NO. 10**  
**APPROVE AG DISCHARGE PERMIT ON THE**  
**HIRSCHFELD PIPELINE (APN: 207-031-025/026 – SORRENTI)**

A motion was made by Director Webb, seconded by Director Bairos, and unanimously supported to approve the Ag Discharge Permit on the Hirschfeld Pipeline (APNS: 207-031-025/026 - Sorrenti).

**ITEM NO. 11**  
**APPROVE ENCROACHMENT PERMIT ON THE**  
**HIRSCHFELD PIPELINE (APN: 207-031-025/026 – SORRENTI)**

A motion was made by Director Webb, seconded by Director Bairos, and unanimously supported to approve the Encroachment Permit on the Hirschfeld Pipeline (APN: 207-031-025/026 – Sorrenti).

**ITEM NO. 12**  
**APPROVE ENCROACHMENT PERMIT ON THE**  
**MOULTON PIPELINE (APN: 006-006-012 – DOUGLAS W. BECK)**

A motion was made by Director, seconded by Director, and unanimously supported to approve the Encroachment Permit on the Moulton Pipeline (APN: 006-006-012 – Douglas W. Beck).

**ACTION ITEMS  
NOS. 13, 14**

**ITEM NO. 13  
REVIEW AND TAKE POSSIBLE ACTION TO APPROVE  
RENEWAL OF DELTA DENTAL PLAN INSURANCE COVERAGE**

The District's pooled Delta Dental insurance coverage through ACWA JPIA will renew on January 1, 2014. The coverage period is January 1, 2014 through December 31, 2014. There is no increase in premiums for this coverage period. The plan premiums are indicated below:

	<u>Employee</u>	<u>Employee + One</u>	<u>Family</u>
ACWA JPIA renewal Monthly rates	\$36.02	\$75.28	\$137.70

Staff recommends continuing with ACWA JPIA (*Delta Dental*) as they provide a larger registry of local "preferred" dentists than Premier Access.

A motion was made by Director Webb, seconded by Director Bairos, and unanimously supported to approve renewal of Delta Dental Plan Insurance Coverage.

**ITEM NO. 14  
REVIEW AND TAKE POSSIBLE ACTION TO APPROVE  
RENEWAL OF VISION SERVICE PLAN INSURANCE COVERAGE**

The District's pooled vision insurance coverage (Vision Service Plan) through ACWA HBA will renew on January 1, 2014. The coverage period is January 1, 2014 through December 31, 2014. The plan premiums are indicated below:

	<u>Employee</u>	<u>Employee + One</u>	<u>Family</u>
ACWA JPIA 2013 monthly rates	\$20.19	\$20.19	\$20.19
ACWA JPIA 2014 renewal monthly rates	21.32	21.32	21.32
% increase	5.6%	5.6%	5.6%

Staff recommends continuing with ACWA HBA (*Vision Service*) as they provide a larger registry of local "preferred" dentists than Premier Access.

A motion was made by Director Webb, seconded by Director Bairos, and unanimously supported to approve renewal of Vision Service Plan Insurance Coverage.

**DISCUSSION CALENDAR  
ITEM NOS. 15, 16**

**ITEM NO. 15  
DISCUSSION ON BASIS FOR PREPARATION OF 2014 BUDGET**

Numerous events are occurring locally, regionally and statewide that necessitate a re-evaluation of the way OID is functionally structured and to improve work efficiency so as to provide a quality and least cost service to constituents. All these determinate factors are being reviewed and incorporated in the development of the 2014 budget.

Financial Challenges

Consistent revenues to OID will be problematic going forward with regard to OID's principle revenue streams, those being water transfers and Tri Dam power sales.

Water Transfers:

All long-term water transfer contracts have termed out.

