



# Sunnyslope County Water District

## BOARD OF DIRECTORS

### REGULAR MEETING

District Office Board Room/Teleconference



3570 Airline Hwy., Hollister, CA

## NOTICE & AGENDA

DECEMBER 17, 2024

Regularly Scheduled Board Meeting - 5:15PM

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

ZOOM MEETING ACCESS LINK

<https://us06web.zoom.us/j/83216038029?pwd=l7K47iHKhB1G4cL2xHdn4caN03i3Cb.1>

Passcode: SSCWD

Or Telephone: Dial + 1 (669) 444-9171 and when prompted enter Meeting ID: 832 1603 8029

Dial in Passcode: 130723

### HEALTH AND SAFETY GUIDELINES

Public access to this meeting is provided both in person and through electronic viewing. Virtual meeting access will continue to be provided as a public convenience until further notice by the District Board. Remote viewing interruptions due to internet quality, power outages or other factors may occur and will not stop the meeting while a quorum is present in the Board Room; To ensure the health, safety, and welfare of those in attendance, all attendees must comply with any procedures/instructions announced by the Board of Directors or as directed by Staff prior to commencement of the meeting. Face coverings will be provided if health concerns dictate and will be made available upon request. The meeting will be available through Zoom for those who wish to join remotely. Anyone requiring accommodations may contact the Main Office at: (831) 637-4670 a minimum of 24 hrs prior to the start of the meeting.

### ***Mission Statement:***

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

**A. CALL TO ORDER - ROLL CALL**

President Mauro \_\_\_\_\_, Vacant \_\_\_\_\_,

Director Brown \_\_\_\_\_, Director Alcorn \_\_\_\_\_, and Director Buzzetta \_\_\_\_\_.

- B. 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**

- C. NO CLOSED SESSION ITEMS ARE BEFORE THE BOARD**

**REGULAR SESSION**

- D. PLEDGE OF ALLEGIANCE**

- E. REPORT IN OPEN SESSION ACTION TAKEN IN CLOSED SESSION**

- 1. Public Employee Performance Review (§ 54957)** – Title: General Manager  
From Regular Board Meeting, Closed Session Nov. 19, 2024 – Board returned to Closed session following adjournment of the November 19<sup>th</sup> Board meeting to continue discussion.

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

- G. 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. To make a public comment in person please fill out a “Speaker Card” and return to the Minutes Clerk prior to speaking. When virtual meeting access is provided, please use the “hand-raise” feature and you will be called upon to speak. No action may be taken by the Board during the public comment period.

**H. CONSENT AGENDA** – Members of the Board and/or members of the public may pull matters from the Consent Agenda. Any matter pulled from the Consent Agenda requiring action shall be moved to New Business and treated as a matter of new business, or for matters needing clarification shall be moved to Staff Reports and addressed by the respective staff. The public may address the Board<sup>2</sup> on these items, not to exceed 3 minutes, when the Board reviews each pulled item.

1. Approve Minutes of the Board
  - Regular Board Meeting – November 19, 2024 (page 1)
2. Receive and Accept Allowance of Claims for Disbursements from November 1, 2024, Through November 30, 2024. (page 9)
3. Receive and Accept Engineering Services Monthly Status Report (page 13)
4. Receive and Accept Finance Manager Monthly Status Reports:
  - a) Narrative Report (page 16)
  - b) Operation Summary (page 23)
  - c) Statement of Income (page 27)
  - d) Investment Summary (page 29)
  - e) Board Designated Reserves (page 30)
5. Receive and Accept Superintendent Monthly Status Reports:
  - a) Maintenance (page 31)
  - b) Groundwater Level Measurement (page 38)
  - c) City Meter Reading (page 39)
6. Receive and Accept General Manager Monthly Status Report. (page 40)

**I. 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 when directed to do so.

1. Conduct A Swearing-In Ceremony For Newly Elected Board Member Jerry Buzzetta, To Fulfill Terms Of Service From December 2024 To November 2028. (Not A Project Under CEQA Per Article 20, Section 15378) (page 42)

2. Take Appropriate Action To Elect A President And Vice-President Of The Board Of Directors, And President To Assign Director Duties To Standing District Committees For 2025. (Not A Project Under CEQA Per Article 20, Section 15378) (page 43)
3. Board Will Review The 2025 Calendar And Modify The Meeting Schedule For The Coming Year As Needed Beginning With Regularly Schedule Board Meetings To Be Scheduled On The 4<sup>th</sup> Tuesday Of The Month. Board Will Approve By Motion All Changes To The Calendar. (Not A Project Under CEQA Per Article 20, Section 15378) (Page 46)
4. Direct The General Manager To Prepare And Publish The Necessary Notices To Solicit Qualified Applicants To Fill A Vacancy Of The Board Which Occurred December 6<sup>th</sup>, 2024, Per Policy 7080. (Not A Project Under CEQA Per Article 20, Section 15378). (Page 48)
5. Authorize The Board President To Sign A Resolution Of Recognition Honoring James Parker For Excellent Service To The Community Through His Service To The Board Of Sunnyslope County Water District, (Not A Project Under CEQA Per Article 20, Section 15378). (Page 50)
6. Second Reading Of Ordinance No. 85 For The Adoption Of Rates Within The Gavilan Sewer Service Area. (Statutorily Exempt From CEQA As Defined By Article 18 California Code Of Regulations 15273 (a)) (Page 52)

**J. STATUS REPORT**

1. Governance Committee (JB, MA) – (Meeting)
2. Water / Wastewater Committee (DB, JP) – (No Meeting)
3. Finance Committee (JB, EM) – (No Meeting)
4. Policy and Procedure Committee (JP, MA)– (No Meeting)
5. Personnel Committee (EM, DB) – (No Meeting)
6. Water Resources Association of San Benito County (MA, Alt. JP) – (Meeting Dec. 5<sup>th</sup> - Canceled)

**K. BOARD and STAFF REPORTS**

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

**L. FUTURE AGENDA ITEMS**

**M. ADJOURNMENT**

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

**Next Regular Board Meeting** – January 28, 2025 @ 5:15 p.m., District Office

**AGENDA DEADLINE:** January 22, @ 12:00 p.m.

## Future Scheduled Committee Meetings

Water Resources Association of San Benito County – February 6, 2025 @ 4pm

<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.

<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**  
**November 19<sup>th</sup>, 2024**

**A. CALL TO ORDER:** The meeting was called to order at 4:30 p.m. by President Mauro, at the Sunnyslope County Water District office, 3570 Airline Highway, Hollister, California.

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

**B. PUBLIC COMMENTS ON CLOSED SESSION MATTERS:** The Board welcomed members of the public and opened the meeting to public comments regarding matters identified on the Closed Session agenda. No comments were received.

**C. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTIONS:**

**1. Public Employee Performance Review (§ 54957):** *General Manager Annual Review*

President Mauro retired to closed session at 4:32 p.m. and upon returning to the regular session, moved to take a brief recess at 5:20 p.m. The meeting was reconvened to open session at 5:23 p.m.

**D. PLEDGE OF ALLEGIANCE:** Director Alcorn led those in attendance in the Pledge of Allegiance.

**E. REPORT IN OPEN SESSION ACTION TAKEN IN CLOSED SESSION:**

**1. October 29, 2024, Personnel Committee Meeting- Public Employee Performance Review (§ 54957)**

General Manager Lander reported that the Personnel Committee met in closed session to prepare a recommendation for the Board to conclude the GM annual review. The recommendation is before the board as an agenda item tonight. No action taken.

**2. November 19, 2024, Regular Meeting- Public Employee Performance Review (§ 54957)**

District Counsel Michael Laredo reported the board discussed the GM performance review, the board will proceed with action to conclude the GM review under the agenda item on tonight's agenda, and the closed session was recessed and will continue with the General Manager after the regularly scheduled board meeting. No action taken in closed session.

**F. APPROVAL OF AGENDA:** President Mauro requested a motion to approve the agenda. Director Brown motioned to approve the agenda, seconded by Director Parker, for which President Mauro took a roll call vote as follows: (DB), yes; (JB), yes; (MA), yes; (JP), yes; and (EM), yes; the motion carried 5-0.

**G. 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. Collin Linder, representing McGilloway, Ray, Brown & Kaufman, is present to participate in agenda Item I-1, but no comments were received at this time.

**Staff Present for Open Session: In Person:** General Manager/Secretary Drew Lander, Executive Assistant/Stenographer Madison Koester, Finance and HR Manager Barry Kelly, Principal Engineer Robert Hillebrecht, Assistant Finance Manager Dana Sullivan.

**H. CONSENT AGENDA:**

1. Approval of Minutes for:

Regular Board Meeting of October 22<sup>nd</sup>, 2024.

2. Allowance of Claims – The Board reviewed the Disbursement Summary (below) for the period of October 1, 2024 through October 31, 2024, totaling \$1,529,032.52 which includes \$781,618.32 for payments to vendors, \$282,802.03 for Payroll, \$452,815.07 paid to the City of Hollister for collection of City sewer billings (net of our fees), and \$5,351.92 for customer refunds.

<u>Date</u>	<u>Number</u>	<u>Name</u>	<u>Amount</u>
10/1/2024	ACH2964	Sterling Administration Health	5.00
10/3/2024	53033	ACC Business	1,331.84
10/3/2024	53034	Amazon Capital Services	206.16
10/3/2024	53035	Brenntag Pacific, Inc.	57,805.28
10/3/2024	53036	Central Ag Supply LLC	1,729.98
10/3/2024	53037	City of Hollister-Finance Dept	447,609.75
10/3/2024	53038	Eva Green Power	116,185.67
10/3/2024	53039	Greenwood Chevrolet	551.04
10/3/2024	53040	Hach Company	741.72
10/3/2024	53041	J M Electric	1,227.80
10/3/2024	53042	Manuel Chavez	84.40
10/3/2024	53043	Mission Uniform Service	261.17
10/3/2024	53044	MuniQuip, LLC	2,793.07
10/3/2024	53045	Rain for Rent	5,225.01
10/3/2024	53046	San Benito County Water District	468.25
10/3/2024	53047	Star Concrete	1,819.56
10/3/2024	53048	U.S. Bank Corporate Payment Systems	6,311.57
10/3/2024	53050	USA Blue Book	210.45
10/3/2024	53051	Wallace Group	70,200.24
10/3/2024	ACH2965	P G & E	57,784.53
10/3/2024	JN00664	Net Pay	74,463.66
10/3/2024	JN00664	Total Tax	19,301.54
10/4/2024	53055	CHARLES L. WILLIAMS	91.48
10/4/2024	53054	MARIA & JOJO DAQUIGAN	80.52
10/4/2024	53056	CENTURY COMMUNITIES OF CA LLC.,	371.14
10/7/2024	ACH2966	Principal	3,440.25
10/7/2024	ACH2967	Sterling Administration Health	40.00
10/8/2024	53052	VEOLIA WTS Analytical Instruments, Inc.	8,763.92
10/9/2024	ACH2968	iCloud	13,474.95
10/9/2024	ACH2969	Sterling Administration Health	493.88
10/15/2024	53053	ALEXANDER & IRINA KOLESOVA	3,016.22
10/15/2024	53057	A Tool Shed	1,837.11
10/15/2024	53058	Abel Alvarez	16.32
10/15/2024	53059	Ace Hardware (Johnson Lumber Co.)	418.89
10/15/2024	53060	Alvin Do	100.00



10/15/2024	53061	Brenntag Pacific, Inc.	12,966.83
10/15/2024	53062	Brigantino Irrigation	304.04
10/15/2024	53063	Calgon Carbon Corporation	71,697.79
10/15/2024	53064	Clean Brothers	150.00
10/15/2024	53065	CSAA Insurance Exchange	3,813.47
10/15/2024	53066	De Lay & Laredo	2,565.00
10/15/2024	53067	EBCO Pest Control	75.00
10/15/2024	53068	Extreme Air, Inc.	165.00
10/15/2024	53069	Grainger, Inc.	869.45
10/15/2024	53070	Hollister Auto Parts, Inc.	224.86
10/15/2024	53071	Hollister True Value	52.97
10/15/2024	53072	John Smith Road Landfill	1,642.68
10/15/2024	53073	Mark Nicholson, Inc.	9,815.50
10/15/2024	53074	Mc Master-Carr	616.70
10/15/2024	53075	Metron-Farnier, LLC	9,709.00
10/15/2024	53076	Mission Uniform Service	831.24
10/15/2024	53077	Powermatic Associates, Inc.	4,758.73
10/15/2024	53078	Raftelis Financial Consultants, Inc.	195.00
10/15/2024	53079	Recology San Benito County	357.64
10/15/2024	53080	San Benito County Water District	5,976.93
10/15/2024	53081	Scott Watson	54.63
10/15/2024	53082	Sharp Engineering and Construction, Inc.	20,400.00
10/15/2024	53083	Toro Petroleum Corp.	2,496.48
10/15/2024	53084	Trans Union LLC	169.46
10/15/2024	53085	Wallace Group	820.00
10/15/2024	53086	Waste Resource Recovery, Inc.	1,625.00
10/15/2024	53087	Wright Bros. Welding & Sheet Metal, Inc.	529.16
10/15/2024	ACH2970	Colonial Life	1,871.74
10/16/2024	ACH2971	Sterling Administration Health	10.00
10/17/2024	ACH2972	CalPERS - Health Insurance	31,832.66
10/17/2024	ACH2973	CalPERS - Retirement	7,086.22
10/17/2024	ACH2974	CalPERS - Retirement	291.50
10/17/2024	ACH2975	CalPERS - Retirement	23.08
10/17/2024	ACH2976	CalPERS - Retirement	4,953.25
10/17/2024	ACH2977	CalPERS - Retirement	9,009.05
10/17/2024	ACH2978	CalPERS - Retirement	23.08
10/17/2024	ACH2979	Nationwide Retirements Solutions	9,273.56
10/17/2024	ACH2980	Sterling Administration Health	493.22
10/17/2024	JN00665	Net Pay	73,138.14
10/17/2024	JN00665	Total Tax	19,282.65
10/18/2024	53091	NICK J TALIAFERRO	417.60
10/18/2024	53089	WILLIAM R JOHANSON	60.74
10/18/2024	53088	KENNETH G HARRIS	47.57
10/18/2024	53090	MHG BUILDER & CONSULTING INC	509.22
10/18/2024	ACH2981	ADP	2,335.02
10/18/2024	ACH2982	CalPERS - Retirement	8,393.94
10/18/2024	ACH2983	CalPERS - Retirement	9,388.78
10/18/2024	ACH2984	Nationwide Retirements Solutions	9,273.55
10/18/2024	ACH2985	Sterling Administration Health	150.00
10/21/2024	53092	A-1 Services	504.00
10/21/2024	53093	Ace Hardware (Johnson Lumber Co.)	60.07
10/21/2024	53094	Amazon Capital Services	648.72



10/21/2024	53095	Auto Tech Service Center, Inc.	880.00
10/21/2024	53096	Brenntag Pacific, Inc.	32,685.28
10/21/2024	53097	Brigantino Irrigation	160.39
10/21/2024	53098	Calcon System, Inc.	3,623.00
10/21/2024	53099	City of Hollister-Finance Dept	5,205.32
10/21/2024	53100	CM Analytical, Inc.	15,356.75
10/21/2024	53101	Extreme Air, Inc.	4,200.00
10/21/2024	53102	Hach Company	1,646.82
10/21/2024	53103	ICON Cloud Solutions, LLC	468.28
10/21/2024	53104	Iconix Waterworks (US) Inc.	1,668.64
10/21/2024	53105	InfoSend	3,726.03
10/21/2024	53106	J M Electric	2,112.00
10/21/2024	53107	Maggiora Bros. Drilling, Inc.	998.09
10/21/2024	53108	Mc Gilloway, Ray, Brown & Kaufman	4,050.00
10/21/2024	53109	O'Reilly Auto Parts	20.75
10/21/2024	53110	Tyler Technologies, Inc.	23,601.77
10/21/2024	53111	USA Blue Book	471.98
10/23/2024	53113	PEDRAZZA/MINKEL,	376.66
10/23/2024	53115	MCELVANY INC,	380.77
10/28/2024	53116	Ace Hardware (Johnson Lumber Co.)	384.97
10/28/2024	53117	ACWA/JPIA	9,830.36
10/28/2024	53118	Adan Cervantes	196.64
10/28/2024	53119	Atlas Copco Compressors LLC	72,678.33
10/28/2024	53120	Auto Tech Service Center, Inc.	2,010.00
10/28/2024	53121	Brenntag Pacific, Inc.	22,128.18
10/28/2024	53122	Brigantino Irrigation	103.30
10/28/2024	53123	Central Ag Supply LLC	564.50
10/28/2024	53124	Corbin Willits Systems, Inc. (MOM's)	162.00
10/28/2024	53125	Exceedio	3,958.95
10/28/2024	53126	Green Line	21,903.00
10/28/2024	53127	Mission Uniform Service	439.51
10/28/2024	53128	O'Reilly Auto Parts	30.58
10/28/2024	53129	San Benito Tire Pros & Automotive	25.00
10/28/2024	53130	State Water Resources Control Board-DWOCF	60.00
10/28/2024	53131	Toro Petroleum Corp.	1,893.87
10/28/2024	53132	Verizon Wireless	623.21
10/28/2024	53133	Wallace Group	49,816.95
10/28/2024	ACH2986	Sterling Administration Health	95.00
10/30/2024	ACH2987	Sterling Administration Health	5.00
10/31/2024	JN00672	Bank Activity Fees	68.35

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**-\$1,529,032.52**

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

6. Receive General Manager Monthly Status Report.

Director Buzzetta requested to pull items H-3, Engineer Monthly Status Report, and H-4, Finance Manager Monthly Status Report, from the consent agenda and move it to new business for discussion. President Mauro asked for public comment and upon receiving none, President Mauro requested a motion to approve the consent agenda. Upon a motion made by Director Buzzetta to approve the Consent Agenda items that were not pulled, seconded by Director Alcorn, for which President Mauro then took a roll call vote as follows: (DB), yes; (JB), yes; (MA), yes; (JP), yes; and (EM) yes; the motion carried 5-0.

**I. NEW BUSINESS:**

**1. Receive Audit Report/Presentation By Patricia Kaufman, CPA/Partner, With McGilloway, Ray, Brown & Kaufman On June 30, 2024 Audit And Accept The Audited Financial Statements. (Not A Project Under CEQA Per Article 20, Section 15378)**

General Manager Drew Lander introduced Collin Linder, a partner with McGilloway, Ray, Brown & Kaufman, who was the District's audit manager for the fiscal year ending June 30<sup>th</sup>, 2024, to present the findings. Mr. Linder began the presentation informing the board of the clean, unmodified audit opinion determined by the auditors, which is the best opinion the District could have received. It was determined there were no transactions which lacked consensus or guidance, and there were no uncorrected misstatements by audit's end. Auditors found the significant accounting estimates developed by management to be responsible and all transactions were recorded in the correct period, resulting in no significant difficulties during the course of the audit.

The most significant change in the District's assets were noted to capital additions, including \$2.5 million being capitalized to the wastewater system and an excavator truck purchase. On the liability and net position side, the most notable change was seen in the long-term liabilities due to the payoff of the tranche payments and the State Revolving Fund. Restricted capacity and connection fees increased \$1.7 million, this was due to \$3.7 million of capacity fees received, offset by the tranche payments. Lastly, the most significant change in the statement of revenue, expenses, and net positions were to operating expenses, which was associated with an increase in operational efficiency at the treatment plants.

President Mauro then asked for any public comment. Upon receiving no public comment, President Mauro requested a motion to approve the item. Director Parker made a motion to accept the audited financial statements. This motion was seconded by Director Buzzetta for which President Mauro then took a roll call vote as follows: (DB), yes; (JB), yes; (MA) yes; (JP), yes; and (EM), yes; the motion carried 5-0.

**2. President Mauro Moved Consent Items For Discussion To Item I-2 Of The Agenda. Consent Items H-3 Associate Engineer Monthly Status Report, And H-4 Receive Finance Manager Monthly Status Reports, Pulled From Consent Agenda For Board Discussion.**

**a. H-3 Receive Associate Engineer Monthly Status Report.**

Director Buzzetta pulled item H-3 from the consent agenda for discussion. He inquired about well levels and the operation of inactive well #6. Principal Engineer Hillebrecht and GM Lander responded to his questions.

**b. H4- Receive Finance Manager Monthly Status Reports: a. Narrative Report, b. Operation Summary, c. Statement of Income, d. Investment Summary, and e. Board Designated Reserves.**

Director Buzzetta additionally pulled item H-4 from the consent agenda to ask about the outstanding past-due customer amounts, which is currently totaled at around \$85,000. General Manager Lander informed Director Buzzetta of the typical \$50-100k unpaid bills

the District saw consistently prior to Covid, stating that the excessive Covid overdue amounts have since been reduced significantly. Director Buzzetta additionally questioned if San Benito Foods were still behind in their O&M payments, to which Mr. Lander informed him a system was officially in place with San Benito Foods to ensure properly timed payments.

Lastly, Director Buzzetta questioned if there had been an increase in complaints due to Lessalt being off and an increase of well water being utilized, to which General Manager Lander informed him there were no immediate complaints. Mr. Lander emphasized that complaints wouldn't immediately be reported, there's an expected fluctuation when it comes to water quality, so complaints aren't to be immediately expected.

President Mauro then asked for any public comment. Upon receiving no public comment, President Mauro requested a motion to approve the item. Director Alcorn made a motion to approve consent agenda items H-3 and H-4 that were moved to I-2a and I-2b. This motion was seconded by Director Buzzetta for which President Mauro then took a roll call vote as follows: (DB), yes; (JB), yes; (MA) yes; (JP), yes; and (EM), yes; the motion carried 5-0.

**3. Receive Staff Report Of Proposed Rates Within New Sewer Service Area, Receive Protests, And Approve Ordinance No. 85 Imposing Rates, Fees, And Charges For Wastewater Service Within The Gavilan Sewer Service Area, Amending Title IV, Section 4.30.030 And Table 4.30.030 Of The Sunnyslope County Water District Code., Statutorily exempt from CEQA as defined by Article 18 California Code of Regulations 15273 (a).**

General Manager Lander presented Ordinance No. 85 pertaining to the new Cielo Vista subdivision and the new Gavilan College construction, informing the board of how the rates are comprised of what the city charges for treatment and what the district has calculated regarding compensation for the collection and pipe maintenance. GM Lander informed the board that no protests were received and commended the board on their part in ensuring the construction of the college was able to move forward without the additional costs of a septic system.

President Mauro then asked for any public comment. Upon receiving no public comment, President Mauro requested a motion to approve the item. Director Buzzetta made a motion to approve the first reading of Ordinance No. 85 as written. This motion was seconded by Director Parker for which President Mauro then took a roll call vote as follows: (DB), yes; (JB), yes; (MA) yes; (JP), yes; and (EM), yes; the motion carried 5-0.

**4. Hold Second Reading Of Ordinance No. 83 To Adopt An Administrative Remedies Procedures For Challenges To Fees, Charges, And Assessments. (CEQA Non-Project, Article 20, Section 15378)**

District Counsel Michael Laredo presented this item, informing the board of the need for a second reading of Ordinance No. 83. No changes were made to the ordinance from the first reading, it is being brought forward for consideration and finalization.

President Mauro then asked for any public comment. Upon receiving no public comment, President Mauro requested a motion to approve the item. Director Brown made a motion to approve the second reading of Ordinance No. 83 as written. This motion was seconded by Director Alcorn for which President Mauro then took a roll call vote as follows: (DB), yes; (JB), no; (MA) yes; (JP), yes; and (EM), yes; the motion carried 4-1.

**5. Hold Second Reading Of Ordinance No. 84 To Amend Policy #7020 To Increase The Board Of Director's Compensation For Attendance At Meetings And For Service Rendered By Request Of The Board (CEQA Non-Project, Article 20, Section 15378)**

District Counsel Michael Laredo presented on this item, referencing the first reading of the ordinance that was held last month where President Mauro requested some modifications prior to returning the ordinance for a second reading. The modifications are as follows; effective date pushed to April 20<sup>th</sup>, 2025 to increase board compensation by 30% and increase the maximum monthly compensation from \$2,500 to \$2,600 to reflect legal maximum limit of 10 meetings a month.

President Mauro then asked for any public comment. Upon receiving no public comment, President Mauro requested a motion to approve the item. Director Alcorn made a motion to approve the second reading of Ordinance No. 84 as written. This motion was seconded by Director Brown for which President Mauro then took a roll call vote as follows: (DB), yes; (JB), no; (MA) yes; (JP), abstained; and (EM), yes; the motion carried 3-1-1.

**6. Authorize The General Manager To Proceed With Well #7 Rehabilitation For A Total Cost Not To Exceed \$90,000 (CEQA Categorically Exempt 15301 (d)).**

General Manager Lander presented the need to rehabilitate Well #7. During repairs an inspection will take place that will determine if additional work is needed to ensure proper operation.

President Mauro then asked for any public comment. Upon receiving no public comment, President Mauro requested a motion to approve the item. Director Parker made a motion to authorize the General Manager to proceed with Well #7 rehabilitation for a total cost not to exceed \$90,000.00. This motion was seconded by Director Alcorn for which President Mauro then took a roll call vote as follows: (DB), yes; (JB), yes; (MA) yes; (JP), yes; and (EM), yes; the motion carried 5-0.

**7. Authorize The District President To Sign Resolution No. 604, And Adopting The 2024-25 Salary Schedule To Comply With Calpers Statutory And Regulatory Requirements.**

General Manager Lander brings this item to the board to summarize recent union and management negotiations in order to comply with CalPERS statutory and regulatory requirements.

President Mauro then asked for any public comment. Upon receiving no public comment, President Mauro requested a motion to approve the item. Director Alcorn made a motion to authorize the District President to sign Resolution No. 604 and adopting the 2024-2025 salary schedule to comply with CALPERS Statutory and regulatory requirements. This motion was seconded by Director Brown for which President Mauro then took a roll call vote as follows: (DB), yes; (JB), yes; (MA) yes; (JP), yes; and (EM), yes; the motion carried 5-0.

**8. General Manager's Contract Item #3.2 Performance Reviews, Incentive Pay In The Amount Of \$9,225.**

General Manager Lander presented this item concluding his annual review, having received input from all Board members..

President Mauro then asked for any public comment. Upon receiving no public comment, President Mauro requested a motion to approve the item. Director Alcorn made a motion to approve General Manager's contract item #3.2 performance reviews, incentive pay in the amount of \$9,225. This motion was seconded by Director Parker for which President Mauro then took a roll call vote as follows: (DB), yes; (JB), yes; (MA) yes; (JP), yes; and (EM), yes; the motion carried 5-0.

**J. BOARD COMMITTEE and STATUS REPORTS**

1. **Governance Committee:** (No Meeting)
2. **Water/Wastewater Committee:** (No Meeting)
3. **Finance Committee:** (No Meeting)
4. **Policy and Procedure Committee:** (No Meeting.)
5. **Personnel Committee:** (Meeting Held October 29<sup>th</sup>, 2024)
6. **Water Resources Association of San Benito County (WRA):** (No Meeting)

**K. BOARD and STAFF REPORTS**

1. **Directors:** No Report.
2. **District Counsel:** No Report.
3. **General Manager:** General Manager Lander reported that he attended the Gavilan College grand opening and finished getting the sewer agreement with the City of Hollister fully vested, therefore ensuring Gavilan will be able to receive sewer services. GM Lander also reported that prior Account Technician Dana Sullivan has taken over the role of Assistant Finance Manager and is taking appropriate action to obtain further education related to the field. GM Lander additionally reported that he will be attending a progress meeting with Best Roads Mutual on December 12<sup>th</sup> and has intentions to schedule a governance meeting with San Benito County towards the end of November. Lastly, GM Lander discussed the invitation of special districts to LAFCO, informing the board it was not brought back due to discussions with other special districts who were not in favor of joining.

**L. FUTURE AGENDA ITEMS:** Action to replace our outgoing boardmember Jim Parker will be decided in December and a Board Workshop is requested in January to set new 2025 goals for the GM.

**M. ADJOURNMENT:** President Mauro adjourned the Regular meeting at 6:48 p.m. and retired the board to closed session to complete board discussion of Item C-1.

**APPROVED BY THE BOARD:**

\_\_\_\_\_  
Edward J. Mauro, President

**RESPECTFULLY SUBMITTED:**

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



# Sunnyslope Water District

## Disbursement Reports FY 24-25 Nov 1, 2024 through Nov 30, 2024

Date	Num	Name	Amount
11/1/2024	JN00679	Net Pay	72,483.89
11/1/2024	JN00679	Total Tax	18,701.00
11/4/2024	53134	A Tool Shed	1,008.45
11/4/2024	53135	Ace Hardware (Johnson Lumber Co.)	58.96
11/4/2024	53136	Amazon Capital Services	307.30
11/4/2024	53137	Auto Tech Service Center, Inc.	230.00
11/4/2024	53138	Brenntag Pacific, Inc.	12,410.19
11/4/2024	53139	Central Ag Supply LLC	1,151.22
11/4/2024	53140	Clean Brothers	150.00
11/4/2024	53141	Extreme Air, Inc.	1,090.00
11/4/2024	53142	Grainger, Inc.	955.76
11/4/2024	53143	Mission Uniform Service	391.73
11/4/2024	53144	Petty Cash	44.77
11/4/2024	53145	San Benito County Water District	397.25
11/4/2024	53146	San Benito County Water District	458,378.39
11/4/2024	53148	USA Blue Book	461.98
11/5/2024	53056	CENTURY COMMUNITIES OF CA LLC.,	214.43
11/5/2024	ACH2988	Principal	3,440.25
11/6/2024	ACH2989	Sterling Administration Health	169.75
11/6/2024	ACH2990	P G & E	56,362.05
11/7/2024	ACH2991	iCloud	13,968.95
11/12/2024	53149	A-1 Services	504.00
11/12/2024	53150	ACC Business	1,331.84
11/12/2024	53151	Ace Hardware (Johnson Lumber Co.)	532.03
11/12/2024	53152	Auto Tech Service Center, Inc.	2,020.00
11/12/2024	53153	Bazilio Hernandez	78.25
11/12/2024	53154	Brenntag Pacific, Inc.	15,662.47
11/12/2024	53155	Brigantino Irrigation	381.30
11/12/2024	53156	Calcon System, Inc.	4,926.50
11/12/2024	53157	Central Ag Supply LLC	533.36
11/12/2024	53158	City of Hollister-Finance Dept	465,044.15
11/12/2024	53159	City of Hollister-Finance Dept	147,915.00
11/12/2024	53159	City of Hollister-Finance Dept Reversal	-147,915.00
11/12/2024	53160	J M Electric	352.00
11/12/2024	53161	Mission Uniform Service	831.24
11/12/2024	53162	Rain for Rent	3,424.11
11/12/2024	53163	Recology San Benito County	357.64
11/12/2024	53164	Reliable Translations	410.58



Disbursement Reports FY 24-25

11/12/2024 53165	San Benito County Water District	22,667.05
11/12/2024 53166	Simplot Grower Solutions	1,196.85
11/12/2024 53167	Streamline	5,340.00
11/12/2024 53168	Toro Petroleum Corp.	2,240.69
11/12/2024 53169	Trans Union LLC	169.46
11/12/2024 53170	Waste Resource Recovery, Inc.	250.00
11/13/2024 ACH2992	Sterling Administration Health	10.00
11/13/2024 ACH2993	Colonial Life	1,871.74
11/14/2024 ACH2994	CalPERS - Retirement	162.18
11/14/2024 ACH2995	CalPERS - Retirement	291.50
11/14/2024 ACH2996	CalPERS - Retirement	4,953.25
11/14/2024 ACH2997	CalPERS - Retirement	8,271.17
11/14/2024 ACH2998	Nationwide Retirements Solutions	9,273.55
11/14/2024 ACH2999	CalPERS - Retirement	9,304.79
11/15/2024 ACH3000	ADP	2,335.02
11/15/2024 JN00700	Net Pay	83,150.09
11/15/2024 JN00700	Total Tax	20,166.34
11/18/2024 51649	DENGZHI ZHANG & DANJIAN WANG	239.75
11/18/2024 53182	LENNAR HOMES OF CALIFORNIA LLC,	358.27
11/18/2024 ACH3001	CalPERS - Retirement	162.18
11/18/2024 ACH3002	CalPERS - Retirement	8,332.95
11/18/2024 ACH3003	Nationwide Retirements Solutions	9,273.57
11/18/2024 ACH3004	CalPERS - Retirement	10,263.18
11/18/2024 ACH3005	CalPERS - Health Insurance	31,832.66
11/19/2024 53183	Ace Hardware (Johnson Lumber Co.)	77.10
11/19/2024 53184	All American Mailing, Inc.	3,418.25
11/19/2024 53185	Amazon Capital Services	172.05
11/19/2024 53186	Atlas Copco Compressors LLC	7,884.95
11/19/2024 53187	Brenntag Pacific, Inc.	33,435.76
11/19/2024 53188	Calif. Dept. of Pesticide Regulation	270.00
11/19/2024 53189	CM Analytical, Inc.	18,058.75
11/19/2024 53190	De Lay & Laredo	2,379.50
11/19/2024 53191	EBCO Pest Control	75.00
11/19/2024 53192	Ferguson Enterprises, Inc.	91.20
11/19/2024 53193	Greenwood Chevrolet	45.89
11/19/2024 53194	Hach Company	1,041.80
11/19/2024 53195	ICON Cloud Solutions, LLC	291.16
11/19/2024 53196	Iconix Waterworks (US) Inc.	3,687.15
11/19/2024 53197	Independence Environmental Services, LLC	7,540.00
11/19/2024 53198	Quinn Company	326.22



Disbursement Reports FY 24-25

11/19/2024	53199	Rain for Rent	1,189.30
11/19/2024	53200	Star Concrete	930.81
11/19/2024	53201	Toro Petroleum Corp.	75.53
11/19/2024	53202	U.S. Bank Corporate Payment Systems	4,480.54
11/19/2024	53203	USA Blue Book	1,141.56
11/19/2024	53204	UWUA Local 820	1,477.12
11/21/2024	53205	GRANITE ROCK,	280.17
11/22/2024	JN00702	Bank Activity Fees	43.85
11/25/2024	53206	A Tool Shed	1,008.45
11/25/2024	53207	Ace Hardware (Johnson Lumber Co.)	141.80
11/25/2024	53208	American Water Works Association (AWWA)	418.39
11/25/2024	53209	Brenntag Pacific, Inc.	4,437.93
11/25/2024	53210	Brigantino Irrigation	498.18
11/25/2024	53211	Calcon System, Inc.	4,500.00
11/25/2024	53212	Corbin Willits Systems, Inc. (MOM's)	162.00
11/25/2024	53213	exceedio	3,958.95
11/25/2024	53214	Grainger, Inc.	1,612.05
11/25/2024	53215	Hach Company	1,806.81
11/25/2024	53216	Hollister Auto Parts, Inc.	146.92
11/25/2024	53217	InfoSend	3,737.26
11/25/2024	53218	Interstate Battery System of San Jose Inc	297.04
11/25/2024	53219	John Smith Road Landfill	194.96
11/25/2024	53220	Mc Gilloway, Ray, Brown & Kaufman	5,400.00
11/25/2024	53221	Meter, Valve & Control	26,123.44
11/25/2024	53222	Mission Uniform Service	439.51
11/25/2024	53223	O'Reilly Auto Parts	6.48
11/25/2024	53224	Rain for Rent	553.98
11/25/2024	53225	Toro Petroleum Corp.	1,680.34
11/25/2024	53226	USA Blue Book	59.34
11/25/2024	53227	Waste Resource Recovery, Inc.	1,250.00
11/25/2024	ACH3006	Sterling Administration Health	38.02
11/25/2024	ACH3007	Sterling Administration Health	697.00
11/27/2024	ACH3008	CalPERS - Retirement	162.18
11/27/2024	ACH3009	CalPERS - Retirement	8,383.55
11/27/2024	ACH3010	CalPERS - Retirement	9,126.24
11/27/2024	JN00681	Net Pay	94,456.99
11/27/2024	JN00681	Total Tax	27,086.37
11/29/2024	ACH3011	Nationwide Retirements Solutions	8,738.70
			<b>1666418.57</b>

Disbursement Reports FY 24-25

**S U M M A R Y:**

Accounts Payable Paid to:

Vendors	\$298,648.22
Payroll - Employee	\$443,138.11
San Benito County	\$458,775.64
City of Hollister for City Billing Collected, Net of Fees	\$465,044.15
Customer Refunds & Returned Checks/ACH	\$812.45
Debt & Finance	\$0.00
<b>Total Disbursements</b>	<b>\$1,666,418.57</b>

# Staff Report

Agenda Item: **H-3**

**DATE:** December 10, 2024 (December 17, 2024 Meeting)

**TO:** Board of Directors

**FROM:** Principal Engineer, Rob Hillebrecht

**SUBJECT:** Engineering Services Monthly Status Report

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## **Coordination with SBCWD**

Sunnyslope Staff met with Dana Jacobson, the new General Manager for SBCWD at West Hills for a regular monthly coordination meeting. Discussion items included general introductions, the normal operational aspects of West Hills and Lessalt, recurring issues of bad raw water quality from San Justo Reservoir in autumn months, sodium permanganate chemical delivery problems, the reason it has taken so long to get Lessalt back on-line, new catwalks at Lessalt to access the tanks, and the potential appearance of invasive Golden Mussels at San Luis Reservoir.

GM Jacobson shared that bids were opened for the West Hills WTP Expansion portion of the ADRoP project. The apparent low bidder was Overaa Construction at about \$12.7M. This is \$3M lower than the anticipated cost of \$15.7M. This savings along with the various grant funding will be considered in the future recalculation of the Water Reliability Fee. Construction is anticipated to commence first quarter of 2025.

## **Best Road Mutual Consolidation**

The John Smith Rd Pipeline Project to consolidate Best Road Mutual with Sunnyslope is currently out to bid with bids due on December 19<sup>th</sup>. Sunnyslope held a pre-bid meeting for the project on Dec. 9<sup>th</sup> which was well attended by potential contractors. An Addendum was issued last week to expand the project scope to include necessary piping improvements at Well #5 and the Foxhill tank. It is anticipated that the project will be awarded at a special meeting in early January 2025. Staff attended a Best Road Mutual meeting on Dec. 12 to present a Consolidation Agreement and recommend its approval by the Best Road Mutual Board.

## **Venture Estates, Tres Pinos, & Stonegate Consolidation**

Sunnyslope staff and our engineering consultant Wallace Group were notified by the State Department of Water Resources that the schedule for the consolidation had to be shortened by about 6 months to receive full grant funding. This puts significant pressure on the environmental analysis, design, and construction of the project. Sunnyslope is also supporting the County in applying for a low to zero interest State Revolving Fund loan on behalf of the consolidating agencies to cover the grant's required matching funds

### **Fairview 2.0 MG Tank Rehabilitation**

Sunnyslope has contracted Harper & Associates Engineering (HAE) to conduct a full inspection and structural, seismic, and coating analysis of the 2.0 MG Fairview Tank for a total cost not to exceed **\$18,100**. This is required to evaluate the current condition of the tank and to prepare recommendations for remediation or replacement. Following this evaluation staff will present a course of action to the board and seek additional engineering & design work through a separate contract once condition has been determined. Our current anticipation is to fully rehabilitate and for operation by 2026. All costs associated with this project, including staff time, are being separately tracked and will be included as a capital project when a project has been fully developed.

### **Sale of Surplus Vehicle**

Assistant Engineer Alvin Do managed the listing, advertising, and sale of a surplus work truck through the GovDeals Auction website. He oversaw all the communication with the buyer and coordinated the pick-up and transfer of the vehicle. The 2007 Chevy Silverado sold for \$9,300.

### **Lessalt Tank Access Catwalks**

The Engineering Department has requested proposals from vendors for the installation of new elevated platforms to better reach the access port manholes and the air release valves on top of the tanks. Once Sunnyslope has determined the best vendor and cost, the project will be given to SBCWD for them to directly contract with the vendor as the facility owner. Cost would be paid from the Capital Reserve that SBCWD collects from Sunnyslope and Hollister for such work.

## **Active Developments**

### **1. West of Fairview Phase 2**

Most punch-list items that Sunnyslope identified for the West of Fairview Phase 2 development have been corrected with only a few valves that still need iron raised. Once those are completed and approved, Sunnyslope will issue a Notice of Acceptance and Completion.

### **2. Vista del Calabria**

Frisch Engineering is in the process of constructing the electrical controls for the lift station. The developer intends to construct all the site improvements other than the actual electrical installations prior to the wet season. It is anticipated that the station will be fully tested and operational by April 2025.

Staff have also initiated designs for the diversion of sewer flow from the existing Oak Canyon Lift Station to the new Enterprise Lift Station once it is operational. This will allow the Oak Canyon Lift Station to be abandoned, significantly reducing the District's risk and liability associated with this 40 year old facility and piping.

**3. Promontory at Ridgemark**

The Promontory at Ridgemark development completed their 1-year warranty of the water and sewer system. Staff conducted a final inspection of the development and identified a few minor warranty issues which the developer quickly addressed. Staff are conducting the final financial accounting of the developer's deposit to ensure that all Sunnyslope costs associated with the project are fully paid by the developer.

# Staff Report

Agenda Item: **F – 4a**

**DATE:** December 9, 2024 (December 17, 2024 Meeting)

**TO:** Board of Directors

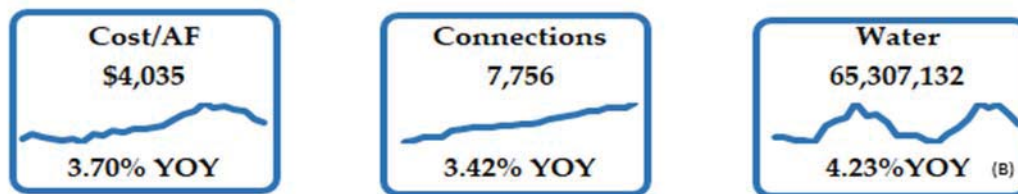
**FROM:** Finance Dept. Dana Sullivan & Barry Kelly

**SUBJECT:** Statements of: a. Operations, b. Income, c. Investment, and d. Board Designated Reserves.

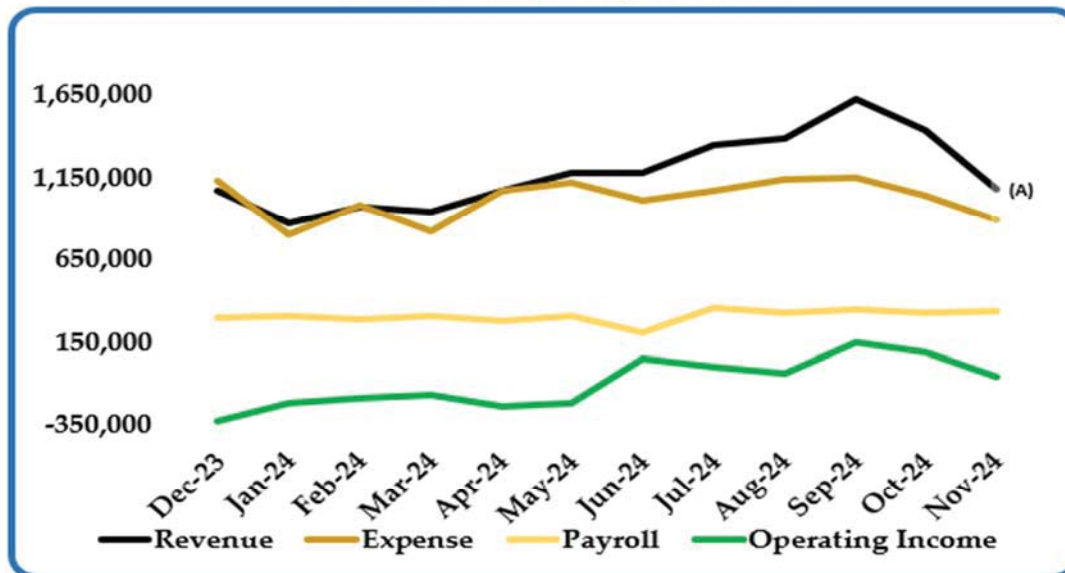
## OVERVIEW

(November 2024)

### 2 Year Trends



### Current Year Operations



(A) Average Water consumption per customer is down -16 % from Jul 20 .

(B) Water per customer increased 2208 Gallons this month from a year ago.

## OPERATIONS SUMMARY

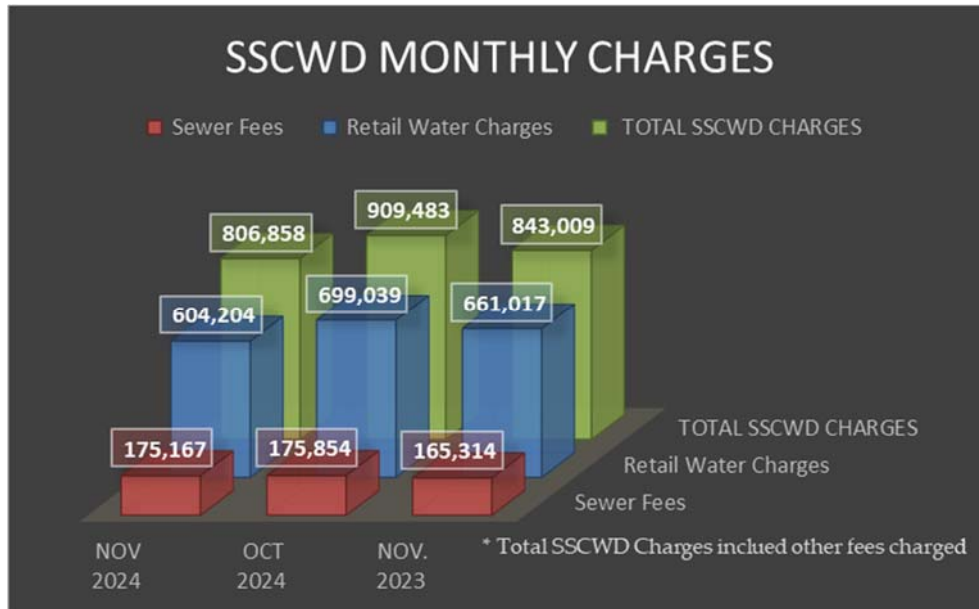
(November 2024)

Connections increased by 56 accounts in November. We now serve 7,756 customers and 6037 accounts utilize online services and electronic payments.

YTD Revenue for FY 24 is \$5.2 m.

Receivables from operations total \$1.4m. The past due portion has decreased to 7.5% from 17% at the beginning of the previous fiscal year. The large decrease is attributed to collection efforts imposed over the last year involving liens and shut off notices. O&M receivables total \$264k and is current. San Benito Foods O&M totals \$100k and is two months overdue.

Water consumption YTD is up 8% from the previous year. Billed Metered water YTD is 448 MM gallons vs 414 MM for the same periods in the prior year.



## STATEMENT OF INCOME VS BUDGET

(November 2024)

YTD, we show an overall Net Operating gain of \$134 vs a loss of \$(547k) in the prior year. The decreased deficit is primarily attributed to the reduction in operations of the Lessalt Water Plant. The surface water blend averaged 85% in the prior year and has averaged 39% in the current year. Also, new water rates came into effect in September.



## INVESTMENT SUMMARY

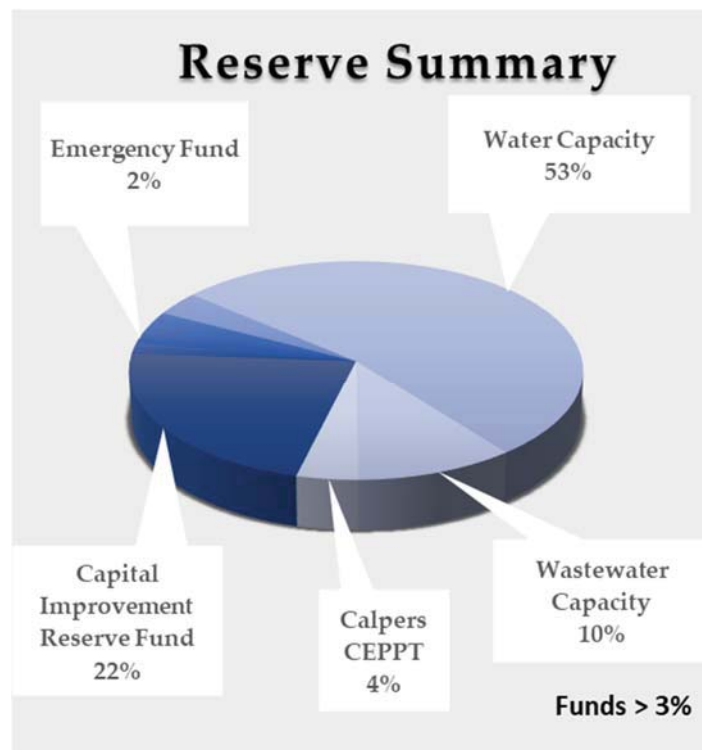
(November 2024)

Cash and invested funds total \$27.0 million. Over 23 million is earning between 2.0% and 4.9%. The FY25 income from investments is 321k YTD.

