



# Sunnyslope County Water District

## BOARD OF DIRECTORS

### REGULAR MEETING

District Office Board Room



3570 Airline Hwy., Hollister, CA

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## NOTICE & AGENDA

AUGUST 16, 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/83179434346>

Passcode not required

Or Telephone: Dial + 1 (669) 444-9171 and when prompted enter Meeting ID: 831 7943 4346

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:**

**a. Conference with Legal Counsel – Pending Litigation (§ 54956.9)**

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

**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 comment<sup>1</sup> on any District business, not on the agenda, with a time limit of three minutes per speaker. No actions may be taken by the Board during the public comment period.

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

1. Approve Minutes of the Regular Board Meeting of June 28, 2022 (meeting postponed from June 21, 2022). (page 1)
  2. Receive and Accept Allowance of Claims for Disbursements:
    - From June 1, 2022 through June 30, 2022. (page 9)
    - From July 1, 2022 through July 31, 2022. (page 13)
  3. Receive and Accept Associate Engineer Monthly Status Report. (page 16)
  4. Receive and Accept Finance Manager Monthly Status Reports:
    - a) Narrative Report (page 19)
    - b) Operation Summary (page 27)
    - c) Statement of Income (page 29)
    - d) Investment Summary (page 31)
    - e) Board Designated Reserves (page 32)
  5. Receive and Accept Superintendent Monthly Status Reports:
    - a) Maintenance (page 35)
    - b) City Meter Reading (page 39)
    - c) Groundwater Level Measurement (page 40)
  6. Receive and Accept General Manager Monthly Status Report. (page 41)
  7. Approval of Resolution No. 578 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. 578 attached. (Not a project under CEQA per Article 20, Section 15378) (page 43)
- I. NEW BUSINESS** – The Board will review and discuss agenda items and take action or direct staff to return to the Board for action at a following meeting. The public may address the Board<sup>2</sup> on these items as the Board reviews each item when directed to do so.
1. Consider Approval and Authorize the General Manager to Purchase a Multi-Tank Fuel Trailer and Declare the Existing District Fuel Trailer Surplus Equipment Through

District Policy 8510. (Not a project under CEQA per Article 20, Section 15378)  
(page 48)

2. Authorize the Board President to Sign a Resolution of Recognition Honoring Ernie Eclarin for 21 Years of Employment with the Sunnyslope County Water District and Wishing him Well in Retirement. (Not a project under CEQA per Article 20, Section 15378)  
(page 53)

## **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, August 12<sup>th</sup>, Review of new financial reporting graphs)
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) – (Meeting Held August 4, 2022)

## **K. BOARD and STAFF REPORTS**

1. Directors
2. District Counsel
3. General Manager – General Manager 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 – September 20, 2022 @ 5:15 p.m., District Office

**AGENDA DEADLINE: September 14, 2022 @ 12:00 p.m.**

Water Resources Association of San Benito County – October 6<sup>th</sup>, 2022 @ 4pm

Governance Committee – August 24, 2022 @ 5pm – 6:30pm

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

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

**MINUTES**  
**Regular Meeting of the Board of Directors**  
**of the**  
**SUNNYSLOPE COUNTY WATER DISTRICT**  
**June 28<sup>th</sup>, 2022**

**A. CALL TO ORDER:** The meeting was called to order at 4:30 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 Edward Mauro (EM), Director Mike Alcorn (MA).

**Present via Teleconference:** Director James Parker (JP).

**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.

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

**1. Labor Negotiations Discussion- Management Negotiations (§54957.6)**

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

President Buzzetta retired to closed session at 4:30 p.m. and upon returning to the regular session, moved to take a brief recess at 5:15 p.m. The meeting was reconvened to open session at 5:18 p.m.

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

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

**1. Labor Negotiations Discussion- Management Negotiations (§54957.6)**

Attorney Michael Laredo reported, the Board gave the GM direction and no reportable action was taken.

**F. APPROVAL OF AGENDA:** Upon a motion made to approve the agenda by Director Brown, seconded by Director Mauro, for which President Buzzetta then took a roll call vote as follows: (DB), yes; (JP), yes; (MA), yes, (EM), 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 May 17<sup>th</sup>, 2022.
2. Allowance of Claims – The Board reviewed the Disbursement Summary (below) for the period of May 1, 2022 through May 31, 2022, totaling \$3,325,828.10 which includes \$353,321.34 for payments to vendors, \$261,181.81 for Payroll, \$404,889.17 paid to the City of Hollister for collection of City sewer billings (net of our fees), and \$1,570.61 for customer refunds.

<u>Date</u>	<u>Number</u>	<u>Name</u>	<u>Amount</u>
05/02/2022	50080	Postmaster	\$2,332.49
05/02/2022	JN00090	MBS Securities Transfer	\$1,971,000.0
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
05/09/2022	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	\$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 Simon	\$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
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	\$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
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	\$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	\$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 Sandoval	\$51.09
05/31/2022	JN00074	Customer Refund- Richard Scagliotti	\$159.66
05/31/2022	JN00075	Customer Refund- Cristian Rico	\$100.01
05/31/2022	JN00076	Customer Refund- Elwood Dryden	\$131.29

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-3,325,828.10

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 #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).

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

#### I. NEW BUSINESS:

1. **Consider Approval and Adoption of Amendments to Benefits for District Management Staff Effective July 1, 2022.**

General Manager Lander presented a "Vacation Cash out Policy" to apply to only management staff. If approved this policy will be included in the employee handbook. Lander informed the board that this policy would be beneficial to all managers, since they would be required to take 80 hours of leave prior to cashing out; supporting a healthy life/work balance.

President Buzzetta then asked for any public comment. Upon receiving no public comment, Director Alcorn made a motion to Approve and Adopt Amendments to Benefit the District Management Staff, Effective July 1, 2022. This motion was seconded by Director Brown for which President Buzzetta then took a roll call vote as follows: (DB), yes; (JP), yes; (MA) yes; (EM), yes; and (JB) yes; the motion carried 5-0.

2. **Consider Adoption and Approval of the District Budget for Fiscal Year 2022/23.**

General Manager/ Secretary Lander reported that overall, the district expects an increase in operational costs. The proposed operational costs have increased by approximately \$1,450,000 over the last year. The district has been successful though in increasing efficiency, improving financial controls, and have spent more resources focusing on the long-term financial planning to prepare for these new challenges.

With the current drought the district has reached out to consumers to conserve water, but with 250 new connections in 2021/2022 fiscal year and an estimated 250 more this fiscal year the district projects the revenue will remain stable. Finance and Human Resources Manager Barry Kelly included that the district's increase in groundwater usage will also help maintain costs, since groundwater is more affordable to process.

The overall budget of FY 22/23 reflects a net loss of \$958,390, with no provision for non-operating revenues from capacity fees, miscellaneous fees, or interest income, the combination of which will likely cover the projected loss and result in a net income for the year.

President Buzzetta asked for any public comment. Upon receiving no public comment, Director Alcorn made a motion to Adopt and Approve the District's Budget for Fiscal Year 2022/23. This motion was seconded by Director Mauro for which President Buzzetta then took a roll call vote as follows: (DB), yes; (JP), yes; (MA) yes; (EM), yes; and (JB) yes; the motion carried 5-0.

## J. BOARD COMMITTEE and STATUS REPORTS

1. **Governance Committee:** (Pending Meeting Set July 13<sup>th</sup>, 2022 @ 5:00- 6:30 P.M.)
2. **Water/Wastewater Committee:** (No meeting)
3. **Finance Committee:** (Meeting Held June 10<sup>th</sup>, 2022)- Director Alcorn had no comments on the Finance Committee meeting. The majority of the meeting was discussing the 2022/23 Fiscal Year Budget, which was an agenized item that had been covered in I-2.
4. **Policy and Procedure Committee:** (No meeting)
5. **Personnel Committee:** (Meeting Held June 17<sup>th</sup>, 2022)- General Manager Lander reported that the current focus of the committee is finishing up the new handbook that TPO has been assisting with. When the draft is complete it will be brought back to the committee, additional meeting pending.
6. **Water Resources Association of San Benito County (WRA):** (Meeting Held June 2, 2022) – Director Parker reported on the contents of the meeting, which was majority regarding the current drought. Director Parker reported the meeting emphasized spreading drought awareness so that the community understands the gravity of the situation. Parker also went on to report that there has been a code enforcement in place the last week and a half, which has already seen 50 civilian calls making reports already.

## K. BOARD and STAFF REPORTS

1. **Directors:** No Report.
2. **District Counsel:** No Report.
3. **Associate Engineer:** No report.
4. **General Manager:** General Manager/Secretary Lander gave an update on the work that is being done at the San Benito Foods project, stating that power saving modifications are being made and the odor of the ponds is being handle. He also reported that the district continues to stay healthy, having no Covid transmission in the office.

L. **FUTURE AGENDA ITEMS:** General Manager Lander suggested bringing the board members around the district's different plants, so they are familiar with operations. The board agreed and set up to meet at 2:30 P.M. July 19<sup>th</sup> prior to the board meeting.

M. **ADJOURNMENT:** President Buzzetta adjourned the meeting at 6:18 p.m.

**APPROVED BY THE BOARD:**

\_\_\_\_\_  
Jerry T. Buzzetta, President

**RESPECTFULLY SUBMITTED:**

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

# Sunnyslope County Water District

## Disbursement Summary

June 1, 2022 through June 30, 2022

Date	Num	Name	Amount
06/03/2022	JN00123	Net Pay	\$69,811.70
06/03/2022	JN00123	Total Tax	\$19,064.22
06/06/2022	JN00101	Customer Refund-Kelli Ramiro	\$60.76
06/06/2022	JN00102	Customer Refund- Melissa M Nieves	\$235.53
06/06/2022	JN00103	Customer Refund- John S Zamora Jr	\$157.54
06/07/2022	50214	Ace Hardware (Johnson Lumber Co.)	\$316.67
06/07/2022	50215	AT&T	\$426.21
06/07/2022	50216	Calcon System, Inc.	\$5,409.00
06/07/2022	50217	Hollister Paint Co.	\$91.76
06/07/2022	50218	Maggiora Bros. Drilling, Inc.	\$4,215.00
06/07/2022	50219	Mission Uniform Service	\$359.16
06/07/2022	50220	Nationwide Retirements Solutions	\$9,296.84
06/07/2022	50221	Petty Cash	\$67.38
06/07/2022	50222	Postmaster	\$67.60
06/07/2022	50223	Razzolink.com	\$76.95
06/07/2022	50224	Recology San Benito County	\$313.19
06/07/2022	50225	Schaaf & Wheeler	\$2,326.50
06/07/2022	50226	True Value Hardware	\$43.12
06/07/2022	50227	U.S. Bank Corporate Payment Systems	\$6,398.16
06/10/2022	50229	ACC Business	\$1,309.30
06/10/2022	50230	Anabel Zavala	\$100.00
06/10/2022	50231	AT&T	\$365.12
06/10/2022	50232	Auto Tech Service Center, Inc.	\$330.00
06/10/2022	50233	Badger Meter, Inc.	\$2,797.80
06/10/2022	50234	Brenntag Pacific, Inc.	\$24,746.46
06/10/2022	50235	CM Analytical, Inc.	\$7,986.25
06/10/2022	50236	Hach Company	\$1,697.95
06/10/2022	50237	John Smith Road Landfill	\$709.80
06/10/2022	50238	Mission Uniform Service	\$398.30
06/10/2022	50239	Pinnacle HealthCare	\$115.00
06/10/2022	50240	Quinn Company	\$677.67
06/10/2022	50241	RJR Recycling	\$1,250.00
06/10/2022	50242	San Benito County Water District	\$262.75
06/10/2022	50243	Toro Petroleum Corp.	\$3,862.60
06/10/2022	50244	Trans Union LLC	\$194.28
06/10/2022	50245	USA Blue Book	\$705.74
06/10/2022	50246	Wright Bros. Indust. Supply	\$4.31
06/16/2022	JN00124	Net Pay	\$69,379.73
06/16/2022	JN00124	Total Tax	\$19,186.32
06/17/2022	50247	Ace Hardware (Johnson Lumber Co.)	\$208.68
06/17/2022	50248	All American Mailing, Inc.	\$2,688.57

