



Sunnyslope County Water District

BOARD OF DIRECTORS

REGULAR MEETING

District Office Board Room



3570 Airline Hwy., Hollister, CA

NOTICE & AGENDA

June 15, 2021

Regular Board Meeting - 5:15PM

AS AUTHORIZED BY THE STATE OF CALIFORNIA EXECUTIVE ORDER N-29-20 PUBLIC ACCESS TO DISTRICT MEETINGS CAN BE OBTAINED THROUGH THE FOLLOWING ACCESS POINTS:

ZOOM MEETING ACCESS LINK

<https://zoom.us/j/99047722537?pwd=WWEzbVo3UjJGcmszbFhmdzZwWDZPZz09>

Passcode: SSCWD

Or Telephone: Dial + 1 (669) 900-9128 and when prompted enter Meeting ID: 990 4772 2537

Passcode: 465522

Regular Board Room attendance will NOT be available to the public.

Any members of the public requiring special accommodations may call the District 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 Parker_____

Director Johnson_____, and Director Alcorn_____.

REGULAR SESSION

B. PLEDGE OF ALLEGIANCE

C. APPROVAL OF AGENDA

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. Approval of Minutes of the Regular Board Meeting of May 11, 2021.
2. Receive Associate Engineer Monthly Status Report.
3. Receive Superintendent Monthly Status Reports: a. Maintenance, b. City Meter Reading, and c. Groundwater Level Measurement.
4. Receive General Manager Monthly Status Report.

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.

1. 2020 Urban Water Management Plan Update
 - a. Proof of Publication
 - b. Presentaiton of the 2020 Urban Water Management Plan Update
 - c. Questions of Directors
 - d. Open Public Hearing
 - e. Consider Resolution Approving of the 2020 Urban Water Mangmenet Plan Update
2. Consider Adoption and Approval of the District Budget for Fiscal Year 2021/22

G. STATUS REPORTS

1. Receive Finance Manager Monthly Status Report: Oral Report
2. Allowance of Claims for Disbursements from May 1, 2021, through May 31, 2021.

3. Governance Committee – (No meeting)
4. Water / Wastewater Committee – (No meeting)
5. Finance Committee – (Meeting held June 4th, Budget Review)
6. Policy and Procedure Committee – (No meeting)
7. Personnel Committee – (No meeting)
8. Water Resources Association of San Benito County – (Held June 3rd)

H. BOARD and STAFF REPORTS

1. Directors
2. District Counsel
3. General Manager – COVID 19 Updated (Oral Report), SGMA TAC Report (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, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. SCWD will also make a reasonable effort to provide translation services upon request. Please submit a written request, including your name, mailing address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service as soon as possible in advance of the meeting.

Next Regular Board Meeting – July 20, 2021 @ 5:15 p.m., District Office

AGENDA DEADLINE: July 14, 2021 @ 12:00 p.m.

Future Scheduled Committee Meetings

Water Resources Agency – August 5th, 2021 @ 4:00 PM

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

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

MINUTES
Regular Meeting of the Board of Directors
of the
SUNNYSLOPE COUNTY WATER DISTRICT
May 18, 2021

A. CALL TO ORDER: The meeting was called to order at 5:15 p.m. by President Buzzetta, as authorized by the State of California Executive Order N-25-20 via teleconference, at the Sunnyslope County Water District office, 3570 Airline Highway, Hollister, California.

ROLL CALL: Present in Person: President Jerry Buzzetta, Vice President James Parker, Director Alcorn, and Director Judi Johnson. **Absent:** Director Ross.

General Manager/Secretary announced that Director Ross would not be attending tonight's meeting, and that she has resigned from her position on the Board effective May 28, 2021. Director Johnson requested a resolution be prepared for the June meeting, thanking Director Ross for her service on the board.

B. PLEDGE OF ALLEGIANCE: Director Alcorn led Directors and staff in the Pledge of Allegiance.

C. APPROVAL OF AGENDA: Upon a motion made to approve the agenda by Director Johnson, seconded by Director Parker, for which President Buzzetta (JB) then took a roll call vote as follows: Directors Alcorn, (MA), yes; Johnson (JJ), yes; Parker (JP), yes; and President Buzzetta (JB)yes. Director Ross (AR) absent; the motion carried 4-1.

D. 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.

Staff Present for Open Session: In Person: General Manager/Secretary Drew Lander, Executive Assistant/Stenographer Carol Porteur, Water/Wastewater Superintendent Jose Rodriguez, Finance and Human Resource Manager Travis Foster, Associate Engineer Rob Hillebrecht; and Attorney Heidi Quinn. **Via Teleconference:** Attorney Michael Laredo.

E. CONSENT AGENDA:

1. Approval of Minutes – The Board reviewed the minutes for the Regular Meeting of April 20, 2021.
2. Allowance of Claims – The Board reviewed the Disbursement Summary (below) for the period of April 1, 2021 through April 30, 2021, totaling \$1,314,063.07 which includes

\$700,563.77 for payments to vendors, \$220,695.02 for Payroll, \$391,207.39 paid to the City of Hollister for collection of City sewer billings (net of our fees), and \$1,596.89 for customer refunds and checks returned. The last "ACH" # (electronic payments) was ACH # 2041, and the last check written was check #29072.

<u>Date</u>	<u>Number</u>	<u>Name</u>	<u>Amount</u>
04/09/21	04-01 PRL	ADP Direct Deposit	-64,851.27
04/09/21	04-01 PRL	ADP TAX	-17,831.88
04/23/21	04-02 PRL	ADP Direct Deposit	-60,945.39
04/23/21	04-02 PRL	ADP TAX	-17,430.97
04/23/21	04-02 PRL	ADP Garnishment	-2,203.23
04/01/21	ACH 2021	North American Bancard	-57.97
04/05/21	ACH 2022	North American Bancard	-36.14
04/05/21	ACH 2023	North American Bancard	-35.00
04/05/21	ACH 2024	North American Bancard	-97.97
04/08/21	ACH 2025	iCloud	-10,156.95
04/09/21	ACH 2026	BASIC Benefits LLC	-204.76
04/12/21	ACH 2028	CalPERS - Retirement	-194.58
04/12/21	ACH 2029	CalPERS - Retirement	-686.08
04/13/21	ACH 2030	CalPERS - Retirement	-23.08
04/13/21	ACH 2031	CalPERS - Retirement	-23.08
04/13/21	ACH 2032	BASIC Benefits LLC	-845.24
04/16/21	ACH 2033	ADP	-2,072.40
04/16/21	ACH 2034	BASIC Benefits LLC	-221.00
04/19/21	ACH 2035	Colonial Life	-1,802.46
04/21/21	ACH 2036	CalPERS - Health Insurance	-20,131.80
04/22/21	ACH 2037	CalPERS - Retirement	-9,119.08
04/22/21	ACH 2038	CalPERS - Retirement	-6,343.10
04/27/21	ACH 2039	BASIC Benefits LLC	-40.00
04/28/21	ACH 2040	CA Dept. of Tax & Fee Administration	-888.00
04/29/21	ACH 2041	BASIC Benefits LLC	-110.00
04/01/21	28980	Razzolink.com	-76.95
04/05/21	28981	GEENAMARIE BONILLA & BRIANNA BERNARD	-146.01
04/05/21	28982	DON CHAPIN CO	-626.52
04/05/21	28983	SAM FAZZIO	-88.48
04/05/21	28984	LIONEL OCHOA & SANDY GARCIA	-12.49
04/05/21	28985	KB HOME	-48.39
04/05/21	28986	KRAIG KLAUER	-38.88
04/05/21	28987	MARTHA H METZGER TRUST	-42.01
04/05/21	28988	ERIN L & MARK B ORLOWSKI	-64.65
04/05/21	28989	OTTO CONSTRUCTION	-529.46
04/05/21	28990	Ace Hardware (Johnson Lumber Co.)	-397.54
04/05/21	28991	AT&T	-653.12
04/05/21	28992	Auto Tech Service Center, Inc.	-570.00

Date	Number	Name	Amount
04/05/21	28993	Badger Meter, Inc.	-66,037.91
04/05/21	28994	Bianchi Kasavan & Pope, LLP	-30.00
04/05/21	28995	Brenntag Pacific, Inc.	-16,641.32
04/05/21	28996	Central Ag Supply LLC	-194.45
04/05/21	28997	Edges Electrical Group, LLC	-96.36
04/05/21	28998	Hollister Landscape Supply	-292.28
04/05/21	28999	Iconix Waterworks (US) Inc.	-222.62
04/05/21	29000	Interstate Battery System of San Jose Inc	-149.25
04/05/21	29001	Maggiora Bros. Drilling, Inc.	-4,988.04
04/05/21	29002	Mc Master-Carr	-267.65
04/05/21	29003	Mission Uniform Service	-1,450.70
04/05/21	29004	Monterey Bay Air Resources District	-4,826.00
04/05/21	29005	P G & E	-19,244.70
04/05/21	29006	Shape, Inc.	-9,111.95
04/05/21	29007	State Water Resources Control Board-DWOCPC	-60.00
04/05/21	29008	Toro Petroleum Corp.	-1,735.87
04/05/21	29009	U.S. Bank Corporate Payment Systems	-5,004.41
04/05/21	29010	Wright Bros. Welding & Sheet Metal, Inc.	-22.50
04/05/21	29011	State Water Resources Control Brd-WWOPCP	-110.00
04/06/21	29012	San Benito County-Clerk	-15.00
04/06/21	29013	San Benito County-Tax Collector	-1,134.51
04/12/21	29014	A-1 Services	-403.00
04/12/21	29015	Brenntag Pacific, Inc.	-4,836.56
04/12/21	29016	Calgon Carbon Corporation	-48,402.00
04/12/21	29017	City of Hollister-Finance Dept	-391,207.39
04/12/21	29018	Extreme Air, Inc.	-360.00
04/12/21	29019	Filmtec Corporation	-10,283.75
04/12/21	29020	Hach Company	-1,247.70
04/12/21	29021	Hollister Auto Parts, Inc.	-28.67
04/12/21	29022	Iconix Waterworks (US) Inc.	-4,851.13
04/12/21	29023	Mc Master-Carr	-955.08
04/12/21	29024	Meter Valve & Control Inc.	-60,966.40
04/12/21	29025	Nationwide Retirements Solutions	-7,807.81
04/12/21	29026	O'Reilly Auto Parts	-8.56
04/12/21	29027	Recology San Benito County	-299.75
04/12/21	29028	San Benito County Water District	-199.25
04/12/21	29029	State Water Resources Control Brd-WWOPCP	-190.00
04/12/21	29030	Trans Union LLC	-196.06
04/12/21	29031	Tyler Technologies, Inc.	-455.00
04/12/21	29032	USA Blue Book	-73.78
04/12/21	29033	UWUA Local 820	-738.56
04/12/21	29034	State Water Resources Control Brd-WWOPCP	-155.00
04/19/21	29035	Brenntag Pacific, Inc.	-9,322.24

