



SCOTTS VALLEY WATER DISTRICT

AGENDA PACKET

REGULAR BOARD MEETING

07/09/20 at 6:00 p.m.

The Board of Directors meeting on 07/09/20 will be conducted exclusively in remote access format in compliance with Executive Order N-29-20 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/542640501>

You can also dial in using your phone [\(646\) 749-3122](tel:6467493122) Access Code: 542-640-501

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
07/09/20 at 6:00 p.m.

Agenda

The Board of Directors meeting on 07/09/20 will be conducted exclusively in a 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

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You can also dial in using your phone (646) 749-3122 Access Code 542-640-501 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. Pledge of Allegiance and Invocation
- 1.3. Closed Session Report (No closed session on 06/11/20)
- 1.4. Additions/Deletions to the Agenda
- 1.5. Oral Communications

2. Administrative

- 2.1. [Approval of Minutes](#)
[06/11/20 Regular Board Meeting](#)
- 2.2. [Committee and other Agency Meeting Reports](#)
Executive & Public Affairs Committee (none)
Finance & Personnel Committee 06/16/20
Water Resources & Engineering Committee 06/15/20 Interagency
Committee 06/04/20
Santa Margarita Groundwater Agency (SMGWA) Board 06/25/20 - oral
- 2.3. Presentations (none)

3. Consent (none)

4. Public Hearings (none)

5. Business

5.1. [Leak Adjustment Program](#)

Recommendation: Approve the revised Leak Adjustment Program.

5.2. [Orchard Run Water Treatment Plant Improvements Project - Contract Award](#)

Recommendation: 1) Approve the filing of the Notice of Exemption; and 2) Award contract and authorize the General Manager to execute all related documents with GSE Construction, Inc. in the amount of \$2,818,600 for the Orchard Run Water Treatment Plant Improvements Project.

5.3. [Fee Schedule for Bulk, Temporary and Miscellaneous Services](#)

Recommendation: Adopt Resolution No. 06-20 updating the Fee Schedule for Bulk, Temporary and Miscellaneous Services and rescinding Resolution No. 10-19.

6. Staff Reports

6.1. Legal

District Counsel - oral

6.2. Administrative

General Manager - oral

6.3. Finance

[Financial Reports 07/01/19 through 05/31/20](#)

6.4. Operations

Operations Report - oral

Production, Demand and Rainfall Data (none)

[Leak Adjustment Program Report 07/01/19 through 05/31/20](#)

[Development Projects Status Report through 06/30/20](#)

7. Directors Reports

Travel and Meetings

ACWA and ACWA/JPIA Updates

Other

8. Written Correspondence

Letter of Support City of Santa Cruz Grant Application for WaterSMART Drought Response

Program Drought Resiliency Projects for FY 2021, SVWD 6/17/20

9. Community Relations

Newsletter, Scotts Valley Water District 06/11/20

10. Closed Session (None)

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

12. Future Items

13. Meetings and Event Calendar

Regular Board Meetings

Remote Access Only

08/13/20

09/10/20

10/08/20

Committee Meetings

Remote Access Only

07/27/20 Executive & Public Affairs

07/21/20 Finance & Personnel

07/20/20 Water Resources & Engineering

09/03/20 Interagency

Santa Margarita Groundwater Agency Board

Regular Board Meetings

Remote Access Only

07/23/20

08/27/20

09/23/20

Event Calendar

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 08/13/20.

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 WWW.SVWD.ORG AND 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
06/11/20 at 5:00 p.m.
Minutes

The Board of Directors meeting On 06/11/20 was conducted exclusively in a 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/886078413> and phone at (571) 317-3122

1. Convene

1.1. Call to Order and Roll Call

President Leishman called the meeting to order at 5:08 p.m.

Director Perri led the pledge of allegiance and President Leishman called for a moment of silence.

Directors

Bill Ekwall

Wade Leishman

Chris Perri

Danny Reber

Ruth Stiles

Staff

Bob Bosso, Legal Counsel

Piret Harmon, General Manager

Nick Kurns, Finance & Customer Service Manager

David McNair, Operations Manager

Donna Paul, Assistant to General Manager

Associate Directors

Noelle Downing

Annie Finch (absent)

Audience

David Bernstein

1.2. Closed Session Report

None.

1.3. Additions/Deletions to the Agenda

General Manager Harmon reported that there is a guest in the audience who has asked to speak to the Board on Consent Item 3.2.

1.4. Oral Communications

None.

2. Administrative

2.1. Approval of Minutes

MOTION carried to approve the minutes of the 05/14/20 Regular Board Meeting by unanimous roll call vote.

2.2. Committee and other Agency Meeting Reports

Executive & Public Affairs Committee 05/18/20

President Leishman reported that the Committee discussed participation at the Farmers Market, a customer survey and preparations for the General Manager performance evaluation.

Finance & Personnel Committee (none)

Interagency Committee 06/04/20

Director Reber reported that each agency reported on COVID-19 recovery response.

Water Resources & Engineering Committee (none)

Santa Margarita Groundwater Agency (SMGWA) Board 05/28/20

Director Perri reported that meetings are running long but are very productive.

2.3. Presentations

LeAnne Ravinale, Water Use Efficiency Coordinator presented the biannual activity report and responded to questions from the Board.

3. Consent

President Leishman pulled Item 3.2 Leak Adjustment Program Update for further discussion
MOTION carried to approve Consent agenda as amended by unanimous roll call vote.

3.1. FY 2021 Proposed Budget

The Fiscal Year 2021 (FY 2021) Budget, including the FY 2021 Work Plan was approved.

3.2. Leak Adjustment Program Update

General Manager Harmon reported that the staff had recommended was no changes at this time and conduct another review of the policy next year upon completion of the i-Meter installation project.

David Bernstein addressed the Board and reported that he lives in a high-pressure area that has not had i-Meters installed. He has implemented strategies (four pressure regulators) to address the high pressure but still has leaks occurring every year. He requested that the Board consider allowing a 100% leak adjustment rebate annually for customers that have not had i-Meters installed.

The Board referred the Leak Adjustment Program to the Water Resources and Engineering Committee for further consideration.

4. Public Hearings (none)

5. Business

5.1. Policy P500-15-1 Water Waste

General Manager Harmon provided the staff report.

MOTION carried to 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 -Boss reported he joined General Manager Harmon and Operations Manager McNair for a public works contracts webinar.

6.2. Administrative

Board Compliance Tracking
Board Regulations Review Schedule

The General Managers report is appended.

6.3. Finance

The financial reports were accepted without comment.

6.4. Operations

Production, Demand and Rainfall Data through 05/30/20
Leak Adjustment Program Report 07/01/19 through 04/30/20

Operations Manager McNair reported on Orchard Run Water Treatment Plant Improvements Project, Sequoia Tank Rehabilitation, Hacienda Booster, Well 11 B and PG&E PSPS.

6.5. Water Use Efficiency

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

7. Directors Reports

Travel and Meetings

Director Perri attended the Groundwater Summit

President Leishman will be attending the Water Reuse Conference

ACWA and ACWA/JPIA Updates

Other

8. Written Correspondence

9. Community Relations

Newsletter, Scotts Valley Water District 05/29/20

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

The community relations items were accepted without comment.

10. Closed Session (None)

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

12. Future Items

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

Events 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 meeting adjourned at 6:39 p.m.

DRAFT

STAFF REPORT – General Items

Scotts Valley Water District

Date: June 11, 2020

To: Board of Directors

From: General Manager

1. COVID-19 Impact and Recovery Update:

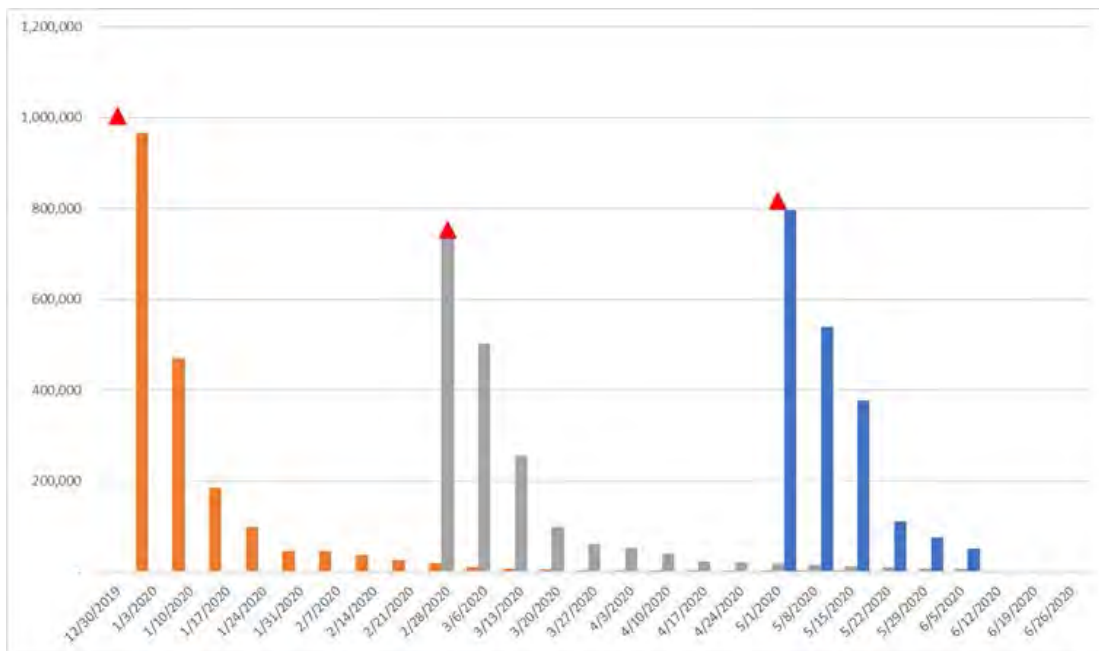
- All employees are working with the regular schedules. Lobby is still closed, in person assistance available by appointment. Considering opening the lobby in July. District purchased individual thermometers and developing guidelines for all employees to take their temperature daily prior to reporting to work.
- Accounts currently on payment plans: 16 (includes 2 Covid 19 Payment Plans which extend past the current billing period).
- Delinquent accounts (as of Friday 6/5)

April bills: 267 accounts Balance: \$51,940

Feb bills: 47 accounts Balance: \$7,464 (77 days delinquent – would typically be shutoff)

Dec bills: 10 accounts Balance: \$2,805 (137 days delinquent – would typically be shutoff)

The outstanding balance for the April bills is actually lower than the totals from the same period for February bills (284 accounts) but 40% higher than the same period for December bills (201 accounts) pre-Covid.



