

September 22, 2021
Regular Meeting
5:00 p.m.

On March 18, 2020, Governor Newsom issued Executive Order N-29-20, which enhances State and Local Governments' ability to respond to COVID-19 Pandemic; this meeting was conducted via Zoom. 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, September 22, 2021 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, Andrew Shelton and John Tobias; Vice President Joe Tonascia was absent. Also present were District Manager/Engineer Jeff Cattaneo, District Counsel Jeremy T. Liem, Assistant Manager Sara Singleton, Deputy District Engineer Garrett Haertel, Finance Manager Natalie Sullivan, Water Conservation Program Manager Shawn Novack and Board Clerk/Office Specialist III 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; President Williams and Directors Flores, Shelton and Tobias were present at the District; Vice President Tonascia 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 Shelton and a second by Director Flores, the Agenda was approved by 4 affirmative votes, Williams, Flores, Shelton and Tobias and there was 1 absence, Tonascia.
- 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: August 25, 2021 Regular Meeting**
2. **Allowance of Claims**
3. **Acknowledgement of Paid Claims prior to the September Board Meeting**

With a motion by Director Flores and a second by Director Tobias, the Consent Agenda was approved by 4 affirmative votes, Williams, Flores, Shelton and Tobias and there was 1 absence, Tonascia.

REGULAR AGENDA:

4. Discuss and Consider Approval of Proposed Future District Organizational Chart

Mr. Cattaneo reported in October 2020, the Personnel Committee discussed succession planning. Mr. Cattaneo further reported Mrs. Singleton has now stated her intention to retire around the first of next year. Mr. Cattaneo hired Martin Rauch, for succession planning, who interviewed each board member and using their input, worked with Mr. Cattaneo on developing a new organization chart. He added Mrs. Sullivan has now also indicated an interest in retiring next summer. Mr. Cattaneo then reviewed the proposed organizational chart developed by Mr. Cattaneo and Mr. Rauch. There is a creation of a new position, Assistant General Manager/District Engineer. Mr. Cattaneo explained a new General Manager would then not have to have the engineering license, as it stands now, but would be the option of the Board hiring the new GM. He further explained the new roles and why the reporting changed from the current organization chart to the proposed one. In summary, Mr. Cattaneo stated there is the creation of 1 new managerial position and the changing of 2 of the current positions.

Mr. Haertel asked in future documents, would Mr. Cattaneo now be referred to as the General Manager rather than the District Manager and Mr. Cattaneo stated that was correct.

Director Tobias added with several senior management members heading towards retirement, a smooth transition would be good.

Mr. Cattaneo stated it was the consensus of the Board to have depth at the executive level and the importance of transferring knowledge to the new management staff.

With no further questions, a motion was made by Director Tobias and a second by Director Flores, the Board of Directors approved of the Proposed Future District Organizational Chart with 4 affirmative votes, Williams, Flores, Shelton and Tobias and there was 1 absence, Tonascia.

5. Discuss and Consider Creation and Authorization of Two New Positions

a. Assistant General Manager/District Engineer

b. Manager of Administration, Finance and Business Services

Mr. Cattaneo discussed the creation of these positions in the previous agenda item. Working with Mr. Rauch, Mr. Cattaneo has developed a Request For Proposal (RFP) to hire a recruiter. Mr. Rauch will help District staff review the proposals and narrow the applicants to no more than 3. Anticipation is taking these proposals to the Personnel Committee around October 20th for their review and recommendation to the Board for the October Board Meeting. The recruiter will be asked to: Finalize the job descriptions; Prepare the advertisements; and have candidates to present to the Personnel Committee. Discussion ensued regarding timing in respect to the holidays. Mr. Cattaneo further stated the salary will be dependent upon the qualifications of the applicants. He would assume the salary range for the Assistant General Manager/District Engineer would be \$195,000-\$210,000 and the Manager of Administration, Finance, Business Services would be \$165,000-\$180,000.

Director Tobias asked if a salary survey was done and Mr. Cattaneo stated it has. With a motion by Director Shelton and a second by Director Flores, the Board of Directors approved the Creation and Authorization of Two New Positions, a. Assistant General Manager/District Engineer and b. Manager of Administration, Finance and Business Services with 4 affirmative votes, Williams, Flores, Shelton and Tobias and there was 1 absence, Tonascia.

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

• Sustainable Groundwater Management Act (SGMA) Update

Mr. Cattaneo stated there wasn't much to report at this time. The public comment period goes through October 27, 2021 and no comments have been received thus far. Some Groundwater Sustainability Agencies have had comments that their Groundwater Sustainability Plans (GSP) did not sufficiently address water quality impacts on disadvantaged communities but he isn't sure our District will have that issue. Mr. Cattaneo also gave the Board an update on the shallow and deep monitoring well projects done in conjunction with the Round 3 Grant Funds received for SGMA.

The District intends on adopting the GSP at the November Board meeting.

7. 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. Pajaro River Watershed Flood Prevention Authority (Flores/Shelton)

As per Director Flores, one of the projects discussed was the Greater Hollister Storm Water Plan which identified 8 projects.

8. Monthly Operations and Maintenance Report

Mr. Craig was absent. .

9. District Manager/Engineer's Report:

a) Reach 1 Operations

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

b) Zone 3 Operations

Mr. Cattaneo reported District staff is preparing to do some maintenance work at Hernandez Reservoir. He further reported the engineering department is working on re-armoring the flip bucket at Hernandez.

c) Zone 6 Operations

Mr. Cattaneo reported the District is operating entirely off of San Justo Reservoir at this time. It is also the time of the year when the water conditions are right to combat the zebra mussels in the reservoir.

d) San Luis Delta Mendota Authority Activities

Mr. Cattaneo reported the Authority is back up to 3 pumps. Also discussed at the SLDMWA meetings were 2 projects, the San Luis Transmission Project and the Delta Mendota Canal Subsidence. Mr. Cattaneo showed 2 PowerPoints and

reviewed both projects for the Board. Mr. Cattaneo also discussed the B. F. Sisk Dam Raise Project, stating it was going forward and its cost estimate is \$1 billion.

e) **Pacheco Reservoir Expansion Project**

Mr. Cattaneo reported Santa Clara Valley Water District is working to finalize the environmental documents and preparing them for public review. Mr. Cattaneo is recommending the District hire a consultant to review this document on our behalf.

f) **City of San Juan Bautista Water Supply Plan**

Mr. Cattaneo reported this project is continuing to move forward. HDR plans to walk the alignment on Friday and they anticipate the Feasibility Study and 30% design to be completed in October.

(No Closed Session was held)

10. CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Existing Litigation Pursuant to Government Code 54956.9(a)

A. Center for Biological Diversity, ET AL v. United States Bureau of Reclamation, ET AL

(CASE NO.: 1:20-CV-00706-DAD-EPG)

11. Report to Open Session – Report from Closed Session

12. Adjournment

With no further business to discuss, the meeting was adjourned at 6:25 p.m.

Minutes were approved at the October 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