



Sunnyslope County Water District

BOARD OF DIRECTORS

REGULAR MEETING

District Office Board Room



3570 Airline Hwy., Hollister, CA

NOTICE & AGENDA

JANUARY 18, 2022
Regular Board Meeting - 5:15PM

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://zoom.us/j/94351443777?pwd=bjVleGdCQVhQa1dSWldhNmt4SDIUdz09>

Passcode: SSCWD

Or Telephone: Dial + 1 (669) 900-9128 and when prompted enter Meeting ID: 943 5144 3777

Passcode: 130559

COVID PROTECTION GUIDELINES

Per the San Benito County meeting guidelines all 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 _____.

REGULAR SESSION

B. PLEDGE OF ALLEGIANCE

C. 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.

D. PUBLIC COMMENTS and AUDIENCE INTRODUCTIONS – The public may comment¹ on any District business, not on the agenda, with a time limit of three minutes per speaker. No actions may be taken by the Board during the public comment period.

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

1. Approve Minutes of the Regular Board Meeting of December 21, 2021. (page 1)
2. Receive and Accept Allowance of Claims for Disbursements from December 1, 2021 through December 31, 2021. (page 9)
3. Receive and Accept Associate Engineer Monthly Status Report. (page 13)
4. Receive and Accept Finance Manager Monthly Status Reports:
 - a) Narrative Report (page 15)
 - b) Operation Summary (page 21)
 - c) Statement of Income (page 23)
 - d) Investment Summary (page 27)
 - e) Board Designated Reserves (page 28)

5. Receive and Accept Superintendent Monthly Status Reports:
 - a) Maintenance (page 29)
 - b) City Meter Reading (page 33)
 - c) Groundwater Level Measurement (page 34)
6. Receive and Accept General Manager Monthly Status Report. (page 35)
7. Approval of Resolution #567 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 #567 attached. (Not a project under CEQA per Article 20, Section 15378) (page 36)

F. NEW BUSINESS – The Board will review and discuss agenda items and take action or direct staff to return to the Board for action at a following meeting. The public may address the Board² on these items as the Board reviews each item when directed to do so.

1. Approve Resolution #568 Authorizing the General Manager to Pay the Annual Dues for Association of California Water Agencies (ACWA) Membership Until Revoked by the Board (Not a project under CEQA per Article 20, Section 15378). (page 41)
2. Receive the ACWA/JPIA President’s Special Recognition Award for Continuing to Maintain a Safe and Healthy Workplace (Not a Project Under CEQA per Article 20, Section 15378). (page 46)
3. Approve the Capital Expenditure and Authorize the General Manager to purchase 300 Replacement 1” Diameter Water Meters for a Total Cost not to Exceed \$105,000 (Not a project under CEQA per Article 20, Section 15378). (page 49)
4. Consider Declaring the 2016 Toyota Camry Surplus Equipment and Authorize the General manger to Sell the Vehicle per District Plicy 8510 (Not a project under CEQA per Article 20, Section 15378). (page 52)

G. STATUS REPORTS

1. Governance Committee – (Meeting held January 12, 2022, @5pm)
2. Water / Wastewater Committee – (No Meeting)
3. Finance Committee – (No Meeting)

4. Policy and Procedure Committee – (No Meeting)
5. Personnel Committee – (No Meeting)
6. Water Resources Association of San Benito County – (Meeting Held January 6, 2022 @ 4:00pm)

H. BOARD and STAFF REPORTS

1. Directors
2. District Counsel
3. Associate Engineer – 2021 Annual Engineering Summary Report (page 53)
4. General Manager – COVID 19 Update (Oral Report)

I. FUTURE AGENDA ITEMS

J. 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 – February 15, 2022 @ 5:15 p.m., District Office

AGENDA DEADLINE: February 9, 2022 @ 12:00 p.m.

Future Scheduled Committee Meetings

Water Resources Association of San Benito County – February 3rd, 2022 @ 4pm

Governance Committee – TBD

January 18, 2021
Regular Board Meeting - 5:15PM

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

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

MINUTES
Regular Meeting of the Board of Directors
of the
SUNNYSLOPE COUNTY WATER DISTRICT
December 21, 2021

A. CALL TO ORDER: The meeting was called to order at 4:39 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 James Parker (JP), Director Dee Brown (DB), Director Alcorn (MA) Director Edward Mauro (EM).

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.

C. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTIONS:

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

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

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

President Buzzetta retired to closed session at 4:40 p.m. and upon returning to the regular session at 5:07, moved to take a brief recess. The meeting was reconvened to open session at 5:16 p.m.

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

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

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

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

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

Attorney Michael Laredo reported, Board reviewed materials presented, general direction was provided by the Board to the General Manager (GM) and the GM annual performance review is concluded for 2021.

F. APPROVAL OF AGENDA: Director Buzzetta requested to address New Business item I-3 first on the agenda due to a time constraint for the speaker with all other items remaining as proposed. A motion was made by Director Parker to approve the agenda with item I-3 to be addressed first, and seconded by Director Mauro, for which President Buzzetta then took a roll call vote as follows: (MA), yes; (JP), yes; (DB), yes, (EM), yes, and (JB), yes; the motion to approve the agenda 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.

H. Staff Present for Open Session: In Person: General Manager/Secretary Drew Lander, Finance and HR Manager Barry Kelly, Executive Assistant/Stenographer Madison Koester, Associate Engineer Rob Hillebrecht.

Via Teleconference: Attorney Michael Laredo.

I. CONSENT AGENDA:

1. Approval of Minutes of the Regular Board Meeting of November 16th, 2021.
2. Approval of Minutes of the Special Board Meeting of December 7th, 2021.
3. Allowance of Claims – The Board reviewed the Disbursement Summary (below) for the period of November 1, 2021 through November 30, 2021, totaling \$1,988,537.54 which includes \$318,258.94 for payments to vendors, \$260,219.87 for Payroll, \$622,587.22 paid to the City of Hollister for collection of City sewer billings (net of our fees), and \$860.06 for customer refunds.

| Date | Number | Name | Amount |
|-------------|---------------|-----------------------------------|---------------|
| 11/05/2021 | 11-01 | ADP Payroll | -70,838.37 |
| 11/05/2021 | 11-01 | ADP Payroll | -19,273.50 |
| 11/19/2021 | RET 1121-1 | RETURNED ACH | -541.55 |
| 11/19/2021 | 11-02 | ADP Payroll | -2,972.89 |
| 11/19/2021 | 11-02 | ADP Payroll | -66,904.88 |
| 11/19/2021 | 11-02 | ADP Payroll | -19,476.19 |
| 11/20/2021 | RET 1121-02 | RETURNED ACH | -2,835.10 |
| 11/25/2021 | RET 1121-03 | RETURNED ACH | -112.00 |
| 11/02/2021 | ACH 2103 | BASIC Benefits LLC | -2.70 |
| 11/03/2021 | ACH 2104 | BASIC Benefits LLC | -29.32 |
| 11/04/2021 | ACH 2105 | BASIC Benefits LLC | -4.37 |
| 11/05/2021 | ACH 2106 | CalPERS - Retirement | -8,420.72 |
| 11/05/2021 | AH 2107 | CalPERS - Retirement | -6,896.07 |
| 11/05/2021 | ACH 2108 | CalPERS - Retirement | -208.25 |
| 11/05/2021 | ACH 2109 | CalPERS – Retirement | -2,002.83 |
| 11/05/2021 | ACH 2110 | Principal | -3,526.87 |
| 11/05/2021 | ACH 2111 | BASIC Benefits LLC | -46.00 |
| 11/08/2021 | ACH 2112 | iCloud | -10,732.10 |
| 11/08/2021 | ACH 2113 | BASIC Benefits LLC | -180.77 |
| 11/09/2021 | ACH 2114 | BASIC Benefits LLC | -73.04 |
| 11/12/2021 | ACH 2115 | ADP | -2,094.18 |
| 11/17/2021 | ACH 2116 | P G & E | -44,498.10 |
| 11/19/2021 | ACH 2117 | CalPERS - Health Insurance | -20,139.44 |
| 11/19/2021 | ACH 2118 | CalPERS – Retirement | -8,476.39 |
| 11/19/2021 | ACH 2119 | CalPERS – Retirement | -6,537.64 |
| 11/22/2021 | ACH 2120 | BASIC Benefits LLC | -104.00 |
| 11/23/2021 | ACH 2121 | BASIC Benefits LLC | -25.00 |
| 11/22/2021 | ACH 2122 | CalPERS – Retirement | -23.08 |
| 11/22/2021 | ACH 2123 | CalPERS - Retirement | -23.08 |
| 11/30/2021 | ACH 2124 | BASIC Benefits LLC | -240.00 |
| 11/30/2021 | ACH 2125 | BASIC Benefits LLC | -108.00 |
| 11/01/2021 | ACH 2126 | BASIC Benefits LLC | -100.00 |
| 11/01/2021 | ACH 2127 | BASIC Benefits LLC | -100.00 |
| 11/22/2021 | ACH 2128 | BASIC Benefits LLC | -105.00 |
| 11/05/2021 | 29712 | Cervantes, Jr., Adan S. | -76.15 |
| 11/05/2021 | 29713 | Ace Hardware (Johnson Lumber Co.) | -405.77 |
| 11/05/2021 | 29714 | AT&T | -380.92 |

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|------------|-------|---|-------------|
| 11/05/2021 | 29715 | Auto Tech Service Center, Inc. | -280.00 |
| 11/05/2021 | 29716 | Badger Meter, Inc. | -691.73 |
| 11/05/2021 | 29717 | Brenntag Pacific, Inc. | -24,347.05 |
| 11/05/2021 | 29718 | Brigantino Irrigation | -61.51 |
| 11/05/2021 | 29719 | C & N Tractors | 0.00 |
| 11/05/2021 | 29720 | Central Ag Supply LLC | -1,648.80 |
| 11/05/2021 | 29721 | CM Analytical, Inc. | -15,093.75 |
| 11/05/2021 | 29722 | CWEA Membership- TCP | -91.00 |
| 11/05/2021 | 29723 | Don Chapin Co. Inc., The | -210.00 |
| 11/05/2021 | 29724 | Fastenal Company | -87.26 |
| 11/05/2021 | 29725 | Government Finance Officers Association | -160.00 |
| 11/05/2021 | 29726 | Greenwood Chevrolet | -681.38 |
| 11/05/2021 | 29727 | Hach Company | -451.99 |
| 11/05/2021 | 29728 | Hollister Safe & Lock Inc. | -85.00 |
| 11/05/2021 | 29729 | Iconix Waterworks (US) Inc. | -364.35 |
| 11/05/2021 | 29730 | J M Electric | -450.00 |
| 11/05/2021 | 29731 | Melissa Data Corp. | -895.00 |
| 11/05/2021 | 29732 | Mission Uniform Service | -324.56 |
| 11/05/2021 | 29733 | Nationwide Retirements Solutions | -8,635.55 |
| 11/05/2021 | 29734 | Palace Business Solutions | -161.80 |
| 11/05/2021 | 29735 | Petty Cash | -90.00 |
| 11/05/2021 | 29736 | Quinn Company | -77.95 |
| 11/05/2021 | 29737 | Razzolink.com | -76.95 |
| 11/05/2021 | 29738 | San Benito County Water District | -337.75 |
| 11/05/2021 | 29739 | San Benito Tire Pros & Automotive | -833.62 |
| 11/05/2021 | 29740 | Star Concrete | -522.22 |
| 11/05/2021 | 29741 | Toro Petroleum Corp. | -2,012.58 |
| 11/05/2021 | 29742 | True Value Hardware | -51.86 |
| 11/05/2021 | 29743 | U.S. Bank Corporate Payment Systems | -4,886.85 |
| 11/05/2021 | 29744 | USA Blue Book | -2,260.11 |
| 11/05/2021 | 29745 | Government Finance Officers Association | -460.00 |
| 11/05/2021 | 29746 | San Benito County Water District | -309,021.53 |
| 11/05/2021 | 29747 | Frisch Engineering | -18,309.50 |
| 11/05/2021 | 29748 | City of Hollister-Finance Dept | -391,196.05 |
| 11/05/2021 | 29749 | City of Hollister-Finance Dept | -35.87 |
| 11/15/2021 | 29750 | A-1 Services | -882.00 |
| 11/15/2021 | 29751 | Auto Tech Service Center, Inc. | -90.00 |
| 11/15/2021 | 29752 | Brenntag Pacific, Inc. | -16,353.27 |
| 11/15/2021 | 29753 | Central Ag Supply LLC | -99.57 |
| 11/15/2021 | 29754 | Hollister Auto Parts, Inc. | -11.57 |
| 11/15/2021 | 29755 | Mission Uniform Service | -360.12 |
| 11/15/2021 | 29756 | O'Reilly Auto Parts | -35.27 |
| 11/15/2021 | 29757 | Recology San Benito County | -313.19 |
| 11/15/2021 | 29758 | Schaaf & Wheeler | -23,075.00 |
| 11/15/2021 | 29759 | Simplot Grower Solutions | -952.00 |
| 11/15/2021 | 29760 | Star Concrete | -892.58 |
| 11/15/2021 | 29761 | Trans Union LLC | -159.04 |
| 11/15/2021 | 29762 | True Value Hardware | -21.27 |
| 11/15/2021 | 29763 | Instrument Technology Corp | -14,292.25 |
| 11/15/2021 | 29764 | NATALIE A CARBONI | -290.26 |
| 11/15/2021 | 29765 | ALEJANDRO & CORINA CASTANEDA | -93.67 |
| 11/15/2021 | 29766 | MANZO CONSTRUCTION INC, | -150.08 |
| 11/15/2021 | 29767 | JAMI LYNETT PETERS | -206.34 |
| 11/15/2021 | 29768 | JULIE & EDWARD WALTERS | -119.71 |
| 11/16/2021 | 29769 | Boltz, William K | -114.41 |
| 11/19/2021 | 29770 | Ace Hardware (Johnson Lumber Co.) | -135.99 |
| 11/19/2021 | 29771 | Brenntag Pacific, Inc. | -9,366.44 |
| 11/19/2021 | 29772 | EBCO Pest Control | -69.00 |
| 11/19/2021 | 29773 | Grainger, Inc. | -102.47 |

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| 11/19/2021 | 29774 | MBS Business Systems | -920.81 |
| 11/19/2021 | 29775 | Mission Uniform Service | -682.96 |
| 11/19/2021 | 29776 | MuniQuip, LLC | -333.96 |
| 11/19/2021 | 29777 | Nationwide Retirements Solutions | -9,163.09 |
| 11/19/2021 | 29778 | RJR Recycling | -75.00 |
| 11/19/2021 | 29780 | Staples Advantage | -24.89 |
| 11/19/2021 | 29781 | Toro Petroleum Corp. | -1,053.86 |
| 11/19/2021 | 29782 | True Value Hardware | -12.92 |
| 11/19/2021 | 29783 | USA Blue Book | -1,411.14 |
| 11/19/2021 | 29784 | Veolia Water Technologies | -57,910.07 |
| 11/19/2021 | 29785 | Wright Bros. Indust. Supply | -70.29 |
| 11/19/2021 | 29786 | San Benito Tire Pros & Automotive | -775.28 |
| 11/19/2021 | 29787 | ACC Business | -1,324.60 |
| 11/29/2021 | 29788 | Ace Hardware (Johnson Lumber Co.) | -80.80 |
| 11/29/2021 | 29789 | Brenntag Pacific, Inc. | -7,077.46 |
| 11/29/2021 | 29790 | Bryan Mailey Electric, Inc | -9,133.07 |
| 11/29/2021 | 29791 | City of Hollister-Finance Dept | -395,379.53 |
| 11/29/2021 | 29792 | CM Analytical, Inc. | -12,368.75 |
| 11/29/2021 | 29793 | De Lay & Laredo | -2,803.50 |
| 11/29/2021 | 29794 | exceedio | -3,116.41 |
| 11/29/2021 | 29795 | Extreme Air, Inc. | -360.00 |
| 11/29/2021 | 29796 | Hach Company | -182.62 |
| 11/29/2021 | 29797 | Hollister Auto Parts, Inc. | -208.75 |
| 11/29/2021 | 29798 | Hollister Paint Co. | -93.74 |
| 11/29/2021 | 29799 | Konica Minolta Premier Finance | -416.76 |
| 11/29/2021 | 29800 | Mc Gilloway, Ray, Brown & Kaufman | -14,400.00 |
| 11/29/2021 | 29801 | Mission Uniform Service | -323.70 |
| 11/29/2021 | 29802 | Petty Cash | -7.38 |
| 11/29/2021 | 29803 | Postmaster | -2,210.11 |
| 11/29/2021 | 29804 | Razzolink.com | -76.95 |
| 11/29/2021 | 29805 | RJR Recycling | -1,000.00 |
| 11/29/2021 | 29806 | San Benito County Water District | -292,263.64 |
| 11/29/2021 | 29807 | San Benito County Water District-Pumping | -20,964.30 |
| 11/29/2021 | 29808 | True Value Hardware | -84.63 |
| 11/29/2021 | 29809 | Verizon Wireless | -633.23 |

Total = -1,988,537.54

4. Receive Associate Engineer Monthly Status Report.
5. Receive Finance Manager Monthly Status Reports: a. Narrative Report, b. Operation Summary, c. Statement of Income, d. Investment Summary, and e. Board Designated Reserves.
6. Receive Superintendent Monthly Status Reports: a. Maintenance, b. City Meter Reading, and c. Groundwater Level Measurement.
7. Receive General Manager Monthly Status Report.
8. Approval of Resolution #564 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 #564 attached. (Not a project under CEQA per Article 20, Section 15378)

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

J. NEW BUSINESS:

1. Consider and Authorize the President of the Board to sign Resolutions #565 and #566 Approving Reserve Policy (#8600) and Investment Policy (#8650). Resolution #565 and #566 attached. (Not a project as defined by the California Environmental Quality Act per Article 20, Section 15378)

General Manager Lander explained that the copies provided to the Directors in the meeting correct small typos identified since the printing of the Board packets, but nothing significant was changed since the review of these policies at the special December meeting held December 7th. Peter Yanez, the Vice President of Multibank Securities, was then introduced by General Manager Lander to speak on the matter and to share information on his company and why this investment strategy would benefit the district. Board questions involved requesting clarification on if this new policy would provide a higher return than a typical bank and what the risk management would look like. Director Buzzetta asked for any public comment. Upon receiving no public comment, Director Alcorn made a motion to authorize the President of the Board to sign Resolutions #565 and #566 approving Reserve Policy (#8600) and Investment Policy (#8650). This motion was seconded by Director Brown for which President Buzzetta then took a roll call vote as follows: (MA), yes; (JP), yes; (DB) yes; (EM), yes; and (JB) yes ; the motion carried 5-0.

