



Sunnyslope County Water District

BOARD OF DIRECTORS

REGULAR MEETING

District Office Board Room



3570 Airline Hwy., Hollister, CA

NOTICE & AGENDA

JUNE 28, 2022

Regular Board Meeting - 5:15PM

Closed Session to precede the Regular Session – 4:30PM

AS AUTHORIZED BY THE STATE OF CALIFORNIA EXECUTIVE ORDER N-08-21 THE SSCWD UNANIMOUSLY APPROVED THE USE OF VIRTUAL MEETING ACCESS. PUBLIC ACCESS TO DISTRICT MEETINGS CAN BE OBTAINED THROUGH THE FOLLOWING ACCESS POINTS:

ZOOM MEETING ACCESS LINK

<https://us06web.zoom.us/j/87530223635>

Passcode not required

Or Telephone: Dial + 1 (669) 900-9128 and when prompted enter Meeting ID: 875 3022 3635

Passcode not required

COVID PROTECTION GUIDELINES

Per the San Benito County meeting guidelines all boardroom attendees must comply and wear a face covering if not fully vaccinated. If providing proof of vaccination attendees will not need to wear a face covering. Virtual meeting access will continue to be provided until further determined by the District Board; All attendees must comply with any other rules of procedures/instructions announced by the Board of Directors or as directed by Staff. 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 Buzzetta_____, Vice-President Brown_____,

Director Parker_____, Director Alcorn_____, and Director Mauro _____.

- 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. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTIONS:

1. **Labor Negotiation Discussion (§ 54957.6)** – Title: Management Employees

REGULAR SESSION

D. PLEDGE OF ALLEGIANCE

E. REPORT IN OPEN SESSION ACTION TAKEN IN CLOSED SESSION

- 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 comment¹ on any District business, not on the agenda, with a time limit of three minutes per speaker. No actions may be taken by the Board during the public comment period.

- 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 Board² on these items, not to exceed 3 minutes, when the Board reviews each pulled item.

1. Approve Minutes of the Regular Board Meeting of May 17, 2022. (page 1)

2. Receive and Accept Allowance of Claims for Disbursements from May 1, 2022 through May 31, 2022. (page 8)
 3. Receive and Accept Associate Engineer Monthly Status Report. (page 13)
 4. Receive and Accept Finance Manager Monthly Status Reports:
 - a) Narrative Report (page 15)
 - b) Operation Summary (page 21)
 - c) Statement of Income (page 23)
 - d) Investment Summary (page 25)
 - e) Board Designated Reserves (page 26)
 5. Receive and Accept Superintendent Monthly Status Reports:
 - a) Maintenance (page 29)
 - b) City Meter Reading (page 35)
 - c) Groundwater Level Measurement (page 36)
 6. Receive and Accept General Manager Monthly Status Report. (page 37)
 7. Approval of Resolution No. 577 of the Board of Directors of the Sunnyslope County Water District – Hollister California Proclaiming a Local Emergency, Ratifying the State of Emergency Proclaimed on March 4, 2020, and Authorizing Remote Teleconference Meetings of all District Legislative Bodies for the Following 30 Days in Accord with the Ralph M. Brown Act. Resolution No. 577 attached. (Not a project under CEQA per Article 20, Section 15378) (page 39)
- 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 Board² on these items as the Board reviews each item when directed to do so.
1. Consider Approval and Adoption of Amendments to Benefits for District Management Staff effective July 1, 2022 (page 44)
 2. Consider Adoption and Approval of the District Budget for Fiscal Year 2022/23 (page 47)

J. STATUS REPORT

1. Governance Committee (JP, MA) – (No Meeting)
2. Water / Wastewater Committee (JP, MA) – (No Meeting)
3. Finance Committee (JB, MA) – (Meeting Held Friday, June 10th, FY2022/23 Budget Review)
4. Policy and Procedure Committee (DB, EM)– (No Meeting)
5. Personnel Committee (JB, EM) – (Meeting Held Friday, June 17th, Review of Manager Compensation and Handbook Draft)
6. Water Resources Association of San Benito County (JP, Alt. MA) – (Meeting Held June 2, 2022)

K. BOARD and STAFF REPORTS

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

L. FUTURE AGENDA ITEMS

- a. Director’s Facilities Tour – Special Meeting, Time and Date TBD

M. ADJOURNMENT

Upon request, Sunnyslope County Water District (SCWD) 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. SCWD will also make a reasonable effort to provide translation services upon request. Please submit a written request, including your name, mailing address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service as soon as possible in advance of the meeting.

Next Regular Board Meeting – July 19, 2022 @ 5:15 p.m., District Office

AGENDA DEADLINE: July 13, 2022 @ 12:00 p.m.

Water Resources Association of San Benito County – August 4, 2022 @ 4pm

Governance Committee – July 13, 2022 @ 5pm – 6:30pm

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

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

MINUTES
Regular Meeting of the Board of Directors
of the
SUNNYSLOPE COUNTY WATER DISTRICT
May 17th, 2022

A. CALL TO ORDER: The meeting was called to order at 4:38 p.m. by President Buzzetta, as authorized by the State of California Executive Order N-08-21 via teleconference, at the Sunnyslope County Water District office, 3570 Airline Highway, Hollister, California.

ROLL CALL: Present in Person: President Jerry Buzzetta (JB), Vice President Dee Brown (DB), Director James Parker (JP), Director Edward Mauro (EM), Director Mike 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 members of the public were identified in attendance present or virtually.

President Buzzetta retired to closed session at 4:39 p.m. to address closed session items.

C. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTIONS:

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

County of San Benito vs. SSCWD, San Benito County Superior Court Case No. CU-20-00068

2. Labor Negotiations Discussion- Management Negotiations (§54957.6)

*District Negotiators: Drew Lander, General Manager
Employee Organization: Management Staff*

Regular session was reconvened at 5:15 where President Buzzetta dismissed for a brief recess to allow attending staff and visiting public to be seated in the boardroom. The meeting was reconvened to open session at 5:18 p.m.

D. PLEDGE OF ALLEGIANCE: Attorney Michael Laredo led those in attendance in the Pledge of Allegiance.

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

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

Attorney Michael Laredo reported, the Board was given status update, general direction was provided by the Board to Staff and Counsel and no reportable action taken.

2. Labor Negotiations (§ 54957.6) – Title: Management Employees

Attorney Michael Laredo reported, the Board reviewed materials presented, general direction was provided by the Board to the General Manager and no reportable action taken.

F. APPROVAL OF AGENDA: Upon a motion made to approve the agenda by Director Mauro, seconded by Director Parker, for which President Buzzetta then took a roll call vote as follows: (MA), yes; (JP), yes; (EM), yes, (DB), yes, (JB), 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. No comments were received.

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

H. CONSENT AGENDA:

1. Approval of Minutes of the Regular Board Meeting of April 19th, 2022.
2. Allowance of Claims – The Board reviewed the Disbursement Summary (below) for the period of April 1, 2022 through April 30, 2022, totaling \$1,438,633.84 which includes \$377,816.01 for payments to vendors, \$299,334.00 for Payroll, \$409,433.69 paid to the City of Hollister for collection of City sewer billings (net of our fees), and \$2,052.88 for customer refunds.

<u>Date</u>	<u>Number</u>	<u>Name</u>	<u>Amount</u>
04/27/2022	ACH 2252	CalPERS - Retirement	23.08
04/26/2022	ACH 2249	CalPERS - Retirement	7,637.84
04/26/2022	ACH 2250	CalPERS - Retirement	8,451.01
04/26/2022	ACH 2251	CalPERS - Health Insurance	22,758.93
04/26/2022	ACH 2248	BASIC Benefits LLC	100.00
04/26/2022	50075	Star Concrete	1,309.91
04/26/2022	50074	Sharp Engineering and Construction, Inc	15,880.00
04/26/2022	50064	Hach Company	94.06
04/26/2022	50078	UWUA Local 820	830.88
04/26/2022	50079	Verizon Wireless	414.58
04/26/2022	50065	J M Electric	4,957.05
04/26/2022	50069	Nationwide Retirements Solutions	9,296.84
04/26/2022	50054	Able Septic Tank Service	37,118.78
04/26/2022	50055	Ace Hardware (Johnson Lumber Co.)	108.71
04/26/2022	50071	Razzolink.com	76.95
04/26/2022	50066	Konica Minolta Premier Finance	416.76
04/26/2022	50062	exceedio	3,159.41
04/26/2022	50068	MNS Engineers, Inc.	13,202.25
04/26/2022	50070	Pinnacle HealthCare	582.00
04/26/2022	50059	Brigantino Irrigation	31.50
04/26/2022	50056	AT&T	578.19
04/26/2022	50060	Central Ag Supply LLC	1,532.22
04/26/2022	50061	De Lay & Laredo	2,300.00
04/26/2022	50057	Bianchi Kasavan & Pope, LLP	30.00
04/26/2022	50076	Toro Petroleum Corp.	3,825.85
04/26/2022	50073	Ryan Herco Flow Solutions	1,030.52
04/26/2022	50072	Regional Government Services	313.25
04/26/2022	50063	Ferguson Enterprises, Inc.	105.12
04/26/2022	50058	Brenntag Pacific, Inc.	17,018.66
04/26/2022	50067	Mission Uniform Service	395.84
04/25/2022	ACH 2247	BASIC Benefits LLC	40.00

04/22/2022	ACH 2246	BASIC Benefits LLC	35.00
04/20/2022	ACH 2245	P G & E	33,225.57
04/20/2022	ACH 2244	Principal	3,502.03
04/19/2022	ACH 2243	BASIC Benefits LLC	524.18
04/19/2022	ACH 2242	BASIC Benefits LLC	5.00
04/19/2022	50048	Postal Graphics	19.23
04/19/2022	50051	Trans Union LLC	181.87
04/19/2022	50047	MJ Communications, Inc	2,567.72
04/19/2022	50050	Staples Advantage	412.39
04/19/2022	50042	Ace Hardware (Johnson Lumber Co.)	314.35
04/19/2022	50053	Wright Bros. Welding & Sheet Metal, Inc	982.24
04/19/2022	50052	True Value Hardware	28.38
04/19/2022	50049	RJR Recycling	300.00
04/19/2022	50045	Kevin Castro	151.78
04/19/2022	50043	Brigantino Irrigation	62.12
04/19/2022	50044	Hollister Auto Parts, Inc.	332.61
04/19/2022	50046	Mission Uniform Service	809.15
04/18/2022	ACH 2241	BASIC Benefits LLC	390.00
04/18/2022	ACH 2240	BASIC Benefits LLC	100.00
04/15/2022	ACH 2238	BASIC Benefits LLC	40.00
04/15/2022	ACH 2239	ADP	2,100.10
04/15/2022		Able Septic Tank Service	51,774.33
04/15/2022		Mc Gilloway, Ray, Brown & Kaufman	13,470.00
04/15/2022		De Lay & Laredo	9,179.00
04/15/2022		Anne Muraski	12,787.50
04/15/2022		EBCO Pest Control	207.00
04/15/2022		Central Ag Supply LLC	4,757.16
04/15/2022		USA Blue Book	7,473.51
04/15/2022		Rowe Upholstery	485.91
04/13/2022	50030	Star Concrete	639.11
04/13/2022	50015	Hach Company	2,417.41
04/13/2022	50010	CM Analytical, Inc.	13,318.75
04/13/2022	50022	Municipal Maintenance Equipment	72,559.68
04/13/2022	50011	Don Chapin Co. Inc., The	140.00
04/13/2022	50018	J M Electric	3,847.42
04/13/2022	50023	Nationwide Retirements Solutions	9,296.84
04/13/2022	50001	A-1 Services	403.00
04/13/2022	50003	Ace Hardware (Johnson Lumber Co.)	285.99
04/13/2022	50026	Recology San Benito County	313.19
04/13/2022	50019	Mc Kinnon Lumber Co., Inc.	249.30
04/13/2022	50009	Brigantino Irrigation	104.38
04/13/2022	50037	USA Blue Book	987.34
04/13/2022	50033	Tyler Technologies, Inc.	7,440.74
04/13/2022	50005	ACWA/JPIA	10,828.97
04/13/2022	50032	True Value Hardware	11.98
04/13/2022	50034	U.S. Bank Corporate Payment Systems	6,646.27
04/13/2022	50025	Postmaster	52.00
04/13/2022	50012	E.H. Wachs Co.	922.84
04/13/2022	50007	AT&T	426.86
04/13/2022	50006	AT&T	365.65
04/13/2022	50029	Simplot Grower Solutions	1,154.13
04/13/2022	50017	Itron, Inc.	275.18
04/13/2022	50031	Toro Petroleum Corp.	3,180.87
04/13/2022	50002	ACC Business	1,309.30
04/13/2022	50008	Brenntag Pacific, Inc.	13,792.19
04/13/2022	50021	Monterey Bay Air Resources District	4,919.00
04/13/2022	50024	North Bay Pensions, LLC	2,400.00
04/13/2022	50014	Ferguson Enterprises, Inc.	49.18
04/13/2022	50028	San Benito County Water District	199.50

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04/13/2022	50027	San Benito County Water District	198.25
04/13/2022	50016	Iconix Waterworks (US) Inc.	4,470.80
04/13/2022	50020	Mission Uniform Service	345.42
04/13/2022	50013	EBCO Pest Control	69.00
04/13/2022	50040	Madison Koester	100.00
04/13/2022	50039	Luis M. Vasquez-Herrera	168.07
04/13/2022	50038	City of Hollister-Finance Dept	409,433.69
04/13/2022	50041	San Benito County Water District	349,599.51
04/12/2022	50000	Community Printers, Inc.	1,769.40
04/12/2022	ACH 2237	BASIC Benefits LLC	348.37
04/08/2022	ACH 2236	BASIC Benefits LLC	89.48
04/07/2022	ACH 2231	BASIC Benefits LLC	1,682.82
04/07/2022	ACH 2233	CalPERS - Retirement	7,693.66
04/07/2022	ACH 2229	CalPERS - Retirement	23.08
04/07/2022	ACH 2232	CalPERS - Retirement	2,002.83
04/07/2022	ACH 2230	CalPERS - Retirement	208.25
04/07/2022	ACH 2234	CalPERS - Retirement	8,451.59
04/07/2022	ACH 2235	iCloud	10,843.85
04/06/2022	ACH 2228	BASIC Benefits LLC	386.96
04/05/2022	ACH 2227	Principal	3,502.03
04/04/2022	ACH 2226	BASIC Benefits LLC	15.00
04/28/2022	MISC00000	Jesse Romero	39.38
04/28/2022	MISC00000	Esau & Melissa Toj Perez	43.59
04/28/2022	MISC00000	Dexter & Lacey Pratt	179.29
04/28/2022	MISC00000	Marilyn Miller & Jeanine Hall	123.37
04/28/2022	MISC00000	Terry W Biggs	236.70
04/28/2022	MISC00000	Richard Holguin	224.67
04/28/2022	MISC00000	Harlan J & Robelyn L Beal	165.82
04/28/2022	MISC00000	Omni Sync Group Inc	127.38
04/28/2022	MISC00000	Vishal & Jigna Mistry	19.01
04/28/2022	MISC00000	Pinnacle Pipeline Inspection	639.18
04/28/2022	MISC00000	Jorge & Blanca Gomez	183.04
04/28/2022	MISC00000	Nancy Reveles	71.45
04/22/2022	EFT000000	Payroll 4/3- 4/16 (week 15 & 16)	68,492.66
04/22/2022	EFT000000	Payroll 4/3- 4/16 (week 15 & 16)	18,787.93
04/08/2022	EFT000000	Payroll 3/20 - 4/2 (week 13 & 14)	19,509.28
04/08/2022	EFT000000	Payroll 3/20 - 4/2 (week 13 & 14)	70,613.64

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-1,438,633.84

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.
7. Approval of Resolution #575 of the Board of Directors of the Sunnyslope County Water District- Hollister California Proclaiming a Local Emergency, Ratifying the state of Emergency Proclaimed on March 4, 2020, and Authorizing Remote Teleconference

Meetings of all District Legislative Bodies for the Following 30 Days in Accord with the Ralph M. Brown Act. (Not a project under CEQA per Article 20, Section 15378).

President Jerry Buzzetta first asked for Board comment regarding consent agenda items, to which there was none. President Buzzetta then asked for any public comments and receiving none, then requested a motion to approve the consent agenda. A motion was made by Director Brown to approve the Consent Agenda, seconded by Director Mauro, for which President Buzzetta then took a roll call vote as follows: (MA), yes; (JP), yes; (DB), yes; (EM), yes; and (JB) yes; the motion carried 5-0.

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I. NEW BUSINESS:

1. Consider Declaring the Following Equipment to Be Surplus Equipment and Authorize the General Manager to Sell the Vehicle/Equipment per District Policy 8510.

a. 2000 GMC Sierra 2500

b. Wachs Model TM/7 Truck Mounted Valve Operator (Not a Project Under CEQA per Article 20, Section 15378)

General Manager Lander spoke on the matter, informing the board that the Camry that was approved to be surplus previously is still in the district's possession due to the breakdown of the 2000 GMC Sierra 2500. The district's intentions are to follow policy by acquiring a salvage title for the Sierra prior to selling it through a government surplus website.

President Buzzetta first asked for Board comment, to which there was none. President Buzzetta then asked for public comment and upon receiving none, Director Parker made a motion to declare the 2000 GMC Sierra 2500 and the Wachs Model TM/7 Truck Mounted Valve Operator to be surplus equipment and authorized the General Manager to sell the vehicle/equipment per district policy 8510. This motion was seconded by Director Brown for which President Buzzetta then took a roll call vote as follows: (MA), yes; (JP), yes; (DB) yes; (EM), yes; and (JB) yes; the motion carried 5-0.

2. Approve Resolution No. 576 Authorizing and Directing the General Manager to Pursue a Contract for Sewer Treatment Capacity with the City of Hollister.

General Manager Lander explained that the approach presented in the staff report will form a partnership between the District and City that would be equally beneficial regarding wastewater services. This partnership would include Sunnyslope "purchasing" capacity at the city plant to be able to then utilize for current and possibly future projects. General Manager Lander further explained that this plan will resolve the Gavilan Community College issue and Cielo Vista's current troubling wastewater system.

President Buzzetta asked for clarification as to where developers would go to seek capacity fees. General Manager Lander confirmed that the developers would still come to Sunnyslope and then at that point the district would go to the city and ask to purchase their wastewater capacity for the development. This in turn would leave a majority of the future development decisions up to the city and not be the responsibility of the District however the arrangement would. Director Alcorn asked for a timeline if this resolution were to be approved. General Manager Lander stated that if this item was approved the district would be speaking with the City in the next 2-3 weeks on the matter. Lander emphasized that this resolution would allow for him to begin trying to obtain a contract

with the city, but the matter would be brought back to the Board prior to anything is finalized.

President Buzzetta then asked for any last Board comments, to which there was none. President Buzzetta then asked for public comment and upon receiving none, Director Alcorn made a motion to approve Resolution No. 576 Authorizing and Directing the General Manager to Pursue a Contract for Sewer Treatment Capacity with the City of Hollister. This motion was seconded by Director Parker for which President Buzzetta then took a roll call vote as follows: (MA), yes; (JP), yes; (DB) yes; (EM), yes; and (JB) yes; the motion carried 5-0.

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J. BOARD COMMITTEE and STATUS REPORTS

1. **Governance Committee:** (Meeting postponed until June, TBD)
2. **Water/Wastewater Committee:** (Meeting held- May 6th; Items: 1. Review letter from County resident Bob Huenemann, 2. Gavilan College/Fairview Corners Development discussion, 3. Central Coast RWQCB permit update, 4. IWTP operations update.) Director Brown asked for clarification regarding the letter from the County resident to which General Manager provided clarification that the resident's concern has been primarily with providing Zone 6 water to an area outside of Zone 6. Mr. Lander confirmed that no Zone 6 water would be exported and that all legal concerns are being investigated prior to any action coming before the Board. No action is proposed to be taken at this time.
3. **Finance Committee:** (Meeting held Friday, May 6th, Preliminary FY 2022/23 Budget Planning) The Finance committee discussed meeting May 20th at 10am to continue budget discussions. Mr. Lander agreed this would be an acceptable time.
4. **Policy and Procedure Committee:** (No meeting)
5. **Personnel Committee:** (No meeting)
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/Secretary Lander reported that a city code enforcement inspector did do a preliminary water waste inspections and found many consumers had over-spray from sprinklers indicating wasted water. Lander reported that the District's Spring Newsletter will discuss the Stage 2 drought and the expectations of consumers as to get their water usage under control. As for water conservation when it comes to construction, Lander reported that the district is working with contractors to ensure they are using lower quality well water for construction purposes.

General Manager Lander then commented on the current state of the pandemic regarding the district, reporting office staff remains healthy, and the use of the glass partition is making employees and customers feel safer. The district has yet to have any office transmission throughout the entire pandemic, but the district did purchase covid tests to have more rapid testing available to employees.

- L. **FUTURE AGENDA ITEMS:** Preliminary FY 2022-23 Budget Review & Informative Item for the Directors discussing what comes after Stage 2 drought.

M. ADJOURNMENT: President Buzzetta adjourned the meeting at 6:34 p.m.

APPROVED BY THE BOARD:

Jerry T. Buzzetta, President

RESPECTFULLY SUBMITTED:

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Drew A. Lander, Secretary

Sunnyslope County Water District

Disbursement Summary

May 1, 2022 through May 31, 2022

Date	Num	Name	Amount
	50080	Postmaster	\$2,332.49
05/02/2022	JN00090	MBS Securities Transfer	\$1,971,000.00
05/03/2022	50081	Ace Hardware (Johnson Lumber Co.)	\$245.92
05/03/2022	50083	Auto Tech Service Center, Inc.	\$175.00
05/03/2022	50084	Brenntag Pacific, Inc.	\$40,689.18
05/03/2022	50085	Brigantino Irrigation	\$28.50
05/03/2022	50086	Britt Global Industries, LLC	\$1,000.00
05/03/2022	50087	Central Ag Supply LLC	\$116.78
05/03/2022	50088	CM Analytical, Inc.	\$13,536.25
05/03/2022	50089	exceedio	\$171.96
05/03/2022	50090	Fastenal Company	\$7.65
05/03/2022	50091	Ferguson Enterprises, Inc.	\$83.94
05/03/2022	50092	Hach Company	\$164.06
05/03/2022	50093	Iconix Waterworks (US) Inc.	\$11,246.20
05/03/2022	50094	Metropolitan Compounds Inc	\$1,555.36
05/03/2022	50095	Michael Vargas Garcia	\$250.00
05/03/2022	50096	Mission Uniform Service	\$356.70
05/03/2022	50097	Petty Cash	\$408.13
05/03/2022	50098	Postal Graphics	\$56.03
05/03/2022	50099	RJR Recycling	\$1,450.00
05/03/2022	50100	San Benito County Water District	\$249.00
05/03/2022	50101	San Benito Tire Pros & Automotive	\$457.74
05/03/2022	50102	Silke Communications, Inc.	\$454.00
05/03/2022	50103	Star Concrete	\$556.08
05/03/2022	50104	True Value Hardware	\$16.91
05/03/2022	50105	Tyler Technologies, Inc.	\$3,640.00
05/03/2022	50106	U.S. Bank Corporate Payment Systems	\$1,150.39
05/03/2022	50107	USA Blue Book	\$2,983.84
05/03/2022	50108	Velodyne	\$2,629.81
05/03/2022	50109	Veolia Water Technologies	\$6,105.00
05/03/2022	50110	William K Boltz	\$70.00
05/03/2022	ACH 2253	P G & E	\$37,104.58
05/04/2022	ACH 2254	Colonial Life	\$2,174.18
05/04/2022	ACH 2255	Colonial Life	\$2,174.18
05/06/2022	ACH 2256	BASIC Benefits LLC	\$28.99
05/06/2022	JN00079	Net Pay	\$70,780.85
05/06/2022	JN00079	Total Tax	\$19,544.00
05/09/2022	50111	San Benito County-Clerk	\$53.00
05/09/2022	ACH 2257	CalPERS - Retirement	\$23.08
05/09/2022	ACH 2258	CalPERS - Retirement	\$208.25
05/09/2022	ACH 2259	CalPERS - Retirement	\$2,002.83

Sunnyslope County Water District

Disbursement Summary

	ACH 2260	CalPERS - Retirement	\$7,661.69
05/09/2022	ACH 2261	CalPERS - Retirement	\$8,417.75
05/09/2022	ACH 2262	iCloud	\$10,847.55
05/09/2022	JN00043	Customer Refund- H&M Property Manag	\$89.02
05/09/2022	JN00046	Customer Refund- Shane Kriegel	\$34.68
05/09/2022	JN00047	Customer Refund- Pivetti & Co.	\$51.02
05/09/2022	JN00048	Customer Refund- Steven & Roxanne S	\$156.42
05/10/2022	ACH 2263	BASIC Benefits LLC	\$80.00
05/11/2022	50112	A-1 Services	\$403.00
05/11/2022	50113	ACC Business	\$1,309.30
05/11/2022	50114	Ace Hardware (Johnson Lumber Co.)	\$258.36
05/11/2022	50116	AT&T	\$425.81
05/11/2022	50117	AT&T	\$364.82
05/11/2022	50118	Brenntag Pacific, Inc.	\$47,559.25
05/11/2022	50119	City of Hollister-Finance Dept	\$404,889.17
05/11/2022	50120	Don Chapin Co. Inc., The	\$140.00
05/11/2022	50121	EBCO Pest Control	\$69.00
05/11/2022	50122	Hach Company	\$622.95
05/11/2022	50123	John Smith Road Landfill	\$1,656.61
05/11/2022	50124	Mission Uniform Service	\$406.84
05/11/2022	50125	Municipal Maintenance Equipment	\$12,403.18
05/11/2022	50126	O'Reilly Auto Parts	\$49.13
05/11/2022	50127	Recology San Benito County	\$313.19
05/11/2022	50128	Simplot Grower Solutions	\$1,403.84
05/11/2022	50129	Staples Advantage	\$46.54
05/11/2022	50130	Star Concrete	\$772.94
05/11/2022	50131	Toro Petroleum Corp.	\$2,579.68
05/11/2022	50132	USA Blue Book	\$440.04
05/11/2022	50133	Verder, Inc.	\$1,993.50
05/11/2022	50134	Wright Bros. Indust. Supply	\$7.05
05/11/2022	ACH 2264	BASIC Benefits LLC	\$320.00
05/13/2022	ACH 2265	BASIC Benefits LLC	\$152.01
05/13/2022	ACH 2266	ADP	\$2,100.10
05/16/2022	ACH 2267	BASIC Benefits LLC	\$105.00
05/16/2022	ACH 2268	BASIC Benefits LLC	\$35.00
05/17/2022	50135	A Tool Shed	\$103.00
05/17/2022	50136	Ace Hardware (Johnson Lumber Co.)	\$233.27
05/17/2022	50137	Atlas Copco Compressors LLC	\$1,475.42
05/17/2022	50138	Baker Supplies and Repairs	\$33.87
05/17/2022	50139	Bazilio Hernandez	\$66.68
05/17/2022	50140	Brigantino Irrigation	\$137.60
05/17/2022	50141	Iconix Waterworks (US) Inc.	\$7,378.62
05/17/2022	50142	Itron, Inc.	\$8,640.00
05/17/2022	50143	Melissa Data Corp.	\$995.00

Sunnyslope County Water District

Disbursement Summary

05/17/2022	50144	Mission Uniform Service	\$379.16
05/17/2022	50145	MNS Engineers, Inc.	\$14,069.00
05/17/2022	50146	Palace Business Solutions	\$123.38
05/17/2022	50147	Quinn Company	\$1,438.26
05/17/2022	50148	San Benito County Water District	\$333,865.17
05/17/2022	50150	Shape, Inc.	\$16,097.67
05/17/2022	50151	Staples Advantage	\$324.74
05/17/2022	50152	SUEZ WTS Analytical Instruments, Inc.	\$15,004.54
05/17/2022	50153	Trans Union LLC	\$243.92
05/17/2022	50154	Tyler Technologies, Inc.	\$520.00
05/17/2022	50155	USA Blue Book	\$111.15
05/17/2022	ACH 2269	BASIC Benefits LLC	\$164.70
05/19/2022	ACH 2270	BASIC Benefits LLC	\$45.90
05/20/2022	JN00080	Net Pay	\$68,268.56
05/20/2022	JN00080	Total Tax	\$18,885.94
05/24/2022	50156	Ace Hardware (Johnson Lumber Co.)	\$502.82
05/24/2022	50158	American Water Works Association (AW	\$2,443.00
05/24/2022	50159	AT&T	\$475.78
05/24/2022	50160	Brenntag Pacific, Inc.	\$16,033.38
05/24/2022	50161	Brigantino Irrigation	\$13.99
05/24/2022	50162	Central Ag Supply LLC	\$1,233.40
05/24/2022	50163	CWEA Membership- TCP	\$101.00
05/24/2022	50164	David Padilla	\$98.31
05/24/2022	50165	De Lay & Laredo	\$3,413.00
05/24/2022	50166	Diego Perez Bribiesca	\$190.96
05/24/2022	50167	Engineering News-Record (ENR)	\$108.00
05/24/2022	50168	Ernesto Eclarin	\$53.40
05/24/2022	50169	exceedio	\$3,159.41
05/24/2022	50170	Grainger, Inc.	\$284.28
05/24/2022	50171	Green Line	\$2,310.00
05/24/2022	50172	Hach Company	\$340.20
05/24/2022	50173	Jacob Machado	\$196.41
05/24/2022	50174	Jose Rodriguez	\$240.35
05/24/2022	50175	Konica Minolta Premier Finance	\$416.76
05/24/2022	50176	Mandego Apparel	\$382.81
05/24/2022	50177	Manuel Chavez	\$113.60
05/24/2022	50178	MBS Business Systems	\$1,034.12
05/24/2022	50179	Mc Master-Carr	\$111.98
05/24/2022	50180	Metropolitan Compounds Inc	\$1,555.34
05/24/2022	50181	Mission Uniform Service	\$398.30
05/24/2022	50182	Municipal Maintenance Equipment	\$191.76
05/24/2022	50183	Nationwide Retirements Solutions	\$18,593.68
05/24/2022	50184	Postal Graphics	\$34.40
05/24/2022	50185	Regional Government Services	\$89.50

Sunnyslope County Water District

Disbursement Summary

05/24/2022	50186	Robert Hillebrecht	\$350.00
05/24/2022	50187	San Benito Tire Pros & Automotive	\$450.57
05/24/2022	50188	Scott Watson	\$250.00
05/24/2022	50189	Staples Advantage	\$201.23
05/24/2022	50190	State Water Resources Control Board-DW	\$105.00
05/24/2022	50191	SUEZ WTS Analytical Instruments, Inc.	\$198.99
05/24/2022	50192	Toro Petroleum Corp.	\$2,870.37
05/24/2022	50193	True Value Hardware	\$36.02
05/24/2022	50194	USA Blue Book	\$347.84
05/24/2022	50195	UWUA Local 820	\$830.88
05/24/2022	50196	Verizon Wireless	\$340.08
05/24/2022	50197	Wright Bros. Indust. Supply	\$27.06
05/24/2022	ACH 2271	CalPERS - Retirement	\$23.08
05/24/2022	ACH 2272	CalPERS - Retirement	\$7,711.74
05/24/2022	ACH 2273	CalPERS - Retirement	\$8,509.71
05/24/2022	ACH 2274	CalPERS - Health Insurance	\$22,758.93
05/25/2022	ACH 2275	BASIC Benefits LLC	\$311.66
05/26/2022	ACH 2276	BASIC Benefits LLC	\$100.00
05/31/2022	50198	Ace Hardware (Johnson Lumber Co.)	\$142.91
05/31/2022	50199	Brenntag Pacific, Inc.	\$11,114.28
05/31/2022	50200	Dee J Burbank	\$227.20
05/31/2022	50201	Diego Perez Bribiesca	\$59.04
05/31/2022	50202	Ebix, Inc.	\$389.05
05/31/2022	50203	Ferguson Enterprises, Inc.	\$81.31
05/31/2022	50204	Fremouw Enviornmental	\$1,875.00
05/31/2022	50205	Green Valley Farm Supply, Inc	\$799.45
05/31/2022	50206	Greenwood Chevrolet	\$55.77
05/31/2022	50207	Hollister Paint Co.	\$105.55
05/31/2022	50208	J M Electric	\$13,126.49
05/31/2022	50209	Jacob Machado	\$150.00
05/31/2022	50210	O'Reilly Auto Parts	\$159.19
05/31/2022	50211	Postmaster	\$2,138.35
05/31/2022	50212	Staples Advantage	\$552.43
05/31/2022	50213	True Value Hardware	\$18.66
05/31/2022	JN00067	Customer Refund- Bella Mia Real Estate	\$39.86
05/31/2022	JN00068	Customer Refund- Rosemarie Sandoval/ B	\$138.22
05/31/2022	JN00069	Customer Refund- Gary D Mattei	\$79.12
05/31/2022	JN00070	Customer Refund- Alexander J Ourricariet	\$49.18
05/31/2022	JN00071	Customer Refund- Rolando/Maria Prieto	\$176.70
05/31/2022	JN00072	Customer Refund- Michael L Reichel	\$314.34
05/31/2022	JN00073	Customer Refund- Krystina Garcia Sandov	\$51.09
05/31/2022	JN00074	Customer Refund- Richard Scagliotti	\$159.66
05/31/2022	JN00075	Customer Refund- Cristian Rico & Arthur S	\$100.01
05/31/2022	JN00076	Customer Refund- Elwood Dryden	\$131.29

Sunnyslope County Water District

Disbursement Summary

	\$3,325,828.10
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SUMMARY:

Accounts Payable Paid to:

Vendors	\$	-\$353,321.34
Payroll - Employee		-\$261,181.81
San Benito County		-\$333,865.17
City of Hollister for City Billing Collected, Net of Fees		-\$404,889.17
Customer Refunds & Returned Checks/ACH		-\$1,570.61
Debt & Finance		-\$1,971,000.00
Total Disbursements	\$	-\$3,325,828.10

Staff Report

Agenda Item: **H-3**

DATE: June 14, 2022 (June 28, 2022 Meeting)

TO: Board of Directors

FROM: Associate Engineer, Rob Hillebrecht

SUBJECT: Associate Engineer Monthly Status Report

Promontory Sewer Pipe Bridge

The sewer easement realignments have been fully executed and recorded with the County. MNS has completed the full design and Teichert has begun ordering parts for the pipeline and bridge. DDA completed a 1-month prior to construction environmental survey. Construction on the project is expected to begin in mid to late July.

Staff Time Charged to Developments

Sunnyslope staff keep a strict record of any time spend specifically for individual development projects in order to recover the cost for that staff time from the deposits developers submit to the District. Staff track this on a spreadsheet in which various charges are placed against the developer's deposit. At the end of the warranty period for the development, the remaining deposit minus all charges is returned to the developer. Staff fully reviewed and updated this tracking system for the FY 21/22.

Potential Consolidation of Best Road Mutual Water

Sunnyslope staff have attended several meetings with stake holders to discuss options for consolidation of Best Road Mutual (BRM) water system. San Benito County Water District may be requiring that BRM purchase surface water through the Central Valley Project on the spot market to offset water export from zone 3. This has been proposed to recharge the groundwater that Sunnyslope would otherwise extract to serve this area outside of Zone 3. Due to that, they would likely pay about the same for water as other Sunnyslope customers but would not receive any surface water.

Evaluation of Consolidation for Stonegate and Tres Piños

Residents of the Stonegate subdivision and Tres Piños area are considering a feasibility study to evaluate the potential for them to consolidate with Sunnyslope along with Best Road Mutual. Both communities have significant water quality issues that may possibly be resolved by consolidation. The State Division of Drinking Water is administering a program that could provide a significant portion of funding for the feasibility study and capital infrastructure required for consolidation.

Staff have thought of high-level concepts for how consolidation could be accomplished and will be working with the firm hired by the residents to evaluate feasibility study.

Ridgemark Golf Course Development Tentative Map

Staff has reviewed and provided initial comments for the Ridgemark Golf Course development proposed by John Wynn. This project has moved slowly over the past several years and it proposes to develop several areas of Ridgemark that had once been active golf course. Because these areas had not been envisioned for development during Ridgemark's original construction, Sunnyslope staff suggested several major infrastructure changes to serve these new areas with water and sewer. If fully implemented, those changes would help to resolve existing system issues and improve the existing water and sewer services. Sunnyslope staff shared these requirements with the design engineer.

Active Developments

1. Promontory at Ridgemark has completed the installation and testing of the sewer and water systems in about half of the newly constructed development. After passing the required pressure and disinfection testing, the new piping was tied into Sunnyslope's water system at Ridgemark Dr. and at Helen Ct. The Contractor also tied Sunnyslope's Well #8 into the new system and abandoned the previous pipeline from the well as it would be in the back yards of new homes. Testing and connection for the remaining portion of the development is expected in late June or early July.
2. Vista del Calabria has finished installing the sewer mains and laterals in Sarah Dr. and Maria Dr. and have connected the stub from Oak Canyon into their new gravity sewer system. Staff met with the developer and engineer to go over some details concerning the new sewer lift station, force main, special manhole requirements, and some questions about the water system.
3. Twin Oaks Phase 3 has begun construction of their water system. All the water mains, valves, and fire hydrants have been installed. Trincherro is trenching and installing individual water services for each home.
4. West of Fairview 1B has paved all their roads and has been permanently setting all valve cans. Capacity fees for all 134 water meters in the development were paid this month.
5. West of Fairview Phase 2 has begun their rough grading. They obtained construction meters from Sunnyslope and earth work is expected to use a significant amount of water. As part of the High Zone, they will only be using well water for this construction.
6. Santana Ranch Phase 7 has laid the base rock and curb/gutter for their roads. Disinfection and testing of the water system will be happening soon. They are then expected to tie into Sunnyslope's water distribution system by the end of June.
7. Santana Ranch Apartments Phase 2 is approaching finalized improvement plans. Construction for this is expected to begin in mid to late summer.

Staff Report

Agenda Item: **H – 4a**

DATE: June 14, 2022 (June 28, 2022 Meeting)

TO: Board of Directors

FROM: Finance & Human Resource Manager, Barry Kelly

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

OPERATION SUMMARY

(May 2022)

Capacity increased by 53 accounts in May. Growth in new accounts has again escalated. New connection fees already collected in June will put the total more than 300. Total fees collected YTD is \$3.0 million.

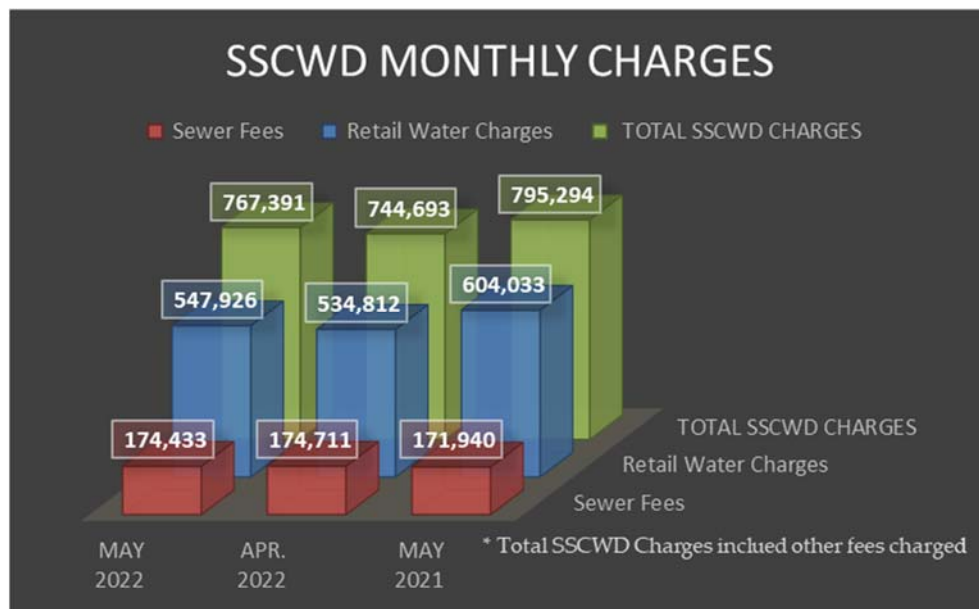
Comparison of Capacity Fees Received for the Current Month & Year to Date							
Item	MAY 2022	APR. 2022	MAY 2021	Increase / (Decrease) from Prior Year (PY)	YTD TOTALS Current Fiscal Year	YTD TOTALS Prior Fiscal Year	Increase / (Decrease) from Prior Year (PY)
NO. WATER CAPACITY FEE RECD	53	30	11	42	246	302	(56)
NO. WW CAPACITY FEE RECD	-	-	-	-	-	1	(1)

We currently serve 7,032 customers. 5,264 accounts utilize online services and electronic payments. Paperless E-Bill is utilized by 26% of our customers.

Summary of Changes in Customer Accounts						
Account Types	MAY 2022	APR. 2022	MAY 2021		Δ from PM ++	Δ from PY *
NO. WATER ACCOUNTS	7,032	7,028	6,716		4	316
NO. SSCWD SEWER ACCTS	1,236	1,236	1,239		-	(3)
NO. COHSEWER ACCTS	4,593	4,574	4,310		19	283
WATERSMART/INVOICE CLOUD	5,264	5,304	4,958		(40)	306
NO. E-BILL Invoice Cloud (Paperless)	1,811	1,605	1,058		206	753
Percent of Customers Gone Green	25.8%	22.8%	15.8%			

Combined Water and Wastewater Revenues has decreased \$150,330 YOY. Revenue YTD is \$8.6 MM. SSCWD metered water in FY22 is 710 MM gallons vs 780 MM in FY21. The overall water revenue decrease is consistent with the change in metered water.

SSCWD Charges Comparison										
MONTHLY CHARGES	MAY 2022	APR. 2022	MAY 2021	YTD 2022	YTD 2021	Δ from PM	Δ from PY	% increase PM	% increase PY	% increase YOY
Retail Water Charges	547,926	534,812	604,033	6,327,225	6,607,250	13,114	(56,107)	2.5%	-10.2%	-4.2%
Sewer Fees	174,433	174,711	171,940	1,897,249	1,837,748	(278)	2,493	-0.2%	1.4%	3.2%
Installation Fees	21,490	12,150	5,880	100,130	134,535	9,340	15,610	76.9%	72.6%	-25.6%
Late Fees	9,019	8,616	-	99,959	-	402	9,019	4.7%	100.0%	
Admin. Collection Fees, net	-	-	-	0	1,100	-	-			-100.0%
COH Billing Fees	13,863	13,803	12,930	148,899	139,080	60	933	0.4%	6.7%	7.1%
Other Misc. Fees	660	600	510	6,726	10,805	60	150	10.0%	22.7%	-37.7%
TOTAL SSCWD CHARGES	767,391	744,693	795,294	8,580,188	8,730,518	22,698	(27,903)	3.0%	-3.6%	-1.7%



The percentage of past due accounts receivable through May 22 increased to 12.2% .

STATEMENT OF INCOME

(Apr 30, 2022)

For Apr 2022 YTD, we show an overall Net Operating gain of \$44k vs a budgeted loss of \$1,486k. A favorable actual to budget result from sales is a significant driver.

The cost per Acre Foot of SSCWD water in fiscal 2021 was \$2,985 adjusted for Hollister deliveries and cost. The Fiscal 22 cost through April is \$3,333 a 12% increase. This consist of a 4% decrease in revenues and 8% increase in operating expenses.

INVESTMENT SUMMARY

(Apr 31, 2022)

Cash and invested funds total \$17.9 million. Excess funds related to water capacity fees continue to be transferred to MBS securities. Approximately 2 million will be transferred in both May and June.

RESERVES

(Apr 30, 2022)

Total Reserves increased in April to \$12.6 million from \$10.2 million in FY21. See the Board Designated Reserve report for a summary of the transactions and the status of actual expenditures per Board authorized expenditure.

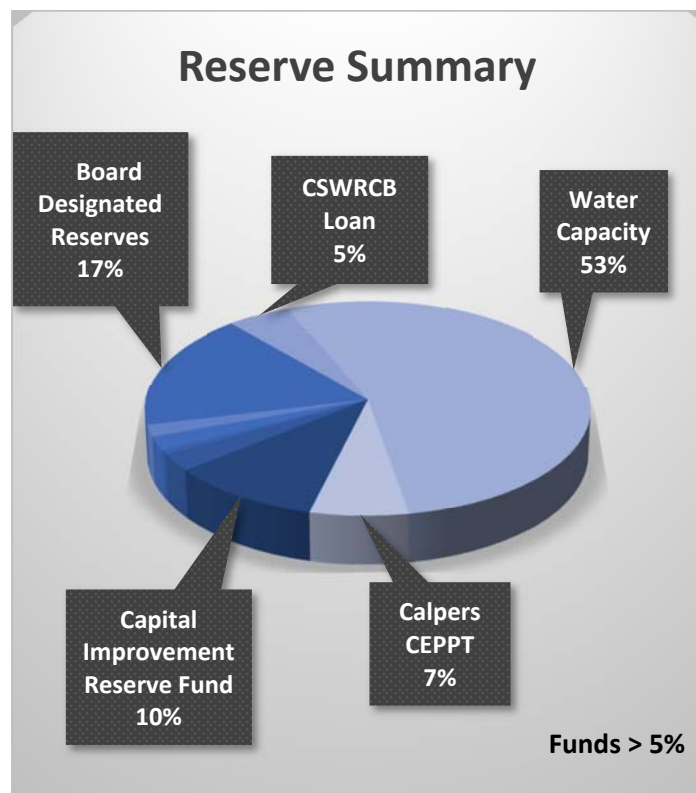


Chart Includes: Water Charges (Retail Wholesale), Sewer Fees, Installation Fees,
Late Fees, Administration Collection Fees, COH Billing Fees, Other Misc Fees

Total SSCWD Charges Chart 1

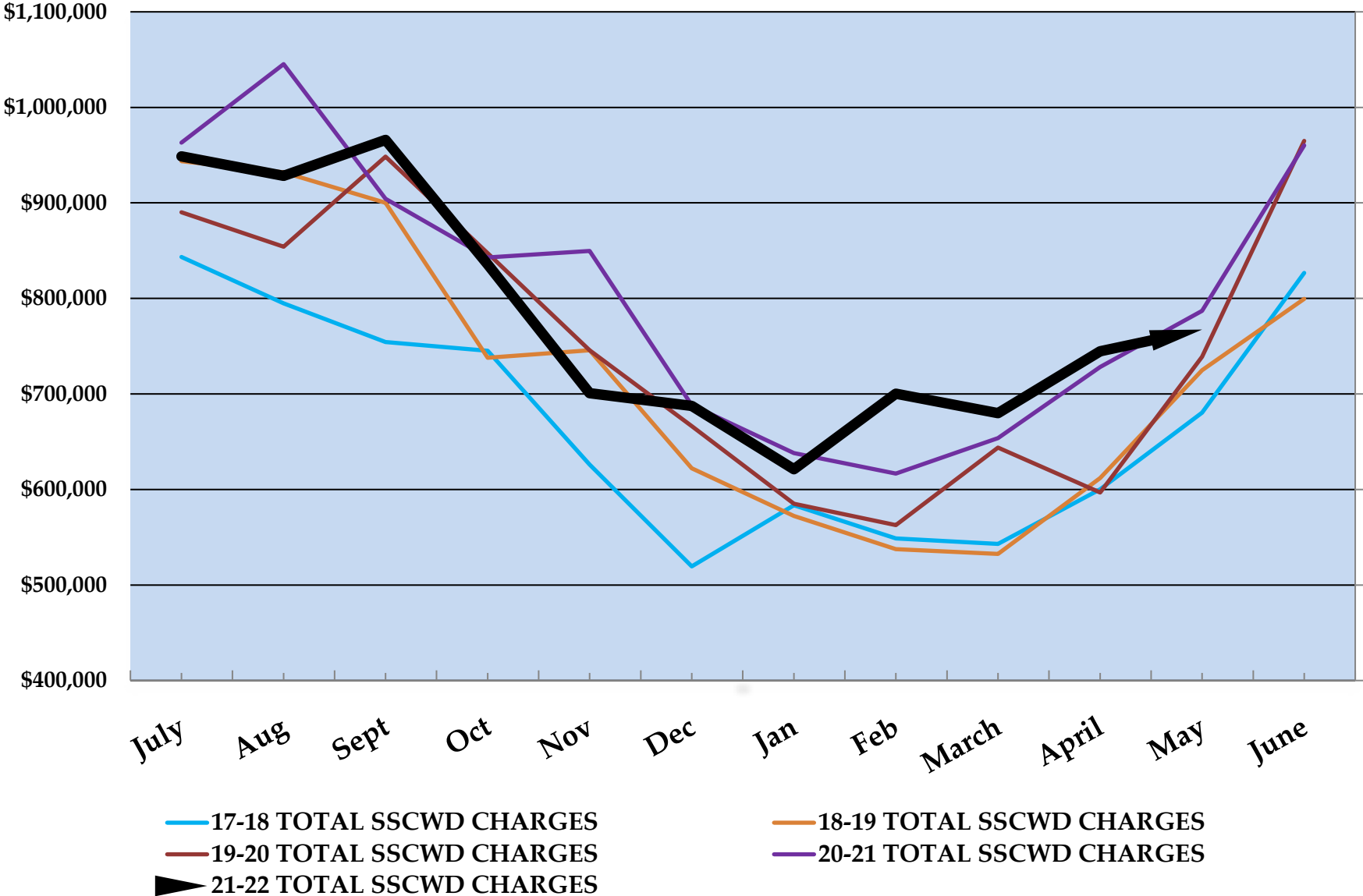


Chart Includes: Only Water Metered to SSCWD Customers,
Chart Does Not Include: COH Interties Wholesale Water Flow

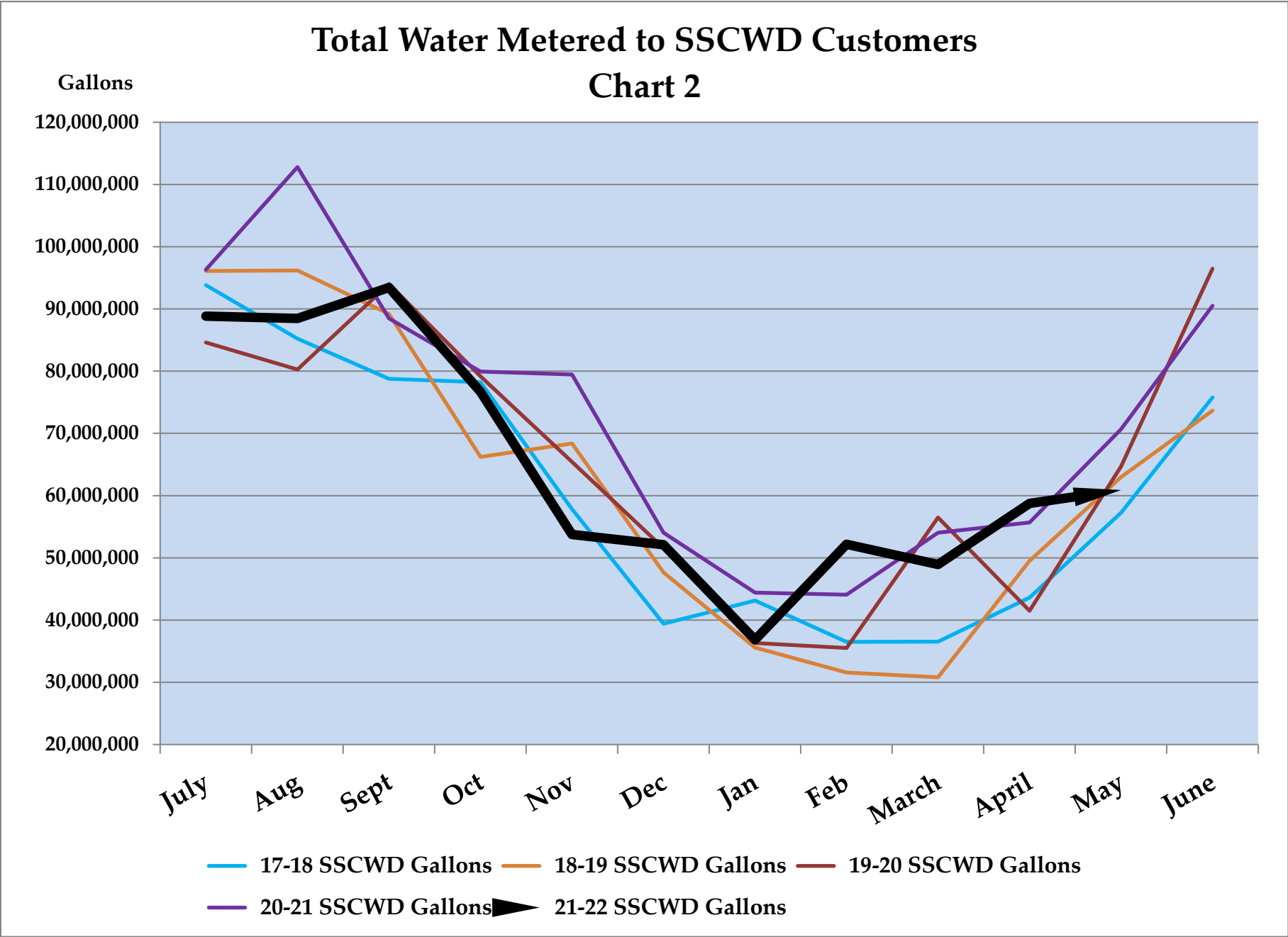
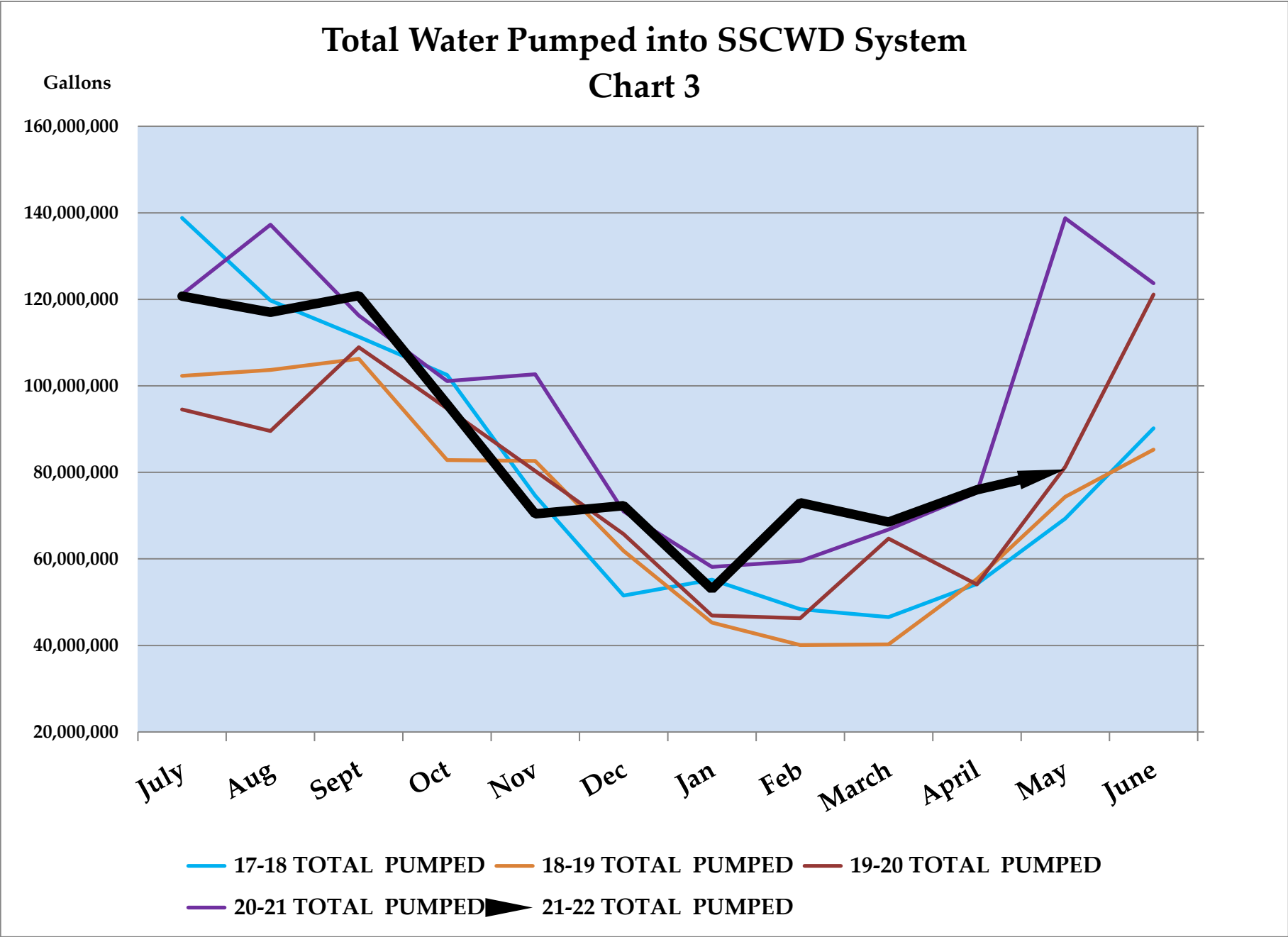


Chart Includes: SSCWD Wells, LESSALT WTP, COH Interties Flow to SSCWD



Sunnyslope County Water District

2021 / 2022
 OPERATION SUMMARY (This Year)

ITEMS	JULY 2021	AUG. 2021	SEPT. 2021	OCT. 2021	NOV. 2021	DEC. 2021	JAN. 2022	FEB. 2022	MAR. 2022	APR. 2022	MAY 2022	TOTALS
NO. WATER CAPACITY FEE RECD	18	10	14	31	-	-	43	29	18	30	53	246
NO. WW CAPACITY FEE RECD	-	-	-	-	-	-	-	-	-	-	-	-
NO. WATER ACCOUNTS	6,852	6,843	6,867	6,882	6,905	6,915	6,907	6,974	6,995	7,028	7,032	
NO. SSCWD SEWER ACCTS	1,238	1,234	1,240	1,239	1,243	1,239	1,236	1,238	1,240	1,236	1,236	
NO. COH SEWER ACCTS	4,354	4,370	4,403	4,434	4,450	4,497	4,511	4,547	4,562	4,574	4,593	
WaterSmart / Invoice Cloud												
Total WaterSmart / Invoice Cloud	5,264	5,113	5,264	5,220	5,283	5,372	5,195	5,111	5,320	5,304	5,264	
NO. E-BILL Invoice Cloud (Paperless)	1,172	1,231	1,285	1,363	1,379	1,541	1,605	1,642	1,549	1,605	1,811	
MONTHLY CHARGES												
Retail Water Charges	\$ 746,145.00	\$ 729,111.70	\$ 764,414.16	627,261.43	505,441.99	\$ 493,655.94	\$ 408,023.68	\$ 493,488.98	\$ 476,943.44	\$ 534,812.36	\$ 547,925.98	\$ 6,327,224.66
Sewer Fees	172,054.44	171,880.99	172,511.96	171,914.53	172,142.42	172,040.29	171,516.57	171,946.85	172,096.49	174,711.10	174,433.05	1,897,248.69
Installation Fees	7,765.00	4,050.00	5,670.00	12,555.00	-	-	17,415.00	11,745.00	7,290.00	12,150.00	21,490.00	100,130.00
Late Fees	9,160.00	8,811.00	9,854.14	9,894.03	9,249.38	7,986.59	9,330.77	8,583.67	9,454.63	8,616.26	9,018.62	99,959.09
Admin. Collection Fees, net	-	-	-	-	-	-	-	-	-	-	-	-
COH Billing Fees	13,194.00	13,194.00	13,311.00	13,374.00	13,473.00	13,557.00	13,629.00	13,710.00	13,791.00	13,803.00	13,863.00	148,899.00
Other Misc. Fees	366.95	1,289.36	180.00	510.00	450.00	270.00	1,260.00	750.00	390.00	600.00	660.00	6,726.31
TOTAL SSCWD CHARGES	\$ 948,685.39	\$ 928,337.05	\$ 965,941.26	\$ 835,508.99	\$ 700,756.79	\$ 687,509.82	\$ 621,175.02	\$ 700,224.50	\$ 679,965.56	\$ 744,692.72	\$ 767,390.65	\$ 8,580,187.75
CITY OF HOLLISTER CHARGES												
COH Sewer Fees	393,626.99	394,897.00	396,713.79	399,026.56	401,531.54	403,942.57	405,566.09	407,975.38	409,627.32	411,204.86	413,785.94	\$ 4,437,898.04
COH Street Sweeping	10,153.36	10,582.48	10,200.48	10,243.92	10,291.36	10,359.12	10,394.32	10,471.44	10,505.36	10,544.56	10,600.88	
COH Senior Discount	(1,326.60)	(1,326.60)	(1,319.23)	(1,273.67)	(1,266.30)	(1,266.30)	(1,266.30)	(1,266.30)	(1,266.30)	(1,266.30)	(1,266.30)	(14,110.20)
Total COH Charges	402,453.75	404,152.88	405,595.04	407,996.81	410,556.60	413,035.39	414,694.11	417,180.52	418,866.38	420,483.12	423,120.52	4,538,135.12
Late Fees **	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL COH CHARGES	\$ 402,453.75	\$ 404,152.88	\$ 405,595.04	\$ 407,996.81	\$ 410,556.60	\$ 413,035.39	\$ 414,694.11	\$ 417,180.52	\$ 418,866.38	\$ 420,483.12	\$ 423,120.52	\$ 4,538,135.12
ACCOUNTS RECEIVABLE - Aged												
A/R for Sunnyslope Water **	\$ 969,933.44	\$ 961,519.77	\$ 1,013,793.65	\$ 885,815.80	\$ 765,380.29	\$ 732,029.30	\$ 641,273.55	\$ 732,038.40	\$ 708,614.96	\$ 759,706.14	\$ 785,532.22	
A/R for City of Hollister **	436,867.16	435,540.63	436,628.62	435,871.90	447,288.98	441,233.97	441,519.14	450,905.83	446,547.52	448,338.47	449,467.55	
Outstanding Bills Owed	\$ 1,406,800.60	\$ 1,397,060.40	\$ 1,450,422.27	\$ 1,321,687.70	\$ 1,212,669.27	\$ 1,173,263.27	\$ 1,082,792.69	\$ 1,182,944.23	\$ 1,155,162.48	\$ 1,208,044.61	\$ 1,234,999.77	
Past Due	\$ 151,515.86	\$ 150,947.42	\$ 159,388.89	\$ 174,426.70	\$ 160,335.48	\$ 150,458.24	\$ 155,128.27	\$ 146,534.99	\$ 141,772.50	\$ 140,003.44	\$ 150,909.72	
% Past Due	10.77%	10.80%	10.99%	13.20%	13.22%	12.82%	14.33%	12.39%	12.27%	11.59%	12.22%	

Sunnyslope County Water District

2021 / 2022
 OPERATION SUMMARY (This Year)

ITEMS	JULY 2021	AUG. 2021	SEPT. 2021	OCT. 2021	NOV. 2021	DEC. 2021	JAN. 2022	FEB. 2022	MAR. 2022	APR. 2022	MAY 2022	TOTALS
WATER METERED												
Cubic Feet	11,875,200	11,828,700	12,492,400	10,251,200	7,183,600	6,966,700	4,924,400	6,973,900		7,853,200	8,141,100	95,031,700
SSCWD Gallons	88,826,496	88,478,676	93,443,152	76,678,976	53,733,328	52,110,916	36,834,512	52,164,772	48,928,924	58,741,936	60,895,428	710,837,116
Well Flow to COH Gallons	17,817,100	22,242,500	22,239,700	21,114,500	15,859,700	14,530,400	9,787,700	14,026,400	12,138,200	15,268,300	9,025,100	174,049,600
Surface Flow to COH Gallons	7,458,200	7,869,976	4,431,661	3,390,593	2,908,977	8,931,985	11,018,281	12,885,009	9,542,090	7,668,634	6,796,746	82,902,152
TOTAL METERED	114,101,796	118,591,152	120,114,513	101,184,069	72,502,005	75,573,301	57,640,493	79,076,181	70,609,214	81,678,870	76,717,274	967,788,868
WATER SOURCE												
Well #2 (Southside Road)	9,282,000	8,489,000	14,176,000	9,751,000	4,706,000	2,659,000	2,609,000	5,578,000	6,352,000	10,354,600	7,888,000	81,844,600
Well #5 (Ray Cir/Enterprise)	4,461,642	5,877,229	5,753,409	4,836,823	4,355,159	6,919,230	475,879	1,233,184	1,225,659	1,838,717	3,793,005	40,769,936
Well #7 (Enterprise Rd)	7,427,108	13,727,233	21,183,110	10,234,556	4,035,264	2,731,949	6,243,759	10,172,259	14,162,515	16,043,071	9,949,233	115,910,057
Well #8 (Ridgemark)	15,266,000	16,844,000	16,278,000	12,118,000	11,403,000	23,739,000	2,443,000	4,576,000	5,618,000	6,054,000	7,331,000	121,670,000
Well #11 (Southside Road)	30,074,000	32,038,000	43,438,000	30,951,000	18,852,000	5,598,000	-	-	-	6,472,000	16,023,000	183,446,000
TOTAL from Wells	66,510,750	76,975,462	100,828,519	67,891,379	43,351,423	41,647,179	11,771,638	21,559,443	27,358,174	40,762,388	44,984,238	543,640,593
Lessalt W.T.P. I (High Zone)	11,498,000	3,226,000	838,000	-	-	-	-	-	(1,000)	-	-	15,561,000
Lessalt W.T.P. I (Middle Zone)	6,744,000	2,168,000	670,000	-	-	-	-	-	-	-	-	9,582,000
West Hills W.T.P. (@ Well #2)	14,521,000	14,294,000	13,887,000	4,107,000	1,000	9,531,000	15,405,000	18,886,000	15,081,000	12,127,000	12,800,000	130,640,000
West Hills W.T.P. (@ Well #11)	20,308,000	18,071,000	1,860,000	20,884,000	24,866,000	21,122,000	21,969,000	29,175,000	23,205,000	19,955,000	20,864,000	222,279,000
TOTAL from Surface Water	53,071,000	37,759,000	17,255,000	24,991,000	24,867,000	30,653,000	37,374,000	48,061,000	38,285,000	32,082,000	33,664,000	378,062,000
City Well Flow to SSCWD Gallons	806,200	1,653,500	2,376,200	2,403,700	1,850,900	758,200	1,062,300	1,620,100	1,497,400	2,052,400	2,024,100	18,105,000
City Surface Flow to SSCWD Gallons	324,000	597,000	513,900	442,700	346,500	609,400	1,410,900	1,732,500	1,398,400	1,092,300	8,600	8,476,200
TOTAL from City Interties	1,130,200	2,250,500	2,890,100	2,846,400	2,197,400	1,367,600	2,473,200	3,352,600	2,895,800	3,144,700	2,032,700	26,581,200
TOTAL PUMPED	120,711,950	116,984,962	120,973,619	95,728,779	70,415,823	73,667,779	51,618,838	72,973,043	68,538,974	75,989,088	80,680,938	948,283,793
Estimated Water Loss	6,610,154	-	859,106	-	-	-	-	-	-	-	3,963,664	11,432,924
Water Loss %	5.476%	0.000%	0.710%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	4.913%	1.206%
Estimated Water Gain	-	1,606,190	-	5,455,290	2,086,182	1,905,522	6,021,655	6,103,138	2,070,240	5,689,782	-	30,937,999
Water Gain %	0.000%	1.354%	0.000%	5.391%	2.877%	2.521%	10.447%	7.718%	2.932%	6.966%	0.000%	3.197%
Total Net Water Loss												(19,505,075)
Reported gain has been attributed to faulty intertie meter.												
Cost of Water Produced (Per Acre Foot)	3,489	3,428	3,046	4,180	5,294	4,690	8,098	5,033	5,731	3,903	4,281	4,331
Prior YTD Cost	3,021	2,592	3,661	3,810	3,464	5,734	5,445	5,475	5,617	5,887	3,683	3,978

Sunnyslope County Water District
 STATEMENT OF INCOME
 FOR THE FISCAL YEAR ENDING JUNE 30, 2022 (This Year)
 UN-AUDITED 5/31/2022

*** WATER ***	Mar-22	Apr-22	Variance Over / (Under) Prior Month	Mar-21	Apr-21	Variance Over / (Under) Prior Year	YEAR- TO-DATE	PRIOR YEAR- TO-DATE	PROJECTED 21/22 ACTUAL	FY 21/22 BUDGET
OPERATING REVENUES										
Water Sales	477,914	520,061	42,147	435,703	485,206	34,855	5,766,342	5,956,811	6,919,611	6,700,000
Contracted Services	228,312	228,312	-	220,953	220,953	7,359	2,291,811	2,209,530	2,750,173	2,792,736
Installation Fees	7,290	12,150	4,860	10,555	41,585	(29,435)	78,640	126,965	94,368	
Late Fees	7,564	7,046	(518)	-	-	7,046	73,149	-	87,779	
Other Revenue	11,787	10,686	(1,101)	10,733	10,983	(297)	140,856	108,009	119,490	4,000
TOTAL OPERATING REVENUES	732,866	778,255	45,389	677,944	758,728	19,527	8,350,799	8,401,315	9,971,421	9,496,736
OPERATING EXPENSES										
Salaries and Benefits	(178,463)	(224,159)	(45,696)	(176,820)	(161,025)	(63,134)	(2,573,347)	(1,642,728)	(3,088,017)	(2,213,997)
Operating Expenses	(682,083)	(707,794)	(25,711)	(754,668)	(845,068)	137,274	(6,367,027)	(7,292,377)	(7,640,433)	(9,653,519)
TOTAL OPERATING EXPENSES	(860,546)	(931,953)	(71,407)	(931,488)	(1,006,093)	74,140	(8,940,374)	(8,935,105)	(10,728,450)	(11,867,516)
NET OPERATING INCOME	(127,680)	(153,698)	(26,018)	(253,544)	(247,366)	93,668	(589,575)	(533,790)	(757,029)	(2,370,780)
NON OPERATING INCOME & (EXPENSES)										
Capacity Fees	216,000	360,000	144,000	327,600	1,346,550	(986,550)	2,342,475	3,906,850	2,342,475	-
Donated Asset			-			-	-	713,506	-	-
Miscellaneous Income (Farm Labor Camp)			-			-	-	-	-	-
Adjust LAIF Investment to Fair Value			-	-	-	-	-	(34,956)	-	-
Interest Income	1,315	5,805	4,490	-	4,734	1,071	19,036	27,822	22,843	-
Allocated from G & A (Interest & Sale of Assets)	(636)	-	636	385	10,691	(10,691)	(5,841)	23,361	(7,009)	-
Debt Service (Loan Expense) & Disposal of Assets			-	(9,425)	(6,838)	6,838	(65,564)	(72,049)	(78,677)	(61,753)
TOTAL NON OPERATING INCOME & (EXPENSES)	216,679	365,805	149,126	318,560	1,355,137	(989,332)	2,290,106	4,564,534	2,279,632	(61,753)
NET WATER INCOME (LOSS)	\$ 88,999	\$ 212,107	123,108	\$ 65,016	\$ 1,107,771	(895,664)	\$ 1,700,530	\$ 4,030,744	\$ 1,522,603	\$ (2,432,533)
NET WATER INCOME (LOSS) Adjusted for Non Budgeted Items	\$ (127,680)	\$ (153,698)	(26,018)	\$ (262,968)	\$ (254,204)	\$ 100,506	\$ (655,140)	\$ (605,839)	\$ (835,706)	\$ (2,432,533)

