

**SAN BENITO COUNTY
PACHECO STORM WATER DISTRICT**

Armando Alfaro Trustee	Michele Schroeder Trustee	Paula Azcona Trustee
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481 Fourth Street, Hollister, CA 95023
**PACHECO STORM WATER DISTRICT - REGULAR MEETING-
DECEMBER 18, 2023
6:00 PM**

The meeting will be available through Zoom and Peak Agenda for those who wish to join or require accommodations.

Members of the public may participate remotely via zoom at the following link <https://zoom.us/join> with the following Webinar ID and Password:

**Webinar ID: 812 9411 7314
Webinar Password: 287708**

Those participating by phone who would like to make a comment can use the “raise hand” feature by dialing “*9”. In order to receive the full zoom experience, please make sure your application is up to date.

Remote zoom participation for members of the public is provided for convenience only. In the event that the zoom connection malfunctions for any reason, the board of supervisors reserves the right to conduct the meeting without remote access.

Remote Viewing:

Members of the public who wish to watch the meeting can view a livestream of the meeting online through:

Peak Agenda Page: https://cosb.granicus.com/ViewPublisher.php?view_id=1

Written Comments & Email Public Comment

Members of the public may submit comments via email by 12:00 PM on the Monday of the Pacheco Storm Water District meeting to the sloupe@cosb.us.

Public Comment Guidelines

A. The Pacheco Storm Water District welcomes your comments.

B. If participating on Zoom, once you are selected you will hear that you have been unmuted: At this time, please state your first name, last name, and county you reside in for the record.

C. Each individual speaker will be limited to a presentation total of three (3) minutes, or such other time as may be designed by the Chair.

D. Speakers are encouraged to keep your comments, brief and to the point, and not to repeat prior testimony, so that as many people as possible can be heard. Your cooperation is appreciated.

If you have any questions, please contact the sloupe@cosb.us.

1 CALL TO ORDER

2 PLEDGE OF ALLEGIANCE

3 PUBLIC COMMENT

4 CONSENT AGENDA

4.1. [RESOURCE MANAGEMENT AGENCY - S. LOUPE, PUBLIC WORKS ADMINISTRATOR- Acknowledgement of Certificate of Posting](#)

[Certificate of Posting 2023-12-18.pdf](#)

4.2. [RESOURCE MANAGEMENT AGENCY - S. LOUPE, PUBLIC WORKS ADMINISTRATOR-Approval of Minutes from the November 27, 2023 Regular Meeting](#)

[2023_11_23_Pacheco Storm Water District_Minutes_Meeting--VMT2023071811461.pdf](#)

5 REGULAR AGENDA

5.1. [RESOURCE MANAGEMENT AGENCY - S. LOUPE, PUBLIC WORKS ADMINISTRATOR-Update regarding debris removal and levee repair](#)

5.2. [RESOURCE MANAGEMENT AGENCY - S. LOUPE, PUBLIC WORKS ADMINISTRATOR-Â Update on status of FEMA application](#)

5.3. [RESOURCE MANAGEMENT AGENCY - S. LOUPE, PUBLIC WORKS ADMINISTRATOR-Presentation and discussion regarding tree removal on levee near Lovers Lane bridge](#)

5.4. [RESOURCE MANAGEMENT AGENCY - S. LOUPE, PUBLIC WORKS ADMINISTRATOR-Follow-up presentation on best management practices for creek maintenance](#)

5.5. [RESOURCE MANAGEMENT AGENCY - S. LOUPE, PUBLIC WORKS ADMINISTRATOR-Presentation on expanding eligibility for board membership](#)

5.6. [RESOURCE MANAGEMENT AGENCY - S. LOUPE, PUBLIC WORKS](#)

ADMINISTRATOR-Update on application for directors' liability insurance

5.7. RESOURCE MANAGEMENT AGENCY - S. LOUPE, PUBLIC WORKS
ADMINISTRATOR-Update on PSWD publicity and outreach activities

5.8. RESOURCE MANAGEMENT AGENCY - S. LOUPE, PUBLIC WORKS
ADMINISTRATOR-Discussion of Future Agenda Items

5.9. RESOURCE MANAGEMENT AGENCY – S. LOUPE, PUBLIC WORKS
ADMINISTRATOR Authorize the advertisement for bids to construct the project to
perform levee repairs along Pacheco Creek. The levee construction is proposed to
occur at four locations between San Felipe Road and Lovers Lane.