2. Take Appropriate Action to Elect a President and Vice-President of the Board of Directors, and President to Assign Director Duties to Standing District Committees for 2022. (Not a project under CEQA per Article 20, Section 15378)

General Manager Lander stated that the Board of Directors annually elects one of the five Board of Directors to serve as the President of the Board and a second Director to serve as the Vice President of the Board. The President of the Board then assigns Directors to serve on the four standing committees, the Water Resources Agency, the Association of California Water Agency Joint Powers Insurance Authority, and to perform check signing responsibilities on behalf of the District. Director Jerry Buzzetta served as President and Director Jim Parker has served as Vice President for 2021.

Director Alcorn nominated Director Buzzetta to continue as President, and President Buzzetta accepted the nomination. The motion was seconded by Director Brown and President Buzzetta then took a roll call vote as follows: Directors (MA), yes; (JP), yes; (DB), yes; (EM), yes; and President (JB), yes; the motion carried 5-0.

President Buzzetta continued as President and finished conducting the remainder of the meeting.

Director Parker nominated Director Brown for Vice-President. Director Brown accepted the nomination. The motion was seconded by Director Mauro and President Buzzetta then took a roll call vote as follows: Directors (MA), yes; (JP), yes; (DB), yes; (EM), yes; and President (JB), yes; the motion carried 5-0

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

- Finance Committee – Mike Alcorn & Jerry Buzzetta (Alternate – Dee Brown)
- Water/Wastewater Committee – Mike Alcorn & Jim Parker (Alternate – Ed Mauro)
- Employee & Personnel Committee – Jerry Buzzetta & Ed Mauro (Alternate – James Parker)
- Policy and Procedures Committee – Dee Brown & Ed Mauro (Alternate – Jim Parker)
- Water Resources Agency – Jim Parker (Alternate – Mike Alcorn)
- ACWA/JPIA Board Representative – Dee Brown (Alternate – Jerry Buzzetta)
- District Check Signing Responsibility for 2022 –
 - First quarter – Jim Parker;
 - Second quarter – Ed Mauro;
 - Third quarter – Mike Alcorn
 - Fourth quarter – Dee Brown

3. Receive Audit Report/Presentation by Patricia Kaufman, CPA/Partner, with McGilloway, Ray, Brown & Kaufman on June 30, 2021 Audit. (Not a project under CEQA per Article 20, Section 15378)

General Manager Lander introduced Patricia Kaufman, CPA/Partner with McGilloway, Ray, Brown & Kaufman, who conducted the 2021 audit. Ms. Kaufman started her presentation by discussing her role in the audit and her experience in the field. She then began to go over the audit report for 2021, congratulating the District for having no material deficiencies encountered. She also disclosed the District received the GFOA Award for Excellency for 2020's report.

Ms. Kaufman went on to note that the District has no significant audit findings, has recognized all significant transactions in the financial statements in the proper period, has presented all required sensitive financial statement disclosures, that her audit team encountered no difficulties in performing the audit, that no auditor adjusting entries were needed (a rare occurrence), and there were no disagreements with management.

President Buzzetta asked for public comment and receiving none, President Buzzetta requested a motion to accept the audit findings as presented. Upon motion made by Director Alcorn, seconded by Director Brown, to which President Buzzetta took roll call as follows: Directors (MA), yes; (JP), yes; (DB), yes; (EM), yes; and (JB), yes; the motion carried 5-0. The Board accepted the June 30, 2021 audited financial statements for Sunnyslope County Water District as presented by Ms. Kaufman, partner in the accounting firm, McGilloway, Ray, Brown & Kaufman.

4. Consider Approval and Authorize the General Manager to Sign the Amendment #1 to the Agreement for Water and Sewer Facilities and Service for the Promontory at Ridgemark Development. Amendment 1 attached.

General Manager Lander introduced Associate Engineer Robert Hillebrecht to speak on the matter. He explained that it was brought back to the board to clarify the project now that more information has become available. He proceeded to inform the Board that a pipe bridge would be the best route for this project, therefore striking the previously suggested pump station requirement from the agreement. Mr. Hillebrecht then went over each item of the amendment.

President Buzzetta inquired about the costs for the flushing and testing that is discussed in Section 23.1 of the Amendment. Associate Engineer Robert Hillebrecht disclosed that if this were to occur the costs would be minimal due to the fact the District's employees would be responsible for the task, instead of an outside company. Director Alcorn then questioned whether the approval of this amendment would lead to them starting the project, to which General Manager Lander informed him the project is already underway.

President Buzzetta asked for public comment and Dean Mills, with Century, spoke via Teleconference summarizing the relationship with Sunnyslope has been very positive, there is a minor disagreement that Century is requesting the Board consider be added to the agreement. He believes that the requirement of a 12-inch water line that had been added by the District would benefit the District more than their project itself, therefore he is requesting that the District covers the costs associated with the installation of this water line. At this point Mr. Mills introduced Century's Vice President of Development, Mike Miller, who was present in person at the board meeting.

Mr. Miller was then invited to the podium where he discussed the current water lines in the project and how he believed that a 12 inch water line would be too much for just this project. He continued his explanation saying they are not against doing the work and connecting the line, but this water line would more benefit the District therefore they are requesting the District reimburse the project.

Lander then commented on the matter, saying this amendment can be approved as written and further discussion of the cost sharing may be continued at the Water/Wastewater Committee where a solution can be agreed upon. Mr. Lander informed the Board that he would schedule a committee meeting to discuss further.

President Buzzetta then asked for additional public comment and receiving none, President Buzzetta requested a motion to approve the amendment. Upon motion made by Director Alcorn, seconded by Director Mauro, to which President Buzzetta took roll call as follows: Directors (MA), yes; (JP), abstained; (DB), yes; (EM), yes; and (JB), yes; the motion carried 4-1-0.

K. BOARD COMMITTEE and STATUS REPORTS

1. **Governance Committee:** (Next meeting January 12th, 2022, time TBD)
2. **Water/Wastewater Committee:** – No meeting held.
3. **Finance Committee:** (Meeting held December 13. Committee read and reviewed Policies #8600 and #8650.)
4. **Policy and Procedure Committee:** (Meeting held December 13. Committee read and reviewed Policy #8600 and #8650.)
5. **Personnel Committee:** (Meeting held December 13. Committee met in closed session regarding General Manager's annual review.)
6. **Water Resources Association of San Benito County (WRA):** (No meeting, Next meeting – January 6, 2022 @ 4:00 PM)

L. BOARD and STAFF REPORTS

1. **Directors:** No Report.
2. **District Counsel:** Michael Laredo reported that there are some upcoming Board trainings in late January, he will send out the schedule once it becomes available.

3. **General Manager:** General Manager/Secretary Lander gave an update on the COVID-19 activities, reporting that the office remains closed as the variants still circulate in the community. Lander informed the Board that the glass partition should be before the end of January and we can look forward to opening the office by February 1st. The District also plans on having a touch screen in the lobby to be able to have customers come into the office and use this screen to make their payments. Late fees are being charged and defaults are lessening, loans are being utilized as well.

M. **FUTURE AGENDA ITEMS:** None discussed at this time.

N. **ADJOURNMENT:** President Buzzetta adjourned the meeting at 7:09 p.m.

APPROVED BY THE BOARD:

Jerry T. Buzzetta, President

RESPECTFULLY SUBMITTED:

Drew A. Lander, Secretary

Sunnyslope County Water District

Disbursement Summary

December 1, 2021 through December 30, 2021

| Date | Num | Name | Amount |
|------------|-------------|----------------------------------|------------|
| 12/03/2021 | 12-01 | | -70,668.66 |
| 12/03/2021 | 12-01 | | -19,910.41 |
| 12/03/2021 | 12-01b | | -7,841.36 |
| 12/03/2021 | 12-01b | | -2,438.86 |
| 12/07/2021 | RET 1221-01 | RETURNED CHECK | -226.91 |
| 12/17/2021 | 12-02 | | -70,732.76 |
| 12/17/2021 | 12-02 | | -19,295.08 |
| 12/21/2021 | RET 1221-02 | | -657.01 |
| 12/30/2021 | 12-03 | | -69,441.18 |
| 12/30/2021 | 12-03 | | -19,251.28 |
| 12/22/2021 | RET 1221-03 | | -758.52 |
| 12/08/2021 | 12-04m | | 894.64 |
| 12/23/2021 | RET 1221-04 | | -289.24 |
| 12/03/2021 | ACH 2129 | CalPERS - Retirement | -23.08 |
| 12/03/2021 | ACH 2130 | CalPERS - Retirement | -208.25 |
| 12/03/2021 | ACH 2131 | CalPERS - Retirement | -2,002.83 |
| 12/03/2021 | ACH 2132 | CalPERS - Retirement | -6,551.15 |
| 12/03/2021 | ACH 2133 | CalPERS - Retirement | -8,580.26 |
| 12/06/2021 | ACH 2134 | Principal | -3,526.87 |
| 12/07/2021 | ACH 2135 | BASIC Benefits LLC | -10.00 |
| 12/07/2021 | ACH 2136 | iCloud | -9,972.95 |
| 12/10/2021 | ACH 2137 | BASIC Benefits LLC | -46.00 |
| 12/10/2021 | ACH 2138 | P G & E | -32,143.08 |
| 12/14/2021 | ACH 2139 | BASIC Benefits LLC | -35.00 |
| 12/17/2021 | ACH 2140 | CalPERS - Retirement | -23.08 |
| 12/17/2021 | ACH 2141 | ADP | -2,100.10 |
| 12/17/2021 | ACH 2142 | CalPERS - Retirement | -6,507.87 |
| 12/17/2021 | ACH 2143 | CalPERS - Retirement | -8,426.59 |
| 12/17/2021 | ACH 2144 | CalPERS - Health Insurance | -22,758.93 |
| 12/20/2021 | ACH 2145 | BASIC Benefits LLC | -959.02 |
| 12/23/2021 | ACH 2146 | BASIC Benefits LLC | -1,250.10 |
| 12/28/2021 | ACH 2147 | BASIC Benefits LLC | -715.58 |
| 12/28/2021 | ACH 2148 | BASIC Benefits LLC | -837.70 |
| 12/29/2021 | ACH 2149 | BASIC Benefits LLC | -105.00 |
| 12/30/2021 | ACH 2150 | CalPERS - Retirement | -23.08 |
| 12/30/2021 | ACH 2151 | BASIC Benefits LLC | -25.85 |
| 12/30/2021 | ACH 2152 | Colonial Life | -3,644.84 |
| 12/30/2021 | ACH 2153 | CalPERS - Retirement | -6,535.64 |
| 12/30/2021 | ACH 2154 | CalPERS - Retirement | -8,574.14 |
| 12/03/2021 | 29810 | Brenntag Pacific, Inc. | -19,094.94 |
| 12/03/2021 | 29811 | Nationwide Retirements Solutions | -9,283.09 |
| 12/03/2021 | 29812 | Toro Petroleum Corp. | -3,366.91 |
| 12/03/2021 | 29813 | USA Blue Book | -549.73 |

Sunnyslope County Water District

Disbursement Summary

| | | | |
|------------|-------|---|------------|
| 12/03/2021 | 29814 | UWUA Local 820 | -830.88 |
| 12/09/2021 | 29815 | Vasquez-Herrera, Luis M. | -81.93 |
| 12/09/2021 | 29816 | MICHAEL AMARAL | -19.16 |
| 12/09/2021 | 29817 | ANDERSON HOMES | -516.80 |
| 12/09/2021 | 29818 | VIRGILIA ESCALANTE | -744.06 |
| 12/09/2021 | 29819 | GRAHAM CONTRACTORS | -457.26 |
| 12/09/2021 | 29820 | ADRIAN OLIVA-LOZANO | -5,000.00 |
| 12/09/2021 | 29821 | MCH ELECTRIC | -622.98 |
| 12/09/2021 | 29822 | JEFFREY & ELIZABETH MCMULLEN | -5.34 |
| 12/09/2021 | 29823 | CYNTHIA & RONALD MORGAN | -186.62 |
| 12/09/2021 | 29824 | SANJUANA ROJAS & LAURA MORENO | -28.93 |
| 12/09/2021 | 29825 | MIKE PATTERSON | -46.42 |
| 12/09/2021 | 29826 | TIM & LESLIE TRESCH | -84.33 |
| 12/09/2021 | 29827 | A-1 Services | -403.00 |
| 12/09/2021 | 29828 | Ace Hardware (Johnson Lumber Co.) | -360.96 |
| 12/09/2021 | 29829 | American Water Works Association (AWW. | -875.00 |
| 12/09/2021 | 29830 | AT&T | -1,668.19 |
| 12/09/2021 | 29831 | Atlas Copco Compressors LLC | -1,969.57 |
| 12/09/2021 | 29832 | Brenntag Pacific, Inc. | -24,802.97 |
| 12/09/2021 | 29833 | Brigantino Irrigation | -9.85 |
| 12/09/2021 | 29834 | Bryan Mailey Electric, Inc | -1,527.69 |
| 12/09/2021 | 29835 | Central Ag Supply LLC | -272.91 |
| 12/09/2021 | 29836 | CWEA Membership- TCP | -90.00 |
| 12/09/2021 | 29837 | Edges Electrical Group, LLC | -273.12 |
| 12/09/2021 | 29838 | Fastenal Company | -100.32 |
| 12/09/2021 | 29839 | Hach Company | -947.61 |
| 12/09/2021 | 29840 | Hollister Auto Parts, Inc. | -23.16 |
| 12/09/2021 | 29841 | Iconix Waterworks (US) Inc. | -238.99 |
| 12/09/2021 | 29842 | Mc Kinnon Lumber Co., Inc. | -22.45 |
| 12/09/2021 | 29843 | Mc Master-Carr | -512.19 |
| 12/09/2021 | 29844 | Mission Uniform Service | -359.26 |
| 12/09/2021 | 29845 | O'Reilly Auto Parts | -111.30 |
| 12/09/2021 | 29846 | Recology San Benito County | -313.19 |
| 12/09/2021 | 29847 | San Benito County Water District | -217.50 |
| 12/09/2021 | 29848 | San Benito Tire Pros & Automotive | -750.07 |
| 12/09/2021 | 29849 | Schaaf & Wheeler | -23,694.30 |
| 12/09/2021 | 29850 | Shape, Inc. | -14,401.19 |
| 12/09/2021 | 29851 | Star Concrete | -185.73 |
| 12/09/2021 | 29852 | State Water Resources Control Board-DW(| -90.00 |
| 12/09/2021 | 29853 | Streamline | -3,600.00 |
| 12/09/2021 | 29854 | Trans Union LLC | -270.10 |
| 12/09/2021 | 29855 | Tyler Technologies, Inc. | -12,165.00 |
| 12/09/2021 | 29856 | U.S. Bank Corporate Payment Systems | -6,221.60 |
| 12/09/2021 | 29857 | USA Blue Book | -2,564.56 |
| 12/09/2021 | 29858 | ACWA/JPIA | -12,178.59 |
| 12/21/2021 | 29859 | Ace Hardware (Johnson Lumber Co.) | -228.78 |