1. OID is currently playing the spot water market for transfers and that has great uncertainty. In 2011 OID made \$2.1 million in water transfers; last year (2012) OID had zero income from transfers; this year (2013) OID made \$4 million. That math equates to a three year average of \$2.02 million/year. That's a drop of \$1.18 million/year in revenue as compared to the average \$3.2 million/year received between 1998-2010 when long-term contracts were in place.
2. Water uncertainty will delay re-establishment of long-term water contracts for some time. The State Water Board's SED, the Merced's FERC, the Tuolumne's FERC, the Bay Delta Conservation Plan (BDCP) and the Delta Stewardship Counsel's Delta Plan contribute to this long-term water uncertainty. Water Counsel estimates this uncertainty to last till the end of this decade (2020).
3. Without water transfers OID will need to draw upon its reserves in order to make ends meet. This is not sustainable. See attached graph on OID Revenue vs. Expenses

Tri Dam Project and Authority:

Distributions to OID from TDP/A no longer provide the dependable financial support they once did.

1. Tri Dam has challenges:
  - a. A depressed power market yielding poor wholesale prices
  - b. High operational expenses
  - c. Implementation of a capital improvement program to address life-cycle replacement needs
  - d. No plan on how to address a), b), or c).
2. While the new Santa Clara Power Contract will firm up the bottom of the wholesale market during this unprecedented meager and protracted economic recovery, more needs to be done to improve the bottom line. See attached Tri Dam Trend Curves.

3. Attached is a projection of Tri Dam Project revenues through 2023 using Santa Clara Power Contract revenue “projections.” Distributions next year are projected at \$8 million to OID, same as the last 3 years, and still \$3 million a year less than the “good ol days.”
  - a. Long-term average distributions look to be \$11 million a year in 2013 dollars, not adjusted for inflation, which lessens this value.

#### Budgeting Challenges

When revenues decline in a business there are few options available to correct the shortfall. Those options include;

1. Living off reserves and hope the turn-around is quick. By all estimates OID is facing a 7-year hiatus on any consistency in its recovery prospects.
2. Derive or develop revenue streams that did not exist before, in this case, raise water rates and service fees to offset decreased revenues. The conundrum here is that water rates are going to go up regardless to pay for compliance under SBx7-7 (volumetric billing and pricing). That compliance cost will do little to solve budget matters, but a water rate increase would help.
3. “Rationalize” OID’s water and drainage systems. OID commits \$500K a year to care for private facilities adopted by past Boards that detract from core OID responsibilities. Two options here; 1) abandon back these facilities where legally defensible or, 2) assess a “service fee” to these facilities that provide services not made available to other constituents in OID, or increase water rates to all in order to cover these costs.
4. The last option, and one being implemented in preparation of the 2014 budget, is to re-structure and re-align the organization.

To that end, the Management Staff has evaluated the needs and functionality of the staffing positions within the organization. OID’s organization will shrink from 75 employees to 72 employees in 2014. OID will drop 8 staffing positions and make 5 strategic hires. These positions are needed to meet the technical requirements of a modern, computer driven business profile that OID is moving towards. A memo that went out to all employees outlining these changes is attached.

In straight labor and benefits, the net savings to OID is \$200,000 in the first year. While not a lot in direct savings, we believe the service improvements, functionality and efficiency of the new alignment will add to those savings.

**ITEM NO. 16**  
**DISCUSSION ON BUSINESS ITEMS AS THEY APPEAR**  
**ON THE TRI-DAM BOARD AGENDA FOR THURSDAY, OCTOBER 18, 2012**

This item was placed here for the Board to discuss Tri Dam business items.

The Board discussed the need to develop a business plan for Tri-Dam, the need to spread out the capital projects over a five year period, and the need to have a workshop with SSJID and Tri-Dam to get agreement.