<u>Date</u>	<u>Number</u>	<u>Name</u>	<u>Amount</u>
04/19/21	29036	Brigantino Irrigation	-25.25
04/19/21	29037	Calcon System, Inc.	-1,287.50
04/19/21	29038	Central Ag Supply LLC	-1,771.08
04/19/21	29039	CM Analytical, Inc.	-9,283.75
04/19/21	29040	De Lay & Laredo	-5,851.00
04/19/21	29041	Grainger, Inc.	-149.60
04/19/21	29042	Iconix Waterworks (US) Inc.	-412.51
04/19/21	29043	John Smith Road Landfill	-1,806.18
04/19/21	29044	Mc Master-Carr	-466.77
04/19/21	29045	Simplot Grower Solutions	-792.64
04/19/21	29046	State Water Resources Control Brd-WWOPCP	-155.00
04/19/21	29047	Toro Petroleum Corp.	-2,209.48
04/19/21	29048	Tyler Technologies, Inc.	-325.00
04/19/21	29049	USA Blue Book	-560.36
04/28/21	29050	Burbank, Jr., Dee J.	-250.00
04/28/21	29051	Hernandez, Bazilio	-81.67
04/28/21	29052	ACC Business	-2,649.20
04/28/21	29053	Ace Hardware (Johnson Lumber Co.)	-190.09
04/28/21	29054	ACWA/JPIA	-8,603.37
04/28/21	29055	AT&T	-461.17
04/28/21	29056	Atlas Copco Compressors LLC	-597.41
04/28/21	29057	Badger Meter, Inc.	-1,077.66
04/28/21	29058	Brenntag Pacific, Inc.	-12,907.44
04/28/21	29059	Brigantino Irrigation	-80.68
04/28/21	29060	CM Analytical, Inc.	-14,092.50
04/28/21	29061	EBCO Pest Control	-60.00
04/28/21	29062	Edges Electrical Group, LLC	-171.38
04/28/21	29063	Hach Company	-1,278.34
04/28/21	29064	Hollister Safe & Lock Inc.	-81.94
04/28/21	29065	Konica Minolta Premier Finance	-416.76
04/28/21	29066	Melissa Data Corp.	-895.00
04/28/21	29067	Mission Uniform Service	-1,162.58
04/28/21	29068	Nationwide Retirements Solutions	-7,807.81
04/28/21	29069	Postmaster	-2,137.64
04/28/21	29070	USA Blue Book	-216.58
04/28/21	29071	Verizon Wireless	-953.77
04/28/21	29072	San Benito County Water District	-338,524.82
			\$ -1,314,063.07

3. Associate Engineer Monthly Status Report.

4. Finance Manager Monthly Status Reports: a. Narrative Report, b. Operation Summary, c. Statement of Income, d. Investment Summary, and e. Board Designated Reserves.
5. W/WW Superintendent Monthly Status Reports: a. Maintenance, b. City Meter Reading, and c. Groundwater Level Measurement.
6. General Manager Monthly Status Report.

Director Johnson asked to have agenda item E-4d – Investment Summary pulled and moved to Agenda Item H.4 under Board and Staff Reports.

Upon a motion made by Director Johnson to approve the Consent Agenda as amended, seconded by Director Alcorn, for which President Buzzetta (JB) then took a roll call vote as follows: Directors Alcorn, (MA), yes; Johnson (JJ), yes; Parker (JP), yes; and President Buzzetta (JB)yes. Director Ross (AR) absent; the motion carried 4-1.

F. NEW BUSINESS:

- 1. CONSIDER APPROVAL AND AUTHORIZE THE PRESIDENT TO SIGN AN AGREEMENT FOR WATER FACILITIES AND SERVICE FOR THE ROBERTS RANCH PHASE 2 DEVELOPMENT:** Associate Engineer Rob Hillebrecht explained that Phase 2 of the Roberts Ranch development is ready for construction. It involves the creation of 104 new single-family residences. This is the final phase for this project. Sunnyslope County Water District will provide potable domestic water and fire protection water service to the development. District staff have reviewed the Improvement Plans to ensure that they meet all District standards and requirements.

This phase will connect the existing Landscape Irrigation System piping from Phase 1 with a pipeline in Fairview Road. The intent is for the water supply of the Landscape Irrigation System to eventually be solely sourced from the District's Well #5. That will retain more high-quality treated surface water for residential customers rather than using it for irrigation of public areas and landscaping.

The District currently has the capacity and ability to serve this development with potable water. Yet the Agreement acknowledges the District's right to terminate the Agreement if severe drought or other unforeseen circumstances significantly limit its ability to serve additional development.

Director Alcorn inquired about whether the standard contract has additional language added regarding any kind of damage caused by the contractor which may affect property owners in the vicinity. Associate Engineer Hillebrecht responded that at this time the contract has not been modified to specific incidents as mentioned, but that the contract has adequate coverage

which fully protects the District from any liability for damage that the contractor may cause, with the full responsibility on the contractor.

President Buzzetta pointed out that the map which was attached shows phase 2 outlined in blue and includes phase 3 within that boundary. Mr. Hillebrecht stated that due to the current housing economics, the developer has decided to include phase 3 along with phase 2. General Manager/Secretary Lander added that the map has already been approved by the County so adjusting the map would not be feasible.

Upon a motion made by Director Johnson, to approve and authorize the President to sign an Agreement for Water Facilities and Service for the Roberts Ranch Phase 2 Development, seconded by Director Alcorn, for which President Buzzetta (JB) then took a roll call vote as follows: Directors Alcorn, (MA), yes; Johnson (JJ), yes; Parker (JP), yes; and President Buzzetta (JB)yes. Director Ross (AR) absent; the motion carried 4-1.

2. **AUTHORIZE THE GENERAL MANAGER TO REPLACE THE APPROVED RECEPTIONIST STAFF POSITION WITH A NEW POSITION TITLED BILLING/PUBLIC RELATIONS SPECIALIST AND AMEND THE SALARY SCALE (Not a project under CEQA per Article 20, Section 15378):** General Manager/Secretary Drew Lander stated that to better accommodate the growing need to interact with the public, to increase public engagement with the new District website and within social media platforms the General Manager proposes that the current authorized Billing Clerk/Receptionist position job description should be modified to include expanded duties relating to public outreach. These duties are in addition to the current position requirements of performing billing functions and receptionist responsibilities.

The Personnel Committee met and reviewed the modifications to this position. The job description has been shared with the Union representatives per the requirements of the current contract.

Director Parker asked where the position would be advertised, and General Manager/Secretary Lander stated that ads would be placed with the College, local newspaper, and the internet. Finance and Human Resource Manager Foster added that Indeed is a good company to advertise this type of position.

Upon a motion made by Director Johnson to authorize the General Manager to replace the approved Receptionist staff position with a new position titled Billing/Public Relations Specialist and amend the salary scale, seconded by Director Parker, for which President Buzzetta (JB) then took a roll call vote as follows: Directors Alcorn, (MA), yes; Johnson (JJ), yes; Parker (JP), yes; and President Buzzetta (JB)yes. Director Ross (AR) absent; the motion carried 4-1.

3. **AUTHORIZE THE ADDITION OF A WATER/WASTEWATER MAINTENANCE STAFF POSITION TO BE FUNDED BY THE IWTP OPERATIONS AND MAINTENANCE CONTRACT EXECUTED BETWEEN THE DISTRICT AND**

SAN BENITO FOODS (Not a project under CEQA per Article 20, Section 15378): General Manager/Secretary Drew Lander explained that the contract approved between San Benito Foods (SBF) and SSCWD contains funding for a full-time position to operate the Industrial Wastewater Pond Facilities. The contract and agreement have been approved and this position needs to be filled very soon so that staff can begin the operation of the pond maintenance without falling behind on daily operations of the District.

Upon a motion made by Director Parker to authorize the addition of a Water/Wastewater Maintenance staff position to be funded by the IWTP Operations and Maintenance contract executed between the District and San Benito Foods, seconded by Director Johnson, for which President Buzzetta (JB) then took a roll call vote as follows: Directors Alcorn, (MA), yes; Johnson (JJ), yes; Parker (JP), yes; and President Buzzetta (JB)yes. Director Ross (AR) absent; the motion carried 4-1.

- 4. AUTHORIZE THE GENERAL MANAGER TO SIGN A NON-FINANCIAL WORKSITE AGREEMENT FOR THE SAN BENITO COUNTY WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) WORK EXPERIENCE PROGRAM (WEX) (Not a project under CEQA per Article 20, Section 15378):** General Manager/Secretary Drew Lander reported that in 2017 SSCWD participated in the WEX program through San Benito County. This participation was productive, and it allowed the District to receive entry level work product from aspiring water and wastewater trainees without adding additional staffing positions.

Upon a motion made by Director Alcorn to authorize the General Manager to sign a non-financial worksite agreement for the San Benito County Workforce Innovation and Opportunity ACT (WIOA) Work Experience Program (WEX), seconded by Director Johnson, for which President Buzzetta (JB) then took a roll call vote as follows: Directors Alcorn, (MA), yes; Johnson (JJ), yes; Parker (JP), yes; and President Buzzetta (JB)yes. Director Ross (AR) absent; the motion carried 4-1.

G. BOARD COMMITTEE and STATUS REPORTS

1. **Governance Committee:** No meeting held.
2. **Water/Wastewater Committee:** No meeting held.
3. **Finance Committee:** President Buzzetta reported that a meeting was held on May 3rd for the final Industrial Wastewater Treatment Plant contract review.
4. **Policy and Procedure Committee:** No meeting held.

5. **Personnel Committee:** President Buzzetta reported that a meeting was held on May 11th for an open session review of the new job description of Billing/Public Relations Specialist; review of adding additional Water/Wastewater Maintenance position; discussion regarding opportunities with the San Benito County Work Experience Program; and a closed session regarding upcoming Union negotiations.
6. **Water Resources Association of San Benito County (WRA):** Director Johnson stated no meeting was held; the next scheduled meeting is June 3rd at 4 p.m.

H. BOARD and STAFF REPORTS

1. **Directors:** Director Johnson submitted a written report on attending the 2021 ACWA Virtual Spring Conference and the ACWA Region 5 meeting. Director Johnson added that there were technical difficulties on Wednesday which pushed that day's program to Friday, but overall, it was a good conference. There were many comments made about the State holding funds and not putting them to use.

Director Parker reported that the for those that attended the conference, the material is still available on the ACWA website until May 28th.

Director Alcorn commented that the San Jose Mayor, and political bodies of Santa Clara County are not backing the Pacheco Pass project.

2. **District Counsel:** Attorney Heidi Quinn reported that she will be leaving DeLay and Laredo at the end of June and will be going to work for Noland, Hamerly, Etienne & Hoss Law Firm. The Board expressed their appreciation for the opportunity to work with Ms. Quinn and wished her well.
3. **General Manager:** General Manager/Secretary Lander gave an update on the COVID-19 reporting that staff continue to remain well. Plans to re-open the office is scheduled for July 1st, and a new touch screen computer will be installed at the front counter for customers to self-service their accounts.

The on-line process has been working well. Staff have begun to get response on the letters regarding placing a lien on properties with past due balances and although there have been many past due customers bringing their balance current, there is still approximately \$200,000 in unpaid bills. Mr. Lander stated that the District will resume charging late fees beginning July 1st.

General Manager/Secretary Lander reported that the Technical Advisory Committee (TAC) has been going well and next month Todd Groundwater will be giving a presentation. The committee is working hard to stay in a strong position with the groundwater.

- 4. Finance Manager Monthly Status Reports:** Director Johnson pulled item E.4d, Investment Summary, to comment that although the total cash for the District appears to be substantial, much of that money is already designated to certain areas. Director Johnson would like to see a break down, which shows where the money is designated and what funds are available for the District's use. General Manager/Secretary Lander stated that is currently being done in the new budget process and is expect that to be brought to the Board next month.

- I. FUTURE AGENDA ITEMS:** Receive and Adopt the Urban Water Management Plan Update; Resolution for Director Ross; and Union Negotiations.

President Buzzetta adjourned the public meeting at 6:10 p.m. to move to closed session.

J. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTIONS:

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

- a. *County of San Benito vs. SSCWD, San Benito County Superior Court Case No. CU-20-00068*
- b. *Williams v. City of Hollister et al., San Benito County Superior Court Case No. CU-20-0020378u89*

2. Labor Negotiation Discussion – Gov. Code §54957.6

District Negotiator: Drew Lander, General Manager

Employee: Collective Bargaining Unit – Update Regarding Union Negotiations

President Buzzetta reconvened the meeting to open session at 7:32 p.m.

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

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

Attorney Heidi Quinn reported on item a., general update was provided and no reportable action taken; and item b., Heidi Quinn reported that a general update was provided and no reportable action taken.