## RESERVES

(November 2024)

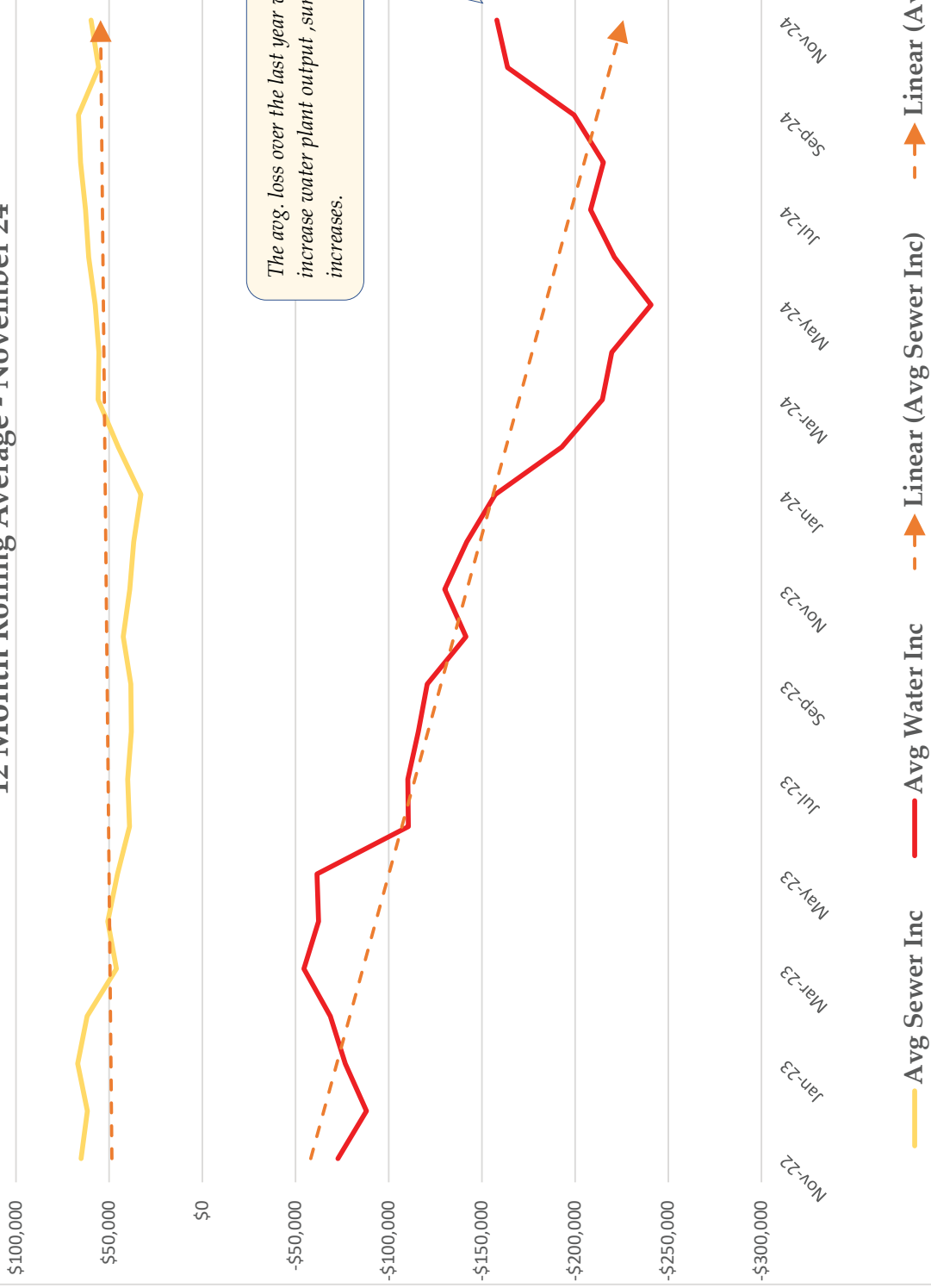
Reserves total \$23.7 million which equals 42% of capitalized assets. See the Board Designated Reserve report for a summary of the transactions and the status of actual expenditures per Board authorized expenditures.



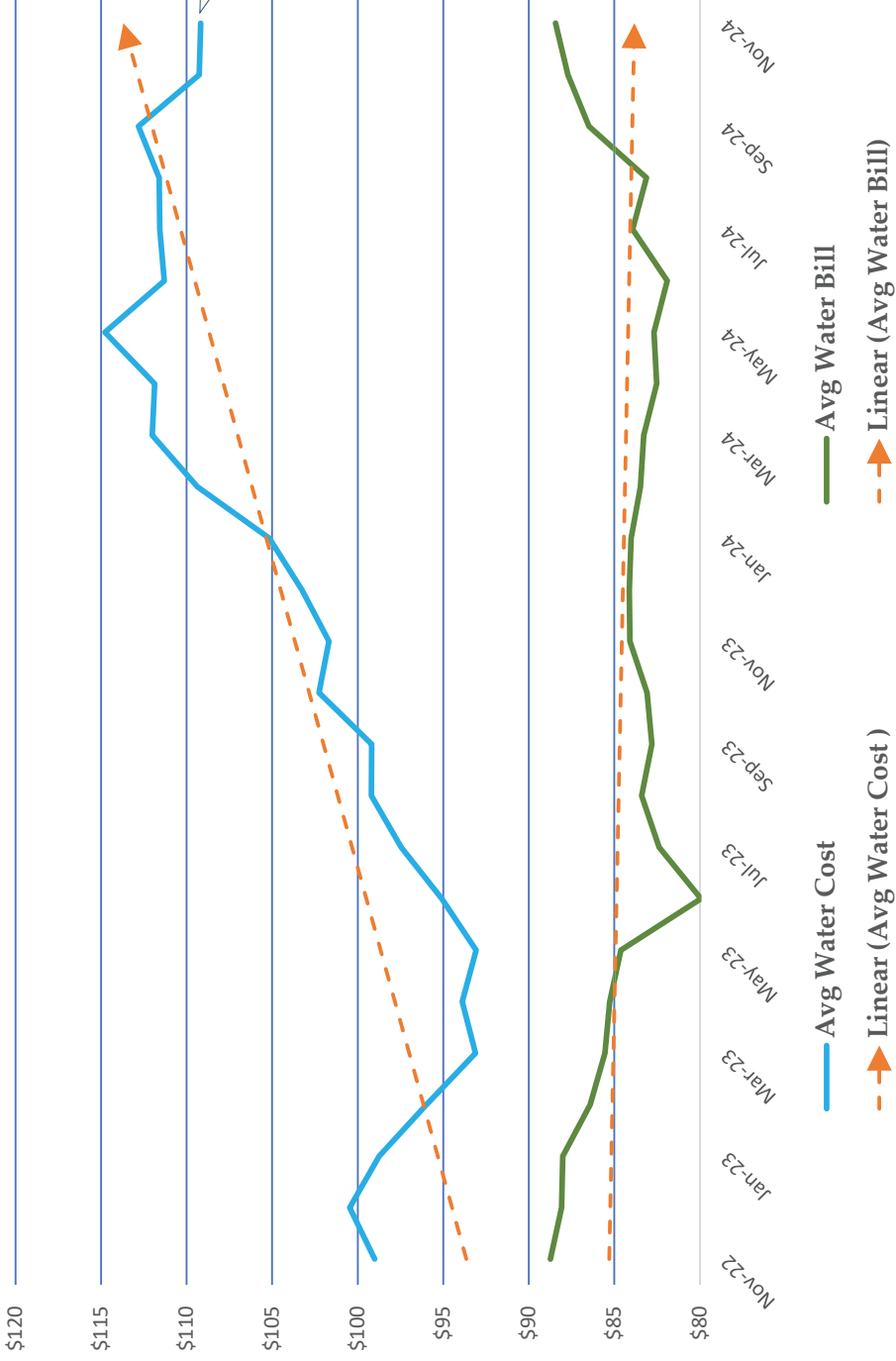
### Statement of Operating Income 12 Month Rolling Average - November 24



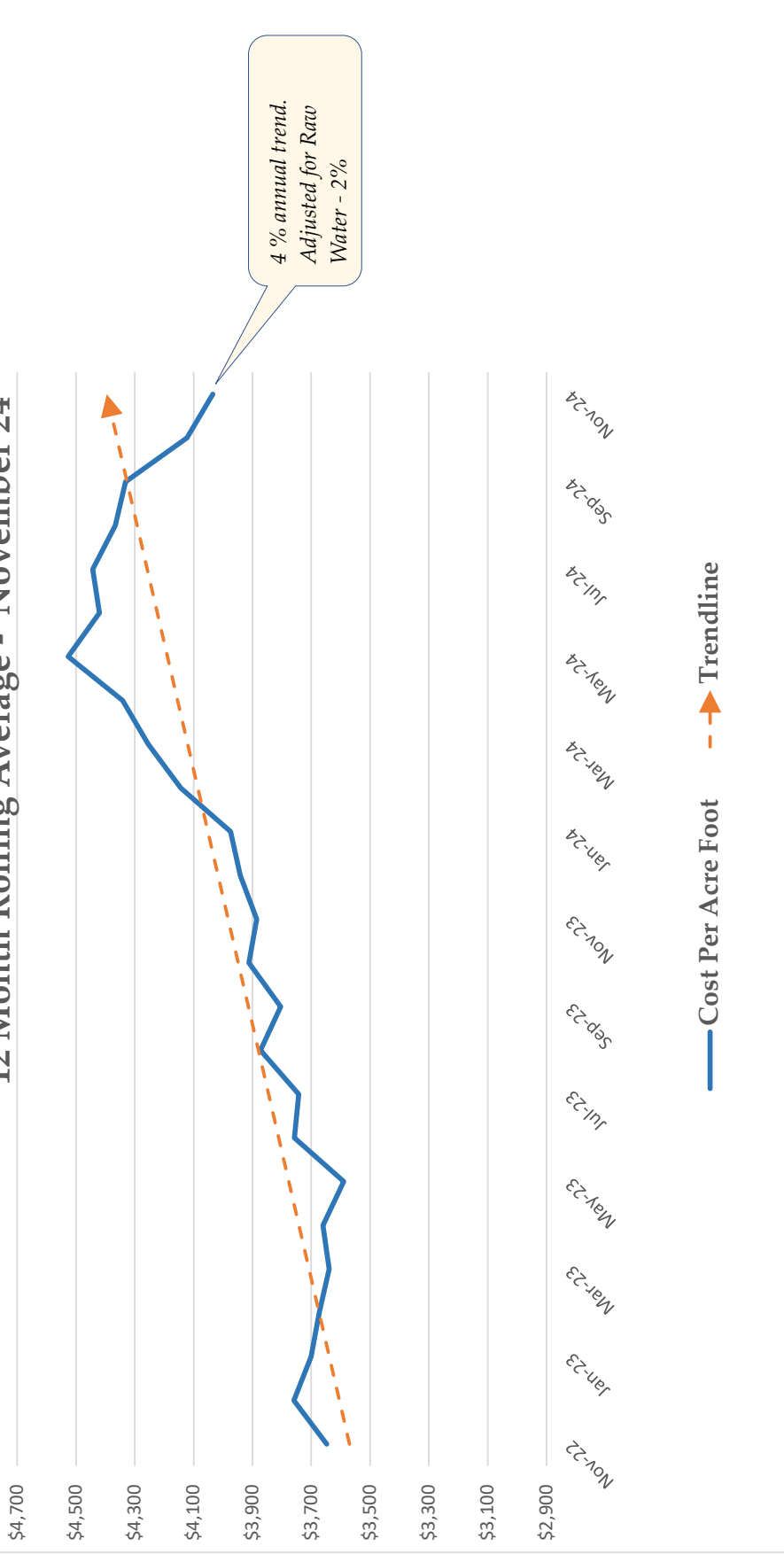
### Operating Income by Segment 12 Month Rolling Average - November 24



## Per Customer Water Charges 12 Month Rolling Average - November 24



## Cost Per Acre Foot 12 Month Rolling Average - November 24



**Sunnyslope County Water District**  
2024 / 2025  
OPERATION SUMMARY (This Year)

ITEMS	JULY 2024	AUG 2024	SEP 2024	OCT 2024	NOV 2024	DEC 2024	JAN 2025	FEB 2025	MAR 2025	APR 2025	MAY 2025	JUNE 2025	YTD TOTAL
NO. WATER CAPACITY FEE RECD	16	2	3	52	6								79
NO. WW CAPACITY FEE RECD													-
NO. WATER ACCOUNTS	7,661	7,685	7,702	7,700	7,756								
NO. SSCWD SEWER ACCTS	1,326	1,327	1,331	1,331	1,334								
NO. COH SEWER ACCTS	5,122	5,168	5,181	5,201	5,227								
Total WaterSmart / Invoice Cloud	6,071	6,071	5,982	6,236	6,087								
NO. E-BILL Invoice Cloud (Paperless)	2,247	2,263	2,283	2,290	2,294								
<b>MONTHLY CHARGES</b>													
Retail Water Charges	\$ 861,221.86	\$ 797,577.03	\$ 956,302.46	\$ 847,936.79	\$ 697,324.89								\$ 4,160,363.03
Sewer Fees	162,828.28	164,512.32	164,567.03	168,353.23	163,925.19								824,186
Installation Fees	6,480.00	810.00	405.00	15,795.00	2,430.00								25,920
Late Fees	6,791.22	6,959.41	6,221.97	8,362.75	5,906.25								34,242
Admin. Collection Fees, net	15,411.00	15,507.00	15,582.00	15,630.00	15,705.00								77,835
COH Billing Fees	4,307.21	3,970.50	3,782.67	4,225.26	4,021.13								20,304.77
TOTAL SSCWD CHARGES	\$ 1,054,242.30	\$ 985,241.56	\$ 1,194,713.46	\$ 1,070,417.77	\$ 886,256.33								\$ 5,194,214.50
<b>CITY OF HOLLISTER CHARGES</b>													
COH Sewer Fees	457,459.27	460,456.27	462,599.35	464,105.01	470,662.89								2,315,282.79
COH Street Sweeping	11,559.90	11,663.61	11,692.62	11,727.28	11,749.58								58,392.99
COH Senior Discount	(1,565.12)	(1,565.21)	(1,543.16)	(1,546.39)	(1,544.46)								(7,764.31)
Total COH Charges	467,454.05	470,554.67	472,748.81	474,285.93	480,868.01								2,365,911.47
Late Fees	4,307.21	3,970.50	3,782.67	4,225.26	4,021.13								20,304.77
TOTAL COH CHARGES	\$ 471,761.26	\$ 474,525.17	\$ 476,531.48	\$ 478,511.19	\$ 484,889.14								\$ 2,386,216.24
<b>ACCOUNTS RECEIVABLE - Aged</b>													
A/R for Sunnyslope Water **	\$ 1,074,784.70	\$ 1,024,193.67	\$ 1,180,301.59	\$ 1,059,094.50	\$ 924,946.63								
A/R for City of Hollister **	525,323.64	524,251.13	535,663.06	531,011.59	552,636.32								
Unapplied Payments	(52,660.44)	(51,663.33)	(50,663.06)	(46,652.82)	(46,930.90)								
Outstanding Bills Owed	\$ 1,547,447.90	\$ 1,496,781.47	\$ 1,665,301.59	\$ 1,533,453.27	\$ 1,430,652.05								
Past Due	\$ 90,705.72	\$ 83,890.35	\$ 99,200.52	\$ 92,039.69	\$ 107,976.37								
0% Past Due	5,897.53	5,677.00	5,967.00	5,996.00	7,357.00								
SPIC 0-60 Days Owed	\$46,808.19	\$66,416.00	\$42,161.00	\$33,516.08	\$26,609.00								
San Ramon Roads Owed	\$ 182,311.96	\$ 114,107.57	\$ 59,714.45	\$ 39,714.45	\$ 10,230.95								

