



Sunnyslope County Water District

BOARD OF DIRECTORS

REGULAR MEETING

District Office Board Room/Teleconference



3570 Airline Hwy., Hollister, CA

NOTICE & AGENDA

AUGUST 15, 2023

Regularly Scheduled Board Meeting - 5:15PM

IN PERSON PUBLIC ACCESS TO DISTRICT MEETINGS IS AVAILABLE AND REMOTE ACCESS CAN BE OBTAINED THROUGH THE FOLLOWING ACCESS POINTS:

ZOOM MEETING ACCESS LINK

<https://us06web.zoom.us/j/89028286111?pwd=a1diNzBjc3BRYWdjSUtsZGZpU2gyQT09>

Zoom Link Passcode: SSCWD

Or Telephone: Dial + 1 (669) 444-9171 and when prompted enter Meeting ID: 890 2828 6111

Dial in Passcode: 866864

HEALTH AND SAFETY GUIDELINES

Public access to this meeting is provided both in person and through electronic viewing. Virtual meeting access will continue to be provided as a public convenience until further notice by the District Board. Remote viewing interruptions due to internet quality, power outages or other factors may occur and will not stop the meeting while a quorum is present in the Board Room; To ensure the health, safety, and welfare of those in attendance, all attendees must comply with any procedures/instructions announced by the Board of Directors or as directed by Staff prior to commencement of the meeting. Face coverings will be provided if health concerns dictate and will be made available upon request. The meeting will be available through Zoom for those who wish to join remotely. Anyone requiring accommodations may contact the Main 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 Brown _____, Vice-President Mauro _____,

Director Parker _____, Director Alcorn _____, and Director Buzzetta _____.

REGULAR SESSION @ 5:15PM

B. PLEDGE OF ALLEGIANCE

C. APPROVAL OF AGENDA – Any requests to postpone consideration of an agenda item or move an item forward on the agenda will be considered at this time.

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 action 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. Approve Minutes of the Regular Board Meeting of July 18th, 2023 (page 1)
2. Receive and Accept Allowance of Claims for Disbursements from July 1, 2023 Through July 31, 2023. (page 7)
3. Associate Engineer Monthly Status Report – (July Report Not Available)
4. Receive and Accept Finance Manager Monthly Status Reports:
 - a) Narrative Report (page 10)
 - b) Operation Summary (page 17)
 - c) Statement of Income (page 20)
 - d) Investment Summary (page 22)
 - e) Board Designated Reserves (page 23)

5. Receive and Accept Superintendent Monthly Status Reports:
 - a) Maintenance (page 24)
 - b) City Meter Reading (page 31)
 - c) Groundwater Level Measurement (page 32)
6. Receive and Accept General Manager Monthly Status Report. (page 33)

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 when directed to do so.

1. Authorize The General Manager To Execute A Contract For Professional Services With LGDR -National Demographics Corporation, Not To Exceed \$40,000 (Not A Project Under CEQA Per Article 20, Section 15378). (page 35)
2. Under Statewide Procurement Contract 1-12-23-20 Authorize The General Manager To Purchase 2 Light Duty Trucks For A Combined Cost Not To Exceed \$100,000 And 1 Medium Duty Truck With Cargo Bed And 4 Ton Crane, Not To Exceed \$130,000 (Not A Project Under CEQA Per Article 20, Section 15378). (page 39)
3. Authorize The General Manager To Contract With Exceedio Inc. For Integration Of New VOIP Telephone Services, Installation And Management for a set up cost of \$5378.13 and an annual maintenance cost of \$10,800.00 (Not A Project Under CEQA Per Article 20, Section 15378). (page 42)
4. Authorize The General Manager To Surplus 1 District Vehicle And A 50hp Turbo Blower. (Not A Project As Defined By California Environmental Quality Act Per Article 20, Section 15378) (page 48)
5. Provide The General Manager Direction For Topics To Be Included In The Winter News Letter (Not A Project Under CEQA Per Article 20, Section 15378). (page 49)

G. STATUS REPORT

1. Governance Committee (JP, JB) – (Meeting Scheduled August 16, 5pm.) (page 50)
2. Water / Wastewater Committee (JP, JB) – (No Meeting)
3. Finance Committee (EM, MA) – (No Meeting)
4. Policy and Procedure Committee (JP, JB)– (No Meeting)
5. Personnel Committee (DB, EM) – (No Meeting)

6. Water Resources Association of San Benito County (MA, Alt. JP) – (Last Meeting Held August 4th, 2023, Attended by Dir. James Parker.)

H. BOARD and STAFF REPORTS

1. Directors
2. District Counsel
3. General Manager – General Manager Update, (Oral Report)

I. FUTURE AGENDA ITEMS:

1. FY22-23 Audit Presentation

J. ADJOURNMENT

Upon request, Sunnyslope County Water District (SSCWD) will make a reasonable effort to provide written agenda materials in appropriate alternative formats, languages or disability-related modification or accommodation, including auxiliary aids or services, to enable all individuals to participate in public meetings. SSCWD 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 – September 19, 2023 @ 5:15 p.m., District Office

AGENDA DEADLINE: September 13, 2023 @ 12:00 p.m.

Future Scheduled Committee Meetings

Water Resources Association of San Benito County – October 5th, 2023 @ 4pm

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.

MINUTES
Regular Meeting of the Board of Directors
of the
SUNNYSLOPE COUNTY WATER DISTRICT
July 18th, 2023

A. CALL TO ORDER: The meeting was called to order at 5:15 p.m. by President Brown, at the Sunnyslope County Water District office, 3570 Airline Highway, Hollister, California.

ROLL CALL: Present in Person: President Dee Brown (DB), Vice President Edward Mauro (EM), Director Jerry Buzzetta (JB), Director James Parker (JP), Director Mike Alcorn (MA).

B. PLEDGE OF ALLEGIANCE: Director Mauro led those in attendance in the Pledge of Allegiance.

C. APPROVAL OF AGENDA: Upon a motion made to approve the agenda by Director Mauro, seconded by Director Alcorn, for which President Brown then took a roll call vote as follows: (MA), yes; (JP), yes; (EM), yes; (JB), yes; (DB), yes; the motion carried 5-0.

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 were received.

Staff Present for Open Session: In Person: General Manager/Secretary Drew Lander, Executive Assistant/Stenographer Madison Koester, Water/ Wastewater Superintendent Jose Rodriguez, Finance and HR Manager Barry Kelly.

E. CONSENT AGENDA:

1. Approval of Minutes of the Regular Board Meeting of June 20th, 2023
2. Allowance of Claims – The Board reviewed the Disbursement Summary (below) for the period of June 1, 2023 through June 30, 2023, totaling \$2,322,877.17 which includes \$460,396.15 for payments to vendors, \$371,436.53 for Payroll, \$443,433.62 paid to the City of Hollister for collection of City sewer billings (net of our fees), and \$2,368.23 for customer refunds.

<u>Date</u>	<u>Number</u>	<u>Name</u>	<u>Amount</u>
06/01/2023	51334	Ace Hardware (Johnson Lumber Co.)	\$247.33
06/01/2023	51335	AT&T	\$432.60
06/01/2023	51336	Brenntag Pacific, Inc.	\$19,339.32
06/01/2023	51337	Calgon Carbon Corporation	\$71,697.79
06/01/2023	51338	Edges Electrical Group, LLC	\$833.92
06/01/2023	51339	Mission Uniform Service	\$379.04
06/01/2023	51340	Municipal Maintenance Equipment	\$862.94
06/01/2023	51341	Petty Cash	\$15.00
06/01/2023	51342	Razzolink.com	\$76.95
06/01/2023	51343	USA Blue Book	\$306.44
06/01/2023	51344	Veolia Water Technologies	\$723.60
06/01/2023	JN00428	Net Pay	\$69,607.14
06/01/2023	JN00428	Total Tax	\$17,089.16
06/02/2023	51163	JUNE & JIMMIE MILLER	\$7.01
06/02/2023	51352	Bryan Mailey Electric, Inc	\$5,985.97
06/02/2023	ACH2613	Sterling Administration Health	\$382.09
06/05/2023	ACH2614	CalPERS - Retirement	\$23.08
06/05/2023	ACH2615	Sterling Administration Health	\$161.78

06/05/2023	ACH2616	CalPERS - Retirement	\$240.17
06/05/2023	ACH2617	Principal	\$3,648.60
06/05/2023	ACH2618	CalPERS - Retirement	\$3,997.58
06/05/2023	ACH2619	CalPERS - Retirement	\$6,920.63
06/05/2023	ACH2620	CalPERS - Retirement	\$7,777.07
06/05/2023	ACH2621	Nationwide Retirements Solutions	\$9,156.61
06/05/2023	ACH2622	P G & E	\$29,333.84
06/05/2023	JN00416	SBCWD March 2023 Payment Correction	\$226,763.71
06/06/2023	ACH2623	iCloud	\$11,869.10
06/07/2023	51353	Ace Hardware (Johnson Lumber Co.)	\$2,400.00
06/07/2023	51355	AT&T	\$27,950.77
06/07/2023	51356	Backflow Apparatus & Valve Co. (BAVCO)	\$121.40
06/07/2023	51357	Badger Meter, Inc.	\$28,873.26
06/07/2023	51358	Brenntag Pacific, Inc.	\$14,134.08
06/07/2023	51359	Central Ag Supply LLC	\$703.21
06/07/2023	51360	CM Analytical, Inc.	\$11,728.75
06/07/2023	51361	Iconix Waterworks (US) Inc.	\$1,017.98
06/07/2023	51362	J M Electric	\$5,594.50
06/07/2023	51363	Jacob Machado	\$248.00
06/07/2023	51364	Mission Uniform Service	\$421.75
06/07/2023	51365	Recology San Benito County	\$326.68
06/07/2023	51366	RJR Recycling	\$1,000.00
06/07/2023	51367	Simplot Grower Solutions	\$1,331.00
06/07/2023	51368	Star Concrete	\$767.49
06/07/2023	51369	U.S. Bank Corporate Payment Systems	\$5,261.79
06/07/2023	51370	USA Blue Book	\$1,083.09
06/07/2023	ACH2624	Sterling Administration Health	\$150.00
06/09/2023	51399	ADAM & COLLEEN SOARES	\$23.06
06/09/2023	51400	FLORENCIO MARQUEZ	\$1,082.60
06/09/2023	51401	NATALIE & MICHAEL KEAVENEY	\$120.26
06/09/2023	ACH2625	ADP	\$200.43
06/12/2023	ACH2626	Sterling Administration Health	\$150.00
06/14/2023	51371	All American Mailing, Inc.	\$3,069.32
06/14/2023	51372	A-1 Services	\$403.00
06/14/2023	51373	ACC Business	\$1,323.29
06/14/2023	51374	Atlas Copco Compressors LLC	\$1,018.59
06/14/2023	51375	Auto Tech Service Center, Inc.	\$120.00
06/14/2023	51376	Brenntag Pacific, Inc.	\$38,037.66
06/14/2023	51377	Brigantino Irrigation	\$24.05
06/14/2023	51378	City of Hollister-Finance Dept	\$4,461.96
06/14/2023	51379	City of Hollister-Finance Dept	\$443,433.62
06/14/2023	51379	City of Hollister-Finance Dept Reversal	-\$443,433.62
06/14/2023	51380	Dee J Burbank	\$250.00
06/14/2023	51381	Edges Electrical Group, LLC	\$18.40
06/14/2023	51382	Green Line	\$4,552.50
06/14/2023	51383	Hach Company	\$835.61
06/14/2023	51384	KB Home	\$14,205.00
06/14/2023	51385	Manuel Chavez	\$192.37
06/14/2023	51386	Mission Uniform Service	\$379.04
06/14/2023	51387	O'Reilly Auto Parts	\$72.63
06/14/2023	51388	Ryan Herco Flow Solutions	\$483.04
06/14/2023	51389	San Benito County Water District	\$384,031.69
06/14/2023	51391	Scott Watson	\$166.54
06/14/2023	51392	Shape, Inc.	\$4,297.52
06/14/2023	51393	The Door Company	\$2,314.00

SSCWD Regular Board Meeting
 August 15, 2023
 Page 7

06/14/2023	51394	Toro Petroleum Corp.	\$2,614.55
06/14/2023	51395	TPO	\$1,976.25
06/14/2023	51396	Trans Union LLC	\$182.70
06/14/2023	51397	Triplepoint Environmental LLC	\$71,033.65
06/14/2023	51398	Velodyne	\$192.01
06/14/2023	ACH2627	Sterling Administration Health	\$376.00
06/14/2023	ACH2628	Colonial Life	\$1,881.16
06/15/2023	ACH2629	Sterling Administration Health	\$5.00
06/15/2023	JN00429	Net Pay	\$68,852.24
06/15/2023	JN00429	Total Tax	\$17,800.58
06/16/2023	ACH2630	ADP	\$2,146.48
06/20/2023	51402	Ace Hardware (Johnson Lumber Co.)	\$233.70
06/20/2023	51403	Badger Meter, Inc.	\$5,083.49
06/20/2023	51404	Brenntag Pacific, Inc.	\$56,661.75
06/20/2023	51405	Brigantino Irrigation	\$211.29
06/20/2023	51406	Central Ag Supply LLC	\$324.71
06/20/2023	51407	Community Printers, Inc.	\$2,320.07
06/20/2023	51408	De Lay & Laredo	\$2,644.50
06/20/2023	51409	DKF Solutions Group, LLC	\$2,925.00
06/20/2023	51410	EBCO Pest Control	\$69.00
06/20/2023	51411	Iconix Waterworks (US) Inc.	\$2,789.87
06/20/2023	51412	John Smith Road Landfill	\$785.99
06/20/2023	51413	Metropolitan Compounds Inc	\$5,984.18
06/20/2023	51414	Mission Uniform Service	\$421.75
06/20/2023	51415	Postal Graphics	\$70.89
06/20/2023	51416	Primex	\$7,708.84
06/20/2023	51417	Reliable Translations	\$212.94
06/20/2023	51418	TPO	\$1,974.00
06/20/2023	51419	USA Blue Book	\$484.37
06/20/2023	ACH2631	CalPERS - Retirement	\$23.08
06/20/2023	ACH2632	Sterling Administration Health	\$134.00
06/20/2023	ACH2633	CalPERS - Retirement	\$7,088.03
06/20/2023	ACH2634	CalPERS - Retirement	\$7,784.19
06/20/2023	ACH2635	CalPERS - Health Insurance	\$25,261.67
06/21/2023	ACH2636	Nationwide Retirements Solutions	\$9,156.61
06/22/2023	51420	All American Mailing, Inc.	\$2,993.69
06/23/2023	ACH2637	Sterling Administration Health	\$204.00
06/26/2023	50908	LACY & WYATT BOURDET	\$248.46
06/26/2023	51437	PATRICK DUNN	\$144.97
06/26/2023	51438	AMANDA C PERRY	\$14.89
06/26/2023	51440	DAVID & ISAAK RODRIGUEZ	\$11.99
06/26/2023	51441	JENNIFER MATTSON & JOSEPH RONDINA	\$50.24
06/28/2023	51421	Ace Hardware (Johnson Lumber Co.)	\$32.04
06/28/2023	51422	AT&T	\$1,928.24
06/28/2023	51423	Brenntag Pacific, Inc.	\$15,236.53
06/28/2023	51424	Buckles-Smith	\$802.88
06/28/2023	51425	City of Hollister-Finance Dept	\$438,971.66
06/28/2023	51426	Exceedio	\$3,205.12
06/28/2023	51427	Extreme Air, Inc.	\$360.00
06/28/2023	51428	Filmtec Corporation	\$1,089.63
06/28/2023	51429	First Trust Alarm Company	\$698.00
06/28/2023	51430	InfoSend	\$3,258.20
06/28/2023	51431	Razzolink.com	\$76.95
06/28/2023	51432	San Benito County Water District	\$117,488.00
06/28/2023	51433	San Benito County Water District	\$316,959.24
06/28/2023	51434	San Benito Tire Pros & Automotive	\$196.54
06/28/2023	51435	Toro Petroleum Corp.	\$1,797.96

SSCWD Regular Board Meeting
 August 15, 2023
 Page 3

06/28/2023	51436	Veolia Water Technologies	\$1,782.88
06/29/2023	JN00430	Net Pay	\$66,944.47
06/29/2023	JN00430	Total Tax	\$17,285.75
06/30/2023	51478	RICHARD & LAURA MOORER	\$99.56
06/30/2023	51479	PHILIP & ANTOINETTE RODRIGUEZ	\$102.36
06/30/2023	51480	DIANNA & ALEX DININNO	\$139.81
06/30/2023	51481	MARK NICHOLSON, INC.,	\$323.02

SSCWD Regular Board Meeting
 August 15, 2023

~~-\$2,302,877.17~~

3. Receive Associate Engineer Monthly Status Report. (June Report Not Available)
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.
5. Receive Superintendent Monthly Status Reports: a. Maintenance, b. City Meter Reading, and c. Groundwater Level Measurement.
6. Receive General Manager Monthly Status Report.

President Brown asked for public comment and upon receiving none, President Brown requested a motion to approve the consent agenda. Upon a motion made by Director Alcorn to approve the Consent Agenda, seconded by Director Parker, for which President Brown then took a roll call vote as follows: (JB), yes; (EM), yes; (JP), yes; (MA) yes; and (DB) yes; the motion carried 5-0.

F. NEW BUSINESS:

1. **Authorize The General Manager To Execute A Contract With San Benito County Water District For The Renewal Of Hollister Urban Area Agreement Of Operations An Maintenance Services (Not A Project Under CEQA Per Article 20, Section 15378).**

General Manager Lander spoke on this matter informing the board that the district is seeking to renew the Treatment Plant Operations contract with San Benito County Water District (SBCWD). Mr. Lander continued by mentioning the meeting he attended with all the parties of the contract, where it was decided to make a minimal change. The revision to the contract states that Sunnyslope will be billing actuals month to month rather than budgeted with a yearly true up. After touring the plants, SBCWD was happy with the services Sunnyslope has been providing and desired to renew the contract.

President Brown then asked for any public comment. Upon receiving no public comment, President Brown requested a motion to approve the resolution. Director Alcorn made a motion to authorize the general manager to execute a contract with San Benito County water district for the renewal of the Hollister Urban Area agreement of operations and maintenance services. this motion was seconded by director Mauro for which President Brown then took a roll call vote as follows: (JP), yes; (MA), yes; (EM) yes; (JB) yes; and (DB) yes; the motion carried 5-0.

2. **Ratify General Manager Action To Sign Professional Services Contract With San Benito Engineering & Surveying Inc. For Temporary Field Inspection Services (Not a project under CEQA per Article 20, Section 15378).**

Following the departure of the Associate Engineer, General Manager proposed to contract with San Benito Engineering to provide inspection services in the field. Director Buzzetta questioned a timeline for this contract to which Mr. Lander informed him there isn't a time limit, but if the contract is needed to exceed the requested \$20,000 it will be brought back to the board for approval.

President Brown then asked for any public comment. Upon receiving no public comment, President Brown requested a motion to approve the resolution. Director Alcorn made a motion to ratify General Manager action to sign a professional services contract with San Benito Engineering & Surveying Inc. for temporary field inspection services. This motion was seconded by Director Parker for which President Brown then took a roll call vote as follows: (JB), yes; (EM), yes; (JP) yes; (MA) yes; and (DB) yes; the motion carried 5-0.

3. Consider Board Discussion Regarding Fleet Electrification And Provide General Manager Direction Regarding Future Vehicle Purchases.

General Manager Lander brought this item to the board to request board direction regarding electrifying the district's fleet of vehicles. Mr. Lander informed the board that the district is currently in a position to plan for the future of our vehicles, especially with the necessity to replace three of our current trucks very soon. Mr. Lander continues that he believes it may be a good time to get two light duty electric trucks to try out since the cost for a heavy-duty gas truck isn't too far off from the light duty electric one.

Directors had some discussion back and forth with Director Buzzetta commenting it may be a good idea to try to purchase a single electric truck to test out. In response to this General Manager Lander did inform Director Buzzetta that a charging station would still need to be installed with just a single electric vehicle. Director Alcorn then commented that California is working towards encouraging fleet conversions that will eventually trickle down to the district, but it may be premature to start now.

This item was brought to the board for discussion, no motion needed.

G. BOARD COMMITTEE and STATUS REPORTS

1. **Governance Committee:** (No meeting)
2. **Water/Wastewater Committee:** (No meeting)
3. **Finance Committee:** (No meeting)
4. **Policy and Procedure Committee:** (No meeting)
5. **Personnel Committee:** (No meeting)
6. **Water Resources Association of San Benito County (WRA):** (No meeting)

H. BOARD and STAFF REPORTS

1. **Directors:** No Report.
2. **District Counsel:** No Report.
3. **General Manager:** General Manager Lander discussed the rising operating costs and usage of chemicals with the increased water supply Sunnyslope is working towards treating. He emphasized that the district is keeping track of these costs and will reach back out to SBCWD if costs become too much of a burden to the district. Mr. Lander also discussed the city wastewater treatment plant receiving a reduction in their capacity from the regional board due to how operations were being handled. Mr. Lander plans to attend the city meeting August 7th to discuss providing sewer to Gavilan College. Mr. Lander continued with giving updates on the current projects the district is working towards before changing subject and discussing unpaid water issues. He informed the board the

district is looking at approximately \$350,000 of unpaid water and we will be coordinating with the City before the end of the year to reinstate water shut offs for nonpayment.

- I. **FUTURE AGENDA ITEMS:** FY23-24 Budget Tracking, Phonenumber Upgrade Contract, New Vehicle Purchase Authorization.
- J. **ADJOURNMENT:** President Brown adjourned the meeting at 6:34 p.m.

APPROVED BY THE BOARD:

Dorothy J. L. Brown, President

SSCWD Regular Board Meeting
August 15, 2023
Page 11

RESPECTFULLY SUBMITTED:

Drew A. Lander, Secretary



Disbursement Summary

July 1, 2023 through July 31, 2023

Date	Name	Amount
07/03/2023	51442 Ace Hardware (Johnson Lumber Co.)	\$76.64
07/03/2023	51443 Brenntag Pacific, Inc.	\$19,485.76
07/03/2023	51444 Bryan Mailey Electric, Inc	\$11,132.09
07/03/2023	51445 Calgon Carbon Corporation	\$71,697.79
07/03/2023	51446 Central Ag Supply LLC	\$446.61
07/03/2023	51447 Community Printers, Inc.	\$3,180.20
07/03/2023	51448 Hollister Auto Parts, Inc.	\$20.95
07/03/2023	51449 Iconix Waterworks (US) Inc.	\$575.66
07/03/2023	51450 Mission Uniform Service	\$379.68
07/03/2023	51451 Postal Graphics	\$44.18
07/03/2023	51452 Power Storage Solutions LLC	\$806.39
07/03/2023	51453 Quinn Company	\$4,476.90
07/03/2023	51454 State Water Resources Control Board-DWO	\$60.00
07/03/2023	51455 True Value Hardware	\$41.46
07/03/2023	51456 USA Blue Book	\$4,018.67
07/03/2023	51457 Verizon Wireless	\$2,323.48
07/03/2023	ACH2638 CalPERS - Retirement	\$23.08
07/03/2023	ACH2639 CalPERS - Retirement	\$7,003.71
07/03/2023	ACH2640 CalPERS - Retirement	\$7,761.11
07/03/2023	ACH2641 Nationwide Retirements Solutions	\$9,156.61
07/05/2023	ACH2642 Principal	\$3,346.96
07/06/2023	ACH2643 P G & E	\$26,833.70
07/07/2023	ACH2644 Sterling Administration Health	\$185.00
07/10/2023	51458 Ace Hardware (Johnson Lumber Co.)	\$130.53
07/10/2023	51459 Anne Muraski	\$12,787.50
07/10/2023	51460 Auto Tech Service Center, Inc.	\$70.00
07/10/2023	51461 Bazilio Hernandez	\$207.56
07/10/2023	51462 Brenntag Pacific, Inc.	\$14,409.24
07/10/2023	51463 Brigantino Irrigation	\$625.20
07/10/2023	51464 Bryan Mailey Electric, Inc	\$1,275.00
07/10/2023	51465 Central Ag Supply LLC	\$83.24
07/10/2023	51466 City of Hollister-Finance Dept	\$430,680.25
07/10/2023	51467 Extreme Air, Inc.	\$1,950.00
07/10/2023	51468 Juan Bautista Cruz Cruz	\$300.00
07/10/2023	51469 Mission Uniform Service	\$416.29
07/10/2023	51470 Monterey Bay Air Resources District	\$558.00
07/10/2023	51471 Petty Cash	\$235.89
07/10/2023	51472 San Benito Tire Pros & Automotive	\$25.00
07/10/2023	51473 Simplot Grower Solutions	\$1,322.40
07/10/2023	51474 Toro Petroleum Corp.	\$2,265.16
07/10/2023	51475 U.S. Bank Corporate Payment Systems	\$1,481.27
07/10/2023	51476 USA Blue Book	\$1,033.70
07/10/2023	51477 Watersmart Software, Inc.	\$13,553.00
07/10/2023	ACH2645 iCloud	\$11,687.75
07/13/2023	ACH2646 Colonial Life	\$2,848.44
07/13/2023	JN00449 Net Pay	\$75,245.37

Disbursement Summary

07/13/2023	JN00449	Total Tax	\$20,694.85
07/14/2023	ACH2647	Sterling Administration Health	\$134.00
07/14/2023	ACH2648	ADP	\$2,141.26
07/18/2023	51401	NATALIE & MICHAEL KEAVENEY	\$127.70
07/18/2023	51482	A-1 Services	\$403.00
07/18/2023	51483	ACC Business	\$1,323.29
07/18/2023	51484	Ace Hardware (Johnson Lumber Co.)	\$329.63
07/18/2023	51485	ACWA/JPIA	\$12,877.42
07/18/2023	51486	Anne Muraski	
07/18/2023	51487	Auto Tech Service Center, Inc.	\$500.00
07/18/2023	51488	Brenntag Pacific, Inc.	\$38,776.95
07/18/2023	51489	Brigantino Irrigation	\$11.01
07/18/2023	51490	Calcon System, Inc.	\$6,745.50
07/18/2023	51491	Carlson's Fire Extinguisher Sales & Serv	\$1,180.47
07/18/2023	51492	Corbin Willits Systems, Inc. (MOM's)	\$150.00
07/18/2023	51493	CWEA Membership- TCP	\$108.00
07/18/2023	51494	CWEA Membership- TCP	\$207.00
07/18/2023	51495	DiBuduo & DeFendis Insurance Brokers, LLC	\$105,948.35
07/18/2023	51496	Diego Perez Bribiesca	\$250.00
07/18/2023	51497	First Trust Alarm Company	\$120.00
07/18/2023	51498	Iconix Waterworks (US) Inc.	\$1,996.44
07/18/2023	51499	InfoSend	\$3,280.03
07/18/2023	51500	John Smith Road Landfill	\$75.86
07/18/2023	51501	Juan Bautista Cruz Cruz	\$300.00
07/18/2023	51502	Meter, Valve & Control	\$34,920.85
07/18/2023	51503	Mission Uniform Service	\$389.42
07/18/2023	51504	Primex	\$6,857.80
07/18/2023	51505	Recology San Benito County	\$326.68
07/18/2023	51506	RJR Recycling	\$1,000.00
07/18/2023	51507	Trans Union LLC	\$305.97
07/18/2023	51508	Unified Truck Services	\$1,125.00
07/18/2023	51509	KEVIN & DIANA HERBST	\$158.23
07/18/2023	51510	JEFF DICKERSON	\$63.71
07/19/2023	ACH2649	Sterling Administration Health	\$150.00
07/20/2023	ACH2650	CalPERS - Retirement	\$23.08
07/20/2023	ACH2651	CalPERS - Retirement	\$7,926.92
07/20/2023	ACH2652	CalPERS - Retirement	\$8,569.27
07/20/2023	ACH2653	Nationwide Retirements Solutions	\$9,156.61
07/20/2023	ACH2654	CalPERS - Health Insurance	\$25,258.16
07/24/2023	ACH2655	Sterling Administration Health	\$150.00
07/25/2023	51512	Ace Hardware (Johnson Lumber Co.)	\$121.83
07/25/2023	51513	Bazilio Hernandez	\$150.00
07/25/2023	51514	Brenntag Pacific, Inc.	\$67,615.61
07/25/2023	51515	Calcon System, Inc.	\$2,300.73
07/25/2023	51516	CM Analytical, Inc.	\$17,793.75
07/25/2023	51517	CWEA Membership- TCP	\$237.00
07/25/2023	51518	De Lay & Laredo	\$2,300.00
07/25/2023	51519	EBCO Pest Control	\$69.00
07/25/2023	51520	exceedio	\$3,205.12

Disbursement Summary

07/25/2023	51521	Grainger, Inc.	\$740.14
07/25/2023	51522	Mc Master-Carr	\$89.56
07/25/2023	51523	Mission Uniform Service	\$437.05
07/25/2023	51524	O'Reilly Auto Parts	\$31.66
07/25/2023	51525	SBC Chamber of Commerce	\$265.00
07/25/2023	51526	Toro Petroleum Corp.	\$1,905.87
07/25/2023	51527	USA Blue Book	\$1,654.56
07/25/2023	51528	UWUA Local 820	\$1,177.08
07/27/2023	JN00450	Net Pay	
07/27/2023	JN00450	Total Tax	\$18,087.73
			\$1,240,817.02

S U M M A R Y: Accounts

Payable Paid to:

Vendors	\$545,448.28
Payroll - Employee	\$264,338.85
San Benito County	\$0.00
City of Hollister for City Billing Collected, Net of	\$430,680.25
Fees Customer Refunds & Returned Checks/ACH	\$349.64
Debt & Finance	\$0.00
Total Disbursements	\$1,240,817.02

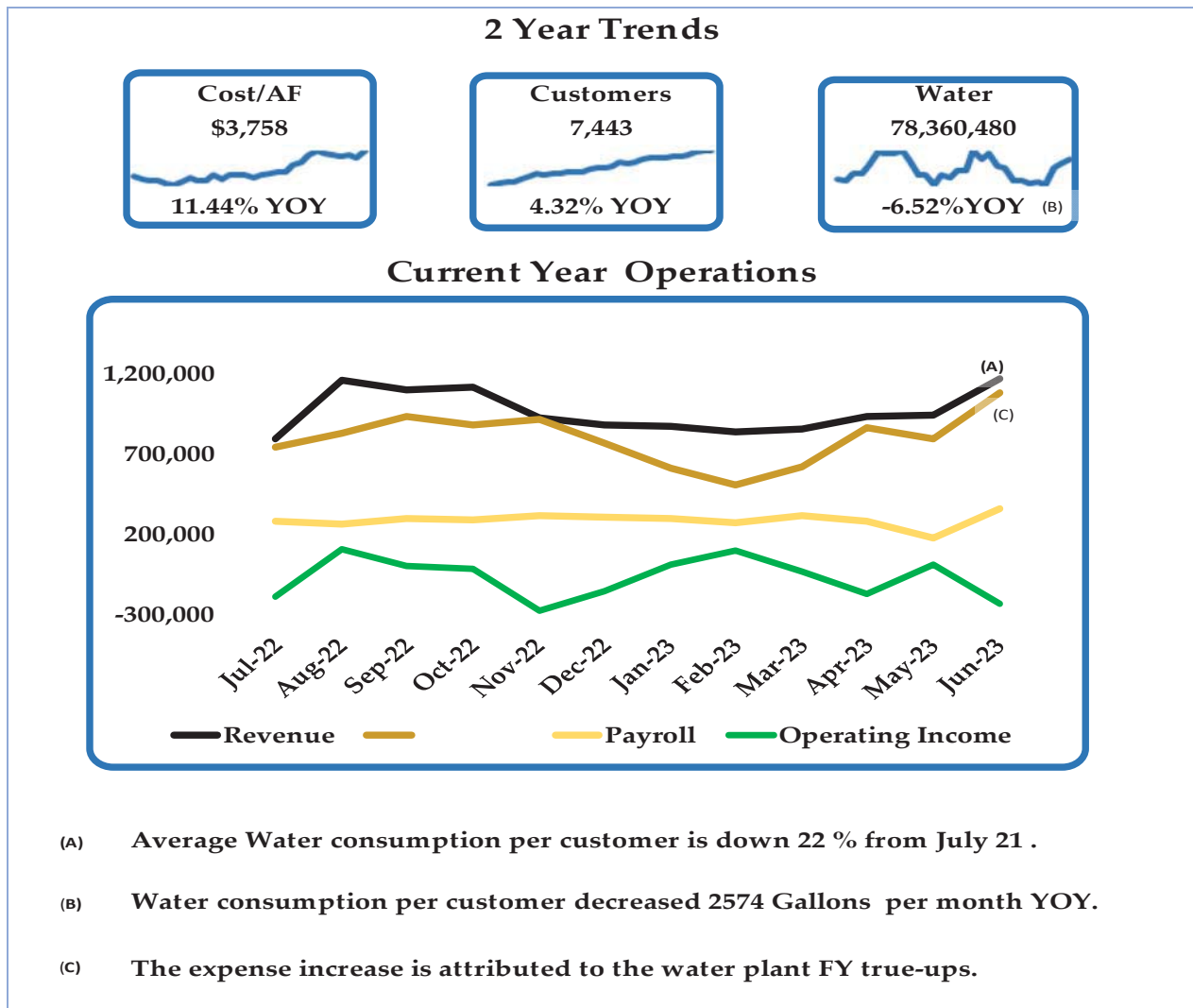
Staff Report

Agenda Item: E – 4a

DATE: Aug 9, 2023 (Aug 15, 2023 Meeting)
TO: Board of Directors
FROM: Finance & Human Resource Manager, Barry Kelly
SUBJECT: Statements of: a. Operations, b. Income, c. Investment, and d. Board Designated Reserves.