2. Labor Negotiation Discussion – (§ 54957.6) – Title: Collective Bargaining Unit – Update Regarding Union Negotiations

Attorney Heidi Quinn reported discussion was held and no reportable action taken.

L. ADJOURNMENT: President Buzzetta adjourned the meeting at p.m.7:45 p.m.

APPROVED BY THE BOARD: _____

Jerry T. Buzzetta, President

RESPECTFULLY SUBMITTED: _____

Drew A. Lander, Secretary

Staff Report

Agenda Item: E – 2

DATE: June 11, 2021 (June 15, 2021 Meeting)

TO: Board of Directors

FROM: Associate Engineer, Rob Hillebrecht

SUBJECT: Associate Engineer Monthly Status Report

CCTV Inspection Project

Able Septic has cleaned and video inspected about 10,000 feet of Sunnyslope's sewer collection system (about 13%). Only three minor issues with the sewer system have been discovered. When the system inspection concludes repairs will be planned and completed. Thus far, staff are satisfied with the performance and quality of the work done by Able Septic.

Urban Water Management Plan

District Staff have finalized the 2020 Urban Water Management Plan in partnership with San Benito County Water District, the City of Hollister, and the San Benito Water Resource Association. This plan is required by the State to be updated every 5 years and outlines short-term and long-term strategies for ensuring adequate water supply for Sunnyslope's customers. Several significant changes were made to the Drought Risk Assessment and the Water Shortage Contingency Plan.

Consumer Confidence Report

The 2020 Consumer Confidence Report has been completed and will be mailed to all Sunnyslope customers. Staff worked closely with Anne Muraski to make the report engaging and clear to read. It summarizes the quality and safety of the drinking water Sunnyslope produces and delivers to our customers, along with information about where our water comes from and how we treat it. Much of the technical information has been condensed and simplified to better connect with the general public for whom the report is written.

Electronic Annual Report

The State Division of Drinking Water requires that an Electronic Annual Report be submitted by all water systems each year to ensure regulatory compliance. The report covers a broad scope of

aspects including water safety, operator certification, backflow and cross connection prevention, population data, water affordability, drought planning, climate change impacts, financial stability, and many other issues. Staff have collected and reported all the required information.

Development Plan Reviews

Improvement Plans were submitted for Sunnyslope to review and comment for Santana Ranch Phase 7, Santana Ranch's improvements to Fairview Rd near Hillcrest, Promontory at Ridgemark, Vista del Calabria, and West of Fairview Phase 2. Staff closely examine each of these plan sets to determine the impacts of each and what will be required to adequately provide water for each and sewer for Promontory at Ridgemark.

Promontory at Ridgemark Sewer

Sunnyslope Staff have been closely working with the developers and engineers for the proposed Promontory at Ridgemark development on their sewer plan. This development is on the Lompa property surrounding Sunnyslope's Well #8 and would be served by Sunnyslope's sewer system. Staff have explained the parameters that must be considered and some potential solutions to the impacts of this development on the existing sewer collection system.

Development Construction

The water infrastructure for Roberts Ranch Phase 2 and Santana Ranch Phase 8 have been largely installed and are being tested. Home construction is actively progressing for West of Fairview Phase 1A, Roberts Ranch Phase 1, and Santana Ranch Phase 6. District Staff have been consistently installing water meters for these new connections.

Pond 6 Geotechnical Bores

Earth Systems conducted three 30-foot vertical bores near Sunnyslope's Pond 6 as part of the County requirements for the Vista del Calabria development. Pond 6 is used by the District to percolate treated wastewater effluent from the Ridgemark Wastewater Treatment Plant. Sunnyslope will receive copies of all reports, documents, and materials related to the work.

Staff Report

Agenda Item: E – 3

DATE: June 10, 2021 (June 15, 2021, 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 3 water reports of which the district is responsible for were completed on time and submitted to the State Water Resources Control Board by May 10, 2021.
2. San Benito County Water District reduced water allocation to the district. Production of both water treatment facilities were adjusted accordingly.
3. We had 2 (two) near miss injuries by staff, one was on May 18th and the second on May 19. Neither incident caused a lost time injury from work but were considered reportable incidents. Both incidents resulted in additional re-training and steps have been taken to eliminate such incidents from occurring. Injury Illness Prevention Program (IIPP) was reviewed with entire operational staff. Additional Personal Protective Equipment (PPE) was purchased and distributed to staff.
4. Marine Industrial Tank (MIT) Diving and Coating was contracted to inspect potable water reservoir interior and exterior; review structural, sanitary, safety, security, and any installed coating conditions of all 5 operational reservoirs in the district. Generally, it is required that tank get inspected every 3 to 5 years. Last inspection was done in 2017.
5. Some work has begun at the Industrial Wastewater Treatment Ponds (IWTP). Staff has begun preparing the primary pond for the up-coming season. Additional monitoring and testing equipment has been ordered to better monitor water quality.

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

Water (13)

1. Marine Industrial Tank (MIT) inspected, cleaned, and videoed Fairview Tank and both Ridgemark Tanks.
2. Replaced service lines at 1020 & 1040 Caputo Court.
3. Cleaned around office and shop.
4. Pulled and cleaned all chlorine injectors at well sites.
5. Replaced diaphragm on 2-inch Pressure Regulating Valve (PRV) on Quail Hollow Drive.
6. Continued spraying weeds around district facilities.
7. Cleaned and/or replaced Y-strainers on pressure relief valves at wells sites.
8. Replaced broken curb stop at 674 Duffin Drive.
9. Replaced broken curb stop at 1711 Bella Vista Drive.
10. Continued RCAC training.
11. Attended 811 USA North underground training webinar.
12. Started testing district backflow devices.
13. Replaced water service line at 120 Joes Lane.



Project Location	: Sunnyslope District
Project	: The AWWA M42-13 Manual of Water Supply Practices: Steel Water-Storage Tanks recommends that tanks be inspected, inside and out, at least once every three to five years.
Department	: Water/Wastewater Utilities Maintenance

Description	: Water Tank Cleaning and Inspection. Interior and exterior assessments; review structural, sanitary, safety, security, and any installed coating conditions.
Equipment used	: All dive technicians and equipment that is used in the tank was fully disinfected prior to accessing tank in accordance with American Water Works Association (AWWA) Standard C652-11. All entries were conducted in accordance with applicable OSHA regulations pertaining to diving and confined space; including 1910.401 through 1910.441.

LESSALT Water Treatment Plant (8)

1. Cleaned leaking Granular Activated Carbon spent wash water air relief valve.
2. Cleaned and calibrated all turbidity meters.
3. Replaced combined turbidity head and Aqua trend controller with a SC200 unit.
4. Continued pinning Continuous Micro Filtration (CMF) Units.
5. Marine Industrial Tank (MIT) inspected, cleaned, and videoed effluent tank.
6. Replaced rubber valve seat on AV-12 on Continuous Micro Filtration unit (CMF) #3.
7. Replaced actuator AV-16 on Continuous Micro Filtration (CMF) #3.

West Hills Water Treatment Plant (6)

1. Repaired leaks on Caustic tank and Permanganate skid.
2. Loaded sludge for RJR to haul to John Smith Landfill.
3. Rebuilt sand pump #2.
4. Flushed and replaced water in eye wash/shower at raw water pump station.
5. Emptied and cleaned sludge recovery basins #1 & 2.
6. Marine Industrial Tank (MIT) inspected, cleaned, and videoed effluent clear well.



Project Location	: West Hills
Project	: Repaired Permanganate leak
Department	: West Hills Water Treatment Facility
Description	: Pressurized permanganate pump was leaking on the discharge size. Permanganate is used to oxidizes dissolved bits of iron, hydrogen sulfide, and manganese so that the solid particles can be easily filtered out of water.
Equipment used	: Staff engineered a scrapping mechanism along with a bucket to collect material. This was done to eliminate confined space entry requirement. Work Order has been created to scrub walls monthly to prevent scaling from forming in the future.

Wastewater (3)

1. Completed hydro jetting collection system.
2. Abel Sewer Cleaning inspected, cleaned, and videoed 10,000 feet of district collection system mains and 70 manholes.

Project Location	: Ridgemark Wastewater Treatment Facility
Project	: Sanitary Sewer Overflow Incident (SSO)
Department	: Water/Wastewater Utilities Maintenance
Description	: Sanitary Sewer Overflow at 251 Donald Drive. Staff responded to incident and contained. Replaced landscaping to affected customer.
Equipment used	: Emergency Response Plan binder, Hydro machine, waddles, spill kit and all three (3) Emergency On call operators.

Completed This Month	Job Descriptions	Completed YTD 2020 – 2021 July 1 to June 30	Completed 2019 – 2020 July 1 to June 30	Completed 2018 – 2019 July 1 to June 30	Completed 2017 – 2018 July 1 to June 30
192	Work Orders	2281	2715	2642	2826
23	Temporary Manual Read Water Meters Installed in New Construction Accounts	283	256	146	229
6	Radio Read Meters & ERTs Installed in New Construction Accounts	9	0	1	2
0	Total: Manual Read Meters Replaced with Radio Read Meters & ERT's, including Radio Meters Installed in New Construction Accounts	221 (Total = 6552)	191	246	176
39	Existing Radio Read Meters & ERTs Replaced with New Radio Read Meters & ERTs	292	304	350	370
52	Valves Exercised (Approx 2674 in SSCWD System 3/2021)	655	319	410	269
20	Fire Hydrants Flushed (Approx 938 in SSCWD System 3/2021)	749	281	757	509
40	Meters on Repair List	295	449	1147	1035
17	Emergency Calls	157	156	204	225
184	Locates on our Water/Sewer Lines	1554	1037	454	427



