



Sunnyslope County Water District

BOARD OF DIRECTORS

REGULAR MEETING

District Office Board Room



3570 Airline Hwy., Hollister, CA

NOTICE & AGENDA

May 18, 2021

Regular Board Meeting - 5:15PM

Closed Session – **To Immediately Follow at Conclusion of Regular Session**

AS AUTHORIZED BY THE STATE OF CALIFORNIA EXECUTIVE ORDER N-29-20 PUBLIC ACCESS TO DISTRICT MEETINGS CAN BE OBTAINED THROUGH THE FOLLOWING ACCESS POINTS:

ZOOM MEETING ACCESS LINK

<https://zoom.us/j/91507580091?pwd=OVk0SG5rZjYMcRwaWE1T2NISVk1Zz09>

Passcode: SSCWD

Or Telephone: Dial + 1 (669) 900-9128 and when prompted enter Meeting ID: 915 0758 0091

Passcode: 675999

Regular Board Room attendance will NOT be available to the public.

Any members of the public requiring special accommodations may call the District office at (831) 637-4670 a minimum of 24 hrs prior to the start of the meeting.

Mission Statement:

“Our Mission is to provide safe, reliable, and high-quality water and wastewater services to our customers and all future generations in an environmentally and financially responsible manner.”

A. CALL TO ORDER - ROLL CALL

President Buzzetta _____, Vice-President Parker _____,

Director Johnson _____, Director Ross _____, and Director Alcorn _____.

REGULAR SESSION

B. PLEDGE OF ALLEGIANCE

C. APPROVAL OF AGENDA

D. PUBLIC COMMENTS and AUDIENCE INTRODUCTIONS – The public may comment¹ on any District business, not on the agenda, with a time limit of three minutes per speaker. No actions may be taken by the Board during the public comment period.

E. CONSENT AGENDA – Members of the Board and/or members of the public may pull matters from the Consent Agenda. Any matter pulled from the Consent Agenda requiring action shall be moved to New Business and treated as a matter of new business, or for matters needing clarification shall be moved to Staff Reports and addressed by the respective staff. The public may address the Board² on these items, not to exceed 3 minutes, when the Board reviews each pulled item.

1. Approval of Minutes of the Regular Board Meeting of April 20, 2021. (Page 1-10)
2. Allowance of Claims for Disbursements from April 1, 2021 through April 30, 2021. (Page 11-13)
3. Receive Associate Engineer Monthly Status Report. (Page 14-15)
4. Receive Finance Manager Monthly Status Reports: a. Narrative Report, b. Operation Summary, c. Statement of Income, d. Investment Summary, and e. Board Designated Reserves. (Page 16-31)
5. Receive Superintendent Monthly Status Reports: a. Maintenance, b. City Meter Reading, and c. Groundwater Level Measurement. (Page 32-39)
6. Receive General Manager Monthly Status Report. (Page 40-41)

F. NEW BUSINESS – The Board will review and discuss agenda items and take action or direct staff to return to the Board for action at a following meeting. The public may address the Board² on these items as the Board reviews each item.

1. Consider Approval and Authorize the President to Sign an Agreement for Water Facilities and Service for the Roberts Ranch Phase 2 Development.
(EIR for the Roberts Ranch Development Approved by City of Hollister Resolution 2018-37 on February 20th, 2018. (Page 42-58)
2. Authorize the General Manager to Replace the Approved Receptionist Staff Position with a New Position Titled Billing/Public Relations Specialist and Amend the Salary Scale (Not a project under CEQA per Article 20, Section 15378). (Page 59-60)

3. Authorize the Addition of a Water/Wastewater Maintenance Staff Position to be Funded by the IWTP Operations and Maintenance Contract Executed Between the District and San Benito Foods (Not a project under CEQA per Article 20, Section 15378). (Page 61)
4. Authorize the General Manager to Sign a Non-Financial Worksite Agreement for the San Benito County Workforce Innovation and Opportunity Act (WIOA) Work Experience Program (WEX) (Not a project under CEQA per Article 20, Section 15378). (Page 62)

G. STATUS REPORTS

1. Governance Committee – (No meeting)
2. Water / Wastewater Committee – (No Meeting)
3. Finance Committee – (Meeting Held May 3, 2021: Final IWTP Contract Review)
4. Policy and Procedure Committee – (No meeting)
5. Personnel Committee – (Meeting Held May 11, 2021: Open Session Review of New Job Description of Billing/Public Relations Specialist, Review of Adding Additional Water/Wastewater Maintenance Position, Discussion Regarding opportunities with the San Benito County Work Experience Program and Discussion in Closed Session Regarding Upcoming Union Negotiations)
6. Water Resources Association of San Benito County – (No Meeting)

H. BOARD and STAFF REPORTS

1. Directors
2. District Counsel
3. General Manager – COVID 19 Updated (Oral Report), SGMA TAC Report (Oral Report)

I. FUTURE AGENDA ITEMS

1. Receive and Adopt the Urban Water Management Plan Update – June 2021

CLOSED SESSION

J. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTIONS:

1. Conference with Legal Counsel – Pending Litigation (§ 54956.9):

- a. *County of San Benito vs. SSCWD*, San Benito County Superior Court Case No. CU-20-00068
- b. *Williams v. City of Hollister et al.*, San Benito County Superior Court Case No. CU-20-0020378u89

2. Labor Negotiation Discussion – Gov. Code §54957.6

District Negotiator: Drew Lander, General Manager

Employee: Collective Bargaining Unit – Update Regarding Union Negotiations

REGULAR SESSION

K. REPORT IN OPEN SESSION ACTION TAKEN IN CLOSED SESSION

L. ADJOURNMENT

Upon request, Sunnyslope County Water District (SCWD) will make a reasonable effort to provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. SCWD will also make a reasonable effort to provide translation services upon request. Please submit a written request, including your name, mailing address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service as soon as possible in advance of the meeting.

Next Regular Board Meeting – June 15, 2021 @ 5:15 p.m., District Office

AGENDA DEADLINE: June 9, 2021 @ 12:00 p.m.

Future Scheduled Committee Meetings

Water Resources Agency – June 3, 2021 @ 4:00 PM

¹ The person speaking is requested to fill out a speaker card stating items on which they wish to comment to be properly recognized during communications from the public and address comments to the Board of Directors. A limit of three (3) minutes per speaker is requested to allow others an opportunity to comment. Board members may ask questions of the speaker, but no action may be taken and no discussion may be held on non-agenized items raised by the public. The General Manager may refer the matter to the proper personnel for review.

² The person speaking is requested to fill out a speaker card stating their name, address, and items on which they wish to comment to be properly recognized during communications from the public and address comments to the Board of Directors. Please limit your comment to three (3) minutes. Please step up to and speak at the podium.

MINUTES
Regular Meeting of the Board of Directors
of the
SUNNYSLOPE COUNTY WATER DISTRICT
April 20, 2021

A. CALL TO ORDER: The meeting was called to order at 5:17 p.m. by President Buzzetta, as authorized by the State of California Executive Order N-25-20 via teleconference, at the Sunnyslope County Water District office, 3570 Airline Highway, Hollister, California.

ROLL CALL: Present in Person: President Jerry Buzzetta, Vice President James Parker, and Director Judi Johnson. **Present Via Teleconference:** Director Mike Alcorn (arrived at 5:25pm), and Director Ann Ross.

B. PLEDGE OF ALLEGIANCE: Director Johnson led Directors and staff in the Pledge of Allegiance.

C. APPROVAL OF AGENDA: Upon a motion made to approve the agenda by Director Parker, seconded by Director Johnson, for which President Buzzetta (JB) then took a roll call vote as follows: Directors Alcorn, (MA), absent; Johnson (JJ), yes; Parker (JP), yes; Ross (AR), yes; and President Buzzetta (JB), yes; the motion carried 4-1.

D. PUBLIC COMMENTS AND AUDIENCE INTRODUCTIONS: The Board welcomed members of the public and opened the meeting to public comments regarding matters not itemized on the agenda. No comments.

Staff Present for Open Session: In Person: General Manager/Secretary Drew Lander, Executive Assistant/Stenographer Carol Porteur, Water/Wastewater Superintendent Jose Rodriguez, and Finance and Human Resource Manager Travis Foster. **Via Teleconference:** Attorney Heidi Quinn.

Director Ross took a moment to inform staff that using the Safari internet browser is not compatible with the Zoom conferencing software.

Director Alcorn commented that a google based browser like Chrome or Edge both works well and to make sure the public is informed of that when using the call-in access.

E. CONSENT AGENDA:

1. Approval of Minutes – The Board reviewed the minutes for the Regular Meeting of March 16, 2021.

2. Allowance of Claims – The Board reviewed the Disbursement Summary (below) for the period of March 1, 2021 through March 31, 2021, totaling \$1,451,152.61 which includes \$794,853.89 for payments to vendors, \$282,561.46 for Payroll, \$368,482.28 paid to the City of Hollister for collection of City sewer billings (net of our fees), \$565.00 for Mastercard Debits/ACH, and \$5,254.98 for customer refunds and checks returned. The last “ACH” # (electronic payments) was ACH #2020, the last “MCD” # (MasterCard debits) was MCD #0004, last “RET” # (returned item) was RET #0034, and the last check written was check #28979.

Date	Number	Name	Amount
03/11/21	MCD0001	Mastercard Debit	-100.00
03/12/21	PRL 03-01	Employee Payroll	-65,336.68
03/12/21	PRL 03-01	Payroll Taxes	-18,020.61
03/15/21	MCD 0002	Mastercard Debit	-65.00
03/26/21	PRL 04-02	Employee Payroll	-63,340.74
03/26/21	PRL 04-02	Payroll Taxes	-26,981.30
03/18/21	MCD 0003	Mastercard Debit	-175.00
03/22/21	MCD 0004	Mastercard Debit	-225.00
03/01/21	RET 0024	RETURNED ACH (ACH Ret 03-01)	-273.49
03/09/21	RET 0025	RETURNED CHECK (CK Ret 03-01)	-194.02
03/12/21	RET 0026	RETURNED CHECK (CK Ret 03-02)	-187.32
03/23/21	RET 0027	RETURNED ACH (ACH Ret 03-02)	-140.68
03/23/21	RET 0028	RETURNED ACH (ACH Ret 03-03)	-137.51
03/23/21	RET 0029	RETURNED ACH (ACH Ret 03-04)	-473.51
03/23/21	RET 0030	RETURNED ACH (ACH Ret 03-05)	-511.55
03/23/21	RET 0031	RETURNED ACH (ACH Ret 03-06)	-614.16
03/23/21	RET 0032	RETURNED ACH (ACH Ret 03-07)	-131.94
03/23/21	RET 0033	RETURNED ACH (ACH Ret 03-08)	-255.11
03/25/21	RET 0034	RETURNED ACH (ACH Ret 03-09)	-192.83
03/01/21	ACH 1994	CalPERS - Retirement	-23.08
03/01/21	ACH 1995	CalPERS - Retirement	-23.08
03/01/21	ACH 1996	CalPERS - Retirement	-9,148.72
03/01/21	ACH 1997	CalPERS - Retirement	-6,276.48
03/01/21	ACH 1998	CalPERS - Retirement	-9,034.59
03/01/21	ACH 1999	CalPERS - Retirement	-6,259.58
03/02/21	ACH 2000	CalPERS - Health Insurance	-20,131.80
03/02/21	ACH 2001	North American Bancard	-57.97
03/03/21	ACH 2002	Colonial Life	-1,802.46
03/03/21	ACH 2003	North American Bancard	-150.45
03/03/21	ACH 2004	North American Bancard	-922.43
03/03/21	ACH 2005	North American Bancard	-0.20
03/05/21	ACH 2006	American Express	-27.85
03/05/21	ACH 2007	Principal	-3,283.03

Date	Number	Name	Amount
03/09/21	ACH 2008	iCloud	-6,663.35
03/11/21	ACH 2009	BASIC Benefits LLC	-40.00
03/19/21	ACH 2010	ADP	-2,072.40
03/22/21	ACH 2011	CalPERS - Retirement	-194.58
03/22/21	ACH 2012	CalPERS - Retirement	-686.08
03/22/21	ACH 2013	CalPERS - Health Insurance	-20,131.80
03/22/21	ACH 2014	CalPERS - Retirement	-8,957.33
03/22/21	ACH 2015	CalPERS - Retirement	-6,322.42
03/23/21	ACH 2016	CalPERS - Retirement	-23.08
03/23/21	ACH 2017	BASIC Benefits LLC	-81.00
03/26/21	ACH 2018	BASIC Benefits LLC	-10.00
03/30/21	ACH 2019	BASIC Benefits LLC	-110.00
03/25/21	ACH 2020	BASIC Benefits LLC	-35.00
03/01/21	28879	Central Ag Supply LLC	-1,969.39
03/01/21	28880	exceedio	-4,625.09
03/01/21	28881	Nationwide Retirements Solutions	-7,807.81
03/01/21	28882	O'Reilly Auto Parts	-5.34
03/01/21	28883	Postmaster	-2,268.26
03/01/21	28884	Razzolink.com	-76.95
03/01/21	28885	San Benito County-Environ. Health Div.	-7,615.00
03/01/21	28886	Schaaf & Wheeler	-5,429.20
03/01/21	28887	UWUA Local 820	-692.40
03/08/21	28888	KB Home South Bay, Inc.	-13,755.35
03/08/21	28889	JERROD & SUSAN AKEY	-97.65
03/08/21	28890	AMY L & KEN W CHEN	-15.66
03/08/21	28891	DENAE TOWNSEND & BENJAMIN GAITAN	-72.03
03/08/21	28892	RICK & CATHERINE HAZEN	-229.94
03/08/21	28893	MATTHEW & VANESSA KOENIG	-104.88
03/08/21	28894	MCH ELECTRIC	-639.18
03/08/21	28895	EVANJALINA MELGOZA	-156.42
03/08/21	28896	NONG WOO SEED AMERICA	-121.66
03/08/21	28897	CARLOS & MARISOL PLASENCIA	-76.61
03/08/21	28898	LAWRENCE & FELICIA SNYDER	-234.82
03/08/21	28899	Eclarin, Ernesto P.	-102.52
03/08/21	28900	Boltz, William K	-101.33
03/08/21	28901	ACC Business	-789.85
03/08/21	28902	Ace Hardware (Johnson Lumber Co.)	-1,498.40
03/08/21	28903	AT&T	-1,098.40
03/08/21	28904	Auto Tech Service Center, Inc.	-1,685.00
03/08/21	28905	Badger Meter, Inc.	-7,050.57
03/08/21	28906	Brenntag Pacific, Inc.	-12,998.72
03/08/21	28907	City of Hollister-Finance Dept	-368,482.28
03/08/21	28908	CM Analytical, Inc.	-13,543.75

Date	Number	Name	Amount
03/08/21	28909	Ferguson Enterprises, Inc.	-149.00
03/08/21	28910	Grainger, Inc.	-1,945.36
03/08/21	28911	Hach Company	-3,446.82
03/08/21	28912	Hollister Auto Parts, Inc.	-56.18
03/08/21	28913	MBS Business Systems	-856.65
03/08/21	28914	Mission Uniform Service	-1,152.12
03/08/21	28915	P G & E	-16,935.16
03/08/21	28916	Postmaster	-57.00
03/08/21	28917	San Benito County Water District	-172.75
03/08/21	28918	Shape, Inc.	-1,870.00
03/08/21	28919	Simplot Grower Solutions	-844.25
03/08/21	28920	Star Concrete	-388.93
03/08/21	28921	Toro Petroleum Corp.	-1,241.57
03/08/21	28922	Tyler Technologies, Inc.	-5,200.00
03/08/21	28923	USA Blue Book	-884.74
03/08/21	28924	Veolia Water Technologies	-7,336.51
03/08/21	28925	Verizon Wireless	-230.94
03/08/21	28926	City National Bank	-168,881.16
03/08/21	28927	San Benito County Water District	-270,925.08
03/11/21	28928	Dept. of Motor Vehicles (DMV)	-27.00
03/15/21	28929	A-1 Services	-403.00
03/15/21	28930	Bracco's Towing	-95.00
03/15/21	28931	Brenntag Pacific, Inc.	-24,300.16
03/15/21	28932	Britt Global Industries, LLC	-1,000.00
03/15/21	28933	Calcon System, Inc.	-997.50
03/15/21	28934	Corbin Willits Systems, Inc. (MOM's)	-260.00
03/15/21	28935	Filmtec Corporation	-1,331.49
03/15/21	28936	Recology San Benito County	-299.75
03/15/21	28937	RJR Recycling	-1,500.00
03/15/21	28938	Staples Advantage	-13.95
03/15/21	28939	Trans Union LLC	-160.25
03/15/21	28940	U.S. Bank Corporate Pmt. Systems	-1,404.71
03/15/21	28941	Nationwide Retirements Solutions	-7,807.81
03/22/21	28942	Alvarez, Abel	-76.80
03/22/21	28943	BARRY J BRADY	-306.23
03/22/21	28944	POUL NIELSEN JR	-87.78
03/22/21	28945	Auto Tech Service Center, Inc.	-324.00
03/22/21	28946	Brenntag Pacific, Inc.	-17,288.55
03/22/21	28947	Calgon Carbon Corporation	-48,402.00
03/22/21	28948	DLT Solutions Inc.	-1,173.15
03/22/21	28949	First Trust Alarm Company	-698.00
03/22/21	28950	Hach Company	-1,650.78
03/22/21	28951	Hollister Auto Parts, Inc.	-52.92

<u>Date</u>	<u>Number</u>	<u>Name</u>	<u>Amount</u>
03/22/21	28952	Iconix Waterworks (US) Inc.	-78.24
03/22/21	28953	Mark Nicholson, Inc.	-8,400.00
03/22/21	28954	Mc Master-Carr	-30.65
03/22/21	28955	Palace Business Solutions	-194.81
03/22/21	28956	San Benito County Water District-Pumping	-19,500.53
03/22/21	28957	Toro Petroleum Corp.	-1,870.41
03/22/21	28958	USA Blue Book	-1,287.66
03/22/21	28959	Wright Bros. Indust. Supply	-200.91
03/29/21	28960	AT&T	-446.11
03/29/21	28961	Auto Tech Service Center, Inc.	-290.00
03/29/21	28962	Badger Meter, Inc.	-69,258.35
03/29/21	28963	Brenntag Pacific, Inc.	-8,999.03
03/29/21	28964	Calcon System, Inc.	-562.50
03/29/21	28965	De Lay & Laredo	-3,890.00
03/29/21	28966	EBCO Pest Control	-60.00
03/29/21	28967	Edges Electrical Group, LLC	-94.69
03/29/21	28968	Ferguson Enterprises, Inc.	-204.06
03/29/21	28969	Hach Company	-2,294.75
03/29/21	28970	Hollister Auto Parts, Inc.	-163.13
03/29/21	28971	Konica Minolta Premier Finance	-416.76
03/29/21	28972	O'Reilly Auto Parts	-29.13
03/29/21	28973	Quadient, Inc.	-4,146.88
03/29/21	28974	San Benito Tire Pros & Automotive	-405.01
03/29/21	28975	Staples Advantage	-13.40
03/29/21	28976	Star Concrete	-300.44
03/29/21	28977	Tyler Technologies, Inc.	-227.50
03/29/21	28978	Verizon Wireless	-230.92
03/31/21	28979	Postmaster	-2,152.02
			\$ <u>-1,451,152.61</u>

3. Associate Engineer Monthly Status Report.
4. Finance Manager Monthly Status Reports: a. Narrative Report, b. Operation Summary, c. Statement of Income, d. Investment Summary, and e. Board Designated Reserves.
5. W/WW Superintendent Monthly Status Reports: a. Maintenance, b. City Meter Reading, and c. Groundwater Level Measurement.
6. General Manager Monthly Status Report.

