

MINUTES

Oakdale, California
January 4, 2011

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: Al Bairos, Jr., President
Frank Clark, Vice President
Steve Webb
Jack D. Alpers
Herman Doornenbal

Staff Present: Steve Knell, General Manager/Secretary
John Davids, District Engineer
Kathy Cook, Chief Financial Officer
Gary Jernigan, Contract/Special Projects Manager
Jason Jones, Support Services Manager

ADDITION OR DELETION OF AGENDA ITEMS

There were no additions or deletion 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

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

Director Webb requested that Item No. 4 be pulled from the Consent Calendar.

CONSENT ITEMS
ITEM NOS. 2, 3, 5

ITEM NO. 2
APPROVE THE BOARD OF DIRECTORS' MINUTES
OF THE REGULAR MEETING OF DECEMBER 21,
2010 AND RESOLUTION NOS. 2010-63, 2010-64, AND 2010-65

A motion was made by Director Webb, seconded by Director Alpers, and unanimously supported to approve the Board of Directors' Minutes of the Regular Meeting of December 21, 2010 and Resolution Nos. 2010-63, 2010-64, and 2010-65.

ITEM NO. 3
APPROVE OAKDALE IRRIGATION
DISTRICT STATEMENT OF OBLIGATIONS

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

ITEM NO. 5
APPROVE WORK RELEASE NO. 001 – AMENDMENT
NO. 01 TO GENERAL SERVICES AGREEMENT
2010-GSA-042 TO D & L CONCRETE PUMPING TO PROVIDE
PUMPING SERVICES FOR THE TCC PROGRAM STRUCTURES

A motion was made by Director Webb, seconded by Director Alpers, and unanimously supported to approve Work Release No. 001 – Amendment No. 01 to General Services Agreement 2010-GSA-042 to D & L Concrete pumping to provide pumping services for the TCC program structures.

ACTION ITEMS
ITEM NO. 4, 6, 7

ITEM NO. 4
APPROVE GENERAL SERVICES AGREEMENTS
WITH VARIOUS VENDORS AND CONTRACTORS
(WINDMILL SEPTIC, LLC AND COIT SERVICES

Director Webb asked what the process was for a vendor to be added to the vendors' list. General Manager Steve Knell stated that the vendor should contact Contracts/Special Projects Manager Gary Jernigan who will add them to the list if they can show that they meet the insurance requirements.

A motion was made by Director Webb, seconded by Director Alpers, and unanimously supported to approve the General Services Agreements with Various Vendors and Contractors (Windmill Septic, LLC and COIT Services).

ITEM NO. 6
REVIEW AND TAKE POSSIBLE ACTION TO
APPROVE A NEW STAFF POSITION, JOB DESCRIPTION, AND
WAGE SCALE FOR AN INFORMATION TECHNOLOGY/ SCADA COORDINATOR

The District is at a point in the modernization and automation of its canal facilities that it needs to begin filling staff positions to manage and maintain its supervisory control and data acquisition (SCADA) sites. This position is the first in a series of hires in the coming years to meet that need. With implementation of the Total Channel Control Pilot Program (TCC) with Rubicon the District will add twenty-eight (28) new SCADA sites alone on the Claribel and Cometa Canals, bringing total installed sites at OID to over 50.

Currently, the District relies heavily on outside consultants located in Nevada for all of its SCADA installations, software maintenance, and troubleshooting (field hardware maintenance is performed in-house.) The District pays an average of 12-hours travel time and mileage each time there is a need for this consultant to be on-site. During the irrigation season when an “emergency” arises a 6-hour response time is undesirable and generally leads to an increase in spill water. In 2010, the District paid approximately \$65,000 in labor to this consultant.

Additionally, with the increase in personnel, the need for “technical” office software and hardware support has also increased along with data management and administration. Currently, if in-house staff cannot troubleshoot a problem on the District’s network or fix a user’s problems there’s a two week lead time in scheduling the outside consultant. All this work is on a fixed contract at \$25,000 per year.