Sunnyslope County Water District

STATEMENT OF INCOME
FOR THE FISCAL YEAR ENDING JUNE 30, 2022 (This Year)
UN-AUDITED 5/31/2022

*** WASTEWATER ***			Variance Over / (Under) Prior Month			Variance Over / (Under) Prior Year	YEAR- TO-DATE	PRIOR YEAR- TO-DATE	PROJECTED ACTUAL	FY 21/22 BUDGET
	Mar-22	Apr-22		Mar-21	Apr-21					
OPERATING REVENUES										
Sewer Sales	172,096	174,711	2,615	165,069	172,283	2,428	1,722,918	1,670,718	2,067,502	2,016,000
Contracted Services	29,213	29,213	-			29,213	514,190	-	393,852	393,852
Installation Fees			-	25	-	-	-	25	-	
Late Fees	1,891	1,761	(130)	-	-	1,761	18,287	-	21,944	
Other Revenue	2,943	1,054	(1,889)	2,683	2,725	(1,671)	26,734	26,743	32,081	158,000
TOTAL OPERATING REVENUES	206,143	206,739	596	167,777	175,008	31,731	2,282,129	1,697,486	2,515,379	2,567,852
OPERATING EXPENSES										
Salaries and Benefits	(34,140)	(26,851)	7,289	(42,749)	(48,753)	21,902	(361,293)	(483,752)	(433,551)	(582,805)
Operating Expenses	(61,782)	(157,691)	(95,909)	(62,946)	(109,808)	(47,883)	(1,101,631)	(670,447)	(1,321,958)	(1,126,013)
TOTAL OPERATING EXPENSES	(95,922)	(184,542)	(88,620)	(105,695)	(158,561)	(25,981)	(1,462,924)	(1,154,199)	(1,755,509)	(1,708,818)
NET OPERATING INCOME	110,221	22,197	(88,024)	62,082	16,447	5,750	819,205	543,288	759,870	859,034
NON OPERATING INCOME & (EXPENSES)										
Capacity Fees	-	-	-	21,125	-	-	-	21,125	-	
Miscellaneous Income	-	-	-	-	-	-	-	-	-	
Adjust LAIF Investment to Fair Value			-	-	-	-		(8,739)	-	
Interest Income	619	2,732	2,113	-	-	2,732	9,149	73	10,979	
Allocated from G & A (Interest & Sale of Assets)	(159)	(730)	(571)	96	2,673	(3,403)	(1,459)	5,570	(1,751)	-
Debt Service (Loan Expense) & Southside Rd. Slide	(16,800)	(30,953)	(14,153)	(19,503)	(18,856)	(12,097)	(120,106)	(191,357)	(144,127)	(210,073)
TOTAL NON OPERATING INCOME & (EXPENSES)	(16,340)	(28,951)	(12,611)	1,718	(16,184)	(12,768)	(112,416)	(173,328)	(134,899)	(210,073)
NET WASTEWATER INCOME (LOSS)	93,881	(6,754)	(100,635)	63,800	263	(7,018)	706,790	369,959	624,971	648,961
NET WASTEWATER INCOME (LOSS) Adjusted for Non Budgeted Items	\$ 93,421	\$ (8,756)	(100,635)	\$ 42,579	\$ (2,409)	\$ (6,347)	\$ 699,100	\$ 351,930	\$ 615,743	\$ 648,961
*** WATER & WASTEWATER ***										
*** COMBINED INCOME (LOSS) WATER & WASTEWATER***	182,880	205,353	22,473	128,817	1,108,035	(902,682)	2,407,320	4,400,703	2,147,574	(1,783,572)
*** COMBINED INCOME (LOSS) WATER & WASTEWATER Adjusted for Non - Budgeted Items	\$ (34,259)	\$ (162,454)	\$ (128,195)	\$ (220,389)	\$ (256,613)	\$ 94,159	\$ 43,960	\$ (253,909)	\$ (219,963)	\$ (1,783,572)

Sunnyslope County Water District
 Investment Summary
 2021 / 2022 (This Year)

BANK ACCOUNT	INTEREST RATE	JULY 2021	AUGUST 2021	SEPTEMBER 2021	OCTOBER 2021	NOVEMBER 2021	DECEMBER 2021	JANUARY 2022	FEBRUARY 2022	MARCH 2022	APRIL 2022	MAY 2022	JUNE 2022	JUNE 2021
<u>Heritage Bank of Commerce</u>														
CHECKING ACCOUNT Operating - General Fund	0	7,514,058	7,863,305	6,959,360	4,258,492	4,180,194	4,193,730	2,599,744	2,442,823	2,453,785	4,830,532			7,229,162
CHECKING SUBTOTAL		7,514,058	7,863,305	6,959,360	4,258,492	4,180,194	4,193,730	2,599,744	2,442,823	2,453,785	4,830,532	0	0	7,229,162
MONEY MARKET ACCT (MMA) Invested - General Fund	0	4,067,597	4,070,362	4,071,700	4,072,995	4,074,423	4,075,808	4,077,019	4,078,114	4,079,327	4,080,461			4,065,943
MMA SUBTOTAL		4,067,597	4,070,362	4,071,700	4,072,995	4,074,423	4,075,808	4,077,019	4,078,114	4,079,327	4,080,461	0	0	4,065,943
<u>L. A. I. F.</u>														
(Local Agency Investment Fund)	As of: Jan 2022													
General Fund	0	-3,392,778	-3,333,004	-3,420,285	-3,718,450	-3,635,770	-3,438,831	-3,840,760	-4,113,099	-4,248,208	-4,532,953			-3,160,471
Water Connect. Fee	0	6,951,621	6,882,013	6,959,461	7,245,293	7,146,570	7,047,848	7,480,856	7,741,879	7,867,167	6,146,138			6,733,577
Sewer Connect. Fee	0	21,125	21,125	21,125	21,125	21,125	21,125	21,135	21,135	21,135	21,135			21,125
SRF Loan Reserve	0	760,000	760,000	760,000	760,000	760,000	760,000	760,000	760,000	760,000	760,000			760,000
Board Designated Reserves	0	2,686,056	2,698,389	2,710,723	2,723,057	2,739,099	2,640,883	2,612,397	2,623,714	2,634,255	2,645,575			2,673,722
L.A.I.F. SUBTOTAL		7,026,024	7,028,524	7,031,024	7,031,024	7,031,024	7,031,024	7,033,628	7,033,628	7,034,350	5,039,894	0	0	7,027,954
<u>CEPPT</u>														
(CA Employee Pension Plan Trust)														
Employee Pension Reserve					1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000			0
CEPPT SUBTOTAL					1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	0	0	0
<u>MBS Securites</u>														
(CD Brokerage - Water Capacity Funds)														
Employee Pension Reserve							0	2,979,000	2,979,000	2,979,000	2,980,859			0
MBS SUBTOTAL					0	0	0	2,979,000	2,979,000	2,979,000	2,980,859	0	0	0
GRAND TOTAL		18,607,679	18,962,191	18,062,084	16,362,511	16,285,641	16,300,561	17,689,392	17,533,566	17,546,461	17,931,746	0	0	18,323,058
	YTD Total													
* TOTAL INTEREST RECORDED	28,185	0	5,265	3,838	573	1,429	1,384	4,131	1,095	1,934	8,537	0	0	48,639

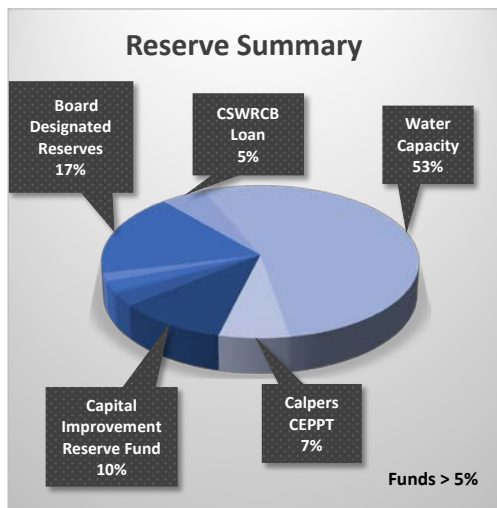
Sunnyslope County Water District

Reserve Summary As of April 30, 2022 (Policy #8600)

	<u>4/30/2022</u>	<u>Increase</u>	<u>Decrease</u>	<u>6/30/2021</u>	<u>6/30/2020</u>	<u>Change</u>
1 Capital Improvement Reserve Fund	\$ 1,564,432	\$ -	\$ 144,986	\$ 1,709,419	\$ 1,775,906	\$ (66,487)
2 Rate Stabilization Fund	-	-	-	-	-	-
3 Drought Contingency Reserve	400,000	-	-	400,000	400,000	-
4 Emergency Equipment Replacement Fund	100,000	-	-	100,000	100,000	-
5	313,612	116,063	-	197,549	148,634	48,916
6 Office and Misc. Equipment Replacement Fund	<u>267,530</u>	<u>776</u>	<u>-</u>	<u>266,754</u>	<u>292,735</u>	<u>(25,981)</u>
Board Designated Reserves	2,645,575	116,839	144,986	2,673,722	2,717,275	(43,553)
7 CSWRCB Loan	760,000	-	-	760,000	760,000	-
8 Water Capacity	8,146,138	4,400,656	2,987,227	6,732,709	2,867,486	3,865,223
9 Wastewater Capacity	21,135	10	-	21,125	39,849	(18,724)
10 Calpers CEPPT	<u>1,000,000</u>	<u>1,000,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Legally Restricted Reserves	9,927,273	5,400,665	2,987,227	7,513,834	3,667,335	3,846,499
TOTAL	<u>\$ 12,572,847</u>	<u>\$ 5,517,505</u>	<u>\$ 3,132,213</u>	<u>\$ 10,187,556</u>	<u>\$ 6,384,610</u>	<u>\$ 3,802,946</u>

Detailed Transactions:

Depr. Expense	\$ 116,839	-	-	-	\$ 64,241
Interest Income	\$ 9,590	-	-	-	-
Debt Amortization	-	-	987,227	-	(1,264,484)
Capacity Fees	4,391,065	-	-	-	5,016,350
Server Room Improvement - (Approved 8/18/20)	-	-	-	-	(26,002)
Tyler System Upgrade - (Approved 8/18/20)	-	-	-	-	(15,305)
CEPPT Funding	1,000,000	-	-	-	-
Transfer To MBS	2,000,000	-	2,000,000	-	-
2100 Southside Roof Remodel	-	-	46,770	-	-
Misc Other Additions	-	-	98,216	-	28,145
	<u>\$ 7,517,495</u>	<u>\$ 3,132,213</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,802,946</u>



Board Approved Disbursement Analysis				
Date:	Description:	Vendor	Resolution	Actual
1/19/2021	Audit (FY21, FY22 & FY 23)	MRBK	76,160	27,870
2/16/2021	Outsource Invoicing	Info Send	25,000	0
7/20/2021	Ignition SCADA part 1	Frisch & Calcon	Amended 2/15	
9/21/2021	CEPPT Trust Fund	Calpers	1,000,000	1,000,000
10/5/2021	Loan Payoff	City National	2,540,828	2,540,828
10/5/2021	Storage Building Re-roof	Sharpe	50,000	46,770
10/5/2021	IWTP Transmission line	Able	155,800	124,360
11/16/2021	Sewer Jetter	Muni Main Eq	75,000	72,560
11/16/2021	Temetra	Meter Valve & Cc	30,000	10,640
12/7/2021	Well 11 Rehab	Maggiore	75,000	63,833
12/21/2021	Force Main	MNS	100,000	64,387
1/18/2022	ACWA Membership	ACWA	21,260	21,160
1/21/2022	1" Meter Purchase	Itron/Badger	105,000	0
1/21/2022	Camry Sale		n/a	
2/15/2022	District Election	SBC	60,000	0
2/15/2022	Rate Study	Raftelis	84,502	0
2/15/2022	Ignition SCADA part 2	Frisch & Calcon	127,000	118,486

Sunnyslope County Water District

Fiscal Year 2022

Board Restricted Reserves

Name	Purpose	Determination	Interest
Capital Improvement Reserve Funds	To provide funds for Projects, improvements and major infrastructure repairs specifically identified as necessary in either a two year horizon or long term. Funds will also be designated as either water or waste water related.	The minimum amount is the 2 year estimate of planned capital expenditures. This fund may be replenished from either an existing capacity fund or current operations. If the source is from a capacity fund, 100% of the amount will be transferred if available. If sourced from operations, a portion of the total need is allocated based upon when the project is scheduled. The goal is to make monthly additions to approximately equal depreciation on capital improvements. Funds will be drawn down as the improvements are paid for.	Allocated based upon the percentage of the total water or wastewater funds invested in a portfolio of laddered securities for each type.
Rate Stabilization Fund	To mitigate the effects of occasional shortfalls in budgeted revenue due to economic conditions, unpredicted government mandates or changes in regulatory oversight.	Funds in reserve may be allocated to cover unpredicted events negatively effecting operating cashflow until the fiscal budgetary process and rate structure can be adjusted to mitigate the effect. No minimum or maximum is currently set. Additons maybe allocated at the discretion of the Board subject to unrestricted funds available.	Allocated based upon the percentage of the total water funds invested in a portfolio of laddered securities.
Drought Contingency Reserve	May be used in the event of water revenue shortfall from the impact of drought related restricted sales.	To be funded initially at 10% of budgeted water revenue. Additions and use of the funds to be authorized by the Board based on the continuance and severity of the drought.	Allocated based upon the percentage of the total water funds invested in a portfolio of laddered securities.
Emergency Fund	May be used for unbudgeted capital replacement or repairs for unexpected needs. Events of this type could stem from earthquake, vandalism, theft or some other circumstance that can not readily be predicted within the normal operating cycle.	To be funded initially with \$250,000. At the beginning of each fiscal year, the fund will be replenished if drawn down below the minimum. There is no maximum.	Allocated based upon the percentage of the total water & wastewater funds invested in a portfolio of laddered securities.
Vehicle Replacement Fund	This is a sinking fund created to capture the depreciated value of capitalized vehicles. The balance is used to fund the replacement of capitalized assets at the end of their useful lives.	Fund to be replenished monthly in an amount equal to depreciation plus Board authorized additions in the approved capital budget plan. Funds will be drawn down as purchases are made.	Allocated based upon the percentage of the total water & wastewater funds invested in a portfolio of laddered securities.
Office and Misc. Equipment Replacement Fund	This is a sinking fund created to capture the depreciated value of capitalized general and administrative related assets. The balance is used to fund the replacement of capitalized assets at the end of their useful lives	Fund to be replenished monthly in an amount equal to depreciation plus Board authorized additions in the approved capital budget plan. Funds will be drawn down as purchases are made.	Allocated based upon the percentage of the total water & wastewater funds invested in a portfolio of laddered securities.

Sunnyslope County Water District

Fiscal Year 2022

Legally Restricted Reserves

Name	Purpose	Determination	Interest
CSWRCB SRF Loan	Governed by Ca State Water Resources Loan Agreement for the construction of the Ridgemark Wastewater treatment facility.	The SRF agreement must be equal to one year of debt service which equals approximately \$760,000 in 2022.	Allocated based upon the percentage of the total wastewater funds invested in a portfolio of laddered securities.
Connections-Water Capacity	Water Capacity fees are collected from developers of new projects. The reserve is to fund future maintenance and replacement of the acquired assets used to service the new development.	Fees are collected based on meter size to ensure that new customers pay their fair share of the capital costs. The funds are allocated to the Capital Improvement reserve as the need to replace and repair as determined.	Allocated based upon the percentage of the total water funds invested in a portfolio of laddered securities.
Connections-Wastewater Capacity	Wastewater Capacity fees are collected from developers of new projects served by the Ridgemark SBR plant. The reserve is to fund future maintenance and replacement of acquired assets used to service the new development and pay for ongoing repair and maintenance of the plant.	Fees are collected based upon equivalent dwelling units to ensure that customers pay their fair share of capital costs. The funds are allocated to the Capital improvement reserve as the need to replace and repair as determined	Allocated based upon the percentage of the total wastewater funds invested in a portfolio of laddered securities.
Calpers Retirement Prefunding - CEPPT	CEPPT is a Calpers trust dedicated towards the payment of future pension obligations. Funds are invested with a strategy to earn a rate of return comperable to the estimated return of the overall pension trust which is approximately 7%.	Initial funding is \$1,000,000. Future amounts will be determined by the Board based upon actuarial assumptions regarding potential shortfalls. Trust funds can be used to pay current pension obligations.	Actual Gains and losses earned and reported by Calpers

Staff Report

Agenda Item: H – 5a

DATE: June 14, 2022 (June 28, 2022, Meeting)

TO: Board of Directors

FROM: Water/Wastewater Superintendent, Jose J. Rodriguez

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

Narrative

1. All three water reports were completed and submitted on time by May 10, 2022.
2. Electronic Annual Report (EAR) submitted to the California Water Board. The EAR is used for general use by California public water systems. The information is uploaded into the states database and serves as a method to complete the District’s annual report. Information reported is also used for legislative policy making, regulatory compliance, and sanitary inspections. Information is readily available on the Water Board’s Division of Drinking Water’s website.
3. Sunnyslope County Water District (SSCWD) submitted a Cross Connection Survey to the Division of Drinking Water for all the wastewater facilities who receive potable water from the district. The survey certifies that all wastewater facility service connections in the district are protected by approved backflow devices and tested annually.
4. SSCWD submitted a Sludge Survey to San Benito Foods/Neil Jones. The survey was prepared to determine the level and quantify the volume of sludge in dry tons remaining in the primary treatment pond at the Industrial Treatment Facility (IWTF). Data also assisted in determining the amount of new sludge added during the 2021 operating season.
5. San Benito/Neil Jones gave approval to begin Treatment Pond Catch Basin Improvement project. Sharp Engineering commenced basin modifications and equipment relocations.
6. The district removed 500 gallons of contaminate hazardous chemicals from the West Hills water Treatment facility. The chemicals removed was contaminated by the leaking 4,000-gallon storage tank which is scheduled to be replaced in July. The chemical was recovered from within the double containment structure and moved into available contained storage tote. The district contacted and approved ACT Enviro to safely remove these chemicals.
7. SSCWD accepted San Benito County Workforce Development Programs employee extension request of an additional 600 hours for Michael Mungia. Michael began working with the district in January 2022 with no water experience. While working at the district, he has observed and has been trained by several operators on proper techniques and procedures required to perform the

day-to-day duties. Michael has also successfully taken and passed the State Water Resources Control Boards Water Treatment and Water Distribution Grade 1 exams. With the experience and certification gained at the district. Michael can now pursue employment and further his career in the water field.

8. The district's Vactor truck was taken into Municipal Maintenance Equipment for a complete annual maintenance. All fuel filters, oil filters, pressure gauges, hydraulic hoses and pressure gauges where changed. Valves that were not in proper working order were fixed. Driveline, hydro pump, and other mechanical equipment inspected and repaired as needed.

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

Water (4) May 2022

1. Continued cleaning and painting well discharge piping and PRV stations. The district maintains five water production wells, one booster station and three Pressure Reducing Valves.
2. Repaired water service leak at office.
3. Continued weed spraying.
4. Pulled, cleaned, and inspected all well chlorine injectors.



Project Location	: Sunnyslope County Water District – Booster Station
Project	: Airline Station
Department	: Water Department
Description	: Staff has taken time to clean and paint Wells, booster stations and Pressure Reducing Valves stations (PRV's).

LESSALT Water Treatment Plant (3)

1. Removed Contaminated chemical from West Hills Water Treatment Facility
2. Peroxide cleaned Total Organic Carbon (TOC) analyzer.
3. Replaced lower pilot line on High Zone Pump #2.
4. Replaced lower pilot line on High Zone Pump #1.



Project Location	: Sunnyslope County Water District - West Hills Water Treatment Plant
Project	: Contaminated chemical s removed
Department	: Water Department
Description	: Any chemical that has spilled outside of the protected chemical area is considered contaminated. This chemical is not suitable to be used in the treatment process. A certified hazardous material company can only remove chemical. ACT Enviro was contracted for the removal of hazardous chemicals.

West Hills Water Treatment Plant (10)

1. Replaced upper elbow on hydro-cyclone #2.
2. Cleaned VFD filters
3. Cleaned turbidity meters.
4. Cleaned level transmitters.
5. Washed and cleaned Powder Activated Carbon (PAC) waste pump area, PAC room and sand room.
6. Acid cleaned CL17 analyzers.
7. Cleaned and washed down lamellas.
8. Replaced tubing and rebuilt roller on peristaltic pump #1.
9. Calibrated turbidity meters.
10. Added solution to strainer pH probe and calibrated.

Wastewater (2)

1. Cleaned out effluent tank at SBR
2. Hauled sludge from SBR to John Smith Landfill.

Project Location	: Ridgemark Estates Wastewater Plant
Project	: Basin #1 diffuser replacement
Department	: Sanitation Department
Description	: The diffusers at the SBR have been in place for around 10 year which is the estimated life expectancy for the Sanitary diffusers. Staff also noticed some oxygen deficiencies and air patterns that indicated it was time for replacement.

Industrial Plant (5)

1. Sharp Engineering continuing work concrete basins
2. Continued cutting and clearing weeds around ponds.
3. Continue to P.M. equipment at the headworks.
4. Cleaned and painted electrical panels.
5. Exercised effluent pond valves.



Project Location	: Industrial Wastewater Treatment Plant
Project	: Concrete Basin 1 & 2
Department	: Sanitation Department
Description	: The two basins near the entrance of the Industrial Wastewater Treatment Facility, have been rehabilitated to be used as primary treatment for San Benito Foods. The basins are currently being reconfigured and equipment installed to provide proper treatment in a smaller footprint along with being more energy efficient.

Completed This Month	Job Descriptions	Completed YTD 2021 – 2022 July 1 to June 30	Completed 2020 – 2021 July 1 to June 30	Completed 2019 – 2020 July 1 to June 30	Completed 2018 – 2019 July 1 to June 30
239	Work Orders	2249	2469	2715	2642
52	Temporary Manual Read Water Meters Installed in New Construction Accounts	242	368	256	146
0	Radio Read Meters & ERTs Installed in New Construction Accounts	1	21	0	1
15	Total: Manual Read Meters Replaced with Radio Read Meters & ERT's, including Radio Meters Installed in New Construction Accounts	277 (Total = 6901)	282	191	246
26	Existing Radio Read Meters & ERTs Replaced with New Radio Read Meters & ERTs	280	322	304	350
45	Valves Exercised (Approx. 2674 in SSCWD System 3/2021)	410	721	319	410
24	Fire Hydrants Flushed (Approx. 938 in SSCWD System 3/2021)	316	749	281	757
26	Meters on Repair List	303	326	449	1147
11	Emergency Calls	146	174	156	204
127	Locates on our Water/Sewer Lines	1673	1732	1037	454
0	Sewer Inspections	1	0	0	2
0	Shutoff Notices	0	0	112	182
0	Water Services Replaced	36 (Total = 931)	12	15	18

(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: June 1, 2022		Current Consumption Period: to May 11, 2022			
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	1,673,246			
Sunset & Memorial Water Total Flow	4,554,700	2,439,300	3,100		2,000
Sunnyslope & Memorial Water Total Flow	3,343,600	2,099,200	2,100		800
Hillcrest and Memorial Water Total Flow	400	200	2,018,900		5,800
Santa Ana & La Baig Water Total Flow	1,126,400	584,800			
Intertie Sub-Total Water Flow	9,025,100	6,796,746	2,024,100		8,600
<i>Total Combined Surface and Ground Water Intertie Flow</i>		15,821,846		2,032,700	
City of Hollister Well 2 Surface Water Total Flow (West Hills)		10,660,000			
City of Hollister Well 4 Surface Water Total Flow (West Hills)		9,637,000			
City of Hollister Well 5 Surface Water Total Flow (West Hills)		2,940,000			
Sunnyslope Well 2 Surface Water Total Flow (West Hills)				12,800,000	
Sunnyslope Well 11 Surface Water Total Flow (West Hills)				20,864,000	
Sunnyslope Surface Water Total Flow (LESSALT)					0
Surface Water Flow Sub-Totals			23,237,000		33,664,000
Ground Water and Surface Water Flow Totals	9,025,100	30,033,746	2,024,100		33,672,600
Current Period:	<i>COH half of Surface Water Flow to Distribution (LESSALT & WH)</i>		28,450,500		
	<i>Net Ground/Surface Water Balance Owed to SSCWD (to COH)</i>		7,001,000	1,574,646	
	<i>Beginning Water Balance Owed to SSCWD (to COH)</i>		748,237,575	-3,424,096,237	
	<i>Gallons Billed to COH thru Report Date May 11, 2022</i>		0		Informational Last Month Net Total 405,827,952
	Sub-total Ending Water Balance Owed to SSCWD (to COH)		755,238,575	-3,422,521,591	Net Sub Total -2,667,283,016
<i>Half of Total Gallons LESSALT Discharge to City of Hollister Wastewater Treatment Plant during the current consumption period</i>				-	
<i>Exchange Factor; Half of the total gallons discharged to COH WWTP from LESSALT multiplied by a factor of 4</i>					-
Ending Water Balance Owed to SSCWD (to COH)		755,238,575	-3,422,521,591	Net Total	-2,667,283,016

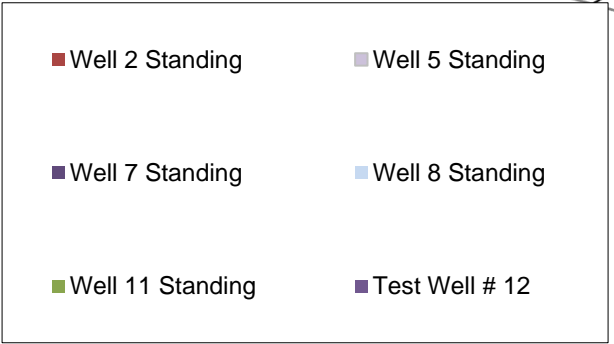
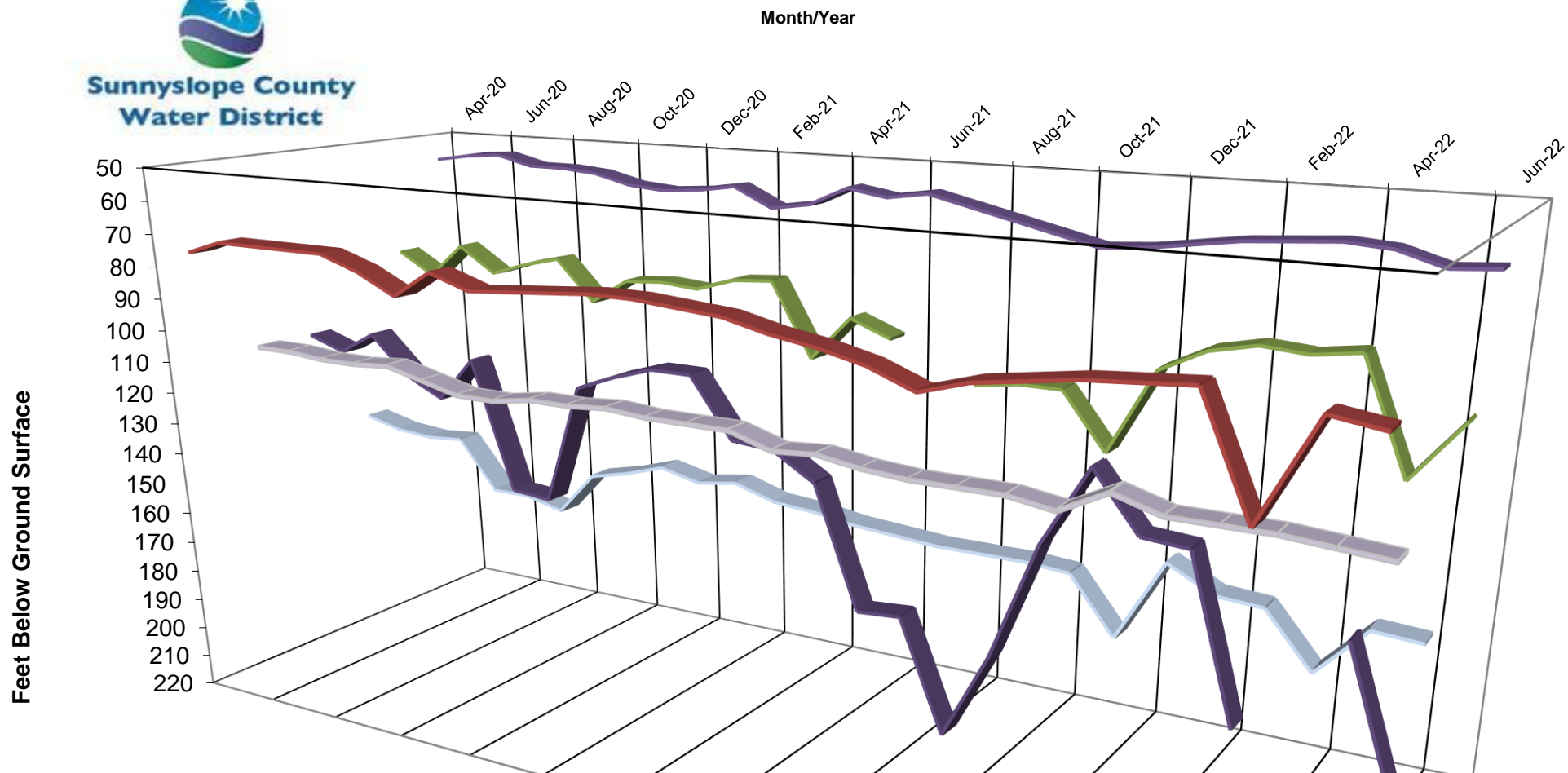
Current:	<i>West Hills WTP Total Flow to Distribution</i>	56,901,000			
	<i>Percent of Surface Water Received</i>	COH	40.8%	SSCWD	59.2%
Current:	<i>COH half of West Hills WTP Total Flow to Distribution</i>	28,450,500			
	<i>West Hills WTP Surface Water Total Flow to COH</i>	23,237,000			

From April 1, 2021 to Present					
YTD	<i>LESSALT WTP Total Flow to Distribution</i>	129,596,000			
	<i>West Hills WTP Total Flow to Distribution</i>	854,152,500			
	<i>Surface WTPs Total Flow to Distribution</i>	983,748,500			
	<i>Total YTD Surface Flow to COH/SSCWD</i>	COH	526,579,395	SSCWD	457,169,105
	<i>Percent of Surface Water Received</i>	COH	53.5%	SSCWD	46.5%



**Sunnyslope County
 Water District**

Depth to Standing Water Level Below Ground Surface



Staff Report

Agenda Item: **H-6**

DATE: June 14, 2022 (June 28, 2022 Meeting)
TO: Board of Directors
FROM: General Manager, Drew Lander P.E.
SUBJECT: General Manager Monthly Status Report

ACTIVE TASKS:

- 1. Office Technology and Public Access** – The Tyler Incode 10 software has been given a new name and is now called Tyler ERP Pro. The billing software conversion is included in the ERP Pro package and is fully supported through Tyler Technologies. We continue to stay on track with a conversion of the billing system in October of 2022. Outsourcing of the bill printing and mailing is still planned to coincide with the billing system conversion. Staff are completing the rigorous training modules of this new system in a timely manner. Regular updates on this progress will continue.
- 2. IWTP Update** – The industrial wastewater treatment plant is looking great. The concrete basins are now being filled as we prepare for the start of the 2022 canning season. This season will be very exciting as a new pre-treatment process is being implemented. The concrete sedimentation basins buried by the City of Hollister several years ago have been excavated and modifications have been made to convert them into active sludge treatment basins. The Contactor has successfully made the modifications which they have been directed to complete and it is anticipated that the basins will served to perform the biological treatment of the wastewater in an area a fraction of the size of Pond #1. District Management has done an excellent job assisting the contractor and also providing the staff assistance to make sure this project is completed and successful.

Drought Update – The second State Water Board water conservation emergency regulation of 2022 was adopted and is now effective. The Sunnyslope Board of Directors previously adopted water conservation level 2 requirements through Board action at the April 19th meeting. The State Water Board adopted this regulation on May 24th and the Office of Administrative Law approved it on June 10. The emergency regulation will remain in effect for one year, unless the State Water Board

modifies it, readopts it, or ends it before then. The second water conservation emergency regulation of 2022 requires that:

- Urban water suppliers immediately submit preliminary supply and demand assessments to the Department of Water Resources.
 - Urban water suppliers implement all conservation actions in their locally adopted plans meant to address at least a water shortage level of 10 to 20 percent (Level 2) by June 10, 2022.
 - Owners and managers of commercial, industrial, and institutional properties immediately cease using potable water for irrigating non-functional turf, except for in circumstances identified in the regulation.
 - The requirements of the *first* emergency regulation adopted in January 2022 are also still in effect.
3. **LAFCO Concerns** – The General Manager sent a letter to the Chair of the LAFCO Commissioners explaining that Sunnyslope is committed to resolving the pending LAFCO concerns in a manner that is both legal and effective. LAFCO suspended the need to discuss the jurisdictional issues further, allowing Sunnyslope to resolve the issue. The General Manager forwarded the approved Resolution #576 to the City of Hollister’s General Manager immediately following the regularly scheduled board meeting in May. This resolution was accompanied with the request to agendaize an item asking the City to develop and enter into a service contract for wastewater treatment. Staff is optimistic that this item can come forward at the earliest convenience of the Council so that the District can continue to move forward with supporting Gavilan College.
4. **Permit Compliance** – Monthly water reports have been completed on time and no violations were reported.

Staff Report

Agenda Item: H – 7

DATE: June 15, 2022 (June 28, 2022 Meeting)

TO: Board of Directors

FROM: Drew A. Lander, General Manager

SUBJECT: Approval of Resolution No. 577 of the Board of Directors of the Sunnyslope County Water District – Hollister California Proclaiming a Local Emergency, Ratifying the State of Emergency Proclaimed on March 4, 2020, and Authorizing Remote Teleconference Meetings of all District Legislative Bodies for the Following 30 Days in Accord with the Ralph M. Brown Act (Not a project under CEQA per Article 20, Section 15378).

RECOMMENDATION:

Approve by consent that the findings required by AB 361 are still current and relevant and authorize the President to sign a Resolution of the Board authorizing remote teleconference meetings of all district legislative bodies for the following 30 days as provided by law.

BACKGROUND:

the use of remote meeting access for the following 30 days. This item appeared as a consent agenda item since November and was extended through Resolutions #563, #564, #567, #569, #571, #573, #575 and again having concluded the findings remain current, Resolution #577 extends the used of remote meeting access throughout March for another 30 days.

In September 2021 Governor Newsom signed into effect AB 361, allowing public agencies to hold public meetings through teleconferencing as long as there is a state-proclaimed state of emergency.

AB 361 amends the Brown Act to allow SSCWD to continue using teleconferencing and virtual meeting technology as long as:

- There is a “Proclaimed State of Emergency;”
- State or local officials impose or recommend measures that promote social distancing; or
- SSCWD’s Board finds that, by a majority vote, meeting in person would present an imminent safety risk to attendees.

The March 4, 2020 Proclamation of State of Emergency is still in effect. An Emergency Proclamation is not terminated until the Governor, or Legislature, proclaims it to be terminated. (GC 8629.) Accordingly, the current State of Emergency will remain until it is terminated with a Proclamation Terminating the State of Emergency.

AB 361 Remote Meeting Findings Required:

SSCWD must make the following findings by majority vote:

- SSCWD has reconsidered the circumstances of the state of emergency; and
- Any of the following circumstances exist:
 - The state of emergency continues to directly impact the ability of the members to meet safely in person; or
 - State or local officials continue to impose or recommend measures to promote social distancing.

These findings must be made no later than 30 days after meeting remotely for the first time and every 30 days thereafter.

AB 361 will sunset on January 1, 2024.

FISCAL IMPACT:

No change in the fiscal impact is anticipated with the continuation of remote access for District public meetings. The cost of online access software is paid up through June 2022.

ENVIRONMENTAL IMPACT:

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

Attached: Resolution #577

RESOLUTION No. 577

A Resolution of the Board of Directors of the Sunnyslope County Water District – Hollister California Proclaiming a Local Emergency, Ratifying the State of Emergency Proclaimed on March 4, 2020, and Authorizing Remote Teleconference Meetings of all District Legislative Bodies for the Following 30 Days In Accord with the Ralph M. Brown Act

June 28, 2022
SSCWD Board Meeting
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FACTS

1. The Board of Directors is committed to preserving and nurturing public access and participation in meetings of the Boards; and
2. All meetings of District's legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and observe District legislative bodies conduct business; and
3. The Brown Act, Government Code section 54953(e), enables remote teleconferencing participation in meetings by members of a legislative body, without strict compliance with requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and
4. One required condition is that a state of emergency has been declared by the Governor of the State of California pursuant to Government Code section 8625, proclaiming existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and
5. A proclamation is made that there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the District's jurisdiction, caused by natural, technological, or human-caused disasters; and
6. State or local officials have imposed or recommended measures to promote social distancing, or, that having the legislative body meet in person would present imminent risks to the health and safety of attendees; and
7. The Board of Director's affirms these conditions now exist in its jurisdiction. Specifically, on March 4, 2020, the Governor proclaimed a State of Emergency to exist as a result of the threat of COVID-19. That Proclamation has not been terminated by either the Governor or the Legislature pursuant to Government Code section 8629; and
8. Despite sustained efforts to remedy this circumstance, the District determines that meeting in person poses an imminent risk to health and safety of attendees due to the COVID-19 virus and its variants; and
9. The Board of Directors finds the emergency created by the COVID-19 virus and its variants has caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District, and desires to proclaim a local emergency and ratify the proclamation of state of emergency by the Governor and similar local health orders that require social distancing; and
10. As a consequence of the local emergency, the Board of Directors determines that all legislative bodies of the District are required to conduct their meetings without full

compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that those District legislative bodies shall comply with the requirements to provide public access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

11. Each District legislative body shall continue to conduct meetings with public access available via call-in or internet-based service options and the public shall be allowed to address the legislative body directly in real time; and
12. This Resolution shall authorize the General Manager to establish and maintain platforms necessary for each District legislative body to hold teleconference meetings and provide an avenue for real-time public comments for such meetings; and
13. The Board of Directors finds the introduction and adoption of this resolution is not subject to the California Environmental Quality Act (CEQA) as the activity is not a project as defined in Section 15378) of the CEQA Guidelines.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SUNNYSLOPE COUNTY WATER DISTRICT:

SECTION 1. RECITALS. The foregoing Findings are true and correct and are adopted by the Board of Directors as though set forth in full.

SECTION 2. PROCLAMATION OF LOCAL EMERGENCY. The Board of Directors hereby proclaims that a local emergency now exists throughout the District, and meeting in person would present imminent risk as a result of the COVID-19 virus and its variants.

SECTION 3. RATIFICATION OF PROCLAMATION OF A STATE OF EMERGENCY. The Board of Directors hereby ratifies the Governor of the State of California's Proclamation of State of Emergency, effective as of its issuance date of March 4, 2020.

SECTION 4. REMOTE TELECONFERENCE MEETINGS. The General Manager and legislative bodies of Sunnyslope County Water District are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

SECTION 5. EFFECTIVE DATE OF RESOLUTION. This Resolution shall take effect immediately upon its adoption and shall be remain in effect for a period of 30 days, or until such time the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which District legislative bodies may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

**PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE SUNNYSLOPE
COUNTY WATER DISTRICT this 28 day of JUNE 2022, by the following vote:**

AYES: Directors –
NAYS: None
ABSENT: None

SUNNYSLOPE COUNTY WATER DISTRICT:

Signed: _____

Jerry Buzzetta, President

(seal)

ATTEST:

By: _____

Drew A. Lander, Secretary of the Board of Directors

Staff Report

Agenda Item: I-1

DATE: June 21, 2022

TO: Board of Directors

FROM: General Manager, Drew Lander P.E.

SUBJECT: Consider Approval and Adoption of Amendments to Benefits for District Management Staff effective July 1, 2022

RECOMMENDATION:

The General Manager recommends the Board approve a motion to amend benefits for all managers to include the "Vacation Cash Out Policy" in the employee handbook, as presented.

BACKGROUND:

District Management staff are unrepresented by a collective bargaining agreement and presently are invited to independently review and negotiate their compensation with the General Manager. From time to time a collective benefit is proposed by the Management Group and when a benefit can be applied equally to all management staff the General Manager will recommend the Board consider approval of an amendment to the benefits for all managers. The Personnel Committee has met to review and discuss a management staff proposal for the conversion of accrued vacation to cash as presented in the attached policy, which if approved, will be incorporated in the employee handbook.

The policy requires managers to take a minimum of 80 hours of personal time each year prior to cashing out available accrued vacation, encouraging a life/work balance to be maintained. The district has relatively few managers which makes extended vacation leaves often difficult to schedule. The policy requires a minimum number of vacation hours to be maintained to prevent any manager from drawing vacation accruals below 80 hours as a result of this policy.

FISCAL IMPACT:

Accrued vacation hours are budgeted for and the fiscal impact of the proposed benefit varies annually depending on each Manager's situation. Not all managers will be eligible to convert accrued vacation to cash each year due to circumstances however the potential liability is 3% of manager compensation. Converted time does not increase annual benefits or count toward additional worked hours.

ENVIRONMENTAL IMPACT:

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

ATTACHMENTS:

Proposed Management Vacation Cash Out Policy

Vacation Cash Out Policy (Managers Only)

Managers who are eligible for management leave are also eligible for vacation cash outs as outlined in this policy and upon approval.

This policy has been established to ensure that eligible managers will have the ability to cash out available vacation hours accrued as described in the Vacation policy.

Managers are provided the opportunity to request a cash out of a portion of their unused available Vacation time once per fiscal year and shall have used a minimum of 80 hours of leave (management or vacation) within the prior 12-month period, prior to submitting the request. After cashing out available vacation, employees must have a remaining vacation balance of at least eighty (80) hours available. The maximum amount of vacation time that can be cashed out is eighty (80) hours and will be paid at the employee's current rate of pay and will not count as 'paid' hours toward accruing additional Vacation hours.

All requests for Vacation cash outs must be submitted in writing to the General Manager, and as far in advance as possible and no less than (10) ten days prior to the following pay day in order to receive the cash out within that pay period.

Staff Report

Agenda Item: I – 2

DATE: June 20, 2022 (June 26, 2022 Meeting)

TO: Board of Directors

FROM: General Manager, Drew Lander P.E.
Finance and HR Manager, Barry Kelly

SUBJECT: Consider Approval and Adoption of the District Budget for Fiscal Year 2022-23

RECOMMENDATION:

District management and the Finance Committee (President Buzzetta and Director Alcorn) are recommending the Board approve the budget for fiscal year 2022-23, effective July 1, 2022. The Finance Committee has approved bringing the FY 22-23 Proposed Budget to the full Board for discussion and approval.

The Fiscal Year 2022-23 Budget summary is attached.

SUMMARY:

The drought throughout the San Benito County region will continue to be a primary concern in planning our future. The concluding year has been successful here at SSCWD. With increasing efficiencies, improved financial controls and a focus on long-term planning the District is ready for the new challenges. The Sunnyslope County Water District has continued a steady process of evaluation and modernization of nearly all internal processes including the implementation of our improved financial software.

The budget income presented reflects both the anticipation of additional water connection and water sales revenue, as well as the expectation that water conservation measures will be encouraged and expected. The District grew by more than 250 new water connections in the past year and that trend is expected to continue as housing demands remain steady. Of particular importance is the San Benito Foods operational contract for the Industrial Wastewater Treatment Plant (IWTP). This contract provides an additional revenue stream that benefits the collective district expenses.

This budget reflects the following noteworthy items:

1. Water revenue budget proposed for the new fiscal year is approximately 9.4% higher than last year's budgeted water revenue anticipated through new connections already in service. District staff predict the addition of 250 new water accounts this year, however conservation will reduce water consumption per/capita and has been budgeted for accordingly. New connections are not budgeted in revenue as they are not expected until connections occur. Sewer revenue budget expectations are slightly up over last year's budget even with rates remaining flat, as FY 21/22 usage calculations have increased. Both the Lessalt and West Hills WTP's revenue is based on the operating budgets, which have been submitted for approval to SBCWD. The total Lessalt revenue is expected to down 27% because the plant will not be in production the majority of this season. The total Westhills revenue increases 3.56% over last year's budget because of increases in chemical costs, but water production will also be reduced.
2. The overall budget for FY 2021/22 reflects a net loss of (\$958,390) which is a decrease over the prior year. This loss is heavily weighted by depreciation, and once again has no provision for non-operating revenues from capacity fees, miscellaneous fees, or interest income, the combination of which will likely cover this projected loss and result in a net income for the year. It is important to note that although removing depreciation results in a positive income this results in what is often referred to as "mining of capital assets". This can be done for a few years while district assets are new and in fairly good shape, but at some point, the expenses for replacement capital will come due and borrowing of money would be required. The continued development of the long term capital outlay is what will drive this future financial demand. The long-term capital plan will be included in the rate analysis planned for this year. The continued increases in the depreciation of assets will require further analysis and development of a capital maintenance program to ensure these assets are properly funded and cared for in the future. Operating costs have increased approximately \$1,450,000 over last year. The principal reason for the increase from prior year's budget is attributable to:
 - a. Raw water increased expenses of 600k or 120% impacted by the accounting and timing of the raw water cost "annual true-up" transactions.
 - b. The O&M costs for the two water treatment plants increased by 275k
 - c. Payroll and benefits increase of 450k or 15% due to anticipated medical insurance increases, union benefits and CalPERS expenses.

Water Revenues Budget

1. Water sales revenue is budgeted at \$7,387,000 for FY2022-23. This number is consistent with our anticipated end of year revenue for FY2021-22. Revenues will remain flat, due to less water use and more customers.

2. We budgeted for the district's plan to not operate the Lessalt WTP for the majority of this year.
3. We budgeted for the District's operations & maintenance of the West Hills WTP, which will be billed to SBCWD and totals \$1,748,980 for running the plant. The budget increases over the prior year by 3.2%. This increase considers increased chemicals and power costs, while anticipating less operation than the prior year due to water cutbacks.

Salaries & Benefits Budget – All Departments

1. The personnel costs are budgeted with a 3.0% COLA increase for union employees beginning July 1, 2022 and a 1.5% increase in the employee Classic PERS contribution; several step increases, an estimated 12% increase in health, with dental, vision, and life insurance costs increasing 4%; and a 3% increase in Worker's Compensation insurance premiums for the whole fiscal year.
2. The total Salaries & Benefits expense budget for FY 2022/23, increases \$450,000.

Debt Service & Capital Expenditures

1. Debt Service Expenditures – The City Nation Loan was paid in full this year. The District has five borrowings which require principal repayments, the San Benito County Water District's Tranche 1 (Lessalt WTP upgrades), Tranche 2 and Tranche 3 (West Hills WTP construction), and the SRF Loan (RMK WWTP upgrades).
2. Capital Expenditures – The 5yr capital purchases and projects list has been updated and is attached. The 20yr capital outlay is still in development. The total capital expenditure budget for FY 22/21 is \$1,650,000 and includes approximately \$500,000 of capital projects pushed forward from last years budget. Some projects were not completed due to supply chain issues and timing of design plans. The Well#5 improvements are still planned to begin this fiscal year.

Reserve Policy

1. The Board approved a revision to the Reserve Policy #8600 on March 17, 2020. A reserve policy recommendation as discussed by the Finance committee is as follows:
 - a. Increase the Capital Reserves to \$6000k,
 - b. Set Rate Stabilization Fund @ \$250k,
 - c. Increase Drought Contingency Reserve to a total of \$500k,
 - d. Set Emergency Fund to \$1000k,
 - e. Vehicle reserve will fully fund based on vehicle depreciation schedule
 - f. Office and Misc. Equipment Replacement fund will be fully fund based on depreciation schedule,
 - g. SRF Loan remains equal to one yar of dept service, approximately \$760k,
 - h. Connections-Water Capacity reserve set at \$600k and funds as new connection fees are received or as modified by the Board,

- i. Connections-Wastewater Capacity set at \$40k and funds as new wastewater connection fees are received or as modified by the Board,
- j. Calpers Retirement prefunding – CEPPT will increase \$250k to a total of \$1250k.

Environmental Impact:

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



Sunnyslope Water District

3570 Airline Highway Hollister, CA 95023 ♦ (831) 637-4670 ♦ Fax (831)637-1377

Board of Directors 2022

President Jerry Buzzetta • Dee Brown • Mike Alcorn • James Parker • Edward Mauro

Drew A. Lander General Manager, Jose Rodriguez Water/Wastewater Superintendent, David Laredo Legal Counsel

June 24, 2022

Fiscal Year 2022-23

Honorable President Buzzetta and Members of the Board of Directors:

Enclosed is the Fiscal Year 2022-23 Final Budget proposal. This budget has been prepared and reviewed with input of the Finance Committee. I present the budget for Board consideration and adoption. It is noteworthy to mention that the financial software conversion completed this year has been successful. However with the conversation came a modification to our regular account numbers and the method for allocating funds across departments has changed. The added account numbers will provide more granularity and better budgeting transparency in the future, but this year some numbers appear skewed. This is evident when directly comparing FY2021-22 budget numbers to the proposed FY2022-23 numbers. In many cases several account numbers are added together to reveal the comparative FY2021-22 values. Next year all numbers will be apples to apples in this format and provide a better basis of comparison moving forward.

As we move beyond 2022 the uncertainty generated by the pandemic, along with supply line disruptions have changed the way we plan and manage risk. The budget presented reflects considerations of significant inflationary expectations. Consumables like chemicals are increasing 20%, the rising energy expense increasing 9%, drought expectations anticipate decreasing water sales while new accounts are expected to keep sales even, and the costs of raw water increasing 40% are just a few of the significant adjustments in this year's projections. Additionally, the fear of labor shortages (increasing employee costs) and adjustments to lingering requirements associated with COVID-19 weigh into how we plan for the future. Although these increases appear frightening, the expected expenses have been tempered with increasing efficiency and a decrease in projected expenditures for producing treated water (as a result of a zero-water allocation of Central Valley Project (CVP)). Water quality will suffer this year with less treatment plant production, but water safety will not. The potability of our distributed water is exceptional, but water hardness will increase this year due to less high-quality surface water imported from San Luis Reservoir. All of these challenges put pressure on future water rates. The last Sunnyslope Water District (SSCWD) rate increase occurred in 2019. This year the Board has authorized a new rate model study to be completed. This new model will include updated raw water costs and future water capacity projections which are currently being analyzed and updated by San Benito County Water District (SBCWD).

In our Nation's current inflationary period rising water costs are expected and inevitable. To combat these increasing costs, this coming fiscal year I will continue working on a vision for the District that

will allow us to continue to grow with a modest increase in staffing needs while we experience increased revenues from expanding services. We have very capable staff which makes these plans possible. Some of this year's goals include developing a partnership with the County of San Benito to contract operate and service small water systems within the county. With the support of the Board, I will also continue to pursue expanding our partnership with the City of Hollister as we strive to improve wastewater services and costs throughout the district and the city. The service contract executed last year to operate the Industrial Wastewater Treatment Ponds (IWTP) for San Benito Foods (SBF) continues to be a successful example of how the district leveraged staff expertise to improve water treatment quality and provide exceptional services that exceeds expectations. This project has also introduced additional revenue for the district.