6 ADJOURNMENT

**SAN BENITO COUNTY
AGENDA ITEM
TRANSMITTAL FORM**

Armando Alfaro Michele Schroeder Paula Azcona
Board Member Board Member Board Member

Item Number: 4.1

MEETING DATE: **12/18/2023**

DEPARTMENT: RESOURCE MANAGEMENT AGENCY

AGENDA ITEM PREPARER: Holly Strother

SUBJECT:

RESOURCE MANAGEMENT AGENCY - S. LOUPE, PUBLIC WORKS ADMINISTRATOR-

Acknowledgement of Certificate of Posting

AGENDA SECTION:

CONSENT AGENDA

ATTACHMENTS:

[Certificate of Posting 2023-12-18.pdf](#)

*San Benito County Planning Commission
2301 Technology Parkway
Hollister, CA 95023*



CERTIFICATE OF AGENDA POSTING

Pursuant to Government Code §59454.2(a), I Holly Strother, certify that the **SPECIAL MEETING AGENDA** for the **PACHECO STORM WATER DISTRICT** scheduled for December 18, 2023, was re-posted at the following locations, freely accessible to the public, on this day of December 14, 2023:

The bulletin board outside the front entrance of the San Benito County Planning Department, 2301 Technology Parkway, Hollister, CA

AND

The bulletin board outside the front entrance of the San Benito County Administration Building, 481 Fourth Street, Hollister, CA

AND

On The San Benito County website <https://www.cosb.us/> in the Events Calendar.

A handwritten signature in blue ink, appearing to read "Holly Strother", with a long horizontal line extending to the right.

Holly Strother
Staff Services Specialist
County of San Benito

**SAN BENITO COUNTY
AGENDA ITEM
TRANSMITTAL FORM**

Armando Alfaro Michele Schroeder Paula Azcona
Board Member Board Member Board Member

Item Number: 4.2

MEETING DATE: **12/18/2023**

DEPARTMENT: RESOURCE MANAGEMENT AGENCY

AGENDA ITEM PREPARER: Holly Strother

SUBJECT:

RESOURCE MANAGEMENT AGENCY - S. LOUPE, PUBLIC WORKS ADMINISTRATOR-
Approval of Minutes from the November 27, 2023 Regular Meeting

AGENDA SECTION:

CONSENT AGENDA

ATTACHMENTS:

[2023_11_23_Pacheco Storm Water District_Minutes_Meeting--VMT202307181146 1.pdf](#)



**SAN BENITO COUNTY
PACHECO STORM WATER DISTRICT**

Armando	Michele	Paula
Alfaro	Schroeder	Azcona
Trustee	Trustee	Trustee

481 Fourth Street, Hollister, CA 95023

**PACHECO STORM WATER DISTRICT – REGULAR MEETING-
November 27, 2023
6:00 PM**

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<https://zoom.us/join> with the following Webinar ID and Password:

Webinar ID: 827 9736 8575

Webinar Password: 014700

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If you have any questions, please contact sloupe@cosb.us.

1. CALL TO ORDER

Trustee Michele Schroeder called the meeting to order at 6:05pm.

2. PLEDGE OF ALLEGIANCE

Trustee Michele Schroeder let the meeting into the Pledge of Allegiance.

3. PUBLIC COMMENTS

No Public Comment in Chambers

No Public Comment via Zoom

4. CONSENT AGENDA

Armando Alfaro, Trustee motioned to adopt the consent agenda.

Paula Azcona, Trustee seconded this motion.

Moved by Paula Azcona, Trustee seconded Armando Alfaro Trustee, motioned to adopt the Consent Agenda.