Sunnyslope County Water District

Disbursement Summary

| | | | |
|------------|-------|---|----------------------|
| 12/21/2021 | 29860 | Auto Tech Service Center, Inc. | -170.00 |
| 12/21/2021 | 29861 | Brenntag Pacific, Inc. | -18,369.81 |
| 12/21/2021 | 29862 | Central Ag Supply LLC | -575.53 |
| 12/21/2021 | 29863 | City of Hollister-Finance Dept | -385,567.04 |
| 12/21/2021 | 29864 | De Lay & Laredo | -4,778.13 |
| 12/21/2021 | 29865 | EBCO Pest Control | -69.00 |
| 12/21/2021 | 29866 | First Trust Alarm Company | -698.00 |
| 12/21/2021 | 29867 | Grainger, Inc. | -226.81 |
| 12/21/2021 | 29868 | Hollister Paint Co. | -99.98 |
| 12/21/2021 | 29869 | Itron, Inc. | -183.46 |
| 12/21/2021 | 29870 | John Smith Road Landfill | -291.58 |
| 12/21/2021 | 29871 | Konica Minolta Premier Finance | -416.76 |
| 12/21/2021 | 29872 | Mission Uniform Service | -682.96 |
| 12/21/2021 | 29873 | Nationwide Retirements Solutions | -9,257.93 |
| 12/21/2021 | 29874 | O'Reilly Auto Parts | -72.27 |
| 12/21/2021 | 29875 | Palace Business Solutions | -209.61 |
| 12/21/2021 | 29876 | San Benito County Water District | -306,261.17 |
| 12/21/2021 | 29877 | Simplot Grower Solutions | -1,227.91 |
| 12/21/2021 | 29878 | Star Concrete | -584.49 |
| 12/21/2021 | 29879 | State Water Resources Control Board-AFR | -27,109.00 |
| 12/21/2021 | 29880 | Toro Petroleum Corp. | -2,270.73 |
| 12/21/2021 | 29881 | True Value Hardware | -36.04 |
| 12/28/2021 | 29882 | Boltz, William K | -131.05 |
| 12/28/2021 | 29883 | Ace Hardware (Johnson Lumber Co.) | -45.86 |
| 12/28/2021 | 29884 | AT&T | -103.64 |
| 12/28/2021 | 29885 | Brenntag Pacific, Inc. | -13,378.73 |
| 12/28/2021 | 29886 | Brigantino Irrigation | -42.95 |
| 12/28/2021 | 29887 | CM Analytical, Inc. | -9,372.50 |
| 12/28/2021 | 29888 | exceedio | -3,116.41 |
| 12/28/2021 | 29889 | Hollister Auto Parts, Inc. | -103.15 |
| 12/28/2021 | 29890 | Hollister Paint Co. | -596.03 |
| 12/28/2021 | 29891 | Mission Uniform Service | -304.67 |
| 12/28/2021 | 29892 | Petty Cash | -45.00 |
| 12/28/2021 | 29893 | Postmaster | -2,205.68 |
| 12/28/2021 | 29894 | Razzolink.com | -76.95 |
| 12/28/2021 | 29895 | Staples Advantage | -300.60 |
| 12/28/2021 | 29896 | State Water Resources Control Board-DW(| -55.00 |
| 12/28/2021 | 29897 | SUEZ WTS Analytical Instruments, Inc. | -1,124.72 |
| 12/28/2021 | 29898 | USA Blue Book | -349.41 |
| 12/28/2021 | 29899 | Verizon Wireless | -325.21 |
| 12/27/2021 | 29900 | Eclarin, Ernesto P. | -196.60 |
| | | | -1,349,604.52 |

SUMMARY:

Sunnyslope County Water District

Disbursement Summary

| | | |
|---|-----------|-----------------------------------|
| Accounts Payable Paid to: | | |
| Vendors | \$ | 266,622.27 |
| Payroll - Employee | | 382,628.61 |
| San Benito County | | 306,478.67 |
| City of Hollister for City Billing Collected, Net of Fees | | 386,163.07 |
| Customer Refunds & Returned Checks/ACH | | 7,711.90 |
| Debt & Finance | | - |
| Total Disbursements | \$ | <u><u>1,349,604.52</u></u> |

Staff Report

Agenda Item: E – 3

DATE: January 13, 2022 (January 18, 2022 Meeting)

TO: Board of Directors

FROM: Associate Engineer, Rob Hillebrecht

SUBJECT: Associate Engineer Monthly Status Report

Promontory Sewer Pipe Bridge

Sunnyslope staff held a meeting with MNS, Century Homes, Teichert, and the Ridgemark Golf Course developer to determine the alignment and general design parameters of the gravity sewer pipeline from Promontory to Marks Dr. The intention is to minimize the cost and complications for design and construction of these facilities. Sunnyslope is requesting that an existing sewer line easement across that section of the golf course be realigned so that it also minimizes the impact to the future development of that property. This sewer line is critical for both the Promontory and the proposed Ridgemark Golf Course development. Discussions were also held concerning the upsizing of the sewer main in Marks Drive.

Industrial Wastewater Treatment Plant Energy Efficiency Analysis

Staff held a conference call with AESC Inc. in which we discussed the opportunities to improve the energy efficiency of the Industrial Wastewater Treatment Ponds. PG&E provides this service to assist large power consumers to reduce demand. A few options were presented with the most promising being 1) a Suspended Air Flotation system; or 2) replacing the aerators with the blowers from the Ridgemark Wastewater Treatment Plant and replacing those blowers with newer, more appropriate blowers for that application saving both plants power expenses. Staff are currently reviewing the official report but are excited about the energy saving opportunities. Additionally, significant PG&E incentive money could be available to offset the infrastructure investments.

Annual Engineering Report & Salt Management Report

Staff are currently working on the annual Engineering Report and Salt Management Report for the Ridgemark WWTP. These reports are due every January 31st for the previous year according to our operating permit with the Regional Water Quality Control Board. This year, staff anticipate that higher salinity levels in the effluent wastewater will cause the plant to be out of compliance in Sodium, Chloride, and possibly TDS. This is primarily caused by residential self-regenerating water softeners. However, in 2021 it was exacerbated by the drought forcing the temporary shut-

down of Lessalt. This caused the area served by the Ridgemark WWTP to have mostly well water when it usually receives primarily surface water.

Regional Water Quality Control Board Permit Application for WWTP

The Regional Water Quality Control Board is in the process of updating Sunnyslope's existing permit for the Ridgemark WWTP by converting the individual permit to a general permit. Staff have been assembling all the required data and documentation which the RWQCB has requested for this permit update. It is expected that the Ridgemark WWTP may be out of compliance with the Chloride effluent requirements which are being reduced in the new permit. However, staff are actively working with the RWQCB to address these issues and improve our long-term salinity management plan.

Landscape Irrigation System Project

Schaaf & Wheeler is finalizing the plans and specifications for the capital improvements at the Well 5 site to implement the Landscape Irrigation System for Sunnyslope. Finalized plans are expected to be completed and ready for approval early in 2022. Sunnyslope hopes to begin construction on this project this spring.

Lessalt Chlorine Line Repair

Sharp Engineering & Construction has mostly completed the Lessalt chlorine chemical line repair. With Lessalt shut down due to the severe drought, staff have taken the opportunity to install a new chemical line from the chlorine pump near the tank to the injection point in the outlet pipe from the plant. This required Sharp to cut and jackhammer a portion of the concrete foundation to install a new PVC sleeve through which a new chemical hose will be pulled. While removing the concrete, a few electrical conduits were damaged. These were repaired and concrete was replaced over the excavation. Dowels and reinforcing steel were used to maintain the structural integrity of the foundation.

Water & Sewer System Maps Update

Staff have updated the water and sewer system maps on the GIS system with all the changes and developments completed in 2021. Copies of these updates will be printed and distributed to the various Map Books held by operators and kept at key District facilities.

Sewer System CCTV Inspection

CCTV inspection of Sunnyslope's sewer collection system is expected to continue at the end of January. Sunnyslope staff have reviewed the CCTV footage of the sections which have already been inspected. Relatively few issues or breaks have been discovered and staff are pleased with the overall condition of the sewer system. Additionally, the locations of all the sewer lateral connections to the sewer mains were identified and have been placed on the Sewer System Maps.

Staff Report

Agenda Item: E – 4

DATE: January 12, 2022 (January 18, 2022 Meeting)

TO: Board of Directors

FROM: Finance & Human Resource Manager, Barry Kelly

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

OPERATION SUMMARY

(Dec 2021)

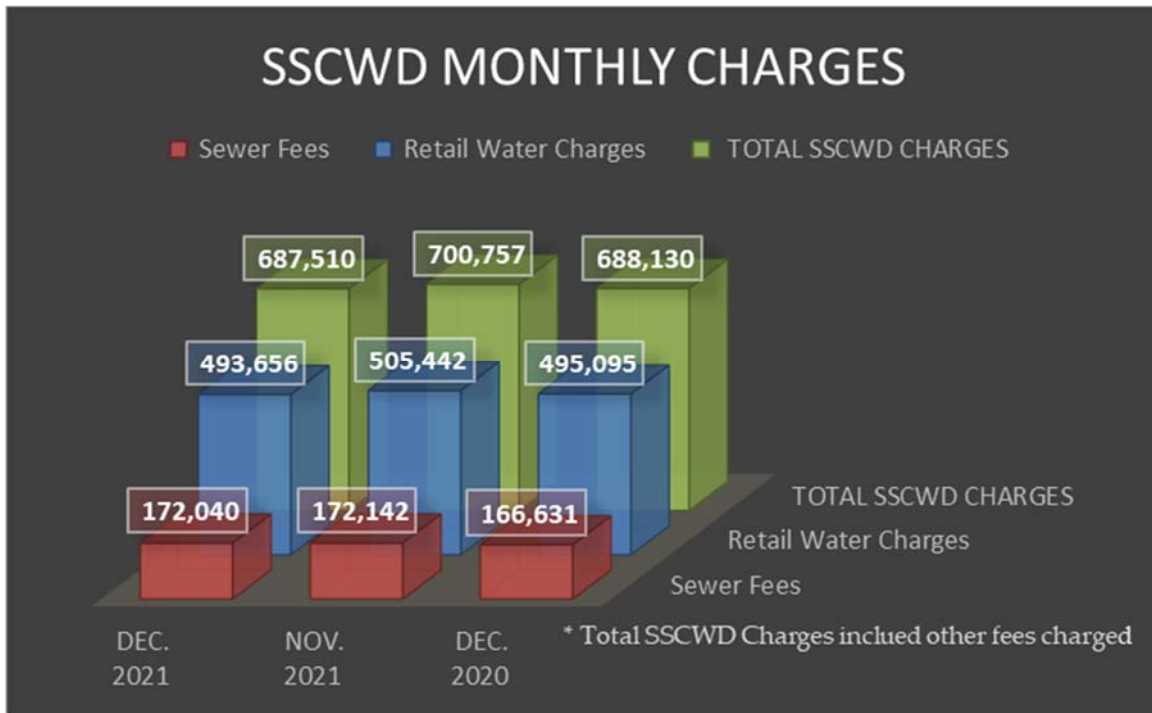
Added connections have stalled through mid-December but over 300 new customers remain the expectation for this year. The District expects to collect more than 4 million in connection fees this fiscal year with an expectation that many homes will come available in the spring.

| Comparison of Capacity Fees Received for the Current Month & Year to Date | | | | | | | |
|---|-----------|-----------|-----------|--|--------------------------------|------------------------------|--|
| Item | DEC. 2021 | NOV. 2021 | DEC. 2020 | 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 | - | - | 30 | (30) | 73 | 121 | (48) |
| NO. WW CAPACITY FEE RECD | - | - | - | - | - | - | - |

Online services and electronic payments are now used by a significant majority of the District's customers. Paperless E-Bill has now been adopted by 22% of our customers.

| Summary of Changes in Customer Accounts | | | | | | |
|---|-----------|-----------|-----------|--|--------------|-------------|
| Account Types | DEC. 2021 | NOV. 2021 | DEC. 2020 | | Δ from PM ++ | Δ from PY * |
| NO. WATER ACCOUNTS | 6,915 | 6,905 | 6,580 | | 10 | 335 |
| NO. SSCWD SEWER ACCTS | 1,239 | 1,243 | 1,239 | | (4) | - |
| NO. COH SEWER ACCTS | 4,497 | 4,450 | 4,200 | | 47 | 297 |
| WATERSMART/INVOICE CLOUD | 5,372 | 5,283 | - | | 89 | 5,372 |
| NO. E-BILL Invoice Cloud (Paperles | 1,541 | 1,379 | - | | 162 | 1,541 |
| Percent of Customers Gone Green | 22.3% | 20.0% | 0.0% | | | |

The YOY revenue decline has continued due to drought savings measures, a reduction in construction water use, a mild summer and significant rainfall in October. Total metered water is down from 564 to 526 MM gallons in FY22.



| SSCWD Charges Comparison | | | | | | | | | | |
|-----------------------------|----------------|----------------|----------------|------------------|------------------|-----------------|--------------|---------------|---------------|----------------|
| MONTHLY CHARGES | DEC. 2021 | NOV. 2021 | DEC. 2020 | YTD 2021 | YTD 2020 | Δ from PM | Δ from PY | % increase PM | % increase PY | % increase YOY |
| Retail Water Charges | 493,656 | 505,442 | 495,095 | 3,866,030 | 4,163,884 | (11,786) | (1,439) | -2.3% | -0.3% | -7.2% |
| Sewer Fees | 172,040 | 172,142 | 166,631 | 1,032,545 | 996,389 | (102) | 5,410 | -0.1% | 3.1% | 3.6% |
| Installation Fees | - | - | 12,150 | 30,040 | 50,650 | - | (12,150) | | | -40.7% |
| Late Fees | 7,987 | 9,249 | - | 54,955 | - | (1,263) | 7,987 | -13.7% | 100.0% | |
| Admin. Collection Fees, net | - | - | 160 | 0 | 910 | - | (160) | | | -100.0% |
| COH Billing Fees | 13,557 | 13,473 | 12,657 | 80,103 | 74,889 | 84 | 900 | 0.6% | 6.6% | 7.0% |
| Other Misc. Fees | 270 | 450 | 1,437 | 3,066 | 6,814 | (180) | (1,167) | -40.0% | -432.4% | -55.0% |
| TOTAL SSCWD CHARGES | 687,510 | 700,757 | 688,130 | 5,066,739 | 5,293,536 | (13,247) | (621) | -1.9% | -0.1% | -4.3% |

The percentage of past due accounts receivable through December 2021 declined to 12.8% .

STATEMENT OF INCOME

(Nov 31, 2021)

For November 2021 YTD, we show an overall Net Operating gain of \$510k vs a budgeted loss of \$519k. The favorable YTD results are largely attributed to higher than budgeted water sales. Capacity Fees total \$902k YTD. Also included is a summary of the State Controller’s report with a Net Income & cost analysis

located on the second page. There are three items of special interest. Net operations improved 40% over last year. The cost of water produced and sold to SBCWD increased just 3.3% and the cost of water billed to Sunnyslope customers decreased 13.8% All three statistics represent very successful operating results on behalf of management and staff.

INVESTMENT SUMMARY

(Nov 31, 2021)

Total cash and invested funds total \$16.3 MM, unchanged from the previous month. Added to the summary is the \$1,000,000 contribution to the CEPPT trust . This will be carried as an asset on the District's financials. Excess cash held at Heritage Bank will be invested in CD's starting January.

RESERVES

(Nov 31, 2021)

The "Board Designated Reserves" report has been reformatted to include "Legally Restricted Reserve Funds". Also included this month is a narrative summary of what each funds purpose is, how it's determined and how the income is derived. The "Capital Improvement Reserve Summary" section has been replaced with the "Board Approved Expenditure Analysis" which will chronical all authorized uses of the reserve funds comparing budget to actual.