Director Johnson asked to have agenda item E.3 - Associate Engineer Monthly Status Report; E.4 - Finance Manager Monthly Status Reports, and E.5 – Superintendent Monthly Status Reports pulled and moved to Agenda Item H.4, H.5, and H.6 respectively under Board and Staff Reports.

Upon a motion made by Director Johnson to approve the Consent Agenda as amended, seconded by Director Parker, for which President Buzzetta (JB) then took a roll call vote as follows: Directors Alcorn, (MA), yes; Johnson (JJ), yes; Parker (JP), yes; Ross (AR), yes; and President Buzzetta (JB), yes; the motion carried 5-0.

F. NEW BUSINESS:

- 1. CONSIDER PROCLAIMING MAY 2021, AS “WATER AWARENESS MONTH”:** Water Conservation Program Manager of the Water Resources Agency, Shawn Novack explained that for the past twenty-nine years, the month of May has been celebrated as water awareness month. Each year, new water awareness issues are brought forward to inform and educated California agricultural and urban water users.

Mr. Novack read the entire proclamation found in Resolution #553.

Mr. Novack explained that over the last few years we have had about half of the normal rainfall and snowfall for the State. Currently the Bureau of Reclamation’s allocation for imported water is 50% for M&I, and 0-5% for agriculture, these numbers will be confirmed in May. Groundwater levels have come back since the last drought in 2015 but we need to be careful in the event this is a prolonged drought. May is the beginning of water awareness due to start of irrigation and peak water use.

San Benito County Water District does have a good water supply in the groundwater basin which would keep a good supply for 10 years even without any rain; however, the quality of that water is not as good as treated surface water.

Director Ross asked if the customers need to be concerned about not having water for necessary use, and Mr. Novack stated not at the present time, but this is a long-term proposition that needs to be looked at over the next 15 years or so.

Director Parker asked if relying on the groundwater will affect our staying in compliance, and General Manager/Secretary Lander replied the District will remain in compliance with the water quality, however, there will be an increase in hardness in the water.

Upon a motion made by Director Johnson to proclaim the month of May 2021 as “Water Awareness Month” and adopt resolution #553, seconded by Director Parker, for which President Buzzetta (JB) then took a roll call vote as follows: Directors Alcorn, (MA), yes; Johnson (JJ), yes; Parker (JP), yes; Ross (AR), yes; and President Buzzetta (JB), yes; the motion carried 5-0.

- 2. PRESENTATION OF THE REPLACEMENT TOILET WATER CONSERVATION PROGRAM:** Water Conservation Program Manager of the Water Resources Agency, Shawn Novack, gave the Board a slide presentation of how the Water Resources Association San Benito County (WRASBC) came to be. Mr. Novack gave a summary on the history of WRASBC.

Water savings from the ultra-low flow toilet replacements water savings is approximately 14,280 gallons per toilet/per year; and approximately 111,790,120 gallons per year (cumulative).

- 3. CONSIDERATION OF ESTABLISHING SECTION 115 TRUST FUND FOR PARTICIPATION IN THE CALIFORNIA EMPLOYERS PENSION PREFUNDING TRUST (CEPPT) WITH THE CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM:** Finance and Human Resource Manager, Travis Foster, explained that in 2019, CalPERS established the California Employers' Pension Prefunding Trust (CEPPT). The CEPPT is an IRS Section 115 Trust where contributions/investments and investment returns can be made to address current and future pension costs.

Staff met with the Finance Committee to discuss CEPPT participation in February. Both Committee Members attended the CALPERS trust workshop in April (slide presentation was attached) and suggested bringing this topic before the Board. Currently, staff is recommending the Board consider participating in the California Employers Pension Prefunding Trust (CEPPT). The process of establishing the CEPPT will require a Board Resolution and signing the CEPPT Participation Agreement. Staff will bring back to the Board a funding policy as part of the proposed Budget for Fiscal Year 2021-22. In addition, staff would like to discuss with the Board the establishment of a Pension Committee at a future meeting.

Director Alcorn expressed approval for beginning the process of opening the account with California Public Employees' Retirement System (CALPERS) and later discuss the funding. Director Johnson was in favor as well because there is no liability in opening the account without funding.

President Buzzetta was concerned about the language used in the contract, using the word may instead of shall, which Attorney Heidi Quinn stated there would not be an issue to begin the process of opening the account and prior to funding, clarifying the wording with CalPERS.

Upon a motion made by Director Parker to adopt Resolution #554 enabling the District to participate in the California Employers Pension Prefunding Trust (CEPPT) and authorize the General Manager to enter into a contract, seconded by Director Johnson , for which President Buzzetta (JB) then took a roll call vote as follows: Directors Alcorn, (MA), yes; Johnson (JJ), yes; Parker (JP), yes; Ross (AR), yes; and President Buzzetta (JB), yes; the motion carried 5-0.

- 4. AUTHORIZE THE BOARD PRESIDENT TO EXECUTE AN OPERATION AND MAINTENANCE CONTRACT WITH SAN BENITO FOODS – NEIL JONES FOOD COMPANY ALLOWING SSCWD TO PROVIDE CONTRACT SERVICES OF THE INDUSTRIAL WASTEWATER TREATMENT PONDS:** General Manager/Secretary Drew Lander stated that at the February Board meeting the Board authorized the General Manager to negotiate a contract with San Benito Foods (SBF) at the request of SBF. The contract includes the use of District resources to staff and manage the Hollister Industrial Wastewater Treatment Plant (IWTP) which is used to manage processed water from the tomato processing plant owned by Neil Jones Foods Company.

Director Alcorn remarked on the good job of protecting the liability of the District in the draft contract he has reviewed. Director Parker questioned the possibility of San Benito Foods going out of business for whatever reason and what that would do to the District, and General Manager/Secretary Lander stated there will be an abandonment clause in the contract protecting the District.

Upon a motion made by Director Johnson to authorize the Board President to execute an Operations and Maintenance Contract with San Benito Foods – Neil Jones Food Company allowing SSCWD to provide contract services of the Industrial Wastewater Treatment Ponds and to bring the final contract back to the Finance Committee, seconded by Director Alcorn, for which President Buzzetta (JB) then took a roll call vote as follows: Directors Alcorn, (MA), yes; Johnson (JJ), yes; Parker (JP), yes; Ross (AR), yes; and President Buzzetta (JB), yes; the motion carried 5-0.

- 5. GM TO RECEIVE DIRECTION FROM BOARD ON FUTURE NEWLETTER TOPICS:** General Manager/Secretary Drew Lander stated that there were positive results from the first newsletter that was mailed. There was positive feedback and movement on the website with over 10,000 hits.

General Manager/Secretary Lander asked the Board if there is interest in sending another newsletter out and if there were any suggestions on what to include.

After discussion, it was unanimous by the Board to send out another newsletter. General Manager/Secretary Lander stated he will begin compiling the articles for the newsletter.

- 6. CONSIDER AUTHORIZING BOARD MEMBERS TO ATTEND THE ASSOCIATION OF CALIFORNIA WATER AGENCIES CONFERENCE (ACWA) AND THE ACWA/JOINT POWERS INSURANCE AUTHORITY (JPIA) MEETING MAY 12-13, 2021, VIRTUAL MEETING:** General Manager/Secretary Drew Lander reported that the ACWA Spring Conference is being held virtually May 12th and 13th this year.

Directors Johnson, Parker, and Ross all stated they are interested in attending the virtual conference.

Upon a motion made by Director Ross to authorize any interested Board Member to attend the Association of California Water Agencies Conference (ACWA) and the ACWA/Joint Powers Insurance Authority (JPIA) meeting May 12 – 13, 2021, virtual meeting, seconded by Director Johnson, for which President Buzzetta (JB) then took a roll call vote as follows: Directors Alcorn, (MA), yes; Johnson (JJ), yes; Parker (JP), yes; Ross (AR), yes; and President Buzzetta (JB), yes; the motion carried 5-0.

G. BOARD COMMITTEE and STATUS REPORTS

1. **Governance Committee:** No meeting held.
2. **Water/Wastewater Committee:** President Buzzetta reported a meeting was held April 16th to receive an update from the General Manager on progress made negotiating contract terms with San Benito Foods to contractually operate the Industrial Wastewater Treatment Plant (IWTP) which was tonight's Agenda Item F-4.
3. **Finance Committee:** President Buzzetta reported that a meeting was held on April 16th for discussion regarding the California Employers Pension Prefunding Trust (CEPPT) which was tonight's Agenda Item F-3.
4. **Policy and Procedure Committee:** No meeting held.
5. **Personnel Committee:** No meeting held.
6. **Water Resources Association of San Benito County (WRA):** Director Johnson reported that a zoom meeting was held on April 1, 2021 to receive a monthly Conservation Program report; May Water Awareness; and an update on UWMP and SGMA.

H. BOARD and STAFF REPORTS

1. **Directors:** No report.
2. **District Counsel:** Attorney Heidi Quinn reported that DeLay & Laredo will be hosting an AB1234 Ethics and Brown Act Training on April 29, 2021 for anyone interested. Ms. Quinn also announced that Attorney Michael Laredo welcomed the birth of his twin baby boys.
3. **General Manager:** General Manager/Secretary Lander gave an update on the COVID-19 reporting that he is anticipating re-opening of the office at the end of June; all staff interested in receiving the vaccine has been fully vaccinated; and six months past due letters have been mailed to landlords and tenants.

- 4. Associate Engineer Monthly Status Report:** Director Johnson pulled item E.3 to have General Manager/Secretary Lander answer her question of how much of the project with Abel Septic Tank for the Ridgemark Wastewater Collection System CCTV inspection will be inspected by District staff and Mr. Lander stated the complete project will be inspected.

Director Johnson also asked General Manager/Secretary Lander to explain the Capital Improvement & Purchase Planning, to which Mr. Lander stated that staff is working on a 5-year Capital Improvement Plan, which will be addressed in the budget process asking for the funding. President Buzzetta explained that he has been requesting the 5-year plan and is happy to know it is in process. President Buzzetta feels the Capital Improvement Project will help with careful spending.

- 5. Finance Manager Monthly Status Reports:** Director Johnson pulled item E.4 to compliment the Account Technicians for an outstanding job with the new Watersmart implementation, and to comment on the number of E-bill customers totaling 978 in March 2021, which is up 120 from February.

- 6. W/WW Superintendent Monthly Status Reports:** Director Johnson pulled item E.5 to have Water/Wastewater Superintendent Rodriguez explain that the Distribution Operators are continuing to exercise valves and flush hydrants. Mr. Rodriguez reported that Operators have exercised 20% of the systems valves, as well as flushing 71% of the District's hydrants, which has not been done in the past 3 years due to lack of resources. Water/Wastewater Superintendent Rodriguez stated that the plan for the future is to get 50% in the first year, 50% in the 2nd year and to have exercised the complete District (1,000 valves) within 3 years.

- I. FUTURE AGENDA ITEMS:** Preliminary Budget Review FY21/22 – May 2021; Receive and Adopt the Urban Water Management Plan Update – June 2021; and Staff Negotiations.

- J. ADJOURNMENT:** President Buzzetta adjourned the meeting at 7:00 p.m.

APPROVED BY THE BOARD:

Jerry T. Buzzetta, President

RESPECTFULLY SUBMITTED:

Drew A. Lander, Secretary

Sunnyslope County Water District

Disbursement Summary

April 1, 2021 through April 30, 2021

Date	Num	Name	Amount
04/09/21	04-01 PRL	ADP Direct Deposit	-64,851.27
04/09/21	04-01 PRL	ADP TAX	-17,831.88
04/23/21	04-02 PRL	ADP Direct Deposit	-60,945.39
04/23/21	04-02 PRL	ADP TAX	-17,430.97
04/23/21	04-02 PRL	ADP Garnishment	-2,203.23
04/01/21	ACH 2021	North American Bancard	-57.97
04/05/21	ACH 2022	North American Bancard	-36.14
04/05/21	ACH 2023	North American Bancard	-35.00
04/05/21	ACH 2024	North American Bancard	-97.97
04/08/21	ACH 2025	iCloud	-10,156.95
04/09/21	ACH 2026	BASIC Benefits LLC	-204.76
04/12/21	ACH 2028	CalPERS - Retirement	-194.58
04/12/21	ACH 2029	CalPERS - Retirement	-686.08
04/13/21	ACH 2030	CalPERS - Retirement	-23.08
04/13/21	ACH 2031	CalPERS - Retirement	-23.08
04/13/21	ACH 2032	BASIC Benefits LLC	-845.24
04/16/21	ACH 2033	ADP	-2,072.40
04/16/21	ACH 2034	BASIC Benefits LLC	-221.00
04/19/21	ACH 2035	Colonial Life	-1,802.46
04/21/21	ACH 2036	CalPERS - Health Insurance	-20,131.80
04/22/21	ACH 2037	CalPERS - Retirement	-9,119.08
04/22/21	ACH 2038	CalPERS - Retirement	-6,343.10
04/27/21	ACH 2039	BASIC Benefits LLC	-40.00
04/28/21	ACH 2040	CA Dept. of Tax & Fee Administration	-888.00
04/29/21	ACH 2041	BASIC Benefits LLC	-110.00
04/01/21	28980	Razzolink.com	-76.95
04/05/21	28981	GEENAMARIE BONILLA & BRIANNA BERNARD	-146.01
04/05/21	28982	DON CHAPIN CO	-626.52
04/05/21	28983	SAM FAZZIO	-88.48
04/05/21	28984	LIONEL OCHOA & SANDY GARCIA	-12.49
04/05/21	28985	KB HOME	-48.39
04/05/21	28986	KRAIG KLAUER	-38.88
04/05/21	28987	MARTHA H METZGER TRUST	-42.01
04/05/21	28988	ERIN L & MARK B ORLOWSKI	-64.65
04/05/21	28989	OTTO CONSTRUCTION	-529.46
04/05/21	28990	Ace Hardware (Johnson Lumber Co.)	-397.54
04/05/21	28991	AT&T	-653.12
04/05/21	28992	Auto Tech Service Center, Inc.	-570.00
04/05/21	28993	Badger Meter, Inc.	-66,037.91
04/05/21	28994	Bianchi Kasavan & Pope, LLP	-30.00
04/05/21	28995	Brenntag Pacific, Inc.	-16,641.32
04/05/21	28996	Central Ag Supply LLC	-194.45
04/05/21	28997	Edges Electrical Group, LLC	-96.36

Sunnyslope County Water District

Disbursement Summary

April 1, 2021 through April 30, 2021

Date	Num	Name	Amount
04/05/21	28998	Hollister Landscape Supply	-292.28
04/05/21	28999	Iconix Waterworks (US) Inc.	-222.62
04/05/21	29000	Interstate Battery System of San Jose Inc	-149.25
04/05/21	29001	Maggiora Bros. Drilling, Inc.	-4,988.04
04/05/21	29002	Mc Master-Carr	-267.65
04/05/21	29003	Mission Uniform Service	-1,450.70
04/05/21	29004	Monterey Bay Air Resources District	-4,826.00
04/05/21	29005	P G & E	-19,244.70
04/05/21	29006	Shape, Inc.	-9,111.95
04/05/21	29007	State Water Resources Control Board-DWOCPC	-60.00
04/05/21	29008	Toro Petroleum Corp.	-1,735.87
04/05/21	29009	U.S. Bank Corporate Payment Systems	-5,004.41
04/05/21	29010	Wright Bros. Welding & Sheet Metal, Inc.	-22.50
04/05/21	29011	State Water Resources Control Brd-WWOPCP	-110.00
04/06/21	29012	San Benito County-Clerk	-15.00
04/06/21	29013	San Benito County-Tax Collector	-1,134.51
04/12/21	29014	A-1 Services	-403.00
04/12/21	29015	Brenntag Pacific, Inc.	-4,836.56
04/12/21	29016	Calgon Carbon Corporation	-48,402.00
04/12/21	29017	City of Hollister-Finance Dept	-391,207.39
04/12/21	29018	Extreme Air, Inc.	-360.00
04/12/21	29019	Filmtec Corporation	-10,283.75
04/12/21	29020	Hach Company	-1,247.70
04/12/21	29021	Hollister Auto Parts, Inc.	-28.67
04/12/21	29022	Iconix Waterworks (US) Inc.	-4,851.13
04/12/21	29023	Mc Master-Carr	-955.08
04/12/21	29024	Meter Valve & Control Inc.	-60,966.40
04/12/21	29025	Nationwide Retirements Solutions	-7,807.81
04/12/21	29026	O'Reilly Auto Parts	-8.56
04/12/21	29027	Recology San Benito County	-299.75
04/12/21	29028	San Benito County Water District	-199.25
04/12/21	29029	State Water Resources Control Brd-WWOPCP	-190.00
04/12/21	29030	Trans Union LLC	-196.06
04/12/21	29031	Tyler Technologies, Inc.	-455.00
04/12/21	29032	USA Blue Book	-73.78
04/12/21	29033	UWUA Local 820	-738.56
04/12/21	29034	State Water Resources Control Brd-WWOPCP	-155.00
04/19/21	29035	Brenntag Pacific, Inc.	-9,322.24
04/19/21	29036	Brigantino Irrigation	-25.25
04/19/21	29037	Calcon System, Inc.	-1,287.50
04/19/21	29038	Central Ag Supply LLC	-1,771.08
04/19/21	29039	CM Analytical, Inc.	-9,283.75
04/19/21	29040	De Lay & Laredo	-5,851.00

Sunnyslope County Water District

Disbursement Summary

April 1, 2021 through April 30, 2021

Date	Num	Name	Amount
04/19/21	29041	Grainger, Inc.	-149.60
04/19/21	29042	Iconix Waterworks (US) Inc.	-412.51
04/19/21	29043	John Smith Road Landfill	-1,806.18
04/19/21	29044	Mc Master-Carr	-466.77
04/19/21	29045	Simplot Grower Solutions	-792.64
04/19/21	29046	State Water Resources Control Brd-WWOPCP	-155.00
04/19/21	29047	Toro Petroleum Corp.	-2,209.48
04/19/21	29048	Tyler Technologies, Inc.	-325.00
04/19/21	29049	USA Blue Book	-560.36
04/28/21	29050	Burbank, Jr., Dee J.	-250.00
04/28/21	29051	Hernandez, Bazilio	-81.67
04/28/21	29052	ACC Business	-2,649.20
04/28/21	29053	Ace Hardware (Johnson Lumber Co.)	-190.09
04/28/21	29054	ACWA/JPIA	-8,603.37
04/28/21	29055	AT&T	-461.17
04/28/21	29056	Atlas Copco Compressors LLC	-597.41
04/28/21	29057	Badger Meter, Inc.	-1,077.66
04/28/21	29058	Brenntag Pacific, Inc.	-12,907.44
04/28/21	29059	Brigantino Irrigation	-80.68
04/28/21	29060	CM Analytical, Inc.	-14,092.50
04/28/21	29061	EBCO Pest Control	-60.00
04/28/21	29062	Edges Electrical Group, LLC	-171.38
04/28/21	29063	Hach Company	-1,278.34
04/28/21	29064	Hollister Safe & Lock Inc.	-81.94
04/28/21	29065	Konica Minolta Premier Finance	-416.76
04/28/21	29066	Melissa Data Corp.	-895.00
04/28/21	29067	Mission Uniform Service	-1,162.58
04/28/21	29068	Nationwide Retirements Solutions	-7,807.81
04/28/21	29069	Postmaster	-2,137.64
04/28/21	29070	USA Blue Book	-216.58
04/28/21	29071	Verizon Wireless	-953.77
04/28/21	29072	San Benito County Water District	-338,524.82

\$ -1,314,063.07

SUMMARY:

Vendors	\$ 700,563.77
Payroll - Employee	220,695.02
City of Hollister for City Billing Collected, Net of Fees	391,207.39
Customer Refunds & Returned Checks/ACH	1,596.89
Total Disbursements	\$ 1,314,063.07

Staff Report

Agenda Item: E – 3

DATE: May 12, 2021 (May 18, 2021 Meeting)
TO: Board of Directors
FROM: Associate Engineer, Rob Hillebrecht
SUBJECT: Associate Engineer Monthly Status Report

CCTV Inspection Project Commencement

Able Septic began to hydro-clean and video Sunnyslope’s sewer collection system on May 10. They have already inspected and recorded about 10,000 feet in the southern portion of Ridgemark. No significant issues have yet been discovered. There are about 80,000 feet of sewer pipes in Sunnyslope’s wastewater system. At the current rate, we expect to have the whole system completed in early fall.