Motion Passed: 3 - 0

Voting For: Armando Alfaro, Michele Schroeder, Paula Azcona

Voting Against: None

5. REGULAR AGENDA

5.A RESOURCE MANAGEMENT AGENCY - S. LOUPE, PUBLIC WORKS

ADMINISTRATOR-Update regarding Levee Repair and Debris Removal.

Steve Loupe, Director of Public Works, discussed that progress has been made on both levee repairs and debris removal efforts. For levee repairs, FEMA conducted a site inspection to assess breaches, and although bids from contractors can be obtained, actual repairs are on hold pending requirements from FEMA's environmental group. On the positive side, debris removal has been permitted, with four of five piles already cleared by

October 23rd. The last pile near Lover's Lane Bridge is expected to be removed by December 8th. Photos of the impressive before-and-after transformation of a major debris pile were shared, showcasing careful preservation of native vegetation. Overall, there is significant encouragement about the progress made in debris removal, despite a temporary hold on levee repairs awaiting input from FEMA's environmental group.

Public comment in Chambers:

Bill Florek had a comment regarding the agenda item.

No Public comment via Zoom

Anthony Botelho had a question regarding the agenda item.

Michele Schroeder, Trustee, had a question regarding the agenda item.

Paula Azcona, Trustee, had a question regarding the agenda item.

Armando Alfaro, Trustee, had a question regarding the agenda item.

Steve Loupe, Director of Public Works addressed both public comments and the Trustees questions.

**5.B RESOURCE MANAGEMENT AGENCY - S. LOUPE, PUBLIC WORKS
ADMINISTRATOR-Update on status of FEMA applications.**

Steve Loupe, Director of Public Works mentioned that FEMA estimates the cost for levee repairs at \$400,000, awaiting finalization from FEMA's environmental group. Regarding debris removal, environmental permits are in place, but efforts are being made to establish legal authority for the Pacheco Stormwater District. Two separate applications exist for levee repairs and debris removal. While there's no pushback on levee repairs, determination for debris removal is pending. Meetings this week aim to address these issues and secure reimbursement, with the cost of debris removal surpassing levee repairs.

Michele Schroeder, Trustee, had a question regarding the agenda item.

Paula Azcona, Trustee, had a question regarding the agenda item.

Steve Loupe, Director of Public Works addressed the Trustee's questions.

Madison Mitchell from OES addressed the Trustee's questions.

Public comment via Zoom:

Anthony Botelho had a comment regarding the agenda item.

Roshelle Beerli had a question regarding this agenda item.

No Public comment in Chambers

Steve Loupe, Director of Public Works addressed public comment.

5.C RESOURCE MANAGEMENT AGENCY - S. LOUPE, PUBLIC WORKS

ADMINISTRATOR-Presentation on best practices for creek maintenance.

Steve Loupe, Director of Public Works mentioned general strategies and best management practices (BMPs) for a Pacheco creek area under the jurisdiction of the Pacheco Stormwater District. He emphasized the need to involve stakeholders beyond the district's limits, such as neighboring water districts and agencies, in discussions about BMPs. The goal is to address water quality and flood mitigation, considering issues like agricultural runoff and sediment control. Funding strategies are also being explored, including potential support from a recent offer by Zoe Lofgren, who will present needs to Congress. Short-term actions include a watershed analysis and implementation of BMPs, with a long-term focus on capacity studies and holistic strategies for creek maintenance.

Michele Schroeder, Trustee, had a question regarding the agenda item.

Public comment via zoom:

Roshelle Beerli had a question regarding this agenda item.

No public comment in Chambers

Steve Loupe, Director of Public Works addressed public comment.

5.D RESOURCE MANAGEMENT AGENCY - S. LOUPE, PUBLIC WORKS

ADMINISTRATOR-Presentation on Hazard mitigation plan grants

Madison Mitchell, from the Office of Emergency Services for San Benito County, provided an overview of hazard mitigation and the importance of having a hazard mitigation plan. She discussed the process of creating such a plan, its benefits, and potential funding opportunities. The Hazard Mitigation Grant Program (404 Mitigation) was highlighted as a key funding source that the Chico Stormwater District can pursue. Madison also shared information on other state grants, including BRIC (Building Resilient Infrastructure and Communities) and the Flood Mitigation Assistance program. She emphasized the relevance of hazard mitigation planning for eligibility in receiving federal funding. Madison provided tools and resources, such as the My Hazards interactive mapping tool and the Cal OES Hazard Mitigation Planning link, to assist in the planning process.