## **ITEM NO. 17** **COMMUNICATIONS**

### **A. GENERAL MANAGERS REPORT**

#### **Safety Activities**

1. OID has gone 163 days without a lost time injury accident.

#### **Administration Activities**

1. The Shively bridge encroachment saga continues, getting closer.
2. Meeting schedule for October regarding SJ River Settlement talks are as follows;
  - Water Management Scoping Group October 9<sup>th</sup>, 21<sup>st</sup>
  - Settlement Conference Calls on the 11th and 25th
  - Plenary Session on the 23<sup>rd</sup>
3. OID Employee's Benefit Fair scheduled for October 17<sup>th</sup>
4. Knights Ferry Salmon Festival is scheduled for October 26<sup>th</sup> if the Government is back to work. OID will be sponsoring the BBQ with the Lion's Club.
5. Knight's Ferry Pump and Lot fees discussed at Committee Meeting
6. Reorganization meetings with affected employees.
7. Eastside County Groundwater Meeting scheduled for 6:00 p.m. on October 21<sup>st</sup> at Gene Bianchi Center.
8. Chamber of Commerce - Leadership Tunnel Tour October 24<sup>th</sup>.

#### **Contract and Special Project Activities**

1. Two-Mile Bar Tunnel (CEQA & Engineering) – CH2MHILL received word from the Corps the document is to be posted for Public Comment in October barring any shutdown. As of October 4, 2013 the document has not been posted. Once posted, there is a 30-day review period. From the questions, the indication is the 30-day review period should not result in any significant comments from the public. Once the public comment closes and the comments have been responded to, if there are any, a final EA and the FONSI can be issued by the Corps. The indication is the permit will be ready to issue in early November.
2. Two-Mile Bar Tunnel Final Design – The design process has been completed and the drawings have been completed and issued for construction. The Cost Estimate has been reviewed and completed, and issued. The GBR is still in the final review process and will be issued to OID for their review in October. Final contract documents and specifications are in final review and will be issued within the next month. The total cost with contingency, construction management, and other potential costs has been determined to be approximately \$15.0 million.
3. Beardsley Reservoir Recreational Improvements – On September 3, 2013, Ford commenced the Beardsley Day Use Area and Boat Ramp construction. The demolition and rough grading for both areas was completed. Fine grading was completed for the Day Use Area parking lot, new restrooms, trails and picnic areas. The underground drainage system installation was completed. AB base rock was placed at the Boat Ramp and the Day Use Area parking lot. The concrete for the Boat Ramp began on September 24, 2013 and was followed with three more major pours.



Presently, the last major concrete pour for the Boat Ramp is scheduled for October 19, 2013. There has been three claims submitted; one for the Beardsley Campground and two for the Black Oak Flat Campground all for additional earthwork in the amount of approximately \$206,000. On July 25, 2013, Ford Construction provided the final "As-Built" topo for comparison for the Beardsley Campground. The documentation was forwarded to the Engineer for review and a response. The Engineer has acknowledged an error in the Engineer's take off which was included in the bid documents. Staff is reviewing the Engineer's comments and will prepare a response for the Tri Dam General Manager and the Tri Dam Board's review and approval. The Contractor has stated there will be an additional claim to be submitted for additional earthwork at the Beardsley Day Use Area. The basis for these claims is the same used for the Beardsley Campground. The Project's position has been there is no basis for a claim however; the position may change due to the errors in the bid document and a delay to the contractor due to SHPO investigation which would apply to the Beardsley Campground only. Staff will prepare a response for review.

4. Willms Ranch Access Easement – Was advised by the Willms Ranch, LLC the legal issues continue with no action occurring this period. The Willms are waiting on court decisions before moving forward and stated they would advise us when a decision is forthcoming.
5. District Standard Specifications – No activity this period.
6. Contract Administration activities on contracts to be renewed and/or issued, Work Releases and Change Orders for all contracts.

