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
Tuesday, December 13, 2022, 3:00 p.m.
via Teleconference

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. Committee Member & Public Comments

3. Consider Approval of November 8, 2022 Administration & Finance Committee Meeting Minutes

4. Consider Agreement with Gutierrez Consultants, Inc., Grant and Loan Support Services, in an amount not to exceed $250,000

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

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

7. Discuss future agenda items and next meeting date – Tuesday, January 10, 2023, 3:00 p.m.

Adjourn

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.

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ADMINISTRATION & FINANCE COMMITTEE
DRAFT MEETING MINUTES of
Tuesday, November 8, 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 & Public Comments:** None.

3. **Consider Approving Minutes of October 11, 2022 Committee Meeting:**
   Action: Director Newell moved to approve the October 11, 2022 minutes; seconded by Director Sanchez.

   The motion carried following roll call vote:

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

4. **Review and Consider Agreement with Strategy Driver, Inc., for Strategic Plan Development:**
   Action: Director Newell moved to make a recommendation to the Board to consider approval of the Agreement with Strategy Driver, Inc. for Strategic Plan Development; seconded by Director Sanchez.

   The motion carried following roll call vote:

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

5. **Review and Consider Accepting Proposal for the Harkins Slough Facility 2022 Recovery Wells Project:**
   Action: Director Newell moved to make a recommendation to the Board to consider approval of the Proposal for the Harkins Slough Facility 2022 Recovery Wells Project with Maggoria Bros. Drilling, Inc., in the amount NTE $378,980; seconded by Director Sanchez.

The motion carried following roll call vote:

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

6. **Review and Consider Amending the Procurement Policy:**
Action: Director Newell moved to accept Amending the Procurement Policy and place it 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**

7. **Review and Consider Amending the Policy on Travel and Expense Reimbursement:**
Action: Director Newell moved to accept the Travel and Expense Reimbursement as revised, and place it 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**

8. **Consider End of Year Schedule:**
Action: Director Newell moved to accept the End of Year Schedule and place it 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. **Consider 2023 Board and Committee Meeting Dates:**
Action: Director Sanchez moved to accept the 2023 Board and Committee Meeting Dates and place the item 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. **Consider Contract Commitments:**
    Action: Director Newell moved to accept the Contract Commitments and place on it 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**

11. **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**

12. **Review and Consider Accepting Cash Flow Reports:**
    Action: Director Newell moved to accept the Cash Flow 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**

13. **Discuss Future Agenda Items and Next Meeting Date:** Next meeting date set for Tuesday, December 13, 2022, 3:00 p.m.

    Adjournment: 4:27 p.m.

MEMORANDUM

DATE: December 9, 2022
MEETING OF: December 13, 2022
TO: Administration & Finance Committee
FROM: General Manager
RE: **ITEM 4:** Consider Agreement with Gutierrez Consultants, Inc., for Grant and Loan Support Services in an amount not to exceed $250,000

BACKGROUND

The water resources of the critically overdrafted Pajaro Valley Groundwater Basin remain at risk due to long-term groundwater overdraft, seawater intrusion, and groundwater quality degradation. The Pajaro Valley Water Management Agency (PV Water) continues to work on identifying and securing grants and loans to help fund the planning, design, and construction of projects to support the implementation of PV Water's Groundwater Sustainability Plan Alternative. PV Water is presently advertising for bids to construct the College Lake Integrated Resources Management Project (College Lake Project), and for proposals to provide construction management, environmental monitoring, and permit compliance services. In addition, PV Water is beginning the final design phase of the Watsonville Slough System Managed Aquifer Recharge and Recovery (WSS-MARR) Project.

To support these efforts, PV Water is currently managing and or acting on the following funding efforts:

- **SGMA Implementation Grant (Round 1):** DWR awarded PV Water a $7.6 million grant to fund College Lake Project pre-construction activities.
- **SGMA Implementation Grant (Round 2):** Staff and consultants have prepared a proposal for DWR's consideration for up to $20 million to support College Lake Project construction and related activities.
- **US EPA Water Infrastructure Finance and Innovation Act (WIFIA):** Staff and consultants have prepared a Letter of Interest (LOI) for the EPA's consideration for a ~$62 million loan to support both College Lake Project construction and related activities, and WSS-MARR design, construction, and related activities.
- **USBR Title XVI Grant Application:** Staff and consultants have prepared a feasibility study to be eligible for this funding opportunity and are in the process of scheduling meetings with the USBR to discuss PV Water's projects.
- **IRWM Implementation Grant (Round 2):** Staff and consultants are preparing a regional grant application, which includes a $1.8 million grant to support WSS-MARR design.

Staff is requesting a new agreement with Gutierrez Consultants, Inc. for continued grant support services for the listed grants and any additional funding opportunities that may become available during the term of the agreement. The grant services include grant invoicing, reporting, and general grant support work as described in the attached Scope of Services through December 31, 2024

(two years). Gutierrez Consultants, Inc., has helped PV Water bring in over $90 million in grants and loans over the last 20 years and has also assisted with all aspects of grant administration, including audits.

FISCAL IMPACT

- $250,000; some fees may be reimbursable dependent on the terms of the funding agreements.

STAFF RECOMMENDATION

The Committee reviews the draft agreement with Gutierrez Consultants, Inc., for Grant and Loan Support Services through December 31, 2024, in an amount not to exceed $250,000, and consider recommending that the Board approve this agreement.