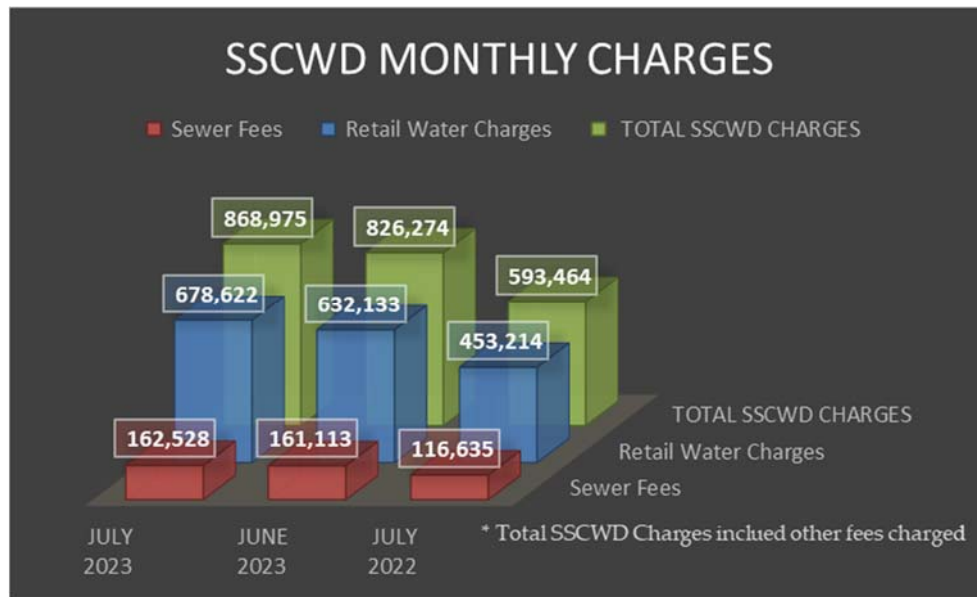
OPERATION SUMMARY

(July 2023)



Connections increased by 17 accounts in July. We now serve 7,443 customers and 5,653 accounts utilize online services and electronic payments.

Revenue for FY 24 YOY is budgeted to increase by less than 3%. The budget assumes that growth in accounts and water conservation will not contribute significantly to a revenue increase. The impact of the rate study is factored in starting in the third quarter. Water consumption per customer is down 6% from one year ago. Billed Metered water YTD through is 78.3 MM gallons vs 79.8 MM in the prior year.



The percentage of past due accounts receivable through Jul 23 is 17.7%.

STATEMENT OF INCOME

(June 23)

YTD, we show an overall Net Operating loss of \$(798k) vs a gain of \$472k in the prior year. The variance is attributed to a 9% decrease in revenue and a 2.5% increase in costs. The FY 23 net income from operations exceeds the budget by 220k. The favorable performance is largely due to both water plants being shut down. The cost per Acre Foot, CPAF, of SSCWD water in FY 23 is \$3795 which is an 11% increase over FY22. FY 21 CPAF was \$2985. Since then, Raw Water cost has increased by \$334. Net of this impact, the annual increase in CPAF is 6.6%.

INVESTMENT SUMMARY

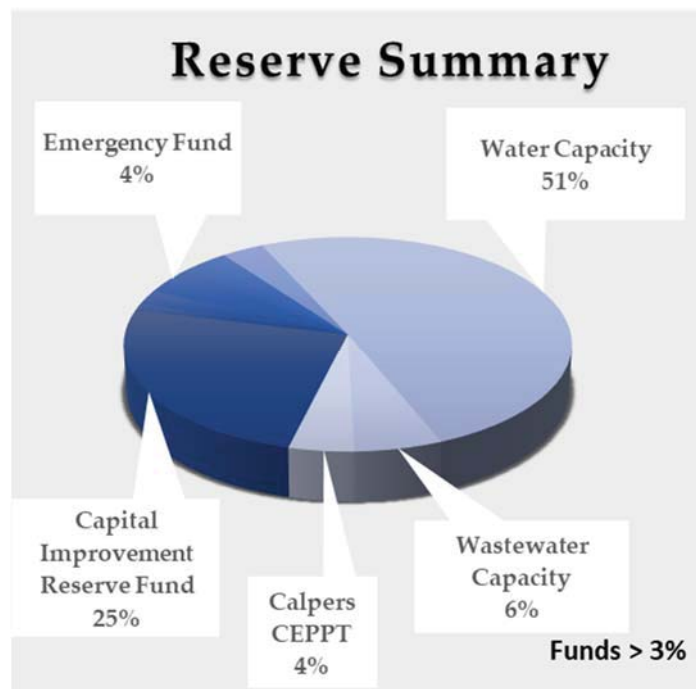
(June 2023)

Cash and invested funds total \$25 million. Funds invested at MBS now total 17.2 million. The CD's purchased yield between 2.5% and 4.5%. By FY24 income from investments is projected to be 600k.

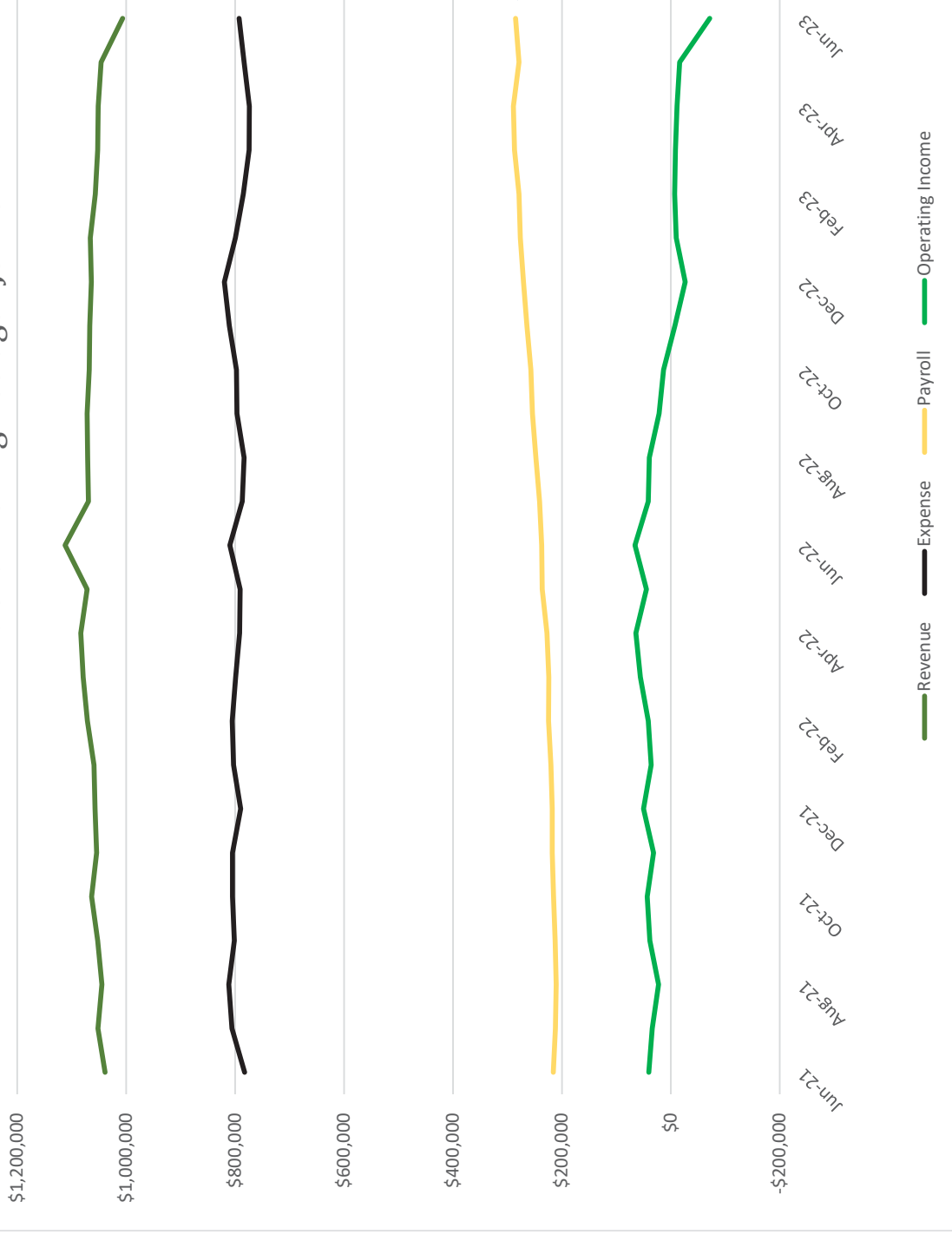
RESERVES

(June 2023)

Reserves total \$23.5 million which equals 46% of capitalized assets. See the Board Designated Reserve report for a summary of the transactions and the status of actual expenditures per Board authorized expenditures.

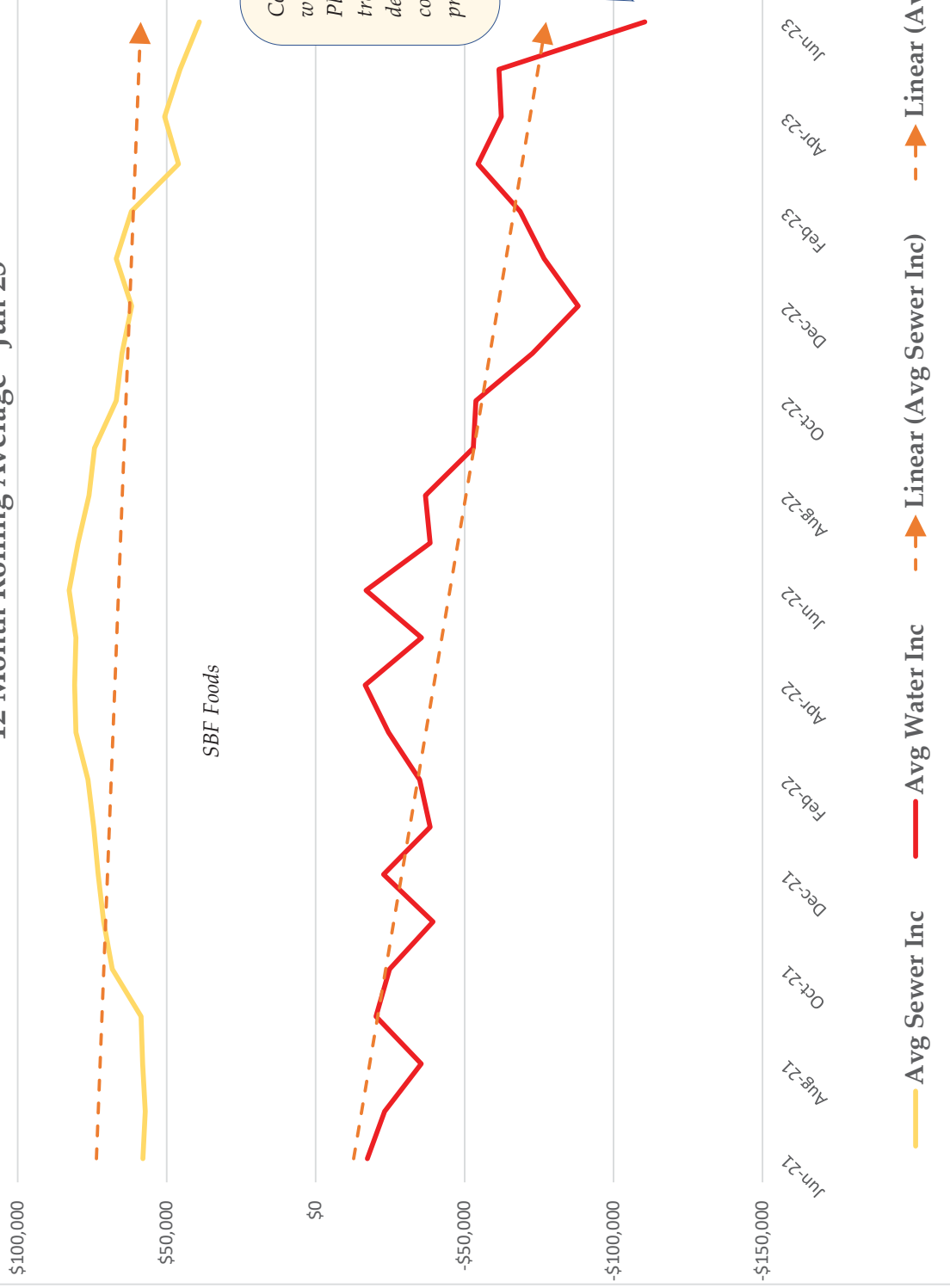


Statement of Operating Income 12 Month Rolling Average - Jun 23

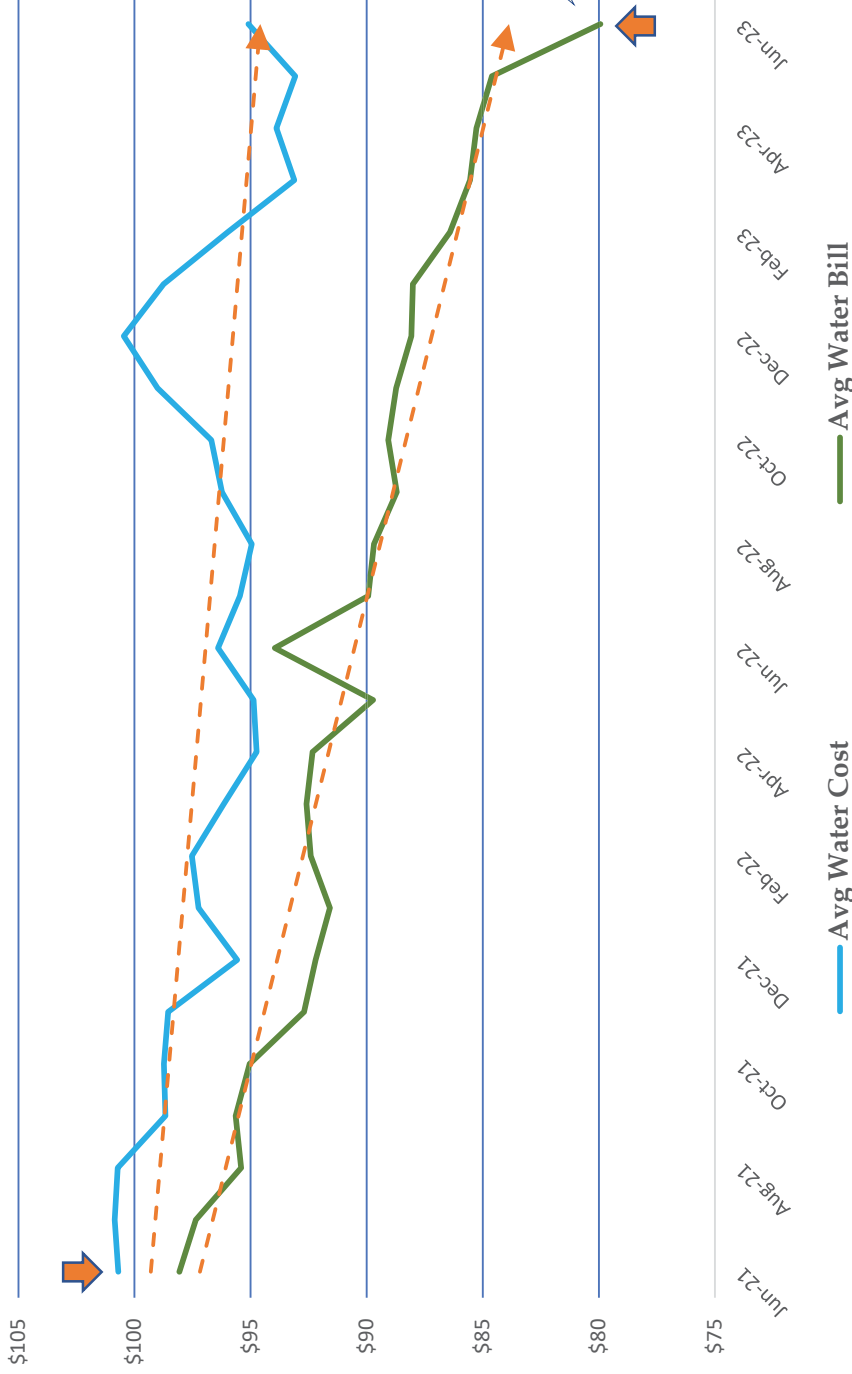


Since Apr 21, benefit costs increased \$734 per emp. PM. The head count is up by 2. Wage rate increases account for the rest. Each had a roughly equal impact.

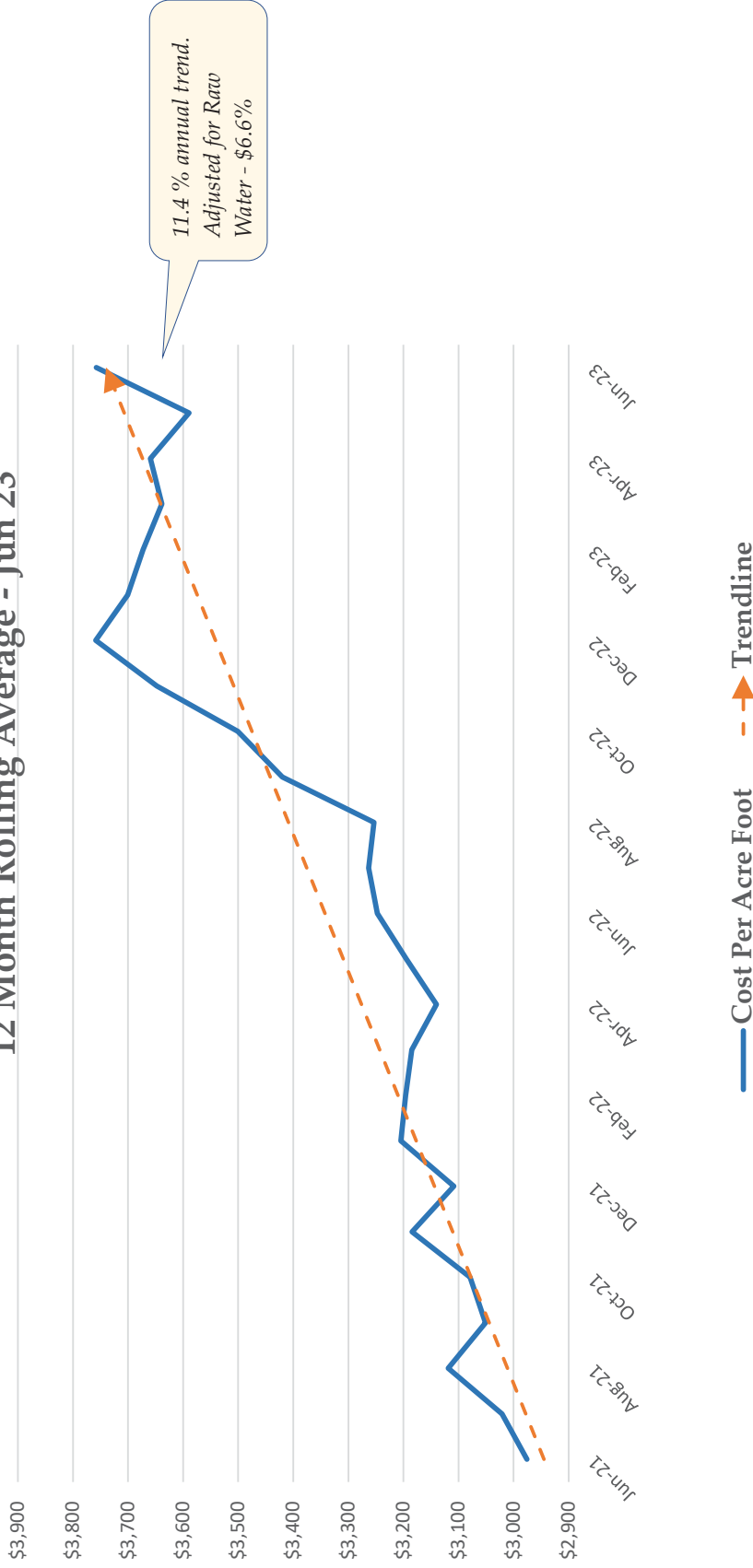
Operating Income by Segment 12 Month Rolling Average - Jun 23



Per Customer Water Charges 12 Month Rolling Average - Jun 23



Cost Per Acre Foot 12 Month Rolling Average - Jun 23



Sunnyslope County Water District
2023 / 2024
OPERATION SUMMARY (This Year)

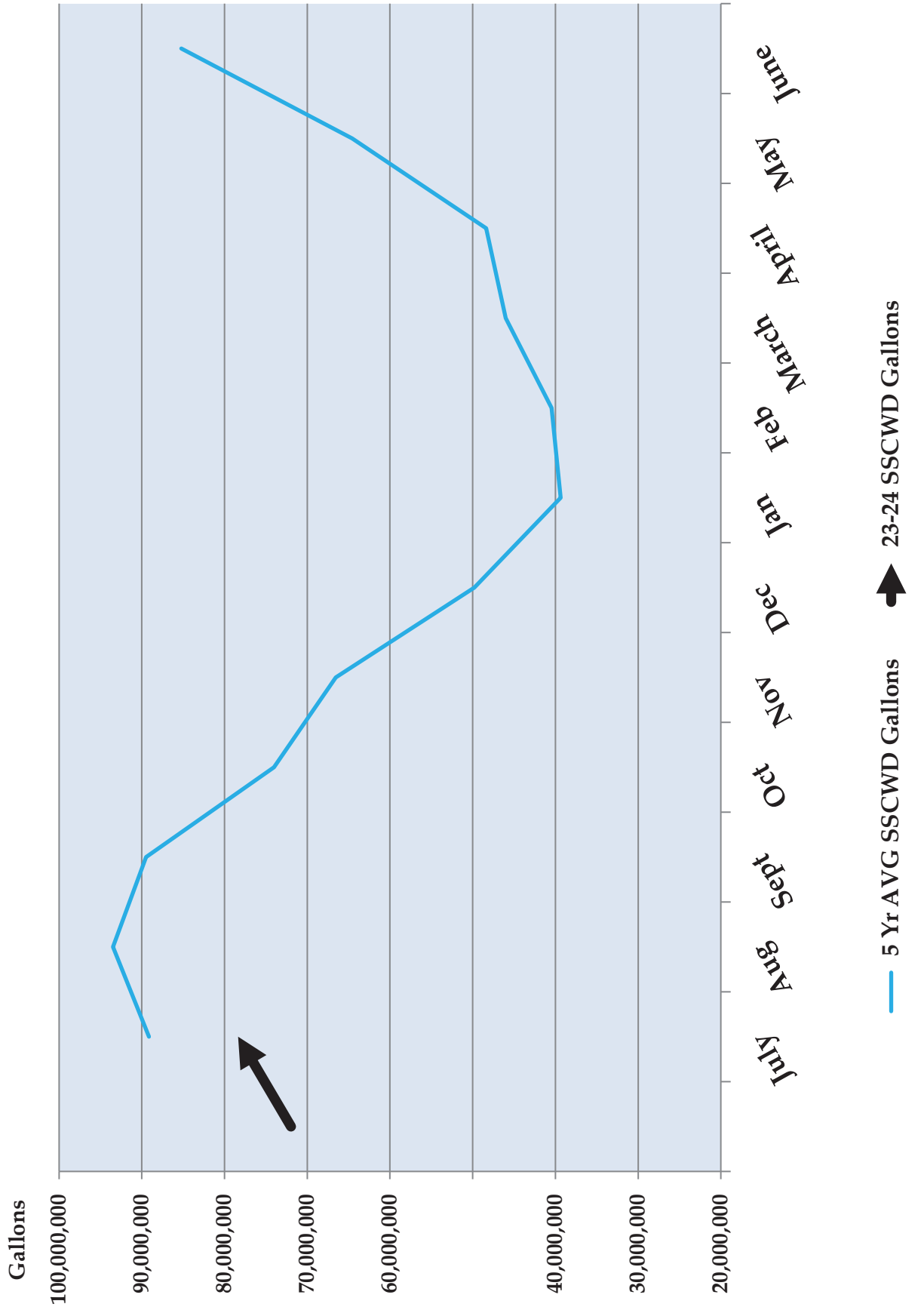
ITEMS	JUNE 2023	JULY 2023	AUG. 2023	SEPT. 2023	OCT. 2023	NOV. 2023	DEC. 2023	JAN. 2024	FEB. 2024	MAR. 2024	APR. 2024	MAY 2024	JUNE 2024	TOTALS
NO. WATER CAPACITY FEES REC'D	26	7												7
NO. WW CAPACITY FEES REC'D		5												5
NO. WATER ACCOUNTS	7,426	7,443												
NO. SSCWD SEWER ACCTS	1,298	1,302												
NO. COH SEWER ACCTS	4,857	4,877												
WaterSmart / Invoice Cloud														
Biller Portal	3,571	3,581												
Cloud Store	18	35												
Customer Portal	64	38												
Express Payments	408	462												
IVR	277	318												
Mobile Express Payments	91	100												
Online Bill Direct	249	285												
Pay By Text	485	485												
Scheduled Payment	64	66												
Shopping Cart	43	40												
Total WaterSmart / Invoice Cloud	206	191												
Total	5,541	5,653												
NO. E-BILL Invoice Cloud (Paperless)	2,091	2,090												
MONTHLY CHARGES														
Retail Water Charges	\$ 632,132.59	\$ 678,622.03												\$ 678,622.03
Sewer Fees	161,112.98	162,527.70												162,527.70
Installation Fees	10,530.00	2,960.00												2,960.00
Late Fees	5,456.95	7,400.55												7,400.55
COH Bill Fees	14,610.00	14,679.00												14,679.00
Other Misc. Fees	2,431.02	2,785.48												2,785.48
TOTAL SSCWD CHARGES	\$ 826,273.54	\$ 868,974.76												\$ 868,974.76
CITY OF HOLLISTER CHARGES														
COH Sewer Fees	437,436.56	439,232.35												\$ 439,232.35
COH Street Sweeping	11,115.66	11,143.60												11,143.60
COH Street Discourt	4,775.59	4,811.59												4,811.59
Total COH Charges**	447,327.81	448,987.54												448,987.54
Late Fees	4,546.69	5,371.85												5,371.85
TOTAL COH CHARGES	\$ 451,704.23	\$ 454,320.70												\$ 454,320.70
ACCOUNTS RECEIVABLE - Aged														
A/R for Sunnyslope Water**	\$ 935,366.23	\$ 994,039.75												
A/R for Sunnyslope Sewer**	55,260.66	58,760.66												
Unapplied Payments	(53,249.70)	(48,720.53)												
Outstanding Bills Owed	\$ 1,438,115.32	\$ 1,599,291.04												
Past Due	\$ 219,237.80	\$ 267,120.54												
% Past Due	15.24%	17.70%												

Sunnyslope County Water District
2023 / 2024
OPERATION SUMMARY (This Year)

ITEMS	JUNE 2023	JULY 2023	AUG. 2023	SEPT. 2023	OCT. 2023	NOV. 2023	DEC. 2023	JAN. 2024	FEB. 2024	MAR. 2024	APR. 2024	MAY 2024	JUNE 2024	TOTALS
WATER METERED														
Cubic Feet	9,621,200	10,476,000	-	-	-	-	-	-	-	-	-	-	-	10,476,000
Total SSCWD Gallons	71,966,576	78,560,480	-	-	-	-	-	-	-	-	-	-	-	78,560,480
WATER SOURCE														
Well #2 (Surface to each well)	832,000	3,216,000	-	-	-	-	-	-	-	-	-	-	-	3,216,000
Well #5 (Ridge Enterprise Rd)	1,174,284	1,258,700	-	-	-	-	-	-	-	-	-	-	-	1,258,700
Well #7 (Enterprise Rd)	374,329	1,975,951	-	-	-	-	-	-	-	-	-	-	-	1,975,951
Well #8 (Ridgepark)	9,433,000	5,719,000	-	-	-	-	-	-	-	-	-	-	-	5,719,000
Well #11 (Southside Road)	2,215,000	6,753,000	-	-	-	-	-	-	-	-	-	-	-	6,753,000
TOTAL from Wells	13,978,613	18,922,651	-	-	-	-	-	-	-	-	-	-	-	18,922,651
Lessah W.T.P. 1 (High Zone)	26,770,000	30,051,000	-	-	-	-	-	-	-	-	-	-	-	30,051,000
Lessah W.T.P. 1 (Middle Zone)	12,915,000	13,037,000	-	-	-	-	-	-	-	-	-	-	-	13,037,000
West Hills W.T.P. (@ COH #2)	13,456,000	13,670,000	-	-	-	-	-	-	-	-	-	-	-	13,670,000
West Hills W.T.P. (@ COH #4)	19,024,000	22,709,000	-	-	-	-	-	-	-	-	-	-	-	22,709,000
West Hills W.T.P. (@ COH #5)	19,481,000	22,634,000	-	-	-	-	-	-	-	-	-	-	-	22,634,000
West Hills W.T.P. (@ Well #2)	15,136,000	13,107,000	-	-	-	-	-	-	-	-	-	-	-	13,107,000
West Hills W.T.P. (@ Well #11)	43,939,000	43,058,000	-	-	-	-	-	-	-	-	-	-	-	43,058,000
TOTAL Surface Water (Plant Production)	136,977,000	136,256,000	-	-	-	-	-	-	-	-	-	-	-	136,256,000
City Well Flow to SSCWD Gallons	-	-	-	-	-	-	-	-	-	-	-	-	-	-
City Surface Flow to SSCWD Gallons	(7,885,900)	9,713,600	-	-	-	-	-	-	-	-	-	-	-	9,713,600
Well Flow to COH Gallons	(10,390,550)	8,933,370	-	-	-	-	-	-	-	-	-	-	-	8,933,370
Surface Flow to COH Gallons	(16,246,439)	18,646,570	-	-	-	-	-	-	-	-	-	-	-	18,646,570
TOTAL from City Interiors	-	-	-	-	-	-	-	-	-	-	-	-	-	-
City Gallons	51,961,000	102,101,000	-	-	-	-	-	-	-	-	-	-	-	102,101,000
SSCWD Gallons	74,442,154	93,764,621	-	-	-	-	-	-	-	-	-	-	-	93,764,621
TOTAL Water Source	126,403,154	195,865,621	-	-	-	-	-	-	-	-	-	-	-	195,865,621
Estimated Water Gain(Loss)	(2,475,578)	(15,404,141)	0	0	0	0	0	0	0	0	0	0	0	(15,404,141)
Estimated Diversion	58.34%	31.41%	-	-	-	-	-	-	-	-	-	-	-	25.77%
Estimated SSCWD Plant Usage	58.34%	31.41%	-	-	-	-	-	-	-	-	-	-	-	25.77%
Cost of Water Produced (Per Acre Foot)	4,649	2,666	2,445	3,115	3,970	4,342	5,073	4,324	3,128	3,406	7,175	3,740	4,649	#DIV/0!
Prior YTD Cost	2,865	-	-	-	-	-	-	-	-	-	-	-	-	3,795

Chart Includes: Only Water Metered to SSCWD Customers,
Chart Does Not Include: COH Interties Wholesale Water Flow

Total Water Metered to SSCWD Customers



Sunnyslope County Water District
STATEMENT OF INCOME
FOR THE FISCAL YEAR ENDING JUNE 30, 2023 (This Year)
UN-AUDITED 8/8/2023

*** WATER ***	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Variance Over / (Under) Prior Month	May-22	Jun-22	PRIOR YEAR-TO- DATE	PROJECTED 2023 ACTUAL	FY 2023 BUDGET
	OPERATING REVENUES	1,088,538	443,836	740,856	710,238	699,927	508,766	456,718	454,511	426,471	435,464	409,685	564,722	630,187	65,915	541,725	1,038,538	7,346,626	6,880,920
Water Sales	288,312	228,312	228,312	173,947	209,947	209,317	209,947	209,947	209,947	209,947	209,947	209,947	209,947	6,885	228,312	1,038,538	2,748,364	2,519,364	2,518,770
Contracted Services	103,960	6,285	405	7,890	880	835	1,090	2,025	1,090	4,890	6,480	3,240	10,125	6,885	21,465	103,960	20,085	41,660	
Installation Fees	12,895	8,912	9,432	10,811	10,811	14,660	5,208	4,527	4,489	5,208	4,489	3,633	5,659	1,726	7,281	12,895	98,325	66,716	
Late Fees	141,619	11,947	30,145	10,665	14,151	18,527	30,338	13,199	10,502	136,509	137,716	25,457	1,191,919	137,716	25,457	1,191,919	409,148	409,148	140,000
Other Revenues	1,295,343	690,380	988,631	911,762	934,837	737,420	701,238	685,287	653,227	667,729	767,110	781,391	993,633	212,282	832,220	1,395,343	10,570,383	9,342,798	10,045,770
OPERATING EXPENSES	(214,035)	(227,779)	(219,036)	(245,704)	(259,492)	(279,126)	(269,655)	(268,994)	(226,185)	(108,425)	(257,336)	(113,070)	(326,683)	(213,613)	(234,518)	(214,035)	(3,021,901)	(2,801,089)	(3,315,612)
Salaries and Benefits	(856,545)	(653,491)	(682,251)	(714,564)	(780,055)	(805,971)	(620,957)	(521,001)	(357,250)	(517,172)	(757,310)	(681,722)	(909,989)	(228,267)	(612,711)	(836,545)	(7,816,283)	(8,001,732)	(8,344,748)
Operating Expenses	(1,090,580)	(681,270)	(901,287)	(960,268)	(1,039,547)	(1,085,097)	(890,612)	(789,959)	(583,435)	(625,597)	(1,014,646)	(794,792)	(1,236,672)	(441,879)	(847,229)	(1,050,581)	(10,838,184)	(10,802,817)	(11,660,360)
NET OPERATING INCOME	344,763	(190,920)	87,344	(48,530)	(104,710)	(347,677)	(189,314)	(104,288)	69,892	42,132	(347,536)	(13,401)	(243,038)	(229,657)	(23,089)	344,763	(1,290,021)	(2,67,821)	(1,614,590)
NON OPERATING INCOME & EXPENSES	3,984,050	13,800	248,400	-	-	44,275	96,600	69,000	41,476	248,400	230,800	110,400	344,999	234,599	624,000	3,084,050	6,050,525	1,438,150	-
Capacity Fees	-	-	-	-	-	2,192,767	-	-	246,881	649,390	266,990	-	29	-	-	-	3,356,057	3,356,057	-
Miscellaneous Income (Farm Labor Camp)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Adjust LAF Investment to Fair Value	12,616	16,674	5,870	5,539	25,230	40,427	34,608	29,106	23,281	21,050	22,251	69,781	30,788	(38,993)	2,030	12,616	-	-	
Interest Income	(129)	(129)	5,716	4,070	159	159	(113)	10,330	6,185	2,747	507	21,138	8,800	(21,138)	(872)	50,610	35,701	305,105	
Allocated from C & A (Interest & Sale of Assets)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	50,610	6,713	48,000
Other Non-Operational	3,096,666	16,545	19,557	258,334	27,269	2,278,270	131,095	108,846	317,822	921,587	517,508	201,319	384,616	182,297	625,178	3,096,666	13,238	(65,564)	-
NET WATER INCOME (LOSS)	\$ 3,441,428	\$ (174,370)	\$ 106,900	\$ 209,828	\$ (77,341)	\$ 1,931,293	\$ (58,219)	\$ 4,418	\$ 387,714	\$ 963,719	\$ 269,972	\$ 187,918	\$ 141,578	(46,340)	\$ 602,170	\$ 3,441,428	\$ 5,183,159	\$ 5,183,159	\$ 48,000
NET WATER INCOME (LOSS) Adjusted for Non Budgeted Items	\$ 344,763	\$ (190,920)	\$ 87,231	\$ (49,828)	\$ (106,641)	\$ (346,334)	\$ (189,314)	\$ (104,288)	\$ 69,892	\$ 42,132	\$ (341,076)	\$ (13,401)	\$ (234,238)	(220,857)	\$ (23,089)	\$ 344,763	\$ (1,276,784)	\$ (333,385)	\$ (1,614,590)

Sunnylope County Water District
STATEMENT OF INCOME
FOR THE FISCAL YEAR ENDING JUNE 30, 2023 (This Year)
UN-AUDITED 8/8/2023

*** WASTEWATER ***	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Variance Over/ (Under) Prior Month	May-22	Jun-22	YEAR-TO-DATE	PRIOR YEAR-TO-DATE	PROJECTED ACTUAL	FY 22/23 BUDGET
	OPERATING REVENUES	219,301	116,635	175,778	175,854	175,644	176,043	174,429	179,231	176,820	181,498	163,463	155,803	168,460	12,657	174,433	219,301	2,019,659	2,116,682	2,019,659
Sewer Sales	53,028	35,154	35,154	37,897	35,154	36,004	35,154	36,991	35,154	35,154	35,154	34,442	34,442	-	35,154	53,028	52,452	60,272	52,452	421,848
Contracted Services	1,500														25	1,500	-	-	-	-
Installation Fees	2,107	2,680	2,228	2,458	2,732	-	1,574	1,440	1,264	1,272	1,272	990	1,574	623	1,820	2,107	18,171	22,215	18,171	35,000
Late Fees	2,748	2,667	4,053	4,065	2,117	2,836	2,283	2,235	4,876	4,825	1,827	2,483	2,749	266	3,005	2,748	37,016	32,488	37,016	35,000
Other Revenue	278,684	157,136	217,214	319,874	215,646	214,883	211,866	220,031	218,290	222,741	201,715	193,679	207,225	13,546	214,437	278,684	2,600,298	2,772,251	2,600,298	2,605,848
TOTAL OPERATING REVENUES	(64,575)	(50,776)	(38,941)	(51,332)	(30,835)	(34,822)	(33,675)	(23,490)	(43,354)	(20,850)	(20,409)	(9,714)	(31,730)	27,983	(64,009)	(64,575)	(621,129)	(489,877)	(621,129)	(784,542)
OPERATING EXPENSES	(126,096)	(85,054)	(143,331)	(219,065)	(94,726)	(106,694)	(86,222)	(149,383)	(149,383)	(99,491)	(103,580)	(110,930)	(165,026)	(54,096)	(64,923)	(126,096)	(1,510,935)	(1,292,650)	(1,510,935)	(1,225,103)
Salaries and Benefits	(190,672)	(138,830)	(182,272)	(270,989)	(125,561)	(141,516)	(181,107)	(109,712)	(192,736)	(301,341)	(123,989)	(170,644)	(196,756)	(26,112)	(128,932)	(190,672)	(468,235)	(1,782,527)	(2,132,064)	(2,009,645)
Operating Expenses	88,013	21,306	34,941	49,276	90,085	73,367	30,758	110,319	25,554	(78,601)	77,725	25,035	10,469	(12,566)	85,506	88,013		992,724	468,234	596,203
TOTAL OPERATING EXPENSES	1,299,000																	1,299,000		
NET OPERATING INCOME	1,034	363	414	376	5,706	227	5,783	3,528	2,780	7,992	2,658	17,438	3,548	(15,890)	964	1,034	50,813	11,147	50,813	12,000
NON OPERATING INCOME & (EXPENSES)	(2)	(2)	(46)	(534)	(295)	341	(19)	1,752	2,842	1,262	864	3,808	1,681	(2,127)	(241)	(84,037)	1,733	(1,702)	1,733	-
Capacity Fees	(84,037)	(30)	(30)	(534)	(295)	341	(19)	1,752	2,842	1,262	864	3,808	1,681	(2,127)	(241)	(84,037)	9,777	(87,701)	9,777	-
Miscellaneous Income	1,215,996	333	368	(158)	(534)	(116)	5,764	5,280	5,622	9,254	3,522	21,246	5,229	(16,017)	17,164	1,215,996	62,323	1,120,744	1,861,322	12,000
Adjust LAIF Investment to Fair Value	1,284,008	21,639	35,309	49,118	95,497	73,819	36,522	115,899	31,175	(69,347)	81,247	44,281	15,698	(28,583)	102,670	1,284,008	530,558	2,113,468	1,829,557	608,203
Interest Income																		1,299,000		
Allotted from G & A (Interest & Sale of Assets)																				
Other Non-Operational																				
TOTAL NON OPERATING INCOME & (EXPENSES)																				
NET WASTEWATER INCOME (LOSS)																				
NET WASTEWATER INCOME (LOSS) Adjusted for Non Budgeted Items	\$ 3,976	\$ 21,276	\$ 34,941	\$ 48,742	\$ 90,085	\$ 73,251	\$ 30,758	\$ 110,319	\$ 28,395	\$ (77,338)	\$ 78,589	\$ 26,843	\$ 12,150	(28,583)	\$ 101,947	\$ 3,976	\$ 478,012	\$ 805,023	\$ 478,011	\$ 596,203
*** WATER & WASTEWATER ***																				
*** COMBINED INCOME (LOSS) WATER & WASTEWATER ***																				
*** COMBINED INCOME (LOSS) WATER & WASTEWATER Adjusted for Non - Budgeted Items	\$ 348,739	\$ (169,644)	\$ 122,172	\$ (1,085)	\$ (16,556)	\$ (273,083)	\$ (158,555)	\$ 6,031	\$ 98,288	\$ (35,206)	\$ (162,487)	\$ 13,442	\$ (222,088)	\$ (235,530)	\$ 78,938	\$ 348,739	\$ (798,772)	\$ 471,637	\$ (798,773)	\$ (1,018,387)

Sunnyslope County Water District
Investment Summary
2022 / 2023 (This Year)

BANK ACCOUNT	INTEREST RATE	JULY 2022	AUGUST 2022	SEPTEMBER 2022	OCTOBER 2022	NOVEMBER 2022	DECEMBER 2022	JANUARY 2023	FEBRUARY 2023	MARCH 2023	APRIL 2023	MAY 2023	JUNE 2023	JUNE 2022
<u>Heritage Bank of Commerce</u>														
CHECKING ACCOUNT														
Operating - General Fund	0	6,474,985	6,595,525	8,198,265	5,876,164	3,873,807	4,746,499	4,834,865	4,276,739	1,430,021	1,685,119	1,492,690	2,040,106	6,296,579
CHECKING SUBTOTAL		6,474,985	6,595,525	8,198,265	5,876,164	3,873,807	4,746,499	4,834,865	4,276,739	1,430,021	1,685,119	1,492,690	2,040,106	6,296,579
MONEY MARKET ACCT (MMA)														
Invested - General Fund	0.75%	4,082,888	4,085,316	4,086,491	4,087,880	2,088,588	2,089,275	589,971	590,310	90,491	90,543	90,605	90,661	4,082,888
MMA SUBTOTAL		4,082,888	4,085,316	4,086,491	4,087,880	2,088,588	2,089,275	589,971	590,310	90,491	90,543	90,605	90,661	4,082,888
<u>L.A.I.F.</u>														
(Local Agency Investment Fund)	As of: Mar 2022													
General Fund	2.74%	-10,115,844	-9,898,728	-9,804,006	-9,818,425	-8,096,152	-8,096,152	-8,096,152	-8,100,152	-4,104,152	-4,104,152	-4,104,152	-4,104,152	-10,115,844
Water Connect. Fee	2.74%	4,705,166	4,576,720	477,998	387,497	333,049	0	0	0	0	0	0	0	4,705,166
Sewer Connect. Fee	2.74%	1,320,135	1,320,135	1,328,357	1,328,357	0	0	0	0	0	0	0	0	1,320,135
SRF Loan Reserve	2.74%	760,000	760,000	760,000	760,000	760,000	760,000	760,000	760,000	765,564	765,564	774,890	774,890	760,000
Board Designated Reserves	2.74%	8,380,859	8,386,912	8,390,912	8,394,409	8,394,409	8,402,912	7,902,912	7,906,912	7,910,912	7,910,912	7,910,912	7,910,912	8,380,859
L.A.I.F. SUBTOTAL		5,050,316	5,050,316	1,050,316	1,066,257	997,390	1,066,760	566,760	566,760	4,572,324	4,572,324	4,581,650	4,581,649	5,050,316
<u>CEPPT</u>														
(CA Employee Pension Plan Trust)														
Employee Pension Reserve	0	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	640,401
CEPPT SUBTOTAL		1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	640,401
<u>MBS Securities</u>														
(CD Brokerage - Water Capacity Funds)														
General Fund	4.00%	6,971,574	6,976,565	8,971,305	10,984,409	15,200,354	2,516,716	3,921,550	3,650,399	3,650,399	3,693,577	3,794,884	3,442,907	6,704,841
Board Designated Reserves	4.00%								505,029	505,943	506,944	509,999	403,709	
Water Connect. Fee	4.00%								11,420,159	11,590,509	11,577,492	11,568,228	12,041,086	
Sewer Connect. Fee	4.00%								1,333,920	1,342,938	1,345,596	1,353,709	1,357,257	
MBS SUBTOTAL		6,971,574	6,976,565	8,971,305	10,984,409	15,200,354	2,516,716	3,921,550	16,916,097	17,088,789	17,123,609	17,226,820	17,244,959	6,704,841
GRAND TOTAL		23,579,763	23,707,721	23,306,377	23,014,710	23,160,140	24,142,592	23,501,274	23,349,906	24,182,625	24,471,596	24,391,765	24,957,374	22,775,024
* TOTAL INTEREST RECORDED	YTD Total	17,038	6,283	5,915	30,937	40,654	40,391	44,796	34,747	36,968	33,874	112,536	45,194	44,848