2. ACWA announced their Virtual Conference in July 29-30 (1.5 days). Directors interested in attending should contact Nick Wallace or Donna Paul.
3. Santa Margarita Community Room construction activities are under way and expected to be completed next week.
4. SMGWA Youth Outreach Program is about launch the Groundwater Steward Program targeted at Scotts Valley High School students (under the auspice of Career Exploration Program partnership between SVWD and SVHS). The program is eligible for community service credit and will be conducted in the digital format: educational videos and articles, online written discussions, mini quizzes and culminating activity Margaritaville Water Budget Game.
5. I attended the GRAC Third Annual GSA Summit that was held virtually on June 10-11. I also participated as a panelist speaking on outreach efforts of SMGWA.



SCOTTS VALLEY WATER DISTRICT

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Finance and Personnel Committee

06/16/20 4:00 p.m.

Meeting Report

1. Convene

The meeting convened at 4:05 p.m. It was conducted exclusively in remote access format in compliance with Executive Order N-29-20 and the Santa Cruz Health Service Agency Shelter-in-Place Order at <https://global.gotomeeting.com/join/451325309>.

Present: Community Member Callahan, Director Ekwall and Director Leishman.

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

2. Discussion Items

2.1 Financial Reports for period ending 05/31/20

The committee reviewed and discussed the financial reports.

2.2 Fee Schedule Review

Start-service, reconnect and late fees were reviewed and discussed.

The Committee recommends that the Board approve: a conditional waiver of the \$25 start service for new customers that sign-up for online billing, autopay and WaterSmart, reduce the late fee from \$10 to \$7 and add a disconnect notice fee of \$15.

2.3 Human Resources Updates

The Committee was briefed on an active workers compensation claim; re-opening of the lobby and a new open hours schedule being piloted for the summer that includes office staff working a 9/80 schedule beginning July 6th through the labor day holiday.

3. Oral Communications

None.

4. Future Agenda Items

Compensation Adjustment Exempt Employees

Program Review: Identity Theft Prevention Program

5. Adjourn

The meeting adjourned at 5:02 p.m.



SCOTTS VALLEY WATER DISTRICT

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Water Resources and Engineering Committee

06/15/20 10:30 a.m.

Meeting Report

1. Convene

The meeting convened at 10:30 a.m. It was conducted exclusively in remote access format in compliance with Executive Order N-29-20 and the Santa Cruz Health Service Agency Shelter-in-Place Order at <https://global.gotomeeting.com/join/339573029>.

Present: Director Reber, Director Stiles, Community Member Krotcov.

Staff: General Manager Harmon, Engineering Technician Knutson, Finance and Customer Service Manager Kurns, Operations Manager McNair, Assistant to General Manager Paul, Water Efficiency Coordinator Ravinale.

2. Discussion Items

2.1 Leak Adjustment Program Report 07/01/19 through 05/31/20

The Committee reviewed and discussed the report. It was noted that the number of leak adjustments have decreased.

2.2 Leak Adjustment Program Review

General Manager Harmon reported that this item was referred from the 06/11/20 Board Meeting for additional consideration of two elements of the program; frequency and amount for high pressure zones that i-Meters not been installed.

The Committee discussed approaches and directed staff to draft additional language for high pressure zones that have not had i-Meters installed to allow leak adjustments once a year as long as a high quality pressure regulator is installed close to the meter and to develop additional informational/educational materials.

3. Oral Communications

Updates were provided on the purchase of the Manana Well property; conceptual design of the Lompico formation well and treatment plant; advanced treatment plant conceptual design and water transfers.

4. Future Agenda Items

New Formation Well: Property Acquisition
Acquisition of Monitoring Wells from Aviza Property
Urban Water Management Plan Update

5. Adjourn

The meeting adjourned at 11:18 a.m.



**Interagency Committee
06/04/20 4:00 p.m.
Meeting Report**

1. Convene

The meeting convened at 4:04 p.m. It was conducted exclusively by remote access in compliance with Executive Order N-29-20 and the County of Santa Cruz Shelter-in-Place Order at <https://global.gotomeeting.com/join/937397509>.

Present

Scotts Valley Water District
Danny Reber,
Piret Harmon (staff)

City of Scotts Valley
Tina Friend (staff)

Scotts Valley Fire Protection District
Daren Pisciotta,
Steve Kovacs (staff)

Scotts Valley Unified School District
Michael Shulman
Tanya Krause (staff)

2. Meeting Report

The 03/05/20 meeting report was received without comment.

3. Discussion

Roadmap: The Integrated Process for Development

Send agency links to pharmon@svwd.org.

4. Agency Updates

Covid-19 Pandemic Recovery Response and Other Activities

City Manager Friend shared that the City continues the coordinated response efforts with the County and other cities; economic development activities include restart kits being delivered and available for pick up at City Hall and streamlined permitting for outside dining; Council will be reviewing budget assumptions for the next fiscal year and a public hearing is scheduled for 06/17/20 for the Aviza property.

Chief Kovacs reported that call volume is down with a slight increase over the last couple of weeks; the Covid-19 cases never materialized so their focus has been directed towards mitigation measures such as more cleaning, adding glass in front office and preparing for the upcoming fire season and activities related to the public safety power shutoffs.

General Manager Harmon reported that the lobby continues to be closed; water consumption is down with businesses and schools closed and there has not been an increase in resi-

dential use; stage 2 drought conditions have been declared based on 50% lower than of average rainfall without water use restrictions or drought surcharges, progress continues on the Sequoia Tank rehabilitation project, Orchard Run Water Treatment Plant upgrades and i-Meter installation.

Superintendent Krause reported that school continues to be held without being open which presents challenges along with opportunities to communicate and collaborate in new ways; planning continues for the upcoming school year to create strategies to meet requirements yet to be determined such as class size and clear masks for teachers; budget cuts were announced at the State level that will require staff reductions.

5. Future Discussion Items

None.

6. Adjourn

The meeting adjourned at 4:46 p.m. The next meeting is scheduled for 09/03/20.

AGENDA REPORT

Scotts Valley Water District

Date: 07/09/20

To: Board of Directors

Item: Business 5.1

Subject: **Leak Adjustment Program**

Reason: Supports Strategic Goal No. 1 Water Resource Management

SUMMARY

Recommendation: Approve the revised Leak Adjustment Program

Fiscal Impact: The cost of the Leak Adjustment Program has averaged approximately \$75,000 over the past three fiscal years. FY 2020 cost is estimated to be about \$50,000.

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.

On 06/11/20 the Board reviewed the Leak Adjustment Program, received comments from a customer pertaining to proposed changes to the program and directed the Water Resources and Engineering Committee to consider and recommend for Board approval any pertinent modifications to the program.

On 06/15/20 the Water Resources and Engineering Committee discussed the potential changes to the program and recommends for Board approval the revised 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.

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 evaluate the program again after all District customers are on i-Meters.

DISCUSSION

In consideration of the zones of the District service area that do not yet have i-Meters installed and therefore no access to daily water usage data and leak notifications, the Leak Adjustment Program will include a clause that authorizes more frequent leak adjustment credit for certain accounts.

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		
Review Date:	07/09/20	Initial Date:	02/11/16
Review Cycle:	1 Year		

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 [that has i-Meter and access to WaterSmart](#)
- Is granted not more than once in a year for each account that does not have i-Meter and access to WaterSmart
- 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).

AGENDA REPORT

Scotts Valley Water District

Date: 07/09/20

To: Board of Directors

Item: Business 5.2

Subject: **Orchard Run Water Treatment Plant Improvements Project - Contract Award**

Reason: Complies with District Administrative Code Chapter 3.20 Public Works Projects

SUMMARY

Recommendation: 1) Approve the filing of the Notice of Exemption; and 2) Award contract and authorize the General Manager to execute all related documents with GSE Construction, Inc. in the amount of \$2,818,600 for the Orchard Run Water Treatment Plant Improvements Project.

Fiscal Impact: The total amount of this contact is \$2,818,600. Funds are available in the FY 2021 Capital and Maintenance Projects Program budget.

Previous Related Action: On 06/11/20, the Board approved FY 2021 Budget that included funding for the Orchard Run Water Treatment Plant (ORWTP) Improvements.

BACKGROUND

Engineering and design for the ORWTP Improvements Project was completed in May of 2020. The design includes the addition of 2 GAC pressure filters to improve water aesthetics, upgraded chlorine analyzers, replacement of the 39,000-gallon backwash tank and the ammonia-based odor removal system with an upgraded bio scrubbing system.

DISCUSSION

The request for bids for this project was advertised with the close date of 07/01/20. The District received 2 qualified bids ranging from \$2,818,600 to \$3,473,600. GSE Construction, Inc. was determined to be the lowest responsive and responsible bidder. The project is scheduled to be completed in Spring of 2021.

Submitted,

Piret Harmon

General Manager

Enclosed: Notice of Exemption – ORWTP Improvements 6/9/20
Bid Results – ORWTP Improvements 7/1/20

Notice of Exemption

Appendix E

To: Office of Planning and Research
 P.O. Box 3044, Room 113
 Sacramento, CA 95812-3044
 County Clerk
 County of: Santa Cruz
 701 Ocean Street, Room 310
 Santa Cruz, CA 95060

From: (Public Agency): Scotts Valley Water District
2 Civic Center Drive
Scotts Valley, CA 95066
 (Address)

#197 20

Project Title: Orchard Run Water Treatment Plant Aesthetic Water Quality Improvements

Project Applicant: Scotts Valley Water District

Project Location - Specific:
 Upgraded equipment will be sited within the existing Orchard Run Water Treatment Plant facility. 6508 Los Gatos Hwy, Scotts Valley CA, 95066. APN 024-021-23.

Project Location - City: Scotts Valley Project Location - County: Santa Cruz

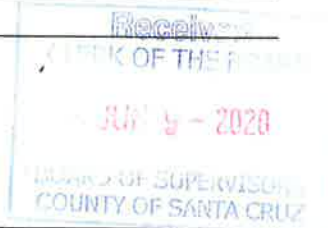
Description of Nature, Purpose and Beneficiaries of Project:
 Constructing upgrades to an existing/operating potable water treatment plant to improve the aesthetic quality (taste and odor) of water distributed to District customers and improve treatment plant odor reduction reliability.
 Beneficiaries: Customers within the District's service area and residents near the water treatment plant.

Name of Public Agency Approving Project: Scotts Valley Water District

Name of Person or Agency Carrying Out Project: Scotts Valley Water District

Exempt Status: (check one):

- Ministerial (Sec. 21080(b)(1); 15268);
- Declared Emergency (Sec. 21080(b)(3); 15269(a));
- Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- Categorical Exemption. State type and section number: 15302.c
- Statutory Exemptions. State code number: _____



Reasons why project is exempt:

Project replaces existing 39,000 gallon reclaim/backwash tank with same capacity tank. Replaces and upgrades odor removal equipment. Removes unused sludge press equipment to site two granular activated carbon pressure filters to improve water quality.

Lead Agency
 Contact Person: Piret Harmon, General Manager Area Code/Telephone/Extension: 831-438-2363

If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? Yes No

Signature: Piret Harmon Date: 6/9/2020 Title: General Manager

Signed by Lead Agency Signed by Applicant

Authority cited: Sections 21083 and 21110, Public Resources Code. Date Received for filing at OPR: _____
 Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

THIS NOTICE HAS BEEN POSTED AT THE CLERK
 OF THE BOARD OF SUPERVISORS OFFICE FOR A
 PERIOD COMMENCING Jun-09 20 20
 AND ENDING Jul-09 20 20

**Scotts Valley Water District
Orchard Run Water Treatment Plant Aesthetic Water Quality Improvements Project
Bid Opening: 1 July 2020, 2:00 pm**

Bid Checklist

Bid Results

Bidder	Addenda ¹			Section 1-C Bid Form	Section 1-D Bid Bond ²	Section 1-E Subcontractors List	Section 1-F Non-Collusion Affidavit	Section 1-G Statement of Qualifications	Section 1-H Bidder Certifications	Section 1-I Iran Contracting Act Cert.	Total Base Bid, \$	Bid Alt. A, \$	Total Bid Amount ³ , \$
	1	2	3										
Spiess Const.	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	\$3,426,800	\$46,800	\$3,473,600
GSE Const.	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	\$2,786,600	\$32,000	\$2,818,600
Spiess Construction													\$3,473,600
GSE Construction													\$2,818,600

¹ Addenda to be acknowledged at bottom of Bid Form (Section 1-C).

² Acceptable to use form provided by bonding company instead of Section 1-D Bid Bond.

³ Total Bid Amount is equal to the sum of Total Base Bid and all Bid Alternate Prices (Total Bid Amount is shown at top of second page of Bid Form, Section 1-C). Award will be based on the responsive, responsible bid that has the lowest Total Bid Amount.

AGENDA REPORT

Scotts Valley Water District

Date: 07/09/20

To: Board of Directors

Item: Business 5.3

Subject: **Fee Schedule for Bulk, Temporary and Miscellaneous Services**

Reason: Supports Strategic Goal No. 3 Financial and Customer Service Stewardship

SUMMARY

Recommendation: Adopt Resolution No. 06-20 updating the Fee Schedule for Bulk, Temporary and Miscellaneous Services and rescinding Resolution No. 10-19.

Fiscal Impact: The fees are designed to cover the cost of specific activities that are intermittent and benefit only certain customers. No material impact to revenue is anticipated from this action.

Previous Related Action: On 01/12/17, the Board adopted Resolution No. 01-17 establishing the Fee Schedule for Bulk, Temporary and Miscellaneous Services and rescinding Resolution No. 05-16.

On 12/12/19, the Board adopted Resolution 10-19 setting water rates and fees effective 12/13/19 and amending Resolutions No. 10-16, No. 15-17, and No. 14-19.

On 06/16/20, the Finance and Personnel Committee reviewed the proposed Fee Schedule changes for Bulk, Temporary and Miscellaneous Services.

BACKGROUND

All non property related fees are established by the District's Board of Directors in accordance with the Administrative Code. The recycled bulk water rates also comply with the Second Amendment to the Recycled Water Supply Use, Maintenance and Operations Agreement between the City of Scotts Valley and the District.

DISCUSSION:

The Start Service fee was implemented to recover costs associated with physically reading a meter. The District has nearly completed the Automated Metering Infrastructure (AMI) project, which eliminates the need to physically read meters. Therefore, the primary basis for the Start Service fee is no longer applicable. With the implementation of SB 998, the District is now required to execute new activities for the collection of delinquent accounts. Staff proposes re-

covering from the cost of these new activities from the account holders that are responsible for generating the activity, with the imposition of a Red Tag fee. The Red Tag fee will be applied to delinquent accounts that remain unpaid over sixty days past the due date. District staff post the service disconnection notice "Red Tag" on the account premises.

Submitted,

Piret Harmon
General Manager

Enclosed: Resolution No. 06-20
 Fee Schedule for Bulk, Temporary and Miscellaneous Services

RESOLUTION No. 06-20

RESOLUTION OF THE BOARD OF DIRECTORS
OF THE SCOTTS VALLEY WATER DISTRICT
UPDATING THE FEE SCHEDULE FOR BULK, TEMPORARY AND MISCELLANEOUS SERVICES AND
RESCINDING RESOLUTION No. 10-19

WHEREAS:

1. Pursuant to Water Code Section 31007, the Scotts Valley Water District is required to set water rates and charges at a level to sufficiently pay for the provision of water services;
2. On December 12, 2016 the Board of Directors adopted water rates and fees consistent with the requirements of the California Constitution Article XIID;
3. The fees for bulk water service, temporary service and other miscellaneous services are designed to cover the cost of specific activities that are intermittent and benefit only certain customers.

THEREFORE BE IT RESOLVED THAT:

The Scotts Valley Water District Board of Directors hereby:

1. Adopts the fees set forth on Exhibit A effective July 10, 2020.
2. Rescinds Resolution No. 10-19.

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

AYES:

NOES:

ABSENT:

Wade Leishman, President
Board of Directors

Attest: _____
Piret Harmon, General Manager

Exhibit A: Fee Schedule effective 07/10/20



FEE SCHEDULE FOR BULK, TEMPORARY AND MISCELLANEOUS SERVICES

BULK/TEMPORARY METER CHARGES	Effective 1/13/17	Effective 12/13/17	Effective 12/13/18	Effective 12/13/19	Effective 12/13/20
Bulk Meter Deposit *	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
Temporary Meter Deposit **	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Basic Meter Charge	\$0	\$0	\$0	\$0	\$0

BULK/TEMPORARY UNIFORM RATES (Per 1,000 Gal)	Effective 1/13/17	Effective 12/13/17	Effective 12/13/18	Effective 12/13/19	Effective 12/13/20
Bulk/Temporary Potable Water	\$14.31	\$16.43	\$18.06	\$18.60	\$21.82
Bulk/Temporary Recycled Water: City Residents or District Customers (up to 250 gpd) ***	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
City Residents or District Customers (over 250 gpd)	\$11.77	\$12.64	\$13.19	\$13.37	\$13.64
All Other Customers	\$14.71	\$15.80	\$16.49	\$16.71	\$17.05

* Collected upon approving the service and reimbursed after the meter is returned and outstanding balance paid in full

** Collected upon approving the service and used as a credit toward connection charge after passing District's inspection for permanent service

*** At Recycled Water Fill Station only

Notes: 1) Board will evaluate and determine the need prior to implementing increases scheduled for 2017 - 2020

2) Rates will be implemented in the first full service/billing period following the effective date

MISCELLANEOUS SERVICES Effective 7/10/20

Will Serve Request Fee	\$125
Service Application Deposit:	
Single Family Residential Project	\$500
Fire Service Upgrade	\$350
Small Development Project	\$350
Large Development Project	\$1000-\$5000
New Account Fee *	\$25
Returned Check Fee	\$25
Late Payment Fee	\$7
Red Tag Fee	\$15
Meter Testing Fee	\$100
Account Reconnect Fee (business hours)	\$50
Account Reconnect Fee (after hours)	\$150

* Waived if customer enrolls in District's digital service offerings

STAFF REPORT - Finance

Scotts Valley Water District

Date: 07/09/20

To: Board of Directors

From: General Manager

Item: Staff Reports 6.3

Subject: **Financial Reports 07/01/19 through 5/31/20**

Summary

Fiscal Year-to-Date (YTD) figures reflect the period of 07/01/19 through 5/31/20. YTD revenues total \$7.6 M and expenses total \$6.2 M.

Revenue

May is the eleventh month of the fiscal year and the first month of the May-June potable water billing period. YTD potable water sales revenue is \$3.6 M, water services revenue is \$1.9 M, and new connections revenue is \$469 K. Total YTD revenue in the potable water fund is \$7.1 M, equal to 83% of the budget and 10% higher than the same period last year.

YTD recycled water sales revenue is \$442 K, water services revenue is \$39 K, and revenue from new connections of \$43 K. Total YTD revenue of \$534 K in the recycled water fund equals 67% of the budget, which is 10% higher than for the same period of last fiscal year.

Expenses

Combined operating expenses YTD are below budget, with expenses of \$4.8 M representing 84% of the budget. Project expenditures total \$954 K and the debt service principal payment of \$468K has been made.

Fund Balance

Cash reserves at the end of May were approximately \$4.5 M with another \$1.1 M booked in Accounts Receivable.

Enclosed

Budget Status Balance 07/01/19 – 5/31/20

Budget Status Revenue 07/01/19 – 5/31/20

Budget Status Expense 07/01/19 – 5/31/20

Projects Expense 07/01/19 – 5/31/20

Balance Sheet 5/31/20

Check Register 5/01/20 – 5/31/20

Budget Status - Balance



Period: 07/01/19 - 5/31/20

FY Remain: 8%

	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 - 5/31/20 (11 months)							
Potable Water - Fund 01							
Water Sales & Services (R10, R20)	\$ 5,007,139	\$ 5,543,626	\$ 536,487	11%	\$ 6,127,742	\$ 584,116	10%
New Connections (R25)	\$ 506,212	\$ 469,110	\$ (37,102)	-7%	\$ 1,468,132	\$ 999,022	68%
Other Revenue (R30, R40)	\$ 965,023	\$ 1,104,576	\$ 139,553	14%	\$ 940,352	\$ (164,224)	-17%
Potable Water Total	\$ 6,478,374	\$ 7,117,312	\$ 638,938	10%	\$ 8,536,226	\$ 1,418,914	17%
Recycled Water - Fund 02							
Water Sales & Services (R10, R20)	\$ 418,408	\$ 481,633	\$ 63,225	15%	\$ 535,301	\$ 53,668	10%
New Connections (R25)	\$ 72,922	\$ 45,104	\$ (27,818)	-38%	\$ 90,869	\$ 45,765	50%
Other Revenue (R30, R40)	\$ 6,834	\$ 8,259	\$ 1,425	21%	\$ 170,617	\$ 162,358	95%
Recycled Water Total	\$ 498,165	\$ 534,996	\$ 36,831	7%	\$ 796,787	\$ 261,791	33%
TOTAL REVENUE	\$ 6,976,539	\$ 7,652,308	\$ 675,769	10%	\$ 9,333,013	\$ 1,680,705	18%
Expenses - Fund 01 and Fund 02 Combined							
Salaries & Benefits (E01)	\$ 2,483,242	\$ 2,561,588	\$ 78,346	3%	\$ 2,912,312	\$ 350,724	12%
Services & Supplies (E03-E80)	\$ 2,228,048	\$ 2,199,237	\$ (28,811)	-1%	\$ 2,746,154	\$ 546,917	20%
Project Expenses	\$ 859,175	\$ 954,503	\$ 95,328	11%	\$ 4,412,000	\$ 3,457,497	78%
Debt Service - Principal	\$ 460,030	\$ 468,579	\$ 8,549	2%	\$ 468,579	\$ -	0%
TOTAL EXPENSES *	\$ 6,030,495	\$ 6,183,907	\$ 153,411	3%	\$ 10,539,045	\$ 4,355,138	41%
NET REVENUE	\$ 946,043	\$ 1,468,401	\$ 522,358		\$ (1,206,032)	\$ (2,674,433)	
Period: 07/01/19 - 5/31/20 (11 months)							
Total Revenue	\$ 6,976,539	\$ 7,652,308	\$ 675,769	10%	\$ 9,333,013	\$ 1,680,705	18%
Total Expenses *	\$ 6,030,495	\$ 6,183,907	\$ 153,411	3%	\$ 10,539,045	\$ 4,355,138	41%
Net Revenue	\$ 946,043	\$ 1,468,401	\$ 522,358		\$ (1,206,032)		
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)		

* Expense totals do not include depreciation expense

Budget Status - Revenue



Period: 07/01/19 - 5/31/20

FY Remain: 8%

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	\$ 1,767,633	\$ 2,003,116	\$ 235,483	13%	\$ 2,321,579	\$ 318,463	14%
01-000-41102	Residential Consumption - MF	\$ 145,058	\$ 162,782	\$ 17,724	12%	\$ 167,537	\$ 4,755	3%
01-000-41103	CII Consumption - Commercial	\$ 1,004,583	\$ 993,195	\$ (11,388)	-1%	\$ 1,231,742	\$ 238,547	19%
01-000-41106	CII Consumption - Other	\$ 86,430	\$ 122,773	\$ 36,342	42%	\$ -	\$ (122,773)	
01-000-41105	Irrigation Consumption	\$ 211,661	\$ 331,750	\$ 120,089	57%	\$ 324,929	\$ (6,821)	-2%
01-000-41200	Other - Bulk Water	\$ 31,908	\$ 56,594	\$ 24,686	77%	\$ 16,000	\$ (40,594)	-254%
	R10 Sub Totals:	\$ 3,247,274	\$ 3,670,210	\$ 422,936	13%	\$ 4,061,787	\$ 391,577	10%
R20	Operating Revenue - Water Services							
01-000-41300	Other - Late Penalty	\$ 26,440	\$ 15,980	\$ (10,460)	-40%	\$ 27,260	\$ 11,280	41%
01-000-42100	Standby Basic Meter Charge	\$ 1,675,584	\$ 1,796,140	\$ 120,557	7%	\$ 1,975,029	\$ 178,889	9%
01-000-42121	Standby FP Basic Meter Charge	\$ 46,717	\$ 52,346	\$ 5,629	12%	\$ 50,397	\$ (1,949)	-4%
01-000-43300	Other Operating Revenue	\$ 11,125	\$ 8,950	\$ (2,175)	-20%	\$ 13,269	\$ 4,319	33%
	R20 Sub Totals:	\$ 1,759,866	\$ 1,873,416	\$ 113,551	6%	\$ 2,065,955	\$ 192,539	9%
R25	Operating Revenue - New Connections							
01-000-42101	Other Meter Fee	\$ 7,705	\$ 6,452	\$ (1,253)	-16%	\$ 12,093	\$ 5,641	47%
01-000-42102	Other Capacity Fee	\$ 493,522	\$ 453,740	\$ (39,782)	-8%	\$ 1,448,187	\$ 994,447	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:	\$ 506,212	\$ 469,110	\$ (37,102)	-7%	\$ 1,468,132	\$ 999,022	68%
R30	Non-Operating Revenue - Other							
01-000-46000	Property Taxes	\$ 894,744	\$ 938,563	\$ 43,819	5%	\$ 920,746	\$ (17,817)	-2%
01-000-47110	Interest & Dividend	\$ 4,439	\$ 21	\$ (4,418)	-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	\$ 50,635	\$ 109,968	\$ 59,333	117%	\$ 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:	\$ 964,303	\$ 1,104,576	\$ 140,273	15%	\$ 940,352	\$ (164,224)	-17%
R40	Non-Operating Revenue - Grants							
01-000-45260	Local Grant - ACWA JPIA	\$ 720	\$ -	\$ (720)	-100%	\$ -	\$ -	
	R40 Sub Totals:	\$ 720	\$ -	\$ (720)	-100%	\$ -	\$ -	
	Fund 01 Revenue:	\$ 6,478,374	\$ 7,117,312	\$ 638,938	10%	\$ 8,536,226	\$ 1,418,914	17%
	Fund 01 Rev Excl Grants & Cap Contributions	\$ 6,477,654	\$ 7,117,312	\$ 639,658	10%	\$ 8,536,226	\$ 1,418,914	17%

Budget Status - Revenue



Period: 07/01/19 - 5/31/20

FY Remain: 8%

		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	\$ 376,353	\$ 438,415	\$ 62,061	16%	\$ 465,177	\$ 26,762	6%
02-000-41200	Other - Bulk Water	\$ 15,675	\$ 3,839	\$ (11,836)	-76%	\$ 25,000	\$ 21,161	85%
	R10 Sub Totals:	\$ 392,029	\$ 442,254	\$ 50,225	13%	\$ 490,177	\$ 47,923	10%
R20	Operating Revenue - Water Services							
02-000-42100	Standby Basic Meter Charge	\$ 26,255	\$ 39,304	\$ 13,050	50%	\$ 45,124	\$ 5,820	13%
02-000-43300	Other Operating Revenue	\$ 125	\$ 75	\$ (50)	-40%	\$ -	\$ (75)	
	R20 Sub Totals:	\$ 26,380	\$ 39,379	\$ 13,000	49%	\$ 45,124	\$ 5,745	13%
R25	Operating Revenue - New Connections							
02-000-42101	Other Meter Fee	\$ 448	\$ 1,125	\$ 677	251%	\$ -	\$ (1,125)	
02-000-42102	Other Capacity Fee	\$ 72,474	\$ 43,979	\$ (28,495)	-39%	\$ 90,869	\$ 46,890	52%
	R25 Sub Totals:	\$ 72,922	\$ 45,104	\$ (27,818)	-38%	\$ 90,869	\$ 45,765	50%
R30	Non-Operating Revenue - Other							
02-000-47110	Interest & Dividend	\$ 6,834	\$ 8,259	\$ 1,425	21%	\$ 7,598	\$ (661)	-9%
02-000-47560	Reduction of RW Entitlement	\$ -	\$ -	\$ -		\$ 163,019	\$ 163,019	100%
	R30 Sub Totals:	\$ 6,834	\$ 8,259	\$ 1,425	21%	\$ 170,617	\$ 162,358	95%
	Fund 02 Revenue:	\$ 498,165	\$ 534,996	\$ 36,831	7%	\$ 796,787	\$ 261,791	33%
	Fund 02 Rev Excl Grants & Cap Contributions	\$ 498,165	\$ 534,996	\$ 36,831	7%	\$ 796,787	\$ 261,791	33%
Revenue Totals:		\$ 6,976,539	\$ 7,652,308	\$ 675,769	10%	\$ 9,333,013	\$ 1,680,705	18%
Revenue Total Excl Grants & Cap Contributions		\$ 6,975,819	\$ 7,652,308	\$ 676,489	10%	\$ 9,333,013	\$ 1,680,705	18%

Budget Status - Expense



Period: 07/01/19 - 5/31/20

FY Remain: 8%

		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)	\$ 468,727	\$ 536,885	\$ 68,158	15%	\$ 571,864	\$ 34,979	6%
E03	General & Admin - Services	\$ 285,106	\$ 261,570	\$ (23,536)	-8%	\$ 326,074	\$ 64,504	20%
E05	General & Admin - Supplies	\$ 15,972	\$ 16,799	\$ 827	5%	\$ 17,550	\$ 751	4%
E10	Source of Supply	\$ 291,937	\$ 296,972	\$ 5,036	2%	\$ 381,821	\$ 84,849	22%
	Dept 100 Sub Totals:	\$ 1,061,742	\$ 1,112,226	\$ 50,484	5%	\$ 1,297,309	\$ 185,083	14%
Dept	Finance/Customer Service							
E01	Salaries & Benefits (4 FTE)	\$ 367,954	\$ 485,540	\$ 117,586	32%	\$ 537,783	\$ 52,243	10%
E03	General & Admin - Services	\$ 106,851	\$ 118,692	\$ 11,841	11%	\$ 205,303	\$ 86,611	42%
E05	General & Admin - Supplies	\$ 11	\$ 200	\$ 189	1718%	\$ 9,000	\$ 8,800	98%
E35	Customer Accounts	\$ 95,998	\$ 150,611	\$ 54,613	57%	\$ 180,138	\$ 29,527	16%
E70	Other	\$ 894	\$ 1,174	\$ 280	31%	\$ 1,000	\$ (174)	-17%
E80	Debt Service - Interest	\$ 71,164	\$ 64,672	\$ (6,491)	-9%	\$ 86,358	\$ 21,686	25%
	Dept 200 Sub Totals:	\$ 642,873	\$ 820,890	\$ 178,018	28%	\$ 1,019,582	\$ 198,692	19%
Dept	Operations							
E01	Salaries & Benefits (11 FTE)	\$ 1,374,909	\$ 1,360,003	\$ (14,905)	-1%	\$ 1,589,424	\$ 229,421	14%
E03	General & Admin - Services	\$ 128,116	\$ 155,409	\$ 27,292	21%	\$ 192,400	\$ 36,991	19%
E05	General & Admin - Supplies	\$ 32,471	\$ 31,647	\$ (823)	-3%	\$ 30,500	\$ (1,147)	-4%
E07	General Production	\$ 67,422	\$ 102,966	\$ 35,544	53%	\$ 86,100	\$ (16,866)	-20%
E10	Source of Supply	\$ 67,588	\$ 113,593	\$ 46,006	68%	\$ 130,000	\$ 16,407	13%
E15	Pumping	\$ 345,295	\$ 411,939	\$ 66,644	19%	\$ 386,930	\$ (25,009)	-6%
E20	Water Treatment	\$ 286,819	\$ 299,375	\$ 12,556	4%	\$ 448,000	\$ 148,625	33%
E25	Transmission & Distribution	\$ 110,687	\$ 75,164	\$ (35,523)	-32%	\$ 134,100	\$ 58,936	44%
E35	Conservation	\$ -	\$ -	\$ -	-	\$ 2,000	\$ 2,000	100%
E70	Other	\$ 214,885	\$ 21,619	\$ (193,266)	-90%	\$ -	\$ (21,619)	
	Dept 300 Sub Totals:	\$ 2,628,192	\$ 2,571,715	\$ (56,476)	-2%	\$ 2,999,454	\$ 427,739	14%
Dept	Engineering							
E01	Salaries & Benefits (1 FTE)	\$ 70,657	\$ 80,721	\$ 10,064	14%	\$ 95,241	\$ 14,520	15%
E03	General & Admin - Services	\$ 51,120	\$ 70,536	\$ 19,417	38%	\$ 90,210	\$ 19,674	22%
E05	General & Admin - Supplies	\$ -	\$ -	\$ -	-	\$ 1,000	\$ 1,000	100%
	Dept 400 Sub Totals:	\$ 121,776	\$ 151,257	\$ 29,480	24%	\$ 186,451	\$ 35,194	19%
Dept	WUE/Conservation							
E01	Salaries & Benefits	\$ 92,195	\$ -	\$ (92,195)	-100%	\$ -	\$ -	-
E03	General & Admin - Services	\$ 4,138	\$ -	\$ (4,138)	-100%	\$ -	\$ -	-
E05	General & Admin - Supplies	\$ 30,064	\$ -	\$ (30,064)	-100%	\$ -	\$ -	-
	Dept 500 Sub Totals:	\$ 126,397	\$ -	\$ (126,397)	-100%	\$ -	\$ -	-
Dept	Board of Directors							
E01	Salaries & Benefits (7)	\$ 108,801	\$ 98,439	\$ (10,362)	-10%	\$ 118,000	\$ 19,561	17%
E03	General & Admin - Services	\$ 21,334	\$ 6,297	\$ (15,037)	-70%	\$ 22,820	\$ 16,523	72%
E05	General & Admin - Supplies	\$ 175	\$ -	\$ (175)	-100%	\$ 850	\$ 850	100%
	Dept 900 Sub Totals:	\$ 130,311	\$ 104,736	\$ (25,575)	-20%	\$ 141,670	\$ 36,934	26%

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

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

Budget Status - Expense



Period: 07/01/19 - 5/31/20

FY Remain: 8%

		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	\$ 2,483,242	\$ 2,561,588	\$ 78,346	3%	\$ 2,912,312	\$ 350,724	12%
E03	General & Admin - Services	\$ 596,666	\$ 612,504	\$ 15,838	3%	\$ 836,807	\$ 224,303	27%
E05	General & Admin - Supplies	\$ 78,694	\$ 48,646	\$ (30,047)	-38%	\$ 58,900	\$ 10,254	17%
E07	General Production	\$ 67,422	\$ 102,966	\$ 35,544	53%	\$ 86,100	\$ (16,866)	-20%
E10	Source of Supply	\$ 359,524	\$ 410,566	\$ 51,041	14%	\$ 511,821	\$ 101,255	20%
E15	Pumping	\$ 345,295	\$ 411,939	\$ 66,644	19%	\$ 386,930	\$ (25,009)	-6%
E20	Water Treatment	\$ 286,819	\$ 299,375	\$ 12,556	4%	\$ 448,000	\$ 148,625	33%
E30	Conservation	\$ -	\$ -	\$ -		\$ 2,000	\$ 2,000	100%
E25	Transmission & Distribution	\$ 110,687	\$ 75,164	\$ (35,523)	-32%	\$ 134,100	\$ 58,936	44%
E35	Customer Accounts	\$ 96,892	\$ 150,611	\$ 53,719	55%	\$ 181,138	\$ 29,352	16%
E70	Other	\$ 214,885	\$ 22,793	\$ (192,092)	-89%	\$ -	\$ (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:		\$ 4,711,290	\$ 4,760,825	\$ 49,534	1%	\$ 5,658,466	\$ 883,641	16%
Fund 01 and 02 Combined								
E01	Salaries & Benefits	\$ 2,483,242	\$ 2,561,588	\$ 78,346	3%	\$ 2,912,312	\$ 350,724	12%
E03-E80	Services & Supplies	\$ 2,228,048	\$ 2,199,237	\$ (28,811)	-1%	\$ 2,732,154	\$ 532,917	20%
	Purchase Order Carryover					\$ 14,000		
District Expense Total:		\$ 4,711,290	\$ 4,760,825	\$ 49,534	1%	\$ 5,658,466	\$ 883,641	16%

Projects - Expense



Period: 07/01/19 - 5/31/20

FY Remain: 8%

		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	\$ 12,552	\$ 525,000	\$ 512,448	98%
C16023	Orchard Run WTP Improvements	\$ 54,492	\$ 2,200,000	\$ 2,145,508	98%
C16024	Bethany Tank Rehabilitation	\$ 28,124	\$ 200,000	\$ 171,876	86%
M17011	Meter Replacement Program	\$ 155,190	\$ 150,000	\$ (5,190)	-3%
C17011	AMI Technology for Meters	\$ 106,971	\$ 200,000	\$ 93,029	47%
C17018	Specialized Operations Vehicle	\$ 3,650	\$ 230,000	\$ 226,350	98%
C18034	Pressure Regulator - Northridge	\$ 20,794	\$ -	\$ (20,794)	
C18035	Sequoia Tank Rehabilitation	\$ 470,309	\$ 400,000	\$ (70,309)	-18%
C19020	El Pueblo WTP Improvements	\$ 14,104	\$ 100,000	\$ 85,896	86%
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%
tbd	FY 20 Vehicle Replacement Program	\$ -	\$ 37,000	\$ 37,000	100%
Projects Expense Totals:		\$ 954,503	\$ 4,412,000	\$ 3,457,497	78%

Balance Sheet



Fund 01 and Fund 02 Combined

	5/31/19	5/31/20
Assets		
Cash	\$3,119,805	\$4,523,591
Investment	\$98,980	\$0
Accrued Interest	\$454	\$2,551
A/R Customer-Water	\$855,352	\$1,137,286
A/R - Other	\$240,614	\$211,860
Interfund Loan Receivable	\$368,440	\$888,040
Inventory	\$211,827	\$232,601
Prepaid Expense	\$29,373	\$29,741
Note Receivable	\$240,792	\$71,393
JPA Investment	\$0	\$332,010
Land & Right-of-ways	\$650,697	\$650,697
Construction-in-progress	\$941,654	\$1,382,415
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
	\$28,517,870	\$30,860,539
Liabilities		
A/P & Accrued Expenses	\$6,586	\$20,252
Accrued Salaries & Wages	\$0	\$0
Accrued Interest Payable	\$23,721	\$23,590
Customer Deposits	\$44,000	\$53,210
Interfund Loans	\$368,440	\$888,040
LT Liabilities Due in 1 Yr	\$25,862	\$30,508
Unearned Revenue	\$73,850	\$61,609
Long-term Liabilities	\$10,168,744	\$9,589,006
Deferred Pension Inflows	\$183,523	\$212,281
	\$10,894,726	\$10,878,495
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:	\$26,256,730	\$27,969,054
Total Retained Earnings:	\$2,261,140	\$2,891,484
Total Fund Balance and Retained Earnings:	\$17,623,144	\$19,982,043
Total Liabilities, Fund Balance, and Retained Earnings:	\$28,517,870	\$30,860,539

Scotts Valley Water District
AP Check Register
May 2020

Vendor Name	Check Date	Check No.	Check Amount	Description
4X4 AND MORE	5/15/2020	28733	\$ 550.00	Vehicle Maint - Tailgate Install - Truck #20
ABSHIER BARBARA	5/15/2020	28734	\$ 228.19	Refund Check 005706-000 101 SAWAYER CT
ACWA/JPIA	5/15/2020	28735	\$ 38,575.27	EE and Retiree Benefits - Jun 2020
AFLAC	5/1/2020	28707	\$ 380.18	EE Self-Funded Supplemental Benefits - Apr 2020
AFLAC	5/29/2020	28777	\$ 380.18	EE Self-Funded Supplemental Benefits - May 2020
AFSCME COUNCIL 57	5/29/2020	28778	\$ 564.33	Union Dues - May 2020
BADGER METER	5/1/2020	28708	\$ 3,154.16	Cell Charge for PW Meter Reads - Apr 2020
BADGER METER	5/1/2020	28708	\$ 59.63	Cell Charge for RW Meter Reads - Apr 2020
BADGER METER	5/15/2020	28736	\$ 14,625.74	Meter Purchases - Qty: 102
BADGER METER	5/29/2020	28779	\$ 29,617.16	AMI Endpoints - Qty: 300
BAY AREA COATING CONSULTANT SERVICES INC.	5/1/2020	28709	\$ 17,315.80	Sequoia Tank Rehab - Inspection Services
BERNSTEIN DAVID	5/15/2020	28737	\$ 50.00	Customer Rebate - Pressure Regulator
BRASS KEY LOCKSMITH	5/15/2020	28738	\$ 48.64	OPS Supplies - Keys
BRASS KEY LOCKSMITH	5/29/2020	28780	\$ 20.00	Vehicle Maint - Locksmith - Truck #20
BRENNTAG PACIFIC INC	5/29/2020	28781	\$ 3,593.41	Water Treatment Chemicals
CHESTNUT IDENTITY APPAREL	5/29/2020	28782	\$ 324.11	Safety Clothing w/ District Logos
CHESTNUT IDENTITY APPAREL	5/29/2020	28782	\$ 1,127.93	Safety Clothing - Apply District Logos
CITY OF SCOTTS VALLEY	5/1/2020	28711	\$ 23,304.52	Tertiary Treatment Plant Expenses - Q3 FY2020
CITY OF SCOTTS VALLEY	5/1/2020	28711	\$ 56,875.61	Tertiary Treatment Plant Expenses - Q2 FY2020
CITY OF SCOTTS VALLEY	5/29/2020	28783	\$ 960.00	Bacti Samples - Mar - Apr 2020
COUNTY OF SANTA CRUZ	5/1/2020	28713	\$ 718.00	Health Permit - 2 Silverwood
DASSELS PETROLEUM	5/15/2020	28739	\$ 917.28	Vehicle Fuel - Apr 2020
DAVIS LYNN	5/15/2020	28740	\$ 100.00	Customer Rebate - Smart Irrigation Controller
DIAZ TOMAS	5/15/2020	28741	\$ 50.00	Customer Rebate - Pressure Regulator
E&S TRUCKING	5/15/2020	28742	\$ 1,520.00	Orchard Run Wastewater - Apr 2020
EUROFINS EATON ANALYTICAL	5/15/2020	28743	\$ 790.00	Lab Testing for Water Quality
EXCEEDIO	5/1/2020	28714	\$ 5,320.10	Managed Services: HaaS/SaaS/ITaaS - May 2020
EXCEEDIO	5/1/2020	28714	\$ 983.00	Managed Services: SCADA - May 2020
EXCEEDIO	5/29/2020	28784	\$ 5,320.10	Managed Services: HaaS/SaaS/ITaaS - Jun 2020
EXCEEDIO	5/29/2020	28784	\$ 983.00	Managed Services: SCADA - Jun 2020
FASTENAL COMPANY	5/15/2020	28744	\$ 27.86	Safety Supplies - Gloves
FASTENAL COMPANY	5/29/2020	28785	\$ 1,814.64	Safety Supplies - 55 Gallon Sanitizer
GERBER VERONICA	5/15/2020	28745	\$ 100.00	Customer Rebate - Smart Irrigation Controller
GRAINGER	5/15/2020	28746	\$ 451.04	Treatment Plant Maint - Misc Valves / Parts
GRAINGER	5/29/2020	28786	\$ 655.51	Treatment Plant Maint - Generator Strut Channels
GRAINGER	5/29/2020	28786	\$ 164.70	Small Tools - Pipe Dies Set
GRAINGER	5/29/2020	28786	\$ 1,204.68	Treatment Plant Maint - Air Compressor & Pad
GRAINGER	5/29/2020	28786	\$ 353.72	Well 3B Panel Supplies
GRAINGER	5/29/2020	28786	\$ 54.32	Office Supplies - Soap
GREEN WASTE RECOVERY INC	5/15/2020	28747	\$ 254.53	Trash Service - El Pueblo - Apr 2020
HAIGHT ROBERT	5/1/2020	28715	\$ 598.02	Retiree Medical - May 2020
HILL BROTHERS CHEMICAL CO	5/1/2020	28716	\$ 840.38	Orchard Run Water Treatment Chemicals
ICON CLOUD SOLUTIONS LLC	5/15/2020	28748	\$ 118.03	Phone Service - OPS - May 2020
ICON CLOUD SOLUTIONS LLC	5/15/2020	28748	\$ 334.19	Phone Service - May 2020
ICONIX WATERWORKS (US) INC	5/15/2020	28749	\$ 1,002.90	Sequoia Tank Rehab - Inlet/Outlet Upgrade
ICONIX WATERWORKS (US) INC	5/15/2020	28749	\$ 1,562.73	Meter Maint - Meter Resetters, Boxes, Gaskets
ICONIX WATERWORKS (US) INC	5/15/2020	28749	\$ 1,479.19	Orchard Run Booster Pump Couplings
ICONIX WATERWORKS (US) INC	5/15/2020	28749	\$ 554.77	Crescent Booster Pump Couplings
INDEPENDENT CONSTRUCTION	5/15/2020	28750	\$ 2,000.00	Refund Deposit - PW Bulk Meter
INDEPENDENT CONSTRUCTION	5/15/2020	28751	\$ 91.14	UB Refund Check 012690-000
INFOSEND	5/15/2020	28752	\$ 175.53	UB Past Due Printing & Mailing - Apr 2020
INFOSEND	5/15/2020	28752	\$ 1,770.68	UB Statements Printing & Mailing - Apr 2020
INFOSEND	5/15/2020	28752	\$ 641.20	UB Inserts Printing & Mailing - Apr 2020
JACK HENRY & ASSOCIATES INC	5/29/2020	28787	\$ 2,220.00	Annual Software Maint - RemitPlus - FY2021
JACKSON LANDSCAPE	5/15/2020	28753	\$ 276.25	Landscape Maint - 2 Civic Ctr - Apr 2020
JONES BRETT	5/29/2020	28788	\$ 244.00	Customer Rebate - Low Volume Irrigation
KASSIS WILLIAM	5/1/2020	28717	\$ 631.24	Retiree Medical - May 2020
KBA DOCUMENT SOLUTIONS LLC	5/29/2020	28789	\$ 328.22	Copier Maint & Printing Costs - Apr - May 2020
KBA DOCUSYS INC	5/29/2020	28790	\$ 788.36	Copier Lease - Apr - May 2020
KNUTSON BRODY	5/15/2020	28754	\$ 89.03	T - Groundwater Monitoring Conf - Knutson - Mileage & Per Diem
LAW OFFICE OF ROBERT E BOSSO	5/15/2020	28755	\$ 3,000.00	Legal Counsel Services - Apr 2020
LI RUI	5/29/2020	28791	\$ 45.26	UB Refund Check 010682-000
LUNDY LANE LLC	5/29/2020	28792	\$ 99.49	UB Refund Check 012178-000
MCCROMETER	5/15/2020	28756	\$ 1,662.97	Main Maint - Sequoia Water Exchange Station Repair
MERCED HOSPITALITY INC	5/15/2020	28757	\$ 1,930.49	SA-27 Deposit - Refund Remainder
MESITI-MILLER ENGINEERING INC	5/15/2020	28758	\$ 2,955.00	Sequoia Tank Rehab - Construction Mgmt / Inspection - Apr 2020
MESITI-MILLER ENGINEERING INC	5/15/2020	28758	\$ 20,794.30	Sequoia Tank Rehab - Corrosion Repair Design
MILLER MAXFIELD INC	5/29/2020	28793	\$ 4,268.75	Communication / Public Outreach Services - Apr 2020
MISSION UNIFORM SERVICE	5/15/2020	28759	\$ 384.84	Uniform Laundering & Rental Service - Apr 2020

Scotts Valley Water District
AP Check Register
May 2020

Vendor Name	Check Date	Check No.	Check Amount	Description
MONRO INC	5/29/2020	28794	\$ 71.74	Vehicle Maint - Oil Change - Truck #19
MONRO INC	5/29/2020	28794	\$ 109.13	Vehicle Maint - Oil Change - Truck #20
MONTGOMERY & ASSOCIATES INC	5/1/2020	28720	\$ 400.00	2019 Annual GW Report - Mar 2020
MONTGOMERY & ASSOCIATES INC	5/15/2020	28760	\$ 4,960.00	GW Elevation Data Collection - Apr 2020
NAPA AUTO PARTS	5/15/2020	28761	\$ 262.60	Small Tools - ToolBox
NAPA AUTO PARTS	5/15/2020	28761	\$ 262.64	Vehicle Maint - Truck Bed ToolBox - Truck #20
NAPA AUTO PARTS	5/15/2020	28761	\$ 140.24	Safety Supplies - Face Masks
NATIONWIDE RETIREMENT SOLUTIONS	5/1/2020	28721	\$ 3,320.44	IRS 457 Plan - Payroll Date 4/24/2020
NATIONWIDE RETIREMENT SOLUTIONS	5/15/2020	28762	\$ 2,643.48	IRS 457 Plan - Payroll Date 5/8/2020
NATIONWIDE RETIREMENT SOLUTIONS	5/29/2020	28795	\$ 2,643.48	IRS 457 Plan - Payroll Date 5/22/2020
NIGRO & NIGRO	5/29/2020	28796	\$ 1,500.00	Audit Services for FY2019 Audit - Final Billing
NORLAB INC.	5/15/2020	28763	\$ 273.00	WUE Supplies - Toilet Dye Tabs
NORTON PATRICIA	5/1/2020	28722	\$ 457.11	Retiree Medical - May 2020
NORTON PATRICIA	5/1/2020	28722	\$ 18.56	Retiree Vision - May 2020
NORTON PATRICIA	5/1/2020	28722	\$ 33.72	Retiree Dental - May 2020
PACIFIC GAS & ELECTRIC	5/1/2020	28723	\$ 78.02	Electricity - RW - Apr 2020
PACIFIC GAS & ELECTRIC	5/1/2020	28723	\$ 28,164.71	Electricity - PW - Apr 2020
PACIFIC GAS & ELECTRIC	5/1/2020	28723	\$ 1,430.38	Electricity - 2 Civic Ctr - Apr 2020
PACIFIC GAS & ELECTRIC	5/15/2020	28764	\$ 67.07	Electricity - Skypark - Apr 2020
PACIFIC GAS & ELECTRIC	5/29/2020	28797	\$ 142.26	Electricity - RW - May 2020
PACIFIC GAS & ELECTRIC	5/29/2020	28797	\$ 853.49	Electricity - 2 Civic Ctr - May 2020
PACIFIC GAS & ELECTRIC	5/29/2020	28797	\$ 29,767.68	Electricity - PW - May 2020
PALACE BUSINESS SOLUTIONS	5/29/2020	28798	\$ 71.56	Office Supplies - Markers & Folders
PERRI CHRISTOPHER	5/1/2020	28724	\$ 1,643.80	Director Medical - May 2020
PIED PIPER EXTERMINATORS	5/15/2020	28765	\$ 520.00	Facility Maint - Pest Control @ Pump Buildings
RAHBAN CPA & CONSULTING INC	5/15/2020	28766	\$ 14,572.50	Fixed Asset Valuation Services - Aug 2019 - Mar 2020
REBER DANIEL	5/1/2020	28725	\$ 2,163.71	Director Medical - May 2020
SCARBOROUGH LUMBER & BUILDING SUPPLY	5/29/2020	28799	\$ 108.99	Treatment Plant Maint - Compressor Upgrades
SCARBOROUGH LUMBER & BUILDING SUPPLY	5/29/2020	28799	\$ 205.76	OPS Supplies - Misc
SCARBOROUGH LUMBER & BUILDING SUPPLY	5/29/2020	28799	\$ 33.95	Forklift Fuel
SCARBOROUGH LUMBER & BUILDING SUPPLY	5/29/2020	28799	\$ 40.70	Paper Supplies - OPS
SCARBOROUGH LUMBER & BUILDING SUPPLY	5/29/2020	28799	\$ 682.02	Safety Supplies - Face Masks Filters Gloves Sanitizer
SCARBOROUGH LUMBER & BUILDING SUPPLY	5/29/2020	28799	\$ 148.28	Small Tools - Chains
SCOTTS VALLEY BANNER - VALLEY PRESS	5/15/2020	28767	\$ 160.00	SV Banner Ad - I-Meters 5/1
SEBRING HEATHER	5/15/2020	28768	\$ 140.00	Customer Rebate - Low Volume Irrigation
SEBRING HEATHER	5/15/2020	28768	\$ 49.95	Customer Rebate - Pressure Regulator
SOIL CONTROL LAB	5/29/2020	28800	\$ 680.00	Water Quality Testing
SOUTHWEST VALVE LLC	5/1/2020	28727	\$ 6,983.49	Automatic Valve Control - Reclaim Tank
SPRINGBROOK SOFTWARE LLC	5/15/2020	28769	\$ 162.00	Web Payment Transaction Fees - Apr 2020
STEVENSON LANDSCAPING	5/1/2020	28728	\$ 855.00	Landscaping at Misc Locations - Apr 2020
STILES RUTH	5/1/2020	28729	\$ 821.90	Director Medical - May 2020
SYCAL ENGINEERING INC	5/29/2020	28801	\$ 1,120.00	Engineering Services for SCADA - May 2020
SYCAL ENGINEERING INC	5/29/2020	28801	\$ 14,103.60	El Pueblo WTP Improvements - Panel Upgrades
SYCAL ENGINEERING INC	5/29/2020	28801	\$ 4,640.00	Orchard Run WTP Improvements - Engineering Services for SCADA
TAPPERO KATHY	5/15/2020	28771	\$ 50.00	Customer Rebate - Pressure Regulator
UNITED SITE SERVICES	5/15/2020	28772	\$ 192.72	Portable Toilet Rental - Orchard Run WTP - May 2020
UNITED SITE SERVICES	5/15/2020	28772	\$ 121.11	Bethany 2nd Tank Addition - Temp Fence Rental
UNITED SITE SERVICES	5/15/2020	28772	\$ 390.10	Portable Toilet Rental - 229 Mt Hermon - Apr - May 2020
UNIVERSAL BUILDING SERVICES	5/15/2020	28773	\$ 473.00	Janitorial Service - 2 Civic Ctr - Apr 2020
UNIVERSAL BUILDING SERVICES	5/15/2020	28773	\$ 385.00	Janitorial Service - El Pueblo - Apr 2020
USABLUEBOOK	5/15/2020	28774	\$ 692.01	OPS Supplies - Corp Stop, Check Valves, Nozzle
USABLUEBOOK	5/29/2020	28802	\$ 407.56	Water Sampling Supplies - Reagent Sets
USABLUEBOOK	5/29/2020	28802	\$ 685.10	Small Tools - Wrenches / Hydrant Wrenches
VALERO MARKETING & SUPPLY CO	5/15/2020	28775	\$ 105.66	Vehicle Fuel - Apr 2020
VERIZON WIRELESS	5/1/2020	28731	\$ 311.84	Cell Phones / Tablets - Apr 2020
VERIZON WIRELESS	5/29/2020	28803	\$ 311.84	Cell Phones / Tablets - May 2020
VILLAGE MEADOWS HOA	5/1/2020	28732	\$ 420.53	Customer Rebate - Lawn Replacement
WALPOLE STEVE	5/15/2020	28776	\$ 50.00	Customer Rebate - Pressure Regulator
WATER SYSTEMS CONSULTING INC	5/29/2020	28804	\$ 860.00	Capital Improvement Plan - Project Management
WATER SYSTEMS CONSULTING INC	5/29/2020	28804	\$ 490.00	Capital Improvement Plan - Re-Calibrate Hydraulic Model
WATER SYSTEMS CONSULTING INC	5/29/2020	28804	\$ 662.50	Capital Improvement Plan - Condition Assessment
WILSON KATHRYN	5/29/2020	28805	\$ 50.00	Customer Rebate - Pressure Regulator
			\$ 398,590.23	

Scotts Valley Water District
 AP Check Register
 May 2020

Vendor Name	Check Date	Check No.	Check Amount	Description
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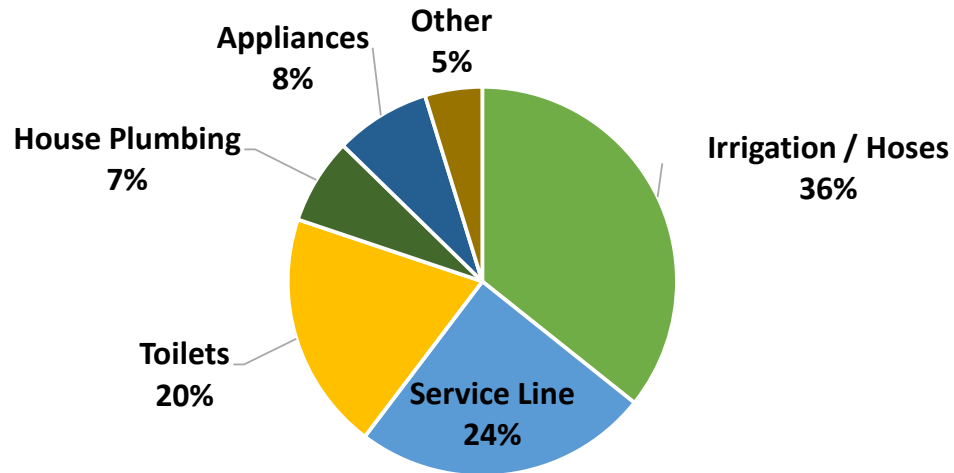
Legend:

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

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	6	0	6	0	0		\$2,295	165,614
JUN								
Total	114	10	110	11	4		\$45,100	3,185,756

Sources of Leaks



Development Projects Status Report

Active Service Applications as of July 2020

41 Active Service Applications

201 New Service Connections

4.9 MM in Capacity Fee Revenue

Does not include conceptual projects (Aviza, SV Annex, Town Center, Gateway South Lot 1 and Lot 2)

<u>Service Type</u>	<u>Service Size (Inches)</u>	<u>No of Connections</u>	<u>Annual Demand (Gal)</u>	<u>Percent of Existing Demand</u>
Potable				
Single Family Residential	5/8"	15	1,000,000	0.25%
Single Family Residential	3/4"	60	4,200,000	1.05%
High-Density Single Family Residential*	5/8"	82	4,000,000	1.00%
High-Density Single Family Residential**	3/4"	26	2,000,000	0.50%
Commercial, Industrial, Institutional (CII)	Varies	8	8,000,000	2.00%
Total	-	201	19,200,000	4.80%
Recycled				
Landscape Irrigation	Varies	10	6,000,000	13.22%

*5/8" meter for indoor use only, installed for individual units in a high-density development that uses recycled water for irrigation.

**3/4" meter for indoor use only, installed for individual units in a high-density development that uses recycled water for irrigation.

Development Activity

Recent 5 year period / 2016-2020

<u>Service Type</u>	<u>No of Connections</u>	<u>Annual Demand (Gal)</u>	<u>Percent of Existing Demand</u>
Potable			
Residential	114	8,000,000	2.00%
Commercial, Industrial, Institutional (CII)	9	5,000,000	1.25%
Landscape Irrigation	4	1,000,000	0.25%
Fire Services	46	N/A	N/A
Temporary	5	Varies	-
Total	185	14,000,000	3.50%
Recycled			
Landscape Irrigation	7	4,000,000	6.61%



SCOTTS VALLEY
WATER DISTRICT

June 17, 2020

WaterSMART Drought Response Program
United States Bureau of Reclamation
Attn. Ned Weakland
eweakland@usbr.gov

Re: Support for City of Santa Cruz Grant Application for WaterSMART Drought Response Program Drought Resiliency Projects for FY 2021

Dear Mr. Weakland,

On behalf of Scotts Valley Water District (SVWD), we are writing to express our strong support for the City of Santa Cruz' WaterSMART Drought Response Program: Drought Resiliency Proposal. We urge the Bureau of Reclamation to award grant funding to the City of Santa Cruz for continued work related to climate change and drought impacts to the local water system.

With local surface waters comprising 95% of the City's drinking water supply, the City is highly susceptible to both drought and increased storm intensity causing untreatable turbidity in surface water sources. In addition, the system is at risk by rising sea levels that could pollute the City's surface water sources. With over 100,000 customers dependent upon the Santa Cruz Water Department for their drinking water, assessing climate change threats and opportunities is paramount to ensuring a climate-resilient water system.

The City of Santa Cruz is actively engaged in efforts to understand its climate change vulnerabilities in order to plan for and adapt critical infrastructure to meet the challenges ahead. One key focus of work is the ongoing characterization of water system vulnerability to the increased occurrence of extreme weather events, including longer and more severe droughts. The project being proposed by the City, titled "Decision Support Tool to Inform Development of Water Supply Projects in Order to Increase Resiliency to Drought and Other Climate Change Impacts," will allow the City to more fully understand its climate change vulnerabilities as well as more thoroughly evaluate its water supply options for increasing drought resiliency. Information obtained from the technical studies will be incorporated into the City's Water Supply Augmentation Implementation and will direct future decisions regarding the City's water supply.

Similarly to the Scotts Valley Water District, the City of Santa Cruz is a stakeholder and active participant in the Groundwater Sustainability Agency for the Santa Margarita Groundwater Basin. As a medium-priority basin, the Santa Margarita Groundwater Agency (SMGWA) continues to develop their Groundwater Sustainability Plan as required by the Sustainable Groundwater Management Act, signed in to law in 2014 to develop a framework for managing

Subject:


Date:


Page 2

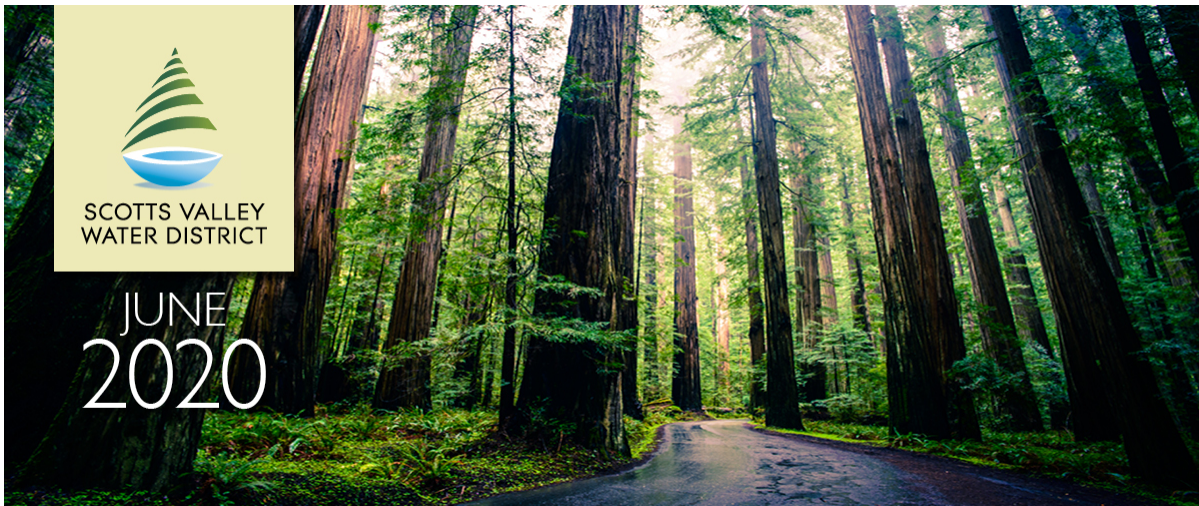
the use of groundwater in the state of California. The future water supply projects will likely have regional benefits and will be consistent with groundwater sustainability planning in the Basin.

With this grant, the City will be able to maintain momentum on characterizing climate risks and implementing strategies to improve local drought resiliency. The SVWD urges the Bureau of Reclamation to award grant funding to City of Santa Cruz for its WaterSMART Drought Response grant proposal.

Sincerely,

DocuSigned by:

Wade Leishman
SVWD Board President

DocuSigned by:

Piret Harmon
SVWD General Manager
SMGWA Authorized Representative



Stage 2 water supply condition declared but drought surcharges avoided

The District has established Stage 2 Water Supply Conditions, following a declaration by the Board of Directors that is 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 lessen the draw on the groundwater aquifers. However, due to reduced water demand, caused by the COVID-19 pandemic, the District Board chose not to implement system-wide 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 in early March. While residential water use in the Scotts Valley Water District service 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

coronavirus,” 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 District 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. Please 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.](#)



COVID-19 Billing Reminder

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 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 the shelter-in-place order issued by the County 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.](#)