### **Construction Activities**

1. Conducting landowner meetings for upcoming construction projects.
2. Field review being conducted on future projects with Water Ops. Manager.
3. Preparing and conducting employee evaluations.
4. Assisting as needed with Engineering Dept. tasks.
5. C&M crews are currently conducting routine maintenance tasks as the system is being winterized. Preconstruction safety refresher training will occur on Wednesday, October 16<sup>th</sup> and Monday, October 21<sup>st</sup>. Upon completion of the safety training, C&M crews will commence on this year's construction projects and maintenance tasks.
6. North Main – Steve Fields, Draft Maintenance Agreement has been completed and is currently under GM review.
7. Reviewing applications for the vacant Welder-Fleet/Equipment Mechanic position. 17 applications have been received for this position.

### **Engineering Activities**

1. Land use Conversion – Continuing to work with landowners, tenants, irrigation design companies and Support Services/Water Operations concerning ongoing and future land use conversion projects. Standard land use conversion letters going out on an as needed basis.
2. Processed several Encroachment, Ag. Discharge and Fencing Agreements for Board approval.
3. Continued to work with landowners on encroachment signage and project close-out.

4. Engineering staff and Support Services Manager conducted various landowner meetings to notify landowners of property adjacent to or within the project boundaries of proposed 2013-14 winter projects.
5. The October 1st Groundwater Ordinance presentation to the Board of Supervisors has been postponed until October 29th.
6. Engineering staff continued review of the turnout affiliation to parcels served as it was completed by the DSOs.
7. Finalized small parcels analysis and flow calculations to complete pipeline, SlipMeter and FlumeGate design for applicable 2014 construction projects.
8. Completed several Requests for Work Approvals, plans and cost estimates for proposed 2014 winter construction and maintenance projects.
9. Water Operations Manager attended an ASC meeting by webinar regarding AWMP, EWMPs and the Ag FarmGate Delivery Report. Of note, the EWMPs will remain unchanged until after the next AWMP submittal in 2015 and the Ag FarmGate Delivery Report was revised to allow reporting of deliveries for a full calendar year rather than two partial irrigation seasons.

## **Water Operations Activities**

### **Ag Water**

1. Continued to research and respond to irrigation inquiries regarding new connection possibilities, disconnects and past irrigation practices.
2. Continued to research and respond to miscellaneous irrigation and maintenance issues. Completed documentation and coordinated repairs to OID facilities with the C&M Department as necessary.
3. IT/SCADA Coordinator worked with CFO and Water Operations Manager to get the contracts in-place and preliminary planning process initiated for implementation of the STORM software during the winter.
4. IT/SCADA Coordinator finalized planning for winter SCADA maintenance work.
5. The IT/SCADA Technician position was posted and closed on September 27<sup>th</sup>. No potential candidates were found during the first posting. More applicable websites and posting locations will be reviewed before the position is posted again.
6. North and South Side DSOs continued to assist in affiliating turnouts listed in the inventory data acquired last summer with the parcels they currently serve.
7. Pest Department staff continued to fill-in for DSOs on an as needed basis.
8. Two (2) new DSOs started training in Division 4 and Division 5. The other two (2) new DSOs are scheduled to start the new employee and safety orientation on October 15<sup>th</sup>.
9. The first rotation of the 2014 irrigation season started on or about October 1<sup>st</sup>. A final opportunity for water was provided before the system was dewatered on or before October 12<sup>th</sup>.

### **Water Utilities**

1. Improvement District No. 41:
  - Pumping Station No. 3 remains out of service due to high turbidity issues.
  - Continued to monitor small leak on the water storage tank at the Well No. 1 Station. The tank remains in service and under observation.