Urban Water Management Plan

District Staff closely coordinated with San Benito County Water District and the City of Hollister on preparing the Urban Water Management Plan. The initial draft of the plan has been completed and is expected to go before the Board in June for approval.

Consumer Confidence Report

Sunnyslope staff have collected all the data for the annual Consumer Confidence Report and organized it into a simpler and more readable table. The goal is to better use this regulatory requirement to communicate with our customers the safety and health of their water. The report is also being coordinated with Anne Muraski to ensure that its style and content are consistent with Sunnyslope’s regular newsletters.

Water Tank Inspection Dives

District Staff engaged MIT Diving and Coating to inspect Sunnyslope's 3 water storage tanks and remove any sediments from the bottom of the tanks. This was last conducted in 2016 and is required every 5 years by the Division of Drinking Water. Staff gathered quotes from other companies but found MIT to be the lowest. MIT provided a \$500 discount on mobilization since they were already in the area. All the tanks had minimal sediment build-up and are in excellent condition.

Santana Ranch Phase 8

Santana Ranch completed the initial installation of the underground water piping for Phase 8. This phase runs along Fairview Rd. from the CalFire station up to Hillcrest Rd. Basilio Hernandez conducted the inspection and documentation of the installation during the month of April while the Associate Engineer was out of the office.

Santana Ranch Apartments

The Santana Ranch Apartment water system was properly tested, sanitized, and then tied into the rest of Sunnyslope's system. Construction of the apartment buildings has begun, and water meters will soon be set for them. All the landscaping for the apartments will be off the Landscape Irrigation System to preserve the high-quality surface water for domestic use rather than irrigation.

Roberts Ranch Phase 2

The construction has started for Roberts Ranch Phase 2 which extends all the way out to Fairview. Sanco Pipe is the Contractor for this phase and workers have begun installing the water system.

Pond 6 Geotechnical Bores

Sunnyslope entered into an Access Agreement with San Benito County to allow for geotechnical investigation to be conducted on the property of Sunnyslope's Percolation Pond 6. The Access Agreement was prepared by District counsel. This geotechnical work was required by the County as a condition of approval for the Vista Del Calabria development on the south side of Enterprise Rd. behind Sunnyslope's Well #7. Sunnyslope will receive all the data, reports, and analysis of this study.

Staff Report

Agenda Item: **E – 4a**

DATE: May 13, 2021 (May 18, 2021 Meeting)

TO: Board of Directors

FROM: Finance & Human Resource Manager, Travis Foster

SUBJECT: Finance Manager Monthly Status Reports: a. Narrative Report, b. Operation Summary, c. Statement of Income, d. Investment Summary, and e. Board Designated Reserves.

b. OPERATION SUMMARY

(April 2021)

We received twenty-two (93) water capacity fees and zero wastewater capacity fee in April 2021, compared to twelve (12) water capacity fees and zero (0) wastewater capacity fees received in the previous year. Summary Table of April and YTD presented below.

Comparison of Capacity Fees Received for the Current Month & Year to Date							
Item	APRIL 2021	MARCH 2021	APRIL 2020	Increase / (Decrease) from Prior Year (PY)	YTD TOTALS Current Fiscal Year	YTD TOTALS Prior Fiscal Year	Increase / (Decrease) from Prior Year (PY)
NO. WATER CAPACITY FEE RECD	93	22	12	81	198	241	(43)
NO. WW CAPACITY FEE RECD	-	1	-	1	1	1	-

The table below presents the changes from prior month (PM) and the prior year (PY).

Summary of Changes in Customer Accounts					
Account Types	APRIL 2021	MARCH 2021	APRIL 2020	Δ from PM ++	Δ from PY *
NO. WATER ACCOUNTS	6,653	6,642	6,401	11	252
NO. SSCWD SEWER ACCTS	1,239	1,241	1,235	(2)	4
NO. AUTO PAY CUSTOMERS	2,843	2,788	2,771	55	72

++ PM = Prior Month

+ PY = Prior Year

On January 19, 2021, the District began the implementation of WaterSmart and Invoice Cloud for our customers. In addition to the modern customer interface providing in depth water use data, the platform also provides some additional tools and analytics for the acceptance of payments presented below:

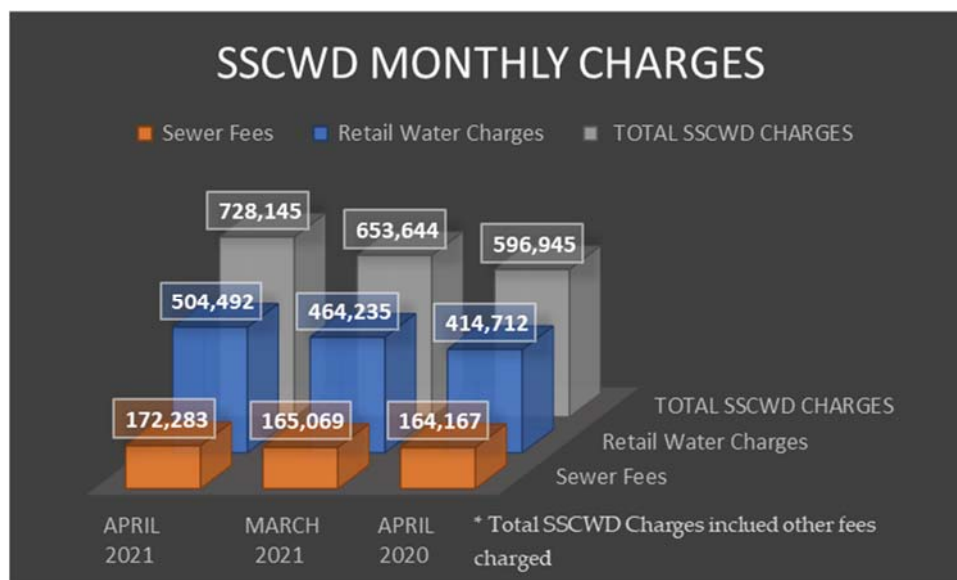
Water Smart / Invoice Cloud Payments	APRIL 2021	MARCH 2021
Auto Pay	2,843	2,788
Biller Portal	-	1
Customer Portal Payments	386	396
Express Payments	236	281
Interactive Voice Response (IVR)	73	80
Mobile Express Payments	258	260
Online Bank Direct	454	114
Pay By Text	38	34
Scheduled Payment	25	17
Shopping Cart	277	367
Total	4,590	4,338
NO. E-BILL Invoice Cloud (Paperless)	1,028	978

Watersmart® Implementation Summary:

- Auto-Pay processed in Invoice Cloud in April 2021 with 2,843 customers, up 55 from March.
- Our customers made 386 payments in the Customer Portal.
- 236 Express Payments represent the number of payments taken where the customer used the pay-by-email feature (where the customer is not required to log into their account).
- We had 73 customers utilize the Interactive Voice Response (IVR) payment system.
- We had 258 customers use Mobile Express, which are payments taken by text messaging sent by our Account Technicians.
- Our customers made 454 Online Bank Direct payments, which are payments sent by way of our customer's banks online.
- We saw 38 payments made using the Pay by Text feature.
- Twenty-five (25) customers logged in to schedule payments.
- We had 277 Shopping Cart payments, which is how our account technicians use the portal to take customer deposits and other fees paid over the phone.

Finally, our E-Bill customers totaled 1,028 in April 2021, up 50 from March.

The following chart shows the comparison of Retail Water, Sewer and Total Charges:



The table below summarizes April 2021 Monthly Charges by type compared to March 2021 and April 2020, respectively.

SSCWD Monthly Charges Comparison							
MONTHLY CHARGES	APRIL 2021	MARCH 2021	APRIL 2020	Δ from PM ++	Δ from PY *	% increase PM ++	% increase PY *
Retail Water Charges	504,492	464,235	414,712	40,257	89,780	8.7%	21.6%
Sewer Fees	172,283	165,069	164,167	7,214	8,116	4.4%	4.9%
Installation Fees	37,940	10,580	4,860	27,360	33,080	258.6%	680.7%
Late Fees	-	-	(227)	-	227	N/A	-100.0%
Admin. Collection Fees, net	10	10	20	-	(10)	0.0%	-50.0%
COH Billing Fees	12,969	12,885	12,153	84	816	0.7%	6.7%
Other Misc. Fees	450	864	1,260	(414)	(810)	-47.9%	-64.3%
TOTAL SSCWD CHARGES	728,145	653,644	596,945	74,501	131,200	11.4%	22.0%

++ PM = Prior Month

+ PY = Prior Year

Water sales revenue of \$504,492 for April 2021, is up \$40,257 (or 8.7%) compared to last month and is up \$89,780 compared to April 2020. Sewer fee revenue of \$172,283 for April 2021 is up \$7,214 from March due to the annual adjustment performed in April and is also up \$8,116 (or 4.9%) compared to April 2020. Total SSCWD Charges of \$728,145 are up \$74,501 (or 11.4%) from March and up \$131,200 from April 2020 (or 22%).

Installation fee revenue is based on the number of capacity fees collected and the size of the meter to be installed. During April 2021, we have collected \$37,940 for 93 water capacity fees, compared to \$10,580 in March 2021 and \$4,860 in April 2020, resulting in an increase of \$27,360 (or 258.6%) from last month and an increase of \$33,080 from prior year (or 680.7%).

For the current month of the fiscal year 2020/21, compared the same period last fiscal year:

- No late fees charged in either year due to the pandemic.
- Net billing fees from the City of Hollister of \$12,969 is up \$816 from April 2020; and
- Other miscellaneous fees of \$450 is down \$414 from April 2020.

Water sold to customers for April 2021 totals 55.7 million gallons compared to 54 million gallons last month and 51.5 million gallons in April of 2020. This represents an increase of 1.7 million gallons sold to customers (or 3.1%) over last month and an increase of 14.2 million gallons (or -34.2%) over April 2020.

The past due percentage of accounts receivable due from all customers for April 2021 is 12.33% compared to April 2020 of 6.78%. The past due percentage has decreased from 13.42% in March 2021. The inability to charge late fees or shut off water for non-payment due to the pandemic continues to impact the significant past due balances. The certified letters requesting customers to contact our office prior to the filing of a lien have gone out, which is attributable to the decrease in the past due percentage from February and March. We would expect the past due balance to continue trending down over the next few months.

c. STATEMENT OF INCOME

(March 2021)

Discussion:

For March 2021, Water operations shows Net Operating Loss of \$247,847 and Net Income of \$70,713. Wastewater operations resulted in Net Operating Income of \$63,442 and Net Income of \$65,160. When combining Water and Wastewater, net income of \$135,873 is down \$70,901 from the prior month primarily attributable to the timing of operating expenses. The total in Combined Water and Wastewater Loss - Adjusted for Non-Budgeted Items is \$213,333 for the month of March. Year-to-Date (YTD) Combined Income Adjusted for Non-Budgeted Items is \$9,761. An important note when completing the Month of March 2021 is that the District is currently operating at break-even. The budgeted loss of \$811,897 was prepared with a conservative approach on water revenue for Fiscal Year 2020-21. There are no other significant changes to report this month.

d. INVESTMENT SUMMARY(March 31st, 2021)

Our total cash and invested funds are \$15,231,889 as of March 31st, 2021 and is up \$171,065 compared to last month. The increase is attributable to the 22 Capacity Fees received in March 2021. Compared to March 2020, our total cash and invested funds is up \$3,155,251 or 26%. The increase in cash and invested funds from prior year is due primarily to the \$1.085 million dollar funding to CALPERS for the unfunded liability in August of 2019, which decreased the cash position in the prior year. This decrease has been offset by Capacity Fees collected since that funding. The District's invested funds on March 31st are split between the Local Agency Investment Fund (LAIF), and the Heritage Bank Money Market Account (MMA), with \$7,012,631 invested in LAIF, and \$1,063,997 invested in the MMA. The remaining balance of \$7,155,260 is on deposit with Heritage Bank in the District's checking account. Interest received year-to-date totals \$57,048, which represents nine months of interest on the MMA, and quarterly interest from LAIF that posted in July, October and December.

e. BOARD DESIGNATED RESERVES

(April 30, 2021)

Attachment e. of the Finance Manager's report provides a summary of the Board Designated Reserve Balances as of April 30, 2021.

Sunnyslope County Water District

2020 / 2021

OPERATION SUMMARY (This Year)

ITEMS	JULY 2020	AUG. 2020	SEPT. 2020	OCT. 2020	NOV. 2020	DEC. 2020	JAN. 2021	FEB. 2021	MARCH 2021	APRIL 2021	TOTALS
NO. WATER CAPACITY FEE RECD	20	18	22	7	24	30	47	8	22	93	291
NO. WW CAPACITY FEE RECD	-	-	-	-	-	-	-	-	1	-	1
NO. WATER ACCOUNTS	6,467	6,481	6,501	6,517	6,539	6,580	6,588	6,623	6,642	6,653	
NO. SSCWD SEWER ACCTS	1,238	1,236	1,237	1,236	1,240	1,239	1,238	1,239	1,241	1,239	
NO. COH SEWER ACCTS	4,074	4,080	4,112	4,134	4,156	4,200	4,221	4,249	4,273	4,289	
NO. AUTO PAY CUSTOMERS	2,826	2,844	2,850	2,876	2,910	2,941	2,705	402	-	-	
NO. E-BILL CUST'S (Paperless)	478	485	484	497	500	513	-	-	-	-	
WaterSmart / Invoice Cloud											
Auto Pay							-	2,274	2,788	2,843	
Billor Portal							-	34	1		
Customer Portal							394	485	396	386	
Express Payments							2	110	281	236	
IVR							5	42	80	73	
Mobile Express Payments							2	115	260	258	
Online Bank Direct									114	454	
Pay By Text							-	13	34	38	
Scheduled Payment							4	11	17	25	
Shopping Cart							166	394	367	277	
Total							573	3,478	4,338	4,590	
NO. E-BILL Invoice Cloud (Paperless)							838	858	978	1,028	
MONTHLY CHARGES											
Retail Water Charges	\$ 775,775.29	\$ 857,815.88	\$ 716,737.28	661,016.53	657,443.72	\$ 495,095.19	\$ 436,711.35	\$ 433,893.64	\$ 464,235.17	\$ 504,492.45	\$ 6,003,216.50
Sewer Fees	165,460.51	166,607.09	165,218.43	165,314.20	167,157.77	166,630.76	166,334.67	165,731.92	165,069.47	172,283.16	1,665,807.98
Installation Fees	8,100.00	7,290.00	8,910.00	2,835.00	11,365.00	12,150.00	20,935.00	3,240.00	10,580.00	37,940.00	123,345.00
Late Fees	-	-	-	-	-	-	-	-	-	-	-
Admin. Collection Fees, net	590.00	(40.00)	90.00	60.00	50.00	160.00	20.00	150.00	10.00	10.00	1,100.00
COH Billing Fees	12,342.00	12,354.00	12,438.00	12,513.00	12,585.00	12,657.00	12,720.00	12,789.00	12,885.00	12,969.00	126,252.00
Other Misc. Fees	800.00	1,222.80	944.13	1,270.00	1,140.00	1,437.40	1,335.00	831.50	863.88	450.00	10,294.71
TOTAL SSCWD CHARGES	\$ 963,067.80	\$ 1,045,249.77	\$ 904,337.84	\$ 843,008.73	\$ 849,741.49	\$ 688,130.35	\$ 638,056.02	\$ 616,636.06	\$ 653,643.52	\$ 728,144.61	\$ 7,930,016.19
CITY OF HOLLISTER CHARGES											
COH Sewer Fees	370,300.30	370,936.59	372,723.96	374,670.26	376,999.71	379,346.85	381,658.65	383,742.02	385,955.06	387,561.72	\$ 3,783,895.12
COH Street Sweeping	10,050.24	10,046.16	10,066.00	10,066.00	10,084.96	10,078.88	10,079.60	10,084.88	10,094.80	10,106.40	100,757.92
COH Senior Discount	(1,326.60)	(1,346.70)	(1,386.90)	(1,377.52)	(1,357.42)	(1,346.70)	(1,366.80)	(1,366.80)	(1,358.09)	(1,338.66)	(13,572.19)
Total COH Charges	379,023.94	379,636.05	381,403.06	383,358.74	385,727.25	388,079.03	390,371.45	392,460.10	394,691.77	396,329.46	3,871,080.85
Late Fees **	-	-	-	-	-	-	-	-	-	-	-
TOTAL COH CHARGES	\$ 379,023.94	\$ 379,636.05	\$ 381,403.06	\$ 383,358.74	\$ 385,727.25	\$ 388,079.03	\$ 390,371.45	\$ 392,460.10	\$ 394,691.77	\$ 396,329.46	\$ 3,871,080.85

Sunnyslope County Water District

2020 / 2021

OPERATION SUMMARY (This Year)

