June 24, 2026
Regular Meeting
5:01 p.m.

The Board of Directors of the San Benito County Water District convened in regular session on Wednesday, June 24, 2026, at 5:01 p.m. at the San Benito County Water District office at 30 Mansfield Road, Hollister, California. Members present were: President Mark Wright, Vice President Joe Tonascia and Directors Sonny Flores and Doug Williams; Director John Freeman 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, Senior Engineer David Macdonald, Water Resources Technician II Dustin Franco, Human Resources/Administrative Analyst Cindy Tyler, Office Programmer III Anne Stull, Office Specialist II Shannon Darnall and Executive Assistant/Board Clerk Barbara Mauro. Jeff Cattaneo was also present.

CALL TO ORDER

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

a. Pledge of Allegiance to the Flag

President Wright led the Pledge of Allegiance.

b. Roll Call

Mrs. Mauro called roll. Members present were: President Wright, Vice President Tonascia and Directors Flores and Williams; Director Freeman 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 Flores and a second by Vice President Tonascia, the Agenda was approved by 4 affirmative votes, Wright, Tonascia, Flores and Williams and there was 1 absence, Freeman.

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: May 27, 2026 Regular Meeting**
   June 17, 2026 Special Meeting
2. **Allowance of Claims**
3. **Acknowledgement of Paid Claims prior to the June Board Meeting**
4. **On Call Contracts – Status Updates**

With no questions from the Board or the public, a motion was made by Vice President Tonascia and seconded by Director Williams; the Consent Agenda was approved by 4 affirmative votes, Wright, Tonascia, Flores and Williams and there was 1 absence, Freeman.

REGULAR AGENDA

5. **Recognizing Dustin Franco for 10 Years of Service, Certificate Issued**

Mr. Jacobson thanked Mr. Franco for his 10 years of service, which has included taking water quality sampling and measurements of the Hernandez and Paicines reservoirs. Mr. Jacobson presented him with a certificate commemorating this accomplishment. With a motion by Vice President Tonascia and a second by Director Flores, the Board approved recognizing Dustin Franco for 10 years of Service, by 4 affirmative votes, Wright, Tonascia, Flores and Williams and there was 1 absence, Freeman.

6. **2025 Urban Water Management Plan Update**

   a. **Proof of Publication**
   Mrs. Mauro verified the proof of publication.

   b. **Presentation of 2025 Urban Water Management Plan Update**
   Mr. Jacobson reviewed the plan update, stating it was a joint effort by the District, the City of Hollister, Sunnyslope County Water District and the City of San Juan Bautista. He further reported the District is in good condition and that this plan is a compliance document, updated every 5 years. Mr. Jacobson stated it included an analysis of water supply and demand and reviews the conservation programs. All agencies have approved of the update, with the exception of Sunnyslope County Water District, who asked for additional time to review it.

   c. **Questions of Directors**
   There were no questions from the Directors.

   d. **Open Public Hearing**
   President Wright opened the Public Hearing.

   e. **Close Public Hearing or continue to later date**
   With no comments from the public, either in person or via Zoom, President Wright closed the public hearing.

   f. **Consider Resolution Approving of the 2025 Urban Water Management Plan Update**
   With a motion by Director Williams and a second by Director Flores, the Board approved Resolution #2026-14, *A Resolution of the Board of Directors of the San Benito County Water District Approving of the 2025 Urban Water Management Plan Update* by 4 affirmative votes, Wright, Tonascia, Flores and Williams and there was 1 absence, Freeman.

7. **Consider Authorizing General Manager to Execute a Contract with Todd Groundwater to Prepare Annual Groundwater Reports for Water Years 2026 through 2030 (NTE $310,975)**

   Mr. Jacobson reviewed this item for the Board. The Annual Groundwater Report, approved by the Board earlier this year, was the last report under the current contract with Todd Groundwater. He further reported the cost is lower than the previous contract, as to reflect historical spending. Mr. Jacobson and the Zone 6 Committee recommend approval of a new contract to cover the next five years of reports, through Todd Groundwater.

With no questions from the Board or comments from the public, in person or via Zoom, the Board Authorized the General Manager to Execute a Contract with Todd Groundwater to Prepare Annual Groundwater Reports for Water Years 2026 through 2030 (NTE $310,975) by 4 affirmative votes, Wright, Tonascia, Flores and Williams and there was 1 absence, Freeman.

8. **Consider Resolution for the San Benito County Water District Acting as the Groundwater Sustainability Agency for the North San Benito Groundwater Basin, Requesting the County of San Benito to Collect a Groundwater Management Fee on the Property Tax Rolls**

Mr. Miller reviewed this item for the Board. Mr. Miller stated the Board recently approved a new Groundwater Management Fee; this resolution is an annual request for San Benito County to collect this fee on the tax rolls, on behalf of the District, for 3166 parcels, for the approximate amount of $43,766.

With no questions by the Board and no comments by the public, either in person or via Zoom, the Board approved Resolution #2026-15, *a Resolution of the Board of Directors of the San Benito County Water District Acting as the Groundwater Sustainability Agency for the North San Benito Groundwater Basin, Requesting the County of San Benito to Collect a Groundwater Management Fee on the Property Tax Rolls* by 4 affirmative votes, Wright, Tonascia, Flores and Williams and there was 1 absence, Freeman.

9. **Consider Resolution Adopting a Policy for Travel and Expense Reimbursement and Repealing Conflicting Resolutions or Portions Thereof**

Mr. Miller reviewed this item for the Board. He stated amending this policy would now include the District employees and meal reimbursement would be based on GSA established rates, when traveling for training or conferences. This policy would cover board members, District employees and volunteers. Staff will provide guidelines for GSA prior to attendance at training and conferences. This comes to the Board with the recommendation from the Administration Committee. Vice President Tonascia asked to clarify that the Board members were not employees of the District which was confirmed by District Counsel.

With no further questions from the Board and no comments from the public, in person or via Zoom, the Board approved Resolution #2026-16, *A Resolution of the Board of Directors of the San Benito County Water District Adopting a Policy for Travel and Expense Reimbursement and Repealing Conflicting Resolutions or Portions Thereof* by 4 affirmative votes, Wright, Tonascia, Flores and Williams and there was 1 absence, Freeman.

10. **Consider Authorizing the General Manager to Execute a Contract with Gutierrez Consultants to Provide ongoing Grant Administration and Support Services (NTE $235,000)**

Mr. Jacobson reviewed this item for the Board. He reported Ms. Gutierrez has provided grant administrative services in 2006; she has done a good job on behalf of the District and has been very successful. He reviewed the amount of grant funding she has obtained for the District, particularly on the ADRoP Project. Her current contract with the District is due to run out of funds and there are several upcoming projects the District will need her expertise on.

With no questions from the Board and no comments from the public, either in person or via Zoom, a motion was made by Director Flores and seconded by Director Williams, the Board Authorized the General Manager to Execute a Contract with Gutierrez Consultants to Provide ongoing Grant Administration and Support Services (NTE $235,000) by 4 affirmative votes, Wright, Tonascia, Flores and Williams and there was 1 absence, Freeman.

11. **Successor Memorandum of Understanding Between San Benito County Water District and Service Employees International Union Local 521:**
Mr. Miller gave a brief overview of both agenda items #11 and #12. Regarding agenda item #11, compensation changes included increased on-call pay from $35 to $40 per day, elimination of continuing education incentive pay, addition of out-of-class pay for temporary promotions, and adjustments to the cafeteria plan and uniform allowances. He added, the total additional cost for fiscal year 26-27 was $421,000 for both SEIU and MCP units. President Wright asked what out of class pay is for? Mr. Miller explained it applies when employees temporarily take on higher-level positions due to leave or absence, with pay based on either 5% of current salary or the lowest step of the new position, ensuring at least a 5% increase.

a. Consider Resolution 2026-17 Approving a Successor Memorandum of Understanding with Service Employees International Union Local 521
With no further questions from the Board and no comments from the public, either in person or via Zoom, the Board approved Resolution #2026-17, *a Resolution of the Board of Directors of the San Benito County Water District Approving a Successor Memorandum of Understanding with Service Employees International Union Local 521* by 4 affirmative votes, Wright, Tonascia, Flores and Williams and there was 1 absence, Freeman.

b. Authorize Board President to Sign Successor Memorandum of Understanding with Service Employees International Union Local 521
With no further questions from the Board and no comments from the public, either in person or via Zoom, the Board Authorized the Board President to Sign Successor Memorandum of Understanding with Service Employees International Union Local 521 by 4 affirmative votes, Wright, Tonascia, Flores and Williams and there was 1 absence, Freeman.

12. **Consider Resolution 2026-18 for the Compensation for the Management/Confidential/Professional Employee Group, Accountant, Assistant Engineer, Associate Engineer, Deputy District Engineer, Finance Manager, Human Resources/Administrative Analyst, Operations and Maintenance Manager, Senior Engineer, Supervising Accountant, Water Conservation Program Manager**
Mr. Miller had already reviewed this item, during agenda item #11. Before considering this item, Mr. Craig asked to address the Board. Mr. Craig expressed concern about the equitable treatment of mid-level managers in the compensation process, noting they lacked a voice in negotiations unlike the other groups. He further stated that there was little incentive for those who go above and beyond in their positions and there should be a greater consideration for performance and compensation in discussions leading up to the contract in these circumstances.

Mr. Miller stated, for the group, Management/Confidential/Professional Group, there is a requirement to read an oral summary into the record. President Wright read the following oral summary into the record:

- ***Oral Summary***
  Government Code section 54953, subsection (d)(3) requires that, before taking final action, the Board of Directors must orally report a summary of the recommendation for a final action on the salaries, salary schedules, or compensation paid in the form of fringe benefits of local agency executives and department heads or other similar administrative officers. Therefore, I am reporting the following oral summary regarding such items appearing on the agenda.
  Item # 12 pertains to final action by the Board of Directors regarding the recommendation for adoption of a resolution covering salary and benefits for the Management/ Confidential/ Professional Employee group, which includes the Deputy District Engineer, the Finance Manager, the Operations & Maintenance Manager, and Water Conservation Program Manager who constitute local agency executives under Government Code section 3511.1:
  • Effective July 6, 2026, salary schedules will be increased to:
  For the Deputy District Engineer, a minimum monthly salary of $12,568 and a maximum monthly salary of $15,582. ***(this amount was corrected after the completion of the oral statement to $16,539 and changed in the final version of Resolution 2026-18)***
  For the Finance Manager, a minimum monthly salary of $10,783 and a maximum monthly salary of $14,190.
  For the Operations and Maintenance Manager, a minimum monthly salary of $11,409 and a maximum monthly salary of $15,014.
  For the Water Conservation Program Manager, a minimum monthly salary of $8,443 and a maximum monthly salary of $11,111.
  • Effective the first full pay period following July 1, 2027, the salary schedules for the Deputy District Engineer, Operations & Maintenance Manager, Finance Manager, and Water Conservation Program Manager classifications will be adjusted by a 3% cost of living adjustment.
  • Effective the first full pay period following July 1, 2028, the salary schedules for the Deputy District Engineer, Operations & Maintenance Manager, Finance Manager, and Water Conservation Program Manager classifications will be adjusted by a 3% cost of living adjustment.

• Effective July 1, 2026, the Continuing Education Incentive, which provides up to $67.30 per pay period for completion of Continuing Education Units, will be eliminated.
• Effective July 6, 2026, employees who are required by the District General Manager or designee to work in an upgraded position/classification of limited duration will receive out of class pay in the amount of 5% of base pay or the beginning step salary of the temporary rank being held for all of the time spent in this capacity, whichever is higher.
• Effective as soon as administratively feasible following July 6, 2026, the District will provide on a monthly basis a cafeteria plan allowance for employees based on the employee's enrolled plan and level of insurance coverage for medical, dental, and vision insurance up to the amounts below.
o For Single Party medical coverage, the District will pay the higher of either:
1. $1,547 per month (inclusive of cafeteria plan allowance and PEMHCA minimum), OR
2. 90% cost of health insurance coverage for the employee's level of enrollment (inclusive of PEMHCA minimum), not to exceed 90% of the cost of PERS GOLD, plus 90% of the cost of Dental insurance for the employee's level of enrollment, plus 90% cost of Vision insurance for the employee's level of enrollment. Under this option, no cash back will be paid to the employee if the employee enrolls in lower cost health insurance or opts out of vision insurance.
o For 2-Party and Family medical coverage, the District will pay 90% cost of PERS Gold (inclusive of PEMHCA minimum), plus 90% cost of Dental based on level of enrollment, plus 90% cost of Vision based on level of enrollment. No cash back will be paid to the employee if the employee enrolls in lower cost health insurance or opts out of vision insurance.
• Effective July 6, 2026, if an employee elects no District-offered health insurance coverage, the District will pay the employee $500 per month in cash. This is reduced from the current payment of $1,285 per month.
• Effective January 1, 2027, the District will reimburse employees in classifications required to wear safety shoes, upon presentation of receipt, $325 each calendar year for safety shoe purchases. This is increased from the current amount of $275 per year.
The Resolution contains changes for other employees covered by the Management/ Confidential/ Professional Employee group who are not considered local agency executives, and which are not covered by this oral summary.
All other items listed in Resolution No 2026-18 are existing elements of compensation for the Management/Confidential/Professional group.

Vice President Tonascia asked if Mr. Craig's comments would be included in the minutes and Mr. Jacobson stated they would.

With no further questions from the Board and no further comments from the public, either in person or via Zoom, the Board approved Resolution #2026-18 *A Resolution of the Board of Directors of the San Benito County Water District for the Compensation for the Management/Confidential/Professional Employee Group, Accountant, Assistant Engineer, Associate Engineer, Deputy District Engineer, Finance Manager, Human Resources/Administrative Analyst, Operations and Maintenance Manager, Senior Engineer, Supervising Accountant, Water Conservation Program Manager* by 4 affirmative votes, Wright, Tonascia, Flores and Williams and there was 1 absence, Freeman.

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

a. San Luis and Delta-Mendota Water Authority (Tonascia/Jacobson)
Mr. Jacobson stated he will report on this under his manager's report.

b. Pajaro River Watershed Flood Prevention Authority (Flores/Williams)
As per Director Flores, general business and long-term projects were discussed.

c. Water Resources Association (Flores/Freeman)
As per Director Flores, discussion included coverage during Mrs. Osorio's maternity leave and changes to the manager's report to show all efforts for water conservation.

d. Administration Committee (Flores/Williams)
As per Directors Flores and Williams, this has already been covered.

e. Personnel Committee (Flores/Tonascia)
As per Directors Flores and Tonascia, this has already been covered.

f. Zone 6 Water Supply & Operations Committee (Tonascia/Wright)
As per Directors Tonascia and Wright, this has already been covered.

14. **Monthly Operations and Maintenance Report**
Mr. Craig provided an operations update on water management across various locations, including San Justo and Hernandez Reservoirs. He further reported on upcoming meter replacement projects and the upcoming cathodic protection surveys.

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

a. Reach 1 Operations
Mr. Jacobson stated he had nothing he wished to report at this time.

b. Zone 3 Operations
Mr. Jacobson stated Mr. Craig covered this in his report.

c. Zone 6 Operations
Mr. Jacobson reported there will be 2 agreements coming to the Board, regarding the Yuba water transfers; the Warren Act and the Power agreement.

d. Accelerated Drought Response Project (ADRoP)
Mr. Jacobson reported the progress on this project which included well construction completion, ongoing pipeline work and the next major authorization needed will be for well pumps, expected at the July meeting.

e. San Luis and Delta-Mendota Water Authority Activities
Mr. Jacobson reported contracts for the Delta Mendota Canal Subsidence Correction Project were issued. $37.5 million was awarded to Kiewit Construction while two other contracts were also awarded; one for construction management and the other for permitting support. The total for the three contracts is $43 million.

f. City of San Juan Bautista Water Supply Plan
Mr. Jacobson reported the City has 30% design work complete; he is recommending that they improve the proposed controls for the system to maintain consistent water quality.

g. B F Sisk Dam Raise Project
Mr. Jacobson stated he had nothing he wished to report at this time.

h. Sustainable Groundwater Management Act Compliance
Mr. Jacobson stated he had nothing he wished to report at this time.

i. Miscellaneous District items
Mr. Jacobson thanked Mrs. Darnall for being willing to take on the responsibilities of the Water Resources Association duties while Mrs. Osorio is on maternity leave.

16. **Adjournment**
With no further business to discuss, the meeting was adjourned at 6:12 p.m.

Approved at the July 29, 2026 Board meeting and signed by the presiding board member.

/s/Mark Wright
Mark Wright, President

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