2. Improvement District No. 49:
  - Continued to monitor leaks on the water storage tank at Pumping Station No. 1. The tank remains in service and under observation.
3. Domestic Water Systems:
  - Monthly Coliform Bacteria water quality samples were collected on Tuesday, October 1<sup>st</sup>. No problems were detected. All domestic systems under OID's jurisdiction are operating without restrictions.
4. Domestic Water Pumping Stations:
  - Staff continues to conduct weekly inspection, servicing and security checks on the pumping stations. There is nothing unusual or out of the ordinary to report.
5. Knights Ferry River Pumps:
  - Staff performed repairs to pump #1 in preparation for winter operations.
  - The foot valve has failed and is scheduled be repaired by the time the KFWTP switches over to river water.
6. On-Call Activities:
  - Evening of Saturday, September 28<sup>th</sup>, WUD Staff responded to a call of a broken water line in ID 46.
7. Irrigation Pumping Stations:
  - Staff continues to conduct weekly inspection, servicing and security check on the pumping stations. There is nothing unusual or out of the ordinary to report.
  - Furtado Deep Well Pump – The VFD has been removed and was sent in for evaluation on Thursday, August 8<sup>th</sup>. The site remains operational by using the MCP.
  - Staff is preparing to power down and winterize the irrigation pumping stations once water season has ended.

### **Financing Activities**

1. Meet with Ms. MacFarren and the GM to discuss insurance requirements on the Shively Bridge.
2. Met with four domestic water improvement districts to review their 2014 O&M rates. No representatives from ID22 and ID49 attended the meetings.
3. Notices were sent out to all improvement districts regarding the November 5, 2013 board meeting setting their 2014 O&M and Reserve Fund rates.
4. Continue to meet with employee bargaining units.
5. A draft budget was presented to the Finance Committee on October 8<sup>th</sup> for review and comments. Next Committee budget review will be held on October 22<sup>nd</sup>.
6. Review and preparation of parcel splits for the 2014 Ag water billing.
7. Continue to work with Chicago Title on the Eakin, Valencia, and Oak Grove Cemetery easement acquisitions. An escrow has been opened on the Bell property pending signage of the easement agreement.
8. Assisted the GM in the District's reorganization.
9. Routine accounting functions (AP, AR, PR, billing, reconciliations, etc.)

**B. COMMITTEE REPORTS**

**October 1, 2013, Water/Engineering Committee**

- Discussion on Knights Ferry Pumping Plant Station and Per Lot Fees

It was recommended that a meeting be set-up with the Knights Ferry Community Service District and whoever manages the water treatment plant to discuss the \$5.00 lot service charge and to discuss the status of the river pump. Chief Financial Officer Kathy Cook stated that she will set-up the meeting.

**October 8, 2013, Finance Committee**

- Discussion on Draft 2014 Budget

There will be another Finance Committee Meeting and the 2014 Draft Budget will be brought to the Board for discussion on November 5, 2013.

**C. DIRECTORS' COMMENTS/SUGGESTIONS**

There were no Directors' comments/suggestions.

At the hour of 10:00 a.m. the meeting adjourned to Closed Session.

**CLOSED SESSION**  
**ITEM NO. 18**

- A. *Government Code §54956.8* Conference with Real Property Negotiator**
- |                      |                                  |
|----------------------|----------------------------------|
| Negotiating Parties: | OID and Westlands Water District |
| Property:            | Water                            |
| Agency Negotiators:  | General Managers and Counsel     |
| Under Negotiations:  | Price and Terms                  |

At the hour of 11:10 p.m. the meeting returned to open session.

Coming out of Closed Session, President Clark stated that there was no reportable action.

**OTHER ACTION**  
**ITEM NO. 19**

The meeting adjourned at the hour of 11:10 a.m. The next Regular Board Meeting of the **Oakdale Irrigation District Board of Directors** is scheduled for **Tuesday, November 5, 2013 at 9:00 a.m.** in the board room at 1205 East F Street, Oakdale, CA.

The next Regular Joint Board Meeting for the **Tri-Dam Project** is scheduled for **Thursday, October 17, 2013 at 9:00 a.m.** in the board room of the South San Joaquin Irrigation District, 11011 East Highway 120, Manteca, CA.

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Frank Clark, President

Attest:

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Steve Knell, P.E., Secretary