



Sunnyslope County Water District

BOARD OF DIRECTORS

SPECIAL MEETING

District Office Board Room/Teleconference



3570 Airline Hwy., Hollister, CA

NOTICE & AGENDA

JANUARY 23, 2024

Regularly Scheduled Board Meeting - 5:15PM

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

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

ZOOM MEETING ACCESS LINK

<https://us06web.zoom.us/j/89732678804?pwd=w8EjquWg0VUa6SIwz7WTOlmZI9Sk9W.1>

Passcode: SSCWD

Or Telephone: Dial + 1 (669) 444-9171 and when prompted enter Meeting ID: 897 3267 8804

Dial in Passcode: 871625

HEALTH AND SAFETY GUIDELINES

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

Mission Statement:

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

A. CALL TO ORDER - ROLL CALL

President Mauro _____, Vice-President Parker _____,

Director Brown _____, Director Alcorn _____, and Director Buzzetta _____.

- B. PUBLIC COMMENT ON CLOSED SESSION MATTERS** – Members of the public may address the Board on the item or items listed on the Closed Session agenda, with a time limit of three minutes per speaker.

CLOSED SESSION @ 4:30PM

C. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTIONS:

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

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

2. Public Employee Performance Review (§ 54957) – Title: General Manager

REGULAR SESSION

D. PLEDGE OF ALLEGIANCE

E. REPORT IN OPEN SESSION ACTION TAKEN IN CLOSED SESSION

1. January 23, 2024, Special Meeting – Board of Directors

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

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

1. Approve Minutes of the Regular Board Meeting
 - December 19, 2023 (page 1)
2. Receive and Accept Allowance of Claims for Disbursements from December 1, 2023 Through December 31, 2023. (page 8)
3. Receive and Accept Associate Engineer Monthly Status Report – (December Report not Available)
4. Receive and Accept Finance Manager Monthly Status Reports:
 - a) Narrative Report (page 12)
 - b) Operation Summary (page 19)
 - c) Statement of Income (page 22)
 - d) Investment Summary (page 24)
 - e) Board Designated Reserves (page 25)
5. Receive and Accept Superintendent Monthly Status Reports:
 - a) Maintenance (page 26)
 - b) City Meter Reading (page 31)
 - c) Groundwater Level Measurement (page 32)
6. Receive and Accept General Manager Monthly Status Report. (page 33)

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. At President Mauro’s Direction, The Board Will Engage In Further Discussion Regarding Assignments Of Director’s Duties To Standing District Committees For 2024. No Action Is Required To Be Taken By The Board, And All Assignments, Or

Reassignments, Are Made At The Pleasure Of The Board President And May Be Modified At Any Time During The Board President Tenure. (Not A Project Under CEQA Per Article 20, Section 15378) (page 34)

2. Authorize The General Manager To Purchase A 2024 Johndeer 320P, Tier 5 Backhoe Loader From Papé Machinery For A Cost Not To Exceed \$162,000 And To Surplus The 1998 CAT 416C Backhoe Loader. (Not A Project Under CEQA Per Article 20, Section 15378) (page 36)

J. STATUS REPORT

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

K. BOARD and STAFF REPORTS

1. Directors
 - a. Schedule - Biannual Training for Directors
2. District Counsel
3. General Manager – General Manager Report (Oral Report)

L. FUTURE AGENDA ITEMS

1. Willow Landing Development Agreement
2. Fairview Corners Development Agreement
3. Gavilan College Development Agreement

M. ADJOURNMENT

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

Next Regular Board Meeting – February 20, 2024 @ 5:15 p.m., District Office

AGENDA DEADLINE: February 14, 2024 @ 12:00 p.m.

Future Scheduled Committee Meetings

Water Resources Association of San Benito County – February 2nd, 2024 @ 4pm

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

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
December 19th, 2023

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

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

Absent: 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 comments were received.

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. Public Employee Performance Review (§ 54957)

General Manager

President Brown retired to closed session at 4:32 p.m. and upon returning to the regular session, moved to take a brief recess at 5:10 p.m. The meeting was reconvened to open session at 5:17 p.m.

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

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

1. December 8th, 2023 Special Meeting- Conference with Legal Counsel – Pending Litigation (§ 54956.9):

County of San Benito vs. SSCWD, San Benito County Superior Court Case No. CU-20-00068
– General Direction given and no action was taken.

2. December 8th, 2023 Regular Meeting - Conference with Legal Counsel – Potential Litigation (§ 54956.9(d)):

Urban Area Water Supply & Treatment Agreement – General Direction given to the General Manager and no action was taken.

3. December 19th, 2023 Regular Meeting - Conference with Legal Counsel – Pending Litigation (§ 54956.9):

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

4. December 19th, 2023 Regular Meeting - Public Employee Performance Review (§ 54957):

General Manager- Item moved to the January agenda.

F. APPROVAL OF AGENDA: Upon a motion made to approve the agenda by Director Mauro, seconded by Director Parker, for which President Brown then took a roll call vote as follows: (JB), yes; (EM), yes; (JP), yes; (DB), yes; the motion carried 4-0 with 1 absent (MA).

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, Water/ Wastewater Superintendent Jose Rodriguez, Finance and HR Manager Barry Kelly.

H. CONSENT AGENDA:

1. Approval of Minutes of the Regular Board Meeting of October 17th, 2023 and November 21st, 2023
2. Allowance of Claims – The Board reviewed the Disbursement Summary (below) for the period of November 1, 2023 through November 30, 2023, totaling \$1,133,288.06 which includes \$414,871.13 for payments to vendors, \$268,573.21 for Payroll, \$447,647.05 paid to the City of Hollister for collection of City sewer billings (net of our fees), and \$1,817.67 for customer refunds.

<u>Date</u>	<u>Number</u>	<u>Name</u>	<u>Amount</u>
11/02/2023	ACH2730	P G & E	\$28,295.63
11/02/2023	JN00521	Net Pay	\$68,772.45
11/02/2023	JN00521	Total Tax	\$18,097.91
11/06/2023	51862	Ace Hardware (Johnson Lumber Co.)	\$245.93
11/06/2023	51863	Agile Occupational Medicine, PC	\$40.00
11/06/2023	51864	Auto Tech Service Center, Inc.	\$185.00
11/06/2023	51865	Badger Meter, Inc.	\$2,597.69
11/06/2023	51866	Brenntag Pacific, Inc.	\$71,438.90
11/06/2023	51867	Central Ag Supply LLC	\$779.27
11/06/2023	51868	City of Hollister-Finance Dept	\$447,647.05
11/06/2023	51869	exceedio	\$1,012.60
11/06/2023	51870	Grainger, Inc.	\$611.22
11/06/2023	51871	Hach Company	\$816.21
11/06/2023	51872	Iconix Waterworks (US) Inc.	\$7,417.33
11/06/2023	51873	J M Electric	\$1,419.50
11/06/2023	51873	J M Electric Reversal	-\$1,419.50
11/06/2023	51874	John Smith Road Landfill	\$331.32
11/06/2023	51875	Mc Gilloway, Ray, Brown & Kaufman	\$8,820.00
11/06/2023	51876	Mission Uniform Service	\$402.04
11/06/2023	51877	Petty Cash	\$35.00
11/06/2023	51878	Quinn Company	\$1,240.62
11/06/2023	51879	Ryan Herco Flow Solutions	\$704.77
11/06/2023	51880	San Benito County Water District	\$379.00
11/06/2023	51881	San Benito Engineering & Surveying Inc.	\$2,880.00
11/06/2023	51882	Star Concrete	\$1,136.21
11/06/2023	51883	TPO	\$1,586.00
11/06/2023	51884	U.S. Bank Corporate Payment Systems	\$5,732.50
11/06/2023	ACH2731	Principal	\$2,987.66
11/08/2023	ACH2732	iCloud	\$12,739.25
11/09/2023	ACH2733	Sterling Administration Health	\$35.00
11/10/2023	ACH2734	ADP	\$2,221.35
11/13/2023	51885	ACC Business	\$1,323.29

11/13/2023	51886	Ace Hardware (Johnson Lumber Co.)	\$502.61
11/13/2023	51887	Auto Tech Service Center, Inc.	\$2,110.00
11/13/2023	51888	Brenntag Pacific, Inc.	\$15,746.07
11/13/2023	51889	Brigantino Irrigation	\$102.27
11/13/2023	51890	Employee Relations, Inc.	\$28.15
11/13/2023	51891	J M Electric	\$751.50
11/13/2023	51892	Michael Vargas Garcia	\$250.00
11/13/2023	51893	Mission Uniform Service	\$605.54
11/13/2023	51894	O'Reilly Auto Parts	\$148.72
11/13/2023	51895	Recology San Benito County	\$342.91
11/13/2023	51896	San Benito Tire Pros & Automotive	\$60.00
11/13/2023	51897	Star Concrete	\$391.12
11/13/2023	51898	Toro Petroleum Corp.	\$3,295.71
11/13/2023	51899	True Value Hardware	\$26.86
11/13/2023	51900	LINDA & MICHAEL WARD	\$128.00
11/13/2023	51901	S PETERSON/BRUCE & PAIGE HARRIS	\$350.00
11/13/2023	51920	KEITH & GRACIELA BREWER	\$217.90
11/14/2023	ACH2735	Colonial Life	\$1,863.36
11/16/2023	ACH2736	Sterling Administration Health	\$134.00
11/16/2023	ACH2737	Nationwide Retirements Solutions	\$9,156.61
11/17/2023	JN00522	Net Pay	\$69,928.81
11/17/2023	JN00522	Total Tax	\$18,208.80
11/20/2023	51902	Ace Hardware (Johnson Lumber Co.)	\$71.04
11/20/2023	51903	Badger Meter, Inc.	\$39,825.18
11/20/2023	51904	Brenntag Pacific, Inc.	\$1,735.29
11/20/2023	51905	Bryan Mailey Electric, Inc	\$3,942.67
11/20/2023	51906	Calcon System, Inc.	\$5,093.00
11/20/2023	51907	De Lay & Laredo	\$7,626.50
11/20/2023	51908	EBCO Pest Control	\$75.00
11/20/2023	51909	Geotech Environmental Equipment, Inc.	\$6,526.74
11/20/2023	51910	John Smith Road Landfill	\$70.29
11/20/2023	51911	Marie Peterson	\$2,400.00
11/20/2023	51912	Mc Master-Carr	\$189.94
11/20/2023	51913	Meter, Valve & Control	\$67,073.87
11/20/2023	51914	Mission Uniform Service	\$1,072.22
11/20/2023	51915	North Bay Pensions, LLC	\$1,200.00
11/20/2023	51916	Streamline	\$3,600.00
11/20/2023	51917	Toro Petroleum Corp.	\$1,831.67
11/20/2023	51918	UWUA Local 820	\$784.72
11/20/2023	51919	Veolia Water Technologies	\$67,893.53
11/20/2023	ACH2738	CalPERS - Retirement	\$23.08
11/20/2023	ACH2739	CalPERS - Retirement	\$23.08
11/20/2023	ACH2740	CalPERS - Retirement	\$7,563.64
11/20/2023	ACH2741	CalPERS - Retirement	\$8,409.80
11/20/2023	ACH2742	CalPERS - Retirement	\$7,757.71
11/20/2023	ACH2743	CalPERS - Retirement	\$7,602.36
11/20/2023	ACH2744	Nationwide Retirements Solutions	\$9,387.38
11/20/2023	ACH2745	CalPERS - Health Insurance	\$25,509.02
11/27/2023	51736	SELAM TEKLE & ALEM BERHANE	\$9.51
11/27/2023	51921	A-1 Services	\$403.00
11/27/2023	51922	Abel Alvarez	\$250.00
11/27/2023	51923	Brenntag Pacific, Inc.	\$27,373.60
11/27/2023	51924	Central Ag Supply LLC	\$320.99

11/27/2023	51925	Corbin Willits Systems, Inc. (MOM's)	\$150.00
11/27/2023	51926	InfoSend	\$3,429.05
11/27/2023	51927	Rain for Rent	\$7,718.49
11/27/2023	51963	THOMAS P SWARTS	\$38.76
11/27/2023	51964	JARED & HEATHER BISHOP	\$37.36
11/27/2023	51965	LENNARD J DAVID	\$150.00
11/27/2023	51966	FRANCISCO GARFIAS MEDINA	\$186.02
11/27/2023	51967	CRAIG & C/O MARK GUERRA	\$69.59
11/27/2023	51969	GRAHAM CONTRACTORS INC,	\$537.90
11/27/2023	ACH2746	Sterling Administration Health	\$373.29
11/30/2023	51962	ARMANDO GONZALEZ & MARISSA NEWTON	\$92.63

-\$1,133,288.06

3. Receive Associate Engineer Monthly Status Report. (November Report Not Available)
4. Receive Finance Manager Monthly Status Reports: a. Narrative Report, b. Operation Summary, c. Statement of Income, d. Investment Summary, and e. Board Designated Reserves.
5. Receive Superintendent Monthly Status Reports: a. Maintenance, b. City Meter Reading, and c. Groundwater Level Measurement.
6. Receive General Manager Monthly Status Report.
7. Receive the ACWA/JPIA President's Special Recognition Award for Continuing to Maintain a Safe and Healthy Workplace. (Not a Project Under CEQA per Article 20, Section 15378)

Director Buzetta requested to pull item H-4, Finance Manager Monthly Status Reports, to discuss operations and asked for it to be moved to New Business I-4. President Brown asked for public comment and upon receiving none, President Brown requested a motion to approve the consent agenda. Upon a motion made by Director Parker to approve the Consent Agenda with Director Buzetta's request, seconded by Director Mauro, for which President Brown then took a roll call vote as follows: (JP), yes; (EM), yes; (JB), yes; and (DB) yes; the motion carried 4-0 with 1 absent (MA).

I. NEW BUSINESS:

- 1. Take Appropriate Action To Elect A President And Vice-President Of The Board Of Directors, And President To Assign Director Duties To Standing District Committees For 2024. (Not A Project Under CEQA Per Article 20, Section 15378)**

General Manager/Secretary Lander stated that the Board of Directors annually elects one of the five Board of Directors to serve as the President of the Board and a second Director to serve as the Vice President of the Board. The President of the Board then assigns Directors to serve on the four standing committees, the Water Resources Agency, the Association of California Water Agency Joint Powers Insurance Authority, and to perform check signing responsibilities on behalf of the District. Director Dee Brown served as President and Director Ed Mauro has served as Vice President for 2023.

Director Buzetta nominated Director Mauro as President, and Director Mauro accepted the nomination. The motion was seconded by Director Parker, Director Brown then took a roll call vote as follows: (JP), yes; (EM), yes; (JB) yes; and (DB) yes; the motion carried 4-0 with 1 absent (MA).

President Mauro assumed his role as President by switching seats with former President Brown and took over conducting the remainder of the meeting.

Director Buzzetta nominated Director Parker for Vice-President; Director Parker accepted the nomination. The motion was seconded by Director Mauro who then took a roll call vote as follows: (JP), yes; (JB), yes; (EM) yes; and (DB) yes; the motion carried 4-0 with 1 absent (MA).

President Mauro assigned Directors to the following committees or as agency representatives:

- Finance Committee – Jerry Buzzetta & Ed Mauro (Alternate – Mike Alcorn)
- Water/Wastewater Committee – Jerry Buzzetta & Jim Parker (Alternate – Ed Mauro)
- Employee & Personnel Committee – Ed Mauro & Dee Brown (Alternate –Mike Alcorn)
- Policy and Procedures Committee – Jim Parker & Dee Brown (Alternate Jerry Buzzetta)
- Water Resources Agency – Mike Alcorn (Alternate – Jim Parker)
- ACWA/JPIA Board Representative – Mike Alcorn (Alternate – Dee Brown)
- District Check Signing Responsibility for 2023 –
 - First quarter – Jim Parker;
 - Second quarter – Mike Alcorn;
 - Third quarter – Dee Brown
 - Fourth quarter – Jerry Buzzetta

2. Board Will Review The 2024 Calendar And Modify The Meeting Schedule For The Coming Year As Needed Beginning With Regularly Schedule Board Meetings To Be Scheduled On The 3rd Tuesday Of The Month. Board Will Approve by Motion All Changes To The Calendar. (Not A Project Under CEQA Per Article 20, Section 15378)

General Manager Lander brought this item to the board to review all the board meetings scheduled in 2024 and give the directors a chance to make adjustments as necessary. Director Mauro requested that the May meeting be moved from May 21st to the 14th.

President Mauro then asked for any public comment. Upon receiving no public comment, President Mauro requested a motion to approve the item. Director Brown made a motion to change May 2024's meeting from May 21st to May 14th. This motion was seconded by Director Buzzetta for which President Mauro then took a roll call vote as follows: (JB), yes; (DB), yes; (JP) yes; and (EM) yes; the motion carried 4-0 with 1 absent (MA).

3. Consider Accepting The San Benito Urban Areas Water Supply And Treatment Master Plan Update, Previously Referred To As The Water Supply Master Plan Update, As A Water Supply Plan Update Of The Hollister Urban Area Water & Wastewater Master Plan Prepared On Behalf Of The San Benito County Water District, City Of Hollister, And Sunnyslope County Water District.

San Benito County Water District's General Manager Steve Wittry introduced himself and presenter Holly Kennedy, from consulting engineering firm HDR, who worked on the original Master Plan and it's updates along the way. Miss Kennedy gave a power point presentation of the Hollister Urban Area Water & Wastewater Master Plan. This presentation included the key objectives of the Master Plan, which entails continually working towards improving drinking and recycled water quality goals. There was much

discussion amongst the Board with Holly Kennedy and Steve Wittry regarding a variety of components that are involved in the Master Plan, but a key topic of discussion was the increased operating costs that come with improved water quality.

Presenter Holly Kennedy was discussing the impact that 80% or 90% imported surface water would have on hardness and overall water quality, which lead Director Buzzetta to open discussion on cost vs. benefit in the matter. As presented, the drinking water meets all primary federal and state drinking water regulations, but the high mineral content still creates issues in taste, odor and household appliance longevity. Since the Master Plan aims to improve water quality and implement water supply options to increase dry year water supply reliability, utilizing the full allocation from CVP in a full allocation year is going to be critical in maintaining our allocation numbers in the years following. The CVP uses the last 3 full allocation years to determine future allocation numbers, therefore utilizing a full allocation ensures drought years with less allocation will still get a fair amount of water. Although utilizing the full allocation increases operation costs, at a tune of an additional \$1 million, if spot market water had to be purchased in drought years prices are double per acre foot.

Presenter Holly Kennedy additionally presented on the different surface and groundwater storage concepts as well as the capital improvement programs that are suggested within the Master Plan.

The Board decided to receive this item and move forward at this time without a motion.

4. Finance Manager Monthly Status Report Discussion.

Director Buzzetta had this item pulled from the consent agenda to discuss the increase in operation costs that are attributed to inflation and both water treatment plants being run at full capacity. Director Buzzetta brings attention to the “Statements of a. Operations, b. Income, c. Investment, and d. Board Designated Reserves” to emphasize the impact that running both plants is having on the district financially. With the district working on a rate study, Director Buzzetta also discusses how the increased costs will affect customer rates and expresses his concern for potential customer dissatisfaction. General Manager Lander explains how utilizing the full allocation of water for the year will increase the allocation on drought years, ensuring we have enough water for our customers and won't have to purchase water at spot market prices. Director Mauro and Mr. Lander had back and forth discussion on the unknowns of utilizing the full allocation this year, with a possibility of receiving a full allocation next year as well.

President Mauro then asked for any public comment. Upon receiving no public comment, President Mauro requested a motion to approve the item. Director Parker made a motion to approve the Finance Manager's monthly status reports. This motion was seconded by Director Brown for which President Mauro then took a roll call vote as follows: (DB), yes; (JB), yes; (JP) yes; and (EM) yes; the motion carried 4-0 with 1 absent (MA).

J. BOARD COMMITTEE and STATUS REPORTS

1. **Governance Committee:** (No meeting)
2. **Water/Wastewater Committee:** (No Meeting)
3. **Finance Committee:** (No meeting)
4. **Policy and Procedure Committee:** (No meeting)
5. **Personnel Committee:** (No Meeting)

6. **Water Resources Association of San Benito County (WRA):** (Meeting Held December 7th- General Manager Lander reported that Sean Novack is working towards acquiring more grant money for the lawn buyout project to be able to make funds available to commercial properties.)

K. BOARD and STAFF REPORTS

1. **Directors:** No Report.
2. **District Counsel:** No Report.
3. **General Manager:** GM Lander reported the current progress with the City sewer contract for Cielo Vista, indicating it is moving forward and the board will soon be seeing a number of resolutions pertaining to the project. In addition to Cielo Vista, Gavilan college is hopefully going to be connected to sewer by July. Mr. Lander also reported that the rate model is still making progress and he is working towards bringing a Best Road Mutual contract in front of the board soon to have Wallace Group manage construction.

L. FUTURE AGENDA ITEMS: Willow Landing Development Agreement, Fairview Corners Development Agreement, Gavilan College Development Agreement

M. ADJOURNMENT: President Mauro adjourned the meeting at 8:35 p.m.

APPROVED BY THE BOARD:

Edward J. Mauro, President

RESPECTFULLY SUBMITTED:

Drew A. Lander, Secretary



Sunnyslope Water District

Disbursement Reports FY 23-24

December 1, 2023 through December 31, 2023

Date	Num	Name	Amount
12/01/2023	JN00530	Net Pay	\$74,957.44
12/01/2023	JN00530	Total Tax	\$20,453.98
12/04/2023	51928	Ace Hardware (Johnson Lumber Co.)	\$323.20
12/04/2023	51930	AT&T	\$1,128.29
12/04/2023	51931	Brenntag Pacific, Inc.	\$29,303.74
12/04/2023	51932	Brigantino Irrigation	\$259.97
12/04/2023	51933	Calcon System, Inc.	\$1,790.00
12/04/2023	51934	CM Analytical, Inc.	\$18,946.25
12/04/2023	51935	Don Chapin Co. Inc., The	\$167.00
12/04/2023	51936	Edward Mauro	\$87.97
12/04/2023	51937	ERS Industrial Services, Inc.	\$12,540.00
12/04/2023	51938	exceedio	\$3,397.04
12/04/2023	51939	Grainger, Inc.	\$621.71
12/04/2023	51940	Green Line	\$20,298.00
12/04/2023	51941	Greenwood Chevrolet	\$46,000.00
12/04/2023	51942	Greenwood Chevrolet	\$46,000.00
12/04/2023	51943	Greenwood Chevrolet	\$1,853.28
12/04/2023	51944	Hach Company	\$2,424.15
12/04/2023	51945	Hollister Auto Parts, Inc.	\$291.38
12/04/2023	51946	Iconix Waterworks (US) Inc.	\$2,126.34
12/04/2023	51947	Interstate Battery System of San Jose Inc	\$412.05
12/04/2023	51948	Mission Uniform Service	\$491.87
12/04/2023	51949	O'Reilly Auto Parts	\$60.00
12/04/2023	51950	Petty Cash	\$90.00
12/04/2023	51951	Razzolink.com	\$76.95
12/04/2023	51952	RJR Recycling	\$1,000.00
12/04/2023	51953	San Benito County Water District	\$790,933.47
12/04/2023	51955	San Benito Tire Pros & Automotive	\$888.52
12/04/2023	51956	Scott Watson	\$70.70
12/04/2023	51957	Star Concrete	\$246.91
12/04/2023	51958	State Water Resources Control Board-DWOCF	\$90.00
12/04/2023	51959	Trans Union LLC	\$169.46
12/04/2023	51960	Verizon Wireless	\$519.28
12/04/2023	51961	Wallace Group	\$5,798.75
12/05/2023	ACH2749	CalPERS - Retirement	\$7,933.84
12/05/2023	ACH2750	CalPERS - Retirement	\$7,390.61
12/05/2023	ACH2763	P G & E	\$25,041.61

Disbursement Reports FY 23-24

12/05/2023	ACH2764	Principal	\$3,235.87
12/06/2023	ACH2755	CalPERS - Retirement	\$23.08
12/06/2023	ACH2760	Nationwide Retirements Solutions	\$8,681.22
12/07/2023	51999	LOURDES L DEAN	\$60.03
12/07/2023	ACH2759	iCloud	\$12,638.95
12/08/2023	ACH2765	Sterling Administration Health	\$100.00
12/09/2023	JN00532	Net Pay	\$71,114.63
12/09/2023	JN00532	Total Tax	\$18,433.45
12/12/2023	51970	Ace Hardware (Johnson Lumber Co.)	\$115.44
12/12/2023	51971	All American Mailing, Inc.	\$3,195.85
12/12/2023	51972	Brenntag Pacific, Inc.	\$25,782.73
12/12/2023	51973	Bryan Mailey Electric, Inc	\$4,344.47
12/12/2023	51974	Calgon Carbon Corporation	\$71,697.79
12/12/2023	51975	City of Hollister-Finance Dept	\$431,452.60
12/12/2023	51976	Community Printers, Inc.	\$2,057.61
12/12/2023	51977	Doane and Hartwig Water Systems, Inc.	\$18,683.75
12/12/2023	51978	Endress & Hauser, Inc.	\$3,022.97
12/12/2023	51979	Factory Direct Hose LLC	\$5,432.46
12/12/2023	51980	Hach Company	\$361.12
12/12/2023	51981	Interstate Battery System of San Jose Inc	\$58.46
12/12/2023	51982	J M Electric	\$334.00
12/12/2023	51983	Kevin Castro	\$130.01
12/12/2023	51984	Meter, Valve & Control	\$59,303.00
12/12/2023	51985	Michael Alcorn	\$622.27
12/12/2023	51986	Mission Uniform Service	\$492.62
12/12/2023	51987	MuniQuip, LLC	\$8,375.83
12/12/2023	51988	O'Reilly Auto Parts	\$39.31
12/12/2023	51989	Rain for Rent	\$4,388.59
12/12/2023	51990	Recology San Benito County	\$342.91
12/12/2023	51991	San Benito Engineering & Surveying Inc.	\$3,760.00
12/12/2023	51992	Simplot Grower Solutions	\$1,392.00
12/12/2023	51993	Star Concrete	\$447.93
12/12/2023	51994	Toro Petroleum Corp.	\$1,613.42
12/12/2023	51995	Trans Union LLC	\$219.10
12/12/2023	51996	TTI Developers, Inc.	\$3,806.50
12/12/2023	51997	U.S. Bank Corporate Payment Systems	\$5,399.65
12/13/2023	ACH2758	Colonial Life	\$1,863.36
12/15/2023	ACH2747	ADP	\$2,221.35
12/15/2023	ACH2751	CalPERS - Retirement	\$7,894.56
12/15/2023	ACH2752	CalPERS - Retirement	\$7,565.68

Disbursement Reports FY 23-24

12/15/2023	ACH2756	CalPERS - Retirement	\$23.08
12/15/2023	ACH2761	Nationwide Retirements Solutions	\$8,681.22
12/18/2023	52000	ACC Business	\$1,323.29
12/18/2023	52001	Ace Hardware (Johnson Lumber Co.)	\$190.83
12/18/2023	52002	Anne Muraski	\$7,942.50
12/18/2023	52003	Brenntag Pacific, Inc.	\$21,862.67
12/18/2023	52004	Calcon System, Inc.	\$890.00
12/18/2023	52005	EBCO Pest Control	\$75.00
12/18/2023	52006	Green Line	\$27,700.00
12/18/2023	52007	John Smith Road Landfill	\$1,058.10
12/18/2023	52008	Maggiora Bros. Drilling, Inc.	\$9,424.23
12/18/2023	52009	Mission Uniform Service	\$435.05
12/18/2023	52010	Paine's Restaurant, INC	\$1,421.38
12/18/2023	52011	Quinn Company	\$250.00
12/18/2023	52012	San Benito County Water District	\$278.50
12/18/2023	52013	San Benito Tire Pros & Automotive	\$3,419.48
12/18/2023	52014	State Water Resources Control Board-AFRS	\$868.00
12/18/2023	52015	State Water Resources Control Board-AFRS	\$26,785.00
12/18/2023	52016	Toro Petroleum Corp.	\$1,629.97
12/18/2023	52017	U.S. Bank Corporate Payment Systems	\$92.29
12/20/2023	52019	JOHN POPYLISEN & MICHELE HALL	\$150.00
12/20/2023	52020	REBECCA C. PRICE & NICHOLAS T. HOWELL	\$150.00
12/20/2023	52021	N SOBHANIPOUR & SHAHRYAR JAMSHIDI	\$181.51
12/20/2023	52022	SHARMILA & SATRAJIT MISRA	\$48.48
12/20/2023	52023	PETER KUANG & JIAN LIANG	\$96.89
12/20/2023	52024	MARC & RHODALYN CALADMAN	\$301.91
12/20/2023	52025	LEONARD ROVAI	\$204.35
12/20/2023	52026	SANCO PIPELINES,	\$630.74
12/21/2023	ACH2766	Sterling Administration Health	\$488.00
12/22/2023	ACH2767	Sterling Administration Health	\$500.00
12/26/2023	52027	A-1 Services	\$403.00
12/26/2023	52028	Ace Hardware (Johnson Lumber Co.)	\$62.21
12/26/2023	52029	Brenntag Pacific, Inc.	\$49,813.48
12/26/2023	52030	Brigantino Irrigation	\$180.71
12/26/2023	52031	Calif. Special Districts Association	\$9,050.00
12/26/2023	52032	Central Ag Supply LLC	\$421.92
12/26/2023	52033	CM Analytical, Inc.	\$19,225.00
12/26/2023	52034	Edges Electrical Group, LLC	\$414.29
12/26/2023	52035	Eva Green Power	\$580,528.36
12/26/2023	52036	exceedio	\$3,451.04

Disbursement Reports FY 23-24

12/26/2023	52037	First Trust Alarm Company	\$753.00
12/26/2023	52038	Greenwood Chevrolet	\$61,805.54
12/26/2023	52039	Hollister Auto Parts, Inc.	\$209.48
12/26/2023	52040	Hollister True Value	\$14.73
12/26/2023	52041	Jerry Buzzetta	\$516.80
12/26/2023	52042	MBS Business Systems	\$592.81
12/26/2023	52043	Metropolitan Compounds Inc	\$9,279.46
12/26/2023	52044	Mission Uniform Service	\$524.54
12/26/2023	52045	O'Reilly Auto Parts	\$20.74
12/26/2023	52046	Palace Business Solutions	\$77.38
12/26/2023	52047	Petty Cash	\$220.00
12/26/2023	52048	Quinn Company	\$841.03
12/26/2023	52049	Reliable Translations	\$1,748.44
12/26/2023	52050	San Benito County Water District	\$484,007.78
12/26/2023	52052	Toro Petroleum Corp.	\$2,057.47
12/26/2023	52053	USA Blue Book	\$1,681.65
12/26/2023	52054	VEOLIA WTS Analytical Instruments, Inc	\$104,316.36
12/26/2023	52055	MICHAEL GRACE JR	\$31.92
12/29/2023	ACH2748	CalPERS - Health Insurance	\$31,269.36
12/29/2023	ACH2753	CalPERS - Retirement	\$7,942.38
12/29/2023	ACH2754	CalPERS - Retirement	\$7,565.69
12/29/2023	ACH2757	CalPERS - Retirement	\$203.10
12/29/2023	ACH2762	Nationwide Retirements Solutions	\$14,978.51
12/29/2023	JN00533	Net Pay	\$69,807.75
12/29/2023	JN00533	Total Tax	\$18,525.92
			\$3,514,532.65

S U M M A R Y:

Accounts Payable Paid to:

Vendors	\$1,414,150.39
Payroll - Employee	\$391,854.08
San Benito County	\$1,275,219.75
City of Hollister for City Billing Collected, Net of Fees	\$431,452.60
Customer Refunds & Returned Checks/ACH	\$1,855.83
Debt & Finance	\$0.00
Total Disbursements	\$3,514,532.65

Staff Report

Agenda Item: **H – 4a**

DATE: Jan 11, 2024 (January 23, 2024 Meeting)

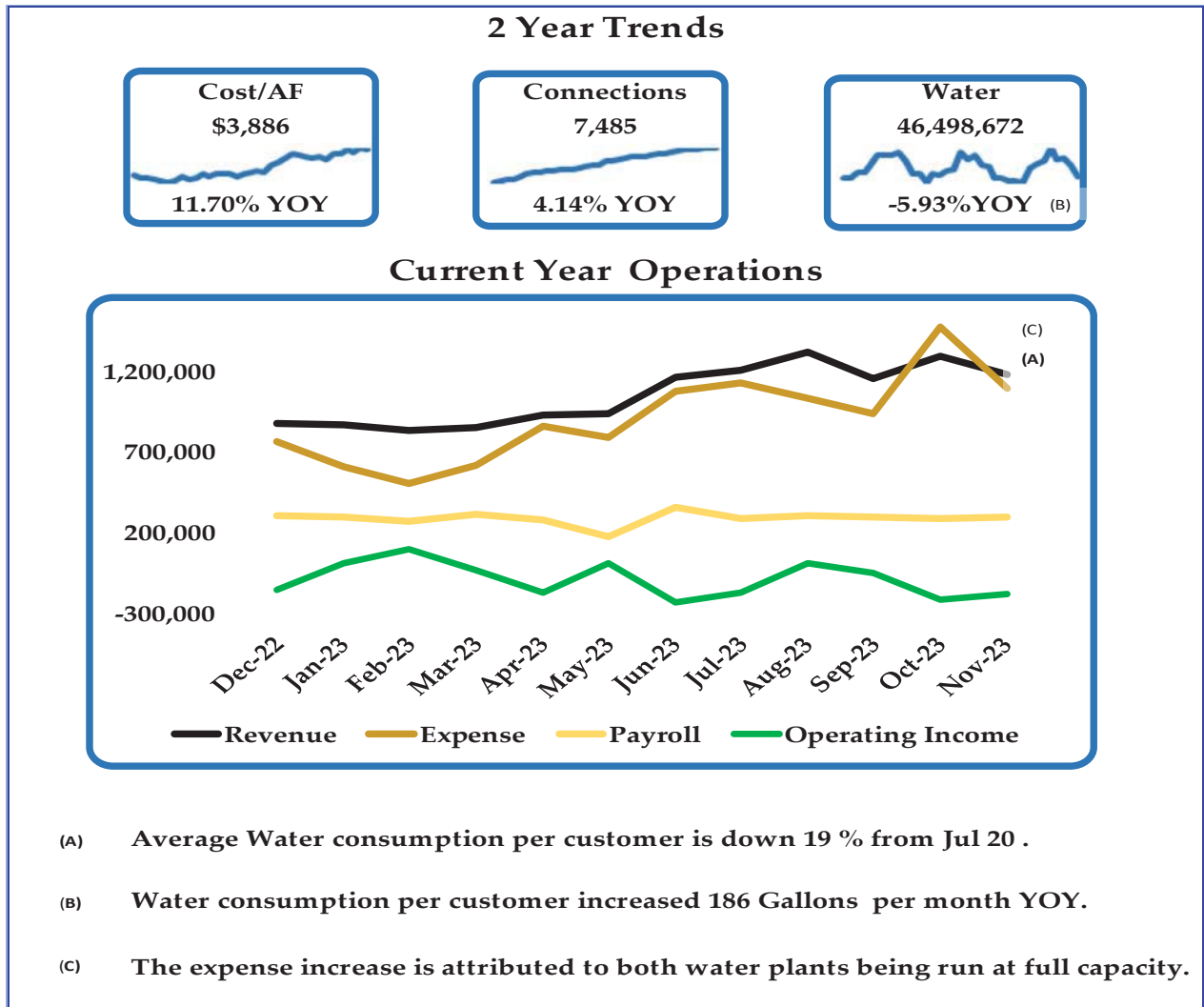
TO: Board of Directors

FROM: Finance & Human Resource Manager, Barry Kelly

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

OVERVIEW

(Nov 2023)



OPERATIONS SUMMARY

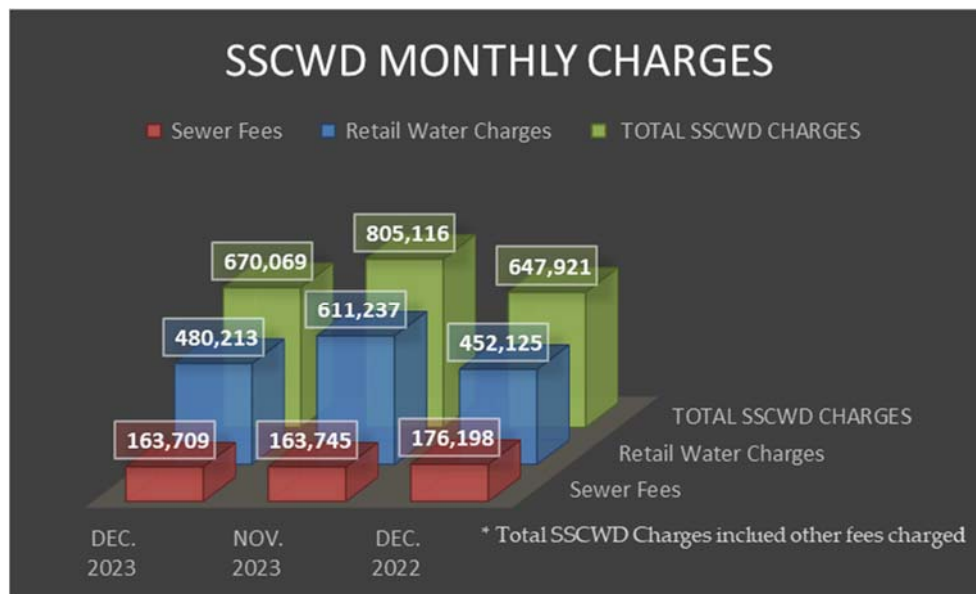
(Dec 2023)

Connections increased by 2 accounts in December . We now serve 7,485 customers and 5,680 accounts utilize online services and electronic payments.

YTD Revenue for FY 24 increased 11% YOY.

Receivables from operations total \$1.3m. 21% percent is past due. O&M receivables total \$384k which comprises December activity. Nothing is overdue. San Benito Foods O&M totals \$337k and comprises all eight months of the current contract and \$71k of capital improvements from Nov 2022. Their contract allows them one month of operating activity or \$33k in credit, thus they are \$304k in arrears. Negotiations are ongoing to resolve this issue.

Water consumption YTD is up 7% from one year ago. Billed Metered water YTD through is 460.9 MM gallons vs 429.3 MM in the prior year. Operations is taking steps to also discover the cause of water loss numbers which have been higher than expected. Coordination with the City of Hollister is ongoing to update the intertie flowmeters which is the expected cause of the discrepancy.



STATEMENT OF INCOME VS BUDGET

(Nov 23)

YTD, we show an overall Net Operating loss of \$(548k) vs a loss of \$(338k) in the prior year. The projected FY24 net income from operations is a loss of 1.1 million vs a budgeted loss of 2.3 MM. and an actual loss of \$799k in the previous fiscal year. The increased deficit is attributed to the cost

of operating the plants at full capacity as anticipated in the Water Supply and Treatment Agreement. The surface water blend averaged 34% in the prior year and was 75% in November. The impact of this was to add 40k to the actual loss for the month, supporting the need for increased rates to support the improved water quality.

INVESTMENT SUMMARY

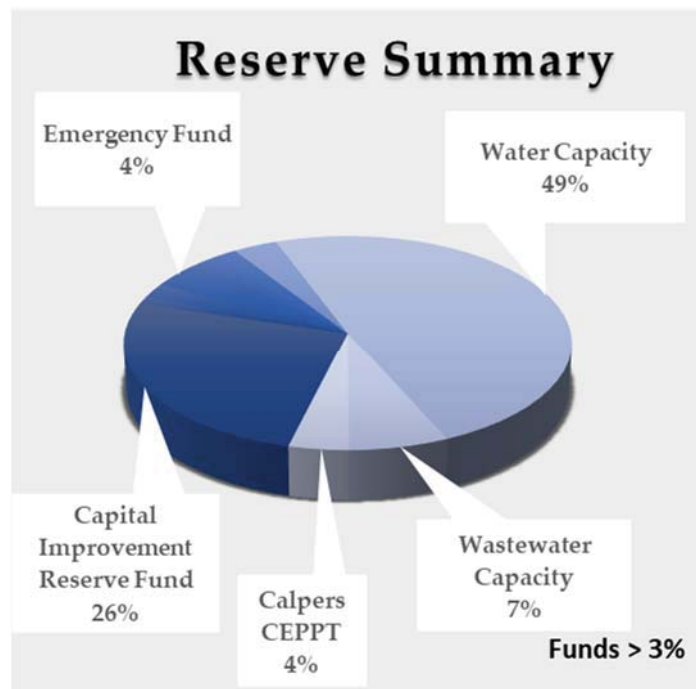
(Nov 2023)

Cash and invested funds total \$24.7 million. Over 22.4 million is earning between 3.5% and 4.5%. The FY24 income from investments is projected to be 600k.

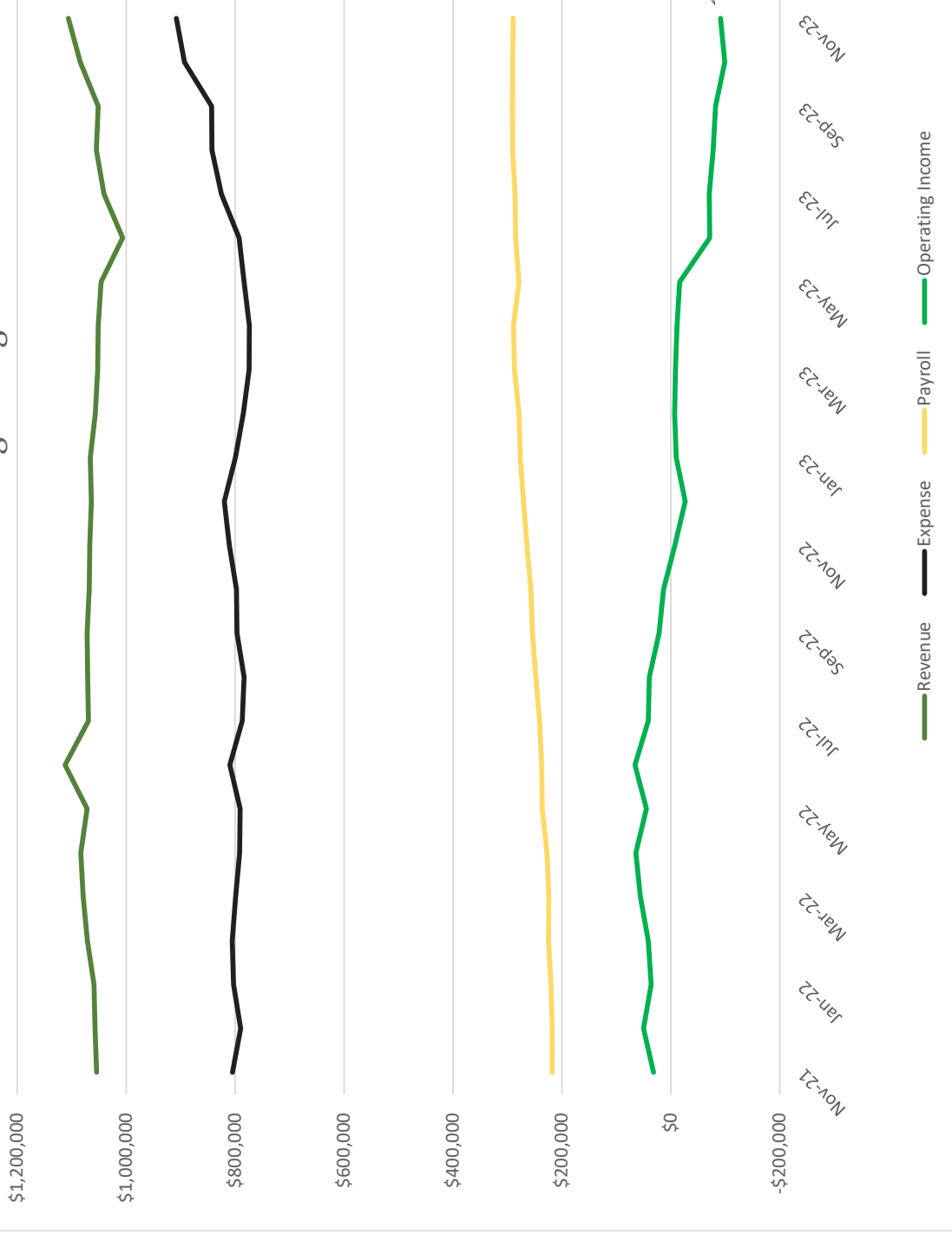
RESERVES

(Nov 2023)

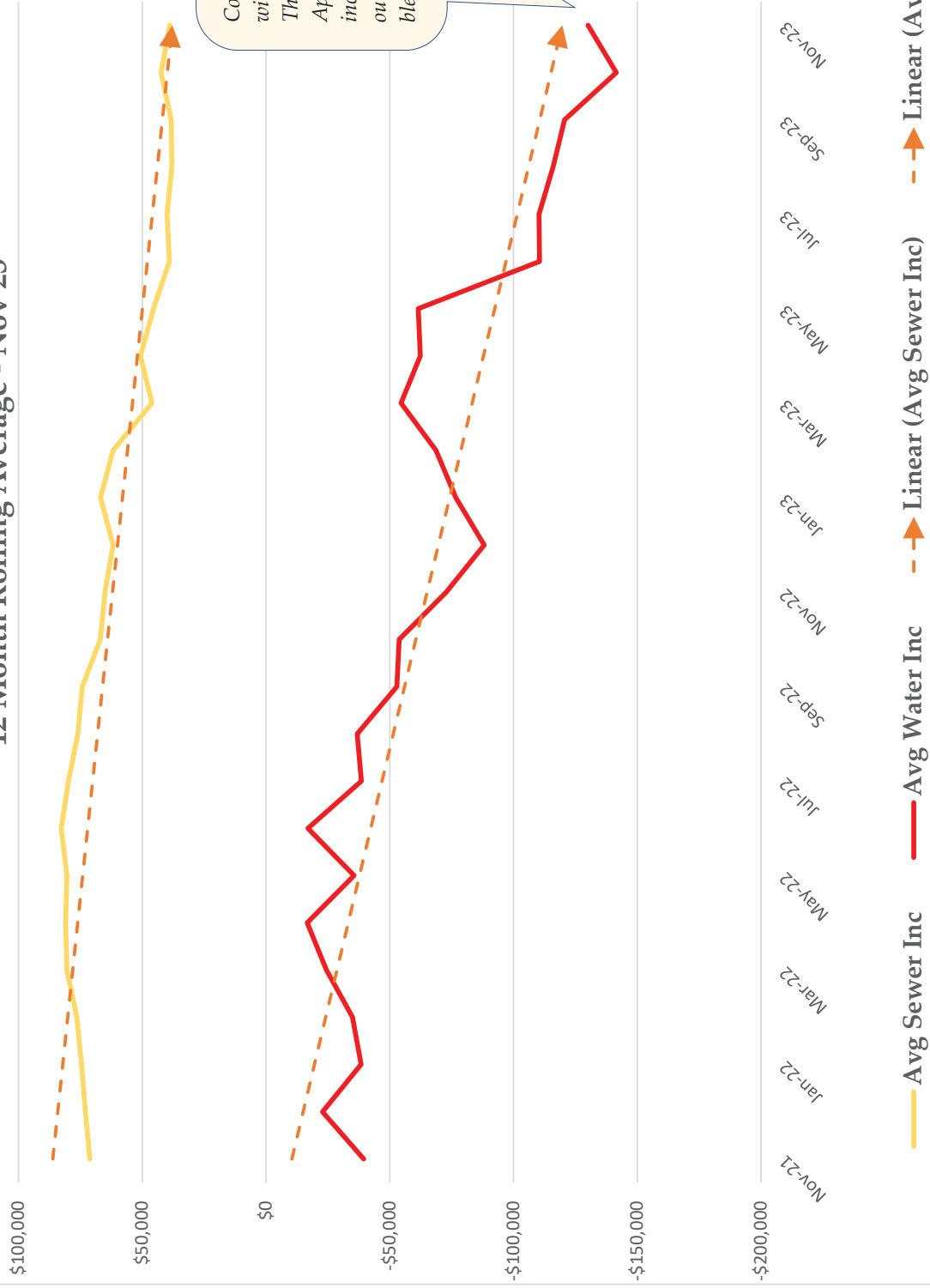
Reserves total \$22.8 million which equals 43% of capitalized assets. See the Board Designated Reserve report for a summary of the transactions and the status of actual expenditures per Board authorized expenditures.



Statement of Operating Income 12 Month Rolling Average - Nov 23

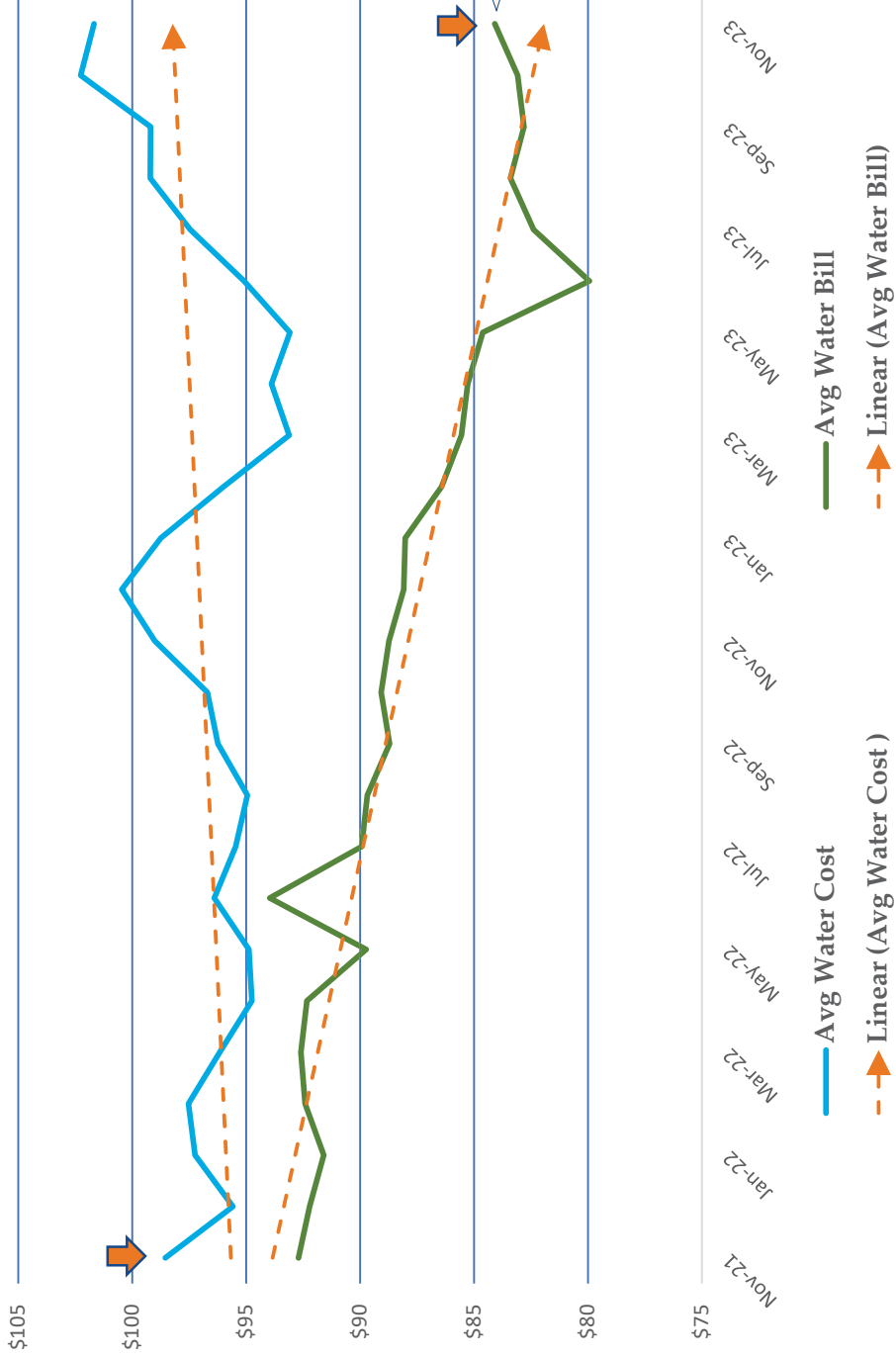


Operating Income by Segment 12 Month Rolling Average - Nov 23



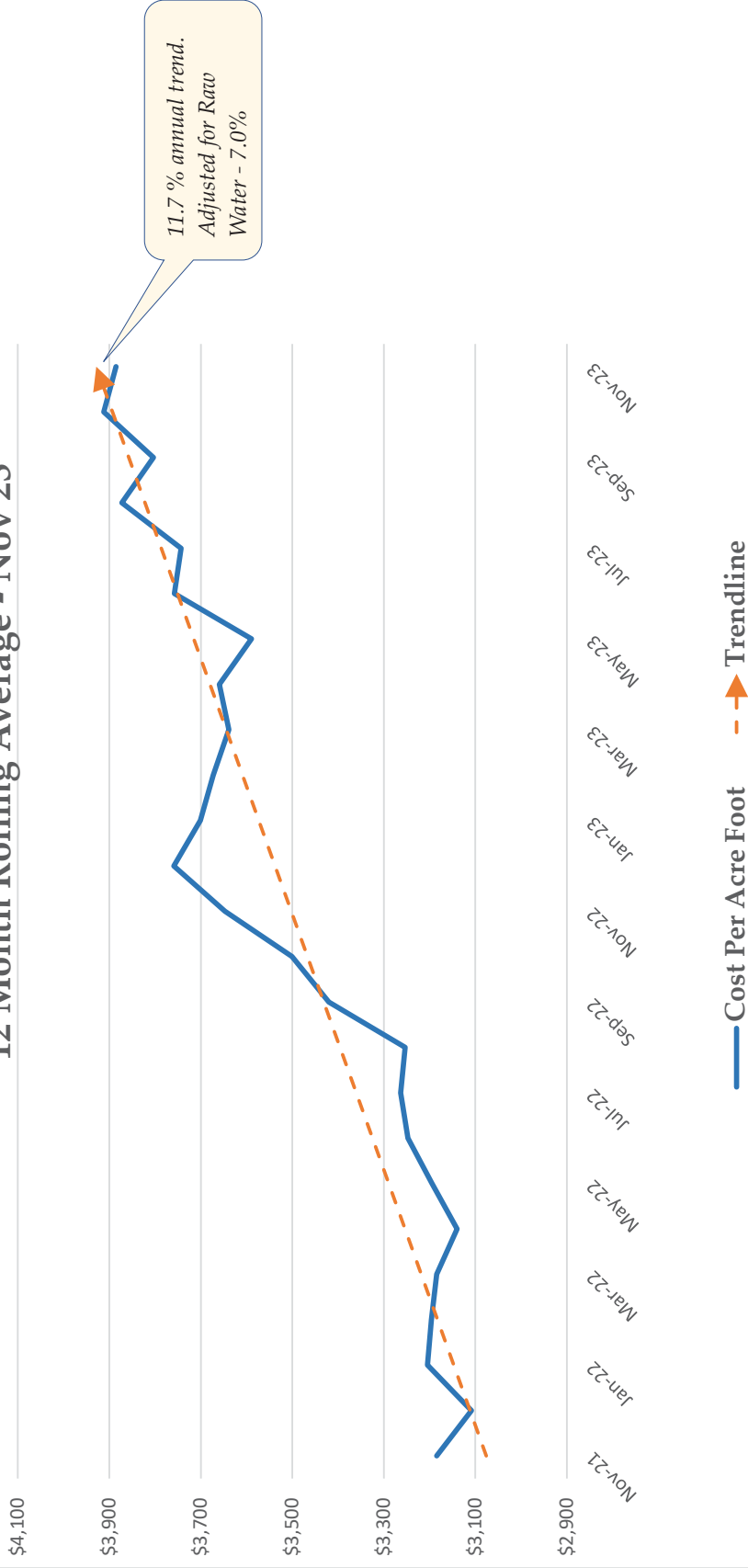
Consistent losses addressed with rate study.
 The increase in loss since April is attributed to the increase water plant output and surface water blend.

Per Customer Water Charges 12 Month Rolling Average - Nov 23



The difference between water costs and the average bill has grown from \$4 to \$17 since Nov 21. Average cost per customer has increased \$3 over the same period.

Cost Per Acre Foot 12 Month Rolling Average - Nov 23



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

ITEMS	JULY 2023	AUG. 2023	SEPT. 2023	OCT. 2023	NOV. 2023	DEC. 2023	JAN. 2024	FEB. 2024	MAR. 2024	APR. 2024	MAY 2024	JUNE 2024	YTD TOTAL
NO. WATER CAPACITY FEE RECD	7	8	-	-	23	13	2	-	-	-	-	-	53
NO. WW CAPACITY FEE RECD	5	4	-	-	-	-	-	-	-	-	-	-	9
NO. WATER ACCOUNTS	7,413	7,413	7,419	7,459	7,457	7,485	7,485	7,485	7,485	7,485	7,485	7,485	
NO. SSCWD SEWER ACCTS	1,302	1,308	1,309	1,306	1,308	1,305	1,305	1,305	1,305	1,305	1,305	1,305	
NO. COH SEWER ACCTS	4,877	4,884	4,906	4,922	4,938	4,972	4,972	4,972	4,972	4,972	4,972	4,972	
Total WaterSmart / Invoice Cloud	5,653	5,470	5,864	5,693	5,661	5,680	-	-	-	-	-	-	
NO. E-BILL Invoice Cloud (Paperless)	2,090	2,119	2,153	2,146	2,164	2,180	-	-	-	-	-	-	
MONTHLY CHARGES													
Retail Water Charges	\$ 678,622.03	\$ 851,334.48	\$ 684,394.94	\$ 710,883.41	\$ 611,236.80	\$ 480,213.33							\$ 4,016,684.99
Sewer Fees	162,527.70	162,127.99	164,279.77	163,759.42	163,744.51	163,708.67							980,148.06
Installation Fees	2,960.00	4,860.00	10,439.18	9,315.00	6,215.00	810.00							24,160.00
Late Fees	7,400.35	8,213.75	10,439.18	7,676.22	7,622.41	9,058.06							50,921.17
COH Billing Fees	14,679.00	14,721.00	14,808.00	14,832.00	14,922.00	15,009.00							88,971.00
Other Misc. Fees	2,785.48	2,325.39	1,600.00	30,186.38	1,375.73	1,290.00							39,562.98
TOTAL SSCWD CHARGES	\$ 868,974.76	\$ 1,043,582.61	\$ 875,521.89	\$ 936,654.43	\$ 805,116.43	\$ 670,069.06							\$ 5,199,919.20
CITY OF HOLLISTER CHARGES													
COH Sewer Fees	439,232.35	440,073.98	441,641.95	443,488.36	444,804.27	446,587.41							\$ 2,655,828.32
COH Street Sweeping	11,143.60	11,149.86	11,194.04	11,241.20	11,277.80	11,321.04							67,327.54
COH Senior Discount	(1,427.10)	(1,407.00)	(1,414.80)	(1,459.26)	(1,467.30)	(1,467.30)							(8,442.76)
Total COH Charges	448,948.85	449,816.84	451,421.19	453,270.30	454,614.77	456,441.15							2,714,313.10
Late Fees	5,371.85	5,635.57	5,292.91	5,482.09	5,140.00	4,907.40							31,829.82
TOTAL COH CHARGES	\$ 454,320.70	\$ 455,452.41	\$ 456,714.10	\$ 458,752.39	\$ 459,754.77	\$ 461,348.55							\$ 2,746,142.92
ACCOUNTS RECEIVABLE - A/R													
A/R for Sunnyslope Water **	\$ 994,039.75	\$ 1,182,589.86	\$ 1,028,536.87	\$ 1,028,959.80	\$ 950,312.12	\$ 824,990.90							
A/R for City of Hollister **	563,971.82	584,258.78	576,598.85	574,964.95	586,571.15	590,785.95							
Unapplied Payments	(48,720.53)	(48,256.13)	(43,957.84)	(47,912.58)	(55,020.27)	(68,083.30)							
Outstanding Bills Owed	\$ 1,509,291.04	\$ 1,718,592.51	\$ 1,561,177.88	\$ 1,556,012.17	\$ 1,481,863.00	\$ 1,347,693.55							
Past Due	267,120.54	259,706.29	289,851.57	265,104.60	276,827.88	283,998.10							
% Past Due	17.70%	15.11%	18.57%	17.04%	18.68%	21.07%							
SSCWD O&M Owed	\$562,694.15	\$496,071.00	\$370,881.77	\$384,771.95	\$394,771.95	\$384,771.95							
San Benito Funds Owed	\$467,638.17	\$ 270,971.34	\$ 304,304.67	\$ 337,638.00									

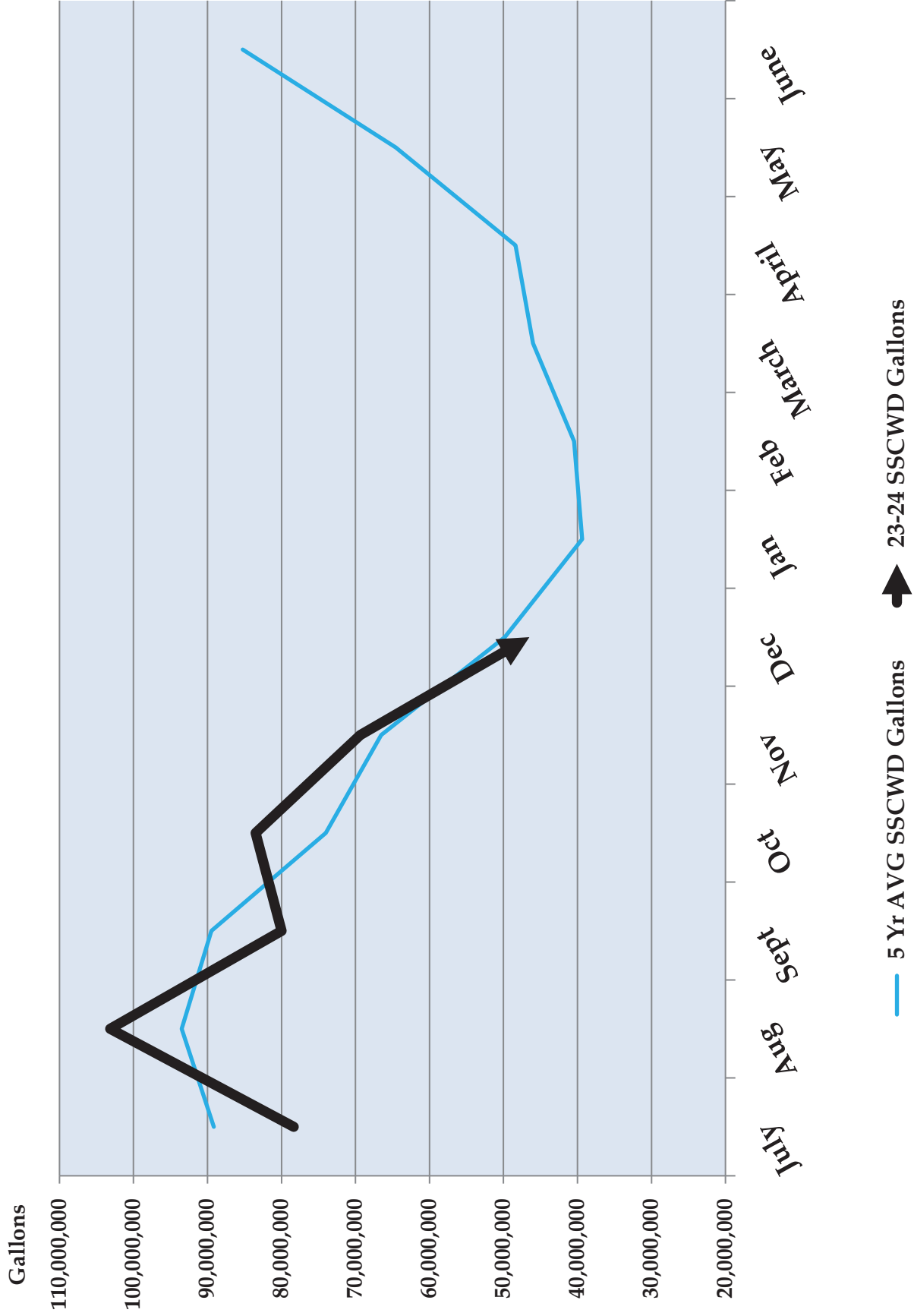
Sunnyslope County Water District
 2023 / 2024
 OPERATION SUMMARY (This Year)

ITEMS	JULY 2023	AUG. 2023	SEPT. 2023	OCT. 2023	NOV. 2023	DEC. 2023	JAN. 2024	FEB. 2024	MAR. 2024	APR. 2024	MAY 2024	JUNE 2024	YTD TOTAL
WATER METERED													
Cubic Feet	10,476,000	13,790,400	10,695,300	11,162,700	9,273,100	6,216,400	-	-	-	-	-	-	61,613,900
Total SSCWD Gallons	78,360,480	103,152,192	80,000,844	83,496,996	69,362,788	46,498,672	-	-	-	-	-	-	460,871,972
WATER SOURCE													
Well #2 (Southside Road)	3,216,000	4,438,000	1,566,000	20,000	378,000	1,024,000	-	-	-	-	-	-	10,642,000
Well #5 (Ray Cir/Enterprise)	1,258,700	1,445,061	2,941,907	3,086,942	1,968,696	1,782,157	-	-	-	-	-	-	12,483,463
Well #7 (Enterprise Rd)	1,975,951	1,045,825	388,265	21,383	-	372,196	-	-	-	-	-	-	3,803,620
Well #8 (Ridgemark)	5,719,000	12,855,000	19,826,000	15,937,000	14,466,000	8,127,000	-	-	-	-	-	-	76,930,000
Well #11 (Southside Road)	6,753,000	7,344,000	3,044,000	62,000	2,783,000	3,290,000	-	-	-	-	-	-	23,276,000
Net Well Interflow	(9,713,600)	(8,573,700)	(4,805,100)	(3,773,700)	(1,925,950)	(11,618,300)	-	-	-	-	-	-	(40,408,350)
TOTAL from Wells	9,209,051	18,554,186	22,963,072	15,555,625	17,669,746	2,977,053	-	-	-	-	-	-	86,726,733
Lessalt W.T.P. I (High Zone)	30,051,000	41,453,000	32,734,000	39,306,000	35,941,000	9,293,000	-	-	-	-	-	-	188,278,000
Lessalt W.T.P. I (Middle Zone)	13,037,000	16,620,000	12,880,000	14,828,000	13,590,000	23,850,000	-	-	-	-	-	-	94,805,000
West Hills W.T.P. (@ Well #2)	13,107,000	20,205,000	12,594,000	13,974,000	3,902,000	3,193,000	-	-	-	-	-	-	66,975,000
West Hills W.T.P. (@ Well #11)	25,764,000	31,979,000	21,927,000	27,068,000	18,799,000	13,232,000	-	-	-	-	-	-	138,769,000
West Hills W.T.P. (@ COH #1)	13,670,000	1,296,000	12,780,000	22,509,000	19,715,000	13,087,000	-	-	-	-	-	-	83,057,000
West Hills W.T.P. (@ COH #2)	22,709,000	14,146,000	8,998,000	3,185,000	24,178,000	17,737,000	-	-	-	-	-	-	90,953,000
West Hills W.T.P. (@ COH #5)	22,634,000	13,998,000	26,450,000	41,595,000	24,194,000	17,571,000	-	-	-	-	-	-	146,442,000
TOTAL Surface Water (Plant Production)	140,972,000	139,697,000	127,863,000	162,465,000	140,319,000	97,963,000	-	-	-	-	-	-	809,279,000
Plant Production Used by Hollister	67,946,370	46,274,558	62,547,029	85,735,000	86,356,071	65,850,049	-	-	-	-	-	-	-
SSCWD % of Plant Production	51.80%	66.88%	51.08%	47.23%	38.46%	32.78%	-	-	-	-	-	-	-
Estimated Water Gaint(Loss)	(3,874,201)	(8,824,436)	(8,278,199)	(6,586,629)	(2,269,887)	11,408,668	0	0	0	0	0	0	(114,681,761)
Percent Difference	-2.58%	-5.58%	-5.49%	-4.83%	-1.44%	11.30%	-	-	-	-	-	-	-12.80%
Water Consumption Per Customer	10528	13861	10740	11179	9289	6212	-	-	-	-	-	-	10302
Blend - % Surface	88.25%	82.01%	71.30%	81.61%	74.53%	93.60%	-	-	-	-	-	-	81.88%
Chemical, Carbon, Water PAF	1399	1373	1349	1325	1284	1284	-	-	-	-	-	-	1336
Blend Budget Impact	\$85,478	\$64,785	\$29,899	\$71,389	\$40,169	\$64,834	-	-	-	-	-	-	\$356,553
Cost of Water Produced (Per Acre Foot)	3,526	2,755	3,303	4,383	3,979	-	-	-	-	-	-	-	3,539
Prior YTD Cost	2,666	2,445	3,115	3,970	4,342	5,073	4,324	3,128	3,406	7,175	3,740	4,649	3,795

(SSCWD Raw Water & Power increased \$110m May 2022, \$334 May 2023)

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

FY24 Metered Water



Sunnyslope County Water District

STATEMENT OF INCOME
FOR THE FISCAL YEAR ENDING JUNE 30, 2024 (This Year)
UN-AUDITED 12/26/2023

*** WATER ***	Oct-23		Nov-23		Variance Over / (Under) Prior Month	Oct-22		Nov-22		YEAR- TO-DATE	PRIOR YEAR-TO- DATE	PROJECTED 23/24 ACTUAL	FY 23/24 BUDGET
OPERATING REVENUES													
Water Sales	710,434	611,236	(99,198)	699,927	508,766	3,533,376	3,103,613	7,378,345	7,465,000				7,465,000
Contracted Services	358,537	370,882	12,345	209,947	209,217	1,691,383	1,049,735	4,261,000	4,261,000				4,261,000
Installation Fees	9,315	6,215	(3,100)	-	880	21,605	8,575	104,964	104,964				
Late Fees	6,211	6,528	317	10,811	-	35,231	35,810	65,632	65,632				
Other Revenue	41,640	12,979	(28,661)	14,151	18,557	95,085	65,265	588,793	228,220				228,220
TOTAL OPERATING REVENUES	1,126,137	1,007,840	(118,297)	934,837	737,420	5,376,681	4,262,999	12,398,734	11,954,220				
OPERATING EXPENSES													
Salaries and Benefits	(237,603)	(255,511)	(17,908)	(259,492)	(279,126)	(1,216,061)	(1,231,136)	(2,766,785)	(2,660,460)				(2,660,460)
Operating Expenses	(1,244,005)	(962,412)	281,593	(780,055)	(805,971)	(4,976,373)	(3,636,332)	(10,950,486)	(12,051,637)				(12,051,637)
TOTAL OPERATING EXPENSES	(1,481,608)	(1,217,923)	263,685	(1,039,547)	(1,085,097)	(6,192,434)	(4,867,468)	(13,717,271)	(14,712,097)				
NET OPERATING INCOME	(355,471)	(210,083)	145,388	(104,710)	(347,677)	(815,754)	(604,470)	(1,318,537)	(2,757,877)				
NON OPERATING INCOME & (EXPENSES)													
Capacity Fees	322,575	244,225	(78,350)	-	44,275	776,050	306,475	776,050	-				-
Donated Asset	-	-	-	-	2,192,767	-	2,192,767	-	-				-
Miscellaneous Income (Farm Labor Camp)	-	-	-	-	-	-	-	-	-				-
Adjust LAIF Investment to Fair Value	-	-	-	-	-	-	-	-	-				-
Interest Income	32,548	69,724	37,176	25,230	40,427	179,140	93,740	429,936	500,000				500,000
Allocated from G & A (Interest & Sale of Assets)	8,245	88,215	79,970	4,070	159	181,604	9,816	435,849	21,000				21,000
Other Non-Operational	-	-	-	(1,931)	1,343	-	(2,023)	-	-				-
TOTAL NON OPERATING INCOME & (EXPENSES)	363,368	402,164	38,796	27,369	2,278,970	1,136,794	2,600,776	1,641,835	521,000				
NET WATER INCOME (LOSS)	\$ 7,897	\$ 192,081	\$ 184,184	\$ (77,341)	\$ 1,931,293	\$ 321,040	\$ 1,996,306	\$ 323,298	\$ (2,236,877)				
NET WATER INCOME (LOSS) Adjusted for Non Budgeted Items	\$ (355,471)	\$ (210,083)	\$ 145,388	\$ (106,641)	\$ (346,334)	\$ (815,754)	\$ (606,492)	\$ (1,318,537)	\$ (2,757,877)				

Sunnyslope County Water District

STATEMENT OF INCOME
FOR THE FISCAL YEAR ENDING JUNE 30, 2024 (This Year)
UN-AUDITED 12/26/2023

	Oct-23		Nov-23		Variance Over / (Under) Prior Month	Oct-22		Nov-22		YEAR- TO-DATE	PRIOR YEAR-TO- DATE	PROJECTED ACTUAL	FY 23/24 BUDGET
	Oct-23	Nov-23	Nov-23	Nov-23		Oct-22	Nov-22	Nov-22	Nov-22				
*** WASTEWATER ***													
OPERATING REVENUES													
Sewer Sales	162,078	168,501	6,423	176,043	6,423	175,644	821,721	819,955	2,024,010	2,205,000			2,205,000
Contracted Services	254,092	33,333	(220,758)	36,004	(220,758)	35,154	385,208	278,962	523,300	523,300			523,300
Installation Fees			-	-	-	2,732	-	-	-	-			
Late Fees	1,467	1,094	(373)	-	(373)	2,117	6,277	10,098	11,296	56,880			56,880
Other Revenue	3,379	3,319	(60)	2,836	(60)	215,646	16,305	15,738	36,349				
TOTAL OPERATING REVENUES	421,015	206,247	(214,768)	214,883	(214,768)	215,646	1,229,511	1,124,752	2,596,955	2,785,180			2,785,180
OPERATING EXPENSES													
Salaries and Benefits	(52,154)	(44,136)	8,018	(34,822)	8,018	(30,835)	(271,659)	(206,906)	(815,516)	(843,040)			(843,040)
Operating Expenses	(229,938)	(130,232)	99,707	(106,694)	99,707	(94,726)	(689,874)	(648,871)	(1,606,414)	(1,439,275)			(1,439,275)
TOTAL OPERATING EXPENSES	(282,092)	(174,367)	107,725	(141,516)	107,725	(125,561)	(961,533)	(855,777)	(2,421,930)	(2,282,315)			(2,282,315)
NET OPERATING INCOME	138,923	31,879	(107,043)	73,367	(107,043)	90,085	267,978	268,975	175,025	502,865			502,865
NON OPERATING INCOME & (EXPENSES)													
Capacity Fees			-		-		124,625	-	124,625				
Miscellaneous Income			-		-		-	-	-				
Adjust LAIF Investment to Fair Value			-		-		-	-	-				
Interest Income	4,360	27,540	23,181	227	23,181	5,706	45,802	7,087	45,802	40,000			40,000
Allocated from G & A (Interest & Sale of Assets)	2,108	22,555	20,447	341	20,447	(295)	119,595	0	119,595	9,000			9,000
Other Non-Operational			-	(116)	-	5,411	-	(680)	-	-			-
TOTAL NON OPERATING INCOME & (EXPENSES)	6,468	50,096	43,628	452	43,628	95,497	290,022	6,407	290,022	49,000			49,000
NET WASTEWATER INCOME (LOSS)	145,391	81,975	(63,415)	73,819	(63,415)	95,497	558,000	275,382	465,047	551,865			551,865
NET WASTEWATER INCOME (LOSS)	\$ 138,923	\$ 31,879	(63,415)	\$ 73,251	(63,415)	\$ 90,085	\$ 267,978	\$ 268,296	\$ 175,025	\$ 502,865			\$ 502,865
<i>Adjusted for Non Budgeted Items</i>													

	Oct-23		Nov-23		Variance Over / (Under) Prior Year	Oct-22		Nov-22		YEAR- TO-DATE	PRIOR YEAR-TO- DATE	PROJECTED ACTUAL	FY 23/24 BUDGET
	Oct-23	Nov-23	Nov-23	Nov-23		Oct-22	Nov-22	Nov-22	Nov-22				
*** WATER & WASTEWATER ***													
*** COMBINED INCOME (LOSS) WATER & WASTEWATER ***	153,288	274,056	120,768	2,005,112	120,768	18,156	879,040	2,271,688	788,346	(1,685,012)			(1,685,012)
*** COMBINED INCOME (LOSS) WATER & WASTEWATER	\$ (216,549)	\$ (176,204)	\$ 38,345	\$ (273,083)	\$ 38,345	\$ (16,556)	\$ (547,776)	\$ (338,197)	\$ (1,143,512)	\$ (2,255,012)			\$ (2,255,012)
<i>Adjusted for Non - Budgeted Items</i>													

Sunnyslope County Water District
Investment Summary
2023 / 2024 (This Year)

BANK ACCOUNT	INTEREST RATE	JULY 2023	AUGUST 2023	SEPTEMBER 2023	OCTOBER 2023	NOVEMBER 2023	DECEMBER 2023	JANUARY 2024	FEBRUARY 2024	MARCH 2024	APRIL 2024	MAY 2024	JUNE 2024	JUNE 2023
<u>Heritage Bank of Commerce</u>														
CHECKING ACCOUNT	0	1,593,120	1,606,042	2,196,208	1,879,151	2,183,982								2,040,106
Operating - General Fund		1,593,120	1,606,042	2,196,208	1,879,151	2,183,982	0	0	0	0	0	0	0	2,040,106
CHECKING SUBTOTAL														
MONEY MARKET ACCT (MMA)	0.75%	90,661	90,776	90,830	90,890	90,946								90,661
Invested - General Fund		90,661	90,776	90,830	90,890	90,946	0	0	0	0	0	0	0	90,661
MMA SUBTOTAL														
L.A.I.F.														
(Local Agency Investment Fund)	As of: Sep 2023													
General Fund	3.48%	-4,173,662	-4,173,662	-4,173,662	-4,173,662	-4,173,662								-4,104,152
Water Connect. Fee	3.48%	0	0	0	0	0								0
Sewer Connect. Fee	3.48%	0	0	0	0	0								0
SRF Loan Reserve	3.48%	774,890	774,890	782,041	782,041	800,160								774,890
Board Designated Reserves	3.48%	7,910,911	7,910,911	7,945,400	7,945,400	8,032,787								7,910,911
L.A.I.F. SUBTOTAL														
CEPPT														
(CA Employee Pension Plan Trust)														
Employee Pension Reserve	0	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000								1,000,000
CEPPT SUBTOTAL														
MBS Securities														
(CD Brokerage - Water Capacity Funds)														
General Fund	4.00%	3,326,368	3,473,795	3,574,001	3,679,171	3,770,149								3,442,907
Board Designated Reserves	4.00%	436,010	440,970	445,666	450,970	365,809								403,709
Water Connect. Fee	4.00%	11,292,180	11,218,349	11,137,332	11,071,162	11,161,073								11,259,801
Sewer Connect. Fee	4.00%	1,485,983	1,489,265	1,491,615	1,495,975	1,505,396								1,357,257
MBS SUBTOTAL														
		16,540,541	16,622,379	16,648,614	16,697,278	16,802,426	0	0	0	0	0	0	0	16,463,673
GRAND TOTAL		23,736,460	23,831,336	24,489,431	24,221,097	24,736,639	0	0	0	0	0	0	0	24,176,089
* TOTAL INTEREST RECORDED	YTD Total	49,929	36,760	67,928	48,719	210,711								449,333

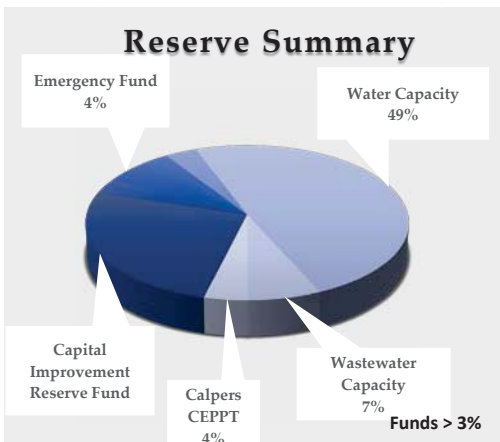
Sunnyslope County Water District

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

	<u>11/30/2023</u>	<u>Increase</u>	<u>Decrease</u>	<u>6/30/2023</u>	<u>6/30/2022</u>	<u>Change</u>
1 Capital Improvement Reserve Fund	\$ 5,876,259	\$ 103,635		\$ 5,772,624	\$ 5,863,936	\$ (91,312)
2 Rate Stabilization Fund	250,000		-	250,000	250,000	\$ -
3 Drought Contingency Reserve	500,000			500,000	500,000	-
4 Emergency Fund	1,000,000			1,000,000	1,000,000	-
5 Vehicle Replacement Fund	338,803	32,671	92,000	398,132	348,078	50,054
6 Office and Misc. Equipment Replacement Fund	433,534	12,670		420,864	418,845	2,019
Board Designated Reserves	8,398,596	148,977	92,000	8,341,620	8,380,859	(39,239)
7 CSWRCB Loan	800,159	25,270		774,889	760,000	14,889
8 Water Capacity	11,161,072	954,975	1,053,704	11,259,801	11,410,006	(150,205)
9 Wastewater Capacity	1,505,396	148,139		1,357,257	1,320,135	37,122
10 Calpers CEPPT	899,643			899,643	640,401	259,242
Legally Restricted Reserves	14,366,270	1,128,384	1,053,704	14,291,590	14,130,542	161,048
TOTAL	\$ 22,764,866	\$ 1,277,361	\$ 1,145,704	\$ 22,633,210	\$ 22,511,401	\$ 121,809
Unreserved Cash	\$1,971,772.52					
Percentage of Total Capital Assets	43.05%					

Detailed Transactions:

Depr. Expense	\$ 20,000		\$ 461,194
Board Authorized Changes to Policy #8600	\$ -		\$ 5,729,257
Interest	\$ 356,688		\$ 25,685
Debt Amortization		493,613	\$ (1,184,682)
Water Capacity Fees	776,050		\$ 6,087,125
Sewer Capacity Fees	124,625		\$ 1,299,000
CEPPT Funding			\$ 1,000,000
Fixed asset Additions	-	652,091	\$ (483,314)
Fair Market Value & Misc Adj	(2)	-	\$ (610,420)
	\$ 1,277,361	\$ 1,145,704	\$ 12,323,845



Board Approved Disbursement Analysis

Date:	Description:	Vendor	Resolution	# Actual
1/19/2021	Audit (FY21, FY22 & FY 23)	Mc Gilloway	76,160	87,150
2/21/2023	Rate Study	Raftelis	110,502	57,281
11/15/2022	Promontory Amendment 2	Century Homes	110,000	110,000
4/18/2023	Best Road Initiative	Wallace Group	40,000	51,049
2/28/2023	Solar Project - SBR	Eva Green Power	1,300,000	1,194,635
2/28/2023	Solar Project - Lessalt	Eva Green Power	39,131	3,958
6/20/2023	Itron Meters	Meter Valve & Cc	107,000	69,074
6/20/2023	Temetra	Meter Valve & Cc	412,000	182,308
8/15/2023	Demographics	LGDR	40,000	0
8/15/2023	Trucks	Greenwood	230,000	153,805
8/15/2023	VOIP	Exceedio	16,178	0
9/19/2023	Hydroflush IWWTP	Green line	22,000	47,998
9/19/2023	Itron Meters	Meter Valve & Cc	357,000	127,501
10/17/2023	Vacon Truck	MM Equip Inc.	530,000	526,095

Staff Report

Agenda Item: H – 5a

DATE: January 10, 2023 (January 23, 2023, Meeting)

TO: Board of Directors

FROM: Water/Wastewater Superintendent, Jose J. Rodriguez

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

Narrative

1. All three water reports were completed and submitted on time by December 10, 2023.
2. Westhills WTP and Lessalt WTP reduced flow down and are now treating 2.0 MGD and 1.0 MGD most of the month, respectively. In the month of December, Westhills WTP produced a total of 69.278 million gallons with Lessalt WTP producing 49.259 million gallons. The total acre foot produced in December 2023 was 363.776-acre feet with a balance of 1,826.211-acre feet available for the 2023-2024 year.
3. The replacement Fairview tank Exhaust fan was installed tested and verified for proper function. The fan helps cool the tank to minimize the formation of chloramines and TTHM in the water which are exacerbated by higher temperature during the hotter parts of the day.
4. Lessalt WTP Total Organic Carbon (TOC) analyzer was purchased and installed but has yet to be commissioned for start-up. The Veolia technician was not able to certify the old TOC analyzers during routine the preventative maintenance inspection so new analyzers were purchased. The factory technician had concluded that due to it being over 20 years old the existing analyzers would not properly read newer reagents, causing it to read out of calibration range and ultimately fail. Operators use this unit to read TOC into the plant, throughout the treatment process and the effluent of the plant to monitor the Granular Activate Carbon (GAC) removal efficiency and monitor how frequent GAC exchanges are required.
5. Lessalt WTP completed another Granular Activated Carbon (GAC) exchange in December. With the water treatment plant water production being reduced in recent weeks due to lower winter demands, GAC exchanges are also expected to be reduced to every other month and still be capable of maintain low TOC levels and minimizing the production of TTHM's in the distribution systems.
6. Both Westhills WTP and Lessalt WTP's continue to utilize the Computer Maintenance Management System (CMMS) to better manage treatment facilities equipment and document preventative maintenance activities. A total of 198 Work Orders were completed by Sunnyslope Staff between the two facilities in the month of December.

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

Water (7) December 2023

1. Assisted JJ Air Inc. with installation of new exhaust fan on Fairview Tank. The old fan had failed several times causing elevated TTHM reading from the reservoir sample. Abel Alvarez assisted JJ Air Inc technician in stall, and tests unit.
2. Pulled, cleaned, and inspected chlorine injectors at well sites. This helps maintain proper chlorine injection into the distribution system.
3. Flushed all transducers at wells and tanks. Properly maintained transducers help reliability and increase units life expectancy.
4. Continued clearing weeds around district facilities. Fall and winter rains accelerated weed growth around district properties and structures. Staff continued it's weed prevention program to minimize overgrowth.
5. Completed annual fleet smog certification.
6. Assisted Burny Construction with water tie-in on Merdian and Memorial Drive.
7. Reinstalled pressure relief valve on well #6.



Project Location	: Fairview Storage Tanks
Project	: Exhaust Fan Replacement
Department	: Utilities/Maintenance Department
Description	: Old fan had previously failed. Reducing the temperature in a reservoir will help minimize the formation of TTHM.

LESSALT Water Treatment Plant (8)

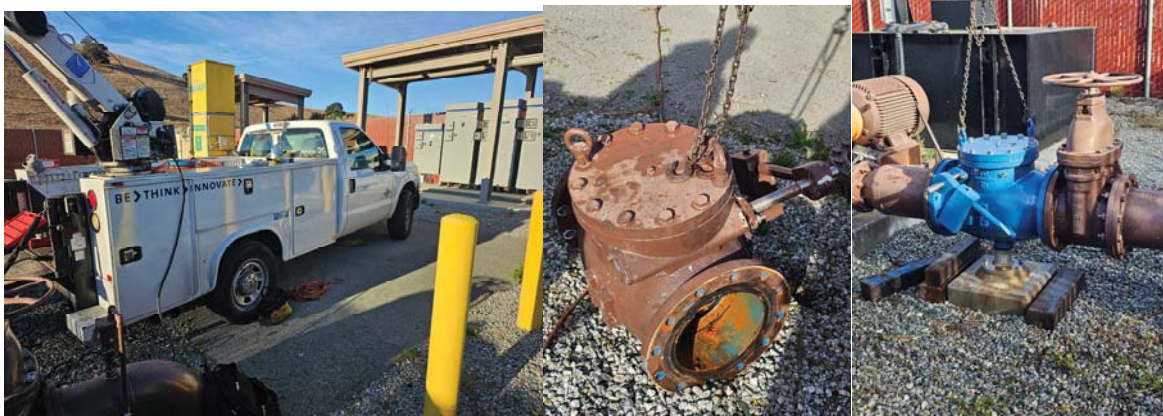
1. JM Electric installed new TOC analyzer. The TOC Analyzer is a crucial tool for operators to best monitor the plants removal efficiency of the GAC units and manage the GAC exchanges. TOC removal is critical to minimize the creation of disinfection byproducts in the distribution system.
2. Acid cleaned all CL17's. Routine maintenance to provide dependability in permit compliance.
3. GAC carbon exchange on GAC filter #3 with Calgon. Due to lower demand, the frequency of the exchanges will not be as frequent.
4. Brian Mailey replaced fuses on compressor #2. Staff quickly identified the issue and notified contract electrician to repair it.
5. Repaired leaking air relief on GAC #3. Leaky
6. Installed new valve and rubber seat on CMF #3 AV-12.
7. Replaced cracked bushing on caustic neutralization pump discharge line.
8. Jim from Calcon uploaded program to CMF #3.



Project Location	: Lessalt Water Treatment Plant
Project	: Total Organic Carbon TOC
Department	: Water Treatment
Description	: Total; Organic Carbon (TOC) Analyzer monitors the Organic reduction efficiency of the water treatment facility. The old unit was 20 years old and had exceeded it's life.

West Hills Water Treatment Plant (8)

1. Grundfos replaced RAW water pump #1 check valve. RAW water check valve wore out causing issues upon start up. Grundfos maintenance staff was contracted to remove and install check valve and test for proper operation.
2. Started working on sand pump #2. Routine bi-annual maintenance performed.
3. Peroxide cleaned TOC analyzer.
4. Replaced leaking fitting on permanganate pump #2.
5. Replaced Clearwell inlet sample pump.
6. Raised vent lines on caustic skid. Vent lines were required to be raised with the new caustic tank which was installed last year. Staff rented a scissor lift to be able to reach vent connections and extend it a few feet so it could work properly.
7. Replaced all 1720E bulbs and calibrated with 20 NTU.
8. Replaced battery on fire alarm.



Project Location	: Westhills Water Treatment Plant
Project	: RAW Water Pump Station
Department	: Water Department
Description	: RAW Water pump check valve replacement due to extended use.

Wastewater (3)

1. Continued hydro-jetting collection system.
2. Painted shower area at SBR.
3. Replaced hour meter for pump #1 at Main Lift Station.

Industrial Plant (3)

1. Continued cutting, clearing, and spraying weeds around ponds.
2. Bagged aerators that are being stored.
3. Took sludge depths in Pond #1.

Completed This Month	Job Descriptions	Completed YTD 2023 – 2024 July 1 to June 30	Completed 2022 – 2023 July 1 to June 30	Completed 2021 – 2022 July 1 to June 30	Completed 2020 – 2021 July 1 to June 30
278	Work Orders	1662	2480	2520	2469
0	Temporary Manual Read Water Meters Installed in New Construction Accounts	46	287	292	368
0	Radio Read Meters & ERTs Installed in New Construction Accounts	1	3	1	21
0	Total: Manual Read Meters Replaced with Radio Read Meters & ERT's, including Radio Meters Installed in New Construction Accounts	19 (Total = 7213)	268	300	282
13	Existing Radio Read Meters & ERTs Replaced with New Radio Read Meters & ERTs	113	247	309	322
38	Valves Exercised (Approx. 2674 in SSCWD System 3/2021)	211	528	487	721
114	Fire Hydrants Flushed (Approx. 938 in SSCWD System 3/2021)	255	537	342	749
13	Meters on Repair List	141	250	335	326
5	Emergency Calls	72	158	161	174
102	Locates on our Water/Sewer Lines	853	1512	1816	1732
0	Sewer Inspections	0	0	0	0
0	Shutoff Notices	0	0	0	0
2	Water Services Replaced	9 (Total = 955)	15	39	12

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



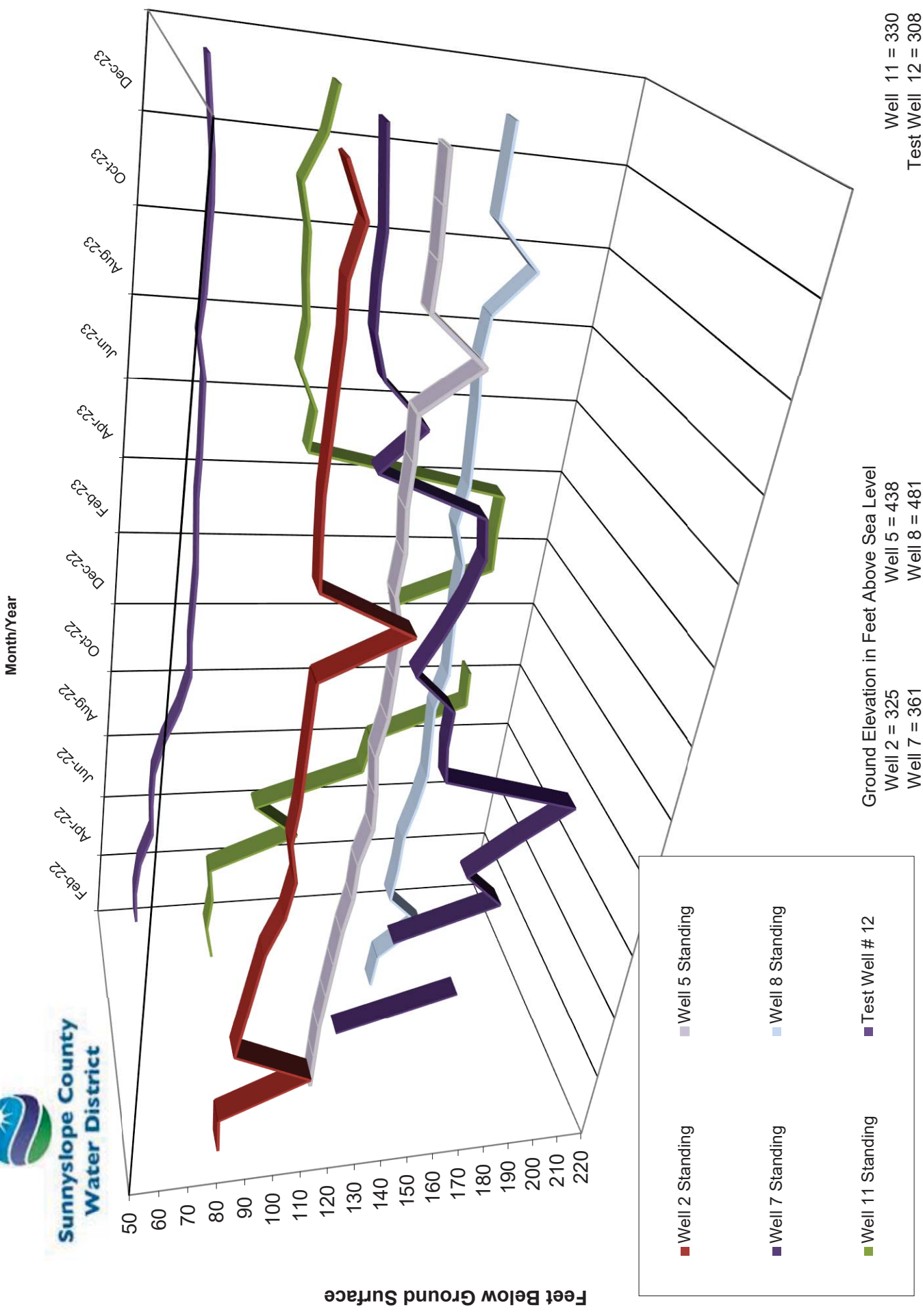
Hollister/Sunnyslope Intertie Water Balance

Report Date: January 1, 2024		to		December 13, 2023	
Current Consumption Period: November 15, 2023		to		December 13, 2023	
Intertie Location	Groundwater Flow to COH	Surface Flow to COH	Groundwater Flow to SSCWD	Surface Flow to SSCWD	to
	i n G a l l o n s				
Southside Road Intertie Water Total Flow	0	2,262,649			
Sunset & Memorial Water Total Flow	0	0	18,800		500
Sunnyslope & Memorial Water Total Flow	11,632,400	12,808,500	0		0
Hillcrest and Memorial Water Total Flow	4,700	39,500	0		0
Santa Ana & La Baig Water Total Flow	0	2,344,400			
Intertie Sub-Total Water Flow	11,637,100	17,455,049	18,800		500
<i>Total Combined Surface and Ground Water Intertie Flow</i>	29,092,149		19,300		
City of Hollister Well 2 Surface Water Total Flow (West Hills)		13,087,000			
City of Hollister Well 4 Surface Water Total Flow (West Hills)		17,737,000			
City of Hollister Well 5 Surface Water Total Flow (West Hills)		17,571,000			
Sunnyslope Well 2 Surface Water Total Flow (West Hills)				3,193,000	
Sunnyslope Well 11 Surface Water Total Flow (West Hills)				13,232,000	
Sunnyslope Surface Water Total Flow (LESSALT)				33,143,000	
Surface Water Flow Sub-Totals		48,395,000		49,568,000	
Ground Water and Surface Water Flow Totals	11,637,100	65,850,049	18,800		49,568,500
Current Period:	COH half of Surface Water Flow to Distribution (LESSALT & WH)		48,981,500		
	Net Ground/Surface Water Balance Owed to SSCWD (to COH)	11,618,300	16,868,049		
	Beginning Water Balance Owed to SSCWD (to COH)	784,544,800	-377,792,912		
	Gallons Billed to COH thru Report Date January 1, 2024	0		Informational Last Month Net Total	406,751,888
	Sub-total Ending Water Balance Owed to SSCWD (to COH)	796,163,100	-360,924,863	Net Sub Total	435,238,237
	Half of Total Gallons LESSALT Discharge to City of Hollister Wastewater Treatment Plant during the current consumption period			1,369,000	
	Exchange Factor; Half of the total gallons discharged to COH WWTP from LESSALT multiplied by a factor of 4				5,476,000.00
	Ending Water Balance Owed to SSCWD (to COH)	790,687,100	-360,924,863	Net Total	429,762,237

Current:	LESSALT WTP Total Flow to Distribution	33,143,000			
	Percent of LESSALT Surface Water Received	COH	52.7%	SSCWD	47.3%
Current:	COH half of LESSALT Total Flow to Distribution	16,571,500			
	Intertie Net Surface Water Total Flow to COH	17,454,549			
	Intertie Net Ground Water Total Flow to COH	11,618,300			
Current:	West Hills WTP Total Flow to Distribution	64,820,000			
	Percent of Surface Water Received	COH	74.7%	SSCWD	25.3%
Current:	COH half of West Hills WTP Total Flow to Distribution	32,410,000			
	West Hills WTP Surface Water Total Flow to COH	48,395,000			

From April 1, 2023 to Present					
YTD	LESSALT WTP Total Flow to Distribution	381,097,000			
	West Hills WTP Total Flow to Distribution	626,204,000			
	Surface WTPs Total Flow to Distribution	1,007,301,000			
	Total YTD Surface Flow to COH/SSCWD	COH	480,012,919	SSCWD	527,288,081
	Percent of Surface Water Received	COH	47.7%	SSCWD	52.3%

Depth to Standing Water Level Below Ground Surface



Ground Elevation in Feet Above Sea Level
 Well 2 = 325
 Well 5 = 438
 Well 7 = 361
 Well 8 = 481
 Well 11 = 330
 Test Well 12 = 308

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

Staff Report

Agenda Item: H – 6

DATE: January 16, 2023 (January 23, 2023 Meeting)

TO: Board of Directors

FROM: General Manager, Drew Lander P.E.

SUBJECT: General Manager Monthly Status Report

ACTIVE TASKS:

1. **Gavilan College/Cielo Vista Sewer** – Dividend Homes is making good progress on sewer system design. The County and SSCWD are finalizing a resolution to transfer Sewer responsibilities to SSCWD, which will come to the board very soon. Letters will be going out to the customers in Cielo Vista detailing the terms of the sewer service this month and asking for a vote of acceptance. Once this is concluded SSCWD will be in the process of a 218 notice and construction will begin to connect the sewer. A sewer rate model indicates that approximately \$30 will be added to the City charges for sewer treatment and transmission. When completed the rate will be proposed and returned to the board for approval and direction to notice the neighborhood next month.
2. **Solar Field Design** – The solar field installation is behind schedule by three weeks; however the switch gear has not yet arrived which is creating the critical path for completion. This month a subcontractor of the installer accidentally damaged the entry gate at the SBR facility. This does not affect the District property insurance at all, but it is an insurance claim through our contractor that the installer will take care of, and a new gate will be installed at the satisfaction of the General Manager.
3. **Permit Compliance** – Monthly water reports have been completed on time and no water violations were reported.
4. **Staffing** – The Assistant/Associate Engineering position remains open until filled.

Staff Report

Agenda Item: I-1

DATE: January 16, 2024 (January 23, 2024 Meeting)

TO: Board of Directors

FROM: Drew Lander, General Manager

SUBJECT: At President Mauro's Direction, The Board Will Engage In Further Discussion Regarding Assignments Of Director's Duties To Standing District Committees For 2024. No Action Is Required To Be Taken By The Board, And All Assignments, Or Reassignments, Are Made At The Pleasure Of The Board President And May Be Modified At Any Time During The Board President Tenure. (Not A Project Under Ceqa Per Article 20, Section 15378)

RECOMMENDATION:

No action is required.

BACKGROUND:

Assignments for board Committees were made at the December 19, 2023, board meeting. The Board President has requested further discussion among the board regarding committee assignments. The president may assign or reassign committees at any time during the year. Typically, new assignments are made in December of the concluding year for the duration of the coming calendar year. The current committee assignments for 2024 are as follows:

Finance Committee:

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

Staff: General Manager and Finance/HR Manager

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

Water & Wastewater Committee / Governance Committee:

Directors: Jerry Buzzetta & Vice President Jim Parker (Alternate – President Ed Mauro)

Staff: General Manager and Associate Engineer

The committee reviews and provides direction for new and existing water and wastewater projects and programs including planning and construction phases. Meets with other government representatives

and private groups regarding joint project considerations. Attends the Governance Committee as it pertains to the Urban Areas Water/Wastewater Management Plan.

Employee & Personnel Committee:

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

Staff: General Manager and Finance/HR Manager

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

Policy and Procedures Committee:

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

Staff: General Manager and Finance/HR Manager

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

Water Resources Agency:

Director: Mike Alcorn (Alternate – Vice President Jim Parker)

Staff: General Manager and Associate Engineer

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

ACWA/JPIA – Board Representative:

Directors: Mike Alcorn (Alternate – Dee Brown)

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

FISCAL IMPACT:

There is no financial impact of assigning Board Members to standing District committees.

ENVIRONMENTAL IMPACT:

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

Staff Report

Agenda Item: I - 2

DATE: January 18, 2024 (January 23, 2024 Meeting)

TO: Board of Directors

FROM: Crew Chief, Deej Burbank
General Manager, Drew Lander P.E.

SUBJECT: Authorize The General Manager To Purchase A 2024 Johndeer 320P, Tier 5 Backhoe Loader From Papé Machinery For A Cost Not To Exceed \$162,000 And To Surplus The 1998 CAT 416C Backhoe Loader. (Not A Project Under CEQA Per Article 20, Section 15378)

RECOMMENDATION:

Authorize the general manager to purchase a 2024 Johndeer 320P, Tier 5 backhoe loader from Papé Machinery for a cost not to exceed \$162,000 and approve resolution #598 supporting the surplus, per district policy 8510, of the 1998 CAT 416C backhoe loader.

BACKGROUND:

The backhoe loader is an important piece of equipment for completing field repairs of both above ground and underground utilities. The life expectancy depreciation schedule of this equipment is 20 years. The bucket is used to lift and remove asphalt and the front loader is needed for moving sand and gravel to backfill trenches. Currently the district has a 1998 CAT 416C that has served the district faithfully for more than 26 years. It has reached the end of its life, and some potential major repairs have been noted by service technicians recently.

To continue to serve the public and maintain the level of service that our customers have come to expect when responding to water service emergencies, district staff propose that a replacement tractor is warranted at this time. Our current tractor has had very few problems. However, two years ago the district spent \$14,000 on equipment repair on this tractor. These repairs were in excess of annual service and fluids. More costly repairs are anticipated in the near future. The new tractor cost, spread over 20 years, is \$8,100 per year. This tractor will receive its first 3 standard services for free. A tractor rental, in the event that our tractor is out of service, costs \$480 per day which would only provide 17 days of tractor rental annually to stay under the normal annual cost of owning the tractor. This tractor is in use approximately 40 days a year often at times when rental would not be practical.

Recently the district has been notified by the Monterey Bay Air Resources District that the Tier 5 air quality standards will be in effect in January 2024 and that all older heavy-duty vehicles will

become subject to annual inspections and verification of the requirements to reduce the total hours that older engines operate in the field. Failure to comply will result in penalties or decertification of the equipment.

Staff solicited quotes from three manufacturers and then went to each sales and maintenance facility to inspect the equipment and evaluate their ability to field perform services. The Johndeer pricing for the equipment, their quality and field maintenance were evaluated to be the best value for the district. The quote for this equipment is attached. The other quotes can be provided at your request.

FINANCIAL IMPACT:

The fiscal impact of purchasing and equipping the proposed equipment is \$162,000 delivered to Hollister. This would be allocated from the Capital Improvement Reserve fund, currently funded at approximately \$5.87M. This equipment purchase was anticipated as an unscheduled expense in the capital improvement plan. This purchase takes advantage of the Sourcewell Contract ID# 011723-JDC pricing which discounts the equipment per public bid award requirements. The retired tractor will be sold by public bid and all funds from the sale will be returned to the Capital Improvement Reserve fund.

ENVIRONMENTAL IMPACT:

The new vehicle will meet or exceed all California State Tier 5 clean vehicle standards. The proposed action is not a project as defined by California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

ATTACHMENTS:

Resolution #598

Papé Machinery Quote January 16, 2024

RESOLUTION NO. 598

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
SUNNYSLOPE COUNTY WATER DISTRICT
DECLARING THE SURPLUS OF UNUSED EQUIPMENT AND
AUTHORIZE THE GENERAL MANAGER TO LIQUIDATE PER
DISTRICT POLICY 8510.**

WHEREAS, the General Manager has presented in the special board meeting held on January 23, 2024 the need to surplus a 1998 CAT 416C Backhoe Loader; and

WHEREAS, the board has received a staff report detailing the purposes for liquidation of the 1998 CAT 416C Backhoe Loader as end of useful life and non-compliant with pending air quality regulations for the Monterey Bay region and also to make room for the pending purchase of a new replacement equipment; and

WHEREAS, after a public hearing and discussion the board accepts the staff recommendation to liquidate 1998 CAT 416C Backhoe Loader equipment per district policy 8510.

NOW, THEREFORE, BE IT RESOLVED that Sunnyslope County Water District hereby declares the following equipment to be liquidated:

1998 CAT 416C Backhoe Loader

BE IT FURTHER RESOLVED that the Board authorizes the General Manager to sell the identified equipment per District Policy 8510 and return any funds to the Capital Improvement Reserve fund.

THE FOREGOING RESOLUTION No. 598 on a motion by Director _____ and second by Director _____ is duly adopted this 23rd day of January 2024, by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

SUNNYSLOPE COUNTY WATER DISTRICT

Signed: _____

Ed Mauro, President

(S E A L)

ATTEST:

*Drew A. Lander, General Manager/Secretary of the
Board of Directors*



MACHINERY

Quote Summary

Prepared For:
 SUNNYSLOPE COUNTY WATER DISTRI
 3570 AIRLINE HWY
 HOLLISTER, CA 95023
 Business: 831-637-4670

Prepared By:
 TONY HUNHOFF
 Pape Machinery, Inc.
 415 E 9th Street
 Gilroy, CA 95020
 Phone: 408-848-4150
 thunhoff@papemachinery.com

This sale is subject to Papé's Terms and Conditions of Sale effective on the date hereof, which are incorporated in full by this reference. The Terms and Conditions of Sale are available at www.pape.com/terms, and will also be sent by mail or e-mail to the purchaser upon request.

Quote Id: 30236768
Created On: 16 January 2024
Last Modified On: 16 January 2024
Expiration Date: 15 February 2024

Equipment Summary	Selling Price	Qty	Extended
NEW 2024 JOHN DEERE 320 P-Tier Backhoe Loader Factory Order	\$ 149,754.26 X	1 =	\$ 149,754.26
Equipment Total			\$ 149,754.26

Sourcewell Contract ID# 011723-JDC

Sunnyslope County Water ID# 71726

Quote Summary

Equipment Total	\$ 149,754.26
CA Tire Tax	\$ 7.00
SubTotal	\$ 149,761.26
Sales Tax - (8.25%)	\$ 12,194.35
Total	\$ 161,955.61
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 161,955.61

Salesperson : X *Tony Hunhoff*

Accepted By : X _____



Selling Equipment



MACHINERY

Quote Id: 30236768

Customer: SUNNYSLOPE COUNTY WATER DISTRI

NEW 2024 JOHN DEERE 320 P-Tier Backhoe Loader

Hours:

Stock Number:

Code	Description	Qty	List Price - \$239,218.00 Discount off List Price = 43% Discount = \$102,863.74
17C0T	320 P-tier Backhoe Loader	1	
Standard Options - Per Unit			\$136,354.26
183E	JDLink™	1	
0202	United States	1	
0259	English	1	
0351	Translated Text Labels	1	
1003	Cab	1	
3009	Autoshift Transmission - Mechanical Front Wheel Drive (MFWD) with Limited Slip Differential	1	
4006	John Deere 4.5L - FT4/Stage IV	1	
5245	Galaxy 19.5L-24 12PR Rear & 12.5/80-18 10PR Front	1	
6154	Dual Batteries with Disconnect, Jump Post, and Engine Block Heater	1	
6576	1000 lb. (454 kg.) Front Counterweight	1	
6752	Extendible Dipperstick	1	
7002	Auxiliary Hydraulics with One & Two Way Flow (Hammer & Thumb/Swinger)	1	
7028	Pilot Controls, Two Lever, with Pattern Selection	1	
7040	Three-Function Loader Hydraulics, Single Lever	1	
7704	Deere Standard Quick Coupler - 42 in. Thumb Ready	1	
7804	18 in. (457 mm.) Heavy-Duty Bucket, 4.9 cu. ft. (0.14 cu. m.)	1	
7861	Multi-Purpose Bucket	1	
8027	Thumb - 42 in. 4 Tine	1	
8062	Backhoe Boom Protection Plate	1	
8075	Diagnostic Oil Sampling Ports	1	
8096	Premium Mirror Option - Exterior Rear View Mirrors (2) and Front View Mirror (1)	1	
8115	MFWD Driveshaft Guard	1	
8125	Heavy-Duty Backhoe Bucket Cylinder	1	
8126	Heavy-Duty Grille Frame	1	
8142	LED Light Package	1	