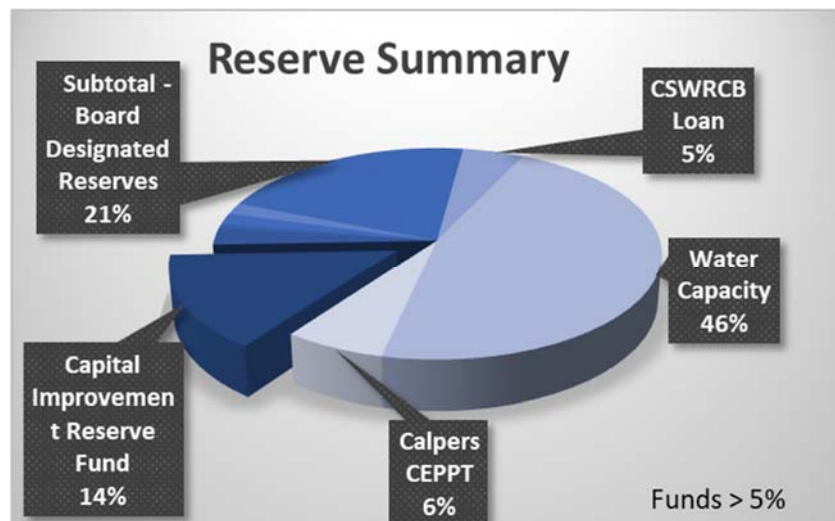


Chart Includes: SSCWD Wells, LESSALT WTP, COH Interties Flow to SSCWD

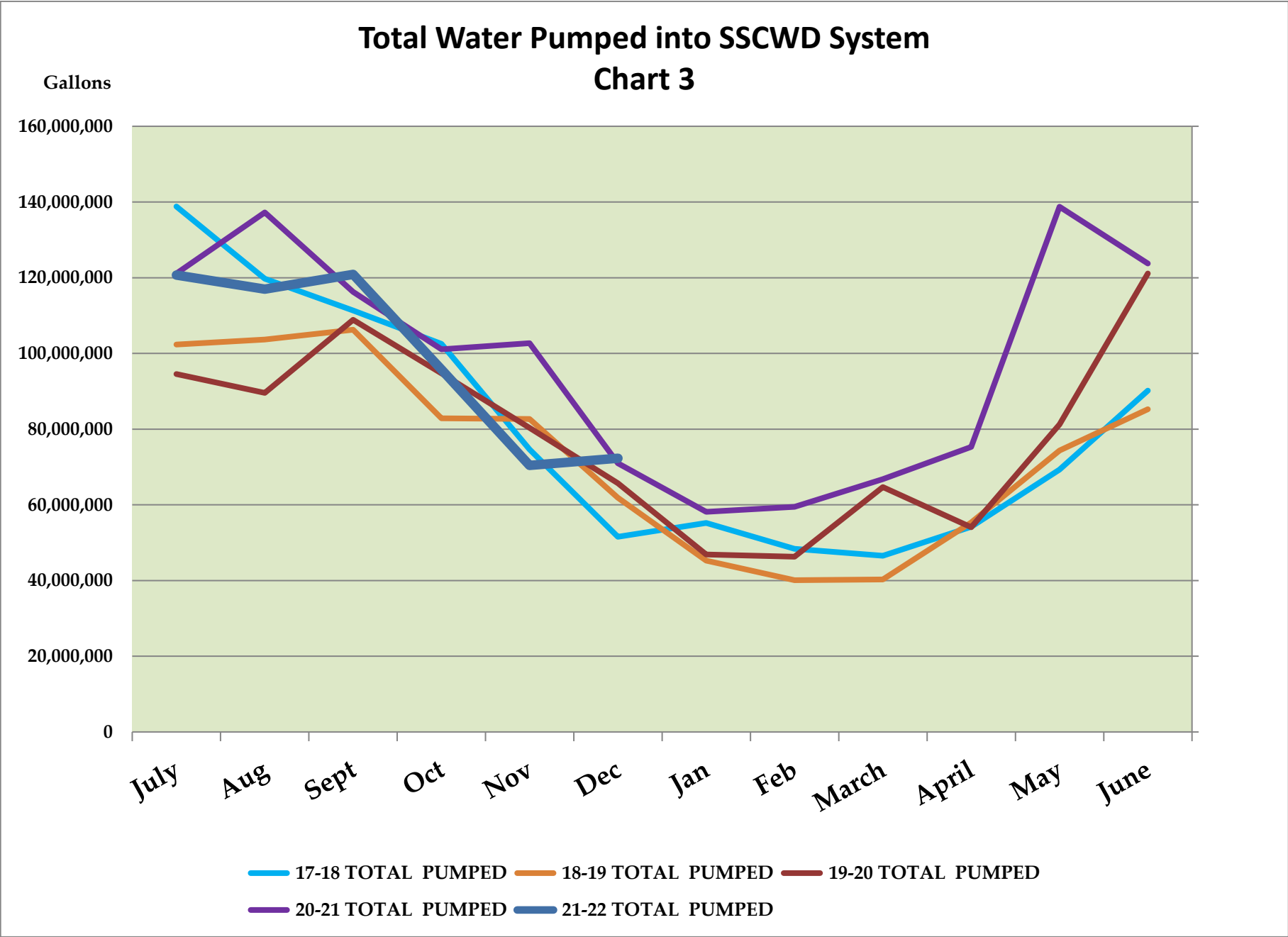


Chart Includes: Only Water Metered to SSCWD Customers,
Chart Does Not Include: COH Interties Wholesale Water Flow

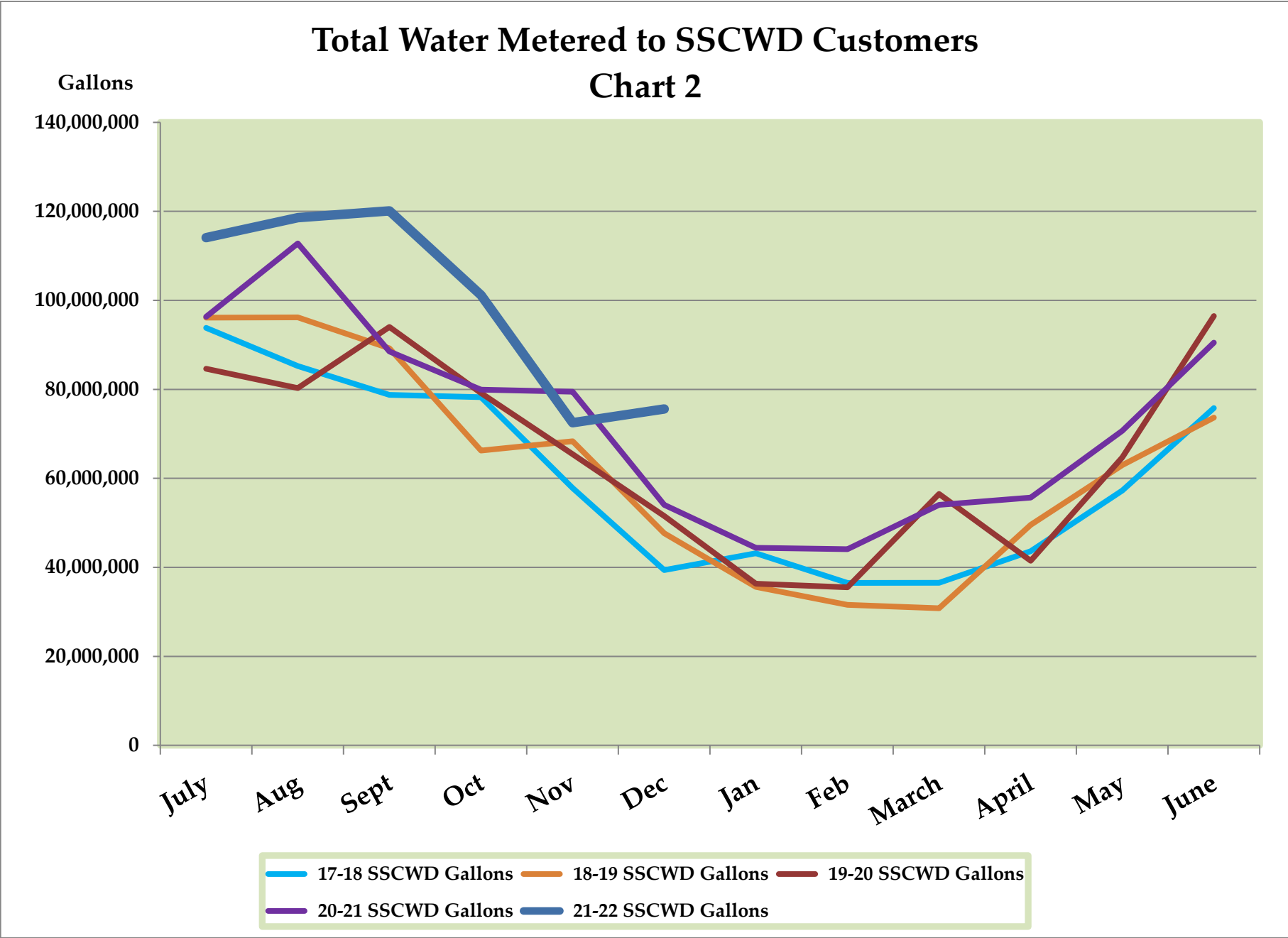
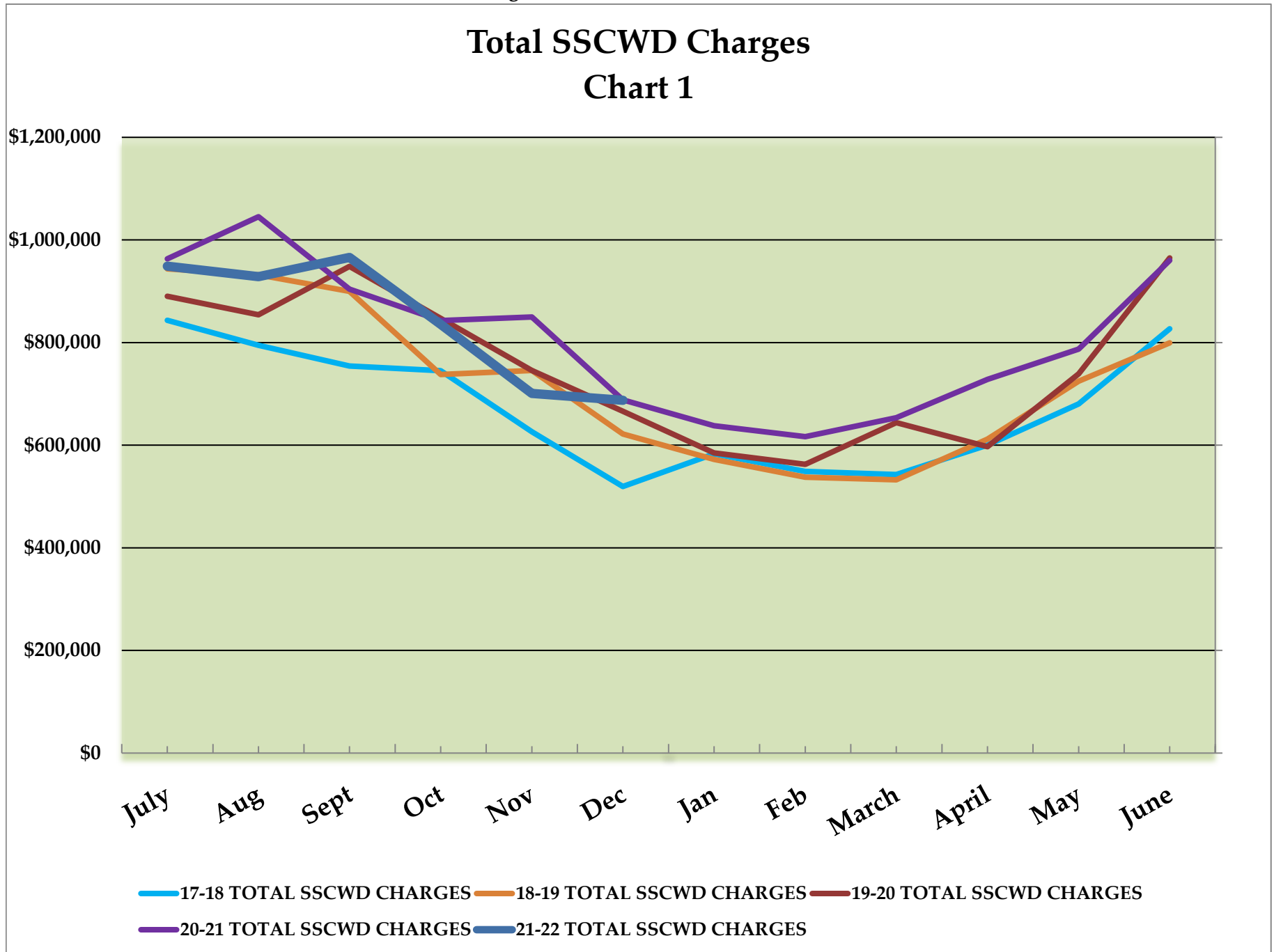


Chart Includes: Water Charges (Retail Wholesale), Sewer Fees, Installation Fees,
Late Fees, Administration Collection Fees, COH Billing Fees, Other Misc Fees



Sunnyslope County Water District

2021 / 2022
 OPERATION SUMMARY (This Year)

| ITEMS | JULY 2021 | AUG. 2021 | SEPT. 2021 | OCT. 2021 | NOV. 2021 | DEC. 2021 | JAN. 2022 | FEB. 2022 | MARCH 2022 | APRIL 2022 | MAY 2022 | JUNE 2022 | TOTALS |
|--------------------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|--------------|--------------|---------------|---------------|-------------|--------------|------------------------|
| NO. WATER CAPACITY FEE RECD | 18 | 10 | 14 | 31 | - | - | | | | | | | 73 |
| NO. WW CAPACITY FEE RECD | - | - | | | | | | | | | | | - |
| NO. WATER ACCOUNTS | 6,852 | 6,843 | 6,867 | 6,882 | 6,905 | 6,915 | | | | | | | |
| NO. SSCWD SEWER ACCTS | 1,238 | 1,234 | 1,240 | 1,239 | 1,243 | 1,239 | | | | | | | |
| NO. COH SEWER ACCTS | 4,354 | 4,370 | 4,403 | 4,434 | 4,450 | 4,497 | | | | | | | |
| WaterSmart / Invoice Cloud | | | | | | | | | | | | | |
| Auto Pay | 3,014 | 3,013 | 3,014 | 3,086 | 3,014 | 3,165 | | | | | | | |
| Billor Portal | 14 | 6 | 14 | 9 | 14 | 6 | | | | | | | |
| Cloud Store | 57 | 57 | 57 | 57 | 76 | 49 | | | | | | | |
| Customer Portal | 388 | 361 | 388 | 350 | 388 | 371 | | | | | | | |
| Express Payments | 317 | 274 | 317 | 299 | 317 | 342 | | | | | | | |
| IVR | 123 | 110 | 123 | 106 | 123 | 100 | | | | | | | |
| Mobile Express Payments | 366 | 323 | 366 | 347 | 366 | 381 | | | | | | | |
| Online Bank Direct | 647 | 631 | 647 | 624 | 647 | 620 | | | | | | | |
| Pay By Text | 58 | 44 | 58 | 55 | 58 | 81 | | | | | | | |
| Scheduled Payment | 25 | 22 | 25 | 20 | 25 | 24 | | | | | | | |
| Shopping Cart | 255 | 272 | 255 | 267 | 255 | 233 | | | | | | | |
| Total | 5,264 | 5,113 | 5,264 | 5,220 | 5,283 | 5,372 | - | - | - | - | - | - | |
| NO. E-BILL Invoice Cloud (Paperless) | 1,172 | 1,231 | 1,285 | 1,363 | 1,379 | 1,541 | | | | | | | |
| MONTHLY CHARGES | | | | | | | | | | | | | |
| Retail Water Charges | \$ 746,145.00 | \$ 729,111.70 | \$ 764,414.16 | 627,261.43 | 505,441.99 | \$ 493,655.94 | | | | | | | \$ 3,866,030.22 |
| Sewer Fees | 172,054.44 | 171,880.99 | 172,511.96 | 171,914.53 | 172,142.42 | 172,040.29 | | | | | | | 1,032,544.63 |
| Installation Fees | 7,765.00 | 4,050.00 | 5,670.00 | 12,555.00 | - | | | | | | | | 30,040.00 |
| Late Fees | 9,160.00 | 8,811.00 | 9,854.14 | 9,894.03 | 9,249.38 | 7,986.59 | | | | | | | 54,955.14 |
| Admin. Collection Fees, net | | | | | | | | | | | | | - |
| COH Billing Fees | 13,194.00 | 13,194.00 | 13,311.00 | 13,374.00 | 13,473.00 | 13,557.00 | | | | | | | 80,103.00 |
| Other Misc. Fees | 366.95 | 1,289.36 | 180.00 | 510.00 | 450.00 | 270.00 | | | | | | | 3,066.31 |
| TOTAL SSCWD CHARGES | \$ 948,685.39 | \$ 928,337.05 | \$ 965,941.26 | \$ 835,508.99 | \$ 700,756.79 | \$ 687,509.82 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 5,066,739.30 |
| CITY OF HOLLISTER CHARGES | | | | | | | | | | | | | |
| COH Sewer Fees | 393,626.99 | 394,897.00 | 396,713.79 | 399,026.56 | 401,531.54 | 403,942.57 | | | | | | | \$ 2,389,738.45 |
| COH Street Sweeping | 10,153.36 | 10,582.48 | 10,200.48 | 10,243.92 | 10,291.36 | 10,359.12 | | | | | | | 61,830.72 |
| COH Senior Discount | (1,326.60) | (1,326.60) | (1,319.23) | (1,273.67) | (1,266.30) | (1,266.30) | | | | | | | (7,778.70) |
| Total COH Charges | 402,453.75 | 404,152.88 | 405,595.04 | 407,996.81 | 410,556.60 | 413,035.39 | - | - | - | - | - | - | 2,443,790.47 |
| Late Fees ** | - | - | - | - | - | - | | | | | | | - |
| TOTAL COH CHARGES | \$ 402,453.75 | \$ 404,152.88 | \$ 405,595.04 | \$ 407,996.81 | \$ 410,556.60 | \$ 413,035.39 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 2,443,790.47 |
| ACCOUNTS RECEIVABLE - Aged | | | | | | | | | | | | | |
| A/R for Sunnyslope Water ** | \$ 969,933.44 | \$ 961,519.77 | \$ 1,013,793.65 | \$ 885,815.80 | \$ 765,380.29 | \$ 732,029.30 | | | | | | | |
| A/R for City of Hollister ** | 436,867.16 | 435,540.63 | 436,628.62 | 435,871.90 | 447,288.98 | 441,233.97 | | | | | | | |
| Outstanding Bills Owed | \$ 1,406,800.60 | \$ 1,397,060.40 | \$ 1,450,422.27 | \$ 1,321,687.70 | \$ 1,212,669.27 | \$ 1,173,263.27 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |
| Past Due | \$ 151,515.86 | \$ 150,947.42 | \$ 159,388.89 | \$ 174,426.70 | \$ 160,335.48 | \$ 150,458.24 | | | | | | | |
| % Past Due | 10.77% | 10.80% | 10.99% | 13.20% | 13.22% | 12.82% | N/A | N/A | N/A | N/A | N/A | N/A | |