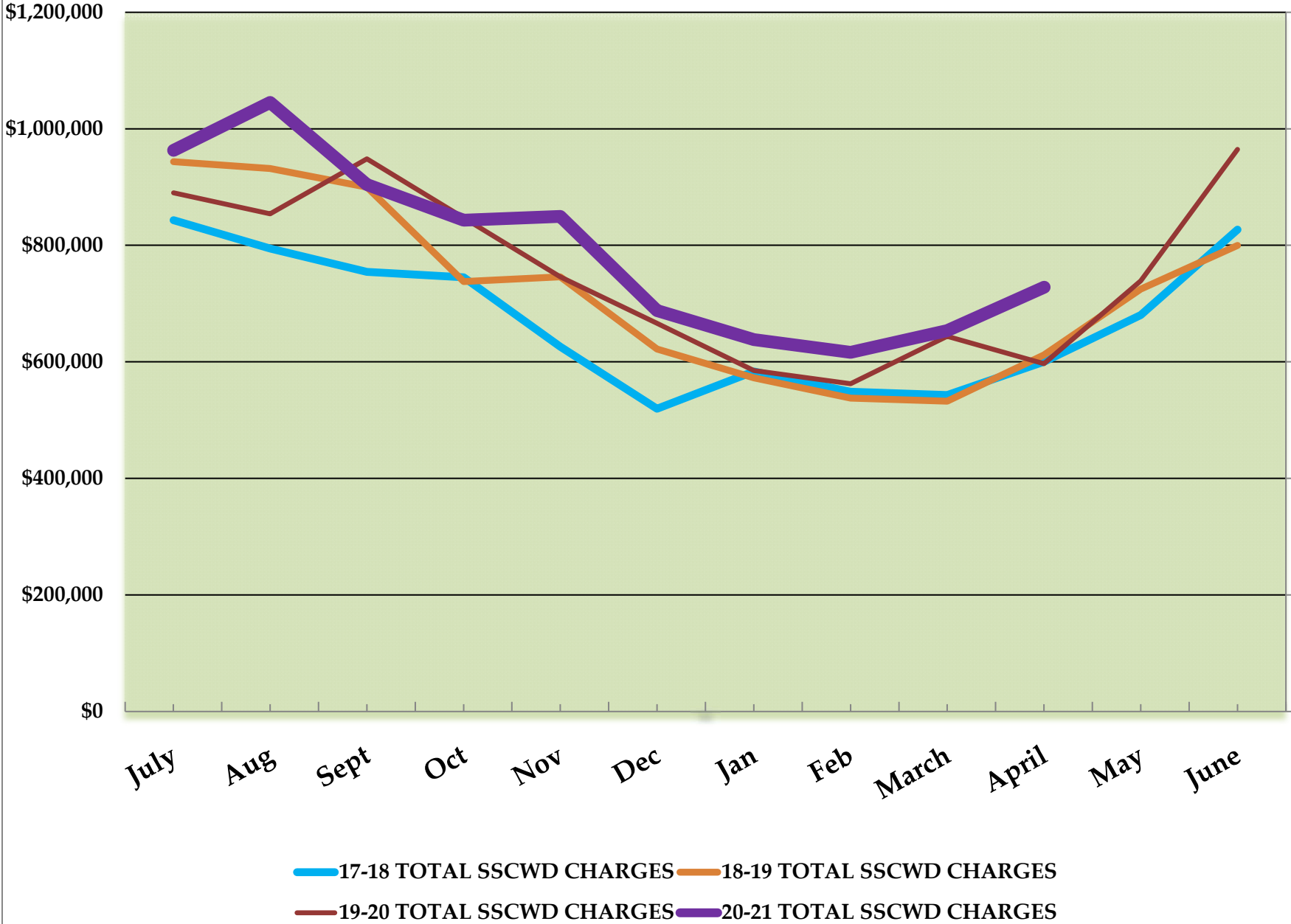
ITEMS	JULY 2020	AUG. 2020	SEPT. 2020	OCT. 2020	NOV. 2020	DEC. 2020	JAN. 2021	FEB. 2021	MARCH 2021	APRIL 2021	TOTALS
<u>ACCOUNTS RECEIVABLE - Aged</u>											
A/R for Sunnyslope Water **	\$ 984,619.71	\$ 1,055,071.44	\$ 938,523.95	\$ 880,387.53	\$ 885,094.32	\$ 732,864.00	\$ 662,587.13	\$ 674,350.39	\$ 672,224.64	\$ 722,173.51	
A/R for City of Hollister **	400,737.12	407,000.53	414,089.95	416,549.82	427,531.75	427,962.91	435,823.82	447,012.64	437,612.02	435,763.09	
Outstanding Bills Owed	\$ 1,385,356.83	\$ 1,462,071.97	\$ 1,352,613.90	\$ 1,296,937.35	\$ 1,312,626.07	\$ 1,160,826.91	\$ 1,098,410.95	\$ 1,121,363.03	\$ 1,109,836.66	\$ 1,157,936.60	
Past Due	\$ 102,610.08	\$ 106,279.41	\$ 129,429.45	\$ 131,871.32	\$ 142,112.24	\$ 155,515.03	\$ 148,859.86	\$ 170,637.94	\$ 148,970.55	\$ 142,784.48	
% Past Due	7.41%	7.27%	9.57%	10.17%	10.83%	13.40%	13.55%	15.22%	13.42%	12.33%	

<u>WATER METERED</u>											
Cubic Feet	12,877,300	15,080,000	11,830,300	10,688,700	10,624,000	7,223,600	5,935,000	5,892,800	7,223,900	7,447,900	94,823,500
SSCWD Gallons	96,322,204	112,798,400	88,490,644	79,951,476	79,467,520	54,032,528	44,393,800	44,078,144	54,034,772	55,710,292	709,279,780
Well Flow to COH Gallons	7,175,800	8,344,900	6,093,400	10,967,500	9,415,100	4,290,900	2,834,600	3,318,200	4,396,200	6,259,000	63,095,600
Surface Flow to COH Gallons	13,631,701	16,782,127	16,193,640	8,394,805	9,744,589	7,419,646	5,611,541	5,661,508	6,146,774	4,762,296	94,348,627
TOTAL METERED	117,129,705	137,925,427	110,777,684	99,313,781	98,627,209	65,743,074	52,839,941	53,057,852	64,577,746	66,731,588	866,724,007

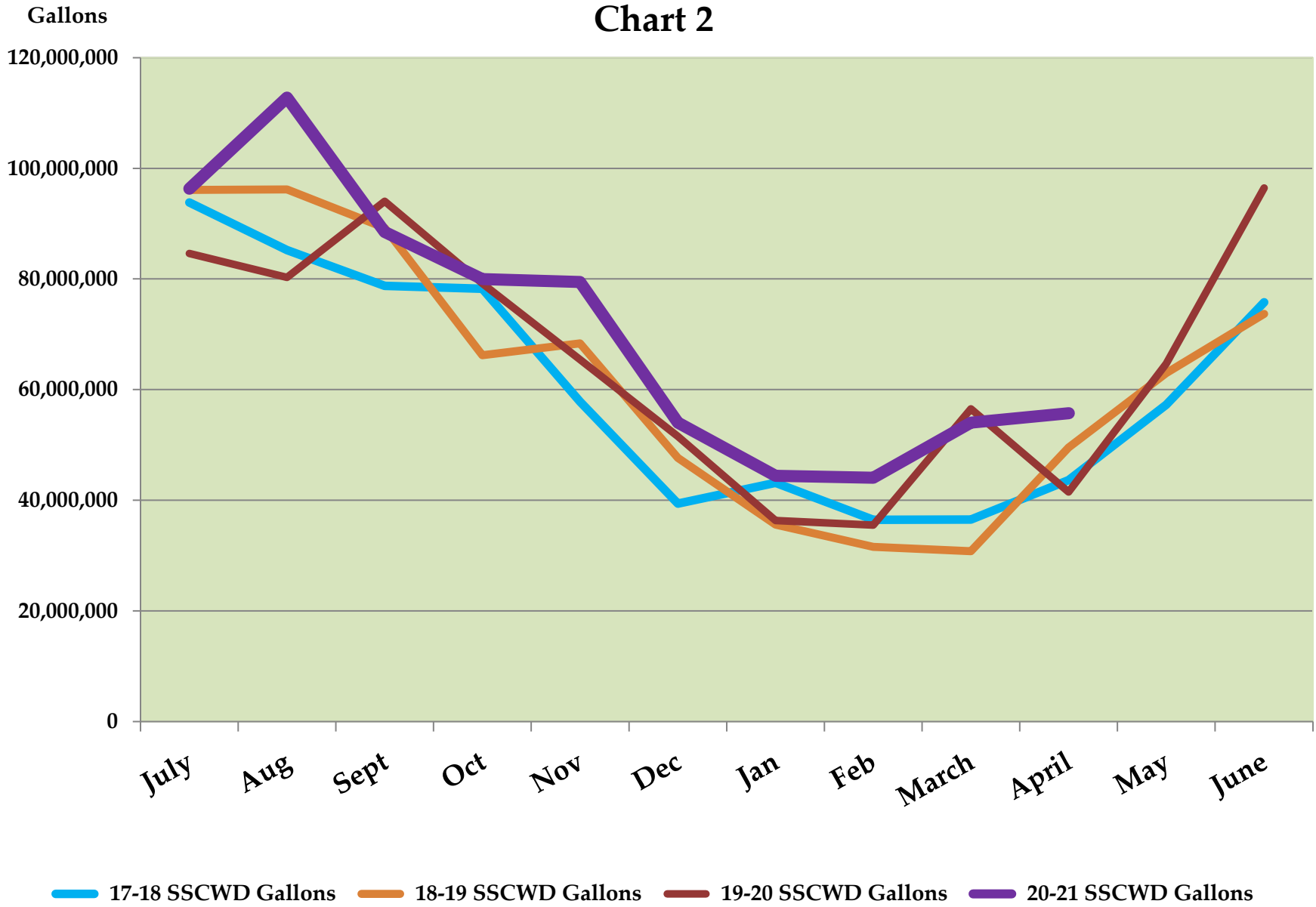
<u>WATER SOURCE</u>											
Well #2 (Southside Road)	-	-	-	4,356,000	3,309,000	1,168,000	1,173,000	1,037,000	1,055,000	2,168,000	14,266,000
Well #5 (Ray Cir/Enterprise)	1,795,134	5,029,002	3,308,269	7,938,403	4,692,185	1,640,357	1,246,643	1,558,735	2,114,906	1,799,264	31,122,898
Well #7 (Enterprise Rd)	5,079,729	6,184,298	3,257,530	7,844,228	5,163,825	1,856,022	1,214,524	1,408,842	1,300,116	3,169,988	36,479,102
Well #8 (Ridgemark)	7,968,000	14,471,000	11,478,000	18,943,000	15,318,000	6,672,000	3,973,000	3,780,000	7,886,000	8,537,000	99,026,000
Well #11 (Southside Road)	13,629,000	14,204,000	7,455,000	16,810,000	12,949,000	4,304,000	3,344,000	4,077,000	4,635,000	12,024,000	93,431,000
Wells	28,471,863	39,888,300	25,498,799	55,891,631	41,432,010	15,640,379	10,951,167	11,861,577	16,991,022	27,698,252	274,325,000
Lessalt W.T.P. I (High Zone)	31,279,000	22,009,000	22,259,000	7,894,000	18,247,000	22,262,000	22,328,000	23,108,000	23,789,000	22,126,000	215,301,000
Lessalt W.T.P. I (Middle Zone)	18,046,000	13,187,000	12,644,000	4,630,000	9,048,060	10,469,000	10,618,000	11,153,000	11,309,000	11,513,000	112,617,060
West Hills W.T.P (@ Well #2)	21,206,000	30,249,000	27,545,000	15,364,000	16,157,000	10,888,000	12,984,000	12,522,000	11,506,000	11,292,000	169,713,000
West Hills W.T.P (@ Well #11)	21,244,000	30,303,000	27,485,000	16,027,400	16,715,600	11,174,000	649,000	298,000	2,726,000	2,336,000	128,958,000
City Well Flow to SSCWD Gallons	343,400	431,000	274,000	754,300	554,800	216,500	183,400	199,700	161,100	241,000	3,359,200
City Surface Flow to SSCWD Gallons	549,400	1,180,700	549,000	532,900	525,000	358,600	434,300	348,500	248,500	121,200	4,848,100
TOTAL PUMPED	121,139,663	137,248,000	116,254,799	101,094,231	102,679,470	71,008,479	58,147,867	59,490,777	66,730,622	75,327,452	909,121,360

Estimated Water Loss	4,009,958	-	5,477,115	1,780,450	4,052,261	5,265,405	5,307,926	6,432,925	2,152,876	8,595,864	43,074,780
Water Loss %	3.310%	0.000%	4.711%	1.761%	3.947%	7.415%	9.128%	10.813%	3.226%	11.411%	4.738%
Estimated Water Gain	-	677,427	-	-	-	-	-	-	-	-	677,427
Water Gain %	0.000%	0.491%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.078%
Total Net Water Loss											42,397,353

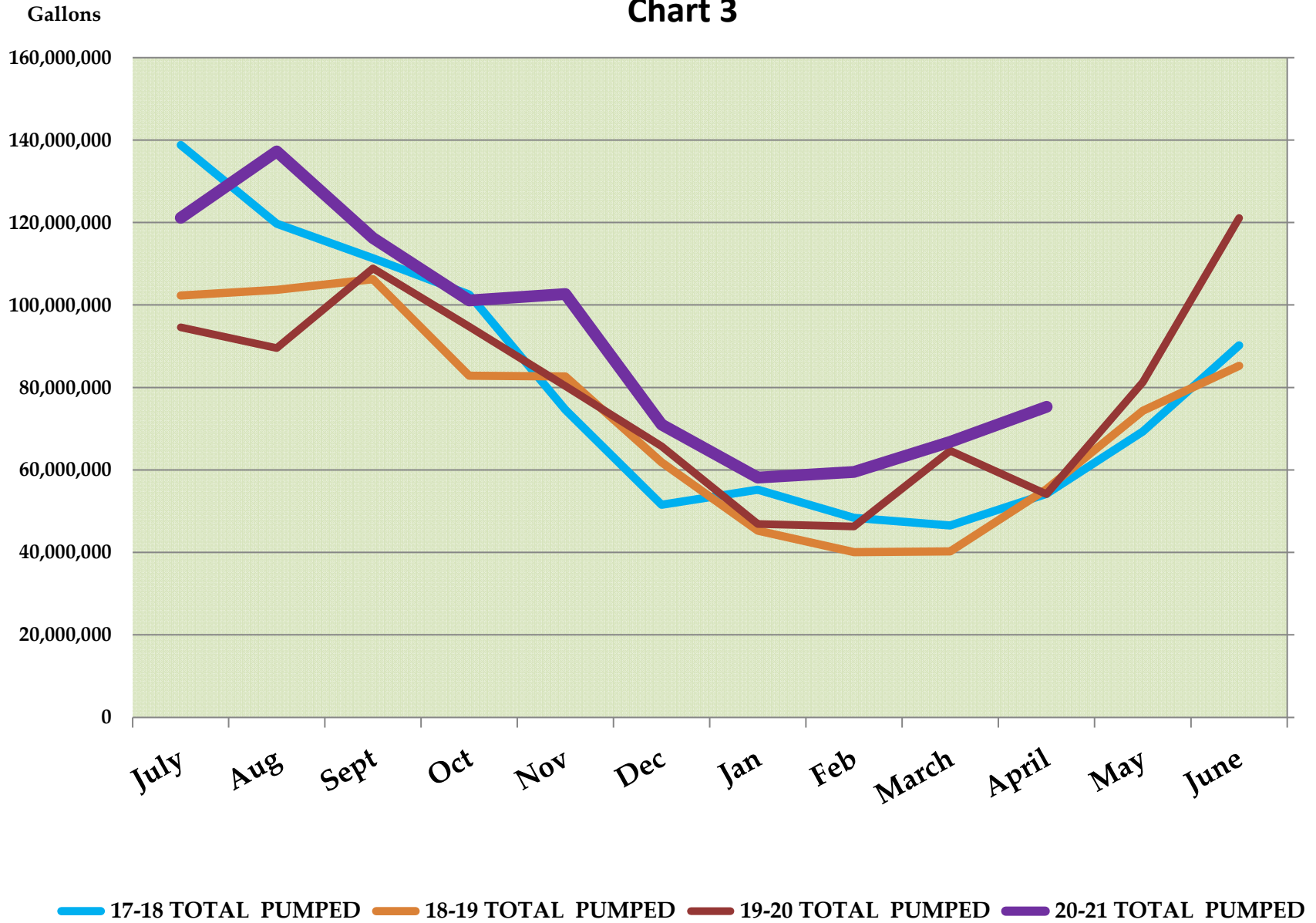
Total SSCWD Charges Chart 1



Total Water Metered to SSCWD Customers Chart 2



Total Water Pumped into SSCWD System Chart 3



Sunnyslope County Water District
2019 / 2020 OPERATION SUMMARY (Last Year)

ITEMS	JULY 2019	AUG. 2019	SEPT. 2019	OCT. 2019	NOV. 2019	DEC. 2019	JAN. 2020	FEB. 2020	MARCH 2020	APRIL 2020	TOTALS
NO. WATER CAPACITY FEE RECD	48	21	6	31	3	40	58	7	27	12	253
NO. WW CAPACITY FEE RECD	-	-	-	-	-	-	-	1	-	-	1
NO. WATER ACCOUNTS	6,177	6,173	6,216	6,251	6,249	6,299	6,326	6,383	6,396	6,401	
NO. SSCWD SEWER ACCTS	1,236	1,229	1,231	1,234	1,231	1,238	1,233	1,236	1,233	1,235	
NO. COH SEWER ACCTS	3,894	3,908	3,918	3,934	3,943	3,976	3,987	3,993	4,008	4,026	
NO. AUTO PAY CUSTOMERS	2,532	2,554	2,583	2,614	2,640	2,680	2,697	2,727	2,759	2,771	
NO. E-BILL CUST'S (Paperless)	414	415	418	419	419	443	445	456	460	464	
MONTHLY CHARGES											
Retail Water Charges	\$ 688,956.76	\$ 664,349.80	\$ 763,824.51	\$ 650,433.88	\$ 564,057.50	\$ 470,813.87	\$ 382,018.49	\$ 381,441.31	\$ 463,726.12	\$ 414,712.21	\$ 5,444,334.45
Sewer Fees	157,302.64	156,881.63	158,263.24	156,538.89	155,056.98	155,284.36	154,935.68	154,896.02	155,107.95	164,167.13	1,568,434.52
Installation Fees	19,440.00	8,505.00	2,905.00	12,555.00	2,165.00	16,200.00	23,770.00	3,140.00	10,935.00	4,860.00	104,475.00
Late Fees	6,035.78	6,874.90	5,767.63	8,705.27	5,888.26	4,946.50	6,229.55	4,979.51	(112.40)	(227.49)	49,087.51
Admin. Collection Fees, net	4,570.00	4,620.00	4,380.00	5,670.00	4,770.00	4,220.00	4,970.00	4,770.00	30.00	20.00	38,020.00
COH Billing Fees	11,772.00	11,808.00	11,832.00	11,886.00	11,928.00	12,036.00	12,012.00	12,036.00	12,114.00	12,153.00	119,577.00
Other Misc. Fees	2,122.44	1,150.00	1,558.06	1,530.97	1,910.00	2,720.26	1,090.00	1,440.00	2,025.77	1,259.75	16,807.25
TOTAL SSCWD CHARGES	\$ 890,199.62	\$ 854,189.33	\$ 948,530.44	\$ 847,320.01	\$ 745,775.74	\$ 666,220.99	\$ 585,025.72	\$ 562,702.84	\$ 643,826.44	\$ 596,944.60	\$ 7,340,735.73
CITY OF HOLLISTER CHARGES											
COH Sewer Fees	355,606.65	356,261.47	357,638.25	358,335.93	359,570.77	361,910.42	363,332.26	363,138.25	364,089.17	365,465.81	\$ 3,605,348.98
COH Street Sweeping	9,979.44	10,002.72	10,009.04	10,016.00	10,011.60	10,016.88	10,018.00	10,016.00	10,022.32	10,013.68	100,105.68
COH Senior Discount	(1,266.30)	(1,286.40)	(1,286.40)	(1,306.50)	(1,306.50)	(1,306.50)	(1,306.50)	(1,306.50)	(1,306.50)	(1,326.60)	(13,004.70)
Total COH Charges	364,319.79	364,977.79	366,360.89	367,045.43	368,275.87	370,620.80	372,043.76	371,847.75	372,804.99	374,152.89	3,692,449.96
Late Fees **	2,197.37	2,381.54	2,295.90	3,001.71	2,645.67	2,246.47	2,562.13	2,429.51	-	-	19,760.30
TOTAL COH CHARGES	\$ 366,517.16	\$ 367,359.33	\$ 368,656.79	\$ 370,047.14	\$ 370,921.54	\$ 372,867.27	\$ 374,605.89	\$ 374,277.26	\$ 372,804.99	\$ 374,152.89	\$ 3,712,210.26
ACCOUNTS RECEIVABLE - Aged											
A/R for Sunnyslope Water **	\$ 859,026.24	\$ 850,372.33	\$ 946,025.25	\$ 846,206.64	\$ 746,581.49	\$ 640,479.97	\$ 549,845.07	\$ 551,268.57	\$ 621,003.92	\$ 594,383.69	
A/R for City of Hollister **	375,487.33	376,943.14	381,328.24	381,641.56	382,968.97	383,681.47	380,403.26	381,675.77	384,214.09	387,270.92	
Outstanding Bills Owed	\$ 1,234,513.57	\$ 1,227,315.47	\$ 1,327,353.49	\$ 1,227,848.20	\$ 1,129,550.46	\$ 1,024,161.44	\$ 930,248.33	\$ 932,944.34	\$ 1,005,218.01	\$ 981,654.61	
Past Due	\$ 66,210.33	\$ 78,640.60	\$ 74,898.49	\$ 82,273.00	\$ 80,337.22	\$ 65,347.93	\$ 58,629.83	\$ 63,232.87	\$ 51,856.52	\$ 66,550.44	
% Past Due	5.36%	6.41%	5.64%	6.70%	7.11%	6.38%	6.30%	6.78%	5.16%	6.78%	
WATER METERED											
Cubic Feet	11,311,500	10,732,100	12,570,200	10,586,100	8,744,700	6,891,400	4,856,500	4,747,600	7,552,200	5,548,000	83,540,300
SSCWD Gallons	84,610,020	80,276,108	94,025,096	79,184,028	65,410,356	51,547,672	36,326,620	35,512,048	56,490,456	41,499,040	624,881,444
Well Flow to COH Gallons	4,175,000	3,944,400	5,017,200	3,907,900	4,694,400	3,273,400	5,832,700	5,075,900	8,479,300	6,053,900	50,454,100
Surface Flow to COH Gallons	2,383,587	2,023,805	3,296,235	6,799,685	7,605,915	7,707,484	4,095,140	4,298,538	3,789,664	4,384,716	46,384,769
TOTAL METERED	91,168,607	86,244,313	102,338,531	89,891,613	77,710,671	62,528,556	46,254,460	44,886,486	68,759,420	51,937,656	721,720,313
WATER SOURCE											
Well #2 (Southside Road)	-	-	99,000	1,358,000	911,000	905,000	1,938,000	902,000	-	-	6,113,000
Well #5 (Ray Cir/Enterprise)	541,499	1,001,356	1,473,160	915,059	702,094	517,201	8,288,434	2,154,146	725,940	1,731,407	18,050,296
Well #7 (Enterprise Rd)	4,301,929	4,453,091	7,279,333	1,246,088	2,022,759	984,809	2,039,192	2,089,321	4,569,533	2,785,662	31,771,717
Well #8 (Ridgemark)	581,000	520,000	661,000	625,000	517,000	608,000	1,873,000	1,117,000	967,000	3,706,000	11,175,000
Well #11 (Southside Road)	18,105,000	17,214,000	17,732,000	4,414,000	5,384,000	2,502,000	7,938,000	4,901,000	10,544,000	6,281,000	95,015,000
Wells	23,529,428	23,188,447	27,244,493	8,558,147	9,536,853	5,517,010	22,076,626	11,163,467	16,806,473	14,504,069	162,125,013
Lessalt W.T.P. I (High Zone)	35,817,000	34,171,000	40,229,000	32,184,000	27,999,000	21,962,000	11,668,000	19,582,000	29,857,000	20,962,000	274,431,000
Lessalt W.T.P. I (Middle Zone)	20,436,000	17,471,000	23,105,000	23,455,000	19,230,000	15,100,000	7,991,000	11,484,000	16,462,000	16,760,000	171,494,000
West Hills W.T.P (@ Well #2)	-	-	1,510,000	12,421,000	10,892,000	9,695,000	2,286,000	1,656,000	-	534,000	38,994,000
West Hills W.T.P (@ Well #11)	-	-	1,430,000	13,087,000	11,043,000	10,935,000	2,389,000	2,086,000	1,128,000	980,000	43,078,000
City Well Flow to SSCWD Gallons	8,137,300	8,446,900	9,797,000	3,809,800	1,089,100	565,300	290,600	122,400	163,300	170,100	32,591,800
City Surface Flow to SSCWD Gallons	6,638,100	6,272,600	5,583,900	1,216,900	545,500	1,946,800	199,600	194,900	256,800	191,000	23,046,100
TOTAL PUMPED	94,557,828	89,549,947	108,899,393	94,731,847	80,335,453	65,721,110	46,900,826	46,288,767	64,673,573	54,101,169	745,759,913
Estimated Water Loss	3,389,221	3,305,634	6,660,862	4,840,234	2,624,782	3,192,554	646,366	1,402,281	-	2,163,513	28,125,447
Water Loss %	3.584%	3.691%	6.025%	5.109%	3.267%	4.858%	1.378%	0.000%	0.000%	3.999%	3.771%
Estimated Water Gain	-	-	-	-	-	-	-	4,085,847	5,942%	-	4,085,847
Water Gain %	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.562%
TOTAL	94,557,828	89,549,947	108,899,393	94,731,847	80,335,453	65,721,110	46,900,826	46,288,767	64,673,573	54,101,169	745,759,913
											24,039,600