The District does not have in-house staff with the “*technical*” qualifications needed to perform the above described work. Finding someone on the outside with these cross-over skills will go a long way to reducing costs, increasing response time, and providing greater customer service.

This position is included in the 2011 Budget.

A motion was made by Director Alpers, seconded by Director Webb, and unanimously supported to approve the new staff position, job description, and wage scale for an Information Technology / SCADA Coordinator.

ITEM NO. 7
REVIEW AND TAKE POSSIBLE ACTION TO
APPROVE ATTENDANCE BY DIRECTORS AT THE
CALIFORNIA IRRIGATION INSTITUTE 49TH ANNUAL
CONFERENCE JANUARY 31 – FEBRUARY 1, 2011 IN SACRAMENTO, CA

As policy requires, any attendance by a director to a conference must be approved by the Board.

A motion was made by Director Webb, seconded by Director Clark, and unanimously supported to approve attendance by Directors at the California Irrigation Institute 49th Annual Conference January 31 – February 1, 2001 in Sacramento, CA.

DISCUSSION ITEM
ITEM NO. 8
DISCUSSION ON OPERATIONAL RULE CURVES
FOR NEW MELONES AND TULLOCH
RESERVOIRS AND OTHER EASTSIDE RESERVOIRS

Rule Curves set the operational parameters that govern reservoir/dam operations. In a recent water release schedule sent out by the Bureau of Reclamation, the requirement was for a flood release from Tulloch Lake. General Manager Steve Knell contacted the Bureau about the Rule Curve for Tulloch and they directed him to an Army Corp of Engineers website for all reservoirs in the state under flood control authority. He found the site interesting and printed off some information that he thought would be educational and presented it to the Board for discussion.

COMMUNICATIONS

ITEM NO. 20

A. GENERAL MANAGERS REPORT

General Manager Steve Knell stated that Water Counsel Tim O'Laughlin would be present at the Board Meeting on January 18, 2011 to discuss where we are in the State regarding our position with water and our water rights.

Safety Activities

1. OID has gone 27 days without a lost time injury accident.

Administration Activities

1. Working on OID Newsletter articles.
2. Working on a facilitation process for the update of OID's Strategic Plan
3. OCAP presentation scheduled for members of the Tuolumne and Calaveras County Board of Supervisors and the Managers of both the Tuolumne and Calaveras Public Utilities Districts on January 7th.
4. OCAP presentation scheduled for the Tuolumne/Calaveras Realtors Association on January 12th.
5. Lubbers Trial date January 20th.
6. Tri Dam Board meeting on January 20th.
7. Oakdale School District Staff Development Day is January 27th. Staff will educate teachers on OID's water delivery system.
8. Oakdale Chamber of Commerce Planning Conference set for January 31st.

Contract and Special Project Activities

1. 2-Mile Bar Tunnel (CEQA & Engineering) – A Revised Offer letter and Attachment “A” with all of the Exhibits was sent to the Co-Beneficiaries for review. The Beneficiaries have not responded and are still reviewing the offer letter with the exhibits. The California Department of Fish and Game has given OID a release to install the CTS Exclusion Fence. Permission from the Co-Beneficiaries was granted to install the CTS Exclusion Fence. The installation started on December 28, 2010. Installation is expected to be completed during the week of January 3, 2010.
2. Cashman Dam Rehabilitation Project – No new update since the last Board meeting on the acceptance of OID’s offer.
3. Cross Valley Conveyance System – Provost & Pritchard (P&P) continue to address the various options for a conveyance system. P&P have evaluated the capacity in the Delta Mendota Canal (DMC) on an average monthly basis, reviewed several reports and studies of delivering OID water to MID and the MID Ag Water Management plan, evaluating alternatives for gravity and/or pumped direct conveyance systems from OID and/or MID to the DMC and started hydraulic analysis for the alignment alternatives with some preliminary estimates of construction costs.
4. The development of a Project Management and Construction Administration Manual continued. A Contracts Administration Training program for Staff personnel will start in early January.
5. The OID contracts formats and bid documents for Construction Agreements on Small and Major Projects are being updated.
6. Contract Administration activities on contracts to be renewed and/or issued, Work Releases and Change Orders for all contracts.