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

| ITEMS | JULY 2021 | AUG. 2021 | SEPT. 2021 | OCT. 2021 | NOV. 2021 | DEC. 2021 | JAN. 2022 | FEB. 2022 | MARCH 2022 | APRIL 2022 | MAY 2022 | JUNE 2022 | TOTALS |
|------------------------------------|--------------------|--------------------|--------------------|--------------------|-------------------|-------------------|--------------|--------------|---------------|---------------|-------------|--------------|--------------------|
| WATER METERED | | | | | | | | | | | | | |
| Cubic Feet | 11,875,200 | 11,828,700 | 12,492,400 | 10,251,200 | 7,183,600 | 6,966,700 | | | | | | | 60,597,800 |
| SSCWD Gallons | 88,826,496 | 88,478,676 | 93,443,152 | 76,678,976 | 53,733,328 | 52,110,916 | - | - | - | - | - | - | 453,271,544 |
| Well Flow to COH Gallons | 17,817,100 | 22,242,500 | 22,239,700 | 21,114,500 | 15,859,700 | 14,530,400 | | | | | | | 113,803,900 |
| Surface Flow to COH Gallons | 7,458,200 | 7,869,976 | 4,431,661 | 3,390,593 | 2,908,977 | 8,931,985 | | | | | | | 34,991,392 |
| TOTAL METERED | 114,101,796 | 118,591,152 | 120,114,513 | 101,184,069 | 72,502,005 | 75,573,301 | - | - | - | - | - | - | 602,066,836 |
| WATER SOURCE | | | | | | | | | | | | | |
| Well #2 (Southside Road) | 9,282,000 | 8,489,000 | 14,176,000 | 9,751,000 | 4,706,000 | 2,659,000 | - | - | - | - | - | - | 49,063,000 |
| Well #5 (Ray Cir/Enterprise) | 4,461,642 | 5,877,229 | 5,753,409 | 4,836,823 | 4,355,159 | 6,919,230 | - | - | - | - | - | - | 32,203,492 |
| Well #7 (Enterprise Rd) | 7,427,108 | 13,727,233 | 21,183,110 | 10,234,556 | 4,035,264 | 2,731,949 | - | - | - | - | - | - | 59,339,220 |
| Well #8 (Ridgemark) | 15,266,000 | 16,844,000 | 16,278,000 | 12,118,000 | 11,403,000 | 23,739,000 | - | - | - | - | - | - | 95,648,000 |
| Well #11 (Southside Road) | 30,074,000 | 32,038,000 | 43,438,000 | 30,951,000 | 18,852,000 | 4,230,000 | - | - | - | - | - | - | 159,583,000 |
| TOTAL from Wells | 66,510,750 | 76,975,462 | 100,828,519 | 67,891,379 | 43,351,423 | 40,279,179 | - | - | - | - | - | - | 395,836,712 |
| Lessalt W.T.P. I (High Zone) | 11,498,000 | 3,226,000 | 838,000 | - | - | - | - | - | - | - | - | - | 15,562,000 |
| Lessalt W.T.P. I (Middle Zone) | 6,744,000 | 2,168,000 | 670,000 | - | - | - | - | - | - | - | - | - | 9,582,000 |
| West Hills W.T.P (@ Well #2) | 14,521,000 | 14,294,000 | 13,887,000 | 4,107,000 | 1,000 | 9,531,000 | - | - | - | - | - | - | 56,341,000 |
| West Hills W.T.P (@ Well #11) | 20,308,000 | 18,071,000 | 1,860,000 | 20,884,000 | 24,866,000 | 21,122,000 | - | - | - | - | - | - | 107,111,000 |
| TOTAL from Surface Water | 53,071,000 | 37,759,000 | 17,255,000 | 24,991,000 | 24,867,000 | 30,653,000 | - | - | - | - | - | - | 188,596,000 |
| City Well Flow to SSCWD Gallons | 806,200 | 1,653,500 | 2,376,200 | 2,403,700 | 1,850,900 | 758,200 | | | | | | | 9,848,700 |
| City Surface Flow to SSCWD Gallons | 324,000 | 597,000 | 513,900 | 442,700 | 346,500 | 609,400 | | | | | | | 2,833,500 |
| TOTAL from City Interties | 1,130,200 | 2,250,500 | 2,890,100 | 2,846,400 | 2,197,400 | 1,367,600 | - | - | - | - | - | - | 12,682,200 |
| TOTAL PUMPED | 120,711,950 | 116,984,962 | 120,973,619 | 95,728,779 | 70,415,823 | 72,299,779 | - | - | - | - | - | - | 597,114,912 |
| Estimated Water Loss | 6,610,154 | - | 859,106 | - | - | - | - | - | - | - | - | - | 7,469,260 |
| Water Loss % | 5.476% | 0.000% | 0.710% | 0.000% | 0.000% | 0.000% | 0.000% | 0.000% | 0.000% | 0.000% | 0.000% | 0.000% | 1.251% |
| Estimated Water Gain | - | 1,606,190 | - | 5,455,290 | 2,086,182 | 3,273,522 | - | - | - | - | - | - | 12,421,184 |
| Water Gain % | 0.000% | 1.354% | 0.000% | 5.391% | 2.877% | 4.332% | 0.000% | 0.000% | 0.000% | 0.000% | 0.000% | 0.000% | 2.063% |
| Total Net Water Loss | | | | | | | | | | | | | (4,951,924) |

Sunnyslope County Water District
 STATEMENT OF INCOME
 FOR THE FISCAL YEAR ENDING JUNE 30, 2021 (This Year)
 UN-AUDITED 12/22/2021

| *** WATER *** | Oct-21 | Nov-21 | Variance Over / (Under) Prior Month | Oct-20 | Nov-20 | Variance Over / (Under) Prior Year | YEAR- TO-DATE | PRIOR YEAR- TO-DATE | PROJECTED 21/22 ACTUAL | FY 21/22 BUDGET |
|--|--------------------|---------------------|---|--------------------|-------------------|--|--------------------|---------------------------|------------------------------|-----------------------|
| OPERATING REVENUES | | | | | | | | | | |
| Water Sales | 627,628 | 506,172 | (121,455.67) | 661,371 | 657,640 | (151,468) | 3,373,699 | 3,661,530 | 8,096,878 | 6,700,000 |
| Contracted Services | 228,311 | 228,312 | 1.00 | 220,953 | 220,953 | 7,359 | 1,141,558 | 1,104,765 | 2,739,739 | 2,792,736 |
| Installation Fees | 12,555 | - | (12,555.00) | 2,835 | 11,365 | (11,365) | 30,040 | 38,500 | 72,096 | |
| Late Fees | 7,915 | 7,400 | (515.72) | - | - | 7,400 | 37,575 | - | 90,180 | |
| Other Revenue | 13,252 | 11,845 | (1,406.86) | 10,886 | 10,793 | 1,052 | 58,723 | 53,709 | 119,490 | 4,000 |
| TOTAL OPERATING REVENUES | 889,661 | 753,729 | (135,932) | 896,045 | 900,751 | (147,022) | 4,641,594 | 4,858,504 | 11,118,383 | 9,496,736 |
| OPERATING EXPENSES | | | | | | | | | | |
| Salaries and Benefits | (211,200) | (192,210) | 18,989.52 | (171,617) | (157,450) | (34,760) | (928,059) | (864,149) | (2,227,342) | (2,213,997) |
| Operating Expenses | (772,547) | (680,757) | 91,789.25 | (763,302) | (687,259) | 6,502 | (3,684,177) | (3,700,066) | (8,842,024) | (9,386,804) |
| TOTAL OPERATING EXPENSES | (983,746) | (872,968) | 110,779 | (934,920) | (844,709) | (28,259) | (4,612,236) | (4,564,215) | (11,069,366) | (11,600,801) |
| NET OPERATING INCOME | (94,085) | (119,239) | (25,153) | (38,875) | 56,042 | (175,281) | 29,358 | 294,289 | 49,017 | (2,104,065) |
| NON OPERATING INCOME & (EXPENSES) | | | | | | | | | | |
| Capacity Fees | 372,000 | - | (372,000.00) | 81,900 | 351,000 | (351,000) | 902,475 | 1,134,900 | 902,475 | - |
| Donated Asset | - | - | - | - | - | - | - | - | - | - |
| Miscellaneous Income (Farm Labor Camp) | - | - | - | - | - | - | - | - | - | - |
| Adjust LAIF Investment to Fair Value | - | - | - | - | - | - | - | (34,956) | - | - |
| Interest Income | 389 | 971 | 582.45 | 6,972 | - | 971 | 7,550 | 17,114 | 18,121 | - |
| Allocated from G & A (Interest & Sale of Assets) | (1,484) | (1,983) | (498.51) | 6,115 | (1,049) | (933) | (4,018) | 6,199 | (9,643) | - |
| Debt Service (Loan Expense) & Disposal of Assets | - | - | - | (7,128) | (7,128) | 7,128 | - | (15,336) | - | (61,753) |
| TOTAL NON OPERATING INCOME & (EXPENSES) | 370,905 | (1,011) | (371,916) | 87,859 | 342,823 | (343,834) | 906,008 | 1,107,920 | 910,953 | (61,753) |
| NET WATER INCOME (LOSS) | \$ 276,820 | \$ (120,250) | \$ (397,070) | \$ 48,984 | \$ 398,865 | \$ (519,115) | \$ 935,366 | \$ 1,402,210 | \$ 959,970 | \$ (2,165,818) |
| NET WATER INCOME (LOSS) Adjusted for Non Budgeted Items | \$ (94,085) | \$ (119,239) | \$ (25,153) | \$ (46,002) | \$ 48,914 | \$ (168,153) | \$ 29,358 | \$ 278,953 | \$ 49,017 | \$ (2,165,818) |

Sunnyslope County Water District
 STATEMENT OF INCOME
 FOR THE FISCAL YEAR ENDING JUNE 30, 2021 (This Year)
 UN-AUDITED 12/22/2021

| *** WASTEWATER *** | | | Variance Over / (Under) Prior Month | | | Variance Over / (Under) Prior Year |
|---|-------------------|------------------|---|------------------|------------------|--|
| | Oct-21 | Nov-21 | | Oct-20 | Nov-20 | |
| OPERATING REVENUES | | | | | | |
| Sewer Sales | 171,915 | 172,142 | 227.89 | 165,314 | 167,158 | 4,985 |
| Contracted Services | 132,981 | 29,213 | (103,767.25) | - | - | 29,213 |
| Installation Fees | | | - | - | - | - |
| Late Fees | 1,979 | 1,850 | (128.93) | - | - | 1,850 |
| Other Revenue | 2,776 | 2,904 | 127.71 | 2,717 | 2,697 | 207 |
| TOTAL OPERATING REVENUES | 309,650 | 206,110 | (103,541) | 168,032 | 169,855 | 36,255 |
| OPERATING EXPENSES | | | | | | |
| Salaries and Benefits | (41,404) | (37,090) | 4,314.00 | (46,642) | (42,298) | 5,208 |
| Operating Expenses | (91,168) | (72,553) | 18,614.57 | (59,669) | (65,817) | (6,736) |
| TOTAL OPERATING EXPENSES | (132,572) | (109,643) | 22,929 | (106,311) | (108,115) | (1,528) |
| NET OPERATING INCOME | 177,079 | 96,467 | (80,612) | 61,720 | 61,740 | 34,727 |
| NON OPERATING INCOME & (EXPENSES) | | | | | | |
| Capacity Fees | - | - | - | - | - | - |
| Miscellaneous Income | - | - | - | - | - | - |
| Adjust LAIF Investment to Fair Value | | | - | - | - | - |
| Interest Income | 183 | 457 | 274.13 | - | - | 457 |
| Allocated from G & A (Interest & Sale of Assets) | (371) | (496) | (124.63) | 1,529 | (262) | (233) |
| Debt Service (Loan Expense) & Southside Rd. Slide | - | - | - | (21,442) | (21,442) | 21,442 |
| TOTAL NON OPERATING INCOME & (EXPENSES) | (188) | (39) | 150 | (19,913) | (21,704) | 21,666 |
| NET WASTEWATER INCOME (LOSS) | 176,891 | 96,428 | (80,463) | 41,807 | 40,035 | 56,393 |
| NET WASTEWATER INCOME (LOSS) Adjusted for Non Budgeted Items | \$ 177,079 | \$ 96,467 | \$ (80,463) | \$ 40,279 | \$ 40,298 | \$ 56,169 |

| YEAR- TO-DATE | PRIOR YEAR- TO-DATE | PROJECTED ACTUAL | FY 21/22 BUDGET |
|-------------------|---------------------------|---------------------|--------------------|
| 860,504 | 834,668 | 2,065,210 | 2,016,000 |
| 368,124 | - | 393,852 | 393,852 |
| - | - | - | - |
| 9,394 | - | 22,545 | - |
| 14,085 | 13,237 | 33,805 | 158,000 |
| 1,252,108 | 847,905 | 2,515,412 | 2,567,852 |
| (182,751) | (222,727) | (438,602) | (582,805) |
| (587,786) | (302,004) | (1,410,686) | (1,126,013) |
| (770,536) | (524,731) | (1,849,288) | (1,708,818) |
| 481,571 | 323,174 | 666,124 | 859,034 |
| - | - | - | - |
| - | - | - | - |
| - | (8,739) | - | - |
| 3,553 | 73 | 8,528 | - |
| (1,005) | 1,280 | (2,411) | - |
| (50,259) | (86,742) | (120,620) | (210,073) |
| (47,710) | (94,128) | (114,503) | (210,073) |
| 433,861 | 229,046 | 551,621 | 648,961 |
| \$ 431,313 | \$ 236,432 | \$ 545,504 | \$ 648,961 |

| *** WATER & WASTEWATER *** | Oct-21 | Nov-21 | Variance Over / (Under) Prior Year | Oct-20 | Nov-20 | Variance Over / (Under) Prior Year |
|--|------------------|--------------------|--|-------------------|------------------|--|
| *** COMBINED INCOME (LOSS) WATER & WASTEWATER*** | 453,711 | (23,822) | (477,532) | 90,792 | 438,901 | (462,722) |
| *** COMBINED INCOME (LOSS) WATER & WASTEWATER Adjusted for Non - Budgeted Items | \$ 82,994 | \$ (22,772) | \$ (105,765) | \$ (5,724) | \$ 89,212 | \$ (111,984) |

| YEAR- TO-DATE | PRIOR YEAR- TO-DATE | PROJECTED ACTUAL | FY 20/21 BUDGET |
|-------------------|---------------------------|---------------------|-----------------------|
| 1,369,227 | 1,631,255 | 1,511,591 | (1,516,857) |
| \$ 460,671 | \$ 515,385 | \$ 594,521 | \$ (1,516,857) |

Sunnyslope County Water District
Profit Loss by SCO classification with comparison with Previous Year
July 2020 through June 2021

| | SCO Report - Sewer FY 20- 21 | SCO Report - Sewer FY 19- 20 | SCO Report - Water FY 20-21 | SCO Report - Water FY 19- 20 | FY 21 to 20 Percent Cange |
|----------------------------------|------------------------------------|------------------------------------|--------------------------------|------------------------------------|------------------------------|
| Ordinary Income/Expense | | | | | |
| 410 - Sunnyslope Water Sales | | | 7,337,986 | 6,811,696 | 7.7% |
| 470 - Sewer Sales | 2,015,077 | 1,904,292 | | | 5.8% |
| Total Other -SCO | 32,359 | 50,617 | 296,194 | 317,390 | -10.7% |
| Total Service Revenue | 63,377 | 0 | 2,651,436 | 2,347,373 | 15.7% |
| Total Income | 2,110,814 | 1,954,909 | 10,285,616 | 9,476,459 | 8.4% |
| Personnel Services | 350,488 | 396,330 | 1,883,105 | 2,063,294 | -9.2% |
| Transmission | 46,594 | 30,683 | 338,484 | 357,872 | -0.9% |
| Treatment & Disposal | 46,594 | 30,683 | | | 51.9% |
| Water Purchases | | | 4,180,516 | 4,145,086 | 0.9% |
| Interest in Capital Contribution | | | -562,517 | -592,781 | -5.1% |
| Pumping | | | 3,617,999 | 3,552,305 | 1.8% |
| Customer Accounting & Collection | 80 | 835 | 322,466 | 187,299 | 72.2% |
| Contract Services | 22,361 | 1,901 | 318 | 4,588 | -92.7% |
| Materials and Supplies | 22,480 | 24,083 | 14,999 | 12,348 | 162.2% |
| Other Operating Expenses | 178,297 | 107,860 | 38,596 | 23,548 | 28.2% |
| Depreciation | 416,644 | 406,283 | 1,528,449 | 1,748,046 | -8.0% |
| G&A | 414,665 | 282,803 | 884,321 | 809,045 | 7.0% |
| Total Operating Expenses | 1,498,203 | 1,281,462 | 10,288,050 | 9,891,101 | 5.5% |
| 805 - Capacity Fees | 21,125 | 50,750 | 4,981,250 | 3,210,350 | 53.4% |
| Investment Earnings | -3,295 | 27,705 | 19,845 | 141,850 | -90.2% |
| Gain on Disposal | 0 | 2,127 | 0 | 15,369 | -100.0% |
| Donated Assets | 0 | 0 | 713,506 | 1,854,235 | -61.5% |
| Non operating Revenues | 17,830 | 80,582 | 5,714,601 | 5,221,804 | 8.1% |
| Loss On Disposal | 0 | 0 | 0 | 109,040 | -100.0% |
| Interest | 228,306 | 240,328 | 652,688 | 682,370 | -4.5% |
| Other Non Operating | 2,147 | 84,632 | 0 | 0 | -97.5% |
| Non-operating Expenses | 230,452 | 324,960 | 652,688 | 791,410 | -20.9% |
| Net income Test | 399,989 | 429,069 | 5,059,479 | 4,015,752 | 22.8% |

Sunnyslope County Water District
Profit Loss by SCO classification with comparison with Previous Year
July 2020 through June 2021

| | SCO Report - Sewer FY 20- 21 | SCO Report - Sewer FY 19- 20 | SCO Report - Water FY 20-21 | SCO Report - Water FY 19- 20 | FY 21 to 20 Percent Cange |
|--|------------------------------------|------------------------------------|--------------------------------|------------------------------------|------------------------------|
| Total Income | 2,110,814 | 1,954,909 | 10,285,616 | 9,476,459 | 8.4% |
| Total Operating Expenses plus Interest | 1,726,508 | 1,521,790 | 10,940,738 | 10,573,471 | 4.7% |
| Operating Income | 384,305 | 433,119 | -655,122 | -1,097,012 | -59.2% |
| West Hills & Lessalt Output (AF) | | | 4,438 | 4,057 | 9.4% |
| Cost of Water Billed to SBCWD (AF) | | | 597 | 579 | 3.3% |
| Total Operating Expenses plus Interest less SBCWD billing | | | 8,289,302 | 8,226,098 | 0.8% |
| Sunnyslope Water Provided (AF) | | | 3,292 | 2,816 | 16.9% |
| Cost of Water Billed to Sunnyslope Customers (AF) | | | 2,518 | 2,921 | -13.8% |

Sunnyslope County Water District
 Investment Summary
 2020 / 2021 (ThisYear)

| BANK ACCOUNT | INTEREST RATE | JULY 2021 | AUGUST 2021 | SEPTEMBER 2021 | OCTOBER 2021 | NOVEMBER 2021 | JUNE 2021 |
|--|---------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| <u>Heritage Bank of Commerce</u> | | | | | | | |
| CHECKING ACCOUNT Operating - General Fund | 0.000% | \$ 7,514,057.96 | \$ 7,863,305.12 | \$ 6,959,359.82 | \$ 4,258,491.95 | \$ 4,180,193.66 | \$ 7,229,161.84 |
| CHECKING SUBTOTAL | | \$ 7,514,057.96 | \$ 7,863,305.12 | \$ 6,959,359.82 | \$ 4,258,491.95 | \$ 4,180,193.66 | \$ 7,229,161.84 |
| MONEY MARKET ACCT (MMA) Invested - General Fund | 0.400% | 4,067,597.25 | 4,070,361.91 | 4,071,700.32 | 4,072,994.54 | 4,074,423.12 | 4,065,942.70 |
| MMA SUBTOTAL | | \$ 4,067,597.25 | \$ 4,070,361.91 | \$ 4,071,700.32 | \$ 4,072,994.54 | \$ 4,074,423.12 | \$ 4,065,942.70 |
| <u>L. A. I. F.</u> | | | | | | | |
| <u>(Local Agency Investment Fund)</u> | As of: July, 2021 | | | | | | |
| General Fund | 0.221% | (3,422,817.51) | (3,363,043.52) | (3,450,324.53) | (3,748,490.44) | (3,662,101.35) | (3,160,470.75) |
| Water Connect. Fee | 0.221% | 6,981,661.04 | 6,911,253.38 | 6,987,900.72 | 7,273,242.32 | 7,174,519.66 | 6,733,577.31 |
| Sewer Connect. Fee | 0.221% | 21,125.00 | 21,925.00 | 22,725.00 | 22,494.07 | 22,494.07 | 21,125.00 |
| SRF Loan Reserve | 0.221% | 760,000.00 | 760,000.00 | 760,000.00 | 760,000.00 | 760,000.00 | 760,000.00 |
| Board Designated Reserves | 0.221% | 2,686,055.67 | 2,698,389.34 | 2,710,723.01 | 2,723,056.58 | 2,735,390.15 | 2,673,722.00 |
| L.A.I.F. SUBTOTAL | | \$ 7,026,024.20 | \$ 7,028,524.20 | \$ 7,031,024.20 | \$ 7,030,302.53 | \$ 7,030,302.53 | \$ 7,027,953.56 |
| <u>CEPPT</u> | | | | | | | |
| <u>(CA Employee Pension Plan Trust)</u> | | | | | | | |
| Employee Pension Reserve | | | | | 1,000,000.00 | 1,000,000.00 | - |
| CEPPT SUBTOTAL | | | | | \$ 1,000,000.00 | \$ 1,000,000.00 | \$ - |
| GRAND TOTAL | | \$ 18,607,679.41 | \$ 18,962,191.23 | \$ 18,062,084.34 | \$ 16,361,789.02 | \$ 16,284,919.31 | \$ 18,323,058.10 |
| GENERAL FUND | | \$ 8,158,837.70 | \$ 8,570,623.51 | \$ 7,580,735.61 | \$ 4,582,996.05 | \$ 4,592,515.43 | \$ 8,134,633.79 |
| BOARD DESIGNATED RESERVES | | \$ 2,686,055.67 | \$ 2,698,389.34 | \$ 2,710,723.01 | \$ 2,723,056.58 | \$ 2,735,390.15 | \$ 2,673,722.00 |
| WATER CONN. FEE FUNDS | | \$ 6,981,661.04 | \$ 6,911,253.38 | \$ 6,987,900.72 | \$ 7,273,242.32 | \$ 7,174,519.66 | \$ 6,733,577.31 |
| S. C. FEE FUNDS | | \$ 21,125.00 | \$ 21,925.00 | \$ 22,725.00 | \$ 22,494.07 | \$ 22,494.07 | \$ 21,125.00 |
| SRF Loan Reserves | | \$ 760,000.00 | \$ 760,000.00 | \$ 760,000.00 | \$ 760,000.00 | \$ 760,000.00 | \$ 760,000.00 |
| CEPPT | | \$ - | \$ - | \$ - | \$ 1,000,000.00 | \$ 1,000,000.00 | |
| * TOTAL INTEREST RECORDED | \$ 11,104.20 | \$ - | \$ 5,264.66 | \$ 3,838.41 | \$ 572.55 | \$ 1,428.58 | \$ 48,639.25 |

Sunnyslope County Water District

Reserve Summary

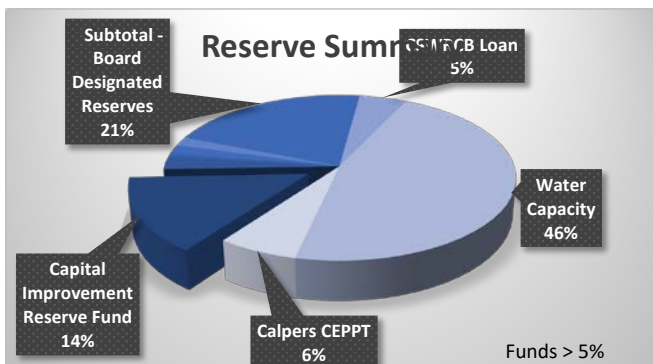
As of November 30, 2021

(Policy #8600)

| | <u>11/30/2021</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 | \$ 2,213,897 | \$ 551,249 | \$ 46,770 | \$ 1,709,419 | \$ 1,775,906 | \$ (66,487) |
| 2 Rate Stabilization Fund | - | - | - | - | - | - |
| 3 Drought Contingency Reserve | 400,000 | - | - | 400,000 | 400,000 | - |
| 4 Emergency Equipment Replacement Fund | 100,000 | - | - | 100,000 | 100,000 | - |
| 5 Vehicle Replacement Fund | 257,801 | 60,252 | - | 197,549 | 148,634 | 48,916 |
| 6 Office and Misc. Equipment Replacement Fund | 267,400 | 647 | - | 266,754 | 292,735 | (25,981) |
| Subtotal - Board Designated Reserves | <u>3,239,099</u> | <u>612,147</u> | <u>46,770</u> | <u>2,673,722</u> | <u>2,717,275</u> | <u>(43,553)</u> |
| 7 CSWRCB Loan | 760,000 | - | - | 760,000 | 760,000 | - |
| 8 Water Capacity | 7,141,570 | 902,475 | 493,613 | 6,732,709 | 2,867,486 | 3,865,223 |
| 9 Wastewater Capacity | 21,125 | - | - | 21,125 | 39,849 | (18,724) |
| 10 Calpers CEPPT | 1,000,000 | 1,000,000 | - | - | - | - |
| TOTAL | <u>\$ 12,161,794</u> | <u>\$ 2,514,622</u> | <u>\$ 540,384</u> | <u>\$ 10,187,556</u> | <u>\$ 6,384,610</u> | <u>\$ 3,802,946</u> |

Detailed Transactions:

| | | | | | |
|--|----------------------------|--------------------------|----------------------------|---|-------------|
| Depr. Expense | \$ 612,147 | - | - | - | \$ 64,241 |
| Debt Amortization | - | - | 493,613 | - | (1,264,484) |
| Capacity Fees | 902,475 | - | - | - | 5,016,350 |
| Server Room Improvement - (Approved 8/18/20) | - | - | - | - | (26,002) |
| Tyler System Upgrade - (Approved 8/18/20) | - | - | - | - | (15,305) |
| CEPPT Funding | 1,000,000 | - | - | - | - |
| 2100 Southside Roof Remodel | - | - | 46,770 | - | - |
| Misc Other Additions | - | - | - | - | - |
| | <u>\$ 2,514,622</u> | <u>\$ 540,383</u> | <u>\$ 3,774,801</u> | | |



Board Approved Expenditure Analysis

| Date: | Description: | Budget | Actual |
|-------|----------------------------------|-----------|-----------|
| 6/20 | Ignition Software | 77,000 | - |
| 9/21 | National Bank Loan Payoff | 2,540,828 | 2,540,828 |
| 9/21 | CEPPT Trust Fund | 1,000,000 | 1,000,000 |
| 10/5 | Storage Building Re-roof | 50,000 | 46,770 |
| 10/5 | Abel Septic Change Order | 25,000 | - |
| 11/16 | Sewer Jetter - net sale of old | 75,000 | - |
| 11/16 | Temetra Software - Meter Reading | 30,000 | - |

Staff Report

Agenda Item: E-5

DATE: January 12, 2022 (January 18, 2022, Meeting)

TO: Board of Directors

FROM: Water/Wastewater Superintendent, Jose J. Rodriguez

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

Narrative

1. All three water reports were completed and submitted on time by December 10, 2021.
2. Maggiora Brothers Drilling began work on Well 11. Motor was removed; new motor is on order with a lead time of 45 - 60 days. Well has also been video with no concerns to note.
3. Pipe Hunter Sewer Jetter Trailor has been ordered as approved by the board back in November 2021. Estimated month of arrival is late March 2022.
4. Lessalt Water Treatment Facility was not in operation for the month of December due to water restrictions. All water production is being treated at the West Hills Water Treatment Facility.
5. Substantial corrective maintenance has begun at the Lessalt Facility while it is offline. Chemical line that had collapsed underground a number of years ago and was directed through above ground piping is being remedied. Sharp Engineering was contracted to dig up old conduit and replace with new 2-inch PVC electrical conduit and set with new cement. While work was being performed, some electrical and communication wires were damaged and replaced.
6. Distribution piping at the Lessalt facility has been cleaned and repainted. Building trim has been rehabilitate along with a good surface cleaning of all outside equipment.
7. The West Hills Facility was producing 2.25 million per day (MGD) in December. Flow has been increased to 2.85 million gallons per day in January. Staff continuously monitors water quality, analyzer results and adjust to sustain permit limitations.
8. Fire hydrant flushing and valve exercise program was increased from prior months.
9. The Industrial Wastewater Treatment Facility did not operate in the month of December.

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

Water (5) December

1. Maggiora Brothers Drilling Inc. pulled Well #11 pump because of failed motor.
2. Replaced leaking service line at 135 Donna’s Lane.
3. Continued cleaning and painting well discharge piping.
4. Pulled, cleaned, and inspected all chlorine injectors at well sites.
5. Continued flushing blow-offs.



| | |
|-------------------------|--|
| Project Location | : Sunnyslope County Water District – Well 11 |
| Project | : Well 11 motor replacement and inspection |
| Department | : Water Department |
| Description | : Well 11 motor failed. Motor has been in operation for over 10 years with minimal to no incidents of major concern. Motor was removed by contractor and new motor has been purchased. While piping was removed, the district had Maggiora Brother video the well casing has been video for additional damage and or any abnormalities. |

LESSALT Water Treatment Plant (4)

1. Sharp started removing concrete to relocate chlorine discharge line.
2. Prepared and painted bollards and fire hydrant.
3. Started prepping, priming, and painting pipe in pit.
4. Repainted striping in parking lot.



| | |
|-------------------------|--|
| Project Location | : Sunnyslope County Water District - Lessalt Water Treatment Facility |
| Project | : Abandoned chemical line reconstruction. |
| Department | : Water Department |
| Description | : Chemical line collapsed occurred a few years ago. Staff redirected chemical above ground thru double braided tubing and reattached it to continue uninterrupted service. Trench was jackhammered out, new 2-inch PVC conduit was installed. |

West Hills Water Treatment Plant (5)

1. Cleaned all Turbidity Meters.
2. Peroxide cleaned TOC (Total Organic Carbon) analyzer.
3. Trenched to get shop down spout underground to avoid tripping hazard.
4. Replaced tubing on chlorine peristaltic pump #1.
5. Replaced diaphragm and screen on PAC (Powder Activated Carbon) pump #2.

Wastewater (5)

1. Pulled, inspected, and cleaned pumps at Paullus Lift station.
2. Replaced low level float at Oak Canyon Lift station.
3. Continued cleaning and hydro jetting sewer system.
4. Installed rebuilt mixer into Basin #2 at SBR Wastewater Plant.
5. Hauled dried sludge from SBR to John Smith Landfill.