Public comment via Zoom:

Roshelle Beerli had a question regarding this agenda item.

Anthony Botelho had a question regarding the agenda item.

No Public comment in Chambers

Madison Mitchell from OES addressed public comment.

Michele Schroeder, Trustee, had a question regarding the agenda item.

Madison Mitchell from OES addressed the Trustee's questions.

**5.E RESOURCE MANAGEMENT AGENCY - S. LOUPE, PUBLIC WORKS
ADMINISTRATOR-Consider a resolution authorizing tree removal on levee
near Lovers Lane bridge.**

Steve Loupe, Director of Public Works, mentioned Public Works Department conducted a site visit at the corner of Lover's Lane and Pacheco Creek, identifying tall trees near a steep embankment on the levy. The assessment recommends removing the trees down to the root base, with a cost estimate of approximately \$70,000. Public works suggests moving forward with this removal, leaving the funding decision to the board of trustees.

Michele Schroeder, Trustee, had a question regarding the agenda item.

Armando Alfaro, Trustee, had a question regarding the agenda item.

Madison Mitchell from Cal OES provided information regarding grant seeking.

Steve Loupe, Director of Public Works mentioned that Valley Water is planning a flooding sensitivity study for our watershed. He also mentioned that this initiative is viewed positively, and it follows similar studies conducted for other watersheds in northern Santa Clara County.

Amando Alfaro, Trustee, had a question regarding the agenda item.

Public Comment in Chambers:

Bill Florek had a comment regarding the agenda item.

No public comment via zoom

**5.F RESOURCE MANAGEMENT AGENCY - S. LOUPE, PUBLIC WORKS
ADMINISTRATOR-Update on application for directors' liability insurance**

Michele Schroeder, Trustee, mentioned that she has submitted the application for liability insurance to a local insurance broker who is currently shopping around for quotes. As of now, there is no quote available, and the speaker anticipates having one for the next meeting, at which point a vote on the insurance can be considered.

No Public Comment in Chambers

No Public Comment via Zoom

**5.G RESOURCE MANAGEMENT AGENCY - S. LOUPE, PUBLIC WORKS
ADMINISTRATOR-Update on PSWD publicity and outreach activities**

Steve Loupe, Director of Public Works, mentioned the sign frame is set up for postings. While the panels are in place, the actual sign message still needs to be posted. The progress has

been made, and the speaker confirms that the sign is ready for display.

The Trustees discussed among themselves outreach activities.

Armando Alfaro, Trustee, volunteered to be the lead of the erection of a sign to promote the district's activities.

Public Comment via Zoom:

Roshelle Beerli had a comment regarding this agenda item.

No Public Comment in the chambers

5.H RESOURCE MANAGEMENT AGENCY - S. LOUPE, PUBLIC WORKS ADMINISTRATOR-December meeting date

The Trustees discussed among themselves potential meeting dates for their meeting in December. Furthermore, the Trustees sought clarity from County staff about any essential board actions needed in the month of December.

Steve Loupe, Director of Public Works, provided clarity on this matter.

Sean Cameron, Assistant County Counsel addressed public comment.

Public comment in Chambers:

Bill Florek had a comment regarding the agenda item.

No Public comment via Zoom

Moved by Paula Azcona; seconded by Armando Alfaro to have the next Pacheco Storm Water District meeting December 18, 2023.

Motion Passed: 3 - 0

Voting For: Armando Alfaro, Michele Schroeder, Paula Azcona

Voting Against: None

5.I RESOURCE MANAGEMENT AGENCY - S. LOUPE, PUBLIC WORKS ADMINISTRATOR-Discussion of Future Agenda Items.

The Trustees discussed possible future agenda items.

Public comment via zoom:

Roshelle Beerli had a question regarding this agenda item.

