

October 29, 2025
Regular Meeting
5:00 p.m.

The Board of Directors of the San Benito County Water District convened in regular session on Wednesday, October 29, 2025 at 5:00 p.m. at the San Benito County Water District office at 30 Mansfield Road, Hollister, California. Members present were: President Doug Williams, and Directors Sonny Flores, John Freeman and Joe Tonascia; Vice President Mark Wright was absent. Also present were General Manager Dana Jacobson, District Counsel Jeremy T. Liem, Assistant General Manager Brett Miller, Operations and Maintenance Manager Michael Craig, Office Specialist II Shannon Darnall and Executive Assistant/Board Clerk Barbara Mauro.

CALL TO ORDER

President Williams called the meeting to order at 5:00 p.m.

a. Pledge of Allegiance to the Flag

President Williams led the Pledge of Allegiance.

b. Roll Call

Mrs. Mauro called roll. Members present were: President Williams, Vice President Wright and Directors Flores, Freeman and Tonascia; Vice President Wright was absent.

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 Freeman, the Agenda was approved by 4 affirmative votes, Williams, Flores, Freeman and Tonascia and there was 1 absence, Wright.

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:

1. **Approval of Minutes for: September 24, 2025 Regular Meeting**
2. **Allowance of Claims**
3. **Acknowledgement of Paid Claims prior to the October Board Meeting**
4. **On Call Contracts – Status Updates**

Director Tonascia asked what the payment to C. Overaa was for? Mr. Jacobson stated Overaa is the contractor for the West Hills WTP expansion.

With no further questions, a motion was made by Director Freeman and seconded by Director Flores, the Agenda was approved by 4 affirmative votes, Williams, Flores, Freeman and Tonascia and there was 1 absence, Wright.

REGULAR AGENDA

5. **Consider Approval and Authorize General Manager to Execute a Contract amendment with Kennedy Jenks Inc. Consultants for Construction Management Services Related to West Hills Water Treatment Plant Expansion (NTE \$2,184,927 with 5% contingency of \$92,550)**

Mr. Jacobson stated the original contract for Kennedy Jenks was approved by the Board in June 2024. Mr. Jacobson reviewed the additional items needed to complete the new Incidental Take Permit (ITP), which totals approximately \$370,000.

Director Tonascia commented on the not to exceed number. Mr. Jacobson stated the not to exceed total plus the contingency is the full revised amount. Further discussion ensued regarding the fencing required for environmental reasons.

With a motion by Director Tonascia and a second by Director Freeman, the Board of Directors approved and authorized the General Manager to execute a contract amendment with Kennedy Jenks Inc. Consultants for Construction Management Services related to West Hills Water Treatment Plant Expansion (NTE \$2,227,477) by 4 affirmative votes, Williams, Flores, Freeman and Tonascia and there was 1 absence, Wright.

6. **Consider Authorizing the General Manager to Execute the Letter Agreement with Santa Clara Valley Water District (Valley Water) related to the Pacheco Reservoir Expansion Project**

Mr. Jacobson restated for the Board, that Valley Water, at their August 26, 2025 board meeting, voted to cease work on the Pacheco Reservoir Expansion Project (PREP) for the following reasons: 1) USBR would not allow CVP water to be stored in the new reservoir; 2) Adjusted costs had risen to \$3.2 billion, and; 3) Valley Water wasn't able to secure any other partners. Mr. Jacobson gave a brief history on how the District got to this point, as it had determined the need for more water supply and the discussion included the CVP water stored on our behalf at Semi Tropic.

Currently, the District has 4500 acre feet stored in Semi Tropic and as of January 1, 2022, the District's obligation to the project (2.5%) is \$732,318. In lieu of a cash payment, staff is recommending a trade of 3500 acre feet of the stored water, which will conclude our participation in the project. Mr. Jacobson reported Valley Water will send a letter to sign, if the Board approves this approach, confirming the trade of the water.

Director Freeman asked for clarification of the language in the letter in the board packet, which Mr. Liem provided.

With a motion by Director Freeman and a second by Director Flores, the Board of Directors authorized the General Manager to execute the Letter Agreement with Santa Clara Valley Water District (Valley Water) related to the Pacheco Reservoir Expansion Project by 4 affirmative votes, Williams, Flores, Freeman and Tonascia and there was 1 absence, Wright.

7. **Consider Authorizing District staff to surplus:**

a. 1999 Sterling Dump Truck (VIN#2FZHRJBA1XAA53038)

b. 2009 Chevrolet Silverado 2500 (VIN#1GCHK44K49F174056)

Mr. Miller reported to the Board there are 2 vehicles staff is recommending to surplus. One is the dump truck the District has already replaced and the other truck needs more repairs than what it is worth. Discussion ensued about “clean fleet” vehicles and perhaps installing solar panels near the shop to install a future scan station and offer more protection for the District’s vehicles.

With a motion by Director Tonascia and a second by Director Flores, the Board of Directors authorized District staff to surplus: the 1999 Sterling Dump Truck (VIN#2FZHRJBA1XAA53038) and the 2009 Chevrolet Silverado 2500 (VIN#1GCHK44K49F174056) through gov.deals.net by 4 affirmative votes, Williams, Flores, Freeman and Tonascia and there was 1 absence, Wright.

8. **Consider Approval of ACWA JPIA’s Commitment to Excellence Certificate and Authorizing the Board of Directors and the General Manager to sign on the District’s behalf**

Mr. Miller reviewed this item. ACWA JPIA offers programs to reduce risks and partners with agencies to support these programs and make a commitment for District staff to participate. It would also allow the District to qualify for additional grants through ACWA JPIA.

With a motion by Director Flores and a second by Director Freeman, the Board of Directors approved the ACWA JPIA’s Commitment to Excellence Certificate and Authorized the Board of Directors and the General Manager to sign on the District’s behalf by 4 affirmative votes, Williams, Flores, Freeman and Tonascia and there was 1 absence, Wright.

9. **Consider Approving the establishment of an Artificial Intelligence Appropriate Use Policy**

Mr. Miller reviewed this item and stated for best practices, the District should approve an Artificial Intelligence (AI) Policy, as it raises concerns about acceptable and unacceptable use of AI by staff. Discussion ensued about having no more than 1-2 subscriptions for AI and Mr. Miller stated we are only looking at one company at this point.

With a motion by Director Tonascia and a second by Director Freeman, the Board of Directors approved the establishment of an Artificial Intelligence Appropriate Use Policy by 4 affirmative votes, Williams, Flores, Freeman and Tonascia and there was 1 absence, Wright.

10. **Consider Approval of the Board Calendar for 2026**

Mrs. Mauro reviewed the proposed changes to the board meeting dates for 2026 with the board.

With no questions, a motion was made by Director Flores and seconded by Director Tonascia, the Board of Directors approved the Board Calendar for 2026, with staff’s

proposed changes, by 4 affirmative votes, Williams, Flores, Freeman and Tonascia and there was 1 absence, Wright.

11. **Committee/Agency Representative Reports:**

a. **San Luis and Delta-Mendota Water Authority (Tonascia/Jacobson)**

As per Director Tonascia, usual business was discussed and all congratulated Mr. Jacobson on his marriage.

b. **Water Resources Association (Flores/Freeman)**

As per Director Flores, it was Mrs. Osorio's first meeting and she made a presentation on her ideas for outreach; it was a good meeting.

c. **Pacheco Reservoir Expansion Project Committee (Flores/Wright)**

As per Director Flores, this has already been covered.

d. **Personnel Committee (Flores/Tonascia)**

As per Directors Flores and Tonascia, the committee met in closed session.

12. **Monthly Operations and Maintenance Report**

Mr. Craig reported the Paicines Canal looks good since the repair work. At the Hernandez Reservoir, staff has installed the braided lines and exercised the valves. Hernandez still has a few items to complete and there are weeds and dirt to remove. San Justo Reservoir is operating off reverse flow and the anoxic water was run through the system to help with controlling the zebra mussels. Mr. Craig further reported meters and check valves, that will be replaced throughout the district, have begun arriving and staff will start scheduling in early November.

Mr. Craig also showed photos of the replacement of the 16 inch and 8 inch valves at Spring Grove and Jones. The repair was complicated but is now complete. Today the road was paved and tomorrow it will be painted.

President Williams asked if there was water in Hernandez yet; Mr. Craig stated no, not yet.

13. **General Manager's Report:**

a. **Reach 1 Operations**

Mr. Jacobson stated he had nothing to report at this time.

b. **Zone 3 Operations**

Mr. Jacobson reported Mr. Craig covered this.

c. **Zone 6 Operations**

Mr. Jacobson distributed a handout to the board. There was an error in the calculations related to available water supplies this year, which led the District consider selling some of the extra water via a transfer. If the District transfers all the water contemplated, it leaves the District short of water for the carryover in San Luis Reservoir into next year. Discussion ensued about how to proceed; whether to short the transfer or purchase more water to fill in for the transfer, so the District can maintain a certain level of water for its storage.

The Board agreed to wait for a decision after the next water balancing meeting.

d. Accelerated Drought Response Project (ADRoP)

Mr. Jacobson reported that all parties have signed the Water Supply and Treatment Agreement. The expansion of the West Hills WTP and the drilling of the wells are moving along. The production at the first well wasn't as much as expected, so all are discussing potential solutions for the rest of the wells. Mr. Jacobson also reported Specialty Constructions has begun on the pipeline project.

Mr. Liem reported now that he has the certificate of acceptance (Resolution approved at last board meeting gave this authority to Mr. Jacobson), he stated all easements can now be filed and recorded.

e. San Luis and Delta-Mendota Water Authority Activities

Mr. Jacobson did not have anything additional to report.

f. City of San Juan Bautista Water Supply Plan

Mr. Jacobson reported San Juan had signed the WSTA and has changed their approach; the City will now be adding the connection to West Hills into their project. Mr. Jacobson further reported the District will still need to recover the design costs of approximately \$180,000 done by HDR and were previously agreed upon by all parties.

g. B F Sisk Dam Raise Project

Mr. Jacobson reported the project is experiencing a scheduling issue with the Bureau. However, CalTRANS has agreed to relax the slope of the road, which estimates reducing that cost by about \$375 million.

h. Sustainable Groundwater Management Act Compliance

Mr. Jacobson reported a kick-off meeting was held today with Todd Groundwater. Discussed, was the need to reactivate the TAC and schedule several meetings. Also discussed was the scheduling of 2 public workshops.

i. Miscellaneous District items

Mr. Jacobson reported next month, the Board will receive information on an Outreach Plan, separate from the WRA Outreach.

14. **CLOSED SESSION:**
CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of
Government Code § 54956.9: Two Cases

15. **CLOSED SESSION: Conference with Labor Negotiator**
Pursuant to Government Code Section § 54957.6
CONFERENCE WITH LABOR NEGOTIATOR
Agency designated representative: Jeremy T. Liem
Unrepresented Employee: General Manager

(The Board convened in Closed Session at 6:30 p.m.)

16. **OPEN SESSION:**
Report any action, if any, from Closed Session items

(The Board reconvened in Open Session at 6:42 p.m.)

Regarding Closed Session Agenda item #14, there was nothing to report, per Mr. Liem.

Regarding Closed Session Agenda item #15, Mr. Liem reported the amendment of the General Manager's contract included, annual salary of \$270,000, a monthly vehicle allowance of \$800 and working 1 day per week at home. With a motion by Director Tonascia and a second by Director Flores, the Board of Directors approved the amendment to Mr. Dana Jacobson's employment contract by 4 affirmative votes, Williams, Flores, Freeman and Tonascia and there was 1 absence, Wright.

17. **Adjournment**

With no further business to discuss, the meeting was adjourned at 6:42 p.m.

Minutes were approved at the November 19, 2025 Board meeting and signed by the presiding board member.

/s/Doug Williams
Doug Williams, President

/s/Barbara L. Mauro
Barbara L. Mauro, Executive Assistant/Board Clerk