Industrial Plant (2)

1. Continued cutting and clearing weeds around ponds.
2. Had camera installed to view treatment pond remotely.

| Completed This Month | Job Descriptions | Completed YTD 2021 – 2022 July 1 to June 30 | Completed 2020 – 2021 July 1 to June 30 | Completed 2019 – 2020 July 1 to June 30 | Completed 2018 – 2019 July 1 to June 30 |
|----------------------|---|---|---|---|---|
| 224 | Work Orders | 1230 | 2469 | 2715 | 2642 |
| 0 | Temporary Manual Read Water Meters Installed in New Construction Accounts | 72 | 368 | 256 | 146 |
| 0 | Radio Read Meters & ERTs Installed in New Construction Accounts | 0 | 21 | 0 | 1 |
| 51 | Total: Manual Read Meters Replaced with Radio Read Meters & ERT's, including Radio Meters Installed in New Construction Accounts | 170 (Total = 6793) | 282 | 191 | 246 |
| 23 | Existing Radio Read Meters & ERTs Replaced with New Radio Read Meters & ERTs | 138 | 322 | 304 | 350 |
| 49 | Valves Exercised (Approx. 2674 in SSCWD System 3/2021) | 174 | 721 | 319 | 410 |
| 61 | Fire Hydrants Flushed (Approx. 938 in SSCWD System 3/2021) | 70 | 749 | 281 | 757 |
| 24 | Meters on Repair List | 140 | 326 | 449 | 1147 |
| 12 | Emergency Calls | 103 | 174 | 156 | 204 |
| 130 | Locates on our Water/Sewer Lines | 990 | 1732 | 1037 | 454 |
| 0 | Sewer Inspections | 1 | 0 | 0 | 2 |
| 0 | Shutoff Notices | 0 | 0 | 112 | 182 |
| 1 | Water Services Replaced | 18 (Total = 913) | 12 | 15 | 18 |

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



Hollister/Sunnyslope Intertie Water Balance

| Report Date: January 1, 2022 | | to | | December 15, 2021 | |
|--|---|---------------------|---------------------------|------------------------------------|--------------------|
| Current Consumption Period: November 12, 2021 | | to | | December 15, 2021 | |
| 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 | 173,985 | | | |
| Sunset & Memorial Water Total Flow | 3,917,600 | 2,623,400 | 0 | | 0 |
| Sunnyslope & Memorial Water Total Flow | 9,246,100 | 5,450,500 | 0 | | 0 |
| Hillcrest and Memorial Water Total Flow | 74,500 | 42,600 | 758,200 | | 609,400 |
| Santa Ana & La Baig Water Total Flow | 1,292,200 | 641,500 | | | |
| Intertie Sub-Total Water Flow | 14,530,400 | 8,931,985 | 758,200 | | 609,400 |
| <i>Total Combined Surface and Ground Water Intertie Flow</i> | | 23,462,385 | | 1,367,600 | |
| City of Hollister Well 2 Surface Water Total Flow (West Hills) | | 3,054,000 | | | |
| City of Hollister Well 4 Surface Water Total Flow (West Hills) | | 12,065,000 | | | |
| City of Hollister Well 5 Surface Water Total Flow (West Hills) | | 14,943,000 | | | |
| Sunnyslope Well 2 Surface Water Total Flow (West Hills) | | | | 9,531,000 | |
| Sunnyslope Well 11 Surface Water Total Flow (West Hills) | | | | 21,122,000 | |
| Sunnyslope Surface Water Total Flow (LESSALT) | | | | 0 | |
| Surface Water Flow Sub-Totals | | 30,062,000 | | 30,653,000 | |
| Ground Water and Surface Water Flow Totals | 14,530,400 | 38,993,985 | 758,200 | | 31,262,400 |
| Current Period: | COH half of Surface Water Flow to Distribution (LESSALT & WH) | | 30,357,500 | | |
| | Net Ground/Surface Water Balance Owed to SSCWD (to COH) | 13,772,200 | 8,027,085 | | |
| | Beginning Water Balance Owed to SSCWD (to COH) | 689,476,775 | -376,328,622 | | |
| | Gallons Billed to COH thru Report Date December 1, 2021 | 0 | | Informational Last Month Net Total | 313,148,153 |
| | Sub-total Ending Water Balance Owed to SSCWD (to COH) | 703,248,975 | -368,301,537 | Net Sub Total | 334,947,438 |
| | 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 | | | - | |
| | Ending Water Balance Owed to SSCWD (to COH) | 703,248,975 | -368,301,537 | Net Total | 334,947,438 |

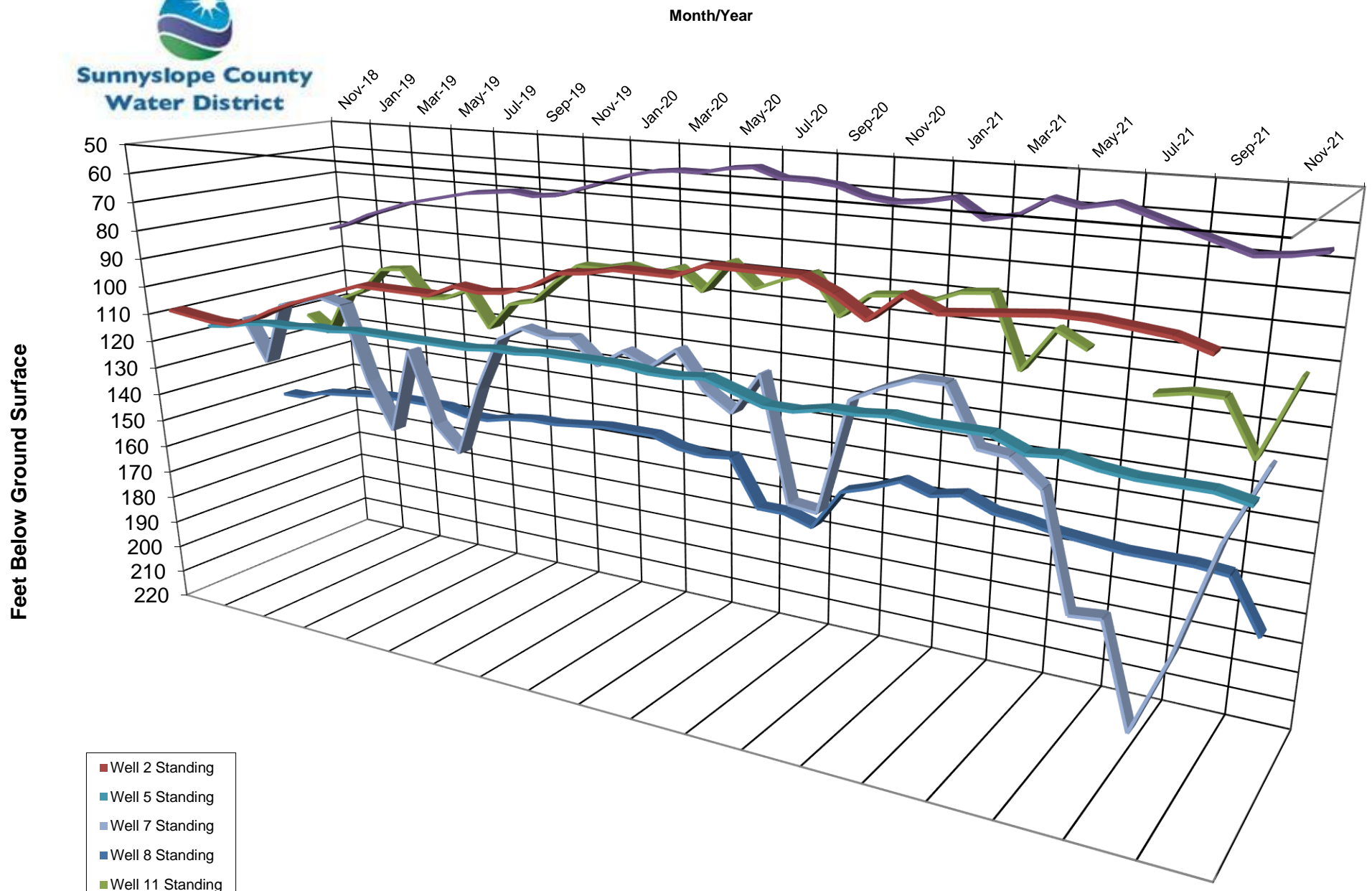
| | | | | | |
|----------|---|------------|--------------|--------------|--------------|
| Current: | West Hills WTP Total Flow to Distribution | 60,715,000 | | | |
| | Percent of Surface Water Received | COH | 49.5% | SSCWD | 50.5% |
| Current: | COH half of West Hills WTP Total Flow to Distribution | 30,357,500 | | | |
| | West Hills WTP Surface Water Total Flow to COH | 30,062,000 | | | |

| From April 1, 2021 to Present | | | | | |
|-------------------------------|---|-------------|--------------------|--------------|--------------------|
| YTD | LESSALT WTP Total Flow to Distribution | 129,597,000 | | | |
| | West Hills WTP Total Flow to Distribution | 624,616,000 | | | |
| | Surface WTPs Total Flow to Distribution | 754,213,000 | | | |
| | Total YTD Surface Flow to COH/SSCWD | COH | 391,860,315 | SSCWD | 362,352,685 |
| | Percent of Surface Water Received | COH | 52.0% | SSCWD | 48.0% |



**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: E – 6

DATE: January 12, 2022 (January 18, 2022 Meeting)
TO: Board of Directors
FROM: General Manager, Drew Lander P.E.
SUBJECT: General Manager Monthly Status Report

ACTIVE TASKS:

- 1. Office Technology and Public Access** – The winter newsletter was completed and will be distributed in January. A touch screen has been ordered for the front counter. This device will provide walk in customers the ability to self-serve their accounts when making payments by credit card or by check. Payments by cash will be accepted at the counter. The glass partition is scheduled to be installed before the end of the month so that the office may re-open in February.
- 2. SCADA Upgrade** – This project will take several months to complete. Updates will be provided as milestones are achieved.
- 3. IWTP Update** – The pond sludge removal approvals are nearly complete. The city will review the plan and approve SBF to schedule this work. A web-based camera has been installed at the industrial pond to provide remote surveillance ability for pond elevation and operation. The PG&E power reduction recommendation report has been completed and the report has been provided for District review. These recommendations are provided by a team of process engineers (employed by PG&E) who have provided a list of recommendations to reduce power consumption at the ponds.
- 4. Drought Update** – The recent rains have helped reduce consumption from our distribution system. It is anticipated that these gains will be short lived if additional rain does not continue through April. The Governance Committee was provided an update of water availability presented by Jeff Cattaneo of the County water district. The District is in good shape for the next two years.
- 5. Permit Compliance** – Monthly water reports have been completed on time and no violations were reported.

Staff Report

Agenda Item: E – 7

DATE: January 10, 2022 (January 18, 2022 Meeting)

TO: Board of Directors

FROM: Drew A. Lander, General Manager

SUBJECT: Approval of Resolution #567 of the Board of Directors of the Sunnyslope County Water District – Hollister California Proclaiming a Local Emergency, Ratifying the State of Emergency Proclaimed on March 4, 2020, and Authorizing Remote Teleconference Meetings of all District Legislative Bodies for the Following 30 Days in Accord with the Ralph M. Brown Act (Not a project under CEQA per Article 20, Section 15378).

RECOMMENDATION:

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

BACKGROUND:

At the October 5th 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 and again having concluded the findings remain current Resolution #567 extends the used of remote meeting access throughout January for another 30 days.

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

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

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

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

AB 361 Remote Meeting Findings Required:

SSCWD must make the following findings by majority vote:

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

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

AB 361 will sunset on January 1, 2024.

FISCAL IMPACT:

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

ENVIRONMENTAL IMPACT:

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

Attached: Resolution #567

RESOLUTION No. 567

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 18 day of January 2022, by the following vote:**

AYES:
NAYS:
ABSENT:

SUNNYSLOPE COUNTY WATER DISTRICT:

Signed: _____

Jerry Buzzetta, President

(seal)

ATTEST:

By: _____

Drew A. Lander, Secretary of the Board of Directors

Staff Report

Agenda Item: F – 1

DATE: January 10, 2022 January 18, 2022 Meeting)

TO: Board of Directors

FROM: General Manager, Drew Lander P.E.

SUBJECT: Approve Resolution #568 Authorizing the General Manager to Pay the Annual Dues for Association of California Water Agencies (ACWA) Membership Until Revoked by the Board. (Not a Project Under CEQA per Article 20, Section 15378)

BACKGROUND:

On June 8, 2011 the sitting board authorized the GM to enter the District into membership with the ACWA and to take advantage of the Joint Powers Insurance Authority (JPIA) membership for workman's comprehensive insurance.

Membership dues are calculated based on total operation costs, and fees are approved annually by the ACWA/JPIA board. Increases in membership dues increase by a few percent each year however as agencies grow and operation expenses increase agencies qualify for increased dues when they reach the next bracket. This year SSCWD has moved up another bracket and the cost of membership is calculated to be \$21,260 which presently exceeds the GM purchasing authority of \$20,000. The attached resolution #568 authorizes the GM to continue with membership in the ACWA as it is a very valuable resource for community water agency collaboration. The resources available to the District are much greater than just the cost efficient insurance pools that are available through the program.

The calculated dues have increased most recently because of the expansion of the District operations expenses after expanding staff to operate the water treatment plants and the wastewater treatment plants.

The ACWA/JPIA (JPIA) is a public entity formed in 1979 by the water agencies of the state of California. Like its members, the JPIA is a special district in the state of California. Its formation and operation are subject to the provisions of the California Government Code, including the Brown Act. It provides risk-sharing pools to meet the needs of its members for property, liability, workers' compensation, and employee benefits coverage. The JPIA is a partnership of water agencies working together to share the risks associated with purveying water. The risk-sharing pools of the JPIA are a cost-effective form of risk management available only to public entities, allowing them to bypass the high cost of commercial

insurance. The coverages provided by this risk-sharing arrangement are unique to water agencies; the water agencies themselves--their directors and managers--have selected and refined these coverages. Not all water agencies are accepted in to the JPIA. Prospective members must demonstrate a commitment to effective risk management programs.

FISCAL IMPACT:

The Fiscal impact for this year is \$21,260 which exceeds the budgeted estimate for this year. In the future the membership cost will be better accounted for in the Budgetary planning during the budget cycle. The increase over budget is \$2,000. Future annual increases are anticipated to be 0-4% of the current fee. Providing authorization to the GM to continue membership will streamline the membership process.

ENVIRONMENTAL IMPACT:

The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

RECOMMENDATION:

Approve Resolution #568 Authorizing the General Manager to Pay the Annual Dues for Association of California Water Agencies (ACWA) Membership Until Revoked by the Board.

Attachments:

ACWA 2022 Dues Calculations
ACWA Agency Dues Schedule
Resolution #568

**Association of California Water Agencies
2022 Member Dues Calculation**

Date: September 29, 2021

Name: Sunnyslope County Water District

| | |
|---|----------------------|
| (1) Operating Expenses | |
| (2) All Other Expenses | |
| (3) Total Expenses | \$ 11,765,346 |
| <<< LESS >>> | |
| (4) Purchased Power | |
| (5) Water Purchases | \$ 1,007,234 |
| (6) Groundwater Replenishment | |
| (7) Depreciation | \$ 2,240,577 |
| (8) Fixed Assets | |
| (9) Total Adjusted Expenses | \$ 8,517,535 |
| <<< LESS >>> | |
| (10) Pumping | |
| (11) Total Expenses Adjusted For Pumping | \$ 8,517,535 |
| (12) Line 11 times 2 | \$ 17,035,070 |
| (13) Dues O&M (lessor of line 9 or 12) | \$ 8,517,535 |
| DUES AMOUNT | \$21,260.00 |

*** THIS IS NOT A BILL – PLEASE DO NOT PAY FROM THIS WORKSHEET ***



AGENCY MEMBER DUES SCHEDULE | 2022

The dues formula shall be based on adjusted operation and maintenance expense for the following activities of a district:

- water;
- waste water;
- electric;
- land reclamation and levee maintenance;
- flood control and water conservation; and
- drainage and drainage maintenance.