Sunnyslope County Water District

STATEMENT OF INCOME
FOR THE FISCAL YEAR ENDING JUNE 30, 2021 (This Year)
UN-AUDITED 5/14/2021

*** WATER ***	Feb-21	Mar-21	Variance Over / (Under) Prior Month	Feb-20	Mar-20	Variance Over / (Under) Prior Year	YEAR- TO-DATE	PROJECTED ACTUAL	FY 20/21 BUDGET
OPERATING REVENUES									
Water Sales	436,809	435,703	(1,106)	381,353	463,419	(27,716)	5,471,605	6,595,473	6,600,000
Contracted Services	220,953	220,953	-	195,650	195,650	25,303	1,988,577	2,651,436	2,651,436
Installation Fees	3,240	10,555	7,315	3,140	10,935	(380)	85,380	113,840	80,000
Late Fees	-	-	-	3,984	(90)	90	-	-	52,000
Other Revenue	10,514	10,733	219	14,645	11,286	(553)	97,025	178,747	183,280
TOTAL OPERATING REVENUES	671,517	677,944	6,427	598,772	681,200	(3,256)	7,642,587	9,539,496	9,566,716
OPERATING EXPENSES									
Salaries and Benefits	(146,593)	(176,820)	30,227	(194,290)	(212,621)	(35,801)	(1,481,703)	(1,975,604)	(2,758,280)
Operating Expenses	(593,993)	(748,972)	154,978	(588,516)	(763,963)	(14,991)	(6,441,612)	(8,588,816)	(7,992,405)
TOTAL OPERATING EXPENSES	(740,586)	(925,791)	185,205	(782,806)	(976,584)	(50,793)	(7,923,315)	(10,564,420)	(10,750,685)
NET OPERATING INCOME	(69,069)	(247,847)	(178,778)	(184,034)	(295,384)	47,537	(280,728)	(1,024,924)	(1,183,969)
NON OPERATING INCOME & (EXPENSES)									
Capacity Fees	93,600	327,600	234,000	88,075	297,000	30,600	2,560,300	2,560,300	-
Donated Asset	142,131	-	(142,131)	-	-	-	713,506	951,341	-
Miscellaneous Income (Farm Labor Camp)	-	-	-	-	-	-	-	-	-
Adjust LAIF Investment to Fair Value	-	-	-	-	-	-	(34,956)	(34,956)	-
Interest Income	-	-	-	-	596	(596)	23,087	23,087	-
Allocated from G & A (Interest & Sale of Assets)	1,837	385	(1,452)	12,317	-	385	12,670	12,670	-
Debt Service (Loan Expense) & Disposal of Assets	(6,838)	(9,425)	(2,586)	-	-	9,425	(65,211)	(82,000)	(82,000)
TOTAL NON OPERATING INCOME & (EXPENSES)	230,730	318,560	87,830	100,392	297,596	20,964	3,209,397	3,430,443	(82,000)
NET WATER INCOME (LOSS)	\$ 161,661	\$ 70,713	\$ (90,947)	\$ (83,642)	\$ 2,212	\$ 68,501	\$ 2,928,669	\$ 2,405,519	\$ (1,265,969)
NET WATER INCOME (LOSS) Adjusted for Non Budgeted Items									
	\$ (75,907)	\$ (257,272)	\$ (181,364)	\$ (184,034)	\$ (295,384)	\$ 38,112	\$ (345,938)	\$ (1,106,924)	\$ (1,265,969)

Sunnyslope County Water District

STATEMENT OF INCOME
FOR THE FISCAL YEAR ENDING JUNE 30, 2021 (This Year)
UN-AUDITED 5/14/2021

*** WASTEWATER ***	Feb-21	Mar-21	Variance Over / (Under) Prjor Montl	Feb-20	Mar-20	Variance Over / (Under) Prjor Year
OPERATING REVENUES						
Sewer Sales	165,732	165,069	(662)	154,896	155,108	9,961
Installation Fees	-	25	25	-	-	25
Late Fees	-	-	-	996	(22)	22
Other Revenue	2,629	2,683	54	3,650	2,853	(170)
TOTAL OPERATING REVENUES	168,361	167,777	(583)	159,542	157,939	9,838
OPERATING EXPENSES						
Salaries and Benefits	(43,525)	(42,749)	(776)	(39,162)	(42,704)	45
Operating Expenses	(61,325)	(61,586)	261	(55,924)	(78,930)	(17,344)
TOTAL OPERATING EXPENSES	(104,850)	(104,336)	(514)	(95,086)	(121,634)	(17,298)
NET OPERATING INCOME	63,511	63,442	33,519	64,456	36,305	27,137
NON OPERATING INCOME & (EXPENSES)						
Capacity Fees	-	21,125	21,125	19,875	-	21,125
Miscellaneous Income	-	-	-	-	-	-
Adjust LAIF Investment to Fair Value	-	-	-	-	-	-
Interest Income	-	-	-	-	-	-
Allocated from G & A (Interest & Sale of Assets)	459	96	(363)	3,079	149	(53)
Debt Service (Loan Expense) & Southside Rd. Slide	(18,856)	(19,503)	647	(1,861)	(689)	18,814
TOTAL NON OPERATING INCOME & (EXPENSES)	(18,397)	1,718	21,409	21,093	(540)	39,886
NET WASTEWATER INCOME (LOSS)	\$ 45,113	\$ 65,160	20,046	85,549	35,765	29,395
NET WASTEWATER INCOME (LOSS) Adjusted for Non Budgeted Items	\$ 44,654	\$ 43,939	\$ (716)	\$ 62,595	\$ 35,616	\$ 8,323

YEAR- TO-DATE	PROJECTED ACTUAL	FY 20/21 BUDGET
1,498,435	1,917,913	1,900,000
25	33	50
-	-	13,000
24,019	32,025	44,820
1,522,479	1,949,971	1,957,870
(434,999)	(579,999)	(549,848)
(559,279)	(745,706)	(698,150)
(994,278)	(1,325,705)	(1,247,998)
528,200	624,266	709,872
21,125	21,125	-
-	-	-
(8,739)	-	-
73	73	-
2,897	2,897	-
(172,501)	(255,800)	(255,800)
(157,145)	(231,705)	(255,800)
371,055	392,561	454,072
\$ 355,699	\$ 368,466	\$ 454,072

*** WATER & WASTEWATER ***	Feb-21	Mar-21	Variance Over / (Under) Prior Year	Feb-20	Mar-20	Variance Over / (Under) Prior Year
*** COMBINED INCOME (LOSS) WATER & WASTEWATER ***	206,774	135,873	(70,901)	1,907	37,977	97,896
*** COMBINED INCOME (LOSS) WATER & WASTEWATER Adjusted for Non - Budgeted Items	\$ (31,253)	\$ (213,333)	\$ (182,080)	\$ (121,439)	\$ (259,768)	\$ 46,435

YEAR- TO-DATE	PROJECTED ACTUAL	FY 20/21 BUDGET
3,299,725	2,798,080	(811,897)
\$ 9,761	\$ (738,458)	\$ (811,897)

Sunnyslope County Water District

Investment Summary
2020 / 2021 (ThisYear)

BANK ACCOUNT	INTEREST RATE	JULY 2020	AUGUST 2020	SEPTEMBER 2020	OCTOBER 2020	NOVEMBER 2020	DECEMBER 2020	JANUARY 2021	FEBRUARY 2021	MARCH 2021
<i>Heritage Bank of Commerce</i>										
CHECKING ACCOUNT Operating - General Fund	0.000%	\$ 4,554,854.66	\$ 4,353,266.01	\$ 4,611,624.18	\$ 5,053,825.42	\$ 5,507,639.05	\$ 5,931,474.38	\$ 6,793,864.59	\$ 6,984,675.92	\$ 7,155,260.33
CHECKING SUBTOTAL		\$ 4,554,854.66	\$ 4,353,266.01	\$ 4,611,624.18	\$ 5,053,825.42	\$ 5,507,639.05	\$ 5,931,474.38	\$ 6,793,864.59	\$ 6,984,675.92	\$ 7,155,260.33
MONEY MARKET ACCT (MMA) Invested - General Fund	0.700%	1,058,976.90	1,059,696.66	1,060,393.67	1,061,047.53	1,061,723.61	1,062,355.01	1,062,946.01	1,063,516.95	1,063,997.82
MMA SUBTOTAL		\$ 1,058,976.90	\$ 1,059,696.66	\$ 1,060,393.67	\$ 1,061,047.53	\$ 1,061,723.61	\$ 1,062,355.01	\$ 1,062,946.01	\$ 1,063,516.95	\$ 1,063,997.82
<i>L. A. I. F.</i>										
(Local Agency Investment Fund)	As of: Mar. 2021									
General Fund	0.357%	452,087.51	334,952.14	210,938.42	225,831.14	(30,981.92)	(185,042.79)	(732,775.75)	(733,039.09)	(988,427.43)
Water Connect. Fee	0.357%	3,012,904.69	3,124,782.03	3,283,459.37	3,273,609.07	3,525,886.41	3,778,163.75	4,338,614.85	4,333,492.19	4,562,369.53
Sewer Connect. Fee	0.357%	39,921.65	39,921.65	-	-	-	-	-	-	21,125.00
SRF Loan Reserve	0.357%	760,000.00	760,000.00	760,000.00	760,000.00	760,000.00	760,000.00	760,000.00	760,000.00	760,000.00
Board Designated Reserves	0.357%	2,721,810.72	2,727,068.75	2,732,326.78	2,742,120.53	2,746,656.25	2,648,439.78	2,646,792.00	2,652,178.00	2,657,564.00
L.A.I.F. SUBTOTAL		\$ 6,986,724.57	\$ 6,986,724.57	\$ 6,986,724.57	\$ 7,001,560.74	\$ 7,001,560.74	\$ 7,001,560.74	\$ 7,012,631.10	\$ 7,012,631.10	\$ 7,012,631.10
GRAND TOTAL		\$ 12,600,556.13	\$ 12,399,687.24	\$ 12,658,742.42	\$ 13,116,433.69	\$ 13,570,923.40	\$ 13,995,390.13	\$ 14,869,441.70	\$ 15,060,823.97	\$ 15,231,889.25
GENERAL FUND		\$ 6,065,919.07	\$ 5,747,914.81	\$ 5,882,956.27	\$ 6,340,704.09	\$ 6,538,380.74	\$ 6,808,786.60	\$ 7,124,034.85	\$ 7,315,153.78	\$ 7,230,830.72
BOARD DESIGNATED RESERVES		\$ 2,721,810.72	\$ 2,727,068.75	\$ 2,732,326.78	\$ 2,742,120.53	\$ 2,746,656.25	\$ 2,648,439.78	\$ 2,646,792.00	\$ 2,652,178.00	\$ 2,657,564.00
WATER CONN. FEE FUNDS		\$ 3,012,904.69	\$ 3,124,782.03	\$ 3,283,459.37	\$ 3,273,609.07	\$ 3,525,886.41	\$ 3,778,163.75	\$ 4,338,614.85	\$ 4,333,492.19	\$ 4,562,369.53
S. C. FEE FUNDS		\$ 39,921.65	\$ 39,921.65	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,125.00
SRF Loan Reserves		\$ 760,000.00	\$ 760,000.00	\$ 760,000.00	\$ 760,000.00	\$ 760,000.00	\$ 760,000.00	\$ 760,000.00	\$ 760,000.00	\$ 760,000.00
* TOTAL INTEREST RECORDED	\$ 57,048.28	\$ 26,120.85	\$ 719.76	\$ 697.01	\$ 15,490.03	\$ 676.06	\$ 631.40	\$ 11,661.36	\$ 570.94	\$ 480.87

Sunnyslope County Water District

Investment Summary 2019 / 2020 (Last Year)

BANK ACCOUNT	INTEREST RATE	JULY 2019	AUGUST 2019	SEPTEMBER 2019	OCTOBER 2019	NOVEMBER 2019	DECEMBER 2019	JANUARY 2020	FEBRUARY 2020	MARCH 2020
<i>Heritage Bank of Commerce</i>										
CHECKING ACCOUNT Operating - General Fund	0.000%	\$ 3,795,967.44	\$ 3,701,592.07	\$ 3,380,714.13	\$ 3,589,977.57	\$ 4,020,493.70	\$ 4,318,486.01	\$ 3,696,330.38	\$ 3,723,071.20	\$ 4,092,105.18
CHECKING SUBTOTAL		\$ 3,795,967.44	\$ 3,701,592.07	\$ 3,380,714.13	\$ 3,589,977.57	\$ 4,020,493.70	\$ 4,318,486.01	\$ 3,696,330.38	\$ 3,723,071.20	\$ 4,092,105.18
MONEY MARKET ACCT (MMA) Invested - General Fund	0.950%	1,049,596.82	1,050,416.68	1,051,264.54	1,052,113.08	1,052,907.50	1,053,784.80	1,054,635.38	1,055,404.23	1,056,149.05
MONEY MARKET ACCT (MMA) Retainage - Specialty Construction	0.200%	234,987.84	252,661.04	255,314.79	260,893.99	260,935.45	260,981.21	-	-	-
MMA SUBTOTAL		\$ 1,284,584.66	\$ 1,303,077.72	\$ 1,306,579.33	\$ 1,313,007.07	\$ 1,313,842.95	\$ 1,314,766.01	\$ 1,054,635.38	\$ 1,055,404.23	\$ 1,056,149.05
<i>L. A. I. F.</i> <i>(Local Agency Investment Fund)</i>										
General Fund	1.967%	(39,436.38)	328,286.28	376,637.88	157,445.56	174,568.22	(166,709.12)	602,304.49	593,077.15	694,799.81
Water Connect. Fee	1.967%	1,228,658.42	1,360,935.76	1,352,513.10	1,602,834.00	1,585,711.34	1,926,988.68	2,488,411.45	2,477,763.79	2,676,041.13
Sewer Connect. Fee	1.967%	39,928.94	39,928.94	-	-	-	-	-	19,875.00	19,875.00
SRF Loan Reserve	1.967%	760,000.00	760,000.00	760,000.00	760,000.00	760,000.00	760,000.00	760,000.00	760,000.00	760,000.00
Board Designated Reserves	1.967%	2,777,668.00	2,777,668.00	2,777,668.00	2,777,668.00	2,777,668.00	2,777,668.00	2,777,668.00	2,777,668.00	2,777,668.00
L.A.I.F. SUBTOTAL		\$ 4,766,818.98	\$ 5,266,818.98	\$ 5,266,818.98	\$ 5,297,947.56	\$ 5,297,947.56	\$ 5,297,947.56	\$ 6,628,383.94	\$ 6,628,383.94	\$ 6,928,383.94
GRAND TOTAL		\$ 9,847,371.08	\$ 10,271,488.77	\$ 9,954,112.44	\$ 10,200,932.20	\$ 10,632,284.21	\$ 10,931,199.58	\$ 11,379,349.70	\$ 11,406,859.37	\$ 12,076,638.17
GENERAL FUND		\$ 5,041,115.72	\$ 5,332,956.07	\$ 5,063,931.34	\$ 5,060,430.20	\$ 5,508,904.87	\$ 5,466,542.90	\$ 5,353,270.25	\$ 5,371,552.58	\$ 5,843,054.04
BOARD DESIGNATED RESERVES		\$ 2,777,668.00	\$ 2,777,668.00	\$ 2,777,668.00	\$ 2,777,668.00	\$ 2,777,668.00	\$ 2,777,668.00	\$ 2,777,668.00	\$ 2,777,668.00	\$ 2,777,668.00
WATER CONN. FEE FUNDS		\$ 1,228,658.42	\$ 1,360,935.76	\$ 1,352,513.10	\$ 1,602,834.00	\$ 1,585,711.34	\$ 1,926,988.68	\$ 2,488,411.45	\$ 2,477,763.79	\$ 2,676,041.13
S. C. FEE FUNDS		\$ 39,928.94	\$ 39,928.94	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,875.00	\$ 19,875.00
SRF Loan Reserves		\$ 760,000.00	\$ 760,000.00	\$ 760,000.00	\$ 760,000.00	\$ 760,000.00	\$ 760,000.00	\$ 760,000.00	\$ 760,000.00	\$ 760,000.00
* TOTAL INTEREST RECORDED		41,434.61	853.06	877.63	32,023.02	835.88	923.06	31,286.96	768.85	744.82

Sunnyslope County Water District

Board Designated Reserves

As of April 30, 2021

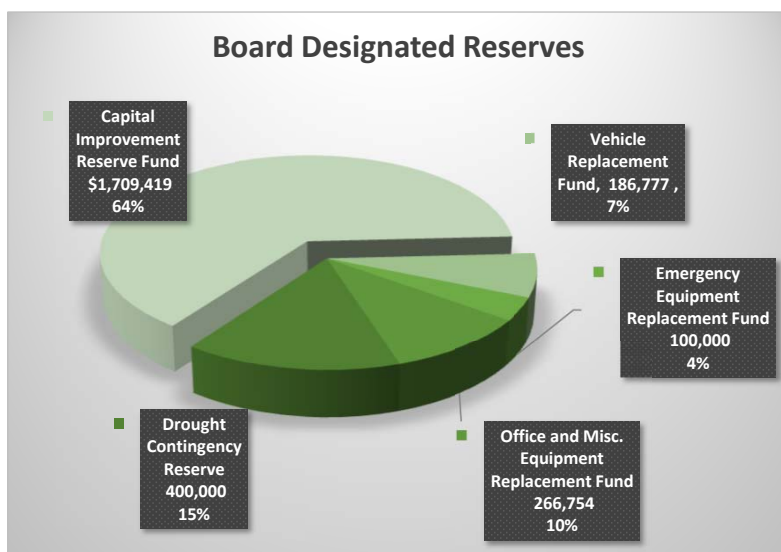
(Policy #8600)

			Acct. 115.11			Acct. 115.11		
	4/30/2021	6/30/2020	Incr (Decr)	% Incr (Decr)	6/30/2019	Incr (Decr)	% Incr (Decr)	
1	Capital Improvement Reserve Fund	\$ 1,709,419	\$ 1,775,906	\$ (66,487)	-3.7%	\$ 1,800,000	\$ (24,094)	-1.3%
2	Vehicle Replacement Fund	186,777	148,634	38,144 ¹	25.7%	192,693	(44,059) ¹	-22.9%
3	Emergency Equipment Replacement Fund	100,000	100,000	-	0.0%	100,000	-	0.0%
4	Office and Misc. Equipment Replacement Fund	266,754	292,735	(25,981) ²	-8.9%	284,975	7,760 ²	2.7%
5	Drought Contingency Reserve	400,000	400,000	-	0.0%	400,000	-	0.0%
	TOTAL	\$ 2,662,950	\$ 2,717,275	\$ (54,325)	-2.00%	\$ 2,777,668	\$ (60,393)	-2.17%

¹ Depr. Expense FY 20 - Acct #163.05 Vehicles	\$ -	\$ 33,889
Vehicles Purchased FY 20	-	(77,948)
Depr. Expense FY 21 - Acct #163.05 Vehicles	\$ 38,144	-
Vehicles Purchased FY 21	-	-
	\$ 38,144	\$ (44,059)

² Depr. Expense FY 20 - Acct #163.03 Shop / Field Equipment	\$ -	\$ 13,946
Equipment Purchased FY 20	-	(10,555)
Depr. Expense FY 20 - Acct #163.04 Office Furn. / Equip.	-	4,369
Depr. Expense FY 21 - Acct #163.03 Shop / Field Equipment	\$ 12,384	-
Depr. Expense FY 21 - Acct #163.04 Office Furn. / Equip.	2,941	-
Server Room Improvement - (Approved 8/18/20)	\$ (26,002)	-
Tyler System Upgrade - (Approved 8/18/20)	\$ (15,305)	-
	\$ (25,981)	\$ 7,760
	\$ 12,162	\$ (36,299)

Acct. #		
115.11	LAIF - Board Design. Reserves	2,662,950
3/31/21	Balance Board Designated Reserves	\$ 2,662,950



Capital Improvement Reserve Summary	
Beginning Balance	\$ 1,800,000
<i>Well #2 Rehabilitation (Approved May 19, 2020) - Not to Exceed \$80,680</i>	
Maggiora Drilling Invoices through Dec 20	(59,641)
Total Well #2 Rehab	(59,641)
Project Closed December and under budget by: \$ (21,039)	
<i>Lessalt Plant Modification - Sunnyslope Connection (Approved Aug. 18, 2020) Not to Exceed \$25,000</i>	
Iconix and California Pipe Fabricators	(12,019)
Sharp Engineering	(10,017)
Total Lessalt Plant Modif.	(22,036)
<i>Security Camera Improvement (Approved Dec. 15, 2020) Not to Exceed \$10,000</i>	
Electrical Work	(1,120)
Camera's	(7,784)
	(8,904)
Ending Balance	\$ 1,709,419

Staff Report

Agenda Item: E - 5

DATE: May 11, 2021 (May 18, 2021 Meeting)

TO: Board of Directors

FROM: Water/Wastewater Superintendent, Jose J. Rodriguez

SUBJECT: Superintendent Monthly Status Report: a. Maintenance, b. City Meter Reading, and c. Groundwater Level Measurement.

Narrative

1. All 3 of the regulatory water reports have been completed on time by February 10, 2021. Although the District experienced a minor Sanitary Sewer Over (SSO) in February, the volume was under the reportable violation limit. The overflow incident was reported to the California Integrated Water Quality System (CIWQS) within 24 hours as required. Staff response was excellent, flow was restored, and cleanup efforts removed all residue from the immediate area.
2. Shaminder Kler, Associate Sanitary Engineer from the State Water Resources Control Board Division of Drinking Water (DDW) performed the Annual Sanitary Survey for the Sunnyslope water system. The General Manager and Water/Wastewater Superintendent answered questions and went to all well sites for inspections. Findings will be sent to the District when the report has been completed by DDW.
3. As part of a maintenance procedure the San Benito County Water District has isolated both water treatment facilities source water. West Hills will receive water only from the San Justo Reservoir and Lessalt will receive water from San Luis Reservoir. Operations of each water treatment facility can be stabilized easier since the source water will remain constant.
4. Powder Activated Carbon (PAC) was delivered to the West Hills Facility. PAC is delivered 2 -3 times per year in 30,000-pound loads. PAC is used to enhance the removal (adsorption) of organic matter (measured as Total Organic Carbon) and taste and odor.
5. Operational staff have continued to gain additional certification in the last 16 months. These include 6 state water certificates which is a requirement for staff to obtain and maintain for employment and an additional 10 California Water Environment Association (CWEA) certificates which are currently not required but are a great benefit to have. CWEA provides industry standard testing of Collection Systems, Electrical and

Instrumentation, Mechanical systems, and Laboratory Analysis. Staff who pass these certification exams demonstrate the fundamental understanding of the respective systems within the water and wastewater fields. The diagram below shows which certificates were gained and by which operator.

Gained Certification 2020-2021			
State Water Resources Control Board Certificates Required for employment at SSSCWD		CWEA Certification	
Water Treatment 3	Water Distribution 3	Collections 1	Collections 2
Jose J. Rodriguez	Jose J. Rodriguez	Jose J. Rodriguez	Michael Vargas-Garcia
DeeJ Burbank		Michael Vargas-Garcia	
Kevin Castro		Abel Alvarez	
		Basilo Hernandez	
Wastewater 5	Wastewater 1	Diego Perez-Bribiesca	
		Mechanical Technologist 1	Mechanical Technologist 2
DeeJ Burbank	Michael Vargas-Garcia		
		DeeJ Burbank	DeeJ Burbank
		Jose J. Rodriguez	
	6 total Certificates	Electrical Technologist 1	
			10 total Certificates
		DeeJ Burbank	

* Sunnyslope staff gained a totla of 16 certificates related to the water industry.

In addition to the daily, weekly & monthly work schedule, our maintenance personnel also performed these additional special work projects.

Water (5) - APRIL

1. Replaced hydrant that was struck by vehicle on Lanini Drive.
2. Replaced curb stop at 2028 Santa Ana Road.
3. Rebuilt hydrant at 1620 Tiburon Drive.
4. Cleaned solar panels at office and SBR.
5. Rebuilt 2" PRV (Pressure Regulating Valve) on Quail Hollow Drive.



Project Location	: Lanini Drive hydrant repair
Project	: Repair damaged hydrant.
Department	: Water/Wastewater Utilities Maintenance
Description	: Hydrant was struck by motorist who lost control of the vehicle while driving in the neighborhood. No injuries. Claim was processed and expenses have been reimbursed by the Insurance provider.
Equipment used	: Skilled Water Distribution staff and common hydrant repair tools.

LESSALT Water Treatment Plant (3) – APRIL

1. Replaced oil seals and oil in Raw Water Strainer #1.
2. Repaired various leaks around the plant.
3. Replaced diaphragm on chlorine pump #1.

West Hills Water Treatment Plant (3) - **APRIL**

1. Installed section of sand pump pipe that was repaired.
2. Cleaned lamella clarifiers. Over time sediment accumulates on honeycomb type platform called lamellas which capture floating particles from the liquid. To prevent excess sediment and possible washout, these lamellas are cleaned by taking the plant out of service and washing away the sediment with high pressure water then returned to service.
3. Loaded sludge into roll-off bins for RJR recycling to haul to landfill.
4. Received 30,000 pounds of Powder Activated Carbon (PAC).



Project Location	: West Hills
Project	: Installed new fabricated sand pump connection.
Department	: West Hills Water Treatment Facility
Description	: Due to abrasiveness characteristics of the sand in the Actiflow system, erosion, wear and tear occurred on the inside of the pipe causing a leak. The unit was switched to the back-up unit while a replacement part was manufactured. This was originally a custom-made pipe that could not easily be reordered. SSCWD used 3 local manufactures to replicate pipe.
Equipment used	: Equipment was Locked Out and Tagged Out (LOTO) using new LOTO permit. Staff used common power and hand tools to secure pipe in place. Extreme caution was used since this pipe is near the edge of the structure.

Wastewater (3) - **APRIL**

1. Installed new gear box on headworks at SBR.
2. Pulled and cleaned debris from pump #2 at Ridgemark II (RMII).
3. Started hydro jetting collection system.



Project Location	: Ridgemark Wastewater Treatment Facility
Project	: Influent Grit Dewatering Screw Gear Box Replacement
Department	: Water/Wastewater Utilities Maintenance
Description	: Gear box operates throughout the day. The gear box powers the screw conveyor that removes non-biological debris from the incoming wastewater stream. The gear box is in a high concentration of hydrogen sulfide environment, which over time will cause erosion of the inner portion of the gear box. As a preventative measure, gear box was replaced and will be replaced.
Equipment used	: Telehandler was used to reach gear box which is about 15-20 feet up in the air. Lock out Tag out (LOTO) procedure was used to prevent any equipment from suddenly starting and prevent electrical shock. Staff pre-planned project ahead of time to minimize down time of equipment since wastewater flow is continuous. Common hand tools.

Completed This Month	Job Descriptions	Completed YTD 2020 – 2021 July 1 to June 30	Completed 2019 – 2020 July 1 to June 30	Completed 2018 – 2019 July 1 to June 30
236	Work Orders	2089	2715	2642
76	Temporary Manual Read Water Meters Installed in New Construction Accounts	260	256	146
0	Radio Read Meters & ERTs Installed in New Construction Accounts	3	0	1
19	Total: Manual Read Meters Replaced with Radio Read Meters & ERT's, including Radio Meters Installed in New Construction Accounts	221 (Total = 6546)	191	246
30	Existing Radio Read Meters & ERTs Replaced with New Radio Read Meters & ERTs	253	304	350
56	Valves Exercised (Approx. 2674 in SSCWD System 3/2021)	603	319	410
62	Fire Hydrants Flushed (Approx 938 in SSCWD System 3/2021)	729	281	757
30	Meters on Repair List	255	449	1147
19	Emergency Calls	140	156	204
162	Locates on our Water/Sewer Lines	1370	1037	454
0	Sewer Inspections	0	0	2
0	Shutoff Notices	0	112	182
0	Water Services Replaced	8 (Total = 891)	15	18



Hollister/Sunnyslope Intertie Water Balance

Report Date: May 1, 2021		to		April 14, 2021	
Current Consumption Period: March 16, 2021		Groundwater Flow to COH	Surface Flow to COH	Groundwater Flow to SSCWD	Surface Flow SSCWD
Intertie Location		i n G a l l o n s			
Southside Road Intertie Water Total Flow		0	452,396		
Sunset & Memorial Water Total Flow		3,699,800	2,180,800	0	0
Sunnyslope & Memorial Water Total Flow		1,867,100	1,051,000	3,300	4,300
Hillcrest and Memorial Water Total Flow		288,400	116,400	237,700	116,900
Santa Ana & La Baig Water Total Flow		403,700	961,700		
Intertie Sub-Total Water Flow		6,259,000	4,762,296	241,000	121,200
<i>Total Combined Surface and Ground Water Intertie Flow</i>		11,021,296		362,200	
City of Hollister Well 2 Surface Water Total Flow (West Hills)			15,974,000		
City of Hollister Well 4 Surface Water Total Flow (West Hills)			3,007,000		
City of Hollister Well 5 Surface Water Total Flow (West Hills)			23,230,000		
Sunnyslope Well 2 Surface Water Total Flow (West Hills)					11,292,000
Sunnyslope Well 11 Surface Water Total Flow (West Hills)					2,336,000
Sunnyslope Surface Water Total Flow (LESSALT)					33,639,000
Surface Water Flow Sub-Totals			42,211,000		47,267,000
Ground Water and Surface Water Flow Totals		6,259,000	46,973,296	241,000	47,388,200
Current Period:	COH half of Surface Water Flow to Distribution (LESSALT & WH)		44,739,000		
	Net Ground/Surface Water Balance Owed to SSCWD (to COH)	6,018,000	2,113,096		
	Beginning Water Balance Owed to SSCWD (to COH)	596,021,035	-393,057,270		
	Gallons Billed to COH thru Report Date March 1, 2021	0		Informational Last Month Net Total	202,963,765
	Sub-total Ending Water Balance Owed to SSCWD (to COH)	602,039,035	-390,944,174	Net Sub Total	211,094,861
Half of Total Gallons LESSALT Discharge to City of Hollister Wastewater Treatment Plant during the current consumption period				2,134,000	
Exchange Factor; Half of the total gallons discharged to COH WWTP from LESSALT multiplied by a factor of 4					8,536,000.00
Ending Water Balance Owed to SSCWD (to COH)		593,503,035	-390,944,174	Net Total	202,558,861

Current:	LESSALT WTP Total Flow to Distribution	33,639,000			
	Percent of LESSALT Surface Water Received	COH	13.8%	SSCWD	86.2%
Current:	COH half of LESSALT Total Flow to Distribution	16,819,500			
	Intertie Net Surface Water Total Flow to COH	4,641,096			
	Intertie Net Ground Water Total Flow to COH	6,018,000			
Current:	West Hills WTP Total Flow to Distribution	55,839,000			
	Percent of Surface Water Received	COH	75.6%	SSCWD	24.4%
Current:	COH half of West Hills WTP Total Flow to Distribution	27,919,500			
	West Hills WTP Surface Water Total Flow to COH	42,211,000			

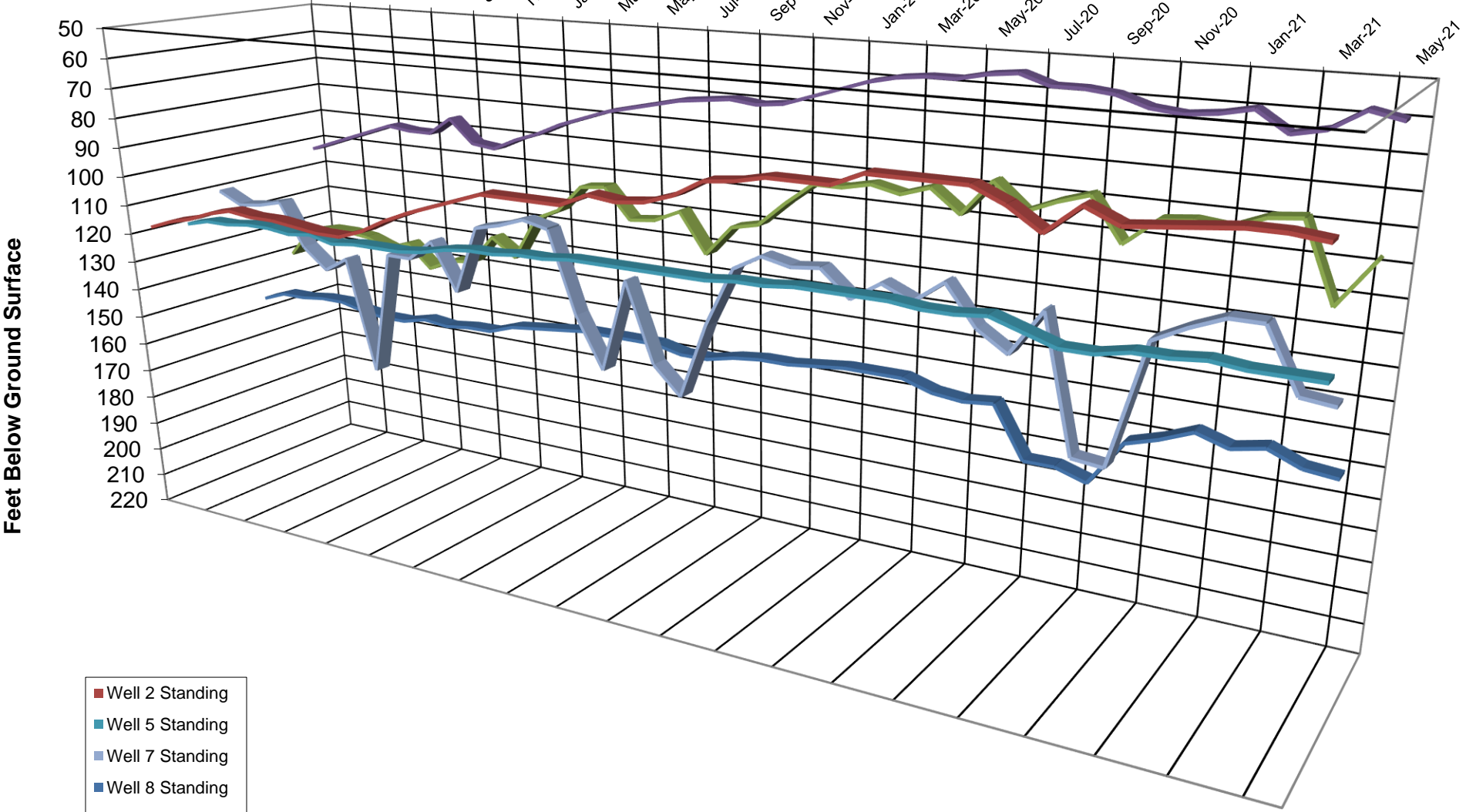
From February 14, 2019 to Present					
YTD	LESSALT WTP Total Flow to Distribution	437,872,000			
	West Hills WTP Total Flow to Distribution	973,042,000			
	Surface WTPs Total Flow to Distribution	1,410,914,000			
	Total YTD Surface Flow to COH/SSCWD	COH	744,078,908	SSCWD	666,835,092
	Percent of Surface Water Received	COH	52.7%	SSCWD	47.3%

Depth to Standing Water Level Below Ground Surface

Agenda Item: F-5 c



**Sunnyslope County
Water District**



- Well 2 Standing
- Well 5 Standing
- Well 7 Standing
- Well 8 Standing
- Well 11 Standing
- Test Well # 12

Ground Elevation in Feet Above Sea Level
 Well 2 = 325 Well 5 = 438
 Well 7 = 361 Well 8 = 481

Well 11 = 330
 Test Well 12 = 308

Staff Report

Agenda Item: E – 6

DATE: May 13, 2021 (May 18, 2021 Meeting)

TO: Board of Directors

FROM: General Manager, Drew Lander P.E.

SUBJECT: General Manager Monthly Status Report

ACTIVE TASKS:

- 1. Tyler Technologies Implementation** – The Finance/Human Resources Manager continues to take the lead in the conversion of the existing District financial systems over to the new Incode10 format. Progress has been steady, and the new program appears to be a significant leap forward in transparency and documentation. The conversion remains on track for a go-live date of early September 2021.
- 2. Office Technology and Public Access** – The WaterSmart system is providing important analytical information to assist in future decision making and planning regarding water use trends within the District. This is another benefit to utilizing this service.
- 3. District Website** – Website visitation through the month of April has remained high. As the District continues to use the website as a source of information for the public to access their accounts, we have experienced many new visitors asking questions and engaging staff through the web portal.
- 4. Annual Water Quality Report** – The annual water quality report is being prepared this year with the help of the same company who has begun preparing District newsletters. We intend this year's report to improve in readability and contain the information specific to water quality as intended.
- 5. IWTP Contract Progress** – The industrial pond contract has been completed. Staff are preparing to operate the ponds for this coming production season. The District Superintendent has been instrumental in developing operational plans for the newly designed pond system. The Associate Engineer has also been engaged in the understanding of this facility and he is helping as well.

6. **Interagency Coordination** – The San Benito County HMP: Risk Assessment Meetings have been going well. These regular meetings between agencies have begun to help develop relationships between agencies and improve understanding of county wide risks.
7. **Permit Compliance** – No water compliance issues were encountered this month. Water quality has remained consistent. The wastewater treatment plant chloride levels have been improving. Sewer collection had one reportable event. Although we strive to have no sanitary sewer overflows (SSO) there was one SSO which was minor and remained below the State violation limit. The full cleaning and inspection of the system by Able Septic Service will help to prevent any further SSO events. The Wastewater plant had no operation issues.
8. **Paperless Billing Incentive** – Through the upcoming newsletter the District will advertise a new paperless billing incentive drawing to be held in September.

Staff Report

Agenda Item: F-1

DATE: May 14, 2021 (May 18, 2021 meeting)

TO: Board of Directors

FROM: Rob Hillebrecht, Associate Engineer

SUBJECT: Consider Approval and Authorize the President to Sign an Agreement for Water Facilities and Service for the Roberts Ranch Phase 2 Development.

RECOMMENDATION:

Staff recommends the Board approve a motion to authorize the President to sign the Agreement for Water Facilities and Service for the Roberts Ranch Phase 2 Development.

BACKGROUND:

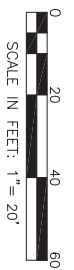
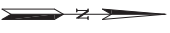
Phase 2 of the Roberts Ranch development is ready for construction. The attached map shows the area of Phase 2 in blue. This phase of the proposed Roberts Ranch is located north of Cielo Vista and extends from Fairview Road on the east to Ryan Drive from Roberts Ranch Phase 1 on the west. It involves the creation of 104 new single-family residences. This is the final phase for this project. Sunnyslope County Water District will provide potable domestic water and fire protection water service to the development. District staff have reviewed the Improvement Plans to ensure that they meet all District standards and requirements.

This phase will connect the existing Landscape Irrigation System piping from Phase 1 with a pipeline in Fairview Road. The intent is for the water supply of the Landscape Irrigation System to eventually be solely sourced from the District's Well #5. That will retain more high-quality treated surface water for residential customers rather than using it for irrigation of public areas and landscaping. As part of Sunnyslope's high pressure zone, the pipelines installed by this development will also help provide additional connectivity and resilience in that zone between its southern portion around Ridgemark and its northern portion around Lessalt WTP and Santana Ranch.

The attached Agreement is the District's standard agreement for water facilities and service to a new development. The District currently has the capacity and ability to serve this development with potable water. Yet the Agreement acknowledges the District's right to terminate the Agreement if severe drought or other unforeseen circumstances significantly limit its ability to serve additional development.

FISCAL IMPACT:

The developer will pay for all related District costs through the Deposit explained in Section 5 of the Agreement, along with water capacity charges and meter set fees for each new unit. The capacity charge is currently \$11,700.00 and will be adjusted in accordance with the Engineering News Record Construction Cost Index for San Francisco on July 1st. The meter set fee is currently \$405.00.



ENVIRONMENTAL IMPACT:

The City of Hollister City Council approved an Environmental Impact Report for the Roberts Ranch Development through Resolution 2018-37 on February 20th, 2018. This satisfies the requirements of the California Environmental Quality Act.

ATTACHMENTS:

1. Roberts Ranch Phase 2 Map
2. Agreement for Water Facilities and Service for the Roberts Ranch Phase 2 Development

RECORDING REQUESTED BY AND
WHEN RECORDED, RETURN TO:

Sunnyslope County Water District
3570 Airline Highway
Hollister, CA 95023-9702

AGREEMENT FOR WATER FACILITIES AND SERVICE
FOR THE ROBERTS RANCH PHASE 2 DEVELOPMENT

The undersigned District declares:

Documentary Transfer Tax exemption Pursuant to Section 11922 of the Revenue and Taxation Code and Exempt from Recording Fees per Government Code Section 27383.

THIS AGREEMENT is made this ____ day of _____ 2021, by and between the SUNNYSLOPE COUNTY WATER DISTRICT, a County Water District organized and existing pursuant to Division 12 of the California Water Code, State of California, ("District") and KB HOME SOUTH BAY, INC. ("Developer").

W I T N E S S E T H:

WHEREAS, Developer owns and is developing the parcel(s) of land to be developed in Hollister, California ("Development"); and

WHEREAS, the vicinity map of the Development is attached hereto as Exhibit A, and a map showing the planned Development is attached hereto as Exhibit B; and

WHEREAS, Developer is proposing to construct a water system to serve the Development ("development water system") and desires to transfer the same to the District upon completion of construction; and

WHEREAS, District is agreeable to accepting the transfer, operation, and maintenance of the development water system and to provide domestic and fire protection water service on the terms provided herein and their performance by Developer.

NOW, THEREFORE, in consideration of the mutual promises and conditions in this Agreement, District and Developer covenant and agree as follows:

1. INSTALLATION REQUIREMENTS. As a condition precedent to District's acceptance of the development water system, all water facilities shall be designed, constructed and be operable to District's satisfaction. District requirements shall include, but not be limited to the following:

a. Design. Developer shall design the water facilities to District's standards and any other applicable regulatory requirements. All plans and specifications shall be prepared by a licensed civil engineer registered in the State of California.

b. Plans and Specifications. Complete sets of plans and specifications for the water facilities shall be submitted to the District for review and consideration of approval prior to construction. Construction shall not proceed until all plans and specifications are signed with evidence of District written approval and a preconstruction meeting is held between representatives of District and Developer. District review of plans and specifications may be withheld until receipt of the deposit as provided in Section 5.

c. Construction. Developer shall construct within two (2) years of the date of this Agreement the water facilities as shown on the plans and specifications approved by District. Failure to do so shall be grounds for termination. However, the District, in its sole discretion, may extend the date for construction beyond one year upon its determination that Developer has made sufficient efforts to complete construction in compliance with the terms of this Agreement. Any changes to the plans and specifications must be approved in advance by the District Engineer. All work, including connections to existing facilities, shall be performed in a manner satisfactory to the District Engineer. Developer shall provide at its own expense a report by a competent soils engineer or soils laboratory, indicating that the compaction in the fills within which water facilities are to be installed is at least equal to ninety-five percent (95%) compaction and according to such specifications and standards as the District Engineer may prescribe for all or any part of the development water systems.

d. Underground Obstructions. District does not assume any responsibility or liability whatsoever during the construction of the water system facilities. Any location of underground utility lines or surface obstructions given to the Developer or placed on

the project drawing by District are for the Developer's convenience, and must be verified by Developer in the field. District assumes no responsibility for the sufficiency or accuracy of such information, lines, or obstructions.

e. Licenses; skill. Developer, or Developer's authorized representative (contractor) to perform the work, shall be licensed under the provisions of the Business and Professions Code of the State of California to do the type of work called for in the proposed project. District reserves the right to waive this requirement at its discretion where permitted under state statute. Developer, or Developer's contractor, shall be skilled and regularly engaged in the installation of water systems. District may request evidence that the constructing party has satisfactorily installed other projects of like magnitude or comparable difficulty.

f. Inspection. District shall have the right at any time and from time to time to inspect work in progress in the construction of the water system facilities. Developer shall provide and assure the District and its employees and designees the right to inspect the development water systems including the plans, materials, and workmanship for the systems before, during and after such are installed. Developer shall be responsible for all costs incurred by the District that are associated with interim and final inspection, completion, additional construction, and testing of the system as needed or required for the approval of the water system by the District and any other regulatory agency having jurisdiction (such as the State Division of Drinking Water or California Regional Water Quality Control Board). Within the warranty period the Developer shall reimburse District for costs to correct any damages to on-site or off-site existing facilities related to the construction of the development water systems. Prior to the Notice of Completion and Acceptance, Developer shall remit to the District payment of reimbursable costs incurred for inspection, administration and plan review if greater than the deposit provided in Section 5.

g. Testing. All facilities in the development water systems shall be tested to meet District requirements. No system or portion thereof will be accepted without meeting all District test requirements.

2. PAYMENT OF FEES, CHARGES AND COSTS. Developer will pay all costs to construct the development water system and connect the system with the District's existing systems. They also will pay all sums expended by the District for engineering, legal and other services rendered in connection with the construction, inspection, and final connection. All fees and charges established by District

as connection charges, rates for service, and other related charges shall be paid upon being furnished with a statement of the fees and charges by the District. All these must be paid prior to the District's acceptance of the development water systems.

3. BOND. Before commencing construction, Developer shall furnish a bond or check, in the amount of 10% of the Contractor's quote for the development water system rounded to the nearest \$10. The Contractor's quote on development water system is Five Hundred Twenty Eight Thousand Three Hundred Seventy Seven dollars (\$528,377); therefore the required bond amount is Fifty Two Thousand Eight Hundred Forty dollars (\$52,840). These sureties shall be satisfactory to the District Board of Directors to guarantee the faithful performance of the terms of this Agreement and to guarantee the maintenance of the development water system against defective materials and faulty workmanship for a period of one (1) year following the acceptance of the development water system by the District. These sureties shall also indemnify the District against any costs of expenses (including the District's own labor costs) incurred by reason of failures, malfunctions, replacements, repairs or any other expenses incurred by District during the one-year period after the development water systems is transferred to the District.

4. PERMITS, EASEMENTS, LANDSCAPE COMPLIANCE.

a. Permits, Easements. Developer shall obtain all necessary local, county and state permits (including encroachment permits) for the development water system, and shall conform to the requirements of the permits. They shall arrange for applicable inspections and pay any necessary fees and deposits. Developer shall obtain all permanent and temporary easements necessary for ingress and egress to and from the development water system for the purpose of installation, operation, maintenance, and removal of system components. Pipeline easements shall be 20 feet in width, shall be in a form approved by the District and shall be submitted/conveyed to the District in recordable form prior to District's acceptance of the development water systems.

b. Landscape Compliance. Developer shall demonstrate to the District that Developer has complied with the terms of the Water Efficient Landscape Ordinance by the City of Hollister and any amendments thereto and/or successor ordinances. The Developer shall comply with all other water efficiency requirements adopted by the State of California and the District. The provisions of said ordinance are to be made available upon Developer request. Developer shall prepare and submit to the the District a landscaping plan

meeting the requirements of such ordinance, which plan shall be reviewed and approved by the District.

5. DEPOSIT. Developer hereby agrees to provide District with a check in the amount of Twenty One Thousand Six Hundred Forty dollars (\$21,640) as a deposit. This sum consists of 5% of the first \$50,000 of the Contractor's quote for development water system, and 4% of the remaining amount rounded to the nearest \$10. The Contractor's quote is Five Hundred Twenty Eight Thousand Three Hundred Seventy Seven dollars (\$528,377). This deposit shall be used by the District to pay for the District Engineer's charges for examination of plans and checking of specifications and other similar engineering charges, along with other costs incidental to the inspection of the development water system. This may include but is not limited to payment of fees for legal services, contract engineering services, or other costs directly related to the development. If such deposit is insufficient to pay all such charges and costs, the Developer hereby agrees to pay all such charges and costs prior to the acceptance of the development water system by the District.

6. TRANSFER OF SYSTEMS TO DISTRICT. Full right, title and interest in and to the development water systems installed pursuant to this Agreement is hereby granted to the District, subject to the conditions of this Agreement. This transfer may be realized through the District's issuance of the Notice of Completion and Acceptance, or through other means as required by District. There shall be no obligation upon the District to pay or reimburse the Developer any part of the cost of the development water system. Developer may be required to execute and obtain all signatures of any other parties having any interest (including any Deed of Trust), and deliver a Deed satisfactory in form and content to District, transferring absolute and unencumbered ownership of the completed development water system to the District together with all real property, interest in real property, easements and rights-of-ways (including any off-site easements or real property), and all overlying and other underground water rights that are a part of, appurtenant to, or belonging to any parcels now or hereafter served by the development water systems that are necessary or appropriate in the opinion of the District for the ownership and operation of the systems. All costs of construction of the system shall have been paid for by Developer, the time for filing mechanics liens shall have expired, and the title to the water system and the interests in real property transferred shall be good, clear and marketable title, free and clear of all encumbrances, liens or charges. Developer shall pay costs of title insurance if deemed necessary by the District. All construction, including final inspection punch list items must be

completed prior to transfer. After transfer, the District shall own and be free in every respect to operate and manage the water system and to expand, improve, or interconnect with adjacent facilities, as it deems appropriate.

7. AS-BUILT PLANS, SPECIFICATIONS, VALUES, ETC. Developer shall, as its obligations under this Agreement and as a condition of District's acceptance of the system, provide to the District:

a. A complete and final set of As-Built blueprints and AutoCAD digitized files for the entire development water system, satisfactory to the District General Manager, together with a copy of the specifications and any contract documents used for the construction of the water system.

b. A complete, detailed statement of account, satisfactory to the District, of the amounts expended for the installation and construction of the system, with values applicable to the various components thereof, together with a list of any other materials and equipment (and their values) being transferred.

8. ACCEPTANCE AND SERVICE BY DISTRICT. Provided that Developer complies with the provisions of this Agreement, District will accept the water facilities constituting the development water system, and will provide domestic and fire protection water services to the development. Acceptance may not occur prior to completion and proof supplied to District of the installation thereof, full payment of all costs thereof by Developer and certification by the District Engineer that the development water system meets the standards and specifications required by District. The District will provide water service only in accordance with the rules and regulations of the District, including the Developer's prepayment of applicable connection fees, capacity charges, and service charges.

9. INSURANCE. Developer or Developer's authorized representative to do the work shall maintain and be responsible for subcontractors and outside owners or operators of equipment and must maintaining the following coverage during the performance of the Agreement:

1). Workers' compensation or self-insurance indicating compliance with any applicable Labor Codes, acts, laws, or statutes, whether federal or state, where Developer operates, including employers' liability insurance;

2). Comprehensive general liability and comprehensive automobile liability of not less than Five Million Dollars

(\$5,000,000.00) combined single limit or equivalent for bodily injury, personal injury and property damage as a result of any one occurrence.

This policy shall name the District as an additional named insured, and shall be primary and underlying to District's insurance and shall not be excess or contributing with District insurance. Said policy shall be placed with a carrier or carriers licensed to do business in the State of California, and shall cover Developer's contractual liability to District. A certificate of insurance shall be delivered to District verifying such coverage and also showing insurance against liability for workers' compensation, and the certificate shall include a statement that thirty (30) days' written notice shall be given by the carrier to District prior to any cancellation of or material change in the said insurance. The required insurance certificates shall be delivered to the District prior to commencement of the construction.

10. NO SERVICE BEFORE COMPLETION AND TRANSFER. Developer shall not allow any occupant or person to commence operations or use of any part of the development water system prior to the transfer and acceptance by District of the water system, excepting for construction purposes, without the express written consent of the District. Such consent will normally not be given. Without limiting in any way the District's right to refuse such consent, the District may impose conditions or restrictions upon any consent to such prior service, including but not limited to the posting of satisfactory surety to assure the completion and transfer of the water system within a period of time specified by District.

11. WARRANTIES. Developer hereby warrants that, as of the time of District's acceptance of the development water systems, such systems and all components thereof are in satisfactory working order and quality, have been constructed and installed in compliance with specifications, as-built plans provided to District, and in accordance with applicable requirements of any governmental agency having jurisdiction. Developer further warrants that the water system will operate in good and sufficient manner for the purpose intended for not less than one (1) year after date of transfer. Developer shall indemnify District for any costs or expenses (including District's own labor costs) incurred by reason of failure, malfunction, replacements, repairs or any other expenses incurred by District during the warranty period.

12. CONTINUING EFFECT. This Agreement shall be binding upon and inure to the benefit of the heirs, administrators, successors and assigns of the parties hereto.

13. TIME OF ESSENCE. Time is of the essence in this Agreement.

14. ENTIRE AGREEMENT. This writing contains the entire agreement of the parties with respect to the matters contained herein.

15. MODIFICATION. This Agreement shall not be modified except by an agreement in writing, signed by the Developer and District.

16. ASSIGNMENT. Developer shall not assign this Agreement or any interest herein or hereunder without the prior written consent of the District, which consent shall not be unreasonably withheld.

17. TERMINATION. By written notice to the Developer, the District may terminate this Agreement for water service in the event that the Developer defaults or fails to comply or timely perform any of the terms, covenants or conditions contained herein. Upon written notice, the Developer shall have 30 days to cure or provide evidence satisfactory to the District of progress toward cure of the failure to comply or timely perform the terms herein. The District may also terminate this Agreement due to emergency drought measures which require the cessation of new water meter connections and services within the District, or other unforeseen circumstances limiting either the capacity or ability for the District to provide service to new water connections.

18. WAIVER. A waiver by either party of any breach of any term, covenant or condition of this Agreement shall not be deemed to be a waiver of any subsequent breach of the same or any other term, covenant or condition of this Agreement.

19. INDEMNITY. Developer shall protect, defend, indemnify and hold harmless the District and its Board of Directors, officers, employees and agents from and against any and all claims, liabilities, and losses whatsoever (including damages to property and injuries to or death of persons, court costs, and reasonable attorneys' fees occurring or resulting to any and all persons, firms or corporations furnishing or supplying work services, materials, or supplies in connection with the performance of this Agreement, and from any and all claims, liabilities, and losses occurring or resulting to any person, firm, or corporation for damage, injury, or death arising out of or connected with Developer's performance of this Agreement, unless such claims, liabilities, or losses arise out of the sole negligence or willful misconduct of the District. "Developer's performance" includes Developer's action or inaction

and the action or inaction of Developer's officers, employees, agents and subcontractors.

20. NEGOTIATED AGREEMENT. This Agreement has been reached through negotiation between the parties. Neither party is deemed the party which prepared the Agreement within the meaning of Civil Code section 1654, or case law thereunder.

21. DISPUTE RESOLUTION. Developer shall continue to perform under this Agreement during any dispute. Developer and District hereby agree to make good faith efforts to resolve disputes as quickly as possible. In the event any dispute arising from or related to this Agreement results in litigation or other proceeding to enforce or interpret this Agreement, the prevailing party shall be entitled to recover all reasonable costs incurred, including court costs, attorney fees, expenses for expert witnesses (whether or not called to testify), expenses for accountants or appraisers (whether or not called to testify), and other related expenses. Recovery of these expenses shall be as additional costs awarded to the prevailing party, and shall not require initiation of a separate legal proceeding.

22. GOVERNING LAW. This Agreement shall be governed by and interpreted under the laws of the State of California. Venue shall be in San Benito County.

24. SEVERABILITY. If any of the provisions contained in this Agreement are held illegal, invalid, or unenforceable, the enforceability of the remaining provisions shall not be impaired thereby. Limitations of liability and indemnities shall survive termination of the Agreement for any cause. If a part of this Agreement is invalid, all valid parts that are severable from the invalid part remain in effect. If a part of this Agreement is invalid in one or more of its applications, the part remains in effect in all valid applications that are severable from the invalid applications.

25. AUTHORITY. Any individual executing this Agreement on behalf of Developer or District represents and warrants hereby that he or she has the requisite authority to enter into this Agreement on behalf of such party and bind the party to the terms and conditions of this Agreement.

23. SPECIAL TERMS. The Developer is prohibited from installing Self Regenerating Water Softening Appliances (SRWS). The Developer may install water softeners with portable cartridges supplied by service providers that regenerate the cartridge off-site. It is understood by both the District and the Developer that the area will

be served primarily by softer surface water but may at times receive harder ground water.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in duplicate on the date and year first above written.

"District"

SUNNYSLOPE COUNTY WATER DISTRICT, a public corporation

Jerry T. Buzzetta
President, Board of Directors,
Sunnyslope County Water District

ATTEST:

Drew A. Lander
General Manager/District Secretary
Sunnyslope County Water District

"Developer"

KB HOME SOUTH BAY, INC.

Ray Panek
Senior Vice President
KB Home South Bay, Inc.

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA
COUNTY OF SAN BENITO

On _____, 20____, before me, _____,
Notary Public, personally appeared _____,
who proved to me on the basis of satisfactory evidence to be the
person(s) whose name(s) is/are subscribed to the within instrument
and acknowledged to me that he/she/they executed the same in
his/her/their authorized capacity(ies), and that by his/her/their
signature(s) on the instrument the person(s), or the entity upon
behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of
California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA
COUNTY OF SAN BENITO

On _____, 20____, before me, _____,
Notary Public, personally appeared _____,
who proved to me on the basis of satisfactory evidence to be the
person(s) whose name(s) is/are subscribed to the within instrument
and acknowledged to me that he/she/they executed the same in
his/her/their authorized capacity(ies), and that by his/her/their
signature(s) on the instrument the person(s), or the entity upon
behalf of which the person(s) acted, executed the instrument.

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California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____

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STATE OF CALIFORNIA
COUNTY OF SAN BENITO

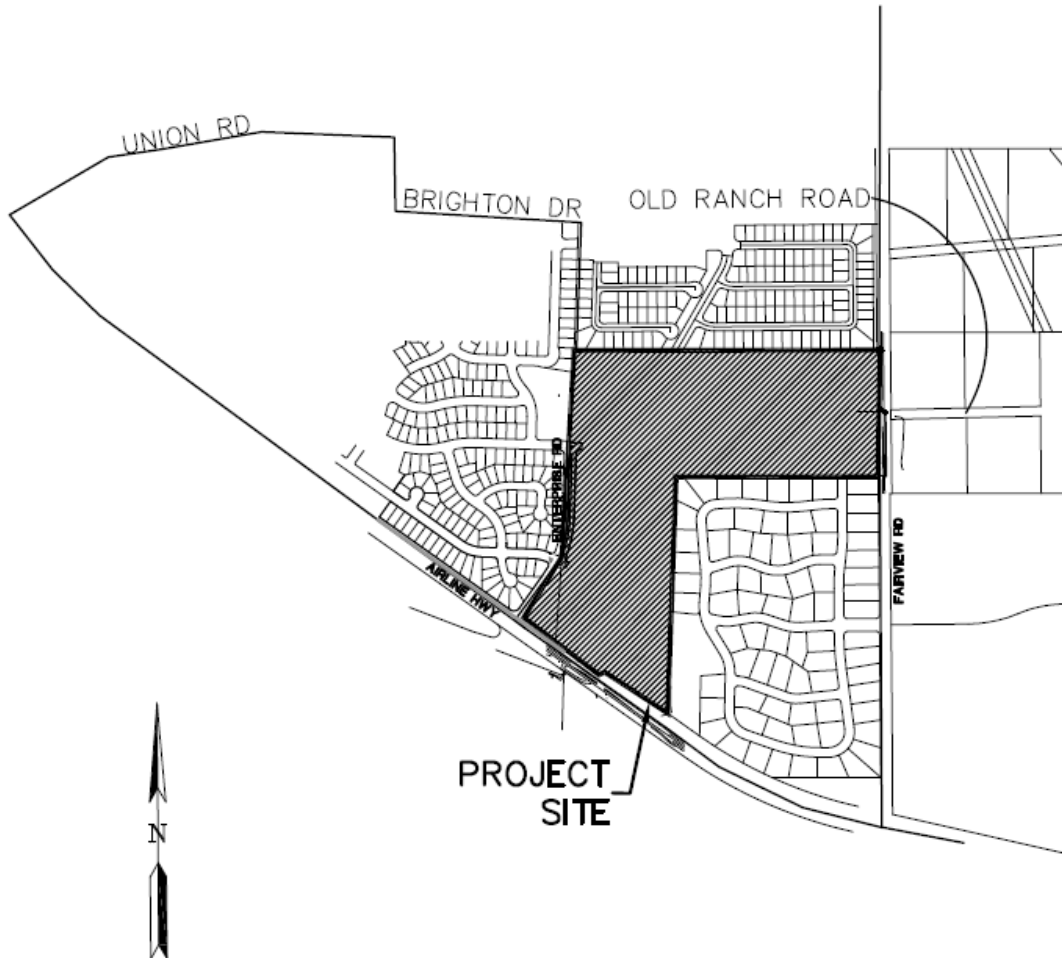
On _____, 20____, before me, _____,
Notary Public, personally appeared _____,
who proved to me on the basis of satisfactory evidence to be the
person(s) whose name(s) is/are subscribed to the within instrument
and acknowledged to me that he/she/they executed the same in
his/her/their authorized capacity(ies), and that by his/her/their
signature(s) on the instrument the person(s), or the entity upon
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Signature _____

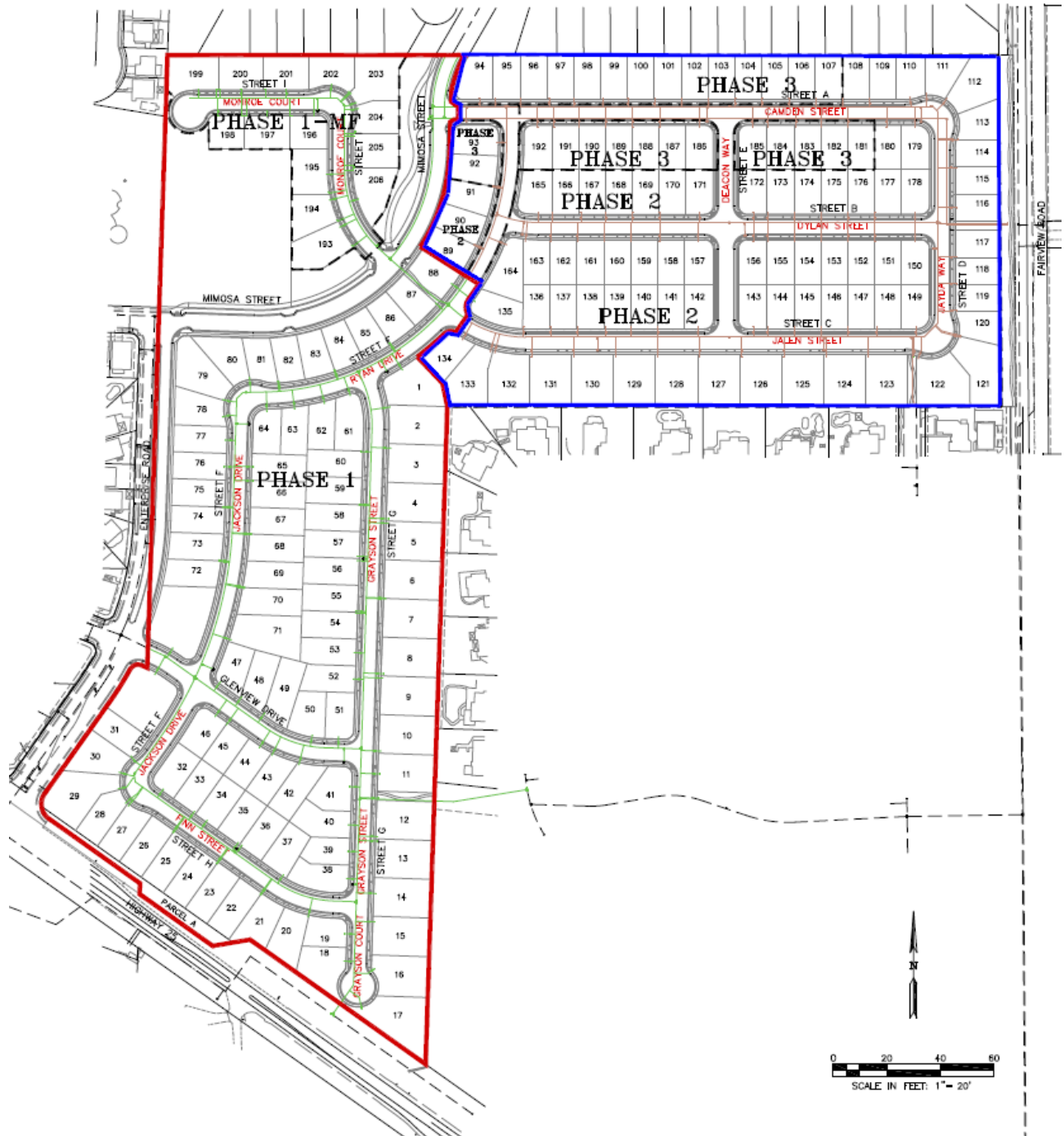
EXHIBIT A
Development Vicinity Map



VICINITY MAP

NO SCALE

EXHIBIT B Map of Development with Phase 2 Outlined in Blue



Staff Report

Agenda Item: **F – 2**

DATE: May 13, 2021 (May 18, 2021 Meeting)

TO: Board of Directors

FROM: General Manager, Drew Lander P.E.

SUBJECT: Authorize the General Manager to Replace the Approved Receptionist Staff Position with a New Position Titled Billing/Public Relations Specialist and amend the salary scale (Not a project under CEQA per Article 20, Section 15378).

RECOMMENDATION:

Make and approve a motion to authorize the General Manager to replace the approved receptionist staff position with a new position titled: Billing/Public Relations Specialist and amend the salary scale to match the existing Account Technician position.

BACKGROUND:

To better accommodate the growing need to interact with the public, to increase public engagement with the new District website and within social media platforms the General Manager proposes that the current authorized Billing Clerk/Receptionist position job description should be modified to include expanded duties relating to public outreach. These duties are in addition to the current position requirements of performing billing functions and receptionist responsibilities.

The Personnel Committee met and has reviewed the modifications to this position. The job description has been shared with the Union representatives per the requirements of the current contract.

Due to the expanded responsibilities, it has been proposed that this position be compensated at the same pay scale as the Account Technician level. This change will bring all office assistance positions into alignment.

FISCAL IMPACT:

The proposed salary scale presently overlaps the Billing Clerk scale. The Account Technician salary range does include several additional steps to provide for a wide range of knowledge or skill set. The salary and benefit for this position will be an increase addressed in the budget. The financial impact of the increased salary and benefits is estimated not to exceed \$8900 annually.

ENVIRONMENTAL IMPACT:

The proposed staffing re-assignment is not a project under CEQA per Article 20, Section 15378.

Staff Report

Agenda Item: **F – 3**

DATE: May 13, 2021 (May 18, 2021 Meeting)

TO: Board of Directors

FROM: General Manager, Drew Lander P.E.

SUBJECT: Authorize the Addition of a Water/Wastewater Maintenance Staff Position to be Funded by the IWTP Operations and Maintenance Contract Executed Between the District and San Benito Foods (Not a project under CEQA per Article 20, Section 15378).

RECOMMENDATION:

Approve a motion to authorize the General Manager to add a new Water/Wastewater Maintenance staff position.

BACKGROUND:

The contract approved between San Benito Foods (SBF) and SSCWD contains funding for a full-time position to operate the Industrial Wastewater Pond Facilities. The contract and agreement has been approved and this position needs to be filled very soon so that staff can begin the operation of the pond maintenance without falling behind on daily operations of the District.

FISCAL IMPACT:

The proposed expense of a new employee has been factored into the operational costs of the ponds. The addition of a new staff member with salary and benefits will be funded by the contractual obligations of SBF.

ENVIRONMENTAL IMPACT:

The proposed staffing addition is not a project under CEQA per Article 20, Section 15378.

Staff Report

Agenda Item: **F – 4**

DATE: May 13, 2021 (May 18, 2021 Meeting)

TO: Board of Directors

FROM: General Manager, Drew Lander P.E.

SUBJECT: Authorize the General Manager to Sign a Non-Financial Worksite Agreement for the San Benito County Workforce Innovation and Opportunity Act (WIOA) Work Experience Program (WEX) (Not a project under CEQA per Article 20, Section 15378).

RECOMMENDATION:

Approve a motion to authorize the General Manager to sign a non-financial worksite agreement for the San Benito County Workforce Innovation and Opportunity Act (WIOA) Work Experience Program (WEX).

BACKGROUND:

In 2017 SSCWD participated in the WEX program through San Benito County. This participation was productive, and it allowed the District to receive entry level work product from aspiring water and wastewater trainees without adding additional staffing positions. This program is a partnership with San Benito County where the trainee remains an employee of the County for durations of 600 and 1200 work hours. The District has the responsibility to train and provide work experience in the field of water and wastewater operations and in exchange the County covers the expenses of the employee. The District will provide Personal Protective Equipment (PPE) specific to our work requirements, but all hourly salary costs are covered by the County. The employee will work with and shadow our employees, they will perform routine maintenance tasks under supervision and the agreement may be terminated at any time if the trainee fails to meet District requirements.

FISCAL IMPACT:

The proposed participation is expected to cost the District around \$500 per trainee for PPE. It is expected that the work product received by the District will offset this expense.

ENVIRONMENTAL IMPACT:

The proposed participation in the program is not a project under CEQA per Article 20, Section 15378.

H-1 DIRECTOR'S REPORT - JUDI JOHNSON

2021 ACWA Spring Conference: Navigating A New Future Together

Sessions attended and notes (Director Johnson report)

Monterey Bay Aquarium 'Under the Sea with ACWA' activity. Much enjoyed as my husband and I 'retired' after having 15 years of volunteering here.

Women in Water Reception Well attended with nearly 100 participants. Emphasis and idea sharing on mentoring. Lively, enthusiastic group.

Karla Nemeth, Director – Department of Water Resources – spoke on WOKE, Delta Conveyance, Sustainable Groundwater Management Act implementation, the Water Storage Investment Program and water use efficiency.

Several questions directed to her focused on why storage is not being built, what the monies for storage are being funneled to, and the difficulty (for water Districts) of Covid-19 related issues which will affect Districts during the drought.

Water Industry Trends / Energy - CARB Advanced Clean Fleet Rule Implications for Water Agencies

The California Air Resources Board (CARB) is developing a proposed Advanced Clean Fleet Rule that will require all public fleets to start purchasing medium/heavy duty Zero Emission Vehicles (ZEVs) as soon as 2023 with the goal of a statewide zero emission fleet by 2045 where feasible.

Region Issue Forum - Regional Collaboration Works: MWD's Regional Recycled Water Program - Presented by Region 8

The Metropolitan Water District of Southern California and Los Angeles County Sanitation Districts are working together on a large- scale program to develop recycled water as a new, much-needed potable source to the region. Planned since 2009, an undertaking as extensive as the Regional Recycled Water Program involves equally extensive regional coordination and evaluation. Beyond providing an additional water source for Southern California, the program will ensure reliability, sustainability, and flexibility in future expansion of the water supply through raw water augmentation for many throughout the Los Angeles region. **I attended this session as our local LAFCo is looking into proposing a regional wastewater program.*

Wade Crowfoot, Secretary - California Natural Resources, spoke on progress of the Voluntary Agreements. He provided an update regarding the Newsom Administration's drought activities. Mr. Crowfoot said the Governor's key priorities include:

- ✓ building California's resilience to climate change-driven threats, including wildfire, drought, flooding, and sea-level rise

- ✓ expanding access to parks, natural places, and outdoor recreation for all Californians
- ✓ preserving California's world-renowned biodiversity of plants and animals
- ✓ (and with the May Budget revise): provide spending to "clean our air, combat wildfires, and further modernize our electric grid" will "give many Californians a much-needed sigh of relief"

Sip & Stretch: A way to start the morning by receiving a \$5.00 Starbucks gift card for registering. Then a series of stretches to prepare for the day!

For the following sessions (conducted/presented Friday, May 14, 2021, questions were collected and presented by ACWA staff within the following weeks)

ACWA JPIA Andy Sells, Chief Executive Officer: We are collecting your questions and will respond post conference accordingly. *Note: Director Alcorn indicated intent of participation to the conference as Sunnyslope's appointed rep; we look forward his report on the outcome of this presentation/program.*

Developments in Prop 218 and the Law of Water Rates

Retail water suppliers are required to collect and fairly allocate the costs of service among ratepayers. The presentation told of impacts of recent challenges, legal decisions, and various legislative items affecting rate setting and collections, with presentation of practical steps to consider reducing the risks of Prop 218. *(This presentation was encouraged for Attorney attendance. I attended because I'm familiar with (and always apprehensive of) the emotions related with the Prop 218 process.)*

Federal Issue Forum:

Ernest A. Conant, Regional Director of Reclamation's Interior Region 10, spoke on continuation development of new, innovative strategies to meet the needs of water users. Told of involvement in negotiating major water agreements and work on water banking and other storage initiatives. Other speakers: Brigadier General Paul E. Owen, U.S. Army Corps of Engineers; Karl Stock, Manager of the Reclamation Law Administration Division in Denver (serving entire Western Region); and Stacy Wade, Deputy Regional Director of the Lower Colorado Basin addressed voluntary agreements, and dependable water storage.

Afternoon keynote speaker: Expert Bob Flores spoke on cybersecurity as a top concern facing water suppliers. Audience attendees spoke of attempts on cyber-attacks on local Water Districts.

CA's Forest and Wildfire Resilience Plan

This presentation focused on: Urgent action needed to address CA's undermanaged forest lands, with the recent history of the destructive forest and open land fires (over 4

million acres burned). Speakers addressed the agreement signed last year with the Federal Government for shared stewardship of CA forest and rangelands with the goal of reducing wildfire risks on 500K acres of forest land annually. Governor Newsom appointed a Forest Management Task Force charged with monitoring and applying the agreement of the Comprehensive Forest and Wildlife Resilience Action Plan.

It was a well-planned conference with a good variety of topics and speakers. I also enjoyed visiting the various exhibitor's booths.

Director Johnson report

ACWA region 5 meeting May 6, 2021 / 1:30 PM

55 participants

Heavy emphasis on discussion of:

Volunteer agreements

Drought

Legislation [SB 323 (Caballero) Fact Sheet presented]

Covid-19 Relief funding

Ground water (emphasis on SGMA)

Head waters

ACWA Recommendations for Climate Resilience and Economic Recovery Funding

Slight discussion of Woke

Upcoming Region 5 elections for Board members

Committee Reports

- federal water supply issues
- Agricultural Water Management Plan work group, which submitted a comment letter to DWR last year issues e.g., Lake Shasta temperature management
- the BiOps litigation (~~frisking\$tm\$rw-~~)
- For ACWA conference:
 - Applying 2020 Lessons Learned to Future Communication Strategies
 - CARB Advanced Clean Fleets Rule Panel