**Sunnyslope County Water District**  
2024 / 2025  
OPERATION SUMMARY (This Year)

ITEMS	JULY 2024	AUG 2024	SEP 2024	OCT 2024	NOV 2024	DEC 2024	JAN 2025	FEB 2025	MAR 2025	APR 2025	MAY 2025	JUNE 2025	YTD TOTAL
<b>WATER METERED</b>													
Cubic Feet	13,749,400	12,733,700	13,345,600	11,348,500	8,730,900	-	-	-	-	-	-	-	59,988,100
Total SSCWD Gallons	102,845,512	95,248,076	99,825,088	84,886,780	65,307,132	-	-	-	-	-	-	-	446,112,588
<b>WATER SOURCE</b>													
Well #2 (Southside Road)	10,544,000	12,361,000	19,177,000	17,445,000	14,404,000	-	-	-	-	-	-	-	73,931,000
Well #5 (Ray Cir/Enterprise)	14,333,890	10,483,431	16,023,334	24,495,574	15,387,484	-	-	-	-	-	-	-	80,723,713
Well #6 (Enterprise Rd)	4,074,465	3,904,000	4,985,000	13,701,000	10,346,100	-	-	-	-	-	-	-	36,436,600
Well #8 (Enterprise Rd)	3,927,000	3,904,000	3,904,000	13,701,000	10,346,100	-	-	-	-	-	-	-	29,858,000
Well #11 (Southside Road)	19,160,000	18,974,000	25,362,000	25,666,000	24,523,000	-	-	-	-	-	-	-	113,685,000
Net Well Intertie (Supplied to COH)	(14,885,900)	(13,279,900)	(17,370,600)	(17,574,000)	(13,054,500)	-	-	-	-	-	-	-	(76,164,900)
<b>TOTAL from Wells</b>	<b>37,790,465</b>	<b>37,887,279</b>	<b>62,604,371</b>	<b>75,148,200</b>	<b>51,609,111</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>265,039,426</b>
Lessait W.T.P. 1 (High Zone)	29,412,000	30,725,000	22,092,000	-	-	-	-	-	-	-	-	-	82,229,000
Lessait W.T.P. 1 (Middle Zone)	13,662,000	10,997,000	11,938,000	-	-	-	-	-	-	-	-	-	36,597,000
West Hills W.T.P. (@ Well #2)	29,450,000	26,640,000	15,257,000	1,289,000	2,898,000	-	-	-	-	-	-	-	53,935,000
West Hills W.T.P. (@ Well #1)	17,400,000	2,640,000	12,760,000	16,800,000	17,210,000	-	-	-	-	-	-	-	67,810,000
West Hills W.T.P. (@ COH #1)	12,400,000	8,413,000	11,260,000	9,757,000	10,860,000	-	-	-	-	-	-	-	52,690,000
West Hills W.T.P. (@ COH #2)	18,464,000	17,850,000	21,018,000	16,408,000	18,102,000	-	-	-	-	-	-	-	91,842,000
West Hills W.T.P. (@ COH #4)	18,304,000	16,256,000	17,593,000	15,103,000	17,351,000	-	-	-	-	-	-	-	84,607,000
West Hills W.T.P. (@ COH #5)	136,464,000	114,691,000	104,438,000	58,957,000	66,453,000	-	-	-	-	-	-	-	481,003,000
<b>TOTAL Surface Water (Plant Production)</b>	<b>136,464,000</b>	<b>114,691,000</b>	<b>104,438,000</b>	<b>58,957,000</b>	<b>66,453,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>481,003,000</b>
Plant Production Used by Hollister	64,123,215	54,542,351	59,195,018	47,413,722	52,612,098	-	-	-	-	-	-	-	277,886,404
SSCWD % of Plant Production	53.01%	52.44%	43.32%	19.58%	20.83%	0	0	0	0	0	0	0	42.33%
Estimated Water Gain(Loss)	(7,285,738)	(2,787,852)	(8,022,265)	(7,950,420)	(6,511,979)	0	0	0	0	0	0	0	(20,043,434)
Percent Difference	-4.18%	-1.83%	-4.86%	-5.93%	-5.52%	0	0	0	0	0	0	0	-2.69%
Water Consumption Per Customer	13425	12394	12961	11024	8420	1443	1430	1473	1433	1429	1420	1408	11645
Blend - % Surface	63.26%	60.22%	37.29%	11.47%	20.97%	1443	1430	1473	1433	1429	1420	1408	38.64%
Chemical, Carbon, Water PAF	1317	1323	1358	1380	1395	1443	1430	1473	1433	1429	1420	1408	1401
Blend Budget Impact	\$8,975	\$518	\$49,418	\$60,562	\$55,512	1443	1430	1473	1433	1429	1420	1408	\$155,999
<b>Cost of Water Produced (Per Acre Foot)</b>	<b>3,029</b>	<b>3,085</b>	<b>3,094</b>	<b>3,167</b>	<b>4,335</b>	<b>5,203</b>	<b>6,346</b>	<b>5,300</b>	<b>3,902</b>	<b>3,262</b>	<b>2,719</b>	<b>2,772</b>	<b>3,272</b>
Prior YTD Cost	2,755	3,303	4,383	3,979	5,914	5,203	6,346	5,300	3,902	3,262	2,719	2,772	3,864



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

## FY25 Metered Water

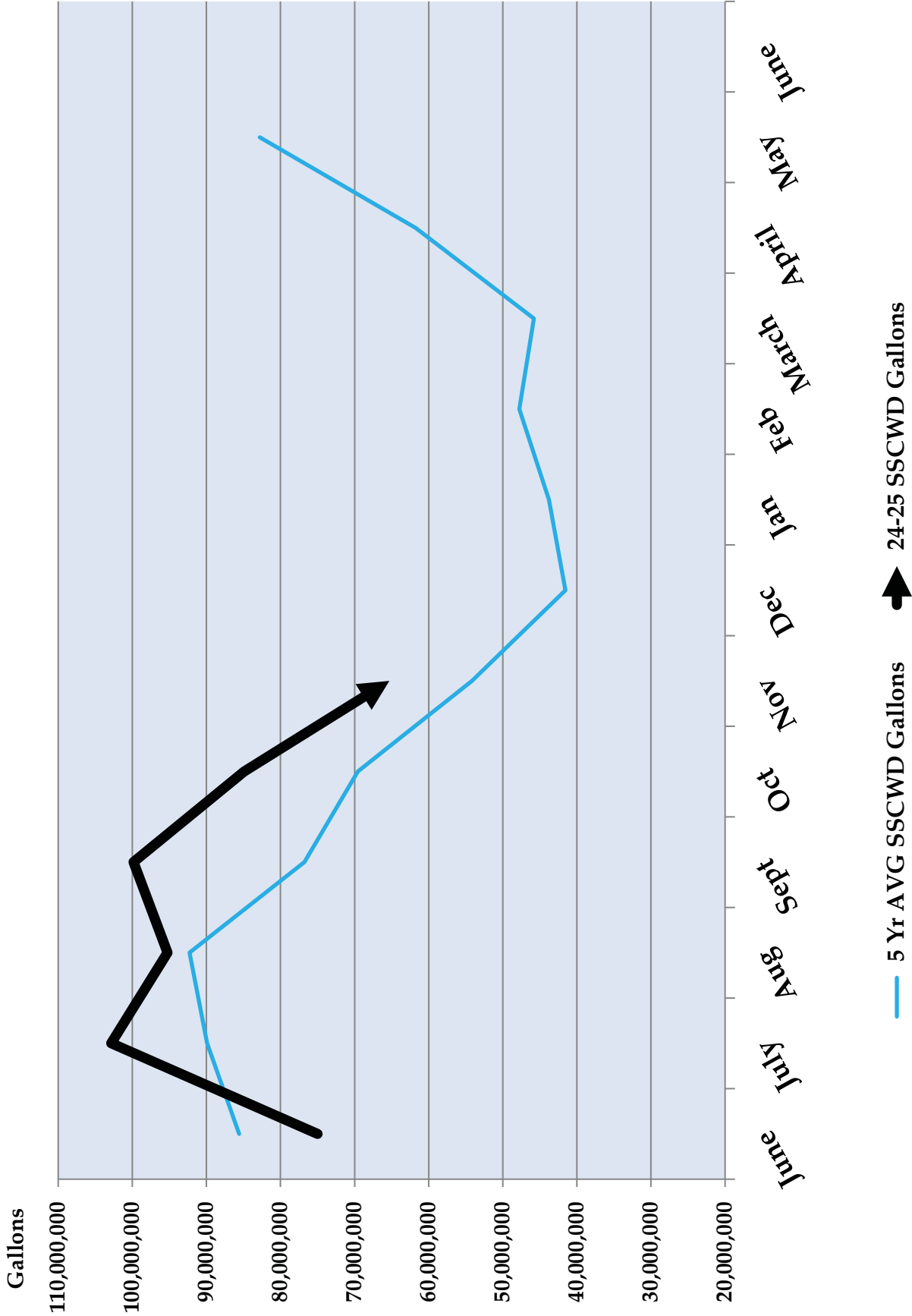
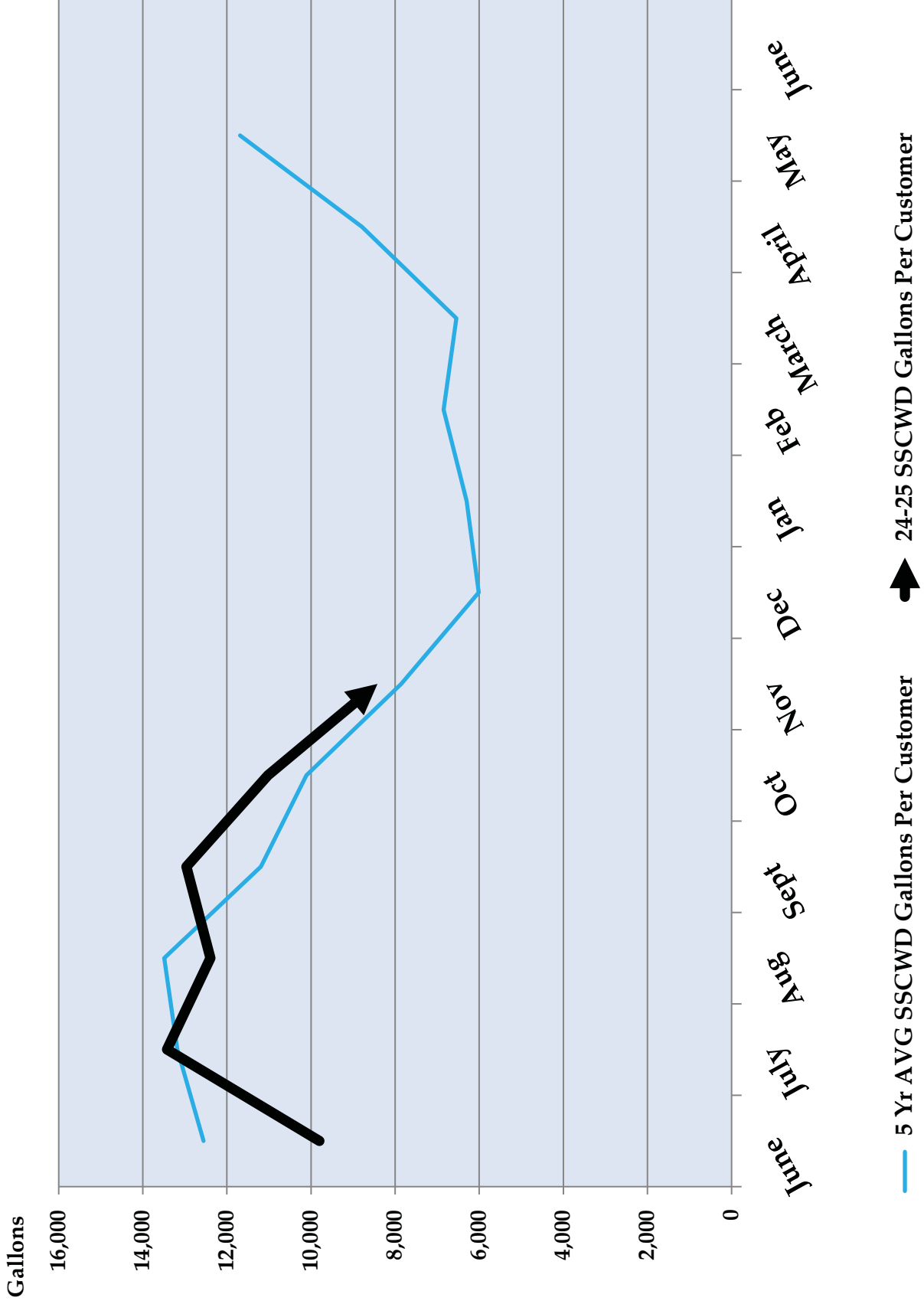


Chart Includes: Only Water Metered to SSCWD Customers,  
Chart Does Not Include: COH Interties Wholesale Water Flow

### FY25 Metered Water Per Customer



# Sunnyslope County Water District

## STATEMENT OF INCOME

FOR THE FISCAL YEAR ENDING JUNE 30, 2025 (This Year)

UN-AUDITED 12/9/2024

*** WATER ***	Oct-24	Nov-24	Variance Over / (Under) Prior Month	YEAR- TO-DATE	PRIOR YEAR-TO- DATE	PROJECTED 24/25 ACTUAL	FY 24/25 BUDGET
<b>OPERATING REVENUES</b>							
Water Sales	841,887	697,325	(144,562)	4,154,313	3,533,376	8,651,961	8,000,000
Contracted Services	360,000	176,839	(183,161)	1,644,259	1,691,383	3,494,300	3,494,300
Installation Fees	22,150	2,430	(19,720)	32,275	21,605	77,460	23,800
Late Fees	7,231	5,083	(2,148)	29,213	35,231	70,111	
Other Revenue	27,822	22,890	(4,933)	164,522	95,085	164,852	191,050
<b>TOTAL OPERATING REVENUES</b>	<b>1,259,090</b>	<b>904,566</b>	<b>(354,524)</b>	<b>6,024,582</b>	<b>5,376,681</b>	<b>12,458,684</b>	<b>11,709,150</b>
<b>OPERATING EXPENSES</b>							
Salaries and Benefits	(263,453)	(263,733)	(281)	(1,426,047)	(1,216,061)	(3,355,052)	(3,061,005)
Operating Expenses	(921,524)	(782,024)	139,500	(4,717,403)	(4,976,373)	(10,545,936)	(10,225,236)
<b>TOTAL OPERATING EXPENSES</b>	<b>(1,184,977)</b>	<b>(1,045,758)</b>	<b>139,219</b>	<b>(6,143,451)</b>	<b>(6,192,434)</b>	<b>(13,900,988)</b>	<b>(13,286,241)</b>
<b>NET OPERATING INCOME</b>	<b>74,114</b>	<b>(141,191)</b>	<b>(215,305)</b>			<b>(1,442,304)</b>	<b>(1,577,091)</b>
<b>NON OPERATING INCOME &amp; (EXPENSES)</b>							
Capacity Fees	732,110	70,500	(661,610)	1,070,510	776,050	1,070,510	-
Donated Asset			0	-	-	-	-
Miscellaneous Income (Farm Labor Camp)			-	-	-	-	-
Adjust LAIF Investment to Fair Value			-	-	-	-	-
Interest Income	27,621	56,718	29,096	184,698	179,140	443,275	600,000
Allocated from G & A (Interest & Sale of Assets)	66,527	17,043	(49,484)	325,868	181,604	227,500	227,500
Other Non-Operational			0	-	-	-	-
<b>TOTAL NON OPERATING INCOME &amp; (EXPENSES)</b>	<b>826,258</b>	<b>144,260</b>	<b>(681,998)</b>	<b>1,581,076</b>	<b>1,136,794</b>	<b>1,741,285</b>	<b>827,500</b>
<b>NET WATER INCOME (LOSS)</b>	<b>\$ 900,372</b>	<b>\$ 3,069</b>	<b>(897,303)</b>	<b>\$ 1,462,207</b>	<b>\$ 321,040</b>	<b>\$ 298,981</b>	<b>\$ (749,591)</b>
<b>NET WATER INCOME (LOSS) Adjusted for Non Budgeted Items</b>	<b>\$ 74,114</b>	<b>\$ (141,191)</b>	<b>(215,305)</b>	<b>\$ (118,869)</b>	<b>\$ (815,754)</b>	<b>\$ (1,442,304)</b>	<b>\$ (1,577,091)</b>

# Sunnyslope County Water District

STATEMENT OF INCOME

FOR THE FISCAL YEAR ENDING JUNE 30, 2025 (This Year)

UN-AUDITED 12/9/2024

*** WASTEWATER ***	Oct-24	Nov-24	Variance Over / (Under) Prior Month	YEAR- TO-DATE	PRIOR YEAR-TO- DATE	PROJECTED ACTUAL	FY 24/25 BUDGET				
<b>OPERATING REVENUES</b>											
Sewer Sales	170,466	165,128	(5,339)	823,279	821,721	2,049,562	2,100,000				
Contracted Services	10,000	91,231	81,231	235,243	385,208	710,000	710,000				
Installation Fees			0	-	125	-					
Late Fees	1,132	823	(309)	5,028	6,277	12,067					
Other Revenue	2,584	4,728	2,144	14,037	16,305	33,688	60,450				
<b>TOTAL OPERATING REVENUES</b>	<b>184,181</b>	<b>261,909</b>	<b>77,728</b>	<b>1,077,586</b>	<b>1,229,636</b>	<b>2,805,317</b>	<b>2,870,450</b>				
<b>OPERATING EXPENSES</b>											
Salaries and Benefits	(60,077)	(71,558)	(11,481)	(256,043)	(271,659)	(572,170)	(712,059)				
Operating Expenses	(114,826)	(109,889)	4,936	(568,809)	(689,874)	(1,210,573)	(1,597,949)				
<b>TOTAL OPERATING EXPENSES</b>	<b>(174,903)</b>	<b>(181,448)</b>	<b>(6,545)</b>	<b>(824,853)</b>	<b>(961,533)</b>	<b>(1,782,743)</b>	<b>(2,310,008)</b>				
<b>NET OPERATING INCOME</b>	<b>9,279</b>	<b>80,461</b>	<b>71,183</b>	<b>252,734</b>	<b>268,103</b>	<b>1,022,574</b>	<b>560,442</b>				
<b>NON OPERATING INCOME &amp; (EXPENSES)</b>											
Capacity Fees		11,083	11,083	11,083	124,625	11,083					
Donated Asset			0	-	-	-					
Miscellaneous Income			0	-	-	-					
Adjust LAIF Investment to Fair Value			0	-	-	-					
Interest Income	15,454	11,057	(4,397)	46,697	45,802	112,072	125,000				
Allocated from G & A (Interest & Sale of Assets)	3,894	4,668	775	49,975	119,595	97,500	97,500				
Other Non-Operational			0	0	-	1					
<b>TOTAL NON OPERATING INCOME &amp; (EXPENSES)</b>	<b>19,348</b>	<b>26,808</b>	<b>7,460</b>	<b>107,755</b>	<b>290,022</b>	<b>220,656</b>	<b>222,500</b>				
<b>NET WASTEWATER INCOME (LOSS)</b>	<b>28,627</b>	<b>107,270</b>	<b>78,643</b>	<b>360,488</b>	<b>558,125</b>	<b>1,243,229</b>	<b>782,942</b>				
<b>NET WASTEWATER INCOME (LOSS)</b>	<b>\$ 9,279</b>	<b>\$ 80,461</b>	<b>\$ 78,643</b>	<b>\$ 252,734</b>	<b>\$ 268,103</b>	<b>\$ 1,022,575</b>	<b>\$ 560,442</b>				
<i>Adjusted for Non Budgeted Items</i>											
<b>*** WATER &amp; WASTEWATER ***</b>											
<b>*** COMBINED INCOME (LOSS) WATER &amp; WASTEWATER ***</b>	<b>928,998</b>	<b>110,338</b>	<b>(818,660)</b>	<b>1,822,695</b>	<b>879,165</b>	<b>1,542,211</b>	<b>33,351</b>				
<b>*** COMBINED INCOME (LOSS) WATER &amp; WASTEWATER</b>	<b>\$ 83,392</b>	<b>\$ (60,730)</b>	<b>\$ (144,122)</b>	<b>\$ 133,865</b>	<b>\$ (547,651)</b>	<b>\$ (419,729)</b>	<b>\$ (1,016,649)</b>				
<i>Adjusted for Non - Budgeted Items</i>											

**Sunnyslope County Water District**  
Investment Summary  
2024 / 2025 (This Year)

BANK ACCOUNT	INTEREST RATE	JULY 2024	AUGUST 2024	SEPTEMBER 2024	OCTOBER 2024	NOVEMBER 2024	DECEMBER 2024	JANUARY 2025	FEBRUARY 2025	MARCH 2025	APRIL 2025	MAY 2025	JUNE 2025	JUNE 2024
<b>Heritage Bank of Commerce</b>														
CHECKING ACCOUNT	0	2,388,015	2,421,090	1,978,892	3,206,682	3,721,228								2,298,809
Operating - General Fund		2,388,015	2,421,090	1,978,892	3,206,682	3,721,228	0	0	0	0	0	0	0	2,298,809
<b>CHECKING SUBTOTAL</b>														
MONEY MARKET ACCT (MMA)	0.55%	91,403	91,460	91,518	91,561	91,595								91,341
Invested - General Fund		91,403	91,460	91,518	91,561	91,595	0	0	0	0	0	0	0	91,341
<b>MMA SUBTOTAL</b>														
<b>L.A.I.F.</b>														
(Local Agency Investment Fund)	As of: Nov 2024													
General Fund	4.51%	-4,011,546	-4,011,546	-4,011,546	-4,011,546	-4,011,546								-4,011,546
Water Connect. Fee	4.51%	0	0	0	0	0								
Sewer Connect. Fee	4.51%	0	0	0	0	0								
SRF Loan Reserve	4.51%	831,239	831,239	831,239	841,089	841,089								831,240
Board Designated Reserves	4.51%	5,460,770	5,460,770	5,460,770	5,477,941	5,477,941								5,460,770
<b>L.A.I.F. SUBTOTAL</b>		2,280,463	2,280,463	2,280,463	2,307,484	2,307,484	0	0	0	0	0	0	0	2,280,463
<b>CEPPT</b>														
(CA Employee Pension Plan Trust)														
Employee Pension Reserve	0	899,643	958,186	958,186	958,186	958,186								1,000,000
<b>CEPPT SUBTOTAL</b>		899,643	958,186	958,186	958,186	958,186	0	0	0	0	0	0	0	1,000,000
<b>MBS Securities</b>														
(CD Brokerage - Water Capacity Funds)														
Water Connect. Fee	4.00%	11,937,405	12,102,222	12,031,825	12,567,124	12,609,719								12,741,436
Sewer Connect. Fee	4.00%	2,658,666	2,438,357	2,444,065	2,449,670	2,471,809								2,424,120
Board Designated Reserves	4.00%	2,164,775	2,173,483	2,182,571	1,314,571	1,324,507								2,279,379
General Fund	4.00%	2,941,809	3,031,432	3,133,248	3,505,730	3,520,590								1,639,058
<b>MBS SUBTOTAL</b>		19,702,655	19,745,494	19,791,709	19,837,094	19,926,625	0	0	0	0	0	0	0	19,083,993
<b>GRAND TOTAL</b>		25,362,180	25,496,692	25,100,768	26,401,007	27,005,118	0	0	0	0	0	0	0	24,754,607
<b>* TOTAL INTEREST RECORDED</b>	<b>YTD Total</b>	70,721	42,895	46,216	72,507	89,530	0	0	0	0	0	0	0	880,445

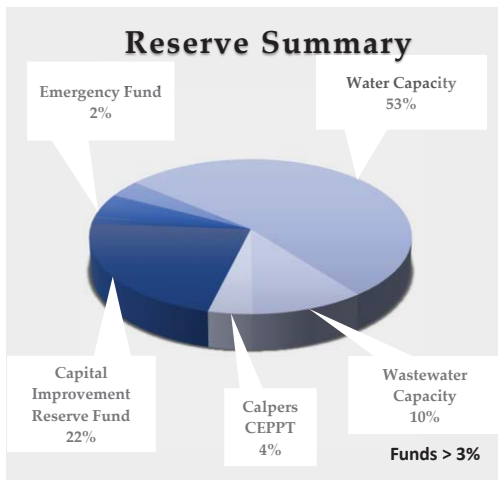
## Sunnyslope County Water District

### Reserve Summary As of December 30, 2024 (Policy #8600)

	<u>11/30/2024</u>	<u>Increase</u>	<u>Decrease</u>	<u>6/30/2024</u>	<u>6/30/2023</u>	<u>Change</u>
1 Capital Improvement Reserve Fund	\$ 5,276,302	\$ 43,726		\$ 5,232,576	\$ 5,772,624	\$ (540,048)
2 Rate Stabilization Fund	125,000		125,000	250,000	250,000	\$ -
3 Drought Contingency Reserve	250,000		250,000	500,000	500,000	-
4 Emergency Fund	500,000		500,000	1,000,000	1,000,000	-
5 Vehicle Replacement Fund	261,930	20,000		241,930	398,132	(156,202)
6 Office and Misc. Equipment Replacement Fund	389,217			389,217	420,864	(31,647)
Board Designated Reserves	6,802,449	63,726	875,000	7,613,723	8,341,620	(727,897)
7 CSWRCB Loan	841,088	9,849		831,239	774,889	56,350
8 Water Capacity	12,609,719	1,128,544	510,318	11,991,492	11,259,801	731,691
9 Wastewater Capacity	2,471,809	47,688		2,424,120	1,357,257	1,066,863
10 Calpers CEPPT	958,186	58,543		899,643	899,643	-
Legally Restricted Reserves	16,880,802	1,244,624	510,318	16,146,495	14,291,590	1,854,905
<b>TOTAL</b>	<b>\$ 23,683,250</b>	<b>\$ 1,308,350</b>	<b>\$ 1,385,318</b>	<b>\$ 23,760,218</b>	<b>\$ 22,633,210</b>	<b>\$ 1,127,008</b>
Unreserved Cash	\$3,321,868					
Percentage of Total Capital Assets	41.68%					

**Detailed Transactions:**

Depr. Expense	\$ 20,000		
Interest	\$ 273,925		
Debt Amortization		493,613	
Water Capacity Fees	944,800		
Sewer Capacity Fees	11,083		
Fixed asset Additions	-	16,704	
Reserve Changes BOD 6/23		875,000	
Transfers		-	
Fair Market Value & Misc Adj	58,543	-	
	<b>\$ 1,308,350</b>	<b>\$ 1,385,318</b>	



#### Board Approved Disbursement Analysis

Date:	Description:	Vendor	Resolution	# Actual	
2/21/2023	Rate Study	Raftelis	110,502		81,256
4/23/2024	Best Road Initiative	Wallace Group	3,050,000		368,815
2/28/2023	Solar Project - SBR	Eva Green Power	1,300,000		1,306,863
2/28/2023	Solar Project - Lessalt	Eva Green Power	39,131		3,958
6/20/2023	Temetra	Meter Valve & Contro	430,731		428,978
8/15/2023	Demographics	LGDR	40,000		0
1/23/2024	Rotary Blower	Atlas Copco, Sharpe, B	130,000		109,144
2/27/2024	FY 2024 Audit	McGilloway	27,000		18,900
2/27/2024	SB County GIS	San Benito County - A	21,082		19,643
4/23/2024	Election	San Benito County - A	50,000		
7/23/2024	Itron Meters	Pace Supply	84,000		
9/24/2024	Randy Circle	QA Constructors Inc	57,200		
11/19/2024	Well #7 Rehab	Maggiore Bros.	90,000		

# Staff Report

Agenda Item: H-5a

DATE: December 10, 2024 (December 17,2024 Meeting)

TO: Board of Directors

FROM: Water/Wastewater Superintendent, Jose J. Rodriguez

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

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## Narrative

1. All three water reports were completed and submitted on time by November 8, 2024.
2. In the month of November, Westhills WTP produced a total of 79.3 million gallons. Lessalt WTP returned to service on November 27, 2024, and produced 3.9 million gallons for the month of November. The total acre foot produced in November 2024 was 255.24 acft with a balance of 991.83 acft at the end of the 2024-2025 year.
3. Nicholas Garibaldi from the Division of Drinking Water conducted the routine Sanitary Survey which occurs every 3 years. The purpose of the Sanitary Survey is to review Sunnyslope County Water System's water sources such as the wells, storage tanks the facilities, equipment, operation and maintenance practices and other related activities. This also gives the division of Drinking Water staff an opportunity to ask other relevant questions regarding staffing and operations. They visited several sites, looked for possible deficiencies, and gave feedback.
4. After San Benito County Water District (SBCWD) switched water sources back from San Justo Reservoir to San Luis Reservoir (SLR) and water quality was much better for treatment, staff began procedures to bring back the Lessalt WTP back into production. Instrumentation was calibrated, Greensand Filters (GSF), Granulated Activated Carbon (GAC), Membrane Filters (MF, Chlorine Contact Pipe (CT) and storage tank all needed to be flushed, and bacteriological sample was required before plant was put back online on November 27, 2024.
5. Sunnyslope staff repaired two (2) service lines and 3 curb stops in the month of November. Leaking service lines can increase the district water loss and cause damage to the road and nearby landscaping. Curb stops need to be maintained to guarantee that service can properly be shut off in case of an emergency or other necessary water service.
6. All rental equipment used at the Industrial Treatment Plant has been returned. The blower has been prepared for long term storage with heat lamp and covered. End of the season tasks and miscellaneous project are currently being coordinated for the upcoming season with San Benito Food staff.



7. Both Lessalt WTP and Westhills WTP's continue to utilize the Computer Maintenance Management System (CMMS) to better manage treatment facilities equipment and document preventative maintenance activities. A total of 177 Work Orders were completed by Sunnyslope Staff between the two facilities, a decrease of 29 work orders from the previous month but 5 less than the same month in 2023.

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

### **Water (12) November 2024**

1. Emergency service line repair Thanksgiving Eve on 920 El Toro Plaza.
2. Repaired leaking water service line at 1135 Meridian Drive.
3. Replaced curb stop at 1201 Morningside Court.
4. Replaced curb stop at 1111 Crescent Lane.
5. Replaced curb stop at 271 Holiday Drive.
6. Division of Drinking Water visited several Sunnyslope CWD sites and performed the routine Sanitary Survey. The last Sanitary Survey was conducted in 2021.
7. Cleaned and flushed Y-strainers at Pressure Relief Valves (PRV) locations. This is routine maintenance to assure that the stations maintain proper pressures as water flows from higher pressure zones to lower pressure zones throughout the system.
8. Cleaned and cleared weeds at well sites. Proper maintenance of the districts water wells discourages rodents from creating habitats near the wells, ensuring that the water being produced is of high quality and free of any outside contaminants.
9. Mowed and cleared weeds at Ridgemark 2 (RM2). The RM2 facility is no longer in use other than the lift station which sends wastewater to the main lift station. This location is several acres and still needs routine maintenance of overgrown weeds.
10. Pulled, cleaned, and inspected well site chlorine injectors. Chlorine routinely leaks out of the injection tubing or while routine maintenance is performed and over time creates a solid crust and periodically needs to be removed and cleaned to prevent damage to equipment.
11. Replaced exterior lights at office and shop.
12. Quinn Inc. replaced wire harness on 6" dewatering pump.



<b>Project Location</b>	<b>: 920 El Toro Plaza</b>
<b>Project</b>	<b>: Emergency service line repair</b>
<b>Department</b>	<b>: Water Department</b>
<b>Description</b> : Staff received a call of water running down the street over the long holiday weekend at 920 El Toro Plaza. Water was found coming up through the street. SSCWD staff immediately dispatched for repair. Staff used the Vac-truck and new John Deer backhoe to quickly excavate and locate the leak. Water loss was stopped with 4 hours. Staff returned after the holiday break and installed 2 new saddles to give each home it’s own dedicated lines for more reliable water delivery.	



<b>Project Location</b>	<b>: Rebuild fire hydrant on Loma Vista Dr.</b>
<b>Project</b>	<b>: Fore Hydrant repair</b>
<b>Department</b>	<b>: Water Department</b>
<b>Description</b>	<b>: At times during fire hydrant exercises, staff may encounter a hydrant that will malfunction and needs to be repaired. It is important that these get repaired as soon as possible for them to be available in case of a fire emergency. The hydrant was removed, and a new hydrant was installed per district code.</b>

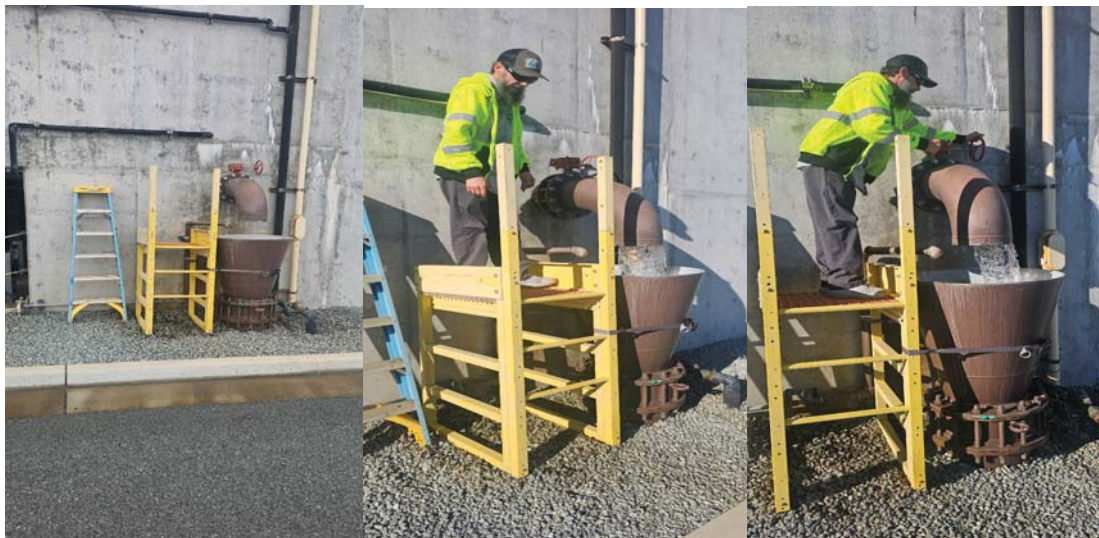
## LESSALT Water Treatment Plant (6)

1. Replaced piping under air relief spent wash water tank.
2. Replaced conditioned, GRF, ORP SC200 analyzer controller.
3. Primex inspected SCADA computer towers. Primex tech came out to look at the health of the computer towers to ensure that they are still reliability.
4. Replaced lower pilot hose on high zone pump #2.
5. Replaced leaking pipes on chlorine and coagulant systems.
6. Sprayed weeds around facility. Unwanted plants at the Lessalt WTP plant are minimal, staff routinely removes them before they get too big and spot sprays them to prevent them from being unsightly.



## West Hills Water Treatment Plant (12)

1. Built platform for Flush to waste valve.
2. Removed sludge from drying beds to be hauled to John Smith Landfill.
3. Cleaned VFD filters. Units are exposed to the elements.
4. Greased all pumps and motors. Routine maintenance practices to extend the life of equipment.
5. Replaced ram closing system on poly skid. Ram was not closing properly causing dry polymer to spill on to the ground. Polymer will create slippery surfaces that can lead to slip hazards. The ram closing mechanism was replaced and area cleaned of any remaining polymers.
6. Greased bucket pins on skid steer tractor.
7. Acid cleaned all CL17sc analyzers.
8. Built platform for Flush to waste valve.
9. Cleaned turbidity meters.
10. Vacuumed out sand room.



<b>Project Location</b>	<b>: Westhills Water Treatment Plant</b>
<b>Project</b>	<b>: Permanent ladder to isolate drain valve</b>
<b>Department</b>	<b>: Water Department</b>
<b>Description</b>	<b>: When completing daily backwash the valve is required to be manually closed. Previously a regular 6-foot ladder was temporarily put in place. Staff had a ladder from the old Sodium hydroxide tank that was not being used. They cut it to size and replaced the A-frame ladder. This set up is more ergonomically correct and prevents staff from reaching out beyond the ladder's side rails which could lead to a fall.</b>

### **Wastewater** (3)

1. Pulled, cleaned, and inspected pumps at Paullus Lift Station.
2. Pulled, cleaned, and inspected pumps at RM2 Lift Station.
3. Continued clearing weeds.

### **Industrial Plant** (2)

1. Cleaned and put away equipment for the season.
2. Rain for Rent picked up all rental equipment.

Completed This Month	Job Descriptions	Completed YTD 2024 – 2025 July 1 to June 30	Completed 2023 – 2024 July 1 to June 30	Completed 2022 – 2023 July 1 to June 30	Completed 2021 – 2022 July 1 to June 30
457	Work Orders	2412	4338	2480	2520
0	Temporary Manual Read Water Meters Installed in New Construction Accounts	42	171	287	292
0	Radio Read Meters & ERTs Installed in New Construction Accounts	1	5	3	1
22	Total: Manual Read Meters Replaced with Radio Read Meters & ERT's, including Radio Meters Installed in New Construction Accounts	144 (Total = 7556)	216	268	300
15	Existing Radio Read Meters & ERTs Replaced with New Radio Read Meters & ERTs	66	180	247	309
0	Valves Exercised (Approx. 2674 in SSCWD System 3/2021)	44	299	528	487
29	Fire Hydrants Flushed (Approx. 938 in SSCWD System 3/2021)	91	466	537	342
11	Meters on Repair List	63	209	250	335
6	Emergency Calls	59	138	158	161
200	Locates on our Water/Sewer Lines	920	1722	1512	1816
0	Sewer Inspections	0	0	0	0
10	Shutoff Notices	34	23	0	0
0	Water Services Replaced	6 (Total = 969)	17	15	39

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



## Hollister/Sunnyslope Intertie Water Balance

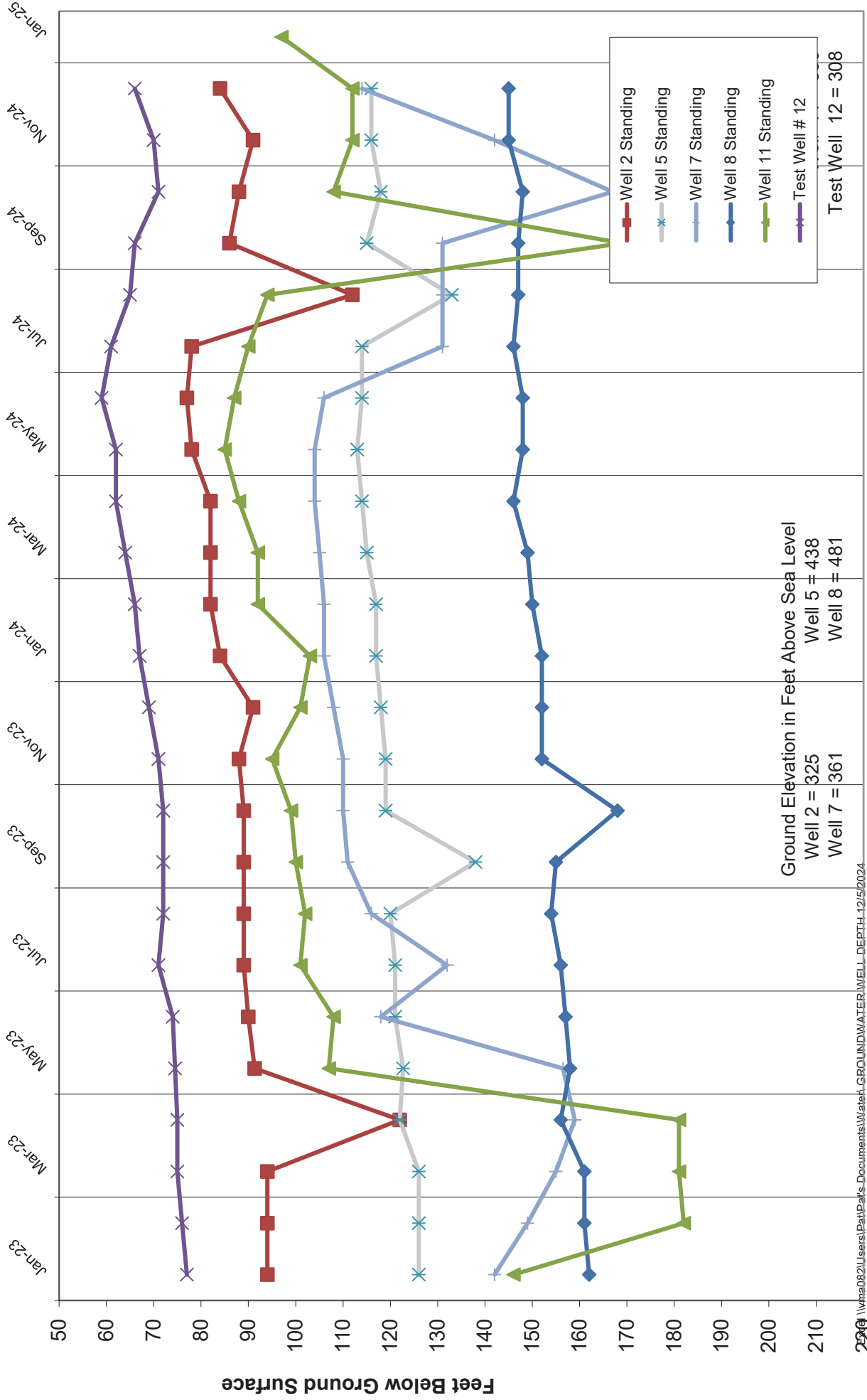
Report Date: December 1, 2024		to		November 13, 2024	
Current Consumption Period: October 16, 2024					
Intertie Location	Groundwater Flow to COH	Surface Flow to COH	Groundwater Flow to SSCWD	Surface Flow to SSCWD	to
	i n G a l l o n s				
Southside Road Intertie Water Total Flow	0	3,794,346			
Sunset & Memorial Water Total Flow	6,501,900	1,025,000	100		0
Sunnyslope & Memorial Water Total Flow	4,703,400	522,300	200		100
Hillcrest and Memorial Water Total Flow	1,600	3,752	2,800		2,300
Santa Ana & La Baig Water Total Flow	1,850,700	1,023,700	0		0
<b>Intertie Sub-Total Water Flow</b>	<b>13,057,600</b>	<b>6,369,098</b>	<b>3,100</b>		<b>2,400</b>
<i>Total Combined Surface and Ground Water Intertie Flow</i>	<b>19,426,698</b>		<b>5,500</b>		
City of Hollister Well 2 Surface Water Total Flow (West Hills)		10,790,000			
City of Hollister Well 4 Surface Water Total Flow (West Hills)		18,102,000			
City of Hollister Well 5 Surface Water Total Flow (West Hills)		17,351,000			
Sunnyslope Well 2 Surface Water Total Flow (West Hills)				2,998,000	
Sunnyslope Well 11 Surface Water Total Flow (West Hills)				17,212,000	
Sunnyslope Surface Water Total Flow (LESSALT)				0	
<b>Surface Water Flow Sub-Totals</b>		<b>46,243,000</b>		<b>20,210,000</b>	
<b>Ground Water and Surface Water Flow Totals</b>	<b>13,057,600</b>	<b>52,612,098</b>	<b>3,100</b>		<b>20,212,400</b>
Current Period:	COH half of Surface Water Flow to Distribution (LESSALT & WH)		33,226,500		
	Net Ground/Surface Water Balance Owed to SSCWD (to COH)	13,054,500	19,383,198		
	Beginning Water Balance Owed to SSCWD (to COH)	838,285,000	-339,426,196		
	Gallons Billed to COH thru Report Date November 1, 2024	0		Informational Last Month Net Total	498,858,804
	<b>Sub-total Ending Water Balance Owed to SSCWD (to COH)</b>	<b>851,339,500</b>	<b>-320,042,998</b>	Net Sub Total	531,296,502
	Half of Total Gallons LESSALT Discharge to City of Hollister Wastewater Treatment Plant during the current consumption period			-	
	Exchange Factor; Half of the total gallons discharged to COH WWTP from LESSALT multiplied by a factor of 4			-	
	<b>851,339,500</b>	<b>-320,042,998</b>	<b>Net Total</b>	<b>531,296,502</b>	

Current:	LESSALT WTP Total Flow to Distribution	0			
	Percent of LESSALT Surface Water Received	<b>COH</b>	<b>#DIV/0!</b>	<b>SSCWD</b>	<b>#DIV/0!</b>
Current:	COH half of LESSALT Total Flow to Distribution	0			
	Intertie Net Surface Water Total Flow to COH	6,366,698			
	Intertie Net Ground Water Total Flow to COH	13,054,500			
Current:	West Hills WTP Total Flow to Distribution	66,453,000			
	Percent of Surface Water Received	<b>COH</b>	<b>69.6%</b>	<b>SSCWD</b>	<b>30.4%</b>
Current:	COH half of West Hills WTP Total Flow to Distribution	33,226,500			
	West Hills WTP Surface Water Total Flow to COH	46,243,000			

From April 1, 2024 to Present					
YTD	LESSALT WTP Total Flow to Distribution	227,997,000			
	West Hills WTP Total Flow to Distribution	614,516,000			
	Surface WTPs Total Flow to Distribution	842,513,000			
	<b>Total YTD Surface Flow to COH/SSCWD</b>	<b>COH</b>	<b>439,037,048</b>	<b>SSCWD</b>	<b>403,475,952</b>
	Percent of Surface Water Received	<b>COH</b>	<b>52.1%</b>	<b>SSCWD</b>	<b>47.9%</b>

### Depth to Standing Water Level Below Ground Surface

Month/Year



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

Test Well 12 = 308



# Staff Report

Agenda Item: **H – 6**

**DATE:** December 11, 2024 (December 17, 2024 Meeting)

**TO:** Board of Directors

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

**SUBJECT:** General Manager Monthly Status Report

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## ACTIVE TASKS:

1. **Website Performance** – The Sunnyslope Water website has continued to be a valuable communication platform for the district. Presently in the past 6 months the district has averaged over 45,000 site visits monthly. This is equivalent to all active accounts viewing our page weekly. We cannot confirm that all customers visit our site that frequently, but it is apparent that web traffic to our site is informing the public of our activities. The expense for this website is well worth the connectivity it has provided in the past several years.
2. **Best Road Mutual Water Company (BRMWC) System Consolidation** – The engineering report this month provides updates on construction timing. Additionally the LAFCO application is moving forward and will be coming to the board very soon for approval to proceed with the annexation of the BRMWC properties.
3. **Final Actions to Complete Landslide Lawsuit Stipulations** – Staff completed the sealing of Pond 5 effluent piping and the County has conducted an inspection. All stipulations of the Landslide Lawsuit have been completed.
4. **SBR Solar Field Performance** – We are finally excited to report that the solar field has finally completed a couple months of consistent production. After the solar field ribbon cutting took place in June of 2024 a series of permit testing steps prevented the solar field from being online for a full 30 days
5. **Fleet Electrification** – As reported previously, \$200,000 of Monterey Bay Air Resources District (MBARD) funding has been secured for the purchase of electric work trucks and an application for an additional \$200,000 with the State HVIP program has been submitted. Replacement of the district box truck and the recent crane truck that was surplus from the district fleet are proposed. Delivery of new

vehicles could take up to 12 months due to manufacturing timelines. This update is provided to inform the board of the importance of future planning for these types of improvements. Grant applications for electric vehicle charging stations have also been submitted and EVA Green Power has been working to complete a proposal for additional solar improvements at the administration building. Staff will bring this project to the board for authorization to proceed when finalized. We continue to work on initiatives to reduce the district carbon footprint while reducing costs.

6. **San Benito County Workforce Development Program** – Sunnyslope has been partnering with the San Benito County Workforce Development program over the past 4 years. The county program is designed to provide opportunities for work training to local individuals to promote career development in fields with living wages. This program supports SSCWD by providing qualifying individuals to obtain training in Water/Wastewater operations as well as in office and account administration when needed. The county pays for all the expenses of the training and SSCWD provides on the job work experience. We hope to further strengthen this partnership by coordinating with Gavilan College. To date the district has been able to train four young people and their work for the district has been very beneficial.

# Staff Report

Agenda Item: I-1

DATE: December 6, 2024 (December 17, 2024 Meeting)

TO: Board of Directors

FROM: General Manager, Drew Lander

SUBJECT: Conduct A Swearing-In Ceremony For Newly Elected Board Member Jerry Buzzetta, To Fulfill Terms Of Service From December 2024 To November 2028.  
(Not A Project Under CEQA Per Article 20, Section 15378)

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## **RECOMMENDATION:**

The General Manager/Secretary will administer the Oath of Office to the incumbent Board member to fulfill a new term from December 2024 to November 2028.

## **BACKGROUND:**

Director Jerry Buzzetta filed the prerequisite application with San Benito County Elections office to run for public office and Mr. Buzzetta has been reelected to the Sunnyslope County Water District, having run unopposed in the General Election held November 5, 2024.

Oath of office will be administered by the Secretary to the Board of Directors.

## **FINANCIAL IMPACT:**

There is no fiscal impact anticipated with the swearing in of Board members.

## **ENVIRONMENTAL IMPACT:**

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

# Staff Report

Agenda Item: I – 2

DATE: December 6, 2023 (December 17, 2023 Meeting)

TO: Board of Directors

FROM: Drew Lander, General Manager

SUBJECT: Take Appropriate Action To Elect A President And Vice-President Of The Board Of Directors, And President To Assign Director Duties To Standing District Committees For 2025. (Not A Project Under CEQA Per Article 20, Section 15378)

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## **RECOMMENDATION:**

Staff recommends the Board take appropriate action to elect a President and Vice-President of the Board of Directors, and the newly elected President will then assign Directors to standing District committees for 2025, including quarterly check signing duties.

## **BACKGROUND:**

The Board of Directors annually elects one of the five Board of Directors to serve as the President of the Board and a second Director to serve as the Vice President of the Board. The new President of the Board then assumes the appointment and assigns Directors to serve on the four standing committees and fulfill rolls representing the Board at the Water Resources Agency meetings, on the Governance Committee, the Association of California Water Agency Joint Powers Insurance Authority, and to perform check signing responsibilities on behalf of the District on a quarterly basis. Director Ed Mauro served as President and Director Jame Parker has served as Vice President for 2024. The current committee assignments for the concluding year are as follows:

### **Finance Committee:**

**Directors:** Jerry Buzzetta & Ed Mauro (Alternate – Mike Alcorn)

**Staff:** General Manager and Finance/HR Manager

*The committee reviews all District Finance activities, investment, purchase, policies including Investment Recommendations, Budget, and Audit Review, & the West hills/Lessalt Budget Review.*

**Water & Wastewater Committee:**

**Directors:** Dee Brown & Jim Parker (Alternate – Jerry Buzzetta)

**Staff:** General Manager and Principal Engineer

*The committee reviews and provides direction for new and existing water and wastewater projects and programs including planning and construction phases. Meets with other government representatives and private groups regarding joint project considerations.*

**Governance Committee:**

**Directors:** Jerry Buzzetta & Mike Alcorn (Alternate – Ed Mauro)

**Staff:** General Manager and Principal Engineer

*In 2024 the Board elected to separate the Governance Committee from the Water & Wastewater Committee to serve as a standalone assignment. The committee reviews policies and attends the Governance Committee meetings as defined in the Urban Areas Water/Wastewater Management Planning effort. Committee may also hold meetings separately review water master plan topics and concerns with interagency coordination.*

**Employee & Personnel Committee:**

**Directors:** Ed Mauro & Dee Brown (Alternate – Mike Alcorn)

**Staff:** General Manager and Finance/HR Manager

*The committee reviews and advises on employee personnel policies. Actively participates in Employee Negotiations process and assessment of personnel issues as needed.*

**Policy and Procedures Committee:**

**Directors:** Jim Parker & Mike Alcorn(Alternate – Jerry Buzzetta)

**Staff:** General Manager and Finance/HR Manager

*This Committee reviews and recommends certain Policy and Procedures not related to other Committee Assignments and responsibilities.*

**Water Resources Agency:**

**Director:** Mike Alcorn (Alternate – Jim Parker)

**Staff:** General Manager and Principal Engineer

*The District's representative appointed to Water Resources Agency of San Benito County (WRA) Board of Directors. The participant WRA agencies are San Benito County Water District, City of Hollister, City of San Juan Bautista, and Sunnyslope County Water District. The WRA is a corroborative group that provides recommendations to respective member boards but cannot make direct decisions. This committee does oversee water conservation programs, salinity issues, and groundwater management practices.*

**ACWA/JPIA – Board Representative:**

**Directors:** Mike Alcorn (Alternate – Dee Brown)

**Staff:** General Manager

*The District's representative attends the semi-annual JPIA board meetings and vote on behalf of the District.*



# Staff Report

Agenda Item: I-3

DATE: December 11, 2024 (December 17, 2024 Meeting)

TO: Board of Directors

FROM: General Manager, Drew Lander

SUBJECT: Board Will Review The 2025 Calendar And Modify The Meeting Schedule For The Coming Year As Needed Beginning With Regularly Schedule Board Meetings To Be Scheduled On The 4<sup>th</sup> Tuesday Of The Month. Board Will Approve By Motion All Changes To The Calendar. (Not A Project Under CEQA Per Article 20, Section 15378)

**RECOMMENDATION:**

The Board may review the calendar for 2025 and approve a motion to accept all regularly scheduled board meetings as scheduled or amend regularly scheduled meeting dates and adopt all changes by approval of a motion.

**BACKGROUND:**

The Board of Directors meets on the 4<sup>th</sup> Tuesday of the month for regularly scheduled board meetings. The board may review the calendar and if approved by a majority vote, may elect to move any board meetings with conflicts to another meeting day. The approved calendar dates once decided upon and approved by the board will then be reflected on the district website as the regularly scheduled board meetings of the 2025 calendar year.

4th Tuesday of the Month	Holiday Dates	Holidays
January 28	January 1 & 20	New Years & MLK Day
February 25	February 17	President's Day
March 25		
April 22		
May 27	May 26	Memorial Day
June 24		
July 22	July 4	Independence Day
August 26		
September 23	September 1	Labor Day
October 28		
November 25	November 11, 26, 27, & 28	Veterans day 1/2-day Thanksgiving eve, Thanksgiving & Day After Thanksgiving
December 23	December 24, 25 and 31	1/2 day Christmas Eve, Christmas Day & 1/2 day New Year's Eve

**FINANCIAL IMPACT:**

There is no fiscal impact anticipated with the moving of meeting dates.

**ENVIRONMENTAL IMPACT:**

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



# Staff Report

Agenda Item: I – 4

DATE: December 11, 2024 (December 17, 2024 Meeting)

TO: Board of Directors

FROM: General Manager, Drew Lander P.E.

SUBJECT: Direct The General Manager To Prepare And Publish The Necessary Notices To Solicit Qualified Applicants To Fill A Vacancy Of The Board Which Occurred December 6<sup>th</sup>, 2024, Per Policy 7080. (Not A Project Under CEQA Per Article 20, Section 15378).

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## **RECOMMENDATION:**

Staff recommends the board approve a motion authorizing the General Manager to advertise the vacant Sunnyslope County Water District Board seat with a minimum 10-day Public Notice (to be advertised in a local publication and posted within the district); and to direct the General Manager to bring all eligible candidates to the Board for interviews at a special meeting to be held January 14<sup>th</sup>, 2025 or at another time and date set by the Board.

## **BACKGROUND:**

Director James Parker concluded his service as a member of the Board on December 6<sup>th</sup>, 2024. No candidates filed with the County elections office in pursuit of election to the pending vacancy during the recent election on November 5 of this year.

In recognition of the current vacancy the Sunnyslope Board of Directors has two choices per California Government Code section 1780 and Board Policy 7080, to fill the current term which will end in December 2028:

- Call for a Special Election at an approximate cost of \$150,000;
- Board appointment by advertising this position and interviewing potential candidates.

Past practice has been for the District Board to interview and appoint a qualified candidate to fulfill the remaining term.

**FINANCIAL IMPACT:**

The fiscal impact of appointing a Board Member and filling the vacancy on the Board of Directors is anticipated to be less than \$1500, including advertising in local publications and posting of local notices.

**ENVIRONMENTAL IMPACT:**

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

# Staff Report

Agenda Item: I – 5

DATE: December 11, 2024 (December 17, 2024 Meeting)

TO: Board of Directors

FROM: General Manager, Drew Lander P.E.

SUBJECT: Authorize The Board President To Sign A Resolution Of Recognition Honoring James Parker For Excellent Service To The Community Through His Service To The Board Of Sunnyslope County Water District, (Not A Project Under CEQA Per Article 20, Section 15378.

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## RECOMMENDATION:

Authorize the Board President to sign the accompanying resolution of recognition honoring James Parker for his service to SSCWD.

## BACKGROUND:

James Parker has served the SSCWD for Since 2019. James was elected to the Board in November 2020 and served his term honorably, completing his term December 6<sup>th</sup>, 2024. In appreciation for his service to the District it is proposed that the attached resolution be approved by the Board and a signed and framed copy be mailed to Mr. Parker.

## FISCAL IMPACT:

The cost to prepare and mail a resolution of appreciation does not exceed \$50.

## ENVIRONMENTAL IMPACT:

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

## ATTACHMENTS:

1. Resolution No. 605, Recognition for James Parker

**RESOLUTION No. 605**

**A Resolution of the Board of Directors of the  
Sunnyslope County Water District - Hollister California  
Recognizing the Contributions of James Parker**

*WHEREAS, James Parker has consistently demonstrated his dedication and determination to cost effective, safe, and plentiful water service for all customers of Sunnyslope County Water District; and*

*WHEREAS, James' public service began with appointment to the Board on January 15, 2019 and he has faithfully served the Board continuously until the completion of his elected term on December 6<sup>th</sup>, 2024; and*

*WHEREAS, James has provided superior oversight in his participation as assigned to Committees, additionally fulfilling service as a Water Resources Committee Member and Past President; and*

*WHEREAS, James offered admirable leadership and service while addressing public concerns confronting the Board of Directors during the five years of tenure with the organization; and*

*WHEREAS, James has freely volunteered of his personal time to study and research those issues pertaining to the mission of the District.*

*NOW, THEREFORE, BE RESOLVED that The Board of Directors of the SSCWD takes great pleasure in recognizing the important professional achievements of James Parker; and herewith expresses its sincere gratitude and appreciation for the contributions he made and for the years of service to SSCWD.*

*BE IT FURTHER RESOLVED that the Board of Directors extends its best wishes for his future endeavors and that this resolution be spread upon the permanent minutes of the Board.*

*The above Resolution was passed by the following vote of the Board of Directors of the Sunnyslope County Water District, at a special meeting of said Board held on December 17, 2024.*

AYES: Directors:       \*\*\*\*\*  
NOES:                   \*\*\*\*\*  
ABSENT:               \*\*\*\*\*

Signed: \_\_\_\_\_  
Ed Mauro, President

(Seal)

ATTEST:

By \_\_\_\_\_  
Drew A. Lander, Secretary of Board of Directors

# Staff Report

Agenda Item: I-6

DATE: December 11, 2024 (December 17, 2024, Meeting)

TO: Board of Directors

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

SUBJECT: Second Reading Of Ordinance No. 85 For The Adoption Of Rates Within The Gavilan Sewer Service Area. (Statutorily Exempt From CEQA As Defined By Article 18 California Code Of Regulations 15273 (a))

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## **RECOMMENDATION:**

Staff recommend the Board pass a motion approving Ordinance No. 85 imposing rates, fees, and charges for wastewater in the Gavilan Sewer Service Area, amending Title IV, Section 4.30.030, and Table 4.30.030 of the Sunnyslope County Water District Code.

## **BACKGROUND:**

The Board reviewed and accepted Ordinance No. 85 on November 19<sup>th</sup> at the regularly scheduled board meeting. There have been no changes or edits to the ordinance as it was first read, and this item satisfies the requirement for a second reading of the ordinance.

Staff have not received any additional comments or protests in the past month since the time of the first reading.

## **FISCAL IMPACT:**

The fiscal impact of adopting the proposed sewer rates as specified in the Ordinance being considered will result in Wastewater Fund revenues received by the district estimated to be \$60,000 annually and will be allocated for operations, maintenance and in a capital fund for future sewer rehabilitation.

## **ENVIRONMENTAL IMPACT:**

The establishment of water rates are statutorily exempt from CEQA as defined by Article 18 California Code of Regulations 15273 (a) (State CEQA Guidelines) for normal operating activities of operating the sewer system. Adoption of this Ordinance is not a project under CEQA Guidelines Section 15378 as it is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment. Project specific environmental review documents will be prepared for any project proposed as a result of future operations.

## **ATTACHMENTS:**

Ordinance #85

## SUNNYSLOPE COUNTY WATER DISTRICT

### ORDINANCE NO. 85

#### AN ORDINANCE OF SUNNYSLOPE COUNTY WATER DISTRICT IMPOSING RATES, FEES, AND CHARGES FOR WASTEWATER SERVICES

Be it ordained by the Board of Directors of  
Sunnyslope County Water District  
as follows:

Findings. The Sunnyslope County Water District (SSCWD or District) Board of Directors determines that each fact referenced in this section is true and correct.

- A. This Ordinance is enacted pursuant to Sections 30000 and following of the California Water Code, Sections 50022.4, 50022.7, and 66016 of the California Government Code, and the California Constitution.
- B. This Ordinance amends Title IV Section 4.30.030 and Table 4.30.030 of the Sunnyslope County Water District Code. Proceeds of the charge imposed by this Ordinance may only be used to fund District wastewater operations and maintenance activities, including capital expenditures to ensure wastewater collection and treatment facilities are operated according to District codes and State regulations.
- C. Adoption of this Ordinance is statutorily exempt from the requirements of the California Environmental Quality Act (“CEQA”) pursuant to the CEQA Guidelines, Section 15273(a) CEQA does not apply to the establishment, modification, structuring, restructuring, or approval of rates, tolls, fares, or other charges by public agencies which the public agency finds are for the purpose of: (1) Meeting operating expenses, including employee wage rates and fringe benefits, (2) Purchasing or leasing supplies, equipment, or materials, (3) Meeting financial reserve needs and requirements, (4) Obtaining funds for capital projects, necessary to maintain service within existing service area. Adoption of this Ordinance is under CEQA Guidelines Section 15378 as it is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment.
- D. This Ordinance is considered for action by the Board of Directors (Board) at a regular meeting of the board and noticed meeting on November 22, 2024.
- E. The Ordinance prepared by the District’s General Manager, in consultation with the District’s legal counsel, was posted in the District Office at least five days prior to the Special Board meeting of November 22, 2024.
- F. At least 10 days prior to the meeting, the District made available to the public data indicating the amount of cost, or estimated cost, required to provide the service for which the rates, fees and charges are levied, and the revenue sources anticipated to provide the service, including General Fund revenues.
- G. As required by Article XIII D, Section 6 of the California Constitution, the District mailed a Notice of Public Hearing on the Proposed Wastewater Rates, dated September 19, 2024, along with the proposed new rate, to each property owner within the Gavilan Sewer Service area eligible to receive wastewater service through the contractual agreement between the City and SSCWD titled “Sunnyslope Water Service District Conveyance of Wastewater To the City Of Hollister For Treatment And Disposal.” That notice included: the amount of the proposed sewer rate, (ii) the reasons for the sewer rate, (iii) the date, time, and location of the Public Hearing and (iv) information about how to submit a written protest against the proposed water

rates. A public hearing was thereafter held not less than 45 days after mailing the notice at which time the District Board received, heard, and considered protests to the proposed new rate schedule and rate increases.

- H. The District accepted written protests against the wastewater rate pursuant to the procedures established by the Board in its Resolution No. 602.
- I. This sewer rate is the first rate imposed for sewer service extended to properties identified in the agreement titled “Sunnyslope Water Service District Conveyance of Wastewater To the City Of Hollister For Treatment And Disposal”, which was executed November 6, 2023, between the City of Hollister and SSCWD.
- J. This Ordinance does not provide for automatic sewer rate increases, and future increase shall be administered per future ordinance.
- K. The District has received this recommendation from the General Manager, who has deemed the rates necessary and appropriate to meet the District’s revenue requirements to provide funds for wastewater service and to maintain the adopted infrastructure.
- L. The amended rates, fees and charges for wastewater services are for the purpose of (1) meeting operating expenses, including employee wage rates and fringe benefits, (2) purchasing or leasing supplies, equipment, or materials, (3) meeting financial reserve needs and requirements, (4) replacement and repair of wastewater system facilities to maintain service within existing service areas, and (5) meeting capital project costs associated with the Gavilan Sewer Service Area.
- M. 82 parcels are subject to the proposed wastewater rates. A majority protest against the wastewater rates proposed would therefore require 42 valid written protests. Based on the number of protests received, a majority protest against the wastewater rates does not exist. The proposed wastewater rates are a property-related charge for wastewater service, as that term is defined by law, and no election is required pursuant to Article XIII D, § 6(c) of the California Constitution. The District’s compliance with Proposition 218 is complete.
- N. Although proceeds from the wastewater rates may fund capital projects that might physically affect the environment, such capital projects will be subject to CEQA review on a project-by-project basis. Accordingly, CEQA review of the use of the proceeds of the wastewater rates would be unduly speculative at this time and therefore this action is not a “project” as the term is defined in Public Resources Code Section 21065 and 15 CCR 15002(d), and CEQA Guidelines Sections 15378 and 15061(b)(3).

NOW THEREFORE be it ordained as follows:

Section 1. The foregoing findings are adopted by the Board as though set forth fully herein.

Section 2. Wastewater Rates and Charges Amended. Section 4.30.030 of the District Code is amended such that the following heading and amendment to Table 4.30.000 includes the additional information with the narrative below added and reads in full as follows:

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**Monthly Wastewater Rates and Charges for Gavilan Sewer Service Area Only**

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Customer Class	Effective Date	
	Current	11/2024
<b>City of Hollister Treatment Fee</b>		
Single-Family (SFR) <sup>1</sup>	\$0.00	\$68.49
Commercial & Industrial <sup>2</sup>	\$0.00	\$68.49
<b>SSCWD Collection Charge</b>		
Single-Family (SFR) <sup>1</sup>	\$0.00	\$58.01
Commercial & Industrial <sup>2</sup>	\$0.00	\$58.01

<sup>1</sup>SFR = Single-Family Residence

<sup>2</sup>Commercial & Industrial =  
Calculated on City of Hollister  
SFR equivalency and multiplied  
times this rate.

Monthly wastewater bills for single-family (SFR) within the Gavilan Sewer Service Area will pay a monthly flat rate based on the sum of both the City of Hollister Treatment Fee and the SSCWD Collection Charge. The Commercial & Industrial (C&I) rate is based on the SFR equivalency as calculated by the City of Hollister and multiplied by the SRF sewer rate.

Single-family homes with granny units shall be considered one single-family dwelling and wastewater rates will be calculated using the single-family rates and charges.

Gavilan Sewer Service Area new sewer connections will pay Connection Fees equal to the City of Hollister sewer impact fees as required by the contractual agreement between SSCWD and the City of Hollister, titled "Sunnyslope Water Service District Conveyance of Wastewater To the City Of Hollister For Treatment And Disposal."

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Section 3. Requirements for Rates, Fees, and Charges. The rates, fees, and charges adopted by this Ordinance shall not exceed the estimated reasonable costs of providing the services for which the rates, fees, or charges are imposed.

Section 4. Effect of Repeal or Amendment on Past Actions and Obligations. This Ordinance does not affect prosecutions for ordinance violations committed prior to the effective date of this Ordinance, does not waive any fee or penalty due and unpaid on the effective date of this Ordinance, and does not affect the validity of any bond or cash deposit posted, filed, or deposited pursuant to the requirements of any ordinance.

Section 5. Severability. If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be unconstitutional or invalid, or superseded by some other provision of law, such provisions shall be severed from and shall not affect the validity of the remaining provisions of this Ordinance. The Board hereby declares that it would have passed this Ordinance and each section, subsection, sentence, clause, or phrase thereof irrespective of the fact that any other part thereof be unconstitutional or invalid, or superseded by some other provision of law. The parts of this Ordinance that are not unconstitutional, invalid, or superseded shall remain in full force and effect and shall be enforced according to their terms.



Section 6. Interpretation. Words and phrases used in this Ordinance shall be read conjunctively with and shall have the same meaning as in prior District ordinances and the District Code, unless specifically changed by this Ordinance or unless the context requires some other construction. If there is any inconsistency between this Ordinance and prior provisions, this Ordinance shall control.

Section 7. Effective Date. This Ordinance shall take effect immediately on adoption.

Section 8. Judicial Review. Any judicial review of this Ordinance shall be by writ of mandate under Code of Civil Procedure Section 1085. Any action or proceeding seeking to attack, review, set aside, void or annul this Ordinance shall be commenced within 90 days after the adoption of this Ordinance.

Section 9. Publication and Posting. Within 10 days after adoption, the District shall publish, in a newspaper published in San Benito County and circulated within the District, the full text of this Ordinance, and shall post in the District office a certified copy of the full text of this Ordinance, as adopted, along with the names of those Directors voting for and against adoption.

Section 10. Notice of Exemption and Notice of Determination. The Secretary is authorized and directed to give due notice of exemption of this Ordinance from the provisions of CEQA, pursuant to Title 14, California Code of Regulations, section 15062.

On motion of Director \_\_\_\_\_, seconded by Director \_\_\_\_\_, the foregoing Ordinance is enacted and shall take effect on December 17, 2024, by the following roll call of the Board:

AYES: Directors

NAYS:

ABSENT:

By: \_\_\_\_\_  
Ed Mauro, President

ATTEST:

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

### CERTIFICATE OF SECRETARY

The undersigned hereby certifies that the foregoing Ordinance was adopted and approved by the Board of Directors at their Regular meeting on December 17, 2024.

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