



SCOTTS VALLEY WATER DISTRICT

AGENDA PACKET

REGULAR BOARD MEETING

06/11/20 at 5:00 p.m.

The Board of Directors meeting on 06/11/20 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/886078413>

Phone call-in is available by dialing: (571) 317-3122 Access Code: 886-078-413

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

ASSOCIATE DIRECTORS
Noelle Downing
Annie Finch

GENERAL MANAGER
Piret Harmon

Board of Directors
Regular Meeting
06/11/20 at 5:00 p.m.

Agenda

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Phone call-in is available by dialing: (571) 317-3122 Access Code: 886-078-413

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 05/14/20)
- 1.3. Additions/Deletions to the Agenda
- 1.4. Oral Communications

2. Administrative

- 2.1. [Approval of Minutes](#)
05/14/20 Regular Board Meeting
- 2.2. [Committee and other Agency Meeting Reports](#)
Executive & Public Affairs Committee 05/18/20
Finance & Personnel Committee (none)
Interagency Committee 06/05/20 oral
Water Resources & Engineering Committee (none)
Santa Margarita Groundwater Agency (SMGWA) Board 05/28/20
- 2.3. Presentations
[Water Use Efficiency Biannual Activity Report](#)
LeAnne Ravinale, Water Use Efficiency Coordinator

3. Consent

3.1. [FY 2021 Proposed Budget](#)

Recommendation: Approve the Fiscal Year 2021 (FY 2021) Budget, including the FY 2021 Work Plan.

3.2. [Leak Adjustment Program Update](#)

Recommendation: Approve the Leak Adjustment Program update.

4. Public Hearings (none)

5. Business

5.1. [Policy P500-15-1 Water Waste](#)

Recommendation: Adopt Resolution No. 05-20 Revising Policy P500-15-1 Water Waste and rescind Resolution No. 08-15.

6. Staff Reports

6.1. Legal

District Counsel - oral

6.2. [Administrative](#)

General Manager – oral

Board Compliance Tracking

Board Regulations Review Schedule

6.3. [Finance](#)

Financial Reports 07/01/19 through 04/30/20

6.4. [Operations](#)

Operations Report - oral

Production, Demand and Rainfall Data through 05/30/20

Leak Adjustment Program Report 07/01/19 through 04/30/20

6.5. [Water Use Efficiency](#)

Biannual Activity Report 11/01/19 through 03/31/20

7. Directors Reports

Travel and Meetings

ACWA and ACWA/JPIA Updates

Other

8. Written Correspondence (None)

9. Community Relations

Newsletter, Scotts Valley Water District 05/29/20

Scotts Valley Water District Declares Stage 2, Scotts Valley Times 06/01/20

10. Closed Session (None)

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

12. Future Items

Orchard Run Water Treatment Plant Aesthetic Water Quality Improvement Project

Development Projects Update

Community Outreach and Communications Year end Update

Compensation Adjustment for Exempt Classifications

Performance Evaluation: General Manager

13. Meetings and Event Calendar

Regular Board Meetings

Remote Access Only

07/09/20

08/13/20

09/10/20

Committee Meetings

Remote Access Only

06/15/20 Executive & Public Affairs

06/16/20 Finance & Personnel

06/15/20 Water Resources & Engineering

09/03/20 Interagency

Santa Margarita Groundwater Agency Board

Regular Board Meetings

Remote Access Only

06/25/20

07/23/20

08/27/20

Event Calendar

06/24/20 – 06/25/20 2020 WaterReuse California Virtual Conference

07/28/20 – 07/31/20 ACWA Summer Conference Monterey

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

14. Adjourn

The next regular meeting of the Scotts Valley Board of Directors is scheduled for 07/09/20.

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.

Board of Directors
Regular Meeting
05/14/20 at 5:00 p.m.
Minutes

The Board of Directors meeting on 05/14/20 was 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. The meeting was available from computer, tablet or smartphone at <https://global.gotomeeting.com/join/177008133> and by telephone by dialing: (312) 757-3121 Access Code: 177-008-133.

1. Convene

1.1. Call to Order and Roll Call

President Leishman called the meeting to order at 5:02 p.m. by remote access only.

Directors

Bill Ekwall

Wade Leishman

Chris Perri

Danny Reber

Ruth Stiles

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

Associate Directors

Annie Finch

Noelle Downing

Audience

Tina Friend, City Manager City of Scotts Valley

Claudia Llerandi, Kennedy Jenks

David T. Hodgin

1.2. Additions/Deletions to the Agenda

The Water Use Efficiency Biannual Activity Presentation was deleted from the agenda.

1.3. Oral Communications

None.

2. Administrative

2.1. Presentations

Wastewater Enterprise Status Report

City Manager, Tina Friend reported that the City is working toward strengthening its wastewater facilities and is currently conducting collection system study that includes a condition assessment and management and investment plan. A wastewater

rate study is about to kick off and the FY 2020 CIP includes funds for an evaluation of the UV treatment system.

2.2. Approval of Minutes

04/09/20 Regular Board Meeting

MOTION carried to approve the minutes of the 04/09/20 Regular Board Meeting by unanimous roll call vote.

2.3. Committee and other Agency Meeting Reports

Executive & Public Affairs Committee

None.

Finance & Personnel Committee 04/21/20

Finance and Customer Service Manager Kurns provided additional information on a billing error on a landscape account.

Interagency Committee

None.

Water Resources & Engineering Committee 04/20/20

There was nothing further to add to the written report.

Santa Margarita Groundwater Agency (SMGWA) Board 03/26/20 and 04/23/20

Director Perri noted the new meeting recap is very informative.

2.4. Covid-19 Business Decisions Updates

Social Distancing, Sanitation and Safety Protocols – COVID-19 Pandemic

General Manager Harmon provided current information on District activities.

Director Stiles expressed her concerns over the safety and welfare of staff and would like to see all office staff working from home.

3. Consent

MOTION carried to approve Consent Agenda Items 3.1 Sequoia Tank Interior Recoating Contract Agreement Amendment and 3.2 Water Use Efficiency Think Twice Program and Rebate Program by unanimous roll call vote.

3.1. Sequoia Tank Interior Recoating Contract Agreement Amendment

The amendment to the 02/01/20 contract agreement with Euro Style Management (ESM) in the amount of \$132,080 was ratified by unanimous roll call vote.

3.2. Water Use Efficiency Think Twice Program 2020 and Rebate Program 2020 Updates

The Think Twice Water Use Efficiency Program and the Rebate Program was approved by unanimous roll call vote.

4. Public Hearings

None.

5. Business

5.1. Water Supply Outlook and Demand Strategy 2020

The Board reviewed and discussed the water supply outlook and demand strategy.

MOTION carried to declare Stage 2 Water Supply Conditions and elect not to implement drought surcharge due to the COVID-19 pandemic for the Water Year 2020.

5.2. Capital and Maintenance Projects FY 2021-2025 Budget Projection

The Board received and reviewed the capital and maintenance projects FY 2021-2025.

5.3. Fiscal Year 2021 Proposed Budget Summary

The Board received the proposed FY 2021 budget summary.

5.4. 11/03/20 Statewide General Election

MOTION carried to adopt Resolution No. 04-20 to order an election, request Santa Cruz County Elections Department to conduct election, request to consolidate it with other jurisdictions holding an election on 11/03/20; and authorize the filing of Notice to County Clerk of Elective Offices to be Filled and Transmittal of Map and Boundaries by unanimous roll call vote.

6. Staff Reports

6.1. Legal

Legal Counsel Bosso reported no activity on any court cases, discussions with staff on COVID-19 regulations and the billing error.

6.2. Administrative

General Manager Harmon reported that we are the only water district in the County still billing bimonthly. Management staff are continually discussing and addressing staff safety during the COVID-19 pandemic.

6.3. Finance

Financial Reports 07/01/19 through 03/31/20
The reports were accepted without comment.

6.4. Operations

Production, Demand and Rainfall Data through 04/30/20

The reports were accepted without comment.

Leak Adjustment Program Report 07/01/19 through 03/31/20

The report was accepted without comment.

Operations Manager McNair provided updates on the Sequoia Tank and Hacienda Booster projects.

6.5. Water Use Efficiency

Biannual Activity Report 11/01/19 through 03/31/20

This item will be continued at a future meeting.

7. Directors Reports

Travel and Meetings

Director Stiles reported that she is attending online webinars instead of annual meetings and recently attended one on cross connection control.

Director Perri reported that he will be attending the GSA summit.

Director Reber reported that he attended the 04/23/20 SMGWA board meeting.

President Leishman reported that he will be attending WaterReuse Virtual Conference in June.

ACWA and ACWA/JPIA Updates

None.

Other

Director Reber reported that this year's Art, Wine and Beer Festival has been cancelled and that Drive-in Movies at Sky Park are being considered.

8. Written Correspondence

Financial Impact of the COVID-19 Crisis on U. S. Drinking Water Utilities, Raftelis 04/14/20

COVID-19 Relief & Recovery: Guiding Principles to Secure Our Water Future, U. S. Water Alliance 04/21/20

Scotts Valley Water District Request for COVID-19 Federal Relief Funding, Scotts Valley Water District 04/24/20

2019 Commercial & Agricultural Annual Benefits Summary, Monterey Bay Community Power, 05/04/20

The written communications were accepted without comment.

9. Community Relations

Newsletter, Scotts Valley Water District April 2020

Coronavirus: Water Agencies across Santa Cruz County Study Budgets, Sentinel 05/06/20

The community relations items were accepted without comment.

10. Closed Session

None.

11. Report on Closed Session and Additional Items

None.

12. Future Items

Fiscal Year 2021 Budget

Policy Updates: Qualifying Medical Needs Rate and Water Waste

Program Updates: Rate Assistance and Leak Adjustment

13. Meetings and Event Calendar

Regular Board Meetings

Remote Access Only

06/11/20

07/09/20

08/13/20

Committee Meetings

Remote Access Only

05/18/20 Executive & Public Affairs

05/18/20 Finance & Personnel

05/19/20 Water Resources & Engineering

06/04/20 Interagency

Santa Margarita Groundwater Agency Board

Regular Board Meetings

Remote Access Only

05/28/20

06/25/20

07/23/20

Association of California Water Agencies (ACWA) Events

06/10/20 – 06/11/20 3rd Annual GSA Summit Virtual Conference

06/24/20 – 06/25/20 2020 WaterReuse California Virtual Conference

07/28/20 – 07/31/20 ACWA Summer Conference Monterey

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

14. Adjourn

The meeting adjourned at 7:28 p.m.

Approved:

Attest:

Wade Leishman, Board President

Piret Harmon, Board Secretary

DRAFT



SCOTTS VALLEY WATER DISTRICT

svwd.org  svwater

Executive and Public Affairs Committee Meeting 05/18/20 – 4:00 p.m. Meeting Report

1. Convene

The meeting convened at 4:01 p.m. and was conducted exclusively by video conferencing in compliance with Executive Order N-29-20 issued by Governor Newsom and the Santa Cruz Health Service Agency Shelter-in-Place Order.

Present: Director Ekwall and Director Leishman

Staff: General Manager Harmon and Assistant to General Manager Paul

Others: Bill Maxfield

2. Discussion Items

2.1 Community Relations/Public Outreach Update (Bill Maxfield)

The Committee received an update from District's communications consultant Bill Maxfield on current community relations activities and discussed upcoming activities.

2.2 Farmers Market Participation

The Committee discussed the value of District participation and different approaches necessary and appropriate for social distancing.

2.3 Customer Survey: Objective/Timing/Details

The Committee discussed conducting a customer survey and what would be the most appropriate topic for gathering meaningful results. Staff will provide proposed topic area(s) for committee consideration.

2.4 Preparation for General Manager Performance Evaluation

The Committee reviewed and provided feedback regarding the framework and elements of the GM performance evaluation.

3. Future Agenda Items

No items were discussed.

4. Adjourn

The meeting adjourned at 5:21 p.m. The next meeting is scheduled for 06/15/20.

Board Meeting Recap — May 2020 —

SMGWA Board considers standards for groundwater levels, quality

Santa Margarita Groundwater Agency's May board meeting was held Thursday, May 28. The meeting, including time for public comment and participation, was again conducted via web- and phone-based access due to County Shelter-in-Place Orders put in place as a response to the coronavirus outbreak.

The majority of the meeting was dedicated to an informational session about criteria for degraded groundwater quality and chronic lowering of groundwater levels in the Santa Margarita Basin. Georgina King of Montgomery & Associates and Dave Ceppos of California State University, Sacramento led the session.

The implementation of a Groundwater Sustainability Plan (GSP) for the Basin cannot degrade groundwater quality such that it causes adverse impacts, though King pointed out that SMGWA and its member agencies cannot control everything that happens in the Basin, such as if a spill were to affect groundwater quality. Following questions from board members and an opportunity for public input, the board accepted the draft statement of significant and unreasonable conditions for degraded groundwater quality.

The meeting also covered how to set sustainable management criteria for degraded groundwater quality. King recommended using State drinking water standards, which establish maximum contamination levels for various chemicals, for minimum thresholds. King suggested the board set realistic standards for measurable objectives for groundwater quality by using an averaging approach over the past 10 years. The item will be brought back to the board in June for further consideration. A third component of King's presentation that covered sustainable management criteria for groundwater levels wasn't completed and will be continued at the next board meeting.

The Board also received an informational item about SMGWA's youth outreach efforts, including the creation of a pilot program to offer a summer internship for community service credit through Scotts Valley High School. Details of the program will be announced soon.

The next SMGWA Board of Directors meeting will be held Thursday, June 25 at 5:30 pm. More information at smgwa.org.



**SCOTTS VALLEY
WATER DISTRICT**

AGENDA REPORT

Scotts Valley Water District

Date: 06/11/20

To: Board of Directors

Item: Consent 3.1

Subject: **FY 2021 Proposed Budget**

Reason: Complies with Administrative Code and supports District Strategic Goal No. 3 Financial Stewardship by managing the District's financial resources in a responsible manner.

SUMMARY

Recommendation: Approve the Fiscal Year 2021 (FY 2021) Budget, including the FY 2021 Work Plan.

Fiscal Impact: The FY 2021 Budget amounts to \$10,962,429 in expenditures, including \$6,034,268 in Operating Expenses, \$643,161 in Debt Service, and \$1,630,000 in New Projects, \$2,640,000 in Project Carryover, and \$15,000 in Purchase Order Carryover. The FY 2021 Budget requires a draw from fund balance of \$2,290,334.

Previous Related Action: On 05/14/20 the Board received a summary of the FY 2021 Budget.

On 04/21/20, the Finance and Personnel Committee reviewed the draft FY 2021 Budget summary.

On 04/20/20, the Water Resources and Engineering Committee reviewed and commented on the proposed Projects Budget.

On 02/25/20, the Finance and Personnel Committee received a report on the FY 2021 Budget assumptions.

BACKGROUND

District follows an annual budget cycle with a balanced budget adopted at the June board meeting. The Budget is comprised of the Operating Budget, Debt Service Budget and Projects Budget. The Operating Budget is a line item budget that is organized in functional divisions and major expense categories.

DISCUSSION

FY 2021 Budget is comprised of the Operating Budget, Debt Service Budget and Projects Budget. The Operating Budget is a line item budget that is organized in functional divisions and ma-

major expense categories. The Debt Service Budget provides funds for the 2016 JP Morgan Chase refunding loan. The Projects Budget includes maintenance projects and capital projects. Additionally, existing projects and service agreements committed but not anticipated to be completed by June 30, 2020, are recommended to be carried over into FY 2021.

The FY 2020 ending Fund Balance is estimated to be \$4,203,625. The FY 2021 ending Fund Balance is budgeted to be \$1,943,292.

As demonstrated in the Target Reserves section of the Transmittal Letter, the calculated target reserve level for FY 2021 is \$4,526,661.

A greater level of detail is provided in the enclosed budget transmittal letter.

Submitted,

Piret Harmon
General Manager

Enclosed: Budget Transmittal Letter
 FY 2021 Operating Budget
 FY 2021 Projects Budget
 FY 2021 Work Plan



June 11, 2020

Board of Directors
Scotts Valley Water District

Re: FY 2021 Budget Transmittal Letter

The FY 2021 Budget was developed to implement the FY 2021 Work Plan in support of the District strategic goals:

- Water Resource Management: SVWD meets the water supply needs of its customers by developing new, sustainable sources and maximizing the use of existing sources.
- Infrastructure Integrity: SVWD provides continuous investment in its infrastructure and process improvements to ensure the efficiency of its operations.
- 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.
- Community Engagement: SVWD proactively creates opportunities for strategic alliances and mutually beneficial relationships with its customers and partners.
- 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.

The Work Plan in its entirety is attached for reference.

The total FY 2021 Budget amounts to \$10,962,429 in expenditures, including \$6,034,268 in Operating Expenses, \$643,161 in Debt Service, \$1,630,000 in New Projects, \$2,640,000 in Project Carryover, and \$15,000 in Purchase Order Carryover, and as described in the FY 2021 Budget Summary below.

In the March and April 2020 meetings, the Finance and Personnel Committee reviewed Budget Assumptions and the preliminary Proposed Operating Budget. During its April meeting, the Water Resource and Engineering Committee reviewed and commented on the Proposed Projects Budget. In May, the Board of Directors reviewed the Proposed Projects Budget and the Proposed Operating Budget.

The District successfully completed the Comprehensive Rate and Fee Study in compliance with the Proposition 218 requirements in December 2016 and implemented the new rate plan in February 2017. In November 2019, the Board approved a lower rate than 2016 adopted Rate Schedule. The approved/projected rate changes for FY 2020 through FY 2021 are below:

Potable Water

Effective Date	Change in Basic Meter Charge	Change in Tiered Rate
December 13, 2019	3%	3%
December 13, 2020	3% (TBD)	3% (TBD)

Recycled Water

Effective Date	Change in Basic Meter Charge	Change in Tiered Rate
December 13, 2019	46.7%	1.36%
December 13, 2020	37.5%	2.02%

To comply with the 2014 Sustainable Groundwater Management Act, the District along with the County of Santa Cruz and San Lorenzo Valley Water District formed the Santa Margarita Groundwater Agency (SMGWA), which operations are initially funded by the three member agencies. The FY 2021 Expense Budget includes funding of \$290,490, or \$18,669 more than the prior year budget, for SMGWA.

The Debt Service budget in the FY 2021 Budget is prepared pursuant to the payment schedule specified in the 2016 Installment Purchase Agreement. Debt service payments in FY 2021 increase 16% from \$554,841 to \$643,161. The Debt Service Coverage Ratio (DSCR) for the FY 2021 Budget is 4.4, exceeding the required 1.2 ratio. The ratio lowers to 3.1 if all development revenues from new service connections projected for FY 2021 were delayed to future years.

The FY 2021 Operating Expense Budget increases 7.5%, or \$423,973 from the prior year. The primary reason for the increase is that the FY 2021 budget provides funding for six professional service agreements that are operating in nature but do not occur annually. These budget enhancements total \$280,620. The total Operating Expense Budget, excluding these one-time enhancements would total \$5,741,079, a 2% increase from the FY 2020 Budget.

The budget for Salaries & Benefits in FY 2021 reflects a 3.15% Cost-of-Living Adjustment (COLA) increase for all non-exempt positions. Contributions to CalPERS for each of the Districts three pension plans also increased in FY 2021. Further, the minimum required payment on the District's Unfunded Accrued Liability increased 19% from \$148,000 to \$176,000. Overall, Salaries & Benefits are budgeted to increase by 3% in FY 2021.

Services & Supplies and Debt Service combined are budgeted to increase 10% in FY 2021.

