

December 16, 2020
Regular Meeting
5:01 p.m.

On March 12, 2020, Governor Newsom issued Executive Order N-25-20, which enhances State and Local Governments' ability to respond to COVID-19 Pandemic; this meeting was conducted with some members participating via conference phone. Because of this, all voting was done by roll call vote.

The Board of Directors of the San Benito County Water District convened in regular session on Wednesday, December 16, 2020 at 5:01 p.m. at the San Benito County Water District office at 30 Mansfield Road, Hollister, California. Members present at the District were: President John Tobias, and Directors Sonny Flores, Joe Tonascia and Doug Williams; Director Andrew Shelton participated virtually. Also present at the District were District Manager/Engineer Jeff Cattaneo, Assistant Manager Sara Singleton, Water Conservation Program Manager Shawn Novack and Board Clerk/Office Specialist III Barbara Mauro. District Counsel Jeremy T. Liem, Deputy District Engineer Garrett Haertel and Finance Manager Natalie Sullivan, also participated virtually.

CALL TO ORDER

President Tobias called the meeting to order at 5:01 p.m.

a. Pledge of Allegiance to the Flag

President Tobias led the Pledge of Allegiance.

b. Roll Call

Mrs. Mauro called roll. President Tobias and Directors Flores, Tonascia and Williams were present at the District; Director Shelton participated virtually.

c. Speakers will be limited to 5 minutes to address the Board; rebuttal will be limited to 3 minutes; no new business agenda items will be heard after 8:00 p.m.

d. Approval of Agenda

With a motion by Director Tonascia and a second by Director Williams, the Agenda was approved by 5 affirmative votes: Tobias, Flores, Shelton, Tonascia and Williams.

e. Public Input: Members of the Public are Invited to Speak on any Matter not on the Agenda

There were no public comments.

CONSENT AGENDA:

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|--|--------------------------|------------------------|
| 1. Approval of Minutes for: | November 18, 2020 | Regular Meeting |
| | December 9, 2020 | Special Meeting |
| 2. Allowance of Claims | | |
| 3. Acknowledgement of Paid Claims prior to the December Board Meeting | | |

With a motion by Director Williams and a second by Director Tonascia, the Consent Agenda was approved by 5 affirmative votes; Tobias, Flores, Shelton, Tonascia and Williams.

REGULAR AGENDA:

4. Refinancing of CalPERS Unfunded Accrued Liability (UAL) and Water Infrastructure of the Nation (WIIN) Act Obligations

a. Discuss Status of Bond Financing

Mrs. Singleton distributed to the Board; the schedule provided by the Bond Counsel. The WIIN Contract was posted to the Federal Registry and the public comment period ends on December 29, 2020. She reported the contract may be executed by February 1, 2021 and the financing will likely begin in March 2021. Mrs. Singleton also reported the validation process for the contract has begun. The notification was mailed to all San Felipe customers this past Monday and it was also posted in the Free Lance last Friday and will run again, the next two Fridays.

b. Discuss and Consider Resolution #2020-21, Approving and Adopting a Debt Management Policy

Mrs. Singleton stated this resolution is for a Debt Management Policy. It was prepared by the District's Bond Counsel and has also been reviewed by both District Counsel and Finance Committee. Mrs. Singleton reviewed the policy for the Board.

With no questions from the Board, a motion was made by Director Williams and seconded by Director Tonascia, Resolution #2020-21, *A Resolution of the Board of Directors of the San Benito County Water District Approving and Adopting a Debt Management Policy* was approved by 5 affirmative votes: Tobias, Flores, Shelton, Tonascia and Williams.

5. Discussion on Memorandum of Understanding, between San Benito County Water District and the City of San Juan Bautista for Water Supply Plan

Mr. Cattaneo stated the District and the City of San Juan Bautista (COSJB) is currently working on a draft MOU. The standards for this agreement were developed by the District and the COSJB. This MOU is specific to water supply and all wastewater treatment and disposal will be the responsibility of the COSJB.

President Tobias asked if the COSJB will need a separate agreement with the City of Hollister (COH) for the wastewater. Mr. Cattaneo stated yes.

Director Tonascia asked if the COSJB can still use their pellet plant and Mr. Cattaneo stated it would not be necessary. Director Tonascia further asked if there was any action needed by the Board at this meeting. Mr. Cattaneo stated there is no action needed now as the MOU is not complete. Once it is, the District will hold another committee meeting. He added if the COSJB doesn't move forward with the plan, they will be required to reimburse the District for all design costs.

President Tobias asked about the timing. Mr. Cattaneo stated as soon as possible as the COSJB has a timeline to meet for grant funds through the EPA. President Tobias further

asked who would approve the MOU first. Mr. Cattaneo stated both parties to the MOU must approve and execute, for it to be valid.

Director Shelton asked if the agreement between the COH and the COSJB for wastewater treatment should go before the District's MOU. Mr. Cattaneo replied the agreement between the 2 cities is behind our MOU for the time being. The pipeline needed for the wastewater plant is more complicated than the pipeline from the West Hills plant to the City.

6. North San Benito County Groundwater Sustainability Agency (GSA)

- **Sustainable Groundwater Management Act (SGMA) Update**
- **Discussion of Monitoring Chapter of the Groundwater Sustainability Plan (GSP)**

Iris Priestaf, of Todd Groundwater, presented a PowerPoint on the SGMA Update as well as discussed, the Monitoring Chapter of the Groundwater Sustainability Plan. Regarding monitoring, she discussed the need for the measurement of pumping, which may be from in-line meters or remote sensing. Ms. Priestaf added she will return for the Annual Groundwater Report Meeting on January 11, 2021.

7. Staff Report—Mass/Group Messaging Service for District customers

Mrs. Sullivan stated staff has been working on selecting a group messaging service. This service would be used to report water outages to District customers. Anne Stull researched several companies and chose the top 3 to interview. Mrs. Stull used the following criteria in her interview: price, customer service, availability and ease of use. The firm chosen by staff is Dial My Calls. Mrs. Sullivan reported staff sent out requests to customers and received a little over 50% back. Mrs. Sullivan reviewed the pricing and read some sample scripts. She added it can be done by subsystem, so only the customers in the subsystem affected by an outage would be contacted.

President Tobias asked if the message can be directed to 5 different numbers. Mrs. Sullivan stated only 1 is set up for now, but staff may be able to add more. President Tobias suggested having a primary and a secondary contact. Mrs. Sullivan stated that is a good idea; perhaps 1 could be set up as a voicemail and the other as text.

Director Shelton asked what the percentage received from customers was, text versus voicemail. Mrs. Sullivan stated she didn't have that figure available but thought the greater response was for a text. Director Shelton further asked about the pricing and if the price would increase. Mrs. Sullivan stated the cost of 4.5¢ does not expire and we purchased \$500 in credits.

8. Committee/Agency Representative Reports:

a) San Luis Delta Mendota Water Authority (Tonascia/Cattaneo)

As per Mr. Cattaneo, he will cover this under his Manager's report.

b) Water Resources Association (Flores)

As per Director Flores, general business was discussed. Mr. Novack added he also showed the committee the new website and the new videos.

- c) **Finance Committee (Tonascia/Williams)**
As per Directors Tonascia and Williams, this has been covered.
9. **Monthly Operations and Maintenance Report**
Mr. Cattaneo stated Mr. Craig is not available due to the maintenance crew working after hours on a repair.
10. **District Manager/Engineer's Report:**
- a) **Reach 1 Operations**
Mr. Cattaneo reported the District is working with Santa Clara Valley Water District (SCVWD) on a Pacheco Pump Plant Evaluation. The two districts have agreed to hire Alan Zeisbrich to perform the pump analysis. Both districts will pay their Reach 1 percentages, with SBCWD paying 22% and SCVWD paying 78%.
 - b) **Zone 3 Operations**
Mr. Cattaneo reported we haven't received any rain, so there isn't much to report. Also, the maintenance work will continue in the spring.
 - c) **Zone 6 Operations**
Mr. Cattaneo reported the District should have 800-1500 acre feet of rescheduled water in San Luis Reservoir. Staff plans to hold San Justo Reservoir at 485'. He further reported San Luis Reservoir is unlikely to fill and staff will maintain adequate storage in San Justo Reservoir in case of any issues at the Pacheco Pumping Plant.
 - d) **San Luis Delta Mendota Authority Activities**
Mr. Cattaneo reported there will be a budget workshop tomorrow from 9 a.m. to noon.
 - e) **Pacheco Reservoir Expansion Project**
Mr. Cattaneo reported this project will not be getting WIIN Act Funds; the funding went to the BF Sisk Dam Raise Project instead. There will be a SCVWD Meeting to discuss more options on the project.
 - f) **Water Infrastructure Improvements for the Nation Act (WIIN) Contract Conversion**
 - i. **Draft Summons for the WIIN Contract**
Mr. Cattaneo reported this has already been covered.
11. **Board Organization**
- a. **Election of Officers**
PRESIDENT
Director Tonascia nominated Director Williams for President; Director Flores seconded the motion. With 5 affirmative votes, Tobias, Flores, Shelton, Tonascia and Williams, the Board of Directors approved Director Williams for President for calendar year 2021.

VICE PRESIDENT

Director Flores nominated Director Tonascia for Vice President; Director Williams seconded the motion. With 5 affirmative votes, Tobias, Flores, Shelton, Tonascia and Williams, the Board of Directors approved Director Tonascia for Vice President for calendar year 2021.

12. Adjournment

With no further business to discuss, the meeting was adjourned at 6:00 p.m.

Minutes were approved at the January 27, 2021 board meeting and signed by the presiding board member.

/s/Doug Williams

Doug Williams, President

/s/Barbara L. Mauro

Barbara L. Mauro, Board Clerk