ATTACHMENT

- Professional Services Agreement with Exhibits

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Gutierrez Consultants, Inc.
118 Diablo Ranch Court
Danville, CA 94506

Re: Agreement for Consultant Services

This letter sets forth the agreement between **Pajaro Valley Water Management Agency** ("PV Water") and **Gutierrez Consultants** ("Consultant") for professional services related to:

GRANT AND LOAN SUPPORT SERVICES

1. **Scope of Services**: PV Water hereby engages Consultant for the services as more specifically described in Scope of Work attached hereto as Exhibit A, and made a part of, this letter agreement ("Agreement").

2. **Term of Agreement:** The term of this Agreement shall be effective on **December 1, 2022** and terminates on **December 31, 2024**. The Parties' authorized representatives shall have the authority to extend this term and/or increase payment amount by written amendment to this Agreement.

3. **Compensation:** The fee for services and fee estimate is attached hereto Exhibit A, and made a part hereof.

4. **Maximum Payment:** Payment for services rendered under this Agreement shall not exceed **Two Hundred Fifty Thousand Dollars ($250,000).**

5. **Method of Payment:** Consultant shall prepare and submit to PV Water a detailed invoice for the services described herein. PV Water shall pay the amount of the invoice within thirty (30) days after the receipt of the invoice, subject to a finding by PV Water that work performed has been satisfactory and that payment is for the work specified herein.

6. **Indemnification**: Consultant agrees to indemnify, and hold harmless PV Water, its directors, officers and employees from and against any and all claims, demands, actions, damages, or expenses, (including attorney's fees and costs) arising from the negligence, recklessness, or willful misconduct of the Consultant, Consultant's employees or agents in any way related to the obligations or in the performance of design professional services

under this Agreement, except where caused by the sole or active negligence, or willful misconduct of PV Water.

7. **Insurance Requirements:** Consultant agrees to procure and maintain the insurance coverages and limits as required by PV Water prior to the commencement of work, as specified in Exhibit "C".

8. **Amendment:** Except as otherwise provided in this Agreement, neither this Agreement nor any provision hereof may be waived, modified, amended, or discharged, or terminated except by an instrument in writing signed by the Parties, and then only to the extent set forth in such writing.

9. **Termination:** Either party may terminate this Agreement at any time, with or without cause, in its sole discretion, by giving written notice to the other party at least thirty days (30) prior to such termination. Upon notice of termination, both parties will immediately take action not to incur any additional obligations, costs or expenses, except as may be reasonably necessary to terminate its activities. PV Water's only obligation to the Consultant will be just and equitable payment for services authorized by, and received to the satisfaction of PV Water up to and including the effective date of termination. All finished or unfinished work or documents procured or produced under the Agreement will become property of PV Water upon the termination date.

10. **Dispute Resolution:** The Parties agree to act in good faith to resolve through negotiation any dispute, claim or controversy arising out of or relating to this Agreement. If no resolution is achieved, and if the parties mutually agree, then prior to pursuing formal legal action, the parties shall make a good faith effort to resolve the dispute by non-binding mediation. Notwithstanding the foregoing provisions, nothing contained in this Agreement shall impair the parties' right to pursue any and all legal remedies.

11. **Entire Agreement:** This Agreement, together with Exhibits and/or attachments and any agreements provided for herein, constitute the entire understanding between the Parties with respect to the matters set forth herein, and they supersede all prior or contemporaneous understandings or agreements between the Parties with respect to the subject matter hereof, whether oral or written.

12. **Consultant's Records:** Consultant shall maintain accurate accounting records and other written documentation pertaining to the costs incurred related to this Agreement. Such records and documentation shall be kept available at Consultant's office during the period of this Agreement, and after the term of this Agreement for a period of three years from the date of the final payment for Consultant's services.

13. **Independent Contractor:** In the performance of its work, it is expressly understood that Consultant, including Consultant's employees and agents, is an independent contractor solely responsible for its acts and omissions, and Consultant shall not be considered an employee of PV Water for any purpose.

14. **Consultant Not an Agent:** Except as PV Water may specify in writing, Consultant shall have no authority, express or implied, to act on behalf of PV Water in any capacity whatsoever as an agent. Consultant shall have no authority, express or implied, pursuant to this Agreement to bind PV Water to any obligation whatsoever.

15. **Construction:** Consultant acknowledges fully reviewing this Agreement 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 Agreement.

16. **Severability:** If any provision of this Agreement is invalid, illegal or unenforceable, such provision shall be deemed to be served or deleted from this Agreement and the balance of this Agreement shall remain in full force and effect notwithstanding such invalidity, illegality or unenforceability.

17. **Counterparts:** This Agreement may be executed in counterparts, which, together, shall constitute one and the same instrument. Electronic, facsimile and scanned pdf signatures and copies of this Agreement shall be accepted as originals.

Sincerely yours,
Pajaro Valley Water Management Agency

By: _____
Brian Lockwood, General Manager

Date: _____

"CONSULTANT"

The undersigned understands and agrees to the terms and conditions set forth in this Agreement and is duly authorized to enter into this Agreement.

Gutierrez Consultants, Inc.

By: _____
Lidia Gutierrez, Owner

Date: _____

Exhibit "A"
Scope of Services
PV Water Grant and Loan Support Services

This Scope of Services describes the consulting services to be provided by Gutierrez Consultants, Inc. (CONSULTANT) for the Pajaro Valley Water Management Agency (PV Water) for a period beginning December 1, 2022 and continuing through December 31, 2024. These services are to assist PV Water in securing and administering funding for PV Water projects and programs. While the scope is focused on the College Lake Integrated Resources Management Project (College Lake Project), and the Watsonville Slough System Managed Aquifer Recharge and Recovery Project (WSS-MARR Project), additional services may be provided to secure funding for all PV Water programs and the scope can be adjusted, as needed to maximize funding opportunities for PV Water's priorities.

Task 1. SGMA Implementation Grant (Round 1) Administration
In June 2022, PV Water was awarded a $7.6 million grant from the Department of Water Resources (DWR) Sustainable Groundwater Management Act Grant Program for the College Lake Project planning, design, and land acquisition. CONSULTANT will provide grant administration support to PV Water staff, including quarterly grant invoicing and reporting. CONSULTANT will compile and review all project invoices, verify eligible project costs, allocate costs to appropriate eligible grant and match tasks, and prepare quarterly reimbursement invoices. CONSULTANT will also prepare the quarterly progress reports summarizing the costs for the reporting period, tasks completed during the reporting period, schedule and budget status, and other reporting and deliverable requirements. CONSULTANT will support the ongoing coordination with DWR during the term of the grant agreement. CONSULTANT will coordinate with DWR, as needed, for site visits and topic specific technical and management meetings. CONSULTANT will also support the documentation and processing of any grant amendments, and grant closeout materials, as required.

Task 2. SGMA Implementation Grant (Round 2) Application and Administration
PV Water is preparing a SGMA Round 2 Grant Application for submittal to DWR in December 2022. The application is for a $20 million grant to support the construction of the College Lake Project. CONSULTANT shall support the development of the grant application and supporting documentation. If awarded, CONSULTANT shall support development of contract documents and negotiation of the grant agreement, as requested. Following execution of the grant agreement, CONSULTANT shall support compliance with the terms of the agreement and invoicing and reporting, consistent with the grant agreement.

Task 3. US EPA Water Infrastructure Finance and Innovation Act (WIFIA) Application
PV Water is preparing a WIFIA Letter of Interest (LOI) for submittal to EPA in December 2022. The LOI is for a ~$62 million low interest loan for the design and construction of the College Lake and WSS-MARR projects. CONSULTANT shall support the development of the LOI and supporting documentation. If accepted, the EPA will invite PV Water to submit a full application and CONSULTANT shall support the development of the full application and supporting documentation in collaboration with PV Water's financial advisors (NHA). If awarded, CONSULTANT will support contract negotiations, preparation and submittal of required loan agreement documents including technical and environmental supporting documents, scopes of work, budgets and schedules.

CONSULTANT will help identify and compile the funding requirements, and coordinate with the team to guide implementation of the project consistent with the Federal funding conditions including procurement, auditing, reporting, notifications, etc. CONSULTANT will identify compliance conditions that require analysis, review or actions from other team members including environmental monitoring and reporting, financial auditing and reporting, etc. These compliance conditions are anticipated to be different, in some cases, from the State conditions. CONSULTANT will compile and review all project invoices, allocate WIFIA costs to appropriate eligible tasks, ensure consistency with other funding sources, and prepare monthly or quarterly reimbursement invoices, as directed. CONSULTANT will also prepare the progress reports summarizing the costs for the reporting period, tasks completed during the reporting period, schedule and budget status, and other reporting requirements.

Task 4. USBR Title XVI Grant Application

PV Water has submitted a Feasibility Study to the US Bureau of Reclamation (USBR) to establish Title XVI funding eligibility for the College Lake Project. CONSULTANT shall support coordination with USBR to receive approval of the Feasibility Study and establish funding eligibility. CONSULTANT shall support the preparation and submittal of additional documentation, as needed or requested by USBR, for approval of the Feasibility Study. Following approval of the study, CONSULTANT shall support the development of the Title XVI grant application and supporting documentation. If awarded, CONSULTANT shall support development of contract documents and negotiation of the grant agreement, as requested. Following execution of the grant agreement, CONSULTANT shall support compliance with the terms of the agreement and invoicing and reporting, consistent with the grant agreement.

Task 5. Pajaro River Watershed IRWM Grant

The Pajaro River Watershed IRWM region is submitting a grant application to DWR for the final round of IRWM funding. The application includes a funding request of $1.8 million for the planning and design of the WSS-MARR Project. The application is due February 1, 2023 and will be submitted by San Benito County Water District (SBCWD) on behalf of the region. PV Water and the IRWM project sponsors will be sharing the costs for preparation of the grant application. However, PV Water is responsible for the development of the project specific grant application documents. CONSULTANT shall support the development of grant application documents for incorporation into the IRWM Grant Application. Following award, grant administration activities will be performed by SBCWD and reimbursed by the grant, so additional grant administration services are not anticipated.

Task 6. SWRCB SRF Grant and Loan Support

CONSULTANT shall support PV Water staff to maintain constant and constructive coordination with the State Water Resources Control Board (SWRCB) for future grant and loan opportunities. Typically, SWRCB applications are due by December 31 of each year, and PV Water anticipates the submittal of an application for the WSS-MARR Project in 2024. CONSULTANT shall coordinate with PV Water to schedule meetings with SWRCB staff to communicate project status and funding needs. CONSULTANT shall support the coordination of these meetings, the development of meeting materials, and shall attend these meetings, as requested.

Task 7. Other Funding Support

CONSULTANT shall monitor funding opportunities and participate in funding webinars/meetings and provide regular updates to PV Water staff, as needed, and develop recommended strategies for enhanced funding opportunities. Additionally, CONSULTANT shall identify new State and Federal

funding opportunities for PV Water staff consideration and participate in funding workshops as requested.

Task 8. General Grant Support Services

CONSULTANT shall support PV Water staff, as requested, on grant related items including Board and Board Committee updates, PV Water annual budgeting and auditing, and PV Water record keeping and filing maintenance.

Exhibit "B"
Fee Estimate
PV Water Grant and Loan Support Services

CONSULTANT services will be provided to PV Water on an as-needed basis up to a Not-to-Exceed (NTE) amount of $250,000. The fee estimate is based on an estimate of approximately 36 hours per month for the 25-month duration of the contract. The CONSULTANT Billing Rates are shown in the table below. Sub-consultants will be billed at actual cost plus 10%. Other Direct Costs (ODCs) such as reproduction, delivery, and travel expenses will be billed at actual cost plus 10%. Mileage rates will be those allowed by current IRS guidelines.

Gutierrez Consultants Rates

Classification	2023	2024
Principal	$267	$276
Engineer/Planner	$183	$189
Project Assistant	$153	$158

EXHIBIT "C"

Insurance Requirements

Consultant shall procure and maintain insurance as follows:

1. Commercial General Liability Insurance. Commercial general liability insurance, including products and completed operations, property damage, bodily injury, personal and advertising injury with limits of not less than $1,000,000 each occurrence and $1,000,000 aggregate.

2. Professional Liability Insurance. Limits of liability in amounts not less than $1,000,000 per occurrence or claim and $1,000,000 aggregate, insuring Consultant and its employees against liabilities arising out of or in connection with the negligent acts, errors, or omissions of any of the foregoing in connection with the carrying out of their professional responsibilities relating to this Agreement. Consultant shall renew continuous coverage or extend the reporting period, to the extent available, by endorsement or otherwise, for claims five (5) years from the date this Agreement is terminated.

3. Other Requirements.

   a. Additional Insured Endorsement. The general liability policies are to contain, or be endorsed to contain the following provisions: **The Pajaro Valley Water Management Agency, its directors, officers, employees, and authorized volunteers are to be additional insured**. The coverage shall contain no special limitations on the scope of protection afforded to PV Water, its directors, officers, employees, or authorized volunteers.

   b. Primary Insurance. For any claims related to this Agreement, Consultant's insurance shall be primary insurance as respects PV Water, its directors, officers, employees, and authorized volunteers, individually and collectively. Any insurance, self-insurance, or other coverage maintained by PV Water, its directors, officers, employees, or authorized volunteers shall be in excess of Consultant's insurance and shall not contribute to it.

   c. Cancellation. The policies specified above are to state or be endorsed to state that coverage shall not be canceled by either party, except after thirty (30) days (10 days for non-payment of premium) prior written notice by U.S. mail has been given to PV Water.

   d. Changes. If any change is made in the insurance carrier, scope of coverage or retroactive date of professional liability coverage required under this Agreement, Consultant shall notify the PV Water within three (3) working days.

e. Evidence of Insurance. Prior to execution of this Agreement, Consultant shall file with PV Water, on forms acceptable to PV Water, certificate(s) of insurance and additional insured endorsements, as specified above.

f. Deductibles and Self-Insured Retentions. Any deductible or self-insured retention must be declared to and approved by the PV Water. At the option of PV Water, the insurer shall either reduce or eliminate such deductibles or self-insured retentions.

g. Acceptability of Insurers. Insurance is to be placed with insurers having a current A.M. Best rating of no less than A-VII or equivalent or as otherwise approved by PV Water.

h. Special Risks or Circumstances.
PV Water reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

PAJARO VALLEY WATER MANAGEMENT AGENCY

Account Activity Report per Bank Statement

	Date	Deposits	Withdrawals	Balance
CLEARING ACCOUNT - Mechanics				
Beginning Balance	10/1/2022			$351,878
Cash Receipts				
Disbursements			1,159,756	
Transfers		1,124,366		
Bank Fees				
Ending Balance	10/31/2022			$316,488
GENERAL FUND10-MMA Mechanics				
Beginning Balance	10/1/2022			$1,277,844
Cash Receipts				
Transfers		41	13,376	
Interest Earned		43		
Bank Fees				
Ending Balance	10/31/2022			$1,264,552
GENERAL FUND 10 - LAIF				
Beginning Balance	10/1/2022			$2,195,408
Transfers				
Interest Earned		7,470		
Ending Balance	10/31/2022			$2,202,878
GENERAL FUND 20 - LAIF				
Beginning Balance	10/1/2022			$8,061,595
Transfers				
Interest Earned		27,431		
Ending Balance	10/31/2022			$8,089,026
SPECIAL REVENUE FUND 20-ACH Clearing Acct Mechanics				
Beginning Balance	10/1/2022			$0
Cash Receipts				
Transfers			9,000	
Disbursments/ACH-Wire		9,000		
Bank Fees				
Ending Balance	10/31/2022			$0
SPECIAL REVENUE FUND 20-Operating Mechanics				
Beginning Balance	10/1/2022			$13,717
Cash Receipts		4,005,861		
Transfers			2,440,990	
Disbursments/ACH-Wire				
Bank Fees			1,410	
Interest Earned				
Ending Balance	10/31/2022			$1,577,179
SPECIAL REVENUE Fund 20 Cash Mgmt-FUND20MMN Mechanics				
Beginning Balance	10/1/2022			$4,852,802
Transfers		1,500,000	170,000	
Disbursments/ACH-Wire				
Bank Fees				
Interest Earned		170		
Ending Balance	10/31/2022			$6,182,972
Certificate of Deposit - DWR Loan Reserve Mechanics Fund 40				
Beginning Balance	10/1/2022			$254,364
Interest Earned		68.03		
Ending Balance	10/31/2022			$254,432
Certificate of Deposit - SRF-D1501023				
Beginning Balance	10/1/2022			$75,000
Transfers				
Interest Earned				
Ending Balance	10/31/2022			$75,000

Prior Month Ending Cash Balance:	Total Deposits:	Total Withdrawals:	Month End Cash Balance:
17,082,608	$6,674,450	$3,794,532	19,962,527
Cash Transfers	2,624,366	2,624,366	-
Actual Cash Receipts/Disbursements	4,050,084	1,170,166	

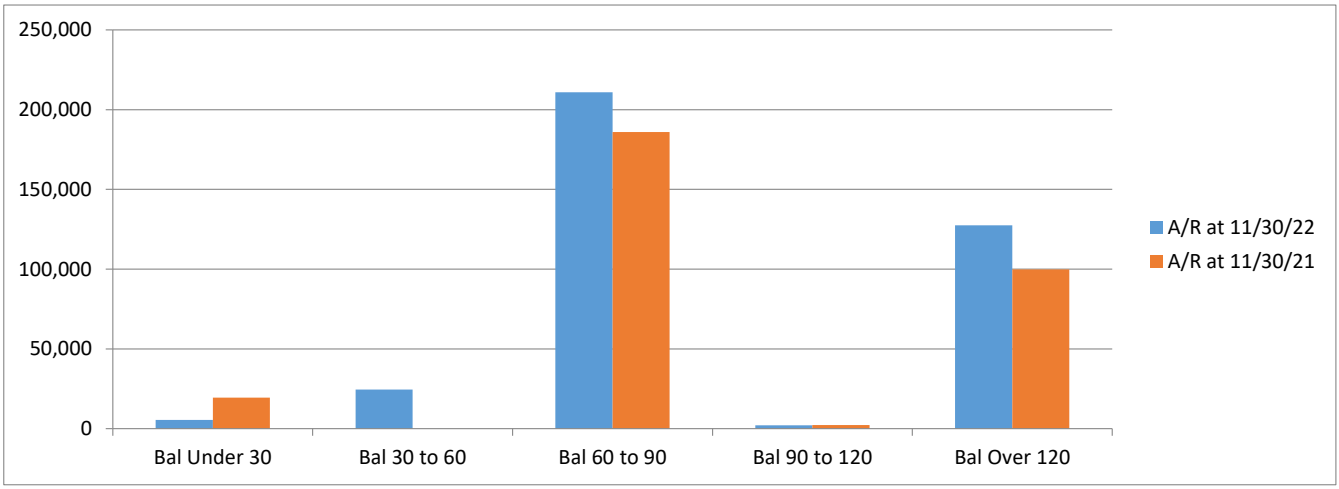
PAJARO VALLEY WATER MANAGEMENT AGENCY
INVESTMENT REPORT
ALL FUNDS
October 31, 2022

Description	Current Yield	Investment	% of Total Portfolio	Weighted Yield
MechanicsClearing Account	0.00%	**$316,488**	1.59%	0.00%
General Fund 10				
Mechanics General Fund 10 Money Market Account	0.04%	1,264,552	6.33%	0.00%
Local Agency Investment Fund	1.35%	2,202,878	11.04%	0.15%
		$3,467,430		
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%	1,577,179	7.90%	0.00%
Mechanics Special Revenue Fund 20 Money Market Account	0.04%	6,182,972	30.97%	0.01%
Local Agency Investment Fund	1.35%	8,089,026	40.52%	0.55%
		$15,849,177		
Long Term Debt Fund 40				
Mechanics Certificate of Deposit DWR Loan Reserve	0.08%	$254,432	1.27%	0.00%
Mechanics Certificate of Deposit SRF-D1501023	0.08%	$75,000	0.38%	0.00%
		329,432		
	Total:	**$19,962,527**	**100.0%**	

Total Funds Reserved	329,432
Total Funds Invested	17,739,428
Total Funds Non-interest Bearing	1,893,666.92
Total Funds	**$19,962,527**
Total Available Funds	19,633,095
Cash Reserve Policy Requirements (PV Water)	6,330,000
Surplus (Deficit) of Funds	**$13,303,095**

PV Water
Accounts Receivable Aging 3 Month Trend
As of 11/30/2022

	Balance Forward	Bal Under 30	Bal 30 to 60	Bal 60 to 90	Bal 90 to 120	Bal Over 120
Accounts Receivable before credits	370,245	5,451	24,449	210,829	2,034	127,482
Credits	(53,358)					
Total Accounts Receivable at 11/30/22	316,887					
Accounts Receivable before credits	307,396	19,484	0	185,926	2,215	99,771
Credits	(30,296)					
Total Accounts Receivable at 11/30/21	277,099					
Accounts Receivable before credits	2,644,870	26,900	2,468,708	2,559	94	146,609
Credits	(1,032)					
Total Accounts Receivable at 10/31/22	2,643,838					
Accounts Receivable before credits	6,627,569	6,441,747	3,755	94	68,221	113,752
Credits	(585)					
Total Accounts Receivable at 09/30/22	6,626,984					



Accounts Payable

Checks by Date - Detail by Check Date

User: nancy
Printed: 12/7/22

Check No	Vendor No / Invoice No	Vendor / Description	Check Date / Reference	Check Amount
ACH	A1250	AFLAC- FLEX ONE	11/04/2022	
	EEDeferrals	EE PR Deferrals		647.04
Total for this ACH Check for Vendor A1250:				647.04
ACH	A300	ACWA/JPIA	11/04/2022	
	0695400	EE PR Deferrals		26,869.88
Total for this ACH Check for Vendor A300:				26,869.88
ACH	N125	NATIONWIDE RETIREMENT SOLUTION	11/04/2022	
	EEDeferrals	EE PR Deferrals		2,100.00
Total for this ACH Check for Vendor N125:				2,100.00
ACH	P1300	PERS-Fiscal Services Division Cashier Unit	11/04/2022	
	EEDeferrals	ER/EE Retirement Contributions		9,479.63
	EEDeferrals	EE PR Deferrals		840.00
Total for this ACH Check for Vendor P1300:				10,319.63
ACH	P555	PVWMA-Cafeteria Account	11/04/2022	
	EEDeferrals	EE PR Deferrals		1,131.40
Total for this ACH Check for Vendor P555:				1,131.40
44088	B195	BALANCE HYDROLOGICS, INC	11/04/2022	
	222177-1022	Watsonville Slough Gaging WSR-WY22-23 Billing thru 10/15/22		4,988.50
Total for Check Number 44088:				4,988.50
44089	C1099	CAROLLO ENGINEERS INC	11/04/2022	
	FB28738	BMP Program Mngmnt CL Planning Prog. report for 9/22		25,073.19
Total for Check Number 44089:				25,073.19
44090	R999	CASH	11/04/2022	
	OCT2022PETTY	bday card staff for 10/22		157.97
Total for Check Number 44090:				157.97
44091	W400	CITY OF WATSONVILLE UTILITIES	11/04/2022	
	AC#01662-OFFICE	Office Monthly Utilities for 9/12 to 10/11/22		168.08
Total for Check Number 44091:				168.08
44092	E355	EKI ENVIRONMENT & WATER INC	11/04/2022	
		HS. Professional Services for 8/20 to 9/30/22		9,835.73
Total for Check Number 44092:				9,835.73
44093	E500	ESA Water	11/04/2022	
	179131	Updating CL Pipeline Project for 9/1-9/30/22		10,810.00
Total for Check Number 44093:				10,810.00
44094	E108	EVANS MOBILE NOTARY SERVICE	11/04/2022	
	CL/MARAGONI	Notary Services-Maragoni/CL for 10/22		145.00
Total for Check Number 44094:				145.00
44095	F485	FORESTRY SUPPLIERS	11/04/2022	
	311049-00	Field Supplies for 10/22		400.13

Check No	Vendor No / Invoice No	Vendor / Description	Check Date / Reference	Check Amount
Total for Check Number 44095:				400.13
44096	G170	GRAINGER	11/04/2022	
	9106236905	Field supplies. for 10/22		136.05
Total for Check Number 44096:				136.05
44097	UB*00541	WILLIAM & MARGARET HENRY, TTEE	11/04/2022	
		Refund Check 013125-000, 682 BUENA VISTA-Reissu	Re-Issue due to CH	115.00
Total for Check Number 44097:				115.00
44098	M1060	MCE-MID COAST ENGINEERS, INC	11/04/2022	
	4287	PS CL services rendered for 9/22		1,800.00
Total for Check Number 44098:				1,800.00
44099	M996	MELGOZA FARMS	11/04/2022	
	CROP LOSS	F-1 Crop Loss/Land Cost (Mayeda) for 12/20: Reissued u	Re-Issue due to CH	2,217.49
Total for Check Number 44099:				2,217.49
44100	M1175	MONTEREY BAY ANALYTICAL SERVICE INC	11/04/2022	
	220923-24	Water Samples Groundwater for 9/23/22		810.00
	220928-43	Water Samples Groundwater for 9/28/22		980.00
	220930-44	Water Samples Groundwater for 9/30/22		900.00
	221003-50	Water Samples Surfacewater for 10/3/22		570.00
	221003-52	Water Samples CDS for 10/3/22		305.00
	221003-53	Water Samples Groundwater for 10/3/22		270.00
	221005-66	Water Samples Surfacewater for 10/5/22		1,070.00
	221005-68	Water Samples Surface for 10/5/22		760.00
	221005-69	Water Samples Groundwater for 10/5/22		90.00
Total for Check Number 44100:				5,755.00
44101	O217	OFFICE AND HOME CLEANING SERVICES	11/04/2022	
	2018	Monthly Office housekeeping for 10/1 to 10/31/22		0.00
Total for Check Number 44101:				600.00
44102	O411	O'REILLY AUTO PARTS	11/04/2022	
	2912-224162	Vehicle #9 parts for 10/22		161.57
Total for Check Number 44102:				161.57
44103	P180	PENINSULA MESSENGER LLC	11/04/2022	
	394312	Monthly RaboBank Courier for 10/22		120.00
Total for Check Number 44103:				120.00
44104	P800	PG & E	11/04/2022	
	0688235687-3	Service at 76 Holohan Rd for 9/22 to 10/20/22		14.07
	0688235687-3	Service at 76 Holohan Rd for 9/22 to 10/20/22		4.69
	2926809320-9	Service at 36 B Brennan St for 9/22 to 10/20/22		63.88
	2926809320-9	Service at 36 B Brennan St for 9/22 to 10/20/22		21.29
	5916054391-0	Service at 187 C San Andreas R		1,455.82
Total for Check Number 44104:				1,559.75
44105	P400	PVI PAJARO VALLEY IRRIGATION, INC.	11/04/2022	
	INV200063271	RET101150/ CD's Field Supplies for 10/22		237.59
	INV200063417	Meter replacement Well#1110/ Field Supplies for 10/22		60.00
	INV200063442	CD's Field Supplies for 10/22		8.30
Total for Check Number 44105:				305.89
44106	G300	ROCIO GUERRERO	11/04/2022	
	REIMB-NOTARY	Santa Cruz Co. Recoders fee/Notary Rnwal for 10/22		71.88
Total for Check Number 44106:				71.88
44107	R605	ROTARY CLUB OF FREEDOM	11/04/2022	
	2022-074	2022-2023 Quarter 2 Dues -GM. Lockwood		250.00

Check No	Vendor No / Invoice No	Vendor / Description	Check Date / Reference	Check Amount
Total for Check Number 44107:				250.00
44108	S1405	SC FUELS INC	11/04/2022	
	0625760	Agency Vehicles Fuel for 10/19 to 10/31/22		652.75
	10/3- to 10/14/22	Agency Vehicles Fuel for 10/3 to 10/14/22		859.71
Total for Check Number 44108:				1,512.46
44109	C1580	SPECTRUM BUSINESS COMMUNICATIONS	11/04/2022	
	0495564102322	LandLine & Internet services for 10/23 to 11/22/22		664.43
Total for Check Number 44109:				664.43
44110	T345	THE HOME DEPOT CREDIT SERVICES	11/04/2022	
	1524395/9932872	Holohan CD's and Shop supplies for 09/22		869.19
Total for Check Number 44110:				869.19
44111	U185	U.S. BANK EQUIPMENT FINANCE	11/04/2022	
	484861232	RICOH Office Copier for 10/22		207.62
	485252381	RICOH Office Copier (upstairs) for 10/22		79.19
Total for Check Number 44111:				286.81
44112	W80	WAGEWORKS INC.	11/04/2022	
	INV4355849	Mo. Admin & Compliance fee for 10/22		104.00
Total for Check Number 44112:				104.00
44113	UB*00544	WAYNE WEBER	11/04/2022	
		Refund Check 012901-000, 560 CHANDLER LN-Reiss	Re-Issue due to CI	115.00
Total for Check Number 44113:				115.00
44114	Z100	ZAG TECHNICAL SERVICES, INC.	11/04/2022	
	126652	IT-Agreement DR/IR Plan for 9/22		48.75
	128766	IT-Professional Support Agreement for 10/22		146.25
Total for Check Number 44114:				195.00
Total for 11/4/2022:				109,486.07
ACH	S2455	State Treasurer Office STATE OF CALIFORNIA	11/10/2022	
	22CV01634_Gomez	CL_Gomez_Condemnation Deposit		64,800.00
Total for this ACH Check for Vendor S2455:				64,800.00
Total for 11/10/2022:				64,800.00
44115	A1005	A.L. LEASE CO. WHOLE SALE PLUMBING SU	11/17/2022	
	155643	Field supplies for 11/22		15.04
Total for Check Number 44115:				15.04
44116	A850	AVAYA FINANCIAL SERVICES.	11/17/2022	
	41122102	Phone/VM Lease Agreement for 11/1-12/1/22		433.14
Total for Check Number 44116:				433.14
44117	F475	BEATRIZ VASQUEZ-FLORES	11/17/2022	
	2502	CL Outreach Guide for 10/22		1,062.75
	2502	English/Spanish News letters for 6/22		387.75
Total for Check Number 44117:				1,450.50
44118	L563	BRIAN LOCKWOOD	11/17/2022	
	9/14 to 10/13/22	GM. Cell reimb. For 9/14-10/13/22		80.00
	REIMB	Travel Reimb-for Seminar Water Ed foundation for 10/22		226.38
Total for Check Number 44118:				306.38
44119	R40	CARDMEMBER SERVICE	11/17/2022	
	OCT2022	NOI Cert. Mail for 10/22		13.43

Check No	Vendor No / Invoice No	Vendor / Description	Check Date / Reference	Check Amount
	OCT2022	GM ACWA Registration fee for 10/22		369.02
	OCT2022	Water Summit GM. for 10/22		286.30
	OCT2022	Bill Stuffing mtg for 10/22		71.43
	OCT2022	Dir.Rider ACWA & Water Summit Reg fee for 10/22		1,135.00
	OCT2022	Go to Mtg conference for 10/22		24.28
	OCT2022	Returned Office Supplies for 10/22		-71.46
	OCT2022	Dir Rider Hotel to Water Summmit Conference for 10/22		259.30
	OCT2022	Office Supplies for 10/22		403.59
	OCT2022	Maint. Veh. #11 for 10/22		119.36
Total for Check Number 44119:				2,610.25
44120	C1849	CCS CREDIT CONSULTING SERVICES, INC	11/17/2022	
	PVW631-6	Paid for acc# xxxx for 10/22		44.92
Total for Check Number 44120:				44.92
44121	F199	FEDAK & BROWN LLP	11/17/2022	
	221078	Progress Billing on Audit for FS. For 10/22		6,671.00
Total for Check Number 44121:				6,671.00
44122	G190	GREEN RUBBER KENNEDY AG. INC.	11/17/2022	
	W-570547	Field Supplies/Ball Valve for 10/22		238.78
Total for Check Number 44122:				238.78
44123	G330	GUTIERREZ CONSULTANTS, INC.	11/17/2022	
	1723	Grant Support-Funding Oppor. for 9/1-9/30/22		8,385.00
Total for Check Number 44123:				8,385.00
44124	J301	JACOBS ENGINEERING GROUP INC.	11/17/2022	
	W8Y08700-026	PS/ Integrated Project/CL Design for 10/1 to 10/28/22		74,303.28
Total for Check Number 44124:				74,303.28
44125	J313	JAIME RAMIREZ	11/17/2022	
	404581	Vehicle #11/2011 Ford windshield repair for 11/22		210.00
Total for Check Number 44125:				210.00
44126	M2300	McCROMETER, INC.	11/17/2022	
	586907	2021-23 Telemetry Grant Kits/Part/It for 10/22		17,848.48
	586908	2021-23 Telemetry Grant Kits/Part/It for 10/22		21,065.14
	586913	2021-23 Telemetry Grant Kits/Part/It for 10/22		17,848.48
	587006	2021-23 Telemetry Grant Kits/Part/It for 10/22		22,685.64
	587045	2021-23 Telemetry Grant Kits/Part/It for 10/22		14,960.40
Total for Check Number 44126:				94,408.14
44127	P1160	MIKE PODLECH	11/17/2022	
	2396	CL Fisheries Support Prof. Services for 10/1 to 10/31/22		1,350.00
Total for Check Number 44127:				1,350.00
44128	M1175	MONTEREY BAY ANALYTICAL SERVICE INC	11/17/2022	
	221014-10	Water Samples Surface for 10/14/22		450.00
	221019-79	Water Samples CDS for10/19/22		170.00
	221021-24	Water Samples CDS for10/21/22		540.00
Total for Check Number 44128:				1,160.00
44129	N255	NHA ADVISORS	11/17/2022	
	00826	PS. PVWMS 2022-23 Consulting (WIFIA Loan) for 10/22		3,137.50
Total for Check Number 44129:				3,137.50
44130	P800	PG & E	11/17/2022	
	1787734656-3	Service at 1859 Beach rd for 10/10 to 11/7/22		3,673.09
	9214983032-2	Service at 1931 Beach rd for 10/10 to 11/7/22		418.52
	9218085363-9	Service at 162 San Andreas Rd for 10/10 to 11/7/22		249.74
	9968544374-1	Service at 36 Brennan St for 10/10 to 11/7/22		145.18
	9968544374-1	Service at 36 Brennan St for 10/10 to 11/7/22		435.55

Check No	Vendor No / Invoice No	Vendor / Description	Check Date / Reference	Check Amount
Total for Check Number 44130:				4,922.08
44131	S1255	SANTA CRUZ Co. DEPT. OF PUBLIC WORKS	11/17/2022	
	DPWAC-P63256	Labor for 5/30 thru 8/31/22		2,294.39
Total for Check Number 44131:				2,294.39
44132	S1681	SHAMROCK OFFICE SOLUTIONS	11/17/2022	
	596970	Toner shipment/Printing Usage of BW & Color for 7/22		12.50
	599951	Toner shipment/Printing Usage of BW & Color for 8/22		12.50
Total for Check Number 44132:				25.00
44133	S1900	SOIL CONTROL LAB, INC.	11/17/2022	
	2110099	Soil Monitoring Lab for 11/22		1,350.00
Total for Check Number 44133:				1,350.00
44134	S2400	STAPLES CREDIT PLAN	11/17/2022	
	45620/46116	Office Supplies for 10/22		188.57
Total for Check Number 44134:				188.57
44135	T305	TELSTAR INSTRUMENTS, INC.	11/17/2022	
	114262	PS.Services performed PVWMA for 10/22		808.00
Total for Check Number 44135:				808.00
44136	V369	VERIZON WIRELESS	11/17/2022	
	9919439539	Agency Personnel Cell Phones & equipt. for 10/2 - 11/1/22		488.97
Total for Check Number 44136:				488.97
44137	Z100	ZAG TECHNICAL SERVICES, INC.	11/17/2022	
	128950	IT-Agreement RMM-Patching & AV Managed for 11/22		1,452.00
	128969	IT-Professional Support Agreement for 11/22		390.00
	128970	IT-Monthly Agreement-KnowBe4 managed services for 11/22		164.88
	129063	IT-Professional Prefered Support Agreement for 10/22		195.00
	129190	IT-Monthly Subs./base retention Agreement-Datto for 11/22		970.80
	129324	IT-Professional Prefered Support Agreement for 11/22		195.00
Total for Check Number 44137:				3,367.68
Total for 11/17/2022:				208,168.62
ACH	A1250	AFLAC- FLEX ONE	11/18/2022	
	EE Deferrals	EE PR Deferrals		740.76
Total for this ACH Check for Vendor A1250:				740.76
ACH	N125	NATIONWIDE RETIREMENT SOLUTION	11/18/2022	
	EE Deferrals	EE PR Deferrals		2,100.00
Total for this ACH Check for Vendor N125:				2,100.00
ACH	P1300	PERS-Fiscal Services Division Cashier Unit	11/18/2022	
	EE Deferrals	EE PR Deferrals		840.00
	EE Deferrals	ER/EE Retirement Contributions		9,412.26
Total for this ACH Check for Vendor P1300:				10,252.26
ACH	P555	PVWMA-Cafeteria Account	11/18/2022	
	EE Deferrals	EE PR Deferrals		1,256.87
Total for this ACH Check for Vendor P555:				1,256.87
Total for 11/18/2022:				14,349.89
		Report Total (59 checks):		396,804.58