

# Sunnyslope County Water District

## A m e n d e d A G E N D A

JULY 21, 2020

**CLOSED SESSION: 4:30 PM**

**REGULAR BOARD MEETING: 5:15 PM**

District Office Board Room



3570 Airline Hwy., Hollister, CA

**AS AUTHORIZED BY THE STATE OF CALIFORNIA EXECUTIVE ORDER N-25-20 PUBLIC ACCESS TO DISTRICT MEETINGS CAN BE OBTAINED THROUGH THE FOLLOWING ACCESS POINTS:**

Join from PC, Mac, Linux, iOS or Android:

<https://meetings.ringcentral.com/j/1489355889?pwd=K2Z5NTM1eXpVTUhBVETA5nlHMDhwQT09>

Password: SSCWD

Or Telephone: Dial +1(623)404-9000 and when prompted enter Meeting ID: 148 935 5889

Regular Board Room attendance will NOT be available.

Any members of the public requiring special accommodations may call the District office at (831) 637-4670 a minimum of 3 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**
- B. ROLL CALL** – President James Parker, Vice-President Jerry Buzzetta, and Directors: Judi Johnson, Ann Ross, and Mike Alcorn.
- C. PUBLIC COMMENT ON CLOSED SESSION MATTERS** – Members of the public may address the Board on the item or items listed on the Closed Session agenda, with a time limit of three minutes per speaker.

### *Closed Session*

- D. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTIONS:**
  - 1. Conference with Legal Counsel – Anticipated Litigation, Gov. Code § 54956.9(b): – One case.
  - 2. Labor Negotiation Discussion – Management Compensation, Gov. Code §54957.6  
District Negotiators: Drew Lander, General Manager  
Employee Organization: Management Staff

## Regular Session

### **E. PLEDGE OF ALLEGIANCE**

### **F. REPORT IN OPEN SESSION ACTION TAKEN IN CLOSED SESSION**

### **G. APPROVAL OF AGENDA**

**H. PUBLIC COMMENTS and AUDIENCE INTRODUCTIONS** – The public may comment <sup>1</sup> on any District business, not on the agenda, with a time limit of three minutes per speaker. No actions may be taken.

**I. 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 shall be moved to Item J, and treated as a matter of new business, or moved to Item L, and discussed as a staff report. The public may address the Board <sup>2</sup> 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 June 16, 2020.
2. Allowance of Claims for disbursements from June 9, 2020 through July 13, 2020.(Amended July 21, 2020)
3. Associate Engineer Monthly Status Report.
4. Finance Manager Monthly Status Reports: a. Narrative Report, b. Operation Summary, c. Statement of Income, and d. Investment Summary.
5. Superintendent Monthly Status Reports: a. Maintenance, b. City Meter Reading, and c. Groundwater Level Measurement.
6. General Manager Monthly Status Report.

**J. 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 Board <sup>2</sup> 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 Cerro Verde Development, (Approval of a develop agreement is not a project under CEQA per Article 20, Section 15378)
2. Authorize the General Manager to Contract with Exceedio Inc. for Information Technology services not to exceed \$2500 per month.

### **K. 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 – (July 20<sup>th</sup>, Closed Session)

6. Water Resources Association of San Benito County – (Canceled) Next scheduled meeting is August 6, 2020.

**L. BOARD and STAFF REPORTS**

1. Directors
2. District Counsel
3. General Manager – COVID 19 Update (Oral Report), Vehicle Replacement Fund Report (Oral Report).

**M. FUTURE AGENDA ITEMS**

**N. 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* – August 18, 2020 @ 5:15 p.m., District Office

**AGENDA DEADLINE: 12:00 p.m. August 12, 2020**

*Future Scheduled Committee Meetings*

Water Resources Agency – August 6, 2020 @ 4:00 PM

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<sup>1</sup> 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. Please step up to and speak at the podium.

<sup>2</sup> 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**  
**June 16, 2020**

**A. CALL TO ORDER:** The meeting was called to order at 5:15 p.m. by President Parker, 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.

**B. ROLL CALL: Present In Person:** Vice President Jerry Buzzetta, and Director Mike Alcorn, Director Judi Johnson, and President James Parker. **Present Via Teleconference:** Director Ann Ross.

**PUBLIC COMMENT ON CLOSED SESSION MATTERS:** Members of the public may address the Board on the item or items listed on the Closed Session agenda, with a time limit of 3 minutes per speaker. No public comment was made.

**C. REPORT IN OPEN SESSION ACTION TAKEN IN CLOSED SESSION:** General Manager/Secretary Drew Lander reported that the Personnel Committee met on May 22, 2020 in closed session and there were no reportable actions.

**D. PLEDGE OF ALLEGIANCE:** Director Buzzetta led Directors and staff in the Pledge of Allegiance.

**E. APPROVAL OF AGENDA:** General Manager/Secretary Drew Lander proposed adding a summary report of the City Council Meeting attended on June 1<sup>st</sup> regarding the request to Open Contract Negotiations with the City of Hollister for Operation of the City of Hollister Wastewater Treatment Plant to Item J3 – General Manager’s Report. Upon a motion made by Director Johnson, seconded by Director Alcorn, for which President Parker then took a roll call vote as follows: Director Alcorn (MA), yes; Director Buzzetta (JB), yes; Director Johnson (JJ), yes; Director Ross (AR), yes; and President Parker (JP), yes; the motion carried 5-0.

**F. 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 public comment was made.

**Staff Present for Open Session: In Person:** General Manager/Secretary Drew Lander, Water/Wastewater Superintendent Jose Rodriguez, Finance & Human Resource Manager Travis Foster, and Associate Engineer Rob Hillebrecht. **Via Teleconference:** Attorney Heidi Quinn.

**G. CONSENT AGENDA:**

1. Approval of Minutes – The Board reviewed the minutes for the Regular Meeting of May 19, 2020 and Special Meeting of May 28, 2020.
2. Allowance of Claims – The Board reviewed the Disbursement Summary (below) for the period of May 12, 2020 through June 8, 2020, totaling \$ 1,690,584.81, which includes \$778,213.88 for payments to vendors, \$189,132.25 for Payroll – employee and director, \$719,751.77 paid to the City of Hollister for collection of City sewer billings (net of our fees), and \$3,486.91 for customer refunds and checks returned. The last “ACH” # (electronic payments) was ACH #1732, the last “DD” # (direct deposit-electronic employee payments) was DD #2924, and the last check written was check #28078.

<u>Date</u>	<u>Number</u>	<u>Name</u>	<u>Amount</u>
05/19/20	ACH 1707	EFTPS	-266.14
05/19/20	ACH 1708	RETURNED ACH (ACH Ret 05-01)	-330.87
05/19/20	ACH 1709	RETURNED ACH (ACH Ret 05-02)	-121.66
05/19/20	ACH 1710	RETURNED ACH (ACH Ret 05-03)	-513.86
05/19/20	ACH 1711	RETURNED ACH (ACH Ret 05-04)	-187.32
05/19/20	ACH 1712	RETURNED ACH (ACH Ret 05-05)	-177.36
05/19/20	ACH 1713	RETURNED ACH (ACH Ret 05-06)	-131.94
05/19/20	ACH 1714	RETURNED ACH (ACH Ret 05-07)	-140.68
05/19/20	ACH 1715	RETURNED ACH (ACH Ret 05-08)	-134.34
05/19/20	ACH 1716	RETURNED ACH (ACH Ret 05-09)	-154.02
05/19/20	ACH 1717	RETURNED ACH (ACH Ret 05-10)	-139.75
05/19/20	ACH 1718	RETURNED ACH (ACH Ret 05-11)	-151.72
05/19/20	ACH 1719	RETURNED ACH (ACH Ret 05-12)	-178.51
05/19/20	ACH 1720	RETURNED ACH (ACH Ret 05-13)	-143.85
05/19/20	ACH 1721	RETURNED ACH (ACH Ret 05-14)	-263.63
05/29/20	ACH 1722	EFTPS	-27,188.40
05/29/20	ACH 1723	Employment Dev. Dept. (EDD) DE88 Pmts.	-11,363.48
05/29/20	ACH 1724	CalPERS - Retirement	-1,036.00
05/29/20	ACH 1725	CalPERS - Retirement	-6,033.03
05/29/20	ACH 1726	CalPERS - Retirement	-24,725.40
05/29/20	ACH 1727	CalPERS - Health Insurance	-17,858.29
05/29/20	ACH 1728	CalPERS - Retirement	-1,411.18
06/02/20	ACH 1729	North American Bancard	-898.31
06/03/20	ACH 1730	Pathian Administrators (VSP)	-323.19
06/08/20	ACH 1731	North American Bancard	-1,230.55
06/05/20	ACH 1732	American Express	-25.71
05/15/20	DD 2896	Alcorn, Michael H.	-184.70
05/15/20	DD 2897	Buzzetta, Jerry T	-415.57

<u>Date</u>	<u>Number</u>	<u>Name</u>	<u>Amount</u>
05/15/20	DD 2898	Johnson, Judi H.	-320.22
05/15/20	DD 2899	Parker, James F	-323.22
05/15/20	DD 2900	Ross, Ann C.	-320.22
05/29/20	DD 2901	Alvarez, Abel	-5,901.30
05/29/20	DD 2902	Bernal, Melissa M	-2,894.71
05/29/20	DD 2903	Boltz, William K	-6,523.18
05/29/20	DD 2904	Buck, Cathy L.	-806.18
05/29/20	DD 2905	Burbank, Jr., Dee J.	-6,336.51
05/29/20	DD 2906	Castro, Kevin G.	-6,305.64
05/29/20	DD 2907	Cervantes, Jr., Adan S.	-5,306.08
05/29/20	DD 2908	Chavez, Jr., Manuel T.	-8,226.25
05/29/20	DD 2909	Eclarin, Ernesto P.	-7,348.92
05/29/20	DD 2910	Foster, Travis J	-6,904.28
05/29/20	DD 2911	Hernandez, Bazilio	-5,988.51
05/29/20	DD 2912	Hillebrecht, Robert B.	-5,410.43
05/29/20	DD 2913	Lander, Drew A	-10,676.85
05/29/20	DD 2914	Malko, Kim A.	-3,992.23
05/29/20	DD 2915	Padilla, David	-6,543.65
05/29/20	DD 2916	Perez Bribiesca, Diego	-4,452.28
05/29/20	DD 2917	Porteur, Carol A.	-4,043.37
05/29/20	DD 2918	Quick, Troy E.	-6,719.10
05/29/20	DD 2919	Roberts, Kelly L.	-4,813.83
05/29/20	DD 2920	Rodriguez, Jose J.	-7,717.98
05/29/20	DD 2921	Vargas Garcia, Michael J	-5,305.05
05/29/20	DD 2922	Vasquez-Herrera, Luis M.	-4,646.11
05/29/20	DD 2923	Watson, Scott A.	-7,916.24
05/29/20	DD 2924	Zavala, Anabel G.	-4,506.39
05/18/20	27992	Hernandez, Bazilio	-87.39
05/18/20	27993	Boltz, William K	-86.12
05/18/20	27994	A-1 Services	-403.00
05/18/20	27995	Auto Tech Service Center, Inc.	-45.00
05/18/20	27996	Bracco's Towing	-125.00
05/18/20	27997	Bracewell Engineering, Inc.	-272.00
05/18/20	27998	Brenntag Pacific, Inc.	-18,657.42
05/18/20	27999	Calgon Carbon Corporation	-48,402.00
05/18/20	28000	CalVista Insurance Agency Inc.	-288.00
05/18/20	28001	CWEA Membership- TCP	-89.00
05/18/20	28002	De Lay & Laredo	-4,562.50
05/18/20	28003	Greenwood Chevrolet	-32,060.18
05/18/20	28004	Inland Water Works Supply Co	-5,629.00
05/18/20	28005	Maggiora Bros. Drilling, Inc.	-8,300.00
05/18/20	28006	Mark Nicholson, Inc.	-21,588.00

<b>Date</b>	<b>Number</b>	<b>Name</b>	<b>Amount</b>
05/18/20	28007	Primex	-2,776.60
05/18/20	28008	RJR Recycling	-1,000.00
05/18/20	28009	San Benito County Water District	-115,270.00
05/18/20	28010	USA Blue Book	-3,260.61
05/18/20	28011	San Benito County Water District	-176.00
05/26/20	28012	Rodriguez, Jose J.	-98.33
05/26/20	28013	JOSUE COLON & YVONNE AVILA	-209.23
05/26/20	28014	KEITH & CRYSTAL KIRKPATRICK	-170.15
05/26/20	28015	Porteur, Carol A.	-100.00
05/26/20	28016	Malko, Kim A.	-57.37
05/26/20	28017	Bianchi Kasavan & Pope, LLP	-957.00
05/26/20	28018	Brenntag Pacific, Inc.	-15,871.97
05/26/20	28019	E.H. Wachs Co.	-286.24
05/26/20	28020	San Benito County Water District	-312,277.46
05/26/20	28021	The Maynard Group	-119.07
05/26/20	28022	Toro Petroleum Corp.	-1,372.34
05/26/20	28023	Verizon Wireless	-274.10
05/26/20	28024	Quick, Troy E.	-250.00
05/26/20	28025	Hillebrecht, Robert B.	-115.71
05/27/20	28026	UWUA Local 820	-850.00
05/29/20	28027	Nationwide Retirements Solutions	-21,037.18
05/29/20	28028	Dearborn Life Insurance Company	-368.00
05/29/20	28029	Premier Access Insurance Co.	-3,450.23
05/29/20	28030	Postmaster	-2,192.21
05/29/20	28031	Petty Cash	-8.49
06/01/20	28032	Zavala, Anabel G.	-70.23
06/01/20	28033	Ace Hardware (Johnson Lumber Co.)	-462.73
06/01/20	28034	American Water Works Association (AWWA)	-2,305.00
06/01/20	28035	AT&T	-618.17
06/01/20	28036	Bianchi Kasavan & Pope, LLP	-15.00
06/01/20	28037	Brenntag Pacific, Inc.	-14,589.93
06/01/20	28038	Central Ag Supply LLC	-945.48
06/01/20	28039	City of Hollister-Finance Dept	-359,688.08
06/01/20	28040	CM Analytical, Inc.	-14,037.50
06/01/20	28041	ERA Safety Solutions LLC	-196.64
06/01/20	28042	Ferguson Enterprises, Inc.	-153.61
06/01/20	28043	Green Line	-1,800.00
06/01/20	28044	Hach Company	-1,068.47
06/01/20	28045	Hollister Auto Parts, Inc.	-466.70
06/01/20	28046	Iconix Waterworks (US) Inc.	-1,485.86
06/01/20	28047	Konica Minolta Premier Finance	-416.76
06/01/20	28048	Mission Uniform Service	-1,029.61

<u>Date</u>	<u>Number</u>	<u>Name</u>	<u>Amount</u>
06/01/20	28049	Palace Business Solutions	-1,183.96
06/01/20	28050	Razzolink.com	-76.95
06/01/20	28051	RJR Recycling	-500.00
06/01/20	28052	San Benito Tire Pros & Automotive	-1,325.09
06/01/20	28053	Shape, Inc.	-2,036.94
06/01/20	28054	True Value Hardware	-53.45
06/01/20	28055	Wright Bros. Indust. Supply	-69.84
06/08/20	28056	Accurate Air Engineering Inc - Lodi	-1,121.26
06/08/20	28057	CATAMOUNT PROPERTIES 2018 LLC	-106.35
06/08/20	28058	SAMANTHA BAILEY & ANTHONY NACCARATO	-71.48
06/08/20	28059	SCOTT A CLIFFORD	-142.16
06/08/20	28060	LINDA S & RONNIE STROUP	-18.03
06/08/20	28061	Ace Hardware (Johnson Lumber Co.)	-508.95
06/08/20	28062	AT&T	-613.99
06/08/20	28063	Bracewell Engineering, Inc.	-272.00
06/08/20	28064	Brenntag Pacific, Inc.	-27,816.49
06/08/20	28065	Central Ag Supply LLC	-93.07
06/08/20	28066	City of Hollister-Finance Dept	-360,063.69
06/08/20	28067	CWEA Membership- TCP	-365.00
06/08/20	28068	Ferguson Enterprises, Inc.	-50.62
06/08/20	28069	MBS Business Systems	-871.84
06/08/20	28070	P G & E	-19,130.98
06/08/20	28071	Pinnacle Agriculture	-797.04
06/08/20	28072	Recology San Benito County	-208.63
06/08/20	28073	Shape, Inc.	-9,212.08
06/08/20	28074	Star Concrete	-668.06
06/08/20	28075	State Water Resources Control Board-DWOCP	-215.00
06/08/20	28076	Toro Petroleum Corp.	-629.75
06/08/20	28077	U.S. Bank Corporate Payment Systems	-3,067.45
06/08/20	28078	USA Blue Book	-823.80
			<b>\$ <u>-1,690,584.81</u></b>

3. Associate Engineer Monthly Status Report.
4. Finance Manager Monthly Status Reports: a. Narrative Report, b. Operation Summary, c. Statement of Income, and d. Investment Summary.
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 Item G.3 – Associate Engineer Monthly Status Report, Item G.4 Finance Manager Monthly Status Report and Item G.5 Superintendent Monthly Status Report pulled for discussion, and moved to Agenda Item J.4, J.5 and J.6, Board and Staff Reports.

Director Buzzetta asked to have Item G.2 – Allowance of Claims pulled for discussion, and moved to Agenda Item J.7 Board and Staff Reports.