This past year has been exciting and eventful. Staff members have worked tirelessly to match my vision of the district's future with their efforts. Our rate payers expect uninterrupted services that are both efficient and consistent, and I believe that we have continued to do both this past year. The budget proposed is consistent with the District 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."*

I thank the Finance Committee members for their support and input. I expect that the Fiscal Year 2022-23 will be filled with new progress in planning for long term sustainability. The district will continue to grow to meet the needs of the local population. Partnerships forged between the City of Hollister, San Benito County Water District and the County of San Benito will help to reduce costs and improve services. Specifically, a partnership with the City of Hollister and wastewater service consolidation would bring long term financial stability to wastewater customers of both the City and Sunnyslope. Continued joint water source planning with SBCWD will bring long term stability to our water customers.

Sunnyslope County Water District
Profit & Loss Budget Projection
Fiscal 2023

	Budget		Water		Lessalt	West Hills	Wasterwater Collection	Wastewater Treatment	San Benito Foods	Customer Service	General & Administrative
	Jul '21 - Jun 22	Jul '22 - Jun 23	Distribution	Water Production							
Ordinary Income/Expense											
Income											
400 · Operating Revenue	8,716,000	9,536,000	7,387,000				2,149,000				
520 · Miscellaneous Fees	162,000	175,000								175,000	
525 · Discounts Taken		0									
550 · Less Allocated from C.S. & G.A.	0										
551 · Allocate from Cust Serv	0										
552 · Allocate from Gen & Admn	0		78,750	61,250			17,500	17,500		(175,000)	
Total Income	8,878,000	9,711,000	7,465,750	61,250	0	0	2,166,500	17,500	0	0	0
Cost of Goods Sold											
601 · Salaries & Wages	0										
602 · Wages & Salaries	2,024,728	2,967,154	888,368	22,000	240,200	293,400	69,000	133,000	132,186	332,000	857,000
603 · Employee Benefits	485,681	714,000	214,000	5,000	58,000	71,000	17,000	32,000	31,000	80,000	206,000
604 · Employee Benefits	0	0	0	0	0	0	0	0	0	0	0
605 · Labor Billed to Others	0	0	0	0	0	0	0	0	0	0	0
607 · OPEB - Retiree Health Benefit	0	0	0	0	0	0	0	0	0	0	0
608 · CalPERS Pension Expense	266,843	391,000	117,000	3,000	32,000	39,000	9,000	17,000	17,000	44,000	113,000
609.00 · Directors Fees	18,400	27,000	8,000	0	2,000	3,000	1,000	1,000	1,000	3,000	8,000
610.00 · Payroll Taxes	1,141	1,000	1,000	0	0	0	0	0	0	0	0
611 · Less Allocated	(1,186,355)	0									
612 · Allocated C.S.	426,754	0	206,000	161,000	0	0	46,000	46,000		(459,000)	
613 · Allocated G.&A.	759,611	(0)	402,292	313,000	106,304	130,048	89,000	89,000	54,356		(1,184,000)
Total COGS	2,796,803	4,100,154	1,836,660	504,000	438,504	536,448	231,000	318,000	235,542	0	0
Gross Profit	6,081,197	5,610,846	5,629,090	(442,750)	(438,504)	(536,448)	1,935,500	(300,500)	(235,542)	0	0
Expense											
619 · Electrical Services	330,000	546,000	3,000	466,000			27,000	49,000	0	0	1,000
620 · Telephone Services	12,400	14,000	1,000	0			0	7,000	0	5,000	1,000
621 · Professional Services	168,600	147,000	3,000	0			0	0	0	1,000	143,000
622 · Postage	30,800	35,000	0	0			0	0	0	32,000	3,000
623 · Contract Services	115,260	357,000	39,000	0			97,000	4,000	0	45,000	172,000
624 · Office Supplies	25,180	34,000	3,000	0			0	0	0	27,000	4,000
626 · Legal Advertising	0	1,000	0	0			0	0	0	0	1,000
627 · Repairs & Maintenance	143,920	265,000	173,000	30,000			10,000	41,000	0	0	11,000
632 · Diesel	500	9,000	4,000	3,000			1,000	1,000	0	0	0
633 · Vehicle Oper Exp	74,050	85,000	37,000	29,000			9,000	8,000	0	0	2,000
635 · Professional Development	10,900	11,000	1,000	1,000			1,000	1,000	0	1,000	6,000
637 · Shop Supplies	61,800	73,000	15,000	29,000			19,000	9,000	0	0	1,000
638 · Meeting Expense	720	2,000	0	0			0	0	0	0	2,000
641 · Insurance	90,000	92,000	0	0			0	0	0	0	92,000
643 · Equipment Rental		3,000	1,000	0			0	1,000	0	0	1,000
650 · Research & Monitoring	85,000	87,000	33,000	23,000			12,000	12,000	0	0	7,000
654 · Depreciation	1,166,819	1,465,000	58,000	1,407,000			0	0	0	0	0
655 · Depreciation - Donated Assets	350,047	0	0	0			0	0	0	0	0
6560 · Payroll Expenses		0	0	0			0	0	0	0	0
659 · S.B.C.W.D. Pumping Fees	40,000	106,000	0	106,000			0	0	0	0	0
661 · Lessalt WTP O&M Costs	1,034,705	268,700			268,700						
661 · Lessalt WTP O&M Costs - SBCWD 1/2					385,195						
662 · West Hills WTP O&M Costs	1,702,931	1,135,700				1,135,700					
662 · West Hills WTP O&M Costs - SBCWD 1/2		874,190				874,190					
664 · Water Treat. Plant O&M Revenue	(2,792,736)	(2,518,770)			(770,390)	(1,748,380)					
664.03 · San Benito Foods O&M Billing	(393,852)	(421,845)							(421,845)		
665 · SBCWD-Lessalt WTP - Raw Water	1,725,439				478,000						
665 · SBCWD-Lessalt WTP - Cap Cost					525,000						
665 · SBCWD-Lessalt WTP - Other					107,000						
666 · SBCWD - West Hills WTP	3,020,499	115,000				615,000					
666 · SBCWD - West Hills WTP Cap Cost		980,000				980,000					
666 · SBCWD - West Hills WTP Other		221,000				221,000					
672 · Water Conservation	118,550	120,000		120,000							
675 · San Benito Foods O&M Expenses	393,852	150,066							150,066		
684 · Bad Debts	0	0									
690 · Taxes- Fees- Permits- Dues- Sub	135,800	306,000	122,400	91,800			45,900	45,900		0	0
695 · Less Allocated	(664,602)	0									
696 · Allocated from G. & A.	519,020	0	121,763	94,982	63,186	76,832	27,000	27,000	36,237		(447,000)
697 · Allocated from C.S.	87,341	0	50,000	39,000			11,000	11,000		(111,000)	
Total Expense	7,592,943	6,557,236	665,163	2,439,782	1,056,691	2,154,342	259,900	216,900	(235,542)	0	0
Net Ordinary Income	(1,511,746)	(946,390)	4,963,927	(2,882,532)	(1,495,195)	(2,690,790)	1,675,600	(517,400)	0	0	0
Other Income/Expense											
Other Income											
805 · Capacity Fees	0	0			703,557	(250,400)					
808 · Miscellaneous Income	0	0									
809 · Gain/Loss Invest to Fair Value	0	0									
810 · Interest Income	40,000	60,000									60,000
812 · Donated Assets (received)	0	0									
840 · Less Allocated.	0	0									
850 · Allocation G & A	0	0	27,000	21,000		0	6,000	6,000	0	0	(60,000)
Total Other Income	40,000	60,000	27,000	21,000	703,557	(250,400)	6,000	6,000	0	0	0
Other Expense											
817 · Southside Rd Slide Investigat'n	0	0									
820 · Interest Expense	271,826	72,000						72,000			
832 · Allocation G&A		0									
839 · Less Allocated .											
Total Other Expense	271,826	72,000	0	0	0	0	0	72,000	0	0	0
Net Other Income	(231,826)	(12,000)	27,000	21,000	703,557	(250,400)	6,000	(66,000)	0	0	0
Net Income	(1,743,572)	(958,390)	4,990,927	(2,861,532)	(791,638)	(2,941,190)	1,681,600	(583,400)	0	0	0

Lessalt Water Treatment Plant Operations and Maintenance Budget for July 1, 2022 to June 30, 2023 (FY 2023)

ACCT.#	DESCRIPTION	2021 / 22 Approved BUDGET	2021 / 22 Year-to-Date Mar. 2022 (9-mos.)	2021 / 22 PROJECTED (12-mos.)	2022 / 23 Proposed BUDGET
* OPERATING EXPENSES *					
661.01	Telephone (1)	\$ 2,800	\$ 3,336	\$ 4,448	\$ 3,000
661.02	Contract/Professional Services (Beecher) (2)	25,000	11,655	15,540	20,000
661.03	Office Supplies/Shop Supplies (3)	700	334	445	700
661.04	Repairs & Maintenance - Operations (4)	50,000	16,420	21,893	10,000
661.05	Professional Development (5)	2,000	-	-	2,000
661.06	Chemicals, Lab Supplies (6)	8,000	3,479	4,639	4,500
661.07	GAC Filter Media Replacement (7)	420,000	96,804	129,072	165,000
661.08	Environmental (Quality) Monitoring - Operations (8)	22,000	8,684	11,578	22,000
661.09	Dues, Fees, Permits (9)	1,500	842	1,123	1,500
661.10	Chlorine & Other Treatment Chemicals (10)	80,000	1,989	2,651	40,000
661.12	Chemical Removal Costs (11)	-	-	-	-
	SUBTOTAL	612,000	143,542	191,389	268,700
* LABOR AND OVERHEAD EXPENSES *					
	OPERATOR LABOR & BENEFITS (342 hrs/mo. or 4,108 hrs/year) (1)	429,771	234,656	312,874	332,200
	MANAGEMENT OVERHEAD PASS THRU (5 hrs/mo or 60 hrs/year)	4,074	51,890	69,186	106,304
	VEHICLE OPERATION PASS THRU (7)	5,000	16,000	21,333	20,000
	GENERAL & ADMINISTRATIVE OVERHEAD		30,502	40,674	43,186
	* TOTAL OPERATING, LABOR, AND OVERHEAD EXPENSES *	\$ 1,050,845	476,590	635,457	\$ 770,390

/ 12
 Bill Monthly: **\$ 87,569** **\$ 64,199** -27%

To Be Paid from Reserves:					
661.90	Capital Assets - Equipment Purchased (12)	18,000	-	-	-

NOTES:

- 1 A Cell enabled iPad is needed to handle both the NexGen CMMS and continued observation through SCADA.
- 2 ArcFlash study will be completed this year.
- 3 No Change
- 4 Staff has completed nearly all items during FY21-22. Only the most routine items are expected this year.
- 5 Site specific training on preventative maintenance. Site specific training on chemical safety.
- 6 Laboratory supplies have increased slightly and only 4 months of operations are planned.
- 7 Granulated Carbon supplier has provided documentation to expect cost increase of 15% due to fuel and energy cost increases. Only 4 months are planned.
- 8 Testing lab increase of 6% due to the addition of State requested quarterly monitoring at two locations and laboratory operating increases.
- 9 Dues for operator licencing included.
- 10 Chemical costs have increased 10-14% since January 2022. This budget considers cost increases and less water production due to drought.
- 11 No Hazardous materials have been identified at this time requiring off haul.
- 12 No capital purchases are identified at this time.

West Hills Water Treatment Plant
Operations and Maintenance Budget for
July 1, 2022 to June 30, 2023 (FY 2023)

ACCT.#	DESCRIPTION	2021 / 22 Approved BUDGET	2021 / 22 Year-to-Date Mar. 2021 (9-mos.)	2021 / 22 PROJECTED (12-mos.)	2022 / 23 Proposed BUDGET
* OPERATING EXPENSES *					
662.01	Telephone (1)	\$ 750	\$ 574	\$ 765	\$ 1,000
662.02	Contract/Professional Services (Hach, Suez, Beecher, First Trust Alarm, BKP) (2)	45,000	2,936	3,915	30,000
662.03	Office Supplies / Shop Supplies (3)	1,200	174	232	1,200
662.04	Repairs & Maintenance - Operations (4)	55,000	53,811	71,748	50,000
662.05	Professional Development (5)	5,500	-	-	5,500
662.06	Chemicals, Lab Supplies (6)	15,000	10,239	13,652	15,000
662.07	Powdered Activated Carbon (7)	200,000	57,910	77,213	150,000
662.08	Environmental (Quality) Monitoring - Operations (8)	30,000	20,735	27,647	32,000
662.09	Dues, Fees, Permits (9)	-	-	-	1,000
662.10	Chlorine & Other Treatment Chemicals (10)	750,000	595,526	794,034	825,000
662.11	Sludge Removal Costs (11)	25,000	9,469	12,626	25,000
662.12	Chemical Removal Costs (12)	-	-	-	-
	SUBTOTAL	1,127,450	751,375	1,001,833	1,135,700
* LABOR AND OVERHEAD EXPENSES *					
	OPERATOR LABOR & BENEFITS (542 hrs/mo. or 6,504 hrs/year) (1)	550,811	327,893	437,190	406,400
	MANAGEMENT OVERHEAD PASS THRU (6 hrs/mo or 72 hrs/year)	5,635	72,126	108,188	130,048
	VEHICLE OPERATION PASS THRU (8)	5,000	16,000	24,000	24,000
	GENERAL & ADMINISTRATIVE OVERHEAD		42,626	63,939	52,832
	* TOTAL OPERATING, LABOR, AND OVERHEAD EXPENSES *	\$ 1,688,896	\$ 1,210,019	\$ 1,635,150	\$ 1,748,980

/ 12 / 12
 Bill Monthly: **\$ 140,741** **\$ 145,748** 3.56%

To Be Paid from Reserves:

662.90	Capital Assets (13) - Replacment Hydroxide Tank	35,000	-	-	60,000
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NOTES:

- 1 A Cell enabled iPad is needed to handle both the NexGen CMMS and continued observation through SCADA.
- 2 ArcFlash study will be completed this year.
- 3 No Change
- 4 Staff has identified valves, equipment and analyzers needing repair.
- 5 Training and site visit to Fairfield water plant with operators to compare operational strategies.
- 6 Laboratory supplies have increased slightly but are expected to be on par with this year because of less water production.
- 7 Activated Carbon supplier has provided documentation to expect cost increase of 15% due to fuel and energy cost increases.
- 8 Testing lab increase of 6% due to the addition of State requested quarterly monitoring at two locations and laboratory operating increases.
- 9 Dues for staff registration with AWWA is included.
- 10 Chemical costs have increased 10-14% since January 2022. Delivery trucking of Hydroxide is \$45,000/yr. Installation of the larger storage tank will save \$22,000 annually in trucking costs. This budget considers cost increases and less water production due to drought.
- 11 Sludge off haul is anticipated to increase by 5% due to fuel costs. This increase is coming from the roll off bin supplier. Budget remain the same because expected costs are within last year's anticipated budget.
- 12 No Hazardous materials have been identified at this time requiring off haul.
- 13 CAPITAL Installation of new 10,000gal Hydroxide tank to be delivered in July.

5yr Capital Budget Outlay
FY2022-23

SSCWD CAPITAL		FY 2022/23 thru 2026/27					
Project #	PROJECT	22/23	23/24	24/25	25/26	26/27	Unscheduled
CAPITAL PROJECTS - Administration							
1	Replace Carpet and Modify Floor Electrical		\$ 68,000				
2	Gutter Replacment				\$ 15,000		
CAPITAL PURCHASE - Administration							
A	Replacement Electronic Devices/Desktop Computers	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	
Administration Total		\$ 10,000	\$ 78,000	\$ 10,000	\$ 25,000	\$ 10,000	
CAPITAL PROJECTS - Water Distribution							
1	Well #5 Irrigation Line Improvements	\$ 300,000	\$ 300,000				
2	Water Meter Replacement	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	
3	ITRON Automatic Meter Read Project	\$ 200,000	\$ 150,000				
4	ASR Pilot Project		\$ 500,000	\$ 500,000	\$ 1,000,000		
5	Union Road Pressure Reducing Station			\$ 50,000			
6	New Enterprise Booster Station			\$ 100,000	\$ 335,000		
7	Irrigation Line - Fairview Road Extension		\$ 200,000				
8	Promontory Landscape Pipeline		\$ 60,000				
CAPITAL PURCHASE - Water Distribution							
A	Hydro Excavator						\$ 700,000
B	Electric Truck						\$ 90,000
C	Electric Truck						\$ 90,000
D	Well Rehabilitation						\$ 150,000
Water Distribution Total		\$ 750,000	\$ 1,460,000	\$ 900,000	\$ 1,585,000	\$ 250,000	\$ 1,030,000
CAPITAL PROJECTS - Sewer Treatment							
1	Aeration Basin Blower Replacement	\$60,000					
2	Basin #2 Diffuser Rehabilitation	\$30,000					
3	Main Lift Station Rehabilitation			\$ 1,000,000			
4	Marks Drive Sewer line Upsizing	\$250,000					
CAPITAL PURCHASE - Sewer Treatment							
A	-						
B	-						
C	-						
Sewer Treatment Total		\$340,000	\$0	\$1,000,000	\$0	\$0	\$0
CAPITAL PROJECTS - Sewer Collection							
1	Sewer Line Spot Repair Rehabilitation Program	\$50,000	\$ 50,000				
2	Force Main Rehabilitation and Pipe Bridge	\$200,000					
3	Vista Del Calabria Pumpstation Cost share	\$150,000	\$ 200,000				
2	Pump Station Control Panels	\$150,000	\$ 150,000	\$200,000	\$150,000		
CAPITAL PURCHASE - Sewer Collection							
A	-						
B	-						
C	-						
Sewer Collection Total		\$550,000	\$400,000	\$200,000	\$150,000	\$0	\$0
Annual Total =		\$ 1,650,000	\$ 1,938,000	\$ 2,110,000	\$ 1,760,000	\$ 260,000	\$ 1,030,000

Average 5yr Annual Capital Expenditure = \$ 1,543,600

Capital Assets Total = \$ 47,927,419

3% Capital Expenditure Goal = \$ 1,437,823