Construction Activities

1. District Crews working on routine maintenance job set up forms & Capital Projects including turnout replacements and gate replacements.
2. Preparing and conducting employee performance evaluations.
3. Processing job set up forms that need to be Capital Projects after field review.
4. TCC – Construction progress is still moving forward but has slowed down due to the weather.
5. South Main – Bridge crossing has been completed at the Lubber’s property.
6. Two Mile Bar Tunnel – C&M crews are installing the CTS exclusion fence.
7. Richardson Pipeline – C&M crews have completed the installation of approximately 1800 lf and tie-ins to the private pipelines.

Engineering Activities

1. 2011. CH Proposal for Water Quality Enhancement Project to be delivered this week.
2. Ongoing project management with Provost and Prichard.
3. Joslin – LAFCO application submitted to LAFCO for preliminary review.
4. Furtado Deep Well Site Project – Well design progressing, P&P DRAFT well design to be delivered this week. Escrow has closed. Continued dialogue with Mr. Kamper’s counsel concerning the DRAFT Agreement.
5. Honolulu Bar Mitigation Project – Ongoing project management related to regulatory compliance. Final O&M and M&M submitted to USACOE. Verbal approval of shortened bench and associated decrease in water surface fluctuation. Currently waiting on

- USFWS Section 7 concurrence, CVFPB and USACOE 404. Meeting with USFWS regarding VELB mitigation set for 1/11/10.
6. Two Mile Bar Tunnel Project – Assisting Contracts and Special Projects Manager as necessary. CDFG correspondence received concerning CTS exclusionary fence installation.
 7. Fringe Parcel Analysis – Next round of parcels to Water Committee 1/18/11.
 8. Working with Water Department/Pat S. on analysis of flow data for 2010 irrigation season. Summary TM prepared by Pat S. and delivered to Tri-Dam. OID has yet to see a copy of this document.
 9. Knights Ferry – No word from Eakin following second correspondence.
 10. SCADA – Assisting Mr. Davis as necessary. Sierra Controls currently working on Tulloch and Frymire automation. Due to weather, these projects were not completed in 2010.
 11. Boundary Flow Measurement – All sites have been winterized. No other reportable action.
 12. Honchariw – No progress to date.
 13. Rubicon (TCC) – Engineering Department and Construction Department moving forward with implementation of Pilot Project. Proceeding forward with multiple aspects of the project. Frames and gates have been set for those sites in which the civil work has been completed. TCC modeling complete. Rotork hydraulic actuators have been ordered. Met with Fresno Valve and Casting on 12/22/10 regarding RVL actuator deck mods.
 14. SBX7-7 – JBD to attend SBx7-7 ASC meeting on 1/5/11 in Sacramento.
 15. Irrigated Lands PEIR – ID Staff reviewing options for compliance within the LTILP.
 16. STRGBA – Next meeting set for 1/6/10.
 17. OID Engineering Department working on misc. designs for the 2010/2011 winter work season.
 18. Processing numerous requests for information and CEQA - Early Consultation reviews.
 19. Modular Unit – Working with Ron Holcombe on obtaining copies of structural calcs.
 20. Frank Deniz – Summary TM submitted to GM for review. Subsequent correspondence to Mr. Deniz being prepared.
 21. McGee – To Board on 1/18/10
 22. Norwood – To Board on 1/18/10.
 23. 2010 Parcel Splits – Engineering Department preparing correspondence to 2010 splits notifying them of requirements prior to receipt of irrigation water in 2011.

Water Operations Activities

Aq Water

1. While most Water Ops staff is in C&M, there have been a pickup in flooding and nuisance water calls. Mr. Sheldon Twer was one of those calling in. A letter was written to him.