No public comment in Chambers

5.J ADJOURNMENT

Moved by Paula Azcona; seconded by Armando Alfaro to Approve Adjournment.

Motion Passed: 3 - 0

Voting For: Armando Alfaro, Michele Schroeder, Paula Azcona

Voting Against: None

**SAN BENITO COUNTY
AGENDA ITEM
TRANSMITTAL FORM**

Armando Alfaro Michele Schroeder Paula Azcona
Board Member Board Member Board Member

Item Number: 5.1

MEETING DATE: **12/18/2023**

DEPARTMENT: RESOURCE MANAGEMENT AGENCY

AGENDA ITEM PREPARER: Holly Strother

SUBJECT:

RESOURCE MANAGEMENT AGENCY - S. LOUPE, PUBLIC WORKS ADMINISTRATOR-
Update regarding debris removal and levee repair

AGENDA SECTION:

REGULAR AGENDA

ATTACHMENTS:

**SAN BENITO COUNTY
AGENDA ITEM
TRANSMITTAL FORM**

Armando Alfaro Michele Schroeder Paula Azcona
Board Member Board Member Board Member

Item Number: 5.2

MEETING DATE: **12/18/2023**

DEPARTMENT: RESOURCE MANAGEMENT AGENCY

AGENDA ITEM PREPARER: Holly Strother

SUBJECT:

RESOURCE MANAGEMENT AGENCY - S. LOUPE, PUBLIC WORKS ADMINISTRATOR-
Update on status of FEMA application

AGENDA SECTION:

REGULAR AGENDA

ATTACHMENTS:

**SAN BENITO COUNTY
AGENDA ITEM
TRANSMITTAL FORM**

Armando Alfaro Michele Schroeder Paula Azcona
Board Member Board Member Board Member

Item Number: 5.3

MEETING DATE: **12/18/2023**

DEPARTMENT: RESOURCE MANAGEMENT AGENCY

AGENDA ITEM PREPARER: Holly Strother

SUBJECT:

RESOURCE MANAGEMENT AGENCY - S. LOUPE, PUBLIC WORKS ADMINISTRATOR-
Presentation and discussion regarding tree removal on levee near Lovers Lane bridge

AGENDA SECTION:

REGULAR AGENDA

ATTACHMENTS:

**SAN BENITO COUNTY
AGENDA ITEM
TRANSMITTAL FORM**

Armando Alfaro Michele Schroeder Paula Azcona
Board Member Board Member Board Member

Item Number: 5.4

MEETING DATE: **12/18/2023**

DEPARTMENT: RESOURCE MANAGEMENT AGENCY

AGENDA ITEM PREPARER: Holly Strother

SUBJECT:

RESOURCE MANAGEMENT AGENCY - S. LOUPE, PUBLIC WORKS ADMINISTRATOR-
Follow-up presentation on best management practices for creek maintenance

AGENDA SECTION:

REGULAR AGENDA

ATTACHMENTS:

**SAN BENITO COUNTY
AGENDA ITEM
TRANSMITTAL FORM**

Armando Alfaro Michele Schroeder Paula Azcona
Board Member Board Member Board Member

Item Number: 5.5

MEETING DATE: **12/18/2023**

DEPARTMENT: RESOURCE MANAGEMENT AGENCY

AGENDA ITEM PREPARER: Holly Strother

SUBJECT:

RESOURCE MANAGEMENT AGENCY - S. LOUPE, PUBLIC WORKS ADMINISTRATOR-
Presentation on expanding eligibility for board membership

AGENDA SECTION:

REGULAR AGENDA

ATTACHMENTS:

**SAN BENITO COUNTY
AGENDA ITEM
TRANSMITTAL FORM**

Armando Alfaro Michele Schroeder Paula Azcona
Board Member Board Member Board Member

Item Number: 5.6

MEETING DATE: **12/18/2023**

DEPARTMENT: RESOURCE MANAGEMENT AGENCY

AGENDA ITEM PREPARER: Holly Strother

SUBJECT:

RESOURCE MANAGEMENT AGENCY - S. LOUPE, PUBLIC WORKS ADMINISTRATOR-
Update on application for directors' liability insurance

