PAJARO VALLEY WATER MANAGEMENT AGENCY

36 BRENNAN STREET • WATSONVILLE, CA. 95076
TEL: 831) 722-9292 FAX: 831) 722-3139
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ADMINISTRATION & FINANCE COMMITTEE MEETING
PV Water, 36 Brennan Street, Watsonville
Tuesday, May 9, 2023, 3:00 p.m.
MEETING AGENDA

1. Call to Order and Roll Call:

   Committee members: Bob Culbertson (Chair), Amy Newell, Vacant Seat

2. Director Comments

3. Public Comments

4. Consider Approval of April 11, 2023 Administration & Finance Committee Meeting Minutes

5. Consider Proposed Budget Amendments for Fiscal Year Ending June 30, 2023

6. Consider Preliminary Budget for Fiscal Year Ending June 30, 2024

7. Consider the Draft Scope of Services and Cost Estimate from cbec eco engineering, inc. to develop the College Lake Integrated Resources Management Project, No. 30-39, Operations Plan

8. Consider Accepting Financial Reports
   a. Activity Report
   b. Investment Report
   c. Budget to Actual Report
   d. Contract Commitments (will be posted prior to meeting)

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

10. Discuss future agenda items and next meeting date – Tuesday, June 13, 2023, 3:00 p.m.

Adjournment

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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Access Code: 392-853-285

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ADMINISTRATION & FINANCE COMMITTEE
DRAFT MEETING MINUTES of
Tuesday, April 11, 2023, 3:00 p.m.
PV Water, 36 Brennan Street, Watsonville

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
   Staff Present: Brian Lockwood, General Manager (GM), Nancy Trevino, Finance & Administration Services Manager (FASM)
   Others Present: None

2. **Director Comments:** AN re teleconference options

3. **Public Comments:** None

4. **Consider Approving Minutes of March 7, 2023 Committee Meeting:**
   Action: Director Sanchez moved to approve the March 7, 2023 minutes; seconded by Director Newell.

   The motion carried following roll call vote:

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

5. **Consider Authorization of the Issuance of the 2023 Certificates of Participation to Finance a portion of the Cost of the College Lake Integrated Resources Management Project:** Presentation was provided by NHA advisors, Craig Hill and Christian Sprunger
   Action: Director Newell moved to recommend that the Board approve the enclosed "Resolution of the Board of Directors of the Pajaro Valley Water Management Agency Authorizing the Execution, Delivery and Sale of Water Revenue Certificates of Participation to Finance Capital Improvement Projects, and Approving Related Documents and Actions," and further, to also recommend that the Corporation Board approve the enclosed Resolution of the Board of Directors of the Pajaro Valley Water Management Agency Financing Corporation Authorizing the Execution, Delivery and Sale of Water Revenue Certificates of Participation to Finance Capital Improvement Projects of the Pajaro Valley Water Management Agency, and Approving Related Documents and Actions; seconded by Director Sanchez.

   The motion carried following roll call vote:

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

Absent: **None**

6. **Consider Policy on Aromas Water District Annexation Service Extension Requests:**
   Action: Director Sanchez moved to recommend the Board approve the policy as amended; seconded by Director Newell.

   The motion carried following roll call vote:

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

7. **Consider Preliminary Budget for Fiscal Year Ending June 30, 2024:**
   Action: Director Newell moved to recommend the Board adopt the Preliminary Budget for Fiscal Year Ending June 30, 2024; seconded by Director Sanchez.

   The motion carried following roll call vote:

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

8. **Consider Accepting Quarterly Reports:**
   Action: Director Sanchez moved to accept the Quarterly Reports and recommend the Board approve, and place on the consent agenda; seconded by Director Newell.

   The motion carried following roll call vote:

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

9. **Consider Accepting Financial Reports:**
   Action: Director Newell moved to accept the Financial Reports and recommend the Board approve, and place on the consent agenda; seconded by Director Sanchez.

   The motion carried following roll call vote:

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

10. **Consider Accepting Cash Flow Reports:**
    Action: Director Newell moved to accept the Cash Flow Reports and recommend the Board approve, and place on the consent agenda; seconded by Director Sanchez.

    The motion carried following roll call vote:

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

11. **Discuss Future Agenda Items and Next Meeting Date:** Preliminary Budget for Fiscal Year 2023-24, Proposed Amended Budget for Fiscal Year 2022-23. The next regular meeting date is set for Tuesday, May 9, 3:00 p.m.

Adjournment: 4:59 p.m.

MEMORANDUM

DATE: May 5, 2023
MEETING OF: May 9, 2023
TO: Administration & Finance Committee
FROM: General Manager
RE: **ITEM 5:** Consider Proposed Budget Amendments for Fiscal Year Ending June 30, 2023

INTRODUCTION

The proposed Budget Amendments for Fiscal Year Ending June 30, 2023 ("FY22-23") provide a revised forecast of the budget adopted by the Board of Directors on June 15, 2022. Included in the discussion that follows is a summary of proposed amendments including revisions to important assumptions taken into account when developing the FY22-23 budget.

DISCUSSION

The adopted budget for FY22-23 included an anticipated excess of revenue over expenditures of $29,262,181. The net change to the proposed, amended budget is a deficit of revenues over expenditures of $12,271,343. The adopted budget assumed revenue of $67,160,000. The amended budget projects revenue closer to $51,040,000, a reduction of $16,120,000. The adopted budget assumed expenditures in the amount of $37,897,819. The amended budget projects expenditures closer to $34,049,162, a reduction of $3,848,657. A summary of significant, proposed amendments is below.

Revenue

- Debt Obligations revenue are assumed to be $35,000,000, although this is still subject to change.
- Augmentation Charge revenue is decreased by $2,000,000, and Delivered Water Revenue is decreased by $500,000 due to the exceptionally wet winter and the catastrophic flooding that occurred between January and March of this year.

Expenditures

- Salaries and Wages are reduced by $301,457.
- Professional Service expenditures are reduced by $1,357,000 due to timing of projects.
- Land Acquisition expenditures are reduced by $3,875,000 due to timing of acquisition.
- Licensed Contractors expenditures are expected to increase by $2,495,000 due to the timing of projects.
- Operational expenditures are reduced by approximately $509,200 in the areas of City of Watsonville RWF O&M, utilities, well leases and City Connection Water due to high rainfall and less overall demand.

The table below summarizes the proposed budget amendments. Detailed tables are attached.

Pajaro Valley Water Management Agency
Proposed Budget Amendments
Executive Summary
Fiscal Year Ending June 30, 2023

Revenues and Sources of Funds	As Adopted	As Proposed	Net Change
Management Fees	$ 375,000	$ 370,000	$ (5,000)
Delivered Water	2,200,000	1,700,000	(500,000)
Augmentation Charges	13,000,000	11,000,000	(2,000,000)
Grant Revenue	5,000,000	2,525,000	(2,475,000)
Bond Proceeds	46,500,000	35,000,000	(11,500,000)
Interest Income	50,000	310,000	260,000
Other Revenue	35,000	135,000	100,000
Total Proposed Revenue	**$ 67,160,000**	**$ 51,040,000**	**$ (16,120,000)**
EXPENDITURES			
Total Proposed Expenditures	**$ 37,897,819**	**$ 34,049,162**	**$ (3,848,657)**
Expenditures by Fund			
Fund 10 - General Fund			
General Administration	404,104	407,899	3,795
Fund 20 - Special Revenue Funds			
General Administration	1,899,263	1,610,914	(288,349)
Facility Operations	5,713,574	5,011,075	(702,499)
Basin Management	906,281	742,176	(164,105)
Fund 30 - Capital Projects Fund			
Capital Projects	25,550,154	22,852,655	(2,697,499)
Total Budget	**$ 29,262,181**	**$ 16,990,838**	**$ (12,271,343)**

FISCAL IMPACT

The proposed budget amendments result in a budget excess of $16,990,838, compared to the adopted budget excess of $29,262,181.

RECOMMENDATION

That the Committee review the proposed Budget Amendments for FY22-23 and consider providing a recommendation of approval to the Board of Directors.

ATTACHMENTS

- Proposed Budget Amendments for FY22-23
- The Fiscal Year 2022-2023 adopted budget is available here: https://www.pvwater.org/images/about-pvwma/assets/bugdet_assets/Budget_FY2022-23_Adopted_06-15-2022.pdf

Summary by Service
July 1, 2022 to June 30, 2023

	General Fund Fund 10	Special Revenue Fund Fund 20			Capital Projects Fund 30	Debt Service Fund 40
Revenues and Sources of Funds						
Management Fees	370,000					
Delivered Water		1,700,000				
Augmentation Charges		11,000,000				
Grant Revenue		2,525,000				
SRF Financial Agreement		-				
Bond Proceeds		-			35,000,000	
Interest Income	60,000	250,000				
Other Revenue	100,000	35,000				
Total Revenue	$ 530,000	$ 15,510,000	$ -	$ -	$ 35,000,000	$ -

	Agency Administration	General Administration	Facility Operations	Basin Management	Capital Projects	Debt Service
Expenditures						
Wages & Benefits	30,849	844,414	777,325	246,426	311,655	-
Conferences/Training	9,000	3,000	4,500	1,500	-	-
Travel - Mileage - Meals - Lodging	17,000	5,000	1,000	4,000	-	-
Bank Charges/Bond Fees	50	25,000	20,000	-	-	-
Insurance	9,000	1,000	48,000	-	-	-
Taxes/Fees	250	23,000	29,000	100,000	65,000	-
Legal Notices & Ads	750	2,500	-	1,250	64,000	-
Dues & Subscription	32,000	5,500	2,500	500	-	-
Office Expense/Supplies	5,000	12,000	2,500	-	-	-
Postage	1,000	5,000	7,000	500	-	-
Printing	4,000	24,000	1,750	1,000	11,000	-
Utilities	3,000	9,000	282,000	-	-	-
Telephone/Communications	4,000	16,000	12,000	-	-	-
Office Equipment Leases	1,000	7,500	7,000	-	-	-
Well Leases	-	-	90,000	-	-	-
Field Supplies/Equipment	-	7,000	47,000	22,000	1,000	-
Elections	5,000	-	-	-	-	-
Legal Services	45,000	52,000	10,000	10,000	420,000	-
Professional Services	75,000	400,000	313,000	262,000	3,730,000	-
Meter Contractor	-	-	24,000	-	-	-
LAFCO District Fees	18,000	-	-	-	-	-
Collection Fee/Bad Debt	6,000	9,500	-	-	-	-
Special Projects Outreach	30,000	-	-	-	-	-
Facilities Maintenance	100,000	10,000	8,000	-	-	-
Land Acquisition	-	-	-	-	2,800,000	-
Information Technology	12,000	33,000	77,000	34,000	-	-
Licensed Contractors	-	-	235,000	-	15,450,000	-
Vehicle Maintenance	-	3,500	30,500	4,000	-	-
Vehicle Purchase	-	-	10,000	5,000	-	-
Meters	-	-	150,000	-	-	-
COW Reimb O&M	-	-	2,300,000	-	-	-
Rebates	-	100,000	40,000	-	-	-
Crop Loss	-	-	-	-	-	-
City Connection Water Charges	-	-	450,000	-	-	-
Uniforms	-	5,000	-	-	-	-
Water Sampling	-	-	32,000	50,000	-	-
Bond Administration Fee	-	8,000	-	-	-	-
DWR Note Payable	-	-	-	-	-	251,416
SWRCB Loan	-	-	-	-	-	74,964
2015 Bond	-	-	-	-	-	2,294,850
2016 Bond	-	-	-	-	-	803,213
Total Expenditures	$ 407,899	$ 1,610,914	$ 5,011,075	$ 742,176	$ 22,852,655	$ 3,424,443
Total Revenue						
Excess of Revenues or (Deficit)						

Summary by Service July 1, 2022 to June 30, 2023				
	FY22-23 Proposed Amended Budget	FY22-23 Adopted Budget	$ Diff	% Diff
Revenues and Sources of Funds				
Management Fees	370,000	375,000	(5,000)	-1.3%
Delivered Water	1,700,000	2,200,000	(500,000)	-22.7%
Augmentation Charges	11,000,000	13,000,000	(2,000,000)	-15.4%
Grant Revenue	2,525,000	5,000,000	(2,475,000)	-49.5%
SRF Financial Agreement	-	-	-	#DIV/0!
Bond Proceeds	35,000,000	46,500,000	(11,500,000)	N/A
Interest Income	310,000	50,000	260,000	520.0%
Other Revenue	135,000	35,000	100,000	285.7%
Total Revenue	$ 51,040,000	$ 67,160,000	$ (16,120,000)	-24.0%
	FY22-23 Proposed Amended Budget	FY22-23 Adopted Budget	$ Diff	% Diff
Expenditures				
Wages & Benefits	2,210,669	2,512,126	(301,457)	-12.0%
Conferences/Training	18,000	20,000	(2,000)	-10.0%
Travel - Mileage - Meals - Lodging	27,000	35,500	(8,500)	-23.9%
Bank Charges/Bond Fees	45,050	90,050	(45,000)	-50.0%
Insurance	58,000	43,500	14,500	33.3%
Taxes/Fees	217,250	86,250	131,000	151.9%
Legal Notices & Ads	68,500	11,500	57,000	495.7%
Dues & Subscription	40,500	40,000	500	1.3%
Office Expense/Supplies	19,500	19,500	-	0.0%
Postage	13,500	11,000	2,500	22.7%
Printing	41,750	36,750	5,000	13.6%
Utilities	294,000	343,200	(49,200)	-14.3%
Telephone/Communications	32,000	28,000	4,000	14.3%
Office Equipment Leases	15,500	15,500	-	0.0%
Well Leases	90,000	200,000	(110,000)	-55.0%
Field Supplies/Equipment	77,000	110,000	(33,000)	-30.0%
Elections	5,000	60,000	(55,000)	-91.7%
Legal Services	537,000	812,000	(275,000)	N/A
Professional Services	4,780,000	6,137,000	(1,357,000)	-22.1%
Meter Contractor	24,000	24,000	-	0.0%
LAFCO District Fees	18,000	18,000	-	0.0%
Collection Fee/Bad Debt	15,500	17,000	(1,500)	0.0%
Special Projects Outreach	30,000	25,000	5,000	20.0%
Facilities Maintenance	118,000	68,000	50,000	73.5%
Land Acquisition	2,800,000	6,675,000	(3,875,000)	-58.1%
Information Technology	156,000	179,000	(23,000)	-12.8%
Licensed Contractors	15,685,000	13,190,000	2,495,000	18.9%
Vehicle Maintenance	38,000	38,000	-	0.0%
Vehicle Purchase	15,000	100,000	(85,000)	-85.0%
Meters	150,000	170,000	(20,000)	-11.8%
COW Reimb O&M	2,300,000	2,500,000	(200,000)	-8.0%
Rebates	140,000	150,000	(10,000)	-6.7%
Crop Loss	-	-	-	N/A
City Connection Water Charges	450,000	600,000	(150,000)	N/A
Uniforms	5,000	12,500	(7,500)	N/A
Water Sampling	82,000	87,000	(5,000)	N/A
Bond Administration Fee	8,000	8,000	-	N/A
DWR Note Payable	251,416	251,416	-	0.0%
SWRCB Loan	74,964	74,964	-	0.0%
2015 Bond	2,294,850	2,294,850	-	0.0%
2016 Bond	803,213	803,213	-	0.0%
Total Expenditures	$ 34,049,162	$ 37,897,819	$ (3,848,657)	-11.3%
Total Revenue	51,040,000	67,160,000	$ (16,120,000)	
Excess of Revenues or (Deficit)	16,990,838	29,262,181	$ (12,271,343)	

MEMORANDUM

DATE: May 4, 2023
MEETING OF: May 9, 2023
TO: Administration & Finance Committee
FROM: General Manager
RE: **ITEM 6:** Consider Preliminary Budget for Fiscal Year Ending June 30, 2024

BACKGROUND

The Fiscal Year 2023-2024 (FY23-24, ending on June 30, 2024), 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. The most significant capital projects listed in the budget include the College Lake Integrated Resources Management Project, which is presently in the construction phase, and the Watsonville Slough Managed Aquifer Recharge and Recovery Projects, which is the final design phase. The total budgeted revenues presented are $64,400,000. The total budgeted expenditures are $95,216.604.

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

- Management fees of $370,000
- Augmentation charge revenues of $11.71 million
- Delivered water revenues of $1.8 million
- Grant revenues of $5 million
- WIFIA proceeds of $45 million

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

- Capital Projects expenditures of approximately $81.09 million as listed below.
    - College Lake Integrated Resources Management Project – $73.66 million
    - Harkins Slough Recharge Facility Upgrades – $3.7 million
    - Struve Slough with Recharge Basins – $1.52 million
    - Basin Monitoring Improvements - $2.21 million

Figure 1. Projected Revenues: $64,400,000

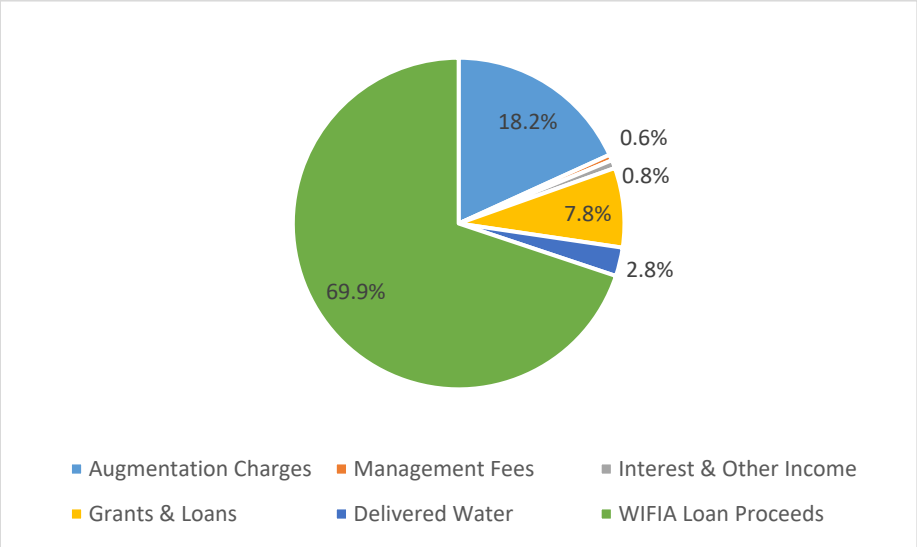
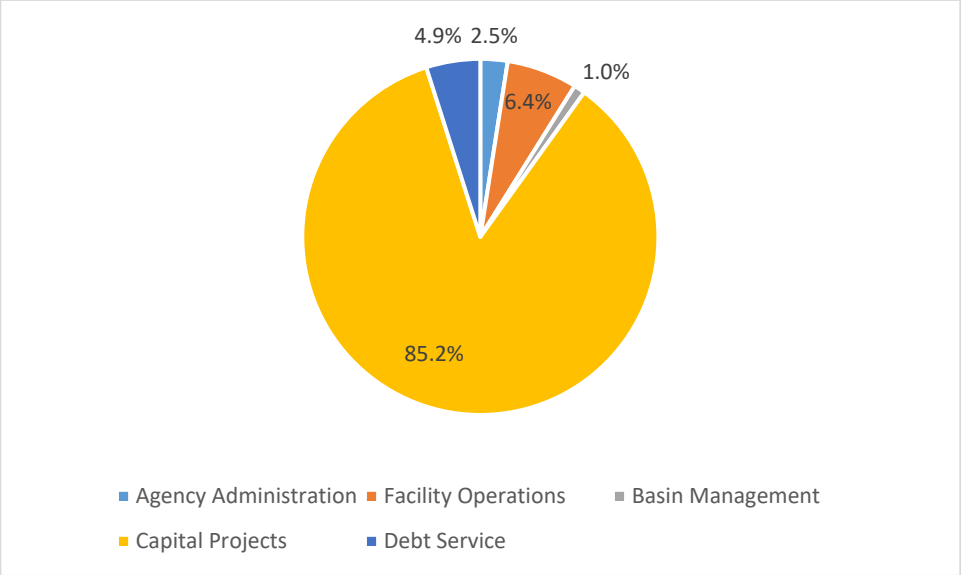


Figure 2. Projected Expenditures: $95,216,604



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 11, 2023	Administration & Finance Committee reviewed preliminary budget.
April 19, 2023	Board adopted the preliminary budget.
April 28, 2023	Staff publishes required notice of availability of the preliminary budget.
May 9, 2023	Administration & Finance Committee reviews budget again.
May 17, 2023	Board holds public hearing.
June 13, 2023	Administration & Finance Committee reviews final budget.
June 21, 2023	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 consider the Preliminary Budget for Fiscal Year Ending June 30, 2024.

ATTACHMENT

- Preliminary Budget for FY23-24 provided as a stand-alone document that is available on the Administration & Finance Committee webpage: https://www.pvwater.org/administration-finance.

MEMORANDUM

DATE: May 5, 2023
MEETING OF: May 9, 2023
TO: Administration & Finance Committee
FROM: General Manager
RE: **ITEM 7:** Consider the Draft Scope of Services and Cost Estimate from cbec eco engineering, inc. to develop the College Lake Integrated Resources Management Project, No. 30-39, Operations Plan

INTRODUCTION

With construction of the College Lake Integrated Resources Management Project, No. 30-39, (College Lake Project) underway, this is the appropriate time to advance the development of two plans that need to be completed prior to project startup: an Operations Plan, and a Compliance Plan. Today's item is for the Operations Plan. Staff will bring a scope and cost estimate for the Compliance Plan once available.

DISCUSSION

Cbec inc. eco engineering (cbec) has been supporting the Pajaro Valley Water Management Agency's (PV Water) efforts to implement the College Lake Project over the last 10-years by monitoring and modeling the hydrologic system, providing input to the preparation of the Environmental Impact Report (EIR), and designing the fish passage facility. Cbec's staff have been working closely with PV Water's staff, and with the staff of the National Marine Fisheries Services, and the California Department of Fish and Wildlife.

The adjustable weir structure, which is a primary component of the College Lake Project, has been designed to be raised and lowered based on the time of the year and the hydrologic conditions. The facility is designed to accommodate releases of fish bypass flows and to facilitate fish passage between Salsipuedes Creek and College Lake. Both College Lake and its main tributary stream, Casserly Creek, are known to support south-central California coast (S-CCC) steelhead, a federal threatened species, which spawn in coastal ocean tributaries and migrate to ocean waters as one- to three-year-olds.

The Operations Plan will address the following two key questions:

1. In a typical water year, what is the earliest date that the weir can be raised to avoid risks of late season inflow events resulting in a lake level above 62.5 ft?
2. If late-season inflow events occur in any given year following the raising of the weir, how much warning will be available and what resources can be provided to PV Water operators to determine whether or not to lower the weir to partially drain the lake?

An Operations Plan is also a requirement for WIFIA funding (PV Water must show either a completed plan, or proof that a plan is in development. Staff have provided comments on the draft scope and cost estimate provided in the packet, and should the revised version be available prior to the committee meeting, staff will circulate. Otherwise, a final version will be provided in the Board packet.

FISCAL IMPACT

The cost estimate for this work is $156,832. The budget for fiscal year ending June 30, 2024 includes $12 million in the professional services line item for the College Lake Project.

STAFF RECOMMENDATION

The Administration & Finance Committee review the scope of services and cost estimate and make a recommendation that the Board of Directors approve an agreement to fund this work.

ATTACHMENT

- Scope of services and cost estimate from cbec eco engineering, inc. for the Proposed College Lake Integrated Resources Management Project No. 30-39, Operations Plan

Date:	April 30, 2023
To:	Brian Lockwood, PV Water
From:	Noelle Patterson, Luke Tillman, and Chris Hammersmark cbec, inc. eco engineering
Proposal:	P20-74 – College Lake Operations Plan Development – Weir Raising
Subject:	Draft Scope of Work and Budget Estimate

Introduction

At the request of Brian Lockwood of the Pajaro Valley Water Management Agency (PV Water), cbec eco engineering (cbec) has provided this scope and budget for Part I of the College Lake Operations Plan for the College Lake Integrated Resources Management Project (Project). Part I involves the development of a plan to address late-season flood operations. Specifically, it seeks to address two key questions:

1. In a typical water year, what is the earliest date that the weir can be raised to avoid risks of late-season inflow events resulting in a lake level above 62.5 ft?
2. If late-season inflow events occur in any given year following the raising of the weir, how much warning will be available and what resources can be provided to PV Water operators to determine whether or not to lower the weir to partially drain the lake?

The first question will be answered using statistical analyses of gaged data for Corralitos Creek and College Lake (Task 1), while the second question will involve the construction of a custom software tool to simulate 7-day NOAA Quantitative Precipitation Forecast (QPF) data through linked hydrologic and hydraulic models to determine various operational scenarios. Specifically, the tool will run automatically several times per day on a PV Water computer to download NOAA QPF data, simulate the forecasted rainfall in a hydrologic model of the Corralitos Creek and College Lake watersheds, route the computed runoffs through a hydraulic model for various operational scenarios of the weir structure, and present graphical and tabular outputs to PV Water operators to guide the decision regarding whether or not to lower the weir in anticipation of the event.

cbec staff are highly practiced in developing sophisticated software tools in open-source programming languages and interfacing them with a large array of modeling platforms, web interfaces, telemetered data networks, and other sources to provide end-users with the data needed to inform critical decisions. Combining this expertise with our knowledge of the College Lake system will provide an unparalleled decision-making tool for PV Water to utilize in managing the Project going forward.

There are several other elements of an operations plan that will need to be developed, but those are not included in this scope of work.

Scope of Work

Task 1 – Determination of date to raise weir in a typical water year

The first task will be to determine a date which, in a typical water year, the weir could be raised with minimal chance of a subsequent, significant inflow event occurring. Daily flow records for the USGS Corralitos Creek at Freedom gage and College Lake water level records will be analyzed to determine probabilities associated with flow events of various magnitudes for each calendar date to guide this determination.

Assumptions

1. Minimal processing of daily USGS flow data for 1958-present will be undertaken.

Deliverables

1. Brief technical memorandum describing the results of the analysis.
2. A HEC-DSS file and corresponding .csv file of the processed daily flow record will be provided electronically.

Task 2 – Development and calibration of hydrologic model

While there is an existing PRMS hydrologic model for the College Lake watershed that was used for the EIR and subsequent analyses for Project yield and fish bypass requirements, a new hydrologic model will be developed and calibrated for use in determining runoff from forecasted precipitation. The principal reason for this is that the new hydrologic model will need to encompass the Corralitos Creek watershed, in addition to the watersheds contributing to College Lake and Pinto Lake/Creek that are currently defined in the PRMS model. Overall, the model would cover the upstream drainage area for the confluence of Salsipuedes and Corralitos Creeks. cbec staff are highly familiar with the HEC-HMS hydrologic model, which is produced and updated by the U.S. Army Corps of Engineers. Development and calibration of a HEC-HMS model for the College Lake and Corralitos Creek watersheds from publicly-available geospatial data and through the use of software tools, both publicly available and those developed by cbec for integration with this model platform, will result in the construction of a new hydrologic model that will be more efficient than updating the existing PRMS hydrologic model. Further, it will give us greater flexibility to refine watershed parameters in the future.

Assumptions

1. The HEC-HMS model will run using hourly to daily forecasted precipitation data.
2. The model will primarily be calibrated to gridded, historic daily precipitation datasets for the USGS Corralitos Creek at Freedom gage and validated against the computed College Lake inflow records that were determined previously for calibration of the PRMS model, as well as new inflow data from the ongoing hydrologic monitoring program.
3. The model will not include information for the storage capacity or outlet hydraulics of Pinto Lake and will therefore assume that the lake is full and that daily inflow to Pinto Lake equals daily outflow from Pinto Lake.

Deliverables

1. Input files for the calibrated HEC-HMS model will be provided electronically as a stand-alone deliverable.
2. The HEC-HMS model will be included within the forecasting tool package described below.

Task 3 – Refinement of 1D hydraulic model

Multiple hydraulic models have been developed for various aspects of the Project. Initially, several versions of a fully one-dimensional (1D) HEC-RAS model were used to assess flood impacts and yield from water supply alternatives, in coordination with numerous iterations of a spreadsheet-based water budget model. When the USACE's 1D-2D linked HEC-RAS model became available, it became the building block for several additional iterations of models to determine flood impacts related to the Project, while 1D models were still used for analyses involving lower flow, such as fish passage and College Lake drainage rate calculations. A more thorough redevelopment of the 1D-2D model was conducted as part of the Fishway Hydraulic Design project, which made numerous updates to its predecessor and incorporates the updated weir design and fishway facility. More recently, a 1D-2D hydraulic model was developed by R&F Engineering to assess the USACE's proposed flood control project. cbec will determine which model to use as a starting point for subsequent modifications.

A likely scenario is that the 1D flow areas from an updated model will be extracted to a new subset model for this project to simulate forecasted inflows to College Lake and on Corralitos Creek to determine the drawdown rates of College Lake across several weir lowering scenarios (weir is lowered immediately, after 1 day, after 2 days, etc.). The removal of 2D flow areas will greatly reduce model simulation times to allow for the extracted hydraulic model to be run quickly for several scenarios every time new forecast information become available (e.g., every six hours for QPF data). Ultimately, the 1D model would include College Lake, Corralitos Creek, Pinto Creek, and Salsipuedes Creek from College Lake to the Pajaro River including the proposed weir structure and fishway.

Assumptions

1. While the 1D hydraulic model will incorporate Pinto Creek, the flows used as boundary conditions for Pinto Creek may not necessarily be based upon the outputs of the HEC-HMS hydrologic model, because of the difficulty in modeling the storage capacity and outlet control for Pinto Lake. Instead, approximate flows *may* be used for Pinto Creek inputs to the HEC-RAS hydraulic model.
2. Minor updates to the model may be incorporated to add stability over a large range of flows, including very low flows which are traditionally difficult to simulate in HEC-RAS and require detailed attention.

Deliverables

1. The extracted HEC-RAS model will be included within the forecasting tool package.

Task 4 – Forecasting tool development

The forecasting tool will ultimately link the hydrologic and hydraulic models together to determine College Lake stage and outflow hydrographs resulting from 7-day forecasted precipitation by (1) downloading NOAA Quantitative Precipitation Forecast (QPF) output and pre-processing them for input to the HEC-HMS hydrologic model, (2) running the HEC-HMS hydrologic model to determine forecasted College Lake inflow and Corralitos Creek flow at Freedom, (3) simulating the forecasted flows in the HEC-RAS hydraulic model to determine how College Lake stage and Corralitos Creek tailwater elevations interact to determine the drawdown rate of College Lake under variable operating conditions, and (4) exporting graphical and tabular summary data to aid in the determination of whether or not storage management is needed.

The tool will be composed of custom scripts written by cbec staff which rely on open-source programming languages such as R and Python and will run automatically using Windows Task Scheduler. It can be configured to send email notifications to selected individuals when certain thresholds are met and will be built for modularity and future expansions. It will be constructed in a way that it can operate both in the real-time forecasting mode as well as for future studies of theoretical design storms and long-term operations for water supply and fish passage.

Assumptions

1. While the tool will be built to allow for expansions and usage with potential further studies of long-term operations for water supply and fish passage, these additional items are not part of the present scope.

Deliverables

1. The forecasting tool package, which will include custom R scripts, the HEC-HMS model, the HEC-RAS model files, and other files (potentially Python scripts, .csv data, etc.) will be provided electronically in a zip folder.

Task 5 – Forecasting tool development technical memorandum

A technical memorandum describing hydrologic model development and calibration, hydraulic model configuration, and forecasting tool development will be provided.

Deliverables

1. The technical memorandum will be provided electronically.

Task 6 – Forecasting tool user's manual and fact sheet

While the technical memorandum developed in Task 5 will detail elements of the forecasting tool construction, basic functionality, and integration scheme with the hydrologic and hydraulic models, an accompanying user's manual will be produced to provide PV Water operators with specific instructions for how to configure the forecast tool, run it on any continuously-running computer with a Windows 10 operating system, view results, and troubleshoot automated data retrieval, if needed (e.g., if the NOAA

FTP web address changes). It will also provide instructions for how to download the open-source programs that it relies on (R, RStudio, HEC-RAS, and potentially Python). Further, while the user's manual will be relatively short (on the order of less than 10 pages), there will also be a single-page fact-sheet that can be viewed as a quick-start guide for the tool for those quickly wanting to understand the tool's purpose, workflow, and outputs.

Deliverables

1. The user's manual and fact sheet will be provided electronically.

Task 7 – Forecasting tool training and technical support

The forecasting tool will run entirely using open-source software, including the R programming language, the HEC-HMS model, HEC-RAS, and potentially Python, all of which will require installation on relevant PV Water computers. Additionally, RStudio may be desired, which is a graphic user interface for R. Detailed installation instructions will be provided in the user's manual developed in Task 5, and cbec will additionally provide a training session, which will be recorded for future reference by PV Water staff, to highlight the tool functionality, discuss installation of program dependencies, and discuss how to view and interpret tool outputs. cbec staff can also assist, via web call, with the installation of software and the tool on PV Water's designation computer. The tool itself will not require a highly powerful computer to run. Typical laptops will have enough RAM and computational power to run the tool and associated models. Additional specifications will be provided upon delivery of the tool, but any computer running Windows 10 with a 4+ core CPU and 12 GB of RAM will be sufficient to run the forecasting tool in the background several times per day while the computer is tasked with other items.

Assumptions

1. The tool training will consist of a 2-hour web conference between cbec and PV Water, with some additional prep time and follow-up (for guided installation walk-throughs, if needed) included.

Deliverables

1. A video recording of the web conference will be provided electronically for internal PV Water use.

Task 8 – Project management and meetings

cbec will hold monthly check-ins with PV Water to inform decisions on technical aspects of the projects as well as to discuss the desired output information and formats from the custom tool. Additional general project management items are also included in this task.

Assumptions

1. There will be a total of 8, 1-hour coordination calls.

Deliverables

1. Monthly invoices and progress reports.

Proposed Budget and Schedule

cbec proposes to perform these services on a time and materials basis. The estimated cost to perform the proposed scope of work is $156,832, as shown by the attached budget estimate. The project will be completed withing 14 months of receiving a Notice to Proceed.

ESTIMATED PROJECT BUDGET SUMMARY

College Lake Operations Plan - Weir Raising
cbec Project # P20-74

Task #			Subtotal
1	Determination of date to raise weir in a typical water year	$	10,532.00
2	Development and calibration of hydrologic model	$	38,542.00
3	Selection and refinement of 1D hydraulic model	$	20,698.00
4	Forecasting tool development	$	43,474.00
5	Forecasting tool technical memorandum development	$	14,244.00
6	Forecasting tool user's manual and fact sheet	$	12,216.00
7	Forecasting tool training	$	4,845.00
8	Project management and meetings	$	12,281.00
	Labor Fee	**$**	**156,832.00**
	Reimbursables	**$**	**-**
	Subconsultant(s)	**$**	**-**
	Total Project Budget	**$**	**156,832.00**

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ESTIMATED LABOR FEES

College Lake Operations Plan - Weir Raising

Unless expressly provided within the contract, rates are subject to increase annually on January 1 of each year.

