

MINUTES

Oakdale, California
December 17, 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. Upon roll call, there were present:

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

Staff Present: Steve Knell, General Manager/Secretary
Gary Jernigan, Contracts/Special Projects Manager
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

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

CONSENT ITEMS

ITEM NOS. 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13

ITEM NO. 2

**APPROVE THE BOARD OF DIRECTORS'
MINUTES OF THE REGULAR MEETING OF DECEMBER 3, 2013**

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 3, 2013.

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 Statement of Obligations.

ITEM NO. 4

**APPROVE IMPROVEMENT DISTRICT
STATEMENT OF OBLIGATIONS**

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

ITEM NO. 5

**APPROVE RENEWAL OF MEMBERSHIPS WITH VARIOUS
ORGANIZATIONS FOR 2014 (ASSOCIATION OF CALIFORNIA WATER AGENCIES,
WATER EDUCATION FOUNDATION, OAKDALE CHAMBER OF COMMERCE,
CALIFORNIA CHAMBER OF COMMERCE, CALIFORNIA FARM WATER COALITION,
SJFB FOUNDATION FOR AGRICULTURAL EDUCATION AND TUCARE)**

A motion was made by Director Webb, seconded by Director Alpers, and unanimously supported to approve renewal of memberships with various organizations for 2014 (Association of California Water Agencies, Water Education Foundation, Oakdale Chamber of Commerce, California Chamber of Commerce, California Farm Water Coalition, SJFB Foundation for Agricultural Education, and Tucare).

ITEM NO. 6

**APPROVE SPONSORSHIP OPPORTUNITIES FOR
2014 WITH THE OAKDALE CHAMBER OF COMMERCE**

Director Alpers asked for clarification regarding the sponsorship opportunities with the Oakdale Chamber of Commerce. General Manager Steve Knell went over the various sponsorship opportunities that the District was going to support.

A motion was made by Director Webb, seconded by Director Alpers, and unanimously supported to approve sponsorship opportunities for 2014 with the Oakdale Chamber of Commerce.

ITEM NO. 7
APPROVE ATTENDANCE BY DIRECTORS AT THE 47TH ANNUAL
MID-PACIFIC REGION WATER USERS' CONFERENCE IN RENO, NEVADA

A motion was made by Director Webb, seconded by Director Alpers, and unanimously supported to approve attendance by Directors at the 47th Annual Mid-Pacific Region Water Users' Conference in Reno, Nevada.

ITEM NO. 8
APPROVE WORK RELEASE NO. 003 TO GENERAL
SERVICES AGREEMENT 2013-GSA-003 WITH
TESCO CONTROLS, INC. FOR TECHNICAL AND SCADA SUPPORT

A motion was made by Director Webb, seconded by Director Alpers, and unanimously supported to approve Work Release No. 003 to General Services Agreement 2013-GSA-003 with Tesco Controls, Inc. for technical and SCADA support.

ITEM NO. 9
APPROVE RESOLUTION ADOPTING CERTIFICATE OF APPOINTMENT
IN LIEU OF ELECTION TO THE OAKDALE IRRIGATION DISTRICT

A motion was made by Director Webb, seconded by Director Alpers, and unanimously supported to approve the Resolution Adopting Certificate of Appointment in Lieu of Election to the Oakdale Irrigation District.

ITEM NO. 10
APPROVE AGRICULTURAL DISCHARGE PERMIT
ON THE BRICHETTO LATERAL (APN: 014-005-003 – ARDIS)

A motion was made by Director Webb, seconded by Director Alpers, and unanimously supported to approve the Agricultural Discharge Permit on the Brichetto Lateral (APN: 014-005-003 – Ardis).

ITEM NO. 11
APPROVE ENCROACHMENT PERMIT ON THE BRICHETTO
LATERAL AND THE MOOTZ DRAIN (APN: 014-005-003 – ARDIS)

A motion was made by Director Webb, seconded by Director Alpers, and unanimously supported to approve the Encroachment Permit on the Brichetto Lateral and the Mootz Drain (APN: 014-005-003 – Ardis).

ITEM NO. 12
APPROVE ENCROACHMENT PERMIT ON
THE CLARIBEL LATERAL (APN: 064-032-048 – ARDIS)

A motion was made by Director Webb, seconded by Director Alpers, and unanimously supported to approve the Encroachment Permit on the Claribel Lateral (APN: 064-032-048 – Ardis).

