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
PV Water, 36 Brennan Street, Watsonville
Tuesday, December 10, 2024, 3:00 p.m.

MEETING AGENDA

1. Call to Order and Roll Call:
   Committee members: Bob Culbertson (Chair), Amy Newell, Vacant Seat (Vice Chair),

2. Director Comments

3. Public Comments
   This time is set aside for members of the general public to address the Committee on any item not on the agenda, and that is within the subject matter jurisdiction of the Committee. Each speaker is allotted up to 3 minutes.

4. Consider Approval of November 12, 2024, Administration & Finance Committee Meeting Minutes
   i. Introduction by staff
   ii. Questions from Committee
   iii. Public comment
   iv. Committee discussion and deliberation
   v. Committee action

5. Consider First Amendment to Agreement with Tanner Pacific, Inc., for College Lake Integrated Resources Management Project, Construction Management & Inspection Services, in an Amount Not to Exceed $1,453,131
   i. Introduction by staff
   ii. Questions from Committee
   iii. Public comment
   iv. Committee discussion and deliberation
   v. Committee action

6. Consider First Amendment to Agreement with Strategy Driver Inc., for Supplemental Water Workshop & Water User Handbook Update Support Services in an Amount not to Exceed $64,136
   i. Introduction by staff
   ii. Questions from Committee
   iii. Public comment
   iv. Committee discussion and deliberation
   v. Committee action

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.

7. Consider 2025 Board and Committee Meeting Dates
    i. Introduction by staff
    ii. Questions from Committee
    iii. Public comment
    iv. Committee discussion and deliberation
    v. Committee action

8. Consider Fiserv Credit Card Agreement
    i. Introduction by staff
    ii. Questions from Committee
    iii. Public comment
    iv. Committee discussion and deliberation
    v. Committee action

9. Consider Accepting Financial Reports
    a. Activity Report
    b. Investment Report
        i. Introduction by staff
        ii. Questions from Committee
        iii. Public comment
        iv. Committee discussion and deliberation
        v. Committee action

10. Consider Accepting Cash Flow Reports
    a. A/R Aging Update
    b. A/P Check Report
        i. Introduction by staff
        ii. Questions from Committee
        iii. Public comment
        iv. Committee discussion and deliberation
        v. Committee action

11. Discuss future agenda items and next meeting date – Tuesday, January 7, 2025, 3:00 p.m.

Adjournment

Remote Access for Meeting

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

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ADMINISTRATION & FINANCE COMMITTEE MEETING MINUTES of Tuesday, November 12, 2024, 3:00 p.m. PV Water, 36 Brennan Street, Watsonville

Chair Culbertson called the meeting to order at 3:01 p.m.

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

   Committee Members Present: Amy Newell, Bob Culbertson (Chair), Abel Sanchez (Vice Chair)
   Committee Members Absent: None
   Staff Present: Brian Lockwood, General Manager (GM), Nancy Trevino (FASM), Priscilla Sanchez (FA)
   Others Present:

2. **Director Comments:** None

3. **Public Comments:** None

4. **Consider Approving Minutes of October 8, 2024, Committee Meeting:**
   Action: Director Newell moved to approve the October 8, 2024, meeting minutes; seconded by Director Culbertson.

   The motion carried following vote:

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

5. **Receive Update on 40th Anniversary Event:**
   GM Lockwood summarized the highlights of the Agency's 40th Anniversary Event and was pleased with the positive publicity and the good turnout with 75-100 people in attendance. GM reported total expenses for the event, at $10,188 remained under the $12,000 budget. The largest expenditure was consultant support for planning and the creation of graphics used during the event, most of which staff will be able to continue using for future events.

   Action: None

6. **Consider Draft 2023Annual Report:**
GM Lockwood explained the history and timeline of the Agency's Annual Report, which is usually completed one year in arrears. Director Sanchez asked if the report was normally published in November. GM Lockwood explained the previous year's cadence of completion of the Annual Report and how the timing depends on the annual financial audit and groundwater data collection efforts from adjacent agencies. Director Newell had several minor edits, in hard copy format, for staff review.

Action: Director Newell moved to accept the Draft 2023 Annual Report and recommend the Board approve it, with several minor edits per Director Newell's suggestions; seconded by Director Sanchez.

The motion carried following vote:

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

7. **Consider End of Year Schedule:**
GM Lockwood presented the standard end of year schedule, during which time the Agency has typically closed between December 24 and January 1.

Action: Director Newell moved to accept the end of year schedule and recommend the Board approve it; seconded by Director Sanchez.

The motion carried following vote:

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

8. **Consider Donating Modular Unit to Watsonville Wetlands Watch:**
GM Lockwood explained the history of the purchase and use of the modular unit. Watsonville Wetlands Watch (WWW) had mentioned they were looking for additional office space. In exchange for donation of the modular unit WWW would offer landscaping support to the Agency. WWW will off haul the modular unit at its expense. Director Sanchez asked if the Agency has a donation policy with specific dollar thresholds. GM Lockwood mentioned the Agency does not have such a policy in place, and believes this donation is a good opportunity for both parties.

Action: Director Sanchez moved to accept donation of the modular unit to Watsonville Wetlands Watch and recommend the Board approve it; seconded by Director Newell.

The motion carried following vote:

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

9. **Consider Executive Assistant/Board Secretary Job Description:**
GM Lockwood explained that in light of the recent retirement of the Administrative Analyst, staff have reviewed and modified the job description and position title, based in part on a survey of similar positions within the area. No changes will be made to the organizational chart beyond updating the title of the position.

Action: Director Newell moved to accept the Executive Assistant/Board Secretary Job Description and recommend the Board approve it; seconded by Director Sanchez.

The motion carried following vote:

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

10. **Consider Accepting Quarterly Reports:**
FASM Trevino provided an overview of the quarterly Contract Commitments Report and identified a contract whose term has expired but where work continues to proceed. Discussion ensued regarding various new contracts and existing contracts that may merit a no cost time extension. FASM Trevino provided a summary of the Balances Over 120+ Days Report which had a balance of $243,000 that Agency staff continues to monitor and actively pursue collection efforts.

Action: Director Newell moved to accept the quarterly reports and recommend the Board approve them; seconded by Director Sanchez.

The motion carried following vote:

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

11. **Consider Accepting Financial Reports:**
FASM Trevino reported the cash position of the Agency was approximately $19 million at the end of September, and noted the Agency regularly submits and receives monthly reimbursement from WIFIA for College Lake Project expenditures.

Action: Director Newell moved to accept the financial reports and recommend the Board approve them; seconded by Director Sanchez.

The motion carried following vote:

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

12. **Consider Accepting Cash Flow Reports:**
FASM Trevino reported the AR Aging Report ending October 31, 2024, of approximately $2 million outstanding, a large portion has since been received. In review of the October Checks by Date report, GM Lockwood mentioned staff have agreed to release 30% of the retention to the vendor Mountain Cascade, which is constructing the College Lake Project, noting the retention release applies only to the Treated Water Pipeline Project.

Action: Director Newell moved to accept the cash flow reports and recommend the Board approve them; seconded by Director Sanchez.

The motion carried following vote:

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

13. **Discuss Future Agenda Items and Next Meeting Date:** Future agenda items include a remote presentation by C.J. Brown CPAs of the Agency's Audited Financial Statements for Fiscal Year ending June 30, 2024. The next regular meeting date is set for Tuesday, December 10, 2024, 3:00 p.m.

Adjournment: 4:11 p.m.

MEMORANDUM

DATE: December 6, 2024
MEETING OF: December 10, 2024
TO: Administration & Finance Committee
FROM: General Manager
RE: **ITEM 5:** Consider First Amendment to Agreement with Tanner Pacific, Inc., for College Lake Integrated Resources Management Project Construction Management & Inspection Services in an Amount not to Exceed $1,453,131

INTRODUCTION

The College Lake Integrated Resources Management Project (College Lake Project or Project) is a critical water supply project that was recommended for implementation by the Ad Hoc Basin Management Plan Committee as documented in the 2014 Basin Management Plan Update. On February 1, 2023, the PV Water Board of Directors (Board) adopted Resolution 2023-02 Approving Plans and Specifications and Awarding Contracts to Mountain Cascade, Inc. (MCI) for the Water Treatment Plant and Intake Facilities Project, Project No. 30-39-501, and the College Lake Pipeline Project, Project No. 30-39-502, in an amount not to exceed a total of $68,697,164. During that same meeting, the Board approved agreements for engineering services, environmental compliance & monitoring services, and an agreement with Tanner Pacific, Inc. (TPI) for construction management and inspection services in an amount not to exceed $1,453,131.

DISCUSSION

As was discussed during the November 18, 2024, Board meeting, the College Lake Project is delayed by several months. While the substantial completion date of the project, November 1, 2024, has not yet been formally changed, the Construction Manager (CM) anticipates that the date will be pushed into the spring. The CM is evaluating a Time Impact Analysis (TIA) the contractor submitted and is evaluating a series of its own "what if" scenarios, to determine the number of additional workdays the contractor will receive. The CM is working with the contractor to ensure that the Project will be operational by June 1, 2025, even if it is does not achieve final completion until later that summer.

The CM's scope, schedule, and budget that the Board approved on February 1, 2023, was based on several assumptions, one of which is that the Project would be substantially complete by November 1, 2024. The CM provided the following reasons why a budget amendment is necessary.

1. The College Lake Treated Water Pipeline Project No. 30-39-502 was projected to end by September 2024, however, due to a number of differing site conditions, tunnel inspectors, surveyors, and staff performed more services for a longer period than budged.
2. The Water Treatment Plant and Intake Facilities Project, Project No. 30-39-501 was projected to be in operational testing and close out by November 2024 and as a result, many of the original hours were reduced to manage this portion of the Project. However, that is not the case and TPI's team remains on site full time to cover the work.

3. Since July 2024, MCI has been working longer hours and weekends, significantly more than TPI had anticipated. TPI covered the work with it team on site.

FISCAL IMPACT

The fiscal impact of the original agreement with TPI for construction management & inspection services in an amount not to exceed $7,956,452. The first amendment to the agreement would augment the budget by $1,453,131, bringing the total not to exceed amount to $9,409,583. Sufficient funds exist in the adopted budget to cover the cost of this work.

STAFF RECOMMENDATION

The Committee review the draft first amendment to the agreement with TPI and consider making a recommendation that the Board approve the first amendment to the agreement.

The staff recommendation to the Board will be that the Board approve the first amendment to the agreement with Tanner Pacific, Inc., in substantially the same form as the version attached, for construction management & inspection services in an amount not to exceed $1,453,131, bringing the total not to exceed amount to $9,409,583.

ATTACHMENTS

- First amendment to the agreement with Tanner Pacific, Inc. for construction management & inspection services in an amount not to exceed $1,453,131.

FIRST AMENDMENT TO AGREEMENT FOR

PV WATER'S

COLLEGE LAKE INTEGRATED RESOURCES MANAGEMENT PROJECT

CONSTRUCTION MANAGEMENT & CONSTRUCTION INSPECTION SERVICES

THIS FIRST AMENDMENT, effective **December 18, 2024** ("First Amendment") to the Agreement ("Agreement") dated **February 1, 2023** is made by and between the Pajaro Valley Water Management Agency, a state-chartered water management district ("PV Water") and Tanner Pacific, Inc., a corporation licensed to do business in the State of California ("Consultant").

RECITALS

WHEREAS, PV Water and Consultant previously entered into the original Agreement dated February 1, 2023, for professional construction management and construction inspection services related to carrying out PV Water's College Lake Integrated Resources Management Project, 30-39, ("Project"), which is incorporated herein by this reference; and

WHEREAS, PV Water and Consultant desire to enter into this First Amendment to the Agreement to 1) supplement the original scope of work to add budget for continued services, in an amount not to exceed $1,453,131, and 2) extend the term end date through December 31, 2025, as further specified herein.

AGREEMENT

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

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

"Term of Agreement. This Agreement shall be effective on **August 20, 2020** and terminate on **December 31, 2025**, unless terminated sooner pursuant to the terms of this Agreement."

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

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

Exhibit B is attached and incorporated into this First Amendment, and as such is attached and incorporated into the Agreement. The parties hereby agree that Consultant's services as defined in Exhibit B will be at a cost not to exceed $1,453,131, and that these services shall take approximately 12 months for Consultant to complete. The total not to exceed amount of the original Agreement ($7,956,452) and the First Amendment ($1,453,131), will collectively be a cost not to exceed $9,409,583.

Notwithstanding these amended terms, all other terms and conditions of the original Agreement, and attachments thereto, shall remain in full force and effect. The terms of this First Amendment shall control should any terms conflict.

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

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

The signatories and authorized representatives (defined below) to this First Amendment warrant and represent that each is authorized to execute this First Amendment, and that their respective signatures serve to legally obligate their respective representatives, agents, successors and assigns to comply with the provisions of this First Amendment.

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

PAJARO VALLEY WATER MANAGEMENT AGENCY

By: _____ Date: _____

Brian Lockwood, General Manager

TANNER PACIFIC, INC.

By: _____ Date: _____

William Tanner, Chief Executive Officer

Approved As To Form:

By: _____ Date: _____

PV Water General Counsel

Proposed Fee to complete PVWMA College Lake Integrated Resource Management Project
(Project No. 30-39-501)

		2025		
Scope	Labor Categories	Est. Hours	Hourly Rate	Extended Rate
Task 1: Project Management & Controls				
	CM	56	$ 312.00	$ 17,472.00
	RE - Weir/Treatment	56	$ 306.80	$ 17,180.80
	Sr. PE - Water Treatment Plant	56	$ 165.00	$ 9,240.00
	Project Controls Specialist	56	$ 198.60	$ 11,121.60
Task 2: Construction Contract Administration				
	CM	784	$ 312.00	$ 244,608.00
	RE - Weir/Treatment	680	$ 306.80	$ 208,624.00
	Sr. Project Engineer	840	$ 165.00	$ 138,600.00
	Project Controls Specialist	504	$ 198.60	$ 100,094.40
	Project Engineer	660	$ 161.20	$ 106,392.00
	Scheduler (GEI)	280	$ 257.00	$ 71,960.00
	Surveyor (Sandis)	80	$ 350.00	$ 28,000.00
	Start-Up Commissioning	208	$ 291.20	$ 60,569.60
	Estimator (GEI)	140	$ 226.00	$ 31,640.00
	Intern	224	$ 52.00	$ 11,648.00
Task 3 : Inspection Services & Materials Testing				
	Lead Inspector	720	$ 240.00	$ 172,800.00
	WTP/Weir Inspector 1	400	$ 234.00	$ 93,600.00
	WTP/Weir Inspector 2	360	$ 234.00	$ 84,240.00
	Electrical Inspector	140	$ 234.00	$ 32,760.00
	TPI Labor Totals			$ 1,308,950.40
	Sub-Consultants			
	GEI			$ 103,600.00
	Sandis			$ 28,000.00
	ALL SUB CONSULTANTS		**Subtotal 2025**	**$ 131,600.00**

TPI Labor Total	$	1,308,950.40
Subconsultant Labor Subtotal	$	131,600.00
Mark Up (5%)	$	6,580.00
Subconsultant Labor Total	$	138,180.00
ODC's		
Inspection Vehicles	$	6,000.00
Subtotal ODC's	$	6,000.00
Project Total Fee	**$**	**1,453,130.40**

Notes and Assumptions:

1. This budget is for the proposed time frame of Jan 1, 2025 - July 31, 2025
2. Schedule of hours is based on managing the staff according to the contractor's schedule.
3. The proposed budget is based on a 7 month time frame.
4. The hours shown for the three (3) inspectors are intended to indicate overlap and assistance based on the contractor's workload.
5. Inspectors hourly rates are subject to California prevailing wage.
6. Vehicles are charged at a rate of $1,200/mo. for cars/trucks.
7. Subconsultants line items are line 15 & 17 for GEI and line 16 for Sandis.

Proposed Schedule to complete PVWMA College Lake Integrated Resource Management Project (Project No. 30-39-501)

Nov-24

Personnel/ Service	2025							
	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	2025 Total Hours
							Close Out	
Task 1: Project Management & Controls								
CM - Mike J.	8	8	8	8	8	8	8	56
RE - Weir/Treatment - Jennifer H.	8	8	8	8	8	8	8	56
Sr. PE - Water Treatment Plant - Grant G.	8	8	8	8	8	8	8	56
Project Controls Specialist - Linda B.	8	8	8	8	8	8	8	56
Task 2: Construction Contract Administration								
CM	128	128	128	128	118	118	36	784
RE - Weir/Treatment	160	160	120	80	80	40	40	680
Sr. Project Engineer	160	160	120	120	120	80	80	840
Project Controls Specialist	72	72	72	72	72	72	72	504
Project Engineer	160	160	120	80	80	40	20	660
Scheduler	40	40	40	40	40	40	40	280
Surveyor	20	20	20	20				80
Start-Up Commissioning	24	24	40	40	40	24	16	208
Estimator	20	20	20	20	20	20	20	140
Intern	32	32	32	32	32	32	32	224
Task 3 : Inspection Services & Materials Testing								
Lead Inspector	160	160	120	120	80	40	40	720
WTP/Weir Inspector 1	160	120	80	40				400
WTP/Weir Inspector 2	160	120	80					360
Electrical Inspector	40	40	40	20				140

CM	136	136	136	136	126	126	44	
RE - Weir/Treatment	168	168	128	88	88	48	48	
Sr. Project Engineer	168	168	128	128	128	88	88	
Project Controls Specialist	80	80	80	80	80	80	80	
Project Engineer	160	160	120	80	80	40	20	
Lead Inspector	160	160	120	120	80	40	40	
WTP/Weir Inspector 1	160	120	80	40	0	0	0	
WTP/Weir Inspector 2	160	120	80	0	0	0	0	
Electrical Inspector	40	40	40	20	0	0	0	
Scheduler	40	40	40	40	40	40	40	
Surveyor	20	20	20	20	0	0	0	
Start-Up Commissioning	24	24	40	40	40	24	16	
Estimator	20	20	20	20	20	20	20	
Intern	32	32	32	32	32	32	32	

Notes and Assumptions:

1. This budget is for the proposed time frame of Jan 1, 2025 - July 31, 2025
2. Schedule of hours is based on managing the staff according to the contractor's schedule.
3. The proposed budget is based on a 7 month time frame.
4. The hours shown for the three (3) inspectors are intended to indicate overlap and assistance based on the contractor's workload.
5. Inspectors hourly rates are subject to California prevailing wage.

MEMORANDUM

DATE: December 6, 2024
MEETING OF: December 10, 2024
TO: Administration & Finance Committee
FROM: General Manager
RE: **ITEM 6:** Consider First Amendment to Agreement with Strategy Drive, Inc., for Delivered Water Customer Workshops and Communications Support Services in an Amount not to Exceed $64,136

INTRODUCTION

In recent years, demand for supplemental water has exceeded supply on an annual basis during the peak growing season. Water system operators work to schedule customer water orders over the course of each day to optimize supplemental water deliveries while meeting as much customer demand as possible given available supplemental water supply. During times when demand exceeds supply, staff must reduce and or cancel/reschedule water orders. Because of increasing demand for supplemental water supplies and the fact that the Water Users Handbook was due for an update, the Projects & Facility Operations Committee voted in favor of hosting a series of supplemental water customer workshops.

DISCUSSION

In advance of the delivered water customer workshops, staff retained Strategy Driver, Inc. (SDI), to provide meeting facilitation and communication support services. SDI staff prepared a delivered water customer survey in advance of the first workshop, and staff distributed it to customers. SDI then analyzed the submitted responses, which allowed staff and SDI to better understand the current needs of customers and receive some of their suggestions in advance of the first workshop, which took place on October 30, 2024. Following the first workshop, SDI and staff compiled the information received and presented it during the second workshop, which occurred on November 19, 2024. During the next phase of work, staff propose to amend SDI's agreement to provide additional support services related to updating the Water Users Handbook, facilitating a third workshop to review the proposed revisions and take any additional comments, and support the development of an online portal for delivered water customers to submit water orders and view water supply information which was requested by customers.

FISCAL IMPACT

The fiscal impact of the original agreement with SDI for delivered water customer workshops and communications support services was $25,000. The first amendment to the agreement would augment the budget by $64,136, bringing the total not to exceed amount to $89,136.

STAFF RECOMMENDATION

The Committee review the draft first amendment to the agreement with SDI and consider making a recommendation that the Board approve the first amendment to the agreement.

The staff recommendation to the Board will be that the Board approve the first amendment to the agreement with Strategy Driver, Inc., in substantially the same form as the version attached, for delivered water customer workshops and communications support services in an amount not to exceed $64,136, bringing the total not to exceed amount to $89,136.

ATTACHMENTS

- First amendment to the agreement with Strategy Driver, Inc. for delivered water customer workshops and communications support services in an amount not to exceed $64,136.

PV WATER'S
DELIVERED WATER CUSTOMER WORKSHOPS
FACILITATION & COMMUNICATIONS SUPPORT SERVICES

THIS FIRST AMENDMENT, effective **December 19, 2024** ("First Amendment") to the Agreement ("Agreement") dated **August 15, 2024** is made by and between the Pajaro Valley Water Management Agency, a state-chartered water management district ("PV Water") and Strategy Driver, Inc., a corporation licensed to do business in the State of California ("Consultant").

RECITALS

WHEREAS, PV Water and Consultant previously entered into the original Agreement dated August 15, 2024, for professional services related to Delivered Water Customer Workshops Facilitation and Communications Support Service ("Project"), which is incorporated herein by this reference; and

WHEREAS, PV Water and Consultant desire to enter into this First Amendment to the Agreement to supplement the original scope of work to add new tasks, in an amount not to exceed $64,136 as further specified herein.

AGREEMENT

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

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

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

Exhibit B is attached and incorporated into this First Amendment, and as such is attached and incorporated into the Agreement. The parties hereby agree that Consultant's services as defined in Exhibit B will be at a cost not to exceed $64,136, and that these services shall take approximately 6 months for Consultant to complete. The total not to exceed amount of the original Agreement ($25,000) and the First Amendment ($64,136), will collectively be a cost not to exceed $89,136.

Notwithstanding these amended terms, all other terms and conditions of the original Agreement, and attachments thereto, shall remain in full force and effect. The terms of this First Amendment shall control should any terms conflict.

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

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

The signatories and authorized representatives (defined below) to this First Amendment warrant and represent that each is authorized to execute this First Amendment, and that their respective signatures serve to legally obligate their respective representatives, agents, successors and assigns to comply with the provisions of this First Amendment.

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

PAJARO VALLEY WATER MANAGEMENT AGENCY

By: _____ Date: _____

Brian Lockwood, General Manager

STRATEGY DRIVER, INC.

By: _____ Date: _____

Ellen Cross, President

Approved As To Form:

By: _____ Date: _____

PV Water General Counsel

STRATEGY DRIVER INC
7015 Elverton Drive, Oakland, CA 94611
T 510 316 9657 www.strategydriver.com

December 2, 2024

Brian Lockwood, General Manager
Pajaro Valley Water Management Agency
36 Brennan Street
Watsonville, CA 95076

Subject: **Update of Water Users Handbook and Rollout to Delivered Water Customers**

Dear Mr. Lockwood,

It was a pleasure facilitating PV Water's two workshops on the update of the Water Users Handbook. Based on the outcomes of the survey and workshops, attached is a cost and scope of work for Update of the Water Users Handbook and Rollout to the Delivered Water Customers.

Maria Pascoal, Minds Illustrated, and I look forward to partnering with you and Shinehah Bigham to implement your Water Users' priorities to optimize water delivery operations and update the Water User's Handbook for Delivered Water Customers.

If you have any questions about our submittal, please do not hesitate to contact me at (510) 316-9657 or crosse@strategydriver.com.

Sincerely,

Ellen Cross
Strategy Driver, Inc.

STRATEGY DRIVER INC
7015 Elverton Drive, Oakland, CA 94611
T 510 316 9657 www.strategydriver.com

ATTACHMENT A COST ESTIMATE

Estimated costs for the scope described are shown in **Table 1**. Estimates are on time and materials basis of Ellen Cross' billing rate at $310/hour and Maria Pascoal at $225/hour.

Activity		Cost
Implementation of Supplemental Water Customer Recommendations (November 2024)		
Task 2.1. Workshops 1 & 2 Additional Services and Product		
Additional Pre-Planning/Post Workshop Meetings with PV Water		$ 3,210.00
Increased Workshop duration (from 2 to 3 hours each)		$ 1,070.00
Additional graphics development		$ 1,520.00
Problems and Solutions table development		$ 2,140.00
	Subtotal	*$ 7,940.00*
Task 2.2. Update Water User Handbook		
Alignment meetings with PV Water to direct handbook revisions (3)		$ 3,210.00
Draft Update Recommendations and Approach		$ 6,420.00
Implement Water User Handbook Updates		$ 19,700.00
Other materials: Powerpoint summary/flipbook/shorthand version		$ 2,140.00
	Subtotal	*$ 31,470.00*
Task 2.3. Workshop 3		
Pre/Post Team Meetings		$ 3,210.00
Workshop Materials Development (PowerPoint, handouts, agenda, notes, etc.)		$ 1,745.00
Workshop Facilitation (transit, setup, facilitation, break down)		$ 5,350.00
	Subtotal	*$ 10,305.00*
Task 2.4. Water Supply Order Portal		
Develop and advise on graphics and content		$ 7,600.00
Conduct Education Webinar (how to use portal)		$ 4,730.00
Develop Quick-Start Guide (2-4 pages)		$ 1,520.00
	Subtotal	*$ 13,850.00*
	Labor Subtotal	**$ 63,565.00**
Expenses for in-person meetings/workshops (1 estimated)		
Lodging ($250/night)		$ 250.00
Meal Per Diem ($60/day x person)		$ 120.00
Mileage (300 miles/meeting per person)		$ 201.00
	Expenses Subtotal	**$ 571.00**
	Total with Expenses	**$ 64,136.00**

MEMORANDUM

DATE: December 6, 2024
MEETING OF: December 10, 2024
TO: Administration & Finance Committee
FROM: General Manager
RE: **ITEM 7:** Consider 2025 Board and Committee Meeting Dates

BACKGROUND

Each year the Pajaro Valley Water Management Agency (PV Water) Board of Directors (Board) reviews and approves its annual meeting calendar. PV Water currently has two standing committees. The Administration & Finance Committee, which provides oversight of PV Water's administration and financial matters. The Projects & Facility Operations Committee, which is to advise the Board and staff on capital projects and programs related to water supply, quality and operations of facilities identified in the Basin Management Plan, including any new technologies that might become available. The Projects & Facility Operations Committee also serves to communicate issues and concerns regarding water quality and facility operations between the Agency, landowners and growers within PV Water's service area.

DISCUSSION

A proposed meeting calendar for 2025 is attached; it reflects the traditional meeting scheduled for the Board and its standing committees. The Administration & Finance Committee generally meets on the second Tuesday of each month, except when the first day of the month falls on a Wednesday, in which case the committee meets on the first Tuesday of the month. The Projects & Facility Operations Committee generally meets on the last Wednesday of each month, with the exception of November and December, during which time a single meeting is typically held on the second Wednesday of December due to the holidays. Regular meetings of the Board occur on the third Wednesday of the month.

FISCAL IMPACT

None.

STAFF RECOMMENDATION

The Administration & Finance Committee review the proposed 2025 Board and Committee meeting dates and consider making a recommendation to the Board.

ATTACHMENTS

- Proposed 2025 Board and Committee Schedule

PAJARO VALLEY WATER MANAGEMENT AGENCY

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

2025 MEETING DATES*

MONTH	ADMIN & FINANCE 3:00 p.m. 2nd Tuesday PV Water	BOARD OF DIRECTORS 7:00 p.m.*** 3rd Wednesday City Council Chambers	PROJECTS & FACILITES 3:00 P.M. Last Wednesday of Month Water Resources Center
January	7**	15	29
February	11	19	26
March	11	19	26
April	8	16	30
May	13	21	28
June	10	18	25
July	8	16	30
August	12	20	27
September	9	17	24
October	7**	15	29
November	11	19	-
December	9	17	10**

Notes:
* Dates & times are subject to change
** Meeting different than normal

***Closed session agenda items, if any, will be considered at 6:00 p.m.

MEMORANDUM

DATE: December 6, 2024
MEETING OF: December 10, 2024
TO: Administration & Finance Committee
FROM: General Manager
RE: **ITEM 8:** Consider Fiserv Credit Card Agreement

BACKGROUND

PV Water added credit cards as a form of payment for groundwater augmentation charges and delivered water charges in June 2005. Fiserv is the third-party credit card processor for PV Water. Fiserv charges a service fee to process customer credit card payments.

In a recent account analysis by a Fiserv representative, it was identified that PV Water would benefit from revising the current rate structure plan, which would result in a reduction in the monthly service fees being assessed on credit card payments. The current fee structure is a 2.14% - 2.35% sales discount rate, with additional fees such as $14.95 monthly service fee, interchange fee, transaction fee, gateway fee that nets to an average monthly rate of 4.29%. The new proposed fee structure would eliminate the monthly and interchange fee and would be a flat rate of 3.25% on each transaction with a $0.10 transaction fee and eliminating the gateway fee.

FISCAL IMPACT

Potential savings of approximately $8,500 a year in processing costs associated with accepting credit card payments.

STAFF RECOMMENDATION

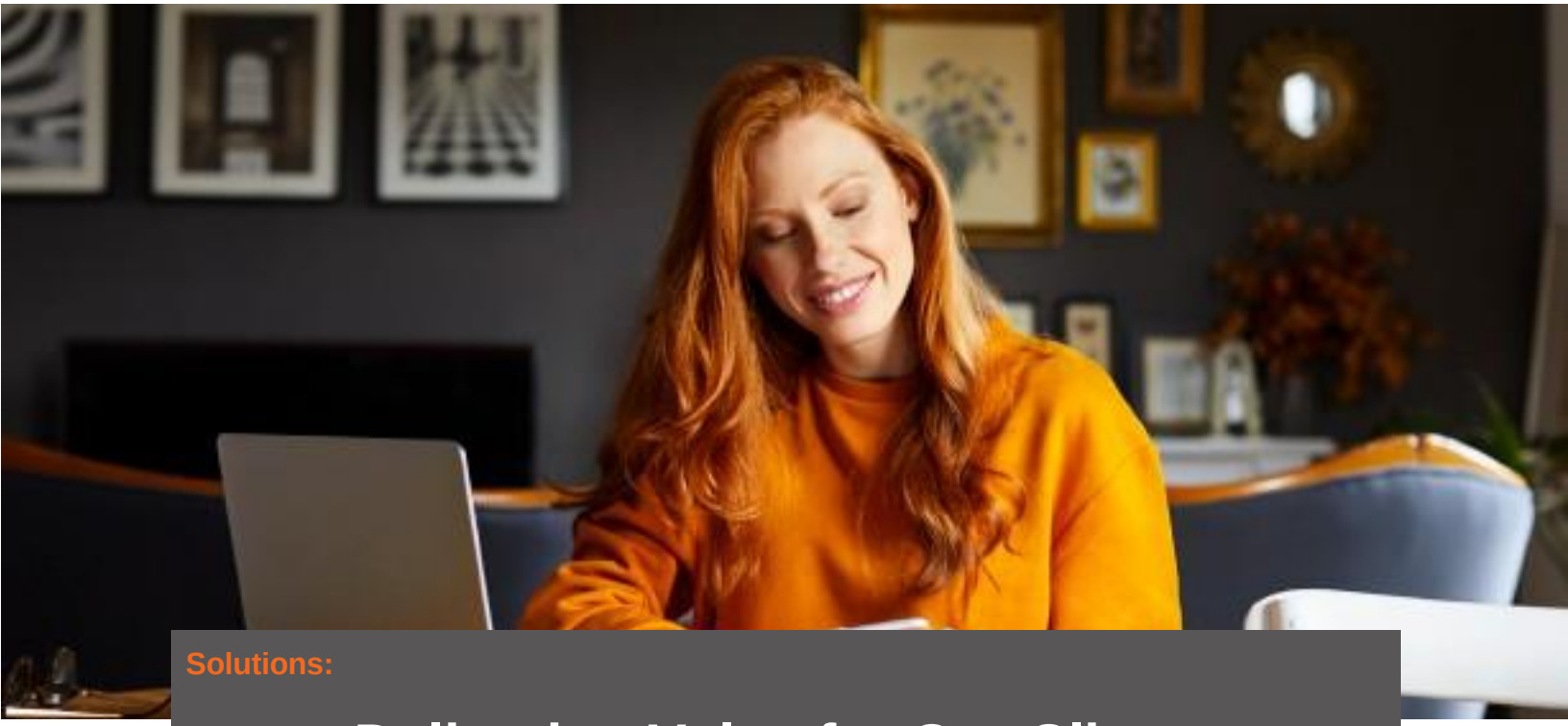
The Administration and Finance Committee review the Fiserv Merchant Services Proposal and consider providing a recommendation that the Board approve the new service agreement with Fiserv.

ATTACHMENTS

- Fiserv Merchant Services Proposal

Pajaro Valley Water Fiserv CMM Merchant Services Proposal

10/11/2024



Solutions:

Delivering Value for Our Clients

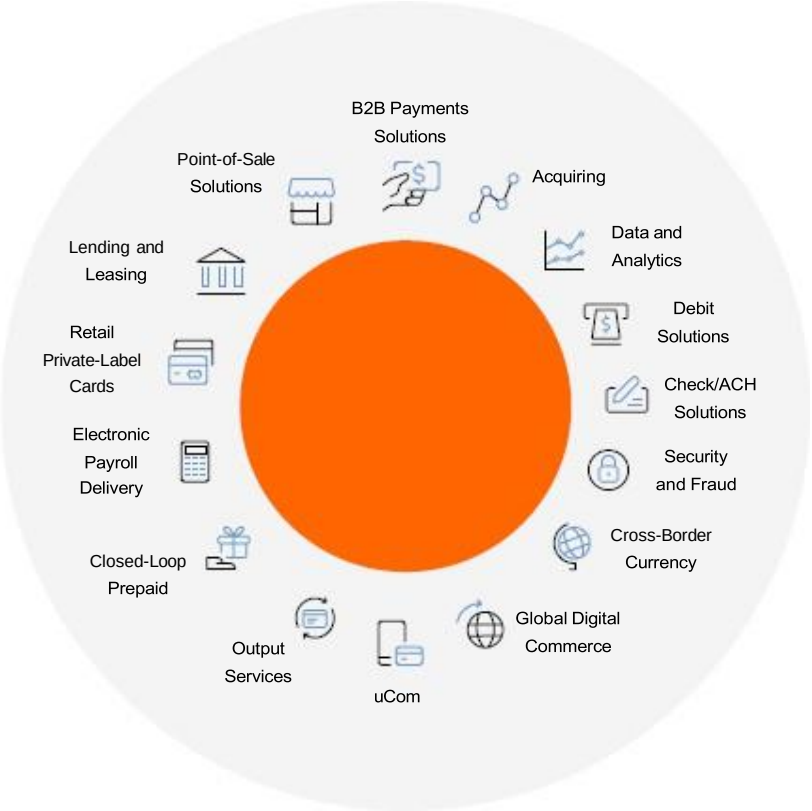
Fiserv Provides Solutions Designed for Growth

Accept Payments

Improve Economics

Drive Digital Transformation

Ensure Secure Commerce



Fiserv Consultative Model

Sales Executive

Understands your business strategy and identifies solutions that can help address operational challenges while helping your business grow.

Relationship Manager

Accountability for client satisfaction and developing executive relationships

- Aligns our relationship with your business strategies, goals and objectives
- Consultative approach that delivers insight on industry trends and changes
- Facilitates periodic business reviews to identify efficiencies and future business needs
- Owns your financial and contractual relationship
- Collaborates with bank client team to elevate relationships and retain clients

Account Manager

Timely management of day-to-day operational needs, administered by an assigned associated who understand your business

- Close partnership with relationship manager to support your business
- Manages daily service delivery including reporting and settlement/funding
- Acts as the primary point of contact for service escalation
- Provides oversight and is aligned closely with implementations and client services
- Incident management notification and communication

Flat Rate Pricing Model:

Card Type	Authorization Transaction Fee*	Flat Rate Discount**
Visa/MasterCard/Discover/AMEX	$ 0.10	3.25%

*Authorization transaction fee is charged for each transaction billable under applicable Card Organization Rules, including but not limited to authorization inquiries (regardless of whether the transaction is approved or declined), purchases, returns, credits, and reversals.

**Pricing is based on Daily Net Settlement with settlement provided daily net of all fees.

Additional Fees	Rate
Annual Maintenance Fee	Waived
Monthly Maintenance Fee	Waived
Merchant ID Set-Up Fee – Per MID	Waived
Merchant ID Monthly Fee – Per MID	Waived
Clover Platform Fee	Waived
Clover Security Fee – Per Tax ID*	Waived
Clover Gateway Fee	Waived
PCI Non-Compliance Fee - Per MID**	Waived
ACH Deposit Fee	Waived
ACH Reject Fee	Waived
Chargeback Fee	$30.00/ per occurrence
Retrieval Fee	$30.00/ per occurrence
Voice Authorization Fee	$0.75
AVS (Address Verification System) Fee	$0.005/per item
On-Line Reporting Tool (ClientLine) Fee	Waived

fiserv.

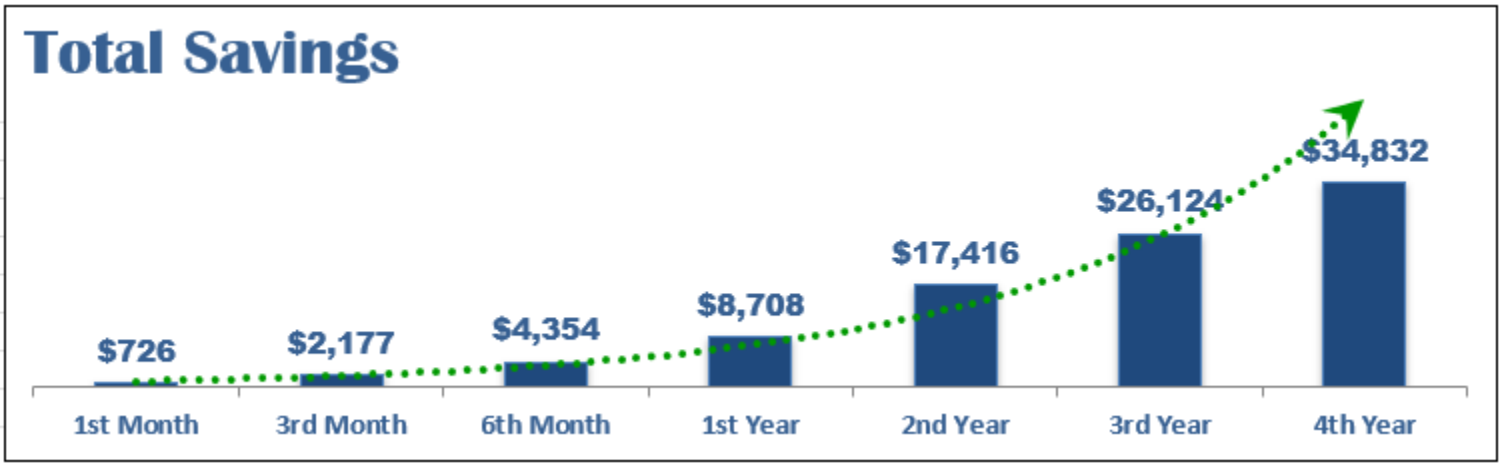
Business Name: Pajaro Valley Water
Sales Executive: Allen Ulman
Statement Reviewed: August-24

Prepared on: October 10, 2024

Rates	Amount Processed	Currently	Fiserv	Fees Paid VS. Our Fees: Currently	Fees Paid VS. Our Fees: CMM	Savings
Effective Rate	$66,752.00	4.290%	**3.250%**	$2,863.66	**$2,169.44**	**$694.22**
				$0.00	**$0.00**	**$0.00**
					Savings 1:	**$694.22**

Per Occurrence	Occurrences	Currently	Fiserv	Fees Paid VS. Our Fees: Currently	Fees Paid VS. Our Fees: Fiserv	Savings
Transaction Fee	165	$0.150	**$0.100**	$24.75	$16.50	$8.25
Gateway Fee	165	$0.050	**$0.000**	$8.25	$0.00	$8.25
					Savings 2:	**$16.50**

Monthly Fees	Occurrences	Currently	Fiserv	Fees Paid VS. Our Fees: Currently	Fees Paid VS. Our Fees: Fiserv	Savings
Monthly Service Fee	*1*	*14.95*	*0*	$14.95	$0.00	$14.95
					Savings 3:	**$14.95**



PAJARO VALLEY WATER MANAGEMENT AGENCY

Account Activity Report per Bank Statement

	Date	Deposits	Withdrawals	Balance
CLEARING ACCOUNT - Mechanics				
Beginning Balance	10/1/2024			$255,297
Cash Receipts				
Disbursements			5,124,052	
Transfers		4,988,145		
Bank Fees				
Ending Balance	10/31/2024			$119,390
GENERAL FUND10-MMA Mechanics				
Beginning Balance	10/1/2024			$1,772,526
Cash Receipts		1,400		
Transfers			32,088	
Interest Earned		7,027		
Bank Fees				
Ending Balance	10/31/2024			$1,748,864
GENERAL FUND 10 - LAIF				
Beginning Balance	10/1/2024			$2,368,184
Transfers				
Interest Earned				
Ending Balance	10/31/2024			$2,368,184
GENERAL FUND 20 - LAIF				
Beginning Balance	10/1/2024			$8,696,032
Transfers				
Interest Earned				
Ending Balance	10/31/2024			$8,696,032
SPECIAL REVENUE FUND 20-ACH Clearing Acct Mechanics				
Beginning Balance	10/1/2024			$0
Cash Receipts		3,607,181		
Sweep/Transfers			3,607,181	
Disbursments/ACH-Wire				
Bank Fees				
Ending Balance	10/31/2024			$0
SPECIAL REVENUE FUND 20-Operating Mechanics				
Beginning Balance	10/1/2024			$14,281
Cash Receipts		5,188,850		
Transfers			4,959,548	
Disbursments/ACH-Wire				
Bank Fees			3,615	
Interest Earned				
Ending Balance	10/31/2024			$239,969
SPECIAL REVENUE Fund 20 Cash Mgmt-FUND20MMN Mechanics				
Beginning Balance	10/1/2024			$5,282,983
Transfers		6,514,941	2,904,269	
Disbursments/ACH-Wire				
Bank Fees				
Interest Earned		20,954		
Ending Balance	10/31/2024			$8,914,609
Certificate of Deposit - DWR Loan Reserve Mechanics Fund 40				
Beginning Balance	10/1/2024			$273,010
Interest Earned		1,089.00		
Ending Balance	10/31/2024			$274,099
Certificate of Deposit - SRF-D1501023				
Beginning Balance	10/1/2024			$78,559
Transfers				
Interest Earned		0.00		
Ending Balance	10/31/2024			$78,559

Prior Month Ending Cash Balance:	Total Deposits:	Total Withdrawals:	Month End Cash Balance:
18,740,873	20,329,588	16,630,754	22,439,707
Cash Transfers	11,503,086	11,503,086	-
Actual Cash Receipts/Disbursements	8,826,502	5,127,667	

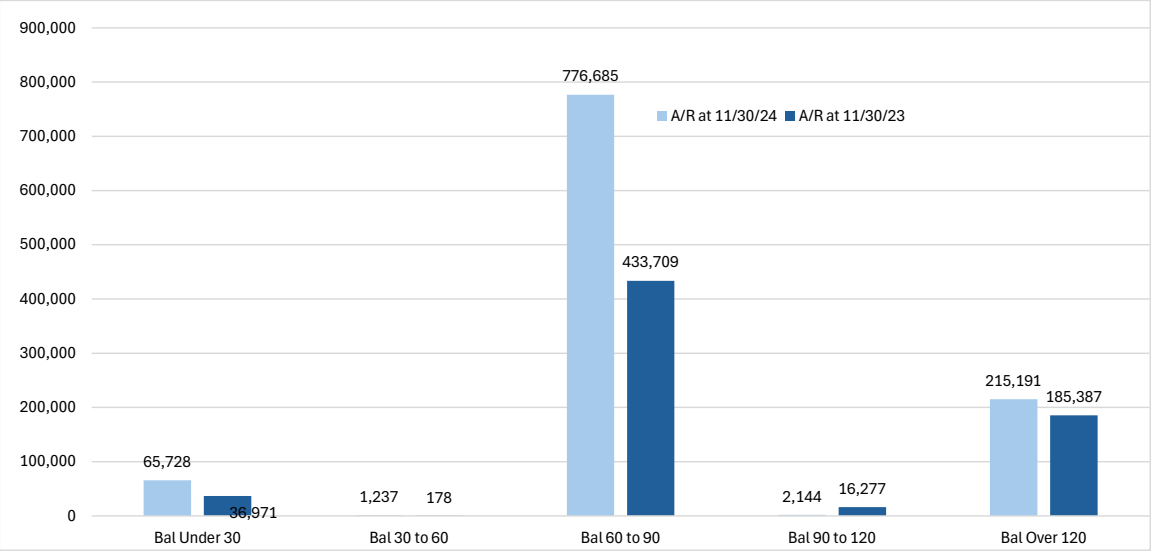
PAJARO VALLEY WATER MANAGEMENT AGENCY
INVESTMENT REPORT
ALL FUNDS
October 31, 2024

Description	Current Yield	Investment	% of Total Portfolio	Weighted Yield
Mechanics Clearing Account	0.00%	**$119,390**	0.53%	0.00%
General Fund 10				
Mechanics General Fund 10 Money Market Account	4.80%	1,748,864	7.79%	0.37%
Local Agency Investment Fund	4.71%	2,368,184	10.55%	0.50%
		$4,117,049		
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%	239,969	1.07%	0.00%
Mechanics Special Revenue Fund 20 Money Market Account	4.80%	8,914,610	39.73%	1.91%
Local Agency Investment Fund	4.71%	8,696,032	38.75%	1.83%
		$17,850,611		
Long Term Debt Fund 40				
Mechanics Certificate of Deposit DWR Loan Reserve	4.85%	$274,099	1.22%	0.06%
Mechanics Certificate of Deposit SRF-D1501023	4.85%	$78,559	0.35%	0.02%
		352,658		
	Total:	**$22,439,707**	**100.0%**	

Total Funds Reserved	352,658
Total Funds Invested	21,727,690
Total Funds Non-Interest Bearing	359,358
Total Funds	**$22,439,707**
Total Available Funds	22,087,049
Cash Reserve Policy Requirements (PV Water)	7,120,000
Surplus (Deficit) of Funds	**$14,967,049**

PV Water
Accounts Receivable Aging 3 Month Trend
As of 11/30/2024

	Balance Forward	Bal Under 30	Bal 30 to 60	Bal 60 to 90	Bal 90 to 120	Bal Over 120
Accounts Receivable before credits	1,060,985	65,728	1,237	776,685	2,144	215,191
Credits	(14,824)					
Total Accounts Receivable at 11/30/24	1,046,160					
Accounts Receivable before credits	672,521	36,971	178	433,709	16,277	185,387
Credits	(13,722)					
Total Accounts Receivable at 11/30/23	616,875					
Accounts Receivable before credits	2,023,379	1,321	1,773,186	4,264	132	244,476
Credits	(27,360)					
Total Accounts Receivable at 10/31/24	1,996,019					
Accounts Receivable before credits	7,108,096	6,830,251	17,044	132	70,912	189,758
Credits	(1,378)					
Total Accounts Receivable at 09/30/24	7,106,719					



Accounts Payable

Checks by Date - Detail by Check Date

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Check No	Vendor No / Invoice No	Vendor Name / Description	Check Date / Reference	Check Amount
ACH	E400	ENVIRONMENTAL PROTECTION AGENCY	11/01/2024	
	N22133CA-FEE02	CL Int. Resources Mngmt Proj# N22133CA for 11/24 - 11/25		12,700.00
	N22162CA	EPA WIFIA Program / Annual Servicing fee 2024		12,700.00
			Total for this ACH Check for Vendor E400:	25,400.00
ACH	M1872	MICROSOFT	11/01/2024	
	E0400TT7ZT	IT-Online Hydrology 365 Support for 9/17 - 10/16/24		12.50
			Total for this ACH Check for Vendor M1872:	12.50
ACH	S2865	SWCA ENVIRONMENTAL CONSULT. INC.	11/01/2024	
	204746	Prof Services for 9/1 - 9/30/2024		63,269.28
			Total for this ACH Check for Vendor S2865:	63,269.28
ACH	A1250	AFLAC- FLEX ONE	11/01/2024	
	EE Deferrals	EE PR Deferrals		609.63
			Total for this ACH Check for Vendor A1250:	609.63
ACH	A300	ACWA/JPIA	11/01/2024	
	Inv0704388	EE PR Deferrals		25,397.30
			Total for this ACH Check for Vendor A300:	25,397.30
ACH	N125	NATIONWIDE RETIREMENT SOLUTION	11/01/2024	
	EE Deferrals	EE PR Deferrals		5,100.00
			Total for this ACH Check for Vendor N125:	5,100.00
ACH	P1300	PERS-Fiscal Services Division Cashier Unit	11/01/2024	
	EE Deferrals	ER/EE Retirement Contributions		10,662.16
	EE Retirement Contrib	EE PR Deferrals		690.00
			Total for this ACH Check for Vendor P1300:	11,352.16
ACH	P555	PVWMA-Cafeteria Account	11/01/2024	
	EE Deferrals	EE PR Deferrals		981.88
			Total for this ACH Check for Vendor P555:	981.88
45644	L563	BRIAN LOCKWOOD	11/01/2024	
	GM Reimb	GM Reimb Miles & Meals to ACWA Conference for 9/24		233.11
			Total for Check Number 45644:	233.11
45645	C960	CARDIFF PEST CONTROL INC	11/01/2024	
	0150072	76 Holahan Pest control quarterly for 8/13/24		135.00
			Total for Check Number 45645:	135.00
45646	C1099	CAROLLO ENGINEERS INC	11/01/2024	
	FB56850	TASK 300 - COLLEGE LAKE		2,843.38
			Total for Check Number 45646:	2,843.38

Check No	Vendor No / Invoice No	Vendor Name / Description	Check Date / Reference	Check Amount
45647	R999	CASH	11/01/2024	
	PETTY CASH	AGENCY OFFICE PURCHASES		154.22
			Total for Check Number 45647:	154.22
45648	W400	CITY OF WATSONVILLE UTILITIES	11/01/2024	
	CUST#602389	Office Monthly Utilities for 9/10 to 10/9/24		213.91
			Total for Check Number 45648:	213.91
45649	C1677	COMMUNITY PRINTERS INC	11/01/2024	
	39489011	Coroplast Signs 24"x36"		204.14
			Total for Check Number 45649:	204.14
45650	E102	EDUCATION & OUTREACH COMPANY	11/01/2024	
	24-1056	Paper for Wendel & Penelope Learn abt Water Cycle		1,020.45
			Total for Check Number 45650:	1,020.45
45651	E500	ENVIRONMENTAL SCIENCE ASSOCIATES	11/01/2024	
	201202	Updating HSR Pipeline Project for 9/1 - 9/30/24		16,020.05
			Total for Check Number 45651:	16,020.05
45652	G185	GREEN HOME SOLUTIONS	11/01/2024	
	I2270591	Mold Remediation/Desinfection 76 Holahan for 10/24		12,460.00
			Total for Check Number 45652:	12,460.00
45653	G330	GUTIERREZ CONSULTANTS, INC.	11/01/2024	
	1912	DWR Watershed Resilience Grant for 8/1 to 8/31/24		2,208.00
	1914	MBLRP Multi-Benefit Land Repursposing Prg Grant 8/1 to 8/31/24		4,140.00
			Total for Check Number 45653:	6,348.00
45654	J301	JACOBS ENGINEERING GROUP INC.	11/01/2024	
	W8Y08701-017	Prof Services for 8/24 to 9/27/2024		86,726.98
			Total for Check Number 45654:	86,726.98
45655	L551	LINDE GAS & EQUIPMENT INC.	11/01/2024	
	45760124	Gas & equipment services 10/15/2024		88.69
			Total for Check Number 45655:	88.69
45656	P905	M PRESS DIGITAL INC.	11/01/2024	
	22666	Poster paper 23x36 print		27.44
			Total for Check Number 45656:	27.44
45657	M1010	MAGNOLIA GARDENING INC	11/01/2024	
	33759	76 Holohan Building Mo. Clean Gutters Maint. for 9/24		325.00
	33760	36 Brennan Building Mo. Clean Gutters Maint. for 9/24		325.00
			Total for Check Number 45657:	650.00
45658	M1175	MONTEREY BAY ANALYTICAL SERVICE INC	11/01/2024	
	240926-044	Water Samples Groundwater for 9/26/24		560.00
	241002_086	Surface Water 10/02/2024		1,122.00
	241002_088	Surface Water 10/02/2024		112.00
	241002_089	Coastal Distribution System 10/02/2024		1,296.00
	241002_090	Surface Water 10/02/2024		374.00
			Total for Check Number 45658:	3,464.00

Check No	Vendor No / Invoice No	Vendor Name / Description	Check Date / Reference	Check Amount
45659	M1865	MONTGOMERY & ASSOCIATES INC	11/01/2024	
	9090-24-3B	Monitoring Network Expansion/RMP's for 9/1 - 9/30/24		9,818.50
	9090-24-3C	PV Water Blend Well #4/Domestic CM PM for 9/1 - 9/30/24		4,117.11
			Total for Check Number 45659:	13,935.61
45660	P800	PG & E	11/01/2024	
	0688235687-3	Service at 76 Holohan Rd for 9/19 to 10/17/24		610.36
	2926809320-9	Service at 36B Brennan St for 9/20 to 10/20/24		170.84
	3015753830-4	Electric Pump/2 homes/76 & 116 Holohan for 9/20 to 10/18/24		181.65
	4291054495-8	Service at 475 San Andreas Rd		2,513.18
	5916054391-0	Service at 187C San Andreas Rd		3,920.81
			Total for Check Number 45660:	7,396.84
45661	S610	SANTA CRUZ CO. DPW.DEPT.COMM. & INFRASTRUCTURE	11/01/2024	
	P63256	Sept 2024 charges		662.96
			Total for Check Number 45661:	662.96
45662	S1405	SC FUELS INC	11/01/2024	
	0950235	Agency Vehicle Fuel for 10/1 to 10/16/24		234.98
			Total for Check Number 45662:	234.98
45663	C1580	SPECTRUM BUSINESS COMMUNICATIONS	11/01/2024	
	0124982102024	76 Holahan/Internet/communication for 10/20 - 11/19/24		145.18
	0154296102324	36 Brennan L.Line & Internet services for 10/23 - 11/22/24		662.29
			Total for Check Number 45663:	807.47
45664	T345	THE HOME DEPOT CREDIT SERVICES	11/01/2024	
	270388	Fluorescent	ACC# 0011943357	131.57
	3192874	Lithium Ion Cordless		196.45
	3510711	Home faucet bettery timer		48.26
	5511681	Various supplies		61.69
			Total for Check Number 45664:	437.97
45665	T400	TRI-COUNTY FIRE PROTECTION INC.	11/01/2024	
	HP-65062	19 Extinguisher Maint Test for 10/17/24		323.00
			Total for Check Number 45665:	323.00
45666	U185	U.S. BANK EQUIPMENT FINANCE	11/01/2024	
	540424348	RICOH 36 Brennan copier for 11/10 thru 12/10/24	Cont#500-0592136-000	208.57
	540607686	CONTR#500-0626919-RICOH Upstairs Copier		79.55
			Total for Check Number 45666:	288.12
45667	W80	WAGEWORKS INC.	11/01/2024	
	INV7112638	Mo. Admin. & Compliance Fee for Oct 2024		104.00
			Total for Check Number 45667:	104.00
45668	Z100	ZAG TECHNICAL SERVICES, INC.	11/01/2024	
	150286	IT-Agreement CSP for 10/24		362.00
	150355	IT-Billable/Regular Support Agreement for 10/24		292.50
	150479	IT-Billable/Regular Support Agreement for		390.00
			Total for Check Number 45668:	1,044.50
			Total for 11/1/2024:	287,947.57

Check No	Vendor No / Invoice No	Vendor Name / Description	Check Date / Reference	Check Amount
ACH	A1250	AFLAC- FLEX ONE	11/15/2024	
	EE Deferrals	EE PR Deferrals		609.63
			Total for this ACH Check for Vendor A1250:	609.63
ACH	N125	NATIONWIDE RETIREMENT SOLUTION	11/15/2024	
	EE Deferrals	EE PR Deferrals		4,400.00
			Total for this ACH Check for Vendor N125:	4,400.00
ACH	P1300	PERS-Fiscal Services Division Cashier Unit	11/15/2024	
	EE Deferrals	ER/EE Retirement Contributions		10,597.01
	EE Retirement Contrib	EE PR Deferrals		690.00
			Total for this ACH Check for Vendor P1300:	11,287.01
ACH	P555	PVWMA-Cafeteria Account	11/15/2024	
	EE Deferrals	EE PR Deferrals		981.88
			Total for this ACH Check for Vendor P555:	981.88
ACH	C571	CALIFORNIA BANK OF COMMERCE	11/15/2024	
	91602-17R	College Lake Water Treament 9/1 to 9/30/24		132,867.80
			Total for this ACH Check for Vendor C571:	132,867.80
ACH	M2213	MOUNTAIN CASCADE, INC.	11/15/2024	
	91602-17	College Lake Water Treatment 9/1 - 9/30/24		2,524,488.16
			Total for this ACH Check for Vendor M2213:	2,524,488.16
ACH	M2214	MOUNTAIN CASCADE, INC.	11/15/2024	
	91601-16	College Lake Pipeline Project 8/1 - 8/31/24		428,323.07
			Total for this ACH Check for Vendor M2214:	428,323.07
ACH	M1875	MICROSOFT AZURE	11/15/2024	
	E0600U6HVW	IT-Support Pay as You Go		14.58
			Total for this ACH Check for Vendor M1875:	14.58
ACH	R40	CARDMEMBER SERVICE	11/15/2024	
	OCT 2024	Agency Credit Card Purchases		3,186.42
			Total for this ACH Check for Vendor R40:	3,186.42
45669	A351	ACWA/JPIA	11/15/2024	
	627	Auto & General Liability Year 10/01/2024 to 10/01/2025		64,498.66
			Total for Check Number 45669:	64,498.66
45670	B195	BALANCE HYDROLOGICS, INC	11/15/2024	
	225177-1024	Prof Serv for Watsonville Slough		9,088.75
			Total for Check Number 45670:	9,088.75
45671	B102	BKS LAW FIRM, PC	11/15/2024	
	8812.0001	Legal Services Oct 2024		508.75
			Total for Check Number 45671:	508.75
45672	C103	CBEC ECO ENGINEERING INC	11/15/2024	
	17-1003-6-33	Prof Services 9/28 to 10/25/2024		6,375.50
			Total for Check Number 45672:	6,375.50

Check No	Vendor No / Invoice No	Vendor Name / Description	Check Date / Reference	Check Amount
45673	G195	GREENWASTE RECOVERY LLC	11/15/2024	
	ID#219557	76 Holohan Green Waste for 10/1 - 10/31/24	219557	134.95
			Total for Check Number 45673:	134.95
45674	L538	LSP SPANISH	11/15/2024	
	2024-015	Office Support 10/28 - 11/8/2024		2,563.75
			Total for Check Number 45674:	2,563.75
45675	M1010	MAGNOLIA GARDENING INC	11/15/2024	
	33534	36 Brennan Building Mo. Landscape Maint. for Oct 24		100.00
	33719	76 Holohan Rd Mo. Landscape Maint. for Oct 24		90.00
			Total for Check Number 45675:	190.00
45676	P1160	MIKE PODLECH	11/15/2024	
	2595	Prof Service Task 2: 9/1/24 - 10/31/24		750.00
			Total for Check Number 45676:	750.00
45677	M1086	MILLER MAXFIELD, INC.	11/15/2024	
	1024PV	Marketing & Commun. Oct 2024		5,313.75
			Total for Check Number 45677:	5,313.75
45678	M1175	MONTEREY BAY ANALYTICAL SERVICE INC	11/15/2024	
	241002--087	Surface Water Algae 10/02/2024		996.00
	241002--091	Surface Water 10/02/2024		1,195.00
	241002--093	Surface Water 10/02/2024		1,120.00
	241008-088	Ground Water October 2024		2,465.00
	241024-040	Surface Water 10/24/2024		1,365.00
			Total for Check Number 45678:	7,141.00
45679	O217	OFFICE AND HOME CLEANING SERVICES	11/15/2024	
	2662	36 Brennan Mo. Office housekeeping for Oct 24		600.00
	2663	76 Holohan Mo. Housekeeping for Oct 24		600.00
			Total for Check Number 45679:	1,200.00
45680	O250	ONSET COMPUTER CORP.	11/15/2024	
	291851	U20L Series		5,340.41
			Total for Check Number 45680:	5,340.41
45681	P180	PENINSULA MESSENGER LLC	11/15/2024	
	1475990	Monthly RaboBank Courier for Oct 24		139.00
			Total for Check Number 45681:	139.00
45682	P800	PG & E	11/15/2024	
	9968544374-1	Service at Office 36 Brennan for 10/8 to 11/05/24		746.62
			Total for Check Number 45682:	746.62
45683	P950	PITNEY BOWES PURCHASE POWER, INC.	11/15/2024	
	8000-9000-0396-	Postage Machine Stamp Purchase	8000-9000-0396-4453	2,851.08
			Total for Check Number 45683:	2,851.08
45684	S830	RESOURCE CONSERVATION SANTA CRUZ COUNTY RCA	11/15/2024	
	24CP02	2024 Conservation Program		31,816.25
			Total for Check Number 45684:	31,816.25

Check No	Vendor No / Invoice No	Vendor Name / Description	Check Date / Reference	Check Amount
45685	S1681	SHAMROCK OFFICE SOLUTIONS	11/15/2024	
	4215809-CAL	36 Brennan/Cont. printer usage/BW & Clr for 11/2 to 12/01/24		318.45
	4219784-CAL	upstairs /Contract printer usage/BW & Clr for 10/2 to 11/01/24		24.78
			Total for Check Number 45685:	343.23
45686	V369	VERIZON WIRELESS	11/15/2024	
	270929573-00001	Agency Personnel Cell Phones & equipt. for 10/2 to 11/1/24		520.90
			Total for Check Number 45686:	520.90
45687	Z100	ZAG TECHNICAL SERVICES, INC.	11/15/2024	
	150733	IT-Billable/Regular Support Agreement for Oct 24		195.00
	150836	IT-Billable/Regular Support Agreement for Nov 2024		2,165.00
	150854	IT-Monthly Agreement-KnowBe4 Security Awarness for Nov 2024		164.88
	150899	IT-Billable/Regular Support Agreement for support services		487.50
			Total for Check Number 45687:	3,012.38
45688	UB*00678	DIANNE AVELAR	11/15/2024	
		Refund Check 015588-000, NICHOLAS LN		392.04
			Total for Check Number 45688:	392.04
45689	UB*00676	FRANSISCO & CYNTHIA CONTRERAS	11/15/2024	
		Refund Check 018549-000, 149 MT MADONNA RD		132.00
			Total for Check Number 45689:	132.00
45690	UB*00675	DAVID A & SHERYL A DELEISSEGUES	11/15/2024	
		Refund Check 020655-000, 573 CARPENTERIA RD		132.00
			Total for Check Number 45690:	132.00
45691	UB*00677	BRENT & AMY LUNQUIST HENDERSON	11/15/2024	
		Refund Check 025244-000, 301 HAWK RIDGE LN		264.00
			Total for Check Number 45691:	264.00
45692	UB*00674	URBANA MORAN	11/15/2024	
		Refund Check 024710-000, 2465 GARIN RD		264.00
			Total for Check Number 45692:	264.00
45693	UB*00673	NICHOLE L SAICH	11/15/2024	
		Refund Check 024419-000, 190 RED FOX RDG		368.00
			Total for Check Number 45693:	368.00
45694	UB*00659	Willoughby Farms Inc	11/15/2024	
		Refund Check 025433-000,		6,773.86
			Total for Check Number 45694:	6,773.86
45695	UB*00662	Willoughby Farms Inc	11/15/2024	
		Refund Check 025478-000, 537 RIVERSIDE RD		17,772.70
			Total for Check Number 45695:	17,772.70
			Total for 11/15/2024:	3,274,792.13
ACH	T359	THE STANDARD INSURANCE COMPANY	11/25/2024	
	00-649299-0087	Long Term Disability Benefits		575.20
			Total for this ACH Check for Vendor T359:	575.20
			Total for 11/25/2024:	575.20

Check No	Vendor No / Invoice No	Vendor Name / Description	Check Date / Reference	Check Amount
ACH	C1099	CAROLLO ENGINEERS INC	11/26/2024	
	FB58368	WSSMAR Oct 2024		54,737.01
	FB58436	Monthly Progress Aug - Oct 2024		71,621.15
			Total for this ACH Check for Vendor C1099:	126,358.16
ACH	M1872	MICROSOFT	11/26/2024	
	E0400U6A9T	IT-Online Hydrology 365 Support for 10/17 - 11/16/24		12.50
			Total for this ACH Check for Vendor M1872:	12.50
ACH	M2214	MOUNTAIN CASCADE, INC.	11/26/2024	
	91601-17	College Lake pipeline 9/1 - 9/30/2024		695,375.25
			Total for this ACH Check for Vendor M2214:	695,375.25
ACH	T111	TANNER PACIFIC, INC	11/26/2024	
	224-390	Const Management 10/1 - 10/31/2024		402,229.29
			Total for this ACH Check for Vendor T111:	402,229.29
45696	A190	ACE HARDWARE OF WATSONVILLE INC	11/26/2024	
	233348	CDS Field supplies		15.34
	233402	Battry Alkln C CD2 / BM Field Supplies		4.38
	233542	Rope Brad Poly / BM Field Supplies		18.65
	233779	T1013 PSI Parts, CDS Field supplies		13.14
			Total for Check Number 45696:	51.51
45697	A850	AVAYA FINANCIAL SERVICES.	11/26/2024	
	45907485	Phone/VM Lease Agreement for 11/1 to 11/30/24		435.12
			Total for Check Number 45697:	435.12
45698	F199	C.J. BROWN & COMPANY CPAS	11/26/2024	
	241006	Progress Billing on Audit for 10/24		1,652.00
			Total for Check Number 45698:	1,652.00
45699	C522	CALIFORNIA DEPT OF TAX & FEE ADMIN	11/26/2024	
	L0028705194	FEES 7/1/2024 to 6/30/2025		708.80
	L0028732796	Water Rights 7/1/2024 to 6/30/2025		588.80
			Total for Check Number 45699:	1,297.60
45700	C960	CARDIFF PEST CONTROL INC	11/26/2024	
	0152355	36 Brennan Pest control quarterly for 11/13/24		110.00
	0152488	76 Holohan Rd Pest control quarterly for 11/13/24		135.00
			Total for Check Number 45700:	245.00
45701	C103	CBEC ECO ENGINEERING INC	11/26/2024	
	23-1017-18	Forecasting tool user's manual & training		6,332.50
			Total for Check Number 45701:	6,332.50
45702	W400	CITY OF WATSONVILLE UTILITIES	11/26/2024	
	33046	July through Sept Potable Water Charges		234,529.09
	CUST#602389	Office Montly Utilities for 10/9 to 11/12/24		195.12
			Total for Check Number 45702:	234,724.21
45703	E500	ENVIRONMENTAL SCIENCE ASSOCIATES	11/26/2024	
	201954	WSS-MARR Services Oct 2024		21,888.25
			Total for Check Number 45703:	21,888.25
45704	G199	GROUNDWATER RESOURCES ASSOC.OF CA.	11/26/2024	
	300000109	Membership - Organization 2024		1,500.00
			Total for Check Number 45704:	1,500.00

Check No	Vendor No / Invoice No	Vendor Name / Description	Check Date / Reference	Check Amount
45705	L538	LSP SPANISH	11/26/2024	
	2024-017	General Office support 11/12 to 11/22/24		2,047.50
			Total for Check Number 45705:	2,047.50
45706	M1175	MONTEREY BAY ANALYTICAL SERVICE INC	11/26/2024	
	241010-049	Ground Water 10/10/24		1,520.00
	241010-051	Ground Water 10/10/24		588.00
	241017-089	Samples 10/17/24		1,453.00
	241017-090	Ground Water 10/17/24		628.00
	241017-091	Ground Water 10/17/24		147.00
			Total for Check Number 45706:	4,336.00
45707	M1865	MONTGOMERY & ASSOCIATES INC	11/26/2024	
	9090-24-4C	10/1 to 10/31/24 PV Water Blend Well 34		40,989.13
			Total for Check Number 45707:	40,989.13
45708	P800	PG & E	11/26/2024	
	0688235687-3	Service at 76 Holohan Rd for 10/18 to 11/17/24		792.36
	1787734656-3	Service at 1859 Beach Rd for 10/8 to 11/5/2024		9,492.14
	2926809320-9	Service at 36B Brennan St for 10/21 to 11/18/24		250.31
	3015753830-4	Electric Pump/2 homes/76 & 116 Holohan for 10/19 to 11/18/24		337.41
	3771390038-1	Service at Jensen Rd # 3 for 10/17 to 11/15/24		7.40
	9214983032-2	Service at 1931 Beach rd for 10/8 to 11/5/2024		2,601.61
	9218085363-9	Service at162 San Andreas Rd 108/ to 11/5/24		431.62
			Total for Check Number 45708:	13,912.85
45709	R790	ROYAL OAKS AUTO REPAIR INC	11/26/2024	
	55057	Vehicle #16, Flat Tire Repair		25.00
			Total for Check Number 45709:	25.00
45710	S1405	SC FUELS INC	11/26/2024	
	0956870	Agency Vehicle Fuel for 10/17 to 10/29/24		550.66
			Total for Check Number 45710:	550.66
45711	S2875	STRATEGY DRIVER, INC	11/26/2024	
	1011	CDS Customers Workshops		19,810.30
			Total for Check Number 45711:	19,810.30
45712	S2910	STREET SCENE ON & OFF ROAD	11/26/2024	
	46808	Vehicle #11 Safety Additions		627.88
			Total for Check Number 45712:	627.88
45713	T115	TECHNO FLO SYSTEMS	11/26/2024	
	47721	Flanged Tube Meter / GPM Indicator		1,607.44
			Total for Check Number 45713:	1,607.44
45714	U185	U.S. BANK EQUIPMENT FINANCE	11/26/2024	
	542603972	CONT#500-0703068-RICOH 76 Holohan copier for 12/10/24 - 1/10/25		208.57
			Total for Check Number 45714:	208.57
45715	Y130	YSI INCORPORATED. A XYLEM BRAND	11/26/2024	
	1106146	DB 600 Assembly		112,274.56
	1106147	Gill Metrological Kit		6,394.42
	1109374	Solar Panel Mount		624.43
			Total for Check Number 45715:	119,293.41

Check No	Vendor No / Invoice No	Vendor Name / Description	Check Date / Reference	Check Amount
45716	Z100	ZAG TECHNICAL SERVICES, INC.	11/26/2024	
	151195	IT-Billable/Regular Support Agreement for Nov.2024		146.25
	151230	IT-Monthly Agreement-KnowBe4 Security Awarness for Oct 2024		970.80
	151231	IT-Monthly Agreement-KnowBe4 Security Awarness for Nov 2024		970.80
			Total for Check Number 45716:	2,087.85
			Total for 11/26/2024:	1,697,597.98
ACH	A1250	AFLAC- FLEX ONE	11/29/2024	
	EE Deferrals	EE PR Deferrals		609.63
			Total for this ACH Check for Vendor A1250:	609.63
ACH	N125	NATIONWIDE RETIREMENT SOLUTION	11/29/2024	
	EE Deferrals	EE PR Deferrals		4,400.00
			Total for this ACH Check for Vendor N125:	4,400.00
ACH	P1300	PERS-Fiscal Services Division Cashier Unit	11/29/2024	
	EE Deferrals	ER/EE Retirement Contributions		10,617.38
	EE Retirement Contrib	EE PR Deferrals		970.00
			Total for this ACH Check for Vendor P1300:	11,587.38
ACH	P555	PVWMA-Cafeteria Account	11/29/2024	
	EE Deferrals	EE PR Deferrals		981.88
			Total for this ACH Check for Vendor P555:	981.88
			Total for 11/29/2024:	17,578.89
			Report Total (99 checks):	5,278,491.77