Task #	Senior Scientific Advisor	President / Managing Director	Director	Senior Ecoengineer III	Senior Ecoengineer II	Senior Ecoengineer I	Ecoengineer II Ecohydrologist II	EcoEngineer I EcoHydrologist I	Technician II	Technician I	Clerical / Admin. / Graphic Design	Subtotal Labor Hours Per Task	Subtotal Labor Fee Per Task
	$368	$311	$288	$259	$225	$201	$185	$161	$145	$110	$105		
1			3			3	49					55	$ 10,532.00
2			3			8	184		14			209	$ 38,542.00
3			3			14	92					109	$ 20,698.00
4			4			32	194					230	$ 43,474.00
5			4			32	36					72	$ 14,244.00
6			6			8	48					62	$ 12,216.00
7			3			6	15					24	$ 4,845.00
8			21			8	25					54	$ 12,281.00
	0	**0**	**47**	**0**	**0**	**111**	**643**	**0**	**14**	**0**	**0**	**815**	**$ 156,832.00**

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ESTIMATED SUBCONSULTANT(S) FEES & EXPENSES

College Lake Operations Plan - Weir Raising
cbec Project # P20-74

Name	Task or Work Description		Fees
		$	-
		$	-
		$	-
		$	-
		$	-
		$	-
		$	-
		$	-
		$	-
		$	-
		$	-
		$	-
		$	-
		$	-
		$	-
		$	-
		$	-
		$	-
		$	-
		$	-
		$	-
		$	-
	Subtotal Subconsultants	**$**	**-**
	Administrative Charge (10%)	**$**	**-**
	Total Subconsultant(s)	**$**	**-**

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ESTIMATED REIMBURSABLE EXPENSES

College Lake Operations Plan - Weir Raising
cbec Project # P20-74

Item Description	Quantity	Unit Cost		Item Cost
Mileage	miles	0.66	/mile	$ -
Parking	trip		/trip	$ -
Lodging	day(s)		/day	$ -
Per Diem	day(s)		/day	$ -
Airfare	day(s)		/day	$ -
Field Truck (100 miles free daily)	day(s)	125.00	/day	$ -
ATV (Fuel at Cost)	day(s)	200.00	/day	$ -
Inflatable Kayak	day(s)	50.00	/day	$ -
16-ft Jet Boat w/ 40 HP Outboard (Fuel at Cost)	day(s)	250.00	/day	$ -
21-ft Jet Boat w/ 310 HP Inboard (Fuel at Cost)	day(s)	350.00	/day	$ -
Acoustic Doppler Current Profiler w/ Trimaran	day(s)	450.00	/day	$ -
Robotic Total Station	day(s)	225.00	/day	$ -
Survey Grade RTK GPS (Receiver + Network Subscription)	day(s)	350.00	/day	$ -
Water Level Pressure Transducer	month(s)	250.00	/month	$ -
Temperature	month(s)	225.00	/month	$ -
Software Lease	month(s)		/month	$ -
				$ -
Copying / Production				$ -
Courier / Delivery				$ -
Archiving / Documentation				$ -
			Subtotal Reimbursables	**$ -**
			Administrative Charge (10%)	**$ -**
			Total Reimbursables	**$ -**

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PAJARO VALLEY WATER MANAGEMENT AGENCY
Account Activity Report per Bank Statement

	Date	Deposits	Withdrawals	Balance
CLEARING ACCOUNT - Mechanics				
Beginning Balance	3/1/2023			$981,360
Cash Receipts		274		
Disbursements			1,481,883	
Transfers		1,516,459		
Bank Fees				
Ending Balance	3/31/2023			$1,016,209
GENERAL FUND10-MMA Mechanics				
Beginning Balance	3/1/2023			$1,418,888
Cash Receipts		2,825		
Transfers			37,573	
Interest Earned		3,585		
Bank Fees				
Ending Balance	3/31/2023			$1,387,724
GENERAL FUND 10 - LAIF				
Beginning Balance	3/1/2023			$2,214,386
Transfers				
Interest Earned				
Ending Balance	3/31/2023			$2,214,386
GENERAL FUND 20 - LAIF				
Beginning Balance	3/1/2023			$8,131,282
Transfers				
Interest Earned				
Ending Balance	3/31/2023			$8,131,282
SPECIAL REVENUE FUND 20-ACH Clearing Acct Mechanics				
Beginning Balance	3/1/2023			$0
Cash Receipts				
Transfers				
Disbursments/ACH-Wire		33,492	33,492	
Bank Fees				
Ending Balance	3/31/2023			$0
SPECIAL REVENUE FUND 20-Operating Mechanics				
Beginning Balance	3/1/2023			$139,495
Cash Receipts		518,446		
Transfers			180,100	
Disbursments/ACH-Wire			51,027	
Bank Fees			2,010	
Interest Earned				
Ending Balance	3/31/2023			$424,804
SPECIAL REVENUE Fund 20 Cash Mgmt-FUND20MMN Mechanics				
Beginning Balance	3/1/2023			$6,285,126
Transfers			1,300,000	
Disbursments/ACH-Wire				
Bank Fees				
Interest Earned		15,159		
Ending Balance	3/31/2023			$5,000,285
Certificate of Deposit - DWR Loan Reserve Mechanics Fund 40				
Beginning Balance	3/1/2023			$256,378
Interest Earned		590.02		
Ending Balance	3/31/2023			$256,968
Certificate of Deposit - SRF-D1501023				
Beginning Balance	3/1/2023			$75,060
Transfers		1,215		
Interest Earned				
Ending Balance	3/31/2023			$76,275

Prior Month Ending Cash Balance:	Total Deposits:	Total Withdrawals:	Month End Cash Balance:
19,501,975	$2,092,045	$3,086,086	18,507,934
Cash Transfers	1,517,674	1,517,674	-
Actual Cash Receipts/Disbursements	574,371	1,568,412	

PAJARO VALLEY WATER MANAGEMENT AGENCY
INVESTMENT REPORT
ALL FUNDS
March 31, 2023

Description	Current Yield	Investment	% of Total Portfolio	Weighted Yield
MechanicsClearing Account	0.00%	**$1,016,209**	5.49%	0.00%
General Fund 10				
Mechanics General Fund 10 Money Market Account	3.04%	1,387,724	7.50%	0.23%
Local Agency Investment Fund	2.07%	2,214,386	11.96%	0.25%
		$3,602,110		
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%	424,804	2.30%	0.00%
Mechanics Special Revenue Fund 20 Money Market Account	3.04%	5,000,285	27.02%	0.82%
Local Agency Investment Fund	2.07%	8,131,282	43.93%	0.91%
		$13,556,372		
Long Term Debt Fund 40				
Mechanics Certificate of Deposit DWR Loan Reserve	3.00%	$256,968	1.39%	0.04%
Mechanics Certificate of Deposit SRF-D1501023	3.00%	$76,275	0.41%	0.01%
		333,243		
	Total:	**$18,507,934**	**100.0%**	

Total Funds Reserved	333,243
Total Funds Invested	16,733,678
Total Funds Non-interest Bearing	1,441,013
Total Funds	**$18,507,934**
Total Available Funds	18,174,691
Cash Reserve Policy Requirements (PV Water)	6,330,000
Surplus (Deficit) of Funds	**$11,844,691**

