



REGULAR BOARD MEETING

SEPTEMBER 6, 2022



**STOCKTON
EAST WATER
DISTRICT**

PROVIDING SERVICE SINCE 1948
www.sewd.net

DIRECTORS

Richard Atkins
Vice President
Division 1

Andrew Watkins
President
Division 2

Alvin Cortopassi
Division 3

Melvin Panizza
Division 4

Paul Sanguinetti
Division 5

Loralee McGaughey
Division 6

Thomas McGurk
Division 7

STAFF

Justin M. Hopkins
Interim General Manager

LEGAL COUNSEL

Jeanne M. Zolezzi
General Counsel

Phone 209-948-0333
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6767 East Main Street
Stockton, CA 95215

Post Office Box 5157
Stockton, CA 95205

MEETING NOTICE

THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE
STOCKTON EAST WATER DISTRICT WILL BE HELD
AT 12:30 P.M., TUESDAY, SEPTEMBER 6, 2022 AT THE
DISTRICT OFFICE, 6767 EAST MAIN STREET
STOCKTON, CALIFORNIA 95215

Assistance for the Disabled: If you are disabled in any way and need accommodation to participate in the meeting,
please contact Kristin Carido, Administrative Services Manager (209) 948-0333 at least 48-hours
in advance for assistance so the necessary arrangements can be made.

**DUE TO COVID-19 STOCKTON EAST WATER DISTRICT BOARD MEETINGS
WILL BE AVAILABLE BY TELECONFERENCE.**

**Please call (425) 436-6336/Access Code: 866228# to be connected to the Regular
Board Meeting, to begin at 12:30 p.m.**

Agendas and minutes are located on our website at www.sewd.net.

AGENDA

Page No

- A. Pledge of Allegiance (Director Cortopassi) & Roll Call**
- B. Consent Calendar (None)**
- C. Public Comment (Non-Agenda Items)**
- D. Scheduled Presentations and Agenda Items**
 - 1. Action Item: Stockton East Water District Board of Directors Reconsidered the Circumstances of the State of Emergency and Determine that
 - (i) The State of Emergency continues to directly impact the ability of the members to meet safely in person and/or
 - (ii) State or Local Officials continue to impose or recommend measures to promote social distancing.
 - 2. Minutes 08/30/22 Regular Meeting 01
 - 3. Warrants – California Public Employees’ Retirement System 09
 - 4. Stockton East Water District – Benefit & Salary Study Proposals Memo, 09/06/22 11
 - 5. Stockton East Water District – Preliminary Dam Removal Schedule, 09/06/22 29

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| D. | Scheduled Presentations and Agenda Items – <i>continued</i> | |
| | 6. Dr. Joe Waidhofer Drinking Water Treatment Plant – HVAC Engineering Services – High Service Pumping Station Analysis Memo, 09/06/22 | 31 |
| E. | Committee Reports | |
| | 1. Eastern San Joaquin Groundwater Authority Technical Advisory Committee (TAC) Meeting, 09/01/22 | 33 |
| F. | Report of the General Manager | |
| | 1. Water Supply Report as of 08/29/22 | 35 |
| | 2. Information Items | |
| | a. Material Included, but Bound Separately from Agenda Packet: | |
| | 1. <u>ACWA Advisory: Legislative Session Ends With Several Wins For ACWA Members</u> , ACWA.com, 09/01/22 | |
| | 2. <u>Covering A Disaster That Hasn't Happened Yet</u> , Nytimes.com, 08/25/22 | |
| | 3. <u>Drought Conditions Static In California As State's Reliance On Groundwater Grows</u> , Abc10.com, 08/25/22 | |
| | 4. <u>Twin D8s</u> , Antique Caterpillar Machinery Owners Club, July 2022 | |
| | 3. Report on General Manager Activities | |
| | a. Stockton East Water District Activities Update | |
| G. | Director Reports | |
| | 1. Greater Stockton Chamber of Commerce Monthly Mixer – Premier Staffing, 09/01/22 | |
| H. | Communications | |
| | 1. South San Joaquin Irrigation District – SB 656 (Eggman) Letter of Support, 08/26/22 | 37 |
| | 2. San Joaquin County – SB 656 (Eggman) Letter of Support, 08/30/22 | 39 |
| I. | Agenda Planning/Upcoming Events | |
| | 1. Bellota Project Committee Meeting, 12:30 p.m., 09/07/22 | |
| | 2. San Joaquin County & Delta Water Quality Coalition Meeting, 9:00 a.m., 09/12/22 | |
| | 3. San Joaquin County Environmental Health Department – Introduction to Executive Order N-7-22 Review Criteria Meeting, 10:00 a.m., 09/12/22 | |

- I. Agenda Planning/Upcoming Events – *continued***
 - 4. San Joaquin County Public Works – Water Resources – Basin Accounting Charter Meeting, 11:00 a.m., 09/12/22

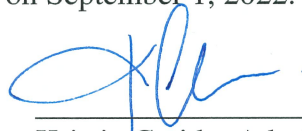
- J. Report of the Counsel**
 - 1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION Section 54956.9 (2 Cases)

- K. Adjournment**

Certification of Posting

I hereby certify that on September 1, 2022 I posted a copy of the foregoing agenda in the outside display case at the District Office, 6767 East Main Street, Stockton, California, said time being at least 72 hours in advance of the meeting of the Board of Directors of the Stockton East Water District (Government Code Section 54954.2).

Executed at Stockton, California on September 1, 2022.



Kristin Carido, Administrative Services Manager
Stockton East Water District

Any materials related to items on this agenda distributed to the Board of Directors of Stockton East Water District less than 72 hours before the public meeting are available for public inspection at the District's office located at the following address: 6767 East Main Street, Stockton, CA 95215. Upon request, these materials may be available in an alternative format to persons with disabilities.

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THE REGULAR MEETING OF THE BOARD OF DIRECTORS
OF STOCKTON EAST WATER DISTRICT WAS HELD AT THE DISTRICT OFFICE
6767 EAST MAIN STREET, STOCKTON, CA
ON TUESDAY, AUGUST 30, 2022 AT 12:30 P.M.

A. PLEDGE OF ALLEGIANCE AND ROLL CALL

President Watkins called the regular meeting to order at 12:30 p.m., and Director Sanguinetti led the Pledge of Allegiance.

Present at roll call at the District were Directors Cortopassi, McGaughey, McGurk, Panizza, Sanguinetti and Watkins. Also present were Manager Hopkins, District Engineer Evensen, Finance Director Vega, Administrative Services Manager Carido, Administrative Clerk Feliciano, Legal Counsel Zolezzi and Consultant Barkett. Director Atkins was absent.

B. CONSENT CALENDAR (None)

C. PUBLIC COMMENT (None)

D. SCHEDULED PRESENTATIONS AND AGENDA ITEMS

1. Stockton Area Water Suppliers (SAWS) Education Program Annual Report – 2021/2022 School Year (Presentation by Water Conservation Coordinator Kristin Coon)

Water Conservation Coordinator Coon presented the SAWS Education Program Annual Report for the 2021/2022 School Year to the Board. Water Conservation Coordinator Coon provided a handout of the Annual Report and gave an overview; Report Summary, Full Report, Feedback, Report Stats and What is Padlet? Water Conservation Coordinator Coon reported due to COVID-19 challenges all schools opened in August 2021 with SAWS Water Education Program (WEP) set to begin on September 1st, 2021. Water Conservation Coordinator Coon reported the program calendar was 75% booked however most fall presentations were either cancelled or rescheduled for later in the year or done virtually. Water Conservation Coordinator Coon stated Manteca Unified School District was the only district permitting visitors on campus. Water Conservation Coordinator Coon reported at the request of teachers in the Lodi and Lincoln School Districts, the SAWS WEP was granted special permission for campus access; all other SAWS WEP presentations were scheduled to resume for all districts in January 2022.

Water Conservation Coordinator Coon reported the 2021/2022 School Year Outreach Statistics; 8,270 students reached through SAWS WEP In-Class Presentation Program, 435 students reached through SAWS WEP Virtual Program and 10,070 students/citizens reached through AgVenture and other events. Water Conservation Coordinator Coon reported 18,775 total students reached for all programs in the 2021/2022 school year reaching 51 Stockton area schools, 286 classrooms and 6 events. Water Conservation Coordinator Coon added the Zun Zun school-wide assembly program was not permitted in any district in the 2021/2022 school year.

Water Conservation Coordinator Coon gave an overview of the SAWS Water Education Presentations by grade and explained each presentation is designed by combining content and the next generation science standards. Water Conservation Coordinator Coon explained the presentation in Kindergarten/Grade 1 as the “Water Cycle Story” which teaches the students weather, states of matter, forming and testing a hypothesis, conservation and drought awareness. Water Conservation Coordinator Coon explained the presentation in Grade 2 as the “H2O to Go!” which teaches the students source to tap, gravity, motion and machines, conservation, and drought awareness. Water Conservation Coordinator Coon explained the presentation in Grade 3 as “Water Matters” which

teaches the students surface tension/cohesion, food chains and webs, water and our environment, source to tap, conservation and drought awareness. Water Conservation Coordinator Coon explained the presentation for Grades 4 & 6 as “California Water” which teaches the students California water rights and history, California’s water distribution system, map interpretation, conservation and drought awareness. Water Conservation Coordinator Coon explained the presentation for Grade 5 as “Water Cycle: The Incredible Journey” which teaches the students source to tap, conservation and drought awareness.

Water Conservation Coordinator Coon shared positive teacher feedback regarding the SAWS Water Education Program. Water Conservation Coordinator Coon reported her current staff with the addition of new staff member Miss Blair. Water Conservation Coordinator Coon thanked the Board for their continued support.

Director Sanguinetti suggested the Water Education Program provide education regarding agriculture at all grade levels. Water Conservation Coordinator Coon replied she would be happy to try to integrate the addition to the program. Director McGurk inquired if a separate program is needed to integrate agriculture. Water Conservation Coordinator Coon replied she likes the idea of adding a middle school program in the future.

Director McGaughey inquired if the 2020/2021 school closures negatively affected the students. Water Conservation Coordinator Coon replied yes, the students are behind in their education and she believes the effects of virtual learning during the pandemic will be seen for years to come.

Director McGurk inquired about next generation science standards. Water Conservation Coordinator Coon replied they are the new science standards however they are similar to the previous science standards. Water Conservation Coordinator Coon reported teachers and students are grateful to have science in the classroom as there is limited time and resources for science.

Director Cortopassi and Director Sanguinetti thanked Water Conservation Coordinator Coon for a job well done. Director Watkins stated he would like to see the program teach students about where food comes from and design the presentations to positively highlight agriculture. Water Conservation Coordinator Coon replied she is open to updating the program to include the suggestions. This item was for information only.

2. Minutes

a. Minutes 08/19/22 Special Meeting

A motion was moved and seconded to approve the August 19, 2022 Special Meeting Minutes, as presented.

Roll Call:

Ayes: Cortopassi, McGaughey, McGurk, Panizza, Sanguinetti, Watkins

Nays: None

Abstain: None

Absent: Atkins

b. Minutes 08/23/22 Regular Meeting

A motion was moved and seconded to approve the August 23, 2022 Regular Board Meeting Minutes, as presented.

Roll Call:

Board Meeting – 08/30/22

Draft

Ayes: Cortopassi, McGaughey, McGurk, Panizza, Sanguinetti, Watkins
Nays: None
Abstain: None
Absent: Atkins

3. Warrants

- a. Fund 67 – Agricultural Fund
- b. Fund 68 – Municipal & Industrial Groundwater Fund
- c. Fund 70 – Administration Fund
- d. Fund 71 – Water Supply Fund
- e. Fund 89 – Fish Passage Improvements Fund
- f. Fund 91 – Vehicle Fund
- g. Fund 94 – Municipal & Industrial Fund
- h. Payroll
- i. Summary
- j. Short Names/Acronym List
- k. SEWD Vehicles & Heavy Equipment

Director Sanguinetti inquired on the expense on page 11, line items 4 for All Purpose Safety Training Solutions for crane operator certificate training in the amount of \$7,995 and inquired how many District Staff are certified crane operators. Manager Hopkins replied the expense is to certify two crane operators and with those two, the District will have 4 crane operators. Director McGurk inquired how long the certification is valid and inquired if there is a discount to have all Staff are recertified at the same time. Manager Hopkins replied the certifications last 5 years and each certification has a fixed license fee. Director Sanguinetti inquired if the District holds the certification or the employee. Manager Hopkins replied the employee holds the certification. Director Cortopassi inquired if the District has certified forklift operators. Manager Hopkins replied the District self-certifies District Staff for forklift operation.

Director Sanguinetti inquired on the expense on page 20, line item 83 for Fresno Oxygen for rental of gas tanks for welding and directed District Staff to look into purchasing tanks as it may be more cost effective. Manager Hopkins replied District Staff will look into it.

A motion was moved and seconded to approve the August 23, 2022 Warrants, as presented.

Roll Call:

Ayes: Cortopassi, McGaughey, McGurk, Panizza, Sanguinetti, Watkins
Nays: None
Abstain: None
Absent: Atkins

4. Dr. Joe Waidhofer Drinking Water Treatment Plant – Second Internet Path Memo, 08/30/22

Manager Hopkins provided the Board with a memo regarding the Dr. Joe Waidhofer Drinking Water Treatment Plant – Second Internet Path. Manager Hopkins reported due to the recent internet outages on the fiberoptic lines, a second internet path has been a long goal of the District. Manager Hopkins reported ZeroOutages, a subsidiary of Xroads Networks has now developed hardware and software that allows it to offer Starlink, which began deployment of a communication satellite network in 2019, to businesses as a primary or secondary path. Manager Hopkins reported ZeroOutages Starlink solution will provide our needed secondary internet path at a reasonable cost; initial installation is \$1,150 with a monthly fee of \$345 for a total annual cost of \$5,290. Manager Hopkins reported the current fiscal year budget amount for a second internet path is \$20,000.

Director Sanguinetti inquired how the system is provided. Manager Hopkins replied it is a small satellite dish that locks onto the Starlink satellite network. Discussion followed regarding alternative second internet path services available.

Director Cortopassi inquired if all District equipment such as computers have battery backup. Manager Hopkins replied yes.

Director McGurk inquired if the ZeroOutages Starlink services are more susceptible to being hacked. Manager Hopkins replied they are no more susceptible than the existing services.

A motion was moved and seconded to authorize the General Manager to enter into a Service Agreement with ZeroOutages – StarLink to establish internet service and provide one-year service in the amount of \$1,150 for installation and an annual cost of \$4,140 for a total amount of \$5,290, as presented.

Roll Call:

Ayes: Cortopassi, McGaughey, McGurk, Panizza, Sanguinetti, Watkins
Nays: None
Abstain: None
Absent: Atkins

5. Dr. Joe Waidhofer Drinking Water Treatment Plant – Low Lift Pumping Station Slide Gate Replacements and Automation Memo, 08/30/22

Manager Hopkins provided the Board with a memo regarding the Dr. Joe Waidhofer Drinking Water Treatment Plant – Low Lift Pumping Station Slide Gate Replacements and Automation. District Engineer Evensen reported the current two intake slide gates allow water to flow into the low lift pump station from the Intake Raw Water Reservoir and the South Raw Water Reservoir and both slide gates leak when closed. District Engineer Evensen reported the initial budgeted project for \$300,000 was to include a large concrete flow splitter box with multiple slide gates and an area to install a future mechanical bar or perforated plate screen; however, after Staff discussion it was decided to replace the two existing slide gates at the same location without building a separate structure outside of the Low Lift Pump Station. District Engineer Evensen reported three quotes were received for two slide gates and electric actuators and the best option due to best lead time of 25 weeks is Rodney Hunt in the amount of \$78,895. District Engineer Evensen recommended the Board approve the purchase of two Rodney Hunt slide gates and electric actuators for \$78,895, plus a 10% contingency of \$7,890, for a total cost of \$86,785.