Hollister/Sunnyslope Intertie Water Balance

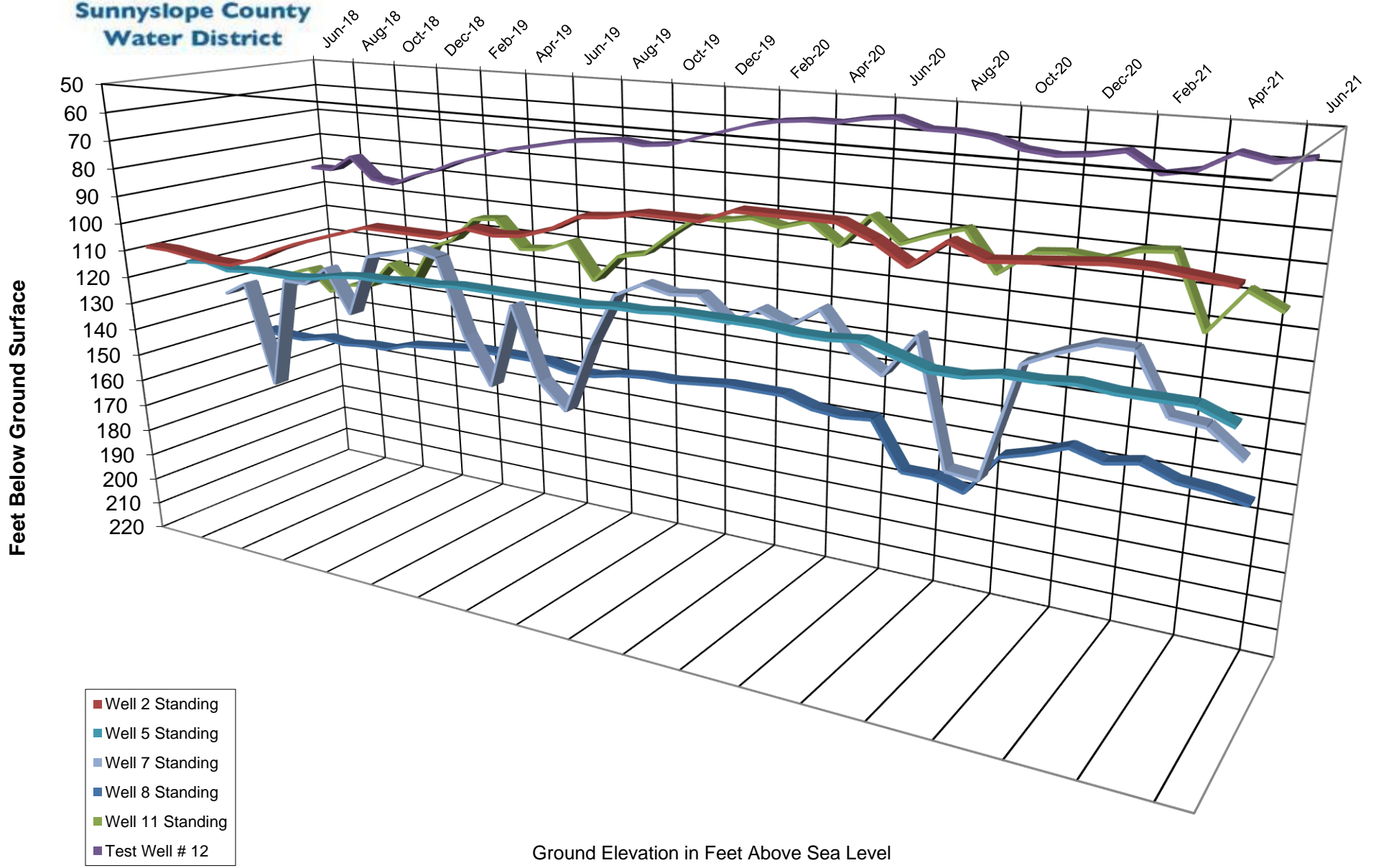
Report Date: June 1, 2021 Current Consumption Period: April 16, 2021		to		May 14, 2021	
Intertie Location	Groundwater Flow to COH	Surface Flow to COH	Groundwater Flow to SSCWD	Surface Flow SSCWD	to
	i n G a l l o n s				
Southside Road Intertie Water Total Flow	0	774,019			
Sunset & Memorial Water Total Flow	4,285,800	3,501,900	0		0
Sunnyslope & Memorial Water Total Flow	5,461,900	3,296,400	0		0
Hillcrest and Memorial Water Total Flow	650,000	357,600	305,300		186,900
Santa Ana & La Baig Water Total Flow	447,900	877,100			
Intertie Sub-Total Water Flow	10,845,600	8,807,019	305,300		186,900
<i>Total Combined Surface and Ground Water Intertie Flow</i>	19,652,619		492,200		
City of Hollister Well 2 Surface Water Total Flow (West Hills)		29,793,000			
City of Hollister Well 4 Surface Water Total Flow (West Hills)		16,925,000			
City of Hollister Well 5 Surface Water Total Flow (West Hills)		36,813,000			
Sunnyslope Well 2 Surface Water Total Flow (West Hills)				24,933,000	
Sunnyslope Well 11 Surface Water Total Flow (West Hills)				42,002,000	
Sunnyslope Surface Water Total Flow (LESSALT)				33,452,000	
Surface Water Flow Sub-Totals		83,531,000			100,387,000
Ground Water and Surface Water Flow Totals	10,845,600	92,338,019	305,300		100,573,900
Current Period:	<i>COH half of Surface Water Flow to Distribution (LESSALT & WH)</i>		91,959,000		
	<i>Net Ground/Surface Water Balance Owed to SSCWD (to COH)</i>		10,540,300	192,119	
	<i>Beginning Water Balance Owed to SSCWD (to COH)</i>		596,021,035	-393,057,270	
	<i>Gallons Billed to COH thru Report Date March 1, 2021</i>		0		Informational Last Month Net Total 202,963,765
	Sub-total Ending Water Balance Owed to SSCWD (to COH)		606,561,335	-392,865,151	Net Sub Total 213,696,184
<i>Half of Total Gallons LESSALT Discharge to City of Hollister Wastewater Treatment Plant during the current consumption period</i>			1,293,000		
<i>Exchange Factor; Half of the total gallons discharged to COH WWTP from LESSALT multiplied by a factor of 4</i>					5,172,000.00
Ending Water Balance Owed to SSCWD (to COH)		601,389,335	-392,865,151	Net Total	208,524,184

Current:	<i>LESSALT WTP Total Flow to Distribution</i>	33,452,000			
	<i>Percent of LESSALT Surface Water Received</i>	COH	25.8%	SSCWD	74.2%
Current:	<i>COH half of LESSALT Total Flow to Distribution</i>	16,726,000			
	<i>Intertie Net Surface Water Total Flow to COH</i>	8,620,119			
	<i>Intertie Net Ground Water Total Flow to COH</i>	10,540,300			
Current:	<i>West Hills WTP Total Flow to Distribution</i>	150,466,000			
	<i>Percent of Surface Water Received</i>	COH	55.5%	SSCWD	44.5%
Current:	<i>COH half of West Hills WTP Total Flow to Distribution</i>	75,233,000			
	<i>West Hills WTP Surface Water Total Flow to COH</i>	83,531,000			

From February 14, 2019 to Present						
YTD	<i>LESSALT WTP Total Flow to Distribution</i>		437,872,000			
	<i>West Hills WTP Total Flow to Distribution</i>		799,648,000			
	<i>Surface WTPs Total Flow to Distribution</i>		1,237,520,000			
	Total YTD Surface Flow to COH/SSCWD		COH	570,684,908	SSCWD	666,835,092
	<i>Percent of Surface Water Received</i>		COH	46.1%	SSCWD	53.9%

Depth to Standing Water Level Below Ground Surface

Agenda Item: F-5 c



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 – 4

DATE: June 10, 2021 (June 15, 2021 Meeting)

TO: Board of Directors

FROM: General Manager, Drew Lander P.E.

SUBJECT: General Manager Monthly Status Report

ACTIVE TASKS:

1. **Employee Staffing** – Positions for hiring Water/wastewater Maintenance worker and the Billing/Public Relations Specialist position have been advertised.
2. **Office Technology and Public Access** – As staff prepares to reopen the office in July additional changes to the front desk are under consideration to improve service and minimize future impacts relating to illness exposure.
3. **Annual Water Quality Report** – The annual water quality report has been completed and reviewed. This report will be printed and distributed on time.
4. **IWTP Contract Progress** – The District Superintendent has begun introducing staff to the IWTP and involved several staff in orientation on the pond operation. Operations is expected to begin early July.
5. **Permit Compliance** – No water compliance issues were encountered this month. Water quality has remained consistent. All reports have been submitted in a timely manner to the water board. Monterey Bay Air Quality Control Board staff conducted a site visit to inspect equipment and procedures. Air quality items were found to be in compliance.

**PROOF OF PUBLICATION
(2015.5 C.C.P.)
STATE OF CALIFORNIA
County of San Benito**

I am a resident of the State of California and over the age of eighteen years, and not a party to or interested in the above entitled matter.

I am the principal clerk of the publisher of the Free Lance, published in the city of Hollister, County of San Benito, State of California, **Friday, and on line** for which said newspaper has been adjudicated a newspaper of general circulation by the **Superior Court of the County of San Benito, State of California, under the date of June 19, 1952, Action Number 5330**, that the notice of which the annexed is a printed copy had been published in each issue thereof and not in any supplement on the following dates:

April 30, May 7, 2021.

I, under penalty of perjury that the foregoing is true and correct. This declaration has been executed on **May 7, 2021.**

**HOLLISTER FREE LANCE
615 San Benito Street, Suite 210
Hollister, CA 95023**


/s/ Juliana B. Pulcrano /

Legal Publications Specialist
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Public Hearings

**NOTICE OF PUBLIC HEARING
2020 URBAN WATER
MANAGEMENT PLAN
UPDATE SAN BENITO COUNTY
WATER DISTRICT**

NOTICE IS HEREBY GIVEN that the Board of Directors of the San Benito County Water District, the Board of Directors of the Sunnyslope County Water District and the City Council of the City of Hollister have received the 2020 Urban Water Management Plan Update.

NOTICE IS FURTHER GIVEN that the Board of Directors of the San Benito County Water District, the Board of Directors of the Sunnyslope County Water District and the City Council of the City of Hollister will hold Public Hearings on the dates and times listed below, for the purpose of receiving comment on said report. Upon close of the public hearing, each agency will consider approval of a resolution to adopt the 2020 Urban Water Management Plan Update.

San Benito County Water District, Board Room, 30 Mansfield Road, Hollister, CA Wednesday, May 26, 2021 at 5:00 p.m.

Zoom Meeting
Meeting ID: 968 3893 2000
Passcode: 682542
Dial in only:
+1 669 900 9128 US (San Jose)

City of Hollister, City Council Chambers, City Hall, 375 Fifth Street, Hollister, CA Monday, June 7, 2021 at 6:30 p.m.

Zoom Meeting
Link will be available on agenda when posted on the website.

Sunnyslope County Water District, Board Room, 3570 Airline Highway, Hollister, CA Tuesday, June 15, 2021 at 5:15 p.m.

Zoom Meeting
Meeting ID: 943 5144 3777
Dial in only:
+1 669 900 9128 US (San Jose)

Said report is available for examination at: San Benito County Water District on their website at <https://www.sbcwd.com/planning-documents/>; Sunnyslope County Water District on their website at www.sunnyslopewater.org; at City Hall, 375 Fifth Street, Hollister, when agenda is posted at www.hollister.ca.gov; at the San Benito County Public Library, 470 Fifth Street, Hollister; and the City of Hollister, Engineering Department, 420 Hill Street, Building C, Hollister.

**BOARD OF DIRECTORS
SAN BENITO COUNTY WATER
DISTRICT**

**BOARD OF DIRECTORS
SUNNYSLOPE COUNTY WATER
DISTRICT**

**CITY COUNCIL
CITY OF HOLLISTER**

Run: April 30th, May 7th.
(Pub HF 4/30, 5/7)

RESOLUTION 556**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE SUNNYSLOPE COUNTY WATER DISTRICT APPROVING
THE HOLLISTER AREA URBAN WATER MANAGEMENT PLAN 2020**

WHEREAS, the Sunnyslope County Water District (District) has joined in a cooperative effort with the San Benito County Water District, and the City of Hollister in the preparation of an Urban Water Management Plan (“the Plan”) pursuant to Water Code Section 10620 et. Seg., known as the Urban Water Management Planning Act; and,

WHEREAS, the study area for the Plan is the “Hollister Urban Area” comprised of the service areas for the City of Hollister and Sunnyslope County Water District as well as the immediate surrounding areas. This area overlies the North San Benito Groundwater Basin; and,

WHEREAS, one of the purposes of the Plan is to identify and quantify existing and planned sources of available water and the reliability of the water supplies without creating any rights or entitlement to water service or a specific level of water service; and,

WHEREAS, neither the Plan nor the statute mandating the adoption of the Plan encourages exclusive use of the Plan by land use entitlement agencies in making water-related land use decisions; and,

WHEREAS, because water is a changing resource, the Plan must be viewed as a snapshot of water availability and reliability based upon facts available at the time of creating the Plan; that water dynamics change because of forces of nature or human conduct and that, for the above reasons, the exclusive use of the Plan as a resource tool for making land use decisions is discouraged; that land use entitlement requests must be reviewed on a project by project basis for the purpose of analyzing and availability and reliability of water resources for the project; and,

WHEREAS, the District acknowledges its responsibility to take all necessary steps to address water supply emergency issues; and,

WHEREAS, the District is committed to water conservation and obligated to specific water conservation measures by virtue of the District water supply contract with the United States Department of the Interior, Bureau of Reclamation.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Sunnyslope County Water District hereby resolves as follows:

1. The Hollister Area Urban Water Management Plan 2020 (“the Plan”) dated July 2021, is hereby adopted by the Board of Directors of the Sunnyslope County Water District (District) and incorporated into this resolution by reference. A copy of the Plan is available

for public Review during normal Business Hours at 3570 Airline Highway, Hollister, California;

2. The General Manager is directed to file the Plan with the California Department of Water Resources by July 1, 2021;
3. The Plan, as adopted by the District, is not intended as a tool to be used exclusively by land use planning agencies as a substitute for comprehensive study and investigation of water availability, reliability, and quality for development projects and land use changes proposed in San Benito County or the City of Hollister and San Juan Bautista, for the reasons stated in the recitals to this resolution;
4. The General Manager is hereby directed to implement the Water Conservation programs as funded through the District’s Annual Budget, including water shortage contingency analysis and recommendations to the Board of Directors regarding procedures to carry out effective water conservation and recycling programs in order to meet statutory and contractual obligations.

