

**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 - SPECIAL MEETING-
SEPTEMBER 22, 2025
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: 865 9528 1817
Webinar Password: 335295

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 Pacheco Storm Water Commission 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 sean@prenticelongpc.com.

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 sean@prenticelongpc.com.

1 CALL TO ORDER

2 PLEDGE OF ALLEGIANCE

3 PUBLIC COMMENT

4 CONSENT AGENDA

4.1. [RESOURCE MANAGEMENT AGENCY- S. Loupe, Public Works Administrator- Approval of minutes from July 28, 2025, Pacheco Storm Water District meeting](#)
Minutes Meeting.pdf

4.2. [RESOURCE MANAGEMENT AGENCY- S. Loupe, Public Works Administrator- Acknowledgement of Certificate of Posting](#)
Certificate of Posting.pdf

5 REGULAR AGENDA

5.1. [RESOURCE MANAGEMENT AGENCY- S. Loupe, Public Works Administrator- Consideration of Resolution Designating Authorized Agents for FEMA and Cal OES Grant Applications](#)
Cal OES 130.pdf

5 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: **09/22/2025**

DEPARTMENT: RESOURCE MANAGEMENT AGENCY

AGENDA ITEM PREPARER: Victor Tafoya

SUBJECT:

RESOURCE MANAGEMENT AGENCY- S. Loupe, Public Works Administrator-
Approval of minutes from July 28, 2025, Pacheco Storm Water District meeting

AGENDA SECTION:

CONSENT AGENDA

ATTACHMENTS:
[Minutes Meeting.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-
July 28, 2025
6:00 PM**

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

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: 863 6060 7891

Webinar Password: 686820

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.

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

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- 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 Sean@prenticelongpc.com.

1. CALL TO ORDER

Trustee Michele Schroeder called the meeting to order at 6:07 PM.

2. PLEDGE OF ALLEGIANCE

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

3. PUBLIC COMMENTS

No public Comment in Chamber

No public Comment via Zoom

4. CONSENT AGENDA

Paula Azcona, Trustee motioned to adopt the consent agenda.

Armando Alfaro, Trustee seconded this motion.

Moved by Paula Azcona, Trustee seconded Armando Alfaro Trustee, motioned to adopt the certificate of posting.

Motion Passed: 3 - 0

Voting For: Michele Schroeder, Paula Azcona, Armando Alfaro

Voting Against: None

5. REGULAR AGENDA

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

ADMINISTRATOR- Update regarding debris removal and levee repair projects

Steve Loupe, Public Works Administrator, County Engineer provided an update on debris removal efforts and levee repairs. He reported that nearly all debris had been cleared, with only one final pile pending safe burning in coordination with the Fire Department. Levee repair work had been substantially completed, and a follow-up inspection was planned to verify the repairs and finalize documentation.

No Public Comment in Chambers

No public Comment via Zoom

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

ADMINISTRATOR- Update on status of FEMA applications

Steve Loupe, Public Works Administrator, County Engineer, reported significant progress on FEMA applications, noting that projects had reached the obligation of funds stage. He explained cost allocations, anticipated reimbursements, and management fees, while also flagging uncertainties related to unpaid trustee positions.

No public comment in Chambers

No public comment via Zoom

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

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

Steve Loupe, Public Works Administrator, County Engineer, addressed the Trustees' questions.

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

ADMINISTRATOR- Update on 2023/2024 CDBG Disaster Recovery Grant

Steve Loupe, Public Works Administrator, County Engineer, explained that the County of San Benito has been awarded the CDBG Disaster Recovery Grant, which includes \$1.9 million earmarked for infrastructure improvements along Lovers Lane. Since Lovers Lane lies within the Pacheco Storm Water District, these improvements will directly affect the District area. An additional \$9.6 million in funding will be applied to broader flood mitigation and management projects throughout the County.

No public comment in Chambers

No public comment via Zoom

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

Steve Loupe, Public Works Administrator, County Engineer, addressed the Trustees' questions.

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

ADMINISTRATOR- Update on potential grant sources

Trustees, with support from Rochelle, provided an update on other possible funding opportunities beyond the CDBG Disaster Recovery Grant. The discussion focused primarily on the Fisheries Restoration Grant Program (FRGP). Rochelle explained that she had reached out to a grant administrator, who initially indicated the District was not in a target area for steelhead habitat. However, follow-up conversations with Valley Water's Ryan McCarter and review of a 2021 San José State University study by Dr. Jerry Smith suggested that Pacheco Creek does serve as a steelhead passage area. This information strengthens

the District's potential eligibility for FRGP funding to address silt removal and creek improvements. Trustees discussed next steps, including preparing a concept proposal with supporting materials such as maps, photographs, and project goals before attempting a full application. Timing of the application period was noted as uncertain, with some believing it closed in the spring while others recalled an August deadline, prompting the need for clarification. Rochelle emphasized that submitting a concept proposal would help determine eligibility and allow for feedback before committing resources to a full application. Trustees also briefly discussed outreach to the Army Corps of Engineers, noting prior communication with staff there. While current funding is not available, maintaining dialogue could help the District position itself for future opportunities once federal resources are allocated.

No public comment in Chambers

No public comment via Zoom

**5.5. RESOURCE MANAGEMENT AGENCY - S. LOUPE, PUBLIC WORKS
ADMINISTRATOR- Discussion and consideration of payment to SCB
Elections Office for election costs**

Trustees reviewed the invoice from the San Benito County Elections Office for expenses related to the District's recent trustee election. It was explained that, although all trustees were ultimately appointed in lieu of election, the Elections Office was still required by law to run notices in the newspaper and provide administrative services for an off-ballot election. These costs totaled **\$2,366**. Trustees noted that while the District has limited funds, with a balance of over \$50,000, it was sufficient to cover this expense.

No public comment in Chambers

No public comment via Zoom

Moved by Paula Azcona; seconded by Armando Alfaro to go ahead and approve the expenditure of \$2,366 to reimburse the Elections Office for this election using District funds.

Motion Passed: 3 - 0

Voting For: Armando Alfaro, Michele Schroeder, Paula Azcona

Voting Against: None

**5.6. RESOURCE MANAGEMENT AGENCY - S. LOUPE, PUBLIC WORKS
ADMINISTRATOR- Discussion and consideration of expenditure for mailing
postcard to district owners**

Trustees discussed the postcard mailer, adopting edits recommended by County Counsel to improve accuracy and clarity: removing the apostrophe in "trustees," changing "repaired 100% of levee damage" to "fully repaired levee damage," and revising "partnering with the U.S. Army Corps of Engineers" to "coordinating with the U.S. Army Corps of Engineers." They also discussed design and bilingual formatting options, received public input on folded mailers, and agreed that the updated version should include the new quarterly meeting dates. Rochelle provided cost estimates ranging from \$72 to \$94 for printing 50 copies, though total expenses for printing and mailing could be higher. decision later in the year.

Public comment in Chambers:

Marcel Beerli

Rochelle Beerli

No public comment via Zoom

Moved by Michele Schroeder; seconded by Paula Azcona to move that we approve the updated postcard mailer with the language changes discussed, authorize the President to finalize design and execution, and further authorize the President to enter into any necessary contracts and expend up to \$200 for printing and mailing.

Motion Passed: 3 - 0

Voting For: Armando Alfaro, Michele Schroeder, Paula Azcona

Voting Against: None

**5.7. RESOURCE MANAGEMENT AGENCY - S. LOUPE, PUBLIC WORKS
ADMINISTRATOR- Discussion of PSWD sign on Lovers Lane**

Trustees discussed placing a sign on Lovers Lane to provide district information similar to the recently approved postcard. Rochelle suggested the sign would help reach multi-family households or residents who may have discarded the mailer, ensuring visibility of District updates and meeting information. County Counsel confirmed that, since no expenditure was being authorized at this time, the Trustees could provide direction without a formal vote. Trustees agreed to refer the matter to the same committee working on the postcard design to develop a poster-sized version and return in October with a finalized design and cost estimate for approval. Trustees viewed and approved the updated postcard mailer design, incorporating enhanced imagery, updated information, and a QR code for increased community engagement. Trustee Azcona agreed to collaborate with Marcel Beerli on finalizing the district logo. Trustees deferred action on signage improvements until logo finalization.

No public comment in Chambers

No public comment via Zoom

**5.8. RESOURCE MANAGEMENT AGENCY - S. LOUPE, PUBLIC WORKS
ADMINISTRATOR- Discussion and possible action regarding modification of meeting frequency**

Trustees discussed changing District meetings from monthly to quarterly, prompted by County budget direction to reduce staff overtime. Steve Loupe explained that fewer evening meetings would lower costs, while County staff would remain available during regular hours or through ad hoc sessions. Counsel confirmed no legal requirement for monthly meetings, and with four trustees beginning in January, two trustees could meet outside a quorum. Trustees supported the change, noting that with levee repairs complete, business is less urgent, while special meetings could still be called as needed.

Public Comment in Chambers:

Marcel Beerli

Public comment via Zoom

Moved by Michele Schroeder; seconded by Paula Azcona to move that our new Quarterly meeting schedule be as follows, the District will meet on the fourth Monday of January, the fourth Monday of April, the fourth Monday of July, and the fourth Monday of October at 6 p.m. on each of those days.

Motion Passed: 3 - 0

Voting For: Armando Alfaro, Michele Schroeder, Paula Azcona

Voting Against: None

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

ADMINISTRATOR- Announcements

The Trustees disseminated important announcements.

No public comment in Chambers

No public comment via Zoom

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

ADMINISTRATOR- Discussion of Future Agenda Items

The Trustees disseminated important announcements. Trustees discussed among self potential future agenda items

Public comment in Chambers:

Marcel Beerli

No public comment via Zoom

5.F 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: 4.2

MEETING DATE: **09/22/2025**

DEPARTMENT: RESOURCE MANAGEMENT AGENCY

AGENDA ITEM PREPARER: Victor Tafoya

SUBJECT:

RESOURCE MANAGEMENT AGENCY- S. Loupe, Public Works Administrator-
Acknowledgement of Certificate of Posting

AGENDA SECTION:

CONSENT AGENDA

ATTACHMENTS:

[Certificate of Posting.pdf](#)

*San Benito County Pacheco Storm Water District
2301 Technology Parkway
Hollister, CA 95023*



CERTIFICATE OF AGENDA POSTING

Pursuant to Government Code §59454.2(a), I Victor Tafoya, certify that the **REGULAR MEETING AGENDA** for the **PACHECO STORM WATER DISTRICT** scheduled for September 22, 2025, was re-posted at the following locations, freely accessible to the public, on this day of September 18, 2025:

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.

Victor Tafoya
Associate Planner
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: 5.1

MEETING DATE: **09/22/2025**

DEPARTMENT: RESOURCE MANAGEMENT AGENCY

AGENDA ITEM PREPARER: Victor Tafoya

SUBJECT:

RESOURCE MANAGEMENT AGENCY- S. Loupe, Public Works Administrator-

Consideration of Resolution Designating Authorized Agents for FEMA and Cal OES Grant Applications

AGENDA SECTION:

REGULAR AGENDA

ATTACHMENTS:

[Cal OES 130.pdf](#)



Cal OES ID No: _____

DESIGNATION OF APPLICANT'S AGENT RESOLUTION FOR NON-STATE AGENCIES

BE IT RESOLVED BY THE _____ OF THE _____
 (Governing Body) (Name of Applicant)

THAT _____, OR
 (Title of Authorized Agent)

_____, OR
 (Title of Authorized Agent)

 (Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the _____,
 (Name of Applicant)

a public entity established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Services for the purpose of obtaining federal financial assistance for any existing or future grant program, including, but not limited to any of the following:

- **Federally declared Disaster (DR), Fire Mitigation Assistance Grant (FMAG), California State Only Disaster (CDAA), Immediate Services Program (ISP), Hazard Mitigation Grant Program (HMGP), Building Resilient Infrastructure and Communities (BRIC), Legislative Pre-Disaster Mitigation Program (LPDM)**, under
- Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.
- **Flood Mitigation Assistance Program (FMA)**, under Section 1366 of the National Flood Insurance Act of 1968.
- **National Earthquake Hazards Reduction Program (NEHRP)** 42 U.S. Code 7704 (b) ((2) (A) (ix) and 42 U.S. Code 7704 (b) (2) (B) National Earthquake Hazards Reduction Program, and also The Consolidated Appropriations Act, 2018, Div. F, Department of Homeland Security Appropriations Act, 2018, Pub. L. No. 115-141
- **California Early Earthquake Warning (CEEW)** under CA Gov Code – Gov, Title 2, Div. 1, Chapter 7, Article 5, Sections 8587.8, 8587.11, 8587.12

That the _____, a public entity established under the
 (Name of Applicant)

laws of the State of California, hereby authorizes its agent(s) to provide to the Governor's Office of Emergency Services for all matters pertaining to such state disaster assistance the assurances and agreements required.



Please check the appropriate box below

- This is a universal resolution and is effective for all open and future disasters/grants declared up to three (3) years following the date of approval.
- This is a disaster/grant specific resolution and is effective for only disaster/grant number(s): _____

Passed and approved this ___ day of _____, 20__

 (Name and Title of Governing Body Representative)

 (Name and Title of Governing Body Representative)

 (Name and Title of Governing Body Representative)

CERTIFICATION

I, _____, duly appointed and _____ of
 (Name) (Title)

_____, do hereby certify that the above is a true and
 (Name of Applicant)

correct copy of a resolution passed and approved by the _____
 (Governing Body)

of the _____ on the _____ day of _____, 20__.
 (Name of Applicant)

 (Signature)

 (Title)



Cal OES Form 130 Instructions

A Designation of Applicant's Agent Resolution for Non-State Agencies is required of all Applicants to be eligible to receive funding. A new resolution must be submitted if a previously submitted resolution is older than three (3) years from the last date of approval, is invalid, or has not been submitted.

When completing the Cal OES Form 130, Applicants should fill in the blanks on pages 1 and 2. The blanks are to be filled in as follows:

Resolution Section:

Governing Body: This is the group responsible for appointing and approving the Authorized Agents.

Examples include: Board of Directors, City Council, Board of Supervisors, Board of Education, etc.

Name of Applicant: The public entity established under the laws of the State of California.

Examples include: School District, Office of Education, City, County or Non-profit agency that has applied for the grant, such as: City of San Diego, Sacramento County, Burbank Unified School District, Napa County Office of Education, University Southern California.

Authorized Agent: These are the individuals that are authorized by the Governing Body to engage with the Federal Emergency Management Agency and the California Governor's Office of Emergency Services regarding grants for which they have applied. There are two ways of completing this section:

1. **Titles Only:** The titles of the Authorized Agents should be entered here, not their names. This allows the document to remain valid if an Authorized Agent leaves the position and is replaced by another individual. If "Titles Only" is the chosen method, this document must be accompanied by either a cover letter naming the Authorized Agents by name and title, or the Cal OES AA Names document. The supporting document can be completed by any authorized person within the Agency (e.g., administrative assistant, the Authorized Agent, secretary to the Director). It does not require the Governing Body's signature.
2. **Names and Titles:** If the Governing Body so chooses, the names **and** titles of the Authorized Agents would be listed. A new Cal OES Form 130 will be required if any of the Authorized Agents are replaced, leave the position listed on the document, or their title changes.



Checking Universal or Disaster-Specific Box: A Universal resolution is effective for all past disasters and for those declared up to three (3) years following the date of approval. Upon expiration it is no longer effective for new disasters, but it remains in effect for disasters declared prior to expiration. It remains effective until the disaster goes through closeout unless it is superseded by a newer resolution.

Governing Body Representative: These are the names and titles of the approving Board Members.

Examples include: Chairman of the Board, Director, Superintendent, etc. The names and titles **cannot** be one of the designated Authorized Agents. A minimum of three (3) approving board members must be listed. If less than three are present, meeting minutes must be attached in order to verify a quorum was met.

Certification Section:

Name and Title: This is the individual in attendance who recorded the creation and approval of this resolution.

Examples include: City Clerk, Secretary to the Board of Directors, County Clerk, etc. This person **cannot** be one of the designated Authorized Agents or Approving Board Member. If a person holds two positions (such as City Manager and Secretary to the Board) and the City Manager is to be listed as an Authorized Agent, then that person could sign the document as Secretary to the Board (not City Manager) to eliminate "Self-Certification."