Director Sanguinetti inquired if the installation would require a shutdown of the Water Treatment Plant. District Engineer Evensen replied yes. Discussion followed regarding the installation and mechanics of the slide gates.

Director Cortopassi inquired how often the slide gates are closed causing the flow issue. District Engineer Evensen replied they are closed for maintenance repairs. Manager Hopkins replied they were closed for maintenance repairs last winter. The slide gates are also operated to isolate water intake from either the Intake Raw Water Reservoir or the South Water Reservoir.

A motion was moved and seconded to approve the purchase of Rodney Hunt LLPS slide gates and actuators in the amount of \$78,895, plus a 10% contingency of \$7,890, for a total cost of \$86,785, as presented.

Roll Call:

Ayes: Cortopassi, McGaughey, McGurk, Panizza, Sanguinetti, Watkins

Board Meeting – 08/30/22

Draft

Nayes: None
Abstain: None
Absent: Atkins

6. Stockton East Water District – Administrative Cost Allocation Study Memo, 08/30/22
Manager Hopkins provided the Board with a memo regarding the Stockton East Water District – Administrative Cost Allocation Study. Finance Director Vega reported as part of the 2001 Settlement Agreement a cost allocation study is required to be completed every five years; the 2005-2006 Administrative Cost Allocation Study was performed by in-house Staff and adopted with an aggregate administrative cost allocation of 88% to M&I and 12% to Ag, the 2013-2014 Study was again performed in-house using the best available methods. Finance Director Vega reported the 2013-2014 Study was very similar to the percentages of the 2005-2006 Study which as a result, the Board decided to retain the percentages adopted in the 2005-2006 Study. Finance Director Vega reported for the 2022-2023 Cost Allocation Study the District contracted with Raftelis Financial Consultants, Inc.; Raftelis used various methods including analyzing five years of expense data, reviewing board minutes, and utilizing audited financial figures to come up with the allocations for each line item in the Administrative Division budget. Finance Director Vega reported the 2022-2023 study concluded with an aggregate cost allocation rate of 87% of costs shared by M&I and 13% shared by Ag which was very close to the previous Study performed in-house. Finance Director Vega reported the total cost of the 2022-2023 Administrative Cost Allocation Study was \$67,586 which included cost of district counsel’s time, staff time and cost of contracting with Raftelis. Finance Director Vega recommends the Board consider conducting the 2027-2028 Administrative Cost Allocation Study in-house using the same framework and methodology Raftelis used in the 2022-2023 Study.

Director Panizza inquired if the Urban Contractors agreed to the Study being conducted in-house. Finance Director Vega replied the Settlement Agreement states that a Cost Allocation Study will be completed every five years but does not prescribe who will do the analysis.

Manager Hopkins stated a decision does not have to be made today; Staff will bring the item back at a later date. This item was for information only.

7. Stockton East Water District – Duck Creek Headworks Automation Project Memo, 08/30/22
Manager Hopkins provided the Board with a memo regarding the Stockton East Water District – Duck Creek Headworks Automation Project. Manager Hopkins reported as part of the 2022-2023 Fiscal Year Budget, the Duck Creek Headworks Automation Project is planned to replace the headworks gate and install a new flow control automated meter. District Engineer Evensen reported the Project will provide the ability to monitor flow remotely and make real-time flow adjustments just as it was done at Mosher Creek which will not require frequent visits from District Staff. District Engineer Evensen stated flow measurement and flow control for this site is necessary to deliver water to Central San Joaquin Water Conservation District. Manager Hopkins reported adding the SlipMeter will adjust autonomously to maintain flow, gate position, or water level set point. Manager Hopkins recommended the Board approve the purchase of one Rubicon SlipMeter in the amount of \$37,403, plus a 10% contingency of \$3,740, for a total cost of \$41,143.

A motion was moved and seconded to approve the purchase of one Rubicon SlipMeter in the amount of \$37,403, plus a 10% contingency of \$3,740, for a total cost of \$41,143, as presented.

Roll Call:

Ayes: Cortopassi, McGaughey, McGurk, Panizza, Sanguinetti, Watkins

Nayes: None
Abstain: None
Absent: Atkins

E. COMMITTEE REPORTS

1. San Joaquin Farm Bureau Federation Water Advisory Committee Meeting, 08/23/22
President Watkins, Director Sanguinetti and Manager Hopkins attended the August 23, 2022 San Joaquin Farm Bureau Federation Water Advisory Committee Meeting. Manager Hopkins reported Oakdale Irrigation District reported they currently have enough water, but the remaining districts all reported water shortage challenges. Manager Hopkins reported Supervisor Winn stated an ordinance was adopted regarding illegal dumping; those that illegally dump items will be fined which includes impounding vehicles tracked for dumping repeatedly. President Watkins reported the Committee approved the Resolution in Support of Ensuring the Health and Sustainability of the Delta. The next meeting is scheduled for September 27, 2022.

F. REPORT OF GENERAL MANAGER

1. Water Supply Report as of 08/29/22
Manager Hopkins provided a handout of the Water Supply Report for information only that included storage, release, and production data collected from various sources as of midnight last night.

There is 71,613 AF in storage at New Hogan Reservoir. Current releases are set at 255 cfs. Current release at Goodwin Dam to Stanislaus River are set at 226 cfs and release to all water users are set at 0 cfs. There are 20 irrigators on New Hogan, 0 irrigators on New Melones, and 0 irrigators out of District. The water treatment plant is currently processing 44 mgd. The City of Stockton is currently processing 17 mgd. Manager Hopkins reported the District wells total water extraction is 6,764 gpm (~9.7 mgd).

2. Information Items:
Manager Hopkins noted item: F2a-1, F2a-2 and F2a-3.
3. Report on General Manager Activities
 - a. California Special Districts Association – Annual Conference, Palm Desert, CA, 08/22/22 – 08/25/22
Finance Director Vega attended the August 22, 2022 – August 25, 2022 California Special Districts Association – Annual Conference. Finance Director Vega reported the Conference was very informative with two keynote speakers; Shola Richards presented about The Courage to Go Together: Three Questions to Change How You Work, Live and Lead and Dr. Wendy Suzuki presented Good Anxiety: Harnessing the Power of the Most Misunderstood Emotion. Finance Director Vega reported he attended the Legislative Update Luncheon which focused on the most up-to-date information on the outcome of the biggest state and federal budgetary, legislative, and legal issues impacting special districts in 2022. Finance Director Vega reported he attended several very informative breakout sessions including The Bond Market: Access, Interest Rates and Costs which focused on how financings are priced (and interest rates are set) in the bond market vs the bank market.

Director McGurk inquired about Dr. Wendy Suzuki's presentation on Good Anxiety: Harnessing the Power of the Most Misunderstood Emotion. Finance Director Vega replied Dr. Wendy Suzuki is a scientist that focuses on how the brain works and the idea that one cannot get rid of anxiety but can channel the evolutionary response of feeling threatened by controlling anxiety to use the

adrenaline caused by anxiety to solve problems and increase productivity. This item was for information only.

- b. Groundwater Sustainability Plan – Revision Workshop, 08/30/22
President Watkins and Manager Hopkins attended the August 30, 2022 Groundwater Sustainability Plan – Revision Workshop. Manager Hopkins reported low attendance outside GSA participation. Manager Hopkins reported the presentation was a standard overview of the Groundwater Sustainability Plan. President Watkins commented there weren't any objections to the Plan presented to the group. This item was for information only.

- c. Stockton East Water District Activities Update
Manager Hopkins was contacted by an outside general manager inquiring if his district could loan the District's dive team. Discussion followed regarding the dive team inquiry.

Manager Hopkins reported the San Joaquin County extended their deadline to submit GSP projects for funding until September 23, 2022. Manager Hopkins reported District Engineer Evensen and his Staff have done great work toward a project for the Mokelumne River but will not be ready for submission until next year. This item was for information only.

Manager Hopkins reported San Joaquin County Environmental Health has issued 21 Well Permits since the start of Executive Order N-7-22. This item was for information only.