Water Utilities

2. Improvement District No. 46: The new water storage tank has arrived and installation is scheduled to start the first week of January, 2011. If all goes well the installation and water quality testing of the new tank will take 2-3 weeks. OID has notified the ID membership of the pending repairs and time frame.

3. Improvement District No. 41: OID is still waiting for a response from the City of Oakdale on the DRAFT set of construction plans. In the meantime Pumping Station No. 3 remains out of service due to high turbidity issues.
4. Domestic Pumping Stations: WUD staff continues to conduct weekly inspection and servicing of the domestic water pumping stations. The only item to report is the theft of several fire hydrant caps from ID 22.
5. Cavill #1 Drain Pump: WUD staff has finished upgrading the site with a new pump house and electrical service. The site remains out of service until MID restores electrical power.
6. Ag Waiver – Storm Event Samples: WUD staff continues to monitor the sites after each major storm event.

Financing Activities

1. Preparation for 2010 year-end closing.
2. Worked with General Manager and District Engineer on the development of an Information Technology/SCADA Coordinator job description and pay scale.
3. Assisted Finance staff with meeting deadlines due to heavy workload.
4. Routine accounting functions (AP, AR, PR, billings, account reconciliations, etc.)
5. Review and response to multiple billing injuries, including transfer of property.
 1. parcels currently billed for irrigation water.

B. COMMITTEE REPORTS

Water/Engineering Committee, December 21, 2010

- DeVisser – Fencing Issue (APN: 064-032-046)
- Request for Irrigation of Substandard Parcel (APN: 010-003-054 – McGee)
- Request for Irrigation of Substandard Parcel (APN: 010-003-066 – Norwood)
- Presentation by Trinitas LLC on Development Interest in Paulsell Valley and Water Availability
- Fringe Parcel Update

Directors Doornenbal and Bairos reported on the Water/Engineering Committee Meeting:

- DeVisser – The Committee agreed that they could continue removing the fencing; however, if the land ever went back to trees the fence would have to be replaced at 100% their cost;
- McGhee/Norwood – The Committee felt that they needed to get some additional items straightened out with their neighbors. Once this has been completed the Committee felt that they would probably meet with the Water/Engineering Committee again.
- Trinitas LLC – Trinitas is going to work with Condor and evaluate the area and conduct some studies. Trinitas will also work with our staff and determine what type of water is available and the possibility of recharging the basin. They are going to work together and come up with some ideas and present them to the Committee.
- Fringe Parcel – The Committee is dealing with each parcel one at a time and directing letters to them.

C. DIRECTORS' COMMENTS/SUGGESTIONS

Director Webb

Director Webb stated that he knows that the Finance Department is going through a busy time putting everything together for the year-end closing and commended them on a job well done. He also stated that the snow pack is the fullest that he has seen on Highway 108/120, 88, and 50 and if possible, everyone should try and get up to see the snow.

Director Alpers

Director Alpers stated that he did not get a single flooding complaint this past year. He also gave a special thanks to the staff that fixed the drain on Patterson Road. There was a crew of four people there and in about two hours they had it under control.

Director Clark

Director Clark stated that the only complaint that he had was the phone call from a resident on Horseshoe Road where they get all of the flooding from the water coming off of the hill. There are individuals who have put driveways and bridges across the drainage ditch (which does not belong to the Districts) who do not use proper size pipe and it backs up and floods their property.

Director Doornenbal

Director Doornenbal stated that he heard a report on the radio recently that stated that we already have 61% of the total water for the year.

Director Bairos, Jr.

Director Bairos had no comments.

OTHER ACTION **ITEM NO. 22**

At the hour of 9:47 a.m. the meeting was adjourned. The next Regular Board Meeting of the **Oakdale Irrigation District Board of Directors** is scheduled for **Tuesday, January 18, 2011 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, January 20, 2011 at 9:00 a.m.** in the board room of the South San Joaquin Irrigation District, 11011 East Highway 120, Manteca, CA.

Al Bairos, Jr., President

Attest:

Steve Knell, P.E., Secretary