# Sunnyslope County Water District

## Disbursement Summary

06/17/2022	50249	Barry Kelly	\$100.00
06/17/2022	50250	Brenntag Pacific, Inc.	\$20,404.80
06/17/2022	50251	Calcon System, Inc.	\$1,584.50
06/17/2022	50252	Central Ag Supply LLC	\$168.74
06/17/2022	50253	City of Hollister-Finance Dept	\$408,128.44
06/17/2022	50254	Coast Counties Glass	\$115.00
06/17/2022	50255	De Lay & Laredo	\$2,300.00
06/17/2022	50256	Denise Duffy & Associates, Inc.	\$3,472.30
06/17/2022	50257	EBCO Pest Control	\$69.00
06/17/2022	50258	Frank A Olsen Co.	\$2,150.87
06/17/2022	50259	Fremouw Enviornmental	\$5,785.31
06/17/2022	50260	Green Line	\$2,535.00
06/17/2022	50261	Iconix Waterworks (US) Inc.	\$805.41
06/17/2022	50262	Joe Vallejo	\$571.50
06/17/2022	50263	Mission Uniform Service	\$359.15
06/17/2022	50264	MNS Engineers, Inc.	\$8,317.01
06/17/2022	50265	Razzolink.com	\$504.65
06/17/2022	50266	Robert Hillebrecht	\$107.38
06/17/2022	50267	San Benito County Water District	\$118,550.00
06/17/2022	50268	San Benito County Water District	\$333,140.86
06/17/2022	50270	Simplot Grower Solutions	\$1,784.32
06/17/2022	50271	Staples Advantage	\$110.77
06/17/2022	50272	Star Concrete	\$841.23
06/17/2022	50273	State Water Resources Control Board-D	\$90.00
06/17/2022	50274	Third Millennium Partners Venture LLC	\$2,903.00
06/17/2022	50275	TPO	\$9,950.00
06/17/2022	50276	Tyler Technologies, Inc.	\$3,315.00
06/17/2022	50277	USA Blue Book	\$3,441.66
06/20/2022	JN00104	Customer Refund- Dianna & Alex Dininn	\$132.25
06/20/2022	JN00105	Customer Refund- Sean Hager	\$225.66
06/20/2022	JN00106	Customer Refund- H&M Property Manag	\$257.95
06/20/2022	JN00107	Customer Refund- Gary Lester	\$135.38
06/20/2022	JN00108	Customer Refund- Christopher & Jaymie	\$37.54
06/20/2022	JN00109	Customer Refund- Richard Scagliotti	\$53.22
06/20/2022	JN00110	Customer Refund- Philip Schipsi	\$48.07
06/27/2022	50278	A Tool Shed	\$279.72
06/27/2022	50279	A-1 Services	\$403.00
06/27/2022	50280	Ace Hardware (Johnson Lumber Co.)	\$350.73
06/27/2022	50281	Adan Cervantes	\$70.75
06/27/2022	50282	Atlas Copco Compressors LLC	\$798.80
06/27/2022	50283	Badger Meter, Inc.	\$71,428.76
06/27/2022	50284	Brenntag Pacific, Inc.	\$17,957.22
06/27/2022	50285	Brigantino Irrigation	\$29.83
06/27/2022	50286	Edges Electrical Group, LLC	\$200.41





# Sunnyslope County Water District

## Disbursement Summary

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

Accounts Payable Paid to:		
Vendors	\$	\$371,936.01
Payroll - Employee		\$295,651.46
San Benito County		\$514,018.24
City of Hollister for City Billing Collected, Net of Fees		\$408,699.94
Customer Refunds & Returned Checks/ACH		\$1,771.61
Debt & Finance		\$0.00
<b>Total Disbursements</b>	<b>\$</b>	<b><u><u>\$1,592,077.26</u></u></b>

# *Sunnyslope County Water District*

## Disbursement Summary

July 1, 2022 through July 31, 2022

Date	Num	Name	Amount
07/05/2022	50315	Ace Hardware (Johnson Lumber Co.)	\$501.02
07/05/2022	50316	AT&T	\$426.21
07/05/2022	50317	Auto Tech Service Center, Inc.	\$170.00
07/05/2022	50318	Backflow Apparatus & Valve Co. (BAVC)	\$335.72
07/05/2022	50319	Baker Supplies and Repairs	\$4.92
07/05/2022	50320	Brenntag Pacific, Inc.	\$23,976.96
07/05/2022	50321	CalVista Insurance Agency Inc.	\$96,709.00
07/05/2022	50322	CM Analytical, Inc.	\$13,495.00
07/05/2022	50323	Community Printers, Inc.	\$3,006.37
07/05/2022	50324	Frisch Engineering Inc.	\$23,330.00
07/05/2022	50325	Hach Company	\$449.13
07/05/2022	50326	Hollister Auto Parts, Inc.	\$49.80
07/05/2022	50327	Iconix Waterworks (US) Inc.	\$1,361.33
07/05/2022	50328	Mission Uniform Service	\$359.15
07/05/2022	50329	MJ Communications, Inc	\$1,741.79
07/05/2022	50330	Municipal Maintenance Equipment	\$6,378.22
07/05/2022	50331	San Benito County Water District	\$428.00
07/05/2022	50332	Staples Advantage	\$162.14
07/05/2022	50333	State Water Resources Control Board-D	\$90.00
07/05/2022	50334	Wallace Group	\$1,528.00
07/05/2022	50335	Wright Bros. Indust. Supply	\$42.14
07/05/2022	50336	Wright Bros. Welding & Sheet Metal, Inc	\$1,317.81
07/08/2022	50337	ACC Business	\$1,309.30
07/08/2022	50338	Ace Hardware (Johnson Lumber Co.)	\$350.17
07/08/2022	50339	AT&T	\$368.69
07/08/2022	50340	Badger Meter, Inc.	\$2,922.06
07/08/2022	50341	Bazilio Hernandez	\$234.83
07/08/2022	50342	Brenntag Pacific, Inc.	\$19,500.10
07/08/2022	50343	Carlton's Fire Extinguisher Sales & Serv	\$901.14
07/08/2022	50344	Central Ag Supply LLC	\$384.05
07/08/2022	50345	Greenwood Chevrolet	\$801.12
07/08/2022	50346	Iconix Waterworks (US) Inc.	\$1,164.26
07/08/2022	50347	Mc Master-Carr	\$549.49
07/08/2022	50348	Metron-Farnier, LLC	\$10,963.49
07/08/2022	50349	Mission Uniform Service	\$392.66
07/08/2022	50350	Recology San Benito County	\$313.19
07/08/2022	50351	Star Concrete	\$218.50
07/08/2022	50352	State Water Resources Control Board-D	\$55.00
07/08/2022	50353	Toro Petroleum Corp.	\$2,923.03
07/08/2022	50354	True Value Hardware	\$98.29
07/08/2022	50355	U.S. Bank Corporate Payment Systems	\$2,657.90

# Sunnyslope County Water District

## Disbursement Summary

07/08/2022	50356	USA Blue Book	\$1,153.84
07/08/2022	50357	Wright Bros. Indust. Supply	\$134.81
07/13/2022	50358	All American Mailing, Inc.	\$2,832.91
07/15/2022	JN00178	Net Pay	\$70,778.10
07/15/2022	JN00178	Total Tax	\$19,937.70
07/20/2022	50359	A-1 Services	\$403.00
07/20/2022	50360	Ace Hardware (Johnson Lumber Co.)	\$305.07
07/20/2022	50361	ACWA/JPIA	\$10,924.54
07/20/2022	50362	Auto Tech Service Center, Inc.	\$120.00
07/20/2022	50363	Brenntag Pacific, Inc.	\$20,360.75
07/20/2022	50364	Brigantino Irrigation	\$242.23
07/20/2022	50365	City of Hollister-Finance Dept	\$397,478.47
07/20/2022	50366	CWEA Membership- TCP	\$101.00
07/20/2022	50367	De Lay & Laredo	\$2,459.00
07/20/2022	50368	EBCO Pest Control	\$69.00
07/20/2022	50369	Hollister Auto Parts, Inc.	\$59.52
07/20/2022	50370	Independent Business Forms, Inc.	\$238.54
07/20/2022	50371	J M Electric	\$468.00
07/20/2022	50372	John Smith Road Landfill	\$1,063.80
07/20/2022	50373	Mission Uniform Service	\$747.14
07/20/2022	50374	Nationwide Retirements Solutions	\$27,890.52
07/20/2022	50375	O'Reilly Auto Parts	\$20.56
07/20/2022	50376	Raftelis Financial Consultants, Inc.	\$1,705.00
07/20/2022	50377	RJR Recycling	\$1,750.00
07/20/2022	50378	San Benito County Water District	\$351,847.54
07/20/2022	50380	San Benito Tire Pros & Automotive	\$1,147.02
07/20/2022	50381	Trans Union LLC	\$144.64
07/20/2022	50382	True Value Hardware	\$154.42
07/20/2022	50383	UWUA Local 820	\$830.88
07/20/2022	50384	William K Boltz	\$151.86
07/23/2022	JN00179	Net Pay	\$78,165.32
07/23/2022	JN00179	Total Tax	\$22,724.88
07/28/2022	50385	Ace Hardware (Johnson Lumber Co.)	\$164.70
07/28/2022	50386	Backflow Apparatus & Valve Co. (BAVC)	\$832.28
07/28/2022	50387	Baker Supplies and Repairs	\$136.56
07/28/2022	50388	Brenntag Pacific, Inc.	\$4,962.66
07/28/2022	50389	Central Ag Supply LLC	\$411.13
07/28/2022	50390	exceedio	\$3,194.51
07/28/2022	50391	Konica Minolta Premier Finance	\$416.76
07/28/2022	50392	Metropolitan Compounds Inc	\$2,004.26
07/28/2022	50393	Mission Uniform Service	\$354.48
07/28/2022	50394	Nationwide Retirements Solutions	\$9,296.84
07/28/2022	50395	O'Reilly Auto Parts	\$51.98
07/28/2022	50396	Petty Cash	\$60.00

# Sunnyslope County Water District

## Disbursement Summary

07/28/2022	50397	Postmaster	\$2,278.63
07/28/2022	50398	Toro Petroleum Corp.	\$3,478.57
07/28/2022	50399	True Value Hardware	\$25.71
07/28/2022	50400	Tyler Technologies, Inc.	\$260.00
07/28/2022	50401	USA Blue Book	\$2,174.73
07/28/2022	50402	UWUA Local 820	\$1,246.32
07/28/2022	50403	Verizon Wireless	\$416.08
			<b>\$1,270,146.24</b>

**SUMMARY:**

Accounts Payable Paid to:

Vendors	\$	\$292,026.87
Payroll - Employee		\$228,793.36
San Benito County		\$351,847.54
City of Hollister for City Billing Collected, Net of Fees		\$397,478.47
Customer Refunds & Returned Checks/ACH		\$0.00
Debt & Finance		\$0.00
<b>Total Disbursements</b>	<b>\$</b>	<b>\$1,270,146.24</b>

# Staff Report

Agenda Item: **H-3**

**DATE:** August 11, 2022 (August 16, 2022 Meeting)  
**TO:** Board of Directors  
**FROM:** Associate Engineer, Rob Hillebrecht  
**SUBJECT:** Associate Engineer Monthly Status Report

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## **Promontory Sewer Pipe Bridge**

Construction of the gravity sewer line connecting Promontory to Marks Dr. began the last week of July. Field biological surveys were conducted to ensure that no nesting birds or other significant environmental factors would be impacted. Due to overlapping vacation schedules of staff, MNS Engineers Inc. was contracted to provide inspection assistance for the pipe bridge and Marks Dr. sewer installations. These additional services are a shared expense with the developer. In Marks Dr. all the existing utilities were potholed. Minor design changes were made to avoid or address conflicts with the existing infrastructure. MNS has also assisted with submittal review and approvals.

## **Hazardous Material Site Inspection**

The San Benito County Environmental Health Department conducted inspections of all Sunnyslope's sites with hazardous materials (diesel fuel in generators, liquid chlorine at wells and treatment plants, ammonia nitrate at lift stations, acid & caustic & alum at Lessalt). No violations were discovered at any of the sites. Sunnyslope operations staff participate in annual training for handling these chemicals and annual reports are submitted to Environmental Health concerning them. The inspector was impressed by the cleanliness and safety of the sites.

## **Potential Consolidation of Best Road Mutual Water**

Sunnyslope staff have continued to participate in meetings with representatives from Best Road Mutual and Division of Drinking Water concerning a possible consolidation. Wallace Group is conducting a feasibility study to evaluate the various options for consolidation. This study is paid for directly by Best Road Mutual. Sunnyslope met with them to explain the various alternatives and the pros and cons of each. The preferred alternative for Sunnyslope hinges on the approval and construction of Gavilan College and Fairview Corners. However, other alternatives are also available. This feasibility study is necessary to qualify for State grants paying for the cost of consolidation.

## **Sale of Hydro-Jetter and Valve Turner**

The O'Brien sewer jetter trailer and the Wachs truck-mounted valve turner had been declared surplus by the Board and were auctioned through the GovDeals website. The sewer jetter trailer sold for \$5,750 while the valve turner sold for \$260. Staff kept record of the Bills of Sale, Title Transfer, and Release of Liability and submitted appropriate documentation with the DMV. The buyer picked up the equipment and GovDeals will issue the payment within the next few days.

## **Industrial Wastewater Treatment Plant**

The San Benito Foods tomato cannery began processing tomatoes the second week of July, sending their industrial wastewater to the IWTP which Sunnyslope operates under contract. Significant process changes were implemented to concentrate the treatment area and reduce power consumption. The process has been quite successful under normal operating conditions. A mechanical screen failure at the cannery paired with the malfunction of a rented pump at the IWTP during the last week of July caused some temporary odors. However, Sunnyslope staff effectively adapted the treatment process to address these issues, eliminate odors, and return the process to normal operation.

## **Active Developments**

1. The Promontory water system has been fully tested and tied into Sunnyslope's overall distribution system. A new driveway approach for Sunnyslope's Well #8 site has been paved. Eventually, the site will also be fully refenced over the enlarged parcel to provide security and flexibility for future uses of the site. Construction of the gravity sewer to Marks Dr. is currently in progress. The replacement/upsizing of the sewer line in Marks Dr. is expected to being soon.
2. Vista del Calabria has completed the installation of most of the sewer system for Phase 1 & 2 and is currently finishing storm drain installation. They expect to being installing the water system in late August. The existing 14" water main in Enterprise Rd was potholed and was found to in the location of the future sidewalk, causing conflicts with the planned joint trench. Considerations are being made to replace the existing water main and relocate it into the street section of Enterprise. Design of the new sewer lift station is also progressing.
3. Twin Oaks Phase 3 has completed the initial installation of the water system and is currently installing joint trench and doing final grading. Once base rock has been laid on the roads, the water system will undergo testing and then tie into Sunnyslope's overall distribution system.
4. West of Fairview 1B has begun requesting water meters be installed for the new home lots in their development. They have installed the ARV's and other final water infrastructure.
5. West of Fairview Phase 2 has begun installation of sewer and storm drain facilities on site and started offsite storm drain on Fairview. That storm drain needed to be adjusted from the plans location to create separation from Sunnyslope's existing 12" ACP pipeline. Additionally, slurry will be poured between them to protect Sunnyslope's pipeline.
6. Santana Ranch Phase 7 completed all testing and tied into Sunnyslope's overall water

distribution system. They have paved the streets and raised iron on valve cans and blow offs. They have requested that several construction water meters be installed to begin building.

7. Santana Ranch Apartments Phase 2 has received approval of their Improvement Plans.

# Staff Report

Agenda Item: **H – 4a**

**DATE:** August 8, 2022 (August 16, 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

(July 2022)

Capacity increased by 256 accounts in June and 0 in July. 60 new sewer accounts were added in June. Connections fees totaled \$7,349,525 in FY 22.

Comparison of Capacity Fees Received for the Current Month & Year to Date							
Item	JULY 2022	JUNE 2022	JULY 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	-	256	18	(18)	-	18	(18)
NO. WW CAPACITY FEE RECD	-	60	-	-	-	-	-

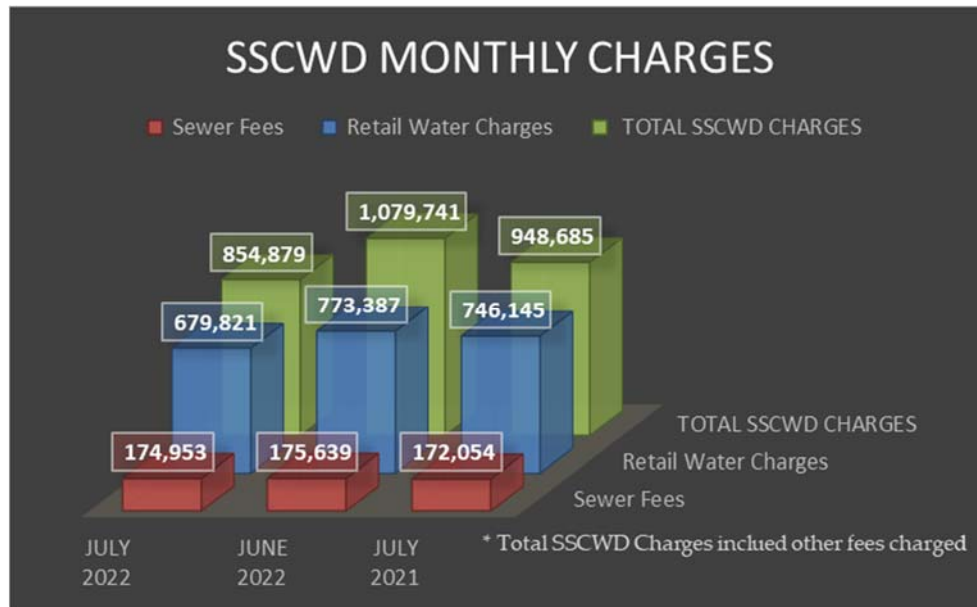
We now serve 7,136 customers and 5,616 accounts utilize online services and electronic payments. Paperless E-Bill is utilized by 24% of our customers.

Summary of Changes in Customer Accounts						
Account Types	JULY 2022	JUNE 2022	JULY 2021		Δ from PM ++	Δ from PY *
NO. WATER ACCOUNTS	7,136	7,139	6,852		(3)	284
NO. SSCWD SEWER ACCTS	1,234	1,238	1,238		(4)	(4)
NO. COHSEWER ACCTS	4,638	4,612	4,354		26	284
WATERSMART/INVOICE CLOUD	5,616	5,208	5,264		408	352
NO. E-BILL Invoice Cloud (Paperless)	1,711	1,668	1,172		43	539
Percent of Customers Gone Green	24.0%	23.4%	17.1%			



Total July Revenue has decreased 9.9% YOY reflecting customers efforts to conserve. SSCWD metered water in FY 22 was 804 MM gallons vs 870 in FY21, an 8% reduction. The lower volume of metered water poses challenge to meeting budget goals. It is anticipated that growth in connections will offset this effect.

SSCWD Charges Comparison										
MONTHLY CHARGES	JULY 2022	JUNE 2022	JULY 2021	YTD 2022	YTD 2021	Δ from PM	Δ from PY	% increase PM	% increase PY	% increase YOY
Retail Water Charges	679,821	773,387	746,145	679,821	746,145	(93,566)	(66,324)	-12.1%	-9.8%	-8.9%
Sewer Fees	174,953	175,639	172,054	174,953	172,054	(686)	2,899	-0.4%	1.7%	1.7%
Installation Fees	-	105,460	7,765	0	7,765	(105,460)	(7,765)	-100.0%		-100.0%
Late Fees	13,404	10,534	9,160	13,404	9,160	2,869	4,244	27.2%	31.7%	46.3%
Admin. Collection Fees, net	-	-	-	0	-	-	-			
COH Billing Fees	(13,989)	13,941	13,194	-13,989	13,194	(27,930)	(27,183)	-200.3%	194.3%	-206.0%
Other Misc. Fees	690	780	367	690	367	(90)	323	-11.5%	46.8%	88.0%
<b>TOTAL SSCWD CHARGES</b>	<b>854,879</b>	<b>1,079,741</b>	<b>948,685</b>	<b>854,879</b>	<b>948,685</b>	<b>(224,862)</b>	<b>(93,806)</b>	<b>-20.8%</b>	<b>-11.0%</b>	<b>-9.9%</b>



The percentage of past due accounts receivable through July 22 increased to 13.4% .

## STATEMENT OF INCOME

(FY22)

For June 2022 YTD, we show an overall Net Operating gain of \$182k vs a budgeted loss of \$1,784k. Actual to budgeted revenues is a significant driver and a lower operating cost largely related to the Lessalt shut down.

The cost per Acre Foot of SSCWD water in fiscal 2022 was \$3,125 vs \$2,985 in FY21. The 7% increase

is attributable to the 8% decrease in metered water. Operating costs were essentially flat.

## INVESTMENT SUMMARY

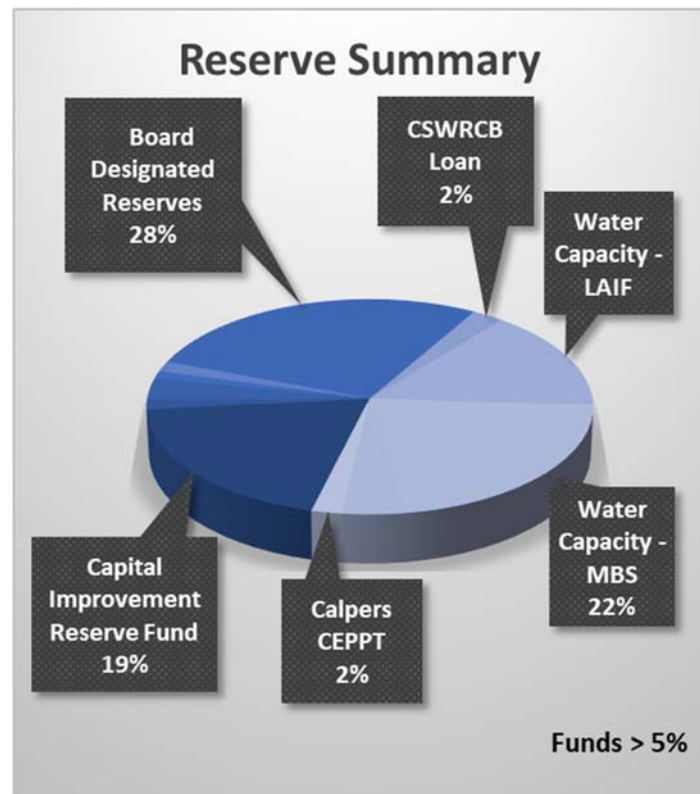
(June 2022)

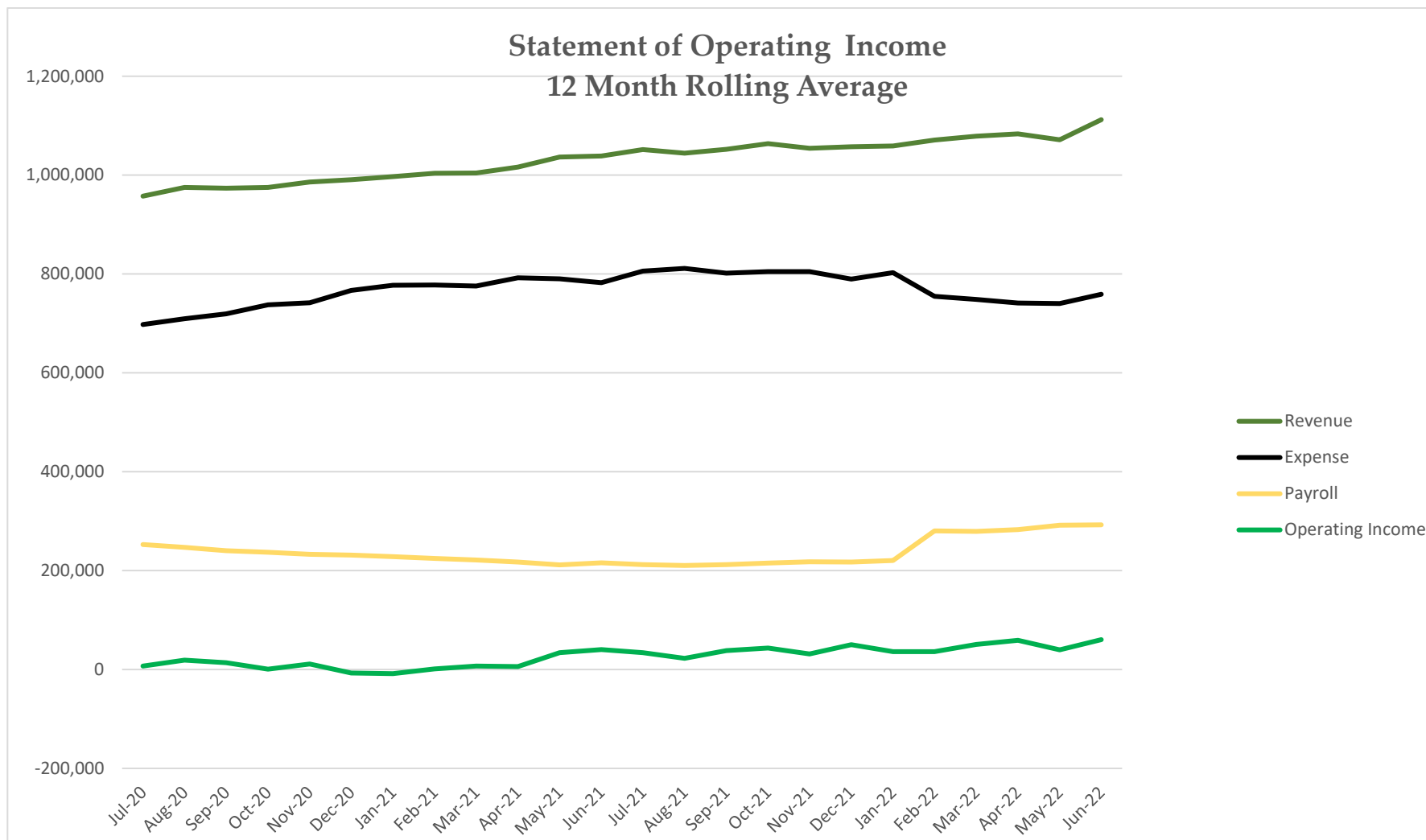
Cash and invested funds total \$22.8 million. The increase was \$4.4 million in FY22. \$2.2 million of invested funds were used to pay off Long Term debt.