AGENDA SECTION:

REGULAR AGENDA

ATTACHMENTS:

**SAN BENITO COUNTY
AGENDA ITEM
TRANSMITTAL FORM**

Armando Alfaro Michele Schroeder Paula Azcona
Board Member Board Member Board Member

Item Number: 5.7

MEETING DATE: **12/18/2023**

DEPARTMENT: RESOURCE MANAGEMENT AGENCY

AGENDA ITEM PREPARER: Holly Strother

SUBJECT:

RESOURCE MANAGEMENT AGENCY - S. LOUPE, PUBLIC WORKS ADMINISTRATOR-
Update on PSWD publicity and outreach activities

AGENDA SECTION:

REGULAR AGENDA

ATTACHMENTS:

**SAN BENITO COUNTY
AGENDA ITEM
TRANSMITTAL FORM**

Armando Alfaro Michele Schroeder Paula Azcona
Board Member Board Member Board Member

Item Number: 5.8

MEETING DATE: **12/18/2023**

DEPARTMENT: RESOURCE MANAGEMENT AGENCY

AGENDA ITEM PREPARER: Holly Strother

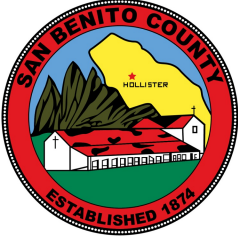
SUBJECT:

RESOURCE MANAGEMENT AGENCY - S. LOUPE, PUBLIC WORKS ADMINISTRATOR-
Discussion of Future Agenda Items

AGENDA SECTION:

REGULAR AGENDA

ATTACHMENTS:



**SAN BENITO COUNTY
AGENDA ITEM
TRANSMITTAL FORM**

Dom Zanger
District No. 1

Kollin Kosmicki
District No. 2

Mindy Sotelo
District No. 3
Chair

Angela Curro
District No. 4
Vice-Chair

Bea Gonzales
District No. 5

Item Number: 5.9

MEETING DATE: 12/18/2023

DEPARTMENT: RESOURCE MANAGEMENT AGENCY

AGENDA ITEM PREPARER: Steve Loupe

DEPT HEAD/DIRECTOR: Steve Loupe

SUBJECT:

RESOURCE MANAGEMENT AGENCY – S. LOUPE, PUBLIC WORKS ADMINISTRATOR

Authorize the advertisement for bids to construct the project to perform levee repairs along Pacheco Creek. The levee construction is proposed to occur at four locations between San Felipe Road and Lovers Lane.

AGENDA SECTION:

REGULAR AGENDA

BACKGROUND/SUMMARY:

The Pacheco Storm Water District intends to repair levee breaches at four locations. The breaches have occurred along Pacheco Creek between San Felipe Road and Lovers Lane. Two breaches have occurred on the north side of the creek and two have occurred on the south side of the creek.

RESOLUTION OR ORDINANCE NEEDED FOR THIS ITEM:

No

CONTRACT NEEDED FOR THIS ITEM:

No

CONTRACT AND RFP HISTORY:

N/A

LAST CONTRACT AMOUNT OR N/A:

N/A

STATE IF THIS IS A NEW CONTRACT/ HOW MANY PAST AMENDED CONTRACTS/ OR N/A:

N/A

STRATEGIC PLAN GOALS: 1. Operational Development & Excellence

No

STRATEGIC PLAN GOALS: 2. Planning And Sustainable Growth

Yes

STRATEGIC PLAN GOALS: 3. Technology

Yes

STRATEGIC PLAN GOALS: 4. Community Engagement

Yes

STRATEGIC PLAN GOALS: 5. Health & Safe Community

Yes

BUDGETED:

Yes

BUDGET ADJUSTMENT NEEDED:

No

SOURCE OF FUNDING:

N/A

UNFUNDED MANDATE:

No

SBC BUDGET LINE ITEM NUMBER:

N/A

CURRENT FY COST:

N/A

STAFF RECOMMENDATION:

Staff respectfully recommends that the Trustees:

- 1) Authorize the advertisement for bids to construct the project.

ATTACHMENTS: