PAJARO VALLEY WATER MANAGEMENT AGENCY

36 BRENNAN STREET • WATSONVILLE, CA. 95076
TEL: 831) 722-9292 FAX: 831) 722-3139
email: info@pvwater.org • https://www.pvwater.org

ADMINISTRATION & FINANCE COMMITTEE MEETING
Via Teleconference
Tuesday, June 7, 2022, 3:00 p.m.
MEETING AGENDA

Due to COVID-19, Public access is limited to teleconference. Please see details below.

1. Call to Order and Roll Call:

   Committee members: Bob Culbertson (Chair), Abel Sanchez (Vice Chair), Amy Newell

2. Director Comments

3. Public Comments

4. Consider Approval of May 10, 2022 Administration & Finance Committee Meeting Minutes

5. Consider Proposed Final Budget for Fiscal Year Ending 2022-2023

6. Consider Resolution 2022-XX, Updating Cash Reserve Policy for Fiscal Year 2022-2023

7. Consider Resolution 2022-XX Certifying Compliance with State Law with Respect to the Levying of General and Special Taxes, Assessments, and Property-Related Fees and Charges (Management Fees)

8. Consider Amendment to Agreement with Jacobs Engineering Group for College Lake Integrated Resources Management Project – Treated Water Pipeline Design, in an Amount Not to Exceed $377,300

9. Consider Accepting Financial Reports
   a. Activity Report
   b. Investment Report

10. Consider Accepting Cash Flow Reports
    a. A/R Aging Update
    b. A/P Reports

11. Discuss future agenda items and next meeting date – Tuesday, July 12, 2022, 3:00 p.m.

    Adjourn

PV Water is a state-chartered local Agency formed "to efficiently and economically manage existing and supplemental water supplies in order to prevent further increase in, and to accomplish continuing reduction of, long-term overdraft and to provide and insure sufficient water supplies for present and anticipated needs within the boundaries of the Agency. It is anticipated that long-term overdraft problems may not be solved unless supplemental water supplies are provided. The water management Agency should, in an efficient and economically feasible manner, utilize supplemental water and available underground storage and should manage the groundwater supplies to meet the future needs of the basin." This agenda is subject to revision and may be amended prior to the scheduled meeting. If amended, a Final Agenda will be posted at the PV Water offices at 36 Brennan Street, Watsonville, 72 hours prior to the meeting. Copies of the Final Agenda will be available at the Board Meeting. This Agenda shall be made available upon request in alternative formats to persons with a disability, as required by the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132) and the Ralph M. Brown Act (Cal. Govt. Code Sec. 54954.2). Persons requesting a disability-related modification or accommodation should contact PV Water at (831) 722-9292 during regular business hours, at least 24 hours prior to the time of the meeting.

TELECONFERENCE ACCESS INFORMATION

Join the Administration & Finance Committee meeting from your computer, tablet or smartphone.
https://www.gotomeet.me/PVWater/pv-water-administration-finance-committee
You can also dial in using your phone.
United States (Toll Free): 1 877 309 2073
Access Code: 392-853-285

Please note all meeting materials are posted to the Administration & Finance Committee web page:
https://www.pvwater.org/administration-finance

PV Water is a state-chartered local Agency formed "to efficiently and economically manage existing and supplemental water supplies in order to prevent further increase in, and to accomplish continuing reduction of, long-term overdraft and to provide and insure sufficient water supplies for present and anticipated needs within the boundaries of the Agency. It is anticipated that long-term overdraft problems may not be solved unless supplemental water supplies are provided. The water management Agency should, in an efficient and economically feasible manner, utilize supplemental water and available underground storage and should manage the groundwater supplies to meet the future needs of the basin." This agenda is subject to revision and may be amended prior to the scheduled meeting. If amended, a Final Agenda will be posted at the PV Water offices at 36 Brennan Street, Watsonville, 72 hours prior to the meeting. Copies of the Final Agenda will be available at the Board Meeting. This Agenda shall be made available upon request in alternative formats to persons with a disability, as required by the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132) and the Ralph M. Brown Act (Cal. Govt. Code Sec. 54954.2). Persons requesting a disability-related modification or accommodation should contact PV Water at (831) 722-9292 during regular business hours, at least 24 hours prior to the time of the meeting.

PAJARO VALLEY WATER MANAGEMENT AGENCY
36 BRENNAN STREET • WATSONVILLE, CA 95076
TEL: 831) 722-9292 FAX: 831) 722-3139
email: info@pvwater.org • https://www.pvwater.org

ADMINISTRATION & FINANCE COMMITTEE
DRAFT MEETING MINUTES of
Tuesday, May 10, 2022 3:00 p.m.
Teleconference Meeting due to COVID-19

The teleconference meeting was called to order at 3:00 p.m.

1. **Roll Call of Committee Members**:

   Committee Members Present: Bob Culbertson (Chair), Abel Sanchez (Vice Chair), Amy Newell
   Committee Members Absent: None
   Staff Present: Brian Lockwood, General Manager (GM), Nancy Trevino, Interim Finance & Administration Services Manager (IFASM)
   Others Present: None

2. **Director Comments:** Director Newell will most likely be absent for the June 7, 2022 meeting

3. **Public Comments:** None

4. **Consider Approving Minutes of April 12, 2022 Committee Meeting:**
   Action: Director Sanchez moved to approve the April 12, 2022 minutes; seconded by Director Newell.

   The motion carried following roll call vote:

   Ayes: **Culbertson, Newell, Sanchez**
   Noes: **None**
   Abstain: **None**
   Absent: **None**

5. **Consider Effective Date of Delivered Water Charge and Augmentation Charge:**
   Action: Amy Newell moved to make a recommendation to the Board to consider approval of delaying the effective date of the Delivered Water Charge and Augmentation Charge rate increase from July 1, 2022 to December 1, 2022; seconded by Director Sanchez.

   The motion carried following roll call vote:

   Ayes: **Culbertson, Newell, Sanchez**
   Noes: **None**
   Abstain: **None**
   Absent: **None**

6. **Consider Cost of Living Adjustment for Fiscal Year 2022-2023:**
   Action: Director Newell moved that the Administration & Finance Committee recommends to the Board an 8.5% wage increase for staff effective July 1, 2022; seconded by Director Sanchez.

   The motion carried following roll call vote:

Ayes: **Culbertson, Newell, Sanchez**
Noes: **None**
Abstain: **None**
Absent: **None**

7. **Review Preliminary Budget for Fiscal Year Ending June 30, 2023:**
The Committee reviewed the Preliminary Budget.
Action: None taken.

8. **Review and Consider Accepting Financial Reports:**
Action: Director Newell moved to accept the Financial Reports and place them on the consent agenda for Board consideration of approval; seconded by Director Sanchez.

The motion carried following roll call vote:

Ayes: **Culbertson, Newell, Sanchez**
Noes: **None**
Abstain: **None**
Absent: **None**

9. **Review and Consider Accepting Cash Flow Reports:**
Action: Director Sanchez moved to accept the Cash Flow Reports and place them on the consent agenda for Board consideration of approval; seconded by Director Newell.

The motion carried following roll call vote:

Ayes: **Culbertson, Newell, Sanchez**
Noes: **None**
Abstain: **None**
Absent: **None**

10. **Discuss Future Agenda Items and Next Meeting Date:** Final Budget, Cash Reserve Policy, next meeting date set for Tuesday, June 7, 2022, 3:00 p.m.

Adjournment: 4:25 p.m.

MEMORANDUM

DATE: June 3, 2022
MEETING OF: June 7, 2022
TO: Administration & Finance Committee
FROM: General Manager
RE: **ITEM 5:** Consider Proposed Final Budget for Fiscal Year Ending June 30, 2023

BACKGROUND

The Fiscal Year 2022-2023 (FY22-23, ending on June 30, 2023), budget funds the mission of the Agency and provides a projection of finances for the upcoming fiscal year. The budget narrative describes key activities and important assumptions taken into account to develop the budget, including activities related to the Sustainable Groundwater Management Act (SGMA), the implementation of the Basin Management Plan (BMP) Update, Agency operations, and anticipated revenue. The figures contained within the budget are based on actual data, projections, and estimations. The budget is created on the accrual basis to be consistent with the year-end financial statements. On the accrual basis, revenues are recorded as earned and expenditures are recorded when incurred.

DISCUSSION

The budget is a planning and communication tool that contains significant assumptions including but not limited to projecting groundwater extractions and delivered water sales, grant income, and progress on capital project implementation. Capital projects listed in the budget include the College Lake Integrated Resources Management Project, the Watsonville Slough Managed Aquifer Recharge and Recovery Projects, and Basin Monitoring Improvements (new monitoring wells). The total budgeted revenues presented are $67,160,000. The total budgeted expenditures are $37,897,819.

Notable revenue related assumptions are illustrated in Figure 1 and include:

- Management fees of $375,000
- Augmentation charge revenues of $13 million
- Delivered water revenues of $2.2 million
- Grant revenues of $5 million
- Bond proceeds of $46.5 million

Notable expenditure related assumptions are illustrated in Figure 2 and include:

- Capital Projects expenditures of approximately $25.55 million as listed below.
    - College Lake Integrated Resources Management Project – $18.58 million
    - Harkins Slough Recharge Facility Upgrades – $2.96 million
    - Struve Slough with Recharge Basins – $1.79 million
    - Basin Monitoring Improvements - $2.22 million

Figure 1. Projected Revenues: $67,160,000

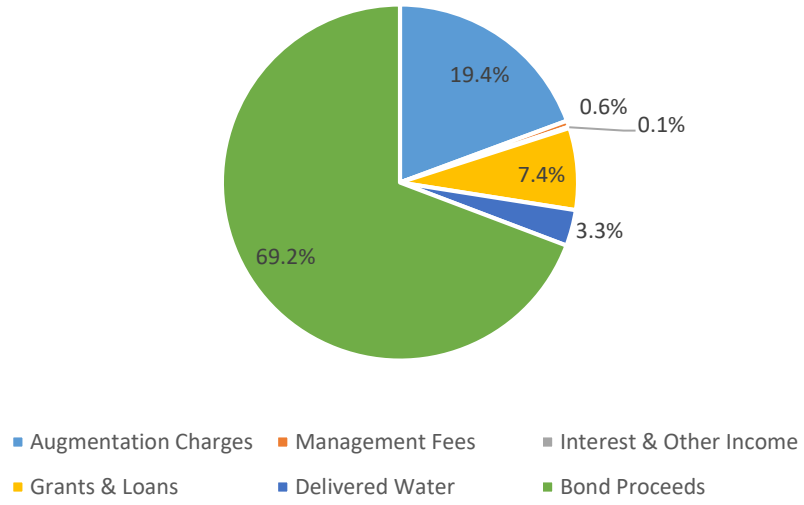
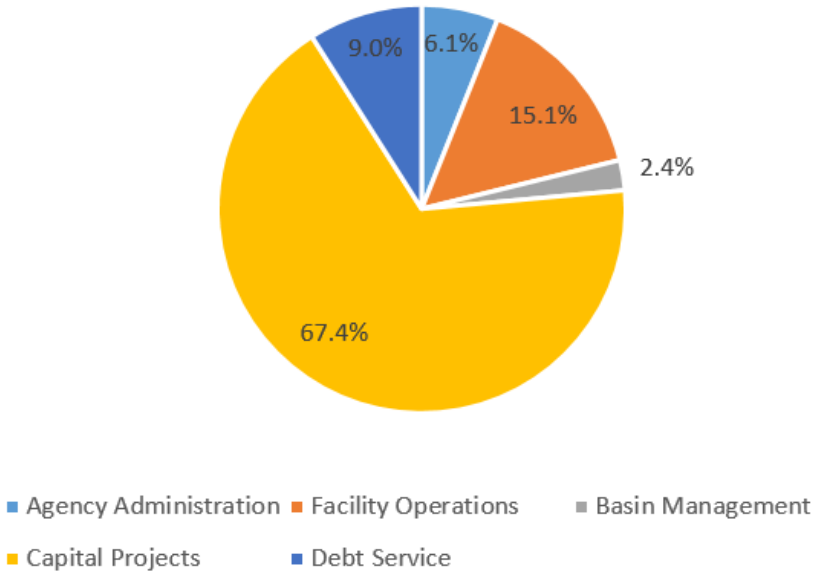


Figure 2. Projected Expenditures: $37,897,819



The Agency Act requires that the Board of Directors adopt a preliminary budget by May 15 of each year. PV Water must then publish a notice that the Board has adopted a preliminary budget, that it is available for public inspection, and hold a public hearing following the minimum two-week notice period. The Board must adopt a final budget by June 30 of each year.

The recommended timeline for budget adoption this year is as follows:

April 12, 2022	Administration & Finance Committee reviewed preliminary budget.
April 20, 2022	Board adopted the preliminary budget.
April 29, 2022	Staff publishes required notice of availability of the preliminary budget.
May 10, 2022	Administration & Finance Committee reviews budget again.
May 18, 2022	Board holds public hearing on the budget.
June 7, 20222	Administration & Finance Committee reviews final budget.
June 15, 2022	Board considers adoption of final budget.

FISCAL IMPACT

There is no direct impact; the budget is a planning and communication tool.

STAFF RECOMMENDATION

The Administration & Finance Committee review the Proposed Final Budget for Fiscal Year 2022-2023, provide an opportunity for public comment, and consider making a recommendation to the Board of Directors.

ATTACHMENT

- Proposed Final Budget for FY22-23 provided as a stand-alone document that is available on the Administration & Finance Committee's webpage (June meeting): https://www.pvwater.org/administration-finance.

MEMORANDUM

DATE:	June 3, 2022
MEETING OF:	June 7, 2022
TO:	Administration & Finance Committee
FROM:	General Manager
RE:	**ITEM 6:** Consider Resolution 2022-XX, Updating the Cash Reserve Policy for Fiscal Year 2022-2023

BACKGROUND

In July 2013, the Board adopted *Resolution 2013-05, Adopting a Cash Reserve Policy.* It was recommended at the time that reserves be built gradually as funds become available, while maintaining an appropriate level of services for Agency functions such as operations, basin management and monitoring, and administration.

Establishment of formal policies to ensure appropriate financial margins for operations, maintenance, and debt service needs is identified by analysts as a management practice that constitutes a positive credit factor. The Cash Reserve Policy states that it will be reviewed annually at budget time to evaluate if funding levels are sufficient and prudent.

FISCAL IMPACT

This action will categorize funds as reserved for the purposes identified.

STAFF RECOMMENDATION

The Committee consider Resolution 2022-XX, Updating the Cash Reserve Policy for Fiscal Year 2022-2023.

ATTACHMENTS

- Resolution 2022-XX, Updating the Cash Reserve Policy for Fiscal Year 2022-2023

Resolution 2022-XX

A Resolution of the Board of Directors of the Pajaro Valley Water Management Agency

Updating the Cash Reserve Policy for Fiscal Year 2022-2023

The Board of Directors of the Pajaro Valley Water Management Agency (PV Water) does resolve as follows:

WHEREAS, the Board of Directors has determined that it is prudent to formally articulate a Cash Reserve Policy establishing general guidelines on cash reserves that will help to ensure the Agency's long-term financial and operational stability; and

WHEREAS, the Cash Reserve Policy was adopted in 2013, establishing minimal reserves with the intention of building over time; and

WHEREAS, the Cash Reserve Policy was reviewed and updated annually through Fiscal Year 2022-2023; and

WHEREAS, the Cash Reserve Policy serves as an important management decision-making tool in planning for and evaluating activities or transactions that could have a significant impact on PV Water's finances.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Pajaro Valley Water Management Agency does hereby update the Cash Reserve Policy, attached to this Resolution as Exhibit A and incorporated herein.

PASSED AND ADOPTED by the Pajaro Valley Water Management Agency, County of Santa Cruz, State of California, the **15th** day of **June 2022** by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

_____
Amy Newell, Chair

Attest:

_____
Laura R. Taay, Board Secretary

DRAFT

Pajaro Valley Water Management Agency
Cash Reserve Policy

Introduction

The Pajaro Valley Water Management Agency (PV Water or the Agency) Cash Reserve Policy establishes general guidelines on cash reserves that will help to ensure the Agency's long-term financial and operational stability. In this capacity, the Cash Reserve Policy articulates a comprehensive set of reserves that seek to mitigate operational, capital, and debt service risks PV Water may encounter.

The Cash Reserve Policy is established in the context of PV Water's current and expected capital improvement program and borrowings associated with the Basin Management Plan (BMP). Since reserve targets are based on certain assumptions and estimated costs and risks for PV Water, the Cash Reserve Policy and established reserve levels will be reviewed annually or more often if there is a material change in the risk exposures to PV Water. It is noted that the Cash Reserve Policy is established to provide general guidelines for fiscally responsible cash management. The Cash Reserve Policy is not intended to set strict limits that must be adhered to in a vacuum, nor is it intended to be all-inclusive in the sense that there remain a variety of factors outside the purview of the policy that could materially impact PV Water's financial condition. Certain risks and risk probabilities have been considered to be sufficiently remote or to require a scale of reserves that would be prohibitive as compared to the probability of such an outcome, and this policy does not purport to address such risks. Instead, these guidelines are intended to serve as a management decision-making tool in planning for and evaluating activities or transactions that could have a significant impact on the level of cash on hand.

Categories of Cash Reserves

The Cash Reserve Policy recommends the creation of four separate reserve funds:

- Operation & Maintenance Reserve
- Repair & Replacement Reserve
- Debt Service Reserve
- Rate Stabilization Reserve

Summary of Recommended Reserve Levels

Reserve Category	Recommended Reserve
Operation & Maintenance Reserve	**Start at 30 days of expenditures and build to 180 days**
Repair & Replacement Reserve	**Start at 10% Annual Depreciation and build to 25%**
Debt Service Reserve	**20% for Debt Service obligation that do not have their own reserve**
Rate Stabilization Reserve	**As determined by the Board and management**

Each reserve is summarized below with an explanation as to the methodology that was used to size each reserve.

Operation & Maintenance Reserve

Purpose

The purpose of the Operation & Maintenance Reserve is to provide greater stability in annual operations even under unforeseen and changing circumstances as relates to both revenues and expenses. Utilities such as PV Water are subject to a broad array of risks, including but not limited to natural events such as earthquakes and climate change, which may vary from small, temporary disruptions of business to substantial disruptions. The intent of the Cash Reserve Policy is to set an overall reserve level that is reasonable, defensible and consistent with the aggregate risk profile that PV Water faces in effectively managing water supplies in the Pajaro Valley. Considering climate change resiliency is an important aspect of this effort.

Methodology

Many water utilities, which generally operate on a monthly billing cycle, maintain operating reserves at a level of 60 to 180 days of operating expenses. Typically, it is utilities in the most stable operating environments that are able to manage with reserves on the smaller end of this range, while many agencies with significant annual volatility in revenues or expenditures or those undergoing significant expansion have substantially larger operating reserves.

Operation & Maintenance Reserve Policy

PV Water will maintain an Operation & Maintenance Reserve equal to 180 days of operating expenses. See Exhibit A.

Repair & Replacement Reserve

Purpose

PV Water's BMP is made up of projects that will increase water supply to the Pajaro Valley and significantly expand PV Water's existing infrastructure. The purpose of the Repair & Replacement Reserve is to fund the unplanned repair or replacement of capital assets and to allow PV Water to absorb fluctuations in the capital plan without an immediate rate impact to customers.

Methodology

Given the significant capital improvements in which the Agency has invested over the past couple of decades and the sizeable capital plans associated with implementation of the BMP, the Repair & Replacement Reserve ensures the availability of funds to respond to unexpected needs.

Repair and Replacement Reserve Policy

PV Water will maintain a 25% Annual Depreciation reserve. See Exhibit A.

Debt Service Reserve

Purpose

The purpose of the Debt Service Reserve is to provide PV Water with funds dedicated to paying the Agency's debt service obligations in the event of a significant, unexpected decrease in operating revenue during which operating funds may be insufficient to meet such obligations.

Methodology

Typical municipal bond covenants require the establishment of a debt service reserve fund in an amount equal to maximum or average annual debt service on the bonds. Such a requirement exists in connection with the Agency's Department of Water Resources promissory note and State Water Resources Control Board Clean Water State Revolving Fund (SRF) Financial Agreement. It would be prudent for PV Water to also set aside reserves in connection with its other debt as these loans are significant.

Debt Service Reserve Policy

PV Water maintains a debt service reserve funded at a level equal to 20% for Debt Service obligations that do not have their own reserve (see Exhibit A).

Rate Stabilization Fund

Purpose

The Rate Stabilization Fund is established to provide short-term rate stability in case of an unexpected drop in revenue or increase in expenses. Among other things, the rate stabilization reserve affords PV Water with added flexibility in meeting its financial covenants to bondholders in the event of a financial shock to the Agency resulting from disaster or unforeseen financial circumstances.

Methodology

Unlike other reserves, the rate stabilization reserve is typically not a percentage or ratio, but rather a fixed amount. The funding of such a reserve is highly dependent upon the expected variability in PV Water's revenue stream, budgeted expenditures, political matters, legal matters and the level of total annual debt service, among other factors.

Rate Stabilization Fund Policy

PV Water maintains a rate stabilization fund reserve as determined by management and the board. (see Exhibit A).

Annual Review Process

PV Water reviews and evaluates reserve funding levels annually. Since reserve targets are based on certain estimates, assumptions, and risk probabilities, the Cash Reserve Policy will be revisited more frequently if there is a change in PV Water's operations, capital program, or debt service obligations that warrant review of these policies.

Pajaro Valley Water Management Agency
Cash Reserve Policy
Exhibit "A"
June 2022 Update

Operation & Maintenance Reserve	**FY 18/19**	**FY 19/20**	**FY 20/21**	**FY 21/22**	**FY 22/23**
Projected Operating Expenditures ($MM)	7.19	7.29	7.43	8.04	8.92
Projected Reserve Amount ($KK)	3,597.27	3,644.46	3,713.93	4,017.71	4,461.61

Repair & Replacement Reserve	**FY 18/19**	**FY 19/20**	**FY 20/21**	**FY 21/22**	**FY 22/23**
Projected Annual Depreciation ($MM)	2.53	2.60	2.65	2.59	2.98
Projected Reserve Amount ($KK)	631.67	649.67	661.58	647.88	744.46

Debt Service Reserve	**FY 18/19**	**FY 19/20**	**FY 20/21**	**FY 21/22**	**FY 22/23**
Projected Debt Service Payments ($MM)	3.36	3.36	3.36	3.36	3.42
Restricted Funds for Debt Covenants ($KK)	253.62	253.75	253.85	253.94	329.30
Projected Reserve Amount ($KK)	620.38	620.95	621.53	620.29	619.03

Rate Stabilization	**FY 18/19**	**FY 19/20**	**FY 20/21**	**FY 21/22**	**FY 22/23**
Projected Reserve Amount ($KK)	500.00	500.00	500.00	500.00	500.00

Total Cash Reserve ($MM)	**5.35**	**5.42**	**5.50**	**5.79**	**6.33**

MEMORANDUM

DATE: June 3, 2022
MEETING OF: June 7, 2022
TO: Administration & Finance Committee
FROM: General Manager
RE: **ITEM 7:** Consider Resolution 2022-XX, Certifying Compliance with State Law with Respect to the Levying of General and Special Taxes, Assessments, and Property-Related Fees and Charges (Management Fees)

BACKGROUND

When the Pajaro Valley Water Management Agency (PV Water) was established in 1984, the primary source of income was an assessment on parcels within its jurisdiction called the "Management Fee." The Management Fee is assessed annually at a rate of $18 per residential parcel and $20 per commercial parcel, and it is collected via the counties tax rolls.

The counties collect the Management Fee on behalf of the PV Water through a special levy. To enable this collection, the PV Water must prepare listings of the parcel charges and submit them by August 1, along with a request to place these billings on the tax rolls. Resolution 2022-XX constitutes this request.

FISCAL IMPACT

Santa Cruz County charges 1.00% for administrative costs, approximately $3,000. Monterey County charges 0.25%, approximately $160.00. San Benito County charges $0.30 per parcel, or approximately $176.40, for administrative costs. These charges are anticipated in the Fiscal Year 2022-2023 budget.

STAFF RECOMMENDATION

The Committee consider Resolution 2022-XX, Certifying Compliance with State Law with Respect to the Levying of General and Special Taxes, Assessments, and Property-Related Fees and Charges (Management Fees).

ATTACHMENT

- Resolution 2022-XX with Exhibit "A"

Resolution 2022-XX

A Resolution of the Board of Directors of the
Pajaro Valley Water Management Agency

Certifying Compliance with State Law with Respect to the Levying of General and Special Taxes, Assessments, and Property-Related Fees and Charges (Management Fees)

WHEREAS, the initial major source of income for the Pajaro Valley Water Management Agency (PV Water) as established in 1984 has been a Management Fee assessed to each parcel within PV Water's jurisdiction, which for 2022-2023 will be at the rate of $18 per residential and $20 per commercial parcel; and

WHEREAS, such charges as assessed by the PV Water are authorized in Article 9 of the PV Water enabling legislation and have been processed by the Counties of Santa Cruz, Monterey and San Benito since inception; and

WHEREAS, the Pajaro Valley Water Management Agency ("Public Agency") requests that the Public Agency's management fee be placed on the Monterey County, San Benito County and Santa Cruz County 2022-2023 tax rolls for collection and distribution.

NOW, THEREFORE, BE IT RESOLVED, as follows:

1. The Public Agency hereby certifies that it has, without limitation, complied with all legal procedures and requirements necessary for the levying and imposition of the general and special taxes, assessments, or property-related fees or charges identified in Exhibit "A", regardless of whether those procedures and requirements are set forth in the Constitution of the State of California, in State statutes, or in the applicable decisional law of the State of California.

2. The Public Agency further certifies that, except for the sole negligence or misconduct of the Counties of Monterey, San Benito, and Santa Cruz, their officers, employees, and agents with regards to the handling of the CD or electronic file identified as Exhibit 'A', the Public Agency shall be solely liable and responsible for defending, at its sole expense, cost and risk, each and every action, suit or other proceeding brought against the Counties of Monterey, San Benito, and Santa Cruz, their officers, employees, and agents for every claim, demand, or challenge to the levying or imposition of the general and special taxes, assessments, or property-related fees or charges identified in Exhibit "A", and that it shall pay or satisfy any judgment rendered against the Counties of Monterey, San Benito, and Santa Cruz, their officers, employees and agents on every such action, suit or other proceeding, including all claims for refunds and interest thereon, legal fees and court costs, and administrative expenses of the Counties of Monterey, San Benito, and Santa Cruz to correct the tax rolls.

PASSED AND ADOPTED by the Pajaro Valley Water Management Agency, County of Santa Cruz, State of California, the **15th** day of **June**, **2022**, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____

Amy Newell, Chair

Attest:

DRAFT

_____

Laura R. Taay, Board Secretary

Exhibit "A" to
Resolution 2022-XX
A Resolution of the Board of Directors of the
Pajaro Valley Water Management Agency

Certifying Compliance with State Law with Respect to the Levying of General and Special Taxes, Assessments and Property-Related Fees and Charges

---

Fiscal Year 2022-2023

General Taxes:	None
Special Taxes:	None
Assessments:	None
Property Related Fees or Charges:	Management Fee: $18 per residential parcel and $20 per commercial parcel

DRAFT

MEMORANDUM

DATE: June 3, 2022
MEETING OF: June 7, 2022
TO: Administration & Finance Committee
FROM: General Manager
RE: **ITEM 8:** Consider Amendment to Agreement with Jacobs Engineering Group for College Lake Integrated Resources Management Project – Treated Water Pipeline Design, in an Amount Not to Exceed $377,300

INTRODUCTION

The Pajaro Valley Water Management Agency (PV Water) Board of Directors (Board) certified the Final Environmental Impact Report the College Lake Integrated Resources Management Project (College Lake Project or Project) and approved the Project in October 2019. The Board approved an agreement with Jacobs Engineering Group, Inc. (Jacobs) in August 2020 to design and provide bid period services for the College Lake Project Pipeline. Jacobs has prepared and provided to PV Water the 90% design submittal. At the request of staff, Jacobs prepared Amendment No. 1 to the agreement to document tasks requiring additional effort.

BACKGROUND

Throughout much of the Pajaro Valley Groundwater Basin, groundwater levels have declined because of long-term groundwater overdraft. Overdraft conditions have resulted in seawater intrusion, groundwater quality degradation, and groundwater storage depletion. The primary purposes of the Project are to help balance the groundwater basin, prevent further seawater intrusion, and meet water supply needs in PV Water's service area by developing College Lake as a water storage and supply source. The Project is located in unincorporated Santa Cruz County and the City of Watsonville. Major project components include a weir structure, an intake pump station, a water treatment plant, and approximately 6-mile-long pipeline to convey water from the water treatment plant to PV Water's Coastal Distribution System. On average, the Project would generally supply approximately 1,800 to 2,300 acre-feet per year (AFY) of water to growers in the Pajaro Valley. Project construction is estimated to occur over approximately 18 months beginning in 2023.

DISCUSSION

Amendment No. 1 details the tasks requiring additional effort and the amount of funding needed. In summary, additional effort is needed, or already has been expended, on Task 1, Project Management; Subtask 2.4, Utility Investigations; Subtask 2.5, Geotechnical Investigations; Subtask 2.6, Survey and Mapping; Subtask 3.2, 90% Design; Subtask 3.3 Bid Ready Design. Some of these tasks were out of scope, such as designing the pipeline from Blend Well 3 to the College Lake Pipeline, designing chemical injection facilities at the Coastal Distribution System Tie-in, and investing the City of Watsonville Fiber Optic Conduit Investigation. Other tasks such as utility and geotechnical investigations were completed to reduce risk, and ideally save money,

in the construction phase. Ongoing tasks that require an additional level of effort include Project Management, 90% Design, and Bid Ready Design.

FISCAL IMPACT

The original agreement was for an amount not to exceed $1,390,025. Amendment No. 1 would increase the not to exceed amount by $377,300 to $1,767,325.

STAFF RECOMMENDATION

The Committee review Amendment No. 1 to the Agreement with Jacobs for College Lake Integrated Resources Management Project Design and Bid Period Services and consider making a recommendation to the Board to approve Amendment No. 1, in substantially the same form as the version attached, in an amount not to exceed $377,300, bringing the total not to exceed amount for the project to $1,767,325.

ATTACHMENTS

- Amendment No. 1 to Agreement with Jacobs Engineering Group, Inc. for College Lake Integrated Resources Management Project Pipeline Design and Bid Period Services in an amount not to exceed $377,300

PV WATER'S

COLLEGE LAKE INTEGRATED RESOURCES MANAGEMENT PROJECT

TREATED WATER PIPELINE DESIGN AND BID PERIOD SERVICES

THIS FIRST AMENDMENT, dated _____, ("First Amendment") TO THE AGREEMENT dated August 20, 2020 is made by and between the **Pajaro Valley Water Management Agency**, a state-chartered water management district ("PV Water") and **Jacobs Engineering Group, Inc.,** a corporation licensed to do business in the State of California ("Consultant").

RECITALS

WHEREAS, PV Water and Consultant previously entered into that certain Agreement ("Agreement") dated August 20, 2020, for professional engineering and program management services related to carrying out PV Water's College Lake Integrated Resources Management Project ("Project"), which is incorporated herein by this reference;

AGREEMENT

NOW, THEREFORE, it is agreed between PV Water and Consultant to incorporate the above Recitals hereto, and that the Agreement is hereby amended as follows:

1. Section 1 of the Agreement is hereby amended to read as follows:

"Term of Agreement. This Agreement shall be effective on **August 20, 2020** and terminate on **June 30, 2023**, unless terminated sooner pursuant to the terms of this Agreement."

2. Section 2 of the Agreement is hereby amended to read as follows:

"Work. Consultant will furnish services as defined and described in Exhibit "A-Amendment," incorporated herein. Consultant represents and warrants that it: (i) is fully experienced and properly qualified to perform the class of work and service provided for herein, (ii) has the financial capability required for the performance of the work and services, and (iii) is properly equipped and organized to perform the work and services in a competent, timely, and proper manner, in accordance with the requirements of this Agreement."

Exhibit A-Amendment is attached and incorporated into this First Amendment, and as such is attached and incorporated into the Agreement. The parties hereby agree that Consultant's services as defined in Exhibit A-Amendment will be at a cost not to exceed **Three Hundred Seventy Seven Thousand, Three Hundred Dollars ($377,300)**, bringing the total not to exceed amount to $1,767,325.

Notwithstanding these amended terms, all other terms and conditions of the original Agreement and attachments shall remain in full force and effect.

Each party acknowledges that it has reviewed this First Amendment and that the normal rule of construction to the effect that any ambiguities are to be resolved against the drafting party shall not be employed in the interpretation of this First Amendment.

The parties may execute this First Amendment in two or more counterparts, which shall, in the aggregate, be deemed an original but all of which, together, shall constitute one and the same instrument. A scanned, electronic, facsimile or other copy of a party's signature shall be accepted and valid as an original.

The signatories to this First Amendment warrant and represent that each is authorized to: 1) provide additional services as described in Exhibit A-Amendment; 2) add a new amount not to exceed $377,300; and 3) extend the Term of Agreement; and 4) that their respective signatures serve to legally obligate their respective representatives, agents, successors and assigns to comply with the provisions of this First Amendment.

IN WITNESS WHEREOF, PV Water and the Consultant have executed this First Amendment effective as of the date shown above.

PAJARO VALLEY WATER MANAGEMENT AGENCY

By: _____ Date: _____

Brian Lockwood, General Manager

JACOBS ENGINEERING GROUP, INC.

By: _____ Date: _____

Edward Winkler, Vice President

Approved As To Form:

By: _____ Date: _____

Anthony Condotti, PV Water General Counsel

Exhibit A-Amendment

Pajaro Valley Water Management Agency Final Design for the College Lake Pipeline – Jacobs Scope of Services Amendment No. 1 (6/3/2022)

Introduction

The Pajaro Valley Water Management Agency (PV Water) is pursuing the addition of the College Lake (pipeline) from the proposed Water Treatment Plant (WTP) to its Coastal Distribution System (CDS) at the existing Watsonville Recycled Water Facility.

This is Amendment No. 1 to the Original Contract dated August 20, 2020.

Scope of Services

The following scope and fee will be added:

Task 1 – Project Management: Additional Effort

The contract assumed that the Project Final Design would be completed by September 2021 and that Bid Services would be completed by January 2022. The Project is now anticipating that Project Final Design would be Completed in October 2022 and Bid Services would be completed in February 2023. This is an additional 13 months of PM efforts and status meetings that are required.

Assumptions:

- Continuing Meetings with PV Water every two weeks for 2 Jacobs staff
- Continued staff management, monthly reports and invoices
- A round of Jacobs QC review at the Bid Ready Design
- Efforts would be complete in February 2023

Deliverables: Meeting minutes, monthly reports and invoices

Additional Fee: $55,000

Subtask 2.4 Utility Investigations: Additional Effort

Our Scope and Fee assumed $40,000 for a subconsultant to perform ground penetrating radar (GPR)/survey services. Jacobs contacted several consultants that were recommended by HKA and MidCoast Engineering. JR Associates provided two quotes – 1) do only the areas that we identified in the attached drawings (35 areas) for $41,300 or entire pipeline alignment within the streets for $50,300. We also requested a quote from another firm, but they declined due to short staff.

Jacobs discussed with PV Water the pros and cons of utilizing GPR with survey and/or potholing services as a means to identify buried utilities over a few areas versus over the entire pipeline alignment within streets on October 22, 2021. We agreed that we should conduct the larger effort, at a price not to exceed $50,300. Part of the reasoning that went into this decision, is that by having a more comprehensive dataset during the 90% design effort, this could save costs during construction. We have also included 52 hours of Jacobs labor for the effort to coordinate and QC JR Associates deliverables and for coordinating with utilities after JR Associates work was complete.

Assumptions:

- Data furnished by JR Associates was incorporated into the 90% design drawings and BODR

- Additional data furnished by utilities will be incorporated into the Bid Ready Design package

Deliverables: No separate deliverables will be required

Additional Fee: $20,200

Subtask 2.5 Geotechnical Investigation: Additional Effort – Geophysical Investigation

As part of the tunnel design under Salsipuedes Creek near the Highway 129/Salsipuedes Creek Crossing, a geophysical survey will be conducted to verify soil conditions under the Creek between the two geotechnical borings. The specific survey is called an Electrical Resistivity Profiling (ERP) survey at the creek crossing covering approximately 540 feet. The ERP survey will be conducted to aid in determining lithologic changes that may be related to underlying fine- and course-grained soils. Generally, lower resistivity zones are indicative of fine-grained materials such as clay and silt, whereas higher resistivity zones represent courser-grained materials such as sand and gravel. The goal is to identify zones of coarse-grained, high permeable materials. We want to avoid these areas with the proposed auger boring tunneling method.

Assumptions:

- Jacobs will work with PV Water to obtain temporary right of entry to the City of Watsonville Parcel and the Santa Cruz County parcel.
- PV Water will pay for the Santa Cruz County Real Estate Agreement (estimated $2,500 for 30 day agreement).
- The geophysical work would be conducted by NorCal Geophysics. Work would begin within 2 weeks of Notice to Proceed, and the final geophysical report would be completed three weeks after the field work. Field work is expected to take one day.
- Results will be incorporated into the Bid Ready Design package including the Geotechnical Data Report and into the Geotechnical Baseline Report.

Deliverables: A copy of the Geophysical Survey Report from NorCal Geophysics. The Report will be appended to the Geotechnical Baseline Report as part of the Construction Contract Documents for bidders.

Additional Fee: $15,700

Subtask 3.2 90 Percent Design and Subtask 3.3 Bid Ready Design – Additional Effort: Blend Well #3 Pipeline

PV Water requested that Jacobs add an additional pipeline from the College Lake Pipeline to the proposed Blend Well #3 on property APN 018-341-25. The pipeline is approximately 700-feet long and will end in an above grade blind flange near the existing well onsite. The existing well will be repaired and a new pump and appurtenances will be designed and installed by others. The pipeline and appurtenances will be sized for 1,200 gpm. The pipeline will include trenchless tunneling under Caltrans Highway 129/Riverside Road.

Assumptions:

- Additional mapping will need to be processed for this pipeline extension
- A site visit and coordination with landowner for existing utilities
- Two design drawings will be required, the BODR updated and it will be included in the construction cost estimates. This information will be included in the 90% Design package and the Bid Ready Design package.

Deliverables: No separate deliverables will be required.

Additional Fee: $29,000

Subtask 3.2 90 percent Design and Subtask 3.3 Bid ready Documents – Additional Effort: Chemical Injection Facilities at CDS Tie-in

During the spring of 2021, Carollo requested that PV Water add a chlorine residual analyzer, a chemical injection port and a water quality sampling port at the end of the College Lake Pipeline (near Sta 324+00) at the tie-in to the Coastal Distribution System. The reason for this equipment was documented by Carollo in "TM No. 3 Treated Water Connection Coordination, June 2021". A coordination meeting was held with PV Water, Carollo and Jacobs on March 4, 2022. This effort will include designing an above ground connection of the College Lake Pipeline with the Watsonville Water Reclamation facility pipeline, a static mixer, a connection into the 42-inch CDS pipeline, a connection to the City of Watsonville sanitary sewer main, a tap for the chlorine residual analyzer, water quality sampling port, and chemical injection port; an above grade NEMA 4 rated enclosure to house the chlorine residual analyzer and associated piping and electrical components; SCADA equipment using radio/antenna to send data to Blend Well #2 and to PV Water office; and a fenced enclosure. It may be possible to re-use the PV Water SCADA equipment at the meter shop located on the west side of the Watsonville WWTP.

Assumptions:

- Seven additional design drawings will be required, several details and specification sections will need to be added, several specification sections will need to be modified, the BODR updated, and included in the construction cost estimates. These items will be incorporated into the 90% Design package and Bid Ready Design package.
- Coordination with PV Water and their SCADA provider, Telstar
- Coordination with Carollo

Deliverables: No separate deliverables will be required.

Additional Fee: $84,200

Subtask 3.2 90% Design -Additional Effort: City of Watsonville Fiber Optic investigation

In January 2022, during the 90% design phase, the City requested PV Water to consider adding fiber optic (FO) conduits and pull boxes for City use as part of the Project. The proposed FO conduits would be installed from approximately Station 206+00, near the intersection of Riverside Drive (Highway 129) and Rodriquez Street, to Station 324+00, east of the Wastewater Treatment Plant/Recycled Water Facility on Clearwater Lane. The FO conduits within the Project would help the City with future FO installation and provide redundancy of their communications system. Jacobs prepared a draft and draft final technical memorandum and construction cost estimate that investigated the pros and cons of this request in "City of Watsonville Fiber Optic Request Technical Memorandum" dated March 25, 2022.

Assumptions:

- This effort will be included in the 90% Design
- A construction cost estimate was prepared just for FO so the City has an estimated cost
- Several meetings with City and PV Water were required

Deliverables: Tech Memo documenting the FO investigation

Additional Fee: $12,400

Subtask 2.6 Survey and Mapping - Additional Effort

Mid Coast Engineers has at Jacobs direction, conducted property boundary resolutions, storm drain and sanitary sewer manhole surveys and culvert surveys. The property boundary resolution occurred in many instances where the County tax lines were different then the property titles. The surveys consist of opening manholes and obtaining invert elevations or in the case of culverts, getting the invert elevations at the inlet and outlet. This information is needed to be able to set the College Lake Pipeline vertical alignment.

Assumptions:

- This effort includes $15,000 for Mid Coast Engineers and 28 hours of Jacobs time

Deliverables: The information provided by Mid Coast Engineering was incorporated into the 90% Design Drawings and will be incorporated into the Bid Ready Design drawings.

Additional Fee: $22,500

Subtask 3.2 90% Design and Subtask 3.3 Bid Ready Design: Additional Effort

The contract was based on having approximately 55 drawings. The project became more complex than originally anticipated and the alignment changed in two locations after the 30% design. The 30% design had 45 drawings, the 60% design had 61 drawings, and the 90% design had 82 drawings. We have accounted for two extra drawings with Blend Well #3 pipeline and seven extra drawings for the CDS Chemical tie-in. We are requesting compensation for 15 additional drawings at 16 hours/drawing for engineering time and 16 hours/drawing for drafting time.

Assumptions:

- 16 hours per sheet for engineering and 16 hours per sheet for drafting

Deliverables: The sheets were included as part of the 90% Design package and will be included in the Bid Ready Design Package

Additional Fee: $78,200

Subtask 2.5 Geotechnical Investigation: Additional Effort – CPT for one trenchless crossing

Late during the 90% design phase, storm drain inverts near West Riverside Road and Grove Street near STA 211+00 were verified to be significantly lower than initially reported. This has necessitated the pipeline be tunneled under these utilities for a distance of approximately 200 feet. To minimize the risk of change order during construction, we recommend that a cone penetrometer test be conducted by HKA to verify the soils and depth to water. This information will be incorporated into the Bid Ready Design package.

Assumptions:

- This effort includes HKA personnel, CPT drill rig, Jacobs coordination, and Jacobs staff to incorporate the results into the Bid Ready documents.
- The data will be included in the Geotechnical Baseline Report and the Geotechnical Data Report.
- HKA will need to coordinate with USA to locate utilities, pull a City permit, and be in the field one day with the CPT rig.
- HKA's costs are included in their existing contract with Jacobs. The additional effort is only Jacobs labor.

Deliverables: A brief TM from HKA with results incorporated by Jacobs into the Geotechnical Baseline Report and the Geotechnical Data Report.

Additional Fee: $10,100

Subtask 3.3 Bid Ready Design: Additional Effort – Two Iterations

The contract was based on having Caltrans review the drawings and specifications, just like any other affected agency, as the design progressed from 30% to 60% to 90%. Caltrans has attended several conference call during the design process, but they will not review the drawings and specifications until its Bid Ready and PE Stamped. Therefore, we have to issue two Bid Ready sets of documents. One set that incorporates responses to all the agency review comments provided at the 90% design (PV Water, Santa Cruz County Public Works, Santa Cruz County Planning, City of Watsonville, Santa Cruz County Regional Transportation Commission (railroad), Santa Cruz County Zone 7, and US Army Corp of Engineers) Once we get comments back from Caltrans, we will incorporate their comments and issue the final PE Stamped Bid Ready Set.

Assumptions:

- Caltrans does not find any fatal flaws or major rework or alignment changes
- Jacobs is assuming approximately 300 hours of labor

Deliverables: Bid Ready Design Package for Caltrans and Final Bid Ready Design Package that incorporates responses to Caltrans comments

Additional Fee: $50,000

Schedule

The Project schedule has been extended 13 months so that bid services will be completed by February 28, 2023.

Professional Fees

Fees for professional services and expenses are provided in Table 1.

TABLE 1
Fee Summary

Task	Contract Fee ($)	Amendment No.1 Fee ($)	Subtotal Fee ($)
Task 1 –Project Administration and Controls			
Task 1.1 – Project Management	$51,646	$35,000	$86,646
Task 1.2 – Meetings	$33,739	$15,000	$48,739
Task 1.3 – Project Quality Assurance and Quality Control	$32,535	$5,000	$37,535
Task 2 – Preliminary Design			
Task 2.1 – Pipeline Alignment Alternatives Evaluation	$26,021	-	$26,021
Task 2.2 – Peer Review and Coordination	$16,002	-	$16,002
Task 2.3 – Preliminary Design (30%)	$168,290	-	$168,290
Task 2.4 - Utility Investigation and Coordination	$65,299	$20,200	$85,499
Task 2.5 - Geotechnical Investigations	$183,287	$25,800	$209,827
Task 2.6 - Surveying and Mapping	$131,435	$22,500	$153,935
Task 2.7 – Environmental Documentation and Permit Assistance (led by ESA)	$25,691	-	$25,691
Task 2.8 – Support Hydraulic Modeling and SCADA (led by Carollo)	$9,253	-	$9,253
Task 2.9 – Obtain Construction Permits	$41,764	-	$41,764
Task 3 - Final Design Services – Drawings, Specifications, and Engineers Estimate			
Task 3.1 – 60 Percent Design	$247,298	-	$247,298
Task 3.2 – 90 Percent Design	$195,891	$153,800	$349,691
Task 3.3 – Bid Ready Design	$66,370	$100,000	$166,370
Task 4 – Bid Period Services	$39,405	-	$39,405
Task 5 – As Needed Engineering/Technical Support			
Task 5.1– Public Outreach Assistance (Led by PV Water)	$12,369	-	$12,369
Task 5.2– Funding Support/Documentation Assistance (Led by PV Water)	$3,730	-	$3,730
Task 5.3 – Traffic Control Plans (Optional Task if needed)	$40,000	-	$40,000
Total	$1,390,025	$377,300	$1,767,325

PAJARO VALLEY WATER MANAGEMENT AGENCY

Account Activity Report per Bank Statement

		Date	Deposits	Withdrawals	Balance
CLEARING ACCOUNT - Mechanics					
Beginning Balance		4/1/2022			$183,869
Cash Receipts					
Disbursements				582,779	
Transfers			649,867		
Bank Fees					
	Ending Balance	4/30/2022			$250,956
GENERAL FUND10-MMA Mechanics					
Beginning Balance		4/1/2022			$1,227,240
Cash Receipts			23,281		
Transfers				15,182	
Interest Earned			39		
Bank Fees					
	Ending Balance	4/30/2022			$1,235,378
GENERAL FUND 10 - LAIF					
Beginning Balance		4/1/2022			$2,189,580
Transfers					
Interest Earned	(a/o 4/15/22)		1,725		
	Ending Balance	4/30/2022			$2,191,306
GENERAL FUND 20 - LAIF					
Beginning Balance		4/1/2022			$8,040,194
Transfers					
Interest Earned	(a/o 4/15/22)		6,336		
	Ending Balance	4/30/2022			$8,046,530
SPECIAL REVENUE FUND 20-ACH Clearing Acct Mechanics					
Beginning Balance		4/1/2022			$0
Cash Receipts					
Transfers					
Disbursments/ACH-Wire					
Bank Fees					
	Ending Balance	4/30/2022			$0
SPECIAL REVENUE FUND 20-Operating Mechanics					
Beginning Balance		4/1/2022			$41,311
Cash Receipts			1,243,174		
Transfers				1,134,684	
Disbursments/ACH-Wire					
Bank Fees				1,221	
Interest Earned					
	Ending Balance	4/30/2022			$148,581
SPECIAL REVENUE Fund 20 Cash Mgmt-FUND20MMN Mechanics					
Beginning Balance		4/1/2022			$7,321,615
Transfers			800,000	300,000	
Disbursments/ACH-Wire					
Bank Fees					
Interest Earned			228		
	Ending Balance	4/30/2022			$7,821,843
Certificate of Deposit - DWR Loan Reserve Mechanics Fund 40					
Beginning Balance		4/1/2022			$254,297
Interest Earned					
	Ending Balance	4/30/2022			$254,297
Certificate of Deposit - SRF-D1501023					
Beginning Balance		4/1/2022			$75,000
Transfers					
Interest Earned					
	Ending Balance	4/30/2022			$75,000

Prior Month Ending Cash Balance:	Total Deposits:	Total Withdrawals:	Month End Cash Balance:
19,333,108	$2,724,650	$2,033,866	20,023,891
Cash Transfers	1,449,867	1,449,867	-
Actual Cash Receipts/Disbursements	1,274,783	584,000	

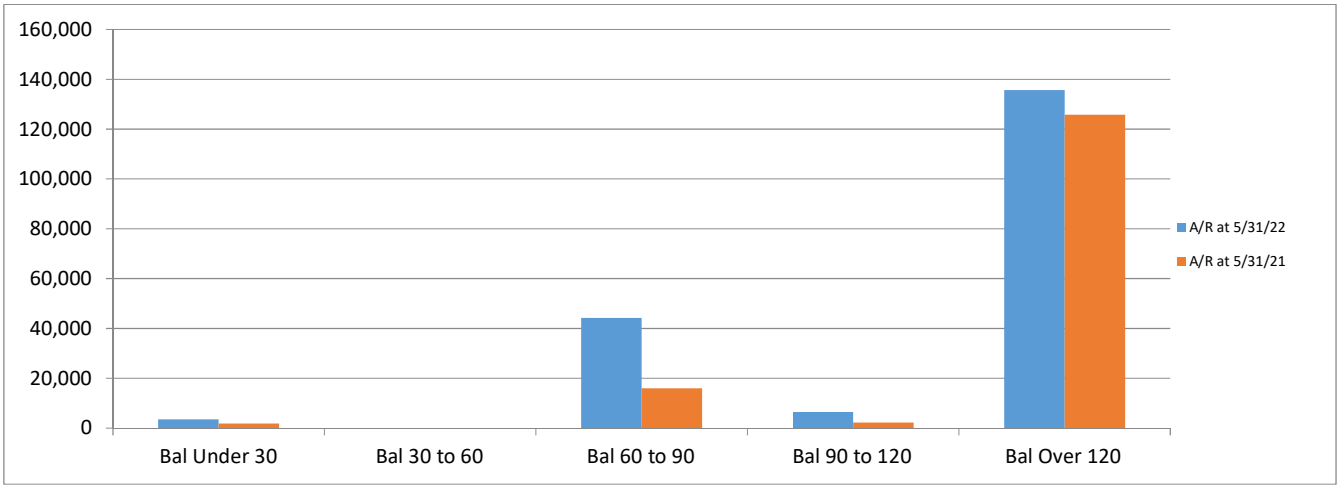
PAJARO VALLEY WATER MANAGEMENT AGENCY
INVESTMENT REPORT
ALL FUNDS
April 30, 2002

Description	Current Yield	Investment	% of Total Portfolio	Weighted Yield
MechanicsClearing Account	0.00%	**$250,956**	1.25%	0.00%
General Fund 10				
Mechanics General Fund 10 Money Market Account	0.04%	1,235,378	6.17%	0.00%
Local Agency Investment Fund	0.32%	2,191,306	10.94%	0.04%
		$3,426,684		
Special Revenue Fund 20				
Mechanics Special Revenue Fund 20-ACH Clearing Account	0.00%	0	0.00%	0.00%
Mechanics Special Revenue Fund 20 Operating Account	0.00%	148,581	0.74%	0.00%
Mechanics Special Revenue Fund 20 Money Market Account	0.04%	7,821,843	39.06%	0.02%
Local Agency Investment Fund	0.32%	8,046,530	40.18%	0.13%
		$16,016,954		
Long Term Debt Fund 40				
Mechanics Certificate of Deposit DWR Loan Reserve	0.08%	$254,297	1.27%	0.00%
Mechanics Certificate of Deposit SRF-D1501023	0.08%	$75,000	0.37%	0.00%
		329,297		
	Total:	**$20,023,891**	**100.0%**	

Total Funds Reserved	329,297
Total Funds Invested	19,295,057
Total Funds Non-interest Bearing	399,537.00
Total Funds	**$20,023,891**
Total Available Funds	19,694,594
Cash Reserve Policy Requirements (PV Water)	5,790,000
Surplus (Deficit) of Funds	**$13,904,594**

PV Water
Accounts Receivable Aging 3 Month Trend
As of 5/31/2022

	Balance Forward	Bal Under 30	Bal 30 to 60	Bal 60 to 90	Bal 90 to 120	Bal Over 120
Accounts Receivable before credits	190,045	3,500	0	44,307	6,563	135,675
Credits	(30,031)					
Total Accounts Receivable at 5/31/22	160,014					
Accounts Receivable before credits	145,812	1,869	0	16,038	2,217	125,688
Credits	(9,060)					
Total Accounts Receivable at 5/31/21	136,752					
Accounts Receivable before credits	470,834	2,383	315,914	7,126	70	145,341
Credits	(15,034)					
Total Accounts Receivable at 4/29/22	455,800					
Accounts Receivable before credits	1,712,234	1,506,441	7,641	82	90,401	107,670
Credits	(3,232)					
Total Accounts Receivable at 3/31/22	1,709,002					



Accounts Payable

Checks by Date - Detail by Check Date

User: Nancy
Printed: 5/31/2022 10:03 AM

Check No	Vendor No / Invoice No	Vendor / Description	Check Date / Reference	Check
37714	A910	ATCHINSON,BARISONE,CONDOTTI	05/02/2022	
	33932	P/S General Matters for 3/1-3/31/22		181.20
	33932	College Lake Legal Services for 3/1 to 3/31/22		17,177.41
	33932	P/S General Matters for 3/1-3/31/22		4,032.60
Total for Check Number 37714:				21,391.21
37715	C1500	CENTRAL ELECTRIC INC	05/02/2022	
	A54803	Interface Replacement for BW#2 & Spare Unit for 4/22		1,473.37
Total for Check Number 37715:				1,473.37
37716	W400	CITY OF WATSONVILLE UTILITIES	05/02/2022	
	ACC#25586	CD's Potable City Connection Usage for Jan-Mar 2022		25,732.07
Total for Check Number 37716:				25,732.07
37718	D215	DIAZ ROOFING	05/02/2022	
	DEPOSIT	Deposit 10% Office Roof for 5/22		3,150.00
Total for Check Number 37718:				3,150.00
37719	UB*00583	JANICE & GARY HOLCOMB	05/02/2022	
		Refund Check 020539-000, 334 MAHER RD		247.26
Total for Check Number 37719:				247.26
37720	UB*00582	TARA HOLCOMB	05/02/2022	
		Refund Check 020539-000, 334 MAHER RD		76.37
Total for Check Number 37720:				76.37
37721	K89	KARAS TECHNICAL SERVICES	05/02/2022	
	14881	2500 Spring News letters for 5/22		879.46
Total for Check Number 37721:				879.46
37722	UB*00579	KAREN L LOWELL	05/02/2022	
		Refund Check 020539-000, 334 MAHER RD		247.27
Total for Check Number 37722:				247.27
37723	M1086	MILLER MAXFIELD, INC.	05/02/2022	
	0322PV	Public Outreach Consulting for 3/22		3,081.25
Total for Check Number 37723:				3,081.25
37724	M1650	MONTEREY COUNTY ASSESSOR	05/02/2022	
	294	Disclaimer Assessor Parcel/PVWMA Data Report for 4/22		200.00
Total for Check Number 37724:				200.00
37725	M1865	MONTGOMERY & ASSOCIATES	05/02/2022	
	9090-22-3	PV. Stakeholder Engagement P/S for 3/1 to 3/31/22		18,895.00
Total for Check Number 37725:				18,895.00

Check No	Vendor No / Invoice No	Vendor / Description	Check Date / Reference	Check
37726	UB*00581	JEFF MORESCO	05/02/2022	
		Refund Check 017479-000, EUREKA CANYON RD		118.49
Total for Check Number 37726:				118.49
37727	P300	PAJARO VALLEY CHAMBER OF COMMERCE	05/02/2022	
	11253	Annually Membership Rnwal Dues for 4/22 thru 4/23		151.00
Total for Check Number 37727:				151.00
37728	P800	PG & E	05/02/2022	
	2926809320-9	Service at 36 B Brennan St for 3/23 to 4/21/22		45.27
	2926809320-9	Service at 36 B Brennan St for 3/23 to 4/21/22		135.83
	3771390038-1	Service at Jensen Rd #3 for 3/21 to 4/19/22		28.95
	4291054495-8	Service at 475 San Andreas Rd for 3/22 to 4/20/22		1,489.65
	5290624576-7	Service at 2240 Beach Rd for 3/21 to 4/19/22		19.90
	5916054391-0	Service at 187C San Andreas Rd for 3/22 to 4/20/22		3,966.28
Total for Check Number 37728:				5,685.88
37729	P400	PVI PAJARO VALLEY IRRIGATION, INC.	05/02/2022	
	INV20005973(	Field Supplies parts for 4/22		18.39
Total for Check Number 37729:				18.39
37730	S1255	SANTA CRUZ Co. DEPT. OF PUBLIC WORKS	05/02/2022	
	DPWA P6325(	Nov 2021 Labor Charges P632 services thru 3/31/22		555.89
Total for Check Number 37730:				555.89
37731	S2150	SOUTHWEST VALVE, LLC	05/02/2022	
	6914	CD's Turnout parts for 4/22		6,558.77
Total for Check Number 37731:				6,558.77
37732	C1580	SPECTRUM BUSINESS COMMUNICATIONS	05/02/2022	
	049556404232	LandLine & Internet services for 4/23 to 5/22/22		659.71
Total for Check Number 37732:				659.71
37733	U185	U.S. BANK EQUIPMENT FINANCE	05/02/2022	
	470176132	RICOH Office Copier for 4/22		207.62
	470448531	RICOH Office Copier (upstairs) for 4/22		79.19
Total for Check Number 37733:				286.81
37734	W80	WAGEWORKS INC.	05/02/2022	
	INV3659243	Mo. Admin & Compliance fee for 3/22		110.00
Total for Check Number 37734:				110.00
37735	UB*00580	WESTERL PROPERTIES, LLC	05/02/2022	
		Refund Check 024971-000, 776 CASSERLY RD		125.21
Total for Check Number 37735:				125.21
37736	Z100	ZAG TECHNICAL SERVICES, INC.	05/02/2022	
	123018	IT-Professional Billable Support Agreement for 4/22		243.75
Total for Check Number 37736:				243.75
Total for 5/2/2022:				89,887.16
ACH	A1250	AFLAC- FLEX ONE	05/06/2022	
	EE Deferrals	EE PR Deferrals		611.76
Total for this ACH Check for Vendor A1250:				611.76

Check No	Vendor No / Invoice No	Vendor / Description	Check Date / Reference	Check
ACH	A300	ACWA/JPIA	05/06/2022	
	EE Deferrals	EE PR Deferrals		26,632.18
Total for this ACH Check for Vendor A300:				26,632.18
ACH	N125	NATIONWIDE RETIREMENT SOLUTION	05/06/2022	
	EE Deferrals	EE PR Deferrals		2,500.00
Total for this ACH Check for Vendor N125:				2,500.00
ACH	P1300	PERS-Fiscal Services Division Cashier Unit	05/06/2022	
	EE Deferrals	EE PR Deferrals		1,790.70
	EE Deferrals	ER/EE Retirement Contributions		8,687.65
Total for this ACH Check for Vendor P1300:				10,478.35
ACH	P555	PVWMA-Cafeteria Account	05/06/2022	
	EE Deferrals	EE PR Deferrals		1,131.40
Total for this ACH Check for Vendor P555:				1,131.40
Total for 5/6/2022:				41,353.69
ACH	T359	THE STANDARD INSURANCE COMPANY	05/09/2022	
	00-649299-008	Long Term Disability Benefits		528.00
Total for this ACH Check for Vendor T359:				528.00
Total for 5/9/2022:				528.00
37737	D215	DIAZ ROOFING	05/12/2022	
	OFFICE ROOI	Balance due for roof replacement for 5/22		28,350.00
Total for Check Number 37737:				28,350.00
37738	F200	FEDERAL EXPRESS, INC.	05/12/2022	
	7-747-07660	To Kristina Rao /Grimmer Orchards for 4/22		44.41
Total for Check Number 37738:				44.41
37739	F309	FERGUSON WATERWORKS INC	05/12/2022	
	1707409	Field supplies for 4/22		2,148.06
Total for Check Number 37739:				2,148.06
37740	G180	GRAPHIC PRODUCTS	05/12/2022	
	A19717	Field supplies label machine. for 4/22		1,053.54
Total for Check Number 37740:				1,053.54
37741	P1160	MIKE PODLECH	05/12/2022	
	2353	CL Fisheries Support Prof. Services for 4/1 to 4/30/22		270.00
Total for Check Number 37741:				270.00
37742	M1425	MONTEREY BAY PROFESSIONAL LANDSCAPE IN	05/12/2022	
	37020	Building Mo. Landscape Maint. For 4/22		202.00
Total for Check Number 37742:				202.00
37743	O411	O'REILLY AUTO PARTS	05/12/2022	
	2912-162344	Vehicle Maint. & Repairs for Vehicle# 1 for 5/22		140.15
Total for Check Number 37743:				140.15
37745	S1405	SC FUELS INC	05/12/2022	

Check No	Vendor No / Invoice No	Vendor / Description	Check Date / Reference	Check
	0542375	Agency Vehicles Fuel for 4/18 to 4/29/22		713.48
Total for Check Number 37745:				713.48
37746	S2150	SOUTHWEST VALVE, LLC	05/12/2022	
	6849	CD's Turnout parts for 3/22		2,761.91
	6936	CD's Turnout Turnout-B Valve parts for 4/22		1,836.27
Total for Check Number 37746:				4,598.18
37747	T225	T.M. IRRIGATION SPECIALTIES INC	05/12/2022	
	20079	Field Supplies/Turn out parts for for 4/22		171.75
Total for Check Number 37747:				171.75
37748	T100	TAYLOR'S OFFICE CITY, INC.	05/12/2022	
	332482	Office Supplies for 4/22		47.07
Total for Check Number 37748:				47.07
37749	R400	THE PAJARONIAN	05/12/2022	
	47592	Agency Budget FY 2022-2023 for 4/22		92.10
Total for Check Number 37749:				92.10
Total for 5/12/2022:				37,830.74
37750	A1005	A.L. LEASE CO. WHOLE SALE PLUMBING SUPPL	05/18/2022	
	149936	Field supplies 4 Weld Elbow for 5/22		208.42
Total for Check Number 37750:				208.42
37751	A190	ACE HARDWARE OF WATSONVILLE INC	05/18/2022	
	214013/214036	CD's Field Supplies for 4/22		205.82
Total for Check Number 37751:				205.82
37752	A400	ACWA/JPIA WORKERS COMP	05/18/2022	
	1/1 to 3/31/22	Worker's Compensation Ins. for 1/1 to 3/31/22		3,971.25
Total for Check Number 37752:				3,971.25
37753	A910	ATCHINSON,BARISONE,CONDOTTI	05/18/2022	
	33950	College Lake Legal Services for 4/1 to 4/30/22		10,328.60
	33950	P/S General Matters for 4/1-4/30/22		1,087.20
	33950	P/S General Matters for 4/1-4/30/22		4,360.70
	33951	P/S General Matters for 4/1-4/30/22		1,192.59
Total for Check Number 37753:				16,969.09
37754	A850	AVAYA FINANCIAL SERVICES.	05/18/2022	
	39965312	Phone/VM Lease Agreement for 5/1-6/1/22		433.14
Total for Check Number 37754:				433.14
37755	B195	BALANCE HYDROLOGICS, INC	05/18/2022	
	221177-0422	PV Water -WY21 Monitoring Billing Thru 4/16/22		2,065.00
	221177-0422	Watsonville Slough Gaging WSR-WY22-23 Billing thru 4/16/22		7,442.67
Total for Check Number 37755:				9,507.67
37756	L563	BRIAN LOCKWOOD	05/18/2022	
	APRIL2022	GM. Cell reimb. For 3/14-4/13/22		80.00
Total for Check Number 37756:				80.00
37757	R40	CARDMEMBER SERVICE	05/18/2022	

Check No	Vendor No / Invoice No	Vendor / Description	Check Date / Reference	Check
	APRIL2020	Growers meeting for 4/22		80.75
	APRIL2020	Field CD's Supplies for 4/22		240.19
	APRIL2020	Office Supplies for 4/22		54.61
	APRIL2020	Staff/billing for 4/22		70.78
	APRIL2020	Adm. Mtg for 4/22		63.53
	APRIL2020	Field CD's Supplies for 4/22		840.78
	APRIL2020	Plants for Buss. Expo for 4/22		39.20
	APRIL2020	Vehicle# 11 Maint. & Repairs for 4/22		70.97
	APRIL2020	Staff training for 4/22		60.00
	APRIL2020	Telephone conference for 4/22		24.28
	APRIL2020	Office Supplies for 4/22		87.05
	APRIL2020	Office supplies for 4/22		99.80
	APRIL2020	Costco Office supplies for 4/22		286.64
	APRIL2020	Field CD's Supplies for 4/22		62.47
Total for Check Number 37757:				2,081.05
37758	C1099	CAROLLO ENGINEERS INC	05/18/2022	
	FB22696	BMP Program Mngmnt WSR Planning Prog. report for 4/22		4,960.20
	FB22696	BMP Program Mngmnt CL Planning Prog. report for 4/22		12,188.33
Total for Check Number 37758:				17,148.53
37759	W400	CITY OF WATSONVILLE UTILITIES	05/18/2022	
	AC#02389-OF	Office Monthly Utilities for 4/11 to 5/11/22		159.09
Total for Check Number 37759:				159.09
37760	E355	EKI ENVIRONMENT & WATER INC	05/18/2022	
	B90103.02-02	HS. Professional Services for 3/19 to 4/29/22		9,970.14
Total for Check Number 37760:				9,970.14
37761	F309	FERGUSON WATERWORKS INC	05/18/2022	
	1712840	Office Facilities supplies for 5/22		518.94
Total for Check Number 37761:				518.94
37762	G330	GUTIERREZ CONSULTANTS, INC.	05/18/2022	
	1686	SWRCB Prop 1 Phase II Sup. Services for 4/2-4/30/22		3,137.50
Total for Check Number 37762:				3,137.50
37763	J301	JACOBS ENGINEERING GROUP INC.	05/18/2022	
	W8Y08700-02	Prof. Services CL Design for 4/2 to 4/29/22		106,142.61
Total for Check Number 37763:				106,142.61
37764	K310	KITTLESON ENVIRONMENTAL CONSULTING	05/18/2022	
	025.31	PVWMA CL Waterfowl Study for 3/8 to 5/13/22		4,687.01
Total for Check Number 37764:				4,687.01
37765	M1872	MICROSOFT	05/18/2022	
	E0400IMOR2	IT-Hydrology 365 Support for 4/17-5/16/22		12.50
Total for Check Number 37765:				12.50
37766	M1875	MICROSOFT AZURE	05/18/2022	
	E0600IOJGA	IT-Support Pay as You go for		28.57
Total for Check Number 37766:				28.57
37767	M1086	MILLER MAXFIELD, INC.	05/18/2022	
	0422PV	Public Outreach Consulting for 4/22		5,856.91
Total for Check Number 37767:				5,856.91

Check No	Vendor No / Invoice No	Vendor / Description	Check Date / Reference	Check
37768	M1175	MONTEREY BAY ANALYTICAL SERVICE INC	05/18/2022	
	220404-53	Water Samples CDS for 4/4/22		1,385.00
	220406-82	Water Samples Groundwater for 4/6/22		180.00
	220408-22	Water Samples Groundwater for 4/8/22		900.00
	220411-26	Water Samples Groundwater for 4/11/22		272.00
	220413-76	Water Samples Groundwater for 4/13/22		630.00
	220415-63	Water Samples Groundwater for 4/15/22		360.00
	220419-08	Water Samples Groundwater for 4/19/22		270.00
	220419-12	Water Samples CDS for 4/19/22		170.00
	220420-74	Water Samples Groundwater for 4/20/22		720.00
	220422-38	Water Samples Groundwater for 4/22/22		810.00
	220425-51	Water Samples Groundwater for 4/25/22		720.00
	220427-45	Water Samples Surface for 4/27/22		525.00
	220427-47	Water Samples Groundwater for 4/27/22		360.00
Total for Check Number 37768:				7,302.00
37769	m1865	MONTGOMERY & ASSOCIATES	05/18/2022	
	9090-22-4	PV. Stakeholder Engagement P/S for 4/1 to 4/30/22		5,751.59
Total for Check Number 37769:				5,751.59
37770	O411	O'REILLY AUTO PARTS	05/18/2022	
	2912-167502	Vehicle Maint. & Repairs for Vehicle# 1 for 5/22		7.73
Total for Check Number 37770:				7.73
37771	P180	PENINSULA MESSENGER LLC	05/18/2022	
	393476	Monthly RaboBank Courier for 4/22		116.00
Total for Check Number 37771:				116.00
37772	P803	PETE'S OUTFLOW TECHNICIANS	05/18/2022	
	21427	Pump Septic tank inspection for 5/22		1,360.00
Total for Check Number 37772:				1,360.00
37773	P800	PG & E	05/18/2022	
	1787734656-3	Service at 1859 Beach rd for 4/11 to 5/9/22		5,898.37
	9214983032-2	Service at 1931 Beach rd for 4/11 to 5/9/22		384.96
	9218085363-9	Service at 162 San Andreas Rd for 4/11 to 5/9/22		1,149.25
	9968544374-1	Service at 36 Brennan St for 4/11 to 5/9/22		381.86
	9968544374-1	Service at 36 Brennan St for 4/11 to 5/9/22		127.28
Total for Check Number 37773:				7,941.72
37774	P400	PVI PAJARO VALLEY IRRIGATION, INC.	05/18/2022	
	INV200060075	Recovery Wells Pump Test Project for 5/22		28.64
	INV200060120	Recovery Wells Pump Test Project for 5/22		322.51
Total for Check Number 37774:				351.15
37775	R330	RDO WATER LLC	05/18/2022	
	1537039-1	Ag. Conservation Rebate for 4/22		4,869.25
Total for Check Number 37775:				4,869.25
37776	S830	RESOURCE CONSERVATION SANTA CRUZ COUN	05/18/2022	
	21 IE 05	Irrigation Efficiency for 01/1-3/31/22		97,491.96
Total for Check Number 37776:				97,491.96
37777	S1405	SC FUELS INC	05/18/2022	
	0549724	Agency Vehicles Fuel for 5/2 to 5/12/22		793.70
Total for Check Number 37777:				793.70

Check No	Vendor No / Invoice No	Vendor / Description	Check Date / Reference	Check
37778	S1681	SHAMROCK OFFICE SOLUTIONS	05/18/2022	
	584085	Monthly Office Printer for 4/22		216.64
Total for Check Number 37778:				216.64
37779	S2150	SOUTHWEST VALVE, LLC	05/18/2022	
	6935	CD's Turnout/valves field parts for 5/22		825.89
Total for Check Number 37779:				825.89
37780	S465	SUPER CLEAN CARPET	05/18/2022	
	11906	Office clean carpet for 5/14/22		740.00
Total for Check Number 37780:				740.00
37781	T115	TECHNO FLO SYSTEMS	05/18/2022	
	35185	Meter parts w/digital display for 4/22		1,231.41
Total for Check Number 37781:				1,231.41
37782	T305	TELSTAR INSTRUMENTS, INC.	05/18/2022	
	111993	BW-1 & BW-2 Troubleshooting & exchange VRD interfaced for 4/22		2,369.00
	112008	Part for troubleshooting BW-1 VFD Controler for 4/22		1,373.80
	112095	VFD quotes & research BW1 Troubleshooting for 4/22		1,290.00
Total for Check Number 37782:				5,032.80
37783	T333	THE BANK OF NEW YORK MELLON TRUST CO.	05/18/2022	
	252-2467475	PAJAROVWMA15/Annual Trustee fee for 4/30/22-4/29/23		1,250.00
Total for Check Number 37783:				1,250.00
37784	V369	VERIZON WIRELESS	05/18/2022	
	9905383668	Agency Personnel Cell Phones & equipt. for 4/2 - 5/1/22		410.23
Total for Check Number 37784:				410.23
37785	Z100	ZAG TECHNICAL SERVICES, INC.	05/18/2022	
	123191	IT-Professional Billable Support Agreement for 4/22		438.75
	123332	IT-Agreement Patching & AV Managed for 5/22		1,452.00
	123352	IT-Professional Billable Support Agreement for 5/22		390.00
	123382	IT-Monthly Subscription Agreement-Datto for 5/22		815.00
	123554	IT-Professional Billable Support Agreement for 5/22		2,526.75
	123589	IT-Professional Billable Support Agreement for 5/22		1,657.50
Total for Check Number 37785:				7,280.00
37786	J315	JANET BRAYCOVICH BANOVAC	05/18/2022	
	APPRAISAL F	Appraisal Reimb. CL. for APN#051-101-11 & 24 for 5/22		3,000.00
Total for Check Number 37786:				3,000.00
Total for 5/18/2022:				327,090.31
ACH	A1250	AFLAC- FLEX ONE	05/20/2022	
	EE Deferrals	EE PR Deferrals		611.76
Total for this ACH Check for Vendor A1250:				611.76
ACH	N125	NATIONWIDE RETIREMENT SOLUTION	05/20/2022	
	EE Deferrals	EE PR Deferrals		2,500.00
Total for this ACH Check for Vendor N125:				2,500.00
ACH	P1300	PERS-Fiscal Services Division Cashier Unit	05/20/2022	
	EE Deferrals	ER/EE Retirement Contributions		8,687.68
	EE Deferrals	EE PR Deferrals		1,590.70

Check No	Vendor No / Invoice No	Vendor / Description	Check Date / Reference	Check
Total for this ACH Check for Vendor P1300:				10,278.38
ACH	P555	PVWMA-Cafeteria Account	05/20/2022	
	EE Deferrals	EE PR Deferrals		1,131.40
Total for this ACH Check for Vendor P555:				1,131.40
Total for 5/20/2022:				14,521.54
ACH	T359	THE STANDARD INSURANCE COMPANY	05/31/2022	
	00-649299-008	Long Term Disability Benefits		528.00
Total for this ACH Check for Vendor T359:				528.00
Total for 5/31/2022:				528.00
		Report		511,739.44