FY 2021 BUDGET SUMMARY

	Potable Water Fund 01	Recycled Water Fund 02	District Total Funds 01 and 02
REVENUE			
Operating Revenue			
Water Sales	3,783,811	482,653	4,266,464
Water Services	2,168,674	65,345	2,234,019
New Connections	786,110	32,126	818,236
Subtotal	6,738,595	580,124	7,318,719
Non-Operating Revenue			
Property Taxes	1,077,212	-	1,077,212
Notes Receivable (principal)	-	169,412	169,412
Other	98,179	8,573	106,752
Subtotal	1,175,391	177,985	1,353,376
TOTAL REVENUE	7,913,986	758,109	8,672,095
EXPENSES			
Operating Expenses			
Administration	1,351,885	112,896	1,464,781
Finance/Customer Service/WUE	892,295	93,986	986,281
Operations	2,746,887	396,032	3,142,919
Engineering	266,949	29,661	296,610
Board	129,309	14,368	143,677
Subtotal	5,387,325	646,943	6,034,268
Debt Service (principal & interest)	390,270	252,891	643,161
Projects	1,622,800	7,200	1,630,000
TOTAL EXPENSES	7,400,395	907,034	8,307,429
FY 2020 Projects Carryover	2,115,000	525,000	2,640,000
FY 2020 Purchase Orders Carryover	15,000	-	15,000
TOTAL BUDGET W/CARRYOVER	9,530,395	1,432,034	10,962,429
Surplus/(Deficit)	-1,616,409	-673,925	-2,290,334

REVENUE

The FY 2021 Budget comprises a total revenue of \$8,672,096 with \$7,913,987 in the Potable Water (01) Fund and \$758,109 in the Recycled Water (02) Fund.

Water Sales revenue includes consumption-based sales of potable water, recycled water, and bulk water. The FY 2021 Water Sales revenue budget assumes consumption will be equal to the recent three-year average, and a rate increase of 3% in December 2020.

Water Service revenue is based on monthly or bimonthly basic service charges and the number of existing meters for both potable and recycled water. For new connections added to the system in FY 2020, Water Service revenue is anticipated in FY 2021 and is included in the budget.

New Connections revenue is based on the development projects which are underway in the Service Area and anticipated to be completed in FY 2021. New Connections revenue has proven to be volatile and difficult to predict. The FY 2021 Budget is based on the most likely scenario projected at this time.

Non-Operating Revenue includes property taxes, notes receivable, interest, dividends, sale of surplus items, etc. Property tax revenue for FY 2021 is budgeted at 5.0% more than the FY 2020 estimated actual, based on the 5-year history of property tax revenue growth. Interest and dividends are budgeted based on current interest rates. Notes receivable, primarily the Reimbursement for the Reduction of the Recycled Water Entitlement from the City of Scotts Valley, is included in the proposed FY 2021 budget.

EXPENSES

The FY 2021 Operating Budget totals \$6,034,268 including \$5,387,325 in the Potable Water (01) Fund and \$646,943 in the Recycled Water (02) Fund. The FY 2021 Operating Budget is comprised of \$3,050,086 in Salaries and Benefits and \$2,984,183 in Services, Supplies and Production Costs, as detailed below.

Salaries and Benefits

Salaries and Benefits	FY 2020	FY 2021	Change	%
	Approved Budget	Proposed Budget		
Administration	624,052	641,272	17,220	3%
Finance	537,784	563,967	26,183	5%
Operations	1,589,423	1,619,059	29,636	2%
Engineering	95,241	105,710	10,469	11%
Board	118,000	120,077	2,077	2%
Total	2,964,500	3,050,085	85,585	3%

The FY 2021 Salaries and Benefits budget provides for an increase of \$85,585, or 3%, over the FY 2020 budget. The Salaries budget includes scheduled step increases for eligible hourly employees and compensation adjustments for exempt employees. The budget also includes a COLA of 3.15%, as mentioned above, based upon the calendar year 2019 CPI-U average for hourly employees. Directors Fees for the board include compensation for Directors and Associate Directors to attend board and committee meetings as well as time spent at conferences, training events and other functions. The Benefits budget includes an average increase of 4% in medical premium rates; an increase of \$28,012 or 19%, for the unfunded pension liability related to prior service by employees; an increase of \$23,687, or 14%, for normal pension costs covering current service by employees; and moderate increases in other benefits.

The number of positions remains unchanged at 18, including the 0.5 full-time equivalent (FTE) Administrative Office Assistant position which supports the Santa Margarita Groundwater Agency (SMGWA). The costs of this position are included within the Administration Division salary and benefit line item budgets. The cost of this position is offset with a revenue item budget (within the revenue budget) because fifty percent of the position is funded by SMGWA. A summary of budgeted full-time equivalent (FTE) positions follows:

Positions

Position	FTE in FY 2020	FTE in FY 2021
General Manager	1	1
Operations Manager	1	1
Assistant to the General Manager	1	1
Finance & Customer Service Manager	1	1
Engineering Technician	1	1
Operations Supervisor	1	1
Water Use Efficiency Coordinator	1	1
Lead Water Facilities Operator	2	2
Water Facilities Operator III	2	2
Water Facilities Operator II	2	2
Utility Service Representative, Field	1	1
Electrician/Instrumentation Technician	1	1
Accounting Specialist	1	1
Administrative Office Assistant	0.5	0.5
Administrative Office Assistant - SMGWA	0.5	0.5
Utility Service Representative, Office	1	1
Total Positions	18	18

Services, Supplies and Production Costs

Description	FY 2020 Approved Budget	FY 2021 Proposed Budget	Change	%
Services	836,808	1,098,941	262,133	31%
Supplies	58,900	40,000	-18,900	-32%
General Production	86,100	97,000	10,900	13%
Source of Supply	511,821	460,490	-51,331	-10%
Pumping	386,930	513,400	126,470	33%
Water Treatment	448,000	430,000	-18,000	-4%
Transmission & Distribution	134,100	131,200	-2,900	-2%
Customer Accounts	180,138	207,113	26,975	15%
Other	3,000	6,039	3,039	101%
Total	2,645,797	2,984,183	338,386	13%

As shown on the prior page, total FY 2021 Services, Supplies and Production costs are budgeted at \$2,984,183, an increase of 13% from the prior year. Services costs increased 31% to

\$1,098,941 from \$836,808 in FY 2020. The driver for this increase was the various Budget Enhancements for Professional Services in the Administration, Finance/Customer Service and Engineering Divisions.

The following initiatives planned in Fiscal Year 2021 comprise the Budget Enhancements in the Services category: Urban Water Management Plan, Risk and Resilience Study, Rate Study, Recycled Water Alternatives Study and Pressure Analysis Report. These initiatives total \$280,620. Excluding these Budget Enhancements, the FY 2021 Services, Supplies and Production costs would instead total \$2,703,563 an increase of \$57,766, or 2% more than the amount budgeted in FY 2020.

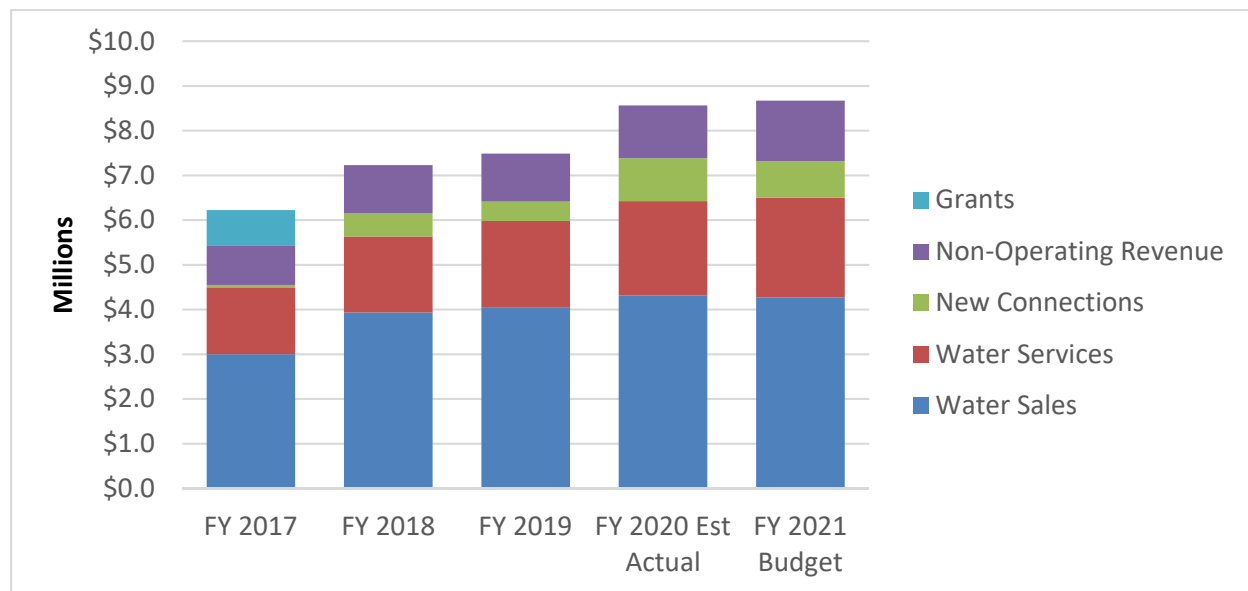
FY 2021 Purchase Order Carryover

One purchase order with an estimated balance of \$15,000 was encumbered in FY 2020, but not expected to be completed by year-end. The balance will be rolled into the FY 2021 Operating Budget to continue the work and is reflected in the budget as an FY 2020 Purchase Order Carryover in FY 2021.

FIVE-YEAR TREND/COMPARISON:

Revenue:

The following chart provides a five-year trend of District revenues, excluding Notes Receivable:



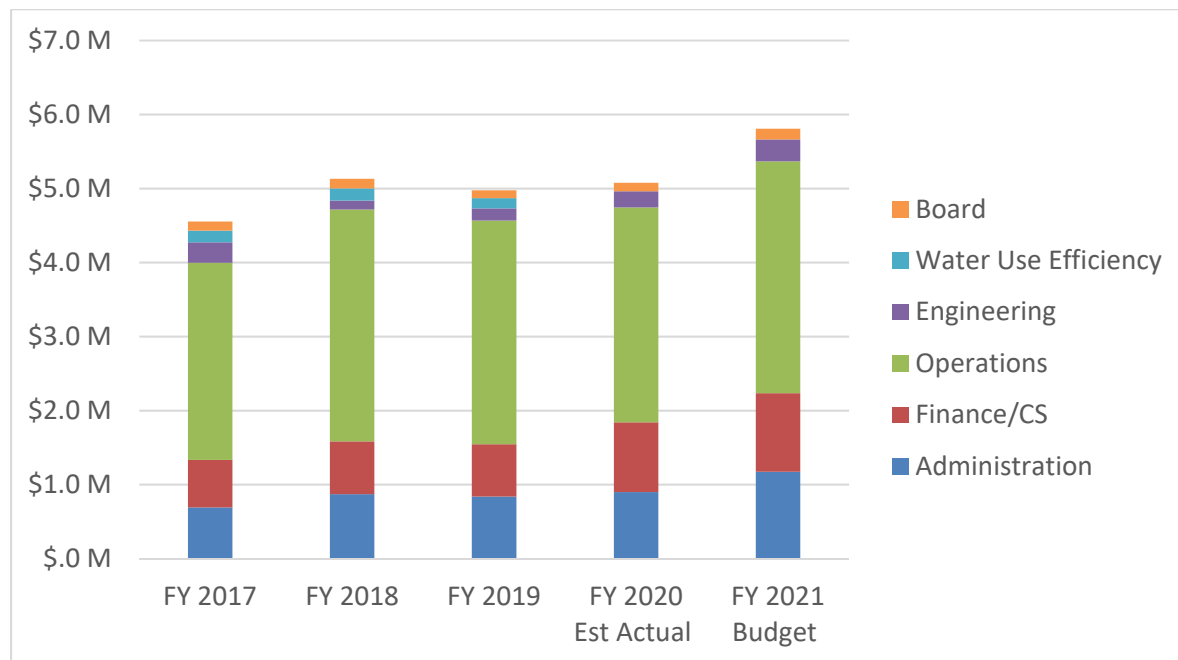
Revenue has steadily increased since FY 2017. FY 2017 was the first year impacted by the Districts current Rate Schedule, a five-year plan that became effective in December of 2016, impacting the second half of FY 2017. FY 2018 was the first full year impacted by the new rate plan and reflects the expected trend of increasing revenues.

FY 2020 Estimated Actuals reflect continued revenue growth. However, the growth is not as significant as was originally estimated in the FY 2020 Budget. The Board implemented a 3% rate increase, replacing an originally adopted 10%, in December 2019. Water Sales revenue in FY 2020 is essentially flat, with revenue growth coming from Water Services, New Connections and Non-Operating (property tax) increases.

The projected FY 2021 Water Sales revenue assumes that overall consumption will mirror the 3-year average. Water Service revenue has increased steadily throughout the implementation of the Rate Schedule. Total revenue is anticipated to be essentially flat in FY 2021. The District projects that the ‘Shelter in Place’ requirements will result in decreased consumption in commercial sector. However, consumption decreases will be offset by the projected three percent rate increase.

Expenses:

The following chart provides a five-year trend of District expenses by Division.



The figures above exclude Debt Service. In FY 2020 the Water Use Efficiency division budget shifted to the Finance / CS division to align with the changed organizational structure.

DEBT SERVICE

The FY 2021 Debt Service budget totals \$643,161, including \$390,270 in the Potable Water (01) Fund and \$252,891 in the Recycled Water (02) Fund, a decrease of \$10,585 in total from the FY 2020 Budget of \$653,746.

	PW (01) Fund	RW (02) Fund	Total
2016 JP Morgan Loan			
Interest	\$46,034	\$29,829	\$75,863
Principal	\$344,236	\$223,062	\$567,298
Total	\$390,270	\$252,891	\$643,161

DEBT SERVICE COVERAGE RATIO (DSCR)

The 2016 Refunding Loan requires that the District prescribe, revise and collect such charges for providing water, which, after allowances for contingencies and errors, produce sufficient income in each fiscal year to provide net revenues equal to at least 1.20 times the sum of 1) 2016 Loan installment payments becoming due and payable in such fiscal year and 2) all debt service and any related payments required with respect to any additional parity debt for such fiscal year. Parity debt consists of any additional debt obligations incurred by the District and secured by a debt on District revenues equally and ratably with the 2016 Loan payments. No parity debt currently exists.

The FY 2021 Budget presents a debt coverage ratio of 4.4, which is well above the minimum requirement of 1.20. New Connections revenue including Meter Fees, Capacity Fees, Will Serve Fees, and Development Project Review Fees are budgeted for a total of \$0.8 million and included in the calculation. In the worst case, if all New Connections revenues were delayed and thus not included in this calculation, the DSCR would be adjusted to 3.1.

PROJECTS

The FY 2021 Projects budget totals \$1,630,000, with \$1,622,800 in the Potable Water Fund and \$7,200 in the Recycled Water Fund. Additionally, projects that are in progress in FY 2020 are projected to have a total unspent balance of \$2,640,000 by FY 2020 year-end, and this amount will be carried forward into FY 2021, so that those projects may be completed. Combining the FY 2021 Project budget of \$1,630,000 with the carryover budget of \$2,640,000, the Proposed FY 2021 Projects budget will have a total of \$4,270,000. Project spending in FY 2021 will be funded by rate revenues. Budgeted projects are listed below:

Category	Project	Potable Water (01) Fund	Recycled Water (02) Fund	FY 2020 Carryover	FY 2021 Total
Transmission Mains	Main Replacement Program	550,000		75,000	625,000
Treatment Plants	Orchard Run Water Treatment Plant Improvements	310,000		1,890,000	2,200,000
	El Pueblo Water Treatment Plant Improvements			30,000	30,000
	Well 10 WTP Water Quality Improvements	113,000			113,000
	Treatment Facility for New Production Well	100,000			100,000
Storage Tanks	Bethany Tank Rehabilitation	100,000		100,000	200,000
Pump Stations	Polo Ranch PS	75,000			75,000
Wells	Lompico Formation Production Well (Well 9 Replacement)	100,000			100,000
Recycled Water Supply	Purified Recycled Water Recharge			525,000	525,000
Meters	Automated Metering Infrastructure (AMI)	100,000			100,000
	Meter Replacement Program	75,000			75,000
Technology	Utility Billing Software Improvements	10,000		20,000	30,000
Fleet	Vehicle Replacement Program	37,800	4,200		42,000
	Specialized Operations Equipment	25,000			25,000
Buildings	Administrative Building Improvements	27,000	3,000		30,000
Totals:		1,622,800	7,200	2,640,000	4,270,000

Summary of the FY 2021 Projects Budget:

The most significant FY 2021 projects are described further below:

- \$2,200,000 Orchard Run Water Treatment Plant Improvements:
Implement esthetic taste and odor improvements to treatment process by adding new Granular Activated Carbon (GAC) filter and chlorine analyzer injection system. Infrastructure improvements include replacing ammonia-based air scrubbing system with a Bio Filtration scrubber. Replace 40,000 gallon bolted steel back wash tank and install new sewer lateral.
- \$525,000 Purified Recycled Water Recharge:
Supplemental supply project to increase groundwater reliability, especially in dry years (climate related change). Could be shifted to SMGWA or replaced with conjunctive use with other water suppliers.
- \$625,000 Main Replacement Program:
Replace and upgrade 1,100 feet of potable water main lines at Vine Hill School Rd, Johnston Way, Scott Ct, and Upper Sunset Terrace.
- \$200,000 Bethany Tank Rehabilitation:
Construct additional tank on-site to allow for roof reconstruction and interior and exterior coating replacement of 400,000 gallon Bethany Tank.

BUDGETARY CONTROL

Through approval of the budget, the board appropriates the resources necessary to maintain District service levels and achieve specified objectives. The District prepares a detailed line item operating budget, which represents an estimate based on operations at the time the budget is prepared. Throughout the fiscal year management applies best business practices to improve operational efficiencies. As a result, actual expenses may differ from the budget.

The level of budgetary control is set at the major expense category by division. Each Division Manager is responsible for his/her division budget. The General Manager is responsible for the District budget with authority to move appropriations between divisions. Budgetary control for projects is set at the total Projects budget amount approved for the year, including carryover project funding. Spending on a project not listed in the budget would require the board's review and approval through an agenda report.

FUND BALANCE

Fund Balance is defined as funds readily available for new expenses and/or commitments. It is based on working capital, calculated as current assets (excluding Notes Receivable, shown separately below) minus current liabilities (excluding Debt Service, shown separately below).

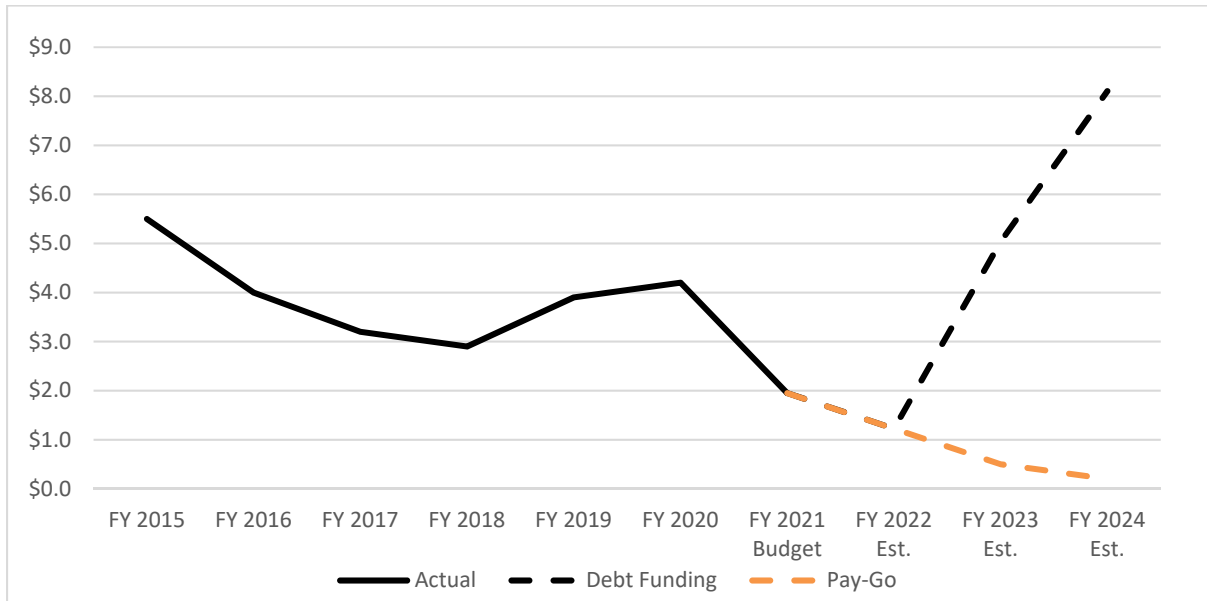
FY 2020 Estimated Actual	Potable Fund	Recycled Fund	District Total
Audited Fund Balance 6/30/2019	3,283,458	15,578	3,299,036
Revenue	7,998,300	565,096	8,563,396
Notes Receivable	-	173,019	173,019
Operating Expense	(4,781,795)	(515,028)	(5,296,823)
Debt Service	(336,678)	(218,163)	(554,841)
Project Costs	(1,782,146)	(198,016)	(1,980,162)
Increase / (Decrease) of Fund Balance	1,097,682	(193,093)	904,589
Transfer from 01 Fund to 02 Fund	(177,515)	177,515	-
Projected Fund Balance 6/30/2020	4,203,625	-	4,203,625

The total Fund Balance is projected to increase \$0.9 million by the end of FY 2020, from \$3.3 million to \$4.2 million. This increase is primarily due to the District not spending the full budget for projects in FY 2020. The Estimated Actual for projects in FY 2020 is \$2.0 million. It is anticipated that \$2.6 million will be required in FY 2021 as carryover project funding.

FY 2021 Budget	Potable Fund	Recycled Fund	District Total
Projected Fund Balance 6/30/2020	4,203,625	-	4,203,625
Revenue	7,913,987	588,697	8,502,684
Notes Receivable	-	169,412	169,412
Operating Expense	(5,387,325)	(646,942)	(6,034,267)
Debt Service	(390,270)	(252,891)	(643,161)
Project Costs	(1,622,800)	(7,200)	(1,630,000)
Increase / (Decrease) of Fund Balance	513,592	(148,925)	364,668
FY 2020 Purchase Orders Carryover	15,000	-	15,000
FY 2020 Projects Carryover	(2,640,000)	-	(2,640,000)
Transfer from 01 Fund to 02 Fund	(148,925)	148,925	-
Projected Fund Balance 6/30/2021	1,943,292	-	1,943,292

The FY 2021 Budget anticipates a \$2.2 million draw on Fund Balance from \$4.2 million on 6/30/2020 to \$2.0 million on 6/30/2021. The FY 2021 budget includes a sizable \$4.3 million spending in projects. While the budget represents the financial resources that are needed for the project, it is likely that the full budget amount will not be needed in the fiscal year.

Fund Balance (in millions of \$)



After four consecutive years of budget deficits from FY 2015 through FY 2018, the FY 2019 Fund Balance reversed the trend by ending the year in a surplus. This trend continued in FY 2020. As discussed above and shown in the Fund Balance chart above, the FY 2021 budget will draw on fund balance. As the District continues to see revenue grow, and as essential projects are completed, fund balance is anticipated decrease for a few years and then grow in future years.

Estimating future year fund balances requires making numerous assumptions. One of the most significant assumptions is how the District will pay for the Purified Recycled Water Project, the largest project in the Capital Improvement Program. The Fund Balance chart above depicts two funding scenarios: Debt Funding and Pay-Go. The Debt Funding scenario assumes that grant funding and debt financing will fully fund the project. In this scenario, fund balance will continue to increase to meet or exceed the Target Reserve. The Pay-Go scenario assumes that the project will be funded by a combination of grant funding, rate revenue and fund balance. In this scenario, the District will draw on fund balance to pay for the project and the District would not achieve the Reserve Target in the forecast period.

ALLOCATION OF EXPENSES BETWEEN POTABLE FUND AND RECYCLED FUND

In general, recycled water revenue receipts, portions of debt service for the 2016 Refunding Loan, water meters for recycled accounts, repairs and maintenance of the recycled water plant and 10% of the general and administrative expenses are budgeted in the Recycled Water Fund. As the budget needs to be balanced by fund, a \$137,736 loan from the Potable Water Fund to the Recycled Water Fund is required to make the Recycled Water Fund whole for FY 2021. It should be noted that all District fund balance reserves are allocated to the Potable Fund and none is currently allocated to the Recycled Fund. The repayment of the cumulative interfund loans will be addressed in future budgets as the District implements continuing rate adjustments and completes various capital projects.

TARGET RESERVE

As part of the 2016 rate study, various reserve types and respective levels were discussed and recommended to the Board. The target reserves were established in District Policy P200-17-2. For FY 2021, the calculated target reserve amount is approximately \$4.5 million, as summarized below. The projected Reserve Balance, based upon fund balance at June 30, 2021, is \$1.95 million, or \$2.5 million less than the Target Reserve. It is highly unlikely that 100% of the budgeted Project expenditures will actually be spent in the FY 2021 and therefore it is anticipated that the actual Reserve Balance will exceed the \$1.95 million.

District Reserve Components:

		FY 2021
Operating Reserve		
FY 2021 Operating Expense Budget	6,034,268	
Reserve Level: 90 days (25%)	25%	1,508,567
Rate Stabilization Reserve		
FY 2021 Water Sales Revenue Budget	4,266,464	
20% of volumetric water sales revenue	20%	853,293
Emergency Reserve		
Net Asset Value @ 6/30/2019	21,067,532	
2.5% of Net Asset Valuation	2.50%	526,688
Capital Reserve		
FY 2019 Depreciation	998,094	
1 year of Depreciation	100%	998,094
Debt Service Reserve		
FY 2021 Debt Service	643,161	
100% of Debt Service	100%	643,161
Target Reserve:		4,529,803

In summary, the FY 2021 Budget reflects a Revenue budget of cautious optimism, an Operating Expense budget that maintains the Districts high service levels, and a detailed Projects budget. Looking ahead, the District plans to complete a Rate Study in FY 2021 to evaluate future revenue requirements. This FY 2021 Budget ensures that high service levels are maintained, essential projects are completed, with the District remaining on the path toward achieving the target reserve level over time.

Respectfully submitted,

Piret Harmon
General Manager

Scotts Valley Water District
FY 2021 Proposed Budget: Revenue

Account Number	Account Description	FY 2020 Budget	FY 2020 Estimated Actual	FY 2021 Budget
Fund (01)	POTABLE WATER			
R10	Operating Revenue - Water Sales			
01-000-41101	Residential Consumption - SF	\$2,321,579	\$2,194,244	\$2,292,073
01-000-41102	Residential Consumption - MF	\$167,537	\$165,133	\$169,499
01-000-41103	CII Consumption	\$1,231,742	\$1,130,989	\$964,099
01-000-41105	Irrigation Consumption	\$324,929	\$311,295	\$332,394
01-000-41200	Bulk Water	\$16,000	\$33,484	\$25,745
	R10 Operating Revenue-Water Sales Total:	\$4,061,787	\$3,835,146	\$3,783,811
R20	Operating Revenue - Water Services			
01-000-41300	Late Penalty	\$27,260	\$24,030	\$25,800
01-000-42100	Standby Basic Meter Charge	\$1,975,029	\$1,972,585	\$2,074,649
01-000-42121	Standby FP Basic Meter Charge	\$50,397	\$56,043	\$57,725
01-000-43300	Other Operating Revenue	\$13,269	\$10,475	\$10,500
	R20 Operating Revenue - Water Services Total:	\$2,065,955	\$2,063,133	\$2,168,674
R25	Operating Revenue - New Connections			
01-000-42101	Meter Fee	\$12,093	\$14,549	\$12,891
01-000-42102	Capacity Buy-in Fee	\$1,448,187	\$898,861	\$761,528
01-000-42120	FP Meter Fee	\$4,946	\$5,537	\$4,691
01-000-43100	Will Serve	\$788	\$1,375	\$1,000
01-000-43200	Development Project Review	\$2,118	\$7,354	\$6,000
	R25 Operating Revenue - New Connections Total:	\$1,468,130	\$927,676	\$786,110
R30	Non-Operating Revenue			
01-000-46000	Property Taxes	\$920,746	\$1,025,917	\$1,077,212
01-000-47110	Interest & Dividend	\$4,869	\$28	\$21
01-000-47120	Interest - LAIF	\$11,737	\$25,345	\$52,500
01-000-47520	Miscellaneous Non-Operating Revenue	\$3,000	\$117,992	\$45,658
01-000-47530	Unrealized Gain/Loss on Investment	\$0	\$3,063	\$0
	R30 Non-Operating Revenue Total:	\$940,352	\$1,172,345	\$1,175,391
Fund (01) Potable Water Revenue Total:		\$8,536,225	\$7,998,300	\$7,913,987

Scotts Valley Water District
FY 2021 Proposed Budget: Revenue

Account Number	Account Description	FY 2020 Budget	FY 2020 Estimated Actual	FY 2021 Budget
Fund (02)	RECYCLED WATER			
R10	Operating Revenue - Water Sales			
02-000-41105	Irrigation Consumption	\$465,177	\$473,099	\$482,653
02-000-41200	Bulk Water	\$25,000	\$5,758	\$0
	R10 Operating Revenue - Water Sales Total:	\$490,177	\$478,857	\$482,653
R20	Operating Revenue - Water Services			
02-000-42100	Standby Basic Meter Charge	\$45,124	\$47,528	\$65,345
	R20 Operating Revenue - Water Services Total:	\$45,124	\$47,528	\$65,345
R25	Operating Revenue - New Connections			
02-000-42101	Meter Fee	\$0	\$797	\$825
02-000-42102	Capacity Fee	\$90,869	\$27,591	\$31,301
	R25 Operating Revenue - New Connections Total:	\$90,869	\$28,388	\$32,126
R30	Non-Operating Revenue			
02-000-47110	Interest and Dividend	\$7,598	\$10,323	\$8,573
02-000-47560	Notes Receivable	\$163,019	\$173,019	\$169,412
	R30 Non-Operating Revenue Total:	\$170,617	\$183,342	\$177,985
Fund (02) Recycled Water Revenue Total:		\$796,787	\$738,115	\$758,109
Fund (01) and Fund (02) Revenue Total:		\$9,333,012	\$8,736,415	\$8,672,096
Total Revenue excluding Notes Receivable		\$9,169,993	\$8,563,396	\$8,502,684

Scotts Valley Water District
Potable Water Fund (01)
FY 2021 Proposed Budget: Expense

Account Number	Account Description	FY 2020 Budget	FY 2020 Estimated Actual	FY 2021 Budget
Fund (01)	Potable Water			
Dept (100)	Administration			
E01	Salaries & Benefits			
01-100-51110	Regular Pay	337,955	330,695	343,228
01-100-51111	Temporary Pay	10,000	4,000	11,000
01-100-51114	Overtime Pay	-	282	-
01-100-51115	Separation Pay	-	2,439	-
01-100-51116	Bonus Pay	-	3,669	-
01-100-51132	Special Vacation Pay	10,000	7,345	7,500
01-100-51150	Vehicle & Phone Allowance	3,840	3,852	3,840
01-100-51161	Medicare	5,165	5,018	5,371
01-100-51202	Retirement - Tier 2	26,110	25,789	29,500
01-100-51203	Retirement - Tier 3	4,766	4,491	4,782
01-100-51204	Unfunded Pension Liability	147,796	142,714	175,808
01-100-51206	Retirement - Survivor Benefit	73	80	73
01-100-51210	Medical Insurance	47,010	32,551	29,450
01-100-51212	Dental Insurance	3,329	2,699	2,461
01-100-51213	Vision Insurance	668	693	668
01-100-51214	Life & AD&D Insurance	1,170	1,146	1,209
01-100-51215	457 & HSA Contributions	12,800	11,413	12,800
01-100-51216	Employee Assistance Program	85	102	97
01-100-51220	Other Post-Employment Benefits	6,240	6,124	6,222
01-100-51240	Workers' Compensation	1,795	1,958	2,014
01-100-51250	Tuition Reimbursement	5,250	-	5,250
01-100-51698	Reimbursement from SMGWA	(52,188)	-	-
01-100-51700	Allocation to Fund (02)	(57,186)	(58,706)	(64,127)
	E01 Salaries & Benefits Totals:	514,678	528,352	577,145
E03	Services			
01-100-52110	Contractual Services	20,000	18,000	21,800
01-100-52120	Landscape Maint	5,000	4,180	5,000
01-100-52210	Professional Services	77,000	68,600	207,000
01-100-52230	IT Services	70,000	70,000	70,000
01-100-52231	Website Maint	5,500	4,500	5,500
01-100-52250	Legal Counsel	36,000	36,000	36,000
01-100-52280	Election Service	-	-	14,000
01-100-52310	Sewer Service	485	418	500
01-100-52320	Solid Waste Service	600	608	625
01-100-52330	Electricity & Gas	11,288	10,886	11,500
01-100-52340	Telephone & Internet	9,600	8,376	9,600
01-100-52410	Software Licensing & Maint	1,000	976	1,000
01-100-52420	Equipment Rental & Maint	5,100	4,800	4,900
01-100-52510	Travel & Meetings	12,000	5,400	12,000
01-100-52520	Training	4,000	1,500	4,000
01-100-52530	Dues & Memberships	24,000	22,000	24,060
01-100-52540	Employee Recognition	5,000	3,049	6,000

Account Number	Account Description	FY 2020 Budget	FY 2020 Estimated Actual	FY 2021 Budget
01-100-52570	Printing Services	2,500	2,100	2,400
01-100-52620	Legal Advertising	200	-	200
01-100-52630	Advertising & Promotion	13,000	12,000	13,000
01-100-52660	Recruitment	1,000	269	500
01-100-52700	Safety Services	2,000	1,069	2,000
01-100-52725	HR Processing Fees	2,100	1,980	2,170
01-100-52800	Regulatory Oversight & Comp	200	68	100
01-100-52810	General Building Maint	18,500	15,000	17,000
01-100-52980	Allocation to Fund (02)	(32,607)	(29,168)	(47,086)
E03 Services Totals:		293,466	262,612	423,770
E05				
Supplies				
01-100-53100	Office Supplies	4,000	4,032	4,200
01-100-53110	Building Maint Supplies	2,000	1,130	2,000
01-100-53400	Books & Subscriptions	550	100	1,000
01-100-53500	Safety Supplies	-	5,775	1,000
01-100-53700	Special Division Supplies	5,000	635	5,000
01-100-53910	Office Equipment	3,000	1,500	2,000
01-100-53920	Furniture & Furnishings	3,000	4,213	2,000
01-100-53980	Allocation to Fund (02)	(1,755)	(1,738)	(1,720)
E05 Supplies Totals:		15,795	15,646	15,480
E10				
Source of Supply				
01-100-52211	Contributions to SMGWA	271,821	295,821	290,490
01-100-52212	Professional Services	100,000	-	30,000
01-100-52290	Regional Groundwater Activities	10,000	2,000	10,000
E10 Source of Supply Totals:		381,821	297,821	330,490
E70				
Other				
01-100-52950	Contingency for Litigation	-	500	5,000
E70 Other Totals:		-	500	5,000
Dept 100 Sub Totals:		1,205,760	1,104,931	1,351,885
Dept (200)				
E01				
Finance/Customer Service				
Salaries & Benefits				
01-200-51110	Regular Pay	356,387	368,299	382,639
01-200-51111	Temporary Pay	10,000	604	5,000
01-200-51114	Overtime Pay	1,000	113	1,000
01-200-51150	Vehicle & Phone Allowance	960	963	960
01-200-51161	Medicare	5,286	5,260	5,667
01-200-51202	Retirement - Tier 2	19,695	20,545	23,020
01-200-51203	Retirement - Tier 3	10,682	10,786	12,608
01-200-51206	Retirement - Survivor Benefit	97	100	97
01-200-51210	Medical Insurance	77,629	75,407	76,229
01-200-51212	Dental Insurance	3,243	3,243	3,243
01-200-51213	Vision Insurance	891	891	891
01-200-51214	Life & AD&D Insurance	1,127	1,293	1,488
01-200-51215	457 & HSA Contributions	8,800	6,617	8,800
01-200-51216	Employee Assistance Program	114	118	130
01-200-51220	Other Post-Employment Benefits	39,798	38,986	39,668
01-200-51240	Workers' Compensation	2,075	1,713	2,527

Account Number	Account Description	FY 2020 Budget	FY 2020 Estimated Actual	FY 2021 Budget
01-200-51700	Allocation to Fund (02)	(53,778)	(53,499)	(56,397)
	E01 Salaries & Benefits Totals:	484,006	481,490	507,570
E03	Services			
01-200-52210	Professional Services	69,550	22,550	88,170
01-200-52240	Audit Services	30,000	15,000	15,000
01-200-52260	Financial/Regulatory Reporting	1,250	1,250	1,250
01-200-52300	Auto & Liability Insurance	47,000	46,918	48,790
01-200-52400	Property Insurance	14,000	14,855	15,450
01-200-52410	Software Licensing & Maint	12,705	13,013	13,403
01-200-52420	Equipment Rental & Maint	480	-	-
01-200-52510	Travel & Meetings	4,950	3,700	3,900
01-200-52520	Training	3,000	300	1,500
01-200-52550	Printing & Mailing Services	500	50	50
01-200-52630	Advertising & Promotion	1,500	1,250	2,500
01-200-52720	Payroll Processing Fees	6,510	7,795	8,300
01-200-52740	Bank Service Fees	5,600	4,420	4,600
01-200-52745	Fiscal Agent Fees	1,000	-	-
01-200-52760	Health Benefits Admin Fees	508	473	500
01-200-52980	Allocation to Fund (02)	(16,830)	(13,832)	(21,016)
01-200-54015	Property Tax Admin Fees	6,750	6,750	6,750
	E03 Services Totals:	188,473	124,492	189,147
E05	Supplies			
01-200-53200	Postage	3,000	3,000	3,000
01-200-53290	Promotional Give-Aways	2,000	200	1,000
01-200-53980	Allocation to Fund (02)	(300)	(320)	(400)
	E05 Supplies Totals:	4,700	2,880	3,600
E35	Customer Accounts			
01-200-52415	Software Licensing & Portal	19,895	33,847	35,031
01-200-52555	Printing & Mailing	19,800	11,039	20,493
01-200-52560	Collection Agency Fees	1,107	275	1,146
01-200-52650	AMI Data Subscription	29,904	32,089	30,951
01-200-52710	Payment Processing Fees	56,770	57,816	58,757
01-200-53250	Rebates - Pressure Regulators	-	2,175	3,000
01-200-53260	Rebates- Turf / Drip Replacement	40,000	38,657	40,000
01-200-53270	Rebates- Outdoor Efficiency	5,000	686	1,000
01-200-53280	Rebates- Indoor Efficiency	5,500	3,324	5,000
01-200-53700	Special Division Supplies	5,500	1,046	3,000
01-200-54980	Allocation to Fund (02)	(12,898)	(14,307)	(15,438)
01-200-59400	Bad Debt	-	8,000	8,000
	E35 Customer Accounts Totals:	170,578	174,647	190,940
E70	Other			
01-200-54010	Property Taxes	1,000	1,017	1,038
	E70 Other Totals:	1,000	1,017	1,038

Account Number	Account Description	FY 2020 Budget	FY 2020 Estimated Actual	FY 2021 Budget
E80	Debt Service			
01-200-54740	Bond Interest - 2016 JPMorgan	52,402	52,344	46,034
01-200-54750	Bond Principal - 2016 JPMorgan	344,326	284,334	344,236
	E80 Debt Service Totals:	396,728	336,678	390,270
	Dept 200 Sub Totals:	1,245,485	1,121,204	1,282,565
Dept (300)	Operations			
E01	Salaries & Benefits			
01-300-51110	Regular Pay	1,025,683	982,106	1,054,771
01-300-51114	Overtime Pay	64,480	82,497	82,300
01-300-51132	Special Vacation Pay	12,900	4,640	13,300
01-300-51150	Vehicle & Phone Allowance	6,240	6,629	6,240
01-300-51161	Medicare	15,150	15,106	15,621
01-300-51201	Retirement - Tier 1	26,372	26,075	29,282
01-300-51202	Retirement - Tier 2	51,647	51,056	59,299
01-300-51203	Retirement - Tier 3	19,306	18,543	22,494
01-300-51206	Retirement - Survivor Benefit	266	268	266
01-300-51210	Medical Insurance	221,856	188,868	190,672
01-300-51211	Medical Cash-in-lieu	-	2,667	3,000
01-300-51212	Dental Insurance	10,910	11,319	11,288
01-300-51213	Vision Insurance	2,450	2,499	2,450
01-300-51214	Life & AD&D Insurance	2,446	2,525	3,095
01-300-51215	457 & HSA Contributions	23,000	18,009	24,100
01-300-51216	Employee Assistance Program	313	367	356
01-300-51220	Other Post-Employment Benefits	78,203	70,798	68,703
01-300-51240	Workers' Compensation	28,201	28,850	31,822
01-300-51700	Allocation to Fund (02)	(158,941)	(151,282)	(161,906)
	E01 Salaries & Benefits Totals:	1,430,482	1,361,539	1,457,153
E03	Services			
01-300-52120	Landscape Maint	11,300	15,260	15,000
01-300-52210	Professional Services	20,600	3,750	10,000
01-300-52310	Sewer Service	400	418	600
01-300-52320	Solid Waste Service	3,100	3,054	3,100
01-300-52340	Telephone & Internet	8,200	11,078	11,400
01-300-52420	Equipment Rental & Maint	20,600	22,339	24,000
01-300-52500	Uniform Laundering Services	5,300	4,540	5,300
01-300-52510	Travel & Meetings	7,700	6,044	7,000
01-300-52520	Training	15,500	7,508	10,000
01-300-52550	Printing & Mailing Services	800	250	800
01-300-52700	Safety Services	2,100	2,100	1,500
01-300-52810	General Building Maint	4,100	4,340	4,560
01-300-52830	Landfill Fees	3,100	6,014	5,000
01-300-52910	Vehicle Maint	27,800	20,087	22,000
01-300-52930	Facility Site Maint	41,200	59,597	60,000
01-300-52980	Allocation to Fund (02)	(19,240)	(19,885)	(20,526)
01-300-55130	GIS Maint	20,600	32,467	25,000
	E03 Services Totals:	173,160	178,961	184,734

Account Number	Account Description	FY 2020 Budget	FY 2020 Estimated Actual	FY 2021 Budget
E05	Supplies			
01-300-53100	Office Supplies	1,500	1,689	1,500
01-300-53110	Building Maint Supplies	-	1,000	-
01-300-53400	Books & Subscriptions	500	755	500
01-300-53500	Safety Clothing & Equipment	13,000	9,903	14,500
01-300-53600	Vehicle Fuel	14,500	21,871	500
01-300-53910	Office Equipment	-	1,904	-
01-300-53920	Furniture & Furnishings	1,000	98	-
01-300-53980	Allocation to Fund (02)	(3,050)	(3,722)	(1,700)
	E05 Supplies Totals:	27,450	33,498	15,300
E07	General Production Costs			
01-300-52800	Regulatory Oversight & Comp	21,500	28,861	29,000
01-300-53300	Small Tools & Equipment	18,500	16,396	16,000
01-300-53700	Special Division Supplies	9,200	6,756	8,000
01-300-55980	Allocation to Fund (02)	(8,510)	(9,748)	(8,900)
01-300-56500	SCADA Maint	35,900	45,467	36,000
	E07 General Production Totals:	76,590	87,732	80,100
E10	Source of Supply			
01-300-55230	Well Maint	130,000	167,921	130,000
	E10 Source of Supply Totals:	130,000	167,921	130,000
E15	Pumping			
01-300-56310	Pumps & Boosters	40,000	82,356	50,000
01-300-56330	Pumps - Electricity & Gas	342,930	355,197	411,900
	E15 Pumping Totals:	382,930	437,553	461,900
E20	Water Treatment			
01-300-52315	Wastewater Disposal	76,600	78,536	60,000
01-300-55110	Chemical Supplies	102,500	66,745	85,000
01-300-55120	Laboratory Services	35,900	32,451	35,000
01-300-55210	Treatment Plant Maint	123,000	58,970	120,000
	E20 Water Treatment Totals:	338,000	236,702	300,000
E25	Transmission & Distribution			
01-300-52410	Software Licensing & Maint	6,200	6,699	6,200
01-300-55240	Tank & Reservoir Maint	24,600	5,509	24,000
01-300-56100	Main Maint & Repair	56,400	29,768	50,000
01-300-56200	Service Lateral Maint & Repair	14,400	12,487	14,000
01-300-56400	Fire Hydrant Maint	8,700	2,687	8,500
01-300-56600	Meter Maint	10,300	31,748	15,000
	E25 Transmission & Distribution Totals:	120,600	88,899	117,700
	Dept 300 Sub Totals:	2,679,212	2,592,805	2,746,887
Dept (400)	Engineering			
E01	Salaries & Benefits			
01-400-51110	Regular Pay	78,810	74,533	84,975
01-400-51114	Overtime Pay	2,500	-	2,500
01-400-51150	Vehicle & Phone Allowance	480	473	480
01-400-51161	Medicare	1,186	1,127	1,319

Account Number	Account Description	FY 2020 Budget	FY 2020 Estimated Actual	FY 2021 Budget
01-400-51202	Retirement - Tier 2	7,629	7,272	8,909
01-400-51206	Retirement - Survivor Benefit	24	25	24
01-400-51211	Medical Cash-in-lieu	3,000	3,000	3,000
01-400-51212	Dental Insurance	782	946	1,273
01-400-51213	Vision Insurance	223	223	223
01-400-51214	Life & AD&D Insurance	83	98	109
01-400-51215	457 & HSA Contributions	-	2,171	2,200
01-400-51216	Employee Assistance Program	28	33	32
01-400-51240	Workers' Compensation	496	554	666
01-400-51700	Allocation to Fund (02)	(9,524)	(9,045)	(10,571)
E01 Salaries & Benefits Totals:		85,717	81,409	95,139
E03	Services			
01-400-52210	Professional Services	20,000	1,335	20,000
01-400-52215	Professional Services (3rd-Party Funded)	(20,000)	-	(10,000)
01-400-52220	Engineering Services	87,760	113,905	170,000
01-400-52410	Software Licensing & Maint	200	7,500	7,500
01-400-52510	Travel & Meetings	1,500	1,711	1,400
01-400-52520	Training	750	1,593	1,000
01-400-52980	Allocation to Fund (02)	-	(12,604)	(18,990)
E03 Services Totals:		90,210	113,440	170,910
E05	Supplies			
01-400-53700	Special Division Supplies	1,000	1,000	1,000
01-400-53980	Allocation to Fund (02)	-	(100)	(100)
E05 Supplies Totals:		1,000	900	900
Dept 400 Sub Totals:		176,927	195,749	266,949
Dept (900)	Board of Directors			
E01	Salaries & Benefits			
01-900-51120	Director Fees	33,500	22,697	38,240
01-900-51161	Medicare	508	328	554
01-900-51162	Social Security	2,170	1,407	2,371
01-900-51212	Dental Insurance	3,734	3,734	3,734
01-900-51213	Vision Insurance	891	891	891
01-900-51214	Life & AD&D Insurance	223	238	290
01-900-51220	Other Post-Employment Benefits	21,932	22,494	21,305
01-900-51240	Workers' Compensation	192	124	227
01-900-51260	Medical Premiums	54,850	53,861	52,465
01-900-51700	Allocation to Fund (02)	(11,800)	(10,577)	(12,008)
E01 Salaries & Benefits Totals:		106,200	95,197	108,069
E03	Services			
01-900-52410	Software Licensing & Maint	120	120	200
01-900-52510	Travel & Meetings	15,700	9,420	15,600
01-900-52520	Training	7,000	-	7,000
01-900-52980	Allocation to Fund (02)	(2,282)	(954)	(2,280)
E03 Services Totals:		20,538	8,586	20,520

Account Number	Account Description	FY 2020 Budget	FY 2020 Estimated Actual	FY 2021 Budget
E05	Supplies			
01-900-53100	Office Supplies	250	-	200
01-900-53910	Office Equipment	600	-	600
01-900-53980	Allocation to Fund (02)	(85)	-	(80)
	E05 Supplies Totals:	765	-	720
	Dept 900 Sub Totals:	127,503	103,783	129,309
	Expense Totals:	5,434,887	5,118,473	5,777,595

Scotts Valley Water District
Recycled Water Fund (02)
FY 2021 Proposed Budget: Expense

Account Number	Account Description	Approved Budget	FY 2020 Estimated Actual	FY 2021 Budget
Fund (02)	Recycled Water			
Dept (100)	Administration			
E01	Salaries & Benefits			
02-100-51700	Allocation from Fund (01)	57,186	58,706	64,127
	E01 Salaries & Benefits Totals:	57,186	58,706	64,127
E03	Services			
02-100-52980	Allocation from Fund (01)	32,607	29,168	47,049
	E03 Services Totals:	32,607	29,168	47,049
E05	Supplies			
02-100-53980	Allocation from Fund (01)	1,755	1,738	1,720
	E05 Supplies Totals:	1,755	1,738	1,720
	Dept 100 Sub Totals:	91,548	89,612	112,896
Dept (200)	Finance/Customer Service			
E01	Salaries & Benefits			
02-200-51700	Allocation from Fund (01)	53,778	53,499	56,397
	E01 Salaries & Benefits Totals:	53,778	53,499	56,397
E03	Services			
02-200-52980	Allocation from Fund (01)	16,830	12,657	21,016
	E03 Services Totals:	16,830	12,657	21,016
E05	Supplies			
02-200-53980	Allocation from Fund (01)	300	320	400
	E05 Supplies Totals:	300	320	400
E35	Customer Accounts			
02-200-52650	AMI Data Subscription	662	715	735
02-200-54980	Allocation from Fund (01)	12,898	14,307	15,438
	E35 Customer Accounts Totals:	13,560	15,022	16,173
E80	Debt Service			
02-200-54740	Bond Interest - 2016 JPMorgan	33,956	33,918	29,829
02-200-54750	Bond Principal - 2016 JPMorgan	223,062	184,245	223,062
	E80 Debt Service Totals:	257,018	218,163	252,891
	Dept 200 Sub Totals:	341,486	299,661	346,877

Dept (300)	Operations			
E01	Salaries & Benefits			
02-300-51700	Allocation from Fund (01)	158,941	151,282	161,906
	E01 Salaries & Benefits Totals:	158,941	151,282	161,906
E03	Services			
02-300-52980	Allocation from Fund (01)	19,240	19,885	20,526
	E03 Services Totals:	19,240	19,885	20,526
E05	Supplies			
02-300-53980	Allocation from Fund (01)	3,050	3,722	1,700
	E05 Supplies Totals:	3,050	3,722	1,700
E07	General Production Costs			
02-300-53700	Special Division Supplies	1,000	-	8,000
02-300-55980	Allocation from Fund (01)	8,510	9,748	8,900
	E07 General Production Totals:	9,510	9,748	16,900
E15	Pumping			
02-300-56310	Pumps and Boosters	2,500	1,000	50,000
02-300-56330	Electricity	1,500	1,500	1,500
	E15 Pumping Totals:	4,000	2,500	51,500
E20	Water Treatment			
02-300-55210	Treatment Plant Maint	110,000	110,000	130,000
	E20 Water Treatment Totals:	110,000	110,000	130,000
E25	Transmission & Distribution			
02-300-55240	Tank and Reservoir Maint	1,000	1,000	1,000
02-300-56100	Main Maint & Repair	7,500	7,500	7,500
02-300-56200	Service Lateral Maint & Repair	3,000	3,000	3,000
02-300-56600	Meter Maint	1,000	1,000	1,000
02-300-56800	Recycled Water Monitoring	1,000	1,000	1,000
	E25 Transmission & Distribution Totals:	13,500	13,500	13,500
E30	Water Use Efficiency			
02-300-56900	Recycled Water Fill Station	2,000	-	-
	E30 Water Use Efficiency Totals:	2,000	-	-
	Dept 300 Sub Totals:	320,241	310,637	396,032
Dept (400)	Engineering			
E01	Salaries & Benefits			
02-400-51700	Allocation from Fund (01)	9,524	9,045	10,571
	E01 Salaries & Benefits Totals:	9,524	9,045	10,571
E03	Services			
02-400-52980	Allocation from Fund (01)	-	12,604	18,990
	E03 Services Totals:	-	12,604	18,990
E05	Supplies			
02-400-53980	Allocation from Fund (01)	-	100	100
	E05 Supplies Totals:	-	100	100
	Dept 400 Sub Totals:	9,524	21,750	29,661

Dept (900)	Board of Directors			
E01	Salaries & Benefits			
02-900-51700	Allocation from Fund (01)	11,800	10,577	12,008
	E01 Salaries & Benefits Totals:	11,800	10,577	12,008
E03	Services			
02-900-52980	Allocation from Fund (01)	2,282	954	2,280
	E03 Services Totals:	2,282	954	2,280
E05	Supplies			
02-900-53980	Allocation from Fund (01)	85	-	80
	E05 Supplies Totals:	85	-	80
	Dept 900 Sub Totals:	14,167	11,531	14,368
	Expense Totals:	776,966	733,192	899,834

Scotts Valley Water District
FY 2021 Proposed Budget: Project Costs
Capital Improvement and Maintenance Projects

Category	Project Name	Project Description	FY 2020 Carryover	FY 2021 Request	FY 2021 Budget
Transmission Mains	Main Replacement Program - Potable	Replace and upgrade potable water mains based on leak history, service life, and size	\$ 75,000	\$ 550,000	\$ 625,000
Treatment Plants	Orchard Run Water Treatment Plant Improvements	Implement esthetic taste & odor improvements to treatment process by adding new GAC filter and chlorine analyzer injection system. Infrastructure improvements include replacing ammonia based H2S air scrubbing system with a Bio Filtration scrubber. Replace 40,000 gallon bolted steel back wash tank and install new sewer lateral.	\$ 1,890,000	\$ 310,000	\$ 2,200,000
	El Pueblo Water Treatment Plant Improvements	Replace manual 1980's filter control system with programable automated control system linked with SCADA.	\$ 30,000	\$ -	\$ 30,000
	Well 10 WTP Water Quality Improvements	Implement esthetic taste & odor improvements by adding additional filter bed and Chlorine analyzer equipment.	\$ -	\$ 113,000	\$ 113,000
	Treatment Facility for New Production Well	New Lompico Formation Production Well and Treatment Plant.	\$ -	\$ 100,000	\$ 100,000
Storage Tanks	Bethany Tank Rehabilitation	Construct additional tank on-site to allow for roof reconstruction and interior and exterior coating replacement of 400,000 gallon Bethany Tank. Project extends tank service life and provides additional permanent storage and redundancy.	\$ 100,000	\$ 100,000	\$ 200,000
Pump Stations	Polo Ranch Pump Station	Polo Ranch Flow control station has been modified to provide booster pumping into the Southwood pressure zone when needed. The Southwood Booster station on Granite Creek Road will be retired.	\$ -	\$ 75,000	\$ 75,000
Wells	Lompico Formation Production Well (Well 9 Replacement)	Construct a new production well that is needed to offset lost production capacity from Well 9 & Well 11A. The replacement well will in part be sited to provide for a more balanced withdrawal rate from the Lompico Aquifer.	\$ -	\$ 100,000	\$ 100,000
Recycled Water Supply	Purified Recycled Water Recharge	Supplemental supply project to increase groundwater reliability, especially in dry years (climate change related change). Could be shifted to SMGWA or replaced with conjunctive use.	\$ 525,000	\$ -	\$ 525,000
Meters	Automated Metering Infrastructure (AMI)	Install AMI transmitters on all meters over 3-4 year period.	\$ -	\$ 100,000	\$ 100,000
	Meter Replacement Program	Replace all meters installed before 2012 at the rate of 800-1000 meters per year.	\$ -	\$ 75,000	\$ 75,000
Technology	Utility Billing Software Improvements	Improvements and/or enhancements to Utility Billing (UB) and Payment Processing softwares	\$ 20,000	\$ 10,000	\$ 30,000
Fleet	Vehicle Replacement Program	Replace aging fleet: one vehicle per year on average, starting FY 2019.	\$ -	\$ 42,000	\$ 42,000
	Specialized Operations Equipment	Replace heavy equipment and specialized vehicles on as-needed basis.	\$ -	\$ 25,000	\$ 25,000
Buildings	Administrative Building Improvements	Repairs and modifications to the office facility to support business operations	\$ -	\$ 30,000	\$ 30,000
Total Projects			\$ 2,640,000	\$ 1,630,000	\$ 4,270,000

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
	Complete construction on Orchard Run Water Treatment Plant upgrades	P

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	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
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
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

SCOTTS VALLEY WATER DISTRICT STRATEGIC WORK PLAN FY 2021 - DRAFT		
STRATEGIC GOALS		
MANAGEMENT OBJECTIVES	FY 2021 TASKS	P/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: 06/11/20

To: Board of Directors

Item: Consent 3.2

Subject: **Leak Adjustment Program Update**

Reason: Supports Strategic Goal No. 1 Water Resource Management

SUMMARY

Recommendation: Approve the Leak Adjustment Program update.

Fiscal Impact: The cost of the Leak Adjustment Program has averaged approximately \$75,000 over the past three fiscal years.

Previous Related Action: On 02/11/16, the Board rescinded Resolution No. 05-11 ending the Leak Adjustment Policy Guidelines and approved a Leak Adjustment Program.

BACKGROUND

The Leak Adjustment Program allows for a leak adjustment credit to be applied to a customer's water bill under certain circumstances when a water leak results in an unusually high water bill.

DISCUSSION

The District has upgraded approximately 85 percent of all water meters to new intelligent meter (i-Meters). In addition to providing customers with the ability to view and manage their water through the WaterSmart web portal, i-Meters allow customers to receive real-time notification of leaks. Leaks that used to take a full sixty-day billing period before data was available can now be identified and addressed within 24 hours for most accounts. Staff will perform a detailed review of Leak Adjustment data and recommend potential program changes when all District customers are on i-Meters. Staff reviewed the current program and recommends no changes at this time.

Submitted,

Piret Harmon
General Manager

Enclosed: Leak Adjustment Program



Program

Program Type:	Water Use Efficiency		
Title:	Leak Adjustment		
Description:	Establishes procedures for water bill adjustment due to the leaks		
Approved Date:	06/11/20	Last Review Date:	06/11/20
Next Review Date:	05/01/21		

Leaks occasionally occur that are outside of the customer’s control resulting in an unusually high water bill. Water bill adjustments due to leaks (leak adjustment credits) are granted on a case by case basis.

To request a leak adjustment credit, the customer must submit a leak adjustment form to the District at 2 Civic Center Drive, Scotts Valley, CA 95066 or by email to contact@svwd.org.

Leak adjustment credit:

- May be requested only for the most recent billing period(s)
- May be granted for up to two billing periods depending on the time and circumstances of the leak
- Is granted not more than once in any five year period for each account
- Is applied as a credit on the customer’s water bill.

During a pending leak adjustment request, the customer must continue to make timely water bill payments to avoid late fees and penalties. The minimum payment during such period is based on the average water bill for the account.

Customers who submit proof of repair are eligible for a credit in the amount of seventy five percent (75%) of the cost of excess water used (excluding the basic service charge). The following documents are accepted as a proof of repairs: 1) repair bill, or 2) receipt for repair parts and photo depicting the repair.

Customers who do not submit proof of repair are eligible for a credit in the amount of fifty percent (50%) credit of the cost of excess water used (excluding the basic service charge).

If you have any questions or need additional information please contact Customer Service at contact@svwd.org, www.svwd.org or (831) 438-2363.

AGENDA REPORT

Scotts Valley Water District

Date: 06/11/20
To: Board of Directors
Item: Business 5.1
Subject: **Water Waste Policy**
Reason: Supports Strategic Goal No. 1 Water Resource Management

SUMMARY

Recommendation: Adopt Resolution No. 05-20 revising Policy P500-15-1 Water Waste and rescinding Resolution No. 08-15.

Fiscal Impact: No direct impact.

Previous Related Action: On 04/12/12, the Board adopted Resolution No. 02-12 approving Regulations to Promote Water Conservation and Minimize Water Waste.

On 05/14/15, the Board adopted Resolution No. 08-15 adopting Policy P500-15-1 Water Waste and rescinding Resolution No. 02-12.

BACKGROUND

The Water Waste Policy is reviewed periodically to ensure that it remains relevant and reflects the best practices, as well as current regulations.

DISCUSSION

Article 10, Section 2 of the California Constitution states: the general welfare requires that the water resources of the State be put to beneficial use to the fullest extent of which they are capable, and that the waste of unreasonable use of unreasonable method of use of water be prevented.

Chapter 4.50 of the Administrative Code states that the District establishes written regulations to promote efficient use of water and minimize water waste; and such regulations may specify mandatory conservation measures identify, and prohibit wasteful water uses, establish penalties and include other provisions as deemed necessary.

On 05/31/18, the Governor signed into law SB 606 and AB 1668, to create a new foundation for long-term improvements in water conservation and drought planning. SB 606 and AB 1668 establish guidelines for efficient water use and a framework for the implementation and oversight of the new standards, which must be in place by 2022. The State Water Board has proposed to establish in California Code of Regulations, Title 23, a new Chapter 3.5 on Conservation and the Prevention of Waste and Unreasonable Use.

The District initially set regulations for wasteful water use in 2012 and has implemented them since then. The staff has reviewed the policy and made relatively small changes to allow for more clarity and adding mandatory activities for lodging and hotel establishments.

Submitted,

Piret Harmon
General Manager

Enclosed: P500-15-1 Water Waste
Resolution No. 05-20



Policy

Policy No.:	P500-15-1	Type of Policy:	Water Use Efficiency
Policy Title:	Water Waste		
Description:	Establishes regulations for promoting efficient use of water and minimizing water waste		
Adopted Date:	06/11/20	Rescinded Resolution Date:	05/14/15
Approval Resolution No.:	05-20	Rescinded Resolution No.:	08-15
Next Review Date:	07/01/22		

The Scotts Valley Water District prohibit the following uses of water:

General Prohibitions

1. Indiscriminate running of water or washing with water which is wasteful and without reasonable purpose.
2. Escape of water through leaks, breaks, or malfunctions within the water user's plumbing, irrigation or distribution system for any length of time, within which such break or leak should reasonably have been discovered and corrected.
3. Watering during a publicly declared drought in a manner that is not compliant with restrictions.

Landscaping, Irrigation & Water Feature Prohibitions

4. Watering of any plant material or landscape in a manner or to an extent which allows excess water to run off from the area being watered.
5. Use of potable water by spray heads to irrigate any plant material or landscape between the hours of 10 am and 5 pm.
6. Irrigation during rainfall.
7. Built water features, including but not limited to ponds, lakes, waterfalls, fountains, and streams, without an impermeable liner or sealed encasement, and that which does not re-circulate water.
8. Irrigation with potable water of ornamental landscaping on public street medians.
9. Irrigation with potable water outside of newly constructed homes and buildings in a manner inconsistent with regulations or other requirements established by the California Building Standards Commission.

Exterior Washing and Dust Control Prohibitions

10. Washing or rinsing of any hard or paved surfaces except when necessary for safety or sanitary reasons and when a broom or other waterless device will not suffice. If necessary for the above reasons, washing may only be done with a small container for detergent, and a) a hose equipped with a positive shut-off nozzle, b) a pressure washer, c) a low-volume, high-pressure water efficient water broom, or d) a cleaning machine equipped to recycle the water used.
11. Washing of any vehicle (e.g. cars, boats, RVs), mobiles homes or other building exteriors, may only be done with a minimum of detergent, and a) a hose equipped with a positive shut-off nozzle, b) a pressure washer, c) a low-volume high-pressure water-efficient water broom, or d) a cleaning machine equipped to recycle the water used. Soapy water may not enter curb gutters or storm drains.
12. Use of potable water for dust control or soil compaction purposes during construction activities where there is a reasonably available source of recycled water appropriate for such use.
13. Use of water from any fire hydrant unless specifically authorized by permit from the District or by regularly constituted fire protection agencies for fire suppression purposes.

Food Establishment and Commercial Lodging Establishment Requirements

14. Serving tap water to customers of food establishments is prohibited unless expressly requested.
15. Providing commercial lodging establishment customers with the option to not have towels and linens laundered daily and displaying clear signage on how to opt out of linen service is mandated.

Enforcement:

Any customer who fails to comply with the prohibited water uses and mandated activities may be subject to enforcement as described below:

1. **Initial Notification:** Verbal or written explanation of the violation will be communicated to the customer, along with required remediation, and the requirement to respond by the next business day.
2. **Second Notification:** If no response has been received by the next business day, the District shall issue a Second Notification in writing.
3. **Final Notification:** If a) no response to the Second Notification has been received, b) satisfactory arrangements have not been made for correction or c) timely verification of correction has not occurred, the customer's potable water service may be disconnected and/or a fine of \$100 (or other amount set by State regulations) may be charged for each calendar day in which the violation occurs. All fines must be paid prior to re-connection of service.

RESOLUTION No. 05-20
RESOLUTION OF THE BOARD OF DIRECTORS
OF THE SCOTTS VALLEY WATER DISTRICT
REVISING SCOTTS VALLEY WATER DISTRICT POLICY P500-15-1 WATER WASTE AND
RESCINDING RESOLUTION No. 08-15

WHEREAS:

1. Scotts Valley Water District Board of Directors adopted Resolution No. 02-12 on 04/12/12 approving Regulations to Promote Water Conservation and Minimize Water Waste to supersede and replace all previous District water conservation regulations;
2. On 03/17/15 the State Water Resources Control Board adopted an emergency regulation that established statewide water waste prohibitions;
3. On 05/14/15 the District Board of Directors adopted Resolution No. 05-15 establishing a Policy on Water Waste that replaced the Regulations to Promote Water Conservation and Minimize Water Waste;
4. On 04/17/17 the Governor ended the drought state of emergency while maintaining water reporting requirements and prohibitions on wasteful water use practices;
5. On 05/31/18 the Governor signed into law SB 606 and AB 1668 establishing guidelines for efficient water use and a framework for the implementation and oversight of the new standards.

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

1. Revises Scotts Valley Water District Policy P500-15-1 Water Waste effective immediately;
2. Rescinds Resolution No. 08-15.

PASSED AND ADOPTED this 11th day of June 2020, by the following vote:

AYES:

NOES:

ABSENT:

Wade Leishman, President
Board of Directors

Attest: _____
Piret Harmon, General Manager

Board Certificates
Updated 06/11/20

	OATH OF OFFICE	BEST PRACTICES	AB:1234: ETHICS		AB:1661 HARASSMENT	
DIRECTOR	Current	Current	Current	Due	Current	Due
EKWALL	12/13/18	12/14/18	02/05/19	02/05/21	03/11/20	03/11/22
LEISHMAN	12/13/18	07/20/17	03/11/20	03/11/22	03/11/20	03/11/22
PERRI	11/10/16	09/25/13	03/19/19	03/19/21	04/21/20	04/21/22
REBER	11/10/16	09/25/13	04/24/18	<u>04/24/20</u>	09/19/17	<u>09/19/19</u>
STILES	12/13/18	07/24/19	02/05/19	02/05/21	03/25/20	03/25/22
ASSOCIATE DIRECTORS	APPOINTED					
DOWNING	12/13/20	02/05/20	06/03/20	06/03/22	04/21/20	04/21/22
FINCH	12/13/20	01/15/20	02/07/20	02/07/22	02/19/20	02/19/22
COMMUNITY MEMBERS	APPOINTED					
CALLAHAN	12/13/20	05/15/20	05/08/20	05/08/22	05/18/20	05/18/22
KROTCOV	12/13/20	01/17/20	05/09/20	05/09/22	02/19/20	02/19/22

Oath of Office

When appointed or elected, Directors are sworn in and complete an Oath of Office, as provided by California law. The original is retained by County Election sand the District retains a copy.

Best Practices

When appointed or elected to office, Directors make a commitment to uphold the public trust and represent the best interests of our customers.

AB 1234: Public Officials Ethics Training

Public officials who receive compensation, salary, stipends, or expense reimbursements must complete a public official's ethics laws and principles training relevant to public service within 6 months of taking office and repeated every 2 years. Certificates are retained by District for 5 years.

AB 1661: Local Government Sexual Harassment Preventions Training and Education

California Law requires local officials who receive any type of compensation, salary, or stipends to complete sexual harassment prevention training and education within 6 months of taking office and repeated every 2 years. Certificates are retained by District for five years.

Board Regulations Review Calendar

Updated 06/11/20

Type	Title	Approved by	Approved / Adopted	Reviewed / Revised	Frequency of Review Required	Next Review Date
Code	Administrative Code	Ordinance 167-18	05/13/17	11/08/18	3 years	11/01/21
Handbook	Employee Handbook	Motion	06/20/19	02/13/20	5 years	06/01/23
Policy P100-11-1	Environmental Sustainability	Resolution 05-18	06/07/18	06/07/18	5 years	06/01/23
Policy P100-13-1	Travel on District Business	Resolution 14-13	11/14/13	06/20/19	5 years	06/01/23
Policy P100-16-1	Emergency Management	Resolution 02-16	02/11/16	na	5 years	02/01/21
Policy P100-17-1	Driving on District Business	Resolution 08-17	05/04/17	06/20/19	5 years	06/01/23
Policy P100-17-2	Drug and Alcohol Free Workplace	Resolution 09-17	05/04/17	06/20/19	5 years	06/01/23
Policy P100-17-4	Technology Resources	Resolution 03-19	06/20/19	06/20/19	5 years	06/01/23
Policy P100-17-4	Harassment, Discrimination and Retaliation Prevention	Resolution 02-19	06/20/19	06/20/19	5 years	06/01/23
Policy P200-14-1	Investments	Resolution 01-20	02/13/20	02/13/20	3 years	02/01/23
Policy P200-17-1	Qualifying Medical Needs Rate	Resolution 02-17	01/12/17	na	5 years	01/01/22
Policy P200-17-2	Cash Reserves	Resolution 13-17	06/08/17	02/13/20	Annual	02/01/21
Policy P200-19-1	Delinquent Accounts	Resolution 08-19	11/14/19	na	2 years	11/01/21
Policy P300-17-1	Cross-Connection Control and Backflow Prevention	Resolution 03-17	01/12/17	na	5 years	01/01/22
Policy P500-15-1	Water Waste	Resolution 05-20	05/14/15	06/11/20	5 years	07/01/23
Policy P500-15-2	Water Management Strategies for Demand Reduction	Resolution 02-20	03/12/20	03/12/20	1 year	07/01/21
Practices	Board Best Practices	Motion	06/20/19	06/20/19	5 years	01/01/24
Program	Leak Adjustment	Motion	02/12/16	06/11/20	Annual	05/01/21
Program	Rate Assistance	Motion	06/20/19	n/a	2 years	01/01/22
Program	Rebates	Motion	05/14/15	05/14/20	Annual	05/01/21
Program	Think Twice	Motion	05/14/20	05/14/20	Annual	05/01/21
Program	Rate Implementation	Motion	12/13/16	11/14/19	Annual	11/12/20
Program	Injury and Illness Prevention Program	Motion	06/07/18	na	3 years	06/01/21
Program	Identity Theft Prevention	Motion	04/08/09	na	tbd	06/01/21
Pilot Program	Junior Associate Board Members	Motion	09/12/19	na	1 year	09/01/20
Pilot Program	Community Members on Board Committees	Motion	09/12/19	na	1 year	09/01/20
Standards	Standard Specifications	Resolution 08-11	04/14/11	11/14/19	3 years	06/01/21

STAFF REPORT - Finance
Scotts Valley Water District

Date: 6/11/20
To: Board of Directors
From: General Manager
Item: Staff Reports 6.3
Subject: Financial Reports 07/01/19 through 4/30/20

Summary

Fiscal Year-to-Date (YTD) figures reflect the period of 07/01/19 through 4/30/20. YTD revenues total \$6.6 M and expenses total \$5.6 M.

Revenue

April is the tenth month of the fiscal year and the second month of the March-April potable water billing period. YTD potable water sales revenue is \$3.2 M, water services revenue is \$1.7 M, and new connections revenue is \$452 K. Total YTD revenue in the potable water fund is \$6.1 M, equal to 72% of the budget and 9% higher than the same period last year.

YTD recycled water sales revenue is \$390 K, water services revenue is \$35 K, and revenue from new connections of \$20 K. Total YTD revenue of \$449 K in the recycled water fund equals 70% of the budget, which is 9% higher than for the same period of last fiscal year.

Expenses

Combined operating expenses YTD are below budget, with expenses of \$4.3 M representing 77% of the budget. Project expenditures total \$786 K and the debt service principal payment of \$468K has been made.

Fund Balance

Cash reserves at the end of April were approximately \$3.8 M with another \$1.3 M booked in Accounts Receivable.

Enclosed

- Budget Status Balance 07/01/19 – 4/30/20
- Budget Status Revenue 07/01/19 – 4/30/20
- Budget Status Expense 07/01/19 – 4/30/20
- Projects Expense 07/01/19 – 4/30/20
- Balance Sheet 4/30/20
- Check Register 4/01/20 – 4/30/20

Budget Status - Balance



Period: 07/01/19 - 4/30/20

FY Remain: 17%

	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 - 4/30/20 (10 months)							
Potable Water - Fund 01							
Water Sales & Services (R10, R20)	\$ 4,544,921	\$ 4,958,071	\$ 413,151	9%	\$ 6,127,742	\$ 1,169,671	19%
New Connections (R25)	\$ 495,374	\$ 468,110	\$ (27,264)	-6%	\$ 1,468,132	\$ 1,000,022	68%
Other Revenue (R30, R40)	\$ 577,424	\$ 701,318	\$ 123,893	21%	\$ 940,352	\$ 239,034	25%
Potable Water Total	\$ 5,617,719	\$ 6,127,499	\$ 509,780	9%	\$ 8,536,226	\$ 2,408,727	28%
Recycled Water - Fund 02							
Water Sales & Services (R10, R20)	\$ 379,098	\$ 425,060	\$ 45,962	12%	\$ 535,301	\$ 110,241	21%
New Connections (R25)	\$ 42,265	\$ 20,473	\$ (21,792)	-52%	\$ 90,869	\$ 70,396	77%
Other Revenue (R30, R40)	\$ 2,550	\$ 3,143	\$ 593	23%	\$ 170,617	\$ 167,474	98%
Recycled Water Total	\$ 423,913	\$ 448,676	\$ 24,764	6%	\$ 796,787	\$ 348,111	44%
TOTAL REVENUE	\$ 6,041,631	\$ 6,576,175	\$ 534,544	9%	\$ 9,333,013	\$ 2,756,838	30%
Expenses - Fund 01 and Fund 02 Combined							
Salaries & Benefits (E01)	\$ 2,264,064	\$ 2,362,965	\$ 98,901	4%	\$ 2,912,312	\$ 549,347	19%
Services & Supplies (E03-E80)	\$ 1,780,486	\$ 1,967,067	\$ 186,581	10%	\$ 2,746,154	\$ 779,087	28%
Project Expenses	\$ 773,934	\$ 786,457	\$ 12,523	2%	\$ 4,412,000	\$ 3,625,543	82%
Debt Service - Principal	\$ 460,030	\$ 468,579	\$ 8,549	2%	\$ 468,579	\$ -	0%
TOTAL EXPENSES *	\$ 5,278,515	\$ 5,585,068	\$ 306,553	6%	\$ 10,539,045	\$ 4,953,977	47%
NET REVENUE	\$ 763,117	\$ 991,107	\$ 227,991		\$ (1,206,032)	\$ (2,197,139)	
Period: 07/01/19 - 4/30/20 (10 months)							
Total Revenue	\$ 6,041,631	\$ 6,576,175	\$ 534,544	9%	\$ 9,333,013	\$ 2,756,838	30%
Total Expenses *	\$ 5,278,515	\$ 5,585,068	\$ 306,553	6%	\$ 10,539,045	\$ 4,953,977	47%
Net Revenue	\$ 763,117	\$ 991,107	\$ 227,991		\$ (1,206,032)		
Period: 07/01/19 - 3/31/20 (9 months)							
Total Revenue	\$ 5,540,062	\$ 5,944,393	\$ 404,331	7%	\$ 9,333,013	\$ 3,388,620	36%
Total Expenses *	\$ 4,697,767	\$ 5,025,600	\$ 327,833	7%	\$ 10,539,045	\$ 5,513,445	52%
Net Revenue	\$ 842,295	\$ 918,793	\$ 76,498		\$ (1,206,032)		

* Expense totals do not include depreciation expense

Budget Status - Revenue



Period: 07/01/19 - 4/30/20

FY Remain: 17%

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	\$ 1,621,860	\$ 1,815,416	\$ 193,557	12%	\$ 2,321,579	\$ 506,163	22%
01-000-41102	Residential Consumption - MF	\$ 128,508	\$ 144,244	\$ 15,736	12%	\$ 167,537	\$ 23,293	14%
01-000-41103	CII Consumption - Commercial	\$ 891,979	\$ 897,359	\$ 5,380	1%	\$ 1,231,742	\$ 334,383	27%
01-000-41106	CII Consumption - Other	\$ 77,636	\$ 111,112	\$ 33,476	43%	\$ -	\$ (111,112)	
01-000-41105	Irrigation Consumption	\$ 206,892	\$ 268,650	\$ 61,758	30%	\$ 324,929	\$ 56,279	17%
01-000-41200	Other - Bulk Water	\$ 29,669	\$ 20,958	\$ (8,712)	-29%	\$ 16,000	\$ (4,958)	-31%
	R10 Sub Totals:	\$ 2,956,544	\$ 3,257,739	\$ 301,195	10%	\$ 4,061,787	\$ 804,048	20%
R20	Operating Revenue - Water Services							
01-000-41300	Other - Late Penalty	\$ 22,120	\$ 15,980	\$ (6,140)	-28%	\$ 27,260	\$ 11,280	41%
01-000-42100	Standby Basic Meter Charge	\$ 1,513,908	\$ 1,628,647	\$ 114,739	8%	\$ 1,975,029	\$ 346,382	18%
01-000-42121	Standby FP Basic Meter Charge	\$ 42,199	\$ 47,380	\$ 5,181	12%	\$ 50,397	\$ 3,017	6%
01-000-43300	Other Operating Revenue	\$ 10,150	\$ 8,325	\$ (1,825)	-18%	\$ 13,269	\$ 4,944	37%
	R20 Sub Totals:	\$ 1,588,377	\$ 1,700,332	\$ 111,955	7%	\$ 2,065,955	\$ 365,623	18%
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	\$ 452,740	\$ (29,971)	-6%	\$ 1,448,187	\$ 995,447	69%
01-000-42120	Other FP Meter Fee	\$ 3,140	\$ 3,564	\$ 424	14%	\$ 4,946	\$ 1,382	28%
01-000-43100	Other Will Serve	\$ 500	\$ 1,000	\$ 500	100%	\$ 788	\$ (212)	-27%
01-000-43200	Other Dev Proj Review	\$ 1,345	\$ 4,354	\$ 3,009	224%	\$ 2,118	\$ (2,236)	-106%
	R25 Sub Totals:	\$ 495,374	\$ 468,110	\$ (27,264)	-6%	\$ 1,468,132	\$ 1,000,022	68%
R30	Non-Operating Revenue - Other							
01-000-46000	Property Taxes	\$ 508,135	\$ 535,305	\$ 27,170	5%	\$ 920,746	\$ 385,441	42%
01-000-47110	Interest & Dividend	\$ 4,433	\$ 21	\$ (4,412)	-100%	\$ 4,869	\$ 4,848	100%
01-000-47120	Interest - LAIF	\$ 11,560	\$ 31,865	\$ 20,305	176%	\$ 11,737	\$ (20,128)	-171%
01-000-47520	Misc. Non-Operating Revenue	\$ 49,652	\$ 109,968	\$ 60,317	121%	\$ 3,000	\$ (106,968)	-3566%
01-000-47530	Unrealized Gain/Loss on Investment	\$ 2,925	\$ 24,159	\$ 21,233	726%	\$ -	\$ (24,159)	
	R30 Sub Totals:	\$ 576,704	\$ 701,318	\$ 124,613	22%	\$ 940,352	\$ 239,034	25%
R40	Non-Operating Revenue - Grants							
01-000-45260	Local Grant - ACWA JPIA	\$ 720	\$ -	\$ (720)	-100%	\$ -	\$ -	
	R40 Sub Totals:	\$ 720	\$ -	\$ (720)	-100%	\$ -	\$ -	
	Fund 01 Revenue:	\$ 5,617,719	\$ 6,127,499	\$ 509,780	9%	\$ 8,536,226	\$ 2,408,727	28%
	Fund 01 Rev Excl Grants & Cap Contributions	\$ 5,616,999	\$ 6,127,499	\$ 510,500	9%	\$ 8,536,226	\$ 2,408,727	28%

Budget Status - Revenue



Period: 07/01/19 - 4/30/20

FY Remain: 17%

		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	\$ 339,923	\$ 386,162	\$ 46,239	14%	\$ 465,177	\$ 79,015	17%
02-000-41200	Other - Bulk Water	\$ 15,675	\$ 3,839	\$ (11,836)	-76%	\$ 25,000	\$ 21,161	85%
	R10 Sub Totals:	\$ 355,599	\$ 390,002	\$ 34,403	10%	\$ 490,177	\$ 100,175	20%
R20	Operating Revenue - Water Services							
02-000-42100	Standby Basic Meter Charge	\$ 23,374	\$ 35,009	\$ 11,635	50%	\$ 45,124	\$ 10,115	22%
02-000-43300	Other Operating Revenue	\$ 125	\$ 50	\$ (75)	-60%	\$ -	\$ (50)	
	R20 Sub Totals:	\$ 23,499	\$ 35,059	\$ 11,560	49%	\$ 45,124	\$ 10,065	22%
R25	Operating Revenue - New Connections							
02-000-42101	Other Meter Fee	\$ 448	\$ 535	\$ 87	119%	\$ -	\$ (535)	
02-000-42102	Other Capacity Fee	\$ 41,817	\$ 19,938	\$ (21,879)	-52%	\$ 90,869	\$ 70,931	78%
	R25 Sub Totals:	\$ 42,265	\$ 20,473	\$ (21,792)	-52%	\$ 90,869	\$ 70,396	77%
R30	Non-Operating Revenue - Other							
02-000-47110	Interest & Dividend	\$ 2,550	\$ 3,143	\$ 593	23%	\$ 7,598	\$ 4,455	59%
02-000-47560	Reduction of RW Entitlement	\$ -	\$ -	\$ -		\$ 163,019	\$ 163,019	100%
	R30 Sub Totals:	\$ 2,550	\$ 3,143	\$ 593	23%	\$ 170,617	\$ 167,474	98%
	Fund 02 Revenue:	\$ 423,913	\$ 448,676	\$ 24,764	6%	\$ 796,787	\$ 348,111	44%
	Fund 02 Rev Excl Grants & Cap Contributions	\$ 423,913	\$ 448,676	\$ 24,764	6%	\$ 796,787	\$ 348,111	44%
Revenue Totals:		\$ 6,041,631	\$ 6,576,175	\$ 534,544	9%	\$ 9,333,013	\$ 2,756,838	30%
Revenue Total Excl Grants & Cap Contributions		\$ 6,040,911	\$ 6,576,175	\$ 535,264	9%	\$ 9,333,013	\$ 2,756,838	30%

Budget Status - Expense



Period: 07/01/19 - 4/30/20

FY Remain: 17%

		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)	\$ 422,578	\$ 503,442	\$ 80,864	19%	\$ 571,864	\$ 68,422	12%
E03	General & Admin - Services	\$ 254,620	\$ 237,144	\$ (17,475)	-7%	\$ 326,074	\$ 88,930	27%
E05	General & Admin - Supplies	\$ 15,038	\$ 15,908	\$ 870	6%	\$ 17,550	\$ 1,642	9%
E10	Source of Supply	\$ 132,231	\$ 296,972	\$ 164,742	125%	\$ 381,821	\$ 84,849	22%
	Dept 100 Sub Totals:	\$ 824,467	\$ 1,053,467	\$ 229,000	28%	\$ 1,297,309	\$ 243,842	19%
				Includes 1.0 FTE Admin Office Assistant (offset by Non-Operating Revenue)				
Dept	Finance/Customer Service							
E01	Salaries & Benefits (4 FTE)	\$ 336,277	\$ 444,096	\$ 107,819	32%	\$ 537,783	\$ 93,687	17%
E03	General & Admin - Services	\$ 106,021	\$ 101,973	\$ (4,048)	-4%	\$ 205,303	\$ 103,330	50%
E05	General & Admin - Supplies	\$ 11	\$ 200	\$ 189	1718%	\$ 9,000	\$ 8,800	98%
E35	Customer Accounts	\$ 90,948	\$ 142,629	\$ 51,680	57%	\$ 180,138	\$ 37,509	21%
E70	Other	\$ 904	\$ 1,174	\$ 270	30%	\$ 1,000	\$ (174)	-17%
E80	Debt Service - Interest	\$ 71,164	\$ 64,672	\$ (6,491)	-9%	\$ 86,358	\$ 21,686	25%
	Dept 200 Sub Totals:	\$ 605,325	\$ 754,744	\$ 149,419	25%	\$ 1,019,582	\$ 264,839	26%
				FY 20 includes W.U.E. Coordinator & Services/Supplies				
Dept	Operations							
E01	Salaries & Benefits (11 FTE)	\$ 1,256,282	\$ 1,252,503	\$ (3,779)	0%	\$ 1,589,424	\$ 336,921	21%
E03	General & Admin - Services	\$ 120,217	\$ 150,171	\$ 29,954	25%	\$ 192,400	\$ 42,229	22%
E05	General & Admin - Supplies	\$ 29,361	\$ 24,966	\$ (4,395)	-15%	\$ 30,500	\$ 5,534	18%
E07	General Production	\$ 62,284	\$ 96,955	\$ 34,671	56%	\$ 86,100	\$ (10,855)	-13%
E10	Source of Supply	\$ 63,227	\$ 113,240	\$ 50,013	79%	\$ 130,000	\$ 16,760	13%
E15	Pumping	\$ 285,607	\$ 351,685	\$ 66,078	23%	\$ 386,930	\$ 35,245	9%
E20	Water Treatment	\$ 242,310	\$ 207,983	\$ (34,327)	-14%	\$ 448,000	\$ 240,017	54%
E25	Transmission & Distribution	\$ 95,557	\$ 69,696	\$ (25,861)	-27%	\$ 134,100	\$ 64,404	48%
E35	Conservation	\$ -	\$ -	\$ -		\$ 2,000	\$ 2,000	100%
E70	Other	\$ 116,781	\$ 21,619	\$ (95,162)	-81%	\$ -	\$ (21,619)	
	Dept 300 Sub Totals:	\$ 2,271,627	\$ 2,288,818	\$ 17,191	1%	\$ 2,999,454	\$ 710,636	24%
Dept	Engineering							
E01	Salaries & Benefits (1 FTE)	\$ 65,403	\$ 73,990	\$ 8,586	13%	\$ 95,241	\$ 21,251	22%
E03	General & Admin - Services	\$ 47,469	\$ 63,075	\$ 15,605	33%	\$ 90,210	\$ 27,136	30%
E05	General & Admin - Supplies	\$ -	\$ -	\$ -		\$ 1,000	\$ 1,000	100%
	Dept 400 Sub Totals:	\$ 112,872	\$ 137,064	\$ 24,192	21%	\$ 186,451	\$ 49,387	26%
Dept	WUE/Conservation							
E01	Salaries & Benefits	\$ 84,173	\$ -	\$ (84,173)	-100%	\$ -	\$ -	
E03	General & Admin - Services	\$ 4,138	\$ -	\$ (4,138)	-100%	\$ -	\$ -	
E05	General & Admin - Supplies	\$ 23,237	\$ -	\$ (23,237)	-100%	\$ -	\$ -	
	Dept 500 Sub Totals:	\$ 111,548	\$ -	\$ (111,548)	-100%	\$ -	\$ -	
Dept	Board of Directors							
E01	Salaries & Benefits (7)	\$ 99,351	\$ 88,935	\$ (10,416)	-10%	\$ 118,000	\$ 29,065	25%
E03	General & Admin - Services	\$ 19,186	\$ 7,005	\$ (12,181)	-63%	\$ 22,820	\$ 15,815	69%
E05	General & Admin - Supplies	\$ 175	\$ -	\$ (175)	-100%	\$ 850	\$ 850	100%
	Dept 900 Sub Totals:	\$ 118,712	\$ 95,940	\$ (22,772)	-19%	\$ 141,670	\$ 45,730	32%

Budget Status - Expense



Period: 07/01/19 - 4/30/20

FY Remain: 17%

		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	\$ 2,264,064	\$ 2,362,965	\$ 98,901	4%	\$ 2,912,312	\$ 549,347	19%
E03	General & Admin - Services	\$ 551,651	\$ 559,368	\$ 7,716	1%	\$ 836,807	\$ 277,439	33%
E05	General & Admin - Supplies	\$ 67,822	\$ 41,074	\$ (26,748)	-39%	\$ 58,900	\$ 17,826	30%
E07	General Production	\$ 62,284	\$ 96,955	\$ 34,671	56%	\$ 86,100	\$ (10,855)	-13%
E10	Source of Supply	\$ 195,458	\$ 410,212	\$ 214,754	110%	\$ 511,821	\$ 101,609	20%
E15	Pumping	\$ 285,607	\$ 351,685	\$ 66,078	23%	\$ 386,930	\$ 35,245	9%
E20	Water Treatment	\$ 242,310	\$ 207,983	\$ (34,327)	-14%	\$ 448,000	\$ 240,017	54%
E30	Conservation	\$ -	\$ -	\$ -		\$ 2,000	\$ 2,000	100%
E25	Transmission & Distribution	\$ 95,557	\$ 69,696	\$ (25,861)	-27%	\$ 134,100	\$ 64,404	48%
E35	Customer Accounts	\$ 91,852	\$ 142,629	\$ 50,776	55%	\$ 181,138	\$ 37,335	21%
E70	Other	\$ 116,781	\$ 22,793	\$ (93,988)	-80%	\$ -	\$ (21,619)	
E80	Debt Service - Interest	\$ 71,164	\$ 64,672	\$ (6,491)	-9%	\$ 86,358	\$ 21,686	25%
	Purchase Order Carryover					\$ 14,000		
District Expense Total:		\$ 4,044,551	\$ 4,330,032	\$ 285,482	7%	\$ 5,658,466	\$ 1,314,434	23%
Fund 01 and 02 Combined								
E01	Salaries & Benefits	\$ 2,264,064	\$ 2,362,965	\$ 98,901	4%	\$ 2,912,312	\$ 549,347	19%
E03-E80	Services & Supplies	\$ 1,780,486	\$ 1,967,067	\$ 186,581	10%	\$ 2,732,154	\$ 765,087	28%
	Purchase Order Carryover					\$ 14,000		
District Expense Total:		\$ 4,044,551	\$ 4,330,032	\$ 285,482	7%	\$ 5,658,466	\$ 1,314,434	23%

Projects - Expense



Period: 07/01/19 - 4/30/20

FY Remain: 17%

		FY 2020 YTD Actual	FY 2020 Budget	FY 2020 Remaining Balance	%
Fund 01 and Fund 02 Combined					
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	\$ 49,851	\$ 2,200,000	\$ 2,150,149	98%
C16024	Bethany Tank Rehabilitation	\$ 28,003	\$ 200,000	\$ 171,997	86%
M17011	Meter Replacement Program	\$ 140,565	\$ 150,000	\$ 9,435	6%
C17011	AMI Technology for Meters	\$ 77,354	\$ 200,000	\$ 122,646	61%
C17018	Specialized Operations Vehicle	\$ 3,650	\$ 230,000	\$ 226,350	98%
C18035	Sequoia Tank Rehabilitation	\$ 394,536	\$ 400,000	\$ 5,464	1%
C19020	El Pueblo WTP Improvements	\$ -	\$ 100,000	\$ 100,000	100%
C19030	Hacienda Pump Station Improvements	\$ 29,980	\$ 100,000	\$ 70,020	70%
C20010	Main Replacement Program - PW	\$ 1,107	\$ 150,000	\$ 148,893	99%
C20020	Treatment Facility for New Production Well	\$ 4,513	\$ 50,000	\$ 45,488	91%
C20040	Administrative Building Improvements	\$ 52,717	\$ 50,000	\$ (2,717)	-5%
td	FY 20 Vehicle Replacement Program	\$ -	\$ 37,000	\$ 37,000	100%
Projects Expense Totals:		\$ 786,457	\$ 4,412,000	\$ 3,625,543	82%

Balance Sheet



Fund 01 and Fund 02 Combined

	4/30/19	4/30/20
Assets		
Cash	\$2,626,799	\$3,776,402
Investment	\$98,981	\$0
Accrued Interest	\$348	\$2,552
A/R Customer-Water	\$1,078,672	\$1,259,625
A/R - Other	\$170,224	\$206,521
Interfund Loan Receivable	\$368,440	\$888,040
Inventory	\$211,827	\$232,601
Prepaid Expense	\$27,208	\$256,933
Note Receivable	\$392,431	\$0
JPA Investment	\$0	\$332,010
Land & Right-of-ways	\$650,697	\$650,697
Construction-in-progress	\$837,781	\$1,214,369
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
	\$28,223,290	\$30,218,103
Liabilities		
A/P & Accrued Expenses	\$8,671	\$21,228
Accrued Salaries & Wages	\$0	\$0
Accrued Interest Payable	\$23,721	\$23,590
Customer Deposits	\$42,000	\$55,210
Interfund Loans	\$368,440	\$888,040
LT Liabilities Due in 1 Yr	\$25,862	\$30,508
Unearned Revenue	\$72,085	\$62,539
Long-term Liabilities	\$10,168,744	\$9,589,006
Deferred Pension Inflows	\$183,523	\$212,281
	\$10,893,046	\$10,882,401
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:	\$26,255,050	\$27,972,960
Total Retained Earnings:	\$1,968,240	\$2,245,143
Total Fund Balance and Retained Earnings:	\$17,330,244	\$19,335,702
Total Liabilities, Fund Balance, and Retained Earnings:	\$28,223,290	\$30,218,103

Scotts Valley Water District
AP Check Register
April 2020

Vendor Name	Check Date	Check No.	Check Amount	Description
ACWA/JPIA	4/20/2020	28680	\$ 7,825.99	WC Insurance - Qtr ending 3/31/2020
ACWA/JPIA	4/20/2020	28679	\$ 38,580.47	EE and Retiree Benefits - May 2020
AFLAC	4/3/2020	28639	\$ 380.18	EE Self-Funded Supplemental Benefits - Mar 2020
AFSCME COUNCIL 57	4/20/2020	28681	\$ 564.33	Union Dues - Apr 2020
AIRTEC SERVICE	4/3/2020	28640	\$ 296.00	HVAC Service - Temp Control
BADGER METER	4/3/2020	28641	\$ 3,147.04	Cell Charge for PW Meter Reads - Mar 2020
BADGER METER	4/3/2020	28641	\$ 59.63	Cell Charge for RW Meter Reads - Mar 2020
BATTERIES PLUS BULBS #314	4/3/2020	28642	\$ 285.47	Battery & Cables - Generator Install @ 2 Civic Ctr
BATTERIES PLUS BULBS #314	4/3/2020	28642	\$ 25.02	OPS Supplies - Misc
BAY AREA COATING CONSULTANT SERVICES INC.	4/20/2020	28682	\$ 11,381.14	Sequoia Tank Rehab - Inspection Services
BRECKENRIDGE DOUGLAS	4/3/2020	28643	\$ 50.00	Customer Rebate - Pressure Regulator
BRENNTAG PACIFIC INC	4/20/2020	28683	\$ 6,436.79	Water Treatment Chemicals
CHANDIRAMANI OMI	4/3/2020	28645	\$ 100.00	Customer Rebate - Irrigation Controller
CHANDIRAMANI OMI	4/3/2020	28645	\$ 50.00	Customer Rebate - Pressure Regulator
CITY OF SCOTTS VALLEY	4/20/2020	28684	\$ 2,408.12	Bi-Monthly Treatment Disposal - Well 10
CITY OF SCOTTS VALLEY	4/20/2020	28684	\$ 92.98	Bi-Monthly Sewer Service - 2 Civic Ctr
CITY OF SCOTTS VALLEY	4/20/2020	28684	\$ 92.98	Bi-Monthly Sewer Service - El Pueblo
CITY VENTURES HOMEBUILDING LLC	4/3/2020	28647	\$ 79.06	UB Refund Check 012162-000
CITY VENTURES HOMEBUILDING LLC	4/3/2020	28646	\$ 80.98	UB Refund Check 012148-000
CIVIL CONSULTANTS GROUP INC	4/20/2020	28685	\$ 200.00	Hacienda PS Improvements Task 2: Planning Coordination
CIVIL CONSULTANTS GROUP INC	4/20/2020	28685	\$ 335.00	Hacienda PS Improvements Task 3: Piping Plan
CIVIL CONSULTANTS GROUP INC	4/20/2020	28685	\$ 325.00	Hacienda PS Improvements Task 4: Enclosure & Interior Plans
CIVIL CONSULTANTS GROUP INC	4/20/2020	28685	\$ 250.00	Hacienda PS Improvements Task 5: Road Improvements
CIVIL CONSULTANTS GROUP INC	4/20/2020	28685	\$ 180.00	Hacienda PS Improvements Task 6: Specification
CIVIL CONSULTANTS GROUP INC	4/20/2020	28685	\$ 680.00	Hacienda PS Improvements Task 8: Bid & Construction Phase
COUNTY OF SANTA CRUZ	4/20/2020	28686	\$ 143.85	Landfill Waste - Mar 2020
DASSELLS PETROLEUM	4/20/2020	28687	\$ 1,011.62	Vehicle Fuel - Mar 2020
E&S TRUCKING	4/20/2020	28688	\$ 3,040.00	Orchard Run Wastewater - Feb-Mar 2020
EUROFINS EATON ANALYTICAL	4/20/2020	28689	\$ 2,455.00	Lab Testing for Water Quality
EXCEEDIO	4/3/2020	28649	\$ 983.00	Managed Services: SCADA - Apr 2020
EXCEEDIO	4/3/2020	28649	\$ 5,320.10	Managed Services: HaaS/SaaS/ITaaS - Apr 2020
FASTENAL COMPANY	4/20/2020	28690	\$ 89.42	OPS Supplies - Misc
FRANICH JOHN	4/3/2020	28650	\$ 1,901.61	Customer Rebate - Lawn Replacement
GRAINGER	4/20/2020	28691	\$ 42.58	Bathroom Supplies - OPS
GREEN WASTE RECOVERY INC	4/20/2020	28692	\$ 254.53	Trash Service - El Pueblo - Mar 2020
GREEN WASTE RECOVERY INC	4/20/2020	28692	\$ 135.18	Quarterly Trash Service - 2 Civic Ctr
HAIGHT ROBERT	4/3/2020	28651	\$ 598.02	Retiree Medical - Apr 2020
HINES MICHAEL BRADLEY	4/3/2020	28652	\$ 2,400.00	Facility Maint - Paint Generator Building & Booster Pump
ICON CLOUD SOLUTIONS LLC	4/20/2020	28693	\$ 118.03	Phone Service - OPS - Apr 2020
ICON CLOUD SOLUTIONS LLC	4/20/2020	28693	\$ 334.19	Phone Service - Apr 2020
ICONIX WATERWORKS (US) INC	4/3/2020	28653	\$ 395.34	Hydrants
ICONIX WATERWORKS (US) INC	4/3/2020	28653	\$ 14,103.03	Sequoia Tank Rehab - Repiping / Plumbing Supplies
ICONIX WATERWORKS (US) INC	4/3/2020	28653	\$ 177.59	Meter Boxes
ICONIX WATERWORKS (US) INC	4/3/2020	28653	\$ 671.27	Service Line Maint - Stock
INDEPENDENT ELECTRIC SUPPLY	4/3/2020	28654	\$ 298.60	Electrical Supplies - Generator Install @ 2 Civic Ctr
IN-SITU INC	4/3/2020	28655	\$ 1,023.56	Well Maint - Transducer
JACKSON LANDSCAPE	4/20/2020	28694	\$ 495.56	Landscape Maint - 2 Civic Ctr - Mar 2020
KASSIS WILLIAM	4/3/2020	28656	\$ 631.24	Retiree Medical - Apr 2020
KBA DOCUSYS INC	4/3/2020	28657	\$ 394.18	Copier Lease - Mar 2020
LAUNCH BRIGADE	4/20/2020	28695	\$ 1,335.00	Add'l Website Maint - Homepage Updates
LAUNCH BRIGADE	4/20/2020	28695	\$ 615.00	Quarterly Website Maint - svwd.org
LAW OFFICE OF ROBERT E BOSSO	4/20/2020	28696	\$ 3,000.00	Legal Counsel Services - Mar 2020
MILLER MAXFIELD INC	4/20/2020	28697	\$ 5,218.75	Communication / Public Outreach Services - Mar 2020
MISSION UNIFORM SERVICE	4/3/2020	28658	\$ 522.75	Uniform Laundering & Rental Service - Mar 2020
MONRO INC	4/3/2020	28659	\$ 1,624.50	Vehicle Maint - Replace Reductant Pump/Misc Service - Truck #12
MONRO INC	4/3/2020	28659	\$ 109.13	Vehicle Maint - Oil Change - Truck #23
MONRO INC	4/3/2020	28659	\$ 35.00	Vehicle Maint - Flat Repair - Truck #18
MONTGOMERY & ASSOCIATES INC	4/3/2020	28660	\$ 3,990.28	Pressure Transducer Program Review - Feb 2020
MONTGOMERY & ASSOCIATES INC	4/3/2020	28660	\$ 2,125.00	New Production Well & WTP Site - Site Evaluation
NATIONWIDE RETIREMENT SOLUTIONS	4/3/2020	28661	\$ 2,558.86	IRS 457 Plan - Payroll Date 3/27/2020
NATIONWIDE RETIREMENT SOLUTIONS	4/20/2020	28698	\$ 2,558.86	IRS 457 Plan - Payroll Date 4/10/2020
NICOR INC	4/3/2020	28662	\$ 2,402.09	Meter Box Lids - Qty: 100
NORTON PATRICIA	4/3/2020	28663	\$ 18.56	Retiree Vision - Apr 2020
NORTON PATRICIA	4/3/2020	28663	\$ 457.11	Retiree Medical - Apr 2020
NORTON PATRICIA	4/3/2020	28663	\$ 33.72	Retiree Dental - Apr 2020
PACIFIC GAS & ELECTRIC	4/3/2020	28664	\$ 1,326.01	Electricity - 2 Civic Ctr - Mar 2020
PACIFIC GAS & ELECTRIC	4/3/2020	28664	\$ 27,865.61	Electricity - PW - Mar 2020
PACIFIC GAS & ELECTRIC	4/3/2020	28664	\$ 61.13	Electricity - Skypark - Mar 2020
PACIFIC GAS & ELECTRIC	4/3/2020	28664	\$ 85.07	Electricity - RW - Mar 2020

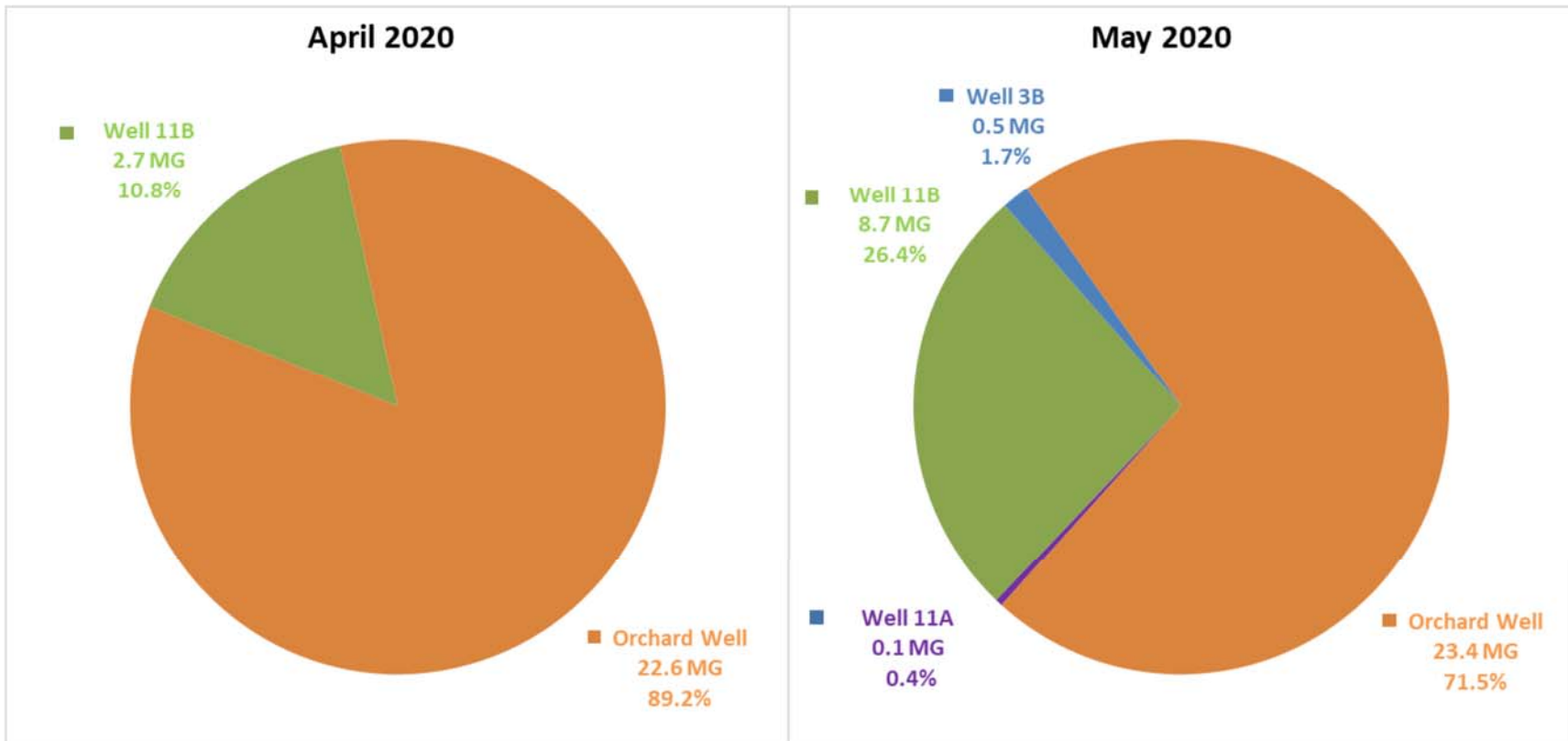
Scotts Valley Water District
 AP Check Register
 April 2020

Vendor Name	Check Date	Check No.	Check Amount	Description
PATEL PRAFUL	4/3/2020	28665	\$ 100.00	Customer Rebate - Pressure Regulators
PERRI CHRISTOPHER	4/3/2020	28666	\$ 1,643.80	Director Medical - Apr 2020
PERSING KEVIN	4/3/2020	28667	\$ 1,404.00	Customer Rebate - Lawn Replacement
PERSING KEVIN	4/3/2020	28667	\$ 50.00	Customer Rebate - Pressure Regulator
REBER DANIEL	4/3/2020	28668	\$ 2,163.71	Director Medical - Apr 2020
SANCO PIPELINES INC	4/20/2020	28699	\$ 2,000.00	Refund Deposit - PW Bulk Meter
SCARBOROUGH LUMBER & BUILDING SUPPLY	4/3/2020	28669	\$ 37.16	Hydrant Repair - Backfill
SCARBOROUGH LUMBER & BUILDING SUPPLY	4/3/2020	28669	\$ 36.54	Office Supplies - Misc
SCARBOROUGH LUMBER & BUILDING SUPPLY	4/3/2020	28669	\$ 92.70	Main Maint - Pipe Wrapping Concrete
SCARBOROUGH LUMBER & BUILDING SUPPLY	4/3/2020	28669	\$ 108.01	Main Maint - Blowoff / Flushing Supplies
SCARBOROUGH LUMBER & BUILDING SUPPLY	4/3/2020	28669	\$ 14.16	Safety Supplies - Gloves
SCARBOROUGH LUMBER & BUILDING SUPPLY	4/3/2020	28669	\$ 23.67	Treatment Plant Maint - Misc
SCARBOROUGH LUMBER & BUILDING SUPPLY	4/3/2020	28669	\$ 83.61	Misc Supplies - Generator Install @ 2 Civic Ctr
SCARBOROUGH LUMBER & BUILDING SUPPLY	4/3/2020	28669	\$ 142.75	OPS Supplies - Trash Bags Buckets Locks Graffiti Removal
SCARBOROUGH LUMBER & BUILDING SUPPLY	4/3/2020	28669	\$ 53.95	Vehicle Maint - Misc
SCARBOROUGH LUMBER & BUILDING SUPPLY	4/3/2020	28669	\$ 53.90	Small Tools - Sprayer Hand Files
SCOTTS VALLEY BANNER - VALLEY PRESS	4/3/2020	28670	\$ 160.00	SV Banner Ad - North System Flushing
SCOTTS VALLEY BANNER - VALLEY PRESS	4/20/2020	28700	\$ 180.00	SV Banner Ad - COVID-19
SECURITY SHORING & STEEL PLATES	4/3/2020	28671	\$ 450.00	Steel Plate Rental - Cancellation Charge
SOIL CONTROL LAB	4/20/2020	28701	\$ 582.00	Water Quality Testing
SPRINGBROOK SOFTWARE LLC	4/20/2020	28702	\$ 1,849.00	Web Payment Transaction Fees - Mar 2020
STEVENSON LANDSCAPING	4/3/2020	28672	\$ 855.00	Landscaping at Misc Locations - Mar 2020
STILES RUTH	4/3/2020	28673	\$ 821.90	Director Medical - Apr 2020
SYCAL ENGINEERING INC	4/20/2020	28703	\$ 15,898.09	Engineering Services for SCADA - Mar 2020
UNITED SITE SERVICES	4/3/2020	28675	\$ 194.21	Portable Toilet Rental - Orchard Run WTP - Apr 2020
UNIVERSAL BUILDING SERVICES	4/20/2020	28704	\$ 1,671.00	Carpet Cleaning / Window Washing - 2 Civic Ctr - Mar 2020
UNIVERSAL BUILDING SERVICES	4/20/2020	28704	\$ 170.69	Bathroom Supplies - OPS
UNIVERSAL BUILDING SERVICES	4/20/2020	28704	\$ 385.00	Janitorial Service - El Pueblo - Mar 2020
UNIVERSAL BUILDING SERVICES	4/20/2020	28704	\$ 473.00	Janitorial Service - 2 Civic Ctr - Mar 2020
VALERO MARKETING & SUPPLY CO	4/20/2020	28705	\$ 136.00	Vehicle Fuel - Mar 2020
VAN BRUGGEN NICK	4/3/2020	28676	\$ 100.00	Customer Rebate - Toilet
WATER SYSTEMS CONSULTING INC	4/3/2020	28677	\$ 1,271.25	Capital Improvement Plan - Data Gathering
WATER SYSTEMS CONSULTING INC	4/3/2020	28677	\$ 555.00	Capital Improvement Plan - Review of Prev Reports
WATER SYSTEMS CONSULTING INC	4/20/2020	28706	\$ 8,794.04	Capital Improvement Plan - Condition Assessment
WATER SYSTEMS CONSULTING INC	4/20/2020	28706	\$ 2,486.25	Capital Improvement Plan - Re-Calibrate Hydraulic Model
WATER SYSTEMS CONSULTING INC	4/20/2020	28706	\$ 740.00	Capital Improvement Plan - Project Management
WATER SYSTEMS CONSULTING INC	4/20/2020	28706	\$ 1,317.50	Capital Improvement Plan - Hydraulic & Operational Analysis
WATERSYSTEMS CLEANING	4/3/2020	28678	\$ 5,250.00	Treatment Plant Maint - Aeration Tower Service
			\$ 219,214.00	

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

Well Production

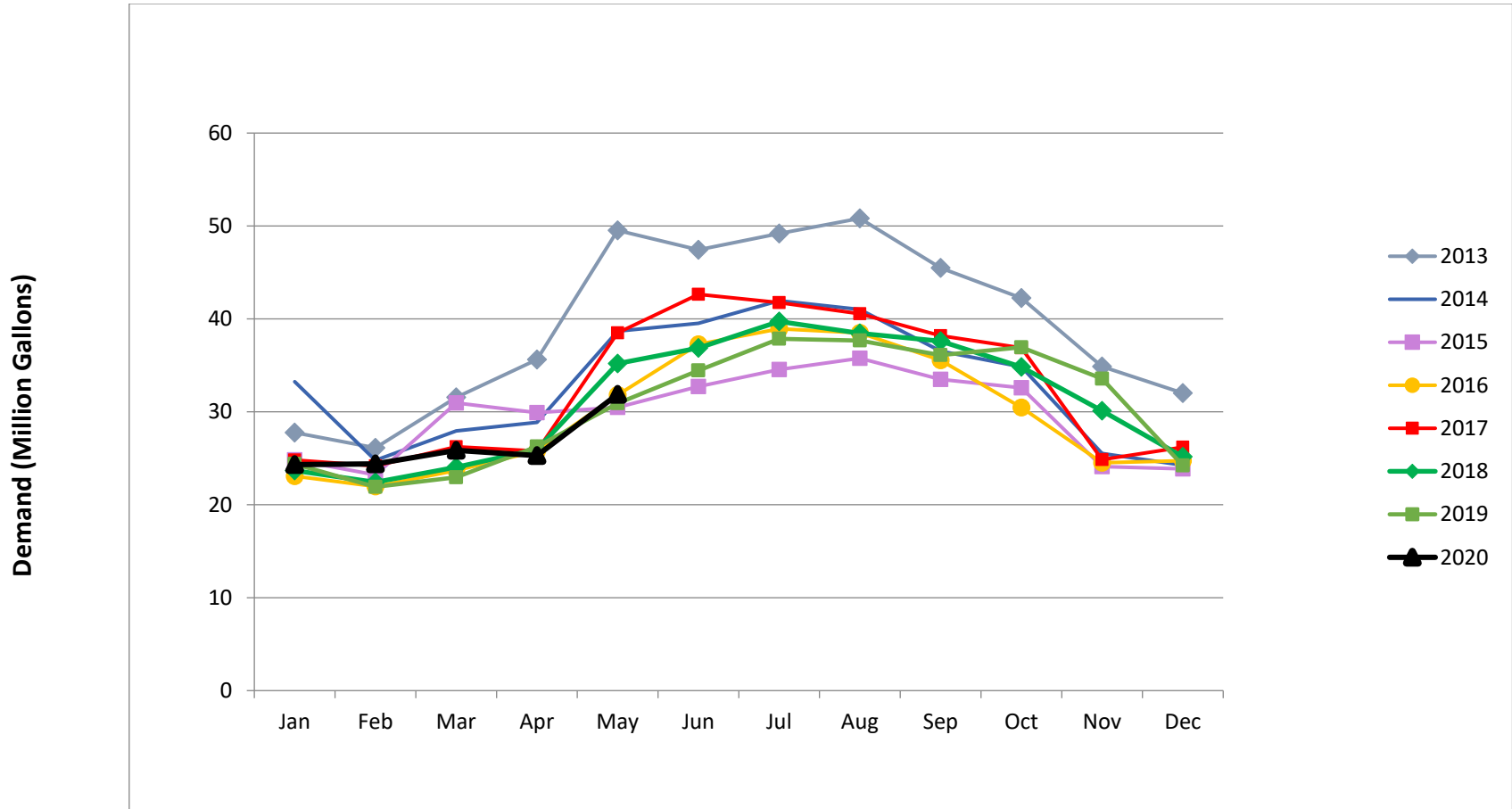


Total Production (Million Gallons)

April 2020	25.3 MG	8.33% decrease from March
May 2020	32.7 MG	29.36% increase from April

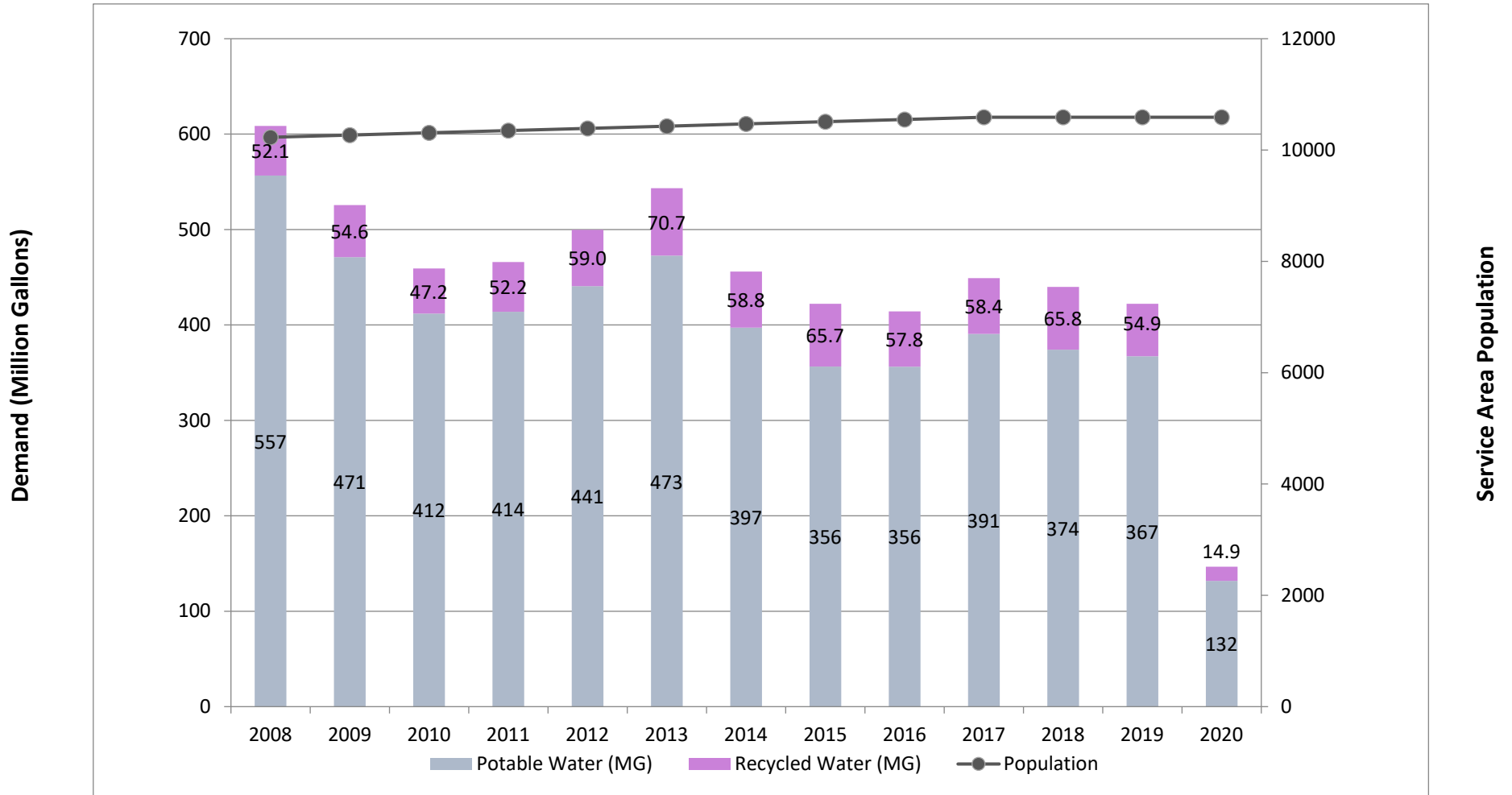
Production is Water Pumped +/- Water used for Well Maintenance Activities

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	25,297,107	28,501,346
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	31,885,131	37,132,964
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	131,759,682	450,161,099

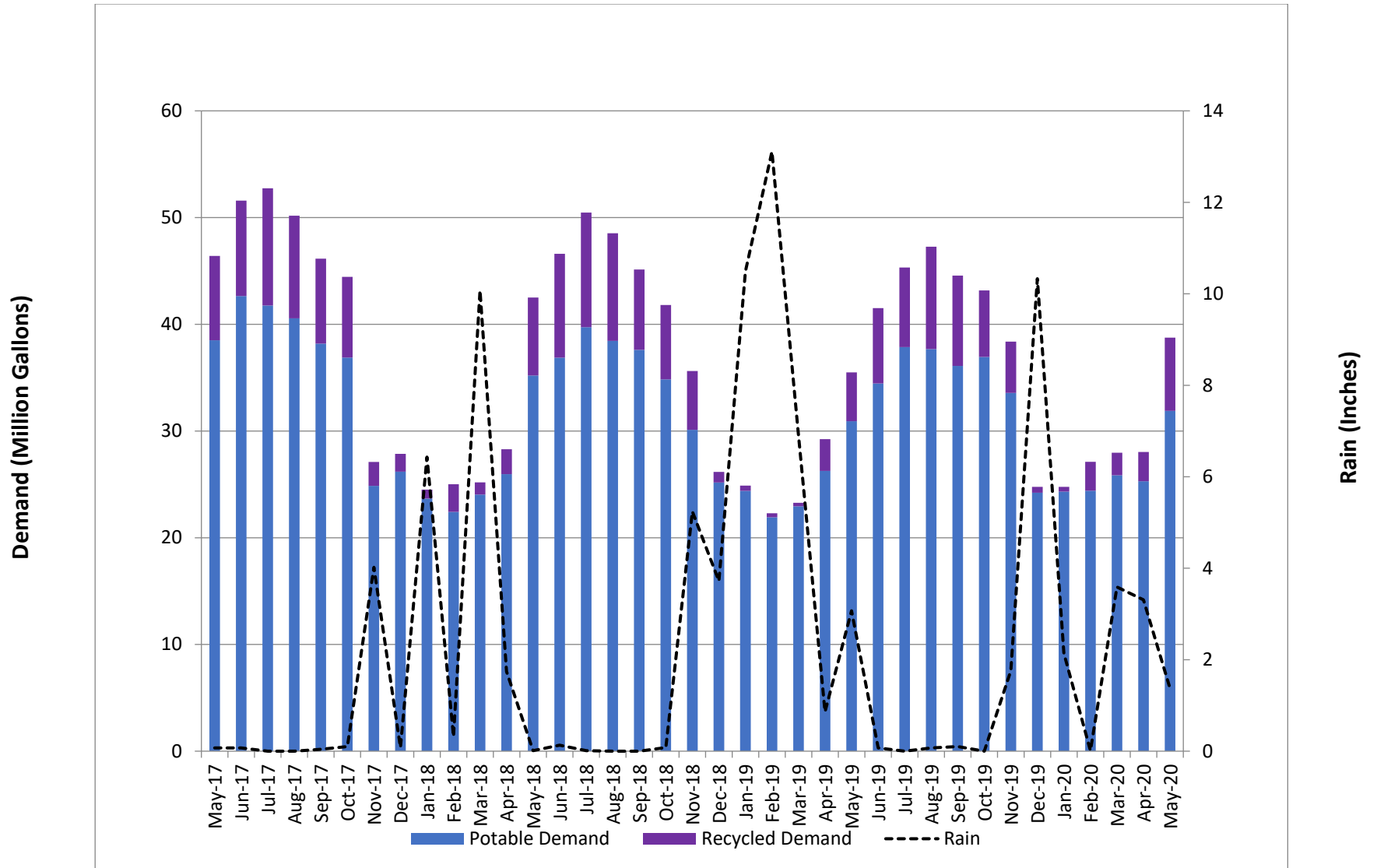
Recycled												
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	Average
Jan.	62,000	496,000	2,139,000	620,000	3,019,613	635,420	862,984	156,267	838,172	493,100	450,147	888,428
Feb.	0	1,120,000	2,352,000	2,268,000	1,248,862	1,545,957	1,813,868	94,521	2,589,717	366,055	2,714,767 *	1,464,886
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	2,737,245	2,995,143
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	6,869,290 *	7,046,728
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	14,881,188	54,503,983

*Potable Water Addition to Recycled Water System:

Demand is Production +/- the Change in Storage

Feb. 2020 = 2,402,174
Mar. 2020 = 1,651,680
May 2020 = 347,000

Potable and Recycled Water Demand vs. Rainfall



Demand is Production +/- the Change in Storage

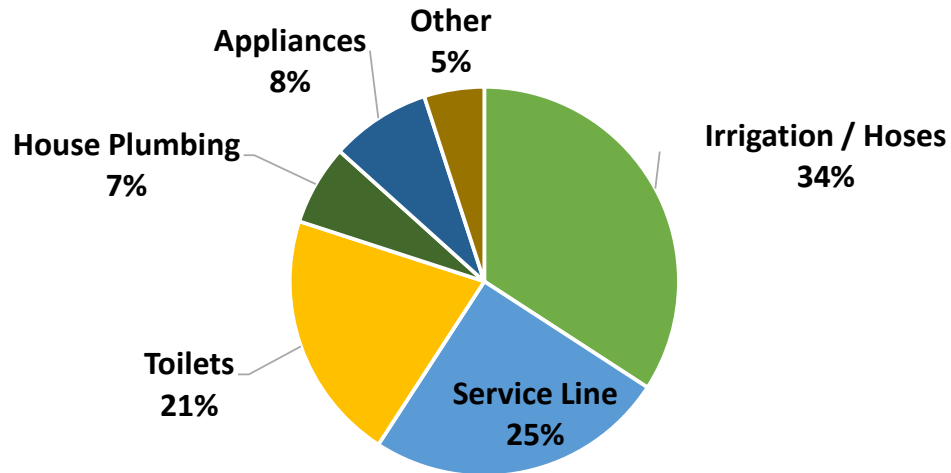
Rainfall
El Pueblo Weather Station

	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	8.57	2.14	0.01	3.59	3.31	1.37	-	-	-	-	20.75	49%	
Cumulative 2019-2020		0.00	1.76	10.33	12.47	12.48	16.07	19.38	20.75	-	-	-	-		
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	0	< 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	8	0	8	0	1		\$2,486	186,709
APR	8	1	9	0	2		\$4,796	353,025
MAY								
JUN								
Total	108	10	104	11	4		\$42,805	3,020,142

Sources of Leaks



STAFF REPORT – Water Use Efficiency

Scotts Valley Water District

Date: 06/11/20

To: Board of Directors

From: Water Use Efficiency Coordinator

Item: Staff Reports 6.5

Subject: **Water Use Efficiency Biannual Report 11/01/19 through 04/30/20**

Regional Planning and Collaboration

Continued participation in Water Conservation Coalition of Santa Cruz County: attended coalition meetings and collaborated on the creation of a Dual Plumbing Ordinance for the bay area and a new county-wide Value of Water Campaign. Met with Soquel Creek Water Staff for feedback on value of WaterSmart for their district.

Professional Development

Attended AWWA Drought Webinar and 3-day Water Leadership Training.

Community Relations

Received recognition at a County Green Business event for re-certification.

Leak Adjustments: 119

House Calls and/or Leak Checks: 80

Water Waste Violations: Provided education to 2 customers.

Pre-Rebate Inspections: 14

Post-Rebate Inspections: 17

Participated in WaterSmart integration meetings.

Fielded over 400 Customer Service and Water Use Efficiency phone calls.

Submitted content ideas community relations and communication consultant Miller Maxfield.

Continued to promote the Monterey Bay Friendly Landscape program and educate realtors on the City of Scotts Valley Retrofit Upon Resale program.

Rebates Processed	# of Rebates	Total Amount
Lawn Replacement	11	\$11,364
Spray to Drip	8	\$1,603
Toilet Replacement	15	\$1,350
Pressure Regulators	16	\$850
Smart Controllers	4	\$400
Small Stream Sprayers	0	\$0
Greywater Harvesting	0	\$0
Rainwater Harvesting	0	\$0
Downspout Diversion	0	\$0
Hardscape Replacement	0	\$0

Rebates / Give-Aways Summary						
Rebate/Give Away	Rebate Offerings	Accounts	Units/Gals/ Sq ft	Cost	Water Savings gal/year	Gallons Saved per \$ Spent
High Efficiency Toilet	\$25-\$125	15	18	\$1,350	150,996	112
Lawn Replacement	\$1.00/sq ft	11	11,364	\$11,364	202,166	18
Low Volume Irrigation	\$0.50/sq ft	8	3,407	\$1,603	56,045	35
Hardscape Replacement	\$1.00/sq ft	0	0	0	N/A	N/A
Smart Irrigation Controller	\$100	4	4	\$400	N/A	N/A
Greywater Irrigation	\$150	0	0	0	N/A	N/A
Rainwater Catchment	\$0.25/gal	0	0	0	N/A	N/A
Downspout Diversion	\$75	0	0	0	N/A	N/A
Pressure Regulator	\$50	16	17	\$850	N/A	N/A
Pre-Rinse Spray Valve	Free	0		0	0	
Shower Head	Free			0	.7 gpm	Average gallons saved per \$ spent
Faucet Aerator	Free			0	1.45 gpm	
Shut Off Nozzle	Free			0	Prevents waste	
Totals		54		\$15,567	409,207	26



i-Meter installations continue, completion expected in early 2021

Scotts Valley Water District crews have upgraded approximately 85 percent of all water meters to new intelligent meters (i-Meters), providing the vast majority of District customers the ability to easily [view, understand and manage their water use](#) through the WaterSmart customer web portal on the [District website](#).

Approved by the Scotts Valley Water District Board of Directors in 2017, the i-Meter project involves replacing the meters installed before 2012 and installing Orion Cellular LTE endpoints at all meters. The new i-Meters enable customers to:

- View hourly usage history
- Set up leak detection alerts and high bill notifications
- Compare their consumption to similar households
- Explore water- and money-saving actions
- Sign up to receive personalized tips on how to save water
- Access billing statements
- Apply for District rebates

Installation continues during the COVID-19 pandemic, with District staff practicing social distancing and using safety equipment while working. District-wide installation of i-Meters is expected to be completed in 2021. Customers with the new meter receive a letter from the District with more information on how to access their account on the new portal.

Previously, customer water use information was collected once every two months by District staff, making it difficult to monitor water consumption, catch leaks early or pinpoint ways to be more water-efficient.



COVID-19 Billing Update

The District understands that some customers may face financial hardships as a result of the COVID-19 emergency and will not be charging late fees on delinquent accounts or disconnecting water service for non-payment until further notice. [Learn more.](#)

Meeting recap: SMGWA Board dives into groundwater level discussion

[Santa Margarita Groundwater Agency's](#) April board meeting was held Thursday, April 23. The meeting, including time for public comment and participation on each agenda item, was conducted via all-remote, web- and phone- based access due to the Santa Cruz County Shelter-in-Place Order response to the coronavirus outbreak.

The meeting's informational session centered on groundwater levels, including both historical and current conditions, as well as the agency's goals for future groundwater levels. Evaluating groundwater levels is one of the state-required elements of the Sustainable Management Criteria (SMC) in the Groundwater Sustainability Plan (GSP). The presentation was led by Georgina King of Montgomery & Associates.

The Santa Margarita Basin includes four primary aquifers: Santa Margarita aquifer, Monterey formation, Lompico aquifer and Butano aquifer. Each has unique characteristics and a particular set of users.

The aquifer closest to the surface is the Santa Margarita. It is about 100 feet deep and is the most vulnerable to fluctuations in climate conditions. That means it recharges the fastest during periods of rainfall, but also depletes the most quickly during dry times or when lots of pumping occurs. Most private well owners draw from this aquifer.

The next aquifer down is the Monterey formation, which is not a true aquifer and a very few wells pump from it. It is a clay layer found in limited areas of the basin.

The third layer down, the Lompico aquifer, is the main source of supply for local water districts. It is generally found around depths of 500-700 feet below the surface.

Finally, the Butano aquifer is deepest and occurs at around 1,000 feet below the surface of the valley floor. Currently, only the Scotts Valley Water District extracts water from this aquifer.

The aquifers aren't evenly deposited throughout the basin. Rather, the underground bowl-shaped basin supports varying levels and depths of each aquifer in different areas. The deeper layers are exposed to the land surface in the upgradient of hillsides, which are the principal recharge zone for these aquifers.

As a required element of the GSP, the SMGWA board must set minimum thresholds for groundwater levels in the basin as well as measurable objectives to ensure the basin's sustainability. The board provided input on the significant and unreasonable conditions that will be used to develop a draft qualitative statement for board review.

During another agenda item at the meeting, the board reviewed the 2020-21 fiscal year budget. The total proposed budget is \$1.185 million including \$645,000 in Technical Services; \$116,000 in Facilitation and Outreach Services; \$65,000 in Administrative Support Services; and \$300,000 to establish a Basin Monitoring Network. Two-thirds of the budget will be funded by a state Department of Water Resources grant and the rest comes from member agency contributions: SVWD 60%, SLVWD 30% and County of Santa Cruz 10%.

The Path to a Groundwater Sustainability Plan (GSP)

<p>2016 MAR</p>  <p>Establishment of SMGB Boundaries</p>	<p>2017 JUN</p>  <p>Creation of the Joint Powers Authority</p>	<p>2017 JUL</p>  <p>Appointment of Private Well Owners to the Board</p>	<p>2017 DEC</p>  <p>Adoption of Bylaws and Code of Conduct</p>	<p>2018 APR</p>  <p>\$1M Dept of Water Resources Matching Grant</p>	<p>2019 JAN</p>  <p>Adoption of Guiding Principles</p>	<p>2019 JAN</p>  <p>Beginning of <i>Understanding Our Water</i> Education Series</p>	<p>2019 MAR</p>  <p>Hiring of GSP Development Consultant</p>	<p>2019 AUG</p>  <p>Beginning of Public Santa Margarita Basin Tours</p>
WE ARE HERE								
<p>1</p>  <p>Development of GSP Section 1 Draft: <i>Introduction</i></p>	<p>2</p>  <p>Development of GSP Section 2 Draft: <i>Basin Setting</i></p>	<p>3</p>  <p>Development of GSP Section 3 Draft: <i>Sustainability Measures</i></p>	<p>4</p>  <p>Development of GSP Section 4 Draft: <i>Projects</i></p>	<p>5</p>  <p>Development of GSP Section 5 Draft: <i>Implementation Plan</i></p>	<p>6</p>  <p>Completion of <i>Communication & Engagement Plan</i> Subsection Draft</p>	<p>7</p>  <p>Completion of Draft GSP</p>	<p>8</p>  <p>Public Review of GSP</p>	<p>9</p>  <p>Deadline for GSP Submission 2022 JAN</p>

SANTA MARGARITA
Groundwater Agency

Groundwater sustainability
is all our responsibility
smgwa.org

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SV Water District Declares Stage 2

No Surcharges Are Planned Due to COVID-19 Pandemic

On Monday, the Scotts Valley Water District announced the district has established Stage 2 Water Supply Conditions, following a declaration by the Board of Directors based on data indicating a relatively dry year — Scotts Valley received about 50% of its normal rainfall.

Typically, such a declaration would activate drought surcharges, as well as a need to reduce water demand by 15 percent to reduce the draw on the groundwater aquifers. However, due to reduced water demand caused by the COVID-19 pandemic, the board chose not to implement systemwide water restrictions or specific demand reductions.

The district's "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 district has experienced a noticeable decline in water demand since the COVID-19 shelter-in-place order was issued by the County of Santa Cruz health officer on March 16. While residential water use in the Scotts Valley Water Dis-

trict service area has remained relatively steady since the start of the pandemic, commercial, industrial and institutional water use declined by 40 percent and is expected to remain low for the foreseeable future.

"Although the dry rain year has an impact on groundwater levels, we have experienced an unexpected reduction in water demand due to the novel corona-

virus," District Manager Piret Harmon said. "We are pleased we can maintain the same level of high-quality, reliable water service to our customers without adding the stress of additional costs or restrictions during this unprecedented time."

District crews have upgraded approximately 85 percent of all water meters to new intelligent meters (i-Meters), providing the vast majority of customers the ability easily view, understand and manage their water

use through the WaterSmart customer web portal on the District website.

The district continues to encourage the efficient use of water, asking customers to limit outdoor irrigation to three days a week before 10 a.m. or after 5 p.m. The district also offers several rebates for installation of water-efficient devices and landscaping. Learn more: <https://www.svwd.org/be-water-efficient/water-efficiency-program>.



SCOTTS VALLEY
WATER DISTRICT
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"Stage 2" from page 11

- Where lines may form at a facility; marking six-foot increments at a minimum, establishing where individuals should stand to maintain adequate social distancing;
- Providing hand sanitizer, soap and water, or effective disinfectant at or near the entrance of the facility and in other appropriate areas for use by the public and employees, and in locations where there is high-frequency employee interaction with members of the public (e.g. cashiers);
- Providing for contactless payment

systems or, if not feasible to do so, then providing for disinfecting of all payment portals, pens, and styluses after each use;

- Regularly cleaning and disinfecting other high-touch surfaces;
- Posting a sign at the entrance of the facility and work area informing all employees and customers that they should: avoid entering the facility if they have a cough or fever;
- Maintain a minimum six-foot distance from one another; sneeze and cough into one's elbow; not shake hands or engage in any unnecessary physical contact; and
- Adhering to additional social distancing guidance recommended by

the Centers for Disease Control and Prevention at: <https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html>.

For industry-specific guidance related to dine-in restaurants, please go to www.cdph.ca.gov/pdf/guidance-dine-in-restaurants.pdf. For industry-specific guidance related to barbershops/hair salons, please go to www.cdph.ca.gov/pdf/guidance-hair-salons.pdf.

For local information on COVID-19, go to www.santacruzhealth.org/coronavirus, call 211 or text "COVID19" to 211211. Residents may also call (831) 454-4242 between the hours of 8 a.m. and 6 p.m., seven days a week.