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

## H. NEW BUSINESS:

1. **CONSIDER ADOPTION OF RESOLUTION NO 552 ORDERING A DISTRICT ELECTION, REQUESTING THE COUNTY OF SAN BENITO TO CONDUCT THE ELECTION, AND AUTHORIZING PAYMENT FOR THE COST OF THE ELECTION – ESTIMATED TO BE \$12,000 (Not a project under CEQA per Article 20, Section 15378):** General Manager/Secretary Lander explained that on November 30, 2020, two of the Board of Director's terms will expire requiring an election of Board Members to fill these two upcoming vacancies. The next regular election will be held November 3, 2020 and the District must adopt a resolution ordering the election, requesting the County of San Benito conduct the election, and authorize payment for the County's services to conduct the District's election. This Resolution and a Notice of Elective Offices to be Filled must be certified and delivered to the County Clerk of San Benito County at least 125 days prior to the day of the election (August 7, 2020) in order for the District to utilize the services of the County. The cost for the County to conduct the election on the District's behalf will be dependent on the candidates running and the District's share of the County's overall cost of conducting the election on November 3, 2020, but is not expected to exceed \$12,000. The cost to the District should be less than the estimate due to the District's election being held with several other local, State, and Federal elections reducing the District's share, however the overall election may be a higher cost than prior election cycles due to potential new state requirements associated with adaptation to the Corona Virus and requirements for direct mail in ballots. The actual cost will not be known until sometime late in 2020.

Residents of Sunnyslope County Water District interested in running for open seats on the Board of Directors must submit forms declaring their candidacy between July 13,

2020 and by August 7, 2020 at 5:00 pm. These forms may be obtained from the County Office of Elections between these dates.

Director Alcorn asked if the Directors run unopposed, does the District still pay. Director Johnson confirmed that there is no election charge if the candidates run unopposed. Director Buzzetta inquired about the \$800 cost to file a statement? Director Johnson confirmed that the candidate pays the filing cost, but will be refunded the cost if the candidate runs unopposed.

Upon a motion made by Director Johnson to adopt Resolution No. 552 ordering a District election, requesting the County of San Benito to conduct the election, and authorizing payment for the cost of the election, estimated to be \$12,000, seconded by Director Buzzetta, and for which President Parker then took a roll call vote as follows: Directors MA, yes; JB, yes; JJ, yes; AR, yes; and President JP, yes; the motion carried 5-0.

2. **CONSIDER APPROVAL AND AUTHORIZE THE PRESIDENT TO SIGN AN AGREEMENT FOR WATER FACILITIES AND SERVICE FOR THE ROBERTS RANCH PHASE 1 DEVELOPMENT (Not a project under CEQA per Article 20, Section 15378):** Associate Engineer Rob Hillebrecht explained that the proposed Roberts Ranch Phase 1 Development is located north of Airline Highway between Enterprise Road and the Cielo Vista development. District staff have reviewed the Improvement Plans to ensure that they meet all District standards and requirements.

The irrigation system of all the Valley View Park expansion will be served from the independent irrigation pipeline that Sunnyslope is configuring as various key properties develop. The intent is for the water supply of the irrigation pipeline to eventually be served through 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 acknowledges the District's right to terminate the Agreement if severe drought or other unforeseen circumstances significantly limit its ability to serve additional development.

Director Alcorn inquired if the Developer was Award Homes. Associate Engineer Rob Hillebrecht clarified that the developer of Roberts Ranch is KB Homes, with the Award Homes project being a different project. Director Alcorn also asked if the project assists with any aspect of the community college project. Mr. Hillebrecht said that the project will assist with the resiliency of the high-pressure zone.

Director Buzzetta inquired if there was any significance to the highlighted words on pages 50-52. Associate Engineer Rob Hillebrecht responded that the highlighting was a mistake in the creation of the PDF and they can be disregarded.

Upon a motion made by Director Johnson to approve and authorize the President to sign an agreement for Water Facilities and Service for The Roberts Ranch Phase 1 Development, seconded by Director Alcorn, and for which President Parker then took a roll call vote as follows: Directors MA, yes; JB, yes; JJ, yes; AR, yes; and President JP, yes; the motion carried 5-0.

**3. AUTHORIZE THE GENERAL MANAGER TO PURSUE MIGRATION OF THE DISTRICT WEBSITE WITH STREAMLINE® WEB SERVICE AND BUDGET FOR ANNUAL SERVICE EXPENSE IN THE AMOUNT OF \$3,600 :**

General Manager/Secretary Lander explained the website format has remained relatively unchanged for more than a decade and currently is not in compliance with public transparency regulations and best management practices. To align the District website with accessibility guidelines the web service company Streamline offers to provide a software as a service (SaaS) package specifically geared toward public agency and special district needs.

The website will be hosted remotely to ensure that the software remains up to date and to meet the latest accessibility requirements including Section 508 / Web Content Accessibility Guidelines (WCAG) 2.0 AA standards. An example of a requirement that would greatly benefit the District is the ability of the Streamline® to provide translation services to the District webpage content. Service includes not only full compliance with public access accessibility best management practices, but also support and training for staff tasked with managing the website.

Mr. Lander concluded that the modernization will be a positive change and add value for the rate payer's online interaction with the District. The website is fully customizable and will provide a platform to advertise future services. Mr. Lander also mentioned Director Johnson inquired about potential future increases in cost. Mr. Lander confirmed the cost will not increase for the basic package before the Board. Mr. Lander did clarify that if additional services are added in the future with other service providers that need to be incorporated into the website, there may be additional costs. Mr. Lander clarified that any additional changes associated with other service providers will be brought for the Board for approval.

The services provided by Streamline were briefly presented to the Board by visiting both the Aromas Water District's website and a rough draft of the District's website. Director

Johnson inquired about the orange bar on the District's draft website. The General Manager reported that it is a notification bar that consistently appears across all pages of the website. The District could place notices advising about COVID related news or other notification.

Director Parker opened the meeting for public comment. No public comment was made.

Director Alcorn inquired if the District retains the right to the content and if District staff is allowed to edit the content. Mr. Lander confirmed Streamline is providing the software tool and the District has the rights to the District content. Mr. Lander continued with clarifying that District staff will be responsible for writing the content, posting pictures and the overall layout of the website.

Upon a motion made by Director Johnson to authorize the General Manager to pursue migration of the District Website with Streamline® Web Service and budget for annual service expense in the amount of \$3,600, seconded by Director Buzzetta, and for which President Parker then took a roll call vote as follows: Directors MA, yes; JB, yes; JJ, yes; AR, yes; and President JP, yes; the motion carried 5-0.

## **I. BOARD COMMITTEE and STATUS REPORTS**

1. **Governance Committee:** No meeting held.
2. **Water/Wastewater Committee:** No meeting held.
3. **Finance Committee:** No meeting held.
4. **Policy and Procedure Committee:** No meeting held.
5. **Personnel Committee:** The closed session report was given at the beginning of the meeting. The committee met in closed session on May 22<sup>nd</sup> to discuss labor negotiations. Director Buzzetta requested if there would be a status report on the contract with the managers. Mr. Lander replied that there will be a report at the next meeting.

**Water Resources Association of San Benito County (WRA):** No meeting held.

## **J. BOARD and STAFF REPORTS**

1. **Directors:**

Director Johnson was appreciative of staff giving a tour of the recently purchased Vactor Truck. Director Johnson also encouraged the Board to attend the ACWA virtual conference.

Director Alcorn inquired if the virtual conference will be free. Director Johnson reported there is a cost and that there will be a partial refund of any attendance fees paid for the live conference.

2. **District Counsel:** No report
3. **General Manager:** General Manager/Secretary Lander reported that the current costs associated with the impact of COVID are \$32,494.46 with \$20,313.07 in lost late fee revenue, \$10,500 in lost Administrative Collection Fees and \$1,681.39 in expenses for legal services and supplies. As the County will be moving to Phase 4 with re-opening all buildings, the District is planning for reopening on Monday, June 22<sup>nd</sup> to the public. Plastic shields have been installed at the front desk, masks will be required to enter the facility and hand sanitizer will be available. Mr. Lander will be bringing a policy change for late payments to the Policy Committee in July as the District will be looking to lift the hold on late fees billed.

General Manager/Secretary Lander then moved onto the summary of the City Council presentation given on June 1<sup>st</sup> to the City of Hollister. Mr. Lander reported that the Mayor would like to put the Operation of the Wastewater Plant out to a Request for Proposal (RFP). Director Alcorn inquired as to how long the process will take. Mr. Lander replied that the process is expected to take several months. Mr. Lander emphasized that the District is available to assist the City immediately if the need arises.

4. Associate Engineer Monthly Status Report: Director Johnson pulled Item G.4 and requested Rob Hillebrecht to summarize their discussion about item 4 of the Associate Engineer's Monthly Status Report for the Board. Mr. Hillebrecht reported the District is moving forward with putting together the Request for Bids for the CCTV video inspection and assessment of all gravity sewer pipes within the District as part of the Sewer System Management Plan (SSMP) approved on April 21<sup>st</sup>, 2020.
5. Finance Manager Monthly Status Report: Director Johnson pulled Item G.4 and requested Travis Foster to discuss two items, the past due percentage on pg. 20 and the Board Reserve Summary on pg. 31. Mr. Foster reported that all though there is a small increase in the past due percentage, the increase is consistent to prior year as water consumption typically starts to increase annually in April. This increase results in an increase in the Accounts Receivable balance, with a correlated increase in the past due balance. The variance is consistent to the prior year.

Mr. Foster also reported on the Board Reserve Summary on pg. 31. As the Board had requested the status of the reserves in my first couple of meetings with the District, I have included the Board Reserve Summary as a new item e. with the monthly report. We will continue to include this page so the information is kept up to date and can be referred to in future monthly meetings.

6. Superintendent Monthly Status Report: Director Johnson pulled Item G.5 and requested Jose Rodrigues to report on the 1<sup>st</sup> and 4<sup>th</sup> bullet points of the Narrative of the Superintendent's Monthly Status Report. Mr. Rodriguez reported that the Unregulated Contaminant Monitoring Rule (UCMR 4) requires that once every five years, the US Environmental Protection Agency (EPA) issues a new list of no more than 30 unregulated contaminants to be monitored. The sampling will be completed by August.

Director Johnson requested when the work on Well#2 will commence, which was the fourth item on the narrative.

Mr. Rodriguez reported that the work started on June 8<sup>th</sup>.

7. Allowance of Claims for Disbursements: Director Buzzetta pulled Item G.2. Director Buzzetta referred to Check 27998 paid to Brenntag Pacific, Inc. in the amount of \$18,657.42 to report back to the Board on the improvement of paperwork support for this vendor. He reported that from the previous meeting in May, there were some issues with respect to the support documents for the invoices. Director Buzzetta commented that staff have done a great job improving the sign off of support documents and correlating weight tags of the invoices. Mr. Lander commented he appreciates the great job of scrutinizing the paperwork and the staff is also looking into the chemical costs and potential cost reductions with vendors.

Mr. Buzzetta also reported on the Check series 28026-28029 for payroll related items. The checks were prepared by staff while Director Johnson was in the office in order to pay payroll liabilities. In addition, there were two checks, check 28030 to the Postmaster for \$2,192.21 and check 28031 to Petty Cash for \$8.49 to reimburse the Petty Cash Box that were signed by staff. Mr. Foster reported that staff has asked Directors in the past to have a Director sign checks if they are in the office and the postage and petty cash checks have been processed when needed only on an as needed basis. Mr. Lander also commented that the check support is available for the Directors to review if there are any questions.

Director Buzzetta also pulled checks 28053 and 28073 written to Shape, Inc. in the amounts of \$2,036.94 and \$9,212.08 respectively. Director Buzzetta commented the supporting invoices were for 2 pumps and asked about how the pumps are used.

Mr. Lander replied the two pumps are a flight pump and a chopper pump that needed to be replaced. The old pumps were 7 to 10 years old and are used for the lift station. Mr. Lander also added that he was able to negotiate a discount of \$500 from the first invoice and a discount of \$1,000 on the chopper pump.

**K. FUTURE AGENDA ITEMS:**

1. Director Johnson requested that new pictures of employees be taken. Mr. Lander commented that this is in the works and due to the inability of staff to get haircuts with the COVID pandemic we are hoping to get this completed as salon's and barbershops have recently opened.

**L. ADJOURNMENT:** President Parker adjourned the meeting at 6: 23 p.m.

**APPROVED BY THE BOARD:**

\_\_\_\_\_  
James F. Parker, President

**RESPECTFULLY SUBMITTED:**

\_\_\_\_\_  
Drew A. Lander, Secretary

TF

# Sunnyslope County Water District

## Disbursement Summary

June 9, 2020 through July 13, 2020

Date	Num	Name	Amount
06/15/20	ACH 1733	EFTPS	-652.12
06/10/20	ACH 1734	RETURNED CHECK	-218.51
06/16/20	ACH 1735	RETURNED CHECK	-54.73
06/17/20	ACH 1736	RETURNED ACH	-170.52
06/17/20	ACH 1737	RETURNED ACH	-295.70
06/17/20	ACH 1738	RETURNED ACH	-125.60
06/17/20	ACH 1739	RETURNED ACH	-185.20
06/17/20	ACH 1740	RETURNED ACH	-402.58
06/17/20	ACH 1741	RETURNED ACH	-140.68
06/30/20	ACH 1742	EFTPS	-25,782.28
06/30/20	ACH 1743	Employment Dev. Dept. (EDD) DE88 Pmts.	-11,187.05
06/30/20	ACH 1744	CalPERS - Retirement	-1,036.00
06/30/20	ACH 1745	CalPERS - Retirement	-6,033.03
06/30/20	ACH 1746	CalPERS - Retirement	-24,530.25
06/30/20	ACH 1747	CalPERS - Retirement	-50.00
07/01/20	ACH 1749	North American Bancard	-1,294.19
07/01/20	ACH 1750	RETURNED CHECK	-74.59
07/03/20	ACH 1751	North American Bancard	-1,313.87
07/09/20	ACH 1754	American Express	-30.73
06/15/20	DD 2925	Alcorn, Michael H.	-608.45
06/15/20	DD 2926	Buzzetta, Jerry T	-877.33
06/15/20	DD 2927	Johnson, Judi H.	-855.50
06/15/20	DD 2928	Parker, James F	-507.93
06/15/20	DD 2929	Ross, Ann C.	-320.23
06/30/20	DD 2930	Alvarez, Abel	-5,649.00
06/30/20	DD 2931	Bernal, Melissa M	-2,894.71
06/30/20	DD 2932	Boltz, William K	-7,148.67
06/30/20	DD 2933	Burbank, Jr., Dee J.	-6,336.51
06/30/20	DD 2934	Castro, Kevin G.	-6,661.31
06/30/20	DD 2935	Cervantes, Jr., Adan S.	-5,306.09
06/30/20	DD 2936	Chavez, Jr., Manuel T.	-8,420.10
06/30/20	DD 2937	Eclarin, Ernesto P.	-6,611.44
06/30/20	DD 2938	Foster, Travis J	-6,904.27
06/30/20	DD 2939	Hernandez, Bazilio	-6,380.24
06/30/20	DD 2940	Hillebrecht, Robert B.	-5,410.42
06/30/20	DD 2941	Lander, Drew A	-10,676.85
06/30/20	DD 2942	Malko, Kim A.	-3,992.22
06/30/20	DD 2943	Padilla, David	-6,519.56
06/30/20	DD 2944	Perez Bribiesca, Diego	-4,492.49
06/30/20	DD 2945	Porteur, Carol A.	-3,344.96
06/30/20	DD 2946	Quick, Troy E.	-6,776.93
06/30/20	DD 2947	Roberts, Kelly L.	-4,813.83
06/30/20	DD 2948	Rodriguez, Jose J.	-7,717.96
06/30/20	DD 2949	Vargas Garcia, Michael J	-4,985.23



# Sunnyslope County Water District

## Disbursement Summary

June 9, 2020 through July 13, 2020

Date	Num	Name	Amount
06/30/20	DD 2950	Vasquez-Herrera, Luis M.	-4,610.42
06/30/20	DD 2951	Watson, Scott A.	-7,932.13
06/30/20	DD 2952	Zavala, Anabel G.	-4,454.92
06/15/20	28079	Watson, Scott A.	-64.72
06/15/20	28080	AARON & SANDRA HUGHES	-301.10
06/15/20	28081	JEFFREY & KAREN WRIGHT	-55.15
06/15/20	28082	A-1 Services	-844.00
06/15/20	28083	Ag. Commissioner San Benito Co.	-239.23
06/15/20	28084	Auto Tech Service Center, Inc.	-69.00
06/15/20	28085	B.S.K. Analytical Laboratories, Inc.	-600.00
06/15/20	28086	Badger Meter, Inc.	-132,654.75
06/15/20	28087	Brenntag Pacific, Inc.	-17,501.17
06/15/20	28088	Calgon Carbon Corporation	-48,402.00
06/15/20	28089	Central Ag Supply LLC	-271.49
06/15/20	28090	Green Valley Farm Supply, Inc	-1,942.32
06/15/20	28091	John Smith Road Landfill	-1,424.65
06/15/20	28092	Postmaster	-240.00
06/15/20	28093	RJR Recycling	-1,500.00
06/15/20	28094	San Benito County Water District	-283.00
06/15/20	28095	Trans Union LLC	-125.08
06/15/20	28096	EBCO Pest Control	-60.00
06/15/20	28098	National Assoc. of Clean Water Agencies	-750.00
06/15/20	28099	San Benito County Water District	-323,121.96
06/16/20	28100	Postmaster	-1,386.39
06/25/20	28101	Ace Hardware (Johnson Lumber Co.)	-245.43
06/25/20	28102	B.S.K. Analytical Laboratories, Inc.	-300.00
06/25/20	28103	Brenntag Pacific, Inc.	-54,294.78
06/25/20	28104	Calcon System, Inc.	-1,297.50
06/25/20	28105	Bianchi Kasavan & Pope, LLP	-313.50
06/25/20	28106	Central Ag Supply LLC	-510.83
06/25/20	28107	De Lay & Laredo	-2,429.50
06/25/20	28108	Ferguson Enterprises, Inc.	-188.67
06/25/20	28109	First Trust Alarm Company	-698.00
06/25/20	28110	Grainger, Inc.	-78.94
06/25/20	28111	Hach Company	-1,324.79
06/25/20	28112	Inland Water Works Supply Co	-8,313.60
06/25/20	28113	Konica Minolta Premier Finance	-416.76
06/25/20	28114	Mc Master-Carr	-50.86
06/25/20	28115	Mid Valley Supply	-125.40
06/25/20	28116	Pinnacle Agriculture	-785.97
06/25/20	28117	Premier Access Insurance Co.	-3,450.23
06/25/20	28118	RJR Recycling	-2,000.00
06/25/20	28119	Tesco Controls Inc	-820.00
06/25/20	28120	USA Blue Book	-944.28

# Sunnyslope County Water District

## Disbursement Summary

June 9, 2020 through July 13, 2020

Date	Num	Name	Amount
06/25/20	28121	Verizon Wireless	-271.63
06/25/20	28122	W.S. Darley & Co.	-372.17
06/25/20	28123	WECO Industries	-5,255.11
06/25/20	28124	UWUA Local 820	-850.00
06/29/20	28125	ROBERTA & GREGORY BABER	-121.72
06/29/20	28126	BARRY BRADY	-181.81
06/29/20	28127	DAWN, RALPH OR DARLENE HERRERA	-158.28
06/26/20	28128	Nationwide Retirements Solutions	-20,037.18
06/26/20	28129	Toro Petroleum Corp.	0.00
06/26/20	28130	Toro Petroleum Corp.	-1,354.73
06/29/20	28131	Postmaster	-2,196.25
06/30/20	28132	VOID - Cloud / Water Smart	0.00
07/02/20	28133	JESUS OSEGURA	-237.34
07/02/20	28134	Ace Hardware (Johnson Lumber Co.)	-182.90
07/02/20	28135	AT&T	-641.12
07/02/20	28136	Auto Tech Service Center, Inc.	-870.00
07/02/20	28137	Badger Meter, Inc.	-1,540.88
07/02/20	28138	Bracewell Engineering, Inc.	-607.00
07/02/20	28139	Brenntag Pacific, Inc.	-8,324.46
07/02/20	28140	Brigantino Irrigation	-24.65
07/02/20	28141	Central Ag Supply LLC	-626.33
07/02/20	28142	Hach Company	-4,938.25
07/02/20	28143	Hollister Auto Parts, Inc.	-341.95
07/02/20	28144	Mission Uniform Service	-1,277.94
07/02/20	28145	O'Reilly Auto Parts	-190.43
07/02/20	28146	Palace Business Solutions	-86.55
07/02/20	28147	Petty Cash	-29.69
07/02/20	28148	Postmaster	-78.00
07/02/20	28149	Razzolink.com	-76.95
07/02/20	28150	True Value Hardware	-57.72
07/02/20	28151	USA Blue Book	-4,390.91
07/02/20	28152	Veolia Water Technologies	-58,827.60
07/08/20	28153	Iconix Waterworks (US) Inc.	-6,568.14
07/13/20	28154	Padilla, David	-169.28
07/13/20	28155	Porteur, Carol A.	-69.87
07/13/20	28156	Alvarez, Abel	-173.20
07/13/20	28157	Hernandez, Bazilio	-168.33
07/13/20	28158	Porteur, Carol A.	-54.95
07/13/20	28159	AT&T	-797.06
07/13/20	28160	Bracewell Engineering, Inc.	-272.00
07/13/20	28161	Brenntag Pacific, Inc.	-41,137.18
07/13/20	28162	Brigantino Irrigation	-43.44
07/13/20	28163	California Pipe Fabricators	-9,559.38
07/13/20	28164	CalVista Insurance Agency Inc.	-76,603.00

# Sunnyslope County Water District

## Disbursement Summary

June 9, 2020 through July 13, 2020

Date	Num	Name	Amount
07/13/20	28165	Central Ag Supply LLC	-85.52
07/13/20	28166	CM Analytical, Inc.	-23,327.50
07/13/20	28167	EBCO Pest Control	-60.00
07/13/20	28168	ERA Safety Solutions LLC	-350.73
07/13/20	28169	Hach Company	-728.38
07/13/20	28170	John Smith Road Landfill	-3,837.60
07/13/20	28171	Mc Master-Carr	-395.24
07/13/20	28172	P G & E	-24,635.00
07/13/20	28173	Postal Graphics	-7.37
07/13/20	28174	Recology San Benito County	-208.63
07/13/20	28175	RJR Recycling	-750.00
07/13/20	28176	Staples Advantage	-212.99
07/13/20	28177	Star Concrete	-124.55
07/13/20	28178	State Water Resources Control Brd-WWOPCP	-120.00
07/13/20	28179	Toro Petroleum Corp.	-1,183.61
07/13/20	28180	Trans Union LLC	-132.07
07/13/20	28181	U.S. Bank Corporate Payment Systems	-2,134.27
			<b>\$ -1,133,271.22</b>

**SUMMARY:**

Accounts Payable Paid to:

Vendors	\$ 899,180.10
Payroll - Employee and Director	231,367.61
City of Hollister for City Billing Collected, Net of Fees	-
Customer Refunds & Returned Checks/ACH	2,723.51
<b>Total Disbursements</b>	<b>\$ 1,133,271.22</b>

# ***Staff Report***

DATE: July 15, 2020 (June 21, 2020 Meeting)

TO: Board of Directors

FROM: Rob Hillebrecht, Associate Engineer

SUBJECT: Associate Engineer Monthly Status Report

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1. **Website** – Staff have been trained on the Streamline website system and are currently adding and migrating data and information from our old website to this one. Streamline is much more user friendly and attractive than the old website. The new site is not yet live to the public but is expected to go live in the coming months.
2. **Computerized Maintenance Management System (CMMS)** – Staff have assisted SBCWD in initiating the implementation of a CMMS for West Hills and Lessalt. This has included identifying various equipment and components in each plant, creating a digital filing system for them, and inputting relevant data for each component.
3. **Cerro Verde Development Agreement** – The Agreement for Water Facilities and Service for the Cerro Verde Development was drafted by staff and signed by the developer. The development anticipates breaking ground this summer.
4. **Preparation of Sewer Video Request for Bids** – Staff are finalizing a Request for Bids from contractors to conduct CCTV video inspection and assessment of all gravity sewer pipes within the District. In our newly approved SSMP, a goal is to begin a CCTV inspection program by 2021.
5. **Lessalt WTP Booster Station Piping** – Bids were received and opened for the project, but due to issues with the low bidder and higher than anticipated bid prices, staff are reconsidering the project strategy. Parts and materials have been delivered to the site.
6. **West of Fairview** – West of Fairview Phase 1A will soon replace the existing 12” ACP water main crossing from Fairview to Union. That main has been shut down and is being removed by the developer during construction (no customers affected). The new line is expected to begin service in about 4 weeks. Installation of the development water system will begin in the next few weeks.
7. **Capacity Fee Increase** – Staff contacted developers and alerted them to the capacity fee increase from \$11,000 to \$11,700 on July 1<sup>st</sup>, 2020 due to a 6.3% increase in the ENR Construction Cost Index for San Francisco 1<sup>st</sup> Quarter report. Ordinance No. 73 approved Aug. 6, 2013 established this annual capacity fee adjustment.

# **Staff Report**

Agenda Item: **I - 4**

DATE: July 15, 2020 (July 21, 2020 Meeting)

TO: Board of Directors

FROM: Travis J. Foster, Finance & Human Resource Manager

SUBJECT: Narrative Report to Accompany Agenda Items  
**b. Operation Summary, c. Statement of Income, and d. Investment Summary**  
**e. Board Designated Reserves**

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## **b. OPERATION SUMMARY**

*(June, 2020 & YTD Twelve Months):*

We received seventeen (17) water capacity fees and one (1) wastewater capacity fee in June 2020, bringing the total to two hundred eighty-two (282) water capacity fees and two (2) wastewater capacity fees received this fiscal year, compared to twenty-two (22) water capacity fees and one (1) wastewater capacity fee received in June 2019, for a total of one-hundred thirty-six (136) water capacity fees and three (3) wastewater capacity fees received last fiscal year. This is an increase of one hundred fifty-one (146) water capacity fees and a decrease of one (1) wastewater capacity fee year over year at the completion of Fiscal Year 2019-20.

The number of customers signed up for any of our various Automatic Payment services is up to 2,814 customers in June 2020, which is up thirty-five (35) customers compared to last month and represents 43.7% of our customers. Customers on Automatic Payment services are up 309 customers compared to June 2019, a 12.3% increase. Our deposit policy continues to drive the increase in customers signing up for our in-house (free) "Auto Pay" services. Also, 475 of our customers, or 7.4%, have gone "GREEN" by signing up for our "e-bill" service, where they receive an email notice when their bill is ready, rather than receive a paper bill and envelope in the mail.

Water sales revenue for June 2020, is up \$223,604 (or 40%) compared to last month and is up \$168,437 (or 27.6%) compared to June 2019. This fiscal year's total water revenue thru twelve months is \$6,778,067 compared to \$6,388,419 last fiscal year, which represents an increase of \$389,648 (or 6.1%) in water sales revenue year over year.

The water sold to customers for the first twelve months of fiscal year 2019/20 totals 786 million gallons compared to 747.9 million gallons last year. This represents an increase of 38.1 million gallons sold to customers (or 5.1%) over last year. The number of customers billed also has an

## Staff Report

## Page 2

effect on revenue earned, and in June 2020, we billed a total of 6,440 water customers; up 287 customers over June 2019, an increase of 4.7%.

Sewer fee revenue for June 2020, is up \$1,555 compared to last month, and is up \$9,018 (or 5.8%) compared to June 2019. The fiscal year total sewer fee revenue of \$1,898,456 compared to \$1,927,095 for last fiscal year, represents a decrease of \$28,639 (or -1.5%) in sewer fee revenue. The decrease from prior year is attributed to a the annual calculation of sewer volume charges being slightly greater in the prior year.

Installation fee revenue is based on the number of capacity fees collected and the size of the meter to be installed. For the twelve months of fiscal year 2019/20, we have collected \$116,720 for 282 water and 2 wastewater connections, compared to last fiscal year of \$56,035 for 136 water and 3 wastewater connections. This is an increase of \$60,685 (or 108%).

For the twelve months of fiscal year 2019/20, compared the same period last fiscal year:

- Late fee revenue of \$49,088 is down \$20,194 (or -29.1%);
- Administrative collection fees of \$38,210 is down \$17,890 (or -31.9%);
- Net billing fees from the City of Hollister of \$144,009 is up \$5,979 (or 4.3%); and
- Other miscellaneous fees of \$20,048 is down \$5,005 (or -20%).

The past due percentage of accounts receivable due from all customers for June 2020 is 5.76% compared to June 2019 of 5.02%. The past due percentage is in an acceptable range and we continue to monitor the change in trend from the previous months.

**c. STATEMENT OF INCOME**

*(May, 2020 & YTD Ten Months):*

For May 2020, Water operations shows a Net Operating Loss of \$109,402 and Net Income of \$47,435, with Non-Operating Income from Capacity Fees of \$156,300 bridging the gap of the Net Operating Loss. Wastewater operations shows Net Operating Income of \$63,460 and Net Income of \$63,594. In May of 2019, Water operations resulted in a Net Operating Loss of \$156,688 and a Net Loss of \$2,341, and Wastewater operations produced Net Operating Income of \$64,876 and Net Income of \$65,050. Water Operating Income and Net Income improved from 2019 by 30.2% and 21.3%, respectively. Wastewater Operating Income and Net Income both decreased in 2020 by 2.2% from the previous year.

Year-to-date (eleven-months) May 2020, Water operations shows a Net Operating Loss of \$748,332 and Net Income of \$3,624,363. Wastewater operations shows Net Operating Income of

## Staff Report

Page 3

\$667,885 and Net Income of \$386,568. The Water and Wastewater combined net income in May 2020 is \$4,010,931. When comparing to year-to-date May 2019, Water operations showed a Net Operating Loss of \$509,207 and Net Income of \$796,310, and Wastewater operations showed Net Operating Income of \$709,094 and Net Income of \$511,536, for a total combined Water and Wastewater net income of \$1,307,846. This represents a decrease in Water Net Operating income of \$239,125 and an increase in Water Net Income of \$2,828,053. Wastewater Net Operating Income decreased \$41,209 and Wastewater Net Income decreased \$124,968, which is due to expenses from the Southside Road Slide.

For the Year-to-date (eleven-months) May 2020, total combined net income increased \$2,703,085 over the prior year. The net increase is primarily due to the one-time recognition of Donated Assets from developments. The assets accepted by the District for FY 2020 include Santana Ranch Phase 2 and Phase 4, Sunnyside Estates and Klauer 811 Santa Ana Rd. with values estimated at \$210,800, \$252,985, \$933,925 and \$41,585 respectively. In addition, the increase in net income is also attributable to an increase of 146 water capacity fees collected over last year.

**d. INVESTMENT SUMMARY***(June 30, 2020 & YTD Eleven Months):*

Our total cash and invested funds is \$12,335,035 as of June 30, 2020, and is up \$12,961, compared to last month. Compared to June 30, 2019, our total cash and invested funds is up \$2,282,062, or 22.7%. 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 June of 2019, which decreased the cash position in the prior year. The District's invested funds at June 30<sup>th</sup> are split between the Local Agency Investment Fund (LAIF), and the Heritage Bank Money Market Account (MMA), with \$6,961,323 invested in LAIF, and \$1,058,516 invested in the MMA. The remaining balance of \$4,315,454 is on deposit with Heritage Bank in the District's checking account. Interest received year-to-date totals \$144,796, which represents twelve months interest on the MMA, and quarterly interest from LAIF that posted in July, October, January and April.

**e. BOARD DESIGNATED RESERVES***(June 30, 2020 & YTD Eleven Months):*

Attachment e. of the Finance Manager's report provides a summary of the Board Designate Reserve Balances as of June 30, 2020.

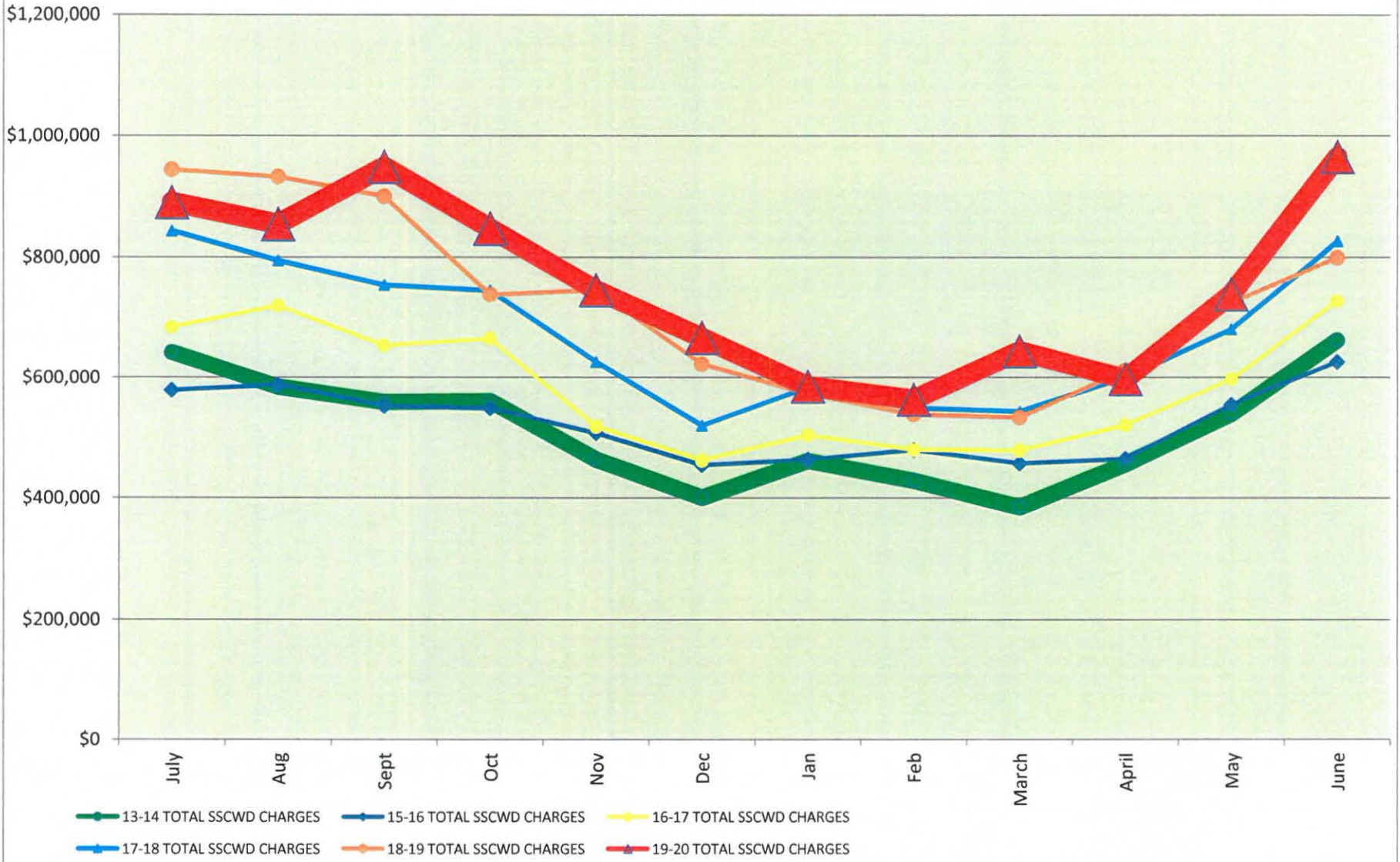
**Sunnyslope County Water District**  
 2019 / 2020 OPERATION SUMMARY (This Year)

Agenda Item: I-4b

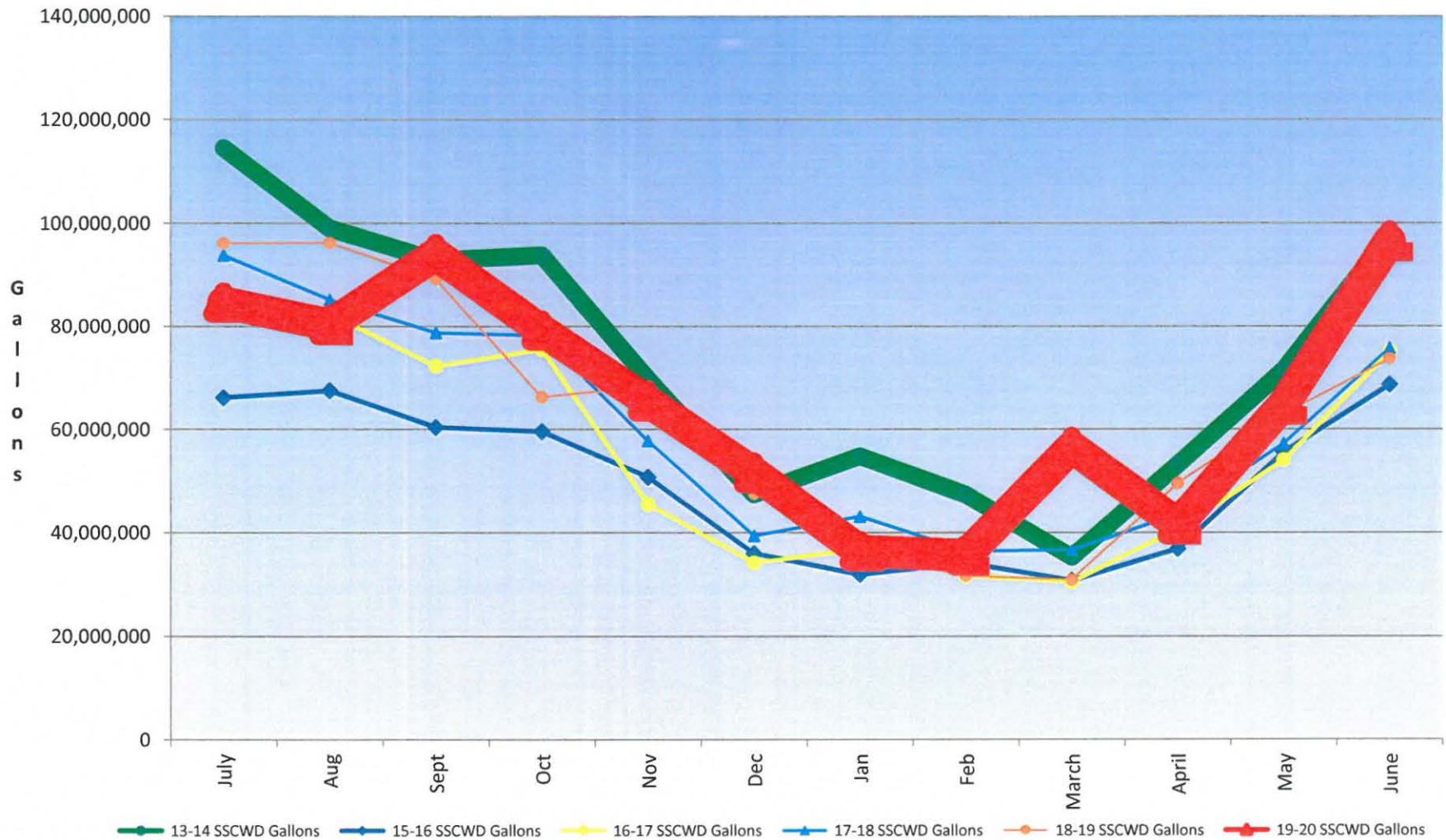
ITEMS	JULY 2019	AUG. 2019	SEPT. 2019	OCT. 2019	NOV. 2019	DEC. 2019	JAN. 2020	FEB. 2020	MARCH 2020	APRIL 2020	MAY 2020	JUNE 2020	TOTALS
NO. WATER CAPACITY FEE RECD	48	21	6	31	3	40	58	7	27	12	12	17	282
NO. WW CAPACITY FEE RECD	-	-	-	-	-	-	-	1	-	-	-	1	2
NO. WATER ACCOUNTS	6,177	6,173	6,216	6,251	6,249	6,299	6,326	6,383	6,396	6,401	6,424	6,440	
NO. SSCWD SEWER ACCTS	1,236	1,231	1,231	1,234	1,231	1,238	1,233	1,236	1,233	1,235	1,238	1,237	
NO. COH SEWER ACCTS	3,894	3,908	3,918	3,934	3,943	3,976	3,987	3,993	4,008	4,026	4,046	4,056	
NO. AUTO PAY CUSTOMERS	2,532	2,554	2,583	2,614	2,640	2,680	2,697	2,727	2,759	2,771	2,779	2,814	
NO. E-BILL CUST'S (Paperless)	414	415	418	419	419	443	445	456	460	464	469	475	
<b>MONTHLY CHARGES</b>													
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	\$ 555,064.38	\$ 778,668.35	\$ 6,778,067.18
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	164,233.09	165,788.22	1,898,455.83
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	5,335.00	6,910.00	116,720.00
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	4,770.00	4,770.00	4,220.00	4,970.00	4,770.00	30.00	20.00	110.00	80.00	38,210.00
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	12,195.00	12,237.00	144,009.00
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	2,018.60	1,221.95	20,047.80
<b>TOTAL SSCWD CHARGES</b>	<b>\$ 890,199.62</b>	<b>\$ 854,189.33</b>	<b>\$ 948,530.44</b>	<b>\$ 847,320.01</b>	<b>\$ 745,775.74</b>	<b>\$ 666,220.99</b>	<b>\$ 585,025.72</b>	<b>\$ 562,702.84</b>	<b>\$ 643,826.44</b>	<b>\$ 596,944.60</b>	<b>\$ 738,956.07</b>	<b>\$ 964,905.52</b>	<b>\$ 9,044,597.32</b>
<b>CITY OF HOLLISTER CHARGES</b>													
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	367,182.43	368,667.76	\$ 4,341,199.17
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	10,022.72	10,031.36	120,159.76
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)	(1,326.60)	(1,326.60)	(15,657.90)
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	375,878.55	377,372.52	4,445,701.03
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
<b>TOTAL COH CHARGES</b>	<b>\$ 366,517.16</b>	<b>\$ 367,359.33</b>	<b>\$ 368,656.79</b>	<b>\$ 370,047.14</b>	<b>\$ 370,921.54</b>	<b>\$ 372,867.27</b>	<b>\$ 374,605.89</b>	<b>\$ 374,277.26</b>	<b>\$ 372,804.99</b>	<b>\$ 374,152.89</b>	<b>\$ 375,878.55</b>	<b>\$ 377,372.52</b>	<b>\$ 4,465,461.33</b>
<b>ACCOUNTS RECEIVABLE - Aged</b>													
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	\$ 725,013.31	\$ 954,817.63	
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	390,890.78	395,509.51	
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	\$ 1,115,904.09	\$ 1,350,327.14	
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	\$ 67,463.24	\$ 77,823.47	
% Past Due	5.36%	6.41%	5.64%	6.70%	7.11%	6.38%	6.30%	6.78%	5.16%	6.78%	6.05%	5.76%	
<b>WATER METERED</b>													
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	8,648,900	12,898,200	105,087,400
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	64,693,772	96,478,536	786,053,752
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	7,107,300	8,141,700	65,703,100
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	6,931,129	12,573,042	65,888,940
<b>TOTAL METERED</b>	<b>91,168,607</b>	<b>86,244,313</b>	<b>102,338,531</b>	<b>89,891,613</b>	<b>77,710,671</b>	<b>62,528,556</b>	<b>46,254,460</b>	<b>44,886,486</b>	<b>68,759,420</b>	<b>51,937,656</b>	<b>78,732,201</b>	<b>117,193,278</b>	<b>917,645,792</b>
<b>WATER SOURCE</b>													
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	1,460,507	1,685,464	21,196,267
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	4,086,216	4,636,466	40,494,399
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	4,493,000	7,863,000	23,531,000
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	9,743,000	10,292,000	115,050,000
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	19,782,723	24,476,930	206,384,666
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	26,272,000	32,819,000	333,522,000
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	16,650,000	19,911,000	208,055,000
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	8,734,000	21,582,000	69,310,000
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	8,676,000	21,553,000	73,307,000
City Well Flow to SSCWD Gallons	8,137,300	8,446,900	9,797,000	3,809,800	9,797,100	565,300	290,600	122,400	163,300	170,100	446,300	316,800	33,354,900
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	701,300	453,700	24,201,100
<b>TOTAL PUMPED</b>	<b>94,557,828</b>	<b>89,549,947</b>	<b>108,899,393</b>	<b>94,731,847</b>	<b>80,335,453</b>	<b>65,721,110</b>	<b>46,900,826</b>	<b>46,288,767</b>	<b>64,673,573</b>	<b>54,101,169</b>	<b>81,262,323</b>	<b>121,112,430</b>	<b>948,134,666</b>
Estimated Water Loss	3,389,221	3,305,634	6,560,862	4,840,234	2,624,782	3,192,554	646,366	1,402,281	2,163,513	2,530,122	3,919,152	34,574,721	
Water Loss %	3.584%	3.691%	6.265%	5.109%	3.267%	4.858%	1.378%	3.029%	3.999%	3.114%	3.236%	3.647%	
Estimated Water Gain	-	-	-	-	-	-	-	-	-	-	-	-	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%	0.000%	0.445%	



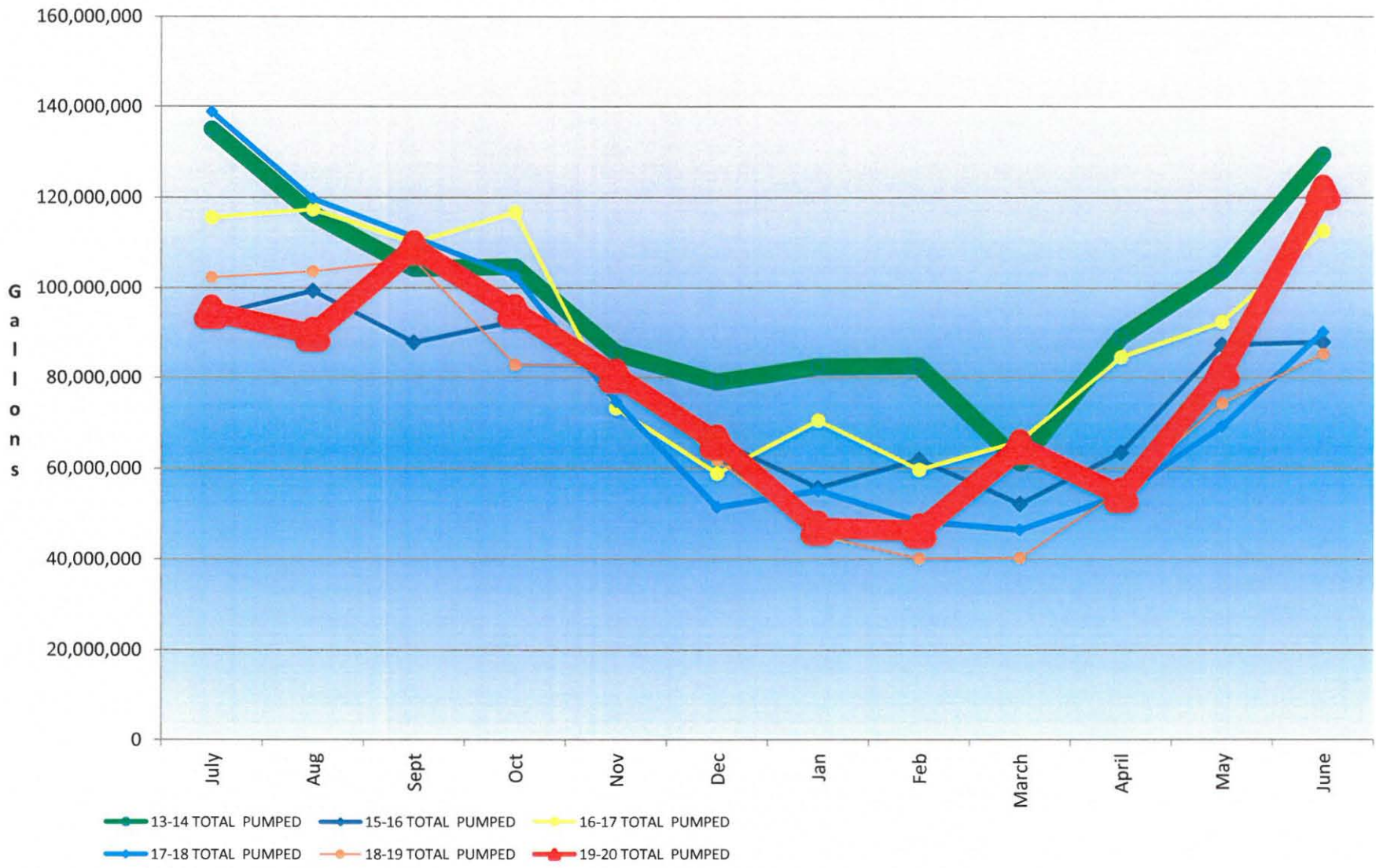
### Total SSCWD Charges Chart 1



### Total Water Metered to SSCWD Customers Chart 2



### Total Water Pumped into SSCWD System Chart 3



**Sunnyslope County Water District**  
 2018 / 2019 OPERATION SUMMARY (Last Year)

SSCWD Board Meeting 25 of 53

ITEMS	JULY 2018	AUG. 2018	SEPT. 2018	OCT. 2018	NOV. 2018	DEC. 2018	JAN. 2019	FEB. 2019	MARCH 2019	APRIL 2019	MAY 2019	JUNE 2019	TOTALS
NO. WATER CAPACITY FEE RECD	1	6	23	18	15	15	3	1	4	14	14	22	136
NO. WW CAPACITY FEE RECD	-	1	-	-	-	-	1	-	-	-	-	1	3
NO. WATER ACCOUNTS	6,015	6,022	6,029	6,063	6,080	6,104	6,124	6,115	6,119	6,134	6,139	6,153	
NO. SSCWD SEWER ACCTS	1,232	1,228	1,229	1,234	1,232	1,234	1,235	1,235	1,234	1,234	1,234	1,235	
NO. COH SEWER ACCTS	3,717	3,747	3,748	3,773	3,748	3,810	3,830	3,831	3,844	3,857	3,868	3,879	
NO. AUTO PAY CUSTOMERS	2,217	2,258	2,276	2,318	2,352	2,355	2,383	2,396	2,432	2,449	2,475	2,505	
NO. E-BILL CUST'S (Paperless)	355	354	355	359	359	366	373	374	387	394	401	411	
<b><u>MONTHLY CHARGES</u></b>													
Retail Water Charges	\$ 754,320.00	\$ 740,839.51	\$ 698,915.92	\$ 543,608.01	\$ 555,936.23	\$ 429,062.61	\$ 385,476.05	\$ 353,782.83	\$ 348,913.72	\$ 428,405.30	\$ 538,927.56	\$ 610,230.94	\$ 6,388,418.68
Sewer Fees	163,625.25	162,922.70	162,937.08	162,315.84	161,946.75	161,417.13	161,173.22	160,831.07	161,063.05	155,579.46	156,513.06	156,770.47	1,927,095.08
Installation Fees	1,285.00	2,455.00	9,315.00	7,290.00	6,075.00	6,075.00	1,240.00	405.00	1,620.00	5,670.00	5,670.00	8,935.00	56,035.00
Late Fees	6,342.95	7,267.36	9,916.20	6,991.87	3,605.30	5,506.21	5,977.82	4,784.90	4,166.84	4,059.48	5,295.88	5,367.27	69,282.08
Admin. Collection Fees, net	4,690.00	4,980.00	4,610.00	4,980.00	4,930.00	4,810.00	5,320.00	4,310.00	4,350.00	4,280.00	4,710.00	4,450.00	56,100.00
COH Billing Fees	11,292.00	11,331.00	11,334.00	11,403.00	11,418.00	11,481.00	11,544.00	11,595.00	11,592.00	11,661.00	11,670.00	11,709.00	138,030.00
Other Misc. Fees	2,075.00	2,081.33	2,949.28	1,620.00	1,880.00	3,706.24	1,650.00	1,820.61	830.00	2,210.00	2,041.30	2,189.14	25,052.90
TOTAL SSCWD CHARGES	\$ 943,630.20	\$ 931,876.90	\$ 899,977.48	\$ 737,888.72	\$ 745,791.28	\$ 622,058.19	\$ 572,381.09	\$ 537,529.41	\$ 532,535.61	\$ 611,865.24	\$ 724,827.80	\$ 799,651.82	\$ 8,660,013.74
<b><u>CITY OF HOLLISTER CHARGES</u></b>													
COH Sewer Fees	341,616.88	343,142.85	344,095.25	345,186.05	347,003.43	348,202.02	349,843.91	350,414.35	350,789.78	352,314.50	353,039.55	354,324.34	\$ 4,179,972.91
COH Street Sweeping	9,859.92	9,887.68	9,886.64	9,856.02	9,914.16	9,922.96	9,946.16	9,937.28	9,967.28	9,961.68	9,960.88	9,969.12	119,044.98
COH Senior Discount	(1,125.60)	(1,125.60)	(1,145.70)	(1,147.62)	(1,246.20)	(1,266.30)	(1,266.30)	(1,266.30)	(1,266.30)	(1,266.30)	(1,266.30)	(1,266.30)	(14,654.82)
Total COH Charges	350,351.20	351,904.93	352,836.19	353,894.45	355,671.39	356,858.68	358,523.77	359,090.53	359,460.76	361,009.88	361,734.13	363,027.16	4,284,363.07
Late Fees	2,340.85	2,300.10	2,370.24	2,384.17	2,434.10	2,503.58	2,661.42	2,257.20	2,274.54	2,228.51	2,186.13	2,197.37	28,138.21
TOTAL COH CHARGES	\$ 352,692.05	\$ 354,205.03	\$ 355,206.43	\$ 356,278.62	\$ 358,105.49	\$ 359,362.26	\$ 361,185.19	\$ 361,347.73	\$ 361,735.30	\$ 363,238.39	\$ 363,920.26	\$ 365,224.53	\$ 4,312,501.28
<b><u>ACCOUNTS RECEIVABLE - Aged</u></b>													
A/R for Sunnyslope Water	\$ 931,317.61	\$ 921,915.90	\$ 928,921.20	\$ 697,815.29	\$ 709,037.97	\$ 590,686.64	\$ 524,186.87	\$ 518,964.79	\$ 506,079.35	\$ 580,034.29	\$ 698,410.04	\$ 774,454.39	
A/R for City of Hollister	365,104.71	362,629.82	367,905.15	365,986.53	369,645.97	366,590.12	369,616.02	370,584.88	367,886.27	368,406.84	371,372.54	375,411.02	
Outstanding Bills Owed	\$ 1,296,422.32	\$ 1,284,545.72	\$ 1,296,826.35	\$ 1,063,801.82	\$ 1,078,683.94	\$ 957,276.76	\$ 893,802.89	\$ 889,549.67	\$ 873,965.62	\$ 948,441.13	\$ 1,069,782.58	\$ 1,149,865.41	
Past Due	\$ 67,070.93	\$ 65,819.47	\$ 110,968.32	\$ 67,946.72	\$ 69,397.44	\$ 69,057.61	\$ 61,937.32	\$ 57,501.88	\$ 49,520.01	\$ 48,719.44	\$ 55,872.28	\$ 57,733.93	
% Past Due	5.17%	5.12%	8.56%	6.39%	6.43%	7.21%	6.93%	6.46%	5.67%	5.14%	5.22%	5.02%	
<b><u>WATER METERED</u></b>													
Cubic Feet	12,848,900	12,858,400	11,927,700	8,853,200	9,138,900	6,371,000	4,757,400	4,220,800	4,118,100	6,621,900	8,418,800	9,849,000	99,984,100
SSCWD Gallons	96,109,772	96,180,832	89,219,196	66,221,936	68,358,972	47,655,080	35,585,352	31,571,584	30,803,388	49,531,812	62,972,624	73,670,520	747,881,068
Well Flow to COH Gallons	7,482,100	7,741,200	5,762,100	5,720,600	1,897,900	1,661,600	1,343,100	1,244,500	1,287,700	1,562,200	3,287,300	3,764,300	42,754,600
Surface Flow to COH Gallons	2,382,855	2,249,456	3,188,282	4,999,726	4,836,809	4,975,932	2,150,465	1,752,956	2,439,614	2,120,492	2,072,396	3,315,778	36,484,761
TOTAL METERED	105,974,727	106,171,488	98,169,578	76,942,262	75,093,681	54,292,612	39,078,917	34,569,040	34,530,702	53,214,504	68,332,320	80,750,598	827,120,429
<b><u>WATER SOURCE</u></b>													
Well #2 (Southside Road)	9,152,450	10,217,847	5,575,162	4,303,209	2,428,919	1,409,492	1,082,321	753,784	630,374	292,105	-	-	35,845,663
Well #5 (Ray Cir/Enterprise)	985,324	946,787	1,598,953	614,700	638,730	566,201	732,863	1,249,612	376,175	437,675	345,824	448,281	8,941,125
Well #7 (Enterprise Rd)	6,343,422	8,436,007	4,193,666	3,545,257	2,354,030	1,082,105	596,150	713,580	686,087	888,437	4,802,096	4,135,154	37,775,991
Well #8 (Ridgemark)	1,033,000	948,000	1,243,000	761,000	860,000	784,000	1,232,000	2,031,000	526,000	657,000	542,000	614,000	11,241,000
Well #11 (Southside Road)	20,842,000	24,408,000	22,591,000	14,125,000	8,037,000	4,926,000	2,184,000	2,323,000	1,797,000	4,329,000	15,111,000	14,300,000	134,973,000
Wells	38,356,196	44,956,641	35,201,781	23,349,166	14,318,679	8,767,798	5,827,334	7,070,976	4,015,636	6,604,217	20,800,920	19,507,435	228,776,779
Lessalt W.T.P. I (High Zone)	31,484,000	31,866,000	32,432,000	27,471,000	28,009,000	18,616,000	14,480,000	8,916,000	10,138,000	16,837,000	26,711,000	33,071,000	280,031,000
Lessalt W.T.P. I (Middle Zone)	21,222,000	16,551,000	26,530,000	24,666,000	28,375,000	23,796,000	16,568,000	14,045,000	19,642,000	20,250,000	17,070,000	20,977,000	249,692,000
West Hills W.T.P. (@ Well #2)	-	-	-	-	-	-	-	-	-	-	-	-	-
West Hills W.T.P. (@ Well #11)	-	-	-	-	-	-	-	-	-	-	-	-	-
City Well Flow to SSCWD Gallons	6,531,200	5,285,500	5,416,800	4,526,300	4,787,500	2,572,200	3,017,100	4,637,800	2,395,900	6,862,500	5,328,600	5,604,500	56,965,900
City Surface Flow to SSCWD Gallons	4,729,300	4,991,700	6,673,700	2,820,100	7,167,500	8,103,300	5,380,700	5,419,600	4,065,700	4,776,900	4,420,400	6,104,000	64,652,900
TOTAL PUMPED	102,322,696	103,650,841	106,254,281	82,832,566	82,657,679	61,855,298	45,273,134	40,089,376	40,257,236	55,330,617	74,330,920	85,263,935	880,118,579
Estimated Water Loss	-	-	8,084,703	5,890,304	7,563,998	7,562,686	6,194,217	5,520,336	5,726,534	2,116,113	5,998,600	4,513,337	59,170,828
Water Loss %	0.000%	0.000%	7.609%	7.111%	9.151%	12.226%	13.682%	13.770%	14.225%	3.824%	8.070%	5.293%	6.723%
Estimated Water Gain	3,652,031	2,520,647	-	-	-	-	-	-	-	-	-	-	6,172,678
Water Gain %	3.446%	2.374%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.746%
Total Net Water Loss	-	-	8,084,703	5,890,304	7,563,998	7,562,686	6,194,217	5,520,336	5,726,534	2,116,113	5,998,600	4,513,337	52,998,150

**Sunnyslope County Water District**  
STATEMENT OF INCOME  
FOR THE FISCAL YEAR ENDING JUNE 30, 2020 (This Year)  
UN-AUDITED 7/16/2020

<b>*** WATER ***</b>	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	YEAR-TO-DATE	PROJECTED ACTUAL	FY 19/20 BUDGET
<b>OPERATING REVENUES</b>															
Water Sales	688,957	664,660	763,198	650,374	565,914	468,509	382,633	381,353	463,419	414,735	554,262	-	5,998,014	6,543,288	6,900,000
Installation Fees	19,440	8,505	2,905	12,555	2,165	16,200	23,770	3,140	10,935	4,860	5,335	-	109,810	119,793	40,000
Late Fees	4,829	5,500	4,843	6,964	4,711	3,957	4,984	3,984	(90)	(283)	-	-	39,399	42,981	60,000
Other Revenue	14,896	14,136	14,245	15,279	14,970	15,320	14,412	14,645	11,286	10,827	10,679	-	150,695	176,854	179,440
<b>TOTAL OPERATING REVENUES</b>	<b>728,122</b>	<b>692,801</b>	<b>785,191</b>	<b>685,172</b>	<b>587,760</b>	<b>503,986</b>	<b>425,799</b>	<b>403,122</b>	<b>485,550</b>	<b>430,139</b>	<b>570,276</b>	<b>-</b>	<b>6,297,918</b>	<b>6,882,916</b>	<b>7,179,440</b>
<b>OPERATING EXPENSES</b>															
Salaries and Benefits	(241,769)	(222,316)	(230,044)	(212,783)	(208,052)	(207,774)	(188,585)	(194,290)	(212,621)	(216,689)	(217,742)	-	(2,352,665)	(2,558,425)	(2,702,003)
Operating Expenses	(416,924)	(410,163)	(519,739)	(363,933)	(440,972)	(296,377)	(320,479)	(392,866)	(568,313)	(501,883)	(461,936)	-	(4,693,585)	(4,894,514)	(4,959,310)
<b>TOTAL OPERATING EXPENSES</b>	<b>(658,693)</b>	<b>(632,479)</b>	<b>(749,783)</b>	<b>(576,716)</b>	<b>(649,024)</b>	<b>(504,151)</b>	<b>(509,064)</b>	<b>(587,156)</b>	<b>(780,934)</b>	<b>(718,572)</b>	<b>(679,678)</b>	<b>-</b>	<b>(7,046,250)</b>	<b>(7,452,939)</b>	<b>(7,661,313)</b>
<b>NET OPERATING INCOME</b>	<b>69,429</b>	<b>60,322</b>	<b>35,408</b>	<b>108,456</b>	<b>(61,264)</b>	<b>(165)</b>	<b>(83,265)</b>	<b>(184,034)</b>	<b>(295,384)</b>	<b>(288,433)</b>	<b>(109,402)</b>	<b>-</b>	<b>(748,332)</b>	<b>(570,023)</b>	<b>(481,873)</b>
<b>NON OPERATING INCOME &amp; (EXPENSES)</b>															
Capacity Fees	528,000	231,000	90,300	341,000	81,600	440,000	649,075	77,075	297,000	132,000	156,300	-	3,023,350	3,023,350	-
Donated Asset	-	-	-	-	-	-	-	-	-	1,439,195	-	-	1,439,195	1,570,031	-
Adjust LAIF Investment to Fair Value	(7,157)	-	-	-	-	-	-	-	-	-	-	-	(7,157)	(7,157)	-
Interest Income	-	-	-	8,044	-	-	11,070	-	-	12,313	-	-	31,427	31,427	-
Allocated from G & A (Interest & Sale of Assets)	750	682	702	19,184	669	738	15,857	12,317	-	34,664	537	-	86,100	86,100	-
Debt Service (Loan Expense) & Disposal of Assets	-	-	-	(155,561)	-	-	-	-	-	(44,659)	-	-	(200,220)	(199,040)	(90,000)
<b>TOTAL NON OPERATING INCOME &amp; (EXPENSES)</b>	<b>521,593</b>	<b>231,682</b>	<b>91,002</b>	<b>212,667</b>	<b>82,269</b>	<b>440,738</b>	<b>676,002</b>	<b>89,392</b>	<b>297,000</b>	<b>1,573,513</b>	<b>156,837</b>	<b>-</b>	<b>4,372,695</b>	<b>4,504,711</b>	<b>(90,000)</b>
<b>NET WATER INCOME (LOSS)</b>	<b>591,022</b>	<b>292,004</b>	<b>126,410</b>	<b>321,123</b>	<b>21,005</b>	<b>440,573</b>	<b>592,737</b>	<b>(94,642)</b>	<b>1,616</b>	<b>1,285,080</b>	<b>47,435</b>	<b>-</b>	<b>3,624,363</b>	<b>3,934,688</b>	<b>(571,873)</b>
<b>*** WASTEWATER ***</b>															
<b>OPERATING REVENUES</b>															
Sewer Sales	157,303	156,882	158,263	156,539	155,056	155,285	154,936	154,896	155,108	164,167	164,233	-	1,732,668	1,890,183	1,900,000
Installation Fees	-	-	-	-	-	-	-	-	-	-	-	-	-	-	50
Late Fees	1,207	1,375	1,211	1,741	1,178	989	1,246	996	(22)	(71)	-	-	9,850	10,745	15,000
Other Revenue	3,607	3,520	3,554	3,808	3,672	3,704	3,609	3,650	2,853	2,610	-	-	34,587	43,688	43,860
<b>TOTAL OPERATING REVENUES</b>	<b>162,117</b>	<b>161,777</b>	<b>163,028</b>	<b>162,088</b>	<b>159,906</b>	<b>159,978</b>	<b>159,791</b>	<b>159,542</b>	<b>157,939</b>	<b>166,706</b>	<b>164,233</b>	<b>-</b>	<b>1,777,105</b>	<b>1,944,616</b>	<b>1,958,910</b>
<b>OPERATING EXPENSES</b>															
Salaries and Benefits	(49,801)	(45,826)	(46,940)	(44,692)	(41,789)	(43,605)	(36,612)	(39,162)	(42,704)	(43,216)	(43,885)	-	(478,232)	(522,639)	(548,919)
Operating Expenses	(51,385)	(54,115)	(61,644)	(48,239)	(64,771)	(51,741)	(49,839)	(55,924)	(78,930)	(57,512)	(56,888)	-	(630,988)	(656,489)	(705,140)
<b>TOTAL OPERATING EXPENSES</b>	<b>(101,186)</b>	<b>(99,941)</b>	<b>(108,584)</b>	<b>(92,931)</b>	<b>(106,560)</b>	<b>(95,346)</b>	<b>(86,451)</b>	<b>(95,086)</b>	<b>(121,634)</b>	<b>(100,728)</b>	<b>(100,773)</b>	<b>-</b>	<b>(1,109,220)</b>	<b>(1,179,128)</b>	<b>(1,254,059)</b>
<b>NET OPERATING INCOME</b>	<b>60,931</b>	<b>61,836</b>	<b>54,444</b>	<b>69,157</b>	<b>53,346</b>	<b>64,632</b>	<b>73,340</b>	<b>64,456</b>	<b>36,305</b>	<b>65,978</b>	<b>63,460</b>	<b>-</b>	<b>667,885</b>	<b>765,488</b>	<b>704,851</b>
<b>NON OPERATING INCOME &amp; (EXPENSES)</b>															
Capacity Fees	-	-	-	-	-	-	-	30,875	-	-	-	-	30,875	30,875	-
Miscellaneous Income	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Adjust LAIF Investment to Fair Value	(1,789)	-	-	-	-	-	-	-	-	-	-	-	(1,789)	(1,789)	-
Interest Income	-	-	-	-	-	-	-	-	-	99	-	-	99	99	-
Allocated from G & A (Interest & Sale of Assets)	187	171	176	4,796	167	185	3,964	3,079	149	8,160	134	-	21,168	21,168	-
Debt Service (Loan Expense) & Southside Rd. Slide	(11,273)	(1,224)	(303,573)	(3,826)	(2,040)	(663)	(995)	(1,861)	(689)	(5,526)	-	-	(331,670)	(319,271)	(240,500)
<b>TOTAL NON OPERATING INCOME &amp; (EXPENSES)</b>	<b>(12,875)</b>	<b>(1,053)</b>	<b>(303,397)</b>	<b>970</b>	<b>(1,873)</b>	<b>(478)</b>	<b>2,969</b>	<b>32,093</b>	<b>(540)</b>	<b>2,733</b>	<b>134</b>	<b>-</b>	<b>(281,317)</b>	<b>(268,918)</b>	<b>(240,500)</b>
<b>NET WASTEWATER INCOME (LOSS)</b>	<b>48,056</b>	<b>60,783</b>	<b>(248,953)</b>	<b>70,127</b>	<b>51,473</b>	<b>64,154</b>	<b>76,309</b>	<b>96,549</b>	<b>35,765</b>	<b>68,711</b>	<b>63,594</b>	<b>-</b>	<b>386,568</b>	<b>496,570</b>	<b>464,351</b>
<b>*** COMBINED INCOME (LOSS) ***</b>															
<b>*** COMBINED INCOME (LOSS) ***</b>	<b>639,078</b>	<b>352,787</b>	<b>(122,543)</b>	<b>391,250</b>	<b>72,478</b>	<b>504,727</b>	<b>669,046</b>	<b>1,907</b>	<b>37,381</b>	<b>1,353,791</b>	<b>111,029</b>	<b>-</b>	<b>4,010,931</b>	<b>4,431,258</b>	<b>(107,522)</b>

**Sunnyslope County Water District**  
 STATEMENT OF INCOME  
 FOR THE FISCAL YEAR ENDING JUNE 30, 2019 (Last Year)  
 UN-AUDITED 7/16/2020

SSCWD Board Meeting 27 of 53

<b>*** WATER ***</b>	<b>Jul-18</b>	<b>Aug-18</b>	<b>Sep-18</b>	<b>Oct-18</b>	<b>Nov-18</b>	<b>Dec-18</b>	<b>Jan-19</b>	<b>Feb-19</b>	<b>Mar-19</b>	<b>Apr-19</b>	<b>May-19</b>	<b>Jun-19</b>	<b>YEAR-TO-DATE</b>	<b>PROJECTED ACTUAL</b>	<b>FY 18/19 BUDGET</b>
<b>OPERATING REVENUES</b>															
Water Sales	754,240	742,218	698,314	542,706	556,527	428,600	385,476	353,773	348,931	428,278	538,907		5,777,970	6,303,240	6,500,000
Installation Fees	1,285	2,430	9,315	7,290	6,075	6,075	1,215	405	1,620	5,670	5,670		47,050	51,327	64,000
Late Fees	5,074	5,782	7,933	5,593	2,884	4,405	4,783	3,828	3,333	3,248	4,237		51,100	55,745	56,000
Other Revenue	14,547	14,742	15,350	14,164	14,607	16,442	15,542	14,329	13,436	14,509	14,873		162,541	177,318	169,260
<b>TOTAL OPERATING REVENUES</b>	<b>775,146</b>	<b>765,172</b>	<b>730,912</b>	<b>569,753</b>	<b>580,093</b>	<b>455,522</b>	<b>407,016</b>	<b>372,335</b>	<b>367,320</b>	<b>451,705</b>	<b>563,687</b>	<b>-</b>	<b>6,038,661</b>	<b>6,587,630</b>	<b>6,789,260</b>
<b>OPERATING EXPENSES</b>															
Salaries and Benefits	(243,337)	(208,120)	(208,513)	(206,259)	(240,860)	(213,483)	(212,743)	(202,178)	(201,961)	(231,040)	(211,302)		(2,379,796)	(2,594,321)	(2,605,808)
Operating Expenses	(388,039)	(443,219)	(374,384)	(377,737)	(420,724)	(362,767)	(285,992)	(307,995)	(396,705)	(301,437)	(509,073)		(4,168,072)	(4,546,988)	(4,975,720)
<b>TOTAL OPERATING EXPENSES</b>	<b>(631,376)</b>	<b>(651,339)</b>	<b>(582,897)</b>	<b>(583,996)</b>	<b>(661,584)</b>	<b>(576,250)</b>	<b>(498,735)</b>	<b>(510,173)</b>	<b>(598,666)</b>	<b>(532,477)</b>	<b>(720,375)</b>	<b>-</b>	<b>(6,547,868)</b>	<b>(7,141,309)</b>	<b>(7,581,528)</b>
<b>NET OPERATING INCOME</b>	<b>143,770</b>	<b>113,833</b>	<b>148,015</b>	<b>(14,243)</b>	<b>(81,491)</b>	<b>(120,728)</b>	<b>(91,719)</b>	<b>(137,838)</b>	<b>(231,346)</b>	<b>(80,772)</b>	<b>(156,688)</b>	<b>-</b>	<b>(509,207)</b>	<b>(553,679)</b>	<b>(792,268)</b>
<b>NON OPERATING INCOME &amp; (EXPENSES)</b>															
Capacity Fees	35,200	65,850	252,425	197,550	160,875	168,375	32,925	10,975	43,900	153,650	153,650		1,275,375	1,275,375	-
Adjust LAIF Investment to Fair Value	12,140	-	-	-	-	-	-	-	-	-	-		12,140	12,140	-
Interest Income	-	-	-	13,455	-	27	4,521	-	-	3,719	-		21,722	21,722	-
Allocated from G & A (Interest & Sale of Assets)	560	543	491	25,674	539	673	31,206	624	647	33,130	697		94,784	94,784	-
Debt Service (Loan Expense) & Disposal of Assets	-	-	-	(50,152)	-	-	-	-	-	(48,352)	-		(98,504)	(97,000)	(97,000)
<b>TOTAL NON OPERATING INCOME &amp; (EXPENSES)</b>	<b>47,900</b>	<b>66,393</b>	<b>252,916</b>	<b>186,527</b>	<b>161,414</b>	<b>169,075</b>	<b>68,652</b>	<b>11,599</b>	<b>44,547</b>	<b>142,147</b>	<b>154,347</b>	<b>-</b>	<b>1,305,517</b>	<b>1,307,021</b>	<b>(97,000)</b>
<b>NET WATER INCOME (LOSS)</b>	<b>191,670</b>	<b>180,226</b>	<b>400,931</b>	<b>172,284</b>	<b>79,923</b>	<b>48,347</b>	<b>(23,067)</b>	<b>(126,239)</b>	<b>(186,799)</b>	<b>61,375</b>	<b>(2,341)</b>	<b>-</b>	<b>796,310</b>	<b>753,342</b>	<b>(889,268)</b>

<b>*** WASTEWATER ***</b>	<b>Jul-18</b>	<b>Aug-18</b>	<b>Sep-18</b>	<b>Oct-18</b>	<b>Nov-18</b>	<b>Dec-18</b>	<b>Jan-19</b>	<b>Feb-19</b>	<b>Mar-19</b>	<b>Apr-19</b>	<b>May-19</b>	<b>Jun-19</b>	<b>YEAR-TO-DATE</b>	<b>PROJECTED ACTUAL</b>	<b>FY 18/19 BUDGET</b>
<b>OPERATING REVENUES</b>															
Sewer Sales	163,625	162,923	162,937	162,316	161,947	161,417	161,173	160,831	161,063	155,579	156,513		1,770,324	1,931,263	1,900,000
Installation Fees	-	25	-	-	-	-	25	-	-	-	-		50	55	50
Late Fees	1,269	1,445	1,983	1,398	721	1,102	1,196	956	834	812	1,059		12,775	13,936	14,000
Other Revenue	3,627	3,678	3,632	3,537	3,647	3,600	3,883	3,429	3,354	3,626	3,564		39,577	43,175	41,690
<b>TOTAL OPERATING REVENUES</b>	<b>168,521</b>	<b>168,071</b>	<b>168,552</b>	<b>167,251</b>	<b>166,315</b>	<b>166,119</b>	<b>166,277</b>	<b>165,216</b>	<b>165,251</b>	<b>160,017</b>	<b>161,136</b>	<b>-</b>	<b>1,822,726</b>	<b>1,988,429</b>	<b>1,955,740</b>
<b>OPERATING EXPENSES</b>															
Salaries and Benefits	(49,740)	(41,863)	(41,805)	(41,978)	(49,129)	(43,858)	(43,376)	(40,526)	(40,674)	(49,280)	(43,255)		(485,484)	(529,164)	(524,385)
Operating Expenses	(52,755)	(56,410)	(59,772)	(49,639)	(62,434)	(64,063)	(50,572)	(52,989)	(69,411)	(57,098)	(53,005)		(628,148)	(685,253)	(709,680)
<b>TOTAL OPERATING EXPENSES</b>	<b>(102,495)</b>	<b>(98,273)</b>	<b>(101,577)</b>	<b>(91,617)</b>	<b>(111,563)</b>	<b>(107,921)</b>	<b>(93,948)</b>	<b>(93,515)</b>	<b>(110,085)</b>	<b>(106,378)</b>	<b>(96,260)</b>	<b>-</b>	<b>(1,113,632)</b>	<b>(1,214,417)</b>	<b>(1,234,065)</b>
<b>NET OPERATING INCOME</b>	<b>66,026</b>	<b>69,798</b>	<b>66,975</b>	<b>75,634</b>	<b>54,752</b>	<b>58,198</b>	<b>72,329</b>	<b>71,701</b>	<b>55,166</b>	<b>53,639</b>	<b>64,876</b>	<b>-</b>	<b>709,094</b>	<b>774,012</b>	<b>721,675</b>
<b>NON OPERATING INCOME &amp; (EXPENSES)</b>															
Capacity Fees	-	19,825	-	-	-	-	19,825	-	-	-	-		39,650	39,650	-
Adjust LAIF Investment to Fair Value	3,035	-	-	-	-	-	-	-	-	-	-		3,035	3,035	-
Interest Income	-	-	-	-	-	-	-	-	-	124	-		124	124	-
Allocated from G & A (Interest & Sale of Assets)	140	136	122	6,419	135	168	7,802	156	162	8,283	174		23,697	23,697	-
Debt Service (Loan Expense) & Disposal of Assets	-	(255,962)	-	(4,125)	-	-	-	-	-	(3,977)	-		(264,064)	(254,200)	(254,200)
<b>TOTAL NON OPERATING INCOME &amp; (EXPENSES)</b>	<b>3,175</b>	<b>(236,001)</b>	<b>122</b>	<b>2,294</b>	<b>135</b>	<b>168</b>	<b>27,627</b>	<b>156</b>	<b>162</b>	<b>4,430</b>	<b>174</b>	<b>-</b>	<b>(197,558)</b>	<b>(187,694)</b>	<b>(254,200)</b>
<b>NET WASTEWATER INCOME (LOSS)</b>	<b>69,201</b>	<b>(166,203)</b>	<b>67,097</b>	<b>77,928</b>	<b>54,887</b>	<b>58,366</b>	<b>99,956</b>	<b>71,857</b>	<b>55,328</b>	<b>58,069</b>	<b>65,050</b>	<b>-</b>	<b>511,536</b>	<b>586,318</b>	<b>467,475</b>

<b>*** COMBINED INCOME (LOSS) ***</b>	<b>260,871</b>	<b>14,023</b>	<b>468,028</b>	<b>250,212</b>	<b>134,810</b>	<b>106,713</b>	<b>76,889</b>	<b>(54,382)</b>	<b>(131,471)</b>	<b>119,444</b>	<b>62,709</b>	<b>-</b>	<b>1,307,846</b>	<b>1,339,660</b>	<b>(421,793)</b>
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Agenda Item: I-4d

### Sunnyslope County Water District Investment Summary 2019 / 2020 (This Year)

BANK ACCOUNT	INTEREST RATE	JULY 2019	AUGUST 2019	SEPTEMBER 2019	OCTOBER 2019	NOVEMBER 2019	DECEMBER 2019	JANUARY 2020	FEBRUARY 2020	MARCH 2020	APRIL 2020	MAY 2020	JUNE 2020
<b><u>Heritage Bank of Commerce</u></b>													
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	\$ 3,968,166.18	\$ 4,303,234.89	\$ 4,315,454.33
<b>CHECKING SUBTOTAL</b>		<b>\$ 3,795,967.44</b>	<b>\$ 3,701,592.07</b>	<b>\$ 3,380,714.13</b>	<b>\$ 3,589,977.57</b>	<b>\$ 4,020,493.70</b>	<b>\$ 4,318,486.01</b>	<b>\$ 3,696,330.38</b>	<b>\$ 3,723,071.20</b>	<b>\$ 4,092,105.18</b>	<b>\$ 3,968,166.18</b>	<b>\$ 4,303,234.89</b>	<b>\$ 4,315,454.33</b>
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	1,056,843.72	1,057,515.67	1,058,257.63
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	-	-	-	-	-	-
<b>MMA SUBTOTAL</b>		<b>\$ 1,284,584.66</b>	<b>\$ 1,303,077.72</b>	<b>\$ 1,306,579.33</b>	<b>\$ 1,313,007.07</b>	<b>\$ 1,313,842.95</b>	<b>\$ 1,314,766.01</b>	<b>\$ 1,054,635.38</b>	<b>\$ 1,055,404.23</b>	<b>\$ 1,056,149.05</b>	<b>\$ 1,056,843.72</b>	<b>\$ 1,057,515.67</b>	<b>\$ 1,058,257.63</b>
<b><u>L. A. I. F.</u></b> <b><u>(Local Agency Investment Fund)</u></b>													
General Fund	1.363%	(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	682,049.82	673,782.03	565,629.69
Water Connect. Fee	1.363%	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	2,721,631.49	2,779,208.79	2,867,486.13
Sewer Connect. Fee	1.363%	39,928.94	39,928.94	-	-	-	-	-	19,875.00	19,875.00	19,973.77	19,973.77	39,848.77
SRF Loan Reserve	1.363%	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	760,000.00	760,000.00	760,000.00
Board Designated Reserves	1.363%	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	2,777,668.00	2,728,358.40	2,728,358.40
<b>L.A.I.F. SUBTOTAL</b>		<b>\$ 4,766,818.98</b>	<b>\$ 5,266,818.98</b>	<b>\$ 5,266,818.98</b>	<b>\$ 5,297,947.56</b>	<b>\$ 5,297,947.56</b>	<b>\$ 5,297,947.56</b>	<b>\$ 6,628,383.94</b>	<b>\$ 6,628,383.94</b>	<b>\$ 6,928,383.94</b>	<b>\$ 6,961,323.08</b>	<b>\$ 6,961,322.99</b>	<b>\$ 6,961,322.99</b>
<b>GRAND TOTAL</b>		<b>\$ 9,847,371.08</b>	<b>\$ 10,271,488.77</b>	<b>\$ 9,954,112.44</b>	<b>\$ 10,200,932.20</b>	<b>\$ 10,632,284.21</b>	<b>\$ 10,931,199.58</b>	<b>\$ 11,379,349.70</b>	<b>\$ 11,406,859.37</b>	<b>\$ 12,076,638.17</b>	<b>\$ 11,986,332.98</b>	<b>\$ 12,322,073.55</b>	<b>\$ 12,335,034.95</b>

GENERAL FUND	\$ 5,939,341.65	BOARD DESIGNATED RESERVES (GENERAL FUND)	\$ 2,728,358.40		
WATER CONNECT. FEE FUNDS	\$ 2,867,486.13	SEWER CONNECT. FEE FUNDS	\$ 39,848.77	SRF LOAN RESERVE	\$ 760,000.00
				TOTAL	\$ 12,335,034.95

<b>* TOTAL INTEREST RECORDED</b>	41,434.61	853.06	877.63	32,023.02	835.88	923.06	31,286.96	768.85	744.82	33,633.81	671.95	741.96
<b>TOTAL</b>												<b>\$ 144,795.61</b>

### Sunnyslope County Water District Investment Summary 2018 / 2019 (Last Year)

BANK ACCOUNT	INTEREST RATE	JULY 2018	AUGUST 2018	SEPTEMBER 2018	OCTOBER 2018	NOVEMBER 2018	DECEMBER 2018	JANUARY 2019	FEBRUARY 2019	MARCH 2019	APRIL 2019	MAY 2019	JUNE 2019
<i>Heritage Bank of Commerce</i>													
CHECKING ACCOUNT Operating - General Fund	0.000%	\$ 3,825,480.09	\$ 4,308,707.57	\$ 3,974,680.44	\$ 4,180,019.71	\$ 3,611,466.29	\$ 4,083,423.91	\$ 3,633,649.96	\$ 3,590,907.83	\$ 3,406,041.37	\$ 3,214,736.37	\$ 3,674,200.61	\$ 3,585,766.89
<b>CHECKING SUBTOTAL</b>		\$ 3,825,480.09	\$ 4,308,707.57	\$ 3,974,680.44	\$ 4,180,019.71	\$ 3,611,466.29	\$ 4,083,423.91	\$ 3,633,649.96	\$ 3,590,907.83	\$ 3,406,041.37	\$ 3,214,736.37	\$ 3,674,200.61	\$ 3,585,766.89
MONEY MARKET ACCT (MMA) Invested - General Fund	0.700%	840,289.45	840,967.70	841,580.78	842,303.92	1,042,977.47	1,043,819.32	1,044,661.85	1,045,423.43	1,046,212.80	1,047,084.52	1,047,929.69	1,048,695.03
MONEY MARKET ACCT (MMA) Retainage - Specialty Construction	0.150%	-	-	-	67,552.36	106,525.44	106,543.54	118,394.60	122,417.07	131,122.90	147,748.73	178,910.76	192,189.59
<b>MMA SUBTOTAL</b>		\$ 840,289.45	\$ 840,967.70	\$ 841,580.78	\$ 909,856.28	\$ 1,149,502.91	\$ 1,150,362.86	\$ 1,163,056.45	\$ 1,167,840.50	\$ 1,177,335.70	\$ 1,194,833.25	\$ 1,226,840.45	\$ 1,240,884.62
<i>L. A. I. F.</i> <i>(Local Agency Investment Fund)</i>													
General Fund	2.449%	2,074,674.49	2,087,722.15	2,011,704.39	1,943,301.11	2,881,148.77	2,811,496.43	2,895,634.10	2,983,381.76	3,038,204.42	3,023,794.84	1,078,867.50	916,315.16
Water Connect. Fee	2.449%	2,526,983.04	2,494,110.38	1,847,812.72	1,410,091.01	672,243.35	741,895.69	680,601.40	592,853.74	538,031.08	596,677.27	651,604.61	794,331.95
Sewer Connect. Fee	2.449%	57,859.58	77,684.58	-	-	-	-	19,825.00	19,825.00	19,825.00	19,949.36	19,949.36	39,774.36
SRF Loan Reserve	2.449%	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	760,000.00	760,000.00	760,000.00
Board Designated Reserves	2.449%	2,715,900.00	2,715,900.00	2,715,900.00	2,715,900.00	2,715,900.00	2,715,900.00	2,715,900.00	2,715,900.00	2,715,900.00	2,715,900.00	2,715,900.00	2,715,900.00
<b>L.A.I.F. SUBTOTAL</b>		\$ 8,135,417.11	\$ 8,135,417.11	\$ 7,335,417.11	\$ 6,829,292.12	\$ 7,029,292.12	\$ 7,029,292.12	\$ 7,071,960.50	\$ 7,071,960.50	\$ 7,071,960.50	\$ 7,116,321.47	\$ 5,226,321.47	\$ 5,226,321.47
<b>GRAND TOTAL</b>		\$ 12,801,186.65	\$ 13,285,092.38	\$ 12,151,678.33	\$ 11,919,168.11	\$ 11,790,261.32	\$ 12,263,078.89	\$ 11,868,666.91	\$ 11,830,708.83	\$ 11,655,337.57	\$ 11,525,891.09	\$ 10,127,362.53	\$ 10,052,972.98

GENERAL FUND	\$ 5,550,777.08	BOARD DESIGNATED RESERVES (GENERAL FUND)	\$ 2,715,900.00		
WATER CONNECT. FEE FUNDS	\$ 794,331.95	SEWER CONNECT. FEE FUNDS	\$ 39,774.36	SRF LOAN RESERVE	\$ 760,000.00
				TOTAL	\$ 9,860,783.39

<b>* TOTAL INTEREST RECORDED</b>		34,424.87	678.25	613.08	44,601.88	683.10	859.95	43,529.01	779.55	809.20	45,255.77	870.95	792.79
												<b>TOTAL \$ 173,898.40</b>	



## Sunnyslope County Water District

### Board Designated Reserves

As of June 30, 2020

(Policy #8600)

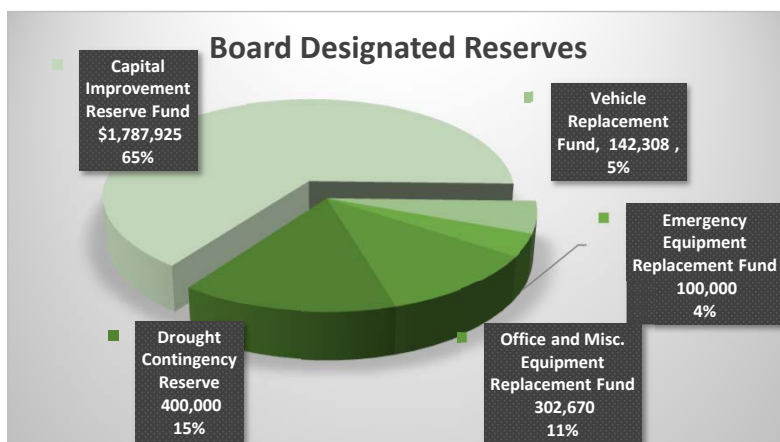
	<u>6/30/2020</u>	<u>6/30/2019</u>	<u>Incr (Decr)</u>	<u>% Incr (Decr)</u>	<u>6/30/2018</u>	<u>Incr (Decr)</u>	<u>% Incr (Decr)</u>
1 Capital Improvement Reserve Fund	\$ 1,787,925	\$ 1,800,000	\$ (12,075)	-0.7%	\$ 1,800,000	\$ -	0.0%
2 Vehicle Replacement Fund	142,308	192,693	(50,385) <sup>1</sup>	-26.1%	161,200	31,493 <sup>1</sup>	19.5%
3 Emergency Equipment Replacement Fund	100,000	100,000	-	0.0%	100,000	-	0.0%
4 Office and Misc. Equipment Replacement Fund	302,670	284,975	17,695 <sup>2</sup>	6.2%	254,700	30,275 <sup>2</sup>	11.9%
5 Drought Contingency Reserve	<u>400,000</u>	<u>400,000</u>	<u>-</u>	<u>0.0%</u>	<u>400,000</u>	<u>-</u>	<u>0.0%</u>
<b>TOTAL</b>	<b><u>\$ 2,732,903</u></b>	<b><u>\$ 2,777,668</u></b>	<b><u>\$ (44,765)</u></b>	<b><u>-1.61%</u></b>	<b><u>\$ 2,715,900</u></b>	<b><u>\$ 61,768</u></b>	<b><u>2.27%</u></b>

<sup>1</sup> Depr. Expense FY 19 - Acct #163.05 Vehicles	\$ -		\$ 31,493
Vehicles Purchased FY 19	-		-
Depr. Expense FY 20 - Acct #163.05 Vehicles	\$ 32,675		-
Vehicles Purchased FY 20	(83,060)		-
	<b><u>\$ (50,385)</u></b>		<b><u>\$ 31,493</u></b>

<sup>2</sup> Depr. Expense FY 19 - Acct #163.03 Shop / Field Equipment	\$ -		\$ 23,580
Depr. Expense FY 19 - Acct #163.04 Office Furn. / Equip.	-		6,695
Depr. Expense FY 20 - Acct #163.03 Shop / Field Equipment	\$ 13,326		-
Depr. Expense FY 20 - Acct #163.04 Office Furn. / Equip.	4,369		-
	<b><u>\$ 17,695</u></b>		<b><u>\$ 30,275</u></b>
	<b><u>\$ (32,690)</u></b>		<b><u>\$ 61,768</u></b>

Acct. #  
115.11 LAIF - Board Design. Reserves 2,732,903

**6/30/20 Balance Board Designated Reserves \$ 2,732,903**



Capital Improvement Reserve Summary	
Beginning Balance	\$ 1,800,000
<b>Well #2 Rehabilitation (Approved May 19, 2020)</b>	
Maggiara Drilling Invoices through May 20	(12,075)
<b>Total Well #2 Rehab</b>	<b>(12,075)</b>
Ending Balance	<b><u>\$ 1,787,925</u></b>

# Staff Report

Agenda Item: I - 5

DATE: July 10, 2020 (July 21, 2020 meeting)  
 TO: Board of Directors  
 FROM: Jose J. Rodriguez, Water/Wastewater Superintendent  
 SUBJECT: Maintenance Monthly Staff Report - June

## Narrative

- Two unrelated incidents occurred this month where hydrants were struck on consecutive weekends. Staff quickly “replaced” both hydrants within 2 days of each incident. Both incidents will be reported to each respected insurance carriers for reimbursement of expenses relating to repairs.
- One hydrant (Bonnie View Rd) was rebuilt. Contractors were drafting out of it and notified staff of its condition. Staff took it out of service and rebuilt the hydrant.
- Well #2 repair is progressing well should be completed early August. At that time we still need to test for proper operation and test for presence of coliform before going back into service.
- Lessalt, Granular Activated Carbon (GAC) exchange done in June. During winter and spring seasons, exchanges can be done less frequently due to reduction of demand and better water quality. Summer and fall seasons required higher flows thru the facility which degrades the GAC units more rapidly along with other water quality factors.
- Grinder pump was installed at Ridgemark II. Staff will monitor its performance compared to standard impeller units. Staff expects less maintenance will be required.
- Water reports from Sunnyslope County Water District, Lessalt and West Hills submitted. No violations have occurred this month during operation.

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

## Water (11)

1. Replaced curb stop at 1620 Sonoma Court.
2. Repaired fire hydrant on Bonnie View Road and Sawtooth Road.
3. Pulled and cleaned all chlorine injectors at well sites.
4. Replaced curb stop at 230 Barnes Lane.
5. Continued in house training thru RCAC and CWEA.
6. Maggiora Brothers Drilling has started installing new PVC well casing.
7. Continued spraying weeds and cleaning district facilities.
8. Replaced curb stop and repaired leak at 1725 Sunnyslope Lane.
9. Replaced hydrant struck by golf cart on Ridgemark Drive across from 913 Ridgemark Drive.
10. Started yearly shop inventory.
11. Repaired hydrant struck by vehicle on Sunnyslope Lane.

## **LESSALT Water Treatment Plant** (9)

1. Granular Activated Carbon (GAC) exchange on filter #3.
2. Replaced low pressure air regulator on Continuous Micro Filtration Unit (CMF) #1.
3. Continued cleaning facility.
4. Replaced pilot hose and adaptor on High Zone Pump #2.
5. Replaced rubber seat on Air Valve #12 (AV-12) on Continuous Micro Filtration Unit (CMF) #1.
6. Replaced membrane and filters on both air compressors.
7. Rebuilt recirculation pump with new shaft sleeve and mechanical seal.
8. Cleaned and calibrated all 7 turbidity meters.
9. Switched flow transmitter from spent wash water to filtrate combined.

## **West Hills Water Treatment Plant** (6)

1. Replaced all HVAC filters.
2. Gilbert from J&M Electrical came out to trouble shoot potable pump motor issue.
3. Treatment staff removed wasted sludge from basin #1, RJR recycling hauled the roll-off bins to John Smith Landfill for disposal.
4. Repaired various chemical pump parts.
5. Cleaned lamella settling clarifiers.
6. Tested booster pump #2&3 at Well #2 for increased surface water flows.

## **Wastewater** (4)

1. Continued hydro flushing sewer system.
2. Treatment staff removed wastewater sludge from drying beds, RJR recycling hauled the roll-off bins to John Smith Landfill for disposal.
3. Installed new grinder pump at RMII Lift Station.
4. Pulled and cleaned all pumps at Paullus Lift Station.

Completed This Month	Job Descriptions	Completed YTD 2019 – 2020 July 1 to June 30	Completed 2018 – 2019 July 1 to June 30	Completed 2017 – 2018 July 1 to June 30	Completed 2016 – 2017 July 1 to June 30
247	Work Orders	2715	2642	2826	3079
12	Temporary Manual Read Water Meters Installed in New Construction Accounts	256	146	229	151
0	Radio Read Meters & ERTs Installed in New Construction Accounts	0	1	2	6
51	Total: Manual Read Meters Replaced with Radio Read Meters & ERT's, including Radio Meters Installed in New Construction Accounts	191 (Total = 6322)	246	176	159
30	Existing Radio Read Meters & ERTs Replaced with New Radio Read Meters & ERTs	304	350	370	321
27	Valves Exercised (Approx. 2750 in SSCWD System 1/2016)	319	410	269	470
28	Fire Hydrants Flushed (Approx. 811 in SSCWD System 8/2016)	281	757	509	396
31	Meters on Repair List	449	1147	1035	950
16	Emergency Calls	156	204	225	172
163	Locates on our Water/Sewer Lines	1037	454	427	322
0	Sewer Inspections	0	2	2	9
0	Shutoff Notices	112	182	180	170
0	Water Services Replaced	15 (Total = 883)	18	19	23

(8/2016 Update Valve and Fire Hydrant Count, Includes Santana Ranch pH 1, Villages, Tyler Knoll, Walnut Park, Creekside)



## Hollister/Sunnyslope Intertie Water Balance

Report Date: July 1, 2020		to June 15, 2020		
Current Consumption Period: May 13, 2020				
Intertie Location	Groundwater Flow to COH	Surface Flow to COH	Groundwater Flow to SSCWD	Surface Flow to SSCWD
	in Gallons			
Southside Road Intertie Water Total Flow	0	1,235,242		
Sunset & Memorial Water Total Flow	4,299,600	5,798,300	0	0
Sunnyslope & Memorial Water Total Flow	3,353,000	4,321,500	0	0
Hillcrest and Memorial Water Total Flow	264,300	379,600	316,800	453,700
Santa Ana & La Baig Water Total Flow	224,800	838,400		
<b>Intertie Sub-Total Water Flow</b>	<b>8,141,700</b>	<b>12,573,042</b>	<b>316,800</b>	<b>453,700</b>
<i>Total Combined Surface and Ground Water Intertie Flow</i>	<b>20,714,742</b>		<b>770,500</b>	
City of Hollister Well 2 Surface Water Total Flow (West Hills)		22,395,000		
City of Hollister Well 4 Surface Water Total Flow (West Hills)		23,916,000		
City of Hollister Well 5 Surface Water Total Flow (West Hills)		23,343,000		
Sunnyslope Well 2 Surface Water Total Flow (West Hills)				21,582,000
Sunnyslope Well 11 Surface Water Total Flow (West Hills)				21,553,000
Sunnyslope Surface Water Total Flow (LESSALT)				52,730,000
<b>Surface Water Flow Sub-Totals</b>		<b>69,654,000</b>		<b>95,865,000</b>
<b>Ground Water and Surface Water Flow Totals</b>	<b>8,141,700</b>	<b>82,227,042</b>	<b>316,800</b>	<b>96,318,700</b>
Current Period:	<i>COH half of Surface Water Flow to Distribution (LESSALT &amp; WH)</i>		82,759,500	
	<i>Net Ground/Surface Water Balance Owed to SSCWD (to COH)</i>		7,824,900	-986,158
	<i>Beginning Water Balance Owed to SSCWD (to COH)</i>		602,695,735	-413,894,543
	<i>Gallons Billed to COH thru Report Date May 1, 2020</i>		0	Informational Last Month Net Total 188,801,192
	<i>Sub-total Ending Water Balance Owed to SSCWD (to COH)</i>		610,520,635	-414,880,701
	<i>Half of Total Gallons LESSALT Discharge to City of Hollister Wastewater Treatment Plant during the current consumption period</i>		1,965,500	
	<i>Exchange Factor; Half of the total gallons discharged to COH WWTP from LESSALT multiplied by a factor of 4</i>			7,862,000.00
	<i>Ending Water Balance Owed to SSCWD (to COH)</i>	602,658,635	-414,880,701	<b>Net Total 187,777,934</b>

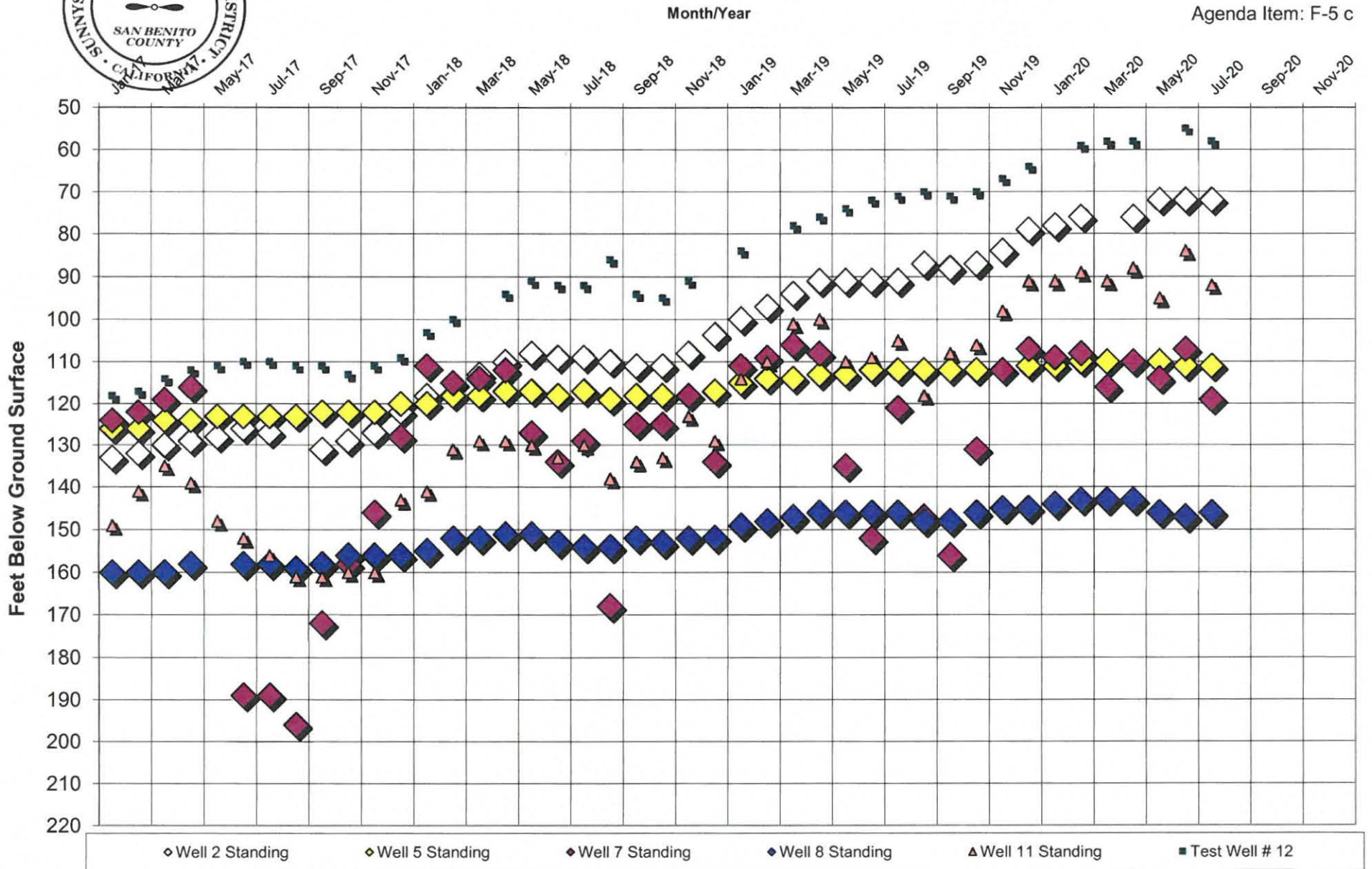
Current:	<i>LESSALT WTP Total Flow to Distribution</i>	52,730,000		
	<i>Percent of LESSALT Surface Water Received</i>	<b>COH</b>	<b>23.0%</b>	<b>SSCWD</b>
Current:	<i>COH half of LESSALT Total Flow to Distribution</i>	26,365,000		
	<i>Intertie Net Surface Water Total Flow to COH</i>	12,119,342		
	<i>Intertie Net Ground Water Total Flow to COH</i>	7,824,900		
Current:	<i>West Hills WTP Total Flow to Distribution</i>	112,789,000		
	<i>Percent of Surface Water Received</i>	<b>COH</b>	<b>61.8%</b>	<b>SSCWD</b>
Current:	<i>COH half of West Hills WTP Total Flow to Distribution</i>	56,394,500		
	<i>West Hills WTP Surface Water Total Flow to COH</i>	69,654,000		

From February 14, 2019 to Present					
YTD	<i>LESSALT WTP Total Flow to Distribution</i>	526,585,000			
	<i>West Hills WTP Total Flow to Distribution</i>	695,624,000			
	<i>Surface WTPs Total Flow to Distribution</i>	1,222,209,000			
	<i>Total YTD Surface Flow to COH/SSCWD</i>	<b>COH</b>	<b>622,387,369</b>	<b>SSCWD</b>	<b>599,821,631</b>
	<i>Percent of Surface Water Received</i>	<b>COH</b>	<b>50.9%</b>	<b>SSCWD</b>	<b>49.1%</b>



### Depth to Standing Water Level Below Ground Surface

Agenda Item: F-5 c



Ground Elevation in Feet Above Sea Level

Well 2 = 325

Well 5 = 438

Well 11 = 330

Well 7 = 361

Well 8 = 481

Test Well 12 = 308

# **Staff Report**

Agenda Item: **I - 6**

DATE: July 16, 2020 (July 21, 2020 Meeting)  
TO: Board of Directors  
FROM: Drew Lander, General Manager  
SUBJECT: General Manager Monthly Status Report

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## **ACTIVE TASKS**

1. ADP® roll out did go live July 1<sup>st</sup>. It was not without some challenges on the part of the integrator. To the credit of the District Finance Manager and Executive Secretary the initial payroll was completed successfully. Payroll has been converted to a two week schedule with 26 pay periods annually. Staff has also been very patient and helpful in this transition.
2. The District Administration office remains closed to the public. In the past month the rate of COVID infections in the community has been increasing. Office staff have been asked to renew their efforts to follow all local and State protocols for virus avoidance. Staff are now asked to wear masks at all times in the office except when at their own workstation.
3. This month a kick off meeting was held to initialize work on the Computerized Maintenance Management System (CMMS) selected by SBCWD. This will be implemented at the two water treatment plants initially. Staff have been assigned tasks to assist with this implementation. This software looks very promising for tracking and planning maintenance and capital replacement costs. The program and implementation is being funded initially by SBCWD, however SSCWD will benefit from expanding the use of this program to all District assets. Plant implementation is expected to take 6 months for data to be fully migrated and for staff to be trained on proper use of this program.
4. Information Technology planning has been ongoing this month. Developing a strategy for office communication that is consistent with security requirements, adaptation to working remotely if required by State mandate and maintaining excellent customer service have been the focus of this planning.
5. Staff have been progressing with the website implementation. Further research and planning has gone into improving online payment processing and customer service to self-serve accounts. Watersmart® and Invoice Cloud® have presented a package to increase paperless billing and online payment processing.
6. San Benito Business Council requested a presentation for their membership regarding the District's ability to operate the City Wastewater Treatment Plant. This presentation was received very well.
7. The County Technical Advisory Committee meetings have resumed.

# **Staff Report**

Agenda Item: **J-1**

DATE: July 9, 2020 (July 21, 2020 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 Cerro Verde Development.

## **BACKGROUND:**

The proposed Cerro Verde Development is a 4.3 acre infill housing development adjacent to and east of El Cerro Dr. at Sawtooth Dr. just south of Hillcrest Rd. as shown in the following picture. It involves the creation of 19 new single family residences, widening of El Cerro Dr., extension of Sawtooth Dr. to El Cerro Dr., a new cul-de-sac, and a storm water retention pond. District staff have reviewed the Improvement Plans to ensure that they meet all District standards and requirements. This development will incrementally improve the connectivity and circulation of the District's water distribution system in this area by tying the main in Sawtooth Dr. to that in El Cerro Dr. The developer must also install several new valves on the existing water main in El Cerro which will limit the potential impact and extent of future water shutdowns for leaks or maintenance.

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 has been adjusted up in accordance with the Engineering News Record Construction Cost Index for San Francisco on July 1<sup>st</sup>. The meter set fee is currently \$405.00.

## **ENVIRONMENTAL IMPACT:**

The City of Hollister City Council approved Mitigated Negative Declaration for the Cerro Verde Development. This satisfies the requirements of the California Environmental Quality Act.

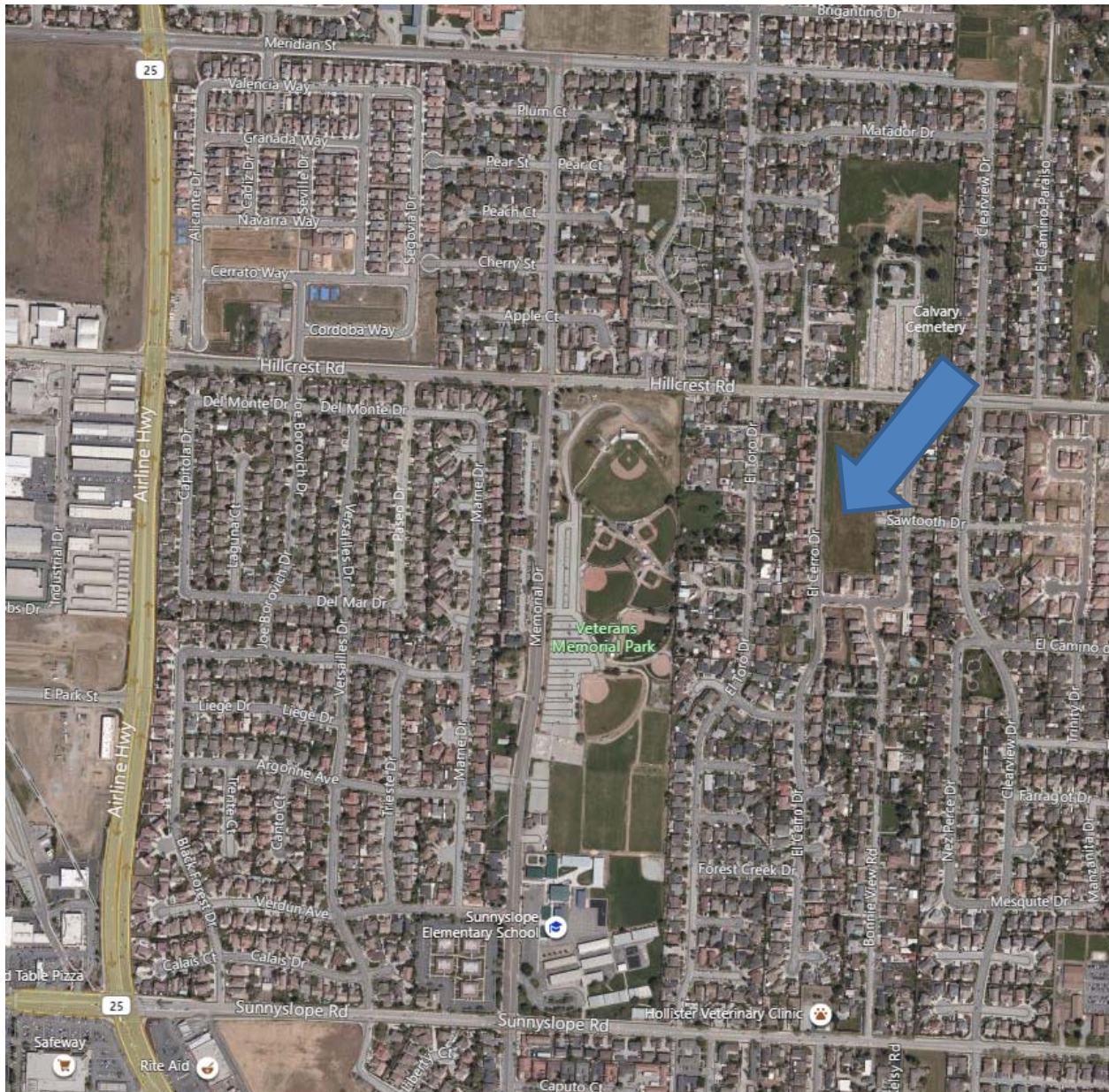
## **RECOMMENDATION:**

Staff recommends the Board approve and authorize the President to sign the Agreement for Water Facilities and Service for the Cerro Verde Development.

Attachment: Agreement for Water Facilities and Service for the Cerro Verde Development



# Vicinity Map



RECORDING REQUESTED BY AND  
WHEN RECORDED, RETURN TO:

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

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AGREEMENT FOR WATER FACILITIES AND SERVICE  
FOR THE CERRO VERDE 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 \_\_\_\_\_ 2020, 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 TMP VENTURE, LLC, a Delaware Limited Liability Company ("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 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. Within one (1) year of the date of this Agreement, Developer shall construct all 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. Such extension shall be based 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. District Engineer may prescribe additional specifications and standards 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 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 6.

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 system. 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 Engineer's Estimate for the development water system rounded to the nearest \$10. The Engineer's Estimate on development water system is One Hundred Forty Two Thousand, One Hundred Thirty One dollars (\$142,131); therefore the required bond amount is Fourteen Thousand Two Hundred Ten dollars (\$14,210). These sureties shall be satisfactory to the District Board of Directors to guarantee the faithful performance of the terms of this Agreement. It shall also 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. 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.

5. 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.

6. DEPOSIT. Developer hereby agrees to provide District with a check in the amount of Six Thousand One Hundred Eighty dollars (\$6,180) as a deposit. This sum consists of 5% of the first \$50,000 of the Engineer's Estimate for development water system, and 4% of the remaining amount rounded to the nearest \$10. The Engineer's Estimate is One Hundred Forty Two Thousand One Hundred Thirty One dollars (\$142,131). 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 labor, 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.

7. 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. The deed shall transfer 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.

8. 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.

9. 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.

10. 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. 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.

11. 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.

12. 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.

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



14. TIME OF ESSENCE. Time is of the essence in this Agreement.
15. ENTIRE AGREEMENT. This writing contains the entire agreement of the parties with respect to the matters contained herein.
16. MODIFICATION. This Agreement shall not be modified except by an agreement in writing, signed by the Developer and District.
17. 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.
18. 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 with 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 could 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.
19. 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.
20. 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. This includes 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. It also includes 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.

21. 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.

22. 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.

23. 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.

26. 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

---

James F. Parker  
President, Board of Directors,  
Sunnyslope County Water District

ATTEST:

---

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

"Developer"

TMP VENTURE LLC, a Delaware limited liability company

---

Terry Secor  
Authorized Officer  
TMP Venture LLC

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  
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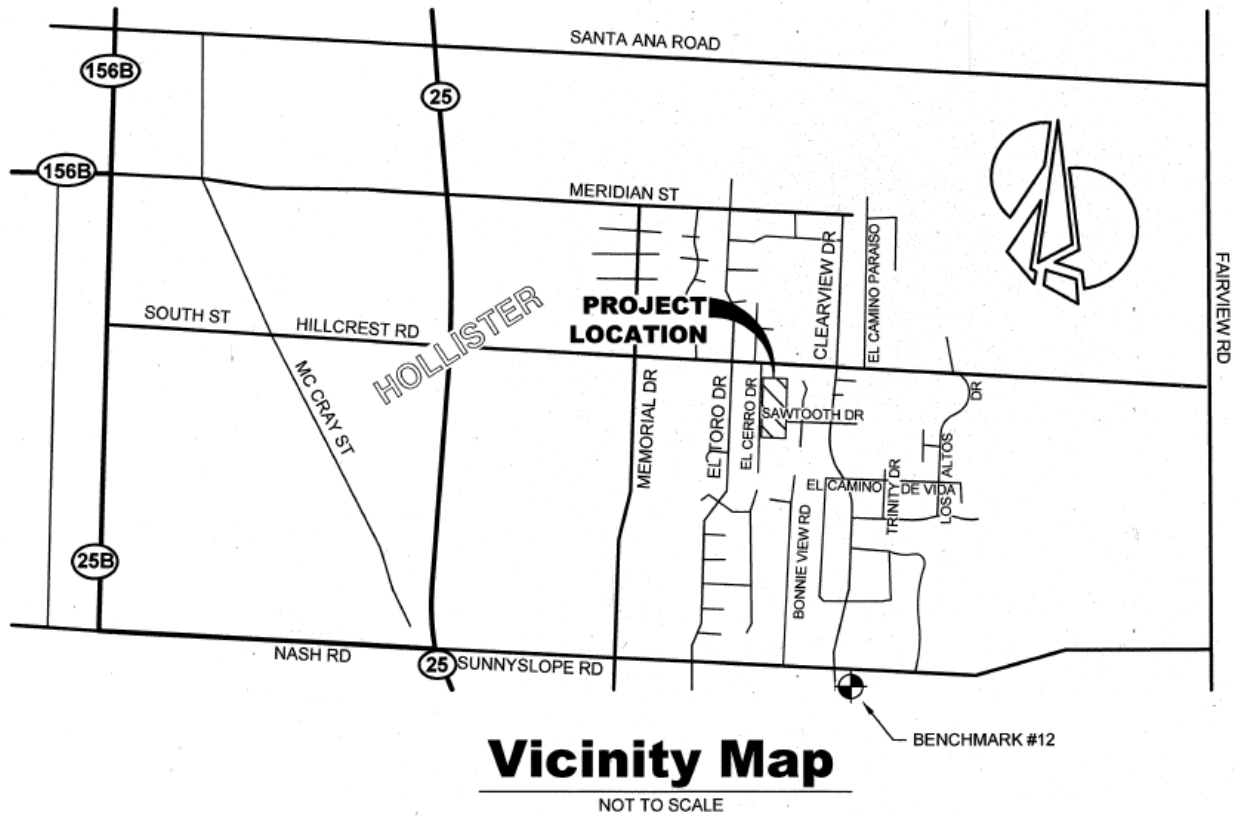
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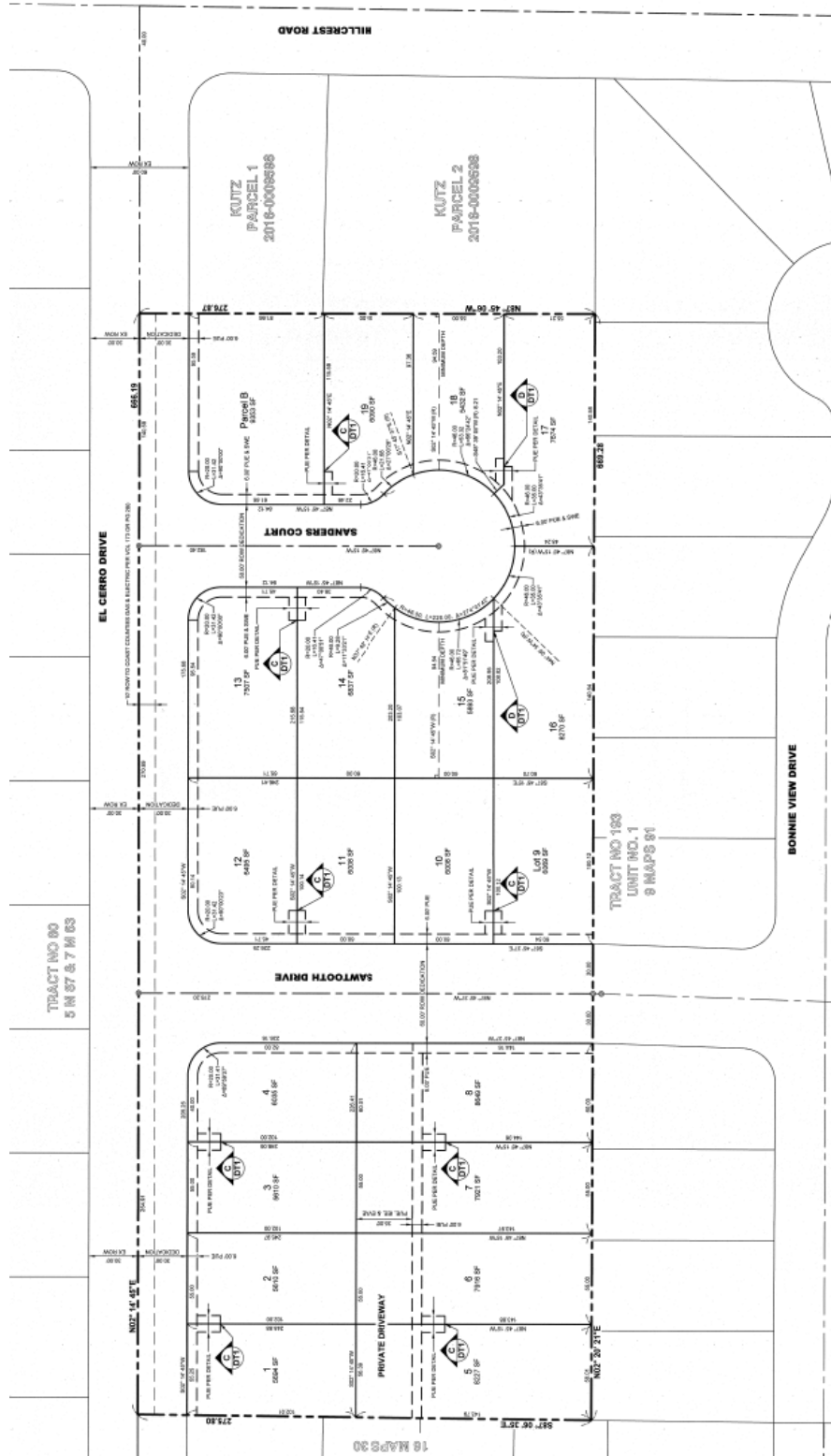
WITNESS my hand and official seal.

Signature \_\_\_\_\_

**EXHIBIT A**  
**(Development Vicinity Map)**



### EXHIBIT B (Map of Development)



# **Staff Report**

Agenda Item: **J - 2**

DATE: July 16, 2020 (July 21, 2020 Meeting)

TO: Board of Directors

FROM: Drew Lander, General Manager

SUBJECT: Authorize the General Manager to Contract with Exceedio Inc. for Information Technology (IT) services on a monthly service basis not to exceed \$2500/mo.

## **BACKGROUND:**

The District has grown significantly in the past 10 years yet the technology investment of the District has not kept up with needs for electronic security, software maintenance and hardware capital costs relating to computers and internet needs.

Exceedio Inc. is a full service IT management service with extensive expertise in the implementation and management of office security and network systems. They will be taking the lead in the implementation of corporate server modifications to enhance worker efficiency.

The services provided by Exceedio Inc. are required to prepare the backbone needed to take the additional steps toward the implementation of the planned enterprise accounting software program. This program will integrate with both the payment processing needs of the District but also provide purchase order and electronic tracking of all documents. Exceedio Inc. will be providing all staff with online security training and they will manage all workstation security credentials to provide the strongest protection against malicious internet attacks.

## **FISCAL IMPACT:**

Managed services are estimated to cost \$2,224.05/month based on the scope of services provided to Exceedio Inc. Staff estimates that with adjustments and modifications to services rendered over the proposed contract term of 60 months the monthly fee will not exceed \$2,500. The contract may be terminated at any time within a proposed 60 month term, and the District would incur the penalty of the set up fees which are waived at the inception of the contract in the amount of \$7,480. The annual cost of these services were contemplated in the contractual services of the annual budget.

## **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.

## **RECOMMENDATION:**

Staff recommends the Board authorize the General Manager to contract with Exceedio Inc. for managed IT services in an amount not to exceed \$2,500/month.