

December 18, 2024  
Regular Meeting  
5:06 p.m.

The Board of Directors of the San Benito County Water District convened in regular session on Wednesday, December 18, 2024 at 5:06 p.m. at the San Benito County Water District office at 30 Mansfield Road, Hollister, California. Members present were: Vice President Doug Williams and Directors Sonny Flores, John Freeman. Director Mark Wright was absent and Director Joe Tonascia arrived late. Also present were General Manager Dana Jacobson, District Counsel Jeremy T. Liem, Assistant General Manager Brett Miller, Operations and Maintenance Manager Michael Craig, Water Resources Technician II Dustin Franco, Office Specialist I Shannon Darnall and Executive Assistant/Board Clerk Barbara Mauro. Jeff Cattaneo participated via Zoom.

### **CALL TO ORDER**

The meeting was called to order at 5:06 p.m. by Vice President Williams.

**a. Pledge of Allegiance to the Flag**

Vice President Williams called the meeting to order at 5:06 p.m.

**b. Roll Call**

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

**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**

It was noted an item needed to be added to the agenda. Under Agenda item #12 Committee/Agency Representative Reports, there needs to be a #d, Finance Committee Meeting. With this addition, a motion was made by Director Flores and seconded by Director Freeman, the Agenda was approved by 3 affirmative votes, Williams, Flores and Freeman and there were 2 absent, Tonascia and Wright.

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

There were no public comments.

*(Director Tonascia arrived at 5:08 p.m.)*

### **CONSENT AGENDA:**

1. **Approval of Minutes for: November 20, 2024 Regular Meeting**
2. **Allowance of Claims**
3. **Acknowledgement of Paid Claims prior to the December Board Meeting**
4. **On Call Contracts – Status Updates**
5. **Consider Resolution regarding Salary and Compensation for the Executive Management Group (Resolution #2024-46)**

With a motion by Director Freeman and a second by Director Flores, the Consent Agenda was approved by 4 affirmative votes, Williams, Flores, Freeman and Tonascia and there was 1 absent, Wright.

## **REGULAR AGENDA**

6. **Consider Resolution Recognizing Andrew Shelton for his Service to the District**

The Board and District staff thanked Mr. Shelton for his Service to the District as a board member. Vice President Williams presented Mr. Shelton with a plaque. With a motion by Director Freeman and a second by Director Flores, the Board of Directors approved Resolution #2024-46, *A Resolution of the Board of Directors of the San Benito County Water District Recognizing Andrew Shelton for his Service to the District* by 4 affirmative votes, Williams, Flores, Freeman and Tonascia and there was 1 absent, Wright.

7. **Consider Approval of Non-Financial Worksite Agreement for the San Benito County WIOA Work Experience Program**

Mr. Miller reviewed the agreement for work experience for the Board. He added it would be at no cost to the District, and the participants would learn how the district works and gain training from district staff. Directors Flores, Freeman and Tonascia all were familiar with the program and agreed it was a good opportunity.

With a motion by Director Tonascia and a second by Director Freeman, the Board of Directors approved the Non-Financial Worksite Agreement for the San Benito County WIOA Work Experience Program by 4 affirmative votes, Williams, Flores, Freeman and Tonascia and there was 1 absent, Wright.

8. **Consider Resolution Establishing an Interim Policy on Rescheduling of Unused/Conserved Water**

Mr. Cattaneo reviewed this item for the Board. He stated the District has done rescheduling in previous years, so customers could carry forward unused water into the next water year. He explained how the water was treated differently this year, as far as payment. The customers, since the water isn't paid for, would pay when water is used as well as paying the rescheduling fee.

Director Flores asked why the customers didn't pay for the water and has the District already paid for it? Mr. Cattaneo stated no, the District hasn't paid for the water, as it is being stored in San Luis Reservoir and the District only pays once it goes through Bifurcation.

With no further questions, a motion was made by Director Freeman and seconded by Director Flores; the Board of Directors approved Resolution #2024-48, *a Resolution of the Board of Directors of the San Benito County Water District Establishing an Interim Policy on Rescheduling for Unused/Conserved Water* by 4 affirmative votes, Williams, Flores, Freeman and Tonascia and there was 1 absent, Wright.

9. **Consider Resolution Approving a Software Service Agreement with Tyler Technologies for access to Tyler’s Proprietary Software Product, ERP Pro**  
Mr. Miller reviewed this item for the Board. The District’s current software, Great Plains, will soon not be providing support. Mr. Miller is recommending Tyler Technologies. He is familiar with it and the City of Hollister and Sunnyslope County Water District both use it. He also recommends moving forward now so District staff can have training and staff would like to implement the new program for the fiscal year beginning this July. Mr. Miller stated the Finance Committee supported exploring a new option for the financial software.

Director Freeman asked if this is a web-based product. Cody Gunstenson, from Tyler Technologies, confirmed it is. Director Freeman further asked about security. Mr. Gunstenson stated Tyler takes security very seriously and stated it is fully secure. Mr. Miller added ACWA/JPIA has a cyber security division and is working on cyber insurance for the District.

With a motion by Director Tonascia and a second by Director Flores, the Board of Directors approved a Software Service Agreement with Tyler Technologies for access to Tyler’s Proprietary Software Product, ERP Pro by 4 affirmative votes, Williams, Flores, Freeman and Tonascia and there was 1 absent, Wright.

10. **Consider Approving the Second Amended and Restated San Luis & Delta-Mendota Water Authority Joint Exercise of Powers Agreement**

Mr. Jacobson reviewed this item for the Board. He stated this is a clean-up item for San Luis & Delta Mendota Water Authority for some needed revisions to the JPA, mainly focusing on the Friant Water District and how the Authority and its members interact with Friant. He further added a majority of Authority members have already approved it but he was asked to have our Board approve and sign it.

With a motion by Director Tonascia and a second by Director Flores, the Board of Directors Approved the Second Amended and Restated San Luis & Delta-Mendota Water Authority Joint Exercise of Powers Agreement by 4 affirmative votes, Williams, Flores, Freeman and Tonascia and there was 1 absent, Wright.

11. **Mid Pacific Water Users Conference, January 29<sup>th</sup> through 31<sup>st</sup>, 2025 in Reno, Nevada**

**a. Consider General Manager or Designee and Director Attendance**

Mrs. Mauro reviewed this item for the Board. This is a budgeted item, and the District has allocated funds for the General Manager or his/her designee and 1 director to attend. If anyone is interested, she asked that they let her know so she can register them for the conference and reserve a hotel room.

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

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

As per Director Tonascia, a finance meeting was held to discuss the budget.



**g) B F Sisk Dam Raise Project**

Mr. Jacobson reported this is moving forward and there will be further negotiations over the next few weeks. He anticipates bringing an activity agreement to the Board for approval in January/February, which will be asking for a financial commitment of about \$220,000. He further reported our contribution could be around \$1 million by end of 2025.

**h) Miscellaneous District items**

Mr. Miller gave the status of the audit. He had hoped it would be considered at this meeting but the actuarial firm caused a delay. He anticipates approval at the regular January Board meeting.

Mr. Jacobson welcomed our new board member, John Freeman, representing the San Juan Bautista area.

**15. Board Organization**

Mrs. Mauro reviewed the process for nominating President and Vice President, which can be individual nominations or made as a slate for both positions.

Director Tonascia nominated Director Williams for President and Director Wright for Vice President; this nomination was seconded by Director Flores. The Board of Directors approved of Director Williams to be President and Director Wright to be Vice President, for the 2025 calendar year; this was approved by 4 affirmative votes, Williams, Flores, Freeman and Tonascia and there was 1 absent, Wright.

**16. Adjournment**

With no further business to discuss, the meeting was adjourned at 5:47 p.m.

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Minutes were approved at the January 29, 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