

**AMENDED**  
**BOARD OF DIRECTORS**  
**SAN BENITO COUNTY WATER DISTRICT**  
**Agenda For**  
**April 24, 2024**  
**Regular Meeting – 5:00 p.m.**  
**30 Mansfield Road – Hollister, California 95023**

**Assistance for those with disabilities:**

If you have a disability and need accommodation to participate in the meeting, please call Barbara Mauro, Board Clerk, at (831) 637-8218, 48 hours prior to meeting for assistance so the necessary arrangements can be made.

Effective at the April 27, 2022, The Board of Directors is now allowing the public to attend in person at all meetings of the San Benito County Water District Board. We will also continue to offer the meeting via Zoom as well. Regarding virtual participation, members of the public are instructed to be on mute during the proceedings and to speak only when public comment is allowed, after requesting and receiving recognition from the Board President.

**ZOOM LINK**

<https://us06web.zoom.us/j/86708598813?pwd=1Wag9bktjH5qpYFc43aCyiUAUzrOdi.1>

**Meeting ID**

867 0859 8813

**Passcode:**

922623

**Dial Only:**

Dial by your location

- +1 669 444 9171 US
- +1 346 248 7799 US (Houston)
- +1 719 359 4580 US
- +1 720 707 2699 US (Denver)
- +1 253 205 0468 US
- +1 253 215 8782 US (Tacoma)
- +1 689 278 1000 US

If you plan to participate in the meeting and need assistance, please call Barbara Mauro, Board Clerk, at (831) 637-8218, 48 hours prior to meeting.

**CALL TO ORDER**

- a. Pledge of Allegiance to the Flag
- b. Roll Call
- c. Speakers will be limited to 5 minutes to address the Board; rebuttal will be limited to 3 minutes; no new business agenda items will be heard after 8:00 p.m.
- d. Approval of Agenda



11. Committee/Agency Representative Reports:
  - a. San Luis and Delta-Mendota Water Authority (Tonascia)
  - b. Pajaro River Watershed Flood Prevention Authority (Flores/Wright)
  - c. Water Resources Association (Flores/Shelton)
  - d. Investment Committee (Flores/Williams)
12. **OPEN SESSION**
13. **CLOSED SESSION:**  
**PUBLIC EMPLOYEE APPOINTMENT**  
 Title: General Manager, Deputy District Engineer, Water Conservation Manager, Electrician  
 Authority: Government Code § 54957
14. **OPEN SESSION**  
 Report action, if any from Closed Session
15. **Adjournment**

Adjournment - Unless there is a special meeting prior to that time, the next regular meeting of the Board will be Wednesday, May, 29, 2024. Meetings are held at the District office, 30 Mansfield Road, Hollister, California. **LAST DAY TO FILE CLAIMS** against the District is the second Friday of each month, except in November and December. Usually meeting dates change in those months because of holidays. The Board may hold a closed session to discuss personnel matters, litigation or employee negotiations as authorized by the Ralph M. Brown Act, Evidence Code #950-962 or other appropriate State law.

All public records relating to an agenda item on this agenda are available for public inspection at the time the record is distributed to all, or a majority of all, members of the Board. Such records shall be available at the District office located at 30 Mansfield Road, Hollister, California.

March 27, 2024  
Regular Meeting  
5:02 p.m.

The Board of Directors of the San Benito County Water District convened in regular session on Wednesday, March 27, 2024 at 5:02 p.m. at the San Benito County Water District office at 30 Mansfield Road, Hollister, California. Members present were: President Andrew Shelton, Vice President Doug Williams and Directors Sonny Flores, Joe Tonascia and Mark Wright. Also present were General Manager Steve Wittry, District Counsel Jeremy T. Liem, Manager of Administration, Finance and Business Services Megan Holland, Deputy District Engineer Rob Hillebrecht, Operations and Maintenance Manager Michael Craig, Senior Engineer David Macdonald, Water Resources Technician II Dustin Franco, Water Programmer III Anne Stull, Office Specialist I Jennifer Cosio and Executive Assistant/Board Clerk Barbara Mauro.

**CALL TO ORDER**

President Shelton called the meeting to order at 5:02 p.m.

- a. **Pledge of Allegiance to the Flag**  
President Shelton led the Pledge of Allegiance.
- b. **Roll Call**  
Mrs. Mauro called roll; members present were: President Shelton, Vice President Williams and Directors Flores, Tonascia and Wright.
- c. **Speakers will be limited to 5 minutes to address the Board; rebuttal will be limited to 3 minutes; no new business agenda items will be heard after 8:00 p.m.**
- d. **Approval of Agenda**  
With a motion by Director Flores and a second by Vice President Williams, the Agenda was approved by 5 affirmative votes, Shelton, Williams, Flores, Tonascia and Wright.
- e. **Public Input: Members of the Public are Invited to Speak on any Matter not on the Agenda**  
There were no public comments.

**CONSENT AGENDA:**

- 1. **Approval of Minutes for: February 28, 2024 Regular Meeting**
- 2. **Allowance of Claims**  
Director Tonascia asked about the charges from the newspaper; Ms. Holland stated it was all WRA.  
  
Director Tonascia asked why the District Engineer position is still up on BenitoLink. Ms. Holland stated she would have to check.  
  
Director Wright asked how much of what was paid to Brigantino was for the Fairview Road repair? Mr. Craig stated some of the work is for Zone 3 and some is Zone 6, but the overall cost of the repair was \$139,000.

3. **Acknowledgement of Paid Claims prior to the March Board Meeting**
4. **On Call Contracts – Status Updates**

With no further questions, a motion was made by Director Tonascia and a second by Director Wright; the Consent Agenda was approved with 5 affirmative votes, Shelton, Williams, Flores, Tonascia and Wright.

### **REGULAR AGENDA**

#### **5. Annual Groundwater Report 2023**

##### **a. Presentation of Report**

Mr. Wittry introduced Iris Preistaf and Maureen Reilly from Todd Groundwater who joined the meeting via Zoom. Ms. Preistaf and Ms. Reilly will be presenting the report to the Board.

Ms. Preistaf stated this is the third report done since the initiation of the GSP (Groundwater Sustainability Plan). In July 2023, the Department of Water Resources (DWR) approved the District's GSP.

This report, per Ms. Priestaf, fulfills the annual report requirements by the State with general information, basin conditions and implementation. The period this report covers is October 1, 2022 through September 30, 2023. This report is due to DWR by April 1, 2024. Ms. Priestaf further reported that DWR will now be reviewing all annual reports. This report also fulfills both the Sustainable Groundwater Management Act (SGMA) and the District's annual requirements.

Ms. Reilly reported that Todd Groundwater has been producing the annual groundwater report for the District for the last 18 years. Ms. Reilly reviewed the District's 2023 year at a glance. This report covers part of two different CVP water years, which 2022-2023 was a -0- allocation for Ag and 2023-2024 was a 100% allocation, which means the District went from a drought year to a wet year.

For purposes of the GSP, monitoring the basins is a critical piece. 138 wells are monitored and there are 22 key wells, but some of the key wells do need replacement, per Ms. Reilly. She further reviewed the numerical model and the change in levels from 2022 to 2023, which as previously mentioned went from very dry to very wet. The District has the following sources for water supply: Groundwater, Imported Water (CVP), Recycled Water and Surface Water. Ms. Reilly stated the District hopes to develop new tools for monitoring which would be the OpenET.

Ms. Priestaf continued with the SGMA Update. Todd Groundwater found no undesirable results and the North San Benito Basin is sustainable. While the DWR approved the GSP, they provided several recommendations by the five year update:

1. Update the Criteria

2. Identify the number of monitoring wells and the schedule for the monitoring
3. Undesirable result for subsidence
4. Use their guidance for interconnected surface water to fill in data gaps

Ms. Priestaf also reported the District was at minimum thresholds in most of the key wells. 16 wells were above the minimum threshold, 4 were temporarily inaccessible (due to flooding) and 2 were below the minimum threshold (1 in the southern basin and 1 in San Juan)

Ms. Priestaf stated there is some subsidence, but it is occurring at a slow rate and is being tracked. She further reviewed the interconnected surface water data, which also met the criteria to avoid an undesirable result.

Ms. Priestaf then reviewed the projects and management actions which included: ADRoP (Accelerated Drought Response Project) which today, the District was notified of receiving another \$6.7 million in grants, which would be approximately \$20 million total in grant funding for this project); BF Sisk Dam Raise, which was approved in October 2023 and due to be complete by 2031; and the San Juan Bautista Water and Wastewater solutions.

Recommendations from this report are: Groundwater Charge of \$13.75 per acre foot for both Agricultural and Municipal and Industrial; Groundwater Production and Replenishment, Continue SGMA Implementation and Updates to the Annual Water Demand/Supply Memo which is due June 2024.

Director Tonascia asked if the new monitoring wells were on the key well monitoring. Ms. Reilly stated no because they didn't have historical data but will use them moving forward.

Director Wright asked about the percolation shown on Page 56, in yellow. Ms. Reilly stated that was the old treatment plant ponds. Director Wright further asked about increasing percolation. Ms. Reilly stated in wet years it recharges but in the beginning of this period in the report, the CVP allocation was -0-. Director Wright asked why it was higher in 2019. Ms. Reilly stated because of the San Benito River recharge. David Macdonald further explained that because of the work being done at the Union Bridge, the County requested we turn off this percolation. He also added the District has to be careful and limit some of the percolation due to the zebra mussel issue. Ms. Reilly added the District cannot directly percolate into the river.

Mr. Wittry added there has been some discussion with the City of Hollister for a future site for percolation near the Sandman property.

- b. Consider Acceptance of Annual Groundwater Report 2023**  
With a motion by Vice President Williams and a second by Director Flores, the Board of Directors Accepted the Annual Groundwater Report 2023 with 5 affirmative votes, Shelton, Williams, Flores, Tonascia and Wright.

- 6. Consider Resolution Amending the District's Procurement Policy**

Ms. Holland reviewed this item for the Board. This policy was discussed with the Administration Committee. Because of the amount for purchase orders, there were 149 written over the last year, just for the minimum amount. Making this change will provide a timesaver for staff but keep the review and oversight process in place.

Director Tonascia asked what the committee thought about the change. Director Flores stated the committee thought this was a reasonable change because it still maintained the same oversight.

With a motion by Director Tonascia and a second by Director Flores, the Board of Directors approved Resolution #2024-03 *A Resolution of the Board of Directors of the San Benito County Water District Amending the District's Procurement Policy* with 5 affirmative votes, Shelton, Williams, Flores, Tonascia and Wright.

- 7. Consider Resolution--Intention to undertake a Project and Setting a Public Hearing—Accelerated Drought Response Project (ADRoP)**

Mr. Wittry stated this resolution would set a Public Hearing for April and staff has included a budget and site map, with the draft resolution. The Board's action would be to approve the resolution. Mr. Wittry further reported the total cost of the project is estimated at \$40.3 million and with the receipt of the USBR Grant today of \$6.7 million, the total amount of grant funding for this project is now at \$20 million.

Director Flores asked, this resolution is only to set the Public Hearing? Mr. Wittry stated that is correct.

With a motion by Director Flores and a second by Vice President Williams, the Board of Directors approved Resolution #2024-04, *A Resolution of the Board of Directors of the San Benito County Water District for its Intention to undertake a Project and Setting a Public Hearing—Accelerated Drought Response Project (ADRoP)* with 5 affirmative votes, Shelton, Williams, Flores, Tonascia and Wright.

- 8. Consider Authorizing Director Attendance at the 2024 ACWA/JPIA's Board of Directors' Meeting May 6<sup>th</sup>, 2024, Sacramento, California**

Mrs. Mauro stated the District budgets for 1 Director to attend this meeting. There is not any registration, but if anyone is interested, the hotels do fill up quickly, so please let her know as soon as possible.

- 9. Consider General Manager/Designee and Director Attendance at the ACWA Spring Conference May 7<sup>th</sup> – May 9<sup>th</sup>, 2024, Sacramento, California**

Mrs. Mauro stated the District budgets for the General Manager/Designee and 2 Directors to attend this conference. Registration and hotel reservations would be needed if anyone is interested, so please contact Mrs. Mauro if interested in attending.

10. **Committee/Agency Representative Reports:**
- a. **San Luis and Delta-Mendota Water Authority (Tonascia/Wittry)**  
As per Director Tonascia, this can be covered under the Manager's report.
  - b. **Urban Area Water and Wastewater Master Plan Governance Committee (Shelton/Tonascia)**  
As per Director Shelton, a Governance Committee meeting was held and received a presentation from LAFCO. He further added there was a separate meeting with Sunnyslope County Water District for some clarification. Director Tonascia added both were good meetings and good communication. Mr. Wittry further added the PowerPoint from LAFCO is in the mailboxes of the three directors not on the Governance Committee.
  - c. **Zone 3 Water Supply & Operations Committee (Tonascia/Williams)**  
As per Directors Tonascia and Williams, the status of Hernandez and Paicines were discussed as well as Capital Improvements. Mr. Wittry added at both the Zone 3 and Zone 6 meetings, District Act 70.15 is the formal process for capital improvements projects. In April, additional meetings will be held for direction from the committees for developing projects during the budgeting process.
  - d. **Zone 6 Water Supply & Operations Committee (Tonascia/Wright)**  
As per Director Wright, in addition to the Capital Improvements, the committee discussed valve operations while serving from San Justo and the zebra mussel issue at the reservoir.

11. **Monthly Operations and Maintenance Report**  
Mr. Craig reported his staff has been spraying and mowing in Zone 3. In Zone 6, staff had an USBR Inspection. He further reported turning the system around and back feeding until April 15<sup>th</sup>. The best time, per Mr. Craig, to run reserve flow is when the water level at San Justo is high, which is it is at this time. Next month, Mr. Craig stated staff will be rebuilding some 12" meters. Director Tonascia asked if we ran anoxide water at San Justo for the mussels; Mr. Craig wasn't sure.

12. **General Manager's Report:**

a) **General Comments**

Mr. Wittry reported Shawn Novack has decided to retire as of June 30, 2023. Mr. Wittry thanked Mr. Novack for his great work at the District; he is a great asset and will be difficult to replace. This is not a union position, and the District will begin recruitment the first week of April.

Mr. Wittry stated the meeting with Sunnyslope County Water District earlier this week was in a positive direction and a good meeting.

The Bureau increased the allocation to 35% for Ag and 75% for M&I. Mr. Wittry stated he is confident is allocating 60% of requests to Ag and percolating more M&I. Director Tonascia asked how much is that for Ag? Mr. Wittry stated about 12,000 acre-feet. Director Tonascia asked if staff was allowing for evaporation/percolation giving a 60%. Mr. Wittry stated it is 3% above the Ag requests.



Anne Stull explained the balance between historical use and the balance between the USBR allocation and the storage the District has. Director Tonascia asked if customers are using less water when the price is higher and Ms. Stull stated yes.

Mr. Wittry stated as the GSA, it would be the District's job to determine if there is over pumping occurring. Director Wright asked whether the higher price is deterring customers from using the blue valve. Director Flores stated customers' reduction could also be related to more efficient use of the water. Mr. Wittry stated there has to be a balance. The rate study took two years to complete.

Vice President Williams asked if there could be any further increase in the allocation. Mr. Wittry stated yes, they have often increased it later, sometimes as late as June. He further added they looked at 10 years of allocations when setting the new rates.

Director Flores asked if the District lowered the rates in July, is that too late? Director Tonascia stated farmers set their plan for the coming year in December, so the allocations come in too late. Mr. Wittry added rescheduling can also be an option.

Mr. Wittry further reported the painting and new flooring project is underway. The District is using local contractors for both jobs. There will be carpet squares in the offices, board room and conference room and vinyl flooring in the hallways, entry way and kitchen. The intention is to have it complete before the next board meeting.

**b) Reach 1 Operations**

Mr. Wittry reported Bifurcation is shutdown but will be back up by April 15, 2024.

**c) Zone 3 Operations**

Mr. Wittry reported there is 875 acre-feet in Hernandez, per Mr. Franco. Also, there was an inspection by the DSOD.

**d) Zone 6 Operations**

Mr. Wittry reported there were twelve members from the Bureau that came out to inspect San Justo Reservoir. They listed a few repairs that are needed such as work to the road and the sump pump.

**e) Accelerated Drought Response Project (ADRoP)**

Mr. Wittry stated additional funding was received, as discussed earlier. Interviews were conducted for construction management for the West Hills expansion. On the panel were: Steve Wittry, Rob Hillebrecht, David Macdonald as well as Drew Lander from Sunnyslope County Water District and William Via from the City of Hollister. The panel unanimously approved MNS and Mr. Wittry hopes to bring a contract for approval to the April board meeting.

**f) San Luis and Delta-Mendota Water Authority Activities**

Mr. Wittry reported the Authority approved officers for the new fiscal year. They also added two new agencies to the Authority.

**g) City of San Juan Bautista Water Supply Plan**

Mr. Wittry stated a meeting was held on Monday and it was determined not to proceed using the encroachment permit. San Juan Bautista desires to pursue grant funding through the USDA and that would not cover completed work, so San Juan Bautista doesn't want to move forward until the funds are in place. San Juan Bautista has also asked for a letter of support from the District, which we will provide. There needs to be an agreement between the District and San Juan Bautista, as the City desires the District to be in charge of the project. Mr. Wittry stated this was a positive meeting. Director Flores asked if this agreement could be completed by May. Mr. Wittry stated staff is hopeful and there will also be a contract for HDR for the final design. Discussion ensued about the cost if the county finished, putting the pipeline in the new frontage road, under a future bike lane.

**13. CLOSED SESSION:**

**Public Employee Performance Evaluation - consider the appointment, employment, evaluation of performance, discipline, or dismissal of a public employee or to hear complaints or charges brought against the employee by another person or employee unless the employee requests a public session.**

**Title: General Manager**

**Authority: California Government Code Section 54957**

*(The Board convened in Closed Session at 6:46 p.m.)*

**14. OPEN SESSION:**

**Report action if any**

*(The Board reconvened in Open Session at 7:17 p.m.)*

President Shelton reported the Board's action from Closed Session was to Terminate without cause, Steve Wittry, as General Manager. The vote to terminate was: Director Flores: Nay, Director Tonascia: Yay, Director Wright: Yay, Vice President Williams: Yay and President Shelton: Nay.

**15. Adjournment**

With no further business to discuss, the meeting was adjourned at 7:20 p.m.

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Andrew Shelton, President

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Barbara L. Mauro, Executive Assistant/Board Clerk

April 4, 2024  
Special Meeting  
5:02 p.m.

The Board of Directors of the San Benito County Water District convened in special session on Thursday, April 4, 2024 at 5:02 p.m. at the San Benito County Water District office at 30 Mansfield Road, Hollister, California. Members present were: President Andrew Shelton, Vice President Doug Williams and Directors Sonny Flores, Joe Tonascia and Mark Wright. Also present were District Counsel Jeremy T. Liem, Manager of Administration, Finance and Business Services Megan Holland, Deputy District Engineer Rob Hillebrecht, Senior Engineer David Macdonald, Water Conservation Program Manager Shawn Novack, Office Specialist I Jennifer Cosio Arellano and Executive Assistant/Board Clerk Barbara Mauro. There were other District staff also in attendance.

**CALL TO ORDER**

President Shelton called the meeting to order at 5:02 p.m.

- a. **Pledge of Allegiance to the Flag**  
President Shelton led the Pledge of Allegiance.
  
- b. **Roll Call**  
Mrs. Mauro called roll; members present were: President Shelton, Vice President Williams and Directors Flores, Tonascia and Wright.
  
- c. **Speakers will be limited to 5 minutes to address the Board**  
Megan Holland, a District staff member, asked to read a statement and asked that it be on the record verbatim.

“I would like to request that this be included verbatim in the minutes...

President Shelton & Members of the Board of Directors, and the community, on behalf of the dedicated staff of the San Benito County Water District and myself, I would like to share a statement...

We believe that the District remains strong in large part because of the dedication and loyalty of the staff who come in every day to get the job done, and although we all came into public service at different times and with different stories, we want to continue to serve this community and continue to build trust within government agencies.

We believe that a position of alignment with the Board around vision of the organization is key and we want to open the door for further communication and discussion between the board and staff to create a work environment that is conducive to the highest quality work and successful delivery of water.

We are committed to the vision statement of the District - to deliver and manage safe and reliable water supply, maintain a sustainable enterprise, and provide excellent customer service to the community. And we come to work every day to give our best and do our best. We are not willing to go backwards, we the staff have come to appreciate and thrive within a value-based work environment and would like to bring forward these values for the Board’s consideration and inclusion in future decisions and activities.

The values that we wish to be considered – that most represent us and the work we do every day are:

Trust & Respect – for each other, from board members to staff, to community partners and customers, that we treat each other with respect, trust each other’s best intention and learn from our mistakes to improve our organization.

Teamwork & Collaboration – we work together to accomplish the aims of the organization.

Excellence & Accountability – we do our best, we learn from mistakes, we hold each other accountable, and we reduce risks to the district.

We are here to work with you, communicate with you and support this future environment. Thank you.”

Rob Hillebrecht, a District staff member, asked to read a statement and asked that it also be on the record, verbatim:

“San Benito County Water District Board of Directors, I thank you for the opportunity to speak before you tonight. I know that you feel the incredibly heavy weight of responsibility that has been placed upon your shoulders. The words that are said and decisions that are made will have significant and lasting repercussions for the future of San Benito County Water District and its staff and its customers and the entire community. Thank you for faithfully serving the public and diligently bearing this difficult load. I appreciate your willingness to really hear and deeply consider the views and perspectives of the district staff members. They have dedicated their careers to the same public service that you have taken upon yourself. Like you, we love this District and want only the best for its future. I am proud to be a part of this team and work alongside such talented and committed individuals. We look to you for leadership, but we also work to empower you with the information and perspective you need to lead well. I truly value the trust and concern you have for the staff.

Thank you for the time and attention you have kindly afforded me.”

Shawn Novack, a District staff member, stated he is retiring in June, after 20 years. He noted Mr. Cattaneo was participating via Zoom. He stated he and Mrs. Singleton were bad managers. He further stated that District staff all work really hard and he feels the District needs to go forward and not backward. He is committed to doing job, as are others, and bringing Mr. Cattaneo back will limit the District’s productivity.

Leo Vasquez, a District staff member, stated he has been employed for 20 years. He further stated he felt the move to terminate Mr. Wittry was unfair and it was unfortunate because under Mr. Wittry morale was really good and Mr. Wittry was easy to work with.

There were no further public comments.

**AGENDA ITEMS:**

Director Flores stated he would like to add an item to the agenda, a Closed Session item, but there isn’t an approval of the agenda listed. Mr. Liem stated the Government Code to modify an agenda is GC 545954.2.b.c, which states there is pertinent information now that was not available at the time the agenda was posted.

The item to be added, which would come before the first agenda item listed, would be a Closed Session, Appointment of an Interim General Manager. The addition of this item was made with a motion by Director Flores and a second by Director Tonascia, adding a Closed Session item to discuss Appointment of an Interim General Manager was approved by 5 affirmative votes, Shelton, Williams, Flores, Tonascia and Wright.

**1(a) CLOSED SESSION:**

**Appointment of Public Employee –**

**Consider the Appointment of a public employee**

**Title: Interim General Manager**

**Authority: California Government Code Section 54957(b)(1), 54957(b)(4)**

*(The Board convened in Closed Session at 5:12 p.m.)*

**OPEN SESSION:**

Report of action, if any, from Closed Session

*(The Board reconvened in Open Session at 6:15 p.m.)*

President Shelton stated there was no action to report from Closed Session.

**1. Discuss and Consider:**

**1) General Manager Position**

Director Flores reported the Personnel Committee met to discuss an Interim General Manager. The committee reached out to Don Ridenhour, former General Manager of Sunnyslope and Jeff Cattaneo, former District Manager of San Benito County Water District regarding the position. Also, Director Flores reported the committee received a letter from Brett Miller, former City Manager of the City of Hollister, who also expressed interest in the position. The committee is recommending that Counsel conduct contract negotiations with Mr. Cattaneo as their first choice and Mr. Ridenhour as their second choice.

With a motion by Director Flores and a second by Vice President Williams, the Board of Directors approved moving forward with negotiating a contract for Interim General Manager, with the first choice being Mr. Cattaneo and the second choice being Mr. Ridenhour.

