



SCOTTS VALLEY WATER DISTRICT

AGENDA PACKET

REGULAR BOARD MEETING

04/09/20 at **5:00** p.m.

The Board of Directors meeting on 04/09/20 will be conducted exclusively in remote access format in compliance with Executive Order N-29-20 issued by Governor Newsom, and the County of Santa Cruz Health Services Agency Shelter-in-Place Order.

Join the meeting

Access the meeting from a computer, tablet or smartphone at the link below

<https://global.gotomeeting.com/join/545517101>

Phone call-in is available by dialing: (224) 501-3412 Access Code: 545-517-101

Remote access will be open 15 minutes before the start of the meeting.

BOARD OF DIRECTORS

Wade Leishman, President

Bill Ekwall, Vice President

Chris Perri, Director

Danny Reber, Director

Ruth Stiles, Director

Noelle Downing, Associate Director

Annie Finch Associate Director

Piret Harmon, General Manager

Water Industry Acronyms

AF – Acre Foot	RWQCB – Regional Water Quality Control Board
AFY – Acre Foot per Year	SCWD – Santa Cruz Water Department (City of)
ACWA – Association of California Water Agencies	SDWA – Safe Drinking Water Act
ACWA JPIA – ACWA Joint Powers Insurance Authority	SGMA – Sustainable Groundwater Management Act
AWWA – American Water Works Association	SLVWD – San Lorenzo Valley Water District
BMP – Best Management Practices	SMGWA – Santa Margarita Groundwater Agency
CCR – Consumer Confidence Report	SqCWD – Soquel Creek Water District
CD – Certificate of Deposit	SWRCB – State Water Resources Control Board
CEQA - California Environmental Quality Act	TP – Treatment Plant
CSDA – California Special District Association	
DHS - Department of Health Services	
DWR – Department of Water Resources	
EIR – Environmental Impact Report	
EPA – Environmental Protection Agency	
GASB – Governmental Accounting Standards Board	
IRWM – Integrated Regional Water Management	
JPA – Joint Powers Agreement	
LAIF – Local Agency Investment Fund	
LAFCO – Local Agency Formation Commission	
LID – Low Impact Development	
MCL – Maximum Containment Level	
MGD – Million Gallons per Day	
MGY – Million Gallons per Year	
MOU – Memorandum of Understanding	
O&M – Operations and Maintenance	
PERS – Public Employees Retirement System	
PHG – Public Health Goal	
PPB – Parts Per Billion	
PRV – Pressure Relief Valve	
PVC Pipe – Polyvinyl Chloride Pipe	
RWMF – Regional Water Management Foundation	
RFP – Request for Proposals	
ROW – Right-of-way	



SCOTTS VALLEY WATER DISTRICT

BOARD OF DIRECTORS
PRESIDENT Wade Leishman
VICE PRESIDENT Bill Ekwall
Chris Perri
Danny Reber
Ruth Stiles

Board of Directors
Regular Meeting
04/09/20 5:00 p.m.

Please note new start time

ASSOCIATE DIRECTORS
Noelle Downing
Annie Finch

GENERAL MANAGER
Piret Harmon

Agenda

The Board of Directors meeting on 04/09/20 will be conducted exclusively in remote access format in compliance with Executive Order N-29-20 issued by Governor Newsom, and the County of Santa Cruz Health Services Agency Shelter-in-Place Order.

Join the meeting

Access the meeting from a computer, tablet or smartphone at the link below

<https://global.gotomeeting.com/join/545517101>

Phone call-in is available by dialing: (224) 501-3412 Access Code: 545-517-101

Remote access will be open 15 minutes before the start of the meeting.

1. Convene

- 1.1. Call to Order and Roll Call
- 1.2. Closed Session Report (No closed session on 03/12/20)
- 1.3. Additions/Deletions to the Agenda
- 1.4. Oral Communications

2. Administrative

2.1. Approval of Minutes

03/12/20 Regular Board Meeting

2.2. Committee and other Agency Meeting Reports

Executive & Public Affairs Committee (none)

Finance & Personnel Committee 03/17/20

Interagency Committee (none)

Water Resources & Engineering Committee 03/16/20

Santa Margarita Groundwater Agency (SMGWA) Board 03/26/20 - oral

2.3. Settlement of Bid Retraction, Advanced Industries

2.4. Covid-19 Business Decisions

3. Consent (none)

4. Public Hearings (none)

5. Business

5.1. Leak Adjustment Appeal 4865 Scotts Valley Drive

Recommendation: Grant or deny the leak adjustment for 4865 Scotts Valley Drive.

5.2. Leak Adjustment Appeal 612 Grace Way

Recommendation: Grant or deny the leak adjustment for 612 Grace Way.

5.3. Water Supply Outlook 2020

Recommendation: Receive information.

5.4. District's FY 2021 Work Plan

Recommendation: Review and accept the FY 2021 Draft Work Plan.

5.5. Volunteer Workers' Compensation Insurance

Recommendation: Adopt Resolution No. 03-20 providing workers' compensation coverage for District volunteers and rescinding Resolution No. 15-97.

6. Staff Reports

6.1. Legal

District Counsel - oral

6.2. Administrative

General Manager - oral

6.3. Finance

[Financial Reports 07/01/19 through 02/29/20](#)

6.4. Operations

[Operations Report](#)

[Production, Demand and Rainfall Data through 03/31/20](#)

[Leak Adjustment Program Report 07/01/19 through 02/29/20](#)

7. Directors Reports

Travel and Meetings

ACWA and ACWA/JPIA Updates

Other

8. Written Correspondence

House Natural Resources Committee Passes Water Recycling Investment and Improvement Act of 2019 (HR 1162) Water Reuse 03/11/20

9. Community Relations

Newsletter, Scotts Valley Water District

Connecting the Dots: SV High School Career Exploration Program, Press Banner 03/06/20

The Great Water Main Break, Monteville Mirror 02/29/20

10. Closed Session (None)

11. Report on Closed Session and Additional Items (None)

12. Future Items

City Wastewater Enterprise Status Report, Tina Friend (Rescheduled from April)

Biannual Water Use Efficiency Activity Summary

2020 Water Supply Outlook

Fiscal Year 2021 Budget

Proposed Projects Budget

Notice of Election on 11/03/20 (May/June)

13. Meetings and Event Calendar

Regular Board Meetings

Remote Access Only

05/14/20

06/11/20

07/09/20

Committee Meetings

Remote Access Only

04/20/20 Executive & Public Affairs

04/21/20 Finance & Personnel

04/20/20 Water Resources & Engineering

06/05/20 Interagency

Santa Margarita Groundwater Agency Board

Regular Board Meetings

Remote Access Only

04/23/20

05/28/20

06/25/20

Association of California Water Agencies (ACWA) Events

07/28/20 – 07/31/20 Spring Conference Monterey

12/01/20 – 12/04/20 Fall Conference Indian Wells

14. Adjourn

The next regular meeting of the Scotts Valley Board of Directors is scheduled for 05/14/20 at 7:00 p.m. in the Santa Margarita Community Room, 2 Civic Center Drive, Scotts Valley, California.

AVAILABILITY OF PUBLIC RECORDS PROVIDED TO THE BOARD OF DIRECTORS: THE DISTRICT WILL MAKE AVAILABLE FOR PUBLIC REVIEW ANY PUBLIC RECORDS FURNISHED TO THE BOARD OF DIRECTORS AT THE SAME TIME SUCH RECORDS ARE FURNISHED TO THE BOARD OF DIRECTORS. **SUCH RECORDS SHALL BE AVAILABLE AT THE DISTRICT OFFICE DURING NORMAL BUSINESS HOURS.**

PUBLIC ACCESS – ACCOMMODATIONS UNDER THE ADA: PURSUANT TO TITLE II OF THE AMERICANS WITH DISABILITIES ACT OF 1990, THE SCOTTS VALLEY WATER DISTRICT REQUESTS THAT ANY PERSON IN NEED OF ANY TYPE OF SPECIAL EQUIPMENT, ASSISTANCE OR ACCOMMODATION(S) IN ORDER TO EFFECTIVELY COMMUNICATE AT THE DISTRICT'S PUBLIC MEETING PLEASE MAKE SUCH A REQUEST TO THE DISTRICT OFFICE AT THE ABOVE ADDRESS OR BY CALLING (831) 438-2363 A MINIMUM OF THREE (3) WORKING DAYS PRIOR TO THE SCHEDULED MEETING. ADVANCE NOTIFICATION WITHIN THIS GUIDELINE WILL ENABLE THE DISTRICT TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCESSIBILITY.

Scotts Valley Water District
Board of Directors
Regular Meeting
Santa Margarita Community Room
2 Civic Center Drive, Scotts Valley, California
03/12/20 7:00 p.m.
Minutes

1. Convene

1.1 Call to Order and Roll Call

President Leishman called the meeting to order at 7:08 p.m. in the Santa Margarita Community Room, 2 Civic Center Drive, Scotts Valley, California.

Directors

Bill Ekwall

Wade Leishman

Chris Perri

Danny Reber

Ruth Stiles

Associate Directors

Noelle Downing

Absent

Annie Finch

Staff

Bob Bosso, Legal Counsel

Piret Harmon, General Manager

Nick Kurns, Finance and Customer Service Manager

David McNair, Operations Manager

Donna Paul, Assistant to General Manager

Audience

Three guests

1.2 Pledge of Allegiance and Invocation

Director Perri led the pledge of allegiance; Director Reber provided the invocation.

1.3 Closed Session Report

None.

1.4 Additions/Deletions to the Agenda

None.

1.5 Oral Communications

None.

2. Administrative

2.1 Approval of Minutes

02/13/20 Regular Board Meeting

MOTION carried to approve the minutes of the 02/13/20 Regular Board Meeting by unanimous voice vote.

2.2 Committee and Other Agency Meeting Reports

Executive & Public Affairs Committee 02/24/20

There was nothing further to add to the written report.

Finance & Personnel Committee 02/25/20

There was nothing further to add to the written report.

Interagency Committee 03/05/20

General Manager Harmon reported that COVID-19 emergency response and the roadmap infographic were discussed.

Water Resources & Engineering Committee 02/24/20

There was nothing further to add to the written report.

Santa Margarita Groundwater Agency (SMGWA) Board 02/27/20

There was nothing further to add to the written report.

2.3 SMGWA Board Appointment

MOTION carried to appoint Director Ekwall as Alternate Director to the Santa Margarita Groundwater Agency Board of Directors by unanimous voice vote.

2.4 Committee Assignments

None.

2.5 Presentations

Communications and Community Outreach, Midyear Update

Jennifer Murray, Miller Maxiield presented the Communications and Community Outreach Midyear Update. A copy of the presentation is posted on the District website www.svwd.org.

3. Consent

3.1 Leak Adjustment Appeal 4865 Scotts Valley Drive

Director Reber pulled this item for discussion.

MOTION carried to continue Leak Adjustment Appeal 4865 Scotts Valley Drive until the April meeting by unanimous voice vote.

3.2 Leak Adjustment Appeal 417 Southwood Drive

Director Ekwall pulled this item for discussion.

Oral communications were made by Mrs. Grewal.

MOTION carried to deny an exception to the five-year waiting period and to not approve a leak adjustment credit for 417 Southwood Drive by unanimous voice vote.

4. Public Hearings (None)

5. Business

5.1 Annual Groundwater Report, Water Year 2019

Georgina King, Montgomery Associates, presented the Annual Groundwater Report for Water Year 2019. A copy of the presentation is posted on the District website www.svwd.org.

MOTION carried to accept the Water Year 2019 Annual Groundwater Report by unanimous voice vote.

5.2 Annual Financial Report for Fiscal Year Ended 06/30/19

General Manager Harmon provided the staff report.

MOTION carried to accept the Scotts Valley Water District Annual Financial Report for Fiscal Year Ended 06/30/19 by unanimous voice vote.

5.3 Strategic Goals Management Objectives

General Manager Harmon provided the staff report.

MOTION carried to approve the Management Objectives that support the District's Strategic Goals in the next 2-year timeframe by unanimous voice vote.

5.4 2020 Water Supply Outlook

The Board reviewed and discussed the 2020 Water Supply Outlook.

5.5 Policy P500-15-2 Water Management Strategies for Demand Reduction

MOTION carried to adopt Resolution No. 02-20 revising Policy P500-15-2 and rescinding Resolution No. 02-15 by unanimous roll call vote.

6. Staff Reports

6.1 Legal

District Counsel Bosso reported on the suspension of certain provisions in the Brown Act due to the COVID-19 pandemic and on Advanced Industries bid retraction.

6.2 Administration

The General Manager's report is appended.

6.3 Finance

Financial Reports 07/01/19 through 1/31/20

The investment summary was listed as an attachment on the financial report in

error.

6.4 Operations

Operations Report

Operations Manager McNair reported that the wastewater plant has not delivered recycled water for 36 days; the status on the Sequioa Tank Rehabilitation and Hacienda Pumps projects; 2 recent large water main breaks and that only 800 AMI meters remain to be installed.

Production, Demand and Rainfall Reports through 01/31/20

The production, demand and rainfall reports were received without comment.

Leak Adjustment Program Report 07/01/19 through 01/31/20

The leak adjustment program report was received without comment.

7. Directors Reports

Individual Directors Reports

Director Stiles reported she will not attend the ACWA Spring Conference.

Director Perri reported on the SLVWD Probation Tank ribbon cutting ceremony.

Director Reber is not available for the 04/09/20 Board meeting.

President Leishman reported that he completed AB1661 and AB1234 training and that he is not available for the 04/09/20 Board meeting.

8. Written Correspondence

ACWA Groundwater Committee Meeting Notes: Montgomery & Associates 02/11/20

The written communications were accepted without comment.

9. Community Relations

Newsletter, Scotts Valley Water District

The community relations items were accepted without comment.

10. Closed Session

None.

11. Report on Closed Session and Additional Business

None.

12. Future Items

Draft FY 2021 Workplan (April)

2020 Water Supply Outlook

13. Meetings and Event Calendar

Regular Board Meetings

Santa Margarita Community Room

04/09/20

05/14/20

06/11/20

Committee Meetings

District Conference Room

03/16/20 Executive & Public Affairs

03/17/20 Finance & Personnel

03/16/20 Water Resources & Engineering

06/05/20 Interagency

Santa Margarita Groundwater Agency Board

Regular Board Meetings

Scotts Valley City Council Chamber

03/26/20

04/23/20

05/28/20

Association of California Water Agencies (ACWA) Events

05/05 -- 05/08/20 ACWA Spring Conference, Monterey

12/01/20 – 12/04/20 Fall Conference, Indian Wells

Conferences/Trainings/Workshops/Webinars

03/15/20 – 03/17/20 WaterReuse Annual Conference, San Francisco

06/10-20 – 06/11/20 3rd Annual Groundwater Sustainability Agencies Summit, Sacramento

14. Adjourn Meeting

The meeting adjourned at 9:35 p.m.

Approved:

Attest:

Wade Lieshman, Board President

Piret Harmon, Board Secretary

STAFF REPORT – General Items

Scotts Valley Water District

Date: 03/12/20

To: Board of Directors

From: General Manager

1. COVID-19 Update:

- District is in communications with the County Health Services Agency, City of Scotts Valley and other public agencies
- Employees have been advised about workplace health and social contact approaches
- District has prepared and distributed to employees and Directors the talking points about the safety of drinking water
- Several events (WateReuse California Conference, Imagine H2O Water Innovation Week) have been cancelled
- SLVWD has proposed to reschedule the Joint Board Dinner
- Today, Governor Newsom issued an executive order further enhancing State and Local Government's Ability to respond to COVID-19. Among other items, the order *"Allows local or state legislative bodies to hold meetings via teleconference and to make meetings accessible electronically."* The full executive order can be found [here](#). Item #11 in the executive order also addresses suspension of certain Brown Act rules.

2. City of Scotts Valley has not been able to produce recycled water since February 5. We have reached out to City staff to better understand the situation and inquire about potential solutions. So far about 3 million gallons of potable water has been used to subsidize the recycled water demands.

3. District is working with SVHS to host a group of students during the Spring Break as a launch of Career Exploration Program coordinated by SVHS and SV Chamber of Commerce.

4. To streamline the Directors Fee payment process, the staff is proposing a following: if a Fee form has not been submitted by a Director 3 consecutive months, a payment will be processed based on the meeting/event attendance data available to staff and no further adjustment to that period will be processed. The reconciliation payment months are January, April, July, October.



SCOTTS VALLEY WATER DISTRICT

svwd.org  svwater

Finance and Personnel Committee
03/17/20 4:00 p.m.
District Conference Room
2 Civic Center Drive, Scotts Valley, California
Meeting Report

1. Convene

The meeting convened at 4:00 p.m. and was conducted under guidelines set forth in Executive Order N-25-20 that suspends Brown Act requirements related to video-teleconference posting in response to the COVID-19 pandemic.

The District Conference Room, 2 Civic Center Drive, Scotts Valley, California was available for public comment.

Present: Director Leishman, Director Perri and Community Member Callahan

Staff: General Manager Harmon, Finance and Customer Service Manager Kurns,
and Assistant to General Manager Paul

Others: Director Ekwall (observer) and one unidentified caller

2. Discussion Items

2.1 Financial Reports for period ending 02/29/20

The committee reviewed and discussed the financial reports.

2.2 FY 2021 Budget: Revenue Projections

The committee reviewed and discussed the revenue projections for the FY 2021 budget.

2.3 Information on Types of Customers

This item was taken out of order. Finance Manager Kurns presented information on customer types and responded to Committee questions. The presentation is appended.

3. Oral Communications

None.

4. Future Agenda Items

Qualifying Medical Needs Rate Update

Policy Review: Volunteer Workers Compensation Insurance Benefits

FY 2021 Operating and Capital Budget

5. Adjourn

The meeting adjourned at 5:03 p.m.



Scotts Valley Water District

Customers by Type

Finance & Personnel Committee Meeting

3/17/2020

1



Types of Customers

4.10.020 Types of Customers

The District establishes particular customer types based on water use patterns and purpose of use, such as residential or commercial. The Board may adopt different rates for different customer types.

Customer Type is assigned when the Service Address is activated.