ITEM NO. 13
APPROVE ENCROACHMENT PERMIT ON THE
CHAPPEL DRAIN (APN: 229-140-04 – VELAZQUEZ)

A motion was made by Director Webb, seconded by Director Alpers, and unanimously supported to approve the Encroachment Permit on the Chappel Drain (APN: 229-140-04 – Velazquez).

ACTION CALENDAR
ITEM NO. 14, 15, 16, 17, 19, 18, 20, 21, 22

ITEM NO. 14
REVIEW AND TAKE POSSIBLE ACTION ON THE
NOMINATION AND ELECTION OF A PRESIDENT OF THE BOARD

Water Code §21376 states, “At its organizational meeting the board shall elect a president from its members and appoint a secretary who shall each hold office during the pleasure of the board.”

List of Elected Officials:

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

A motion was made by Director Clark, seconded by Director Bairos, and unanimously supported to nominate and elect Director Webb as President of the Board.

ITEM NO. 15
REVIEW AND TAKE POSSIBLE ACTION ON THE
NOMINATION AND ELECTION OF A VICE PRESIDENT OF THE BOARD

Water Code §21386 states, “At its organizational meeting, the board may elect, in addition to the president, a vice president who shall have the power to perform all the duties of the president in the absence of the president, or in the event of his inability to perform such duties.”

List of Elected Officials:

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

A motion was made by Director Alpers, seconded by Director Bairos, and unanimously supported to nominate and elect Director Doornenbal as Vice President of the Board.

ITEM NO. 16
REVIEW AND TAKE POSSIBLE ACTION ON THE
APPOINTMENT OF SECRETARY AND TREASURER TO THE BOARD

Water Code §21376 states, "At its organizational meeting the board shall elect a president from its members and appoint a secretary who shall each hold office during the pleasure of the board."

In addition, OID's Administrative Policy requires the appointment of the Treasurer's position to the Board.

List of Officers of the District:

General Manager-Steve Knell
General Counsel-Roger M. Schrimp
Water Counsel-Timothy O'Laughlin
Personnel Counsel-Julia Jenness
Secretary-Steve Knell
Treasurer (Chief Financial Officer)-Kathy Cook

A motion was made by Director Bairos, seconded by Director Doornenbal, and unanimously supported to appoint Steve Knell as Secretary and Kathy Cook as Treasurer to the Board.

At this point, the gavel was passed to Director Webb. Director Webb thanked Director Clark for all of his work and dedication for the District and presented him with a plaque acknowledging his service from 2011 to 2013 as President of the Board.

Thereafter the Meeting was adjourned for a short break at 9:07 a.m.

At the hour of 9:12 a.m. the meeting was called back to order.

ITEM NO. 17
REVIEW AND TAKE POSSIBLE ACTION
ADOPTING THE RESOLUTION ON THE ELECTION
AND APPOINTMENT OF NEW OFFICERS TO THE BOARD

The attached Resolution for the Election and Appointment of New Officers to the Board is consistent with the Water Code and Board Administrative Policies. All appointments shall remain in effect until another election is held or a new Board is elected.

A motion was made by Director Bairos, seconded by Director Doornenbal, and unanimously supported to adopt the Resolution on the Election and Appointment of New Officers to the Board.

ITEM NO. 19
REVIEW AND TAKE POSSIBLE ACTION ON FUNDING
REQUEST OF CITY OF OAKDALE, PARKS AND
RECREATION DEPARTMENT FOR WATER SAFETY PROGRAMS

City Manager for the City of Oakdale, Brian Whitemyer, gave a presentation at the December 3 2013 Board Meeting outlining the City's funding request for 2014 / 2015. The District has been an active participant in the funding of various City of Oakdale Safety Services and Recreation Programs since 2009. A summary of the financial level at which the District has participated is outlined below.

<u>Program</u>	<u>Funded 2011</u>	<u>Funded 2012</u>	<u>Funded 2013</u>
Total	\$71,500	\$71,500	\$72,500

The City of Oakdale, Parks and Recreation Department is requesting the sum of \$99,000 for 2014 / 2015.

City Manager for the City of Oakdale Brian Whitemyer was present and discussed the City of Oakdale, Parks and Recreation Department's request.

A motion was made by Director Doornenbal and was seconded by Director Bairos to fund the City of Oakdale, Parks and Recreation Department in the sum of \$72,500, and was voted as follows:

Ayes: Directors, Doornenbal, Bairos, Alpers, Webb
Noes: Director Clark

The motion passed by a vote of 4-1.

ITEM NO. 18
REVIEW AND TAKE POSSIBLE ACTION TO ADOPT
A RESOLUTION FOR DESIGNATION OF BANK ACCOUNT SIGNATORIES

Upon election of new Board Officers, the attached resolution is submitted for the authorization of new signatories on District bank accounts.

A motion was made by Director Alpers, seconded by Director Doornenbal, and unanimously supported to adopt the Resolution for Designation of Bank Account Signatories.

ITEM NO. 20
REVIEW AND TAKE POSSIBLE ACTION TO ADOPT THE 2014 BUDGET

Staff presented the draft 2014 Budget and Organizational Chart at the Board's November 17, 2013 meeting as a Discussion Item. No changes have been made to the draft budget.

We are pleased to present this draft 2014 Annual Budget, as proposed by the District's Finance Committee and Management, for your approval. Budget development is a year-long process. It begins with tracking expenses on a real-time basis and comparing budget to actual expenditures over the course of the budget year.

Each Manager reviews and submits their respective budgets for manpower, materials, equipment, and proposed capital projects and purchases. There are five (5) main sections to the budget:

1. Revenues (page 2)
2. Expenditures (page 3, 8-11)
3. Capital Projects (pages 4)
4. Capital Purchases (pages 5-6)
5. Installment Payment Obligations (page 7)

The basis for the development of the 2014 Budget included:

- To continue to maximize "belt-tightening" in all areas of operation while not jeopardizing the level or quality of service, any regulatory compliance and or future cost savings.
- Review each operating line item for cost reduction opportunities, while at the same time estimating the budget for the upcoming year based on historical experience rather than increasing it by an arbitrary percentage.
- All materials and supplies are to be purchased pursuant to the District's purchasing policy.
- All service, consultants, and construction contracts are to be entered into pursuant to the District's purchasing policy.
- All capital projects are grouped into categories tied to the District's Water Resources Plan (WRP).
- Only mission critical projects or WRP projects are to be placed on the Capital Projects Budget.
- Study projects will be pursued only if they are necessary to accomplish the objectives set by the Board and are intended to provide information, data, or analysis necessary to make sound and cost effective long term decision(s).
- No additional borrowing.
- Budget in advance those costs associated in the protection of the District Pre-1914 Water Rights.

A motion was made by Director Bairos, seconded by Director Clark, and unanimously supported to adopt the 2014 Budget.

ITEM NO. 21
REVIEW AND TAKE POSSIBLE ACTION TO APPROVE A RESOLUTION
ADOPTING THE OAKDALE IRRIGATION DISTRICT'S 2014 INVESTMENT POLICY

It is the policy of the District to invest public funds in a manner which will provide the maximum security with the highest return and to conform to all state and local statutes governing the investment of public funds. In accordance with California Government Code Section 53646 (a)(1), the Treasurer or Chief Financial Officer shall annually render to the legislative body of the local agency a statement of investment policy.

There were no changes to the draft 2014 Investment Policy as presented today.

A motion was made by Director Clark, seconded by Director Doornenbal, and unanimously supported to adopt the Oakdale Irrigation District's 2014 Investment Policy.

ITEM NO. 22
REVIEW AND TAKE POSSIBLE ACTION TO CANCEL OR RE-SCHEDULE
THE JANUARY 7, 2014 BOARD MEETING DUE TO HOLIDAY SCHEDULE

The District office will be closed the week of December 23-27, 2013 for Christmas and on January 1, 2014 for the New Year's Eve Holiday. There is generally little to no business activity that is conducted by agencies during this two week holiday season. For that reason, this item is being brought to the Board for discussion on whether to cancel or re-schedule the January 7, 2014 Board Meeting.

A motion was made by Director Doornenbal, seconded by Director Alpers, and unanimously supported to cancel the January 7, 2014 Board meeting due to the holiday schedule.

DISCUSSION
ITEM NO. 23

ITEM NO. 23
DISCUSSION ON BUSINESS ITEMS AS THEY APPEAR ON THE
TRI-DAM BOARD AGENDA FOR THURSDAY, DECEMBER 19, 2013

This item is placed here for the Board to discuss Tri-Dam agenda items.

The Board discussed the resignation of the Tri-Dam General Manager, the 2014 Budget, and the performance recognition for the employees.

General Manager Steve Knell and the Board of Directors expressed their appreciation for all of the work that Contracts / Special Projects Manager Gary Jernigan did on the Beardsley Project and stated that he should be given a performance recognition award.

ITEM NO. 24 **COMMUNICATIONS**

A. GENERAL MANAGERS REPORT

Safety Activities

1. OID has gone 196 days without a lost time injury accident.

Administration Activities

1. GM attended the OJUSD Ag Advisory Council meeting on December 12th.
2. No more tunnel tours until February.
3. Continue to attend Settlement Discussion meetings on the Stanislaus River.
4. GM to attend a NCWA/SJTA meeting in Sacramento on December 16th.
5. BOR update on the Revised Plan of Operation to occur on December 18th.
6. GM called as a witness in the Trinitas LLC vs Hardester case.
7. Remind everyone that the offices will be closed Christmas Week. Wishing everyone a happy and safe holiday season.

Contract and Special Project Activities

1. Two-Mile Bar Tunnel (CEQA & Engineering) – The Corps requested some additional information which was provided. The latest word is the NEPA document will be posted for public opinion in December.
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 early December. Staff will meet with Condor to review the status of all the documents during the week of December 16, 2013. Final contract documents and specifications will be ready at that time. 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 – The Substantial Completion of the Beardsley Day Use Area and Boat Ramp was achieved on November 14, 2013. The crack repair and slurry seal will not be completed until spring of 2014 due to cold weather. The surface must be a minimum of 55 °F before the sealant can be applied. Ford Construction has submitted claims for additional earthwork at the Beardsley Campground, the Black Oak Flat Campground and the Beardsley Day Use Area in the amount of approximately \$243,900. The backup for the Beardsley Day Use Area is being prepared now for submittal. 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 reviewed the Engineer’s comments and requested additional information. Once all the information has been received, a response will be prepared and submitted to Ford Construction. 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.

On December 5, 2014, Staff conducted a job walk with the USFS and the contractor for acceptance by the USFS. The USFS agreed the contract work for the project was completed and acceptable except for the items to be completed next spring.

A project close out is in progress now to be completed in January.

4. Willms Ranch Access Easement – Still no action occurred this period, Willms are waiting on court decisions before moving forward and stated they would advise us when a decision is forthcoming.
5. Upon return to the Oakdale office, the project development for the office relocation has started again. A review of the Byron-Bethany District facilities is scheduled for December 18th. A Request for Proposal (FRP) is being drafted and a preliminary layout of the proposed office is in development. Architects are being identified to solicit proposals from for the site development office floor plan. 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 are ongoing.

Construction Activities

1. Morrison Lateral Extension Project – OID forces have completed the form work to the new inlet structure and control structure and have placed concrete into the wall sections of these two structures.
2. Moll Pipeline Replacement Project – Crews have completed the installation of the new PVC pipeline, tie-ins to the existing facilities, and backfilled the excavation.
3. Cavill/Southwest Drain Measurement Project – OID forces have completed the backfill of the excavation and currently await the arrival of the Rubicon FlumeMeter.
4. VAMP Measurement Project – Crews have completed the form work to the wall sections of the project and have placed concrete into these sections. Crews are currently stripping forms and general clean up and currently await the arrival of the misc. steel and Rubicon SlipMeter.
5. River Road Structure Replacement – OID forces have started to install an all-weather access road to the project site, when this is complete, demo of the existing structure will begin.
6. North Main – Fields Ranch: Agreement has been reviewed by Steve Fields. Currently in the process of discussing a few minor issues before presenting to the BOD for approval.
7. The remainder of OID forces are working on routine maintenance tasks, turnout inspections/replacements and other various tasks on OID facilities.
8. Conducted interviews on Thursday, December 12th for the vacant Welder/Fleet Equipment Mechanic 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. Continued to process several Encroachment, Ag. Discharge and Fencing Agreements for Board approval.
3. Attended the ESJWQC meeting on December 16th. An update on a data base patent issue was provided along with a presentation on the Groundwater Assessment report.

4. The next GW Ordinance meeting is scheduled for January 10th. The Stanislaus County Water Resource Manager position interviews are scheduled to begin on December 18th. The formation of a Water Advisory Committee and Technical Advisory Committee will be brought before the Board of Supervisors for approval on December 17th.
5. Continued to process several Request for Work Approvals, plans and cost estimates for proposed 2014 winter construction and maintenance projects.

Water Operations Activities

Aq Water

1. Continued to research and respond to irrigation inquiries regarding new connection/reconnection possibilities and past irrigation practices.
2. Continued to research and respond to miscellaneous irrigation and maintenance issues and inquiries.
3. Completed documentation and coordinated repairs to OID facilities with the C&M Department as necessary.
4. IT/SCADA Coordinator completed setup of the new server and software for the new STORM water delivery tracking system.
5. Water Operations supervisors began review of the data previously entered by the DSOs and organization thereof for proper integration into the STORM system.
6. The Engineering Intern continues to assist approximately once a week in collection of missing and remaining field data along with organization of the data for proper integration into the STORM system.
7. IT/SCADA Coordinator continued winter SCADA maintenance work with his crew members.
8. Continued winter water and storm water operations.
9. Continued to process various deep well rental and conveyance channel agreements.

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 – Water Storage Tank:
 - 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 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 other than the items listed below:
 - Hunter Ranch Pumping Station – Replaced freeze damaged site glass on water storage tank.
4. Domestic Water Systems:
 - Monthly Coliform bacteria water quality samples were collected on Monday, December 2nd. No problems were detected. All domestic systems under OID's jurisdiction are operating without restrictions.
 - Routine Gross Alpha water quality samples were collected on Monday, December 2nd.

5. Knights Ferry River Pumps:
 - Monitored operations.
6. On-Call Activities:
 - Nothing to Report.

B. COMMITTEE REPORTS

Water/Engineering Committee, December 3, 2013

- Long Term Water Transfer (Aldrin/Wade)
- Variance to Reconnection Policy (APN: 063-025-010 – Lemons)

Director Alpers stated that the Water/Engineering Committee discussed the long term water transfer request and that it will be presented to the entire Board on January 21, 2014.

Director Doornenbal stated that the variance to the reconnection policy was also discussed and resolved.

Director Clark stated that there is a meeting scheduled between Doug Demko and Erin Loury of Fishbio, Krista Smith and Kristi Rapinchuk of the Oakdale Joint Unified School District, and Steve Knell and Lori Presley of the Oakdale Irrigation District to discuss a sister school program with the Country of Laos and our schools regarding World Fish Migration Day. This meeting has been scheduled for January 8, 2014.

C. DIRECTORS' COMMENTS/SUGGESTIONS

Director Alpers

Director Alpers stated that with the exception of Tri-Dam receipts the District had a great year and he thanked staff and water counsel. He also stated that the repairs that were made to an improvement district have cost the District \$150,000 in legal fees and he feels that the District should withdraw from the management of these improvement districts. He requested that this be placed on the agenda in January for discussion.

Director Bairos

Director Bairos stated that it has been a good year and wished everyone a Merry Christmas and a Happy New Year.

Director Doornenbal

Director Doornenbal agreed with Director Bairos' comment.

Director Webb

Director Webb thanked Frank for his involvement in the community and at the District. Director Webb also thanked the staff and wished everyone a Merry Christmas.

At the hour of 9:44 a.m. the Board moved to Closed Session.

CLOSED SESSION
ITEM NO. 25

- A. **Government Code §54956.8** Conference with Real Property Negotiator
Negotiating Parties: OID and City and County of San Francisco and
 Federal and State Export Contractors
Property: Water
Agency Negotiators: General Managers and Counsel
Under Negotiations: Price and Terms

- B. **Government Code §54957**
Public Employee Discipline/Dismissal/Release

At the hour of 11:50 a.m. the Board returned to open session.
Coming out of Closed Session Director Webb reported that there was no reportable action.

OTHER ACTION
ITEM NO. 26

At the hour of 11:50 a.m. the meeting was adjourned. The next Regular Board Meeting of the **Oakdale Irrigation District Board of Directors** is scheduled for **Tuesday, January 21, 2014 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, December 19, 2013 at 9:00 a.m.** in the board room of the Oakdale Irrigation District, 1205 East F Street, Oakdale, CA.

Steve Webb, President

Attest:

Steve Knell, P.E., Secretary