G. DIRECTOR REPORTS

- 1. Greater Stockton Chamber of Commerce Annual Summer Monthly Mixer – Port of Stockton Albert Lindley House, 08/25/22
Nothing to report.

H. COMMUNICATIONS

- 1. Central San Joaquin Water Conservation District – SB 656 (Eggman) Letter of Support, 08/22/22
Manager Hopkins provided the Board with the Central San Joaquin Water Conservation District – SB 656 (Eggman) Letter of Support. This item was for information only.
- 2. California Special Districts Association – SB 656 (Eggman) Letter of Support, 08/19/22
Manager Hopkins provided the Board with the California Special Districts Association – SB 656 (Eggman) Letter of Support. This item was for information only.
- 3. North San Joaquin Water Conservation District – SB 656 (Eggman) Letter of Support, 08/17/22
Manager Hopkins provided the Board with the North San Joaquin Water Conservation District – SB 656 (Eggman) Letter of Support. This item was for information only.
- 4. Oakdale Irrigation District – SB 656 (Eggman) Letter of Support, 08/17/22
Manager Hopkins provided the Board with the Oakdale Irrigation District – SB 656 (Eggman) Letter of Support. This item was for information only.
- 5. South Delta Water Agency – SB 656 (Eggman) Letter of Support, 08/17/22
Manager Hopkins provided the Board with the South Delta Water Agency – SB 656 (Eggman) Letter of Support. This item was for information only.
- 6. San Joaquin Farm Bureau Federation – SB 656 (Eggman) Letter of Support, 08/24/22

Manager Hopkins provided the Board with the San Joaquin Farm Bureau Federation – SB 656 (Eggman) Letter of Support. This item was for information only.

I. AGENDA PLANNING/UPCOMING EVENTS

1. Eastern San Joaquin Groundwater Authority Technical Advisory Committee (TAC) Meeting, 10:30 a.m., 09/01/22
2. Greater Stockton Chamber of Commerce Monthly Mixer – Premier Staffing, 5:15 p.m., 09/01/22
3. District Holiday – Labor Day, 09/05/22

J. REPORT OF THE COUNSEL

1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION Section 54956.9 (2 Cases)
2. Closed Session - Existing Litigation
Stockton East Water District vs. City of Stockton, et al.
Government Code 54956.9 (a)
3. Closed Session – Personnel
Government Code 54957

President Watkins adjourned the meeting to closed session at 2:20 p.m. to discuss closed session agenda items. District staff, with the exception to Manager Hopkins, were excused from the closed session meeting at 2:57 p.m. The regular meeting reconvened at 3:10 p.m., with the no reportable action.

K. ADJOURNMENT

President Watkins adjourned the meeting at 3:11 p.m.

Respectfully submitted,

Justin M. Hopkins
Secretary of the Board

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**STOCKTON EAST WATER DISTRICT
INVOICES FOR BOARD PACKAGE
CALPERS EFT REQUEST
SEPTEMBER 06, 2022**

| Vendor name | District Fund# | Account # | Description | Amount | Invoice No. |
|---|----------------|-----------|--|---------------------|---------------------|
| 1 CA Public Employees Retirement System (CalPERS) | 70 | 10-5049-0 | Retirement Contributions for Payroll 09/02/22-Admin | 4,393.75 | 09/02/22 1245106351 |
| 2 CA Public Employees Retirement System (CalPERS) | 70 | 10-2299-0 | Retirement Contributions for Payroll 09/02/22-Admin | 47.45 | 09/02/22 1245106351 |
| | | | Total Fund 70 Admin | \$ 4,441.20 | |
| 1 CA Public Employees Retirement System (CalPERS) | 71 | 10-5049-0 | Retirement Contributions for Payroll 09/02/22-WS-NM | 5,199.66 | 09/02/22 1245106351 |
| 2 CA Public Employees Retirement System (CalPERS) | 71 | 10-5058-0 | Retirement Contributions for Payroll 09/02/22-WS-NH | 1,639.27 | 09/02/22 1245106351 |
| | | | Total Fund 71 Water Supply | \$ 6,838.93 | |
| 1 CA Public Employees Retirement System (CalPERS) | 94 | 10-5049-0 | Retirement Contributions for Payroll 09/02/22-M&I | 20,006.45 | 09/02/22 1245106351 |
| | | | Total Fund 94 Municipal & Industrial | \$ 20,006.45 | |
| | | | Grand Total for Electronic Funds Transfer Request on RBM 09/06/22 | \$ 31,286.58 | |

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Memorandum

To: Board of Directors
From: Justin M. Hopkins, General Manager
Kristin Carido, Administrative Services Manager
Date: September 6, 2022
Re: Benefit & Salary Study Proposals

Background

In accordance with Section 1.16 of the Stockton East Water District Employee Handbook, approved by the Board of Directors March 3, 2020, a comprehensive salary survey will be conducted by a Consulting Firm every three (3) years in order to maintain equitable pay ranges for the various job classifications. At the discretion of the Board of Directors, the Consulting Firm will be selected to conduct a Salary Survey and the decision of selection will be shared with the District's employee representatives.

Summary

Staff solicited proposals from consulting firms to conduct a Benefit Comparison Study & a Salary Study although a Salary Study is not due until 2023. Staff contacted three (3) firms to obtain Proposals; Bryce Consulting, CPS HR Consulting (CPS) and Ralph Anderson & Associates. The following graph contains information on the Proposals received.

| CONSULTING FIRM NAME | PROPOSAL AMOUNT | COMPLETION OF SURVEY |
|-----------------------------|--|--|
| Bryce Consulting | \$10,800 | 8 week completion |
| CPS HR Consulting | *Classification Study - \$38,770 Base Salary Study - \$26,635 | 19 - 20 week completion 15 - 19 week completion |
| Ralph Anderson & Associates | No proposal submitted | No proposal submitted |

*CPS would require both the Classification Study & Base Salary Study (total amount of \$65,405) in order to provide benefit comparisons.

CPS project timeline indicates a project start date of January 2023; and, Bryce Consulting has indicated they are available to start when the District is ready.

Financial Impact

The Benefit & Salary Study is budgeted in the current Fiscal Year 2022-2023, Administration Fund 70, in the General Manager's Office, Professional Services Fund No. 5154.

Recommendation

Staff respectfully recommends the Board consider the Proposal submitted on behalf of Bryce Consulting and authorize the General Manager to proceed with executing a Professional Services Agreement with Bryce Consulting to perform the 2023 Benefit & Salary Survey in the amount of \$10,800, plus a 10% contingency of \$1,080, for a total cost of \$11,880.



August 16, 2022

Kristin Carido
Administrative Services Manager
Stockton East Water District

Dear Kristin,

Thank you very much for the opportunity to submit an estimate to conduct a salary/benefit/insurance study for the Stockton East Water District. I have provided a breakdown of tasks and a cost. It is anticipated that 16 survey agencies and approximately 20 survey classifications will be included as well as the following:

- Minimum and maximum base salary
- Employee's share of retirement paid by the employer
- Employer's contribution to deferred compensation
- Longevity pay
- Certification/Education Incentive Pay
- Paid insurances (health, dental, vision, life, long term disability, EAP)
- Social Security/Medicare
- Cost sharing
- Data and amount of last and next cost of living increase
- Leave benefits (vacation, sick, holiday, administrative/management)

A breakdown of the tasks and associated costs are provided in the table on the following page. We can complete the survey tasks in approximately 8 weeks.

Sincerely

Shellie Anderson
Principal

STOCKTON EAST WATER DISTRICT

PROJECT HOURS AND COST

| TASK | HOURS | COST |
|---|--------------|-----------------|
| 1. Project Initiation | 2 | \$360 |
| 2. Contact Survey Employers and Prepare Information Packet | 4 | \$720 |
| 3. Collect and Analyze Survey Data | 38 | \$6,840 |
| 4. Review Preliminary Survey Results with the District | 2 | \$360 |
| 5. Follow-up Data Collection | 2 | \$360 |
| 6. Prepare Preliminary Salary Plan and Internal Relationship Analysis | 4 | \$720 |
| 7. Review and Revise Salary Plan with the District | 4 | \$720 |
| 8. Prepare and Review Compensation Survey Report and Recommendations | 2 | \$360 |
| 9. Prepare and Present Final Report | 2 | \$360 |
| Compensation Study Hours and Cost | 60 | \$10,800 |

PROPOSAL

Stockton East Water District

Classification and Compensation Consulting Services

August 19, 2022

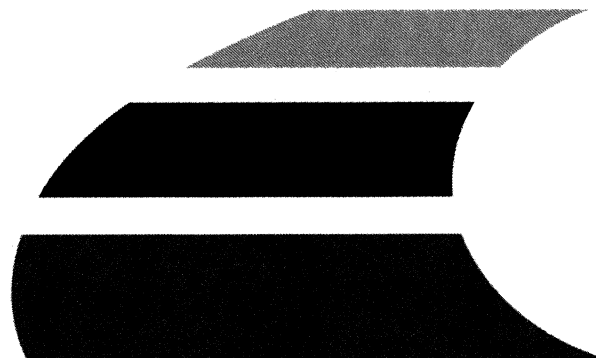
SUBMITTED BY:

VICKI QUINTERO BRASHEAR

Director of Products and Services

CPS HR Consulting
2450 Del Paso Road, Suite 220
Sacramento, CA 95834
P: 916-471-3481
vbrashear@cpshr.us
Tax ID: 68-0067209

www.cpshr.us



Your Path to Performance

*Proposal to Stockton East Water District
Classification and Compensation Consulting Services*

August 19, 2022

Kristin Carido
Administrative Services Manager
Stockton East Water District
PO Box 5157
Stockton CA 95205

Sent via e-mail to: kcarido@sewd.net

Dear Ms. Carido:

CPS HR Consulting (CPS HR) is pleased to submit this proposal to Stockton East Water District (District) to provide a classification and compensation study. With a rich history of assisting government agencies with their compensation studies, we at CPS HR are confident that we can provide expert solutions to meet the District's requirements and objectives.

At CPS HR, we pride ourselves in establishing and nurturing long-term relationships with the agencies we serve as we live out our mission of bringing excellence in Human Resources to the public sector.

Thank you for this opportunity; we very much look forward to working with you and your staff. Should you have any questions, please do not hesitate to contact me at **(916) 471-3481** or via e-mail at [**vbrashear@cpshr.us**](mailto:vbrashear@cpshr.us).

Sincerely,



Vicki Quintero Brashear
Director of Products and Services

Technical Approach

Our Understanding of the Scope of Work

CPS HR understands that the District is seeking consultation services within the following parameters.

- **Classification Study** *+ Benefits*
 - Up to **30** classifications and up to **54** incumbents
 - One orientation for incumbents/Department Heads/Managers/Supervisors
 - Online position description questionnaire with online supervisor review process
 - Incumbent/supervisor job evaluation interviews of selected study participants
 - Update of **all** existing classification specifications
 - Presentation of methodology/classification specification changes

- **Compensation Study**
 - Base salary collection, analysis, and comparison
 - Up to **18** benchmark classifications (recommended; this represents 60% of the total classifications to be studied)
 - Labor market pool of up to **8** agencies (CPS HR will research and provide recommendations)
 - Presentation of methodology/findings

To follow is our methodology and proposed work plan.

Classification Study Work Plan

Task 1 – Receive and Review Background Materials. Upon contract execution, CPS HR will gather background information including the following materials:

- Organizational Charts
- Current Budgets
- Memorandums of Understanding, as applicable
- Past Classification and Compensation Studies
- Classification Specifications and Employee Roster
- Relevant Policies and Procedures
- Salary Resolutions and Schedules
- Mission, Vision, and Values of the Organization

Client Responsibilities and/or Pricing Assumptions Associated with Task:

- The client will upload electronic copies of all documents to a shared online site provided by CPS HR.

Task 2 – Initial Project Meeting. The CPS HR Project Manager will meet with the District’s Internal Project Manager, HR Staff, and designated key stakeholders to initiate the project by confirming study goals, objectives, tasks to be performed, and methodologies. During this kick-off meeting, CPS HR and the District will also discuss and agree upon a communication plan for this study, since open and consistent communication is a key element in project acceptance and success.

Client Responsibilities and/or Pricing Assumptions Associated with Task:

- CPS HR will provide a project summary/parameters document after the kickoff meeting which the client will review and approve.

Task 3 – Develop Job Evaluation Tool. CPS HR will use an online survey tool to ensure valid information is gathered, analyzed, and documented consistently from incumbents regarding their current classifications. This activity includes finalizing a Position Description Questionnaire (PDQ) for approval by the District and electronic distribution of the PDQ to study participants. The PDQ is designed to capture specific information about the tasks being conducted by the incumbent and can be used in studies with multiple analytical goals.

Client Responsibilities and/or Pricing Assumptions Associated with Task:

- For purposes of creating a cost-effective response, our pricing assumes the District will utilize CPS HR’s PDQ with minor (3-4) edits. Additional hours spent on the task will be contracted separately.
- The PDQ will be provided in English in an online survey format. All surveys will be

completed online¹.

Task 4 – Conduct Orientation. The District’s Project Manager will draft a communication for all employees included in the study to invite them to attend an orientation session. For purposes of this scope of work, we have planned for **one (1) virtual, one-hour orientation session** to be conducted, which can be recorded by CPS HR for viewing by individuals who are not able to attend the scheduled session.

The purpose of the orientation session is to (i) **communicate** study goals, methodology, and processes; (ii) **demonstrate** the PDQ and explain to employees how the document should be completed; (iii) **explain** the role of employees, supervisors, and managers in the study; and (iv) **respond** to employee questions regarding the study process.

These tasks and processes are critical in gaining employee understanding, trust, and acceptance of the study. Where possible, we encourage executives, managers, supervisors, employee bargaining unit representatives, and human resources staff to attend the meeting(s) to familiarize themselves with employee questions and the responses to those questions.

Task 5 – PDQ Completion. All study employees will have the opportunity to provide information on the duties and responsibilities as it relates to job specifications, duties not covered in the job specification, minimum qualifications, and other aspects of the classification. Each incumbent’s supervisor will then review the collected data to ensure that the incumbent has accurately and sufficiently captured all pertinent information on job context and work output.

Client Responsibilities and/or Pricing Assumptions Associated with Task:

- Links to surveys will be sent via e-mail by CPS HR. A complete roster, including employee name and e-mail address (among other data points), will be uploaded to the shared online site by District staff using a Microsoft Excel template provided by CPS HR. Any needed corrections to the roster will be completed by the client to maintain accuracy.
- **Responsiveness of study participants is absolutely critical to maintaining the agreed timeline.** An amended timeline will be provided by the CPS HR Project Manager if the online PDQ completion date is pushed out. Any contract amendment needed due to timeline shift will be discussed with the District at the appropriate point.

Task 6 – Receive and Review PDQs/Prepare for Job Evaluation Interviews. The CPS HR Project Team will thoroughly review each completed PDQ² to obtain an understanding of the duties and responsibilities assigned to the position. Job evaluation interview questions for selected study

¹ We are open to discussing alternatives to online completion should the client desire to accommodate any classifications who do not have web/computer access during the conduct of their job duties. Depending on the alternative chosen, an amendment to the contract for additional funding may be necessary.

² For single position classifications lacking a completed PDQ, CPS HR will provide an opportunity for the appropriate supervisor to provide commentary on that position’s duties and scope.

employees will be developed based upon the results of the documentation review. CPS HR Project Team members will develop an interview schedule for selected incumbents and will coordinate the schedule with the Agency's designated staff member.

Client Responsibilities and/or Pricing Assumptions Associated with Task:

For purposes of creating a cost-effective response, our pricing assumes that:

- up to **70%** of incumbents will provide completed PDQs. Therefore, project staff will review up to **38** returned PDQs
- project staff will create interview questions for up to **60%** of the respondents (or **23** incumbents)
- up to **10** supervisor interviews will be conducted
- CPS HR Project Team members will develop an interview schedule in coordination with the District. CPS HR will set up an online scheduling system for incumbents to view the schedule and affirm his/her/their preferred time slot during a specific period of time.

Task 7 – Conduct Job Evaluation Interviews, Focus Groups, follow up Supervisor/Manager Interviews. In addition to the PDQs, job evaluation interviews will be conducted with selected incumbents to ensure the CPS HR Project Team has a complete understanding of the duties and responsibilities assigned to the position. Incumbents to be interviewed, or invited to participate in a focus group, is typically determined during the PDQ review. Additionally, interviews with supervisors or managers may also be held to further clarify information documented on their subordinate employees' PDQs. For planning purposes, each interview session may take up to sixty (60) minutes via video or telephone conference. **For purposes of this costing, reschedules for missed interviews have not been estimated.**

Client Responsibilities and/or Pricing Assumptions Associated with Task:

- CPS HR reserves the right to identify the interviewees.
- Interviews will take place over sequential business days and will take place between the hours of 8:00 am and 5:00 pm Local Time.
- If requested, we can supply a contract amendment to accommodate a reschedule process for no shows or cancellations after the schedule is finalized.

Task 8 – Analyze Classification Data. The Project Team will analyze all information collected from the incumbents and their supervisor/manager, and any job evaluation interviews to identify the job level, scope, typical duties, requisite knowledge, skills, abilities, and other job-related characteristics of each position. This analysis will be used to develop recommendations regarding classification concepts that align with current business needs.

The Project Team will then prepare a presentation which will include the methodology, findings, and preliminary recommendations.

Client Responsibilities and/or Pricing Assumptions Associated with Task:

- Costs assume one meeting, for up to two hours, with the client’s Project Manager/HR staff to discuss these topics.

Task 9 – Revise Classification Specifications. Once the District has approved the classification study findings, the classification specifications will be revised/created accordingly. The format for classification specification revisions will be submitted to the District for approval. Our methodology for this task will result in:

- Accurately identifying the specific essential duties and responsibilities; required knowledge, skills, and abilities; minimum education and experience requirements; and minimum special qualifications for each position in the study.
- Reviewing, revising, editing, and developing written classification specifications for each study classification that clearly specify and describe a general statement of duties; any distinguishing features of the class; essential duties, knowledge, skills, and abilities; acceptable minimum education and experience; and required special training and certifications.
- Classification concepts serve as the foundation for a classification plan by identifying the nature and level of jobs, with clear definitions of the differences between them. Classification concepts will also provide the framework for the consolidation of existing classifications, the elimination of classifications and/or the creation of new classifications where appropriate, and the revision and development of classification specifications to ensure they properly identify scope and level of the District relative to other classifications and to ensure that there is consistent titling within the classification plan.

Client Responsibilities and/or Pricing Assumptions Associated with Task:

- CPS HR will provide a classification specification template via the shared online site if the District does not already have one that must be utilized.
- Classification specifications will be uploaded to the shared online site. Documents will be marked “Draft” and provided in Microsoft Word with several views – “with mark-up” and “without mark-up.” This will allow the District to easily view tracked changes. Edits and comments made by both parties will be captured in these online shared documents. CPS HR will post finalized versions of classification specifications in both Microsoft Word and Adobe PDF marked “Final.”
- As the District conducts its review of the Draft Classification Specifications, client comments and questions will be captured in a single document provided on the online shared drive.

Task 10 – Prepare, Submit, and Present the Draft and the Final Classification Report. CPS HR’s reporting will include a discussion of our methodology and a narrative summary to support our recommendations in the Draft Classification Report submitted to the District for feedback. CPS

HR will research any comments and issues raised during the review. Once these have been resolved, CPS HR will prepare and present the Final Classification Report to the District's primary stakeholders. The District will be responsible for approving and implementing classification specification content changes through their standard process, including any necessary notifications to employees, employee representatives, or the Department of Human Resources.

Client Responsibilities and/or Pricing Assumptions Associated with Task:

- Costs assume **one meeting for up to two hours** with primary client stakeholders to present the Draft Classification Report and a **second meeting for up to one hour** to present the Final Classification Report.

Project Timeline

The CPS HR Internal Project Manager and the District will discuss varying approaches to customize a timeline after the initial kick-off meeting. CPS HR recommends a structured timeline that can be flexible to accommodate varying factors in achieving set milestones.

Our classification study timeline is based upon the assumption that

- The District is able to enforce orientation, PDQ deadlines, and the interview schedule within the designated timeframes, and that
- The District will be able to review, comment on, and approve study products within agreed upon deadlines.
- the project start date will be in January 2023 and after full contract execution.

We estimate the timeline for this scope of work to be conducted between 4-5 months at the time of provision of this proposal. An accurate timeline will be provided to the client after the kick-off meeting which will account for the CPS HR project team's capacity at that time and availability of client staff involved in the project.

Compensation Study Work Plan

Task 1 – Review the District’s Background Materials. Upon contract execution, CPS HR will request background information from the District to ensure our Project Manager and the CPS HR Project Team is prepared for initial meetings. The CPS HR Project Manager will coordinate activities through and report to the District’s Internal Project Manager and other designated key stakeholders.

Task 2 – Initial Project Meeting/Labor Market Agency and Benchmark Selection Discussions. The CPS HR Project Manager will meet with the District’s Internal Project Manager and any other designated stakeholders to discuss the study methodologies, deliverables, timelines, communication, and data collection methods. The CPS HR Project Manager will work to understand the District’s compensation philosophy and will discuss the following elements of compensation policy:

- Labor Market Agency Selection
- Labor market position (i.e., median, mean, or other percentile)
- Benchmark classifications to be selected based on the following criteria:
 - They should be classifications for which counterparts can readily be found in surveyed employers so that sufficient compensation data can be gathered. Classifications which have a large number of comparables from other agencies are generally selected as benchmark classifications.
 - Benchmark classifications should have significant relationships to other classifications in their occupational group. This ensures that they will make good reference points in relating and establishing salaries for other classifications within their occupational groups.

Using the selection criteria established in the initial project meetings, the CPS HR Project Team will provide the District with recommendations concerning the benchmark classifications and labor market agencies to be used in the study.

Client Responsibilities and/or Pricing Assumptions Associated with Task:

- It is assumed that no more than **18** benchmark classifications will be identified.
- It is assumed that no more than **8** labor market agencies will be selected for comparison.

Task 3 – Design, Develop, and Distribute the Survey Instrument. The CPS HR Project Team will develop a comprehensive survey instrument to ensure the effective collection of compensation data from each of the survey agencies.

The survey instrument will include a brief description of each of the survey classifications with a request for the minimum and maximum monthly salary for each. CPS HR’s survey instrument is designed to be completed electronically.

Task 4 – Review, Analyze, and Validate Labor Market Survey Data. CPS HR begins labor market data collection by researching available information online to make preliminary classification matches and obtain benefits data. The CPS HR Project Team will reach out to labor market agencies to confirm and/or complete survey data after completing as much pre-work as possible. We find that this initial collection effort results in greater participation from the labor market agencies. Once CPS HR has completed their survey analysis tasks, the CPS HR Project Manager will audit the final data as part of our quality review process.

Classification matching includes reviewing agency background materials such as copies of classification specifications, organization charts, staffing information, and other useful materials to substantiate the accuracy of the comparability of the matches. To determine whether a match from a labor market agency is comparable to the District’s benchmark, CPS HR utilizes a whole job analysis methodology; this commonly used methodology analyzes the job as a whole, rather than by individual factors, by evaluating the core duties and responsibilities, the nature and level of work performed, and the minimum qualifications to determine whether the classification is comparable enough to be utilized as a match. The methodology recognizes slight differences in duties assigned to matches from other labor market agencies which do not impact the type, nature, and level of work performed. Matches should not be so broad that they include classifications performing dissimilar work, or work done at a higher or lower level, but they also should not be so narrow that they exclude matches doing comparable work, with slight differences in work that do not change the level and nature of work.

Client Responsibilities and/or Pricing Assumptions Associated with Task:

- Should any labor market agencies be non-responsive to requests for information, we will provide the District with contact information and request that they use their professional contacts to follow up on CPS HR’s behalf. We have found this approach to be beneficial.
- The District may add additional labor market agencies should any in the initial selection be non-responsive or not provide sufficient matches at an additional cost.
- **Responsiveness of labor market agencies is absolutely critical to maintaining the agreed timeline.** An amended timeline will be provided by the CPS HR Project Manager if the data collection period is pushed out. Any contract amendment needed due to timeline shift will be discussed with the District at the appropriate point.

Task 5 – Design and Develop Data Spreadsheets. CPS HR will develop an individual data sheet for each survey classification that presents the comparable classification used in each agency with the relevant data associated with that classification, such as the position ranking within the labor market and salary range minimum and maximum.

The labor market data analyses will be conducted based upon the labor market position affirmed within the District’s compensation philosophy (e.g., median, mean, or other percentile). Each comparable match for each survey classification is reported in the relevant

data sheet for full disclosure and review by others. We find this level of transparency in matching provides for a better understanding and acceptance of study results.

Task 6 – Prepare and Present Draft Compensation Report. The CPS HR Project Team will develop a Draft Compensation Report detailing the results of the labor market survey and a suggested implementation plan to address salary range changes. This draft report will comprise the following:

- Scope of the study
- Labor market agencies
- Study benchmarks
- Labor market data analysis/methodologies
- Results of the base salary survey

Client Responsibilities and/or Pricing Assumptions Associated with Task:

- Costs assume one meeting, for up to two hours, with primary the District Project Manager/HR staff to discuss the Draft Compensation Report.

Task 7 – Research and Resolve Issues/Prepare and Present the Final Compensation Report. Based upon the District’s review of the Draft Compensation Report, the CPS HR Project Team will follow-up and resolve any outstanding compensation issues. CPS HR will present the findings to designated key stakeholders and respond to any questions about the outcome of the study or the methodology during that meeting.

Client Responsibilities and/or Pricing Assumptions Associated with Task:

- Costs assume one meeting, for up to one hour, with primary District stakeholders to present the Final Compensation Report.

Project Timeline

The CPS HR Internal Project Manager and the District will discuss varying approaches to customize a timeline after the initial kick-off meeting. CPS HR recommends a structured timeline that can be flexible to accommodate varying factors in achieving set milestones.

Our compensation timelines are based upon the assumption that

- selected labor market agencies will provide the information required within the specified timeframe, and that
- The District will be able to review, comment on, and approve study products within agreed upon deadlines.
- the compensation study will begin when the classification specifications resulting from the classification study have been finalized.

We estimate the timeline for this scope of work to be conducted between 3.5-4.5 months at the time of provision of this proposal.

Cost of Services

Professional Fixed Fee

CPS HR has prepared the following **professional fixed fee** based on the scope of work discussed.

| Description | Price |
|---------------------------------------|-----------------|
| Classification Study | \$38,770 |
| Base Salary Study | \$26,635 |
| Not-to-Exceed Contract Amount: | \$65,405 |

Pricing Assumptions

| General Scope | |
|--|---|
| Number of Classifications | 30 |
| Number of Incumbents | 54 |
| Number of Benchmark Classifications | 18 |
| Number of Comparable Labor Market Agencies | 8 |
| Not included in the fixed fee: | |
| Materials Production | CPS HR provides all documents electronically. Hard copy printing of documents for this engagement will be the responsibility of the client. |
| Consultant Travel Time and Expenses | We have not included travel costs since all work will be conducted virtually through the use of tele- and web-conferences and the sharing of documents through an online portal provided by CPS HR. |

Billing Terms

CPS HR will bill in equal installments at the following milestones.

CLASSIFICATION:

1. After client kick-off meeting
2. Dissemination of PDQ link to incumbents
3. Completion of job evaluation interviews
4. Submission of draft classification report
5. Provision of final classification report

COMPENSATION:

1. After client kick-off meeting
2. Final selection of labor market agencies and benchmark classifications
3. Submission of draft matches
4. Submission of draft compensation report
5. Provision of final compensation report

It is assumed that the District will be responsive to the delivery of all draft deliverables and all subsequent revisions as defined in the agreed upon project timeline. **Unanticipated revisions or delays to the project timeline could result in a need for an addendum to the contract related to contract end date, staff assignments, and/or pricing. Any addenda will be discussed in a timely manner with the District.**

Pricing Philosophy

CPS HR is flexible with the proposed work plan; alternate approaches may be discussed with the District which may in turn change the proposed cost of the project. As described in this proposal, the methods, approach, timelines, as well as the proposed fee, have been prepared as accurately as possible based upon the services requested and study objectives described in the information provided to CPS HR. The proposed professional fees reflect the steps and time necessary to conduct the study in a sound, thorough, and sustainable manner, including important input and review by the District's Internal Project Manager and designated stakeholders to accomplish the study objectives. If changes or additional services are required, we will be happy to discuss changes to the project activities, schedule, and/or fee proposal.

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Dam Removal Schedule 2022

Begin Date Thursday, October 06, 2022

| 2022 | | | |
|---------------------|------------------|------------|------------|
| System | Site | Begin Date | End Date |
| Calaveras River | Bellota Weir | 10/6/2022 | 10/7/2022 |
| Mormon Slough | Motoike Dam | 10/11/2022 | 10/11/2022 |
| Mormon Slough | Fine Road Dam | | |
| Mormon Slough | Avansino Dam | 10/12/2022 | 10/12/2022 |
| Mormon Slough | Hosie Dam | | |
| Mormon Slough | Bonomo Dam | | |
| Mormon Slough | Piazza Dam | | |
| Mormon Slough | Prado Dam | 10/13/2022 | 10/13/2022 |
| Mormon Slough | Fuginaka Dam | | |
| Mormon Slough | Lovagi Dam | | |
| Mormon Slough | Panella | | |
| Mormon Slough | Main St. Dam | 10/14/2022 | 10/14/2022 |
| Duck Creek | Duck Creek | | |
| Potter Creek | Lagorio Dam | 10/17/2022 | 10/17/2022 |
| Old Calaveras River | Clements Dam | | |
| Old Calaveras River | Tully Dam | 10/18/2022 | 10/18/2022 |
| Mosher Creek | Tully Mosher Dam | | |
| Mosher Creek | Lyons Dam | 10/18/2022 | 10/18/2022 |
| Mosher Creek | Bear Creek Dam | | |
| Old Calaveras River | 8 Mile Dam | 10/19/2022 | 10/19/2022 |
| Mormon Slough | 8000 Pump | | |
| Old Calaveras River | Murphy Dam | 10/20/2022 | 10/20/2022 |
| Old Calaveras River | Pezzi Dam | | |
| Old Calaveras River | Solari Dam | | |
| Old Calaveras River | McAllen Rd. Dam | 10/21/2022 | 10/21/2022 |
| Potter Creek | Drais Rd. Dam | | |
| Potter Creek | Motoike Dam #2 | 10/24/2022 | 10/24/2022 |
| Potter Creek | Billigmeier Dam | | |

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Memorandum

To: Board of Directors
From: Justin Hopkins – General Manager
Darrel Evensen – District Engineer
Manuel Verduzco – Senior Engineer
Date: 09/06/2022
Re: HVAC Engineering Services – High Service Pumping Station Analysis

Background

The High Service Pumping Station (HSPS) building was originally designed with diesel-engine powered pumps. In 2006, the District replaced all the diesel-engine equipment with variable frequency drives (VFDs), but did not include any building modifications. The building is designed like a parking structure by having open spaces in the walls to allow for fresh air and exhaust fans to move large quantities of air through the building.

The District has added multiple VFDs throughout the years, and with the addition of the latest VFDs on the 600 HP motors, Staff has noticed an increase in room temperature, which has caused faults of the VFDs. Faults occurred as temperatures rose in the HSPS because both exhaust fans were inoperable, the newer VFDs put off additional heat, and only a couple of existing VFDs had direct ducting from the existing air conditioning units on the roof, leaving the other VFDs without adequate air conditioning.

After multiple faults, Staff introduced a temporary, mobile air conditioning unit and modified the protective temperature setpoints for each new drive from 105°F to 135°F. This allowed the VFDs to withstand the higher room temperatures, but also limited the life-cycle on the VFDs. In addition, the exhaust fans are now operable but have introduced more dust from outside air which are unfavorable conditions for electrical equipment and electronics.

Summary

Staff has consulted with multiple Heating, Ventilation and Air-Conditioning (HVAC) engineers for quotes to inspect the HSPS, prepare heat load calculations from all the HSPS equipment, including the pump motors and the VFDs, and provide design calculations and recommended air-conditioning equipment and building modifications that District Staff can install.

The District solicited three engineering firms for HVAC design proposals and received two responses. Kennedy-Jenks provided a quote of \$19,318.80 and Keller Associates provided the lowest quote at \$14,655.

Financial Impact

Funding is available in the Fiscal Year 22/23 Professional Services budget of \$65,000.

Recommendations

District Staff recommends the Board authorize the General Manager to approve a Professional Services Agreement with Keller Associates to provide HVAC engineering services for analysis of the HSPS in the amount of \$14,655, plus a 20% contingency of \$2,931, for a total of \$17,586, and make all other necessary approvals.

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TECHNICAL ADVISORY COMMITTEE MEETING

Discussion Topics

Thursday, September 1, 2022

10:30 a.m. – 11:30 a.m.

Call-In Information Provided Below

Note to participants: Members of the public will not be permitted to attend this meeting.

A. Discussion

1. Call for Projects (Page 3) - Informational
2. DWR/GWA SGMA Implementation Grant Round 1 status - Informational
3. DRAFT GWA Modeling Policy (Page 8) – Seek Recommendation to Steering
4. DWR Comments and Corrective Action 2, Water Quality (Page 15)
5. Data Management System Next Steps

B. Communications

C. State Update & Other Informational Items

D. Next Meeting, Future Agenda

1. Call for Project Results
2. DMS Demonstrations

E. Adjournment

NOTICE: Coronavirus COVID-19

Based on guidance from the California Department of Public Health and the Governor's Office, the Teleconference information below is being provided for your participation in the March 3rd Technical Advisory Committee Meeting.

Microsoft Teams meeting

Join on your computer or mobile app

[Click here to join the meeting](#)

Or call in (audio only)

+1 209-645-4071,,325997347# United States, Stockton

Phone Conference ID: 325 997 347#

[Find a local number](#) | [Reset PIN](#)

[Learn More](#) | [Meeting options](#)

Once connected, we request you kindly mute your phone.

**Proposed Next Regular Meeting
Thursday October 6th, 2022
10:30 a.m. – 12:00 p.m.**

| Weekly Water Report | As of: August 29, 2022 | As of: September 5, 2022 |
|-------------------------------------|---------------------------|-----------------------------|
| New Hogan (NHG) TOC | 317,100 | AF |
| Storage: | 71,613 | AF |
| Net Storage Change: | -3,582 | AF |
| Inflow: | 33 | CFS |
| Release: | 255 | CFS |
| New Melones (NML) Allocation | 75,000 | AF |
| Storage: | 643,210 | AF |
| Net Storage change: | -14,788 | AF |
| Inflow: | 322 | CFS |
| Release: | 1,333 | CFS |
| Source: CDEC Daily Reports | | |

| Goodwin Diversion (GDW) | | |
|--|----------|-----|
| Inflow (Tulloch Dam): | 1,303 | CFS |
| Release to Stanislaus River (S-98): | 226 | CFS |
| Release to OID (JT Main): | 707 | CFS |
| Release to SSJID (SO Main): | 320 | CFS |
| Release to SEWD: | <u>0</u> | CFS |
| Total Release | 1,253 | CFS |
| Source: Tri-Dam Operations Daily Report | | |
| Farmington Dam (FRM) | | |
| Diverted to SEWD: | N/A | CFS |
| Diverted to CSJWCD: | 0 | CFS |
| Source: USACE WCDS Hourly Report | | |

| Surface Water Used | | |
|-----------------------------------|----|-----|
| Irrigators on New Hogan: | 20 | |
| Irrigators on New Melones: | 0 | |
| Out-Of-District Irrigators: | 0 | |
| DJWWTP Production: | 44 | MGD |
| North Stockton: | 13 | MGD |
| South Stockton: | 5 | MGD |
| Cal Water: | 28 | MGD |
| City of Stockton DWSP Production: | 17 | MGD |

| District Ground Water Extraction | | |
|---|--------------|-----|
| 74-01 | 888 | GPM |
| 74-02 | 554 | GPM |
| North | 512 | GPM |
| South | 1,750 | GPM |
| Extraction Well # 1 | <u>3,060</u> | GPM |
| Total Well Water Extraction | 6,764 | GPM |
| Total Ground Water Production | 9.7 | MGD |

Note: All flow data reported here is preliminary and subject to revision.

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**SOUTH SAN JOAQUIN
IRRIGATION DISTRICT**

August 26, 2022

The Honorable Gavin Newsom
Governor of the State of California
1021 O Street, 9th Floor
Sacramento, CA 95814

**SUBJECT: SUPPORT FOR GOVERNOR'S SIGNATURE ON SB 656 (EGGMAN) – STOCKTON
EAST WATER DISTRICT: WATER RATE CAP REMOVAL**

Dear Governor Newsom,

On behalf of the South San Joaquin Irrigation District (SSJID), I respectfully urge you to sign Senate Bill 656 (Eggman). SSJID supports SB 656, which removes a key obstacle for Stockton East Water District to raise needed revenue from agricultural customers to meet the requirements of the Sustainable Groundwater Management Act (SGMA). SSJID remains committed to sustainability of groundwater resources and values its partnerships with Groundwater Sustainability Agencies (SSJGSA) throughout the Eastern San Joaquin Groundwater Subbasin which spans most of San Joaquin County and parts of Calaveras and Stanislaus Counties.

SSJID is committed to collaboration and cooperation over the long haul in order to reach sustainability under SGMA. SSJID would like to recognize Senator Eggman for her leadership as author of SB 656 and also Assemblymember Villapudua for his support of local water agencies as we implement our adopted Groundwater Sustainability Plans. Thank you for your consideration on the matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Robert Holmes", written over a horizontal line.

ROBERT HOLMES
President

cc: Stockton East Water District

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SAN JOAQUIN
— COUNTY —
Greatness grows here.

Board of Supervisors

Chuck Winn, Chair, *Fourth District*
Robert Rickman, Vice-Chair, *Fifth District*
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Katherine Miller, *Second District*
Tom Patti, *Third District*
Rachél DeBord, *Clerk of the Board of Supervisors*

August 30, 2022

The Honorable Gavin Newsom
Governor of California
State Capitol
Sacramento, CA 95814

Re: SB 656 (Eggman) – Stockton East Water District: Water Rates

Dear Governor Newsom:

On behalf of the San Joaquin County Board of Supervisors, I write in support of Senate Bill 656. This bill would allow Stockton East Water District (SEWD) to raise additional revenues to comply with the Sustainable Groundwater Management Act (SGMA). It will also remove a statutory cap on specified non-urban water-related assessments. Any rate increases will be required to comply with applicable California laws like Propositions 218 and 26.

San Joaquin County supports the changes that SB 656 makes to SEWD's current governing legislation (SEWD Special Act of 1971) while acknowledging the need for additional modifications. Numerous provisions in the Special Act are antiquated and do not comport with current state law. Additional changes are especially important in light of the proposed consolidation of SEWD and the Central San Joaquin Water Conservation District as the consolidated district's operations will be governed by SEWD's Special Act. SEWD's urban water contractors will seek further changes through the LAFCo process or through separately sponsored legislation that builds on the changes made by SB 656.

For these reasons, San Joaquin County respectfully requests your signature on Senate Bill 656. Please feel free to contact Hilary Crowley, Deputy County Administrator at 209-468-2997 if you have any questions.

Sincerely,

A handwritten signature in black ink that reads "Chuck Winn".

Chuck Winn, Chair
San Joaquin County Board of Supervisors

c: Senator Susan Talamantes Eggman
Stockton East Water District

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