2



Customer Account Types

POTABLE

Residential - Single Family
Residential - Multi-Family
Commercial, Industrial, Institutional (CII)
Landscape
Fire Service
Bulk Water - Potable

RECYCLED

Landscape
Bulk & Temporary - Recycled

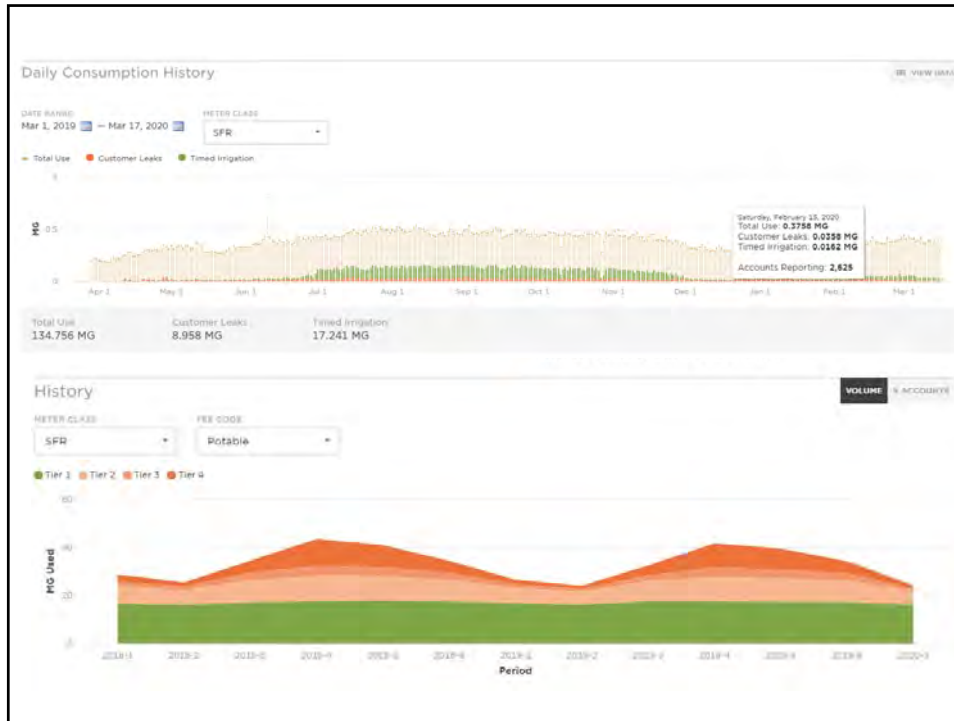
3



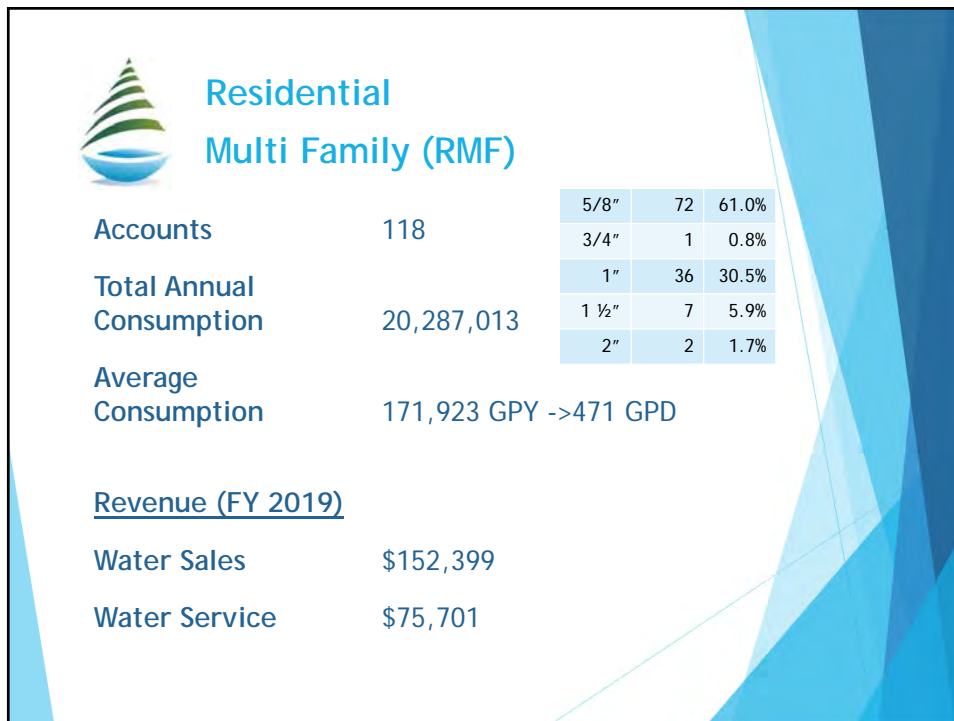
Residential Single Family (RSF)

Accounts	3,293	5/8"	3,038	92.3%
		3/4"	252	7.6%
		1"	3	0.1%
Total Annual Consumption	203,182,432			
Average Consumption	61,701 GPY ->170 GPD			
<u>Revenue (FY 2019)</u>				
Water Sales	\$2,037,939			
Water Service	\$1,431,376			

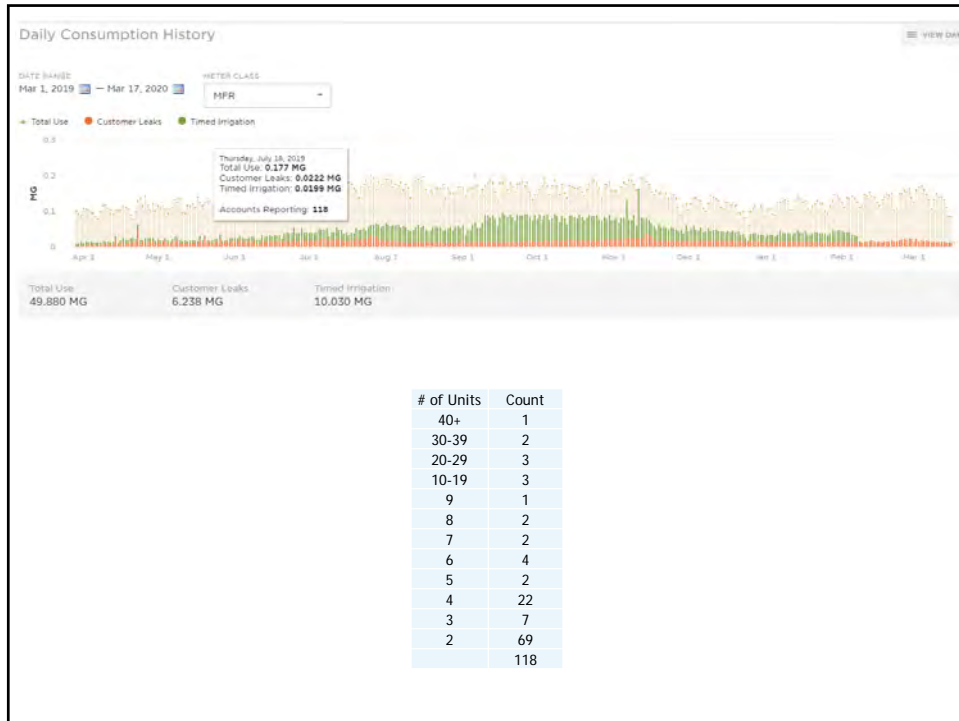
4



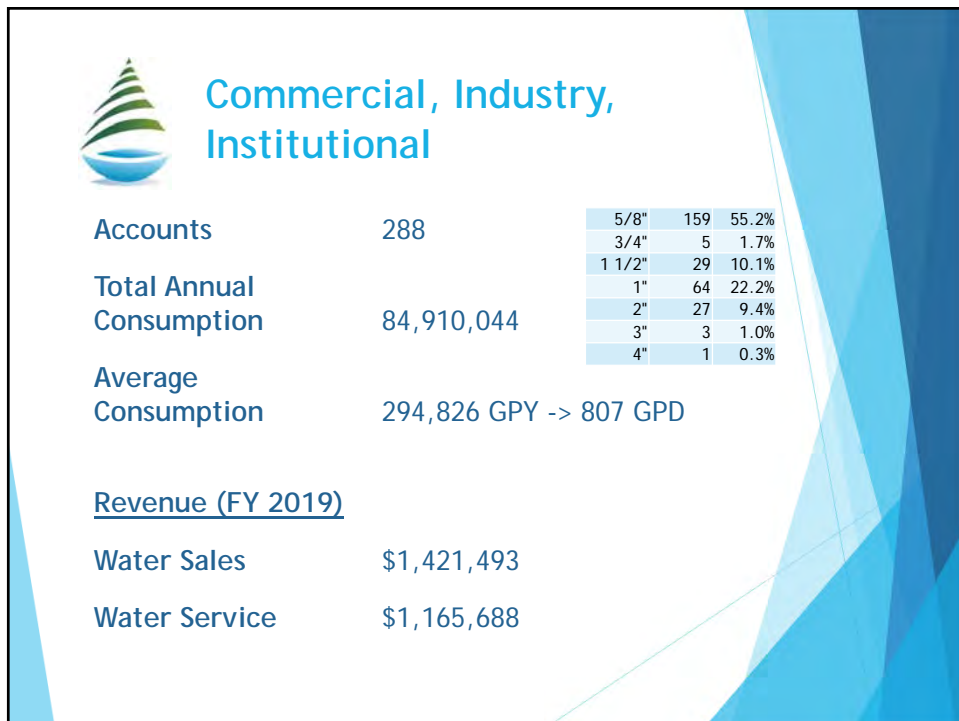
5



6



7



8



SCOTTS VALLEY WATER DISTRICT

svwd.org  svwater

Water Resources and Engineering Committee
03/16/20 10:00 a.m.
District Conference Room
2 Civic Center Drive, Scotts Valley, California
Meeting Report

1. Convene

The meeting convened at 10:00 a.m. in the District Conference Room, 2 Civic Center Drive, Scotts Valley, California. The meeting was conducted under guidelines set forth in Executive Order N-25-20 that suspends Brown Act requirements related to video-teleconference posting in response to the COVID-19 pandemic.

Present: Director Reber, Director Stiles (video-teleconference) and Community Member Krotcov (video-teleconference).

Staff: General Manager Harmon, Finance and Customer Service Manager Kurns (video-teleconference), Operations Manager McNair (joined at 10:15 a.m.), Assistant to General Manager Paul (video-teleconference) and Water Use Efficiency Coordinator Ravinale (left at 10:15 a.m.).

Others: Director Ekwall (teleconference).

2. Business Items

2.1 Leak Adjustment Appeal 612 Grace Way

General Manager Harmon provided information on the leak that occurred during the August 2018 billing cycle. It was denied because it must be requested only for the most recent billing periods.

ACTION: The committee recommends that Board deny an exception to the requirement that the leak adjustment request be for the most recent billing period and not approve a leak adjustment credit for 612 Grace Way.

3. Discussion Items

3.1 Leak Adjustment Program Report 07/01/19 through 02/29/20

The committee reviewed and discussed the report.

3.2 Leak Adjustment Program and Appeal Process

General Manager Harmon provided information on the process for leak adjustment requests and asked for committee input on the appeals process.

The committee requested that staff (General Manager) provide a timeline and narrative; the Water Use Efficiency Coordinator be available to answer questions and that the appellant speaks last and has a time limit set in advance.

4. Oral Communications

Director Stiles requested a copy of the Leak Adjustment Form.

5. Future Agenda Items

Water Supply Outlook, Water Year 2020

Proposed Projects Budget

New Formation Well: Property Acquisition

Acquisition of Monitoring Wells from Aviza Property

Urban Water Management Plan Update

6. Adjourn

The meeting adjourned at 10:37 a.m.

SETTLEMENT AGREEMENT AND GENERAL MUTUAL RELEASE

This Settlement Agreement and General Mutual Release (hereinafter "Agreement") is made by and between the Scotts Valley Water District, a County Water District organized pursuant to California Water Code section 30,000 et. seq. (hereinafter District) and Advanced Industrial Services, Inc., a California Corporation (hereinafter Advanced).

RECITALS

WHEREAS, the parties to this Agreement desire to resolve and settle the disputes between them including, but not limited to, all disputes which have arisen, may arise or could have arisen in connection with the bid by Advanced for the Sequoia Tank Restoration Project, including but not limited to, all of those issues and contentions set forth in the certain legal action in the Superior Court of the State of California in and for the County of Santa Cruz being action No. CV00473 and including any and all claims that could have been made against Advanced's surety.

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, the parties agree as follows:

1. Advance agrees to pay to District, the sum of Twenty-Seven Thousand Five Hundred Dollars (\$27,500), payable to Scotts Valley Water District. Said payment shall be made on or before March 30, 2020.
2. Other than the consideration described above, District on behalf of itself, its heirs, successors, agents, and assigns, hereby releases and forever discharges Advanced,

its heirs, successors, agents, and assigns, including but not limited to, its surety in this matter, from any and all causes of action, claims, demands, rights, damages, costs, suits, contracts, agreements, promises, liability claims, (hereinafter collectively referred to as "Claims") which they now have or may have against Advanced arising directly or indirectly from, any claim arising out of, based upon or relating to any of the issues raised in the transaction and litigation referred to above.

3. Advanced hereby releases and forever discharges District and any and all of its successors, and assigns, from any and all causes of action, claims, demands, rights, damages, costs, suits, contracts, agreements, promises, liability claims, (hereinafter collectively referred to as "Claims") which Advanced now has or may have against District arising directly or indirectly from, any claim arising out of, based upon or relating to any of the issues raised in the transaction and litigation referred to above. Advanced further agrees to dismiss with prejudice its pending action being action No. 20CV00473 in the Superior Court for the County of Santa Cruz, State of California.

4. The parties to the Agreement fully understand and hereby relinquish and waive any and all rights conferred upon them by the provision of Section 1542 of the Civil Code of the State of California which reads as follows:

A general release does not extend to claims which the creditor does not know or suspect to exist in his favor at the time of executing the release, which if known by him must have materially affected his settlement with the debtor.

5. This Agreement and each and all of the representations, warranties, and covenants of the parties hereto are binding upon the successors, assigns, heirs, and

representatives of the parties and each and all of their respective successors, assigns, heirs and representatives.

6. The parties have read and understand this Agreement and warrant and represent that this Agreement is executed voluntarily and without duress and undue influence on the part of or on behalf of any party hereto. The parties hereby acknowledge that they have been represented in negotiations and in the preparation of this Agreement by counsel of their own choice, that they have read this Agreement and have had it fully explained to them by counsel, and that they are fully aware of the contents of this Agreement and of the legal effect of each and every provision hereof.

7. This Agreement contains the sole and entire agreement and understanding of the parties with respect to the entire subject matter hereof, and any and all prior discussions, negotiations, commitments, or understandings related thereto, if any, are merged in this Agreement. No representations, oral or otherwise, express or implied, other than those contained herein, have been made by any party. No other agreements not specifically referred to herein, oral or otherwise, shall be deemed to exist or to bind any of the parties.

8. No provision of this Agreement may be waived unless in writing signed by all parties. Waiver of any one provision shall not be deemed to be a waiver of any other provision. This Agreement may be modified or amended only by written agreement executed by all of the parties hereto.

9. This Agreement shall be deemed to have been entered into in the State

of California. All questions concerning the validity, interpretation, or performance of any of its terms or provisions, or any rights or obligations of the parties hereto shall be given by and resolved in accordance with the laws of the State of California in effect at the date of execution of this Agreement.

10. The parties agree that if any party to this Agreement commences, joins in, or in any manner seeks relief for any of the claims released hereunder or in any manner asserts against any party to this Agreement any of the claims released hereunder, or if any dispute arises among the parties to this Agreement concerning the subject matter or terms of this Agreement which results in litigation or arbitration, then the non-prevailing party or parties shall pay to the prevailing party or parties, in addition to all other damages, reasonable attorneys' fees and costs incurred by the prevailing party or parties, including such fees and costs incurred on appeal.

11. The parties agree that this Agreement may be signed in counterparts.

12. The parties agree that this settlement be enforceable pursuant to California Code of Civil Procedure Section 664.6.

IN WITNESS WHEREOF, this Agreement is executed by the parties hereto on the dates indicated below.

Dated: April 3, 2020.

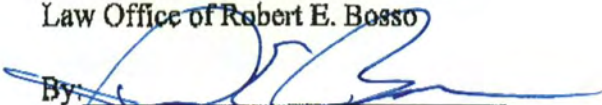
Preet Sharma
Authorized Officer
Scotts Valley Water District

Dated: March 25, 2020.

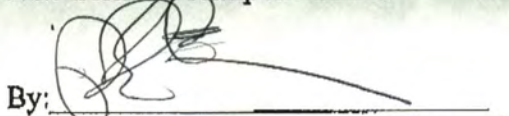
[Signature]
Authorized Officer
Advanced Industrial Services, Inc.

The foregoing is approved as to form:

Law Office of Robert E. Bosso

By: 
Robert E. Bosso, Attorney for District

Law Office of Philip Silverman

By: 
Philip Silverman, Attorney for Advanced



Date: 04/09/20

From: Piret Harmon, General Manager

To: Board of Directors

Re: Covid-19 Business Decisions

On 3/16/20, Santa Cruz County issued a Shelter in Place Order that is currently in effect through 5/3/20. This order defines water utilities as Essential Businesses with a responsibility to continue operations and maintenance of Essential Infrastructure.

Employees

- Due to the size of the organization, all District employees are identified as “designated employees” with the exception of the Water Facilities Worker position and continue to report to work
- Offices closed for in-person services and activities involving personal contact with public temporarily suspended
- Individuals whose job tasks are suitable for remote work are authorized to telework according to temporary work schedules (part time, some days at home)
- Standby duty status authorized for certified personnel
- Leave usage requirements lifted to allow employees the flexibility of using any leave balances.
- Implemented the emergency provisions of the Families First Act effective 3/24/20-12/31/20 (Emergency Paid Sick Leave and Emergency Family Medical Leave)
- Established rigorous hygiene and social distancing protocols
 - Each field personnel assigned to an individual vehicle and hand tools
 - Limited personal contact with co-workers
 - All meetings involving 2+ people conducted remotely (Zoom, GotoMeeting)
 - Frequent sanitizing of surfaces and equipment
 - All incoming mail quarantined for 48 hours

Customers

- No change in business hours (M-F, 8am-5pm)
- Customer service conducted via phone, email and online activities
- Activities involving personal contact with public temporarily suspended
- Website updated with Covid-19 information related to water quality and supply

- Late fees on delinquent accounts and water service disconnections temporarily suspended
- Customers facing financial hardships are advised to contact District for arranging payment plans

Other Considerations

- Business continuity
- FEMA reimbursement eligibility
- CARES (Coronavirus Aid, Relief and Economic Security) Act provisions
 - Retirement Plan potential changes
- Deferred payments on utility bills
- Impacts on revenue stability and dependability

AGENDA REPORT

Scotts Valley Water District

Date: 04/09/20

To: Board of Directors

Item: Business 5.1

Subject: **Leak Adjustment Appeal 4865 Scotts Valley Drive**

Reason: Complies with District Administrative Code Section 1.20.010 District Designation

SUMMARY

Recommendation: Grant or deny the leak adjustment for 4865 Scotts Valley Drive.

Fiscal Impact: If granted, the customer may receive a 75% credit (\$2,634) or a 50% credit (\$1,756) that will be applied to their account.

Previous Related Action: On 02/08/17, the customer received a leak adjustment credit of \$752.

On 02/24/20 the Water Resources and Engineering Committee reviewed the appeal and recommended the Board grant an exception to the five-year waiting period and approve one-time leak adjustment credit of 50%.

On 03/12/20 the Board considered the appeal and continued it to the next meeting.

BACKGROUND

The District's current Leak Adjustment Program was approved in September 2016. Among other stipulations, the program specifies that a leak adjustment credit will be granted not more than once in any five-year period per account.

A standing item, Leak Adjustment Report has been added to the Water Resources and Engineering Committee meeting agenda to create an efficient method for customers to appeal the decision by staff of a leak adjustment credit.

DISCUSSION

The owner had a leak occur in an upstairs toilet at their commercial account during the August 2019 billing cycle. i-Meter technology had not been installed at this location and the high usage notification was made after the bi-monthly meter reading was completed. The toilet has been removed, i-Meter technology installed, and the customer has registered on WaterSmart portal.

Submitted,

Piret Harmon
General Manager

AGENDA REPORT

Scotts Valley Water District

Date: 04/09/20

To: Board of Directors

Item: Business 5.2

Subject: **Leak Adjustment Appeal 612 Grace Way**

Reason: Complies with District Administrative Code Section 1.20.010 District Designation

SUMMARY

Recommendation: Grant or deny the leak adjustment for 612 Grace Way.

Fiscal Impact: If granted, the customer may receive a 75% credit (\$379) or a 50% credit (\$253) that will be applied to their account.

Previous Related Action: On 03/16/20, the Water Resources and Engineering Committee reviewed the appeal and recommended that the appeal for an exception to the requirement that the leak adjustment request for the most recent billing period be denied.

BACKGROUND

The District's current Leak Adjustment Program was approved in September 2016. Among other stipulations, the program specifies that a leak adjustment credit will be granted not more than once in any five-year period per account.

A standing item, Leak Adjustment Report has been added to the Water Resources and Engineering Committee meeting agenda to create an efficient method for customers to appeal the decision by staff of a leak adjustment credit.

DISCUSSION

The customer had a leak occur in two toilets during the August 2018 billing cycle. The leak adjustment request was received on 01/06/20 and was denied because it was not for the most recent billing period. The customer has registered on WaterSmart portal.

Submitted,

Piret Harmon

General Manager

AGENDA REPORT

Scotts Valley Water District

Date: 04/09/20
To: Board of Directors
Item: Business 5.3
Subject: **Water Supply Outlook 2020**
Reason: Supports District Mission

SUMMARY

Recommendation: Receive information

Fiscal Impact: The impact is unknown at this time.

Previous Related Action: On 04/12/18 the Board established Stage 1 Water Supply Conditions for Water Year 2018.

On 03/12/20 the Board received information on 2020 Water Supply Outlook as of 02/29/20

BACKGROUND

The District's Water Shortage Contingency Plan (WSCP) is included in its 2015 Urban Water Management Plan. The Water Shortage Contingency Plan stipulates a four-stage demand reduction plan with the amount of rainfall in a given year or series of years being the basis for defining the stages of action. The stages of action were evaluated based on the results of the numerical model in support of the overall management of the groundwater basin. In addition to the precipitation-based triggers, the plan suggests groundwater level adjustment to the triggers. For all stages, the spring groundwater levels are collected and evaluated relative to historic lows between 2003 and 2013. Demand reduction stages may be adjusted up or down based on this evaluation.

The Scotts Valley area, similarly to the rest of the State of California, experienced an extended period of drought in 2012 through 2015 when the cumulative rainfall reached 67% of the average. WY 2017 received 190%, WY 2018 57% and WY 2019 104% of the average precipitation levels.

DISCUSSION

While the first 3 months of the water year showed the signs of a normal rainfall year with 30% of average precipitations at the end of December, the trend changed drastically with the begin-

ning of 2020. Just 2.2 inches of rain was measured by District's weather station in January, no precipitation at all occurred in February and March delivered 3.6 inches.

Total rainfall amount of 17.83 inches for the period of 10/1/19 to 3/31/20 is about 42% of the average and indicates a Stage 3 of the demand reduction plan. It has been recognized that other (private) rain gauges have recorded somewhat higher annual precipitations this year. The average of four gauges in Scotts Valley area results in 50% of the average rainfall. Reaching 50% would transition us from Stage 3 to Stage 2 and 60% to Stage 1. Respective demand reduction targets are presented in a separate table. As a reference, WY 2018 potable system demand was 1,130 acre feet (AF) and WY 2019 1,109 AF what is 21% lower than WY 2013 demand.

According to the District's Water Shortage Contingency Plan, the spring groundwater levels are collected and evaluated relative to historic lows between 2003 and 2013. Demand reduction stages may be adjusted up or down based on this evaluation. The staff has scheduled this work for early April. We will continue monitoring the precipitation conditions and updating the Board on the water supply outlook. Staff recommends that the Board decides on the course of action for the remainder of the year at its May meeting.

Submitted,

Piret Harmon
General Manager

Enclosed: Water Supply Condition 2020-3

WATER SUPPLY CONDITION - AS OF MARCH 31, 2020

	Average Rainfall	Rainfall (inches)				Rainfall (percent of average)				Cumulative		Single Year	
		2017	2018	2019	2020	2017	2018	2019	2020	3-year	2-year		
Stage 1	Cumulative rainfall over 2 years < 80% of average and/or Single year rainfall < 75% of average	42.18	80.14	24.26	43.72	17.83	190%	58%	104%	42%		73%	42%
Stage 2	Cumulative rainfall over 2 years < 70% of average and/or Single year rainfall < 60% of average	42.18	80.14	24.26	43.72	17.83	190%	58%	104%	42%	68%	73%	42%
Stage 3	Cumulative rainfall over 3 years < 50% of average and/or Single year rainfall < 50% of average	42.18	80.14	24.26	43.72	17.83	190%	58%	104%	42%	68%	73%	42%
Stage 4	Stage 3 water supply conditions based on precipitation with groundwater levels below historic low range	42.18	80.14	24.26	43.72	17.83	190%	58%	104%	42%	68%		

50% - Average of 4 weather stations in SV area

WATER SUPPLY CONDITION - WHAT IF SCENARIO FOR 2020 (I)

	Average Rainfall	Rainfall (inches)				Rainfall (percent of average)				Cumulative		Single Year	
		2017	2018	2019	2020	2017	2018	2019	2020	3-year	2-year		
Stage 1	Cumulative rainfall over 2 years < 80% of average and/or Single year rainfall < 75% of average	42.18	80.14	24.26	43.72	21.0	190%	58%	104%	50%		77%	50%
Stage 2	Cumulative rainfall over 2 years < 70% of average and/or Single year rainfall < 60% of average	42.18	80.14	24.26	43.72	21.0	190%	58%	104%	50%	70%	77%	50%
Stage 3	Cumulative rainfall over 3 years < 50% of average and/or Single year rainfall < 50% of average	42.18	80.14	24.26	43.72	21.0	190%	58%	104%	50%	70%	77%	50%
Stage 4	Stage 3 water supply conditions based on precipitation with groundwater levels below historic low range	42.18	80.14	24.26	43.72	21.0	190%	58%	104%	50%	70%		

WATER SUPPLY CONDITION - WHAT IF SCENARIO FOR 2020 (II)

	Average Rainfall	Rainfall (inches)				Rainfall (percent of average)				Cumulative		Single Year	
		2017	2018	2019	2020	2017	2018	2019	2020	3-year	2-year		
Stage 1	Cumulative rainfall over 2 years < 80% of average and/or Single year rainfall < 75% of average	42.18	80.14	24.26	43.72	25.5	190%	58%	104%	60%		82%	60%
Stage 2	Cumulative rainfall over 2 years < 70% of average and/or Single year rainfall < 60% of average	42.18	80.14	24.26	43.72	25.5	190%	58%	104%	60%	74%	82%	60%
Stage 3	Cumulative rainfall over 3 years < 50% of average and/or Single year rainfall < 50% of average	42.18	80.14	24.26	43.72	25.5	190%	58%	104%	60%	74%	82%	60%
Stage 4	Stage 3 water supply conditions based on precipitation with groundwater levels below historic low range	42.18	80.14	24.26	43.72	25.5	190%	58%	104%	60%	74%		

WATER SUPPLY CONDITION - WHAT IF SCENARIO FOR 2020 (III)

	Average Rainfall	Rainfall (inches)				Rainfall (percent of average)				Cumulative		Single Year	
		2017	2018	2019	2020	2017	2018	2019	2020	3-year	2-year		
Stage 1	Cumulative rainfall over 2 years < 80% of average and/or Single year rainfall < 75% of average	42.18	80.14	24.26	43.72	31.5	190%	58%	104%	75%		89%	75%
Stage 2	Cumulative rainfall over 2 years < 70% of average and/or Single year rainfall < 60% of average	42.18	80.14	24.26	43.72	31.5	190%	58%	104%	75%	79%	89%	75%
Stage 3	Cumulative rainfall over 3 years < 50% of average and/or Single year rainfall < 50% of average	42.18	80.14	24.26	43.72	31.5	190%	58%	104%	75%	79%	89%	75%
Stage 4	Stage 3 water supply conditions based on precipitation with groundwater levels below historic low range	42.18	80.14	24.26	43.72	31.5	190%	58%	104%	75%	79%		

DEMAND REDUCTION CALCULATION

System demand reduction is based on a baseline of average demand from the last 5 years where precipitation was >80% of average

	Demand reduction		Rainfall (percent of average)					Annual Demand (AF)					Baseline (AF)	Target (AF)
			2010	2011	2016	2017	2019	2010	2011	2016	2017	2019		
Stage 1	Demand reduction	10%	109%	136%	103%	193%	104%	1356	1203	1104	1164	1109	1187	1068
Stage 2	Demand reduction	15%	109%	136%	103%	193%	104%	1356	1203	1104	1164	1109	1187	1009
Stage 3	Demand reduction	20%	109%	136%	103%	193%	104%	1356	1203	1104	1164	1109	1187	950
Stage 4	Demand reduction	25%	109%	136%	103%	193%	104%	1356	1203	1104	1164	1109	1187	890

AGENDA REPORT

Scotts Valley Water District

Date: 04/09/20

To: Board of Directors

Item: Business 5.4

Subject: **District FY 2021 Work Plan**

Reason: Supports District Mission and Strategic Goals

SUMMARY

Recommendation: Review and accept the FY 2021 Draft Work Plan

Fiscal Impact: The impact is unknown at this phase of planning. Final FY 2020 Work Plan will be matched with the proposed balanced budget for the upcoming fiscal year.

Previous Related Action: On 02/13/14 the Board adopted the District Mission, Values, Vision and Strategic Goals.

On 04/11/19 the Board reviewed and accepted the Draft FY 2020 Work Plan.

On 02/13/20 the Board approved revisions to the District Mission, Values, Vision and Strategic Goals.

On 03/12/20 the Board approved the Management Objectives that support the District Strategic Goals in the next 2-year timeframe.

BACKGROUND

At the recent strategic planning workshops, the Board reviewed and revised the Mission, Core Values, Vision and Strategic Goals that were adopted in 2014 and slightly modified in 2017. The main focus was on considering any potential changes in the context of the utilities industry and economic drivers around us, including changes in technology and in consumer behavior. They discussed trends that could be turned into economic opportunities in the future trying to imagine not only how the District will operate in the future but how the industry will evolve and how new partnerships will emerge.

The Executive Team and the Board conducted a Strengths-Weaknesses-Opportunities-Threats (SWOT) analysis, which resulted in ranking proposed initiatives and assigning priorities based on expected benefits, resource availabilities, internal capabilities and external drivers. The final

prioritization ranking was used to develop management objectives by ensuring that all Priority A (1-2 years) initiatives are captured in the updated strategic plan.

DISCUSSION

As in the prior years, the General Manager and the executive staff used the Strategic Goals and Management Objectives as a springboard for outlining the major initiatives and projects that support the District's Mission and Vision in the upcoming fiscal year. The Draft Work Plan includes capital improvement projects, maintenance related activities, and major administrative and operational undertakings. The main goal is to ensure optimal alignment between the individual, team and organizational efforts, to reduce redundancies and maximize the use of limited resources.

Each of the tasks listed in the plan requires monetary and staff resources. Dependent on the budgetary constraints, some of the activities might be modified, postponed or eliminated. The Work Plan will be finalized in parallel with FY 2021 budget preparation.

Submitted,

Piret Harmon
General Manager

Enclosed: FY 2021 Draft Work Plan

SCOTTS VALLEY WATER DISTRICT STRATEGIC WORK PLAN FY 2021 - DRAFT

STRATEGIC GOALS MANAGEMENT OBJECTIVES	FY 2021 TASKS	P/O *
1. Water Resource Management: SVWD meets the water supply needs of its customers by developing new, sustainable sources and maximizing the use of existing sources.		
1.1 Pursue the potential of wastewater for beneficial uses	Develop a plan for reliable recycled water supply for existing uses	O
	Work with regional partners in developing a strategic direction for maximizing wastewater utilization in the region	O
	Further evaluate conclusions from the Recycled Water Alternatives Study (Kennedy Jenks) and determine the course of action	P/O
	Assist the City with finding a mutually advantageous solution for wastewater operations	O
	<i>Re-open the RW Fill Station - Determine later with input from Board</i>	
1.2 Identify and implement conjunctive use projects in the region	Develop a scope and initial budget for implementing a conjunctive use between SLVWD-SVWD	O
1.3 Optimize the efficient use of water	Improve on 2018 Validated Water Loss Audit score of 58	O
	Leverage WaterSmart Customer Engagement Portal to reduce inefficient use and water waste	O
	Conduct a distribution system water pressure analysis with calibrated hydraulic model and use the data in the October 2021 Annual Water Audit (M36) Report	O
	Review and revise customer account structure for alignment and compliance with CII and irrigation consumption targets (SB 606 and AB 1668).	O
	Prepare and adopt 2020 Urban Water Management Plan	O
2. Infrastructure Integrity: SVWD provides continuous investment in its infrastructure and process improvements to ensure the efficiency of its operations.		
2.1 Maintain all assets within their useful life threshold	Complete meter change out program by replacing the remaining 875 meters	P
	Replace 1,100 ft of potable main in 4 locations	P
	Continue work on Bethany Tank rehabilitation by commencing design and environmental reports in FY2021	P
	Complete treatment plant upgrades at El Pueblo Water Treatment Plant	P
	Complete treatment plant control system upgrade at Well 10	P
	Implement facility upgrades to Santa Margarita Community Room	P
	<i>Placeholder for tasks from WSC Asset Master Plan recommendation</i>	
2.2 Utilize technology and innovative solutions for improving operational efficiencies	Complete the AMI installation Program by installing the remaining 875 AMI MXU's	P
	Conduct an assessment and develop a master plan for SCADA improvements	O
	Transition Crossconnection Control Program, Well Monitoring Program, Hydraulic Modeling into Engineering Section - evaluate and improve the processes	O
	Implement viable technology solutions for HQ lobby area	P
	Evaluate and recommend website platform that will support a modern digital experience	O

SCOTTS VALLEY WATER DISTRICT STRATEGIC WORK PLAN FY 2021 - DRAFT

STRATEGIC GOALS MANAGEMENT OBJECTIVES	FY 2021 TASKS	P/O *
2.3 Optimize the redundancy and effectiveness of the system and facilities	Complete construction on Orchard Run Water Treatment Plant upgrades	P
	Finalize the land acquisition; commence design and permitting process for New Lompico Formation Well and Treatment Plant	P
	Complete Risk and Resilience Assessment and submit to EPA for certification	O
3. Financial Stewardship: SVWD manages its financial resources in a manner that ensures the reliability of its operations and provides the greatest value to its customers.		
3.1 Provide seamless customer experience	Convert all customer service forms into web format using WaterSmart platform	O
	Achieve 20-25% registration target on WaterSmart platform	O
	Achieve 10% customer profile update target on WaterSmart platform	O
3.2 Exploit integrated data management for maximum efficiency and transparency	Investigate and implement, if feasible, an improved utility billing solution	O/P
	Investigate and implement, if feasible, an improved payment platform	O/P
	Investigate and deploy, if feasible, AMI for bulk water sales	O
	Improve the usability and usefulness of Leak Adjustment Program data	O
	Complete comprehensive review and update of Utility Billing, Accounts Payable and Payroll procedure documents to ensure operational redundancy and support cross training	O
3.3 Design and manage balanced and fair revenue sources that are sufficient for meeting operating and capital needs while providing for adequate reserves	Conduct a Cost of Service and Rate Study. Adopt a rate schedule pursuant to the recommendations from the Rate Study.	O
	Investigate alternative account ownership structures	O
	Evaluate and possibly implement monthly billing cycle once fully deployed with AMI	O
	Continue the 3-year process to achieve a CAFR (FY 2020) that meets GFOA Excellence in Financial Reporting Award criteria by Dec 2020	O
4. Community Engagement: SVWD proactively creates opportunities for strategic alliances and mutually beneficial relationships with its customers and partners.		
4.1 Use creative approaches and technology for engaging the community	Maximize the value of the website as a platform for delivering messages that are informative, relevant, compelling and easy to access.	O
	Utilize SV Art Wine Beer Festival and Farmers Market for reaching the public where they are and making it easier to access the District	O
	Conduct assessment of the Digital Access to Board Meetings and develop a plan for moving forward	O
	Organize a series of Water System Field Trips for public	O
	Hold WaterSmart training sessions at various community locations	O
	Design, produce and install interpretive signage at public-facing facilities	O
4.2 Increase youth involvement and education on water matters	Conduct assessment of Junior Associate Board Member Program and determine the future of this program	O
	Partner with Scotts Valley High School in implementing their Career Exploration Program	O
	Manage the Youth Outreach Program (internship) for Santa Margarita Groundwater Agency	O

SCOTTS VALLEY WATER DISTRICT STRATEGIC WORK PLAN FY 2021 - DRAFT		
STRATEGIC GOALS MANAGEMENT OBJECTIVES	FY 2021 TASKS	P/O *
4.3 Identify, develop and strengthen strategic alliances, both private and public	Continue providing leadership and active participation in Santa Margarita Groundwater Agency (SMGWA) in working towards a development of the Groundwater Sustainability Plan by January 2022	O
	Lead the Interagency Committee with a goal of enhancing its value to the agencies and public	O
5. Organizational Vitality: SVWD recruits and retains the highest quality employees and board members by offering a work environment in which they can thrive and succeed.		
5.1 Provide meaningful and feasible career growth tools and opportunities	Explore opportunities for assigning higher-level/out-of-scope tasks to employees in support of career development	O
	Develop a succession planning strategy for executive team	O
5.2 Cultivate productive work conditions and positive workforce culture	Propose and coordinate regular meetings between City of Scotts Valley Wastewater and District staff	O
	Complete Safety Training schedule and have at least 50% of the training requirements completed for each employee (c/o from FY 2020)	O
	Achieve 100% volunteerism by participating in various community events: SV Art Wine Beer Festival, Farmers Market, SV Touch-a-Truck	O
	Continue to carry out the records management action plan with a goal of 75% completion	O
5.3 Support continuous training and knowledge transfer	Identify relevant opportunities for each employee and Director to attend at minimum 1 training and/or professional event annually	O
	Sponsor 1 employee and/or Director to participate in Leadership Santa Cruz County program and Water Education Foundation Water Tours	O
	Utilize volunteers and interns for appropriate tasks and activities that support District's operations	O
	Develop a comprehensive matrix of regulatory reporting and compliance requirements	O
* P/O - Project or Operations Budget		

AGENDA REPORT

Scotts Valley Water District

Date: 04/09/20

To: Board of Directors

Item: Business 5.5

Subject: **Volunteer Workers' Compensation Insurance**

Reason: Complies with California Labor Code Section 3363.5

SUMMARY

Recommendation: Adopt Resolution No. 03-20 providing workers' compensation coverage for District volunteers and rescinding Resolution No. 15-97.

Fiscal Impact: No direct impact

Previous Related Action: On 12/11/97 the Board adopted Resolution No. 15-97 providing volunteer personnel workers' compensation insurance.

BACKGROUND

The California Labor Code defines who is considered an employee and must be covered by a workers' compensation insurance. The code allows coverage of public agency volunteers after adoption of a resolution by their governing body.

DISCUSSION

Resolution No. 15-97 established a policy (P100-97-1), which stipulated that the District provides workers' compensation insurance for its volunteers. At the time of the routine policy review, the staff determined that simply a resolution is sufficient for providing such coverage and decided to eliminate the policy.

Submitted,

Piret Harmon
General Manager

Enclosed: Resolution No. 03-20

RESOLUTION No. 03-20

RESOLUTION OF THE BOARD OF DIRECTORS
OF THE SCOTTS VALLEY WATER DISTRICT PROVIDING WORKERS' COMPENSATION COVERAGE
FOR DISTRICT VOLUNTEERS AND RESCINDING RESOLUTION No. 15-97.

WHEREAS:

1. The Scotts Valley Water District occasionally utilizes volunteers in the certain District activities.

AND WHEREAS:

1. The District desires to provide workers' compensation coverage for its volunteers pursuant to the provision of Section 3363.5 of the Labor Code.

THEREFORE BE IT RESOLVED by the Board of Directors of the Scotts Valley Water District that it hereby:

Deems any unpaid individual specifically authorized to perform volunteer services for the District to be an employee for the purposes of Division 4 of the California Labor Code, provided that the rights of such volunteer shall be limited to those benefits set forth in the Labor Code.

PASSED AND ADOPTED this 9th day of April 2020, by the following vote:

AYES: .

NOES: .

ABSENT: .

Wade Leishman, President
Board of Directors

Attest: _____

Piret Harmon, General Manager

STAFF REPORT - Finance

Scotts Valley Water District

Date: 4/9/20

To: Board of Directors

From: General Manager

Item: Staff Reports 6.3

Subject: **Financial Reports 07/01/19 through 2/29/20**

Summary

Fiscal Year-to-Date (YTD) figures reflect the period of 07/01/19 through 2/29/20. YTD revenues total \$5.5 M and expenses total \$4.4 M.

Revenue

February is the eighth month of the fiscal year and the second month of the January-February potable water billing period. YTD potable water sales revenue is \$2.7 M, water services revenue is \$1.4 M, and new connections revenue is \$408 K. Total YTD revenue in the potable water fund is \$5.1 M, equal to 59% of the budget and 7% higher than the same period last year.

YTD recycled water sales revenue is \$350 K, water services revenue is \$26 K, and revenue from new connections of \$16 K. Total YTD revenue of \$394 K in the recycled water fund equals 49% of the budget, which is approximately equivalent to the same period of last fiscal year.

Expenses

Combined operating expenses YTD are below budget, with expenses of \$3.6 M representing 64% of the budget. Project expenditures total \$279 K and the debt service principal payment of \$468K has been made.

Fund Balance

Cash reserves at the end of February were approximately \$3.9 M with another \$1.1 M booked in Accounts Receivable.

Enclosed

Budget Status Balance 07/01/19 – 2/29/20

Budget Status Revenue 07/01/19 – 2/29/20

Budget Status Expense 07/01/19 – 2/29/20

Projects Expense 07/01/19 – 2/29/20

Balance Sheet 2/29/20

Check Register 2/01/20 – 2/29/20

Budget Status - Balance



Period: 07/01/19 - 2/29/20

FY Remain: 33%

	FY 2019 YTD Actual	FY 2020 YTD Actual	FY 2020 vs. FY 2019	YOY % change	FY 2020 Budget	FY 2020 Remaining Balance	%
Period: 07/01/19 - 2/29/20 (8 months)							
Potable Water - Fund 01							
Water Sales & Services (R10, R20)	\$ 3,725,905	\$ 4,020,439	\$ 294,534	8%	\$ 6,127,742	\$ 2,107,303	34%
New Connections (R25)	\$ 495,374	\$ 421,957	\$ (73,417)	-15%	\$ 1,468,132	\$ 1,046,175	71%
Other Revenue (R30, R40)	\$ 524,843	\$ 625,098	\$ 100,255	19%	\$ 940,352	\$ 315,254	34%
Potable Water Total	\$ 4,746,122	\$ 5,067,494	\$ 321,372	7%	\$ 8,536,226	\$ 3,468,732	41%
Recycled Water - Fund 02							
Water Sales & Services (R10, R20)	\$ 348,532	\$ 376,904	\$ 28,372	8%	\$ 535,301	\$ 158,397	30%
New Connections (R25)	\$ 42,265	\$ 15,978	\$ (26,287)	-62%	\$ 90,869	\$ 74,891	82%
Other Revenue (R30, R40)	\$ 2,550	\$ 745	\$ (1,805)	-71%	\$ 170,617	\$ 169,872	100%
Recycled Water Total	\$ 393,347	\$ 393,627	\$ 280	0%	\$ 796,787	\$ 403,160	51%
TOTAL REVENUE	\$ 5,139,469	\$ 5,461,121	\$ 321,652	6%	\$ 9,333,013	\$ 3,871,892	41%
Expenses - Fund 01 and Fund 02 Combined							
Salaries & Benefits (E01)	\$ 1,874,673	\$ 1,915,185	\$ 40,512	2%	\$ 2,912,312	\$ 997,127	34%
Services & Supplies (E03-E80)	\$ 1,473,394	\$ 1,713,765	\$ 240,371	16%	\$ 2,746,154	\$ 1,032,389	38%
Project Expenses	\$ 525,704	\$ 279,204	\$ (246,500)	-47%	\$ 4,412,000	\$ 4,132,796	94%
Debt Service - Principal	\$ 460,030	\$ 468,579	\$ 8,549	2%	\$ 460,030	\$ (8,549)	-2%
TOTAL EXPENSES *	\$ 4,333,801	\$ 4,376,733	\$ 42,932	1%	\$ 10,530,496	\$ 6,153,763	58%
NET REVENUE	\$ 805,668	\$ 1,084,388	\$ 278,720		\$ (1,197,483)	\$ (2,281,871)	
Period: 07/01/19 - 2/29/20 (8 months)							
Total Revenue	\$ 5,139,469	\$ 5,461,121	\$ 321,652	6%	\$ 9,333,013	\$ 3,871,892	41%
Total Expenses *	\$ 4,333,801	\$ 4,376,733	\$ 42,932	1%	\$ 10,530,496	\$ 6,153,763	58%
Net Revenue	\$ 805,668	\$ 1,084,388	\$ 278,720		\$ (1,197,483)		
Period: 07/01/19 - 1/31/20 (7 months)							
Total Revenue	\$ 4,587,143	\$ 5,208,125	\$ 620,982	14%	\$ 9,333,013	\$ 4,124,888	44%
Total Expenses *	\$ 3,886,951	\$ 3,835,691	\$ (51,260)	-1%	\$ 10,530,496	\$ 6,694,805	64%
Net Revenue	\$ 700,192	\$ 1,372,434	\$ 672,242		\$ (1,197,483)		

* Expense totals do not include depreciation expense

Budget Status - Revenue



Period: 07/01/19 - 2/29/20

FY Remain: 33%

Fund 01	Potable Water	FY 2019 YTD Actual	FY 2020 YTD Actual	FY 2020 vs. FY 2019	YOY % change	FY 2020 Budget	FY 2020 Remaining Balance	%
R10	Operating Revenue - Water Sales							
01-000-41101	Residential Consumption - SF	\$ 1,397,643	\$ 1,483,536	\$ 85,894	6%	\$ 2,321,579	\$ 838,043	36%
01-000-41102	Residential Consumption - MF	\$ 101,431	\$ 112,696	\$ 11,265	11%	\$ 167,537	\$ 54,841	33%
01-000-41103	CII Consumption - Commercial	\$ 697,322	\$ 740,790	\$ 43,469	6%	\$ 1,231,742	\$ 490,952	40%
01-000-41106	CII Consumption - Other	\$ 62,786	\$ 90,021	\$ 27,236	43%	\$ -	\$ (90,021)	
01-000-41105	Irrigation Consumption	\$ 198,978	\$ 221,405	\$ 22,427	11%	\$ 324,929	\$ 103,524	32%
01-000-41200	Other - Bulk Water	\$ 26,153	\$ 20,224	\$ (5,929)	-23%	\$ 16,000	\$ (4,224)	-26%
	R10 Sub Totals:	\$ 2,484,312	\$ 2,668,673	\$ 184,360	7%	\$ 4,061,787	\$ 1,393,114	34%
R20	Operating Revenue - Water Services							
01-000-41300	Other - Late Penalty	\$ 17,730	\$ 16,020	\$ (1,710)	-10%	\$ 27,260	\$ 11,240	41%
01-000-42100	Standby Basic Meter Charge	\$ 1,182,659	\$ 1,291,410	\$ 108,751	9%	\$ 1,975,029	\$ 683,620	35%
01-000-42121	Standby FP Basic Meter Charge	\$ 32,779	\$ 37,362	\$ 4,584	14%	\$ 50,397	\$ 13,035	26%
01-000-43300	Other Operating Revenue	\$ 8,425	\$ 6,975	\$ (1,450)	-17%	\$ 13,269	\$ 6,294	47%
	R20 Sub Totals:	\$ 1,241,593	\$ 1,351,767	\$ 110,174	9%	\$ 2,065,955	\$ 714,188	35%
R25	Operating Revenue - New Connections							
01-000-42101	Other Meter Fee	\$ 7,678	\$ 6,452	\$ (1,226)	-16%	\$ 12,093	\$ 5,641	47%
01-000-42102	Other Capacity Fee	\$ 482,711	\$ 407,764	\$ (74,947)	-16%	\$ 1,448,187	\$ 1,040,423	72%
01-000-42120	Other FP Meter Fee	\$ 3,140	\$ 2,512	\$ (628)	-20%	\$ 4,946	\$ 2,434	49%
01-000-43100	Other Will Serve	\$ 500	\$ 875	\$ 375	75%	\$ 788	\$ (87)	-11%
01-000-43200	Other Dev Proj Review	\$ 1,345	\$ 4,354	\$ 3,009	224%	\$ 2,118	\$ (2,236)	-106%
	R25 Sub Totals:	\$ 495,374	\$ 421,957	\$ (73,417)	-15%	\$ 1,468,132	\$ 1,046,175	71%
R30	Non-Operating Revenue - Other							
01-000-46000	Property Taxes	\$ 497,146	\$ 531,306	\$ 34,160	7%	\$ 920,746	\$ 389,440	42%
01-000-47110	Interest & Dividend	\$ 3,091	\$ 19	\$ (3,073)	-99%	\$ 4,869	\$ 4,850	100%
01-000-47120	Interest - LAIF	\$ 7,452	\$ 16,897	\$ 9,445	127%	\$ 11,737	\$ (5,160)	-44%
01-000-47520	Misc. Non-Operating Revenue	\$ 15,553	\$ 73,814	\$ 58,262	375%	\$ 3,000	\$ (70,814)	-2360%
01-000-47530	Unrealized Gain/Loss on Investment	\$ 882	\$ 3,063	\$ 2,181	247%	\$ -	\$ (3,063)	
	R30 Sub Totals:	\$ 524,123	\$ 625,098	\$ 100,975	19%	\$ 940,352	\$ 315,254	34%
R40	Non-Operating Revenue - Grants							
01-000-45260	Local Grant - ACWA JPIA	\$ 720	\$ -	\$ (720)	-100%	\$ -	\$ -	
	R40 Sub Totals:	\$ 720	\$ -	\$ (720)	-100%	\$ -	\$ -	
	Fund 01 Revenue:	\$ 4,746,122	\$ 5,067,494	\$ 321,372	7%	\$ 8,536,226	\$ 3,468,732	41%
	Fund 01 Rev Excl Grants & Cap Contributions	\$ 4,745,402	\$ 5,067,494	\$ 322,092	7%	\$ 8,536,226	\$ 3,468,732	41%

Budget Status - Revenue



Period: 07/01/19 - 2/29/20

FY Remain: 33%

		FY 2019 YTD Actual	FY 2020 YTD Actual	FY 2020 vs. FY 2019	YOY % change	FY 2020 Budget	FY 2020 Remaining Balance	%
Fund 02	Recycled Water							
R10	Operating Revenue - Water Sales							
02-000-41105	Irrigation Consumption	\$ 315,907	\$ 346,598	\$ 30,691	10%	\$ 465,177	\$ 118,579	25%
02-000-41200	Other - Bulk Water	\$ 15,165	\$ 3,835	\$ (11,331)	-75%	\$ 25,000	\$ 21,165	85%
	R10 Sub Totals:	\$ 331,072	\$ 350,432	\$ 19,360	6%	\$ 490,177	\$ 139,745	29%
R20	Operating Revenue - Water Services							
02-000-42100	Standby Basic Meter Charge	\$ 17,360	\$ 26,472	\$ 9,112	52%	\$ 45,124	\$ 18,652	41%
02-000-43300	Other Operating Revenue	\$ 100	\$ -	\$ (100)	-100%	\$ -	\$ -	-
	R20 Sub Totals:	\$ 17,460	\$ 26,472	\$ 9,012	52%	\$ 45,124	\$ 18,652	41%
R25	Operating Revenue - New Connections							
02-000-42101	Other Meter Fee	\$ 448	\$ 327	\$ (121)	73%	\$ -	\$ (327)	-
02-000-42102	Other Capacity Fee	\$ 41,817	\$ 15,651	\$ (26,166)	-63%	\$ 90,869	\$ 75,218	83%
	R25 Sub Totals:	\$ 42,265	\$ 15,978	\$ (26,287)	-62%	\$ 90,869	\$ 74,891	82%
R30	Non-Operating Revenue - Other							
02-000-47110	Interest & Dividend	\$ 2,550	\$ 745	\$ (1,805)	-71%	\$ 7,598	\$ 6,853	90%
02-000-47560	Reduction of RW Entitlement	\$ -	\$ -	\$ -	-	\$ 163,019	\$ 163,019	100%
	R30 Sub Totals:	\$ 2,550	\$ 745	\$ (1,805)	-71%	\$ 170,617	\$ 169,872	100%
	Fund 02 Revenue:	\$ 393,347	\$ 393,627	\$ 280	0%	\$ 796,787	\$ 403,160	51%
	Fund 02 Rev Excl Grants & Cap Contributions	\$ 393,347	\$ 393,627	\$ 280	0%	\$ 796,787	\$ 403,160	51%
Revenue Totals:		\$ 5,139,469	\$ 5,461,121	\$ 321,652	6%	\$ 9,333,013	\$ 3,871,892	41%
Revenue Total Excl Grants & Cap Contributions		\$ 5,138,749	\$ 5,461,121	\$ 322,372	6%	\$ 9,333,013	\$ 3,871,892	41%

Budget Status - Expense



Period: 07/01/19 - 2/29/20

FY Remain: 33%

		FY 2019 YTD Actual	FY 2020 YTD Actual	FY 2020 vs. FY 2019	YOY % change	FY 2020 Budget	FY 2020 Remaining Balance	%
Fund 01 and Fund 02 Combined								
Dept	Administration							
E01	Salaries & Benefits (2.5 FTE)	\$ 354,890	\$ 401,012	\$ 46,122	13%	\$ 571,864	\$ 170,852	30%
E03	General & Admin - Services	\$ 177,912	\$ 189,651	\$ 11,739	7%	\$ 326,074	\$ 136,423	42%
E05	General & Admin - Supplies	\$ 12,689	\$ 15,000	\$ 2,311	18%	\$ 17,550	\$ 2,550	15%
E10	Source of Supply	\$ 127,867	\$ 296,472	\$ 168,605	132%	\$ 381,821	\$ 85,349	22%
	Dept 100 Sub Totals:	\$ 673,359	\$ 902,136	\$ 228,777	34%	\$ 1,297,309	\$ 395,173	30%
Dept	Finance/Customer Service							
E01	Salaries & Benefits (4 FTE)	\$ 274,079	\$ 361,123	\$ 87,044	32%	\$ 537,783	\$ 176,660	33%
E03	General & Admin - Services	\$ 105,155	\$ 100,811	\$ (4,344)	-4%	\$ 205,303	\$ 104,492	51%
E05	General & Admin - Supplies	\$ -	\$ 200	\$ 200		\$ 9,000	\$ 8,800	98%
E35	Customer Accounts	\$ 66,238	\$ 119,232	\$ 52,994	80%	\$ 180,138	\$ 60,906	34%
E70	Other	\$ 989	\$ 1,174	\$ 185	19%	\$ 1,000	\$ (174)	-17%
E80	Debt Service - Interest	\$ 47,443	\$ 43,083	\$ (4,360)	-9%	\$ 86,358	\$ 43,275	50%
	Dept 200 Sub Totals:	\$ 493,904	\$ 625,623	\$ 131,719	27%	\$ 1,019,582	\$ 393,959	39%
Dept	Operations							
E01	Salaries & Benefits (11 FTE)	\$ 1,041,644	\$ 1,023,869	\$ (17,776)	-2%	\$ 1,589,424	\$ 565,555	36%
E03	General & Admin - Services	\$ 105,425	\$ 133,915	\$ 28,490	27%	\$ 192,400	\$ 58,485	30%
E05	General & Admin - Supplies	\$ 25,272	\$ 22,324	\$ (2,948)	-12%	\$ 30,500	\$ 8,176	27%
E07	General Production	\$ 58,811	\$ 76,978	\$ 18,167	31%	\$ 86,100	\$ 9,122	11%
E10	Source of Supply	\$ 38,512	\$ 111,947	\$ 73,435	191%	\$ 130,000	\$ 18,053	14%
E15	Pumping	\$ 236,591	\$ 292,520	\$ 55,929	24%	\$ 386,930	\$ 94,410	24%
E20	Water Treatment	\$ 211,011	\$ 182,207	\$ (28,804)	-14%	\$ 448,000	\$ 265,793	59%
E25	Transmission & Distribution	\$ 81,590	\$ 59,266	\$ (22,325)	-27%	\$ 134,100	\$ 74,834	56%
E35	Conservation	\$ -	\$ -	\$ -		\$ 2,000	\$ 2,000	100%
E70	Other	\$ 116,781	\$ 21,619	\$ (95,162)	-81%	\$ -	\$ (21,619)	
	Dept 300 Sub Totals:	\$ 1,915,637	\$ 1,924,644	\$ 9,007	0%	\$ 2,999,454	\$ 1,074,810	36%
Dept	Engineering							
E01	Salaries & Benefits (1 FTE)	\$ 59,204	\$ 60,316	\$ 1,112	2%	\$ 95,241	\$ 34,925	37%
E03	General & Admin - Services	\$ 31,924	\$ 41,086	\$ 9,162	29%	\$ 90,210	\$ 49,124	54%
E05	General & Admin - Supplies	\$ -	\$ -	\$ -		\$ 1,000	\$ 1,000	100%
	Dept 400 Sub Totals:	\$ 91,128	\$ 101,402	\$ 10,274	11%	\$ 186,451	\$ 85,049	46%
Dept	WUE/Conservation							
E01	Salaries & Benefits	\$ 68,477	\$ -	\$ (68,477)	-100%	\$ -	\$ -	
E03	General & Admin - Services	\$ 4,138	\$ -	\$ (4,138)	-100%	\$ -	\$ -	
E05	General & Admin - Supplies	\$ 17,589	\$ -	\$ (17,589)	-100%	\$ -	\$ -	
	Dept 500 Sub Totals:	\$ 90,204	\$ -	\$ (90,204)	-100%	\$ -	\$ -	
Dept	Board of Directors							
E01	Salaries & Benefits (7)	\$ 76,379	\$ 68,865	\$ (7,514)	-10%	\$ 118,000	\$ 49,135	42%
E03	General & Admin - Services	\$ 7,281	\$ 6,280	\$ (1,001)	-14%	\$ 22,820	\$ 16,540	72%
E05	General & Admin - Supplies	\$ 175	\$ -	\$ (175)	-100%	\$ 850	\$ 850	100%
	Dept 900 Sub Totals:	\$ 83,835	\$ 75,145	\$ (8,690)	-10%	\$ 141,670	\$ 66,525	47%

Includes 1.0 FTE Admin Office Assistant
(offset by Non-Operating Revenue)

FY 20 includes W.U.E. Coordinator &
Services/Supplies

Budget Status - Expense



Period: 07/01/19 - 2/29/20

FY Remain: 33%

		FY 2019 YTD Actual	FY 2020 YTD Actual	FY 2020 vs. FY 2019	YOY % change	FY 2020 Budget	FY 2020 Remaining Balance	%
Summary								
E01	Salaries & Benefits	\$ 1,874,673	\$ 1,915,185	\$ 40,512	2%	\$ 2,912,312	\$ 997,127	34%
E03	General & Admin - Services	\$ 431,835	\$ 471,743	\$ 39,908	9%	\$ 836,807	\$ 365,064	44%
E05	General & Admin - Supplies	\$ 55,726	\$ 37,525	\$ (18,201)	-33%	\$ 58,900	\$ 21,375	36%
E07	General Production	\$ 58,811	\$ 76,978	\$ 18,167	31%	\$ 86,100	\$ 9,122	11%
E10	Source of Supply	\$ 166,379	\$ 408,420	\$ 242,040	145%	\$ 511,821	\$ 103,401	20%
E15	Pumping	\$ 236,591	\$ 292,520	\$ 55,929	24%	\$ 386,930	\$ 94,410	24%
E20	Water Treatment	\$ 211,011	\$ 182,207	\$ (28,804)	-14%	\$ 448,000	\$ 265,793	59%
E30	Conservation	\$ -	\$ -	\$ -		\$ 2,000	\$ 2,000	100%
E25	Transmission & Distribution	\$ 81,590	\$ 59,266	\$ (22,325)	-27%	\$ 134,100	\$ 74,834	56%
E35	Customer Accounts	\$ 67,227	\$ 119,232	\$ 52,005	77%	\$ 181,138	\$ 60,732	34%
E70	Other	\$ 116,781	\$ 22,793	\$ (93,988)	-80%	\$ -	\$ (21,619)	
E80	Debt Service - Interest	\$ 47,443	\$ 43,083	\$ (4,360)	-9%	\$ 86,358	\$ 43,275	50%
	Purchase Order Carryover					\$ 14,000		
District Expense Total:		\$ 3,348,067	\$ 3,628,950	\$ 280,883	8%	\$ 5,658,466	\$ 2,015,516	36%
Fund 01 and 02 Combined								
E01	Salaries & Benefits	\$ 1,874,673	\$ 1,915,185	\$ 40,512	2%	\$ 2,912,312	\$ 997,127	34%
E03-E80	Services & Supplies	\$ 1,473,394	\$ 1,713,765	\$ 240,371	16%	\$ 2,732,154	\$ 1,018,389	37%
	Purchase Order Carryover					\$ 14,000		
District Expense Total:		\$ 3,348,067	\$ 3,628,950	\$ 280,883	8%	\$ 5,658,466	\$ 2,015,516	36%

Projects - Expense



Period: 07/01/19 - 2/29/20

FY Remain: 33%

Fund 01 and Fund 02 Combined		FY 2020 YTD Actual	FY 2020 Budget	FY 2020 Remaining Balance	%
Project	Description				
C15016	Accounting & UB S/W Replacement	\$ -	\$ 20,000	\$ 20,000	100%
C15021	Purified Recycled Water Recharge	\$ 4,182	\$ 525,000	\$ 520,818	99%
C16023	Orchard Run WTP Improvements	\$ -	\$ 2,200,000	\$ 2,200,000	100%
C16024	Bethany Tank Rehabilitation	\$ 21,688	\$ 200,000	\$ 178,312	89%
M17011	Meter Replacement Program	\$ 104,172	\$ 150,000	\$ 45,828	31%
C17011	AMI Technology for Meters	\$ 67,048	\$ 200,000	\$ 132,952	66%
C17018	Specialized Operations Vehicle	\$ 3,650	\$ 230,000	\$ 226,350	98%
C18035	Sequoia Tank Rehabilitation	\$ 11,514	\$ 400,000	\$ 388,486	97%
C19020	El Pueblo WTP Improvements	\$ -	\$ 100,000	\$ 100,000	100%
C19030	Hacienda Pump Station Improvements	\$ 13,926	\$ 100,000	\$ 86,074	86%
C20010	Main Replacement Program - PW	\$ 1,107	\$ 150,000	\$ 148,893	99%
C20040	Administrative Building Improvements	\$ 51,918	\$ 50,000	\$ (1,918)	-4%
tbd	FY 20 Vehicle Replacement Program	\$ -	\$ 37,000	\$ 37,000	100%
tbd	Treatment Facility for New Production Well	\$ -	\$ 50,000	\$ 50,000	100%
Projects Expense Totals:		\$ 279,204	\$ 4,412,000	\$ 4,132,796	94%

Balance Sheet



Fund 01 and Fund 02 Combined

	2/28/19	2/29/20
Assets		
Cash	\$2,401,594	\$3,946,418
Investment	\$308,937	\$0
Accrued Interest	\$1,494	\$314
A/R Customer-Water	\$966,646	\$1,075,497
A/R - Other	\$169,477	\$255,163
Interfund Loan Receivable	\$368,440	\$888,040
Inventory	\$211,827	\$232,601
Prepaid Expense	\$51,914	\$63,200
Note Receivable	\$392,431	\$229,412
JPA Investment	\$0	\$332,010
Land & Right-of-ways	\$650,697	\$650,697
Construction-in-progress	\$608,184	\$707,116
Water Rights / Intangible Assets	\$5,267,833	\$5,267,833
Plant & Equipment	\$37,471,983	\$38,053,522
Depreciation/Amortization	(\$21,672,284)	(\$22,757,538)
Loss on Defeasance of Debt	\$36,171	\$0
Deferred Pension Outflows	\$656,179	\$680,989
Deferred OPEB Liability	\$0	\$153,549
	\$27,891,523	\$29,778,821
Liabilities		
A/P & Accrued Expenses	\$8,999	\$2,909
Accrued Interest Payable	\$0	\$2,000
Customer Deposits	\$50,000	\$62,210
Interfund Loans	\$368,440	\$888,040
LT Liabilities Due in 1 Yr	\$25,862	\$30,508
Unearned Revenue	(\$67,453)	\$69,137
Long-term Liabilities	\$10,168,744	\$9,589,006
Deferred Pension Inflows	\$183,523	\$212,281
	\$10,738,115	\$10,856,090
Fund Balance		
Investment in Capital Assets	\$16,700,288	\$16,974,413
Unrestricted Net Position	(\$1,338,284)	\$116,146
	\$15,362,004	\$17,090,559
Total Liabilities and Fund Balance:	\$26,100,119	\$27,946,650
Total Retained Earnings:	\$1,791,404	\$1,832,171
Total Fund Balance and Retained Earnings:	\$17,153,408	\$18,922,730
Total Liabilities, Fund Balance, and Retained Earnings:	\$27,891,523	\$29,778,821

Scotts Valley Water District
AP Check Register
February 2020

Vendor Name	Check Date	Check No.	Check Amount	Description
ACWA/JPIA	2/7/2020	28455	\$ 38,573.88	EE and Retiree Benefits - Mar 2020
ACWA/JPIA	2/7/2020	28456	\$ 8,265.98	WC Insurance - Qtr ending 12/31/19
AFLAC	2/24/2020	28505	\$ 380.18	EE Self-Funded Supplemental Benefits - Feb 2020
BADGER METER	2/24/2020	28506	\$ 1,373.95	AMI Mounting Brackets - Qty: 50
BADGER METER	2/7/2020	28457	\$ 59.63	Cell Charge for RW Meter Reads - Jan 2020
BADGER METER	2/7/2020	28457	\$ 13,770.78	Meter Purchases - Qty: 100
BADGER METER	2/7/2020	28457	\$ 2,973.49	Cell Charge for PW Meter Reads - Jan 2020
BATTERIES PLUS BULBS #314	2/24/2020	28507	\$ 19.57	Vehicle Maint - Lifetime Fob Battery - Journey
BRASS KEY LOCKSMITH	2/24/2020	28508	\$ 337.03	Door Hardware - Compressor Shed @ Orchard Run WTP
BRASS KEY LOCKSMITH	2/7/2020	28458	\$ 5.44	OPS Supplies - Misc
BRENTAG PACIFIC INC	2/24/2020	28509	\$ 8,885.98	Water Treatment Chemicals
CITY OF SCOTTS VALLEY	2/24/2020	28510	\$ 510.00	Bacti Samples - Jan 2020
CITY OF SCOTTS VALLEY	2/7/2020	28460	\$ 92.98	Bi-Monthly Sewer Service - El Pueblo
CITY OF SCOTTS VALLEY	2/7/2020	28460	\$ 92.98	Bi-Monthly Sewer Service - 2 Civic Ctr
CITY OF SCOTTS VALLEY	2/7/2020	28460	\$ 9,991.41	Bi-Monthly Treatment Disposal - Well 10
CITY OF SCOTTS VALLEY	2/7/2020	28461	\$ 9.02	Special Tax Charges - APN 022-451-07/14
CITY VENTURES	2/7/2020	28462	\$ 2,000.00	Refund Deposit - PW Bulk Meter
CITY VENTURES	2/7/2020	28463	\$ 407.05	UB Refund Check - 011718-000
CITY VENTURES HOMEBUILDING LLC	2/7/2020	28464	\$ 78.12	UB Refund Check - 012150-000
CIVIL CONSULTANTS GROUP INC	2/7/2020	28465	\$ 430.00	Bethany 2nd Tank Addition Task 4: Oversee Structural Engineer
CIVIL CONSULTANTS GROUP INC	2/7/2020	28465	\$ 3,186.00	Hacienda PS Improvements: Piping Plans, Specs, Road Improvements
CIVIL CONSULTANTS GROUP INC	2/24/2020	28511	\$ 480.00	General Engineering Services - Feb 2020
COUNTY OF SANTA CRUZ	2/24/2020	28512	\$ 1,031.10	Landfill Waste - Jan 2020
CREDIT CONSULTING SERVICES	2/24/2020	28513	\$ 28.81	Collection Fees - Kinslow
CREDIT CONSULTING SERVICES	2/24/2020	28513	\$ 92.52	Collection Fees - Hyde
CRIVELLO SHEELAGH	2/7/2020	28466	\$ 100.00	Customer Rebate - Toilet
CSMFO	2/7/2020	28467	\$ 485.00	CSMFO Conf Registration - Kurns
DASSELS PETROLEUM	2/24/2020	28514	\$ 1,226.84	Vehicle Fuel - Jan 2020
DUNCAN AUTO TECH	2/7/2020	28468	\$ 82.40	Vehicle Maint - Oil Change - Truck #22
E&S TRUCKING	2/24/2020	28515	\$ 3,040.00	Orchard Run Wastewater - Dec 2019 - Jan 2020
ENR	2/7/2020	28469	\$ 58.00	ENR 3 Year Digital Subscription
EUROFINS EATON ANALYTICAL	2/7/2020	28470	\$ 800.00	Lab Testing for Water Quality
EXCEEDIO	2/24/2020	28516	\$ 110.00	Managed Services: Addl IT Support - EPANet Setup
EXCEEDIO	2/24/2020	28516	\$ 983.00	Managed Services: SCADA - Mar 2020
EXCEEDIO	2/24/2020	28516	\$ 5,320.10	Managed Services: HaaS/SaaS/ITaaS - Mar 2020
FASTENAL COMPANY	2/24/2020	28517	\$ 66.77	Well Maint - Transducer Install Hardware
FASTENAL COMPANY	2/24/2020	28517	\$ 12.00	Safety Shirt
FIRST ALARM	2/7/2020	28471	\$ 95.00	Service Call - Fire Alarm Code Reset
GARCIA JESSIKA	2/7/2020	28472	\$ 25.00	Customer Rebate - Toilet
GRAINGER	2/7/2020	28473	\$ 214.90	Treatment Plant Maint - Hour Meters
GRAINGER	2/7/2020	28473	\$ 88.62	OPS Supplies - Tape & Towels
GRAINGER	2/7/2020	28473	\$ 331.49	Treatment Plant Maint - Eye Wash Station Supplies
GRANITE CONSTRUCTION CO	2/24/2020	28518	\$ 271.94	Main Maint - Aggregatebase
GREEN WASTE RECOVERY INC	2/24/2020	28519	\$ 254.53	Trash Service - El Pueblo - Jan 2020
HAIGHT ROBERT	2/7/2020	28474	\$ 1,076.40	Retiree Medical - Jan-Feb 2020
HARMON PIRET	2/24/2020	28520	\$ 179.56	T - ACWA Bus Dev Committee Mtg - Harmon - Parking, Mileage, Toll
HEALTH EQUITY INC	2/24/2020	28521	\$ 41.30	HSA Admin Fees - Feb 2020
ICON CLOUD SOLUTIONS LLC	2/24/2020	28522	\$ 118.32	Phone Service - OPS - Feb 2020
ICON CLOUD SOLUTIONS LLC	2/24/2020	28522	\$ 335.00	Phone Service - Feb 2020
ICONIX WATERWORKS (US) INC	2/24/2020	28523	\$ 2,521.43	Sequoia Tank Rehab - Valve Replacement
ICONIX WATERWORKS (US) INC	2/24/2020	28523	\$ 645.24	Meter Maint - Couplings
ICONIX WATERWORKS (US) INC	2/7/2020	28475	\$ 103.46	Small Tools - Pressure Gauges
ICONIX WATERWORKS (US) INC	2/7/2020	28475	\$ 251.32	Service Line Maint - Stock
ICONIX WATERWORKS (US) INC	2/7/2020	28475	\$ 242.42	OPS Supplies - Misc
INDEPENDENT ELECTRIC SUPPLY	2/24/2020	28524	\$ 53.96	Well Maint - Transducer Hardware
INDEPENDENT ELECTRIC SUPPLY	2/7/2020	28476	\$ 391.31	Electrical Supplies - Compressor Shed @ Orchard Run WTP
INFOSEND	2/24/2020	28525	\$ 272.23	UB Past Due Printing & Mailing - Jan 2020
JACKSON LANDSCAPE	2/24/2020	28526	\$ 292.50	Landscape Maint - 2 Civic Ctr - Jan 2020
KASSIS WILLIAM	2/7/2020	28477	\$ 1,182.48	Retiree Medical - Jan-Feb 2020
KBA DOCUMENT SOLUTIONS LLC	2/7/2020	28478	\$ 140.98	Copier Maint & Printing Costs - Jan 2020
KBA DOCUSYS INC	2/7/2020	28479	\$ 394.18	Copier Lease - Jan 2020
KIM NICOLE	2/7/2020	28480	\$ 25.00	Customer Rebate - Toilet
KNUTSON BRODY	2/24/2020	28527	\$ 498.19	T - Hydraulic Modeling Course - Knutson - Mileage, Per Diem, Uber, Parking
KURNS NICK	2/7/2020	28481	\$ 1,294.01	T - CSMFO Conf - Kurns - Lodging, Mileage, Per Diem, Uber
L KERSHNER DESIGN	2/24/2020	28528	\$ 25,025.00	Admin Office Reconfigure - Design & Coordination, Delivery & Installation, Freight
LAUNCH BRIGADE	2/7/2020	28482	\$ 480.00	Quarterly Website Maint - svwd.org
LAUNCH BRIGADE	2/7/2020	28482	\$ 270.00	Add'l Website Maint - Mobile Image Updates
LAW OFFICE OF ROBERT E BOSSO	2/24/2020	28529	\$ 3,000.00	Legal Counsel Services - Jan 2020
MCMORRIS KATHLEEN	2/7/2020	28483	\$ 25.00	Customer Rebate - Toilet

Scotts Valley Water District
AP Check Register
February 2020

Vendor Name	Check Date	Check No.	Check Amount	Description
MCMORRIS KATHLEEN	2/7/2020	28483	\$ 50.00	Customer Rebate - Pressure Regulator
MILLER MAXFIELD INC	2/24/2020	28530	\$ 5,031.25	Communication / Public Outreach Services - Jan 2020
MISSION UNIFORM SERVICE	2/7/2020	28484	\$ 361.08	Uniform Laundering & Rental Service - Jan 2020
NAPA AUTO PARTS	2/24/2020	28531	\$ 78.48	Treatment Plant Maint - Chemical Absorbant
NAPA AUTO PARTS	2/24/2020	28531	\$ 133.08	Vehicle Maint - Signal Covers, Terminal Kits, Light Bulbs, Misc
NATIONWIDE RETIREMENT SOLUTIONS	2/7/2020	28485	\$ 2,508.86	IRS 457 Plan - Payroll Date 1/31/2020
NATIONWIDE RETIREMENT SOLUTIONS	2/24/2020	28532	\$ 2,508.86	IRS 457 Plan - Payroll Date 2/14/2020
NICOR INC	2/7/2020	28486	\$ 5,154.50	Meter Box Lids - Qty: 100
NIGRO & NIGRO	2/24/2020	28533	\$ 500.00	State Controller's Report Preparation
NORTON PATRICIA	2/7/2020	28487	\$ 37.12	Retiree Vision - Jan-Feb 2020
NORTON PATRICIA	2/7/2020	28487	\$ 67.44	Retiree Dental - Jan-Feb 2020
NORTON PATRICIA	2/7/2020	28487	\$ 914.22	Retiree Medical - Jan-Feb 2020
PACIFIC GAS & ELECTRIC	2/7/2020	28488	\$ 54.01	Electricity - RW - Jan 2020
PACIFIC GAS & ELECTRIC	2/7/2020	28488	\$ 14,206.05	Electricity - PW - Jan 2020
PACIFIC GAS & ELECTRIC	2/7/2020	28488	\$ 1,669.59	Electricity - 2 Civic Ctr - Jan 2020
PACIFIC GAS & ELECTRIC	2/24/2020	28534	\$ 186.14	Electricity - Skypark - Nov 2019-Jan 2020
PACIFIC GAS & ELECTRIC	2/24/2020	28534	\$ (185.02)	PSPS Credit Adjustment - Skypark - Nov 2019-Jan 2020
PERITUS PRECISION TRANSLATIONS	2/7/2020	28489	\$ 2,712.56	Professional Services - Delinquent Accts Policy Translations
PERRI CHRISTOPHER	2/7/2020	28490	\$ 1,643.80	Director Medical - Feb 2020
PIED PIPER EXTERMINATORS	2/24/2020	28535	\$ 260.00	Facility Maint - Pest Control @ Pump Buildings
REBER DANIEL	2/7/2020	28491	\$ 2,044.39	Director Medical - Feb 2020
RED WING SHOE STORE	2/24/2020	28536	\$ 176.43	Work Boots - Legg
RIVERA HUGO	2/24/2020	28537	\$ 82.00	T - Hydroexcavator Demo - Rivera - Per Diem, Toll
SAFEGUARD BUSINESS SYSTEMS	2/7/2020	28492	\$ 419.70	FIN Supplies - AP Checks - Qty: 1500
SALINAS PUMP CO	2/24/2020	28538	\$ 3,443.01	Repair Pump Motor - Well 10 Booster
SANTA MARGARITA GROUNDWATER AGENCY	2/24/2020	28539	\$ 147,910.50	SVWD Contribution to SMGWA - 2nd Half of FY2020 Budget
SCARBOROUGH LUMBER & BUILDING SUPPLY	2/7/2020	28493	\$ 246.10	Treatment Plant Maint - Eye Wash Station Supplies
SCARBOROUGH LUMBER & BUILDING SUPPLY	2/7/2020	28493	\$ 128.25	OPS Supplies - Buckets Batteries Tarps Misc
SCARBOROUGH LUMBER & BUILDING SUPPLY	2/7/2020	28493	\$ 45.78	Forklift Fuel
SCARBOROUGH LUMBER & BUILDING SUPPLY	2/7/2020	28493	\$ 29.03	Paper Products - OPS
SCARBOROUGH LUMBER & BUILDING SUPPLY	2/7/2020	28493	\$ 2,463.64	Construction Supplies - Compressor Shed @ Orchard Run WTP
SCARBOROUGH LUMBER & BUILDING SUPPLY	2/7/2020	28493	\$ 62.56	Treatment Plant Maint - Misc
SCARBOROUGH LUMBER & BUILDING SUPPLY	2/7/2020	28493	\$ 138.57	Small Tools - Pipe Wrench Flame Spreader Misc
SCOTTS VALLEY BANNER - VALLEY PRESS	2/24/2020	28540	\$ 160.00	SV Banner Ad - I-Meters 2/7
SCOTTS VALLEY SPRINKLER	2/24/2020	28541	\$ 138.15	Treatment Plant Maint - Sludge Pump Repair
SOIL CONTROL LAB	2/7/2020	28494	\$ 883.00	Water Quality Testing
SPECIALIZED AUTO & FLEET SERVICES	2/7/2020	28495	\$ 162.54	Vehicle Maint - Oil Change - Truck #19
SPRINGBROOK SOFTWARE LLC	2/7/2020	28496	\$ 1,872.00	Web Payment Transaction Fees - Jan 2020
STEVENSON LANDSCAPING	2/7/2020	28497	\$ 855.00	Landscaping at Misc Locations - Jan 2020
STILES RUTH	2/7/2020	28498	\$ 821.90	Director Medical - Feb 2020
SYCAL ENGINEERING INC	2/7/2020	28499	\$ 160.00	Engineering Services for SCADA - Jan 2020
THOMPSON CAROL	2/7/2020	28500	\$ 25.00	Customer Rebate - Toilet
THOMPSON CAROL	2/7/2020	28500	\$ 482.60	Customer Rebate - Lawn Replacement
UNITED SITE SERVICES	2/7/2020	28501	\$ 186.20	Portable Toilet Rental - 229 Mt Hermon - Jan 2020
UNITED SITE SERVICES	2/24/2020	28543	\$ 183.01	Portable Toilet Rental - Orchard Run WTP - Feb 2020
UNIVERSAL BUILDING SERVICES	2/24/2020	28544	\$ 385.00	Janitorial Service - El Pueblo - Jan 2020
UNIVERSAL BUILDING SERVICES	2/24/2020	28544	\$ 473.00	Janitorial Service - 2 Civic Ctr - Jan 2020
USABUEBOOK	2/24/2020	28545	\$ 4,308.24	Sequoia Tank Rehab - Flanged Check Valves
USABUEBOOK	2/24/2020	28545	\$ 253.60	Small Tools - Pipe Rerounding Kit
VALERO MARKETING & SUPPLY CO	2/7/2020	28502	\$ 194.97	Vehicle fuel - Jan 2020
VERIZON WIRELESS	2/24/2020	28546	\$ 541.09	iPad Replacement - OPS
VERIZON WIRELESS	2/24/2020	28546	\$ 312.00	Cell Phones / Tablets - Feb 2020
WATER SYSTEMS CONSULTING INC	2/7/2020	28503	\$ 6,460.00	Capital Improvement Plan - Prof Services - Payment #1
WATER SYSTEMS CONSULTING INC	2/24/2020	28547	\$ 11,473.88	Capital Improvement Plan - Prof Services - Payment #2
WEST MARINE PRO	2/7/2020	28504	\$ 18.27	Construction Supplies - Compressor Shed @ Orchard Run WTP
			\$ 370,932.21	

Scotts Valley Water District
 AP Check Register
 February 2020

Vendor Name	Check Date	Check No.	Check Amount	Description
-------------	------------	-----------	--------------	-------------

Legend:

Abbreviation:	Meaning:
PW	Potable Water
RW	Recycled Water
WW	Waste Water
WTP	Water Treatment Plant
EE	Employee
ER	Employer
CO	Change Order
TO	Task Order
SA	Service Application
FY	Fiscal Year
OPS	Operations
Eng	Engineering
Adm	Administration
Fin	Finance
WUE	Water Use Efficiency
ENR	Engineering News Record
ACWA	Association of California Water Agencies
LID	Low Impact Development
UB	Utility Billing
AMI	Advanced Metering Infrastructure
PS	Pump Station

STAFF REPORT – Operations

Scotts Valley Water District

Date: 04/09/20

To: Board of Directors

From: Operations Manager

COVID-19 Response

Our Facility Operators began working alternate work schedules on March 16th. The new schedule insures adequate water production with minimal staffing levels. We separated staff into two crews that work a full work week and are home the next week. During the week at home they must be available to report to work if needed and are paid four hours of standby pay accordingly. Additionally, both the Operations Supervisor and Engineering Tech are now set up with laptops and are working from home.

Numerous activities such as the meter changeout and AMI installation project have been suspended for the duration of this emergency.

To date the schedule has worked well and we plan to continue this practice at least through the end of April.

Capital Improvement Projects

Sequoia Rehabilitation Tank Project: The roof and rafter system have been bead blasted to bare metal and sprayed with several layers (16mm thick) of an epoxy based coating. During the bead blasting, extensive corrosion was found in the center column roof rafter support system. Unfortunately, this is not uncommon with this type of tank. The repair will require extensive fabrication, welding, and two additional weeks to replace the corroded “cone and dollar plate” system with a new “open halo” support structure. The structural repair design is due April 3rd and will require the contractor to submit a change order request which we expect to come in sometime next week.

Orchard Run Water Treatment Plant Aesthetic Water Quality Improvement Project: Kennedy Jenks submitted the final design plan to the Division of Drinking Water (DDW) on March 27th for comments. DDW’s comments were minimal during their 90% plan review so we expect a quick turnaround. Once we receive their blessing this project will go out to bid.

Hacienda Booster Pump Station: I attended a site meeting with reps from Gordian/eziQC and Staples Construction on March 16th and I am expecting a quote before the end of this week. Staples is available to begin this project as soon as we sign the contract.

Operations Activities

Recycle Water Production: We began receiving tertiary water from the City WW Plant on March 15th. The 39-day shutdown during February and March required us to add 4.05MG of potable water to keep the recycle water system running.

H2S Air Scrubbing Tower Maintenance: The Well 10 and Orchard Run air scrubbers have been inspected and the media was cleaned and found to be in good condition. Both scrubbers had several damaged or missing sprinkler nozzles which were replaced accordingly.

Enclosed

Water Production through 03/31/20

Potable Water Demand through 03/31/20

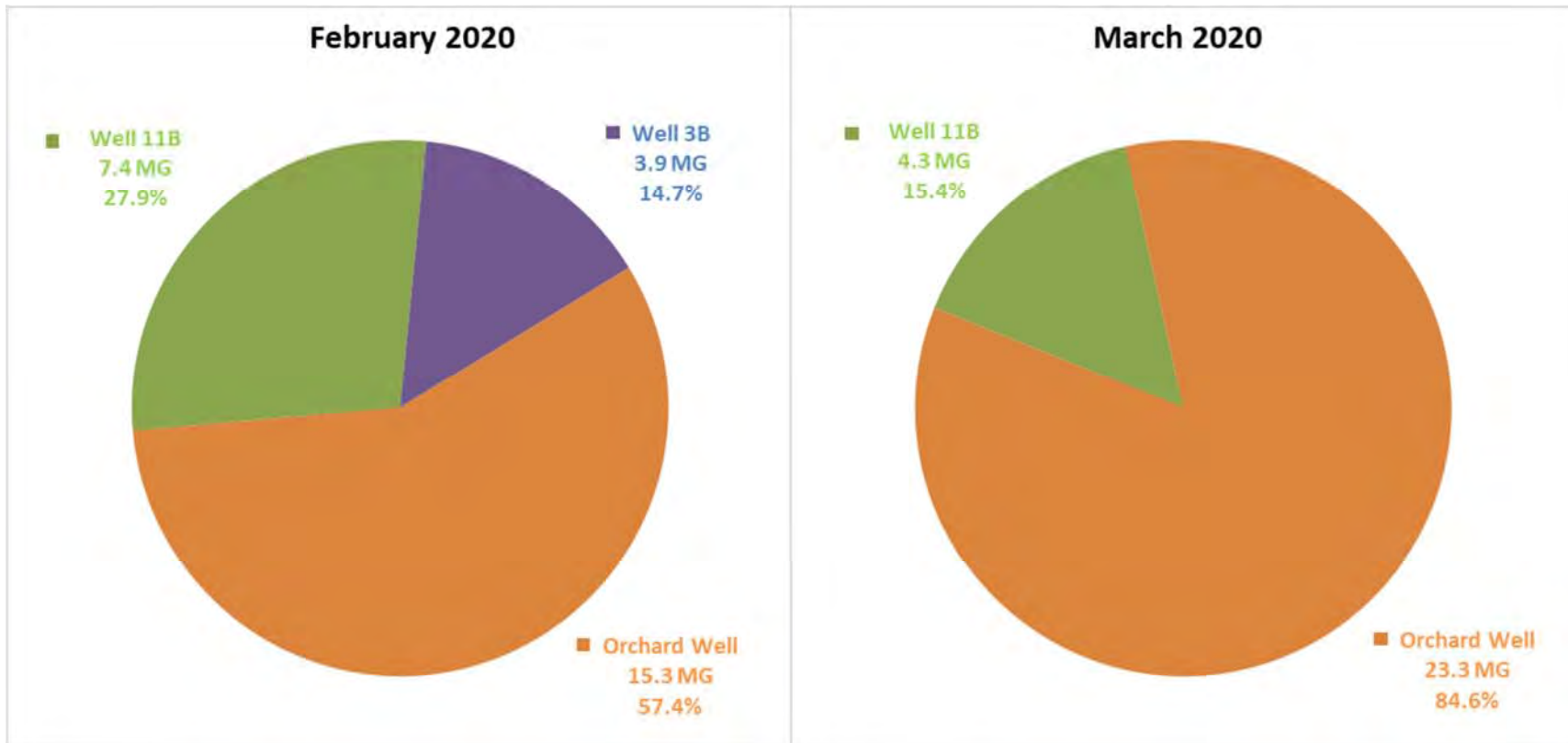
Potable and Recycled Water Demand through 03/31/20

Potable and Recycled Water Demand vs. Rainfall through 03/31/20

Rainfall through 03/31/20

Leak Adjustment Program Report 07/01/20 through 02/29/20

Well Production

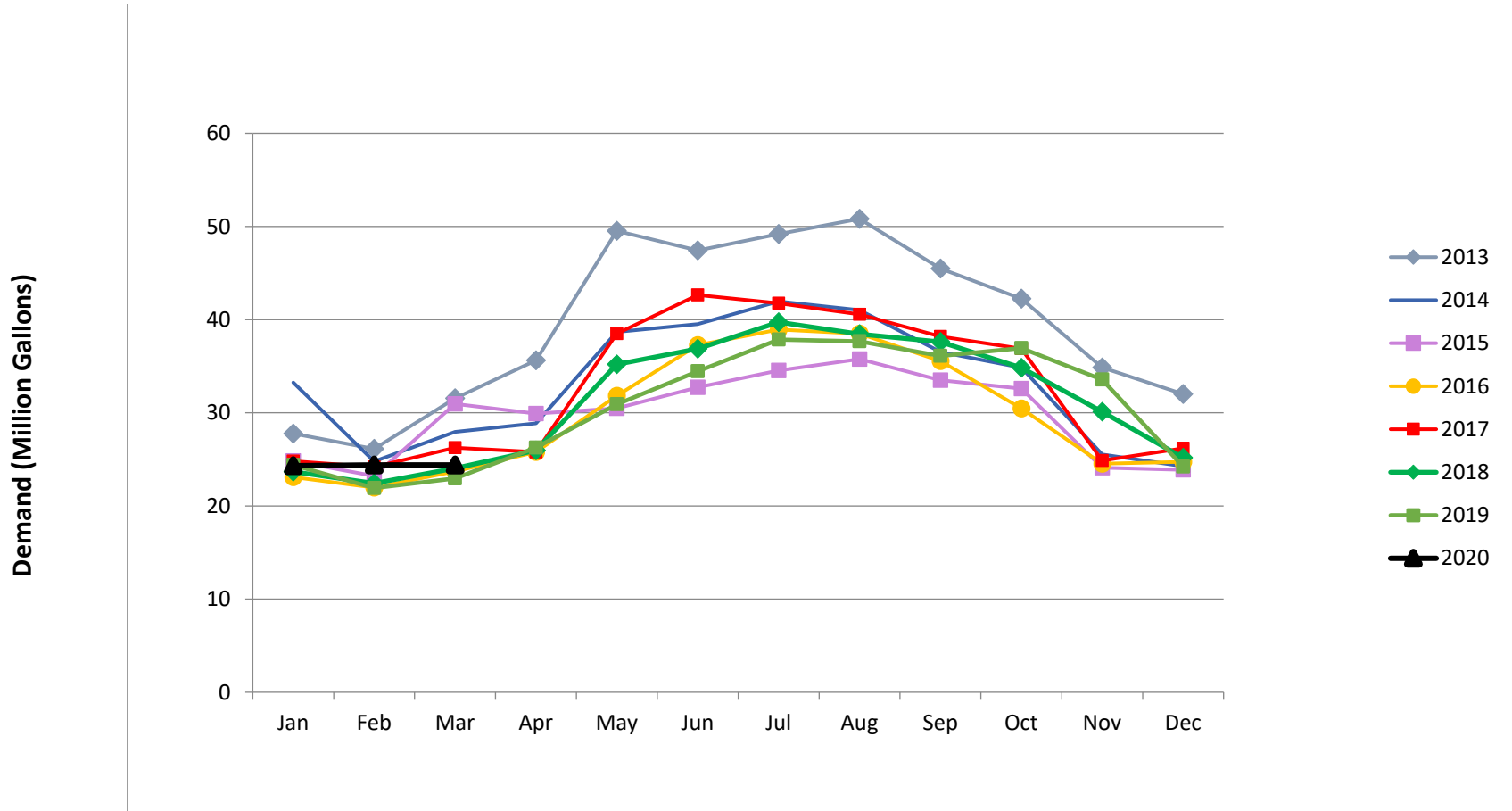


Total Production (Million Gallons)

February 2020	26.6 MG	3.30% increase from January
March 2020	27.6 MG	3.76% increase from February

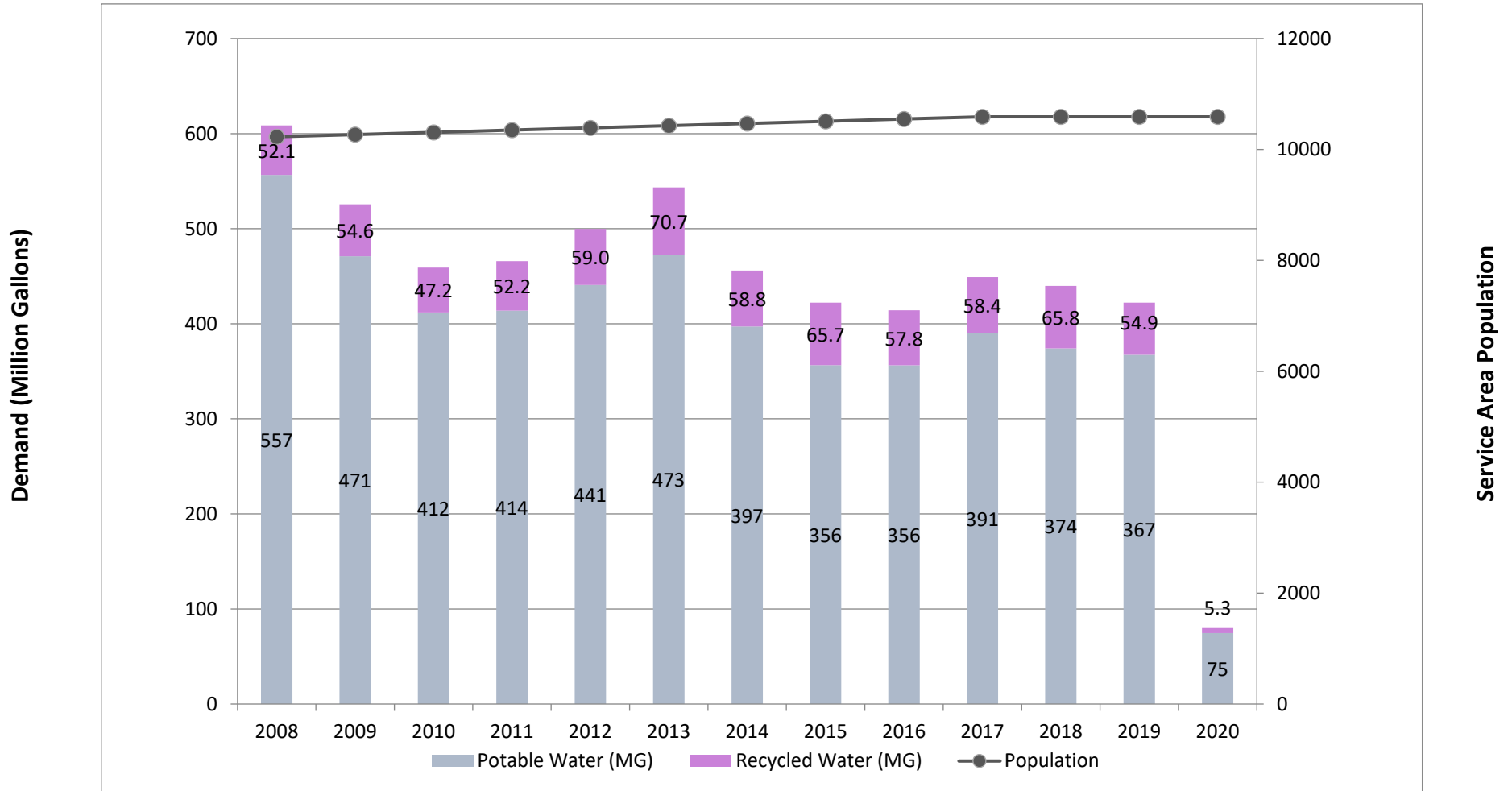
Production is Water Pumped +/- Water used for Well Maintenance Activities

Potable Water Demand



Demand is Production +/- Change in Storage

Potable and Recycled Water Demand vs. Population



Demand is Production +/- the Change in Storage

Potable and Recycled Water Demand

Potable												
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	Average
Jan.	27,190,550	23,129,510	31,165,560	27,764,580	33,252,872	24,822,615	23,085,736	24,789,618	23,674,051	24,389,215	24,319,853	26,144,015
Feb.	24,924,790	25,004,280	26,813,840	26,124,132	24,779,862	23,217,640	21,968,896	23,490,314	22,427,754	21,923,206	24,401,667	24,097,853
March	28,930,820	26,079,310	29,752,014	31,559,240	27,946,154	30,953,420	23,910,892	25,837,232	24,042,592	22,948,490	25,855,924	27,074,190
April	27,503,270	30,993,238	29,234,622	35,621,370	28,875,831	29,909,260	28,400,861	25,447,561	25,967,700	26,263,989	-	28,821,770
May	37,704,720	40,456,736	43,581,989	49,525,756	38,675,936	30,478,823	31,995,591	38,043,826	35,200,764	30,913,334	-	37,657,748
June	47,344,250	38,237,371	46,553,850	47,432,970	39,525,236	32,726,825	36,842,416	42,310,983	36,867,578	34,451,160	-	40,229,264
July	49,625,170	46,417,190	48,634,940	49,192,762	41,957,386	34,544,613	38,892,200	41,757,891	39,728,472	37,857,926	-	42,860,855
Aug.	49,668,620	45,665,550	48,939,190	50,820,800	41,020,790	35,765,167	38,541,952	40,076,059	38,756,447	37,674,398	-	42,692,897
Sept.	46,781,040	43,700,350	42,936,210	45,489,360	36,533,116	33,498,030	35,653,167	38,190,535	37,610,582	36,106,611	-	39,649,900
Oct.	37,889,760	34,771,130	37,982,466	42,248,672	34,840,142	32,589,534	30,517,556	36,888,905	34,839,533	36,940,583	-	35,950,828
Nov.	18,604,914	28,853,908	28,714,236	34,868,300	25,524,197	24,110,286	24,338,656	24,864,436	30,112,415	33,566,905	-	27,355,825
Dec.	15,762,610	30,451,180	26,428,050	32,013,140	24,261,522	23,866,862	24,379,124	26,194,926	25,169,209	24,225,007	-	25,275,163
Total	471,060,380	411,930,514	413,759,753	440,736,967	472,661,082	397,193,044	356,483,075	358,527,047	387,892,285	374,399,297	74,577,444	450,161,099

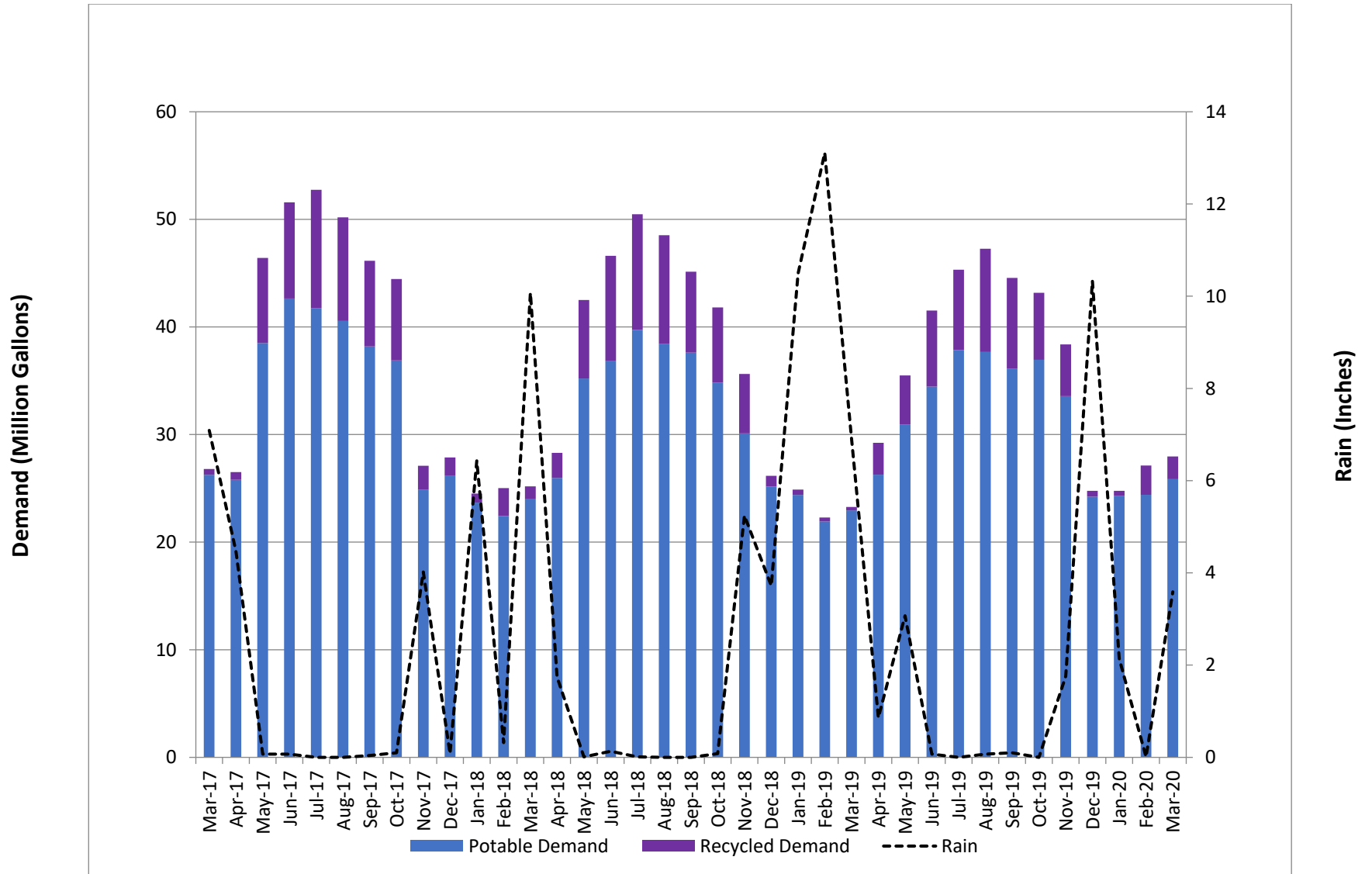
Recycled												
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	Average
Jan.	62,000	496,000	2,139,000	620,000	3,019,613	635,420	862,984	156,267	838,172	493,100	450,147	888,428
Feb.	0	1,120,000	2,352,000	2,268,000	1,248,862	1,545,957	1,813,868	94,521	2,589,717	366,055	2,714,767 *	1,464,886
March	620,000	620,000	1,054,000	2,723,665	1,579,882	4,231,231	972,360	544,666	1,141,831	322,464	2,109,739 *	1,447,258
April	570,000	3,450,000	1,470,000	5,436,705	4,163,175	4,720,887	4,381,911	713,802	2,333,176	2,969,672	-	3,020,933
May	5,301,000	6,448,000	7,843,000	9,248,455	8,409,175	6,686,359	6,909,436	7,908,386	7,306,666	4,584,239	-	7,064,472
June	8,250,000	6,150,000	9,420,000	9,801,903	9,135,056	7,488,534	9,639,221	8,940,094	9,739,276	7,067,867	-	8,563,195
July	10,013,000	4,936,000	9,610,000	9,394,766	9,911,697	9,935,422	10,841,389	10,981,309	10,744,706	9,461,005	-	9,582,929
Aug.	8,680,000	9,207,000	10,199,000	9,875,446	8,542,111	10,471,389	8,767,020	9,618,897	10,078,073	9,594,307	-	9,503,324
Sept.	8,070,000	8,610,000	7,680,000	8,288,391	6,176,224	9,092,727	8,287,511	7,957,562	7,522,571	8,451,961	-	8,013,695
Oct.	4,681,000	4,185,000	4,960,000	6,537,840	5,282,253	7,233,408	3,956,097	7,557,695	6,967,548	6,228,883	-	5,758,972
Nov.	570,000	1,740,000	1,920,000	4,029,769	1,131,988	2,817,778	1,053,779	2,234,592	5,514,338	4,805,871	-	2,581,812
Dec.	403,000	2,201,000	341,000	2,453,395	236,228	1,119,017	529,158	1,670,966	994,336	544,650	-	1,049,275
Total	51,635,000	47,220,000	49,163,000	58,988,000	70,678,335	58,836,264	65,978,129	58,014,734	58,378,757	65,770,410	5,274,653	53,630,662

*Potable Water Addition to Recycled Water System:

Demand is Production +/- the Change in Storage

Feb. 2020 = 2,402,174
Mar. 2020 = 1,651,680

Potable and Recycled Water Demand vs. Rainfall



Demand is Production +/- the Change in Storage

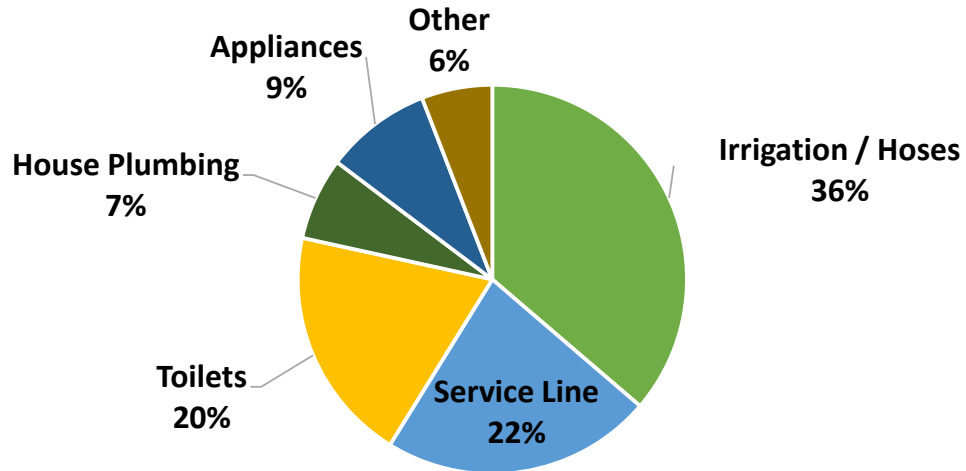
Rainfall
El Pueblo Weather Station

	WATER YEAR	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	TOTAL	% of Ave
High Year	1981-82	0.14	11.20	5.90	28.80	6.88	8.26	8.40	0.03	0.00	0.00	0.04	1.28	70.93	168%
	1982-83	5.35	10.50	7.74	13.90	18.00	19.90	7.80	0.98	0.00	0.00	0.17	1.91	86.25	205%
	1983-84	1.70	12.70	12.90	0.54	2.49	2.62	1.13	0.02	0.18	0.01	0.00	0.25	34.54	82%
	1984-85	2.80	13.80	2.95	1.72	4.20	7.92	0.73	0.11	0.15	0.09	0.02	0.54	35.03	83%
	1985-86	1.12	7.14	2.62	7.38	22.40	15.00	0.48	0.83	0.00	0.00	0.00	1.30	58.27	138%
	1986-87	0.03	0.05	2.47	4.51	9.06	6.31	0.70	0.00	0.02	0.00	0.00	0.00	23.15	55%
	1987-88	1.19	2.30	10.70	4.58	0.68	0.00	3.13	1.07	0.16	0.00	0.00	0.00	23.81	56%
	1988-89	0.19	5.90	8.89	2.06	1.39	10.60	0.67	0.08	0.03	0.00	0.03	0.83	30.67	73%
	1989-90	3.53	1.58	0.01	3.42	3.69	2.13	0.16	5.79	0.00	0.00	0.12	0.15	20.58	49%
	1990-91	0.50	0.24	1.65	0.61	5.39	17.19	0.51	0.06	0.40	0.00	0.02	0.07	26.64	63%
1991-92	2.37	1.46	5.42	3.03	15.30	4.65	0.45	0.00	0.82	0.00	0.05	0.00	33.55	80%	
1992-93	3.41	0.20	11.54	18.51	10.22	3.17	1.37	0.96	0.68	0.00	0.00	0.00	50.06	119%	
1993-94	0.73	2.74	5.52	3.51	9.72	0.68	2.75	2.10	0.01	0.00	0.00	0.05	27.81	66%	
1994-95	1.79	8.29	4.78	23.88	0.65	13.62	3.79	0.89	1.04	0.01	0.00	0.00	58.74	139%	
1995-96	0.00	0.32	10.03	13.52	11.35	5.14	2.38	4.31	0.03	0.00	0.00	0.00	47.08	112%	
1996-97	2.89	6.95	22.43	12.33	0.17	1.50	0.58	0.16	0.12	0.00	0.54	0.00	47.67	113%	
1997-98	0.68	10.12	4.06	14.21	21.81	6.17	2.85	3.65	0.01	0.00	0.01	0.17	63.74	151%	
1998-99	1.02	9.11	1.85	9.25	11.08	5.22	2.58	0.03	0.36	0.00	0.02	0.14	40.66	96%	
1999-00	0.35	5.69	0.53	18.02	17.57	2.77	2.69	1.01	0.18	0.00	0.20	0.40	49.41	117%	
2000-01	5.14	1.38	0.94	8.68	10.65	4.05	2.67	0.00	0.07	0.00	0.00	0.16	33.74	80%	
2001-02	1.13	9.93	16.45	4.97	2.69	4.66	0.52	0.90	0.00	0.00	0.05	0.00	41.30	98%	
2002-03	0.00	5.80	21.40	2.77	2.95	2.54	5.75	1.09	0.16	0.00	0.00	0.00	42.46	101%	
2003-04	0.19	3.93	17.55	4.44	9.69	1.19	0.65	0.07	0.00	0.06	0.00	0.11	37.88	90%	
2004-05	7.24	3.25	14.39	8.30	7.20	10.01	3.79	2.13	0.94	0.02	0.00	0.08	57.35	136%	
2005-06	0.19	2.84	21.73	6.55	5.26	15.29	10.44	1.01	0.01	0.00	0.01	0.00	63.33	150%	
2006-07	0.25	3.30	5.67	0.89	9.24	0.30	2.17	0.46	0.00	0.10	0.01	0.33	22.72	54%	
2007-08	1.93	0.52	5.50	17.59	6.96	0.36	0.35	0.00	0.00	0.01	0.00	0.04	33.26	79%	
2008-09	1.59	4.80	4.38	1.80	15.28	3.47	0.52	1.42	0.01	0.00	0.00	0.26	33.53	80%	
2009-10	9.70	0.33	5.21	11.37	8.66	4.35	5.41	1.17	0.00	0.01	0.07	0.00	46.28	110%	
2010-11	3.92	5.13	15.36	1.97	10.59	13.40	0.75	3.42	3.40	0.00	0.04	0.02	58.00	138%	
2011-12	2.93	3.41	0.15	6.80	2.75	11.97	4.09	0.02	0.20	0.02	0.00	0.02	32.36	77%	
2012-13	1.61	11.32	13.25	1.31	0.47	2.66	0.43	0.01	0.11	0.00	0.00	0.70	31.87	76%	
Low Year	2013-14	0.01	0.87	0.78	0.05	11.52	4.02	2.02	0.01	0.02	0.09	0.01	0.92	20.32	48%
	2014-15	0.44	4.36	16.52	0.00	4.69	0.47	2.13	0.19	0.04	0.00	0.03	0.02	28.89	69%
	2015-16	0.07	2.54	6.67	16.20	1.16	14.26	1.18	0.35	0.00	0.00	0.00	0.22	42.65	101%
	2016-17	8.66	3.29	10.77	26.13	19.56	7.09	4.47	0.06	0.07	0.00	0.00	0.04	80.14	190%
	2017-18	0.10	4.02	0.08	6.43	0.56	10.07	2.85	0.01	0.13	0.01	0.00	0.00	24.26	57%
	2018-19	0.08	5.24	3.72	10.49	13.11	6.91	0.86	3.07	0.07	0.00	0.07	0.10	43.72	104%
	2019-20	0.00	1.76	10.33	2.14	0.01	3.59	-	-	-	-	-	-	17.83	42%
Cumulative 2019-2020		0.00	1.76	12.09	14.23	14.24	17.83	-	-	-	-	-	-	17.83	
Monthly Average 1981-2019		1.97	4.91	7.96	8.43	8.29	6.58	2.48	0.99	0.25	0.01	0.04	0.27	42.18	
Cumulative Ave 1981-2019		1.97	6.88	14.84	23.28	31.57	38.15	40.62	41.61	41.86	41.87	41.91	42.18	42.18	

Leak Adjustment Program Report FY 2020

	RES Requests	CII Requests	Approved	Denied	Appeals	Reason Denied	Total Adjust Credit	Total Excess Use (gallons)
JUL	1	1	2	0	0		\$774	71,847
AUG	9	0	8	1	0	< 5 years since last adjustment	\$4,889	324,089
SEPT	20	5	23	2	0	< 5 years since last adjustment	\$6,197	443,527
OCT	6	1	6	1	0	< 5 years since last adjustment	\$2,320	190,767
NOV	11	0	10	1	1	< 5 years since last adjustment	\$4,143	275,777
DEC	29	1	23	4	1	< 5 yrs(2), no repair(1), no inc.(1)	\$11,828	842,502
JAN	6	1	7	0	0		\$1,745	128,201
FEB	10	0	8	2	0	< 5 years since last adjustment	\$3,626	203,698
MAR								
APR								
MAY								
JUN								
Total	92	9	87	11	2		\$35,523	2,480,408

Sources of Leaks





Member Alert

House Natural Resources Committee Passes the Water Recycling Investment and Improvement Act of 2019 (H.R. 1162)

Today, Wednesday, March 11, the House Natural Resources Committee passed a number of water resources bills, including the Water Recycling Investment and Improvement Act of 2019 (H.R. 1162), which was introduced last year by Representative Grace Napolitano (D-CA).

The WaterReuse Association thanks Representative Napolitano for her tireless advocacy in support of water recycling. We also thank Congressman Jared Huffman (D-CA), Chairman of the House Natural Resources Subcommittee on Water, Oceans, and Wildlife, for his co-sponsorship of the bill and for moving the legislation forward through Committee.

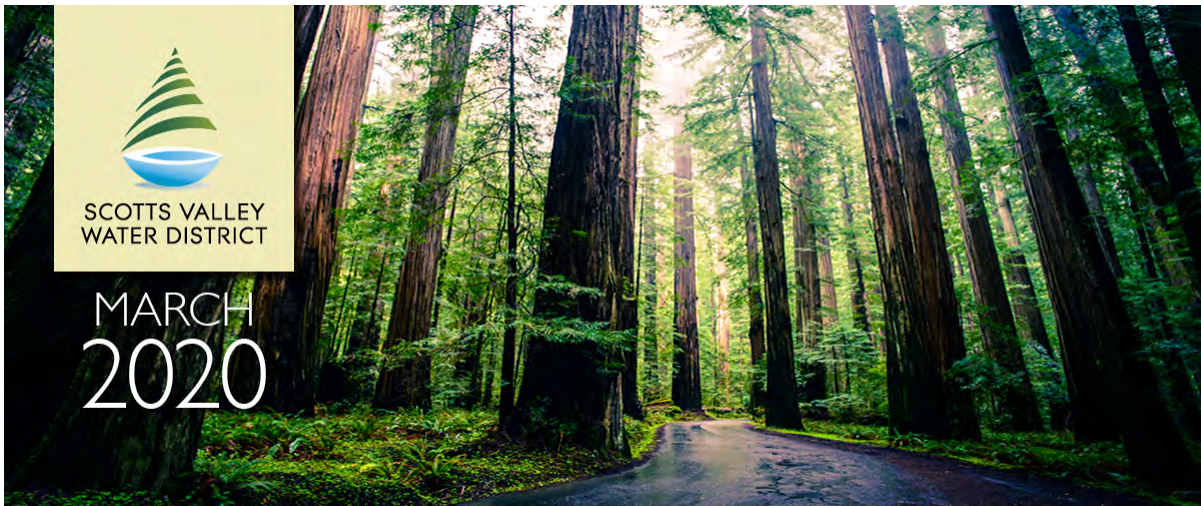
H.R. 1162 reauthorizes and increases the authorized funding level for the Bureau of Reclamation's Title XVI-WIIN Water Reclamation and Reuse Program. Title XVI is the only federal program that is uniquely dedicated to supporting water recycling.

In addition to reauthorizing the program and increasing funding authority, the bill removes a requirement that projects be located in sustained drought or disaster areas, streamlines the program by removing a requirement that Congress approve each individual project after it has successfully competed for funding, and modernizes the individual project funding cap by raising it from \$20 million to \$30 million.

WaterReuse has long supported this legislation and looks forward to its continued progression through the House of Representatives.

Alongside passage of H.R. 1162 today, the Natural Resources Committee also approved a number of other bills, including a revised version of the Desalination Development Act (H.R. 3723), which increases funding for desalination projects through the Bureau of Reclamation, as well as an amended version of the Securing Access for the Central Valley and Enhancing Water Resources Act (H.R. 2473), which increases funding for water recycling, technology development, and broader water infrastructure development.

It is not yet clear whether and when these bills will move to the House floor, though it is possible some of them will be incorporated into a larger legislative vehicle in the months ahead. We will provide additional details as the process progresses.



MARCH
2020



**CORONAVIRUS
INFORMATION**

Coronavirus has no impact on water quality; please stay home if you can

The District is staying on top of all COVID-19 related updates. Ensuring the safety of tap water is our top priority. While the District will continue to monitor the situation, customers should be aware of the following information:

- The coronavirus has no impact on the quality or supply of tap water. As always, tap water is both available and safe.
- While it's advisable to stock bottled water at home in case of emergencies, the District does not expect this health outbreak to disrupt water services.
- The District is committed to providing its customers with safe and reliable water.
- The District uses chlorine to eliminate pathogens, which includes viruses. This ensures safe drinking water for all District customers.
- The District delivers water of the highest quality and meets all stringent state and federal drinking water requirements. [This information is detailed in the 2018 Water Quality Report.](#)
- The District conducts more than 10,000 water quality tests annually to ensure

the water meets rigorous drinking water standards. The District performs tests with highly skilled staff at a state-certified laboratory.

The District office is closed to the public at this time. Customers can conduct their business with the District from home:

- [Pay your bill online.](#)
- Call the office for assistance: 831-438-2363.
- [Log into WaterSmart](#) to track your consumption and usage.

Also, in the interest of protecting our community's health and due to the rapidly changing COVID-19 situation, the Santa Margarita Community Room is unavailable until further notice.

Meeting recap: SMGWA Board considers sustainability criteria for groundwater quality

Understanding the elements of the Groundwater Sustainable Plan (GSP) was the primary focus of the [Santa Margarita Groundwater Agency \(SMGWA\)](#) meeting on Thursday, Feb. 27, at Scotts Valley City Council Chambers.

This included an informational session about Sustainable Management Criteria and Groundwater Quality, led by Georgina King of Montgomery & Associates, with a presentation by Rosemary Menard, Director of the Santa Cruz Water Department.

Sustainable Management Criteria (SMC) comprises Sustainability Goals, Measurable Objectives, Minimum Thresholds and Undesirable Results. SMC are developed by assessing which of the six sustainability indicators are applicable for this basin and understanding the historical groundwater conditions relevant to each indicator. After the minimum thresholds and measurable objectives are established, interim milestones can be set. Meeting these milestones will lead to the basin achieving its sustainability goals.

The SMC focus at the February meeting was on the Degraded Water Quality indicator. King and Menard spoke about water quality condition in the basin, and state and federal water policy framework. The GSP is not required to mitigate

existing groundwater quality issues. However, SMGWA could address undesirable results from water quality degradation that has already occurred, but must present a means to achieve those objectives. Input from the board and public was collected for drafting a statement of significant and unreasonable conditions related to groundwater quality in the basin.

The final GSP for the Santa Margarita Basin is due to the State Department of Water Resources in January 2022.

The board also heard from Terry Rein, the SMGWA's legal counsel, regarding alternate board members' participation in public meetings. Rein advised the board that she will be consulting with the legal counsels of San Lorenzo Valley Water District and Scotts Valley Water District, and gather additional information before bringing to the board a recommendation for potential solution.

The next SMGWA Board of Directors meeting will be Thursday, March 26, at 5:30 p.m. [More information.](#)



Connecting the Dots: Scotts Valley High School Career Exploration Program

By Katie Evans, Staff Reporter

Mar 6, 2020

Scotts Valley High School has a plan to help its students connect their education and future careers. On Wednesday February 19th, I listened in to a presentation by Michael Hanson, the principal of Scotts Valley Highschool, and Tanya Krause, the superintendent of the Scotts Valley Unified School District, alongside several Scotts Valley businesses. Krause summarized their hopes for the program, “We are trying to provide opportunities for high



1 Michael Hanson, the SVHS principal, presents the new Career Exploration Program

school students to get out into business communities, have exposure to different kinds of careers, and hopefully want to stay in our community.” The new program will encourage informational interviews, touring, job shadowing, and interning at workplaces throughout the community.

Superintendent Krause best summarized how the new program came about, “About two years ago, the Water District started a governance committee with Bruce McPherson, the Chief of Police, City Manager, and students from the high school as well. The student’s kept saying, ‘We wish we had more connection to our community.’ So, I contacted Danny and said, ‘Let’s figure out how to build this partnership.’ For a year the Chamber, Principal, and myself have come together to talk about how we can benefit both the school and community.” Principal Michael Hanson mentioned a county-wide program that the SVHS program is modeled after, “Your Future is Our Business.” He “felt like there was an opportunity to bring some of this in house, make in specific to Scotts Valley and our community... The Chamber is our boots on the ground in the community, bringing people here, getting us in contact.”

Danny Reber, the Executive Director of the Scotts Valley Chamber of Commerce and official program “boots,” is excited to help students explore their futures, “We have such a high percentage of our graduates that go on to college, but sometimes it’s worth looking into the vocational side. On the chamber side, there are so many businesses that are looking for young people. There are good jobs and we’re trying to connect those dots.” Hanson echoed Reber’s statement, “Particularly in Scotts Valley, college gets a lot of the focus, not career... We hear a lot of stories about kids going to college

and not even sure what they want to study or become because their focus is on getting in and they haven't researched their interests or had experiences to test those ideas."

According to Principal Hanson, although many students are already excited about the program, the school is also providing "a carrot on the end of the stick." Each student at Scotts Valley High must complete 60 hours of community service throughout their four years in order to graduate. This new program would allow for students to gain up to 15 hours by leading informational interviews, touring, job shadowing, and interning at a community workplace. All students must receive pre-approval, will complete a preparation session before visiting any business, and must participate outside of school hours in order to count the hours towards their graduation requirement. Hanson is hopeful to start job shadows this upcoming spring break. "Hopefully we walk out the door with a few names on the list that we can follow up with and start working with connections." Further down the line, the Principal is excited to "build out [the program] as time goes on," allowing for more internships and relationships throughout the community.

After the presentation, many chamber members were eager to discuss involvement in the program. Lali Kates, from Food Trucks A Go Go, was extremely excited about the prospect of working with an intern. So was Maia Yates, Clubhouse Director of the Boys and Girls Club, "Spring break is perfect for us, since we're open from 7 to 6... Bring on the shadows, the more the better!... We do a ton of training, so this fits right in with what we're already doing." Nicholas Kurns, the Finance and Customer Service Manager of the Scotts Valley Water District, looks forward to the program, recalling "a phenomal experience with a Scotts Valley student... We realized how big of a boost their perspective, energy, and talents are."

Find more information, or sign up your local business to participate in the program, at <https://svhs-scottsvally-ca.schoolloop.com/careerexploration>.

THE GREAT WATER MAIN BREAK

February 29, 2020

By Greg Edmundson



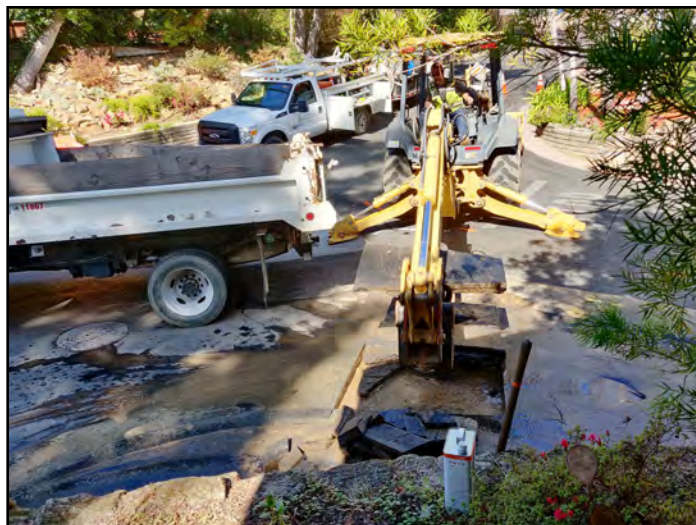
A worker from SV Water District checks a water main valve.

It all started one Saturday morning. Ginnie Mickelson was walking her dog Toby at about 7 am. She noticed water running down the street, and followed it up to #204, where it was coming up between the asphalt and concrete apron. She didn't have the Monteville Directory in her pocket (it has the number to call), so she called 911.

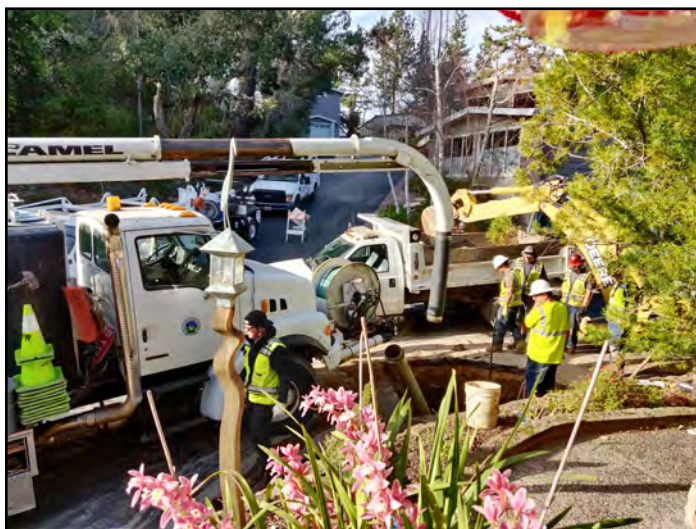
Scotts Valley Water District responded with several (eventually, many) workers and equipment. First they had to actually find the leak. The water can travel quite a distance under the road before it emerges on the



First step in finding the source of the leak is by listening with a stethoscope. Shhh! We had to turn off the fountains.



Deja Vu! One of the backhoe legs is sitting on the storm drain inlet box which was replaced just last October (see the November Mirror).



The City of Scotts Valley responds with a big vacuum truck.

surface. Once they had the general location, they brought in a backhoe to dig it up. They pumped the water out, but it was refilling the hole so quickly that they needed the city to bring in the big gun, an apparatus which can remove lots of water quickly.

Water was shut off for Lupine Road most of the day, and for Sorrento for the last half. The culprit was eventually determined to be a large redwood root, which had lifted the main from underneath and caused it to break. Water was restored about 7 pm. The crew remained on-scene until the repair was made, and the hole covered with steel plates.

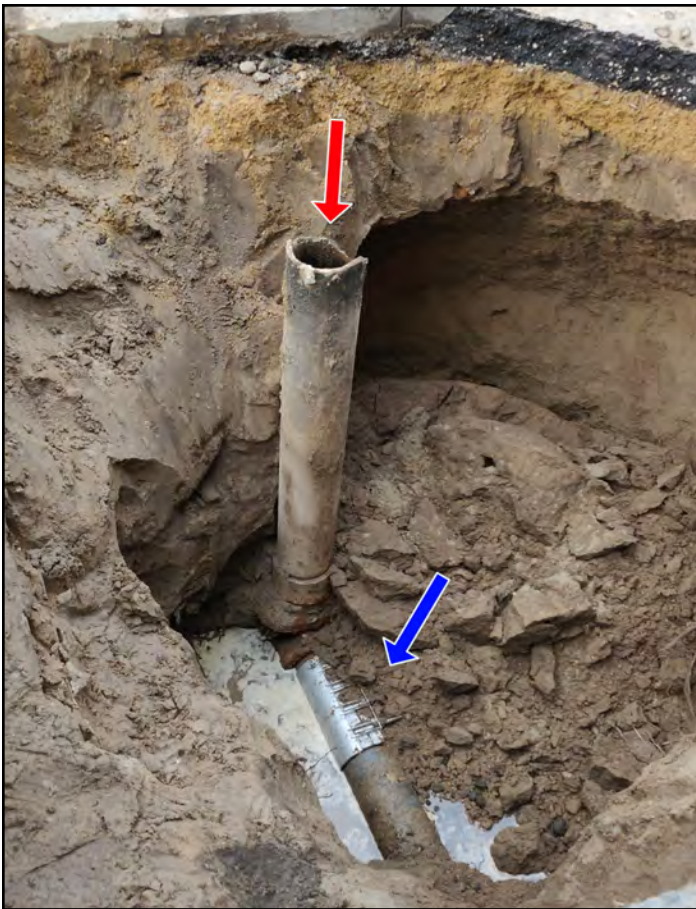
The following Monday, they were back again to fill the hole with slurry (a mixture of sand and cement—hard enough to be stable, soft enough to be worked). The following day they completed work by replacing the asphalt.

Suggestions for a Little Extra Time

We are all lamenting the loss of fun things to do right now due to the necessary restrictions on group activities. Here are a few suggestions of things to do that you might not have made time for.

- Clean a yard decoration—hose or soap and water
- Try a jigsaw puzzle from the library collection
- Ready your pots for spring planting
- Call a friend that you haven't contacted for awhile
- Write a real (paper) letter to an older relative or friend
- Pick up a neglected fun project—embroidery, crocheting, knitting etc.
- Sit by one of the lakes and watch ducks, egrets, turtles, fish, birds, etc. (on some paper—don't touch the bench, which could be contaminated)
- Invite a resident to go for a walk or sit with you on a separate bench by the North Lake
- Read a classic or any book you always wanted to read
- Take up Sudoku (Yancy Dearing has lots of books to gift you) and/or crossword puzzles
- Take a virtual museum tour:

<https://artsandculture.google.com/partner?hl=en>



The repair. The black horizontal pipe at the bottom is the broken main. The repair is the silver-colored compression collar (blue arrow). It is just downstream of a valve, which is at the bottom of the vertical pipe (red arrow), which extends to the surface to allow access to the valve.



The crew worked until about 9 pm to secure the site and clean up. Here the crew is using a loader to maneuver two steel plates into position over the hole.



Starry Night by Vincent van Gogh, 1889. From the Museum of Modern Art, New York NY. This, as well as many other treasures, can be seen at the link above.

MEMORIAL

Jerry McMurray #183

MEMORIAL

Don Steele #187