PAJARO VALLEY WATER MANAGEMENT AGENCY
BUDGET vs. ACTUAL
BY DEPARTMENT
2022-23FY as of 3/31/23

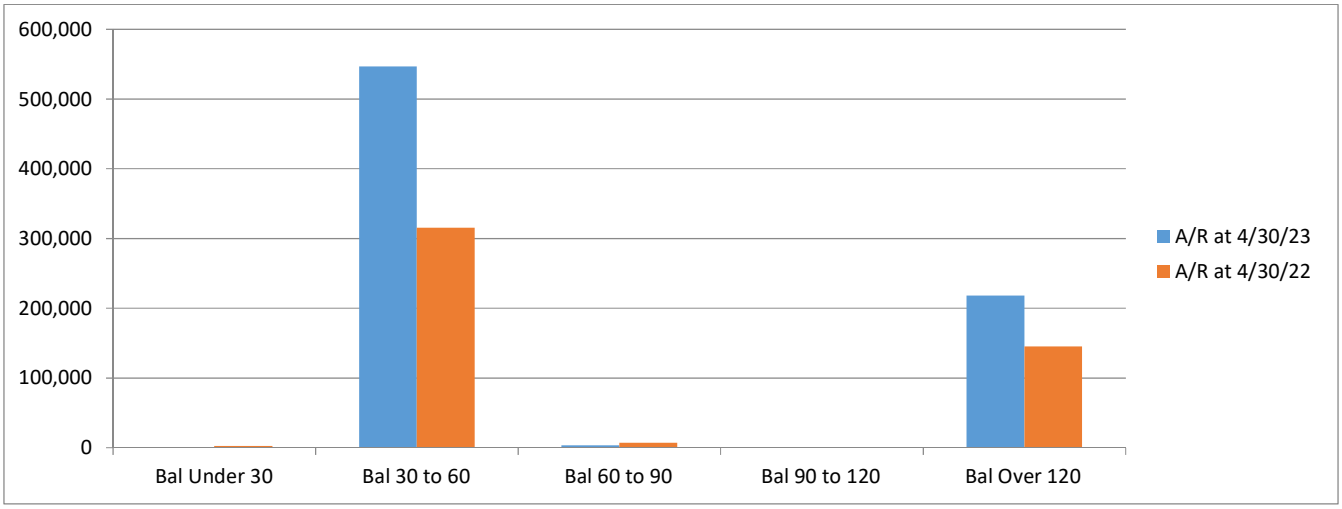
#	Description	2022 One Year Prior Actual	2023 Budget	2023 Year To Date End Balance	Remaining YTD Budget (Over) Under Variance	% Var
	Revenue					
1	Management Fees	$ 369,706	$ 375,000	$ 370,098	$ 4,902	1.31%
2	Augmentation Charges	$ 8,548,597	$ 13,000,000	$ 8,467,821	$ 4,532,179	34.86%
3	Delivered Water Sales	$ 1,499,777	$ 2,200,000	$ 1,428,898	$ 771,102	35.05%
4	Grants & Loans	$ 207,899	$ 5,000,000	$ 455,516	$ 4,544,484	90.89%
5	Rental Income	$ -	$ -	$ 90,996	$ (90,996)	0.00%
6	Interest Income	$ 22,947	$ 50,000	$ 213,373	$ (163,373)	-326.75%
7	Bond Revenue	$ 1,837	$ 46,500,000	$ -	$ 46,500,000	100.00%
8	Other Revenue	$ 19,828	$ 35,000	$ 36,634	$ (1,634)	-4.67%
	Revenue Total:	**$ 10,670,591**	**$ 67,160,000**	**$ 11,063,337**	**$ 56,096,663**	**83.53%**
	Expenditures					
9	Office Administration	$ 721,069	$ 1,309,159	$ 709,332	$ 599,827	45.82%
10	Board Support	$ 44,239	$ 101,104	$ 26,363	$ 74,741	73.92%
11	Education & Outreach	$ 108,542	$ 226,059	$ 107,425	$ 118,634	52.48%
12	Grant Administration	$ 74,466	$ 134,848	$ 66,207	$ 68,641	50.90%
13	Conservation	$ 280,207	$ 532,197	$ 194,155	$ 338,042	63.52%
14	BMP Network Improvements	$ 3,766	$ 2,219,443	$ 12,958	$ 2,206,485	0.00%
15	HS Recharge Facilities Optimization	$ 36,778	$ 2,965,915	$ 141,525	$ 2,824,390	95.23%
16	College Lake Project	$ 2,509,943	$ 18,577,698	$ 3,339,660	$ 15,238,038	82.02%
17	Loans & Bonds	$ 3,355,378	$ 3,424,443	$ 3,349,450	$ 74,993	2.19%
18	Harkins Slough Facility	$ 152,127	$ 339,843	$ 114,872	$ 224,971	66.20%
19	Coastal Distribution System	$ 643,517	$ 1,242,437	$ 562,254	$ 680,183	54.75%
20	Supplemental Water (In-Basin)	$ 385,978	$ 856,329	$ 254,259	$ 602,070	70.31%
21	Recycled Water Facility	$ 1,591,370	$ 2,648,516	$ 1,358,363	$ 1,290,153	48.71%
22	Metering Program	$ 294,052	$ 626,449	$ 403,602	$ 222,847	35.57%
23	Wats Slough & North Dunes Recharge	$ 117,028	$ 1,787,098	$ 143,949	$ 1,643,149	91.95%
24	Basin Modeling	$ 53,917	$ 186,829	$ 98,270	$ 88,559	47.40%
25	Basin Monitoring	$ 110,913	$ 264,464	$ 124,327	$ 140,137	52.99%
26	In-Basin Management Plan	$ 319,903	$ 168,052	$ 54,666	$ 113,386	67.47%
27	Regional Water Management Plan	$ 5,117	$ 34,936	$ 5,524	$ 29,412	84.19%
28	Out-of-Basin Funding	$ 13,096	$ 179,473	$ 56,363	$ 123,110	68.60%
29	In-Basin Funding	$ 15,665	$ 72,527	$ 12,215	$ 60,312	83.16%
	Expenditures Total:	$ 10,848,993	$ 37,897,819	$ 11,135,740	**$ 26,762,079**	**70.62%**
	REVENUES LESS EXPENDITURES	**($178,402)**	**$29,262,181**	**($72,403)**		

PAJARO VALLEY WATER MANAGEMENT AGENCY
BUDGET vs. ACTUAL
BY EXPENSE TYPE
2022-23FY as of 3/31/23

#	Description	2022 One Year Prior Actual	2023 Budget	2023 Year to Date End Balance	Remaining YTD Budget (Over) Under Variance	% Var
	Revenue					
1	Management Fees	$ 369,706	$ 375,000	$ 370,098	$ 4,902	1.31%
2	Augmentation Charges	$ 8,548,597	$ 13,000,000	$ 8,467,821	$ 4,532,179	34.86%
3	Delivered Water Sales	$ 1,499,777	$ 2,200,000	$ 1,428,898	$ 771,102	35.05%
4	Grants & Loans	$ 207,899	$ 5,000,000	$ 455,516	$ 4,544,484	90.89%
5	Rental Income	$ -	$ -	$ 90,996	$ (90,996)	0.00%
6	Interest Income	$ 22,947	$ 50,000	$ 213,373	$ (163,373)	-326.75%
7	Bond Revenue	$ 1,837	$ 46,500,000	$ -	$ 46,500,000	100.00%
8	Other Revenue	$ 19,828	$ 35,000	$ 36,634	$ (1,634)	-4.67%
	Revenue Total:	**$ 10,670,591**	**$ 67,160,000**	**$ 11,063,337**	**$ 56,096,663**	**83.53%**
	Expenditures					
9	Salaries, Wages and Benefits	$ 1,608,854	$ 2,512,126	$ 1,547,660	$ 964,466	38.39%
16	Conferences and Training	$ 6,479	$ 20,000	$ 9,588	$ 10,412	52.06%
17	Travel/Meals	$ 3,177	$ 35,500	$ 7,357	$ 28,143	79.28%
18	Bank Charges	$ 28,778	$ 90,050	$ 14,435	$ 75,615	83.97%
19	Insurance	$ 34,240	$ 43,500	$ 35,110	$ 8,390	19.29%
20	Taxes & Fees	$ 60,305	$ 86,250	$ 46,964	$ 39,286	45.55%
21	Legal Notices & Ads	$ 1,974	$ 11,500	$ 1,512	$ 9,988	86.85%
22	Dues & Subscription	$ 25,670	$ 55,000	$ 28,486	$ 26,514	48.21%
23	Office Expense	$ 5,081	$ 19,500	$ 3,519	$ 15,981	81.96%
24	Postage	$ 561	$ 11,000	$ 7,469	$ 3,531	32.10%
25	Printing	$ 7,379	$ 36,750	$ 12,253	$ 24,497	66.66%
26	Utilities	$ 184,170	$ 343,200	$ 132,280	$ 210,920	61.46%
27	Telephone	$ 11,326	$ 28,000	$ 15,458	$ 12,542	44.79%
28	Office Equipment Leases	$ 6,258	$ 15,500	$ 7,272	$ 8,228	53.08%
29	Project Well Lease	$ 139,272	$ 200,000	$ 72,950	$ 127,050	63.53%
30	Field Supplies-Equipment	$ 45,680	$ 110,000	$ 34,159	$ 75,841	68.95%
31	Elections	$ 21,712	$ 60,000	$ 72	$ 59,928	0.00%
32	Uniforms	$ 2,213	$ 5,000	$ 2,995	$ 2,005	40.09%
33	Legal Services	$ 152,895	$ 797,000	$ 282,970	$ 514,030	64.50%
34	Professional Services	$ 2,939,925	$ 6,161,000	$ 1,736,476	$ 4,424,524	71.82%
35	LAFCO District Fees	$ 11,507	$ 18,000	$ 11,507	$ 6,493	36.07%
36	Bad Debt	$ (3,304)	$ 10,000	$ (2,541)	$ 12,541	125.41%
37	Collection Fee	$ 5,534	$ 7,000	$ 4,053	$ 2,947	42.10%
38	Special Projects Outreach	$ 5,135	$ 25,000	$ 3,529	$ 21,471	85.88%
39	Facilities Maintenance	$ 12,555	$ 68,000	$ 65,085	$ 2,915	4.29%
40	Land	$ 92,658	$ 6,675,000	$ 1,753,007	$ 4,921,993	73.74%
41	Information Technology	$ 79,336	$ 179,000	$ 75,189	$ 103,811	58.00%
42	Licensed Contractors	$ 41,536	$ 13,190,000	$ 182,049	$ 13,007,951	98.62%
43	Vehicle Purchase	$ 35,211	$ 100,000	$ -	$ 100,000	100.00%
44	Vehicle Maintenance	$ 22,897	$ 38,000	$ 12,202	$ 25,798	67.89%
45	Meters	$ 16,017	$ 170,000	$ 128,072	$ 41,928	24.66%
46	COW Reimb RWF O&M	$ 1,555,358	$ 2,500,000	$ 1,255,125	$ 1,244,876	49.80%
47	Rebates	$ 24,553	$ 150,000	$ 29,172	$ 120,828	80.55%
49	City Connection Water Charges	$ 261,762	$ 600,000	$ 221,664	$ 378,336	63.06%
50	Misc. (X-Band Radar Pledge)	$ -	$ 7,500	$ -	$ 7,500	100.00%
51	Water Sampling	$ 42,909	$ 87,000	$ 43,940	$ 43,060	49.49%
52	DWR Loan Pmt-CDSProp13	$ 251,416	$ 251,416	$ 251,416	$ 0	0.00%
53	SWRCB Loan	$ -	$ 74,964	$ -	$ 74,964	100.00%
54	Bond Administrative Fee	$ 4,000	$ 8,000	$ 5,250	$ 2,750	34.38%
55	2015 Water Bond	$ 2,297,350	$ 2,294,850	$ 2,294,822	$ 28	0.00%
56	2016 Water Bond	$ 806,613	$ 803,213	$ 803,213	$ 1	0.00%
	Expenditures Total:	**$ 10,848,993**	**$ 37,897,819**	**$ 11,135,740**	**$ 26,762,079**	**70.62%**
	REVENUES LESS EXPENDITURES	**($178,402)**	**$29,262,181**	**($72,403)**		

PV Water
Accounts Receivable Aging 3 Month Trend
As of 4/30/2023

	Balance Forward	Bal Under 30	Bal 30 to 60	Bal 60 to 90	Bal 90 to 120	Bal Over 120
Accounts Receivable before credits	768,327	0	546,665	3,479	0	218,183
Credits	(21,245)					
Total Accounts Receivable at 4/30/23	747,083					
Accounts Receivable before credits	470,834	2,383	315,914	7,126	70	145,341
Credits	(15,034)					
Total Accounts Receivable at 4/30/22	455,800					
Accounts Receivable before credits	1,128,428	853,101	5,181	0	80,073	190,073
Credits	(20,213)					
Total Accounts Receivable at 3/31/23	1,108,215					
Accounts Receivable before credits	386,367	-8,444	0	200,987	2,432	191,392
Credits	(22,520)					
Total Accounts Receivable at 2/28/23	363,847					



Accounts Payable

Checks by Date - Detail by Check Date

User: Priscilla
Printed: 05/04/23 12:11PM

Check No	Vendor No / Invoice No	Vendor Name / Description	Check Date	Check Amount
44399	A190	ACE HARDWARE OF WATSONVILLE INC	04/06/2023	
	32847/220967	Field supplies for 3/23		68.80
	32847/220967	Holohan Field supplies for 3/23		79.69
	32847/220967	Field supplies for 3/23		50.19
Total for Check Number 44399:				198.68
44400	B195	BALANCE HYDROLOGICS, INC	04/06/2023	
	222177-0223	Watsonville Slough Gaging WSR-WY22-Billing thru 2/18/23		12,263.25
Total for Check Number 44400:				12,263.25
44401	F475	BEATRIZ VASQUEZ-FLORES	04/06/2023	
	2510	English/Spanish Spring News letters for 3/23		98.00
Total for Check Number 44401:				98.00
44402	P1109	BELINDA PLATTS	04/06/2023	
	2023-1	Professional Services for 1/2 to 3/20/23		6,825.00
Total for Check Number 44402:				6,825.00
44403	C240	CAPIO	04/06/2023	
	24109450	2023 Annual Conference (Marcus) for 3/23		650.00
Total for Check Number 44403:				650.00
44404	E355	EKI ENVIRONMENT & WATER INC	04/06/2023	
	B90103.03-03	HS. Professional Services for 2/1 to 2/28/23		7,081.88
Total for Check Number 44404:				7,081.88
44405	G161	GLOBAL CONCEPTS	04/06/2023	
	L921690	Office Furniture for Holohan for 3/23		11,323.80
Total for Check Number 44405:				11,323.80
44406	G190	GREEN RUBBER KENNEDY AG. INC.	04/06/2023	
	W-572686	Field Supplies/CD's for 3/23		44.51
Total for Check Number 44406:				44.51
44407	K89	KARAS TECHNICAL SERVICES	04/06/2023	
	15057	2500 Spring Newsletter for 3/23		1,042.63
Total for Check Number 44407:				1,042.63
44408	P1160	MIKE PODLECH	04/06/2023	
	2428	CL Fisheries Support Prof. Services for 3/1 to 3/31/23		375.00
Total for Check Number 44408:				375.00
44409	M1086	MILLER MAXFIELD, INC.	04/06/2023	
	0323PV	S. Media Dev. & support/FB, instagram,Twitter For 3/23		442.50
	0323PV	CL/Map edit,project name & logo design PSA for 3/23		8,981.25
Total for Check Number 44409:				9,423.75
44410	O217	OFFICE AND HOME CLEANING SERVICES	04/06/2023	
	2148	Monthly Office housekeeping for		600.00
	2149	76 Holohan Monthly Housekeeping for 3/23		300.00
Total for Check Number 44410:				900.00

Check No	Vendor No / Invoice No	Vendor Name / Description	Check Date	Check Amount
44411	P180	PENINSULA MESSENGER LLC	04/06/2023	
	1370357	Monthly RaboBank Courier for 3/23		115.00
Total for Check Number 44411:				115.00
44412	P800	PG & E	04/06/2023	
	0688235687-3	Service at 76 Holohan Rd for 2/22 to 3/22/23		8.35
	2926809320-9	Service at 36 B Brennan St for 2/22 to 3/22/23		131.90
	4291054495-8	Service at 475 San Andreas Rd for 2/21 to 3/21/23		48.32
	5916054391-0	Service at 187C San Andreas Rd for 2/21 to 3/21/23		789.18
Total for Check Number 44412:				977.75
44413	P1000	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC	04/06/2023	
	3106033418	Postage Equipment Leasing Fee for 4/30--7/30/23		623.18
Total for Check Number 44413:				623.18
44414	S1405	SC FUELS INC	04/06/2023	
	0694215	Agency Vehicles Fuel for 3/20 to 3/30/23		210.67
Total for Check Number 44414:				210.67
44415	S1681	SHAMROCK OFFICE SOLUTIONS	04/06/2023	
	3739315	Contract printer usage charge for 3/2-4/1/23		259.93
Total for Check Number 44415:				259.93
44416	S1900	SOIL CONTROL LAB, INC.	04/06/2023	
	3030234	Soil Monitoring Lab for 3/23		1,350.00
Total for Check Number 44416:				1,350.00
44417	S2865	SWCA ENVIRONMENTAL CONSULT. INC.	04/06/2023	
	164289	CL. Integrated Resources Mngmnt Proj.Veg. Surveys. for 3/11/23		8,182.50
Total for Check Number 44417:				8,182.50
44418	S3010	SWRCB-DWOCP DRINKING WATER OPERATOR PGM	04/06/2023	
	D2 RENEWAL CERT	Distribution Oper.Rnwl Cert.D2 (Shinehah) for 3/23		60.00
Total for Check Number 44418:				60.00
44419	T305	TELSTAR INSTRUMENTS, INC.	04/06/2023	
	115302	PS. Services performed PVWMA for 1/23		202.00
Total for Check Number 44419:				202.00
44420	U185	U.S. BANK EQUIPMENT FINANCE	04/06/2023	
	497101287	RICOH Office Copier (upstairs) for 3/23		79.19
Total for Check Number 44420:				79.19
44421	W80	WAGEWORKS INC.	04/06/2023	
	INV4457174	Mo. Admin & Compliance fee for 11/22		104.00
	INV4561812	Mo. Admin & Compliance fee for 12/22		104.00
	INV483830	Mo. Admin & Compliance fee for 2/23		104.00
	INV4960008	Mo. Admin & Compliance fee for 3/23		104.00
Total for Check Number 44421:				416.00
44422	Z100	ZAG TECHNICAL SERVICES, INC.	04/06/2023	
	133177	IT-Annual Contract Monthly Subs/Agreement MS-CSP for 3/23		631.30
	133392	IT-Professional Prefered Support Agreement for 3/23		585.00
	133565	IT-Professional Prefered Support Agreement for 3/23		243.75
Total for Check Number 44422:				1,460.05
Total for 4/6/2023:				64,162.77
ACH	A1250	AFLAC- FLEX ONE	04/07/2023	
	EE Deferals	EE PR Deferrals		631.14

Check No	Vendor No / Invoice No	Vendor Name / Description	Check Date	Check Amount
Total for this ACH Check for Vendor A1250:				631.14
ACH	A300	ACWA/JPIA	04/07/2023	
	0699248	EE PR Deferrals		25,344.06
Total for this ACH Check for Vendor A300:				25,344.06
ACH	N125	NATIONWIDE RETIREMENT SOLUTION	04/07/2023	
	EE Deferals	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	04/07/2023	
	EE Deferals	EE PR Deferrals		1,768.68
	EE Deferals	ER/EE Retirement Contributions		9,490.45
Total for this ACH Check for Vendor P1300:				11,259.13
ACH	P555	PVWMA-Cafeteria Account	04/07/2023	
	EE Deferals	EE PR Deferrals		921.51
Total for this ACH Check for Vendor P555:				921.51
Total for 4/7/2023:				40,255.84
44423	A910	ATCHINSON,BARISONE,CONDOTTI	04/20/2023	
	34200	P/S General Matters for 3/1-3/31/23		9,699.70
	34201	College Lake Legal Services for 3/1 to 3/31/23		1,579.50
	34202	P/S General Matters for 3/1-3/31/23		542.70
Total for Check Number 44423:				11,821.90
44424	A850	AVAYA FINANCIAL SERVICES.	04/20/2023	
	42125162	Phone/VM Lease Agreement for 4/1-5/1/23		435.12
Total for Check Number 44424:				435.12
44425	B102	BARTKIEWICZ, KRONICK & SHANAHAN INC	04/20/2023	
	8812-0006	Legal Professional Services CL. Project for 3/23		165.00
Total for Check Number 44425:				165.00
44426	L563	BRIAN LOCKWOOD	04/20/2023	
	1/14-2/13/2023	GM. Cell reimb. For 1/14-2/13/23		80.00
Total for Check Number 44426:				80.00
44427	R40	CARDMEMBER SERVICE	04/20/2023	
	MARCH2023	Wifi Connection on flight		8.00
	MARCH2023	Office keyboard for 3/23		41.36
	MARCH2023	Staff billing support for 3/23		99.54
	MARCH2023	Amazon Annually Membership for 3/23		151.86
	MARCH2023	Boot Overlays (Field Staff)		100.62
	MARCH2023	GRAC. Annual Membership for 3/23		1,500.00
	MARCH2023	Holohan facilites supplies for 3/23		1,974.31
	MARCH2023	Staff Mtg for 3/23		66.95
	MARCH2023	Lunch Mtg (Chris Coburn) for 3/23		47.22
	MARCH2023	GRAC. Seminar fee (Brian) for 3/23		375.00
	MARCH2023	Grac. Seminar fee (Amy) for 3/23		175.00
	MARCH2023	Boot Overlays (Field Staff)		40.68
	MARCH2023	Work Boots for David for 3/23		207.59
	MARCH2023	Board members Mtgs for 3/23		361.86
	MARCH2023	Goto Mtg Phone Conference for 3/23		24.28
	MARCH2023	IT Equipt/2-Laptops for 3/23		3,285.32
	MARCH2023	Electronics/Shinehah for 3/23		18.56
	MARCH2023	Office Supplies (Costco) for 3/23		416.32
Total for Check Number 44427:				8,894.47
44428	C1099	CAROLLO ENGINEERS INC	04/20/2023	
	FB35336	BMP CL Prgrm Mngmnt Service Mo.Progress report for 3/23		6,846.88
	FB35337	PV Wtr CL Proj.Design & P/S WTP Weir For 3/1--3/31/23		4,343.00

Check No	Vendor No / Invoice No	Vendor Name / Description	Check Date	Check Amount
	FB35477	PV Water's CL Integrated Resources Mgmt Design for 3/1 -3/31/23		42,644.25
	FB35547	PV Water HSR System Project Design for 3/1--3/31/23		26,376.82
Total for Check Number 44428:				80,210.95
44429	W400	CITY OF WATSONVILLE UTILITIES	04/20/2023	
	CUST#602389	Office Monthly Utilities for 3/9 to 4/7/23		168.08
Total for Check Number 44429:				168.08
44430	G170	GRAINGER	04/20/2023	
	9665376621	Holohan Facilities Maint. For 3/23		381.77
Total for Check Number 44430:				381.77
44431	g190	GREEN RUBBER KENNEDY AG. INC.	04/20/2023	
	W-572686	Field Supplies/CD's for 3/23		44.51
Total for Check Number 44431:				44.51
44432	G195	GREENWASTE RECOVERY LLC	04/20/2023	
	0006719737	Holohan Green Waste for 3/23		122.12
Total for Check Number 44432:				122.12
44433	G330	GUTIERREZ CONSULTANTS, INC.	04/20/2023	
	1773	IRWM/Various funding CL & WS Grant Supp.Serv for 3/1 to 3/31/23		7,008.75
Total for Check Number 44433:				7,008.75
44434	M1010	MAGNOLIA GARDENING INC	04/20/2023	
	26989	36 Brennan Building Mo. Landscape Maint. For 3/23		100.00
	27185	76 Holohan Building Mo. Landscape Maint. For 3/23		90.00
Total for Check Number 44434:				190.00
44435	M1872	MICROSOFT	04/20/2023	
	E0400MW675	IT-Hydrology 365 Support for 3/17--4/16/23		12.50
Total for Check Number 44435:				12.50
44436	M1875	MICROSOFT AZURE	04/20/2023	
	E0600MYI1B	IT-Support/Pay as you go for 2/12-3/11/23		13.57
Total for Check Number 44436:				13.57
44437	m1086	MILLER MAXFIELD, INC.	04/20/2023	
	0223PV	S. Media Dev. & support/FB, instagram,Twitter For 2/23		4,981.25
Total for Check Number 44437:				4,981.25
44438	M1175	MONTEREY BAY ANALYTICAL SERVICE INC	04/20/2023	
	230411-121	Water Samples Groundwater for		26.00
Total for Check Number 44438:				26.00
44439	M1865	MONTGOMERY & ASSOCIATES INC	04/20/2023	
	9090-23-3	PV. P/S.Review&support WY'22 for 3/1 to 3/31/23		3,230.50
Total for Check Number 44439:				3,230.50
44440	N251	NEWMAN WELL SURVEYS	04/20/2023	
	76005	Video Survey for 3/23		775.00
Total for Check Number 44440:				775.00
44441	N260	NGWA THE GROUNDWATER ASSOC.	04/20/2023	
	3155981	Annualy Membership ID# 3155981 for 6/2023-6/2024		120.00
Total for Check Number 44441:				120.00
44442	N255	NHA ADVISORS, LLC	04/20/2023	
	00898	PS. PVWMA 2022-23 Consulting (WIFIA Loan) for 12/14--3/31/23		11,462.50
Total for Check Number 44442:				11,462.50

Check No	Vendor No / Invoice No	Vendor Name / Description	Check Date	Check Amount
44443	O411	O'REILLY AUTO PARTS	04/20/2023	
	2912-278604	Field supplies for 4/23		38.50
Total for Check Number 44443:				38.50
44444	P510	PAJARO VALLEY PRINTING	04/20/2023	
	45624	5000 Self Seal Window/Regular/Ret. Envelopes for 4/23		2,622.00
	45644	4000 Inv. Stock Blank Paper Perforated for 4/23		534.23
Total for Check Number 44444:				3,156.23
44445	P800	PG & E	04/20/2023	
	1787734656-3	Service at 1859 Beach rd/BW-2 for 3/10 to 4/9/23		2,244.78
	9214983032-2	Service at 1931 Beach rd/BW-1 for 3/10 to 4/9/23		622.36
	9218085363-9	Service at 162 San Andreas Rd/HSP Pump for 3/10 to 4/9/23		323.58
	9968544374-1	Service at 36 Brennan St for 3/10 to 4/9/23		778.15
Total for Check Number 44445:				3,968.87
44446	P905	PRESS DIGITAL INC.	04/20/2023	
	19830	CL/Outreach ProjCards for 4/23		453.39
Total for Check Number 44446:				453.39
44447	S1405	SC FUELS INC	04/20/2023	
	0700647	Agency Vehicles Fuel for 4/23		652.76
Total for Check Number 44447:				652.76
44448	S2875	STRATEGY DRIVER, INC	04/20/2023	
	897	SDI Professional Services for 3/23		10,136.35
Total for Check Number 44448:				10,136.35
44449	T328	TREE TOP WEB DESIGN INC	04/20/2023	
	3303	CL Integrated Resources Mgmnt website updates for 2/23		288.75
Total for Check Number 44449:				288.75
44450	V369	VERIZON WIRELESS	04/20/2023	
	9931392932	Agency Personnel Cell Phones & equipt. for 2/2 - 4/1/23		454.90
Total for Check Number 44450:				454.90
44451	W200	WATER EDUCATION FOUNDATION	04/20/2023	
	MEM2023DS20639	Annual Subscription 2023 WEF Renewal for 2023-2024		1,100.00
Total for Check Number 44451:				1,100.00
44452	Z100	ZAG TECHNICAL SERVICES, INC.	04/20/2023	
	133768	IT-Agreement Patching & AV Managed for 4/23		1,452.00
	133787	IT-Monthly Agreement-KnowBe4 managed service for 4/23		164.88
	133788	IT-Professional Prefered Support Agreement for 4/23		390.00
	133818	IT-Mo Subs./base retention Agreement-Datto Cloud for 4/23		970.80
Total for Check Number 44452:				2,977.68
Total for 4/20/2023:				153,371.42
ACH	A1250	AFLAC- FLEX ONE	04/21/2023	
	EE Deferals	EE PR Deferrals		631.14
Total for this ACH Check for Vendor A1250:				631.14
ACH	N125	NATIONWIDE RETIREMENT SOLUTION	04/21/2023	
	EE Deferals	EE PR Deferrals		2,150.00
Total for this ACH Check for Vendor N125:				2,150.00
ACH	P1300	PERS-Fiscal Services Division Cashier Unit	04/21/2023	
	EE Deferals	EE PR Deferrals		1,768.70
	EE Deferrals	ER/EE Retirement Contributions		9,490.47

Check No	Vendor No / Invoice No	Vendor Name / Description	Check Date	Check Amount
Total for this ACH Check for Vendor P1300:				11,259.17
ACH	P555	PVWMA-Cafeteria Account	04/21/2023	
	EE Deferals	EE PR Deferrals		944.59
Total for this ACH Check for Vendor P555:				944.59
Total for 4/21/2023:				14,984.90
ACH	f365	FIRST AMERICAN TITLE CO.	04/25/2023	
	4408-6258521	Pipeline Easement-diSieyes APN051-101-18 & 051-101-19		61,511.00
	4408-6494328	Pipeline Easement-25 Sakata Lane APN051-741-05		44,270.30
	4408-64944131	Pipeline Easement-Gomez APN051-221-33		12,453.00
	4408-6725765	Pipeline Easement-Lakeside Organic Gardens APN052-243-17 & 10		14,983.00
	4408-6725801	Pipeline Easement-Domacin Trust APN052-581-04		2,823.00
	4408-6768827	Pipeline Easement-County of SC APN017-221-17		9,652.90
Total for this ACH Check for Vendor f365:				145,693.20
Total for 4/25/2023:				145,693.20
		Report Total (64 checks):		418,468.13