



REGULAR BOARD MEETING

JULY 26, 2022



**STOCKTON  
EAST WATER  
DISTRICT**

PROVIDING SERVICE SINCE 1948

[www.sewd.net](http://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  
Fax 209-948-0423

E-mail [sewd@sewd.net](mailto:sewd@sewd.net)

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, JULY 26, 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](http://www.sewd.net).

AGENDA

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- A. Pledge of Allegiance (President Watkins) & Roll Call**
- B. Consent Calendar (None)**
- C. Public Comment (Non-Agenda Items)**
- D. Scheduled Presentations and Agenda Items**
  - 1. Minutes
    - a. Minutes 07/18/22 Special Board Meeting 01
    - b. Minutes 07/19/22 Regular Meeting 03
  - 2. Warrants – California Public Employees’ Retirement System 09
  - 3. Water Year 2021 – Accounts Receivable Credits for Refund for AG and Municipal & Industrial (M&I) 11
  - 4. Stockton East Water District – Structural Engineering Services – Wood Bridge Structural Analyses Memo, 07/26/22 13
  - 5. Stockton East Water District Policy Manual – Records Retention Policy No. 3070, 07/26/22 15

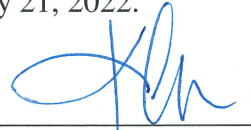
<b>E.</b>	<b>Committee Reports</b>	
	1. Association of California Water Agencies Groundwater Committee – SGMA Implementation Subcommittee Meeting, 07/19/22	19
	2. Association of California Water Agencies – Energy Committee Meeting, 07/26/22	21
<b>F.</b>	<b>Report of the General Manager</b>	
	1. Water Supply Report as of 07/18/22	23
	2. Information Items	
	a. Material Included, but Bound Separately from Agenda Packet:	
	1. <u>CalPERS Announces Preliminary Net Investment Return Of -6.1% For The 2021-22 Fiscal Year, Newsroom@calpers.ca.gov, 07/20/22</u>	
	2. <u>Mapes’ Water Sales May Roll Irrigation District, Thevalleycitizen, 07/19/22</u>	
	3. <u>Agencies Looking To “Plan B” As More Valley Towns On Brink Of Going Dry And Emergency Water Suppliers Are Tapped Out, Sjwater.org, 07/19/22</u>	
	4. <u>Delta Smelt: CA Wants To “Step Away” From Single-Species Management, Aginfo.net, 07/18/22</u>	
	3. Report on General Manager Activities	
	a. Stockton East Water District Activities Update	
<b>G.</b>	<b>Director Reports</b>	
	1. San Joaquin County Office of Emergency Services – Agricultural Drought Task Force Meeting, 07/20/22	
	2. Stockton East Water District – Recharge Projects Follow-up Discussion, 07/21/22	
<b>H.</b>	<b>Communications</b>	
<b>I.</b>	<b>Agenda Planning/Upcoming Events</b>	
	1. Association of California Water Agencies – Groundwater Committee Meeting, 2:30 p.m., 07/26/22	
	2. San Joaquin Farm Bureau Federation Water Advisory Committee Meeting, 5:00 p.m., 07/26/22	25

- I. Agenda Planning/Upcoming Events – *continued***  
3. Association of California Water Agencies – Agriculture Committee Meeting, 9:00 p.m., 07/27/22
- J. Report of the Counsel**  
1. Closed Session - Existing Litigation  
Stockton East Water District vs. City of Stockton, et al.  
Government Code 54956.9 (a)
2. Closed Session - Potential Litigation  
Government Code 54956.9 (c) – one case
- K. Adjournment**

**Certification of Posting**

I hereby certify that on July 21, 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 July 21, 2022.



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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 SPECIAL MEETING OF THE BOARD OF DIRECTORS  
OF STOCKTON EAST WATER DISTRICT WAS HELD AT THE DISTRICT OFFICE  
6767 EAST MAIN STREET, STOCKTON, CA  
ON MONDAY, JULY 18, 2022 AT 10:00 A.M.

**A. PLEDGE OF ALLEGIANCE AND ROLL CALL**

The special meeting came to order at 10:03 a.m.

Present at the District were Directors Atkins, Cortopassi, McGaughey, McGurk, Sanguinetti and Watkins. Director Panizza was absent.

**B. CONSENT CALENDAR** (None)

**C. PUBLIC COMMENT** (None)

**D. SCHEDULED PRESENTATIONS AND AGENDA ITEMS** (None)

**E. REPORT OF THE COUNSEL**

1. Closed Session – Personnel  
Government Code 54957

President Watkins adjourned the meeting to closed session at 10:04 a.m. to discuss closed session agenda items. The regular meeting reconvened at 2:53 p.m., with no reportable action.

**F. ADJOURNMENT**

President Watkins adjourned the meeting at 2:54 p.m.

Respectfully submitted,

Justin M. Hopkins  
Secretary of the Board

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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, JULY 19, 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 Legal Counsel Zolezzi led the Pledge of Allegiance.

Present at roll call at the District were Directors Atkins, Cortopassi, McGaughey, McGurk, Sanguinetti and Watkins. Also present were Interim Manager Hopkins, District Engineer Evensen, Finance Director Vega, Administrative Services Manager Carido, Administrative Clerk Feliciano, Legal Counsel Zolezzi and Consultant Barkett. Director Panizza joined the call via teleconference at 12:32 p.m.

**B. CONSENT CALENDAR (None)**

**C. PUBLIC COMMENT (None)**

**D. SCHEDULED PRESENTATIONS AND AGENDA ITEMS**

1. Minutes 07/12/22 Regular Meeting

A motion was moved and seconded to approve the July 12, 2022 Regular Board Meeting minutes, as presented.

Roll Call:

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

2. Warrants

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

Director McGurk inquired on the expense on page 21, line item 103 for The Home Depot for lumber for concrete pouring of sludge vault in the amount of \$365.77 and inquired if there will be an update on the sludge lagoons project. Interim Manager Hopkins replied due to other projects taking precedent, the sludge lagoons project is still ongoing and separate from the Sodium Hypochlorite Project the Board receives monthly updates on.

A motion was moved and seconded to approve the July 19, 2022 Warrants, as presented.

Roll Call:

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

Board Meeting – 07/19/22

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Abstain: None

Absent: None

3. Amended Eastern San Joaquin Groundwater Sustainability Plan Adoption

a. Public Hearing

President Watkins opened the Public Hearing at 12:34 p.m., to receive comments on the Amended Eastern San Joaquin Groundwater Sustainability Plan. The District circulated notice of this public hearing in The Stockton Record on July 8, 2022 and did not receive any comments.

Interim Manager Hopkins reported the Eastern San Joaquin Groundwater Authority Board of Directors approved the Amended Eastern San Joaquin Groundwater Sustainability Plan at their meeting on July 13, 2022; 16 Groundwater Sustainability Agencies (GSA) have to also adopt the Amended Eastern San Joaquin Groundwater Sustainability Plan before the July 27, 2022 deadline at which time the Plan has to be submitted to the Department of Water Resources (DWR).

Director McGurk inquired if the Plan has been reviewed by consultants. Legal Counsel Zolezzi replied the Plan was prepared by consultants. Interim Manager Hopkins added the consultants that prepared the Plan had two meetings with the DWR to discuss their comments and the GSA's response to DWR's comments.

Seeing no public comment, President Watkins closed the Public Hearing at 12:36 p.m.

b. Resolution No. 22-23-06 – Adopting the Amended Groundwater Sustainability Plan and Technical Memorandums and Direct the Eastern San Joaquin Groundwater Authority to Submit the Plan to the California Department of Water Resources on Behalf of the Member Agencies

A motion was moved and seconded to approve Resolution No. 22-23-06 – Adopting the Amended Groundwater Sustainability Plan and Technical Memorandums and Direct the Eastern San Joaquin Groundwater Authority to Submit the Plan to the California Department of Water Resources on Behalf of the Member Agencies, as presented.

Roll Call:

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

Nays: None

Abstain: None

Absent: None

4. Rock Creek Water District Agreement

Interim Manager Hopkins provided the Board with the Rock Creek Water District Agreement. Interim Manager Hopkins reported the final draft agreement was negotiated between Stockton East Water District and Rock Creek Water District; Legal Counsel Zolezzi also reviewed the agreement. Interim Manager Hopkins reported as outlined in the agreement, Rock Creek Water District will sell 1,000 acre-feet of water at \$225 per acre-foot; the water will be coming from the Salt Springs Valley Reservoir. Interim Manager Hopkins reported Rock Creek Water District is making improvements to increase their diversion flow rate and the District will be constructing a flow measurement facility at the Wagner Dam. Interim Manager Hopkins added the water is currently in the reservoir and can be taken at any time.

Director McGurk inquired about payment. President Watkins replied the District pays half upfront and the other half at the end.

Director Cortopassi inquired how the water is conveyed. Interim Manager Hopkins replied Rock Creek ties into Shirley-Hoods Creek which is how New Melones water is conveyed; a small portion of Rock Creek is also used.

A motion was moved and seconded to approve the Rock Creek Water District Agreement, as presented.

Roll Call:

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

Nays: None

Abstain: None

Absent: None

5. ACWA/JPIA – 2022/2023 Property Program Rates, 07/07/22

Interim Manager Hopkins provided the Board with the ACWA/JPIA – 2022/2023 Property Program Rates. Interim Manager Hopkins reported ACWA/JPIA Property Program is increasing by 20% for 2022/2023 which is a ~\$17,000 increase from 2021.

Director McGurk inquired about the reason for the increase. President Watkins replied ACWA/JPIA insures the first ~\$50-\$100 million in claims and the rest is covered by umbrella coverage purchased through a third-party; the third-party rates have increased.

Director Cortopassi inquired if the increase is the same for all ACWA/JPIA members. Interim Manager Hopkins replies yes, it is the same for all Property Program members. This item was for information only.

**E. COMMITTEE REPORTS**

1. Eastern San Joaquin Groundwater Authority Steering Committee Meeting, 07/13/22

President Watkins and Interim Manager Hopkins attended the July 13, 2022 Eastern San Joaquin Groundwater Authority Steering Committee Meeting. Interim Manager Hopkins reported discussion regarding neighboring GSA's be notified of well permit applications adjacent to their boundaries. President Watkins reported Mike Henry had a neighbor that put in a large well and if affected their water; this resulted in discussion about being notified. Interim Manager Hopkins reported Mary Elizabeth expressed concern regarding conditioning well permit applications which was followed by discussion regarding well permit applications staying an administrative function in order to avoid CEQA processes. Legal Counsel Zolezzi replied the District cannot condition the well permits. Interim Manager Hopkins reported discussion regarding the Mokelumne River Water Right. The next meeting is scheduled for August 10, 2022.

2. Eastern San Joaquin Groundwater Authority Board of Directors Meeting, 07/13/22

President Watkins and Interim Manager Hopkins attended the July 13, 2022 Eastern San Joaquin Groundwater Authority Board of Directors Meeting. President Watkins reported discussion regarding the budget and an income and expenses discrepancy however the discrepancy amount was found in the budget's reserves; the budget was approved for the upcoming year. President Watkins reported the budget included ~\$320,000 in contributions from all 16 GSA's; the budget also included the grant funding for North San Joaquin Water Conservation District's Project. President Watkins reported the Board of Directors approved the Groundwater Sustainability Plan; Calaveras and Stanislaus agencies will not approve the Plan until their project is included in the Plan. Legal Counsel Zolezzi reported Woodbridge Irrigation District did not approve the Plan. Discussion followed regarding the approval of the Plan at the Board of Supervisors level. Director Panizza inquired about the Calaveras and Stanislaus Project. President Watkins replied the project is the Brichetto Reservoir. Interim Manager Board Meeting – 07/19/22

Hopkins reported Louis Brichetto contacted the District a year ago to discuss the project; the District has water right applications for all of the rain run-off east of Farmington Dam and Louis Brichetto wanted 1,000 acre-feet for the Brichetto Reservoir. Interim Manager Hopkins added the Board decided then to make the District's applications junior to Louis Brichetto's 1,000-acre-foot applications; an insignificant amount compared to the other amount applied for. Director Panizza inquired if there will be any significant impacts on the District. Interim Manager Hopkins replied no. The next meeting is scheduled for August 10, 2022.

## **F. REPORT OF GENERAL MANAGER**

### **1. Water Supply Report as of 07/18/22**

Interim 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 94,344 AF in storage at New Hogan Reservoir. Current releases are set at 246 cfs. Current release at Goodwin Dam to Stanislaus River are set at 303 cfs and release to all water users are set at 0 cfs. There are 21 irrigators on New Hogan, 0 irrigators on New Melones, and 0 irrigators out of District. The water treatment plant is currently processing 50 mgd. The City of Stockton is currently processing 13 mgd. Interim Manager Hopkins reported the District Wells total water extraction is 6,717 gpm (~9.7 mgd).

### **2. Information Items:**

Interim Manager Hopkins noted item: F2a-1, F2a-2, F2a-3 and F2a-4.

### **3. Report on General Manager Activities**

a. Central Valley Project Water Association – Executive & Financial Affairs Committee, 07/15/22  
Finance Director Vega attended the July 15, 2022 Central Valley Project Water Association – Executive & Financial Affairs Committee. Finance Director Vega reported discussion regarding staff updates. Finance Director Vega reported discussion on the St. Louis Cost Allocation; the Bureau of Reclamation believes DWR should be responsible for more of the cost of the project. Finance Director Vega reported the Bureau of Reclamation wants a 50/50 split and DWR has not recently engaged in discussions. Finance Director Vega reported an update on the business practice guidelines for the CVPIA Environmental Costs; the guidelines are still under review. Finance Director Vega reported a presentation regarding upcoming projects which may influence water rate increases for both power and water contractors; Folsom Safety Dam project estimate is ~\$338 million 85% is non-reimbursable. Finance Director Vega added the estimated impact to per acre-foot water rates is ~39 cents to Agriculture (AG) and ~37 cents to Municipal and Industrial (M&I); the earliest impact would go into effect in 2024 with project phase completions from 2022-2025. Finance Director Vega reported the repayment period would be finished in fiscal year 2073. Finance Director Vega reported the Safety of Dams modifications will cost ~\$1.1 billion; \$100 million will be spent this year and 85% of the full project is non-refundable. Finance Director Vega added the estimated impact is ~73 cents to AG and ~69 cents to M&I and would be in phases from 2025-2030. Finance Director Vega reported the repayment period would be complete in 50 years. Finance Director Vega reported discussion regarding 300 additional items for Extraordinary O&M which would total ~\$67.4 billion in expenses. Director McGurk inquired about the amounts paid by AG and M&I. Finance Director Vega replied the amounts are paid per acre-foot. The next meeting is scheduled for August 19, 2022.

### **b. Calaveras River Tour, 07/15/22**

Interim Manager Hopkins, District Engineer Evensen and Consultant Barkett attended the July 15, 2022 Calaveras River Tour. Interim Manager Hopkins provided the Board with a presentation of

Board Meeting – 07/19/22

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pictures from the Calaveras River Tour. Interim Manager Hopkins reported the District hosted a Calaveras River Tour for several regulatory agencies and Senator Susan Talamantes-Eggman. Interim Manager Hopkins reported the Tour was an overall success and the attendees were thankful for the District's hospitality. Interim Manager Hopkins thanked the Administration Staff for putting the Tour together. Director McGurk inquired what elected officials attended the Tour. Interim Manager Hopkins replied Senator Susan Talamantes-Eggman was in attendance; Staff from Congressman Harder's Office cancelled however Consultant Barkett is working on scheduling a tour for them sometime in August. Director Cortopassi complimented Staff for organizing a great Tour. This item was for information only.

c. Stockton East Water District Activities Update

Interim Manager Hopkins reported the funeral service details for former employees Charlie Soto and John Yoshimura have been arranged; please see Administrative Services Manager Carido for the details. This item was for information only.

Interim Manager Hopkins reported the electrical issue at Potter Creek Pump Station has been fixed; the submersible pump installed to increase the flow had a faulty motor, Electrical Staff found the starter had melted. Interim Manager Hopkins reported the two pumps should provide better runtime going forward. This item was for information only.

## **G. DIRECTOR REPORTS**

1. Stockton East Water District Special Board Meeting – Calaveras River System Luncheon, 07/15/22  
Directors Cortopassi, McGurk and Watkins attended the July 15, 2022 Stockton East Water District Special Board Meeting – Calaveras River System Luncheon. President Watkins reported the Special Board Meeting did not have a quorum and there was nothing to report.
2. Stockton East Water District Special Board Meeting, 07/18/22  
Directors Atkins, Cortopassi, McGaughey, McGurk, Sanguinetti and Watkins attended the July 18, 2022 Stockton East Water District Special Board Meeting. President Watkins reported the meeting was held in Closed Session – Personnel with no reportable action.

## **H. COMMUNICATIONS (None)**

## **I. AGENDA PLANNING/UPCOMING EVENTS**

1. Association of California Water Agencies Groundwater Committee – SGMA Implementation Subcommittee Meeting, 2:00 p.m., 07/19/22
2. San Joaquin County Office of Emergency Services – Agricultural Drought Task Force Meeting, 10:00 a.m., 07/20/22
3. Stockton East Water District – Recharge Projects Follow-up Discussion, 3:00 p.m., 07/21/22
4. Association of California Water Agencies – Energy Committee Meeting, 9:30 a.m., 07/26/22

## **J. REPORT OF THE COUNSEL**

1. Closed Session - Potential Litigation  
Government Code 54956.9 (c) – two cases

President Watkins adjourned the meeting to closed session at 1:05 p.m. to discuss closed session agenda items. District staff was excused from the closed session meeting at 1:23 p.m. The regular meeting reconvened at 1:45 p.m., with the following reportable action:

The Board of Directors made a hiring decision in regards to the General Manager Recruitment.

**K. ADJOURNMENT**

President Watkins adjourned the meeting at 1:46 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  
JULY 26, 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 07/22/22-Admin	4,393.76	07/22/22 1245106351
2 CA Public Employees Retirement System (CalPERS)	70	10-2299-0	Retirement Contributions for Payroll 07/22/22-Admin	47.45	07/22/22 1245106351
			<b>Total Fund 70 Admin</b>	<b>\$ 4,441.21</b>	
1 CA Public Employees Retirement System (CalPERS)	71	10-5049-0	Retirement Contributions for Payroll 07/22/22-WS-NM	5,174.48	07/22/22 1245106351
2 CA Public Employees Retirement System (CalPERS)	71	10-5058-0	Retirement Contributions for Payroll 07/22/22-WS-NH	1,732.98	07/22/22 1245106351
			<b>Total Fund 71 Water Supply</b>	<b>\$ 6,907.46</b>	
1 CA Public Employees Retirement System (CalPERS)	94	10-5049-0	Retirement Contributions for Payroll 07/22/22-M&I	19,532.30	07/22/22 1245106351
			<b>Total Fund 94 Municipal &amp; Industrial</b>	<b>\$ 19,532.30</b>	
			<b>Grand Total for Electronic Funds Transfer Request on RBM 07/26/22</b>	<b>\$ 30,880.97</b>	

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**STOCKTON EAST WATER DISTRICT**  
**RBM JULY 26, 2022**  
**2021 WATER YEAR - AG CREDIT REFUND**

**AG**

Line	Client Name	Refund Amount
1	DAL PORTO, MICHELLE A C TR ETAL	\$15.49
2	LE, LONG THANH TR	\$29.42
3	KELLEY, TODD & S	\$30.97
4	ABDULLAH, BRENDA & DERICK	\$32.57
5	SANCHEZ, THOMAS A & D M	\$40.50
6	GUSTAFSON, ARTHUR C	\$44.17
7	GOTELLI, A & P ETAL (CR 01-B)	\$45.00
8	ACEVEDO, JORGE & VERONICA	\$46.50
9	BEDOLLA, FERNANDO CALDERON	\$46.50
10	CHANDLER, CHELSEA	\$46.50
11	GUTIERREZ, ERENDIRA	\$46.50
12	LAGORIO LAND COMPANY - L6 - 14351	\$46.50
13	NIXON, CLINTON L & M	\$46.50
14	PERSINGER, RONNIE L	\$46.50
15	PODESTA, CRAIG	\$46.50
16	SAMBADO, B&L ENTERPRISES LLC	\$46.50
17	SHEARER, FREDDIE ETAL	\$46.50
18	JOHNSON FRAZIER RANCH LLC	\$49.55
19	MENDEZ RIVER RANCH LLC 016	\$50.00
20	TREJO, LUPE	\$53.50
21	LOW, MARK	\$76.24
22	CORRADI, MICHAEL M & CAROL L TR	\$85.11
23	SABBATINI, J JR & L TRUST	\$85.16
24	PODESTA, JOHN & K LF EST	\$105.25
25	VACCAREZZA, DOUG (CAROLYN ORGON)	\$128.57
26	POZAS PETERSEN, BEVERLY J TR ETL	\$139.50
27	J & A SOLARI INC	\$143.23
28	MOTOIKE, SAM & SUMIKO TR ETAL	\$161.52
29	TANAKA, R & Y COTRS ETL	\$244.65
30	FOPPIANO, HENRY J IV	\$265.65
31	KATZAKIAN, PETER G & EMILY K TR	\$270.97
32	FIELD, GEORGE F ETAL	\$290.33
33	FREEMAN, ROBERT & JEANNE ZOLEZZI ETAL	\$290.33
34	PRIETO, JOHN	\$292.87
35	PB&J LAND CO	\$319.80
36	MARCIANO, ROBERT V & VENERE M TR	\$441.10
37	SINGH, GURPREET & DHILLON RAVINDER KAUR ETAL	\$449.04
38	LAGORIO BROTHERS INC	\$508.87
39	METZLER, LELAND	\$760.26
40	ZEPEDA, RAFAEL & L TR	\$865.07
41	ROBERTSON, DAVID & LEISHA TR	\$1,087.52
42	G.G. ORCHARDS, INC	\$2,173.76
43	EILERS, FRANZ	\$2,177.88
44	WILLIAMS, WEBSTER c/o FFD ORCHARDS	\$2,543.82
45	HOGAN MFG INC	\$8,253.07
	<b>TOTAL</b>	<b>\$23,015.74</b>



**STOCKTON EAST WATER DISTRICT**

**RBM JULY 26, 2022**

**2021 WATER YEAR - M&I CREDIT REFUND**

**M&I**

<b>Line</b>	<b>Client Name</b>	<b>Refund Amount</b>
1	PISTACCHIO, T G & D (COZAD)	\$696.80
2	CONFUCIUS, CHURCH OF STKN	\$1,217.67
3	STOCKTON VERDE MOBILE PARK - CALVIN LEUNG	\$12,069.80
4	STOCKTON, CITY OF, CITY WELLS FULTON	\$18,765.28
	<b>TOTAL</b>	<b>\$32,749.55</b>

# Memorandum

**To:** Board of Directors  
**From:** Justin Hopkins – General Manager  
Darrel Evensen – District Engineer  
**Date:** 07/26/2022  
**Re:** Structural Engineering Services – Wood Bridge Structural Analyses

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## **Background**

Stockton East Water District (District) is responsible for the maintenance of multiple crossings throughout the New Hogan conveyance system due to land severed by District flows. The 36 New Hogan crossings include 16 wooden bridges with different states of degradation down the Old Calaveras River. To determine the structural integrity of the wooden bridges, the Board approved funding for the Structural Evaluation of New Hogan Crossings study with the current fiscal year budget.

## **Summary**

Staff has consulted with a structural engineer to inspect the wooden bridges and prepare structural analysis for each wooden bridge crossing. Identifying engineering firms with expertise in structural timber was challenging, however staff did identify Weatherby-Reynolds-Fritson (WRF), a firm capable of analyzing the condition of the wooden bridge crossings. Terry Weatherby, WRF's structural engineer, has conducted many condition assessments of structures including wooden bridge crossings and has worked with Staff in the past. WRF provided a proposal of \$1,687.50 per crossing assessment, which totals \$27,000. The District received a previous estimate of \$20,000 to evaluate one concrete and steel bridge.

## **Recommendations**

District Staff recommends the Board authorize the General Manager to sole-source and approve a Professional Services Agreement with Weatherby-Reynolds-Fritson to provide engineering services for structural analyses of the District's wooden bridges in the amount of \$27,000, plus a 10% contingency of \$2,700, for a total of \$29,700, and make all other necessary approvals.

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# STOCKTON EAST WATER DISTRICT POLICY MANUAL

## No. 3070

## Records Retention

Approved by Board of Directors:

July 26, 2022  
~~October 10, 2000~~

### Contents

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### A. Purpose

This Records Retention Policy is to be used for the proper management, retention and disposal of District records and documents.

### B. Scope

This Policy shall be used by all departments throughout the District as the Policy for the proper management and retention of District records and documents.

This Policy shall be applied to all document types, including hard copies, original copies and scanned or imaged copies archived and managed in an electronic document management system.

No record or document shall be disposed of or destroyed before its required retention period. Nor shall any document be retained any longer than its required retention, unless the documents are pending litigation. If pending litigation, the documents shall be put on "legal hold" and shall be retained until further notice by the office of the District's legal counsel. Any document provided to the public shall have any confidential information (i.e. names, addresses, account numbers, financial information of customer, etc.) redacted from documents.

### C. Record Retention Schedule

This is the District's Records Retention Schedule, in accordance with Government Code Sections 12236 and 60201 and reviewed at least biennially. As provided by California law, the District will retain, store and dispose of its records in accordance with this schedule. The District may keep a copy of any record listed in the schedule below either in its original form or as an electronic record stored in the District's Records Management System, which is a trusted system within the meaning of Government Code Section 60203(a).

Title/Type:	Retention Period:	Notes:
<b>ADMINISTRATION</b>		

# STOCKTON EAST WATER DISTRICT POLICY MANUAL

Title/Type:	Retention Period:	Notes:
Conflict of Interest Code	Current + 3-years	R
Correspondence	3-years	
Form 700's	7-years after filing	R
Pension & Welfare Plan Information	<u>For life of plan/policy + 6-years</u>	
Policy & Procedures	Permanent	
Safety Data Sheets	30-years	
Secretary of State Filings	Permanent	R
Workers' Compensation Records	5-years <u>from the date of injury</u>	<u>R</u>
<b>BOARD OF DIRECTORS</b>		
Agenda Packets (RBM & Committee)	3-years	
Ordinances & Resolutions	Permanent	R
Meeting Minutes	Permanent	R
<b>CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)</b>		
Email Correspondence	<u>30-days after Notice of Determination (NOD) is filed. If no NOD, 180-days after Project is approved. 180-days after final action taken on Project</u>	
<b>CONTRACTS</b>		
Agreements & Contracts	<u>7-years</u> <del>10-years</del> following end of contract	R
RFB/P Documentation	Contract Termination + 5-years (2-years for unaccepted Bids/Proposals)	R
<b>ELECTIONS</b>		
Ballots	<u>Election + 6-months</u>	
General	3-years	
Oath of Office	Term of Office + 7-years	
<b>FINANCE</b>		
<b>Accounts Payable</b>		
A/P Ledger/Distribution Journal	<u>3-years</u> <del>Until audited</del> <u>Audit + 4-years; 7-years after date of payment for expense reimbursements to employees and officers, travel expense reimbursements or travel compensation</u>	<u>R</u>
Cash Disbursements	<u>Until audited</u> <del>Audit + 4-years; 7-years</del> <u>after date of payment for expense reimbursements to employees and officers, travel expense reimbursements or travel compensation</u> <u>3-years</u>	<u>R</u>
Expense Reports	<u>Until audited</u> <del>Audit + 4-years; 7-years</del> <u>after date of payment for expense reimbursements to employees and</u>	R