PASSED AND ADOPTED, by the Board of Directors of the Sunnyslope County Water District at a Regular Meeting held this 15th day of June 2021, by the following vote:

AYES: Directors:

NOES:

ABSENT:

Jerry Buzzetta, President

(Seal)

ATTEST:

By _____

Drew A. Lander, Secretary of Board of Directors

Staff Report

Agenda Item: F – 2

DATE: June 10, 2021 (June 15, 2021 Meeting)

TO: Board of Directors

FROM: General Manager, Drew Lander P.E.

SUBJECT: Consider Adoption and Approval of the District Budget for Fiscal Year 2021/22

The Fiscal Year 2021/22 Budget summary is attached for review and approval.

Summary:

As the Covid-19 pandemic slowly moves behind us we now find ourselves looking into the face of a potentially serious water supply drought throughout the San Benito County region. The concluding year has seen many unprecedented changes here at SSCWD. With increasing efficiencies, improved financial controls and a focus on long-term planning the District is ready for the new challenges. The Sunnyslope County Water District has undergone a steady process of evaluation and modernization of nearly all internal processes this year.

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

The budget expenses reflect the tentatively approved negotiated contract changes between the District and the Collective bargaining unit representing all non-management employees. The budget also anticipates full staffing to be achieved this year and the addition of a new employee in the Water/Wastewater Maintenance section.

This budget reflects the following noteworthy items:

1. Water revenue budget proposed for the new fiscal year is approximately 1.5% higher than last year's budgeted water revenue anticipated through new connections already in service.

Conservation will reduce water consumption per/capita and has been budgeted for accordingly. Sewer revenue budget expectations are slightly up over last year's budget even with rates remaining flat, as FY 21/22 usage calculations have increased. Both the Lessalt and West Hills WTP's revenue is based on their FY 20/21 operating budgets, which have been submitted for approval to SBCWD.

2. The overall budget for FY 2021/22 reflects a net loss of \$1,244,005 increasing by \$400,989 over the prior year. This loss is heavily weighted by depreciation, and once again has no provision for non-operating revenues from capacity fees, miscellaneous fees, or interest income, the combination of which will likely cover this projected loss and result in a net income for the year. This loss is anticipated to be further reduced with the increased number of new connections and because of the additional income from signing the IWTP contract. While budgeting for a loss is not desirable, the principal reason for the increase in loss from prior year's budget is attributable to a \$125,266 increase in depreciation from capitalizing donated assets. The continued increases in the depreciation of assets will require further analysis and development of a capital maintenance program to ensure these assets are properly funded and cared for in the future.

3. The budget includes non-cash expenses for depreciation and amortization of the water rights. The water rights have historically been treated in this way, however moving forward the Board will be presented these decisions. When you add back these non-cash expenses, the expected cash provided from operations is \$1,516,866. The cash generated from operations supports paying for debt service. The projected Capital 5 year plan estimates a remaining fund of \$1,153,841 per the approved 5 year Water Capital Improvement Plan however this plan needs further development as well as a longer planning horizon to prevent rate spikes as equipment reaches end of service life. This could be accomplished by updating the Board Designated Capital Improvement Reserve Fund per 8600.4.B.1. Any Capacity Fees received during the year would also alleviate any need to utilize the reserve.

Water Revenues Budget

1. Water sales revenue is budgeted at \$6,700,000 for 2021/22 compared to \$6,600,000 budgeted last year. Water sales revenue are budgeted under the FY 20/21 Projected Actual Revenue based on water billed through April 2021. Last year's budgeted revenue increased due to construction water sales and increased connections. We are presenting a conservative expectation that factors in the current looming drought and anticipated conservation measures.

2. We budgeted for the District's operations & maintenance of the Lessalt WTP, which will be billed to SBCWD and totals \$1,068,845 for running the plant. The budget increases over the prior year by nearly 9%. This increase is driven by the full expense allocation of accrued vacation and sick leave into the labor and benefits projections as well as increases in negotiated benefits.

3. We budgeted for the District's operations & maintenance of the West Hills WTP, which will be billed to SBCWD and totals \$1,723,896 for running the plant. The budget increases over the prior year by nearly 8.7%. This increase is driven by the full expense allocation of accrued vacation and sick leave into the labor and benefits projections as well as increases in negotiated benefits.

Salaries & Benefits Budget – All Departments

1. The personnel costs are budgeted with a 3.0% COLA increase for union employees beginning July 1, 2021 and a 1.5% increase in the employee Classic PERS contribution; several step increases, an estimated 5% increase in health, and with dental, vision, and life insurance costs remaining flat per our agreement with Kenan; and a 2% increase in Worker's Compensation insurance premiums for the whole fiscal year.
2. The total Salaries & Benefits expense budget for FY 2021/22, is \$3,758,639.93, an increase of 3.2% from last year's budget.

Debt Service & Capital Expenditures

1. Debt Service Expenditures – The District has five borrowings which require principal repayments, the San Benito County Water District's Tranche 1 (Lessalt WTP upgrades), Tranche 2 and Tranche 3 (West Hills WTP construction), the City National Bank/Municipal Finance Corporation Loan (replaced the series 2002A Revenue Bond) and the SRF Loan (RMK WWTP upgrades). Paying off the City National Loan will save the District \$353,637 in interest over the 8 years remaining. This budget proposes paying off this loan debt from the Debt Service Reserve.
2. Capital Expenditures – The list of capital purchases and projects were anticipated up through 2020 and included in the rate study completed in 2013. The total capital expenditure budget for FY 21/22 is \$1,113,138 and includes the estimated \$500,000 expense for the Well#5 improvements. This expenditure is estimated to have an expense recovery of less than 5yrs based on water sales revenues expected along the Fairview Road corridor.

Reserve Policy

1. The Board approved Reserve Policy #8600 on May 14, 2014. This report is just an update on the current status of the reserves currently designated and approved by the Board. There are a couple of increases in reserve balances that will occur at year-end, and capacity fees are updated as collected/used throughout the fiscal year. The increase for water capacity fees anticipates collecting for 240 new homes, and the increase for wastewater capacity fees anticipates collecting for 1 new home next fiscal year. Again, these capacity fee revenue projections have not been included in the budget for FY 2021/22.

Summary of FY 21/22 Budget; Lessalt/West Hills O & M Budgets

2. The primary increase to the Treatment plant budget was the distribution of vacation, overtime, and sick leave accruals into the fully burdened hourly rate. After this was accomplished the salary benefit costs increased without increasing hours worked. The Budgeted Cash Analysis section demonstrates the overall cash impact of the FY 21/22 budget before use of any reserves.

Environmental Impact:

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

Recommendation:

The District management and the Finance Committee (Directors Alcorn and Johnson) are recommending the Board approve the Budget for fiscal year 2021/22, effective July 1, 2021.

The Finance Committee has approved bringing the FY 21/22 Proposed Budget to the Board Meeting and the Board collectively reviewed the estimated budget on June 8th.

Sunnyslope County Water District

Budget FY 2021-22



	<u>Jul '20 - Jun 21</u>	<u>Jul '21 - Jun 22</u>	<u>Budget Impact - Favorable / (Unfavorable)</u>
Revenue			
Water Sales	\$ 6,600,000	\$ 6,700,000	\$ 100,000
Sewer Sales	1,900,000	2,016,000	116,000
Installation & Inspection Fees	80,050	-	(80,050)
<i>Contracted Service Agreements:</i>			
Lessalt	1,077,730	1,068,840	(8,890)
West Hills	1,573,700	1,723,896	150,196
San Benito Foods	-	393,852	393,852
COH Billing	147,000	156,000	9,000
Other Fees	146,100	6,000	(140,100)
Total Revenue	\$ 11,524,580	\$ 12,064,588	\$ 540,008

Sunnyslope County Water District

Budget FY 2021-22



Expenses

	Jul '20 - Jun 21	Jul '21 - Jun 22	Budget Impact - Favorable / (Unfavorable)
Salaries & Benefits	3,328,929	3,759,979	(431,050)
<i>Contracted Service Agreements:</i>			
Chemicals	780,000	830,000	(50,000)
Other Costs for O&M Agreements	1,476,200	1,605,931	(129,731)
Water Supply	4,310,949	4,519,223	(208,274)
Water Conservation	152,000	118,550	33,450
<i>Other Operating Expenses:</i>			
Electrical	222,100	330,000	(107,900)
Facility Repairs, Vehicle Maintenance & Supplies	232,700	279,770	(47,070)
Other Administrative Expenses	165,318	76,448	88,870
Interest	307,800	271,826	35,974
Depreciation	1,391,600	1,516,866	(125,266)
Total Expenses	12,367,596	13,308,593	(940,997)
Net Income	\$ (843,016)	\$ (1,244,005)	\$ (400,989)
Adjustment for Depreciation (Cash Basis)	1,391,600.00	1,516,866.00	125,266.00
Increase in Cash Position	\$ 548,584	\$ 272,861	\$ (275,723)



FY 2021-22 Projected Reserves and Restricted Cash:

RATE PAYERS:

EARTHQUAKE & EMERGENCY RESERVE	1,000,000
RATE STABILIZATION RESERVE	750,000
DROUGHT CONTINGENCY RESEVE	400,000

EMPLOYEES:

CEPPT TRUST - RESTRICTED CASH	\$ 1,000,000
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CAPITAL:

Cash Restricted to Capital @ July 1, 2021:

Water Capacity Fee Balance	\$ 5,321,706
Sewer Capacity Fee Balance	21,125
Capital Improvement Reserve Fund	1,709,419
Vehicle Replacement Fund	193,177
Emergency Equipment Replacement Fund	100,000
Office and Misc. Equipment Replacement Fund	269,414
Total Projected Cash Restricted to Capital	\$ 7,614,841
Total Five Year Capital Plan	\$ 6,461,000
Projected Balance available after 5 years	\$ 1,153,841



FY 2021-22 Projected Reserves and Restricted Cash:

DEBT:

RESTRICTED BY DEBT COVENANT	760,000
DEBT SERVICE RESERVE	4,482,524
(Loan Payoff+ & 1 Year of Principle and Interest) {a}	

+ Paying off the City National Loan saves the District \$353,637 in Interest over the next 8 years

{a} Long Term Debt Burden:

Debt Obligation (Without City National Loan)	Balance at 7/1/2021	Year Paid Off
SBCWD TRANCHE 1	\$ 5,537,491	2043
SBCWD TRANCHE 2	6,558,670	2035
SBCWD TRANCHE 3	1,374,858	2031
SRF Loan	7,748,648	2033
 Total Long Term Debt Burden	 \$ 21,219,667	

July 1, 2021 Cash Summary

Restricted Cash	16,007,365
Unrestricted	674,471
 Total Projected Cash July 1, 2021	 16,681,836

Lessalt Water Treatment Plant
Operations and Maintenance Budget for
July 1, 2021 to June 30, 2022 (FY 2021-22)

ACCT.#	DESCRIPTION	2020 / 21 Approved BUDGET	2020 / 21 Year-to-Date Mar. 2021 (9-mos.)	2020 / 21 PROJECTED (12-mos.)	2021 / 22 Proposed BUDGET
* OPERATING EXPENSES *					
661.01	Telephone	\$ 2,800	\$ 2,293	\$ 2,800	\$ 2,800
661.02	Contract/Professional Services (Calcon, Razzolink, BKP) (2)	26,000	1,184	11,184	25,000
661.03	Office Supplies/Shop Supplies	700	1,147	1,529	700
661.04	Repairs & Maintenance - Operations (3)	50,000	56,217	60,000	50,000
661.05	Professional Development (4)	500	1,107	1,476	2,000
661.06	Chemicals, Lab Supplies	8,000	4,512	6,016	8,000
661.07	GAC Filter Media Replacement (5)	490,000	290,412	390,412	420,000
661.08	Environmental (Quality) Monitoring - Operations	30,000	16,141	21,521	22,000
661.09	Dues, Fees, Permits	-	807	1,076	1,500
661.10	Chlorine & Other Treatment Chemicals	80,000	52,771	70,361	80,000
661.12	Chemical Removal Costs	-	-	-	-
661.90	Capital Assets - Equipment Purchased (6)	-	-	-	18,000
	SUBTOTAL	688,000	426,591	566,376	630,000
* LABOR AND OVERHEAD EXPENSES *					
			Feb. 2021 (8-mos.)		
	OPERATOR LABOR & BENEFITS (342 hrs/mo. or 4,108 hrs/year) (1)	272,000	255,384	383,076	429,771
	MANAGEMENT OVERHEAD PASS THRU (5 hrs/mo or 60 hrs/year)	3,700	2,492	3,738	4,074
	VEHICLE OPERATION PASS THRU (7)	12,000	-	12,000	5,000
	* TOTAL OPERATING, LABOR, AND OVERHEAD EXPENSES *	\$ 975,700	684,467	965,190	\$ 1,068,845
		/ 12		/ 12	
	Bill Monthly:	\$ 81,308		\$ 89,070	
To Be Paid from Reserves:					
661.90	Capital Assets - Equipment Purchased (4)	-	-	-	-

9%

NOTES:

- (1) Based on Operator hours required in 20/21. Hours required at Lessalt plant decreased for time plant will be offline to maximize operations at Westhills.
- (2) Hach Meter Calibration Materials, \$12,000 Suez Factory Calibration of TLC Analyzers, First Trust Alarm, \$10,000 Push Forward ArchFlash Study of MCCs.
- (3) Expenditures this year included the unexpected broken Ferric line. Next year is anticipated Adjustment of Switchgear and equipment painting.
- (4) Electrical/ArcFlash Training
- (5) GAC costs assume regenerated material at \$50,000 per filter (8 anticipated exchanges).
- (6) Purchase of Replacement Turbidity Analyzers and s200 Controllers
- (7) Vehicle budgeting is reduced based on anticipated reduction in truck use.

West Hills Water Treatment Plant
Operations and Maintenance Budget for
July 1, 2021 to June 30, 2022 (FY 2021-22)

ACCT.#	DESCRIPTION	2020 / 21 Approved BUDGET	2020 / 21 Year-to-Date Mar. 2021 (9-mos.)	2020 / 21 PROJECTED (12-mos.)	2021 / 22 Proposed BUDGET
* OPERATING EXPENSES *					
662.01	Telephone	\$ 750	\$ 371	\$ 495	\$ 750
662.02	Contract/Professional Services (Hach, Suez, Beecher, First Trust Alarm, BKP) (2)	45,000	4,869	21,492	45,000
662.03	Office Supplies / Shop Supplies	1,200	1,120	1,493	1,200
662.04	Repairs & Maintenance - Operations (3)	75,000	38,349	61,132	55,000
662.05	Professional Development	5,500	-	-	5,500
662.06	Chemicals, Lab Supplies	15,000	11,157	14,876	15,000
662.07	Powdered Activated Carbon (4)	250,000	113,279	233,279	200,000
662.08	Environmental (Quality) Monitoring - Operations (5)	30,000	21,653	28,871	30,000
662.09	Dues, Fees, Permits	-	-	-	-
662.10	Chlorine & Other Treatment Chemicals (6)	700,000	567,044	756,059	750,000
662.11	Sludge Removal Costs	10,000	18,692	24,923	25,000
662.12	Chemical Removal Costs	-	-	-	-
662.90	Capital Assets - Equipment Purchased (7)	5,000	-	-	35,000
SUBTOTAL		1,137,450	776,534	1,142,619	1,162,450
* LABOR AND OVERHEAD EXPENSES *					
			<i>Feb. 2021 (8-mos.)</i>		
	OPERATOR LABOR & BENEFITS (542 hrs/mo. or 6,504 hrs/year) (1)	413,250	294,636	441,954	550,811
	MANAGEMENT OVERHEAD PASS THRU (6 hrs/mo or 72 hrs/year)	5,000	3,472	5,208	5,635
	VEHICLE OPERATION PASS THRU (8)	18,000	-	18,000	5,000
* TOTAL OPERATING, LABOR, AND OVERHEAD EXPENSES *		\$ 1,573,700	\$ 1,074,642	\$ 1,607,781	\$ 1,723,896
		<u>/ 12</u>		<u>/ 12</u>	
Bill Monthly:		\$ 131,142		\$ 143,658	

8.71%

NOTES:

- (1) Operator and Maintenance hours based prior year values.
- (2) Hach Meter Calibration Materials, \$18,000 Suez Factory Calibration of TLC Analyzers, First Trust Alarm, \$20,000 Push Forward ArchFlash Study of MCCs.
- (3) Cleaning to be completed in June 2021, adjustment of MCC per Arch Flash Study
- (4) Expected one final exchange prior to end of year, if it occurs in 2022 then \$60,000 will push to following fiscal year.
- (5) Outside Laboratory Testing and Monitoring.
- (6) Chemicals expenditure based on operational experience. Water Production anticipated to Increase at West Hills and Decrease at Lessalt Causing Budget Shift to WH.
- (7) \$10,000 Replacment of Sodium Hydroxide Tank with Larger Tank, \$25,000 Upgrade of Turbidity Analyzers.
- (8) Vehicle budgeting is reduced based on anticipated reduciton in truck use.

**SUNNYSLOPE COUNTY WATER DISTRICT MAINTENANCE PROJECTS
5 YEAR OUTLAY**

Project #	PROJECT	21/22	22/23	23/24	24/25	25/26	Department WW/WT/WD
1	GAC Exchange	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	WT
2	PAC Exchange	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	WT
3	Inspection Dive Ridgemark Tanks & Fairview Tanks	\$8,000				\$8,000	WD
	Inspection Dive Lessalt Treated Water Tank	\$2,000				\$2,000	WT
	Inspection Dive West Hills Treated Water Tank	\$2,000				\$2,000	WT
4	Wastewater Facilities ArchFlash Study	\$15,000					WW
5	Lessalt ArchFlash Study	\$15,000					WT
6	Wells ArchFlash Study	\$40,000					WD
7	Lessalt Membrane Replacement	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	WT
8	Clean HVAC Ducts at District Office - unsure of cost	\$3,000				\$3,000	WD
9	Weed abatement	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	WD
10	Hazardous Material disposal	\$25,000		\$25,000			WT
11	Suez Instrumentation TOC Annual Maintenance	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000	WT
12	W#t#310035 Modules sleeves	\$15,000	\$10,000	\$15,000	\$10,000	\$15,000	WT
13	Rosemount 8712E Magnetic Flow meter Transmitter	\$10,000		\$10,000		\$10,000	WT
14	Rosemount 8705 Flanged Magnetic Flow Meter	\$8,000		\$8,000			WT
15	Digital ph Sensor S# 2102446358 (4 probes)	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	WT
16	Analyzer calibration	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	WT
17	Repair Outlet leak on 1.0 MG Ridgemark Tank	\$30,000					WD
18							
19							
20							
	ANNUAL TOTALS	\$899,500	\$736,500	\$784,500	\$736,500	\$766,500	
	SEWER TREATMENT & COLLECTIONS	\$15,000	\$0	\$0	\$0	\$0	
	WATER TREATMENT	\$801,000	\$734,000	\$782,000	\$734,000	\$753,000	
	WELLS & DISTRIBUTION	\$83,500	\$2,500	\$2,500	\$2,500	\$13,500	
	SSCWD COST	\$499,000	\$369,500	\$393,500	\$369,500	\$390,000	

SUNNYSLOPE COUNTY WATER DISTRICT CAPITAL IMPROVEMENT PROJECTS
2021/22 thru 2025/26
5 YEAR OUTLAY

FY

CIP #	Project	Department	21/22	22/23	23/24	24/25	25/26	Unsched
CIP 1	North County Groundwater Bank Feasibility Study	WT	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000		
CIP 2	North County Groundwater Bank Phase 1	WT		\$ 2,500,000	\$ 2,500,000			
CIP 3	Union Road Pressure Reducing Station SCADA	WD	\$ 30,000					
CIP 4	New Enterprise Booster Station	WD		\$ 1,000,000				
CIP 5	Upgrade Airline Highway Booster Station SCADA	WD			\$ 50,000			
CIP 6	Well 5 Irrigation System Supply	WD	\$ 500,000					
CIP 7	Irrigation System Main in Fairview	WD		\$ 180,000				
CIP 8	Rehabilitate 2.0 MG Fairview Tank	WD				\$ 1,000,000		
CIP 9	SCADA at Quail Hollow PRVs	WD		\$ 150,000				
CIP 10	Well 8 Irrigation System Supply	WD					\$ 500,000	
CIP 11	Hollister Urban Area Master Plan Update	WT	\$ 75,000					
CIP 12	Replace 12" Pipe from Ridgemark Tanks to Georges	WD			\$ 150,000			
CIP 13	Upsize water main from Well 2 to Airline Hwy	WD					\$ 166,000	
CIP 14	New Enterprise Lift Station (replace Oak Canyon)	WW						\$ 100,000
CIP 15	New Airline/Ridgemark Dr. Lift Station (replace Paullus)	WW				\$ 150,000		
CIP 16	Upsize Marks Sewer with Promontory Dev	WW						\$ 200,000
CIP 17	New Gravity Sewer from Main Lift to Vista del Calabria	WW				\$ 625,000		
CIP 18	New Gravity Sewer Everest toward Main Lift	WW				\$ 80,000		
CIP 19	Connection to City Sewer via Lico North	WW				\$ 420,000		
CIP 20	Ridgemark Golf Course Sewer Upsizing	WW					\$ 50,000	
CIP 21	Upsizing City Sewer Mains Union/Southside to City WWTP	WW				\$ 1,000,000		
CIP 22	Manhole and Sewer Main Repair/Replace from CCTV Inspection	WW	\$ 50,000	\$ 50,000	\$ 50,000			
CIP 23	Water Meter AMI Radio Network and Upgrades	WD	\$ 320,000	\$ 250,000				
CIP 24	Pond 6 Lift Station Wet Well, Pump, Electrical	WW	\$ 50,000					
CIP 25	Well 2 VFD Electrical Rewiring	WD	\$ 25,000					
CIP 26	Conduit to DO Sensors at SBR	WW	\$ 25,000					
CIP 27	Update Water System Model for Fire Flows	WD			\$ 10,000			
CIP 28	Water Main Upgrades for Fire Flows	WD				\$ 50,000	\$ 50,000	
CIP 29	Convert Water Distribution SCADA from Wonderware to Ignition	WD			\$ 37,500	\$ 37,500		
CIP 30	Convert Lessalt SCADA from Wonderware to Ignition	WT			\$ 37,500	\$ 37,500		
CIP 31	Convert West Hills SCADA from Wonderware to Ignition	WT			\$ 37,500	\$ 37,500		
CIP 32	Convert Wastewater SCADA from Wonderware to Ignition	WW			\$ 37,500	\$ 37,500		
CIP 33	Replace Cathodic Protection Anodes in Water Tanks	WD					\$ 30,000	
CIP 34	Lessalt Upgrade Turbidity Analyzers	WT	\$ 30,600					
CIP 35	Connect Fairview Tank Solar to Grid through Meter	WD	\$ 15,000					
CIP 36	6,500 gallon Sodium Hydroxide tank	WT	\$ 25,000					
CIP 37	sc200 Universal Controller (4)	WD	\$ 9,088					
CIP 38	Westhills Upgrade Turbidity Analyzers	WT	\$ 17,500					
CIP 39								
ANNUAL TOTAL			\$ 1,105,000	\$ 4,160,000	\$ 2,940,000	\$ 3,505,000	\$ 796,000	\$ 300,000
	SEWER TREATMENT & COLLECTIONS (WW)		\$125,000	\$50,000	\$87,500	\$2,312,500	\$50,000	\$300,000
	WELLS & DISTRIBUTION (WD)		\$899,088	\$1,580,000	\$247,500	\$1,087,500	\$746,000	\$0
	WATER TREATMENT (WT)		\$178,100	\$2,530,000	\$2,605,000	\$105,000	\$0	\$0
SSCWD BUDGET			\$1,113,138	\$2,895,000	\$1,637,500	\$3,452,500	\$796,000	\$300,000

FY 2021-22 Budget
SUNNYSLOPE COUNTY WATER DISTRICT

Project Name: North County Groundwater Bank Feasibility Study	Contact: Hillebrecht
Dept: WHWTP	Type: Study
Total Cost: \$ 120,000	Useful Life: 5 years
CY Budget: \$ 30,000	Category: Capital Improvement
Account:	Urgency: 3 = Important
Total spent to date: \$ -	Carry Forward: No

Description

In partnership with SBCWD and the City of Hollister, Sunnyslope committed to investigate the feasibility of creating a groundwater bank in northern San Benito County. Conceptually, wells would be drilled groundwater would be pumped from areas north of the Hollister airport, along northern Fairview Rd., and around the Pacheco creek. This water would go into the Hollister Conduit, blend with surface water, and supply Lessalt and West Hills. As the groundwater level there drops, it would create storage space. During wet years, surface water could be percolated into that part of the basin and then pumped out in dry years. Total Study cost is \$340,000 with Sunnyslope's share being \$148,000. The City pays the higher portion for the fire flow aspects.

Justification

As demands increase with growth, additional surface water will be needed to maintain the desired water quality parameters for hardness and TDS. The HUAMP showed this to be one of the most cost effective ways of getting more water. The water would be fully controlled by SBCWD and not dependent on State or other agencies. It would help solve high groundwater issues around Pacheco creek. It provides resilient water supply for dry years. The Board has already committed to this feasibility study MOU in October 2019 meeting.

Expenditures:	Prior Yr	21/22	22/23	23/24	24/25	25/26	Unsched	Total
	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ 150,000

Funding Source

SBCWD is recovering Sunnyslope's share of the costs (\$148,000) by adding it into the charges for water supply over the 5 years from 2020-2025 according to Oct. 2019 Board Staff Report.

Operational Budget Impact/Other

Budget Items	Prior Yr	21/22	22/23	23/24	24/25	25/26	Unsched	5 yr Total
Labor								\$ -
Parts & Supplies								\$ -
Chemicals								\$ -
Utility								\$ -
Other - Equipment								\$ -
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

FY 2021-22 Budget
SUNNYSLOPE COUNTY WATER DISTRICT

Project Name: **Union Road Pressure Reducing Station SCADA**

Contact: Hillebrecht

Dept: DISTRIBUTION

Type: SCADA

Total Cost: \$ 30,000

Useful Life: 10 years

CY Budget: \$ 30,000

Category: Capital Improvement

Account:

Urgency: 3 = Important

Total spent to date: \$ -

Carry Forward:

Description

As part of the West of Fairview Phase 1A development project, Sunnyslope required the developer to install a new Pressure Reducing Station at the intersection of Union Rd. and Mimosa Dr. All the physical equipment for the PRV was supplied by the developer, but SCADA control is to be paid for by Sunnyslope. This station allows for water to move from the High Zone in Mimosa to the Middle Zone in Union. It is anticipated Sunnyslope will hire Calcon to build and connect the PLC and new radio to Sunnyslope's existing SCADA. Price estimate is loosely based on previous quotes for similar SCADA work for the Crosstown Pipeline. (Tesco quoted about \$30K for a similar amount of work though Calcon generally has better prices than Tesco)

Justification

The PRV station is already built by the contractor, but to better operate the PRV station staff need to see the data from various instruments and be able to remotely control the flow going through the station. This has long been a project in the works. It will improve fire flows on Calistoga Dr. by providing another "water source" to the Middle Zone in that area.

Expenditures:	Prior Yr	21/22	22/23	23/24	24/25	25/26	Unsched	Total
		\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000

Funding Source

This should be able to be paid with Capacity Fees as the PRV adds an additional water supply to the Middle Zone by having another connection between it and the High Zone. That is key for peak fire flows that new developments (such as Sunnyside Estates, Bennett Ranch, and Twin Oaks) add to.

Operational Budget Impact/Other

Budget Items	Prior Yr	21/22	22/23	23/24	24/25	25/26	Unsched	5 yr Total
Labor								\$ -
Parts & Supplies								\$ -
Chemicals								\$ -
Utility								\$ -
Other - Equipment								\$ -
								\$ -
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

FY 2021-22 Budget
SUNNSYSLOPE COUNTY WATER DISTRICT

Project Name: **Well 5 Irrigation System Supply** Contact: Hillebrecht
 Dept: DISTRIBUTION Type: CIP
 Total Cost: \$ 500,000 Useful Life: 40 years
 CY Budget: \$ 500,000 Category: Capital Improvement
 Account: Urgency: 2 = Very Important
 Total spent to date: \$ - Carry Forward:

Description

Sunnyslope's Well 5 located on Tyler Ct. in Ridgemark is to be connected to an isolated Irrigation System that will run primarily down Fairview Rd. to supply irrigation water to large public landscape areas like parks, schools, and roadside landscaping. A design contract with Schaaf & Wheeler was entered into in Dec. 2020 for \$130,000. This included surveying, geotech, system modeling, and civil/structural engineering. Well 5 will get a new VFD, a large pressure tank to control the Irrigation System, a automated valve to open between the Irrigation System and the Domestic High Zone, and new SCADA controls for the Irrigation System. The Irrigation System would also supply construction water to developments near or adjacent to it as they develop. Eventually, this system could be used to double plumb individual homes so their landscape irrigation is on a different meter and system than their internal domestic water in their house. All the water in this Irrigation System would remain completely potable and still be tested and chlorinated.

Justification

Surface water from SBCWD is limited in supply and costs significantly more to treat than well water. Thus, we want to preserve as much of the surface water as we can for inside domestic use. By sending only well water directly for irrigation or construction, we are able to send more surface water to domestic use. Also, it will improve the domestic water quality right around Well 5 since it would "exercise" into the Irrigation System rather than into the domestic system.

Expenditures:	Prior Yr	21/22	22/23	23/24	24/25	25/26	Unsched	Total
		\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000

Funding Source

This could be funded with Capacity Fees since it is for increasing the longterm water supply by removing large users from the domestic water system.

Operational Budget Impact/Other

Budget Items	Prior Yr	21/22	22/23	23/24	24/25	25/26	Unsched	5 yr Total
Labor								\$ -
Parts & Supplies								\$ -
Chemicals								\$ -
Utility								\$ -
Other - Equipment								\$ -
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

FY 2021-22 Budget
SUNNSYSLOPE COUNTY WATER DISTRICT

Project Name: **Hollister Urban Area Master Plan Update**
 Dept: WHWTP
 Total Cost: \$ 75,000
 CY Budget: \$ 75,000
 Account:
 Total spent to date: \$ -

Contact: Hillebrecht
 Type: Study
 Useful Life: 5 years
 Category: Capital Improvement
 Urgency: 2 = Very Important
 Carry Forward:

Description

The Hollister Urban Area Water & Wastewater Master Plan takes a regional look at the water supplies and demands for the Hollister area. It then examines various strategies to ensure that there is sufficient water quantity and quality for the current and future residents and businesses in and around Hollister. The plan generally includes projections of future demand and future supply, evaluates potential projects and project timing. SBCWD has historically been the lead agency on this and has contracted with HDR engineering firm as the consultant for the Plan. Sunnyslope generally has a 1/3rd share in the cost.

Justification

Because we have become so interdependent and interconnected with SBCWD and the City of Hollister, it is key that we all operate on a shared vision for the regional water and wastewater issues. This is especially important as developing new water sources can take 10-20 years before the new water is realized. This also will be key for considering various options like double plumbing for landscape irrigation.

Expenditures:	Prior Yr	21/22	22/23	23/24	24/25	25/26	Unsched	Total
		\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000

Funding Source

It is anticipated that this project will be funded by the Capital Reserve. It could also be supplemented by Capacity Fees as the study is primarily for additional growth.

Operational Budget Impact/Other

Budget Items	Prior Yr	21/22	22/23	23/24	24/25	25/26	Unsched	5 yr Total
Labor								\$ -
Parts & Supplies								\$ -
Chemicals								\$ -
Utility								\$ -
Other - Equipment								\$ -
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

FY 2021-22 Budget
SUNNYSLOPE COUNTY WATER DISTRICT

Project Name: **Manhole and Sewer Main Repair/Replace from CCTV I** Contact: Hillebrecht
 Dept: COLLECTIONS Type: Manholes Pipeline
 Total Cost: \$ 150,000 Useful Life: 20 years
 CY Budget: \$ 50,000 Category: Capital Improvement
 Account: Urgency: 3 = Important
 Total spent to date: \$ - Carry Forward:

Description

Following the CCTV Inspection and Assessment project, we should begin to address various weaknesses and deficiencies discovered by the CCTV. Depending on the degree to which the pipes and manholes have degraded, this project may be smaller or larger than estimated here. Likely not all the repairs will be needed immediately which will allow the project to be spread over several years. Types of problems may include H2S corrosion and degradation of manholes, root intrusion, cracked or collapsed pipes, bellies, or other issues.

Justification

Once it is determined what the issues with Sunnyslope's collection system are, those issues need to be addressed in a timely manner to prevent failure of the collection system and SSOs.

Expenditures:	Prior Yr	21/22	22/23	23/24	24/25	25/26	Unsched	Total
		\$ 50,000	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ 150,000

Funding Source

Funding would be through the Capital Reserve.

Operational Budget Impact/Other

Budget Items	Prior Yr	21/22	22/23	23/24	24/25	25/26	Unsched	5 yr Total
Labor								\$ -
Parts & Supplies								\$ -
Chemicals								\$ -
Utility								\$ -
Other - Equipment								\$ -
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

FY 2021-22 Budget**SUNNSYSLOPE COUNTY WATER DISTRICT**Project Name: **Water Meter AMI Radio Network and Upgrades**

Contact: Hillebrecht

Dept:

Type: Other

Total Cost: \$ 570,000

Useful Life: 15 years

CY Budget: \$ 320,000

Category: Capital Improvement

Account:

Urgency: 2 = Very Important

Total spent to date: \$ -

Carry Forward:

Description

This project includes the installation and programming of a network of radio collector and repeater antennas that will be able to receive and transmit hourly water meter reads to our office. The network will be designed, installed, and tested with training for staff. This aspect of getting the network up and running is estimated to cost \$320,000 based off a Meter, Valve & Control quote from Dec 2, 2020. To be compatible with this system, all the meters will need to have 100W itron ERTs. It is estimated that about 4,000 new ERTs will need to be replaced at a cost of \$250,000 per that same quote.

Justification

Sunnyslope has already invested significantly into improving our customer interface through the new website, Watersmart, and Tyler. Upgrading to AMI will allow these programs to be used to their full potential by analyzing hourly meter reads to alert customers of potential leaks, creating usage trends, predicting upcoming bill costs, and much more. It will also simplify start/stop service procedures and save about 6 hours per month in meter reading (and miles of RAV-4) as the meter reading route would be significantly reduced. Many of the ERTs to be replaced are nearing the end of their useful life and would need to be replaced soon anyway.

Expenditures:	Prior Yr	21/22	22/23	23/24	24/25	25/26	Unsched	Total
		\$ 320,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 570,000

Funding Source

This would be funded by the Capital Reserve. Capacity Fees could not be used for this project as it is not to accommodate additional growth.

Operational Budget Impact/Other

Budget Items	Prior Yr	21/22	22/23	23/24	24/25	25/26	Unsched	5 yr Total
Labor								\$ -
Parts & Supplies								\$ -
Chemicals								\$ -
Utility								\$ -
Other - Equipment								\$ -
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

FY 2021-22 Budget
SUNNSYSLOPE COUNTY WATER DISTRICT

Project Name: Pond 6 Lift Station Wet Well, Pump, Electrical	Contact: Hillebrecht
Dept: WWTP	Type: Pump Stations
Total Cost: \$ 50,000	Useful Life: 15 years
CY Budget: \$ 50,000	Category: Capital Improvement
Account:	Urgency: 3 = Important
Total spent to date: \$ -	Carry Forward:

Description

The Pond 6 lift station at the SBR which pumps treated wastewater to Percolation Pond 6 for disposal needs to be inspected and evaluated. This should include the electrical system, the wet well itself, and the pump. Also, minor alterations may be needed to the percolation Pond 3 overflow to Pond 4 so that treated wastewater would first go toward the Pond 6 wet well.

Justification

While Pond 6 is not constantly needed for operation of the SBR, it is a valuable asset for disposing of treated wastewater. The lift station improvements would facilitate normal use of this pond, giving valuable time for maintenance of Pond 4.

Expenditures:	Prior Yr	21/22	22/23	23/24	24/25	25/26	Unsched	Total
		\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000

Funding Source

This would be funded by the Capital Reserve. Capacity Fees could not be used for this project as it is not to accommodate additional growth.

Operational Budget Impact/Other

Budget Items	Prior Yr	21/22	22/23	23/24	24/25	25/26	Unsched	5 yr Total
Labor								\$ -
Parts & Supplies								\$ -
Chemicals								\$ -
Utility								\$ -
Other - Equipment								\$ -
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

FY 2021-22 Budget
SUNNSYSLOPE COUNTY WATER DISTRICT

Project Name: **Well 2 VFD Electrical Rewiring**
 Dept: DISTRIBUTION
 Total Cost: \$ 25,000
 CY Budget: \$ 25,000
 Account:
 Total spent to date: \$ -

Contact: Hillebrecht
 Type: Wells
 Useful Life: 20 years
 Category: Capital Improvement
 Urgency: 1 = Critical
 Carry Forward:

Description

The SCADA for Well 2 and the Crosstown Booster Station there is powered directly from the Well 2 VFD controller. However, this makes it such that the Well 2 VFD panel cannot be turned off without killing power to the SCADA controls. This project would intercept power before the Well 2 VFD for the SCADA and have each of those on their own breakers so they are independent of each other. **ALSO** it needs to be investigated if there are stray ground currents from the Well 2 VFD that are going from the motor to the casing. This could be causing **SEVERE** corrosion of the pump, motor, casing, and well pipe.

Justification

It is very important for safety that the Well 2 VFD can be fully turned off and deenergized. Currently if that is to occur, we would loose SCADA communication after the backup battery goes dead. Also, if there are stray grounding currents going to the well pump or casing, it could severely shorten the life of the pump and could cause damage to the well itself.

Expenditures:	Prior Yr	21/22	22/23	23/24	24/25	25/26	Unsched	Total
		\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000

Funding Source

This would be paid for from the Capital Reserves.

Operational Budget Impact/Other

Budget Items	Prior Yr	21/22	22/23	23/24	24/25	25/26	Unsched	5 yr Total
Labor								\$ -
Parts & Supplies								\$ -
Chemicals								\$ -
Utility								\$ -
Other - Equipment								\$ -
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

FY 2021-22 Budget
SUNNSYSLOPE COUNTY WATER DISTRICT

Project Name: Conduit to DO Sensors at SBR	Contact: Hillebrecht
Dept: WWTP	Type: Safety
Total Cost: \$ 25,000	Useful Life: 20 years
CY Budget: \$ 25,000	Category: Capital Improvement
Account:	Urgency: 3 = Important
Total spent to date: \$ -	Carry Forward:

Description

At the Ridgemark WWTP, there are DO sensors for each basin that currently have extension cords running along the catwalk to power them. These cords need to be replaced with permanent electrical wires in proper conduits.

Justification

The current practice of using extension cords to power these semi-permanent instruments does not meet OSHA standards and is a safety hazard for both electric shock and for tripping.

Expenditures:	Prior Yr	21/22	22/23	23/24	24/25	25/26	Unsched	Total
		\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000

Funding Source

This would be funded by the Capital Reserve.

Operational Budget Impact/Other

Budget Items	Prior Yr	21/22	22/23	23/24	24/25	25/26	Unsched	5 yr Total
Labor								\$ -
Parts & Supplies								\$ -
Chemicals								\$ -
Utility								\$ -
Other - Equipment								\$ -
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

FY 2021-22 Budget
SUNNSYSLOPE COUNTY WATER DISTRICT

Project Name: **Lessalt Upgrade Turbidity Analyzers**

Contact: Rodriguez

Dept: LWTP

Type: Equipment

Total Cost: \$ 30,600

Useful Life: 10 years

CY Budget: \$ 30,600

Category: Capital Equipment

Account:

Urgency: 2 = Very Important

Total spent to date: \$ -

Carry Forward:

Description

Replace turbidity analyzers at Lessalt . Use contractor to install it. There are 7 analyzers at \$3600 and warranty.

Justification

1720E turbidity analyzers are now discontinued so we need to upgrade to TU5300. This will save staff time with cleaning the analyzers and searching for repair parts online.

Expenditures:	Prior Yr	21/22	22/23	23/24	24/25	25/26	Unsched	Total
		\$ 30,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,600

Funding Source

Funding would be from the Capital Reserve.

Operational Budget Impact/Other

Budget Items	Prior Yr	21/22	22/23	23/24	24/25	25/26	Unsched	5 yr Total
Labor								\$ -
Parts & Supplies								\$ -
Chemicals								\$ -
Utility								\$ -
Other - Equipment								\$ -
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

FY 2021-22 Budget
SUNNYSLOPE COUNTY WATER DISTRICT

Project Name: **Connect Fairview Tank Solar to Grid through Meter** Contact: Hillebrecht
 Dept: ADMIN Type: Power
 Total Cost: \$ 15,000 Useful Life: 15 years
 CY Budget: \$ 15,000 Category: Capital Improvement
 Account: Urgency: 2 = Very Important
 Total spent to date: \$ - Carry Forward:

Description

The Fairview Tank site has a bank of solar panels on the northern end of the property that were originally used to power the mixer in the 3.5 MG Fairview tank. This was because the original power meter was off Fairview Rd. about a 3,000' away from the tank and the voltage would drop too much over that distance. Now however with the Santana Ranch development, the meter was relocated onto Castle Rock Dr and is now only about 500' away. Thus there is enough voltage to run the mixer on that and now to connect those solar panels to the grid. Cost has not been researched yet and is a place holder.

Justification

The solar panels can be used to offset some of Sunnyslope's power usage. The mixer will also be able to run more consistently off the PG&E power rather than the solar panels.

Expenditures:	Prior Yr	21/22	22/23	23/24	24/25	25/26	Unsched	Total
		\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000

Funding Source

Funding would be from the Capital Reserve.

Operational Budget Impact/Other

Budget Items	Prior Yr	21/22	22/23	23/24	24/25	25/26	Unsched	5 yr Total
Labor								\$ -
Parts & Supplies								\$ -
Chemicals								\$ -
Utility								\$ -
Other - Equipment								\$ -
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

FY 2021-22 Budget
SUNNSYSLOPE COUNTY WATER DISTRICT

Project Name: **6,500 gallon Sodium Hydroxide tank**
 Dept: WHWTP
 Total Cost: \$ 25,000
 CY Budget: \$ 25,000
 Account:
 Total spent to date: \$ -

Contact: Rodriguez
 Type: Water Supply
 Useful Life: 20 years
 Category: Capital Improvement
 Urgency: 3 = Important
 Carry Forward:

Description

Replace current sodium hydroxide tank with bigger 6700 gallon at Wes Hills Water Treatment Facility.

Justification

Up size current 300 gallon tank with bigger 6500 tank to cut freight freight charges.

Expenditures:	Prior Yr	21/22	22/23	23/24	24/25	25/26	Unsched	Total
		\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000

Funding Source

Capital Reserve for West Hills

Operational Budget Impact/Other

Budget Items	Prior Yr	21/22	22/23	23/24	24/25	25/26	Unsched	5 yr Total
Labor								\$ -
Parts & Supplies								\$ -
Chemicals								\$ -
Utility								\$ -
Other - Equipment								\$ -
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

FY 2021-22 Budget
SUNNSYSLOPE COUNTY WATER DISTRICT

Project Name: sc200 Universal Controller (4)	Contact: Rodriguez
Dept: WHWTP	Type: Water Supply
Total Cost: \$ 9,088	Useful Life: 20 years
CY Budget: \$ 9,088	Category: Capital Improvement
Account:	Urgency: 3 = Important
Total spent to date: \$ -	Carry Forward:

Description
Replace sc100 with sc200 at Lessalt and West Hills. Use contractor to install it. There are 4 analyzers a \$2272.00 and warranty.

Justification
sc100 analyzers will begin to be discontinued so we need to upgrade to sc200. Along with the turbidity upgrade,sc200 analyzers that better support the TU5300 analyzers and would eliminate searching for repair parts for the soon to be discontinued sc100..

Expenditures:	Prior Yr	21/22	22/23	23/24	24/25	25/26	Unsched	Total
		\$ 9,088	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,088

Funding Source
Capital Reserve for West Hills

Operational Budget Impact/Other								
Budget Items	Prior Yr	21/22	22/23	23/24	24/25	25/26	Unsched	5 yr Total
Labor								\$ -
Parts & Supplies								\$ -
Chemicals								\$ -
Utility								\$ -
Other - Equipment								\$ -
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

FY 2021-22 Budget
SUNNSYSLOPE COUNTY WATER DISTRICT

Project Name: **Westhills Upgrade Turbidity Analyzers**
 Dept: WHWTP
 Total Cost: \$ 17,500
 CY Budget: \$ 17,500
 Account:
 Total spent to date: \$ -

Contact: Rodriguez
 Type: Water Supply
 Useful Life: 20 years
 Category: Capital Improvement
 Urgency: 3 = Important
 Carry Forward:

Description

Replace turbidity analyzers at West Hills . Use contractor to install it. There are 4 analyzers at \$3600 and warranty.

Justification

1720E turbidity analyzers are now discontinued so we need to upgrade to TU5300. This will save staff time with cleaning the analyzers and searching for repair parts online.

Expenditures:	Prior Yr	21/22	22/23	23/24	24/25	25/26	Unsched	Total
		\$ 17,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,500

Funding Source

Capital Reserve for West Hills

Operational Budget Impact/Other

Budget Items	Prior Yr	21/22	22/23	23/24	24/25	25/26	Unsched	5 yr Total
Labor								\$ -
Parts & Supplies								\$ -
Chemicals								\$ -
Utility								\$ -
Other - Equipment								\$ -
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -