



# SAN JOAQUIN TRIBUTARIES AUTHORITY

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## COMMISSION MEETING OF THE SAN JOAQUIN TRIBUTARIES AUTHORITY

THURSDAY, JULY 11, 2024 – 9:00 A.M.  
SPECIAL MEETING AGENDA

TURLOCK IRRIGATION DISTRICT  
BOARD ROOM 105  
333 E. CANAL DRIVE  
TURLOCK, CA 95380

WINDMILL ORCHARDS  
17092 MELLO ROAD  
RIPON, CA 95366

4333 CLAUS ROAD  
MODESTO, CA 95357

HOTEL LETO HYDRA  
RAFALIAS STREET 180 40 HYDRA  
GREECE

FRANTZ WHOLESALE NURSERY, LLC  
OAK ROOM  
12161 DELAWARE ROAD  
HICKMAN, CA 95323

ALTERNATE FORMATS OF THIS AGENDA WILL BE MADE AVAILABLE UPON REQUEST TO QUALIFIED INDIVIDUALS WITH DISABILITIES. PERSONS WHO REQUIRE A DISABILITY-RELATED MODIFICATION OR ACCOMMODATION, INCLUDING AUXILIARY AIDS OR SERVICES, SHOULD CONTACT JENNIFER LAND, COMMISSION SECRETARY, IN PERSON OR BY MAIL, AT THE ABOVE (TID) ADDRESS, OR BY TELEPHONE AT (209) 883-8353, NOT LESS THAN 24 HOURS PRIOR TO THE MEETING FOR WHICH THE MODIFICATION OR ACCOMMODATION IS REQUIRED.

### 1. CALL TO ORDER

Members of the public will have the opportunity to provide public input in-person or via the webinar or phone features. If you wish to speak, click on the “Raise Hand” button via Zoom, or press \*9 if using a phone, and wait until your name (or other identifying information) is called by the Commission Secretary.

#### To join the meeting:

- [Click here to join the video meeting](#)
- Or to join by phone, please dial 669-900-9128 or 346-248-7799;  
Meeting ID: 989 1559 4655

### 2. ROLL CALL OF COMMISSIONERS

3. **PUBLIC COMMENT PERIOD** (5 minutes per speaker)  
This time is provided for the public to address the Commissioners of the Authority on matters of concern that fall within the jurisdiction of the Authority that are not on the agenda. Speakers are encouraged to consult Member Management or Directors prior to agenda preparation regarding any Authority operation or responsibility as no action will be taken on non-agenda issues.
4. **RESOLUTION APPROVING A REALLOCATION OF FUNDS FOR THE FISCAL YEAR 2024 BUDGET**  
Consider approving a reallocation of funds for the Fiscal Year 2024 budget.  
- Michael Clipper, Treasurer
5. **MOTION TO ADJOURN TO CLOSED SESSION**
  - A. **Public Employee Appointment**  
California Government Code Section 54957(b)(1)  
Title: Executive Director  
- Valerie Kincaid, Legal Counsel
6. **RECONVENE - REPORT OF ANY ACTION TAKEN IN CLOSED SESSION**
7. **MATTERS TOO LATE FOR THE AGENDA**
8. **NEXT REGULAR MEETING DATE - MONDAY, AUGUST 12, 2024 AT 10:00 A.M.**
9. **MOTION TO ADJOURN**



MEMORANDUM

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**To:** San Joaquin Tributaries Authority  
**From:** SJTA Treasurer, Michael Clipper  
**Issue:** Reallocation of Funds for the 2024 Fiscal Year Budget  
**Date:** July 11, 2024

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Due to the ongoing status of the Executive Director recruitment, a reallocation of funds is proposed to cover additional administrator and recruitment related services as outlined below.

Background

The Fiscal Year 2024 adopted budget was \$1.517M.

- Cash Call: \$380,000 per member agency
- Total Cash Call: \$1.517M
- Carryover from FY23: \$0
  
- Expenses – Totaling \$1.517M:
  - Executive Director: \$300K
  - Administration (including Consultants, Strategic Planning, Studies): \$156K
  - Legal: \$1.061M

Proposed Revised 2024 Budget

There is no change to the total Fiscal Year 2024 budget amount of \$1.517M. The proposed changes reflect a reallocation of funds.

- Cash Call: \$380,000 per member agency
- Total Cash Call: \$1.517M
- Carryover from FY23: \$0
  
- Expenses – Totaling \$1.517M:
  - Executive Director: \$173K
  - Administration (including Consultants, Strategic Planning, Studies): \$282,850
  - Legal: \$1.061M

The proposed reallocation of funds does not result in an additional cash call for the member agencies.

**RESOLUTION NO. 2024 - 1**

**RESOLUTION APPROVING A REALLOCATION OF FUNDS  
FOR THE SAN JOAQUIN TRIBUTARIES AUTHORITY  
2024 FISCAL YEAR BUDGET**

WHEREAS, the San Joaquin Tributaries Authority (SJTA) adopted the 2024 Fiscal Year budget on November 13, 2023; and

WHEREAS, the 2024 Fiscal Year Budget totaled \$1.517 million in expenses, including \$300,000 for Executive Director, \$156,000 for Administration, and \$1.061 million for Legal related costs (as outlined in Exhibit A); and

WHEREAS, since adoption of the budget, the SJTA launched its recruitment for the Executive Director position of which the recruitment is active and ongoing; and

WHEREAS, due to the ongoing status of the recruitment, it has been determined that the administrator services currently performed by Jennifer Persike & Company will need to continue through the end of 2024 in the estimated amount of \$113,000; and

WHEREAS, it has also been determined there have been some additional direct costs associated with the first round as well as the upcoming second round of recruitment services performed by Wendi Brown Creative Partners (WBCP) in the estimated amount of \$14,000; and

WHEREAS, since the Executive Director position has not yet been filled, there are sufficient funds available in this unspent line item to cover the additional administrator and recruitment services and related expenses, which will result in no additional cash call for the member agencies.

NOW, THEREFORE, BE IT RESOLVED by the Commission of the San Joaquin Tributaries Authority that the resolution approving a reallocation of funds for the 2024 Revised Fiscal Year budget (as outlined in Exhibit B) is hereby adopted.

Moved by Commissioner , seconded by Commissioner , that the foregoing resolution be adopted.

Upon roll call the following vote was had:

Ayes:

Noes:

Absent:

The Chair declared the resolution \_\_\_\_\_.

I, Jennifer Land, Secretary of the Commission of the SAN JOAQUIN TRIBUTARIES AUTHORITY, a California joint powers agency, do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly adopted at a special meeting of said Commission thereof duly called and held at Turlock Irrigation District office held on the 11<sup>th</sup> day of July, 2024.

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Secretary to the Commission of the  
SAN JOAQUIN TRIBUTARIES AUTHORITY

## 2024 Adopted Budget

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Cost for ED	\$280,000
Travel ED	\$20,000
Total ED Cost	<u>\$300,000</u>
Admin Staff Cost	\$25,000
Website & Branding update	\$40,000
Strategic Plan Implementation / Administrator	\$50,000
Modeling / Fish Studies	\$850
DO Stockton Ship Channel Project	\$25,000
Banking and CPA Expenses	\$5,000
Court and Record Fees	\$10,000
Total Admin Costs	<u>\$155,850</u>
Legal (Paris Kincaid)	<u>\$1,061,000</u>
Total	<u>\$1,516,850</u>
Cash Call per agency	\$379,213

## 2024 Revised Budget

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Cost for ED	\$153,000
Travel ED	\$20,000
Total ED Cost	<u>\$173,000</u>
Admin Staff Cost	\$25,000
Website & Branding update	\$40,000
Strategic Plan Implementation / Administrator	\$177,000
Modeling / Fish Studies	\$850
DO Stockton Ship Channel Project	\$25,000
Banking and CPA Expenses	\$5,000
Court and Record Fees	\$10,000
Total Admin Costs	<u>\$282,850</u>
Legal (Paris Kincaid)	<u>\$1,061,000</u>
Total	<u>\$1,516,850</u>
Cash Call per agency	\$379,213