# STOCKTON EAST WATER DISTRICT POLICY MANUAL

Title/Type:	Retention Period:	Notes:
	<a href="#">officers, travel expense reimbursements or travel compensation 3-years</a>	
Invoices	<a href="#">Until audited Audit + 4-years; 7-years after date of payment for expense reimbursements to employees and officers, travel expense reimbursements or travel compensation 3-years</a>	R
Payroll	<a href="#">3-years 7-years after date of payment</a>	R
Petty Cash Reports	<a href="#">Until audited Audit + 4-years; 7-years after date of payment for expense reimbursements to employees and officers, travel expense reimbursements or travel compensation 3-years</a>	R
Purchase Orders	<a href="#">Until audited Audit + 4-years 3-years</a>	R
Warrants	<a href="#">3-years Until audited Audit + 2-years</a>	R
<b>Accounts Receivable</b>		
A/R Register	<a href="#">Until audited Audit + 4-years 3-years</a>	
Aged Trial Balance	<a href="#">3-years Audit + 4-years</a>	
Invoices	<a href="#">3-years Audit + 2-years</a>	
Owners Water Use Statements	3-years	
<b>Audit Reporting</b>		
Correspondence	3-years	
Reports	<a href="#">3-years Current + 4-years</a>	
<a href="#">State Controller's Report</a>	<a href="#">Current Year + 7-years</a>	R
<b>Banking</b>		
Bank Confirmations	<a href="#">3-years 4-years</a>	
Bank Reconciliations	<a href="#">3-years 4-years</a>	
Bank Statements	<a href="#">3-years 4-years</a>	
Cancelled & Voided Checks	<a href="#">3-years 7-years for checks to employees and independent contractors; Audit + 4-years for checks to vendors and similar payments</a>	
Deposit Slips	<a href="#">4-years 3-years</a>	
Signature Authorization	3-years	
<b>Financial Reporting</b>		
Accountant Reports	<a href="#">Audit + 7-years</a>	
Charts of Accounts	<a href="#">Audit + 7-years</a>	
Reports & Studies	7-years	

# STOCKTON EAST WATER DISTRICT POLICY MANUAL

Title/Type:	Retention Period:	Notes:
Treasurer's Reports	7-years	
<b>Ledgers</b>		
Account Analysis	Audit + <u>42</u> -years	
Balance Sheets	Audit + <u>24</u> -years	
General Ledger	Audit + <u>24</u> -years	
Journal Entries	Audit + <u>24</u> -years	
<b>HUMAN RESOURCES</b>		
Employee Training	Employment + 4-years	
Form I-9	3-years <u>after date of hire</u> or 1 year after termination of employment, whichever is <u>greater/</u> <del>later</del>	
Personnel Files	<u>Current + 43</u> -years after termination of employment	R
Recruitment	<u>Current + 2</u> -years	
Time Sheets	Current + 4-years	
<b>INFORMATION TECHNOLOGY</b>		
Email – Inbox, Sent, Drafts	Message Date + 90-days	
Email – Defined Folder(s)	Message Date + 2-years	
Email – Deleted Folder	Message Date + 30-days	
<b>WATER OPERATIONS</b>		
Water Quality Monitoring Results	10-years	Lab Sheets, Bacti Results
Water Outage Complaints	5-years	Verbal, Written & Corrective Action



ACWA SGMA Implementation Subcommittee Meeting	
Tuesday, July 19 2:00 – 3:00 PM	<a href="#">Zoom Link</a>
Chair: Trevor Joseph <a href="mailto:tjoseph@roseville.ca.us">tjoseph@roseville.ca.us</a>	Staff Liaison: Soren Nelson <a href="mailto:sorenn@acwa.com">sorenn@acwa.com</a>

<b>1. Introductions</b>	New members
<b>2. Discussion Items</b> a. Incomplete GSP Review b. Executive Order Implementation Updates c. GSP Development and Implementation (Open Discussion)	All
<b>3. Subcommittee Business</b> a. Call for Future Agenda Items b. Next ACWA Groundwater Committee Meeting – July 26 2:30-4:30	All
<b>4. Wrap Up and Action Items</b>	Trevor Joseph



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**Energy Committee Meeting**  
*July 26<sup>th</sup> 9:30 – 11:30 am*

<b>Chair: Gary Arant</b> <b>Valley Center Water District</b>	<b>Vice Chair: Tasha Wright</b> <b>Santa Rosa Water</b>	<b>Staff Liaison:</b> <b>Nick Blair</b>
<b><u>Register Here</u></b>		
After registering you will receive a confirmation email containing information about joining the zoom.		

I. Chair’s Welcome & Introductions	Gary Arant, Chair
II. CARB Clean Fleets Rule Development (30 min)	CARB Staff TBD
III. IOU Demand Response Programs and Lessons Learned (30 min)	Justin Witte, PG&E Bryan Falconer, SCE Brad Mantz, SDG&E
IV. State 5000 MW Strategic Reserve (30 min)	Scott Flake, DWR
V. Terra Verde (Preferred Provider) Market Update (30 min)	David Burdick, Terra Verde
VI. Other Business	All
VII. Adjourn	

**Next Meeting:** – Nov 29, at Fall Conference & Exhibition in Indian Wells, CA. No virtual option will be provided

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Weekly Water Report	As of: July 18, 2022	As of: July 25, 2022
<b>New Hogan (NHG) TOC</b>	<b>317,100</b>	<b>AF</b>
Storage:	94,344	AF
Net Storage Change:	-3,972	AF
Inflow:	-7	CFS
Release:	246	CFS
<b>New Melones (NML) Allocation</b>	<b>75,000</b>	<b>AF</b>
Storage:	742,429	AF
Net Storage change:	-15,322	AF
Inflow:	205	CFS
Release:	1,522	CFS
<b>Source: CDEC Daily Reports</b>		

<b>Goodwin Diversion (GDW)</b>		
Inflow (Tulloch Dam):	1,798	CFS
Release to Stanislaus River (S-98):	303	CFS
Release to OID (JT Main):	834	CFS
Release to SSJID (SO Main):	393	CFS
Release to SEWD:	<u>0</u>	CFS
Total Release	1,530	CFS
<b>Source: Tri-Dam Operations Daily Report</b>		
<b>Farmington Dam (FRM)</b>		
Diverted to SEWD:	N/A	CFS
Diverted to CSJWCD:	0	CFS
<b>Source: USACE WCDS Hourly Report</b>		

<b>Surface Water Used</b>		
Irrigators on New Hogan:	21	
Irrigators on New Melones:	0	
Out-Of-District Irrigators:	0	
DJWWTP Production:	50	MGD
North Stockton:	17	MGD
South Stockton:	6	MGD
Cal Water:	25	MGD
City of Stockton DWSP Production:	13	MGD

<b>District Ground Water Extraction</b>		
74-01	894	GPM
74-02	560	GPM
North	560	GPM
South	1,633	GPM
Extraction Well # 1	<u>3,070</u>	GPM
Total Well Water Extraction	6,717	GPM
Total Ground Water Production	9.7	MGD

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

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Catherine McKinney

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Subject: FW: SJFB Water Committee Meeting



# Water Committee Meeting Notice

**Tuesday, July 26, 2022 at 5:00pm**  
In-Person or Via Zoom

*We will be having Mr. Steven Shih with SJC Environmental Health Department as a guest speaker to discuss the well permitting process. Dinner will be provided at the meeting, and all guests are welcome to attend the meeting in person!*

## Please RSVP

**LOCATION**

SJFB Office/Zoom

**DATE AND TIME**

07/26/22 5:00pm - 07/26/22 6:00pm

All guests are invited to attend the meeting in person and dinner will be provided! We hope to see you all next week.

I&apos;ll be there! In-Person

I can&apos;t make it

I&apos;ll be there! On Zoom

Topic: July Committee Night  
Time: Jul 26, 2022 05:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/82138203881?pwd=bkd6bFVpOEUvNGVZS0xleVc1SVBwQT09>

Meeting ID: 821 3820 3881

Passcode: 72622

One tap mobile

+16699009128,,82138203881# US (San Jose)

+16694449171,,82138203881# US

Dial by your location

+1 669 900 9128 US (San Jose)

+1 669 444 9171 US

+1 346 248 7799 US (Houston)

+1 253 215 8782 US (Tacoma)

+1 312 626 6799 US (Chicago)

+1 386 347 5053 US

+1 564 217 2000 US

+1 646 558 8656 US (New York)

+1 646 931 3860 US

+1 301 715 8592 US (Washington DC)

Meeting ID: 821 3820 3881

Find your local number: <https://us02web.zoom.us/u/kdv9pjALDc>

**Please have first and last name in the zoom display for attendance. If calling in by phone, please identify yourself upon entry.**

**\*\*New to Zoom?**

Zoom is a video/audio meeting room program that you can participate through on your computer or phone. To get set up, prior to the meeting, click on the zoom link above to download the Zoom app to your phone or computer. Download takes about 5 minutes.

For attending the meeting, click on the Zoom link in the invite and it will take you to our meeting room. Each meeting has a unique 9, 10, or 11-digit number called a meeting ID that will be required to join a Zoom meeting. It will ask you to enter the meeting ID number and your display name. Please type in your first and last name so everyone knows who is on for the meeting. **This will be your attendance sign in.**

Select that you would like to connect both the audio and video and then select Join. Once in the meeting you will have the option to unmute yourself and turn off your video if necessary.

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**Thank you for your service to Farm Bureau.**

SJFB | 3290 N Ad Art Rd, Stockton, CA 95215

[Unsubscribe.afeliciano@sewd.net](mailto:Unsubscribe.afeliciano@sewd.net)