2022 ACWA dues are based on the 2019-2020 fiscal year. Members joining after the beginning of the calendar year shall have their dues pro-rated for the remainder of the year. Members joining after October 1 will have their dues pro-rated for the current year and will be billed concurrently for the following year's dues.

| NET O & M (2020 FY) | 2022 DUES |
|---------------------|-----------|
| \$1 | \$765 |
| \$38,250 | 2% max* |
| \$142,750 | \$2,855 |
| \$200,001 | \$3,325 |
| \$300,001 | \$3,790 |
| \$400,001 | \$4,265 |
| \$500,001 | \$4,740 |
| \$600,001 | \$5,210 |
| \$700,001 | \$5,695 |
| \$800,001 | \$6,150 |
| \$900,001 | \$6,625 |
| \$1,000,001 | \$7,245 |
| \$1,100,001 | \$7,730 |
| \$1,200,001 | \$8,225 |
| \$1,300,001 | \$8,705 |
| \$1,400,001 | \$9,180 |
| \$1,500,001 | \$9,930 |
| \$2,000,000 | \$11,140 |
| \$2,500,001 | \$12,140 |
| \$3,000,001 | \$13,165 |
| \$3,500,001 | \$14,180 |
| \$4,000,001 | \$15,180 |
| \$4,500,001 | \$16,190 |
| \$5,000,001 | \$17,200 |
| \$5,500,001 | \$18,210 |

| NET O & M (2020 FY) | 2022 DUES |
|---------------------|-----------|
| \$6,000,001 | \$19,225 |
| \$7,000,001 | \$20,230 |
| \$8,000,001 | \$21,260 |
| \$9,000,001 | \$22,260 |
| \$10,000,001 | \$23,705 |
| \$15,000,001 | \$24,730 |
| \$20,000,001 | \$25,760 |
| \$25,000,001 | \$26,800 |
| \$30,000,001 | \$27,815 |
| \$35,000,001 | \$28,845 |
| \$40,000,001 | \$30,705 |
| \$50,000,001 | \$31,770 |
| \$60,000,001 | \$33,875 |
| \$70,000,001 | \$36,010 |
| \$80,000,001 | \$38,110 |
| \$90,000,001 | \$40,230 |
| \$100,000,001 | \$42,350 |
| \$150,000,001 | \$44,465 |
| \$200,000,001 | \$46,575 |
| \$250,000,001 | \$48,705 |
| \$300,000,001 | \$50,815 |
| \$350,000,001 | \$52,940 |
| \$400,000,001 | \$55,050 |
| \$500,000,001 | \$59,280 |

*Subject to a 2% max of O&M

RESOLUTION No. 568

**RESOLUTION OF SUNNYSLOPE COUNTY WATER DISTRICT
APPROVING MEMBERSHIP IN ACWA UNTIL REVOKED**

WHEREAS, The Board of Directors of the Sunnyslope County Water District (“District”) authorized membership in the Association of California Water Agencies (ACWA/JPIA) on June 8, 2011; and

WHEREAS, the Board of Directors have received staff input regarding the value of District membership in ACWA/JPIA; and

WHEREAS, The Board recognizes that dues for maintaining membership in ACWA/JPIA increase from time to time requiring continued authorization, in an amount not to exceed the current published agency member dues schedule:

WHEREAS, The Sunnyslope County Water District Board finds that the cost of membership in ACWA/JPIA may exceed the General Manager’s authorized purchasing authority and a standing approval to maintain membership in the ACWA/JPIA is the intent of the District.

NOW, THEREFORE, The District hereby resolves the following:

The General Manager is given authorization by the Board to maintain membership in the ACWA/JPIA until further revoked by the Board;

The Cost of membership in ACWA/JPIA shall be accurately reflected in the Annual Budget process; and

This approval applies only to membership in the ACWA/JPIA and does not otherwise modify the purchasing authority of the General Manager.

PASSED AND ADOPTED on January 18, 2022, by the following vote:

AYES:
NAYS:
ABSENT:

SUNNYSLOPE COUNTY WATER DISTRICT

By _____
Jerry Buzzetta, President

ATTEST: _____
Drew A. Lander, Secretary

Staff Report

Agenda Item: F – 2

DATE: January 10, 2022 January 18, 2022 Meeting)

TO: Board of Directors

FROM: General Manager, Drew Lander P.E.

SUBJECT: Receive the ACWA/JPIA President’s Special Recognition Award for Continuing to Maintain a Safe and Healthy Workplace. (Not a Project Under CEQA per Article 20, Section 15378)

BACKGROUND:

Accidents can not always be avoided, however a workplace that provides the appropriate training, supervision, hazard mitigation investigations, and personal protective equipment (PPE), will provide a safe working environment. ACWA/JPIA rewards agencies who maintain safe work environments by reducing the cost of worker’s compensation insurance.

SSCWD management has been working diligently to maintain a safe and healthy work environment. Managers encourage staff to report unsafe conditions and discussions are regularly conducted between management and staff to identify hazards and then take steps to reduce the concerns.

FISCAL IMPACT:

The Fiscal impact for maintaining a loss ratio of 20% or less is significant. A low experience modifier reduces the insurance premium that the District must pay to maintain worker’s compensation insurance.

ENVIRONMENTAL IMPACT:

The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

RECOMMENDATION:

Receive the ACWA/JPIA President’s Special Recognition Award.

Attachments:

ACWA 2022 President’s Special Recognition Award



YOUR BEST PROTECTION

ACWA JPIA

P. O. Box 619082
Roseville, CA 95661-9082

phone
916.786.5742
800.231.5742

www.acwajpia.com

President

E.G. "Jerry" Gladbach

Vice President

Tom Cuquet

Chief Executive Officer

Walter "Andy" Sells

Executive Committee

Fred Bockmiller

Tom Cuquet

David Drake

E.G. "Jerry" Gladbach

Brent Hastey

Melody A. McDonald

Randall Reed

J. Bruce Rupp

Pamela Tobin

Core Values

- People
- Service
- Integrity
- Innovation

November 03, 2021

Sunnyslope County Water District (S059)
3570 Airline Hwy
Hollister, CA 95023-9702

General Manager:

Each year at Fall Conference, the JPIA recognizes members that have a Loss Ratio of 20% or less in either of the Liability, Property, or Workers' Compensation programs (loss ratio = total losses / total premiums).

The members with this distinction receive the "**President's Special Recognition Award**" certificate for each Program that they qualify in.

The JPIA is extremely pleased to present Sunnyslope County Water District (S059) with this special recognition and commends the District on the hard work in reducing claims.

Congratulations to you, your staff, Board, and District. Keep up the good work!

The JPIA wishes you the best in 2022.

Sincerely,

A handwritten signature in cursive script that reads "Jerry Gladbach".

E.G. "Jerry" Gladbach
President

Enclosure: President's Special Recognition Award(s)

President's Special Recognition Award

*The President of the
ACWA JPIA
hereby gives Special Recognition to*

Sunnyslope County Water District

*for achieving a low ratio of "Paid Claims and Case Reserves" to "Deposit Premiums"
in the Workers' Compensation Program for the period 07/01/2017 - 06/30/2020
announced at the Board of Directors' Meeting in Pasadena.*

E. G. "Jerry" Gladbach

E. G. "Jerry" Gladbach, President



December 15, 2021

Staff Report

Agenda Item: F – 3

DATE: January 13, 2022 (January 18, 2022 Meeting)

TO: Board of Directors

FROM: General Manager, Drew Lander

SUBJECT: Approve the Capital Expenditure and Authorize the General Manager to purchase 300 Replacement 1" Diameter Water Meters for a Total Cost not to Exceed \$105,000. (Not a project under CEQA per Article 20, Section 15378)

BACKGROUND:

The District continues to replace water meters that are reaching the end of their service life and set new 1" water meters within new development projects. Extended lead times continue to affect delivery of meters due to low production volumes because of COVID-19 staffing at manufacturing facilities. Meter manufactures require purchase requests be placed as early as possible so production may be planned. This request also includes the purchase of radio read transmitters needed to ensure remote reading of all meters. Last year staff made this request in January to receive meters in a timely manner. Staff needs to place orders at this time to restock on 1" meters before supplies are reduced again. This request to replace inventory of meters is fewer than prior years because it only includes 1" meters at this time. The cost of meters has increased this year keeping pace with the rising costs of labor and materials. Staff is requesting authority to purchase, 300 – 1" meters.

The purchase of the meters is anticipated in the capital budget. Meters set for new development will be offset by meter set fees and staff anticipates 200 new meter sets this year.

FINANCIAL IMPACT:

Meter purchase is a Capital expenditure. The fiscal impact of purchasing 300 water meters and transmitters is approximately \$105,000. This is approximately a 10% increase in cost from last year. The balance of the Capital fund is \$2,213,897.

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 purchase 300 replacement 1" - water meters and transmitters for a total cost not to exceed \$105,000.



Quotation

940 Riverside Pkwy #30
 West Sacramento, CA 95605
 PHONE: 877-348-0700
 FAX: 707-575-0700

CREATED DATE: December 29, 2021
 QUOTED BY: Kathy Richards
 REQUESTED BY: Dee J Burbank
 PHONE: 831-637-4670
 EMAIL: deej@sscwd.org

BILL TO: Sunnyslope CWD
 3570 Airline Hwy
 San Benito County, CA 95023

SHIP TO: Sunnyslope CWD
 same

Subject to review: 6/30/2022

| SALESPERSON | PROPOSAL SUBJECT | SHIPPING TERMS | PAYMENT TERMS |
|----------------|--------------------|--|---------------|
| Kathy Richards | 1" E-Series meters | Prepay/No Charge For Shipments > \$35,000 FCA Factory/Warehouse | Net 30 Days |

| QTY | PRODUCT DESCRIPTION | UNIT PRICE | AMOUNT |
|-----|---|------------|--------------|
| 300 | 1" Badger E-Series Ultrasonic meter, SS housing, HRE-LCD, Cubic Ft, with 5' Itron ILC | \$ 219.95 | \$ 65,985.00 |
| | | | |
| | | | |
| | | | |

| | | | | |
|--|-------|-------------------|----------------------|--------------|
| ESTIMATED Sales Tax | 8.25% | San Benito County | SUBTOTAL | \$ 65,985.00 |
| *sales tax charged at rate in effect at time of shipment | | | EST SALES TAX | \$ 5,443.76 |
| | | | FREIGHT | included |
| Est. Lead Time: To be provided at time of order. | | | TOTAL | \$ 71,428.76 |

Notes and Assumptions:

If applicable, sales tax and freight, if included on the proposal, is an estimate and will be recalculated based on rates and tax status in effect at time of invoicing.

Actual lead time to be provided at time of order

To aid in processing your order, please include the Quote number on the PO that is submitted for this proposal

Badger Meter provides certification files to help manage meter and endpoint inventory and to maintain meter accuracy data. The standard method of delivery for this information is via electronic mail. Any deviations from our standard format, or any custom file formats, will be considered on a time and material basis.

Due to continuous improvements and redesign of Badger Meter products and technology solutions, Badger Meter reserves the right to provide our newest product solutions as an alternative to the proposed products provided they are in conformance with the requirements of the specifications and do not exceed the prices quoted.

THANK YOU FOR YOUR BUSINESS!!

Estimated ship dates subject to change based upon component availability, as a result of global supply chain constraints or credit review.

This acknowledgement is made subject to the terms and conditions found on our web-site: <https://www.badgermeter.com/terms-and-conditions>

Terms and conditions related to service units, training, and professional services can be found here:

<https://badgermeter.com/service-units-terms-and-conditions>



Meter, Valve & Control

1499 SUNNYBROOK RD
 ALAMO, CA 94507

Quote

| | |
|------------|-----------|
| Date | Quote # |
| 01/04/2022 | SO-003101 |

| |
|--|
| Name / Address |
| SUNNYSLOPE COUNTY WATER DISTRICT SUNNYSLOPE COUNTY WATER DISTRICT 3570 AIRLINE HIGHWAY HOLLISTER, CA 95023 |
| deej@sscwd.org |

| |
|--|
| Ship to |
| SUNNYSLOPE COUNTY WATER DISTRICT DEEJ BURBANK 3570 AIRLINE HIGHWAY HOLLISTER CA 95023 |

| Reference | Payment Terms | FOB | Lead Time |
|--|---------------|-----|-----------|
| (300) ITRON 100W+ 2-PORT ENCODER ERT'S WITH SECURITY SEALS | NET 30 | | |

| Item | Description | Qty | Cost | Comment | Amount |
|------------------|---|-----|-------|---------|-----------|
| WME-ERW-1300-402 | ITRON 100W+ WATER METER ENDPOINT, PIT SET, ENCODER INPUT WITH INTEGRAL CONNECTOR AND ANTENNA CONNECTOR (24 PER BOX) | 300 | 88.11 | | 26,433.00 |
| WME-MS-0018-001 | SECURITY SEAL FOR SEALING PIT ERT TO REGISTER CONNECTOR | 300 | 0.38 | | 114.00 |
| WME-CFG-1300-004 | 100W Through Lid Mount Kit | 300 | 5.25 | | 1,575.00 |

| | | |
|--|-----------------|------------------|
| Prices are firm for 30 days, subject to change without notice after 30 days. Returns are subject to a 30% restocking charge and must be in good condition and in original packaging for MV&C evaluation. | Subtotal | 28,122.00 |
| | Tax | 2,320.07 |
| | Total | 30,442.07 |

| Phone # | Fax # | Sales Representative | Website |
|--------------|----------------|----------------------|----------------|
| 877-566-3837 | (925) 407-2903 | Chris Henrich | www.mvandc.com |

Quote Memo:

Staff Report

Agenda Item: F – 4

DATE: January 13, 2022 (January 18, 2022 Meeting)

TO: Board of Directors

FROM: Drew Lander, General Manager

SUBJECT: Consider Declaring the 2016 Toyota Camry Surplus Equipment and Authorize the General Manager to Sell the Vehicle per District Policy 8510.

BACKGROUND:

In 2021 the use of the 2016 Toyota Camry was reduced significantly. Presently the Camry is not utilized sufficiently to keep the battery charged so often when staff has attempted to use the vehicle the car is not ready to go. The additional expense of keeping this vehicle as a District pool car is not warranted, because maintenance and upkeep are being performed on a vehicle that is no longer being used regularly. Additionally, with the current open market value of used vehicles increasing it is advantageous for the District to surplus this Camry at this time.

District Policy 8510 provides direction needed to declare surplus equipment. Only the Board may declare surplus property. Although this is a vehicle the General Manager does not recommend obtaining a salvage title per policy 8510.5 as this would greatly reduce the value of this vehicle since it has been well maintained. The car is only 5 yrs old and in good condition. Staff will take the appropriate steps to provide the potential buyer a release of liability and notice of an “As-is” purchase.

FINANCIAL IMPACT:

The fiscal impact of declaring this car as surplus and selling the vehicle will result in an estimated \$15,000 in sales revenue and a decrease in the insurance premiums and maintenance for the district. All funds from the sale will be returned to the Vehicle Reserve Fund for the purchase of future transportation needs.

ENVIRONMENTAL IMPACT:

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

RECOMMENDATION:

The Board shall move to declare the 2016 Toyota Camry as surplus equipment per District policy 8510 and authorize the General Manager to sell the vehicle.

| YEAR | VEHICLE | LICENSE# |
|------|--------------|----------|
| 2016 | Toyota Camry | 1292118 |

Staff Report

Agenda Item: **H-3**

DATE: January 13, 2022 (January 18, 2022 Meeting)
TO: Board of Directors
FROM: Associate Engineer, Rob Hillebrecht
SUBJECT: 2021 Annual Engineering Summary Report

SUMMARY

The following items are a summary of significant projects that have required District Engineering oversight through the past year of 2021.

Industrial Wastewater Treatment Plant

Sunnyslope successfully operated the Industrial Wastewater Treatment Plant through a contract with San Benito Foods. Significant changes were made to the treatment system including the installation of baffle walls in the treatment pond to divide it into subsections. Aerators were relocated to concentrate treatment areas and a new effluent pump was installed to pump treated water out of Pond 1 and to various percolation ponds. Additional significant investment by San Benito Foods will continue to be required in 2022.

Sewer Collection System CCTV Inspection

Sunnyslope went out to bid on the Ridgemark Sewer Collection System CCTV Inspection Project and awarded it to Able Septic. The project required that the full collection system be hydro cleaned and CCTV inspected within two years, but Able has already inspected about 85% of the system. The video footage has revealed a few locations where the sewer system is damaged and will need to be repaired. However, it has verified that the system is in excellent overall condition with minimal issues.

Developments

Residential developments constructed in 2021 have included Roberts Ranch Phase 2, West of Fairview Phase 1B, Twin Oaks Phase 2, and Santana Ranch Phase 8. Additionally, development agreements for Promontory at Ridgemark and Vista del Calabria were approved, and construction is expected to begin in 2022. West of Fairview Phase 2 and Santana Ranch Phase 7 could also begin late in 2022 as their improvement plans have been reviewed and commented on.

Drought

Due to the significant drought in 2021, the Lessalt treatment plant was taken offline in the late summer since there was not sufficient surface water to operate both it and West Hills. Staff have used this as an opportunity to conduct various maintenance and improvement projects on the plant. In the fall of 2021, the West Hills treatment plant worked through issues with high manganese due to very poor water quality coming from San Justo Reservoir.

Landscape Irrigation System Design

The design for the Well 5 Landscape Irrigation System Improvements progressed significantly in 2021. Staff were highly involved with the design and strategy of this project, and it is expected to go to bid for construction in the early spring of 2022. This project will allow for Well 5 to be the sole water source for a parallel water system which will only serve large landscape areas such as parks, schools, and road landscaping. Thus, the higher quality surface water will be preserved for residential customers.

Capital Improvement Plan

Staff created and filled out a large and detailed Capital Improvement Plan spreadsheet which identified and described each expected project. The plan has a detailed 5-year outlook along with a more general 20-year projection for future projects and maintenance. This plan has become a key factor for long-term budgeting and will be vital for examining future capital expenditure demands.