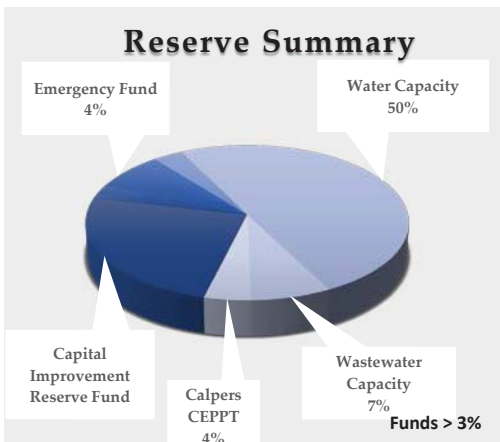
Sunnyslope County Water District

Reserve Summary As of June 30, 2023 (Policy #8600)

	<u>6/30/2023</u>	<u>Increase</u>	<u>Decrease</u>	<u>6/30/2022</u>	<u>6/30/2021</u>	<u>Change</u>
1 Capital Improvement Reserve Fund	\$ 5,772,624	\$ 1,114	\$ 92,426	\$ 5,863,936	\$ 1,709,419	\$ 4,154,517
2 Rate Stabilization Fund	250,000		-	250,000	-	\$ 250,000
3 Drought Contingency Reserve	500,000			500,000	400,000	100,000
4 Emergency Fund	1,000,000			1,000,000	100,000	900,000
5 Vehicle Replacement Fund	394,132	46,054		348,078	197,549	150,529
6 Office and Misc. Equipment Replacement Fund	420,864	2,019		418,845	266,754	152,091
Board Designated Reserves	8,337,620	49,187	92,426	8,380,859	2,673,722	5,707,137
7 CSWRCB Loan	774,889	14,889		760,000	760,000	-
8 Water Capacity	11,696,029	1,470,694	1,184,672	11,410,006	6,732,709	4,677,298
9 Wastewater Capacity	1,716,057	385,151		1,320,135	21,125	1,299,010
10 Calpers CEPPT	1,000,000		(359,599)	640,401	-	640,401
Legally Restricted Reserves	15,186,975	1,870,734	825,073	14,130,542	7,513,834	6,616,708
TOTAL	\$ 23,524,594	\$ 1,919,921	\$ 917,499	\$ 22,511,401	\$ 10,187,556	\$ 12,323,845
Unreserved Cash	\$1,029,071.77					
Percentage of Total Capital Assets	45.82%					

Detailed Transactions:

Depr. Expense	\$ 46,054		\$ 461,194
Board Authorized Changes to Policy #8600	\$ -		\$ 5,729,257
Interest	\$ 441,675		\$ 25,685
Debt Amortization		1,184,672	\$ (1,184,682)
Water Capacity Fees	1,451,950		\$ 6,087,125
Sewer Capacity Fees			\$ 1,299,000
CEPPT Funding			\$ 1,000,000
Fixed asset Additions	-	92,426	\$ (483,314)
Fair Market Value & Misc Adj	(19,757)	(359,599)	\$ (610,420)
	\$ 1,919,921	\$ 917,499	\$ 12,323,845



Board Approved Disbursement Analysis

Date:	Description:	Vendor	Resolution	# Actual
1/19/2021	Audit (FY21,FY22 & FY 23)	Mc Gilloway	76,160	56,270
2/21/2023	Rate Study	Raftelis	110,502	34,432
2/15/2022	Ignition SCADA part 2	Frisch & Calcon	127,000	168,119
8/16/2022	Fuel Trailer	LDJ Mfg	30,000	28,935
10/18/2022	Itron Meters	Meter Valve & Cc	156,849	120,296
11/15/2022	Promontory Amendment 2	Century Homes	110,000	0
4/18/2023	Green Climber Mower	Jesse Mack Co	116,000	92,426
4/18/2023	Best Road Initiative	Wallace Group	40,000	0
2/28/2023	Solar Project - SBR	Eva Green Power	1,300,000	148,964
2/28/2023	Solar Project - Lessalt	Eva Green Power	39,131	3,958
6/20/2023	Itron Meters	Meter Valve & Cc	107,000	3,958
6/20/2023	Temetra	Meter Valve & Cc	412,000	0

Staff Report

Agenda Item: E – 5a

DATE: August 10, 2023 (August 15, 2023, 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 three water reports were completed and submitted on time by July 10, 2023.
2. Westhills WTP and Lessalt WTP are now treating 2.55 MGD and 1.8 MGD, respectively. In the month of July, Westhills WTP produced a total of 84.249 million gallons with Lessalt WTP producing 53.89 million gallons. The total acre foot produced in July 2023 was 424-acre feet with a balance of 3,906-acre feet available for the 2023-2024 year.
3. The Westhills Treatment facility had a link station malfunction and SCADA was unable to communicate with the network attached storage (Buffalo Linkstation 210 NAS Server), which contains the trends files for the popup trends in SCADA. San Benito County Water District (SBCWD) software engineer was able to remotely resolve the issue. SSCWD will proceed with upgrading aging equipment to minimize future communication interruptions.
4. General Manager Drew A. Lander and Superintendent Jose J. Rodriguez attended a San Justo Reservoir tour. Tour included the San Justo Valve House, the Gate Chamber Structure and tour of the exposed zebra mussels in the reservoir.
5. SBCWD and a structural and electrical engineer from HDR visited the Westhills WTP on July 17 as part of the ADRoP expansion to 6.75 MGD. The electrical engineer made initial evaluations and designs for the electrical upgrades that will accompany the plant expansion.
6. Lessalt WTP completed another Granular Activated Carbon (GAC) exchange in July. With the water treatment plant production at near maximum capacity, GAC exchanges are required monthly to maintain Total Organic Carbon as low as possible to minimize the production of TTHM's in the distribution systems.
7. Both Lessalt WTP and Westhills WTP's continue to utilize the Computer Maintenance Management System (CMMS) to better manage treatment facilities equipment and document preventative maintenance activities. A total of 233 Work Orders were completed by Sunnyslope Staff between the two facilities.
8. Completed a new permit to designate the SSCWD Portable I.C. Engine-Dewatering pump as emergency use per CARB ATCM for diesel Particulate Matter for Portable Engines.

9. Neil Jones began discharging into the Industrial Plant Wastewater Treatment Plant on July 30, 2023. Sunnyslope staff collected monthly sampling as required by Waste Discharge Requirements Order NO. R3-2004-0066. No effluent samples collected for the month of July 2023.

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

Water (10) July 2023

1. Installed new gate at the Ridgemark tanks. Various property owners along with Sunnyslope County Water District staff frequent this gate. It is the district’s understanding that an older truck hit the gate a few years ago and slowly began deteriorating. District staff repaired some hardware and repainted the gate but eventually it became too unpleasant, and a new gate was installed.
2. Completed RCAC training.
3. Weed abatement and spraying around district facilities.
4. Assisted Granite Construction with tie-in at Well #7 site.
5. Installed back flow cage at Paullus Lift Station.
6. Replaced thermostats at Well #5 & 7.
7. Replaced leaking service line at 991 Meridian Drive.
8. Replaced leaking service line at 1430 & 1450 El Camino De Vida.
9. Flushed pressure relief and reducers at well sites.
10. Read meters with the new Temetra software.



Project Location	: Ridgemark Storage Tanks
Project	: Gate replacement
Department	: Utilities/Maintenance Department
Description	: Several years ago an unknown vehicle struck the gate, breaking some hardware. District employees replaced hinges and painted gate to the best of their ability. After several years of use the fence finally became very unsightly and needed to be replaced.

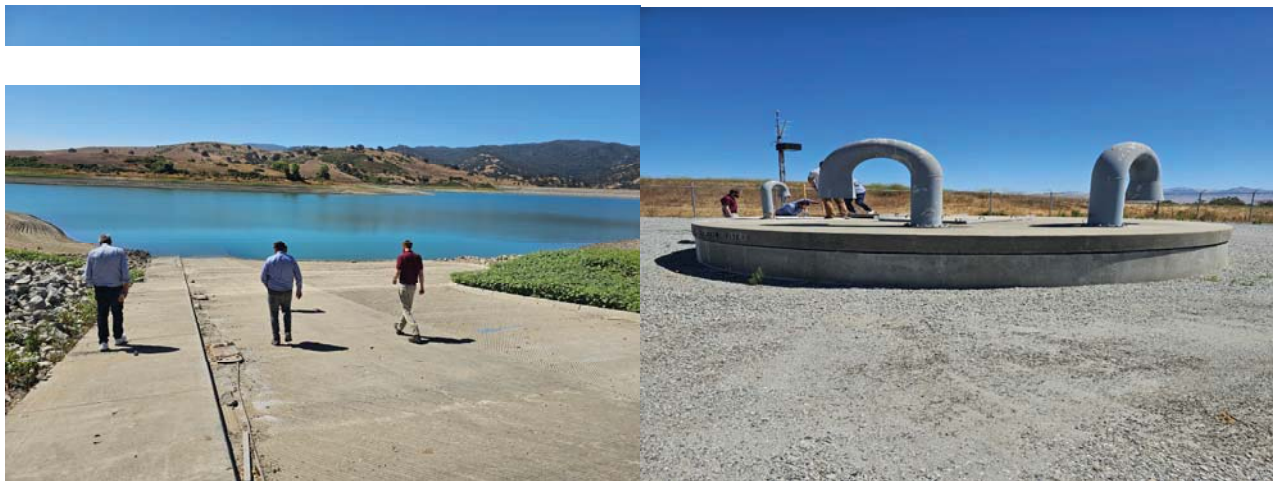
LESSALT Water Treatment Plant (9)

1. Acid cleaned all CL17 mixing chambers.
2. Cleaned reactor mixing chamber on TOC analyzer.

3. Calibrated all turbidity meters.
4. Installed new air relief valve on chlorine dosing discharge.
5. Repaired leaking sodium permanganate discharge line.
6. GAC #1 media exchange of Calgon Carbon.
7. Replaced leaking 2" check valve on Caustic fill line.
8. Cleared weeds around plant.
9. Peroxide cleaned TOC analyzer.

West Hills Water Treatment Plant (7)

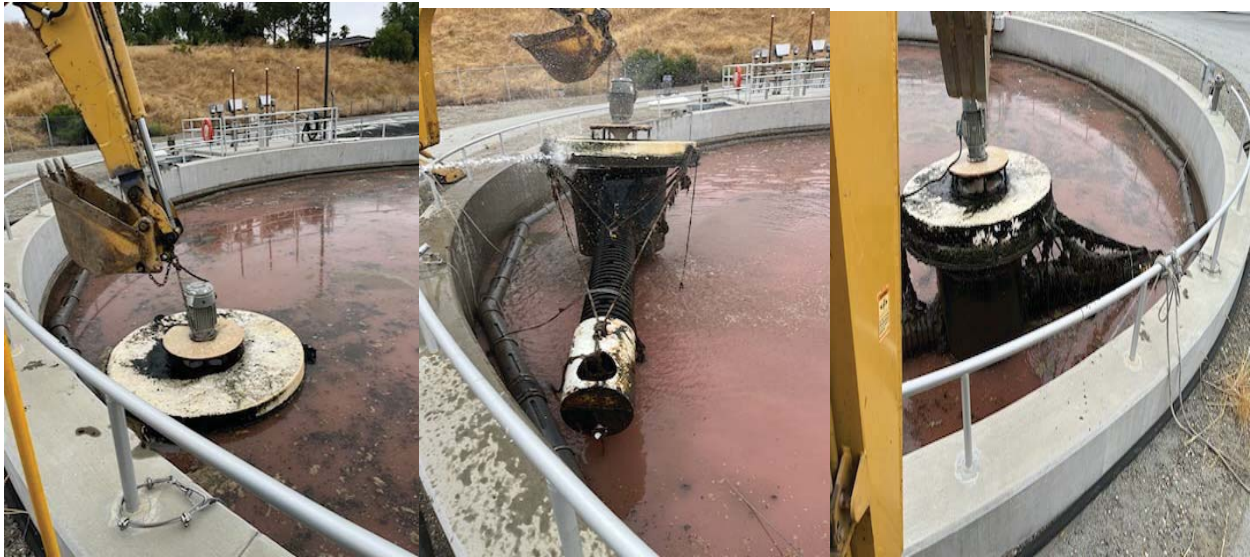
1. Tour of San Justo Reservoir with SBCWD representatives.
2. Removed sludge from drying bed #1, RJR hauled sludge to John Smith Landfill.
3. Continued clearing weeds around plant.
4. Rebuilt wet end on Sand Pump #1.
5. Acid cleaned CL17.
6. Cleaned and vacuumed out all raw sumps.
7. Cleaned PAC screens.



Project Location	: Westhills Water Treatment Plant
Project	: San Just Reservoir Tour
Department	: General Manager and Superintendent
Description	: Sharp Eng. has completed basins 1 & 2 upgrade and blower installation. Sunnyslope staff tested the blower and new aeration system.

Wastewater (4)

1. Pulled, cleaned, and inspected aerator for sludge tank at SBR.
2. Pulled, cleaned, and inspected pumps at Oak Canyon lift station.
3. Replaced level transmitter at RIII Lift Station.
4. Hydro jetted sewer trouble spots.



Project Location	: Ridgemark Estates Wastewater Treatment Plant
Project	: Digester Basin
Department	: Utilities/Maintenance Department
Description	: District staff removed, cleaned, and performed routine maintenance to the WWTP's digester aerator, which is used to aerate the digested sludge from the wastewater to prevent odors from developing.

Industrial Plant (4)

1. Preparation for cannery season achieved before first discharge on July 30, 2023.
2. Continued cutting, clearing, and spraying weeds around ponds.
3. Sharp Inc. continued working on plant upgrades.
4. Set up 6" electric pump from Rain for Rent.
5. John from Calcon calibrated flow meters.



Project Location	: Industrial Wastewater Treatment Plant
Project	: Basin upgrades
Department	: Utilities/Maintenance Department
Description	: Sharp Eng. has completed basin 1 & 2 upgrade and blower installation. Sunnyslope staff tested the blower and new aeration system.

Completed This Month	Job Descriptions	Completed YTD 2023 – 2024 July 1 to June 30	Completed July 1 to June 30	Completed 2021 – 2022 July 1 to June 30	Completed 2020 – 2021 July 1 to June 30
298	Work Orders	298	2480	2520	2469
7	Temporary Manual Read Water Meters Installed in New Construction Accounts	7	287	292	368
0	Radio Read Meters & ERTs Installed in New Construction Accounts	0	3	1	21
0	Total: Manual Read Meters Replaced with Radio Read Meters & ERT's, including Radio Meters Installed in New Construction Accounts	0 (Total = 7192)	268	300	282
29	Existing Radio Read Meters & ERTs Replaced with New Radio Read Meters & ERTs	29	247	309	322
27	Valves Exercised (Approx. 2674 in SSCWD System 3/2021)	27	528	487	721
30	Fire Hydrants Flushed (Approx. 938 in SSCWD System 3/2021)	30	537	342	749
29	Meters on Repair List	29	250	335	326
16	Emergency Calls	16	158	161	174
105	Locates on our Water/Sewer Lines	105	1512	1816	1732
0	Sewer Inspections	0	0	0	0
0	Shutoff Notices	0	0	0	0
3	Water Services Replaced	3 (Total = 949)	15	39	12

(3/2021 Update Valve and Fire Hydrant Count, Includes Santana Ranch pH 1, Villages, Tyler Knoll, Walnut Park, Creekside)



Hollister/Sunnyslope Intertie Water Balance

Report Date: August 1, 2023		to			
Current Consumption Period: July 12, 2023		to			
Intertie Location	Groundwater Flow to COH	Surface Flow to COH	Groundwater Flow to SSCWD	Surface Flow to SSCWD	to
	i n G a l l o n s				
Southside Road Intertie Water Total Flow	0	2,272,570			
Sunset & Memorial Water Total Flow	9,224,800	5,210,200	0		0
Sunnyslope & Memorial Water Total Flow	0	0	0		0
Hillcrest and Memorial Water Total Flow	51,100	82,500	0		0
Santa Ana & La Baig Water Total Flow	437,700	1,368,100			
Intertie Sub-Total Water Flow	9,713,600	8,933,370	0		0
<i>Total Combined Surface and Ground Water Intertie Flow</i>	18,646,970		0		
City of Hollister Well 2 Surface Water Total Flow (West Hills)		13,670,000			
City of Hollister Well 4 Surface Water Total Flow (West Hills)		22,709,000			
City of Hollister Well 5 Surface Water Total Flow (West Hills)		22,634,000			
Sunnyslope Well 2 Surface Water Total Flow (West Hills)				13,107,000	
Sunnyslope Well 11 Surface Water Total Flow (West Hills)				25,764,000	
Sunnyslope Surface Water Total Flow (LESSALT)				43,088,000	
Surface Water Flow Sub-Totals		59,013,000		81,959,000	
Ground Water and Surface Water Flow Totals	9,713,600	67,946,370	0		81,959,000
Current Period:	COH half of Surface Water Flow to Distribution (LESSALT & WH)		70,486,000		
	Net Ground/Surface Water Balance Owed to SSCWD (to COH)	9,713,600	-2,539,630		
	Beginning Water Balance Owed to SSCWD (to COH)	786,387,900	-363,440,140		
	Gallons Billed to COH thru Report Date July 1, 2023	0		Informational Last Month Net Total	422,947,760
	Sub-total Ending Water Balance Owed to SSCWD (to COH)	796,101,500	-365,979,770	Net Sub Total	430,121,730
	Half of Total Gallons LESSALT Discharge to City of Hollister Wastewater Treatment Plant during the current consumption period		1,318,500		
	Exchange Factor; Half of the total gallons discharged to COH WWTP from LESSALT multiplied by a factor of 4				5,274,000.00
	Ending Water Balance Owed to SSCWD (to COH)	790,827,500	-365,979,770	Net Total	424,847,730

Current:	West Hills WTP Total Flow to Distribution	97,884,000			
	Percent of Surface Water Received	COH	60.3%	SSCWD	39.7%
Current:	COH half of West Hills WTP Total Flow to Distribution	48,942,000			
	West Hills WTP Surface Water Total Flow to COH	59,013,000			

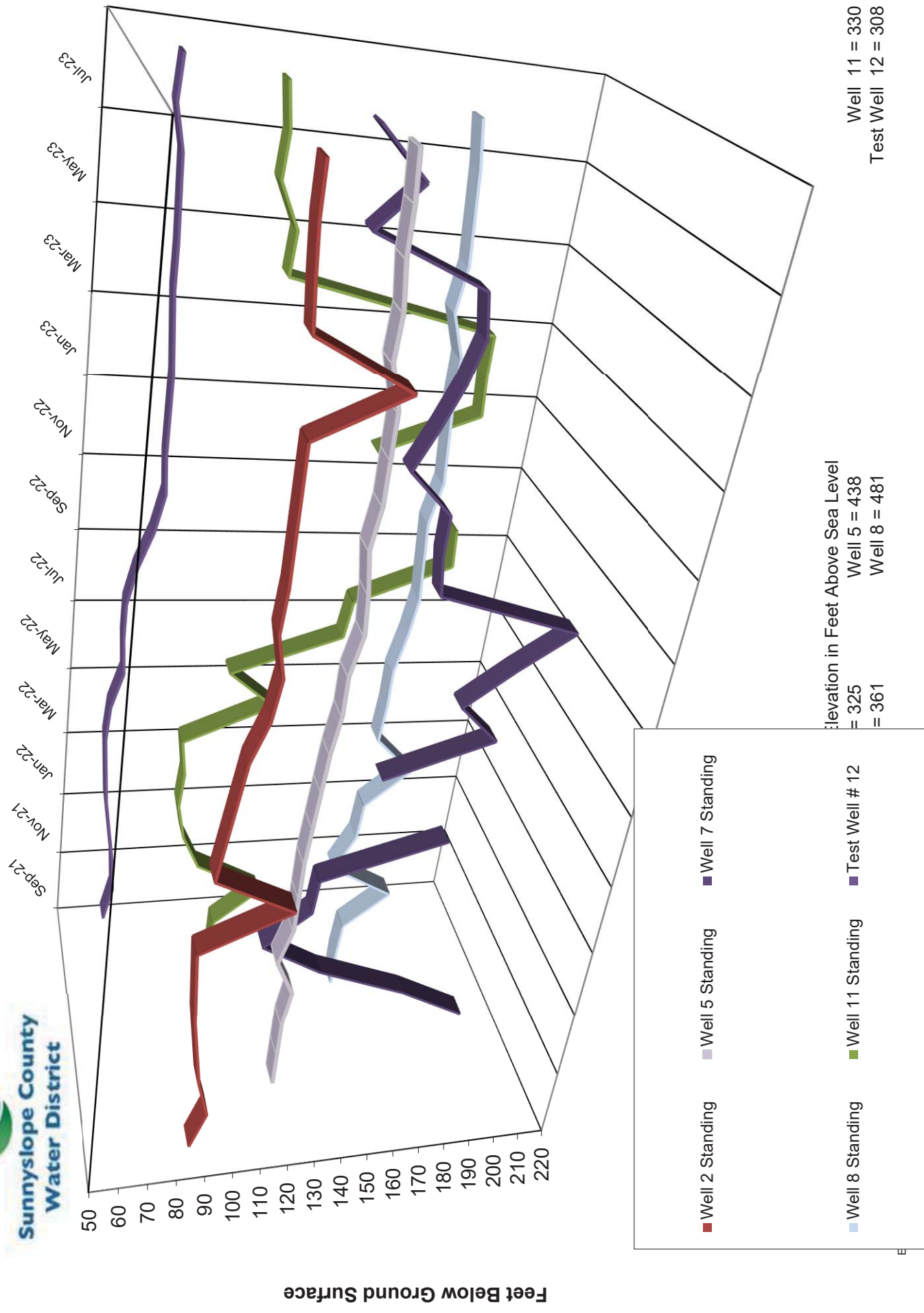
From April 1, 2023 to Present					
YTD	LESSALT WTP Total Flow to Distribution	141,102,000			
	West Hills WTP Total Flow to Distribution	81,740,000			
	Surface WTPs Total Flow to Distribution	222,842,000			
	Total YTD Surface Flow to COH/SSCWD	COH	24,652,512	SSCWD	198,189,488
	Percent of Surface Water Received	COH	11.1%	SSCWD	88.9%



**Sunnyslope County
Water District**

Depth to Standing Water Level Below Ground Surface

Month/Year



Staff Report

Agenda Item: E – 6

DATE: August 10, 2023 (August 15, 2023 Meeting)

TO: Board of Directors

FROM: General Manager, Drew Lander P.E.

SUBJECT: General Manager Monthly Status Report

ACTIVE TASKS:

1. **IWTP Season Preparation** – The initial 2 weeks of full operation are promising. Process water is heavy with tomato juice and flows are averaging around 2MGD. Staff continue to monitor odors and adjust the water circulation to prevent the buildup of odors. The pond recirculation pump float began to take on some water and the float started to sink. The contractor finishing up the pond improvements this season was still onsite, and they made an adjustment to put the pond pump on a larger float. This work was completed in 3 days and kept the process operating. It is worth noting that operations this year is on track to save over \$600,000 in power expense while achieving water quality at the discharge pipe that are very good.
2. **Solar Field Design** – County permitting is expected to be released by the 3rd week of August. Construction will begin in September if items with long lead times become available.
3. **Water Production** – The City has been upgrading their SCADA controls. During the month of August, the majority of treated water is coming back to Sunnyslope. Water qualities throughout the district should be very good in most locations at this point. Very little well production has occurred in the past month.
4. **Office Technology and Public Access** – The Antenna installation project is moving forward. A proposal is before the board this month to purchase new telephones that will integrate into the web platforms already operating here in the District. With the completion of these items the technology upgrade process will have achieved the

initial goals identified in 2020 to improve transparency and provide public access to account information.

5. **Permit Compliance** – Monthly water reports have been completed on time and no violations were reported.

6. **Staffing** – The Assistant/Associate Engineering position remains open. The lack of applicants is becoming concerning. This is not a problem of a lack of qualified candidates, it is an issue with no one applying to the job opening. TPO HR has been contracted to reach out to local college engineering programs to inquire about potential candidates.

Staff Report

Agenda Item: F - 1

DATE: August 8, 2023 (August 15, 2023 Meeting)

TO: Board of Directors

FROM: General Manager, Drew A. Lander P.E.

SUBJECT: Authorize The General Manager To Execute A Contract For Professional Services With LGDR -National Demographics Corporation, Not To Exceed \$40,000 (Not A Project Under CEQA Per Article 20, Section 15378).

RECOMMENDATION:

Authorize the General Manager to contract with LGDR – National Demographics Corporation to provide election division districting services as required by the California Voting Rights Act (CVRA).

BACKGROUND:

The District was served a demand letter in February 2023 from the law firm of Shenkman & Hughes, PC, located in Malibu California. This letter claimed racially polarized voting occurring in prior election cycles occurred and the district’s current “at-large” elections were a violation of the CVRA.

Staff presented the board with this letter during a closed session discussion in March of 2023 and the General Manager received direction to identify a firm qualified to provide the required services. Locally the firm Lapkoff and Gobalet has performed well for other local districts. Recently Lapkoff and Gobalet have consolidated with LGDR – National Demographics Corporation. LGDR provided a proposal to provide the required services to end at-large voting within the district boundaries. Time is of the essence and the board is encouraged to act on this item so that the district can demonstrate progress to the interested stake holders.

FISCAL IMPACT:

Based on the submittal provided the professional services are estimated to not exceed \$40,000 for all potential services identified.

ENVIRONMENTAL IMPACT:

The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

August 7, 2023

This is a proposed scope of work and pricing to provide election division districting services to Sunnyslope Water District. Drs. Lapkoff and Gobalet will oversee the project, with technical and administrative assistance from National Demographics Corporation (NDC).

Standard Districting Scope of Work

- Districting Project Setup and coordination:
 - Development of demographic database including Census Bureau and California Statewide Database data of total population, citizen voting age population, voter registration, voter turnout, and socio-economic data on language spoken at home, renters vs homeowners, age, education level, and other factors useful in identifying communities of interest;
 - Incorporation of any Geographic Information System (GIS) data that the jurisdiction wishes to include and provides (often including school locations; school attendance areas; important local landmarks; or local neighborhood boundaries);
 - Initial telephonic discussion with about data, communities of interest, schedule, criteria and special concerns of the jurisdiction;
 - Assist jurisdiction with developing a communications plan for public outreach, including suggestions for webpage content and design, public feedback logistics, and strategies for engaging constituents;
 - Assist jurisdiction with developing a project plan, including a detailed timeline, goals and objectives, and specific deliverables list;
 - Provide progress reports on an as-needed basis as determined by the project manager and meet regularly with project team;
 - Any phone- or web-conference calls to discuss the project's progress or to answer any questions that may arise;
 - Provide education and guidance on required redistricting criteria, and advice on selecting optional redistricting criteria, for staff and elected officials;
- Districting Plan Development:
 - Creation of 2 to 4 initial draft maps;
 - Analysis and preparation for presentation of all whole or partial plans submitted by the public;
 - Conversion of all maps and reports to web-friendly versions;
 - Online posting of all maps to an interactive review website;
 - Create any requested additional and/or revised maps as requested;
- Plan implementation:
 - Provide spatial data in GIS-friendly format of any dataset used or created for this project to staff upon request;
 - Work with the County Registrar of Voters to implement the final adopted plan;
- Project Options
 - Number of virtual or in-person meetings (and resulting per-meeting fee);
 - Consultant-prepared and -managed project website;
 - Online mapping tool allowing residents to draw and submit maps;
 - Paper-based mapping tool allowing residents to draw and submit maps.

Project Pricing

1. **Redistricting Project Elements** (Covers everything listed above except for per-meeting and optional expenses):..... \$ 11,500

2. Per-Meeting expense:

- In-person attendance, per meeting.....\$ 3,000
- Virtual (telephonic, Zoom, etc.) attendance, per meeting.....\$ 1,500

For each meeting, Consultant will prepare meeting materials, including presentation materials and maps; present and explain key concepts, including mandatory and traditional redistricting criteria and “communities of interest”; facilitate conversations; answer questions; and gather feedback on existing and proposed boundaries. Per-meeting prices include all travel and other anticipated meeting-related expenses. Telephone calls to answer questions, discuss project status, and other standard project management tasks do not count as meetings and do not result in any charge.

3. Optional Project Elements:

a) Project website\$ 4,500

b) Public mapping tool options:

- Online and paper system including all elements below.....\$ 2,500
 - DRA (an easy-to-use online mapping tool, also known as "Dave's Redistricting App")
 - Public Participation Kit paper- and Excel-based mapping tool

c) Public Participation Kit mapping tool alone\$ 2,000

Proposal Acceptance

The terms of this proposal are available for 90 calendar days from its delivery to you. In most situations, Consultant is open to extending that period of time to meet any particular needs of your jurisdiction.

If your jurisdiction has specific contract and/or letter of agreement language you prefer to use, please provide it and ignore the signature block below. If you prefer, simply sign two copies of this proposal in the signature block below and return them to Consultant. Once signed by Consultant, one copy will be returned to you.

Thank you.

For Consultant

For Sunnyslope Water District

Douglas Johnson, President

Date

Date

Staff Report

Agenda Item: F - 2

DATE: August 3, 2023 (August 15, 2023 Meeting)

TO: Board of Directors

FROM: General Manager, Drew A. Lander P.E.

SUBJECT: Under Statewide Procurement Contract 1-12-23-20 Authorize The General Manager To Purchase 2 Light Duty Trucks For A Combined Cost Not To Exceed \$100,000 And 1 Medium Duty Truck With Cargo Bed And 4 Ton Crane, Not To Exceed \$130,000 (Not A Project Under CEQA Per Article 20, Section 15378).

RECOMMENDATION:

Under statewide procurement contract 1-12-23-20 authorize the General Manager to purchase 2 light duty trucks for a combined cost not to exceed \$100,000 and 1 medium duty truck with cargo bed and 4 ton crane, not to exceed \$130,000

BACKGROUND:

In 2020 management began to diversify its fleet of service vehicles to better respond to needs and improve the overall efficiency of district activities. The district has historically used medium and heavy-duty vehicles for all tasks within the district. There are many daily tasks that do not require larger trucks and now that several trucks have reached the end of their service life it is time to replace them with vehicles that will cost less to maintain and less in fuel expenses. Last month the board discussed the potential for electric vehicles. There was some consensus that it would be favorable to purchase one if the price and availability was right.

This proposal utilizes the California procurement contract for trucks, cars and vans and includes electric vehicles also. All vehicles will be acquired using the State of California fleet vehicle pricing which conforms to District purchasing policies for public bidding and low bid. The contract #1-12-23-20 details the maximum costs each vehicle can be sold for ensuring the best price for government agencies. The General Manger proposes to use this contract to purchase 3 vehicles, including 2 light duty trucks and 1 heavy duty truck with a crane bed. Two of these vehicles will replace existing trucks and one will replace a truck that is no longer in service. The light duty trucks will be fitted with slide-out bed boxes in place of the larger expensive bed cabinets. If an electric truck becomes available and fits within the expected cost of a gas fueled vehicle, then the GM will purchase an electric truck as the first EV vehicle.

Due to availability exact trucks have not been identified. White work trucks will be specified but ultimate finishes will be determined by availability (i.e. vinyl or cloth material seats, specific rims and tires. Trucks will be equipped with a safety light bar, tool box, radio, and GPS.

FINANCIAL IMPACT:

The vehicle replacement reserve fund is approximately \$395,000 and has increased over the years with the anticipation of these vehicle replacements. The fiscal impact of purchasing and equipping the proposed vehicles shall not exceed \$230,000. This would be allocated from the Vehicle Replacement Fund in the Board Designated Reserves. This vehicle purchase has been anticipated as a part of the capital improvement plan and has been budgeted for accordingly.

ENVIRONMENTAL IMPACT:

The new vehicle will meet or exceed all California State clean vehicle standards. The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

ATTACHMENTS:

Statewide Contract 1-12-23-20 cover page



Department of General Services
Procurement Division
707 Third Street, 2nd Floor
West Sacramento, CA 95605-2811

State of California
STATEWIDE CONTRACT
Fleet Vehicles – TRUCKS
MANDATORY

CONTRACT NUMBER: 1-12-23-20 A through K
DESCRIPTION: Fleet Vehicles – Trucks
CONTRACTOR(S): Lithia Nissan (1-22-23-20A)
Ocean Honda (1-22-23-20B)
Freeway Toyota (1-22-23-20C)
Winner Chevrolet (1-22-23-20D)
Elk Grove Auto (1-22-23-20E)
Downtown Ford (1-22-23-20F)
Watsonville Fleet Group (1-22-23-20G)
CA Car Group (1-22-23-20H)
Riverview International (1-22-23-20I)
Sacramento Truck Center
(1-22-23-20J)
Bonander Truck & Trailer (1-22-23-20K)

CONTRACT TERM: 05/01/2022 through 04/30/2025

STATE CONTRACT ADMINISTRATOR: **Contracts 1-22-23-20A-G, I, & J**
Eugene Shemereko
279/946-8028
Eugene.Shemereko@dgs.ca.gov

Contracts 1-22-23-20H & K
Frank Martin
279/946-8035
Frank.Martin@dgs.ca.gov

The contract User Instructions, products, and pricing are posted on the DGS Website.

DGS Website link: <https://www.dgs.ca.gov/PD/Resources/Page-Content/Procurement-Division-Resources-List-Folder/Statewide-Contract-Fleet-Vehicles>

Staff Report

Agenda Item: F - 3

DATE: August 1, 2023 (August 15, 2023 Meeting)

TO: Board of Directors

FROM: General Manager, Drew A. Lander P.E.

SUBJECT: Authorize The General Manager To Contract With Exceedio Inc. For Integration Of New VOIP Telephone Services, Installation And Management for a set up cost of \$5378.13 and an annual maintenance cost of \$10,800.00 (Not A Project Under CEQA Per Article 20, Section 15378).

RECOMMENDATION:

Authorize the General Manager to contract with Exceedio inc. for integration of new VOIP telephone services, installation and management for a set up cost of \$5378.13 and an annual maintenance cost of \$10,800.00

BACKGROUND:

The district has not upgraded the phone system for 17 years. Voice Over Internet Protocol (VOIP) phone systems allow phones to be ported to different locations. This ability to move phones to any location where a staff member can access the internet is advantageous in the event of a natural disaster or another pandemic. Exceedio Inc. currently provides management service for district computers and there managed services have been very helpful. This is the last improvement needed to create office operational resiliency. The office, phones, server, billing process an financials will now be remotely served in the event of an emergency.

FISCAL IMPACT:

Managed services for the new phones includes the replacement of any device that is defective. Additional contractual services with Exceedio provides direct support from them and staff will never need to call cisco to negotiate any service need. Exceedio staff will do that for us. The current hardlines cost \$1000 per month to maintain. Occasionally staff is able to negotiate temporary relief from that price but often times the contract is only 6 months and it takes many hours to contact AT&T account managers who can help. This service will cost the same as the copper phone system but it will provide many additional services.

ENVIRONMENTAL IMPACT:

The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.



Customer : SUNY
REQUESTED TERM: 60 Months

Date: 6-Jul-23 Quote No:

ICON CLOUD SERVICE ORDER

Quoted pricing is good for 30 Days

Customer Approval:

Description	Quantity	Unit MRC	Total MRC	Unit Non-Recurring	Total Non-Recurring
USER OPTIONS					
	11				
UNLIMITED BUSINESS/MOBILITY USER LICENSE*		\$ 30.00	\$0.00		
BUSINESS/MOBILITY USER LICENSE		\$ 24.69	\$0.00		
OFFICE USER LICENSE	11	\$ 21.88	\$240.63		
COURTESY USER LICENSE		\$ 16.88	\$0.00		
OTHER LICENSES AND OPTIONS					
ENTERPRISE USER LICENSE Upgrade Business/Mobility User License to Enterprise. Provides capability to host multi-party web meetings.		\$ 3.00	\$0.00	\$ 3.00	\$0.00
Email Fax Service Account and Line Port Fee (includes 300 minutes fax per month) FAX ATA Devices on Telephone Equipment Sheet		\$ 20.95	\$0.00	\$ 10.00	\$0.00
External Paging Zones (Provides a maximum of four external paging zones. Includes IP to Paging Adapter.) Enter number of zones up to four:		\$ 12.95	\$0.00	\$ 385.00	\$0.00
All Call Recording (Basic) . Per User fee includes 30 days storage up to 5 GB combined for all users.			\$32.00		\$0.00
All Call Recording (Advanced) . Per User fee includes 90 days storage up to 50 GB combined for all users.			\$54.00		\$0.00
CUSTOMER SITE TELEPHONE AND DATA EQUIPMENT					
Equipment and Hardware (From TELEPHONE EQUIPMENT Worksheet)			\$100.14		\$3,228.75
CARRIER AND INSTALLATION CHARGES					
User License Setup and Install Fee (Minimum \$400.00)	11			\$ 30.00	\$400.00
Number Porting - Per Order Booking Fee	0			\$ 10.00	\$0.00
Additional DID Numbers to be ported		\$ 0.30	\$0.00	\$ 1.50	\$0.00
New DID Numbers to be added		\$ 0.30	\$0.00	\$ 1.00	\$0.00
Published Number Listing (Choose how many numbers to be published)				\$ 7.00	\$0.00
Toll Free Number	1	\$ 1.50	\$1.50	\$ 2.25	\$2.25
SITE DEPLOYMENT & OTHER SERVICES OPTIONS					
			\$0.00		
			\$0.00		
					\$0.00
					\$0.00
* Subject to ICON Cloud Solutions Reasonable Use Policy			Total MRC	\$428.27	
Release Version February 15, 2023			Total Non-Recurring Install		\$3,631.00

QUOTE OPTIONS: ALL PRICING BASED UPON 60 MONTH SERVICE AGREEMENT

Customer: Acknowledge choice of service plan by initialing the highlighted box

Option 1. Station Equipment Rental Option

A. Total Monthly User Recurring Costs and Equipment Rental → \$428.27

B. Total Non-Recurring Setup and Installation Fees → \$402.25

Option 2. Station Equipment Purchase Option

A. Total Monthly User Recurring Costs → \$328.13

B. Total Non-Recurring Setup and Installation Fees plus Equipment Purchase Option → \$3,631.00



Customer : SUNY

Date: 6-Jul-23 Quote No: 0

SERVICE ORDER

The undersigned has the authority to execute this Service Order and the ICON Cloud Service Agreement and commit the listed customer to the obligations set forth within the ICON Cloud Service Agreement. The undersigned has read all of the terms of the ICON Cloud Service Agreement inclusive of its appendices, attachments and End User License Agreements (EULA) and agrees to be bound by all the terms of the ICON Cloud Service Agreement and this Service Order. The ICON Cloud Service Agreement may be reviewed and downloaded from the Cloud Policies and End User Agreement section at www.iconcloud.com.

The User License Fee is a monthly user fee for hosted voice services for a single user (station or remote user). This fee includes calling minutes per month of continental U.S. combined inbound and outbound calling as outlined within the User Feature Guide. Minutes are pooled amongst all users (except for unlimited users) for a total allotment of customer minutes per month. Additional discount minutes may be purchased if desired.

* Unlimited minutes are conditional upon ICON Cloud Solutions normal use policies and do not apply to call center agents. Special plans are available for call center agents.

Term: The initial term of this Service Agreement and Service Order is 60
 and is bound by the service and termination terms as defined in the Service Agreement. It may be extended on a yearly basis after the initial term.

Payment: The one-time non-recurring installation and equipment purchase fees will be billed in advance. The recurring user fees will be due upon the first billing cycle and included with your service bill. All other payments are in accordance with the Payment Terms as identified within the Service Agreement. Customer understands and agrees that they are responsible for paying their monthly invoice when due. Further, customer understands and agrees that they accept that there will be an interest charge of 1.5% per month for all outstanding amounts not paid by the due date. These fees will be due to ICON Cloud in addition to all current fees.

ICON Cloud Solutions, LLC:
 480 Wrangler Dr #400, Coppel, TX 75019

Approval

Customer Name SUNY

Signature _____

Approval Signature _____

Name _____

Print Name _____

Date _____

Date _____

Customer Ship To Address:

Address _____

Street Address _____

Customer Contact _____

City, State, Zip _____

Customer Email _____

Attention _____

Customer Telephone # _____

Drew Lander

Sent: Emily Bowden <ebowden@exceedio.com>
Thursday, July 6, 2023 3:44 PM
To: Brandon McKeand
Subject: [SUNY] Quick Quote for VOIP Replacement Project (One Time)

Requested by:

Name: Drew Lander
Email: drew@sunnyslopedwater.org
Phone: 831-637-4670 x17
Address 1: 3570 Airline Hwy
City/State/ZIP: Hollister CA 95023
Country: USA

Items:

<u>Vendor</u>	<u>Product</u>	<u>Comments</u>	<u>Quantity</u>	<u>Rate</u>	<u>Amount</u>
Inside Sales	1101 - Local Labor Services	Documenting, final configuration, install and testing of 11 new phones for Sunnyslope County Water District	0/11	\$120.00	\$1,320.00
					Total: \$1,320.00

Comments: VoIP Replacement Project (One-Time)

To place this item on order please respond to this message and indicate you agree to purchase item(s) listed.

If you have any questions about this quick quote please contact:

--

Emily Bowden
Exceedio, Inc.
5900 Butler Lane, Suite 205, Scotts Valley, CA 95066
[Email support@exceedio.com](mailto:support@exceedio.com) for all questions and requests | Call 831-439-9100 for emergency support

RECORD INFORMATION:

Status: Open
Purchase Number: N76G484636
Purchase Request:

Purchase Ref ID: N76G484636

Drew Lander

From: Emily Bowden <ebowden@exceedio.com>
Sent: Thursday, July 6, 2023 3:44 PM
To: Brandon McKeand
Subject: [SUNY] Quick Quote SAPA for VOIP Project (Monthly)

QQ SAPA # N76G526871

Service and Payment Agreement is made between ("Customer") listed below and Exceedio Inc.

Customer:

Name: Drew Lander
Email: drew@sunnyslopedwater.org
Phone: 831-637-4670 x17
Address 1: 3570 Airline Hwy
City/State/ZIP: Hollister CA 95023
Country: USA

Customer agrees to purchase services listed below from Exceedio on a monthly basis for a time period listed in the Product Comments below, commencing on the first day of the month once ordered prorated if needed.

Items:

<u>Vendor</u>	<u>Product</u>	<u>Comments</u>	<u>Quantity</u>	<u>Rate</u>	<u>Amount</u>
Inside Sales	1211 - EMS ITaaS Network Site	Management of new voice network for Sunnyslope County Water District [12 Months]	0/1	\$99.00	\$99.00
					Total: \$99.00

Comments: VOIP Replacement Project (Recurring Monthly)

To place item(s) on order please respond with "Approved" to this message.

That will indicate you have read and agree to purchase item(s) listed plus the terms and conditions in this SAPA and MSA.

Adds, moves and changes can impact monthly cost on ITaaS line items per your contract, see latest invoice for pricing. Hardware as a Service (HaaS) item pricing does not extend to future adds or upgrades or replacements. Software as a Service (SaaS) prices are subject to change by manufacturer. IT as a Service (ITaaS) pricing is held per term of SAPA.

This Quick Quote Service and Payment Agreement (SAPA) is incorporated by reference into the Managed Service Agreement (MSA), including all attachments thereto, by and between Vendor and Customer. The MSA may be terminated by Vendor at any time without further notice for non-payment of the Service Fee or any portion thereof; provided, however that Customer has been given an opportunity to cure such breach per the terms specified in the MSA. If the MSA is terminated by Customer prior to SAPA end date, Customer agrees to pay the lesser of: (i) all waived

labor hours at the rates set forth in the MSA (or accompanying attachments) or (ii) the total due for the remaining months of the SAPA per the terms herein. *SaaS prices are subject to change at any time

RECORD INFORMATION:

Status: Open

Purchase Number: N76G526871

Purchase Request:

Purchase Ref ID: N76G526871

Staff Report

Agenda Item: F-4

DATE: August 10, 2023 (August 15, 2023 Meeting)

TO: Board of Directors

FROM: General Manager, Drew Lander P.E.

SUBJECT: Authorize The General Manager To Surplus 1 District Vehicle And A 50hp Turbo Blower.

RECOMMENDATION:

Declare the items presented to be surplused and authorize the general manager to list and sell the items.

BACKGROUND:

Due to time constraints the description of the items to be surpluses have not been fully detailed. Staff will present the items to be surplused at the board meeting with relevant details for the Board to take action.

FINANCIAL IMPACT:

The fiscal impact of declaring this equipment surplus and selling the equipment will result in an estimated \$75,000 in revenue.

ENVIRONMENTAL IMPACT:

The proposed action is not a project as defined by California Environmental Quality Act per Article 20, Section 15378.

Staff Report

Agenda Item: F – 5

DATE: August 12, 2022 (August 15, 2022 Meeting)

TO: Board of Directors

FROM: General Manager, Drew Lander P.E.

SUBJECT: Provide The General Manager Direction For Topics To Be Included In The Winter News Letter (Not A Project Under CEQA Per Article 20, Section 15378).

RECOMMENDATION:

Provide the General Manager direction for the Winter newsletter content.

BACKGROUND:

The District newsletters continue to provide much value in providing transparency of the District operations and for communicating upcoming projects.

The General Manager requests input from the Board to develop topics for the upcoming newsletter.

Topic Ideas: Best Road Mutual Water Company Consolidation, Water rates going up with examples, Update of rate comparison chart, Examples of how SSCWD strives to keep costs down—bullet list of all we do to keep water rates as low as possible, employee spotlight. More solar panel discussion. Update on ADRoP wells/future water outlook. Continue restaurant giveaway.

ENVIRONMENTAL IMPACT:

The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

GOVERNANCE COMMITTEE
Water Supply Master Plan
San Benito County Water District Board Room
30 Mansfield Road
Hollister, CA 95023
August 16, 2022
5:00 p.m.

Assistance for those with disabilities:

If you have a disability and need accommodation to participate in the meeting, please call Barbara Mauro, Board Clerk, San Benito County Water District at (831) 637-8218, 48 hours prior to meeting for assistance so the necessary arrangements can be made.

AGENDA

- 1. Call to Order**
- 2. Roll Call:**
 - Representing San Benito County Water District
Director Sonny Flores and Director Tonascia
 - Representing Sunnyslope County Water District
Director James Parker and Director Jerry Buzzetta
 - Representing the City of Hollister
Mayor Mia Casey and Council Member Rick Perez
 - Representing the County of San Benito
Supervisor Angela Curro and Supervisor Dom Zanger
 - Representing the City of San Juan Bautista
Mayor Leslie Jordan and Council Member John Freeman
- 3. Public Comments:** Members of the public are invited to speak on any Water Supply Master Plan policy matter not on this Agenda. Speakers will be limited to 5 minutes to address the Committee. Rebuttal will be limited to 3 minutes
- 4. Water Reliability -** Aquifer Storage and Recover Project; ADRoP status
- 5. Water Supply - Development Capacity Fee-**Potential Fee to serve new development
- 6. San Justo Reservoir Zebra Mussel Update**
- 7. Next Meeting: TBD**
- 8. Adjournment**