Before the vote was taken, Mr. Hillebrecht asked to make a public comment regarding this item before the vote.

“Honorable Directors of the San Benito County Water District, I thank you for the opportunity to humbly present to you my thoughts and perspective regarding this significant matter of the General Manager position and the appointment of an Interim General Manager. It has been my experience that there are two traits that are foundational to being an effective General Manager. The ability to empower staff to grow and succeed and the ability to guide an organization by strong ethical values. Excelling in these traits as a leader is more

important than any experience or qualifications. Ms. Megan Holland has clearly demonstrated these leadership qualities. She has succeeded in encouraging and motivating staff to shine in each of their individual roles. She has fostered a culture of openness and respect in which staff are free to develop and share their ideas and perspectives, which ultimately strengthens the District. She conducts herself with poise and class as an example to staff, even when she is under stressful situations. Ms. Holland is also guided in by her uncompromising ethical values. Her dedication to honesty, accuracy, and transparency are vital to maintain the community's trust. Her insistence that respect and civility are maintained continue the District's reputation of honor. Her perseverance and integrity ensure her commitment to these qualities, even when compromise would be easy. In light of this, I respectfully recommend that the Board consider the appointment of Ms. Megan Holland as the Interim General Manager. Thank you."

With a motion and second in place, the Board of Directors approved negotiating a contract for Interim General Manager, with the first choice being Mr. Cattaneo and the second choice being Mr. Ridenhour with 5 affirmative votes, Shelton, Williams, Flores, Tonascia and Wright.

**2) Appointment of Interim General Manager**

Director Shelton reported the Board of Directors has directed Counsel to negotiate a contract for this position.

**2. Consider Resolution Appointing Interim Contracting Officer for Banking Transactions**

Ms. Holland reported there are two different drafts before the Board for this item. Ms. Holland is recommending the second draft, which also adds two directors for signatory purposes and well as District staff. Further, it lists the District staff positions rather than the staff members' names. Discussion ensued and the second draft was selected as the one to take forward and accept.

With a motion by Vice President Williams and seconded by Director Tonascia, the Board of Directors approved Resolution #2024-05, *A Resolution of the Board of Directors of the San Benito County Appointing an Interim Contracting Office for Banking Transactions* by 5 affirmative votes, Shelton, Williams, Flores, Tonascia and Wright.

**ADJOURNMENT**

With no further business to report, the meeting was adjourned at 6:30 p.m.

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Andrew Shelton, President

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Barbara L. Mauro, Executive Assistant/Board Clerk

April 12, 2024  
Special Board Meeting  
11:00 a.m.

The Board of Directors of the San Benito County Water District convened in special session on Friday, April 12, 2024 at 11:00 a.m. at the San Benito County Water District office at 30 Mansfield Road, Hollister, California. Members present were: President Andrew Shelton, Vice President Doug Williams and Directors Sonny Flores, Joe Tonascia and Mark Wright. Also present were District Counsel Jeremy T. Liem, Manager of Administration, Finance and Business Services Megan Holland, Deputy District Engineer Rob Hillebrecht, Senior Engineer David Macdonald, Office Specialist I Jennifer Cosio Arellano and Executive Assistant/Board Clerk Barbara Mauro. There were other District staff also in attendance.

### **CALL TO ORDER**

President Shelton called the meeting to order at 11:00 a.m.

- a. **Pledge of Allegiance to the Flag**  
President Shelton led the Pledge of Allegiance.
- b. **Roll Call**  
Mrs. Mauro called roll; members present were: President Shelton, Vice President Williams and Directors Flores, Tonascia and Wright.
- c. **Speakers will be limited to 5 minutes to address the Board**
- d. **Approval of the Agenda**  
With a motion by Director Flores and a second by Vice President Williams, the Agenda was approved by 5 affirmative votes, Shelton, Williams, Flores, Tonascia and Wright.

### **AGENDA ITEMS:**

1. **Consider Approval of Professional Services Contract with Gutierrez Consultants for Sustainable Groundwater Management Act Implementation Grant Administration and Authorize Board President to sign contract (NTE \$115,000)**  
Ms. Holland reviewed this item for the Board. She reported this is the standard District contract, and the same terms the District has used in the past for Ms. Gutierrez's contracts. Ms. Gutierrez's scope is attached as part of the contract. Director Flores added the Administration Committee has reviewed the contract and recommends approval.

With a motion by Vice President Williams and a second by Director Flores, the Board of Directors approved a Professional Services Contract with Gutierrez Consultants for Sustainable Groundwater Management Act Implementation Grant Administration and Authorized the Board President to sign contract (NTE \$115,000) with 5 affirmative votes, Shelton, Williams, Flores, Tonascia and Wright.

2. **Consider Resolution to make an Application to the State Department of Water Resources to Obtain a Grant under the 2017 Sustainable Groundwater Planning Grant Program Pursuant to the Water Quality, Supply Infrastructure Improvement Act of 2014 and Granting Interim General Manager and Manager of Administration, Finance and Business Services Authorization to Execute Documents and Make Any Necessary Submittals in relation thereto**

Director Tonascia asked, since the resolutions are all related to signing authority, can we take them all together. Mr. Liem stated no, we cannot.

Ms. Holland reviewed agenda items 2-6 for the Board, but stated the Board can approve each resolution separately, per Counsel.

All of the resolutions listed on items #2-6, have all been previously approved by the Board. The only change to all of the resolutions is the signing authority. In addition to the General Manager, the additional signatories are the Interim General Manager and the Manager of Administration, Finance and Business Services per Ms. Holland. Ms. Holland also showed a PowerPoint which listed all of the District's grants and the corresponding resolution numbers, as presented today. Ms. Holland added the USBR Grant for the Turf Program is still pending and regarding the IRWM Grant, the District is the main grantor but has several sub-grantees.

With a motion by Director Tonascia and a second by Director Flores, the Board of Directors approved Resolution #2024-06, *A Resolution of the Board of Directors of the San Benito County Water District to make an Application to the State Department of Water Resources to Obtain a Grant under the 2017 Sustainable Groundwater Planning Grant Program Pursuant to the Water Quality, Supply Infrastructure Improvement Act of 2014 and Granting Interim General Manager and Manager of Administration, Finance and Business Services Authorization to Execute Documents and Make Any Necessary Submittals in relation thereto* by 5 affirmative votes, Shelton, Williams, Flores, Tonascia and Wright.

3. **Consider Resolution make an Application to the State Department of Water Resources to Obtain a Grant under the 2019 Sustainable Groundwater Management Grant Program Planning – Round 3 Grant Pursuant to the Water Quality, Supply and Infrastructure Improvement Act of 2014 and/or the California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act of 2018 and Granting Interim General Manager and Manager of Administration, Finance and Business Services Authorization to Execute Documents and Make Any Necessary Submittals in relation thereto**

With a motion by Director Flores and a second by Director Wright, the Board of Directors approved Resolution #2024-07, *A Resolution of the Board of Directors of the San Benito County Water District to make an Application to the State Department of Water Resources to Obtain a Grant under the 2019 Sustainable Groundwater Management Grant Program Planning – Round 3 Grant Pursuant to the Water Quality, Supply and Infrastructure Improvement Act of 2014 and/or the California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act of 2018 and Granting Interim General Manager and Manager of Administration, Finance and Business Services Authorization to Execute Documents and Make Any Necessary*



*Submittals in relation thereto* by 5 affirmative votes, Shelton, Williams, Flores, Tonascia and Wright.

4. **Consider Resolution for a Grant Application to be made to the Department of Water Resources to obtain a grant under the 2021 Sustainable Groundwater Management (SGM) Grant Program SGMA Implementation Grant pursuant to the California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access For All Act of 2018 (Pub. Resources Code, § 80000, et seq.) and the Budget Acts of 2021 and 2022 and Granting Interim General Manager and Manager of Administration, Finance and Business Services Authorization to Execute Documents and Make Any Necessary Submittals in relation thereto**

With a motion by Vice President Williams and a second by Director Tonascia, the Board of Directors approved Resolution #2024-08 *A Resolution of the Board of Directors of the San Benito County Water District for a Grant Application to be made to the Department of Water Resources to obtain a grant under the 2021 Sustainable Groundwater Management (SGM) Grant Program SGMA Implementation Grant pursuant to the California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access For All Act of 2018 (Pub. Resources Code, § 80000, et seq.) and the Budget Acts of 2021 and 2022 and Granting Interim General Manager and Manager of Administration, Finance and Business Services Authorization to Execute Documents and Make Any Necessary Submittals in relation thereto* by 5 affirmative votes, Shelton, Williams, Flores, Tonascia and Wright.

5. **Consider Resolution Authorizing an Application be made to the California Department of Water Resources for an Integrated Regional Water Management Implementation Grant Pursuant to the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006 (Public Resources Code Section 74001 et seq.), Enter into a Grant Agreement and Granting Interim General Manager and Manager of Administration, Finance and Business Services Authorization to Execute Documents and Make Any Necessary Submittals in relation thereto**

With a motion by Director Wright and a second by Director Flores, the Board of Directors approved Resolution #2024-09 *A Resolution of the Board of Directors of the San Benito County Water District Authorizing an Application be made to the California Department of Water Resources for an Integrated Regional Water Management Implementation Grant Pursuant to the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006 (Public Resources Code Section 74001 et seq.), Enter into a Grant Agreement and Granting Interim General Manager and Manager of Administration, Finance and Business Services Authorization to Execute Documents and Make Any Necessary Submittals in relation thereto* by 5 affirmative votes, Shelton, Williams, Flores, Tonascia and Wright.

6. **Consider Resolution to Submit an Application to the Bureau of Reclamation to Obtain a Grant under the Bipartisan Infrastructure Law (BIL) for a Small Surface Water and Groundwater Storage Program to Assist Funding for the Accelerated Drought Resistance Project(ADRoP) and Granting Interim General Manager and Manager of Administration, Finance and Business Services Authorization to Execute Documents and Make Any Necessary Submittals in relation thereto**  
With a motion by Director Tonascia and a second by Vice President Williams, the Board of Directors approved Resolution #2024-10 *A Resolution of the Board of Directors of the San Benito County Water District Resolution to Submit an Application to the Bureau of Reclamation to Obtain a Grant under the Bipartisan Infrastructure Law (BIL) for a Small Surface Water and Groundwater Storage Program to Assist Funding for the Accelerated Drought Resistance Project(ADRoP) and Granting Interim General Manager and Manager of Administration, Finance and Business Services Authorization to Execute Documents and Make Any Necessary Submittals in relation thereto* by 5 affirmative votes, Shelton, Williams, Flores, Tonascia and Wright.

7. **CLOSED SESSION:**  
**Appointment of Public Employee –**  
**Consider the Appointment of a public employee**  
**Title: Interim General Manager**  
**Authority: California Government Code Section 54957(b)(1), 54957(b)(4)**

*(The Board convened in Closed Session at 11:12 a.m.)*

8. **OPEN SESSION:**  
**Report action, if any from Closed Session**

*(The Board reconvened in Open Session at 11:25 p.m.)*

President Shelton reported the action from Closed Session was to direct District staff the to begin the search for a permanent General Manager. This was approved by 5 affirmative votes, Shelton, Williams, Flores, Tonascia and Wright.

9. **ADJOURNMENT**

With no further business to conduct, the meeting was adjourned at 11:25 a.m.

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Andrew Shelton, President

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Barbara L. Mauro, Executive Assistant/Board Clerk

Batch ID: CK042424  
Batch Comment:

Audit Trail Code: PMCHK00001019  
Posting Date: 4/24/2024

Checkbook: UB-CKG  
\* Voided Checks

Check #	Date	Payment Number	Vendor ID	Check Name	Amount
0058481	4/24/2024	032268	A&BFI	A & B Fire Protection & Safety Inc.	\$443.43
0058482	4/24/2024	032269	A1JAN	A-1 Services	\$632.00
0058483	4/24/2024	032270	ACTIO	Action Broadcasting Services	\$705.00
0058484	4/24/2024	032271	ALLIN	All Industrial Electric Supply	\$8,917.21
0058485	4/24/2024	032272	B&SSU	B&S Supply	\$770.26
0058486	4/24/2024	032273	BEFOR	Before the Movie Inc	\$438.00
0058487	4/24/2024	032274	BRIGA	Brigantino Irrigation	\$4,040.40
0058488	4/24/2024	032275	CCOIG	C.C.O.I. Gate & Fence	\$180.00
0058489	4/24/2024	032276	CINTA	Cintas Corporation	\$550.88
0058490	4/24/2024	032277	CMANA	CM Analytical Inc	\$240.00
0058491	4/24/2024	032278	CSISE	CSI Services Inc	\$9,402.00
0058492	4/24/2024	032279	CUPER	Cupertino Marketing	\$2,850.00
0058493	4/24/2024	032280	CVPWA	Central Valley Project Water Assn	\$2,083.04
0058494	4/24/2024	032281	DONCH	Don Chapin Company Inc	\$25,350.00
0058495	4/24/2024	032282	DWR	Dept. of Water Resources	\$39,070.00
0058496	4/24/2024	032283	EBCO	EBCO Pest Control	\$66.00
0058497	4/24/2024	032284	EDGES	Edges Electrical Group	\$460.84
0058498	4/24/2024	032285	ELCCO	ELC Consulting	\$8,477.00
0058499	4/24/2024	032286	FASTE	Fastenal Company	\$112.72
0058500	4/24/2024	032287	FIELD	Field Environmental Instruments Inc.	\$860.06
0058501	4/24/2024	032288	FRESN	Fresno Valves & Castings Inc.	\$2,406.15
0058502	4/24/2024	032289	GOLDC	Gold Coast Electric Services Inc	\$14,319.00
0058503	4/24/2024	032290	GOLDEN	Golden State Portables	\$900.00
0058504	4/24/2024	032291	GROSS	Grossmayer & Associates	\$942.50
0058505	4/24/2024	032292	GUTIE	Gutierrez Consultants	\$5,670.00
0058506	4/24/2024	032293	HAUTO	Hollister Auto Parts Inc	\$18.02
0058507	4/24/2024	032294	HDRENG	HDR Engineering Inc	\$3,818.15
0058508	4/24/2024	032295	HLOCK	Hollister Safe and Lock Inc.	\$90.00
0058509	4/24/2024	032296	ICONI	ICONIX Waterworks Inc	\$11,307.80
0058510	4/24/2024	032297	INDEP	Independent Business Forms Inc	\$447.67
0058511	4/24/2024	032298	JHOFF	JH Office Installation Assoc Inc	\$2,025.00
0058512	4/24/2024	032299	JOHNS	Johnson Lumber Company	\$176.93
0058513	4/24/2024	032300	JOHNSM	John Smith Landfill	\$106.05
0058514	4/24/2024	032301	LANDS	Landscape Design by Rosemary Bridwell C	\$550.00
0058515	4/24/2024	032302	LIEBE	Liebert Cassidy Whitmore	\$2,142.00
0058516	4/24/2024	032303	MISSIO	Mission Village Voice Media LLC	\$340.00
0058517	4/24/2024	032304	NEWSV	New SV Media Inc	\$1,209.60
0058518	4/24/2024	032305	PALAC	Palace Business Solutions	\$2,183.31
0058519	4/24/2024	032306	PITBO	Pitney Bowes	\$912.14
0058520	4/24/2024	032307	RESER	Reserve Account	\$1,000.00
0058521	4/24/2024	032308	RIANDA	Rianda Air Inc.	\$180.00
0058522	4/24/2024	032309	SECUR	Security Shoring & Steel Plates Inc	\$1,993.54
0058523	4/24/2024	032310	SHRED	Shred-it	\$181.62
0058524	4/24/2024	032311	SJELE	SJ Electro Systems Inc	\$48,300.00
0058525	4/24/2024	032312	SPEEDEE	SpeeDee Oil Change and Tune Up	\$111.11
0058526	4/24/2024	032313	SPURZ	Spurzem & Liem LLP	\$4,860.00
0058527	4/24/2024	032314	SSCWD-TP	Sunnyslope County Water District	\$313,833.20

\* Voided Checks

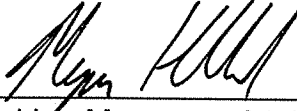
Check #	Date	Payment Number	Vendor ID	Check Name	Amount
0058528	4/24/2024	032315	SUNBE	Sunbelt Rentals, Inc	\$1,997.33
0058529	4/24/2024	032316	TODDE	Todd Groundwater	\$7,646.75
0058530	4/24/2024	032317	TOROP	Toro Petroleum Corporation	\$7,140.98
0058531	4/24/2024	032318	UNIFI	Unified Field Services Corporation	\$638.40
0058532	4/24/2024	032319	USBNK-CC	US Bank Corporation	\$10,689.65
0058533	4/24/2024	032320	USGEO	U.S. Geological Survey	\$48,380.00
0058534	4/24/2024	032321	WRIIN	Wright Bros Industrial Supply	\$126.76
0058535	4/24/2024	032322	ZEIAL	Alan Zeisbrich	\$2,280.00
Total Checks: 55					Checks Total: \$604,572.50

\* Voided Checks

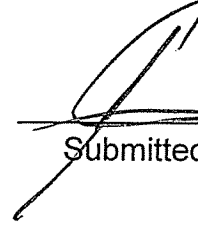
Check #	Date	Payment Number	Vendor ID	Check Name	Amount
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STATE OF CALIFORNIA  
COUNTY OF SAN BENITO

I DO HEREBY CERTIFY, UNDER THE PENALTY OF PERJURY AT HOLLISTER, CALIFORNIA THIS 24TH DAY OF APRIL 2024 THAT THE FOREGOING DEMANDS ENUMERATED HAVE BEEN AUDITED; THAT THE SAME ARE ACCURATE AND JUST CLAIMS AGAINST THE DISTRICT; AND THAT THERE ARE FUNDS AVAILABLE FOR PAYMENT.



Prepared by: Manager of Admin and Finance



Submitted by: General Manager

APPROVED BY BOARD OF DIRECTORS ON: \_\_\_\_\_

Date

\_\_\_\_\_  
President

Payment Responsibilities:

Fund 000: \$0.00      Fund 100: \$0.00      Fund 300: \$122.50      Fund 600: \$2,157.50  
Fund 700: \$0.00      Fund 803: \$0.00

*Report Totals, Payment Fund Responsibilities*

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Fund 000: \$0.00      Fund 100: \$2,250.38      Fund 300: \$54,647.05      Fund 600: \$533,088.64  
Fund 700: \$7,646.75      Fund 803: \$6,939.68

Fund 100 = District Administration  
Fund 300 = Zone 3  
Fund 600 = Zone 6  
Fund 700 = Zone GSA  
Fund 803 = Zone WRA

0.\*

2,250.38+  
54,647.05+  
533,088.64+  
7,646.75+  
6,939.68+  
604,572.50\*

0.\*

Payment Fund Responsibility

Payment#	Date	Check Total	Vendor ID	Vendor Name
032213	4/16/2024	\$443.43	A&BFI	A & B Fire Protection & Safety, Inc.
Voucher:	049928	Invoice: 0722341	Date: 3/27/2024	Annual Fire Extinguisher Svc. Doc Amt: \$443.43
	Allocations:	\$44.34	100-6275-0000-563-06	CS-Maint 10/5/85
	Allocations:	\$22.17	300-6275-0000-563-06	CS-Maint 10/5/85
	Allocations:	\$376.92	600-6275-0000-563-06	CS-Maint 10/5/85

Payment Responsibilities:

Fund 000: \$0.00      Fund 100: \$44.34      Fund 300: \$22.17      Fund 600: \$376.92  
 Fund 700: \$0.00      Fund 803:\$0.00

Payment#	Date	Check Total	Vendor ID	Vendor Name
032214	4/16/2024	\$632.00	AIJAN	A-1 Services
Voucher:	049918	Invoice: 4903	Date: 4/1/2024	Janitorial Services Doc Amt: \$632.00
	Allocations:	\$30.60	100-6275-0000-563-06	CS-Maint 10/5/85
	Allocations:	\$15.30	300-6275-0000-563-06	CS-Maint 10/5/85
	Allocations:	\$260.10	600-6275-0000-563-06	CS-Maint 10/5/85
	Allocations:	\$21.80	100-6275-0000-563-06	CS-Maint 10/5/85
	Allocations:	\$10.90	300-6275-0000-563-06	CS-Maint 10/5/85
	Allocations:	\$185.30	600-6275-0000-563-06	CS-Maint 10/5/85
	Allocations:	\$10.80	100-6275-0000-563-06	CS-Maint 10/5/85
	Allocations:	\$5.40	300-6275-0000-563-06	CS-Maint 10/5/85
	Allocations:	\$91.80	600-6275-0000-563-06	CS-Maint 10/5/85

Payment Responsibilities:

Fund 000: \$0.00      Fund 100: \$63.20      Fund 300: \$31.60      Fund 600: \$537.20  
 Fund 700: \$0.00      Fund 803:\$0.00

Payment#	Date	Check Total	Vendor ID	Vendor Name
032215	4/16/2024	\$705.00	ACTIO	Action Broadcasting Services
Voucher:	049929	Invoice: 70834	Date: 3/15/2024	Public Outreach Radio Ad Doc Amt: \$705.00
	Allocations:	\$705.00	803-6865-0000-562	Advertising/Public Info (PI)

Payment Responsibilities:

Fund 000: \$0.00      Fund 100: \$0.00      Fund 300: \$0.00      Fund 600: \$0.00  
 Fund 700: \$0.00      Fund 803:\$705.00

Payment#	Date	Check Total	Vendor ID	Vendor Name
032216	4/16/2024	\$8,917.21	ALLIN	All Industrial Electric Supply
Voucher:	050021	Invoice: 5306762	Date: 4/11/2024	Electrical Supplies Doc Amt: \$8,917.21
	Allocations:	\$8,917.21	600-6321-0000-522	Supplies - Structure Equipment PM

**Payment Responsibilities:**

Fund 000: \$0.00      Fund 100: \$0.00      Fund 300: \$0.00      Fund 600: \$8,917.21  
 Fund 700: \$0.00      Fund 803:\$0.00

Payment#	Date	Check Total	Vendor ID	Vendor Name
032217	4/16/2024	\$770.26	B&SSU	B&S Supply
Voucher: 049931	Invoice: 2543		Date: 3/13/2024	Contracted Services
	Allocations:	\$770.26	600-6275-0000-542	CS-Maintenance-TM
				Doc Amt: \$770.26

**Payment Responsibilities:**

Fund 000: \$0.00      Fund 100: \$0.00      Fund 300: \$0.00      Fund 600: \$770.26  
 Fund 700: \$0.00      Fund 803:\$0.00

Payment#	Date	Check Total	Vendor ID	Vendor Name
032218	4/16/2024	\$438.00	BEFOR	Before the Movie Inc
Voucher: 049930	Invoice: 50300		Date: 4/1/2024	On-Screen Ad
	Allocations:	\$438.00	803-6865-0000-562	Advertising/Public Info (PI)
				Doc Amt: \$438.00

**Payment Responsibilities:**

Fund 000: \$0.00      Fund 100: \$0.00      Fund 300: \$0.00      Fund 600: \$0.00  
 Fund 700: \$0.00      Fund 803:\$438.00

Payment#	Date	Check Total	Vendor ID	Vendor Name
032219	4/16/2024	\$4,040.40	BRIGA	Brigantino Irrigation
Voucher: 049932	Invoice: 220000066319		Date: 4/3/2024	Maintenance Supplies
	Allocations:	\$2,517.64	600-6321-0000-542	Supplies-Structure Equip TDM
				Doc Amt: \$2,517.64
Voucher: 049933	Invoice: 220000065443		Date: 3/25/2024	Maintenance Supplies
	Allocations:	\$442.04	600-6320-0000-542	Supplies-TM
				Doc Amt: \$442.04
Voucher: 049997	Invoice: 220000066308		Date: 4/3/2024	Maintenance Supplies
	Allocations:	\$284.30	600-6440-0000-542	Equipment Purchase-TM
				Doc Amt: \$284.30
Voucher: 049998	Invoice: 220000065926		Date: 3/29/2024	Maintenance Supplies
	Allocations:	\$100.07	600-6440-0000-542	Equipment Purchase-TM
				Doc Amt: \$100.07
Voucher: 050006	Invoice: 220000067056		Date: 4/10/2024	Maintenance Supplies
	Allocations:	\$342.94	600-6320-0000-542	Supplies-TM
				Doc Amt: \$342.94
Voucher: 050020	Invoice: 220000066895		Date: 4/9/2024	District Supplies
	Allocations:	\$14.88	600-6320-0000-562	Supplies-GA
				Doc Amt: \$14.88
Voucher: 050039	Invoice: 220000065542		Date: 3/26/2024	Maintenance Supplies
	Allocations:	\$286.18	600-6320-0000-542	Supplies-TM
				Doc Amt: \$286.18
Voucher: 050040	Invoice: 220000064915		Date: 3/19/2024	Maintenance Supplies
	Allocations:	\$52.35	600-6320-0000-542	Supplies-TM
				Doc Amt: \$52.35



**Payment Responsibilities:**

Fund 000: \$0.00                      Fund 100: \$0.00                      Fund 300: \$0.00                      Fund 600: \$4,040.40  
 Fund 700: \$0.00                      Fund 803:\$0.00

Payment#	Date	Check Total	Vendor ID	Vendor Name
032220	4/16/2024	\$180.00	CCOIG	C.C.O.I. Gate & Fence

Voucher: 049934      Invoice: 3652131954      Date: 3/26/2024      Maintenance SJR Gate      Doc Amt: \$180.00  
 Allocations:                      \$180.00      600-6275-0000-542      CS-Maintenance-TM

**Payment Responsibilities:**

Fund 000: \$0.00                      Fund 100: \$0.00                      Fund 300: \$0.00                      Fund 600: \$180.00  
 Fund 700: \$0.00                      Fund 803:\$0.00

Payment#	Date	Check Total	Vendor ID	Vendor Name
032221	4/16/2024	\$550.88	CINTA	Cintas Corporation

Voucher: 049936      Invoice: 4188278507      Date: 4/2/2024      Weekly Service      Doc Amt: \$137.72  
 Allocations:                      \$13.77      100-6275-0000-563-06      CS-Maint 10/5/85  
 Allocations:                      \$6.89      300-6275-0000-563-06      CS-Maint 10/5/85  
 Allocations:                      \$117.06      600-6275-0000-563-06      CS-Maint 10/5/85

Voucher: 049937      Invoice: 4187565343      Date: 3/26/2024      Weekly Service      Doc Amt: \$137.72  
 Allocations:                      \$13.77      100-6275-0000-563-06      CS-Maint 10/5/85  
 Allocations:                      \$6.89      300-6275-0000-563-06      CS-Maint 10/5/85  
 Allocations:                      \$117.06      600-6275-0000-563-06      CS-Maint 10/5/85

Voucher: 049999      Invoice: 4189029587      Date: 4/9/2024      Weekly Service      Doc Amt: \$137.72  
 Allocations:                      \$13.77      100-6275-0000-563-06      CS-Maint 10/5/85  
 Allocations:                      \$6.89      300-6275-0000-563-06      CS-Maint 10/5/85  
 Allocations:                      \$117.06      600-6275-0000-563-06      CS-Maint 10/5/85

Voucher: 050048      Invoice: 4189727849      Date: 4/16/2024      Weekly Service      Doc Amt: \$137.72  
 Allocations:                      \$13.77      100-6275-0000-563-06      CS-Maint 10/5/85  
 Allocations:                      \$6.89      300-6275-0000-563-06      CS-Maint 10/5/85  
 Allocations:                      \$117.06      600-6275-0000-563-06      CS-Maint 10/5/85

**Payment Responsibilities:**

Fund 000: \$0.00                      Fund 100: \$55.09                      Fund 300: \$27.54                      Fund 600: \$468.25  
 Fund 700: \$0.00                      Fund 803:\$0.00

Payment#	Date	Check Total	Vendor ID	Vendor Name
032222	4/16/2024	\$240.00	CMANA	CM Analytical Inc

Voucher: 050046      Invoice: 82357      Date: 4/11/2024      Water Quality Testing      Doc Amt: \$240.00  
 Allocations:                      \$240.00      600-6270-0000-541      CS-Operations-TO

**Payment Responsibilities:**

Fund 000: \$0.00                      Fund 100: \$0.00                      Fund 300: \$0.00                      Fund 600: \$240.00  
 Fund 700: \$0.00                      Fund 803:\$0.00

Payment#	Date	Check Total	Vendor ID	Vendor Name
032223	4/16/2024	\$9,402.00	CSISE	CSI Services Inc

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Voucher:	049938	Invoice:	15494	Date:	3/15/2024	Contracted Maintenance	Doc Amt:	\$9,402.00
		Allocations:	\$9,402.00	600-6275-0939-542		CS- Maintenance-Blue Valve Paint Project		

**Payment Responsibilities:**

Fund 000: \$0.00	Fund 100: \$0.00	Fund 300: \$0.00	Fund 600: \$9,402.00
Fund 700: \$0.00	Fund 803: \$0.00		

Payment#	Date	Check Total	Vendor ID	Vendor Name
032224	4/16/2024	\$2,850.00	CUPER	Cupertino Marketing

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Voucher:	049939	Invoice:	12465	Date:	3/18/2024	April Advertising	Doc Amt:	\$450.00
		Allocations:	\$450.00	803-6865-0000-562		Advertising/Public Info (PI)		

Voucher:	049940	Invoice:	12464	Date:	3/18/2024	Advertising	Doc Amt:	\$2,400.00
		Allocations:	\$2,000.00	803-6865-0000-562		Advertising/Public Info (PI)		
		Allocations:	\$400.00	803-6865-0000-562		Advertising/Public Info (PI)		

**Payment Responsibilities:**

Fund 000: \$0.00	Fund 100: \$0.00	Fund 300: \$0.00	Fund 600: \$0.00
Fund 700: \$0.00	Fund 803: \$2,850.00		

Payment#	Date	Check Total	Vendor ID	Vendor Name
032225	4/16/2024	\$2,083.04	CVPWA	Central Valley Project Water Assn

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Voucher:	049935	Invoice:	031924	Date:	3/19/2024	2024 Annual Membership Dues	Doc Amt:	\$2,083.04
		Allocations:	\$2,083.04	600-6820-0000-562		Dues and Fee		

**Payment Responsibilities:**

Fund 000: \$0.00	Fund 100: \$0.00	Fund 300: \$0.00	Fund 600: \$2,083.04
Fund 700: \$0.00	Fund 803: \$0.00		

Payment#	Date	Check Total	Vendor ID	Vendor Name
032226	4/16/2024	\$25,350.00	DONCH	Don Chapin Company Inc

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Voucher:	049941	Invoice:	224020*01	Date:	3/20/2024	Contracted Maintenance	Doc Amt:	\$25,350.00
		Allocations:	\$25,350.00	600-6275-0920-542		CS Maintenance TDM-Subsystem Breaks		

**Payment Responsibilities:**

Fund 000: \$0.00	Fund 100: \$0.00	Fund 300: \$0.00	Fund 600: \$25,350.00
Fund 700: \$0.00	Fund 803: \$0.00		

Payment#	Date	Check Total	Vendor ID	Vendor Name
032227	4/16/2024	\$39,070.00	DWR	Dept. of Water Resources

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Voucher:	049942	Invoice:	1800163045	Date:	3/11/2024	Annual Dam Fees	Doc Amt:	\$39,070.00
		Allocations:	\$30,875.00	300-6820-0000-562		Dues and Fee		
		Allocations:	\$8,195.00	300-6820-0000-562		Dues and Fee		

**Payment Responsibilities:**

Fund 000: \$0.00      Fund 100: \$0.00      Fund 300: \$39,070.00      Fund 600: \$0.00  
 Fund 700: \$0.00      Fund 803:\$0.00

Payment#	Date	Check Total	Vendor ID	Vendor Name
032228	4/16/2024	\$66.00	EBCO	EBCO Pest Control
Voucher:	050007	Invoice: 21412	Date: 4/6/2024	Monthly Pest Control
				Doc Amt: \$66.00
	Allocations:	\$6.60	100-6275-0000-563-06	CS-Maint 10/5/85
	Allocations:	\$3.30	300-6275-0000-563-06	CS-Maint 10/5/85
	Allocations:	\$56.10	600-6275-0000-563-06	CS-Maint 10/5/85

**Payment Responsibilities:**

Fund 000: \$0.00      Fund 100: \$6.60      Fund 300: \$3.30      Fund 600: \$56.10  
 Fund 700: \$0.00      Fund 803:\$0.00

Payment#	Date	Check Total	Vendor ID	Vendor Name
032229	4/16/2024	\$460.84	EDGES	Edges Electrical Group
Voucher:	050008	Invoice: \$6122299.001	Date: 4/8/2024	Electrical Supplies
				Doc Amt: \$460.84
	Allocations:	\$460.84	600-6320-0000-542	Supplies-TM

**Payment Responsibilities:**

Fund 000: \$0.00      Fund 100: \$0.00      Fund 300: \$0.00      Fund 600: \$460.84  
 Fund 700: \$0.00      Fund 803:\$0.00

Payment#	Date	Check Total	Vendor ID	Vendor Name
032230	4/16/2024	\$8,477.00	ELCCO	ELC Consulting
Voucher:	049943	Invoice: 9421	Date: 4/1/2024	Monthly Service Agreement
				Doc Amt: \$1,480.00
	Allocations:	\$690.00	600-6260-0602-531	CS Computer - Lessalt WTP
	Allocations:	\$790.00	600-6260-0603-531	CS Computer - West Hills WTP
Voucher:	049944	Invoice: 9422	Date: 4/1/2024	Monthly Service Agreement
				Doc Amt: \$100.00
	Allocations:	\$100.00	803-6260-0000-563	CS - Computers
Voucher:	049945	Invoice: 9420	Date: 4/1/2024	Monthly Service Agreement
				Doc Amt: \$6,897.00
	Allocations:	\$659.70	100-6260-0000-563-06	CS-Computer (10/5/85)
	Allocations:	\$329.85	300-6260-0000-563-06	CS-Computer (10/5/85)
	Allocations:	\$5,607.45	600-6260-0000-563-06	CS-Computer (10/5/85)
	Allocations:	\$300.00	600-6260-0000-563	CS-Computer-GA

**Payment Responsibilities:**

Fund 000: \$0.00      Fund 100: \$659.70      Fund 300: \$329.85      Fund 600: \$7,387.45  
 Fund 700: \$0.00      Fund 803:\$100.00

Payment#	Date	Check Total	Vendor ID	Vendor Name
032231	4/16/2024	\$112.72	FASTE	Fastenal Company
Voucher:	049946	Invoice: CAHOS64249	Date: 3/20/2024	Maintenance Supplies
				Doc Amt: \$112.72
	Allocations:	\$112.72	600-6320-0000-542	Supplies-TM

**Payment Responsibilities:**

Fund 000: \$0.00      Fund 100: \$0.00      Fund 300: \$0.00      Fund 600: \$112.72  
 Fund 700: \$0.00      Fund 803:\$0.00

Payment#	Date	Check Total	Vendor ID	Vendor Name
032232	4/16/2024	\$860.06	FIELD	Field Environmental Instruments, Inc.

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Voucher: 049947      Invoice: PS-INV2404078      Date: 3/11/2024      Engineering Supplies      Doc Amt: \$860.06  
 Allocations:      \$860.06      600-6330-0000-542      Tools Purchase-TM

**Payment Responsibilities:**

Fund 000: \$0.00      Fund 100: \$0.00      Fund 300: \$0.00      Fund 600: \$860.06  
 Fund 700: \$0.00      Fund 803:\$0.00

Payment#	Date	Check Total	Vendor ID	Vendor Name
032233	4/16/2024	\$2,406.15	FRESN	Fresno Valves & Castings, Inc.

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Voucher: 049948      Invoice: SO673875      Date: 3/15/2024      Maintenance Supplies      Doc Amt: \$2,406.15  
 Allocations:      \$2,406.15      600-6275-0916-551      CS Maintenance-Chemigation Valve Repair

**Payment Responsibilities:**

Fund 000: \$0.00      Fund 100: \$0.00      Fund 300: \$0.00      Fund 600: \$2,406.15  
 Fund 700: \$0.00      Fund 803:\$0.00

Payment#	Date	Check Total	Vendor ID	Vendor Name
032234	4/16/2024	\$14,319.00	GOLDC	Gold Coast Electric Services Inc

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Voucher: 049954      Invoice: 8075      Date: 3/19/2024      Electrical Services      Doc Amt: \$14,319.00  
 Allocations:      \$14,319.00      600-6275-0000-542      CS- Maintenance

**Payment Responsibilities:**

Fund 000: \$0.00      Fund 100: \$0.00      Fund 300: \$0.00      Fund 600: \$14,319.00  
 Fund 700: \$0.00      Fund 803:\$0.00

Payment#	Date	Check Total	Vendor ID	Vendor Name
032235	4/16/2024	\$900.00	GOLDEN	Golden State Portables

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Voucher: 049950      Invoice: 55552      Date: 4/1/2024      Portable Toilet Rental      Doc Amt: \$450.00  
 Allocations:      \$450.00      600-6275-0000-542      CS-Maintenance-TM

Voucher: 049951      Invoice: 55553      Date: 4/1/2024      Portable Toilet Rental      Doc Amt: \$450.00  
 Allocations:      \$450.00      600-6275-0000-542      CS-Maintenance-TM

**Payment Responsibilities:**

Fund 000: \$0.00      Fund 100: \$0.00      Fund 300: \$0.00      Fund 600: \$900.00  
 Fund 700: \$0.00      Fund 803:\$0.00

Payment#	Date	Check Total	Vendor ID	Vendor Name
032236	4/16/2024	\$942.50	GROSS	Grossmayer & Associates

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Voucher: 049952      Invoice: IVC3730      Date: 3/28/2024      Consulting Services      Doc Amt: \$217.50  
 Allocations:      \$21.75      100-6260-0000-563-06      CS-Computer (10/5/85)  
 Allocations:      \$10.88      300-6260-0000-563-06      CS-Computer (10/5/85)

Allocations: \$184.88 600-6260-0000-563-06 CS-Computer (10/5/85)

Voucher: 049953 Invoice: IVC3725 Date: 2/22/2024 Consulting Services Doc Amt: \$580.00  
 Allocations: \$58.00 100-6260-0000-563-06 CS-Computer (10/5/85)  
 Allocations: \$29.00 300-6260-0000-563-06 CS-Computer (10/5/85)  
 Allocations: \$493.00 600-6260-0000-563-06 CS-Computer (10/5/85)

Voucher: 049996 Invoice: IVC3731 Date: 4/5/2024 Consulting Services Doc Amt: \$145.00  
 Allocations: \$14.50 100-6260-0000-563-06 CS-Computer (10/5/85)  
 Allocations: \$7.25 300-6260-0000-563-06 CS-Computer (10/5/85)  
 Allocations: \$123.25 600-6260-0000-563-06 CS-Computer (10/5/85)

**Payment Responsibilities:**

Fund 000: \$0.00 Fund 100: \$94.25 Fund 300: \$47.13 Fund 600: \$801.13  
 Fund 700: \$0.00 Fund 803: \$0.00

Payment#	Date	Check Total	Vendor ID	Vendor Name
032237	4/16/2024	\$5,670.00	GUTIE	Gutierrez Consultants

Voucher: 049955 Invoice: 1853 Date: 3/30/2024 Consulting Services Doc Amt: \$2,362.50  
 Allocations: \$2,362.50 600-1351-0129-151 Future Water Supply- Alternatives

Voucher: 049956 Invoice: 1854 Date: 3/30/2024 Consulting Services Doc Amt: \$2,632.50  
 Allocations: \$2,632.50 600-1351-0168-151 Pajaro Watershed IRWMP

Voucher: 050022 Invoice: 1855 Date: 3/30/2024 Consulting Services Doc Amt: \$675.00  
 Allocations: \$675.00 600-1351-0168-151 Pajaro Watershed IRWMP

**Payment Responsibilities:**

Fund 000: \$0.00 Fund 100: \$0.00 Fund 300: \$0.00 Fund 600: \$5,670.00  
 Fund 700: \$0.00 Fund 803: \$0.00

Payment#	Date	Check Total	Vendor ID	Vendor Name
032238	4/16/2024	\$18.02	HAUTO	Hollister Auto Parts Inc

Voucher: 049957 Invoice: 962913 Date: 3/19/2024 Maintenance Supplies Doc Amt: \$18.02  
 Allocations: \$18.02 300-6320-0000-512 Supplies-SSM

**Payment Responsibilities:**

Fund 000: \$0.00 Fund 100: \$0.00 Fund 300: \$18.02 Fund 600: \$0.00  
 Fund 700: \$0.00 Fund 803: \$0.00

Payment#	Date	Check Total	Vendor ID	Vendor Name
032239	4/16/2024	\$3,818.15	HDRENG	HDR Engineering Inc

Voucher: 049958 Invoice: 1200605602 Date: 3/15/2024 Engineering Services Doc Amt: \$932.15  
 Allocations: \$932.15 600-1395-0945-112 SP-SJB Treated Water Pipeline

Voucher: 049959 Invoice: 1200605605 Date: 3/15/2024 Engineering Services Doc Amt: \$2,886.00  
 Allocations: \$2,886.00 600-1395-0944-112 SP-Slipline Pipe Replacement

**Payment Responsibilities:**

Fund 000: \$0.00      Fund 100: \$0.00      Fund 300: \$0.00      Fund 600: \$3,818.15  
 Fund 700: \$0.00      Fund 803:\$0.00

Payment#	Date	Check Total	Vendor ID	Vendor Name
032240	4/16/2024	\$90.00	HLOCK	Hollister Safe and Lock, Inc.
Voucher:	050009	Invoice: 35843	Date: 4/11/2024	District supplies
				Doc Amt: \$90.00
	Allocations:	\$4.50	300-6320-0000-562-06	Supplies-GA 10/5/85
	Allocations:	\$76.50	600-6320-0000-562-06	Supplies-GA 10/5/85
	Allocations:	\$9.00	100-6320-0000-562-06	Supplies-GA 10/5/85

**Payment Responsibilities:**

Fund 000: \$0.00      Fund 100: \$9.00      Fund 300: \$4.50      Fund 600: \$76.50  
 Fund 700: \$0.00      Fund 803:\$0.00

Payment#	Date	Check Total	Vendor ID	Vendor Name
032241	4/16/2024	\$11,307.80	ICONI	ICONIX Waterworks Inc
Voucher:	050042	Invoice: U2416011407	Date: 3/29/2024	Maintenance Supplies
				Doc Amt: \$11,307.80
	Allocations:	\$11,307.80	600-6337-0604-551	Meters & Valves

**Payment Responsibilities:**

Fund 000: \$0.00      Fund 100: \$0.00      Fund 300: \$0.00      Fund 600: \$11,307.80  
 Fund 700: \$0.00      Fund 803:\$0.00

Payment#	Date	Check Total	Vendor ID	Vendor Name
032242	4/16/2024	\$447.67	INDEP	Independent Business Forms Inc
Voucher:	049962	Invoice: 43045	Date: 3/27/2024	Printing Services
				Doc Amt: \$447.67
	Allocations:	\$380.52	600-6835-0000-562-06	Office Supplies 10/5/85 GA
	Allocations:	\$22.38	300-6835-0000-562-06	Office Supplies 10/5/85 GA
	Allocations:	\$44.77	100-6835-0000-562-06	Office Supplies 10/5/85 GA

**Payment Responsibilities:**

Fund 000: \$0.00      Fund 100: \$44.77      Fund 300: \$22.38      Fund 600: \$380.52  
 Fund 700: \$0.00      Fund 803:\$0.00

Payment#	Date	Check Total	Vendor ID	Vendor Name
032243	4/16/2024	\$2,025.00	JHOFF	JH Office Installation Assoc Inc
Voucher:	050003	Invoice: 0218684	Date: 4/2/2024	Contracted Services
				Doc Amt: \$1,725.00
	Allocations:	\$86.25	300-6290-0000-563-06	Contract Services-other GA 10/5/85
	Allocations:	\$1,466.25	600-6290-0000-563-06	Contract Services-other GA 10/5/85
	Allocations:	\$172.50	100-6290-0000-563-06	Contract Services-other GA 10/5/85

Voucher:	050004	Invoice: 0218697	Date: 4/10/2024	Contracted Services	Doc Amt: \$300.00
	Allocations:	\$15.00	300-6290-0000-563-06	Contract Services-other GA 10/5/85	
	Allocations:	\$255.00	600-6290-0000-563-06	Contract Services-other GA 10/5/85	
	Allocations:	\$30.00	100-6290-0000-563-06	Contract Services-other GA 10/5/85	

**Payment Responsibilities:**

Fund 000: \$0.00      Fund 100: \$202.50      Fund 300: \$101.25      Fund 600: \$1,721.25  
 Fund 700: \$0.00      Fund 803: \$0.00

Payment#	Date	Check Total	Vendor ID	Vendor Name		
032244	4/16/2024	\$176.93	JOHNS	Johnson Lumber Company		
Voucher:	049963	Invoice: 272824		Date: 3/27/2024	District Supplies	Doc Amt: \$48.05
		Allocations:	\$2.40	300-6320-0000-562-06	Supplies-GA 10/5/85	
		Allocations:	\$40.84	600-6320-0000-562-06	Supplies-GA 10/5/85	
		Allocations:	\$4.81	100-6320-0000-562-06	Supplies-GA 10/5/85	
Voucher:	049964	Invoice: 272478		Date: 3/14/2024	Maintenance Supplies	Doc Amt: \$98.31
		Allocations:	\$98.31	600-6310-0000-542	Chemicals-TM	
Voucher:	049965	Invoice: 272836		Date: 3/28/2024	Engineering Supplies	Doc Amt: \$1.09
		Allocations:	\$1.09	600-6320-0000-542	Supplies-TM	
Voucher:	050044	Invoice: 272740		Date: 3/25/2024	Engineering Supplies	Doc Amt: \$13.10
		Allocations:	\$13.10	600-6320-0000-542	Supplies-TM	
Voucher:	050045	Invoice: 273345		Date: 4/15/2024	Engineering Supplies	Doc Amt: \$16.38
		Allocations:	\$16.38	600-6320-0000-542	Supplies-TM	

**Payment Responsibilities:**

Fund 000: \$0.00      Fund 100: \$4.81      Fund 300: \$2.40      Fund 600: \$169.72  
 Fund 700: \$0.00      Fund 803: \$0.00

Payment#	Date	Check Total	Vendor ID	Vendor Name		
032245	4/16/2024	\$106.05	JOHNSM	John Smith Landfill		
Voucher:	049966	Invoice: 01-01032803		Date: 3/25/2024	Dump Fee	Doc Amt: \$44.55
		Allocations:	\$44.55	600-6860-0000-542	Utilities-Disposal fees	
Voucher:	049967	Invoice: 01-01032144		Date: 3/21/2024	Dump Fee	Doc Amt: \$61.50
		Allocations:	\$61.50	600-6860-0000-542	Utilities-Disposal fees	

**Payment Responsibilities:**

Fund 000: \$0.00      Fund 100: \$0.00      Fund 300: \$0.00      Fund 600: \$106.05  
 Fund 700: \$0.00      Fund 803: \$0.00

Payment#	Date	Check Total	Vendor ID	Vendor Name		
032246	4/16/2024	\$550.00	LANDS	Landscape Design by Rosemary Bridw		
Voucher:	049968	Invoice: 032724		Date: 3/27/2024	Landscape Plan Review	Doc Amt: \$550.00
		Allocations:	\$550.00	803-6240-0000-563	CS - General Consulting (Plan Cks/Rev)	

**Payment Responsibilities:**

Fund 000: \$0.00      Fund 100: \$0.00      Fund 300: \$0.00      Fund 600: \$0.00  
 Fund 700: \$0.00      Fund 803: \$550.00

Payment#	Date	Check Total	Vendor ID	Vendor Name
032247	4/16/2024	\$2,142.00	LIEBE	Liebert Cassidy Whitmore Prof Law C

Voucher: 049969	Invoice: 262315	Date: 2/29/2024	Legal Services	Doc Amt: \$36.50
Allocations:	\$3.65	100-6210-0000-563-06	CS-Legal GA 10/5/85	
Allocations:	\$1.83	300-6210-0000-563-06	CS-Legal GA 10/5/85	
Allocations:	\$31.03	600-6210-0000-563-06	CS-Legal GA 10/5/85	

Voucher: 049970	Invoice: 261864	Date: 2/29/2024	Legal Services	Doc Amt: \$2,105.50
Allocations:	\$210.55	100-6210-0000-563-06	CS-Legal GA 10/5/85	
Allocations:	\$105.28	300-6210-0000-563-06	CS-Legal GA 10/5/85	
Allocations:	\$1,789.68	600-6210-0000-563-06	CS-Legal GA 10/5/85	

**Payment Responsibilities:**

Fund 000: \$0.00	Fund 100: \$214.20	Fund 300: \$107.10	Fund 600: \$1,820.70
Fund 700: \$0.00	Fund 803: \$0.00		

Payment#	Date	Check Total	Vendor ID	Vendor Name
032248	4/16/2024	\$340.00	MISSIO	Mission Village Voice Media LLC

Voucher: 049971	Invoice: 1121	Date: 4/4/2024	Monthly Print Ad	Doc Amt: \$340.00
Allocations:	\$340.00	803-6865-0000-562	Advertising/Public Info (PI)	

**Payment Responsibilities:**

Fund 000: \$0.00	Fund 100: \$0.00	Fund 300: \$0.00	Fund 600: \$0.00
Fund 700: \$0.00	Fund 803: \$340.00		

Payment#	Date	Check Total	Vendor ID	Vendor Name
032249	4/16/2024	\$1,209.60	NEWSV	New SV Media, Inc

Voucher: 049972	Invoice: 105960	Date: 3/15/2024	03/15/24 Weekly Print Ads	Doc Amt: \$160.00
Allocations:	\$160.00	803-6865-0000-562	Advertising/Public Info (PI)	

Voucher: 049973	Invoice: 106772	Date: 3/22/2024	03/22/24 Weekly Print Ads	Doc Amt: \$160.00
Allocations:	\$160.00	803-6865-0000-562	Advertising/Public Info (PI)	

Voucher: 049974	Invoice: 107383	Date: 3/29/2024	03/29/24 Weekly Print Ads	Doc Amt: \$160.00
Allocations:	\$160.00	803-6865-0000-562	Advertising/Public Info (PI)	

Voucher: 050010	Invoice: 108182	Date: 4/5/2024	Weekly Print Ad/Monthly Wed Ad	Doc Amt: \$610.00
Allocations:	\$225.00	803-6865-0000-562	Advertising/Public Info (PI)	
Allocations:	\$225.00	803-6865-0000-562	Advertising/Public Info (PI)	
Allocations:	\$160.00	803-6865-0000-562	Advertising/Public Info (PI)	

Voucher: 050049	Invoice: 108219	Date: 4/9/2024	04/24/24 Public Hearing Notice	Doc Amt: \$119.60
Allocations:	\$119.60	600-6865-0000-562	Advertising/Public Info	



**Payment Responsibilities:**

Fund 000: \$0.00                      Fund 100: \$0.00                      Fund 300: \$0.00                      Fund 600: \$119.60  
 Fund 700: \$0.00                      Fund 803: \$1,090.00

Payment#	Date	Check Total	Vendor ID	Vendor Name		
032250	4/16/2024	\$2,183.31	PALAC	Palace Business Solutions		
Voucher: 049975	Invoice: 2331418-0		Date: 3/22/2024	Office Supplies	Doc Amt:	\$12.11
	Allocations:	\$10.29	600-6835-0000-562-06	Office Supplies 10/5/85 GA		
	Allocations:	\$0.61	300-6835-0000-562-06	Office Supplies 10/5/85 GA		
	Allocations:	\$1.21	100-6835-0000-562-06	Office Supplies 10/5/85 GA		
Voucher: 049976	Invoice: 2331995-0		Date: 3/25/2024	Office Supplies	Doc Amt:	\$37.51
	Allocations:	\$31.88	600-6835-0000-562-06	Office Supplies 10/5/85 GA		
	Allocations:	\$1.88	300-6835-0000-562-06	Office Supplies 10/5/85 GA		
	Allocations:	\$3.75	100-6835-0000-562-06	Office Supplies 10/5/85 GA		
Voucher: 049977	Invoice: 2331933-0		Date: 3/25/2024	Office Supplies	Doc Amt:	\$118.47
	Allocations:	\$100.70	600-6835-0000-562-06	Office Supplies 10/5/85 GA		
	Allocations:	\$5.92	300-6835-0000-562-06	Office Supplies 10/5/85 GA		
	Allocations:	\$11.85	100-6835-0000-562-06	Office Supplies 10/5/85 GA		
Voucher: 049978	Invoice: 2331418-1		Date: 3/26/2024	Office Supplies	Doc Amt:	\$4.94
	Allocations:	\$4.20	600-6835-0000-562-06	Office Supplies 10/5/85 GA		
	Allocations:	\$0.25	300-6835-0000-562-06	Office Supplies 10/5/85 GA		
	Allocations:	\$0.49	100-6835-0000-562-06	Office Supplies 10/5/85 GA		
Voucher: 049979	Invoice: 2335250-0		Date: 4/5/2024	Office Supplies	Doc Amt:	\$422.25
	Allocations:	\$358.91	600-6835-0000-562-06	Office Supplies 10/5/85 GA		
	Allocations:	\$21.11	300-6835-0000-562-06	Office Supplies 10/5/85 GA		
	Allocations:	\$42.23	100-6835-0000-562-06	Office Supplies 10/5/85 GA		
Voucher: 050000	Invoice: 2335957-0		Date: 4/9/2024	Office Supplies	Doc Amt:	\$757.06
	Allocations:	\$75.71	100-6440-0000-562-06	Office Furn/Equipment Purchase 10/5/85		
	Allocations:	\$37.85	300-6440-0000-562-06	Office Furn/Equipment Purchase 10/5/85		
	Allocations:	\$643.50	600-6440-0000-562-06	Office Furn/Equipment Purchase 10/5/85		
Voucher: 050011	Invoice: 2337084-0		Date: 4/12/2024	Office Supplies	Doc Amt:	\$742.12
	Allocations:	\$74.21	100-6440-0000-562-06	Office Furn/Equipment Purchase 10/5/85		
	Allocations:	\$37.11	300-6440-0000-562-06	Office Furn/Equipment Purchase 10/5/85		
	Allocations:	\$630.80	600-6440-0000-562-06	Office Furn/Equipment Purchase 10/5/85		
Voucher: 050050	Invoice: 2330911-0		Date: 3/20/2024	Office Supplies	Doc Amt:	\$88.85
	Allocations:	\$75.52	600-6835-0000-562-06	Office Supplies 10/5/85 GA		
	Allocations:	\$4.44	300-6835-0000-562-06	Office Supplies 10/5/85 GA		
	Allocations:	\$8.89	100-6835-0000-562-06	Office Supplies 10/5/85 GA		

**Payment Responsibilities:**

Fund 000: \$0.00                      Fund 100: \$218.33                      Fund 300: \$109.17                      Fund 600: \$1,855.81  
 Fund 700: \$0.00                      Fund 803: \$0.00

Payment#	Date	Check Total	Vendor ID	Vendor Name
032251	4/16/2024	\$912.14	PITBO	Pitney Bowes
Voucher: 049980	Invoice: 3106586490		Date: 3/18/2024	Mail System Rental- QTRLY Doc Amt: \$912.14
	Allocations:	\$91.21	100-6450-0000-562-06	Tool & Equipment Rental GA 10/5/85
	Allocations:	\$45.61	300-6450-0000-562-06	Tool & Equipment Rental GA 10/5/85
	Allocations:	\$775.32	600-6450-0000-562-06	Tool & Equipment Rental GA 10/5/85

**Payment Responsibilities:**  
 Fund 000: \$0.00      Fund 100: \$91.21      Fund 300: \$45.61      Fund 600: \$775.32  
 Fund 700: \$0.00      Fund 803: \$0.00

Payment#	Date	Check Total	Vendor ID	Vendor Name
032252	4/16/2024	\$1,000.00	RESER	Reserve Account
Voucher: 050001	Invoice: 040824		Date: 4/8/2024	Postage On Account Doc Amt: \$1,000.00
	Allocations:	\$970.00	600-6825-0000-562-06	Postage 2/1/97
	Allocations:	\$20.00	100-6825-0000-562-06	Postage 2/1/97
	Allocations:	\$10.00	300-6825-0000-562-06	Postage 2/1/97

**Payment Responsibilities:**  
 Fund 000: \$0.00      Fund 100: \$20.00      Fund 300: \$10.00      Fund 600: \$970.00  
 Fund 700: \$0.00      Fund 803: \$0.00

Payment#	Date	Check Total	Vendor ID	Vendor Name
032253	4/16/2024	\$180.00	RIANDA	Rianda Air Inc.
Voucher: 049981	Invoice: 27197		Date: 4/3/2024	Maintenance-Heating/Air Syst Doc Amt: \$180.00
	Allocations:	\$18.00	100-6275-0000-563-06	CS-Maint 10/5/85
	Allocations:	\$9.00	300-6275-0000-563-06	CS-Maint 10/5/85
	Allocations:	\$153.00	600-6275-0000-563-06	CS-Maint 10/5/85

**Payment Responsibilities:**  
 Fund 000: \$0.00      Fund 100: \$18.00      Fund 300: \$9.00      Fund 600: \$153.00  
 Fund 700: \$0.00      Fund 803: \$0.00

Payment#	Date	Check Total	Vendor ID	Vendor Name
032254	4/16/2024	\$1,993.54	SECUR	Security Shoring & Steel Plates Inc
Voucher: 050041	Invoice: 161757		Date: 3/26/2024	Steel Plate Rentals Doc Amt: \$1,993.54
	Allocations:	\$1,993.54	600-6320-0920-542	Supplies-TM - Subsystem Breaks

**Payment Responsibilities:**  
 Fund 000: \$0.00      Fund 100: \$0.00      Fund 300: \$0.00      Fund 600: \$1,993.54  
 Fund 700: \$0.00      Fund 803: \$0.00

Payment#	Date	Check Total	Vendor ID	Vendor Name
032255	4/16/2024	\$181.62	SHRED	Shred-it
Voucher: 049984	Invoice: 8006681372		Date: 3/31/2024	Monthly Shredding Service Doc Amt: \$181.62
	Allocations:	\$18.16	100-6270-0000-563-06	CS-Operations GA 10/5/85
	Allocations:	\$9.08	300-6270-0000-563-06	CS-Operations GA 10/5/85
	Allocations:	\$154.38	600-6270-0000-563-06	CS-Operations GA 10/5/85

**Payment Responsibilities:**

Fund 000: \$0.00      Fund 100: \$18.16      Fund 300: \$9.08      Fund 600: \$154.38  
 Fund 700: \$0.00      Fund 803:\$0.00

Payment#	Date	Check Total	Vendor ID	Vendor Name
032256	4/16/2024	\$48,300.00	SJELE	S.J. Electro Systems, Inc.

Voucher: 049982      Invoice: CD99518563      Date: 3/25/2024      Scada Support      Doc Amt: \$48,300.00  
 Allocations:      \$48,300.00      600-1395-0929-112      SCADA telemetry upgrade

**Payment Responsibilities:**

Fund 000: \$0.00      Fund 100: \$0.00      Fund 300: \$0.00      Fund 600: \$48,300.00  
 Fund 700: \$0.00      Fund 803:\$0.00

Payment#	Date	Check Total	Vendor ID	Vendor Name
032257	4/16/2024	\$111.11	SPEEDEE	Speedee Oil Change and Tune Up

Voucher: 050019      Invoice: 339461      Date: 4/12/2024      Vehicle Maintenance #17      Doc Amt: \$111.11  
 Allocations:      \$111.11      600-6460-0000-562      Vehicle Maintenance-GA

**Payment Responsibilities:**

Fund 000: \$0.00      Fund 100: \$0.00      Fund 300: \$0.00      Fund 600: \$111.11  
 Fund 700: \$0.00      Fund 803:\$0.00

Payment#	Date	Check Total	Vendor ID	Vendor Name
032258	4/16/2024	\$4,860.00	SPURZ	Spurzem & Liem LLP

Voucher: 049983      Invoice: 62132      Date: 3/6/2024      Legal Services      Doc Amt: \$2,720.00  
 Allocations:      \$420.00      600-6210-0000-563      CS-Legal-GA  
 Allocations:      \$230.00      100-6210-0000-563-06      CS-Legal GA 10/5/85  
 Allocations:      \$115.00      300-6210-0000-563-06      CS-Legal GA 10/5/85  
 Allocations:      \$1,955.00      600-6210-0000-563-06      CS-Legal GA 10/5/85

Voucher: 049995      Invoice: 62268      Date: 4/5/2024      Legal Services      Doc Amt: \$2,140.00  
 Allocations:      \$140.00      600-6210-0000-563      CS-Legal-GA  
 Allocations:      \$200.00      100-6210-0000-563-06      CS-Legal GA 10/5/85  
 Allocations:      \$100.00      300-6210-0000-563-06      CS-Legal GA 10/5/85  
 Allocations:      \$1,700.00      600-6210-0000-563-06      CS-Legal GA 10/5/85

**Payment Responsibilities:**

Fund 000: \$0.00      Fund 100: \$430.00      Fund 300: \$215.00      Fund 600: \$4,215.00  
 Fund 700: \$0.00      Fund 803:\$0.00

Payment#	Date	Check Total	Vendor ID	Vendor Name
032259	4/16/2024	\$313,833.20	SSCWD-TP	Sunnyslope County Water District

Voucher: 050014      Invoice: INV00139      Date: 3/31/2024      Plant Operations- West Hills      Doc Amt: \$174,739.45  
 Allocations:      \$174,739.45      600-6270-0603-531      CS Operations - West Hills WTP

Voucher: 050015      Invoice: INV00140      Date: 3/31/2024      Plant Operations- Lessalt      Doc Amt: \$139,093.75  
 Allocations:      \$139,093.75      600-6270-0602-531      CS Operations - Lessalt WTP

**Payment Responsibilities:**

Fund 000: \$0.00      Fund 100: \$0.00      Fund 300: \$0.00      Fund 600: \$313,833.20  
 Fund 700: \$0.00      Fund 803: \$0.00

Payment#	Date	Check Total	Vendor ID	Vendor Name
032260	4/16/2024	\$1,997.33	SUNBE	Sunbelt Rentals, Inc
Voucher: 050012	Invoice: 151509668-0001	Date: 3/12/2024	Maintenance Supplies	Doc Amt: \$270.63
	Allocations: \$270.63	600-6460-0000-562	Vehicle Maintenance-GA	

Voucher: 050013	Invoice: 151508391-0001	Date: 3/19/2024	Maintenance Equipment Rental	Doc Amt: \$1,726.70
	Allocations: \$1,726.70	300-6450-0000-512	Tool & Equipment Rental-SSM	

**Payment Responsibilities:**

Fund 000: \$0.00      Fund 100: \$0.00      Fund 300: \$1,726.70      Fund 600: \$270.63  
 Fund 700: \$0.00      Fund 803: \$0.00

Payment#	Date	Check Total	Vendor ID	Vendor Name
032261	4/16/2024	\$7,646.75	TODDE	Todd Groundwater
Voucher: 049985	Invoice: 37653 324	Date: 3/8/2024	Engineering Services	Doc Amt: \$7,646.75
	Allocations: \$7,646.75	700-6240-0160-511	CS-Annual Grwtr Report-SSO	

**Payment Responsibilities:**

Fund 000: \$0.00      Fund 100: \$0.00      Fund 300: \$0.00      Fund 600: \$0.00  
 Fund 700: \$7,646.75      Fund 803: \$0.00

Payment#	Date	Check Total	Vendor ID	Vendor Name
032262	4/16/2024	\$7,140.98	TOROP	Toro Petroleum Corporation
Voucher: 049986	Invoice: 0687377-IN	Date: 3/28/2024	Equipment Supplies	Doc Amt: \$2,718.55
	Allocations: \$2,718.55	600-6321-0000-542	Supplies-Structure Equip TDM	

Voucher: 049994	Invoice: CL73557	Date: 3/31/2024	Vehicle Fuel	Doc Amt: \$4,422.43
	Allocations: \$18.54	100-6465-0000-562	Vehicle Fuel-GA	
	Allocations: \$74.22	300-6465-0000-562	Vehicle Fuel-GA	
	Allocations: \$3,962.99	600-6465-0000-562	Vehicle Fuel-GA	
	Allocations: \$366.68	803-6465-0000-562	Vehicle Fuel	

**Payment Responsibilities:**

Fund 000: \$0.00      Fund 100: \$18.54      Fund 300: \$74.22      Fund 600: \$6,681.54  
 Fund 700: \$0.00      Fund 803: \$366.68

Payment#	Date	Check Total	Vendor ID	Vendor Name
032263	4/16/2024	\$638.40	UNIFI	Unified Field Services Corporation
Voucher: 050002	Invoice: 0324694	Date: 3/31/2024	Contracted Maintenance	Doc Amt: \$638.40
	Allocations: \$638.40	600-6275-0939-542	CS- Maintenance-Blue Valve Paint Project	

## Payment Responsibilities:

Fund 000: \$0.00      Fund 100: \$0.00      Fund 300: \$0.00      Fund 600: \$638.40  
 Fund 700: \$0.00      Fund 803: \$0.00

Payment#	Date	Check Total	Vendor ID	Vendor Name		
032264	4/16/2024	\$10,689.65	USBNK-CC	U.S. Bank Corporation		
Voucher: 049987	Invoice: 032224SN		Date: 3/22/2024	Monthly Statement	Doc Amt: \$500.00	
	Allocations:	\$500.00	803-6865-0000-562	Advertising/Public Info (PI)		
Voucher: 049988	Invoice: 032224MC		Date: 3/22/2024	Monthly Statement	Doc Amt: \$9,286.15	
	Allocations:	\$1,578.26	600-6440-0000-542	Equipment Purchase-TM		
	Allocations:	\$765.33	600-6321-0000-542	Supplies-Structure Equip TDM		
	Allocations:	\$900.42	600-6460-0000-562	Vehicle Maintenance-GA		
	Allocations:	\$227.73	300-6310-0000-512	Chemicals-SSM		
	Allocations:	\$2,586.87	300-6275-0000-512	CS-Maintenance-SSM		
	Allocations:	\$939.33	300-6275-0000-512	CS-Maintenance-SSM		
	Allocations:	\$284.51	600-6321-0000-542	Supplies-Structure Equip TDM		
	Allocations:	\$432.99	600-6321-0000-542	Supplies-Structure Equip TDM		
	Allocations:	\$57.36	300-6320-0000-562	Supplies-GA		
	Allocations:	\$43.70	600-6835-0000-562-06	Office Supplies 10/5/85 GA		
	Allocations:	\$2.57	300-6835-0000-562-06	Office Supplies 10/5/85 GA		
	Allocations:	\$5.14	100-6835-0000-562-06	Office Supplies 10/5/85 GA		
	Allocations:	\$1,108.53	600-6440-0000-542	Equipment Purchase-TM		
	Allocations:	\$193.77	600-6321-0000-542	Supplies-Structure Equip TDM		
	Allocations:	\$135.69	600-6835-0000-562-06	Office Supplies 10/5/85 GA		
	Allocations:	\$7.98	300-6835-0000-562-06	Office Supplies 10/5/85 GA		
	Allocations:	\$15.96	100-6835-0000-562-06	Office Supplies 10/5/85 GA		
Voucher: 050017	Invoice: 032224BM		Date: 3/22/2024	Monthly Statement	Doc Amt: \$903.50	
	Allocations:	\$0.39	100-6260-0000-563-06	CS-Computer (10/5/85)		
	Allocations:	\$0.20	300-6260-0000-563-06	CS-Computer (10/5/85)		
	Allocations:	\$3.32	600-6260-0000-563-06	CS-Computer (10/5/85)		
	Allocations:	\$41.43	600-6845-0000-562-06	General Business Exp 10/5/85		
	Allocations:	\$4.87	100-6845-0000-562-06	General Business Exp 10/5/85		
	Allocations:	\$2.44	300-6845-0000-562-06	General Business Exp 10/5/85		
	Allocations:	\$41.75	600-6845-0000-562-06	General Business Exp 10/5/85		
	Allocations:	\$4.91	100-6845-0000-562-06	General Business Exp 10/5/85		
	Allocations:	\$2.46	300-6845-0000-562-06	General Business Exp 10/5/85		
	Allocations:	\$54.36	600-6840-0000-562-06	Communication GA 10/5/85		
	Allocations:	\$6.40	100-6840-0000-562-06	Communication GA 10/5/85		
	Allocations:	\$3.20	300-6840-0000-562-06	Communication GA 10/5/85		

Allocations: \$737.78 600-6321-0000-542 Supplies-Structure Equip TDM

**Payment Responsibilities:**

Fund 000: \$0.00 Fund 100: \$37.68 Fund 300: \$3,830.13 Fund 600: \$6,321.84  
 Fund 700: \$0.00 Fund 803: \$500.00

Payment#	Date	Check Total	Vendor ID	Vendor Name
032265	4/16/2024	\$48,380.00	USGEO	U.S. Geological Survey
Voucher: 050016	Invoice: 91146654		Date: 3/14/2024	Water Data Collection Doc Amt: \$24,190.00
	Allocations:	\$19,835.80	600-6270-0143-511	CS-Ops-Stream Flow Measurement-SSO
	Allocations:	\$4,354.20	300-6270-0143-511	CS Ops-Stream Flow Measurement-SSO

Voucher: 050047	Invoice: 91154466		Date: 4/10/2024	Water Data Collection Doc Amt: \$24,190.00
	Allocations:	\$19,835.80	600-6270-0143-511	CS-Ops-Stream Flow Measurement-SSO
	Allocations:	\$4,354.20	300-6270-0143-511	CS Ops-Stream Flow Measurement-SSO

**Payment Responsibilities:**

Fund 000: \$0.00 Fund 100: \$0.00 Fund 300: \$8,708.40 Fund 600: \$39,671.60  
 Fund 700: \$0.00 Fund 803: \$0.00

Payment#	Date	Check Total	Vendor ID	Vendor Name
032266	4/16/2024	\$126.76	WRIIN	Wright Bros Industrial Supply
Voucher: 050018	Invoice: 282737		Date: 3/20/2024	Welding Supplies Doc Amt: \$126.76
	Allocations:	\$126.76	600-6320-0000-542	Supplies-TM

**Payment Responsibilities:**

Fund 000: \$0.00 Fund 100: \$0.00 Fund 300: \$0.00 Fund 600: \$126.76  
 Fund 700: \$0.00 Fund 803: \$0.00

Payment#	Date	Check Total	Vendor ID	Vendor Name
032267	4/16/2024	\$2,280.00	ZEIAL	Alan Zeisbrich
Voucher: 049989	Invoice: 3-2024P		Date: 4/1/2024	Contract Services Doc Amt: \$805.00
	Allocations:	\$177.10	600-1503-0158-125	Reach I Capital Improvement Project
	Allocations:	\$627.90	600-1503-0158-125	Reach I Capital Improvement Project
Voucher: 049990	Invoice: 3-2024		Date: 4/2/2024	Contract Services Doc Amt: \$1,475.00
	Allocations:	\$122.50	300-6270-0000-511	CS-Operations-SS0
	Allocations:	\$1,102.50	600-6270-0000-541	CS-Operations-TO
	Allocations:	\$125.00	600-6270-0602-531	CS Operations - Lessalt WTP
	Allocations:	\$125.00	600-6270-0603-531	CS Operations - West Hills WTP

**San Benito County Water District  
Agenda Transmittal**

**Agenda Item:** 3

**Meeting Date:** April 24, 2024

**Submitted By:** Leilani Vidal

**Presented By:** Jeff Cattaneo

**Agenda Title:** Acknowledgement of Paid Claims prior to the April 2024 Board Meeting

**Detailed Description:** This is a notification that the check & wire transfers listed below were issued outside the normal claims process.

Payee	Check No.	Amount	For	Issued Date	Due Date
Hollister Paint Company	58406	\$2,275.00	10% Down upon signing	03/22/24	03/22/24
Hollister Paint Company	58407	\$6,825.00	30% Down to start	03/22/24	03/22/24
Nexgen Asset Management	58408	\$1,300.00	Nexgen User Conference October 2024 MC	03/28/24	3/31/24
<i>Wire Transfers</i>					
San Luis & Delta-Mendota WA	Wire Transfer	\$29,473.50	Membership FY25 1 <sup>st</sup> installment	04/02/24	04/17/24
USBR (pay.gov)	Wire Transfer	\$6,965.32	Water Payment	04/08/24	04/15/24

**Financial Impact:**          X     Yes                 No

**Funding Source/ Recap:**  
Fiscal Year Budget as approved

**Material Included for Information/Consideration:**  
Copy of Wire Transfer Request

Action Required: \_\_\_\_\_ Resolution  Motion \_\_\_\_\_ Review

**Board Action**

\_\_\_\_\_ Resolution No. \_\_\_ Motion By \_\_\_\_\_ Second By \_\_\_\_\_

Ayes \_\_\_\_\_

Abstained \_\_\_\_\_

Noes \_\_\_\_\_

Absent \_\_\_\_\_

Reagendized \_\_\_\_\_ Date \_\_\_\_\_

No Action Taken \_\_\_\_\_



Wire Transfer Requested

4/2/2024

Release date 4/2/2024

Vendor	Invoice Date	Invoice no.	Description	GL Account no.	Amount	Due Date
San Luis Delta Mendota Water Authority	3/18/2024	INWVA0926	General fund	600-6820-0000-562-06	\$ 10,873.00	4/17/2024
San Luis Delta Mendota Water Authority	3/18/2024	INWVA0926	Leg/ops	600-6291-0209-563-06	\$ 16,577.50	4/17/2024
San Luis Delta Mendota Water Authority	3/18/2024	INWVA0926	Contract renewal coordinator	600-6291-0209-563-06	\$ 1,841.00	4/17/2024
San Luis Delta Mendota Water Authority	3/18/2024	INWVA0926	Yuba County water transfers	600-5702-0000-513-07	\$ 205.00	4/17/2024
San Luis Delta Mendota Water Authority	3/18/2024	INWVA0926	DHCCP membership credit	600-6820-0000-562-06	\$ (23.00)	4/17/2024
<b>Total wire transfer</b>					<b>\$ 29,473.50</b>	

Daily wire activity total \$ 29,473.50

Online entry by: Deborah Dival

Date 3/29/24

Approved for release online by:

Cindy Payne  
Date 3/29/24



SAN BENITO COUNTY WATER DISTRICT  
30 MANSFIELD RD, HOLLISTER, CA 95023

058408

Vendor	Account	Date	Net Amt.
NEXGE	NEXGEN Asset Management	3/28/2024	0058408
Invoice	Date	Description	
032724	3/27/2024	Asset Management Services	\$1,300.00

Asset Management Services	Asset Management Services	\$1,300.00
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MEMORANDUM

TO: Megan Holland or Steve Wittry .  
FROM: Barbara Mauro  
DATE: March 27, 2024  
Subject: Manual Check Request

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This is a request for a manual check to be processed as listed below:

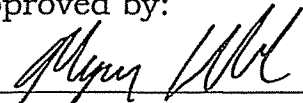
Vendor name and address (for remittance)	Amount of Request	Disposition Method: <i>Return to Requestor / Federal Express / Regular Mail</i>
Nexgen Asset Management 4010 Lennane Drive Sacramento, CA 95834	\$1300.00	Return to Requestor
Expense Account number(s)	600 <i>000-6195-0000-565-06</i>	
Reason for Request:	This is registration for the Nexgen User Conference for Michael Craig in Sacramento on October 22-24, 2024. There is a discount of \$200 if we registered him by 3-31-24. The only way to pay on-line was through a PayPal account or via check.	

Supporting documentation for this request:

X	Is attached	Will be returned to Accounting upon receipt
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Please sign below as approval for issuance of this manual payment.

Approved by:

  
\_\_\_\_\_  
Megan Holland or Steve Wittry

*3-27-24*  
\_\_\_\_\_  
Date

Vendor	Account	Date		
HPAIN	Hollister Paint Company	3/22/2024	0058407	
Invoice	Date	Description		Net Amt.
032124A	3/21/2024	District Office Painting		\$6,825.00

District Office Painting	District Office Painting	\$6,825.00
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MEMORANDUM

TO: Megan Holland or Steve Wittry  
FROM: Barbara Mauro  
DATE: March 21, 2024  
Subject: Manual Check Request

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This is a request for a manual check to be processed as listed below:


Vendor name and address (for remittance)	Amount of Request	Disposition Method: <i>Return to Requestor / Federal Express / Regular Mail</i>
Hollister Paint Company, Inc.	\$6825.00	Return to requestor
Expense Account number(s)	XXX-1462-0000-110-00	
Reason for Request:	Per the quote for interior painting and staining (30 Mansfield), they require 30% when they begin the job	

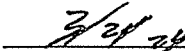
Supporting documentation for this request:

<input checked="" type="checkbox"/>	Is attached	<input type="checkbox"/>	Will be returned to Accounting upon receipt
-------------------------------------	-------------	--------------------------	---

Please sign below as approval for issuance of this manual payment.

Approved by:

  
Megan Holland or Steve Wittry

  
Date

Vendor	Account	Date	Net Amt.
HPAIN	Hollister Paint Company	3/22/2024	0058406
Invoice	Date	Description	
032124	3/21/2024	District Office Painting	\$2,275.00

District Office Painting	District Office Painting	\$2,275.00
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HPAIN

MEMORANDUM

TO: Megan Holland or Steve Wittry  
FROM: Barbara Mauro  
DATE: March 21, 2024  
Subject: Manual Check Request

This is a request for a manual check to be processed as listed below:


Vendor name and address (for remittance)	Amount of Request	Disposition Method: <i>Return to Requestor / Federal Express / Regular Mail</i>
Hollister Paint Company, Inc.	\$2275.00	Return to requestor
Expense Account number(s)	XXX-1462-0000-110-00 100 300 600	
Reason for Request:	Per the quote for interior painting and staining (30 Mansfield), they require a 10% down upon signing	


Supporting documentation for this request:

<input checked="" type="checkbox"/>	Is attached	<input type="checkbox"/>	Will be returned to Accounting upon receipt
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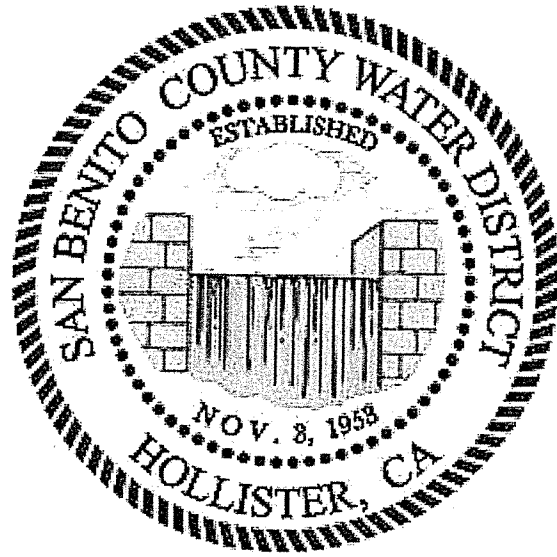
Please sign below as approval for issuance of this manual payment.

Approved by:

  
Megan Holland or Steve Wittry

  
Date





# Agenda

Item

# 4

BOARD AGENDA MEMO

DATE: April 16, 2024  
TO: Board of Directors  
FROM: Investment Committee (Sonny Flores/Doug Williams)  
SUBJECT: Review of Quarterly Investment Report-Period ending  
March 31, 2024

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**1. Quarterly Investment Report**  
**a. Review of Investment Report**

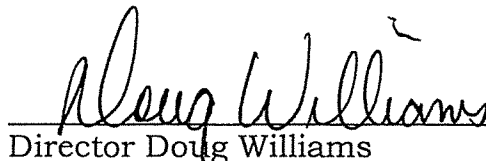
The Investment Committee reviewed the investment instruments making up the District's portfolio and the District's investment performance for the quarter ending March 31, 2024.

The committee has determined that the investments are being managed in compliance with the District's Board Investment Policy.

The committee has reviewed the projected cash requirements and has determined that the District has sufficient cash reserves available to meet its cash demands for the next six months and has sufficient funds in a second liquid account (in addition to LAIF) to cover at least two months of current District Expenses.



\_\_\_\_\_  
Director Sonny Flores



\_\_\_\_\_  
Director Doug Williams

**SAN BENITO COUNTY WATER DISTRICT  
QUARTERLY INVESTMENT REPORT**

**QUARTER ENDING**

MARCH 31, 2024

Page no(s).	Title	Source
1	Quarterly Investment Report Recap	District Staff
2	Summary of Cash and Investments	District Staff
3	PMIA / LAIF Performance Report	California State Treasurer's Office
4	Summary of CalPERS CERBT Trust (OPEB)	District Staff
5	Investment Summary by Maturity Date	District Staff
6 - 17	Investment Statement	U.S. Bancorp Advisors (Investments)

April 9, 2024

Submitted by: Cindy Paine, Supervising Accountant and Kelley Urbina, Accountant  
Reviewed by: Megan Holland, Manager of Administration, Finance and Business Services

**SAN BENITO COUNTY WATER DISTRICT**  
**QUARTERLY INVESTMENT REPORT**

**QUARTER ENDING MARCH 31, 2024**

**Investment activity:**

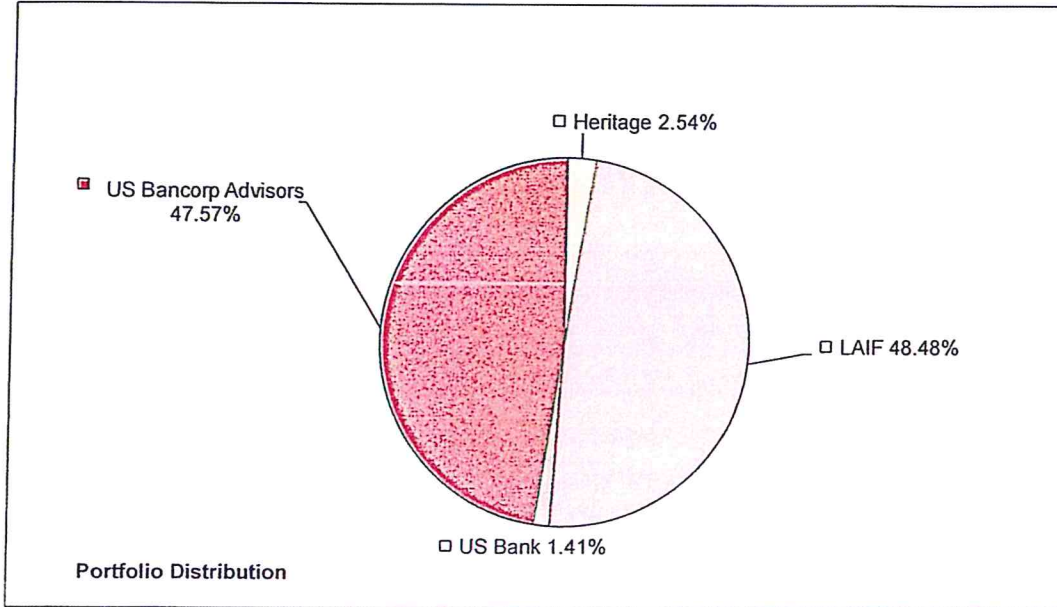
- The Local Agency Investment Fund's interest rate increased from 3.929% at December 31, 2023 to 4.232% at March 31, 2024. The balance reflects interest earned for the prior quarter of \$305,427 and the current quarter net operating activity.
- The California Employers' Retirement Benefit Trust (CERBT) statement for the period January through March was not available as of this report date. The balance at December 31, 2023 was \$1,003,681.
- The U.S. Bancorp Advisors account statement is attached and reflects accrued interest and gain or loss. The portfolio value at March 31, 2024 was \$39,991,057.50.

**Liquidity Requirements:**

There are adequate liquid reserves available in the LAIF account to fund six months of operating expenditures (\$4.7 million) as required in the Investment Policy, Section V., 2. In addition, the funds held in Heritage Bank are sufficient to cover at least two months of District expenses (\$1.6 million) which meets the Investment Policy requirements per Section IV., 1. b.

SAN BENITO COUNTY WATER DISTRICT  
SUMMARY OF CASH AND INVESTMENTS  
AS OF MARCH 31, 2024

CASH SUMMARY FOR ALL DISTRICT HELD ACCOUNTS (By Institution)							
Date	UNRESTRICTED				RESTRICTED		Total Cash and Investments
	US Bank	LAIF	Heritage Bank	U.S. Bancorp Advisors	LAIF Restricted Reserve	U.S. Bancorp Advisors	
12/31/2023	9,493,542	29,816,264	2,111,752	13,582,188	325,000	28,956,802	84,285,547
3/31/2024	1,180,498	40,121,690	2,115,704	10,732,188	325,000	28,956,802	83,431,882
<i>Net Change</i>	<i>\$ (8,313,044)</i>	<i>\$ 10,305,427</i>	<i>\$ 3,952</i>	<i>\$ (2,850,000)</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ (853,664)</i>



CASH SUMMARY BY ZONE OF BENEFIT							
Date		Zone 1	Zone 3	Zone 6	Groundwater Sustainability Agency	WRA (Fiduciary Funds)	Total Cash and Investments
12/31/2023	End of quarter (as reported)	2,326,088	5,610,473	74,957,658	690,630	700,698	84,285,547
12/31/2023	Reclass by zone	(700)	-	58,289	-	(57,589)	84,285,547
3/31/2024	End of quarter	2,318,724	5,586,214	74,324,431	621,192	581,322	83,431,882
	<i>Net Change</i>	<i>\$ (6,664)</i>	<i>\$ (24,259)</i>	<i>\$ (691,516)</i>	<i>\$ (69,438)</i>	<i>\$ (61,787)</i>	<i>\$ (853,664)</i>
	<b>% of total cash (by Zone)</b>	2.78%	6.70%	89.08%	0.74%	0.70%	

LOCAL AGENCY INVESTMENT FUND (LAIF)							
Activity for quarter							
Date		Zone 1	Zone 3	Zone 6	Groundwater Sustainability Agency	WRA (Fiduciary Funds)	Overall Balance
12/31/2023	Balance forward:	\$ 2,092,541	\$ 5,199,812	\$ 21,828,835	337,252	682,823	\$ 30,141,264
12/31/2023	Reclass by zone	-	-	-	-	-	\$ 30,141,264
1/15/2024	Quarterly Interest	17,491	35,239	241,275	3,641	7,780	\$ 30,446,690
1/31/2024	Transfer in (out)	150,000	325,000	7,300,000	300,000	(75,000)	\$ 38,446,690
2/29/2024	Transfer in (out)	-	-	2,150,000	(150,000)	-	\$ 40,446,690
3/31/2024	Transfer in (out)	-	-	100,000	-	(100,000)	\$ 40,446,690
	<b>BALANCE BY ZONE</b>	<b>\$ 2,260,032</b>	<b>\$ 5,560,051</b>	<b>\$ 31,620,110</b>	<b>\$ 490,894</b>	<b>\$ 515,603</b>	<b>\$ 40,446,690</b>

NOTE - Allocation of cash by zone (restricted and unrestricted) is subject to reconciliation changes quarterly and at year end.



## PMIA/LAIF Performance Report as of 4/3/24



### Quarterly Performance Quarter Ended 12/31/23

LAIF Apportionment Rate <sup>(2)</sup> :	4.00
LAIF Earnings Ratio <sup>(2)</sup> :	0.00010932476863589
LAIF Administrative Cost <sup>(1)*</sup> :	0.29
LAIF Fair Value Factor <sup>(1)</sup> :	0.993543131
PMIA Daily <sup>(1)</sup> :	3.96
PMIA Quarter to Date <sup>(1)</sup> :	3.81
PMIA Average Life <sup>(1)</sup> :	230

### PMIA Average Monthly Effective Yields<sup>(1)</sup>

March	4.232
February	4.122
January	4.012
December	3.929
November	3.843
October	3.670

### Pooled Money Investment Account Monthly Portfolio Composition <sup>(1)</sup> 2/29/24 \$164.3 billion

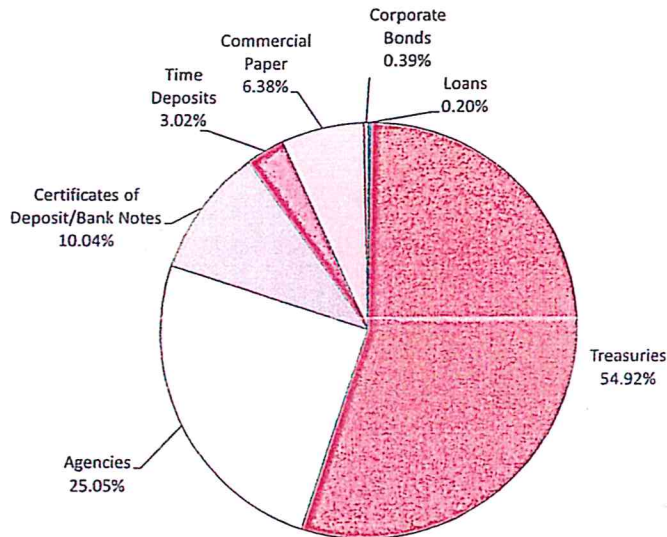


Chart does not include \$2,059,000.00 in mortgages, which equates to 0.001%. Percentages may not total 100% due to rounding.

Daily rates are now available here. [View PMIA Daily Rates](#)

Notes: The apportionment rate includes interest earned on the CalPERS Supplemental Pension Payment pursuant to Government Code 20825 (c)(1) and interest earned on the Wildfire Fund loan pursuant to Public Utility Code 3288 (a).

\*The percentage of administrative cost equals the total administrative cost divided by the quarterly interest earnings. The law provides that administrative costs are not to exceed 5% of quarterly EARNINGS of the fund. However, if the 13-week Daily Treasury Bill Rate on the last day of the fiscal year is below 1%, then administrative costs shall not exceed 8% of quarterly EARNINGS of the fund for the subsequent fiscal year.

Source:

<sup>(1)</sup> State of California, Office of the Treasurer

<sup>(2)</sup> State of California, Office of the Controller

SAN BENITO COUNTY WATER DISTRICT  
Summary  
CALPERS California Employers' Retiree Benefit Trust (CERBT)  
for Other Post Employment Benefits (OPEB)  
as of March 31, 2024

DATE	INVESTMENT	WITHDRAWAL	GAIN / (LOSS)	BALANCE
10/1/2020				\$ -
11/20/2020	\$ 76,889			\$ 76,889
12/16/2020	\$ 76,889			\$ 153,778
12/31/2020			\$ 3,691	\$ 157,469
1/27/2021	\$ 76,889			\$ 234,358
2/24/2021	\$ 76,889			\$ 311,247
3/31/2021	\$ 76,889			\$ 388,136
3/31/2021			\$ 5,164	\$ 393,301
6/7/2021	\$ 76,889			\$ 470,190
6/8/2021	\$ 76,889			\$ 547,079
6/30/2021			\$ 23,558	\$ 570,636
7/20/2021	\$ 76,889			\$ 647,525
7/21/2021	\$ 76,889			\$ 724,414
8/26/2021	\$ 76,889			\$ 801,303
9/30/2021	\$ 76,889			\$ 878,192
9/30/2021			\$ (7,043)	\$ 871,149
10/29/2021	\$ 76,889			\$ 948,038
11/29/2021	\$ 76,889			\$ 1,024,927
12/31/2021			\$ 45,139	\$ 1,070,066
3/31/2022			\$ (50,287)	\$ 1,019,779
6/30/2022			\$ (132,418)	\$ 887,360
9/30/2022			\$ (64,577)	\$ 822,783
12/31/2022			\$ 56,209	\$ 878,992
3/31/2023			\$ 41,224	\$ 920,216
6/30/2023			\$ 23,697	\$ 943,914
9/30/2023			\$ (36,934)	\$ 906,980
12/31/2023			\$ 96,701	\$ 1,003,681
3/31/2024 (*)				
TOTAL	\$ 999,557	\$ -	\$ 4,124	\$ 1,003,681

(\*) End of quarter statement was not available from CERBT at time of this investment report. Investment gain or (loss) for the current quarter will be reported in the following quarter's investment report.

# Investment Summary

## Schedule by Maturity Date

Description	Symbol / Cusip	Maturity	Estimated Current Market Value as of 3/31/24
US Treasury AZ-2024	91282CEG2	3/31/2024	\$ 7,500,000.00
US Treasury Y-2024	9128286R6	4/30/2024	\$ 2,294,250.00
US Treasury AP-2024	91282CCG4	6/15/2024	\$ 2,473,775.00
US Treasury BG-2024	91282CFG1	8/31/2024	\$ 4,957,800.00
Federal Home Loan CD-9027	3130ARUL3	11/25/2024	\$ 2,224,261.00
US Treasury BL-2024	91282CFX4	11/30/2024	\$ 3,980,800.00
US Treasury AK-2025	91282CDZ1	2/15/2025	\$ 3,246,585.50
US Treasury AN-2025	91282CEQ0	5/15/2025	\$ 1,951,640.00
US Treasury AD-2025	91282CAM3	9/30/2025	\$ 3,130,541.50
US Treasury V-2026	91282CBQ3	2/28/2026	\$ 3,096,271.00
US Treasury N-2026	912828Y95	7/31/2026	\$ 3,153,053.50
Federal Home Loan A2-9024	3130AS5H8	5/18/2027	\$ 1,982,080.00

Source: US Bancorp Advisors Investment Statement



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 U.S. BANCORP ADVISORS, LLC  
 PO BOX 513100  
 LOS ANGELES, CA 90051-1100

SAN BENITO COUNTY WATER DISTRICT  
 30 MANSFIELD RD  
 HOLLISTER CA 95023

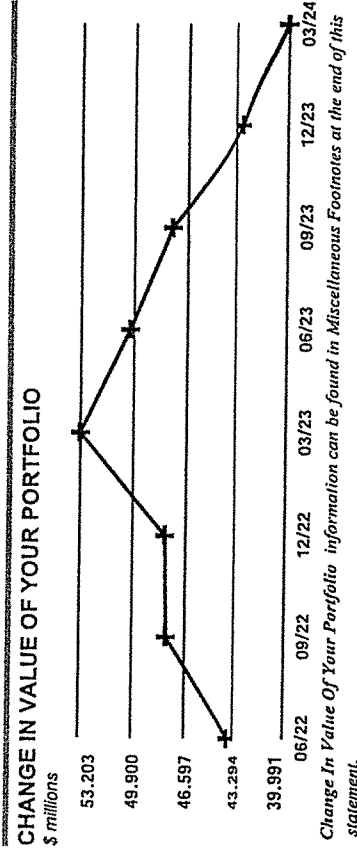


**STATEMENT FOR THE PERIOD MARCH 1, 2024 TO MARCH 31, 2024**

SAN BENITO COUNTY WATER DISTRICT - Corporation  
 Account Number: WBB-023302

**INSTITUTIONAL SALES SPECIALIST**  
 Mark Kreymer  
 RR#: 350  
 For questions about your accounts:  
 Local: 213 356 2367  
 In-State: 800 358 8771  
 National: 800 358 8771

**BEGINNING VALUE OF YOUR PORTFOLIO** \$39,904,309.00  
**TOTAL VALUE OF YOUR PORTFOLIO** \$39,991,057.50



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Account carried with National Financial Services LLC, Member  
 NYSE, SIPC

Statement for the Period March 1, 2024 to March 31, 2024  
 SAN BENITO COUNTY WATER DISTRICT - Corporation  
 Account Number: WBB-023302



## Account Overview

CHANGE IN ACCOUNT VALUE	Current Period	Year-to-Date
BEGINNING VALUE	\$39,904,309.00	\$42,729,115.50
Additions and Withdrawals	\$0.00	(\$3,008,625.00)
Misc. & Corporate Actions	\$0.00	\$0.00
Income	\$0.00	\$158,625.00
Taxes, Fees and Expenses	\$0.00	\$0.00
Change in Value	\$86,748.50	\$111,942.00
ENDING VALUE (AS OF 03/31/24)	\$39,991,057.50	\$39,991,057.50
Total Accrued Interest	\$191,666.42	
Ending Value with Accrued Interest	\$40,182,723.92	

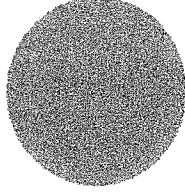
Refer to Miscellaneous Footnotes for more information on Change in Value.

INCOME	Current Period	Year-to-Date
TAXABLE		
Taxable Interest	\$0.00	\$158,625.00
TOTAL TAXABLE	\$0.00	\$158,625.00
TOTAL INCOME	\$0.00	\$158,625.00

Taxable income is determined based on information available to NFS at the time the statement was prepared, and is subject to change. Final information on taxation of interest and dividends is available on Form 1099-Div, which is mailed in February of the subsequent year.

REALIZED GAIN (LOSS)	Current Period	Year-to-Date
Short Term Gain	\$0.00	\$0.00
Short Term Loss	\$0.00	\$0.00
Disallowed Short Term Loss	\$0.00	\$0.00
TOTAL SHORT TERM GAIN (LOSS)	\$0.00	\$0.00

## ACCOUNT ALLOCATION



U.S. Treasury / Agency Sec. 100.0%

U.S. Treasury / Agency Sec.	Percent	Prior Period	Current Period
U.S. Treasury / Agency Sec.	100.0 %	\$39,904,309.00	\$39,991,057.50
<b>TOTAL</b>	<b>100.0 %</b>	<b>\$39,904,309.00</b>	<b>\$39,991,057.50</b>

Account Allocation shows the percentage that each asset class represents of your total account value. Account Allocation for equities, fixed income, and other categories may include mutual funds and may be net of short positions. NFS has made assumptions concerning how certain mutual funds are allocated. Closed-end mutual funds and Exchange Traded Products (ETPs) listed on an exchange may be included in the equity allocation. The chart may not reflect your actual portfolio allocation. Consult your broker/dealer prior to making investment decisions.

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Account carried with National Financial Services LLC, Member  
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Statement for the Period March 1, 2024 to March 31, 2024  
 SAN BENITO COUNTY WATER DISTRICT - Corporation  
 Account Number: WBB-023302



## Account Overview *continued*

REALIZED GAIN (LOSS) <i>continued</i>	Current Period	Year-to-Date
Long Term Gain	\$0.00	\$72,140.62
Long Term Loss	\$0.00	\$0.00
Disallowed Long Term Loss	\$0.00	\$0.00
<b>TOTAL LONG TERM GAIN (LOSS)</b>	<b>\$0.00</b>	<b>\$72,140.62</b>

*NFS-provided cost basis, realized gain (loss) and holding period information may not reflect all adjustments necessary for your tax reporting purposes. Please refer to Footnotes and Cost Basis Information at the end of this statement for more information.*

## MESSAGES AND ALERTS

Please make all check deposits/contributions payable to: NATIONAL FINANCIAL SRVS Advisors account or representative, you can contact us: 1. By mail at U.S. Bancorp Compliance Department P.O. Box 513100, Los Angeles, CA 90051-1100. 2. By phone to our Client Services Desk, toll-free within the U.S. at 800-634-1100, or outside the U.S. at 518-992-7557, and request to speak with Compliance regarding a customer complaint. 3. By email at: [USBA.compliance@usbank.com](mailto:USBA.compliance@usbank.com)

Beginning with a May 28, 2024 trade date, North America will adopt a shortened securities settlement timeframe for equities, corporate and municipal bonds, and unit investment trusts in the U.S. Currently, the standard settlement cycle for these transactions is trade date plus two business days. The amended rule shortens the settlement cycle to trade date plus one business day. Moving to a reduced settlement cycle will allow quicker access to sale proceeds, but funds will be due earlier for purchase transactions. As there will be one less business day to resolve issues in the trade lifecycle, manual processes should be eliminated ahead of the change. If you are not already set up with e-delivery of your account documents, contact Client Services at 800-634-1100.

National Financial Services LLC, NFS is required by the Securities Exchange Act of 1934 to provide certain financial information from its Statement of Financial Condition. At December 31, 2023, NFS had net capital of \$9,866 million, which was 25.08 percent of aggregate debit items and exceeded its minimum requirement by \$9,079 million. To acquire the Statement of Financial Condition, log on to [www.mybrokerageinfo.com](http://www.mybrokerageinfo.com). If you wish to obtain a copy of this document at no cost, or have any questions regarding its contents, please call Fidelity at 800-439-5627.

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Account carried with National Financial Services LLC, Member NYSE, SIPC

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Statement for the Period March 1, 2024 to March 31, 2024  
 SAN BENITO COUNTY WATER DISTRICT - Corporation  
 Account Number: WBB-023302



# Holdings

NFS-provided cost basis, realized gain (loss) and holding period information may not reflect all adjustments necessary for tax purposes. Please refer to Footnotes and Cost Basis Information at the end of this statement for more information.

AI (Accrued Interest) - Represents interest accumulated since the last coupon date, but not yet paid by the issuer or received by NFS. There is no guarantee that AI will be paid by the issuer.

For additional information regarding your holdings, please refer to the footnotes at the end of the statement.

## FIXED INCOME - 100.00% of Total Account Value

**ALERT:** You have a fixed income position due to mature within the next 90 days.

For an explanation of fixed income pricing, please see the last page. Redemption schedule(s), bond rating(s), and other information are provided where available. If information does not appear regarding a particular investment, it is not available.

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Description	Symbol/Cusip Account Type	Quantity	Estimated Price on 03/31/24	Estimated Current Market Value	Estimated Annual Income	Original/Adjusted Cost Basis	Unrealized Gain (Loss)
<b>U.S. Treasury / Agency Securities</b>							
UNITED STATES TREAS SER AZ-2024 2.25000%	91282CEG2	7,500,000	\$100.00	\$7,500,000.00	\$168,750.00	\$7,372,265.63	
03/31/2024 NTS NOTE	CASH						
MOODY'S Aaa							
CPN PMT SEMI-ANNUAL							
ON SEP 30, MAR 30							
Average Unit Cost	\$98.30						
Adjusted Cost Basis							
Unrealized Market Discount Income	\$21,316.11 Q					\$7,372,265.63	\$127,734.37
UNITED STATES TREAS SER Y-2024 2.25000%	9128286R6	2,300,000	\$99.75	\$2,294,250.00	\$51,750.00	\$2,290,656.25	

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Account carried with National Financial Services LLC, Member  
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Statement for the Period March 1, 2024 to March 31, 2024  
 SAN BENITO COUNTY WATER DISTRICT - Corporation  
 Account Number: WBB-023302



**FIXED INCOME** *continued*

Description	Symbol/Cusip Account Type	Quantity	Estimated Price on 03/31/24	Estimated Current Market Value	Annual Income	Original/Adjusted Cost Basis	Unrealized Gain (Loss)
<b>UNITED STATES TREAS SER Y-2024 2.25000%</b> <i>continued</i>							
04/30/2024 NTS NOTE	9128286R6 CASH						
MOODY'S Aaa							
CPN PMT SEMI-ANNUAL							
ON OCT 31, APR 31							
Next Interest Payable: 04/30/24							
Accrued Interest \$21752.06							
Average Unit Cost \$99.59							
Adjusted Cost Basis							
Unrealized Market Discount Income \$1,178.28 Q						\$2,290,656.25 D	\$3,593.75
<b>UNITED STATES TREAS SER AP-2024 0.25000%</b>							
06/15/2024 NTS NOTE	91282CCG4 CASH	2,500,000	\$98.951	\$2,473,775.00	\$6,250.00	\$2,362,500.00	
MOODY'S Aaa							
CPN PMT SEMI-ANNUAL							
ON DEC 15, JUN 15							
Next Interest Payable: 06/15/24							
Accrued Interest \$1844.26							
Average Unit Cost \$94.50							
Adjusted Cost Basis							
Unrealized Market Discount Income \$23,630.29 Q						\$2,362,500.00 D	\$111,275.00
<b>UNITED STATES TREAS SER BG-2024 3.25000%</b>							
08/31/2024 NTS NOTE	91282CFG1 CASH	5,000,000	\$99.156	\$4,957,800.00	\$162,500.00	\$5,006,250.00	
MOODY'S Aaa							
CPN PMT SEMI-ANNUAL							
ON FEB 28, AUG 28							
Next Interest Payable: 08/31/24							
Accrued Interest \$14130.43							
Average Unit Cost \$100.03							
Adjusted Cost Basis							
YTD Amortized Premium \$1,574.65 E						\$5,001,347.57 D	(\$43,547.57)
<b>FEDERAL HOME LOAN BA SER A2-9024</b>							
3.50000% 11/25/2024	3130ASSHB CASH	2,000,000	\$99.104	\$1,982,080.00	\$70,000.00	\$2,000,000.00	
MOODY'S Aaa/S&P AA+							
CPN PMT SEMI-ANNUAL							
ON NOV 25, MAY 25							
Next Interest Payable: 05/25/24							
CALLABLE ON 05/25/2024 @ 100.0000							

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Account carried with National Financial Services LLC, Member  
 NYSE, SIPC

Statement for the Period March 1, 2024 to March 31, 2024  
 SAN BENITO COUNTY WATER DISTRICT - Corporation  
 Account Number: WBB-023302



**FIXED INCOME** *continued*

Description	Symbol/Cusip Account Type	Quantity	Estimated Price on 03/31/24	Estimated Current Market Value	Estimated Annual Income	Original/Adjusted Cost Basis	Unrealized Gain (Loss)
<b>FEDERAL HOME LOAN BA SER A2-9024</b>							
STEP COUPON	3130ASSH8						
RESET FREQUENCY TERM MODE							
NEXT RESET 05/25/2024 @ 4.00000							
Accrued Interest \$24500.00							
Average Unit Cost \$100.00							
Adjusted Cost Basis						\$2,000,000.00	(\$17,920.00)
<b>UNITED STATES TREAS SER BL-2024 4.50000%</b>							
11/30/2024 NTS NOTE	91282CFX4	4,000.000	\$99.52	\$3,980,800.00	\$180,000.00	\$3,985,625.00	
MOODY'S Aaa							
CPN PMT SEMI-ANNUAL							
ON MAY 31, NOV 31							
Next Interest Payable: 05/31/24							
Accrued Interest \$60491.80							
Average Unit Cost \$99.64							
Adjusted Cost Basis						\$3,985,625.00	(\$4,825.00)
Unrealized Market Discount Income	\$3,482.03	Q					
<b>UNITED STATES TREAS SER AK-2025 1.50000%</b>							
02/15/2025 NTS NOTE	91282CDZ1	3,350.000	\$96.913	\$3,246,585.50	\$50,250.00	\$3,209,718.75	
MOODY'S Aaa							
CPN PMT SEMI-ANNUAL							
ON AUG 15, FEB 15							
Next Interest Payable: 08/15/24							
Accrued Interest \$6350.27							
Average Unit Cost \$95.81							
Adjusted Cost Basis						\$3,209,718.75	\$36,866.75
Unrealized Market Discount Income	\$12,749.40	Q					
<b>UNITED STATES TREAS SER AN-2025 2.75000%</b>							
05/15/2025 NTS NOTE	91282CEQ0	2,000.000	\$97.582	\$1,951,640.00	\$55,000.00	\$2,001,875.00	
MOODY'S Aaa							
CPN PMT SEMI-ANNUAL							
ON NOV 15, MAY 15							
Next Interest Payable: 05/15/24							
Accrued Interest \$20851.65							
Average Unit Cost \$100.04							
Adjusted Cost Basis						\$2,000,725.04	(\$49,085.04)
Unrealized Market Discount Income	\$83,449						
UNITED STATES TREAS SER AD-2025 0.25000%	91282CAM3	3,350.000	\$93.449	\$3,130,541.50	\$8,375.00	\$3,043,265.63	

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Account carried with National Financial Services LLC, Member NYSE, SIPC

Statement for the Period March 1, 2024 to March 31, 2024  
 SAN BENITO COUNTY WATER DISTRICT - Corporation  
 Account Number: WBB-023302



**FIXED INCOME** *continued*

Description	Symbol/Cusip Account Type	Quantity	Estimated Price on 03/31/24	Estimated Current Market Value	Estimated Annual Income	Original/Adjusted Cost Basis	Unrealized Gain (Loss)
<i>continued</i>							
UNITED STATES TREAS SER AD-2025 0.250000% 09/30/2025 NTS NOTE	91282CAM3 CASH						
MOODY'S Aaa CPN PMT SEMI-ANNUAL ON MAR 31, SEP 31 Next Interest Payable: 09/30/24 Accrued Interest \$22.88 Average Unit Cost \$90.84 Adjusted Cost Basis						\$3,043,265.63	\$87,275.87
Unrealized Market Discount Income	\$22,293.20	Q					
UNITED STATES TREAS SER V-2026 0.500000% 02/28/2026 NTS NOTE	91282CBQ3 CASH	3,350,000	\$92.426	\$3,096,271.00	\$16,750.00	\$3,031,750.00	
MOODY'S Aaa CPN PMT SEMI-ANNUAL ON AUG 31, FEB 31 Next Interest Payable: 08/28/24 Accrued Interest \$1456.52 Average Unit Cost \$90.50 Adjusted Cost Basis						\$3,031,750.00	\$64,521.00
Unrealized Market Discount Income	\$20,484.58	Q					
UNITED STATES TREAS SER N-2026 1.875000% 07/31/2026 NTS NOTE	91282BY95 CASH	3,350,000	\$94.121	\$3,153,053.50	\$62,812.50	\$3,172,031.25	
MOODY'S Aaa CPN PMT SEMI-ANNUAL ON JAN 31, JUL 31 Next Interest Payable: 07/31/24 Accrued Interest \$10526.27 Average Unit Cost \$94.69 Adjusted Cost Basis						\$3,172,031.25	(\$18,977.75)
Unrealized Market Discount Income	\$10,252.31	Q					
FEDERAL HOME LOAN BA SER CD-9027 3.500000% 05/18/2027	3130ARUL3 CASH	2,300,000	\$96.707	\$2,224,251.00	\$80,500.00	\$2,300,000.00	
MOODY'S Aaa /S&P AA+ CPN PMT SEMI-ANNUAL ON NOV 18, MAY 18 Next Interest Payable: 05/18/24 CALLABLE ON 05/18/2024 @ 100.0000 Accrued Interest \$29740.28							

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Account carried with National Financial Services LLC, Member  
 NYSE, SIPC

Statement for the Period March 1, 2024 to March 31, 2024  
 SAN BENITO COUNTY WATER DISTRICT - Corporation  
 Account Number: WBB-023302



**FIXED INCOME** *continued*

Description	Symbol/Cusip Account Type	Quantity	Estimated Price on 03/31/24	Estimated Current Market Value	Estimated Annual Income	Original/Adjusted Cost Basis	Unrealized Gain (Loss)
FEDERAL HOME LOAN BA SER CD-9027	3130ARUL3	41,000,000		\$39,991,057.50	\$912,937.50	\$2,300,000.00	D (\$75,739.00)
Average Unit Cost						\$39,769,885.12	\$221,172.38
Adjusted Cost Basis						\$39,769,885.12	\$221,172.38
<b>Total U.S. Treasury / Agency Securities</b>		<b>41,000,000</b>		<b>\$39,991,057.50</b>	<b>\$912,937.50</b>	<b>\$39,769,885.12</b>	<b>\$221,172.38</b>
<b>Total Fixed Income</b>		<b>41,000,000</b>		<b>\$39,991,057.50</b>	<b>\$912,937.50</b>	<b>\$39,769,885.12</b>	<b>\$221,172.38</b>
<b>Total Securities</b>				<b>\$39,991,057.50</b>	<b>\$912,937.50</b>	<b>\$39,769,885.12</b>	<b>\$221,172.38</b>
<b>TOTAL PORTFOLIO VALUE</b>				<b>\$39,991,057.50</b>	<b>\$912,937.50</b>	<b>\$39,769,885.12</b>	<b>\$221,172.38</b>

**Activity**

**TRADES PENDING SETTLEMENT**

These trades settle after the closing date of this statement and will be reflected on your next statement.

Trade Date	Settlement Date	Transaction	Description	Quantity	Amount	Total Cost Basis	Realized Gain (Loss)
03/25/24	04/01/24	BOUGHT	UNITED STATES TREAS BILLS ZERO CPN 0.00000% 09/19/2024 SOLICITED ORDER	7,500,000	(\$7,334,700.00)	\$7,334,700.00	
<b>Total Trades Pending Settlement</b>					<b>(\$7,334,700.00)</b>		



Statement for the Period March 1, 2024 to March 31, 2024  
SAN BENITO COUNTY WATER DISTRICT - Corporation  
Account Number: WBB-023302



## Footnotes and Cost Basis Information

Amortization, accretion and similar adjustments to cost basis have been provided for many fixed income securities (and some bond-like equities), however, they are not provided for certain types, such as short-term instruments, Unit Investment Trusts, foreign fixed income securities, or those that are subject to early prepayment of principal (pay downs). Where current year premium or acquisition premium amortization is provided, the prior years' cumulative amortization is reflected in the adjusted cost basis, but we cannot provide a breakdown or the total of such prior amortization amounts.

NFS is required to report certain cost basis and related information to the IRS on the Form 1099-B. Your official 1099-B forms for certain transactions will reflect which lots have been sold for tax purposes. To apply a specific identification cost basis method to 1099-B reporting, appropriate instructions must be on file with NFS or be received by NFS before the trade has settled. Absent such instructions, NFS determines cost basis at the time of sale based on its default methods of average cost for open-end mutual funds and first-in, first-out (FIFO) for all other (including ETFs) unless your broker dealer has elected to use another default method. NFS applies FIFO (or other disposal method, if applicable) based on its records, which may be different from yours. For transactions that are not subject to 1099-B cost basis reporting, you should refer to your trade confirmations and other applicable records to determine which lots were considered sold for tax purposes.

While NFS must meet IRS requirements with respect to certain information required to be reported to the IRS, NFS-provided cost basis, realized gain and loss, and holding period information may not reflect all adjustments necessary for your tax reporting purposes. NFS makes no warranties with respect to and specifically disclaims any liability arising out of a customer's use of, or any tax position taken in reliance upon, such information.

For investments in partnerships, NFS does not make any adjustments to cost basis information as the calculation of basis in such investments requires supplemental information from the partnership on its income and distributions during the period you held your investment. Partnerships usually provide this additional information on a Form K-1 issued by April 15th of the following year.

Consult your tax advisor for further information.

Cost basis and gain/loss information is provided as a service to corporate accounts. The information listed in the year-to-date gain/loss summary section is based on a calendar year (January - December). If your business/entity has a fiscal year end other than December 31st for tax purposes, the year-to-date information will not apply. If you have questions about your tax situation, consult your tax advisor.

D - Adjusted cost basis reflects any cumulative original issue discount, premium, or acquisition premium, and it assumes such amounts were amortized by the taxpayer over the life of the security from acquisition date through disposition date. For securities still held, maturity date was used instead of disposition date. Premium amortization was calculated using the yield-to-maturity method. Acquisition premium was calculated using the ratable accrual method. If applicable, adjusted cost basis reflects market discount accretion which was calculated using the straight-line method and was recognized at disposition date. Gain/loss displayed for this transaction was based on cost basis as adjusted for premium and discount as stated above and does not reflect any losses disallowed because of wash sales (if applicable). The adjusted cost basis may not reflect all adjustments necessary for tax reporting purposes and may also not apply if you are using an alternative amortization calculation method. Refer to IRS Publication 550, Investment Income and Expenses, for additional information. E - YTD amortized premium was calculated on the yield-to-maturity amortization method. Cumulative premium amortization from acquisition date through disposition date is reflected in the adjusted cost basis. For securities still held, maturity date was used instead of disposition date. For tax-exempt securities, amortization of premium is required and is not deductible from taxable income. Our adjusted cost basis calculation may not reflect all adjustments necessary for tax reporting purposes. It may not be applicable if you have not made an appropriate tax election or if you are using an alternative amortization calculation method. Review prior adjustments that you have made, and consult your tax advisor and IRS Publication 550, Investment Income and Expenses, for additional information. Q - Unrealized Market discount income was calculated using the straight-line method from acquisition date through statement period ending date. Our calculation assumes the taxpayer has elected to defer recognizing the market discount until sale (disposition). Other elections available under tax laws may be more beneficial, depending on your individual tax situation. For Federal tax purposes, market discount income from both taxable and tax-exempt bonds is treated as taxable interest income.

If a sale, redemption or other disposition involved multiple tax lots, the transaction's totals may have been calculated using a combination of adjusted and unadjusted cost basis information. For lots where adjusted cost basis and its associated gain/loss are known, that was used, otherwise "regular" unadjusted cost basis and its associated gain/loss was used.

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Account carried with National Financial Services LLC, Member  
NYSE, SIPC

Statement for the Period March 1, 2024 to March 31, 2024  
SAN BENITO COUNTY WATER DISTRICT - Corporation  
Account Number: WBB-023302



## Miscellaneous Footnotes

**CHANGE IN VALUE OF YOUR PORTFOLIO** is the change in market value of your portfolio assets over the time period shown. The portfolio assets include the market value of all the securities in the account, plus insurance and annuity assets if applicable. The time frame of the graph is from account opening or September 2010, whichever is later, to the current period. Please note that large increases and/or declines in the change in the value of the portfolio can be due to additions, distribution and/or performance.

**CHANGE IN VALUE** reflects appreciation or depreciation of your holdings due to price changes plus any activity not reflected within Additions and Withdrawals, Misc. & Corporate Actions, Income, Taxes, Fees and Expenses, and Other Activity sections. Change in Value does not reflect activity related to assets in which NFS is not the custodian (e.g. Insurance and Annuities, Assets Held Away and Other Assets Held Away).

**CALLABLE SECURITIES LOTTERY** - When street name or bearer securities held for you are subject to a partial call or partial redemption by the issuer, NFS may or may not receive an allocation of called/redeemed securities by the issuer, transfer agent and/or depository. If NFS is allocated a portion of the called/redeemed securities, NFS utilizes an impartial lottery allocation system, in accordance with applicable rules, that randomly selects the securities within customer accounts that will be called/redeemed. NFS' allocations are not made on a pro rata basis and it is possible for you to receive a full or partial allocation, or no allocation. You have the right to withdraw uncalled fully paid securities at any time prior to the cutoff date and time established by the issuer, transfer agent and/or depository with respect to the partial call, and also to withdraw excess margin securities provided your account is not subject to restriction under Regulation T or such withdrawal will not cause an undermargined condition.

**PRICING INFORMATION** - Prices displayed are obtained from sources that may include pricing vendors, broker/dealers who clear through NFS and/or other sources. Prices may not reflect current fair market value and/or may not be readily marketable or redeemable at the prices shown.

**FOREIGN EXCHANGE TRANSACTIONS** - Some transaction types necessitate a foreign currency exchange (FX) in order to settle. FX transactions may be effected by Fidelity Forex, LLC, on a principal basis. Fidelity Forex, LLC, an affiliate of NFS, may impose a commission or markup on the prevailing interbank market price, which may result in a higher price to you. Fidelity Forex, LLC, may share a portion of any FX commission or markup with NFS. More favorable rates may be available through third parties not affiliated with NFS. The rate applicable to any transaction involving an FX is available upon request through your broker-dealer.

**COST BASIS LEGISLATION** - New IRS Rules will require National Financial Services to report cost basis and holding period information for the sale of shares of open end Mutual Fund holdings purchased on or after January 1, 2012 on Form 1099-B. National Financial Services determines the cost basis for all shares of open end mutual funds using a default method of average cost. Alternatively, account owners or their brokers and advisors can instruct National Financial Services to determine the cost basis for shares of open end mutual funds by 1) setting up their non-retirement accounts with one of our eleven tax lot disposal methods available to investors or 2) identifying specific tax lots to sell at the time of a transaction. Contact your broker or advisor to learn more about the cost basis tracking of your holdings.

**Interval Fund Owners:** Please note an interval fund is structured as an unlisted closed-end mutual fund, and not a traditional open-end mutual fund. Material differences between an interval fund and a traditional open-end mutual fund may exist, including trading/liquidity limitations, and buyback and repurchase features. Please refer to the prospectus for the interval fund you own for specific information and other important considerations or contact your financial professional.

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Account carried with National Financial Services LLC, Member  
NYSE, SIPC

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**GLOSSARY Short Account Balances:** If you have sold securities under the short sale rule, we have, in accordance with regulations, segregated the proceeds from such transactions in your Short Account. Any market increases or decreases from the original sale price will be marked to the market and will be transferred to your Margin Account on a weekly basis. Market Value - The Total Market Value has been calculated out to 9 decimal places but the individual unit price is displayed in 5 decimal places. The Total Market Value represents prices obtained from various sources, may be impacted by the frequency in which such prices are reported and such prices are not guaranteed. Prices received from pricing vendors are generally based on current market quotes, but when such quotes are not available the pricing vendors use a variety of techniques to estimate value. These estimates, particularly for fixed income securities, may be based on certain minimum principal amounts (e.g. \$1 million) and may not reflect all of the factors that affect the value of the security, including liquidity risk. In certain situations, a price may be derived from a single broker quote. The prices provided are not firm bids or offers. Certain securities may reflect "N/A" or "unavailable," where the price for such security is generally not available from a pricing source. The Market Value of a security, including those

**CUSTOMER SERVICE:** Please review your statement and report any inaccuracy or discrepancy immediately by calling the telephone number of your broker-dealer reflected on the front of this statement. Reports of any inaccuracy or discrepancy regarding your brokerage account or the activity therein should be directed to your broker-dealer at the telephone number and address reflected on the front of this statement and National Financial Services LLC ("NFS").

NFS carries your brokerage account and acts as your custodian for funds and securities that are deposited with NFS by you or your broker-dealer. In addition to your initial contact with your broker-dealer you may contact NFS at (800) 801-9942. Any oral communications regarding inaccuracies or discrepancies should be reconfirmed in writing to protect your rights, including those under the Securities Investor Protection Act ("SIPA"). When contacting either your broker-dealer or NFS, remember to include your entire brokerage account number to ensure a prompt reply.

**ADDITIONAL INFORMATION Free credit balances ("FCB")** are funds payable to you on demand. FCB are subject to open commitments such as uncleared checks and exclude proceeds from sales of certificated securities without delivery of the certificate. If your FCB is swept to a core position, you can liquidate the core position and have the proceeds sent to you or held in your account subject to the terms of your account agreement. Required rule 10b-10(a) information not contained herein will be provided on written request. Fidelity may use this free credit balance in connection with its business, subject to applicable law.

**Credit Adjustment Program.** Accountholders receiving payments in lieu of qualified dividends may not be eligible to receive credit adjustments intended to help cover additional associated federal tax burdens. NFS reserves the right to deny the adjustment to any accountholder and to amend or terminate the credit adjustment program.

**Options Customers.** Each transaction confirmation previously delivered to you contains full information about commissions and other charges. If you require further information, please contact your broker-dealer.

Assignments of American and European-style options are allocated among customer short positions pursuant to a random allocation procedure, a description of which is available upon request. Short positions in American-style options are liable for assignment at any time. The writer of a European-style option is subject to exercise assignment only during the exercise period. You should advise your broker-dealer promptly of any material change in your investment objectives or financial situation. Splits, Dividends, and Interest. Expected stock split, next dividend payable, and next interest payable information has been provided by third parties and may be subject to change. Information for certain securities may be missing if not received from third parties in time for printing. NFS is not responsible for inaccurate, incomplete, or missing information. Please consult your broker-dealer for more information about expected stock split, next dividend payable, and next interest payable for certain securities.

**Equity Dividend Reinvestment Customers.** Shares credited to your brokerage account resulted from transactions effected as agent by either: 1) Your broker-dealer for your investment account, or 2) through the Depository Trust Company (DTC) dividend reinvestment program. For broker-dealer effected transactions, the time of the transactions, the exchange upon which these transactions occurred and the name of the person from whom the security was purchased will be furnished upon written request. NFS may have acted as market maker in effecting trades in "over-the-counter" securities.

**Retirement Contributions/Distributions.** A summary of retirement contributions/distributions is displayed for you in the activity summary section of your statement. Income Reporting. NFS reports earnings from investments in Traditional IRAs, Rollover IRAs, SEP-IRAs and Keoghs as tax-deferred income. Earnings from Roth IRAs are reported as tax-free income, since distributions may be tax-free after meeting the 5 year aging requirement and certain other conditions. A financial statement of NFS is available for your personal inspection at its office or a copy of it will be mailed to you upon your written request.

**Statement Mailing.** NFS will deliver statements by mail or, if applicable, notify you by e-mail of your statement's availability, if you had transactions that affected your cash balances or security positions held in your account(s) during the last monthly reporting period. At a minimum, all brokerage customers will receive quarterly statements (at least four times per calendar year) as long as their accounts contain a cash or securities balance.

**Sales Loads and Fees.** In connection with (i) access to, purchase, sale, exchange or redemption of, and/or maintenance of positions in mutual funds, ETFs and other investment products such as alternative investments or private placements ("funds") or (ii) infrastructure needed to support such funds, some funds, or their investment

priced at par value, may differ from its purchase price and may not closely reflect the value at which the security may be sold or purchased based on various market factors. Investment decisions should be made only after consulting your broker-dealer.

**Estimated Annual Income (EAI) & Estimated Yield (EY) - EAI** for fixed income is calculated using the coupon rate. For all other securities, EAI is calculated using an indicated annual dividend (IAD). The IAD is an estimate of a security's dividend payments for the next 12 months calculated based on prior and/or declared dividends for that security. EY reflects only the income generated by an investment and not changes in its price which may fluctuate. Interest and dividend rates are subject to change at any time and may be affected by current and future economic, political and business conditions. EAI and EY are estimates only and may include return of principal and/or capital gains, which would render them overstated. EAI and EY are provided for informational purposes only and should not be used or relied on for making investment, trading or tax decisions. EAI and EY are based on data obtained from information providers believed to be reliable, but no assurance can be made as to accuracy, timeliness or completeness.

affiliates, pay your introducing broker dealer and/or NFS sales loads and 12b-1 fees described in the Offering Materials as well as additional compensation for shareholder services, start-up fees, platform support and maintenance, and marketing, engagement and analytics programs. Additional information about the source(s) and amount(s) of compensation as well as other remuneration received by NFS or NFS will be furnished to you upon written request. At time of purchase fund shares may be assigned a load, transaction fee or no transaction fee status. At time of sale, any fees applicable to your transaction will be assessed based on the status assigned to the shares at time of purchase. Margin. If you have applied for margin privileges and been approved, you may borrow money from NFS in exchange for pledging the assets in your account as collateral for any outstanding margin loan. The amount you may borrow is based on the value of securities in your margin account, which is identified on your statement. If you have a margin account, this is a combined statement of your margin account and special memorandum account other than your non-purpose margin accounts maintained for you under Section 220.5 of Regulation T, issued by the Board of Governors of the Federal Reserve Board. The permanent record of the separate account, as required by Regulation T, is available for your inspection upon request.

NFS and FINRA. All transactions are subject to the consultation, rules, regulations, customs, usages, rulings and interpretations of the exchange market and its clearing house, if any, where the transactions are executed, and of the New York Stock Exchange (NYSE) and of the Financial Industry Regulatory Authority ("FINRA"). The FINRA requires that we notify you in writing of the availability of an investor brochure that includes information about the Program or FINRA Regulation, contact the FINRA Regulation BrokerCheck Program Hotline at (800) 289-9399 or access the FINRA's web site at [www.finra.org](http://www.finra.org). FINRA Rule 4311 requires that your broker-dealer and NFS allocate between them certain functions regarding the administration of your brokerage account. The following is a summary of the allocation services performed by your broker-dealer and NFS. A more complete description is available upon request. Your broker-dealer is responsible for: (1) obtaining and verifying brokerage account information and documentation, (2) opening, approving and monitoring your brokerage account, (3) transmitting timely and accurate orders and other instructions to NFS with respect to your brokerage account, (4) determining the suitability of investment recommendations and advice, (5) operating, and supervising your brokerage account and its own activities in compliance with applicable laws and regulations including compliance with margin rules pertaining to your margin account, if applicable, and (6) maintaining required books and records for the services that it performs. NFS shall, at the direction of your broker-dealer: (1) execute, clear and settle transactions processed through NFS by your broker-dealer, (2) prepare and send transaction confirmations and periodic statements of your brokerage account (unless your broker-dealer has undertaken to do so). Certain securities pricing and descriptive information may be provided by your broker-dealer or obtained from third parties deemed to be reliable, however, this information has not been verified by NFS, (3) act as custodian for funds and securities received by NFS on your behalf, (4) follow the instructions of your broker-dealer with respect to transactions and the receipt and delivery of funds and securities for your brokerage account, and (5) extend margin credit for purchasing or carrying securities on margin. Your broker-dealer is responsible for ensuring that your brokerage account is in compliance with federal, industry and NFS margin rules, and for advising you of margin requirements. NFS shall maintain the required books and records for the services it performs. Securities in accounts carried by NFS are protected in accordance with the Securities Investor Protection Corporation ("SIPC") up to \$500,000. The \$500,000 total amount of SIPC protection is inclusive of up to \$250,000 protection for claims for cash, subject to periodic adjustments for inflation in accordance with terms of the SIPC statute and approval by SIPC's Board of Directors. NFS also has arranged for coverage above these limits. Neither coverage protects against a decline in the market value of securities, nor does either coverage extend to certain securities that are considered ineligible for coverage. For more details on SIPC, or to request a SIPC brochure, visit [www.sipc.org](http://www.sipc.org) or call 1-202-371-8300. Funds used to purchase or sweep to a bank deposit are SIPC protected until deposited to a Program Bank at which time funds may be eligible for FDIC insurance. Assets held in this way, commodities, unregistered investment contracts, futures accounts, loaned securities and other investments may not be covered. Precious metals are not covered by SIPC protection. Mutual funds and/or other securities are not backed or guaranteed by any bank, nor are they insured by the FDIC and involve investment risk including possible loss of principal.

**End of Statement**

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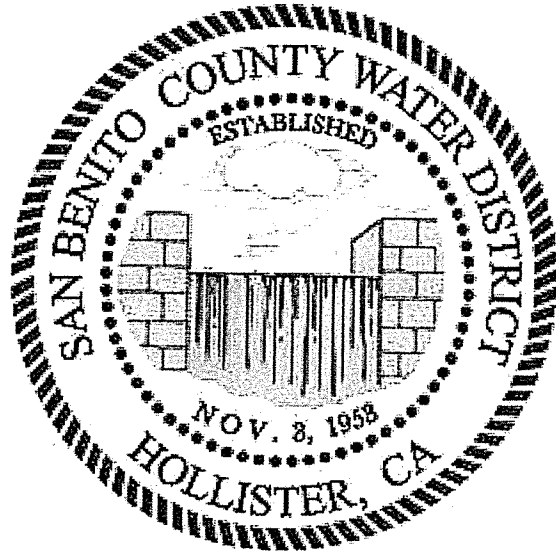
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Agenda

Item

# 5





**San Benito County Water District  
Agenda Transmittal**

Agenda Item:

6

Meeting Date: April 24, 2024

Submitted By: Rob Hillebrecht

Presented By: Jeff Cattaneo

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**Agenda Title:** Consider Resolution for a Consistency Determination Pursuant to Public Resource Code Section 21166 and CEQA Guidelines Section 15162 for the Expansion of the West Hills Water Treatment Plant

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**Detailed Description:**

The West Hills Water Treatment Plant was constructed in 2017 with California Environmental Quality Act (CEQA) compliance through the Environmental Impact Report (EIR) State Clearing House No. 2012081028 for the West Hills Water Treatment Plant (WHWTP) project. This EIR evaluated the impacts of initial construction at 4.5 million gallons per day (MGD) capacity and full buildout with expanded capacity up to 9.0 MGD. Section 15162 of the State CEQA Guidelines states that when an EIR has been certified for a project, no subsequent EIR shall be prepared for that project when the lead agency can make certain findings based on substantial evidence. Such evidence is specified in the Consistency Determination Letter.

The Accelerated Drought Response Project (ADRoP) Phase 1 is limited to the expansion of WHWTP from the current maximum capacity of 4.5 MGD to a new maximum capacity of 6.75 MGD based upon the same processes and system design as contemplated for expansion in the original EIR. This expansion is necessary to allow for the treatment of excess M&I imported water during wet years for injection and storage underground for future recovery during droughts. The Aquifer Storage and Recovery (ASR) well field and associated pipelines are a separate Phase 2 of ADRoP which will require its own CEQA and NEPA compliance.

SBCWD entered a professional services contract with HDR for their provision of environmental and permitting support for ADRoP. HDR has recommended the CEQA Section 15162 strategy for environmental compliance for ADRoP Phase 1 and provided the associated documentation.

**Prior Committee or Board Action(s):**

The list of previous Committee and Board actions is not intended to be comprehensive but rather offer a brief overview of previous actions related to this Agenda Item.



1. Board approval and certification of Environmental Impact Report (EIR) State Clearing House No. 2012081028 for the West Hills Water Treatment Plant (WHWTP) project.
2. Board approval of Agreement with HDR Amendment 27 to prepare design, environmental documents and permitting associated with ADRoP NTE \$3,485,453

**Financial Impact:** \_\_\_\_\_ Yes      X   No

This specific Board Action does not authorize the expenditure of any funds, though it sets the stage for separate and distinct Board Actions related to ADRoP that will have individual and cumulative financial impacts.

**Funding Source/ Recap:**

ADRoP is being directly funded by SBCWD reserves with reimbursement of said reserves through DWR and USBR grants along with the Water Supply-Reliability Charge on M&I water sales.

**Material Included for Information/Consideration:**

1. Draft Resolution

**Recommendation:**

Approve a Resolution for a Consistency Determination Pursuant to Pubic Resource Code Section 21166 and CEQA Guidelines Section 15162 for the Expansion of the West Hills Water Treatment Plant.

**Action Required:**      X   Resolution    \_\_\_\_\_ Motion    \_\_\_\_\_ Review

**Board Action**

\_\_\_\_ Resolution No. \_\_\_\_\_ Motion By \_\_\_\_\_ Second By \_\_\_\_\_

Ayes \_\_\_\_\_ Abstained \_\_\_\_\_

Noes \_\_\_\_\_ Absent \_\_\_\_\_

Reagendized \_\_\_\_\_ Date \_\_\_\_\_ No Action Taken \_\_\_\_\_

**RESOLUTION NO. 2024-12**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF  
THE SAN BENITO COUNTY WATER DISTRICT FOR THE CONSISTENCY  
DETERMINATION AND ADOPTION OF FINDINGS PURSUANT TO  
PUBLIC RESOURCES CODE SECTION 21166  
AND CEQA GUIDELINES SECTION 15162**

**WHEREAS**, the San Benito County Water District resolves that the previous Environmental Impact Report (State Clearing House No. 2012081028) prepared for the West Hills Water Treatment Plant meets CEQA requirements; and

**WHEREAS**, it adequately evaluates potential environmental impacts related to the West Hills Water Treatment Plant Interim Expansion; and

**WHEREAS**, no subsequent Environmental Impact Report or Negative Declaration shall be prepared.

**NOW, THEREFORE BE IT RESOLVED**, that the San Benito County Water District shall authorize its General Manager to file with the California Office of Planning and Research and the San Benito County Clerk-Recorder a Subsequent Action Notice of Determination under CEQA Guidelines Section 15162 making findings that the previous EIR still applies to the project, and there is no substantial evidence that the project as modified could have a potentially significant effect on the environment beyond what was previously analyzed.

**BE IT FURTHER RESOLVED**, that the President of the Board is authorized to sign said Resolution, on behalf of this Board and the District.

**PASSED AND ADOPTED** at a regular meeting of the San Benito County Water District on 24th day of April 2024.

- AYES: DIRECTORS:
- NOES: DIRECTORS:
- ABSTAIN: DIRECTORS:
- ABSENT: DIRECTORS:

(Signature of presiding Board member  
Attested by Board Secretary  
Resolution #2024-12)

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Andrew Shelton  
President

ATTEST:

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Barbara L. Mauro  
Board Secretary

**San Benito County Water District  
Agenda Transmittal**

Agenda Item:

6

Meeting Date: April 24, 2024

Submitted By: Rob Hillebrecht

Presented By: Jeff Cattaneo

---

**Agenda Title:** Consider Resolution for a Consistency Determination Pursuant to Public Resource Code Section 21166 and CEQA Guidelines Section 15162 for the Expansion of the West Hills Water Treatment Plant

---

**Detailed Description:**

The West Hills Water Treatment Plant was constructed in 2017 with California Environmental Quality Act (CEQA) compliance through the Environmental Impact Report (EIR) State Clearing House No. 2012081028 for the West Hills Water Treatment Plant (WHWTP) project. This EIR evaluated the impacts of initial construction at 4.5 million gallons per day (MGD) capacity and full buildout with expanded capacity up to 9.0 MGD. Section 15162 of the State CEQA Guidelines states that when an EIR has been certified for a project, no subsequent EIR shall be prepared for that project when the lead agency can make certain findings based on substantial evidence. Such evidence is specified in the Consistency Determination Letter.

The Accelerated Drought Response Project (ADRoP) Phase 1 is limited to the expansion of WHWTP from the current maximum capacity of 4.5 MGD to a new maximum capacity of 6.75 MGD based upon the same processes and system design as contemplated for expansion in the original EIR. This expansion is necessary to allow for the treatment of excess M&I imported water during wet years for injection and storage underground for future recovery during droughts. The Aquifer Storage and Recovery (ASR) well field and associated pipelines are a separate Phase 2 of ADRoP which will require its own CEQA and NEPA compliance.

SBCWD entered a professional services contract with HDR for their provision of environmental and permitting support for ADRoP. HDR has recommended the CEQA Section 15162 strategy for environmental compliance for ADRoP Phase 1 and provided the associated documentation.

**Prior Committee or Board Action(s):**

The list of previous Committee and Board actions is not intended to be comprehensive but rather offer a brief overview of previous actions related to this Agenda Item.

1. Board approval and certification of Environmental Impact Report (EIR) State Clearing House No. 2012081028 for the West Hills Water Treatment Plant (WHWTP) project.
2. Board approval of Agreement with HDR Amendment 27 to prepare design, environmental documents and permitting associated with ADRoP NTE \$3,485,453

**Financial Impact:** \_\_\_\_\_ Yes      X   No

This specific Board Action does not authorize the expenditure of any funds, though it sets the stage for separate and distinct Board Actions related to ADRoP that will have individual and cumulative financial impacts.

**Funding Source/ Recap:**

ADRoP is being directly funded by SBCWD reserves with reimbursement of said reserves through DWR and USBR grants along with the Water Supply-Reliability Charge on M&I water sales.

**Material Included for Information/Consideration:**

1. Draft Resolution

**Recommendation:**

Approve a Resolution for a Consistency Determination Pursuant to Pubic Resource Code Section 21166 and CEQA Guidelines Section 15162 for the Expansion of the West Hills Water Treatment Plant.

**Action Required:**      X   Resolution    \_\_\_\_\_ Motion    \_\_\_\_\_ Review

**Board Action**

\_\_\_\_ Resolution No. \_\_\_\_\_ Motion By \_\_\_\_\_ Second By \_\_\_\_\_

Ayes \_\_\_\_\_ Abstained \_\_\_\_\_

Noes \_\_\_\_\_ Absent \_\_\_\_\_

Reagendized \_\_\_\_\_ Date \_\_\_\_\_ No Action Taken \_\_\_\_\_

**RESOLUTION NO. 2024-12**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF  
THE SAN BENITO COUNTY WATER DISTRICT FOR THE CONSISTENCY  
DETERMINATION AND ADOPTION OF FINDINGS PURSUANT TO  
PUBLIC RESOURCES CODE SECTION 21166  
AND CEQA GUIDELINES SECTION 15162**

**WHEREAS**, the San Benito County Water District resolves that the previous Environmental Impact Report (State Clearing House No. 2012081028) prepared for the West Hills Water Treatment Plant meets CEQA requirements; and

**WHEREAS**, it adequately evaluates potential environmental impacts related to the West Hills Water Treatment Plant Interim Expansion; and

**WHEREAS**, no subsequent Environmental Impact Report or Negative Declaration shall be prepared.

**NOW, THEREFORE BE IT RESOLVED**, that the San Benito County Water District shall authorize its General Manager to file with the California Office of Planning and Research and the San Benito County Clerk-Recorder a Subsequent Action Notice of Determination under CEQA Guidelines Section 15162 making findings that the previous EIR still applies to the project, and there is no substantial evidence that the project as modified could have a potentially significant effect on the environment beyond what was previously analyzed.

**BE IT FURTHER RESOLVED**, that the President of the Board is authorized to sign said Resolution, on behalf of this Board and the District.

**PASSED AND ADOPTED** at a regular meeting of the San Benito County Water District on 24th day of April 2024.

AYES: DIRECTORS:

NOES: DIRECTORS:

ABSTAIN: DIRECTORS:

ABSENT: DIRECTORS:

**DRAFT---DRAFT---DRAFT---DRAFT---DRAFT---DRAFT---DRAFT---DRAFT---DRAFT**

(Signature of presiding Board member  
Attested by Board Secretary  
Resolution #2024-12)

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Andrew Shelton  
President

ATTEST:

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Barbara L. Mauro  
Board Secretary

**San Benito County Water District  
Agenda Transmittal**

Agenda Item:

7

Meeting Date: April 24, 2024

Submitted By: David Macdonald

Presented By: David Macdonald

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**Agenda Title:** Consider Approval of Resolution to Approve a Project: – Accelerated Drought Response Project (ADRoP)

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**Detailed Description:**

The San Benito County Water District (SBCWD) is the groundwater sustainability agency (GSA) for San Benito County and is responsible for managing groundwater quality and quantity in San Benito County. To protect groundwater quality, SBCWD led in the development of the San Benito Urban Area Water Master Plan which evaluated various urban water supply options, especially during droughts. This Master Plan identified Aquifer Storage and Recovery (ASR) as a high-ranking project to treat and inject underground excess imported M&I water from wet years for later pumping and use during drought years. Due to recent severe droughts, SBCWD recognized the need to accelerate part of the ASR project to address immediate drought impacts, thus beginning the Accelerated Drought Response Project (ADRoP). SBCWD applied for the grants to assist with ADRoP funding and has to date been awarded \$1.8 million and \$11.3 million grants from DWR along with a \$6.7 million grant from USBR.

ADRoP has two key phases:

1. Expansion of the West Hills Water Treatment Plant from 4.5 million gallons per day (MGD) to 6.75 MGD to treat excess imported M&I water in wet years.
2. Installation of an ASR Well field and associated pipelines with up to 5 injection/recovery wells to store excess water underground during wet years and recover it during droughts.

This public hearing is to request Board initiation of ADRoP Phase 1, the Expansion of the West Hills Water Treatment Plant, in accordance with Section 70-15 of the District Act. A separate Board Action will be required for the initiation of ADRoP Phase 2, ASR well field.



Environmental CEQA compliance for ADRoP Phase 1 is by Board approval of a Notice of Determination that that (1) there is substantial evidence that none of the conditions requiring preparation of a subsequent or supplemental EIR exist, and (2) the District will rely on the previous environmental document, which adequately addresses this project.

**Prior Committee or Board Action(s):**

The list of previous Committee and Board actions is not intended to be comprehensive but rather offer a brief overview of previous actions related to this Agenda Item.

7/21/2021	Board approval of Agreement with HDR Amendment 20 – Aquifer Storage and Recovery Facility Plan
10/26/2022	Board approval of a Resolution for grant application to DWR for ASR.
10/26/2022	Board approval of a Resolution for grant application to USBR for ASR
11/30/2022	Board received draft rate study and approved Prop 218 Notice for Mailing with M&I Water Supply-Reliability Charge for ADRoP estimated cost
11/30/2022	Board approval of Resolution for grant application and agreement with DWR for IRWM grant.
1/25/2023	Presentation and approval of 3-year rates including M&I Water Supply-Reliability Charge for ADRoP estimated cost
1/25/2023	Agreement with HDR Amendment 27 to prepare design, environmental documents and permitting associated with ADRoP NTE \$3,485,453
2/21/2023	Finance Committee discussion of Todd Groundwater contract for specialized design and environmental/permit support associated with ADRoP NTE \$234,400
2/22/2023	Board approval of Todd Groundwater contract for specialized design and environmental/permit support associated with ADRoP NTE \$234,400
10/25/2023	Board approval of San Benito Urban Area Water Master Plan Update with revisions detailing ADRoP
1/17/2024	Administration Committee discussed proposals for Construction Management Services for ADRoP Implementation
3/27/2024	Board approved Resolution setting Public Hearing for its intention to undertake ADRoP

**Financial Impact:**          X     Yes                 No

While this specific Board Action does not authorize the expenditure of any funds, initiation of ADRoP as a project sets the stage for separate and distinct Board Actions related to ADRoP that will have individual and cumulative financial impacts.

**Funding Source/ Recap:**

ADRoP is being directly funded by SBCWD reserves with reimbursement of said reserves through DWR and USBR grants along with the Water Supply-Reliability Charge on M&I water sales.

**Materials Included for Information/Consideration:**

Draft Resolution

**Recommendation:**

Consider and adopt Resolution 2024-13 to approve the Accelerated Drought Response Project

Action Required:      X   Resolution           Motion           Review

**Board Action**

       Resolution No.        Motion By        Second By       

Ayes        Abstained       

Noes        Absent       

Reagendized        Date        No Action Taken

**RESOLUTION NO. 2024-13**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
SAN BENITO COUNTY WATER DISTRICT  
TO APPROVE A PROJECT:**

**WHEREAS**, the SAN BENITO COUNTY WATER DISTRICT ("District") is vested with the power to do any and every lawful act necessary so that sufficient water may be available for any present or future beneficial use or uses on the lands or for the inhabitants within the District including the storage and distribution of water for domestic, fire protection and municipal uses; and

**WHEREAS**, the District is further vested with the power to acquire by grant or otherwise, and to hold, use and enjoy real and personal property of every kind including land, structures, and buildings, and to alter and operate any and all works or improvements necessary to carry out the purposes of the District; and

**WHEREAS**, Section 70-15 of California Water Code Appendix (District Act) authorizes the District to institute projects in a Zone of Benefit for the financing, construction, operation and maintenance of any work of improvement of common benefit to such Zone; and

**WHEREAS**, the District intends to initiate the West Hills Plant Expansion of the Accelerated Drought Response Project within Zone 6 by commencing construction of the treatment plant expansion project to serve properties within the Hollister Urban area; and

**WHEREAS**, on April 30, 2014, the District certified a Final Environmental Impact Report for the West Hills Water Treatment Plant Project. A Notice of Determination was filed with the San Benito County Clerk on May 1, 2014; and

**WHEREAS**, as evaluated in the 2014 West Hill Water Treatment Plant (WHWTP) EIR, the District is implementing an expansion of the WHWTP design capacity from 4.5 (million gallons per day) MGD to 6.75 MGD. The expansion is necessitated by forecasted increases in treated water demand and the need for drought resilience in the District's service territory.

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**WHEREAS**, the Accelerated Drought Response Project is a benefit to Zone 6 in that it upgrades current water treatment facilities in preparation for future drought response, allows for treatment and storage of high quality water in the aquifer in wet years and will recover said water in drought years for customers in the Hollister Urban Area.; and

**WHEREAS**, improving water reliability is a key component of rate stabilization as the District (and entire California water community) face uncertain water supplies due to changing weather patterns; and

**WHEREAS**, it is the intent of the District to undertake the project set forth above subject to the public hearing and the results, if any, of any written protests against the proposed project.

**WHEREAS**, the Board of Directors held a public hearing on April 24, 2024 at 5:00 p.m. in the District office, 30 Mansfield Road, Hollister, California, for the purpose of approving the construction of the Accelerated Drought Response Project to serve properties within the Hollister Urban area and to begin the bid procurement process; and

**WHEREAS**, there were no written protests against the proposed project, signed by a majority in number of the electors in Zone 6. An "elector" for purposes of this paragraph shall mean any person who is qualified to vote in the State of California, is registered under the provisions of the California Elections Code in the precinct of the proposed zone and is a resident of the proposed zone as of the date of the aforementioned public hearing.

**NOW, THEREFORE, BE IT RESOLVED AND ORDERED:** BY THE Board of Directors of the San Benito County Water District that construction of the Accelerated Drought Response Project and related facilities is approved and District staff is authorized to proceed.

**BE IT FURTHER RESOLVED** that the President of the Board is authorized to sign said Resolution, on behalf of this Board and the District.

The foregoing Resolution was passed and adopted at a regular meeting of the Board of Directors of the San Benito County Water District held on April 24, 2024, by the following vote:

**DRAFT---DRAFT---DRAFT---DRAFT---DRAFT---DRAFT---DRAFT**

AYES: DIRECTORS:

NOES: DIRECTORS:

ABSENT: DIRECTORS:

ABSTAIN: DIRECTORS:

**DRAFT---DRAFT---DRAFT---DRAFT---DRAFT---DRAFT---DRAFT**

(Signature of presiding Board member  
Attested by Board Secretary  
Resolution #2024-13)

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Andrew Shelton  
President

ATTEST:

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Barbara L. Mauro  
Board Secretary

**San Benito County Water District  
Agenda Transmittal**

**Agenda Item:** 8

**Meeting Date:** April 24, 2024

**Submitted By:** Shawn Novack

**Presented By:** Shawn Novack

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**Agenda Title:** Consider Resolution Declaring May as Water Awareness Month

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**Detailed Description:**

Water Awareness Month first started as a joint effort between the California Department of Water Resources and the Association of CA Water Agencies during the California Drought of 1987-1992. Today, water agencies throughout the state conduct public outreach and education events during the month of May to deliver the message of conservation. Because conservation is not just for drought, it's a California lifestyle.

May starts the local irrigation season and water use intensifies as we transition to summer. Over 50% of residential water use is dedicated to landscapes. The Water Resources Association of San Benito County urges all customers to call them for assistance. A technician can assess your irrigation system to ensure it is working efficiently and set your irrigation controller for the summer months.

**Prior Committee or Board Action:** None

**Financial Impact:**      Yes      No

**Funding Source/ Recap:** WRASBC FY Budget (Outreach)

**Recommendation:** Approve Resolution for Water Awareness Month.

**Action Required:**      Resolution      Motion      Review.

**Board Action**

\_\_\_\_ Resolution No. \_\_\_\_\_ Motion By \_\_\_\_\_ Second By \_\_\_\_\_

Ayes \_\_\_\_\_

Abstained \_\_\_\_\_

Noes \_\_\_\_\_

Absent \_\_\_\_\_

Reagendized \_\_\_\_\_ Date \_\_\_\_\_

No Action Taken \_\_\_\_\_



**RESOLUTION NO. YEAR—2024-14**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF  
THE SAN BENITO COUNTY WATER DISTRICT PROCLAIMING MAY  
AS WATER AWARENESS MONTH**

**WHEREAS**, California’s arid and semiarid climate, its ambitious and evolving economy, and its growing population have combined to make water shortages and conflicting demands the norm; and

**WHEREAS**, the rising concern of climate change could limit the state and federal governments water infrastructure due to less snowpack and environmental concerns in the Delta; and

**WHEREAS**, the water supply for San Benito County’s water agencies is derived from a variety of sources including local groundwater, watersheds and reservoirs, water imported and contracted through the United States Bureau of Reclamation and the Central Valley Project, and recycled water; and

**WHEREAS**, the health, welfare, and quality of life for our community depends on a reliable, high quality water supply; and

**WHEREAS**, municipal agencies and governments continue to seek cost-effective and efficient systems to obtain and deliver water to meet the needs of residents, agriculture and the economy; and,

**WHEREAS**, the state, county, cities and concerned citizens make strong efforts to foster wise decisions concerning water issues and water use; and,

**WHEREAS**, the fact that California will experience periodic droughts and water conservation is critical not only during drought periods, but at all times; and

**WHEREAS**, during May 2024, the San Benito County Water District is inviting everyone to find out ways to save water both at work and at home.

**NOW, THEREFORE**, the Board of Directors for the San Benito County Water District proclaim May 2024 as Water Awareness Month and urge all citizens, businesses, industries, institutions and public agencies to review their water use and water systems for water use efficiency and to contact their water supplier for water saving ideas and assistance.

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**BE IT FURTHER RESOLVED** that the President of the Board is authorized to sign said Resolution, on behalf of this Board and District.

**PASSED AND ADOPTED** by the Board of Directors of the San Benito County Water District this 24<sup>th</sup> of April, 2024, by the following vote:

AYES: DIRECTORS:

NOES: DIRECTORS:

ABSTAIN: DIRECTORS:

ABSENT: DIRECTORS:

(Signature of presiding Board member  
Attested by Board Secretary  
Resolution #2024-14)

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Andrew Shelton  
President

ATTEST:

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Barbara L. Mauro  
Board Secretary

**San Benito County Water District  
Board Agenda Transmittal**

Agenda Item: 9  
Meeting Date: April 24, 2024  
Submitted By: Megan Holland  
Presented By: Megan Holland

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Agenda Title: Discuss and Consider Resolution Restating the District's Investment Policy

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**Description:**

The District's investment policy is reviewed annually in order to ensure adherence to any current changes to government code regarding investments. District legal counsel reviewed the policy relative to changes in government code and discussed with staff. There are no required changes to our policy for this year.

The only change made to the policy was substituting the title "General Manager" for "District Manager".

**Prior Committee or Board Action:**

April 16, 2024 Investment Committee Meeting

**Financial Impact:** \_\_\_\_\_ Yes  No

**Funding Source/ Recap:**

N/A

**Materials Included for Information/Consideration:**

Investment Committee Recommendation

Draft Resolution

**Recommendation:**

Staff recommends approval of Resolution restating the District's investment policy.

Action Required:  Resolution \_\_\_\_\_ Motion \_\_\_\_\_ Review \_\_\_\_\_

Board Action

Resolution No. \_\_\_\_\_ Motion By \_\_\_\_\_ Second By \_\_\_\_\_

Ayes \_\_\_\_\_ Abstained \_\_\_\_\_

Noes \_\_\_\_\_ Absent \_\_\_\_\_

Reagendized \_\_\_\_\_ Date \_\_\_\_\_ No Action Taken \_\_\_\_\_

BOARD AGENDA MEMO


DATE: April 16, 2024  
TO: Board of Directors  
FROM: Investment Committee (Flores/Williams)  
SUBJECT: Committee Recommendation to Board for Investment Policy

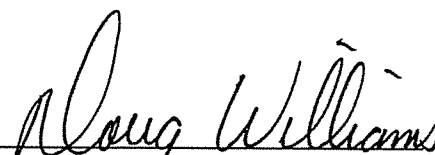
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The Investment Committee, District Counsel and staff have reviewed the Investment Policy.

The Investment Committee is recommending the following for Board approval:

1. Approve Resolution restating the District's Investment Policy.

  
\_\_\_\_\_  
Director Sonny Flores

  
\_\_\_\_\_  
Director Doug Williams

**RESOLUTION NO. 2024-15**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE SAN BENITO COUNTY WATER DISTRICT  
RESTATING THE DISTRICT'S INVESTMENT POLICY**

**WHEREAS**, Article 2 of Chapter 4 of the California Government Code sets forth the statutory requirements regarding Local Agency Investment Policy, their annual review and any changes in the Local Agency Investment Policy; and

**WHEREAS**, the District Investment Policy requires review of the Investment Policy, at least annually by the District Investment Committee and Board of Directors; and

**WHEREAS**, the reviews required by State Law and District Investment Policy have been conducted and as a result of those reviews of the District Investment Policy no additions, deletions, or modifications were made.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Directors of the San Benito County Water District that the restated Investment Policy attached hereto as Exhibit A is hereby adopted.

**PASSED AND ADOPTED** by the San Benito County Water District Board of Directors at the regular meeting of said board held on the 24<sup>th</sup> day of April 2024, by the following vote:

AYES: DIRECTORS:

NOES: DIRECTORS:

ABSENT: DIRECTORS:

ABSTAIN: DIRECTORS:

**DRAFT---DRAFT---DRAFT---DRAFT---DRAFT---DRAFT---DRAFT---DRAFT**

(Signature of presiding Board member  
Attested by Board Secretary  
Resolution #2024-15)

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Andrew Shelton  
President

ATTEST:

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Barbara L. Mauro  
Board Secretary



**EXHIBIT "A"**

**SAN BENITO COUNTY WATER DISTRICT  
INVESTMENT POLICY**

I. Introduction

The investment policies and practices of the San Benito County Water District (the "District") are based on state law and prudent money management principals and practices. All funds will be invested in accordance with District's Investment Policy and California Government Code §53600 and §53630, et. seq.

II. Scope

This policy covers the investment of all District funds as defined in §53601 of the California Government Code, excluding the investment of employees' retirement funds and bond proceeds.

III. Prudence

The standard of prudence to be used by investment officials shall be the Prudent Investor Standard. The Prudent Investor Standard states that when investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the District, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the District.

It is the District's intention to hold investments until maturity. However, market prices vary depending on economic and interest rate conditions and the District may want to sell a security before maturity.

IV. Objectives

1. The primary objectives, in priority order, of the investment activities of the District shall be:

a) Safety: Safety of principal is the foremost objective of the District. Each investment transaction shall seek to preserve the principal of the portfolio, whether from institutional default, broker dealer default, or erosion of market value of the securities. Investments shall be undertaken in a manner, which first seeks to insure the preservation of principal. The District shall evaluate or cause to have evaluated each potential investment seeking both quality in the issuer

and in the underlying security or collateral and it shall diversify the portfolio to reduce exposure to loss.

1.) Credit Risk: Credit Risk, defined as the risk of loss due to failure of an issuer of a security, shall be mitigated by investing only in U.S. Treasury Obligations, Federal Agency securities, and in other high-quality investments, and by diversifying the portfolio so that the failure of any issuer would not unduly harm the District's cash flow. The District will diversify its investments by security type and institution.

2.) Market Risk: The risk of market value fluctuations due to overall changes in the general level interest rates shall be mitigated by limiting the maturity of investments in accordance with Government Code §53601. The District may not invest in a security with a maturity greater than five years without authorization by the Board of Directors at least three months prior to the investment.

b) Liquidity: Liquidity is the second most important objective. Investments shall be made whose maturity date is compatible with cash flow requirements and which can easily and rapidly be converted into cash without substantial loss of value. To assure liquidity the District shall maintain, in addition to its investment in the State of California Local Agency Investment Fund, one (1) liquid investment account. The balance in that account shall be maintained, at all times, and in an amount sufficient to cover at least two (2) current months of District expenses exclusive of debt payments (principal and interest) secured by separate reserves as set forth in the debt covenants.

c) Return on Investment: Investments shall be undertaken to produce an acceptable rate of return after first considering safety of principal and liquidity.

d) Minimize Investment Expenses: The investment portfolio shall be structured, and sales and purchases executed, in a manner that minimizes expenses.

#### V. Delegation of Authority

The Board of Directors retains overall responsibility for the District's investments.

The General Manager is responsible for developing and implementing an investment program within the boundaries of this Investment Policy.

The Board of Directors may delegate its investment decision making and execution authority to the General Manager or an investment advisor, who must make investments in accordance with this

Policy and other written instructions as provided with oversight from the Investment Committee.

The Investment Committee is responsible for providing oversight of the District's investment program. The Investment Committee shall review the investment program and the Quarterly Investment Reports submitted by the General Manager (See Section X. Reporting Requirements). The Committee shall submit a written report to the Board stating:

1. That the investment portfolio is in compliance with the District's Investment Policy or the specific manner in which it is not in compliance;
2. That the District, including its separate Funds (Fund 1, Zone 3, Zone 6), has the ability to meet expenditure requirements for the next six months or provide an explanation as to why sufficient money will, or may, not be available.

#### VI. Ethics and Conflicts of Interest

Officers and employees involved in the investment process shall refrain from personal business activities that could conflict with proper execution of the investment program, or which could impair their ability to make impartial decisions. Officers, employees, and investment managers are subject to the financial disclosure requirement of Government Code Section 87100 et seq.

#### VII. Permitted Investment Instruments

The District shall invest only in the following:

1. Government obligations for which the full faith and credit of the United States are pledged for the payment of principal and interest. (U.S. Treasury Obligations).
2. Federal agency or United States government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises. No more than 30% of the District's funds shall be invested in securities of any one single issuer for this investment vehicle type.
3. Obligations of the State of California or any local agency within the state, including bonds payable solely out of revenues from a revenue producing property owned, controlled, or operated by the state or any local agency or by a department, board, agency, or authority of

the state or any local agency, provided that the obligations are rated in one of the two highest categories by a nationally recognized statistical rating organization.

4. Registered Treasury notes or bonds of any of the other 49 United States in addition to California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a State or by a department, board, agency, or authority of any of the other 49 United States, in addition to California, provided that the obligations are rated in one of the two highest categories by a nationally recognized statistical rating organization.

5. Commercial paper of "prime" quality of the highest ranking or of the highest letter and number rating as provided for by a nationally recognized statistical rating organization. The entity that issues the commercial paper shall meet all of the following conditions in either paragraph (1) or paragraph (2):

a) The entity meets the following criteria:

1.) Is organized and operating in the United States as a general corporation.

2.) Has total assets in excess of five hundred million dollars (\$500,000,000).

3.) Had debt other than commercial paper, if any, that is rated in a ranking category of "A" or its equivalent or higher by a nationally recognized statistical rating organization.

b) The entity meets the following criteria:

1.) Is organized within the United States as a special purpose corporation, trust, or limited liability company.

2.) Has program wide credit enhancements including, but not limited to, overcollateralization, letters of credit, or surety bond.

3.) Has commercial paper that is rated "A-1" or higher, or the equivalent, by a nationally recognized statistical rating organization.

Eligible commercial paper shall have a maximum maturity of 270 days or less. The District may invest no more than 25 percent of its portfolio in eligible commercial paper. The District may purchase no more than 10 percent of the outstanding commercial paper of any single issuer.

6. Medium-term corporate notes issued by corporations organized and operating within the United States or by depository institutions licensed by the U.S. or any state and operating within the U.S. Medium-term corporate notes shall be rated in a rating category "A"

or its equivalent or better by a nationally recognized statistical rating organization.

Purchase of medium-term corporate notes may not exceed 30 percent of the District's investment portfolio. No more than 10 percent of the District's investment portfolio may be invested in a medium-term note of any one corporation.

7. FDIC insured or fully collateralized time certificates of deposit in a state or national bank, savings association or federal association, federal or state credit union in the State of California. In accordance with California Government Code Section 53635.2, to be eligible to receive District deposits, a financial institution shall have received an overall rating of not less than "satisfactory" in its most recent evaluation by the appropriate federal financial supervisory agency of its record of meeting the credit needs of California's communities. CDs are required to be collateralized as specified under Government Code Section 53630 et seq. The District, at its discretion, may waive the collateralization requirements for any portion that is covered by federal deposit insurance. The District shall have a signed agreement with any depository accepting District funds per Government Code Section 53649. No deposits shall be made at any time in CDs issued by a state or federal credit union, if a member of the District's Board or staff serves on the board of directors or any committee appointed by the board of directors of the credit union. In accordance with Government Code Section 53638, any deposit shall not exceed that total shareholder's equity of any depository bank, nor shall the deposit exceed the total net worth of any institution.

8. Negotiable certificates of deposit or deposit notes issued by a nationally or state-chartered bank or a state or federal savings and loan association, a state or federal credit union, or by a state-licensed branch of a foreign bank; provided that the senior debt obligations of the issuing institution are rated "A" or better by a nationally recognized statistical rating organization.

Purchase of negotiable certificates of deposit shall not exceed 30 percent of the District's investment portfolio.

9. State of California's Local Agency Investment Fund.

10. Shares of beneficial interest issued by diversified management companies that are money market funds registered with the Securities and Exchange Commission under the Investment Company Act of 1940 (15 U.S.C. Sec 80a-1, et seq.). To be eligible for investment pursuant to this subdivision these companies shall either: (1) have attained the highest ranking or the highest letter and numerical rating

provided by not less than two nationally recognized statistical rating organizations or (2) have an investment advisor registered or exempt from registration with the Securities and Exchange Commission with not less than five years' experience managing money market mutual funds and with assets under management in excess of \$500,000,000.

The purchase price of shares of beneficial interest purchased shall not include any commission that the companies may charge and shall not exceed 20 percent of the District's investment portfolio. Further, no more than 10 percent of the District's investment portfolio may be invested in shares of beneficial interest of any one money market fund.

11. Shares of beneficial interest issued by a joint powers authority organized pursuant to Section 6509.7 that invests the securities and obligations authorized in subdivision (a) to (n), inclusive. Each share shall represent an equal proportional interest in the underlying pool of securities owned by the joint powers authority. To be eligible under this section, the joint powers authority issuing the shares shall have retained an investment advisor that meets all of the following criteria:

a) The adviser is registered or exempt from registration with the Securities and Exchange Commission.

b) The adviser has not less than five years of experience investing in the securities and obligations authorized in subdivision (a) to (n), inclusive.

c) The adviser has assets under management in excess of five hundred million dollars (\$500,000,000).

d) The underlying pool will seek to maintain a stable net asset value.

Credit criteria listed in this section refers to the credit of the issuing organization at the time the security is purchased. The District may from time to time be invested in a security whose rating is downgraded. In the event a rating drops below the minimum rating by this Policy, the General Manager will notify the Investment Committee and Board of Directors and recommend a plan of action. Percentage limitations refer to the percentage at the time the security is purchased.

#### VIII. Maximum Maturity

Investment maturities shall be based on a review of cash flow forecasts. Maturities will be scheduled so as to permit the District to meet all projected obligations.

The maximum maturity will be no more than five years from purchase date to maturity date; however, upon recommendation from the Investment Committee, the Board of Directors may approve an investment that at the time of purchase has a maturity that is longer than five years. This approval must be given at least three months prior to the investment.

**IX. Selection of Financial Institutions and Broker/Dealers**

The District shall establish a procedure for the approval of brokers, dealers, banks, and other financial institutions for transaction execution. The District or the District's investment advisor shall maintain a list of eligible brokers and dealers and only execute trades with institutions that have been approved by the Board.

For each security that is bought or sold on the secondary market, the District or the District's investment advisor will solicit a minimum of three brokers or dealers to obtain price quotes. Price quotations will be documented.

**X. Reporting Requirements**

Quarterly investment reports shall be submitted by the Manager to the Investment Committee and the Board. The reports shall include, at a minimum, the following information for each individual investment:

- Description of investment instrument
- Issuer name
- Yield on cost
- Purchase date
- Maturity date
- Purchase price
- Par Value
- Current market value and the source of the valuation
- Portfolio performance as compared to the performance benchmarks
- Weighted average maturity of the portfolio excluding LAIF, LGIPs, and money market funds.
- Distribution of the portfolio by type of security compared to the percentage limits authorized by the District's policy
- Maturity distribution (maturities under 90 days; 90 days to 1 year; 1-2 years; 2-3 years; 3-4 years; and 4-5 years)
- Credit quality distribution (AAA, AA, A, unrated)

The quarterly report shall also (i) compare and declare compliance of the portfolio to the statement of investment policy, or the manner in which the portfolio is not in compliance, (ii) include a description of any

of the District's funds, investments, or programs that are under the management of contracted parties, including lending programs, and (iii) include a statement denoting the ability of the District to meet its expenditure requirements for the next six months, exclusive of debt payments (principal and interest) secured by separate reserves in accordance with debt covenants, or provide an explanation as to why sufficient money shall, or may not, be available.

This quarterly report shall be submitted within fifteen (15) days following the end of the quarter.

The LAIF portfolio and CAMP pool should be reviewed at least annually by the Investment Committee. The review should include:

- Composition of the portfolio
- Maturity distribution
- Diversification by issuer
- Credit quality of securities
- Portfolio return
- Change in size of the pool
- Policy changes that occurred during the year (e.g., changes to the investment policy, custody arrangements, reporting.)

#### XI. Review of Investment Policy

The Investment Committee will review the Investment Policy annually. The Committee will submit to the Board of Directors a recommendation to readopt the Policy as written or make changes. The Board will review the Investment Committee's recommendation and the Policy at a public meeting.

The Investment Policy may be modified only upon action of the Board of Directors of the District.

#### XII. Safekeeping and Custody

##### 1. Delivery vs. Payment

All trades of marketable securities will be executed by delivery vs. payment (DVP) to ensure that securities are deposited in an eligible financial institution prior to the release of funds.

##### 2. Safekeeping

Securities will be held by an independent third-party custodian selected by the entity as evidenced by safekeeping receipts in the District's name. The safekeeping institution shall annually provide a copy of their most recent report on internal controls (State of Auditing Standards no. 70, or SAS70)