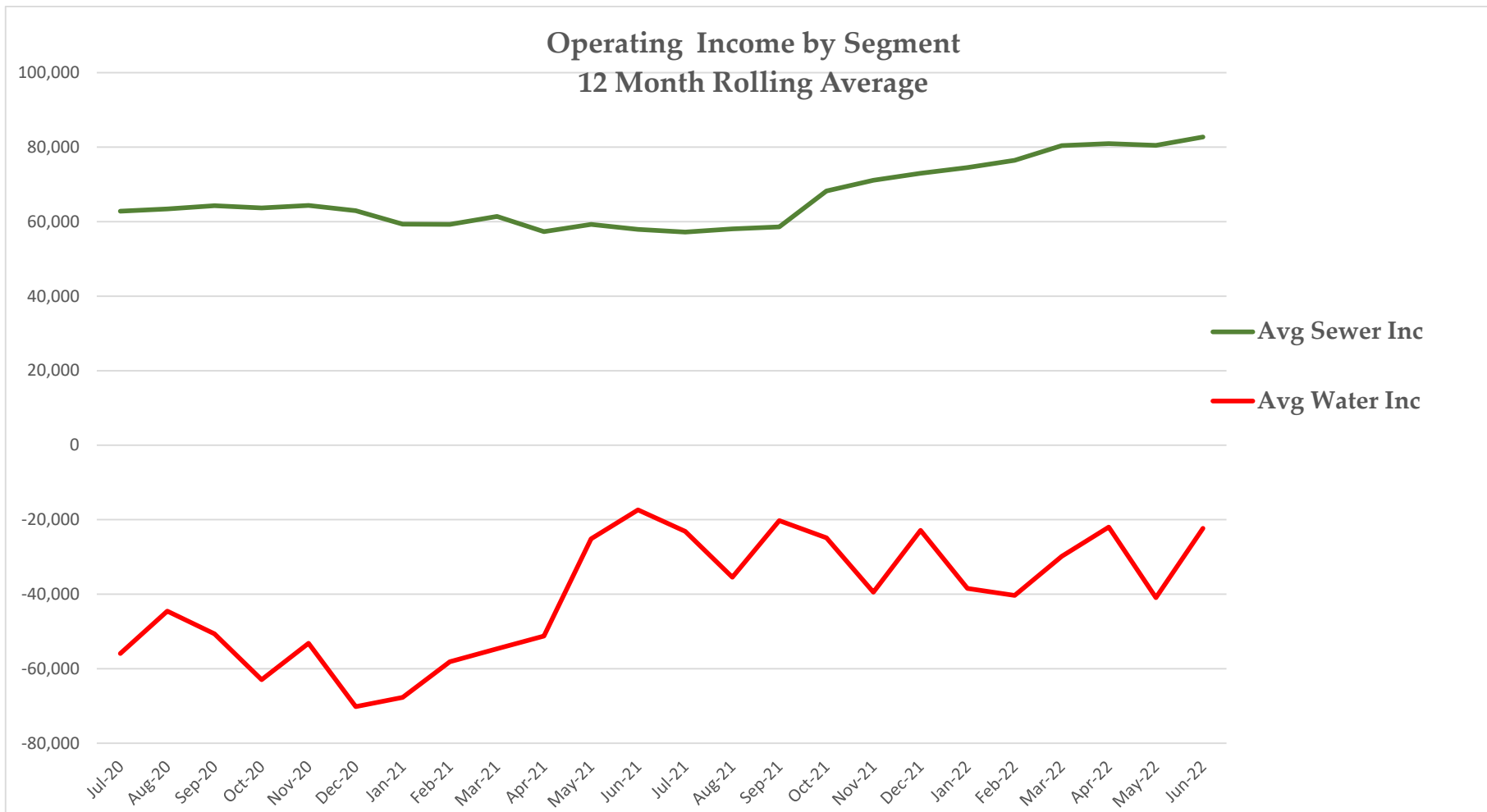
## RESERVES

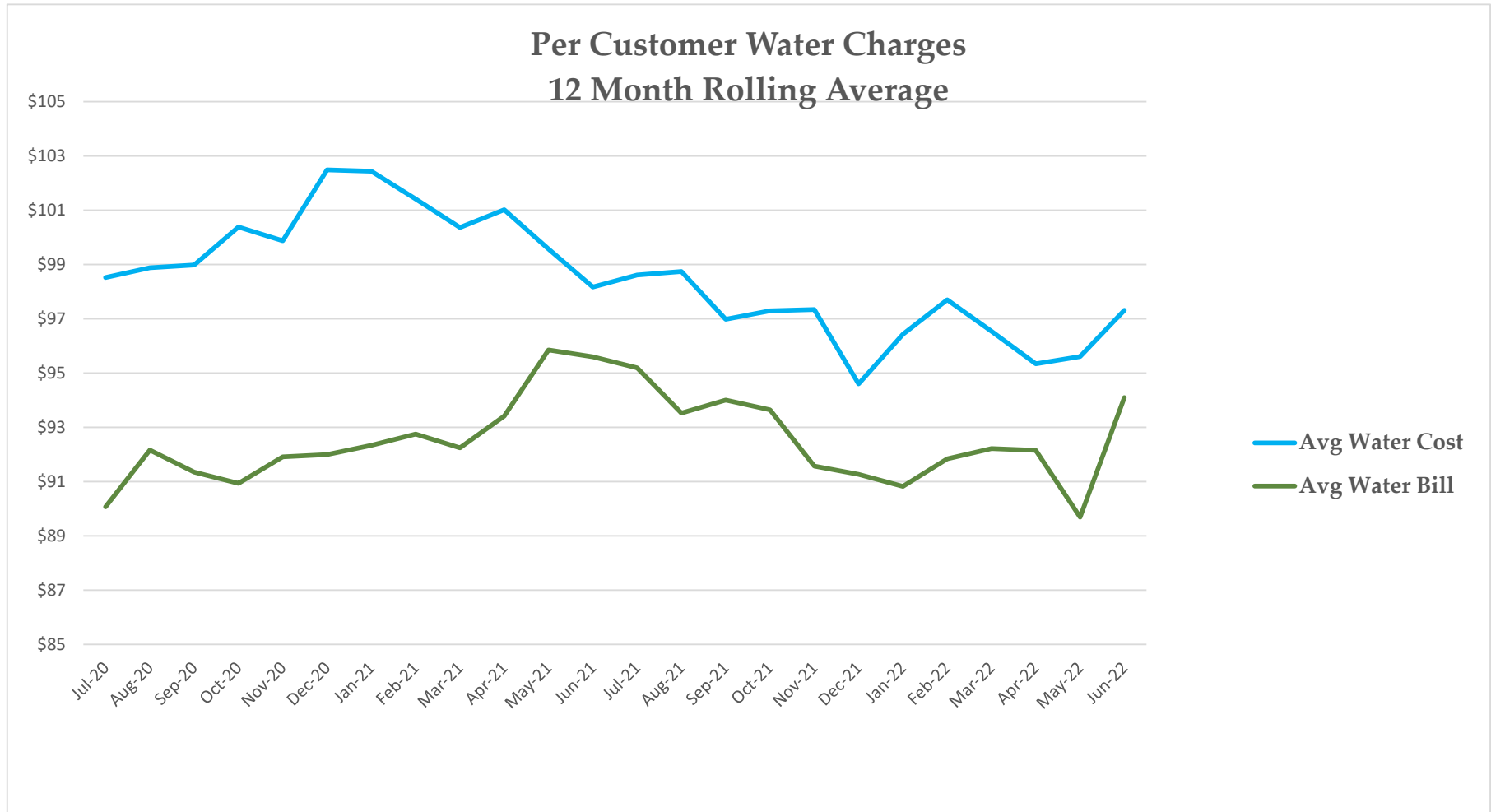
(June 2022)

Total Reserves increased in June to \$21.5 million from \$10.2 million in FY21. The Board authorized several changes increasing the total to 48% of capitalized assets. See the Board Designated Reserve report for a summary of the transactions and the status of actual expenditures per Board authorized expenditure.









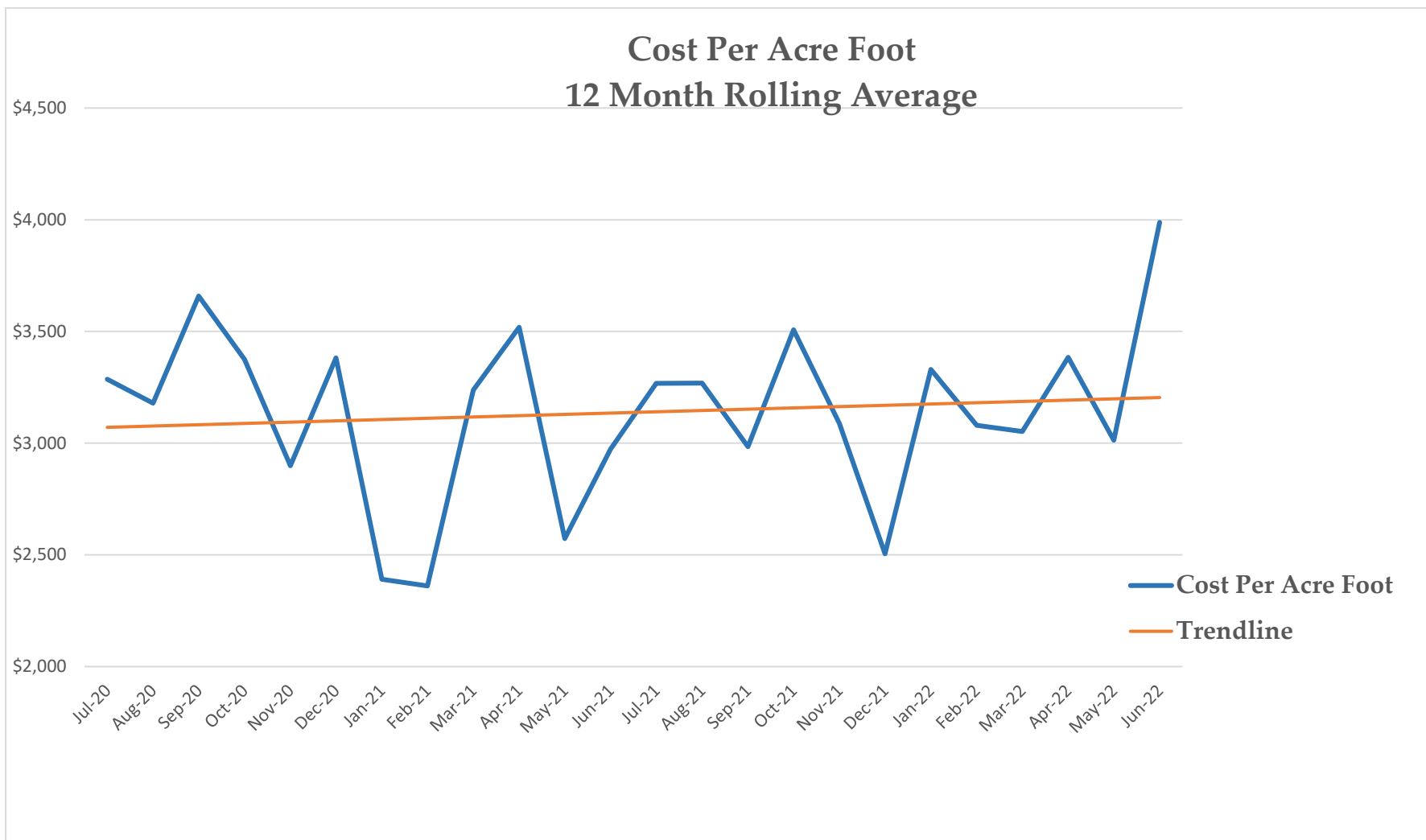
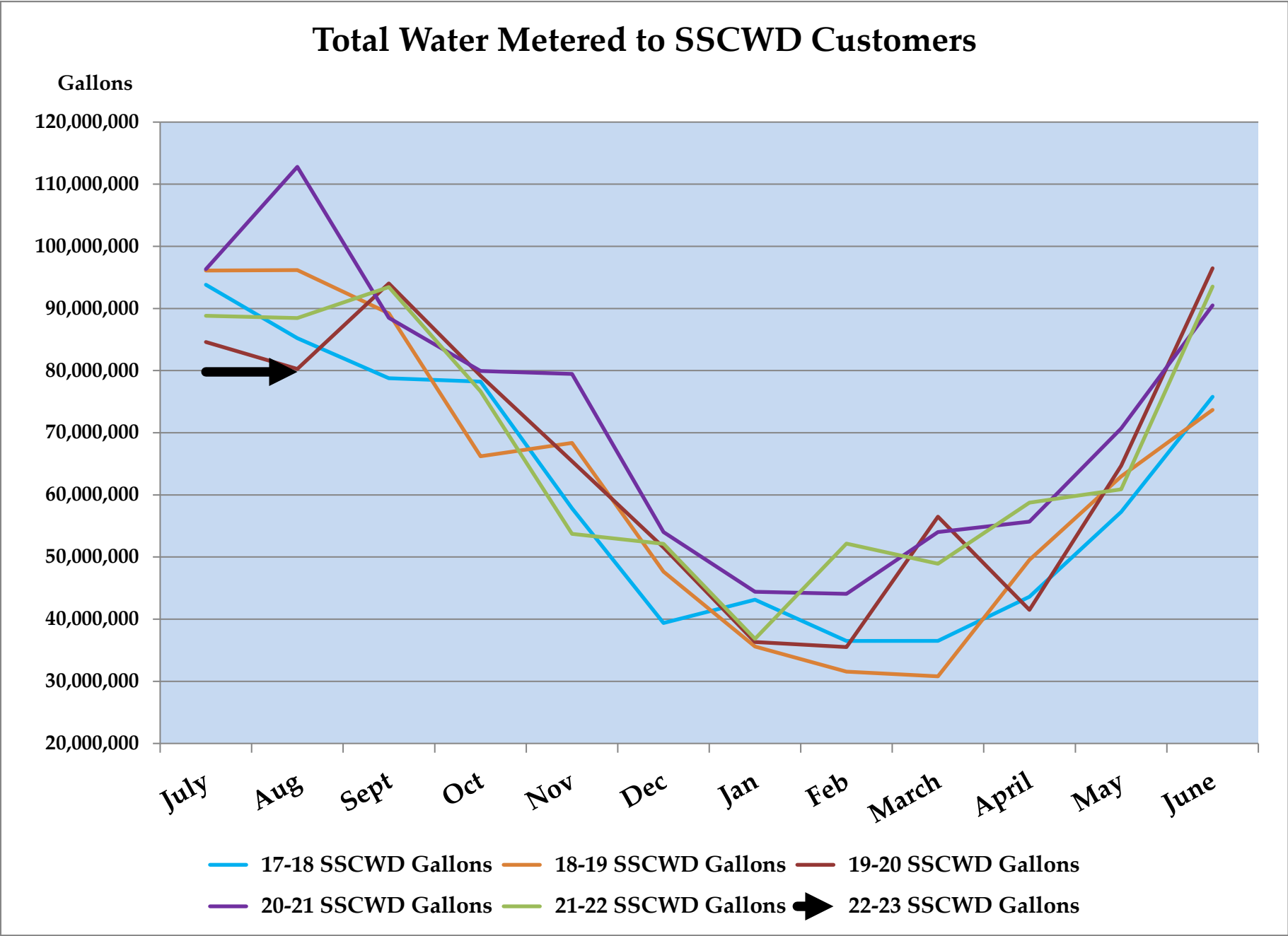


Chart Includes: Only Water Metered to SSCWD Customers,  
Chart Does Not Include: COH Interties Wholesale Water Flow



**Sunnyslope County Water District**  
 2021 / 2022  
 OPERATION SUMMARY (This Year)

ITEMS	JULY 2022	AUG. 2022	SEPT. 2022	OCT. 2022	NOV. 2022	DEC. 2022	JAN. 2023	FEB. 2023	MAR. 2023	APR. 2023	MAY 2023	JUNE 2023	TOTALS
NO. WATER CAPACITY FEE RECD	-												-
NO. WW CAPACITY FEE RECD	-												-
NO. WATER ACCOUNTS	7,136												
NO. SSCWD SEWER ACCTS	1,234												
NO. COH SEWER ACCTS	4,638												
In-House Auto Pay													
Web Auto Pay													
Recurr Credit Card - 16th													
Recurr Credit Card - 17th													
NO. AUTO PAY CUSTOMERS	-	-	-	-	-	-	-	-	-	-	-	-	
NO. E-BILL CUST'S (Paperless)													
<b>WaterSmart / Invoice Cloud</b>													
Auto Pay	3,308												
Biller Portal	5												
Cloud Store	59												
Customer Portal	414												
Express Payments	316												
IVR	88												
Mobile Express Payments	442												
Online Bank Direct	613												
Pay By Text	78												
Scheduled Payment	27												
Shopping Cart	266												
Total WaterSmart / Invoice Cloud	5,616	-	-	-	-	-	-	-	-	-	-	-	
NO. E-BILL Invoice Cloud (Paperless)	1,711												
<b>MONTHLY CHARGES</b>													
Retail Water Charges	\$ 679,821.18												\$ 679,821.18
Sewer Fees	174,953.17												174,953.17
Installation Fees	-												-
Late Fees	13,403.54												13,403.54
Admin. Collection Fees, net													-
COH Billing Fees	(13,989.00)												(13,989.00)
Other Misc. Fees	690.00												690.00
<b>TOTAL SSCWD CHARGES</b>	\$ 854,878.89	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 854,878.89
<b>CITY OF HOLLISTER CHARGES</b>													
COH Sewer Fees	416,964.67												\$ 416,964.67
COH Street Sweeping	10,683.28												10,683.28
COH Senior Discount	(1,246.20)												(1,246.20)
Total COH Charges	426,401.75	-	-	-	-	-	-	-	-	-	-	-	426,401.75
Late Fees **	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL COH CHARGES</b>	\$ 426,401.75	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 426,401.75
<b>ACCOUNTS RECEIVABLE - Aged</b>													
A/R for Sunnyslope Water **	\$ 948,794.59												
A/R for City of Hollister **	458,304.45												
Outstanding Bills Owed	\$ 1,407,099.04	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Past Due	\$ 188,801.28												
% Past Due	13.42%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	



**Sunnyslope County Water District**  
 2021 / 2022  
 OPERATION SUMMARY (This Year)

ITEMS	JULY 2022	AUG. 2022	SEPT. 2022	OCT. 2022	NOV. 2022	DEC. 2022	JAN. 2023	FEB. 2023	MAR. 2023	APR. 2023	MAY 2023	JUNE 2023	TOTALS
<b>WATER METERED</b>													
Cubic Feet	10,668,300												10,668,300
SSCWD Gallons	79,798,884	-	-	-	-	-	-	-	-	-	-	-	79,798,884
Well Flow to COH Gallons	9,993,400												9,993,400
Surface Flow to COH Gallons	4,672,919												4,672,919
<b>TOTAL METERED</b>	<b>94,465,203</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>94,465,203</b>
<b>WATER SOURCE</b>													
Well #2 (Southside Road)	14,620,800	-	-	-	-	-	-	-	-	-	-	-	14,620,800
Well #5 (Ray Cir/Enterprise)	4,426,629	-	-	-	-	-	-	-	-	-	-	-	4,426,629
Well #7 (Enterprise Rd)	13,104,944	-	-	-	-	-	-	-	-	-	-	-	13,104,944
Well #8 (Ridgemark)	16,505,000	-	-	-	-	-	-	-	-	-	-	-	16,505,000
Well #11 (Southside Road)	23,613,000	-	-	-	-	-	-	-	-	-	-	-	23,613,000
<b>TOTAL from Wells</b>	<b>72,270,373</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>72,270,373</b>
Lessalt W.T.P. I (High Zone)	-	-	-	-	-	-	-	-	-	-	-	-	-
Lessalt W.T.P. I (Middle Zone)	-	-	-	-	-	-	-	-	-	-	-	-	-
West Hills W.T.P. @ Well #2	12,203,000	-	-	-	-	-	-	-	-	-	-	-	12,203,000
West Hills W.T.P. @ Well #11	19,908,000	-	-	-	-	-	-	-	-	-	-	-	19,908,000
<b>TOTAL from Surface Water</b>	<b>32,111,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>32,111,000</b>
City Well Flow to SSCWD Gallons	190,200												190,200
City Surface Flow to SSCWD Gallons	-												-
<b>TOTAL from City Interties</b>	<b>190,200</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>190,200</b>
<b>TOTAL PUMPED</b>	<b>104,571,573</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>104,571,573</b>
Estimated Water Loss	10,106,370	-	-	-	-	-	-	-	-	-	-	-	10,106,370
Water Loss %	9.665%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	9.665%
Estimated Water Gain	-	-	-	-	-	-	-	-	-	-	-	-	-
Water Gain %	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
<b>Total Net Water Loss</b>	<b>10,106,370</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,106,370</b>
Cost of Water Produced (Per Acre Foot)	-	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	-
Prior YTD Cost	2,652	2,588	2,250	3,210	3,909	3,262	6,078	3,955	4,210	3,903	3,312	2,865	3,277

# Sunnyslope County Water District

STATEMENT OF INCOME  
FOR THE FISCAL YEAR ENDING JUNE 30, 2022 (This Year)  
UN-AUDITED 8/4/2022

*** WATER ***	May-22	Jun-22	Variance Over / (Under) Prior Month	May-21	Jun-21	Variance Over / (Under) Prior Year	YEAR- TO-DATE	PRIOR YEAR- TO-DATE	PROJECTED 21/22 ACTUAL	FY 21/22 BUDGET
<b>OPERATING REVENUES</b>										
Water Sales	541,725	811,951	270,226	764,990	751,340	60,611	7,120,019	7,473,141	7,120,019	6,700,000
Contracted Services	228,312	228,312	(0)	220,953	220,953	7,359	2,748,435	2,651,436	2,748,435	2,792,736
Installation Fees	21,465	103,960	82,495	5,880	29,635	74,325	204,065	162,480	204,065	
Late Fees	7,281	8,427	1,145	-	-	8,427	88,857	-	88,857	
Other Revenue	25,437	11,619	(13,818)	11,187	11,278	342	177,912	130,473	119,490	4,000
<b>TOTAL OPERATING REVENUES</b>	<b>824,220</b>	<b>1,164,268</b>	<b>340,048</b>	<b>1,003,009</b>	<b>1,013,206</b>	<b>151,063</b>	<b>10,339,288</b>	<b>10,417,530</b>	<b>10,280,866</b>	<b>9,496,736</b>
<b>OPERATING EXPENSES</b>										
Salaries and Benefits	(234,518)	(214,035)	20,483	(152,325)	(218,917)	4,882	(3,021,901)	(2,013,970)	(3,021,901)	(2,213,997)
Operating Expenses	(612,711)	(836,545)	(223,835)	(646,651)	(672,938)	(163,607)	(7,816,283)	(8,611,966)	(7,816,283)	(9,653,519)
<b>TOTAL OPERATING EXPENSES</b>	<b>(847,229)</b>	<b>(1,050,581)</b>	<b>(203,352)</b>	<b>(798,976)</b>	<b>(891,855)</b>	<b>(158,726)</b>	<b>(10,838,184)</b>	<b>(10,625,936)</b>	<b>(10,838,184)</b>	<b>(11,867,516)</b>
<b>NET OPERATING INCOME</b>	<b>(23,009)</b>	<b>113,688</b>	<b>136,697</b>	<b>204,034</b>	<b>121,351</b>	<b>(7,663)</b>	<b>(498,896)</b>	<b>(208,405)</b>	<b>(557,318)</b>	<b>(2,370,780)</b>
<b>NON OPERATING INCOME &amp; (EXPENSES)</b>										
Capacity Fees	624,000	3,084,050	2,460,050	(152,325)	866,225	2,217,825	6,050,525	4,620,750	6,050,525	-
Donated Asset			-	(646,651)		-	-	66,855	-	-
Miscellaneous Income (Farm Labor Camp)			-			-	-	-	-	-
Adjust LAIF Investment to Fair Value			-	-	-	-	-	(34,956)	-	-
Interest Income	2,050	2,193	143	4,734	6,361	(4,169)	23,278	38,917	23,278	-
Allocated from G & A (Interest & Sale of Assets)	(872)		872	10,691	3,486	(3,486)	(6,713)	37,538	(6,713)	-
Debt Service (Loan Expense) & Disposal of Assets			-	(6,838)	(14,952)	14,952	(65,564)	(93,839)	(65,564)	(61,753)
<b>TOTAL NON OPERATING INCOME &amp; (EXPENSES)</b>	<b>625,178</b>	<b>3,086,243</b>	<b>2,461,064</b>	<b>(790,389)</b>	<b>861,121</b>	<b>2,225,122</b>	<b>6,001,527</b>	<b>4,635,266</b>	<b>6,001,526</b>	<b>(61,753)</b>
<b>NET WATER INCOME (LOSS)</b>	<b>\$ 602,170</b>	<b>\$ 3,199,930</b>	<b>2,597,761</b>	<b>\$ (586,355)</b>	<b>\$ 982,472</b>	<b>2,217,459</b>	<b>\$ 5,502,630</b>	<b>\$ 4,426,860</b>	<b>\$ 5,444,208</b>	<b>\$ (2,432,533)</b>
<b>NET WATER INCOME (LOSS) Adjusted for Non Budgeted Items</b>	<b>\$ (23,009)</b>	<b>\$ 113,688</b>	<b>136,697</b>	<b>\$ 197,196</b>	<b>\$ 106,399</b>	<b>\$ 7,289</b>	<b>\$ (564,460)</b>	<b>\$ (302,244)</b>	<b>\$ (622,882)</b>	<b>\$ (2,432,533)</b>

**Sunnyslope County Water District**  
 STATEMENT OF INCOME  
 FOR THE FISCAL YEAR ENDING JUNE 30, 2022 (This Year)  
 UN-AUDITED 8/4/2022

*** WASTEWATER ***			Variance Over / (Under) Prior Month			Variance Over / (Under) Prior Year
	May-22	Jun-22		May-21	Jun-21	
<b>OPERATING REVENUES</b>						
Sewer Sales	174,433	160,983	(13,450)	171,940	172,419	(11,436)
Contracted Services	35,154	53,028	17,874			53,028
Installation Fees	25	1,500	1,475	-		1,500
Late Fees	1,820	2,107	287	-		2,107
Other Revenue	3,005	2,748	(257)	2,753	2,838	(89)
<b>TOTAL OPERATING REVENUES</b>	<b>214,437</b>	<b>220,366</b>	<b>5,929</b>	<b>174,693</b>	<b>175,257</b>	<b>45,110</b>
<b>OPERATING EXPENSES</b>						
Salaries and Benefits	(64,009)	(64,575)	(566)	(40,835)	(49,649)	(14,926)
Operating Expenses	(64,923)	(126,096)	(61,173)	(43,007)	(64,502)	(61,594)
<b>TOTAL OPERATING EXPENSES</b>	<b>(128,932)</b>	<b>(190,672)</b>	<b>(61,740)</b>	<b>(83,841)</b>	<b>(114,151)</b>	<b>(76,520)</b>
<b>NET OPERATING INCOME</b>	<b>85,506</b>	<b>29,695</b>	<b>(55,811)</b>	<b>90,851</b>	<b>61,106</b>	<b>(31,411)</b>
<b>NON OPERATING INCOME &amp; (EXPENSES)</b>						
Capacity Fees	-	1,299,000	1,299,000	-		1,299,000
Miscellaneous Income	-	-	-	-	1,452	(1,452)
Adjust LAIF Investment to Fair Value			-			-
Interest Income	964	1,034	70	-		1,034
Allocated from G & A (Interest & Sale of Assets)	(241)	(2)	239	-	170	(172)
Debt Service (Loan Expense) & Southside Rd. Slide	16,441	(84,037)	(100,478)	(19,068)	(20,885)	(63,152)
<b>TOTAL NON OPERATING INCOME &amp; (EXPENSES)</b>	<b>17,164</b>	<b>1,215,996</b>	<b>1,198,831</b>	<b>(19,068)</b>	<b>(20,013)</b>	<b>1,235,259</b>
<b>NET WASTEWATER INCOME (LOSS)</b>	<b>102,670</b>	<b>1,245,690</b>	<b>1,143,020</b>	<b>71,783</b>	<b>41,092</b>	<b>1,203,848</b>
<b>NET WASTEWATER INCOME (LOSS) Adjusted for Non Budgeted Items</b>	<b>\$ 101,947</b>	<b>\$ (54,342)</b>	<b>1,143,020</b>	<b>\$ 71,783</b>	<b>\$ 40,221</b>	<b>\$ (94,562)</b>

YEAR-TO-DATE	PRIOR YEAR-TO-DATE	PROJECTED ACTUAL	FY 21/22 BUDGET
2,058,334	2,015,077	2,058,334	2,016,000
602,372	-	393,852	393,852
1,525	25	1,525	
22,215	-	22,215	
32,488	32,334	32,488	158,000
2,716,933	2,047,436	2,508,414	2,567,852
(489,877)	(574,236)	(489,877)	(582,805)
(1,292,650)	(777,956)	(1,292,650)	(1,126,013)
(1,782,527)	(1,352,191)	(1,782,527)	(1,708,818)
934,406	695,245	725,887	859,034
1,299,000	21,125	1,299,000	
-	1,452	-	
-	(8,739)	-	
11,147	73	11,147	
(1,702)	5,740	(1,702)	-
(187,701)	(231,311)	(187,701)	(210,073)
1,120,744	(211,660)	1,120,744	(210,073)
2,055,150	483,585	1,846,631	648,961
\$ 746,705	\$ 465,386	\$ 538,186	\$ 648,961

*** WATER & WASTEWATER ***			Variance Over / (Under) Prior Year			Variance Over / (Under) Prior Year
	May-22	Jun-22		May-21	Jun-21	
<b>*** COMBINED INCOME (LOSS) WATER &amp; WASTEWATER***</b>	<b>704,839</b>	<b>4,445,621</b>	<b>3,740,781</b>	<b>(514,572)</b>	<b>1,023,564</b>	<b>3,422,057</b>
<b>*** COMBINED INCOME (LOSS) WATER &amp; WASTEWATER Adjusted for Non - Budgeted Items</b>	<b>\$ 78,938</b>	<b>\$ 59,346</b>	<b>\$ (19,592)</b>	<b>\$ 268,978</b>	<b>\$ 146,620</b>	<b>\$ (87,274)</b>

YEAR-TO-DATE	PRIOR YEAR-TO-DATE	PROJECTED ACTUAL	FY 20/21 BUDGET
7,557,780	4,910,445	7,290,839	(1,783,572)
\$ 182,244	\$ 163,142	\$ (84,696)	\$ (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
<b><u>Heritage Bank of Commerce</u></b>														
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	3,742,778	6,296,579	7,229,162
<b>CHECKING SUBTOTAL</b>		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	3,742,778	6,296,579	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	4,081,713	4,082,888	4,065,943
<b>MMA SUBTOTAL</b>		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	4,081,713	4,082,888	4,065,943
<b><u>L. A. I. F.</u></b> <b>(Local Agency Investment Fund)</b> 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	-5,073,167	-10,115,844	-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	6,671,415	4,694,743	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	21,135	1,320,135	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	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	2,660,509	8,380,859	2,673,722
<b>L.A.I.F. SUBTOTAL</b>		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	5,039,893	5,039,893	7,027,954
<b><u>CEPPT</u></b> <b>(CA Employee Pension Plan Trust)</b>														
Employee Pension Reserve					1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	640,401	0
<b>CEPPT SUBTOTAL</b>					1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	640,401	0
<b><u>MBS Securites</u></b> <b>(CD Brokerage - Water Capacity Funds)</b>														
Employee Pension Reserve							0	2,979,000	2,979,000	2,979,000	2,980,859	4,982,910	6,704,841	0
<b>MBS SUBTOTAL</b>					0	0	0	2,979,000	2,979,000	2,979,000	2,980,859	4,982,910	6,704,841	0
<b>GRAND TOTAL</b>		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	18,847,294	22,764,601	18,323,058
	<b>YTD Total</b>													
<b>* TOTAL INTEREST RECORDED</b>	34,425	0	5,265	3,838	573	1,429	1,384	4,131	1,095	1,934	8,537	3,015	3,225	48,639

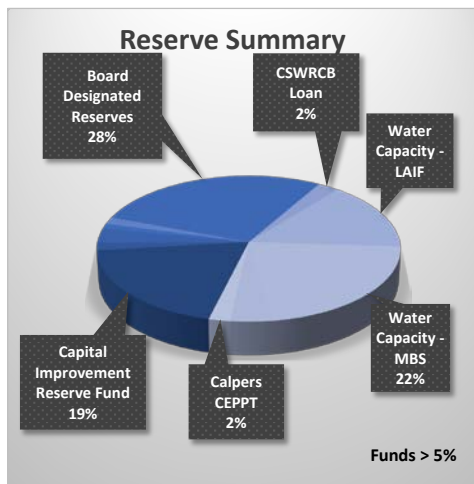
## Sunnyslope County Water District

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

	<u>6/30/2022</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	\$ 6,000,000	\$ 4,479,257	\$ 188,675	\$ 1,709,419	\$ 1,775,906	\$ (66,487)
2 Rate Stabilization Fund	250,000	250,000	-	-	-	-
3 Drought Contingency Reserve	500,000	100,000	-	400,000	400,000	-
4 Emergency Fund	1,000,000	900,000	-	100,000	100,000	-
5 Vehicle Replacement Fund	348,078	223,089	72,560	197,549	148,634	48,916
6 Office and Misc. Equipment Replacement Fund	474,881	238,105	29,978	266,754	292,735	(25,981)
Board Designated Reserves	8,572,960	6,190,451	291,213	2,673,722	2,717,275	(43,553)
7 CSWRCB Loan	760,000	-	-	760,000	760,000	-
8 Water Capacity -LAIF	4,694,742	6,096,715	8,134,682	6,732,709	2,867,486	3,865,223
8a Water Capacity - MBS	6,704,841	6,955,672	250,831	-	-	-
9 Wastewater Capacity	1,320,135	1,299,010	-	21,125	39,849	(18,724)
10 Calpers CEPPT	640,401	1,000,000	359,599	-	-	-
Legally Restricted Reserves	14,120,119	15,351,398	8,745,112	7,513,834	3,667,335	3,846,499
<b>TOTAL</b>	<b><u>\$ 22,693,079</u></b>	<b><u>\$ 21,541,849</u></b>	<b><u>\$ 9,036,325</u></b>	<b><u>\$ 10,187,556</u></b>	<b><u>\$ 6,384,610</u></b>	<b><u>\$ 3,802,946</u></b>
Unreserved Cash & Invested Funds	<u>\$682,752.91</u>					
Percentage of Total Capital Assets	<u>47.79%</u>					

**Detailed Transactions:**

Depr. Expense	\$ 461,194	-	-	-	-	\$ 64,241
Board Authorized Changes to Policy #8600	\$ 5,729,257	-	-	-	-	-
LAIF Interest Income	\$ 9,590	-	-	-	-	-
MBS Interest	\$ 5,672	-	-	-	-	-
Debt Amortization	-	-	1,184,682	-	-	(1,264,484)
Water Capacity Fees	6,087,125	6,950,000	-	-	-	5,016,350
Sewer Capacity Fees	1,299,000	-	-	-	-	-
CEPPT Funding	1,000,000	-	-	-	-	-
Transfer To MBS	6,950,000	-	-	-	-	-
Fixed asset Additions	-	-	291,213	-	-	(13,162)
Fair Market Value & Misc Adj	10	610,430	-	-	-	1
	<b><u>\$ 21,541,849</u></b>	<b><u>\$ 9,036,325</u></b>	<b><u>\$ 3,802,946</u></b>	<b><u>\$ 3,802,946</u></b>	<b><u>\$ 3,802,946</u></b>	<b><u>\$ 3,802,946</u></b>



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	86,773
1/18/2022	ACWA Membership	ACWA	21,260	21,160
1/21/2022	1" Meter Purchase	Itron/Badger	105,000	77,149
1/21/2022	Camry Sale		n/a	
2/15/2022	District Election	SBC	60,000	0
2/15/2022	Rate Study	Raftelis	84,502	710
2/15/2022	Ignition SCADA part 2	Frisch & Calcon	127,000	143,596

# 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.	Currnet funding is \$1,000,000. At the beginning of each fiscal year, the fund will be replenshished 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 comparable 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:** August 11, 2022 (August 16, 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.

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## Narrative

1. All three water reports were completed and submitted on time by July 8, 2022.
2. All West at Westhills Water Treatment Facility worked on backwash valve.
3. Industrial Wastewater Treatment Plant began receiving discharge on July 13, 2022. Influent flow ranged from 1.3 – 1.8 million gallons per day.
4. Annual Fire Extinguishers inspected by an outside company.
5. Installed depth gauges in all percolation ponds at the Ridgemark Estates Wastewater Treatment Plant to conform to new state requirements.

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

## Water (9) July 2022

1. Carlon's performed annual serviced all district fire extinguishers.
2. Replaced leaking water service lines at 670 & 680 El Toro Drive.
3. Repaired leaking water service line at 1890 Village Court.
4. Replaced leaking blow offline and valve at the end of Barnes Lane.
5. Replaced curb stop and meter box at 1771 Sunnyslope Lane.
6. Replaced Well #8 chlorine pump and injector line.
7. Replaced curb stop at 1080 Oak Drive.
8. Replaced fire hydrant on Ridgemark Drive.
9. Replaced curb stop at 1870 Hillcrest Road.



## **LESSALT Water Treatment Plant (5)**

1. Sprayed weeds.
2. Flushed fire system lines.
3. Cleaned raw water turbidity meter and Y-strainer.
4. Backwashed Green Sand Filter #1.
5. Peroxide cleaned Total Organic Carbon analyzer and replaced filters.

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

1. All West Inc. worked on backwash valve. Valve was faulting during backwash causing sequence to abort. All West troubleshoot valve actuator. They adjusted percentage positioning which triggered alarm when valve dint reach said position in allotted time.
2. Hauled sludge from drying beds to John Smith Landfill.
3. Repaired leak in sulfuric acid pit.
4. Peroxide cleaned Total Organic Compound analyzer.
5. Acid cleaned CL17 analyzers.
6. Cleaned lamellas.

## **Wastewater (3)**

1. Hauled sludge from SBR to John Smith Landfill.
2. Built and installed Pond 3 water depth gauge.
3. Started semi-annual hydro jetting sewer system.

## **Industrial Plant (5)**

1. San Benito Food started production season on July 13, 2022.
2. Calcon calibrated instruments which is used to monitor process such as flow totals, dissolved oxygen and ph readings.
3. Frisch Engineering modified SCADA to show the two new basins in operations
4. Continued cutting and clearing weeds around ponds.
5. Sharp Engineering continuing working on levees expansion and dried sludge removal
6. Continue to P.M. equipment.
7. Pulled and inspected headworks grinder.



<b>Project Location</b>	<b>: Industrial Wastewater Treatment Plant</b>
<b>Project</b>	<b>: Plant start up</b>
<b>Department</b>	<b>: Sanitation Department</b>
<b>Description</b>	<b>: San Benito Food began processing on July 13, 2022</b>

Completed This Month	Job Descriptions	Completed YTD 2022 – 2023 July 1 to June 30	Completed 2021 – 2022 July 1 to June 30	Completed 2020 – 2021 July 1 to June 30	Completed 2019 – 2020 July 1 to June 30
236	Work Orders	236	2520	2469	2715
0	Temporary Manual Read Water Meters Installed in New Construction Accounts	0	292	368	256
0	Radio Read Meters & ERTs Installed in New Construction Accounts	0	1	21	0
16	Total: Manual Read Meters Replaced with Radio Read Meters & ERT's, including Radio Meters Installed in New Construction Accounts	16 (Total = 6940)	300	282	191
37	Existing Radio Read Meters & ERTs Replaced with New Radio Read Meters & ERTs	37	309	322	304
17	Valves Exercised (Approx. 2674 in SSCWD System 3/2021)	17	487	721	319
20	Fire Hydrants Flushed (Approx. 938 in SSCWD System 3/2021)	20	342	749	281
38	Meters on Repair List	38	335	326	449
25	Emergency Calls	25	161	174	156
152	Locates on our Water/Sewer Lines	152	1816	1732	1037
0	Sewer Inspections	0	0	0	0
0	Shutoff Notices	0	0	0	112
2	Water Services Replaced	2 (Total = 936)	39	12	15

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



## Hollister/Sunnyslope Intertie Water Balance

Report Date: August 1, 2022		to		July 13, 2022	
Current Consumption Period: June 15, 2022		to		July 13, 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	2,237,919			
Sunset & Memorial Water Total Flow	6,943,900	1,711,200	0		0
Sunnyslope & Memorial Water Total Flow	1,650,300	402,800	177,300		8,900
Hillcrest and Memorial Water Total Flow	2,100	100	12,900		2,300
Santa Ana & La Baig Water Total Flow	1,397,100	320,900			
<b>Intertie Sub-Total Water Flow</b>	<b>9,993,400</b>	<b>4,672,919</b>	<b>190,200</b>		<b>11,200</b>
<i>Total Combined Surface and Ground Water Intertie Flow</i>	<b>14,666,319</b>		<b>201,400</b>		
City of Hollister Well 2 Surface Water Total Flow (West Hills)		7,554,000			
City of Hollister Well 4 Surface Water Total Flow (West Hills)		10,714,000			
City of Hollister Well 5 Surface Water Total Flow (West Hills)		10,473,000			
Sunnyslope Well 2 Surface Water Total Flow (West Hills)				12,203,000	
Sunnyslope Well 11 Surface Water Total Flow (West Hills)				19,908,000	
Sunnyslope Surface Water Total Flow (LESSALT)					0
<b>Surface Water Flow Sub-Totals</b>		<b>28,741,000</b>			<b>32,111,000</b>
<b>Ground Water and Surface Water Flow Totals</b>	<b>9,993,400</b>	<b>33,413,919</b>	<b>190,200</b>		<b>32,122,200</b>
Current Period:	COH half of Surface Water Flow to Distribution (LESSALT & WH)		30,426,000		
	Net Ground/Surface Water Balance Owed to SSCWD (to COH)	9,803,200	2,976,719		
	Beginning Water Balance Owed to SSCWD (to COH)	755,238,575	-340,834,977		
	Gallons Billed to COH thru Report Date May 11, 2022	0		Informational Last Month Net Total	414,403,598
	Sub-total Ending Water Balance Owed to SSCWD (to COH)	765,041,775	-337,858,258	Net Sub Total	427,183,517
	Half of Total Gallons LESSALT Discharge to City of Hollister Wastewater Treatment Plant during the current consumption period			-	
	Exchange Factor; Half of the total gallons discharged to COH WWTP from LESSALT multiplied by a factor of 4			-	
	<b>Ending Water Balance Owed to SSCWD (to COH)</b>	<b>765,041,775</b>	<b>-337,858,258</b>	<b>Net Total</b>	<b>427,183,517</b>

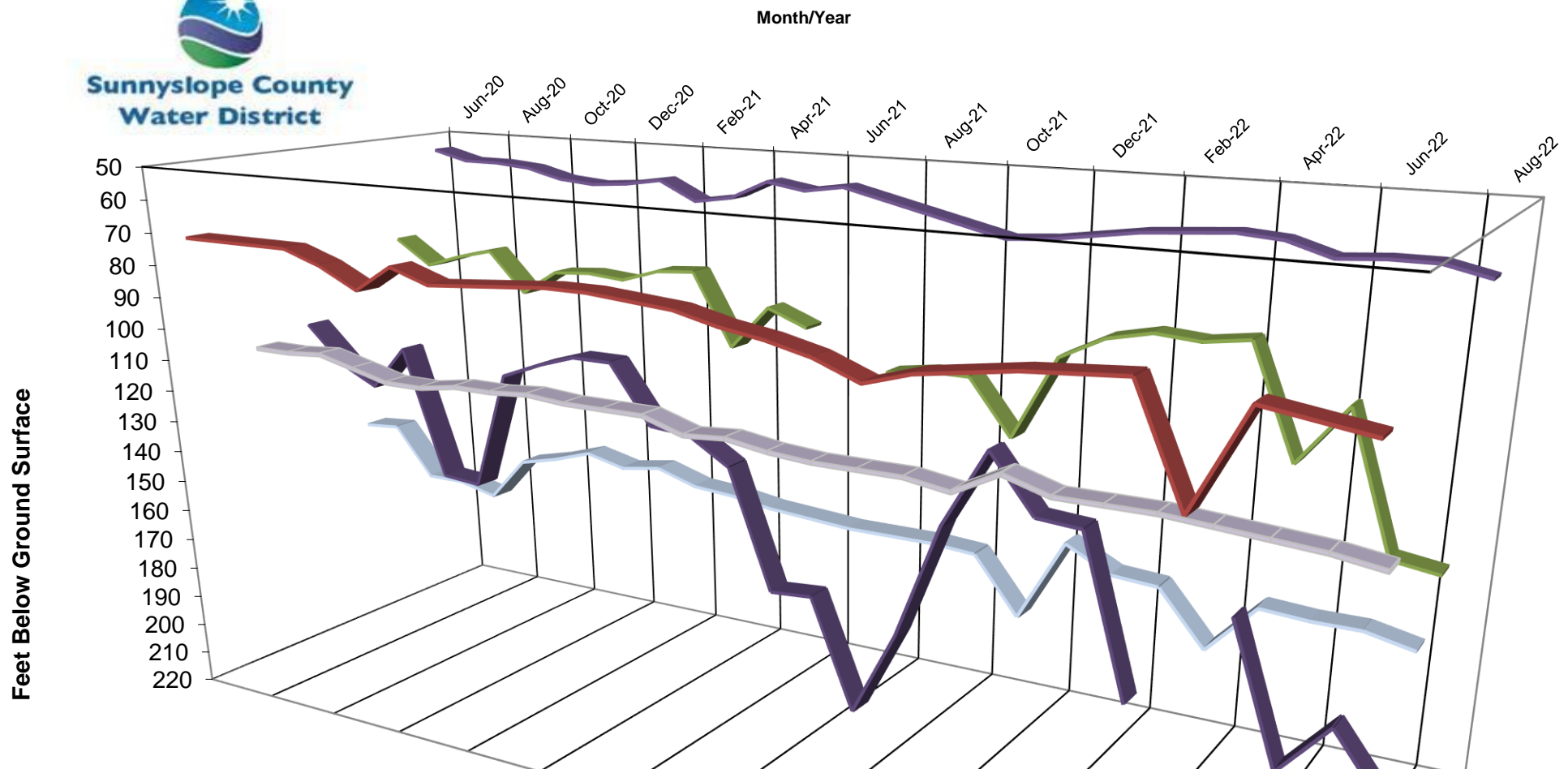
Current:	West Hills WTP Total Flow to Distribution	60,852,000			
	Percent of Surface Water Received	<b>COH</b>	<b>47.2%</b>	<b>SSCWD</b>	<b>52.8%</b>
Current:	COH half of West Hills WTP Total Flow to Distribution	30,426,000			
	West Hills WTP Surface Water Total Flow to COH	28,741,000			

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



**Sunnyslope County  
 Water District**

### Depth to Standing Water Level Below Ground Surface



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

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

# Staff Report

Agenda Item: **H-6**

**DATE:** August 11, 2022 (August 16, 2022 Meeting)

**TO:** Board of Directors

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

**SUBJECT:** General Manager Monthly Status Report

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## ACTIVE TASKS:

- 1. July Meeting Canceled** – The Regularly Scheduled Board meeting for the month of July was cancelled due to overlapping conflicts.
- 2. Staffing Changes** – The district Billing and Public Relations Specialist unexpectedly moved to be closer to family. The position was vacated at the end of July. TPO HR Specialists are receiving applications to refill the position as quickly as possible. Also, Ernie Eclarin has retired. A retirement lunch was held for Ernie on his last day of employment with the district. He will be missed. His position will not be filled immediately as the Lessalt Plant remains off so water operator staffing demand has been lessened temporarily.
- 3. Office Technology and Public Access** – The Tyler ERP Pro installation for financial tracking has been working well. The Billing module is on track for implementation in October 2022. Staff training is also proceeding as scheduled. The Invoice Cloud payment portal, which was installed when Water Smart interface was brought online, has caused some problems due to difficulty with payment reconciliation at the end of the month. This may require that the District change payment processors but it will not impeded the Tyler ERP implementation.
- 4. IWTP Update** – The industrial wastewater treatment plant is meeting expectations. As the process ramped up to proper operation staff noted a couple days of odors. This was corrected immediately. Pond 1 effluent is looking great. The process appears to be a success for the District and we will be excited to report more on the final outcomes of operations. Staff have been able to handle a couple of curveballs this season with heavy loads of organics and some equipment malfunctions. Even under these conditions the ponds have settled in and are doing what was expected.

5. **LAFCO Concerns** – The city manager has tentatively given the district a date to discuss wastewater treatment services before the City Council. The first city meeting in September is scheduled as the opportunity for the City council to provide direction to the city manager for developing a contract between the City and SSCWD. This agreement will be the first step towards straightening out prior LAFCO administration concerns.
  
6. **Governance Committee** – The Urban Area Water Management planning meeting was rescheduled until the 24<sup>th</sup> of August due to illness of several committee members, including the presenter.
  
7. **Permit Compliance** – Monthly water reports have been completed on time and no violations were reported.

# Staff Report

Agenda Item: H-7

DATE: August 10, 2022 (August 16, 2022 Meeting)

TO: Board of Directors

FROM: Drew A. Lander, General Manager

SUBJECT: Approval of Resolution No. 578 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).

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## 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:

At the October 5<sup>th</sup>, 2021 special meeting the Board discussed and approved Resolution #562 to allow 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, #577 and again having concluded the findings remain current, Resolution #578 extends the used of remote meeting access throughout August for another 30 days. No meetings were held in the Month of July, 2022.

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 through June 2023.

**ENVIRONMENTAL IMPACT:**

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

Attached: Resolution #578

## RESOLUTION No. 578

### **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**

#### 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 16<sup>th</sup> day of AUGUST 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:** January 13, 2022 (January 18, 2022 Meeting)

**TO:** Board of Directors

**FROM:** General Manager, Drew Lander

**SUBJECT:** Consider Approval and Authorize the General Manager to Purchase a Multi-Tank Fuel Trailer and Declare the Existing District Fuel Trailer Surplus Equipment Through District Policy 8510. (Not a project under CEQA per Article 20, Section 15378)

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## **BACKGROUND:**

The District has used a “home-made” fuel trailer since the 1980’s to fill generators and diesel run pump equipment throughout the District. A fuel trailer is a very important piece of equipment for the district and contracting these services out is estimated at \$14,000 a year plus fuel costs. Staff need to have a trailer on demand to ensure our equipment is fueled and ready for service. Especially during emergencies. Due to OSHA and DOT regulations a specially designed trailer is required to move quantities of fuel on the roadways. This purchase will benefit both the water and wastewater operations of the district equally.

## **FINANCIAL IMPACT:**

The trailer purchase, plus tax and registration is proposed not to exceed \$30,000. It is proposed that these funds be allocated from the general fund as this trailer is considered more of a tool than a vehicle. The sale of the existing trailer through Gov Deals is expected to net \$250.00.

## **ENVIRONMENTAL IMPACT:**

The proposed action is not a project as defined by Article 20, Section 15378 of the CEQA guidelines.

## **RECOMMENDATION:**

Authorize the General Manager to order and purchase the MTT460 Trailer through Thunder Creek Equipment and to surplus the existing trailer per Policy 8510.



# MULTI-TANK TRAILERS

460 | 690 | 920 GALLONS



## NO CDL. NO HAZMAT. NO PROBLEM.

The Multi-Tank Trailer from Thunder Creek is the first fuel and service trailer to legally mitigate the need for the driver to have a HAZMAT endorsement.\* In many cases, a CDL is also not required.

The trailers can be configured with four, six or eight non-spec, 115 gallon fuel tanks. Each tank stands alone as a DOT compliant, non-bulk, diesel fuel tank capable of being transported without a HAZMAT. Tanks are joined via a manifold to a common pump allowing for complete isolation during transport as well as controlled dispensing of fuel at the job site. A new electric valve manifold option automatically closes the manifold to ensure DOT Compliance without operator intervention.

These trailers can now be equipped with a new gas powered pump option, as well as the popular rear utility box and 100 gallon DEF system. This patent-pending closed DEF system is fully ISO-compliant to maintain DEF purity and protect Tier 4 equipment.

\*Per the Code of Federal Regulations, Title 49 (CFR49). The Multi-Tank Trailer specifically uses non-bulk packaging for the transportation of combustible liquids in the U.S. Contact us for details about state regulations.

**LEGALLY  
TRANSPORT  
BULK DIESEL  
WITHOUT A  
HAZMAT**





# MULTI-TANK TRAILERS

LEGALLY TRANSPORT DIESEL FUEL WITHOUT A HAZMAT\*

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**LEADING  
 3 YEAR TANK  
 WARRANTY**



## STANDARD FEATURES

### TRAILER FEATURES

- Dual Coat Polyurethane Paint
- Diamond Plate Rock Guard on Fenders & Frame
- Replaceable Bolt-on Fenders
- Lockable Hatch-Style, Weather-Sealed Doors
- Dexter® Torsion Axles and EZ Lube Hubs
- Self Adjusting Electric Brakes
- Breakaway Safety System
- 16" 10-Ply Tires 235/80R16 with Steel Wheels
- 7,000 lb. Enclosed Jack
- Safety Tow Chains
- Adjustable Height 2 5/16" Ball Hitch
- Reflective Tape and LED Lights
- Wiring Wrapped in Protective Braid
- 7.5" x 1/4" Formed Frame
- Automatic Interior LED Lighting
- Fire Extinguisher

### TANKS AND PUMPING SYSTEM

- 115 Gallons per Tank, up to 8 Tanks
- 10 Gauge Steel Tanks with Sloped Bottoms
- 12V Deep Cycle Battery, 12' Power Cables
- 35' Retracting Hose Reel, Auto-Trip Nozzle
- Extruded Aluminum Pump Manifold
- Spinsecure™ Locking, Vented Fuel Caps
- 25 GPM Industrial Grade 12V Pump
- Sight Fuel Level Gauges
- 10 Micron Fuel Filter

## OPTIONS

Items with + can be added any time to expand the functionality of the trailer as your operation grows.

### TRAILER OPTIONS

- Aluminum Wheels
- Field Max Tires
- Custom Color
- Solar Battery Maintainer +
- WorkSight Light Tower +
- Electric/Hydraulic Jack +
- Spare Tire Kit with Standard or Field Max Tires +
- Stainless Steel Trim + Fender Upgrade

### PUMPING SYSTEM OPTIONS

- Gas Engine Pump Upgrade
- Electric Valve Manifold for Automatic Shut-Off
- 2 Stage Filter System (10+4 Micron) Upgrade +
- Digital Fuel Meter for Gas or Electric Pumps +
- Analog Fuel Meter for Gas or Electric Pumps +
- 50' Fuel Hose Reel Upgrade
- Static Discharge Reel +
- Spill Containment Kit +

### REAR UTILITY BOX OPTIONS

- Rear Utility Box (35.5"d x 58.5"w x 47"h) +
- Five Drawer Tool Chest for Utility Box +
- Can+Towel Holder +
- Two Drawer Low Boy Tool Chest +
- Work Bench with Vise +
- 35 lb. Grease Kit +
- Welder+Comp+Gen with 50' Air/Elec. Combo Reel +
- Comp+Gen with 50' Air/Elec. Combo Reel +
- 35 CFM Air Compressor with 50' Air Hose Reel +

### DIESEL EXHAUST FLUID OPTIONS

- 100 Gallon DEF Tank, Pump and 35' Reel +
- Digital DEF Meter +
- 50' DEF Hose Reel Upgrade
- 110V DEF Heater +

## SPECIFICATIONS

Shown with optional aluminum wheels

Model	MTT460	MTT690	MTT920
115 Gallon Tanks	4 tanks   460 gal. total   10 gauge	6 tanks   690 gal. total   10 gauge	8 tanks   920 gal. total   10 gauge
Torsion Axles   Hubs	dual 5,000 lbs. axles   6 bolt hubs	dual 6,000 lbs. axles   8 bolt hubs	dual 7,000 lbs. axles   8 bolt hubs
L   W   H*	13'   7'   6'	16'   7'   6'	18'   7'   6'
Empty Weight*   GVWR	3,326 lbs.   10,000 lbs.	4,054 lbs.   12,000 lbs.	4,682 lbs.   14,000 lbs.

\*A rear utility box adds 3' to the length and 650 lbs. to the empty weight.



# Thunder Creek Product Quote

Thunder Creek Equipment is a division of LDJ Manufacturing Inc. Pella, Iowa

Sunnyslope Water District  
 Mr. Drew Lander  
 3570 Airline Hwy  
 1  
 Hollister, California 95023  
 United States

**Quotation no.:** 7947  
**Date:** 2022-08-04

## Product Configuration

### MTT460

Product SKU: TCO460M-G3

Item	SKU	Price
Base Price		\$ 21,265.00
MTT Fuel Pump	12V Fuel Pump TCO331	
Fuel Reel	35' Fuel Reel - G3 TCO335	
Valve Manifold for MTT460	Manual Value Manifold TCO416	
Trailer Tires & Rims	10-Ply, ST235/80R16 Tires & 8 Bolt Steel Rims TCO514	
Paint Color	Gray Paint Color TCO202-GY	
Trailer Jack	Manual Side Crank Jack TCO501	
Dealership Name & Location	Sunnyslope Water District	
Shipping Option	LDJ Ship	
Order Type	Stock Order	
Freight	Freight Estimate	\$ 5,088.00
<b>Total</b>		<b>\$ 26,353.00</b>



## Summary





# Thunder Creek Product Quote

Thunder Creek Equipment is a division of LDJ Manufacturing Inc. Pella, Iowa

Item	Price
1 x MTT460 (excl. 0% tax)	\$ 26,353.00
<b>Invoiced Upon Completion</b>	<b>\$ 26,353.00</b>
<b>Quoted Price Valid For 30 Days</b>	

# Staff Report

Agenda Item: I-2

DATE: August 12, 2021 (August 16, 2022 meeting)

TO: Board of Directors

FROM: Drew Lander, General Manager

SUBJECT: Authorize the Board President to Sign a Resolution of Recognition Honoring Ernie Eclarin for 21 Years of Employment with the Sunnyslope County Water District and Wishing him Well in Retirement. (Not a project under CEQA per Article 20, Section 15378)

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## RECOMMENDATION:

Authorize the Board President to sign the accompanying resolution of recognition #579 honoring Ernie Eclarin for his service to SSCWD.

## BACKGROUND:

Ernie Eclarin has served SSCWD for 21 years, starting in 2011. He has been with the district during an important tenure where the district has expanded and increased in technological and operational significance. His contribution has been noted. He has been well respected by his peers and his knowledge and experience will be missed.

Staff have expressed their appreciation for Mr. Eclarin and the resolution before the board will record the appreciation that the board and management express for the service Ernie has given to the district.

## FISCAL IMPACT:

None

## ENVIRONMENTAL IMPACT:

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

## ATTACHMENTS:

1. Resolution of Recognition #579

**RESOLUTION No. 579**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE  
SUNNYSLOPE COUNTY WATER DISTRICT  
HOLLISTER CALIFORNIA  
RECOGNIZING THE CONTRIBUTIONS OF ERNIE ECLARIN  
FOR 21 YEARS OF HONORABLE SERVICE**

*WHEREAS, Ernie Eclarin has throughout his tenure of twenty-one years of employment with the Sunnyslope County Water District (SSCWD), demonstrated his dedication to the profession of Water and Wastewater Operations; and*

*WHEREAS, Ernie has been present for and performed an instrumental role in the start up of the Lessalt Water Treatment Plant, the Ridgemark Wastewater Treatment Plant and the West Hills Water Treatment Plant; and*

*WHEREAS, Ernie's expertise in electrical wiring of low voltage systems and with motor starters, relays, breakers and motor control instrumentation has been of significant value to the District; and*

*WHEREAS, Ernie has established himself as a competent and certified Operator holding a State of California issued license as a Water Treatment Operator Grade 3, a Water Distribution Operator Grade 3, and a Wastewater Treatment Operator Grade 2.*

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

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

**The above Resolution was passed by the following vote of the Board of Directors of the Sunnyslope County Water District, at a regular meeting of said Board held on August 16, 2022.**

**AYES: Directors -**  
**NOES: None**  
**ABSENT: None**

**Signed: \_\_\_\_\_**  
**Jerry Buzzetta, President**

**(Seal)**

**ATTEST:**

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