



**SCV**  
**WATER**



**SCV WATER AGENCY  
TELECONFERENCE  
FINANCE AND ADMINISTRATION  
COMMITTEE MEETING**

**MONDAY, JANUARY 24, 2022  
START TIME: 6:00 PM (PST)**

Join the Committee meeting from  
your computer, tablet or smartphone: -OR-  
<https://scvwa.zoomgov.com/j/1605904467>

Listen in Toll Free by Phone  
+1-(833)-568-8864  
Webinar ID: 160 590 4467

**To participate in public comment from your computer, tablet, or smartphone:**

When the Chair announces the agenda item you wish to speak on, click the “**raise hand**” feature in **Zoom\***. You will be notified when it is your turn to speak.

**To participate in public comment via phone:**

When the Chair announces the agenda item you wish to speak on, **dial \*9 to raise your hand**. Phone participants will be called on by the **LAST TWO digits** of their phone number. **When it is your turn to speak, dial \*6 to unmute**. When you are finished with your public comment dial **\*6 to mute**.

Can't attend? If you wish to still have your comments/concerns addressed by the Committee, all written public comments can be submitted by 4:00 PM the day of the meeting by either e-mail or mail.\*\* Please send all written comments to Erika Dill. Refer to the Committee Agenda for more information.

\*For more information on how to use Zoom go to [support.zoom.us](https://support.zoom.us) or for “raise hand” feature (**Alt+Y**) instructions, visit <https://support.zoom.us/hc/en-us/articles/205566129-Raise-Hand-In-Webinar>

\*\*All written comments received after 4:00 PM the day of the meeting will be posted to [www.yourscvwater.com](http://www.yourscvwater.com) the next day. Public comments can also be heard the night of the meeting.

**Please Note:** Pursuant to the provisions of AB 361 and SCV Water Resolution SCV-235, the SCV Water Board will continue to hold remote Board and Committee meetings due to the continuing State of Emergency for COVID-19 and the ongoing imminent risks to the health or safety of the attendees from COVID-19. The public may not attend meetings in person. The public may use the above methods to attend and participate in the public Committee meetings.

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## NOTICE AND CALL OF RESCHEDULED MEETING

Notice is hereby given that I, Dan Mortensen, Chair of the Finance and Administration Committee, have called a RESCHEDULED MEETING of the Agency's Finance and Administration Committee.

Said RESCHEDULED MEETING of the Committee to be held on:

MONDAY, JANUARY 24, 2022 AT 6:00 PM

Santa Clarita Valley Water Agency  
Teleconference  
No Physical Location

Join the meeting from your computer, tablet or smartphone by clicking the link below.

Zoom Webinar <https://scvwa.zoomgov.com/j/1605904467>

Or

Call in using your phone  
(833) 568-8864  
Webinar ID: 160 590 4467

Enclosed with and as part of this Notice and Call is an Agenda for the meeting.

Signed:   
Dan Mortensen, Chair

Date: 1.18.22

Posted on January 18, 2022

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**Date:** January 18, 2022

**To:** **Finance and Administration Committee**  
Dan Mortensen, Chair  
Beth Braunstein  
Ed Colley  
R. J. Kelly  
Gary R. Martin

**From:** Eric Campbell  
Chief Financial and Administrative Officer

The **Finance and Administration Committee** is scheduled to meet via teleconference on **Monday, January 24, 2022 at 6:00 PM**; dial-in information is listed below.

**TELECONFERENCE ONLY  
NO PHYSICAL LOCATION FOR MEETING**

**TELECONFERENCING NOTICE**

Pursuant to the provisions of AB 361 this meeting is being held remotely. The SCV Water Board will continue to hold remote Board and Committee meetings due to the continuing State of Emergency for COVID-19 and state and local official's continuance to impose or recommend measures to promote social distancing. Any Director may call into the Agency Committee meeting using the **Agency's Call-In Number (1-833-568-8864), Webinar ID 160 590 4467 or Zoom Webinar by clicking on the link <https://scvwa.zoomgov.com/j/1605904467>** without otherwise complying with the Brown Act's teleconferencing requirements.

The public may not attend the meeting in person. Any member of the public may listen to the meeting or make comments to the Committee using the call-in number or Zoom Webinar link above. Please see the notice below if you have a disability and require an accommodation in order to participate in the meeting.

**If the State of Emergency for COVID-19 expires prior to this meeting and after the posting of this Agenda, this meeting will be held in person at the Santa Clarita Valley Water Agency, 27234 Bouquet Canyon Road, Santa Clarita, CA 91350 in the Board and Training Rooms.**

We request that the public submit any comments in writing if practicable, which can be sent to [edill@scvwa.org](mailto:edill@scvwa.org) or mailed to **Erika Dill, Management Analyst II**, SCV Water, 27234 Bouquet Canyon Road, Santa Clarita, CA 91350. All written comments received before 4:00 PM the day of the meeting will be distributed to the Committee members and posted on the SCV Water website prior to the meeting. Anything received after 4:00 PM the day of the meeting will be posted on the SCV Water website the following day.

## MEETING AGENDA

<u>ITEM</u>		<u>PAGE</u>
1.	<b><u>PLEDGE OF ALLEGIANCE</u></b>	
2.	<b><u>PUBLIC COMMENTS</u></b> – Members of the public may comment as to items within the subject matter jurisdiction of the Agency that are not on the Agenda at this time. Members of the public wishing to comment on items covered in this Agenda may do so at the time each item is considered. (Comments may, at the discretion of the Committee Chair, be limited to three minutes for each speaker.)	
3. *	Recommend Approval of a Professional Services Agreement for Oracle Managed Services	9
4. ♦	Discuss Ratepayer Assistance Program	
5. *	Recommend Approval of a Resolution Adopting a Revised Investment Policy	37
6. *	Recommend Receiving and Filing of FY 2021/22 First Quarter Financial Report (July – September 2021)	65
	September 2021 Check Registers Link: <a href="https://yourscvwater.com/wp-content/uploads/2022/01/September-2021-Check-Register.pdf">https://yourscvwater.com/wp-content/uploads/2022/01/September-2021-Check-Register.pdf</a>	
7. *	Committee Planning Calendar	121
8.	General Report on Finance and Administration Activities	
9.	Adjournment	
*	Indicates attachments	
♦	To be distributed	

**NOTICES:**

Any person may make a request for a disability-related modification or accommodation needed for that person to be able to participate in the public meeting by telephoning **Erika Dill, Management Analyst II** at (661) 297-1600, or writing to SCV Water at 27234 Bouquet Canyon Road, Santa Clarita, CA 91350. Requests must specify the nature of the disability and the type of accommodation requested. A telephone number or other contact information should be included so that Agency staff may discuss appropriate arrangements. Persons requesting a disability-related accommodation should make the request with adequate time before the meeting for the Agency to provide the requested accommodation.

Pursuant to Government Code Section 54957.5, non-exempt public records that relate to open session agenda items and are distributed to a majority of the Committee less than seventy-two (72) hours prior to the meeting will be available for public inspection at SCV Water, located at 27234 Bouquet Canyon Road, Santa Clarita, California 91350, during regular business hours. When practical, these public records will also be made available on the Agency's Internet Website, accessible at <http://www.yourscvwater.com>.

Posted on January 19, 2022.

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## COMMITTEE MEMORANDUM

ITEM NO. 3
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**DATE:** January 18, 2022

**TO:** Finance and Administration Committee

**FROM:** Rochelle Patterson   
Director of Finance and Administration

**SUBJECT:** Recommend Approval of a Professional Services Agreement with Emtec Consulting Services LLC for Oracle Managed Services

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### SUMMARY

The Agency is in need of post go-live managed services for the Oracle Cloud Fusion Enterprise Resource Planning (Oracle ERP) system and put out an RFP (Request For Proposal) for bids from qualified firms who had governmental managed services experience (recommended by Oracle). Three qualified firms (bidders) responded and provided proposals. The criteria from each proposal was analyzed and scored (Attachment 1), and Emtec Consulting Services LLC (Emtec), who was also the implementation consultant for the project, came in as the low bid (Attachment 2).

### DISCUSSION

Late in 2019, the Agency released an RFP for the implementation of an ERP system to replace a significant number of disparate systems. In April of 2020, the Agency selected Oracle Cloud Fusion for that solution (as described below). The solution went live on July 1, 2021.

Over the past couple of years, Agency staff has spent hundreds of hours working on selecting a new software system, selecting an implementation Consultant and implementing Oracle to meet the needs of the Agency. Upon its completion, Oracle ERP will have eliminated the limitations of the disparate systems and manual processes, and will provide a comprehensive solution and enable transformation of processes necessary to become a best-in-class Agency. Based on the competitive selection process, the Board of Directors awarded the contract to Emtec for implementation. We anticipated to fully transition to the new system and complete the implementation of Oracle by May 2021, but due to a number of delays, including impacts from COVID-19, the go-live date was pushed out by two months.

The ongoing need for operational support outside of the current technology capabilities of SCV Water is required. The Agency has a complicated fund structure that includes four funds, three blended component units, 25 budgetary departments, six departments for project accounting, integration with OpenGov (for reporting and transparency) and eventually an integration with the upgraded utility billing software, enQuesta.

The Agency secured four months post go-live support from Emtec after the initial implementation phase, but a long-term contract is necessary to provide incident management, planned support, root cause analysis, enhancements/modifications, account management, Oracle ERP quarterly update management, and general ongoing support.

## **FINANCIAL CONSIDERATIONS**

As a newly implemented ERP system, there are processes that continue to require configuration and advanced technical support. The Agency is currently contracted at 125 hours per month, and feels this level of support will be needed in the first year, with years two and three being reduced to 100 hours per month.

Staff is recommending entering into a one-year contract with the option of two one-year extensions with Emtec. The first-year cost will be \$235,884 with the two subsequent years at \$181,884, respectively, for a total three-year contract cost of \$599,652. The cost remaining for fiscal year 2021/22 will be in the amount of \$78,628 and is included in the approved Technology Services budget.

## **RECOMMENDATION**

That the Finance and Administration Committee recommend the Board of Directors authorize the General Manager to enter into a one-year professional services agreement with the option of two one-year extensions for Oracle managed services with Emtec Consulting Services, LLC in the total amount of \$599,652.

RP

Attachments

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# ATTACHMENT 1

**SCV Water  
RFP Oracle Managed Services  
Criteria and Scoring**

	Bidder 1 - Emtec				Bidder 2 - Highstreet				Bidder 3 - Metaformers					
	100	125	150	175	100	125	150	175	100	125	150	175	200	
Managed service experience with a public/government agency	Yes - Water/Wastewater, Healthcare				Yes - Mostly Municipalities				Yes - Mostly Municipalities					
Minimum of 5 years' experience providing support for Oracle Fusion	Yes - 20+ years with Oracle				Yes - 20+ years with Oracle				Yes - 20+ years with Oracle					
Support staff located within the United States	Yes - US and India				Yes - US and India				Yes - All US					
Advanced report writing resources and development experience (show examples)	No Examples Provided - Current Implementation Consultant				Examples Provided				No Examples Provided					
A member of the Oracle Partner Network	Yes				Yes				Yes					
Percentage of services onshore/offshore	50/50	60/40	50/50	60/40	35/65	35/65	35/65	35/65	35/65	100% onshore				
Provide hourly billing rates due to monthly overages or out of scope requests (onshore, offshore and critical)	Provided				Provided				Provided					
<b>Provide option to purchase blocks of hours (monthly)</b>	100	125	150	175	100	125	150	175	200	100	125	150	175	200
Provide monthly contract costs per hour	\$ 12,600	\$ 17,100	\$ 18,900	\$ 23,400	\$ 11,662	\$ 14,280	\$ 16,779	\$ 18,743	\$ 20,230	\$ 15,000	\$ 18,750	\$ 22,500	\$ 26,250	\$ 28,500
Quarterly Oracle Release Managed Services	\$ 2,557	\$ 2,557	\$ 2,557	\$ 2,557	\$ 6,512	\$ 6,512	\$ 6,512	\$ 6,512	\$ 6,512	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500
<b>Total Monthly Costs</b>	<b>\$ 15,157</b>	<b>\$ 19,657</b>	<b>\$ 21,457</b>	<b>\$ 25,957</b>	<b>\$ 18,174</b>	<b>\$ 20,792</b>	<b>\$ 23,291</b>	<b>\$ 25,255</b>	<b>\$ 26,742</b>	<b>\$ 19,500</b>	<b>\$ 23,250</b>	<b>\$ 27,000</b>	<b>\$ 30,750</b>	<b>\$ 33,000</b>
<b>Total Annualized Costs</b>	<b>\$ 181,884</b>	<b>\$ 235,884</b>	<b>\$ 257,484</b>	<b>\$ 311,484</b>	<b>\$ 218,088</b>	<b>\$ 249,504</b>	<b>\$ 279,492</b>	<b>\$ 303,060</b>	<b>\$ 320,904</b>	<b>\$ 234,000</b>	<b>\$ 279,000</b>	<b>\$ 324,000</b>	<b>\$ 369,000</b>	<b>\$ 396,000</b>

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## ATTACHMENT 2



Santa Clarita Valley Water Agency  
Response to Request For Proposal 2122 – MSOF - 27530  
Post Go-Live Managed Services for Oracle Fusion  
December 29, 2021

Submitted by:

**Emtec Consulting Services, LLC**

1 S. Wacker Dr, Suite 1680  
Chicago, IL 60606

Yaided Morrissey  
Practice Director - ClearCARE  
yaided.morrissey@emtecinc.com  
Tel: (708) 717-5438

December 29, 2021

Ms. Rochelle Patterson  
Director of Finance and Administration  
Santa Clarita Valley Water Agency

Dear Rochelle,

On behalf of Emtec Consulting Services (Emtec), thank you and the Santa Clarita Valley Water Agency (SCVW) for the opportunity to have partnered with you on the implementation of your Oracle Cloud ERP System. As an Emtec ‘Partner for Life’ know that we will strive to exceed your expectations on this important project and that we will assign our most capable resources including individuals you and your team have worked with on the ERP Project.

Our experienced team of associates with extensive Oracle Fusion and managed services expertise, has reviewed the RFP and supplemental documentation provided by you, to develop a comprehensive proposal. We are excited to continue our partnership with SCVW and are confident that Emtec is the best choice for this initiative:

- We have created rapport with the SCVW internal team and have developed an in-depth understanding of the SCVW Fusion implementation and requirements for the managed services initiative
  - Currently providing post go-live support – no start up or knowledge transfer needed
  - Knowledge of and access to all functions and technical documentation including RICEW objects, test scripts and configuration guides, including access to the original implementation consultants for additional information and assistance
- Award winning managed services offerings
  - Recognized as an Elite 150 Managed Services Provider (MSP) by CRN® for 6 consecutive years (2016-2021) and CRN’s 2021 Solution Provider 500 list for 26 consecutive years
  - Flexible and mature offerings with built in standard processes for knowledge transfer, delivery, and Service Level Agreements. This will ensure overall consistency & quality of delivery
- Client for Life Philosophy: Emtec’s customer-centricity is woven into the fabric of our culture, and inseparable from the values of the organization and our associates. We serve as a trusted partner with your best interest in mind at all times.

Based on the information outlined in this proposal, Emtec will deliver the highest quality managed services at the most competitive price. We appreciate the opportunity to continue our partnership with SCVW. Should you have any questions, please feel free to contact me directly at the phone number below.

Sincerely,

Yaided Morrissey  
Practice Director - ClearCARE  
Yaided.morrissey@emtecinc.com  
Mobile: (708) 717-5438

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## 1.0 Executive Summary

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Emtec, Inc. is a privately held Information Technology consultancy, headquartered in Jacksonville, FL. Over the last 25+ years Emtec has provided a diverse array of services to multiple industries, accumulating over 1,000 clients and over 2,500 successful projects. Emtec is comprised of four business units: Emtec Consulting Services, Emtec Infrastructure Services, Emtec Digital Services, and Wave 6.

- **Emtec Consulting Services (ECS)** – an Oracle-centric practice, specializing in Oracle Cloud, E-Business Suite, Analytics, Peoplesoft and Hyperion platforms. ECS provides implementation services and managed services, otherwise known as ClearCARE®, for the Utilities, Healthcare, Financial Services and Manufacturing industries. ECS delivers advisory, consulting, and managed services with a global delivery model, both on-site and remotely. The ECS business unit is headquartered in Chicago, Illinois
- **Emtec Infrastructure Services (EIS)** – provides infrastructure services to our clients in both the public and the private sector. Offerings include security, helpdesk support, network infrastructure support, procurement support and full management of data centers
- **Emtec Digital Services (EDS)** – provides custom development services as well as implementation services including robotic process automation and mobility solutions
- **Wave 6** – provides Salesforce implementation and optimization services. It helps our clients improve the performance of their existing Salesforce system using advanced analytics from Salesforce.

### *The ECS business unit is the group that is responding to this RFP*

ClearCARE®, Emtec’s award-winning Managed Services practice, provides 24/7/365 support for Oracle Cloud (Fusion), E-Business Suite, PeopleSoft, and Oracle Cloud (Fusion) technologies. ClearCARE® was established in 2006 and currently services over 100+ customers across various industries and products. This team is dedicated to supporting our clients’ needs in a flexible manner which allows for continuity in resourcing and staffing of our clients’ solutions and provides our clients with the ability to tailor agreements that compliment your own strategic goals and objectives. We are SOC1 Type 2 Certified annually, and our processes are based on industry standard ITIL Based Framework.

For over 15 years, Emtec has provided implementation and support services to public/government organizations, many of which are utility agencies: water, gas, pipeline, power, sanitation, et cetera. We understand firsthand the importance of IT systems within a highly process driven and audited environment and how to provide quality solutions to support regulated environments. Emtec enjoys a strong partnership with Oracle, and is an active member of Oracle’s Partner Network, or OPN. Emtec also carries a ‘managed partner’ status, which is an indication of Oracle’s commitment and investment in their partnership and relationship with Emtec.

As the original implementation consulting firm that worked with SCVW on its Fusion implementation, Emtec is uniquely qualified to continue support of the implemented solution because of our familiarity with the personnel, the functional and technical design, and the progress we have made in the transition from implementation to support. Additionally, Emtec is one of only a small group of firms that offers the utility sector a comprehensive set of solutions that addresses the entire spectrum of Oracle applications



and technology, at a competitive price point. We believe that as you continue on the path of modernizing your software footprint, you will find tremendous value in a single partner that can work with you to develop and execute a holistic approach to meet your long-term needs.

Over the last two months, Emtec's has successfully transitioned SCVW from the implementation support mode to the Emtec ClearCARE® support team. The knowledge transfer & onboarding phase have been completed and we are on our way to steady state support. Levering our experience and these initial activities, we can quickly achieve steady state support, the third and final phase in our sustainment model.

Our goal is to help our clients achieve steady state and a lower total cost of ownership by either augmenting existing client teams or assuming primary responsibility for support and maintenance of their Oracle applications investments. Emtec's ClearCARE® delivery methodology is comprised of 3 major phases:

- **Knowledge Transition and Onboarding** enables Emtec to gain a clear understanding of architecture, configuration and business process and transitions our clients to our services platform including an online helpdesk system and collaboration portal;
- **Managed Services Support** which includes establishing a baseline of existing operations, stabilization of transition activities, and finally steady state support with measured Service Level Agreements;
- **Continuous Process Improvement and Optimization** via regular governance meetings, onsite business process reviews, system health checks and periodic updates to negotiated Service Level Agreements.

For ease of reference the remainder of our proposal is divided into the following sections:

**Our Proposal:** details our experience and scope of services, including a support model overview, support team structure, timeline of major activities, metrics and reporting, onboarding, and Service Level Agreements (SLAs)

**Our Pricing:** includes block of hour pricing as indicated in the RFP, rate cards, and an option for the inclusion of automated testing to drive further efficiency and cost effectiveness

**Supporting Documents** includes our recent projects, resumes, Certificate of Liability, and the signed No Addendum form

## 2.0 Our Proposal

### 1. Experience

Emtec’s ClearCARE Managed Services has a 98.5% client retention rate, which we attribute in big part to the level of resources we provide. Our Cloud resources (Fusion expertise) have extensive multi-pillar expertise in all Oracle Cloud functions: Financials, Supply Chain Management, Human Capital Management, Projects Portfolio, Analytics and Enterprise Planning Management.

Emtec consultants currently hold over 90 Oracle certifications. One recurring goal & objective for Emtec's consultants performance evaluation, is to achieve certification in their area of expertise. To provide the tools for such task, Emtec provides consultants with assistance for training (including but limited to): Oracle partner network training classes, Oracle university passes, internal cross-training between teams, sandboxes/training environments, practice tests & test vouchers, etc.

Resource Category	Years of Experience			Total
	0-3	4 -7	8+	
Oracle Functional	12	14	56	82
Oracle Technical	3	5	58	66
<b>Total Resources</b>	<b>15</b>	<b>19</b>	<b>114</b>	<b>148</b>

*Our resources cover both Oracle products: Cloud ERP (Fusion) and Oracle EBS.*

Emtec will provide comprehensive Oracle Cloud (Fusion) application managed services, not limited to proactive and reactive support for all issues/questions/upgrade testing and enhancements brought forth by the Customer via the ClearCARE® ticketing system for the software and environments listed within the scope below. Emtec may perform additional activities upon request of SCVW, or as mutually agreed.

### 2. Scope of Services

#### Environments

- Production
- Test/Stage
- Dev

#### Products/Modules

- Oracle Cloud ERP Financials
  - General Ledger
  - Accounts Payable
  - Accounts Receivable
  - Fixed Assets
  - Cash Management
  - Projects
- Oracle SCM Cloud
  - Procurement
  - Inventory
- Core HR

- Oracle Planning & Budgeting Cloud Services (PBCS)
- Reports
- Integrations

## Services

Emtec will provide services for properly logged tickets in Emtec’s ClearCARE® helpdesk management system for the software and environments that are In-Scope. The core activities which comprise the Services within scope include incident management, planned support, root cause analysis/problem management, and non-incident service requests. This includes, but is not limited to:

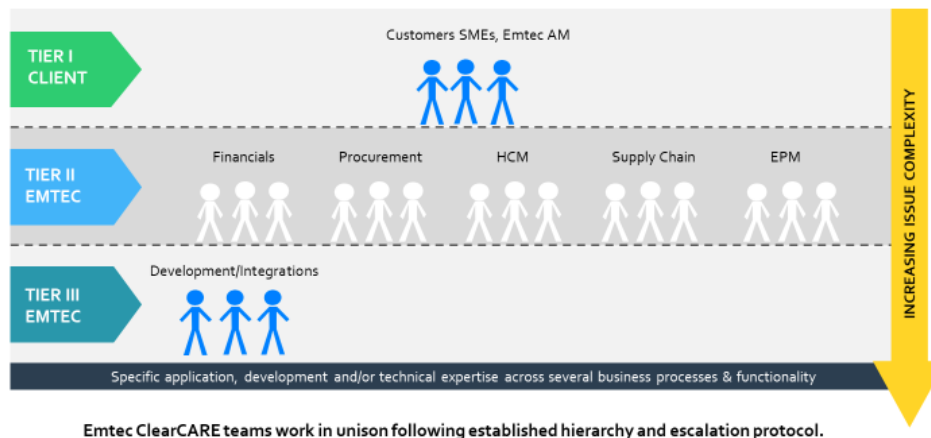
- Incident Management includes the following:
  - Report Errors
  - Stuck Transactions
  - Missing Data
  - Interface Issues
  - Period Close Issues
  - Form Errors
  - Oracle Support Service Request (SR) management
  - Other Service Ticket resulting in an interruption during normal business operations
- Planned Support includes the following:
  - Preparing the proper scripts for migration
  - Providing a testing plan where applicable
  - Assistance with any requested training
- Root Cause Analysis/Problem Management includes the following:
  - Determining the “root cause” of a recurring issue or incident
  - Other one-time activity associated with the long-term, permanent resolution of a recurring and/or “critical” incident or outage
- Non-Incident Service Requests includes the following:
  - Enhancements
  - Missing Data and/or Data Fixes
  - Process Issues
  - How-To Questions
  - Data extracts, Data imports, and Batch programs
  - Any other non-incident request for service which requires support effort and/or time to resolve
  - Report modifications
  - Set-up of additional business units (including cross validation rules, chart of account changes, vendors, bank accounts, updates to report structures)
  - Quality Assurance (QA) testing of upgrades (test and production instances)
- Enhancements
  - Modifications to existing functionality
  - Modification to existing integrations
  - Creation or modification of reports
- Account Management and Administration
  - Escalation management
  - Oversight and request management
  - Status Calls (Weekly or agreed upon frequency)

### Support Overview

Our first step in the engagement is to create a customer team led by a Service Delivery Manager that functions as your primary point of contact for all engagement activities. Our standard delivery model, and the one we are recommending for SCVW, is a 3-tier model where Tier1 represents the client’s SME or super users, if they can’t resolve the request, they create a ticket in Emtec’s Helpdesk ticketing system and assign to our Service Delivery Manager (SDM) or if a module is selected, the ticket will be automatically assigned to the primary resource assigned to that specific module. The Emtec assignee will review and assess the request/issue, and either resolve or contact the client if more information is required. If technical skills are required, that’s considered tier3, the SDM or functional consultant will engage tier3 support as required.

All functional and technical teams are structured under a hands-on senior manager, with clear oversight & escalation path as required. At each step of the process, the problem or question is being tracked and all steps taken to resolve are being documented and ultimately forwarded to the next level for additional support and resolution as needed.

## ClearCARE® Delivery Model



### Response Times

Our delivery timelines are based on established Service Level Agreements (SLAs). Once Emtec ClearCARE® has received a request/ticket and assigned a Severity Level to the SR, we will manage the responses as follows:

## Service Level Offering – Response Times

Severity Level	Initial Response Time	Status Updates To Client	Support (hrs/days)*	Escalation
Critical	30 minutes	Every 2 hrs or mutually agreed time frame	24/7	4 hours
High	60 minutes	Once a day or identified time frame	10/5	1 business days
Medium	120 minutes	Once every 2 days or identified time frame	8/5	5 business days
Low	Next Business Day	Weekly or Identified Time Frame	8/5	Monthly

#### Critical (P1) –

complete loss of service or partial loss of service of Customer’s production environment affecting multiple users such that work cannot reasonably continue. No workaround available.

#### High (P2) –

processing can proceed, but performance is significantly reduced or operation of the system is considered severely limited. No acceptable workaround is available

#### Medium (P3) –

minor loss of service; impact is an inconvenience; may require a workaround to restore functionality

#### Low (P4) –

no loss of service; does not impede the operation of a system; workaround exists

Our resources will be available to provide support, answer questions, meet ad-hoc, and execute any/all of our managed services responsibilities in the following schedule:

Coverage Type	Days of Week	Start Time	End Time
Standard Support	M-F (US)	8 AM	5 PM
	M-F (India)	11PM	8AM
On-Call	M-F	5 PM	8 AM
	S-S	5 PM (Fri)	8 AM (Mon)

## Metrics & Reporting

Traditionally, all of the ticketing data and work effort is captured within the Emtec HelpDesk ticketing system, Novo. SCVW users have been trained and are already using Novo as the system of record for any issues/requests. SCVW will work with the Emtec SDM to outline the reports that are required along with their frequency.

Based on our experience, we recommend the following reports or a subset of them:

### Weekly

- Hours consumption report
- Ticket status report
- Critical Tickets review

### Monthly

- # of tickets created & closed by application, priority level and resource
- Summary of tickets created, worked, and closed – Trend (6 months running)
- Aging - Average duration of tickets, by application, from open to closed
- SLA reporting – Average response by severity
- Hours Consumption reporting

### Quarterly

- QBR – Quarterly business review presentation with executive participation

## On-Boarding

On-boarding and knowledge transfer is a critical step in building customer confidence and providing optimal production support. Effective on-boarding enables the support team to assume responsibility fully and quickly for the systems and applications that are within their scope of work and provides the team with the foundation needed to provide the highest level of service from the earliest stages and throughout the term of the engagement.

Starting the month of November, Emtec has engaged with SCVW to provide managed services in an interim capacity. Because of this temporary engagement, Emtec ClearCARE has already completed the first 2 milestones of the onboarding process. And are executing on the third milestone towards steady state. We are including the detailed process description as a point of reference for the evaluation, but the first 2 milestones are already completed and will represent cost savings for SCVW in terms of transition.

Emtec's managed services on boarding methodology includes 4 basic steps: Kick off, Knowledge transfer, Transition & Cutover.

Our engagement starts with a kick-off meeting where we make all pertinent introductions, define communication protocols, build transition plan, define systems access requirements, establish support/ticketing system process, change management requirements, and agree on schedule status cadence. The level of access to the systems will depend on the customer's production or non-production requirements.

The following step is the knowledge transfer phase. During this phase Emtec provides draft agendas for SCVW to refine regarding modules configurations, end-to-end process flows, configuration reviews, integration documentation, etc. In this stage the customer will provide access to documentation, test scripts, design docs, manuals, etc. that may be required to support custom components of this implementation. Sample agenda below:

**Functional KT Meetings**  
ClearCARE Managed Services

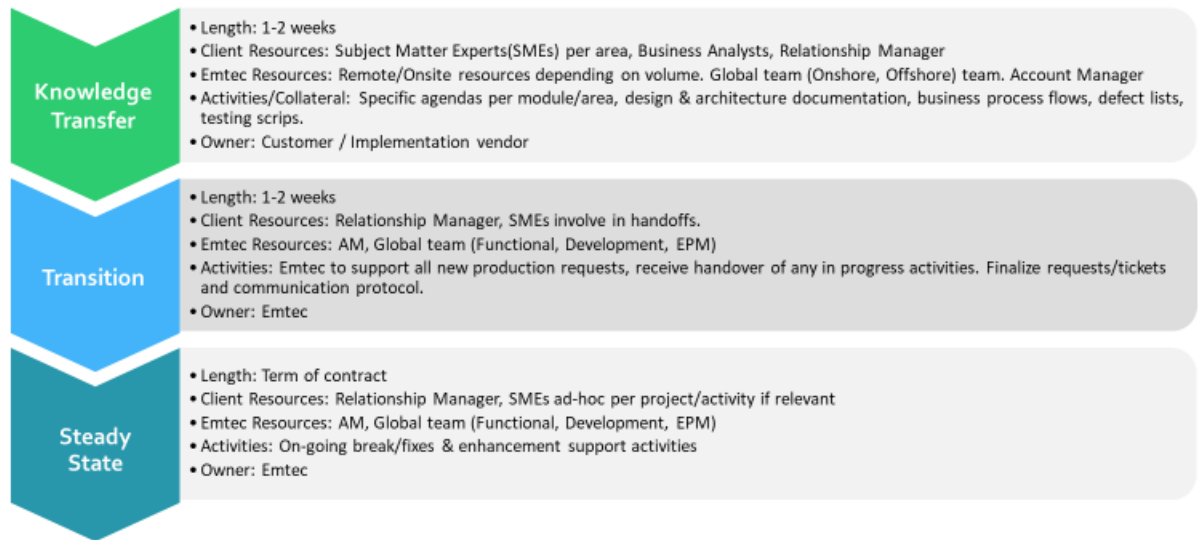


Subject:	Knowledge Transfer Meetings
Abstract:	Financials
Date:	TBD
<b>Tentative Agenda</b>	
Customer Name	
Primary Contacts	
<b>Meeting Agenda</b>	
<b>Monday</b>	
<b>9:00 AM – 11:00 AM</b>	<p><u>Finance Session 1: Month End Processing – Financials –</u> <u>Attendees:</u></p> <p><u>Finance Session 2: General Ledger and Payables –</u> <u>Attendees:</u></p> <ul style="list-style-type: none"> <li>✓ Identify GL/AP Primary Point of Contact</li> <li>✓ Setup/Process Documentation Overview (Process Flows) <ul style="list-style-type: none"> <li>▪ COA / SOB / Foreign Currencies <ul style="list-style-type: none"> <li>▪ Journals, Intercompany</li> <li>▪ Budgets</li> <li>▪ Consolidation</li> <li>▪ Operating Units</li> <li>▪ Payment methods / Sources</li> <li>▪ Invoice entry / approvals</li> <li>▪ Taxes</li> <li>▪ Suppliers</li> <li>▪ 1099 process</li> <li>▪ Create accounting &amp; GL transfer run</li> </ul> </li> </ul> </li> <li>✓ Customizations, Interfaces, Reports Overview</li> <li>✓ Projects</li> <li>✓ Issue Log Review: Open Issues</li> <li>✓ Issue Log Review: Recurring Issues and Challenges</li> <li>✓ Identify Likes/Dislikes/Educational Needs</li> </ul>
<b>9:00 AM – 11:00 AM</b>	<p><u>Finance Session 3: Receivables, Cash Management</u> <u>Attendees:</u></p> <ul style="list-style-type: none"> <li>✓ Identify Primary Points of Contact</li> <li>✓ Setup/Process Documentation Overview (Process Flows) <ul style="list-style-type: none"> <li>▪ OU Details/functions</li> <li>▪ Sources / upload interfaces</li> <li>▪ Receipts (manual, lockbox, etc.)</li> <li>▪ Taxes</li> <li>▪ Bank Statements</li> <li>▪ Reconciliation</li> <li>▪ Bank Transfers</li> <li>▪ Cash Clearing</li> </ul> </li> <li>✓ Customizations, Interfaces, Reports Overview</li> <li>✓ Projects</li> </ul>

Once the knowledge transfer is completed, Emtec enters the transition phase, where we shadow any on-going relevant item to gain experience on custom flows and at the same time own all new requests as they are created. Emtec can also own all Oracle SRs with SCVW on copy to track progress. The purpose of this phase is to gradually take full ownership without impacting end users experience.

The last phase of the on boarding process is the cut over or steady state, where Emtec takes over all support items and formally starts tracking SLA and begin the reporting cadence. Below are the transition milestones with their typical timelines.

# Transition Milestones





### Support Team Structure

Emtec is pleased to re-introduce and augment the existing ClearCARE support team that is currently engaged directly with SCVW to support the scope of work outlined in this proposal. These individuals are expected to work on the majority of the tasks but will be supplemented with other team members based on skill, bandwidth, coverage, etc. as needed. We are proud of the industry experience, consulting, and technology skills these individuals possess and glad to propose them for this engagement.

While Emtec headquarters is located in Jacksonville, FL our resources work in a distributed global model. In the table below, we have provided the time zone each is located in.

Refer to” Supporting **Documents – Emtec Resumes**” for detailed resumes.

Employee	Title	Onshore / Offshore	Time Zone	Modules Supported
Karen Effner	Service Delivery Manager	Onshore	Central	Account Manager
Isabel Avila	Principal Consultant	Onshore	Central	SCM Cloud, Proc/INV SME
Gustavo Canalis	Principal Consultant	Onshore	Central	Fin Cloud, Projects SME
Oszel Tuliva	Principal Consultant	Onshore	Central	Fin Cloud, ERP Financials SME
Jacob Perez	Principal Consultant	Onshore	Central	Fin Cloud, SCM Cloud Generalist
Harshit Srivastava	Principal Consultant	Offshore	IST (India)	HCM Cloud, Core HR SME
Mahesh Sandiri	Principal Cons./backup	Offshore	IST (India)	Fin Cloud, Projects SME
Ranjit Nuthangi	Senior Cons./backup	Offshore	IST (India)	Fin Cloud, ERP Financials
Sharon Chao	Principal Developer	Onshore	Central	Advanced Report writing
Santosh Engilala	Senior Dev./backup	Offshore	IST (India)	Reports & Integrations
Todd Sullivan	Principal Consultant	Onshore	Central	PBCS – Advanced reporting

### 3. Service Level Agreement “SLA”

The SLA describes service level metrics applicable to Services and also identifies some respective obligations of the Parties necessary to achieve success in regard to the Services. Customer acknowledges that Emtec’s ability to comply with its obligations under the SOW, including maintenance of the service level metrics set forth in the SLA, is contingent upon Customer’s compliance with its obligations set forth in the SOW and the SLA.

#### Scope of SLA

Customer’s system architecture consists of numerous components (hardware, applications, internal or external networks, etc.) that require monitoring and maintenance. The service described in this SLA will cover only selected components as agreed upon by the parties. The SLA is applicable only to Environments and Services as identified in the SOW.

#### Third Party Providers

Customer may establish and manage separate SLAs with third parties to support those components not managed by Emtec (e.g., AT&T for telephone service for Customer’s own network or with PacBell for a T1 access); however, Customer’s third-party SLAs create no duty or obligation for Emtec.

#### Customer-Owned Software

Customer may purchase licenses and support for third party software products to be managed by Emtec. To the extent Customer elects to have Emtec manage such third-party software products, Emtec makes no warranties, whether express, implied, or statutory, nor any representations with respect to those third-party products. It is agreed that service level response requirements for issues found to be related to third party software defects are dictated by agreements made between Customer and the software providers and are, therefore, considered outside the control of Emtec, are not covered under this SLA, and create no duty or obligation for Emtec.

#### Service Request Process

Emtec serves as Customer’s contact point for operations requests, such as, but not limited to, obtaining technical assistance using the associated databases and applications. Emtec will also work in conjunction with the Customer’s software vendors to resolve software issues and will remain on call 24/7 to help Customer deal with any software vendor support centers on Critical issues.

In regard to providing Services and addressing any issues that arise in regard to the Services, Emtec utilizes a service request process by which Customer initiates a service request (“SR”) via entry of a ticket on Customer’s internal helpdesk system. Emtec then manages the SR to closure in accordance with a prescribed process. Customer may view and track the progress of Emtec’s resolution of the SR via the helpdesk system.

#### Contact Information

All SRs must be logged via the helpdesk system. For emergencies and critical assistance please contact the Project Manager via phone in addition to logging the service request.

*Emtec ClearCARE® helpdesk system: <https://clearcare.emtecinc.com>*

## SR Protocol

All requests for Services require a SR, and all SRs must be logged via the helpdesk system. The following protocol will apply to SR reporting, diagnosis, and resolution:

### Emtec's duties and obligations in regard to SRs are:

- Acknowledge receipt of the SR to Customer
- Clarify issue as necessary and assign the SR to the appropriate resource
- Record the initial Severity Level in accord with the Severity Level designations in the SLA
- Gather required information to determine the cause of the issue
- Adjust the Severity Level of the SR, as appropriate
- Determine potential resolution options
- In conjunction with Customer, choose the applicable resolution
- Endeavor to resolve the SR, communicating with Customer as necessary

### Customer's duties and obligations in regard to SRs are:

- Initiate the SR by creating a ticket in the helpdesk system
  - **If the SR is critical, then Customer must also contact Emtec Project Manager via phone**
- Maintain a point of contact for Customer's end users who is fully authorized to make decisions in regard to any SR issues
- Assign personnel to address functional issues raised by Customer's end users
- Ensure that Customer's IT Operations reports SRs in accordance with the SLA, including this protocol
- Report outages/service interruptions promptly when identified
- Provide notification within a commercially reasonable time in advance of any events that may impact Emtec's ability to meet the Service Level Metrics
- Submit each SR promptly after the occurrence of the incident that is the subject of the SR
- Identify an initial Severity Level at the time Customer logs the SR in the Web Portal
- Work with Emtec as necessary to facilitate the resolution of SRs
- For Severity Level 1 SRs, provide an operational contact that will be available to Emtec on a 24/7 basis while Emtec works towards closure of such SRs
- Assist in the development of user test scenarios/test cases
- Assist in user acceptance testing
- Develop and/or conduct user training
- Monitor End User desktop performance and connectivity issues

## Ticket Response Times

Once Emtec has received a ticket and validated the Severity Level assigned to the SR, Emtec will manage the response to the SR as follows:

Production Environments:

Severity Level	Initial Response Time	Status Updates To Customer*	Support** (hrs./days)	Target*** Resolution Time
Critical (Sev 1)	30 minutes	Every 2 hrs. or identified time frame	24/7	4-8 hours
High (Sev 2)	120 minutes	Once a day or identified time frame	16/5	8-24 hours
Medium (Sev 3)	240 minutes	Once every 2 days or identified time frame	16/5	2-10 business days
Low (Sev 4)	Next Business Day	Weekly or Identified Time Frame	16/5	n/a

\* All status updates will be communicated through the helpdesk system

\*\* Support is provided over two shifts (US and India) during weekdays

\*\*\* Emtec will only target resolution if the issue is non-product dependent.

### Ticket Escalation Process

In the event a resolution for the SR cannot be identified within the defined reasonable time frames, the SR will be escalated to the following Emtec management designees for ownership of the SR after expiration of the time periods shown in the following schedule:

Severity Level	Project Manager	Delivery Director
Critical	Immediately	4 hours
High	4 hours	2 business days
Medium	1 business day	5 business days
Low	Weekly	2 weeks

\* All time periods run from time at which Emtec receives initial SR

Tickets will remain open until the issue has been resolved. Once the issue has been resolved, Emtec will request authorization from Customer to close the SR. Upon Customer authorization, Emtec will close the SR. If Emtec does not hear from Customer within five (“5”) business days after delivery of the request for authorization to close the SR, the solution achieved by Emtec will be deemed accepted and the SR will be closed. Customer reserves the right to reopen the SR if the issue occurs again after a solution was provided.

### Severity Levels

The severity level of each SR is determined jointly by Emtec and Customer based on the impact details provided by provided by Customer to Emtec, including but not limited to Customer’s initial Severity Level designation at the time Customer logs a ticket to create the SR.

### Severity Level Definitions

The following table describes the levels of severity that may be assigned to an SR:

Severity Level	Priority	Environment	Description
Critical	1	Production	<p><u>Business Critical</u></p> <p>A Critical SR (incident) is defined as a problem/product defect that causes complete loss of service of Customer’s production environment such that work cannot reasonably continue.</p> <p>A Critical SR issue has one or more of the following characteristics:</p> <ul style="list-style-type: none"> <li>• Users cannot access the system.</li> <li>• Process hangs indefinitely or there is severe performance degradation, causing unreasonable waits for resources or response.</li> <li>• System crashes repeatedly.</li> <li>• Critical functionality is not available. The application cannot continue because, for example, a vital feature is inoperable, and data cannot be secured or backed up.</li> </ul> <p>**All Critical SRs made by Customer must be logged via the helpdesk system and also communicated directly by Customer to Emtec via phone.</p>

Severity Level	Priority	Environment	Description
High	2	Production	<p><u>Significant Business Impact</u></p> <p>A High Severity SR (incident) applies when processing can proceed, but performance is significantly reduced, or operation of the system is considered severely limited.</p> <p>A High Severity defect has one or more of the following characteristics:</p> <ul style="list-style-type: none"> <li>• Internal software error causes the system to fail, but restart or recovery is possible.</li> <li>• Performance is degraded.</li> <li>• Some important functionality is unavailable, yet the system can continue to operate in a restricted fashion.</li> </ul> <p>All High Severity SRs made by Customer must be logged via the helpdesk system</p>
Medium	3	Production	<p><u>Minimal Business Impact</u></p> <p>A Medium Severity SR (incident) applies to a problem/product defect that causes minimal loss of service. The impact of the problem/product defect is minor or inconvenient, such as a manual bypass to restore product functionality.</p> <p>A Medium Severity defect has one or more of the following characteristics:</p> <ul style="list-style-type: none"> <li>• A software error for which there is a Customer acceptable workaround.</li> <li>• Minimal performance degradation.</li> <li>• Software error requiring manual editing of configuration or script files around a problem.</li> </ul> <p>Medium Severity SRs made by Customer must be logged via the helpdesk system</p>

Severity Level	Priority	Environment	Description
Low	4	Production	<p>A Low Severity SR (“non-incident”) applies to a problem/product defect that causes no loss of service and in no way impedes use of the system.</p> <p>The impact of the problem/product defect has one or more of the following characteristics:</p> <ul style="list-style-type: none"> <li>• A software enhancement for which there is a Customer acceptable workaround.</li> <li>• Users asking, “how do I?” type questions.</li> <li>• Documentation error.</li> </ul> <p>Low Severity SRs made by Customer must be logged via the helpdesk system</p>

**Determination of Severity Levels**

An SR will have Severity and Priority assigned jointly between Emtec and Customer according to the following process:

**Initial Severity Level**

The user logging the issue will assign a suggested Severity Level at the time the ticket is originally logged. After review of the ticket, Emtec and Customer mutually determine and record an initial Severity Level for the SR.

**Adjustments of Severity Levels**

If, during the SR process, the issue no longer warrants the assigned Severity Level based on the current impact of the issue on Customer’s business operations within the Production Environment, then the Severity Level shall be adjusted to the Severity Level that most appropriately reflects the issue’s current impact. In requesting the SR be adjusted to a higher Severity Level, Customer must provide Emtec with sufficient information that demonstrates the increased impact of the issue on Customer’s business operations.

**Adherence to Severity Level Definitions**

The Parties shall work in good faith to develop a process to assure that the assignment and adjustment of any Severity Level designation is accurate based on the current impact on Customer’s business operations. Customer acknowledges that Emtec is not responsible for any failure to meet Service Level Metrics caused by Customer’s misuse or mis-assignment of Severity Level designations.

**Credit Process for SLA non-compliance**

In the event of hours disputes or SLA non-compliance, Emtec and customer will discuss the specific event and mutually agree to the remediation plan. That plan may include hours credit or invoice credit depending on the specific situation. Customer will raise event to the Emtec’s Service Delivery Manager for action.

### **Change Control Procedure**

The SLA is subject to modification at mutual agreement between Emtec and the Customer. Nonetheless, Emtec agrees that it will not materially reduce the service levels defined in this SLA during the term of the SOW. Any changes to an SLA or other terms herein will be addressed with a Change Order. A change management process will be followed whereby Emtec will provide documentation of the change to Customer with a minimum of thirty (30) days notice, including any impacts to Scope, calculations, or other terms of the SLA. In the event that a Change Order to the SLA results in a modification to the Fees for Services as defined in the SOW, a Change Order will be required for the SOW and require mutual agreement of the Parties.



### 3.0 Our Pricing

As requested in the RFP, Emtec is providing monthly contract costs for blocks of hours as follows: 100, 125, 150, 175 & 200. We welcome the opportunity to address any questions or concerns SCVW has about pricing and/or scope and make any appropriate adjustments to our price based on those deeper discussions. We encourage your questions.

Monthly Hours	Location	Pre-purchased hours	Rate	Monthly Fee
100	Onshore	50	\$180	\$12,600.00
	Offshore	50	\$72	
125	Onshore	75	\$180	\$17,100.00
	Offshore	50	\$72	
150	Onshore	75	\$180	\$18,900.00
	Offshore	75	\$72	
175	Onshore	100	\$180	\$23,400.00
	Offshore	75	\$72	
200	Onshore	100	\$180	\$25,200.00
	Offshore	100	\$72	

Emtec’s recommendation, based on our knowledge of the implementation and user community, is option #3, 150 monthly hours. For a total contract funding of **\$680,400** for the 3 year term.

Emtec’s contracts are flexible so that if SCVW should increase or decrease their hours allocation, they may do so with potential rates adjustments as listed in the rate card below.



## RATE CARD

### SUBSCRIPTION BLENDED

Monthly Minimum Hours	Disc. Hourly Rate	Overage Hourly Rate
20-79	\$160	\$165
80-99	\$155	\$160
100-299	\$150	\$155
300+	\$145	\$150

### SUBSCRIPTION ONSHORE

Monthly Minimum Hours	Disc. Hourly Rate	Overage Hourly Rate
20-79	\$180	\$185
80-99	\$175	\$180
100-299	\$170	\$175
300+	\$165	\$170

### SUBSCRIPTION OFFSHORE

Monthly Minimum Hours	Disc. Hourly Rate	Overage Hourly Rate
20-79	\$72	\$77
80-99	\$62	\$67
100-299	\$57	\$62
300+	\$52	\$57

As an alternate option, Emtec proposes the use of automated testing for all Oracle Cloud quarterly upgrades. The option available above is the use of manual testing only. In the manual testing option SCVW uses their subscription hours to have Emtec’s resources test manually on a quarterly basis.

In the option below, Emtec has prorated the implementation and execution costs of automated testing for the term of the contract. If SCVW uses this option, then Emtec’s recommendation for subscription hours would be option #1, 100 hours per month. This represents total contract funding of **\$545,652** for the 3 year term, a **savings of \$134,748** over the 3-year term.

Monthly Hours	Location	Pre-purchased hours	Rate	Monthly Fee
100	Onshore	50	\$180	\$15,157.00
	Offshore	50	\$72	
	n/a	Automated Testing Fixed Fee	\$2,557	
125	Onshore	75	\$180	\$19,657.00
	Offshore	50	\$72	
	n/a	Automated Testing Fixed Fee	\$2,557	
150	Onshore	75	\$180	\$21,457.00
	Offshore	75	\$72	
	n/a	Automated Testing Fixed Fee	\$2,557	
175	Onshore	100	\$180	\$25,957.00
	Offshore	75	\$72	
	n/a	Automated Testing Fixed Fee	\$2,557	
200	Onshore	100	\$180	\$27,757.00
	Offshore	100	\$72	
	n/a	Automated Testing Fixed Fee	\$2,557	

## 4.0 Supporting Documents

### Recent Projects

The projects listed are Oracle Cloud (Fusion) Managed Services projects signed in the last 12 months. Emtec has deep respect for our client’s privacy and we respectfully request that you do not reach out to our customers directly but rather allow us the opportunity to schedule the initial discussion.

Client	Industry	Fusion Modules
Central Contra Costa Sanitary District	Utilities	Fin, Proc, Inv, Projects, Payroll, Benefits, Core HR, Absences, Goals, EPM, Integrations, Reporting
Entregado Group	Utilities Infrastructure	Fin, Proc, Projects, OTL, Core HR, Integrations, Reporting
St. Peter’s Health	Healthcare	Fin, Proc, Inv, Projects, Core HR Integrations, Reporting
Store Capital	Financials	Financials, Projects, Core HR, Integrations, Reporting
Crowley Maritime	Logistics	Fin, Proc, Inv, Projects, Payroll, Benefits, Core HR, Absences, Goals, Integrations, Reporting
Fox River Reclamation Water Agency	Utilities	Fin, Proc, Projects, Core HR, Integrations, Reporting
Arkansas Heart Hospital	Healthcare	Fin, Proc, Inv, Core HR, EPM, Integrations, Reporting
Sta. Clarita Valley Water Agency	Utilities	Fin, Proc, Inv, Projects, Core HR, EPM, Integrations, Reporting

**Staffing Work Plan**

<b>Employee</b>	<b>Title</b>	<b>Onshore / Offshore</b>	<b>Time Zone</b>	<b>Modules Supported</b>
Karen Effner	Service Delivery Manager	Onshore	Central	Account Manager
Isabel Avila	Principal Consultant	Onshore	Central	SCM Cloud, Proc/INV SME
Gustavo Canalis	Principal Consultant	Onshore	Central	Fin Cloud, Projects SME
Oszel Tuliva	Principal Consultant	Onshore	Central	Fin Cloud, ERP Financials SME
Jacob Perez	Principal Consultant	Onshore	Central	Fin Cloud, SCM Cloud Generalist
Harshit Srivastava	Principal Consultant	Offshore	IST (India)	HCM Cloud, Core HR SME
Mahesh Sandiri	Principal Cons./backup	Offshore	IST (India)	Fin Cloud, Projects SME
Ranjit Nuthangi	Senior Cons./backup	Offshore	IST (India)	Fin Cloud, ERP Financials
Sharon Chao	Principal Developer	Onshore	Central	Advanced Report writing
Santosh Engilala	Senior Dev./backup	Offshore	IST (India)	Reports & Integrations
Todd Sullivan	Principal Consultant	Onshore	Central	PBCS – Advanced reporting

**Resumes**

Attachment 1 – Includes assigned resources resumes

**Certificate of Liability**

Attachment 2 – Includes insurance form

**No Addendum – Attachment 2**

Attachment 3 – Includes signed no Addendum form



## COMMITTEE MEMORANDUM

**DATE:** January 18, 2022  
**TO:** Finance and Administration Committee  
**FROM:** Rochelle Patterson *RP*  
Director of Finance and Administration  
**SUBJECT:** Recommend Approval of a Resolution Adopting a Revised Investment Policy

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### SUMMARY AND DISCUSSION

Pursuant to Government Code Section 53646, the California Legislature mandates that the Agency annually prepare and adopt an Investment Policy. The Agency last adopted its policy in February 2021 and applies to the entire entity of SCV Water.

General Counsel has advised that there are no legislative changes for 2022, but recommended modifications in a few sections to represent best practices.

### FINANCIAL CONSIDERATIONS

None.

### RECOMMENDATION

That the Finance and Administration Committee recommends that the Board of Directors approve the attached resolution adopting a revised Investment Policy.

RP

Attachments

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POLICIES, RULES AND REGULATIONS	
Title: <b>INVESTMENT POLICY</b>	
Approval Date: February 202 <del>21</del> <sup>24</sup>	Effective Date: February 202 <del>21</del> <sup>24</sup>
Approved By: Board of Directors	DMS #24625

**INVESTMENT POLICY**

1.0 POLICY

- 1.1 WHEREAS; the Legislature of the State of California has declared that the deposit and investment of public funds by local officials and local agencies is an issue of statewide concern; and
- 1.2 WHEREAS; the legislative body of a local agency may invest surplus monies not required for the immediate necessities of the local agency in accordance with the provisions of California Government Code Sections 53601 et seq.; and
- 1.3 WHEREAS; the Treasurer of the Santa Clarita Valley Water Agency (“Agency”), acting under the direction and authority of the Finance Committee of the Agency, shall annually prepare and submit a statement of investment policy and such policy, and any changes thereto, shall be considered by the Board of Directors at a public meeting;
- 1.4 NOW THEREFORE, it shall be the policy of the Agency to invest funds in a manner, which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the Agency and conforming to all statutes governing the investment of Agency funds.

2.0 SCOPE

This investment policy applies to all financial assets of the Agency. These funds are accounted for in the annual Agency audit. The Agency pools all cash for investment purposes. This policy is applicable, but not limited to all funds listed below:

- General/Operating Fund - 101
- Special Revenue Funds
  - a) One Percent Property Tax Fund - 101
  - b) Facility Capacity Fee Fund - 202
  - c) State Water Project Fund - 204
- Capital Project Fund
- Debt Service Fund
- Reserve Funds
- Enterprise Fund
- Grant Funds
- Blended Component Units



<b>POLICIES, RULES AND REGULATIONS</b>	
Title: <b>INVESTMENT POLICY</b>	
Approval Date: February 202 <del>2</del> <sup>4</sup>	Effective Date: February 202 <del>2</del> <sup>4</sup>
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- [a\) Devil’s Den Water District – 970](#)
- [b\) Upper Santa Clara Valley JPA – 975](#)
- [c\) SCV Groundwater Sustainability Agency - 980](#)

**3.0 PRUDENCE; RESPONSIBILITY**

- 3.1 **Prudence:** Investments shall be made with judgment and care, under circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the Agency, which persons of prudence, discretion and intelligence exercise in the management of their own affairs; not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived. The standard of prudence to be used by investment officials shall be the "prudent investor" standard (California Government Code 53600.3) and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.
- 3.2 **Responsibility:** The Treasurer and other individuals assigned to manage the investment portfolio, acting with the intent and scope of this investment policy while exercising due diligence, shall be relieved of personal responsibility for the credit risk and market price risk for securities held in the investment portfolio, provided deviations from expectations are reported in a timely manner and appropriate action is taken to control adverse developments.

**4.0 OBJECTIVES**

- When investing, reinvesting, purchasing, acquiring, exchanging, selling and managing public funds, the primary objectives, in priority order, of the investment activities shall be:
- 4.1 **Safety:** Safety of principal is the foremost objective of the investment program. Investments of the Agency shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, diversification is required in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.
  - 4.2 **Liquidity:** The investment portfolio will remain sufficiently liquid to enable the Agency to meet all operating requirements and budgeted expenditures. Investments will be undertaken with the expectation that unplanned expenses will





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be incurred; therefore, portfolio liquidity will be created to cover reasonable contingency costs.

4.3 Return on Investments: The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and the cash flow characteristics of the portfolio. The goal is to maximize return while ensuring that safety and liquidity objectives are not compromised.

5.0 DELEGATION OF AUTHORITY

Authority to manage the investment program is derived from California Government Code 53600, et seq. Overall accountability and authority for implementation of this policy shall remain with the Board of Directors of the Agency and overseen by the Agency’s Finance Committee. The day-to-day responsibility for management and implementation of the investment program is hereby delegated to the Treasurer, who, where and when appropriate, shall establish written procedures for the operation of the investment program consistent with this investment policy. With this delegation the Treasurer is given the authority to utilize internal staff and outside investment managers to assist in the investment program. The Treasurer shall use care to assure that those assigned responsibility to assist in the management of the Agency’s portfolio do so in accordance with this policy. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Treasurer. The Treasurer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials. Under the provisions of California Government Code 53600.3, the Treasurer is a trustee and a fiduciary subject to the prudent investor standard.

6.0 ETHICS AND CONFLICTS OF INTEREST

The Treasurer and officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Officials and staff members involved with the investment function shall disclose to the Board of Directors any personal financial interest with a financial institution, broker or investment issuer conducting business with the Agency. Officials and staff members shall further disclose to the Board of Directors any personal financial interest in any entity related to the investment performance of the Agency’s portfolio.

7.0 AUTHORIZED FINANCIAL INSTITUTIONS AND DEALERS

The Treasurer will maintain a list of financial institutions, selected on the basis of credit worthiness, financial strength, experience and minimal capitalization authorized to provide investment services. In addition, a list will also be maintained of approved



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security broker/dealers selected by credit worthiness who are authorized to provide investment and financial advisory services in the State of California. No public deposit shall be made except in a qualified public depository as established by state laws.

For brokers/dealers of government securities and other investments, the Treasurer shall select only broker/dealers who are licensed and in good standing with the California Department of Securities, the Securities and Exchange Commission, the National Association of Securities Dealers or other applicable self-regulatory organizations.

Before engaging in investment transactions with a broker/dealer, the Treasurer shall have received from said firm a signed Certification Form. This form shall attest that the individual responsible for the Agency’s account with that firm has reviewed the Agency’s Investment Policy and that the firm understands the policy and intends to present investment recommendations and transactions to the Agency that are appropriate under the terms and conditions of the Investment Policy.

The Agency is a local agency authorized to invest surplus monies in the Local Agency Investment Fund (LAIF). LAIF is a special trust fund in the custody of the State Treasurer and the Local Investment Advisory Board created under Government Code Section 16429.2, which advises the State Treasurer on the investment and reinvestment of LAIF deposits. Each local agency with LAIF deposits has a separate account within LAIF, but the total deposits in LAIF are managed as a pooled investment account. The securities eligible for LAIF investments are statutorily specified in Government Code Section 16430 and are more conservative than those investments permitted under Government Code Section 53601, which governs the management of invested surplus monies by local agencies. Accordingly, the Treasurer need not be concerned with the qualifications of those financial institutions and broker/dealers with whom LAIF transacts business.

**8.0 PORTFOLIO MATURITY LIMITS**

The maximum maturity for any single investment in the portfolio shall not exceed five years. The maximum weighted average maturity for the investment portfolio shall not exceed three years.

When a security has a mandatory put date, the put date should be used when calculating weighted average portfolio maturity. When a security has an optional put date, the optional put date should be used when calculating weighted average portfolio maturity so long as the put is at the discretion of the Agency and the put price is equal to or greater than the market value for the security. (A put is a contract that gives its holder the right to sell an underlying security, commodity, or currency before a certain date for a predetermined price.)



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9.0 AUTHORIZED AND SUITABLE INVESTMENTS

The Agency is empowered by California Government Code 53601 et seq. to invest in the following:

- 9.1 Bonds issued by the Agency.
- 9.2 United States Treasury Bills, Notes and Bonds.
- 9.3 Registered state warrants or treasury notes or bonds issued by the State of California.
- 9.4 Registered treasury notes or bonds of any of the 49 United States in addition to California, including bonds payable solely out of revenues from 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.
- 9.5 Bonds, notes, warrants or other evidence of debt issued by a local agency within the State of California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the local agency, or by a department, board, agency, or authority of the local agency; and also including pooled investment accounts sponsored by the State of California, County Treasurers, other local agencies or Joint Powers Agencies. The LAIF is an approved pooled investment account.
- 9.6 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.
- 9.7 Bankers' acceptances otherwise known as bills of exchange or time drafts that are drawn on and accepted by a commercial bank. Purchases of bankers' acceptances may not exceed 180 days' maturity or 40% of the Agency's money that may be invested pursuant to this policy. However, no more than 30% of the Agency's money can be invested in the bankers' acceptances of any single commercial bank.
- 9.8 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 either be:



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9.8.1 organized and operating within the United States as a general corporation, shall have total assets in excess of Five Hundred Million Dollars (\$500,000,000), and shall issue debt, other than commercial paper, if any, that is rated in a rating category of “A” or its equivalent or higher by a nationally-recognized statistical-rating organization; or

9.8.2 organized within the United States as a special-purpose corporation, trust, or limited liability company, have program-wide credit enhancements including, but not limited to, over collateralization, letters of credit, or surety bond, and 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 Agency shall invest no more than 25% of its money in eligible commercial paper; provided that if the Agency has \$100,000,000 or more of investment assets under management, the Agency may invest no more than 40% of its money in eligible commercial paper. The Agency shall invest no more than 10% of its total investment assets in the commercial paper and medium-term notes of any single issuer.

9.9 (i) Negotiable certificates of deposit issued by a nationally or state-chartered bank, a savings association or a federal association (as defined by Section 5102 of the Financial Code), a state or federal credit union, or by a federal or state-licensed branch of a foreign bank. Purchases of negotiable certificates of deposit may not exceed 30% of the Agency’s money which may be invested pursuant to this policy. The Board of Directors and the Treasurer are prohibited from investing Agency funds, or funds in the Agency’s custody, in negotiable certificates of deposit issued by a state or federal credit union if a member of the Board of Directors, or any person with investment decision-making authority within the Agency also serves on the Board of Directors, or any committee appointed by the Board of Directors, or the credit committee or the supervisory committee of the state or federal credit union issuing the negotiable certificates of deposit.

(ii) Deposits at a commercial bank, savings bank, savings and loan association or credit union that uses a private sector entity that assists in the placement of such certificates of deposit, pursuant to Government Code Section 53601.8. Deposits shall be subject to Government Code Section 53638 and may not exceed 50% of the Agency’s money which may be invested pursuant to this policy.



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- 9.10 Repurchase/Reverse Repurchase Agreements of any securities authorized by Section 53061. The market value of securities that underlay a repurchase agreement shall be valued at ~~one hundred two percent (102%)~~ or greater of the funds borrowed against those securities, and are subject to the special limits and conditions of California Government Code 53601(j).
- 9.11 Medium term notes, defined as all corporate and depository institution debt securities with a maximum remaining maturity of 5 years or less, issued by corporations organized and operating with the United States or by depository institutions licensed by the United States or any state and operating within the United States. Notes eligible for investment under this subdivision shall be rated in a rating category of "A" or its equivalent or better by a nationally recognized rating service. Purchases of medium-term notes shall not include other instruments authorized by this policy and shall not exceed 30% of the Agency's money which may be invested pursuant to this policy. The Agency may invest no more than 10% of its total investment assets in the commercial paper and the medium-term notes of any single issuer.
- 9.12 Shares of beneficial interest issued by diversified management companies (mutual funds) investing in the securities and obligations authorized by this policy, and shares in money market mutual funds, subject to the restrictions of California Government Code Section 53601(l). The purchase price of investments under this subdivision shall not exceed 20% of the Agency's investments under this policy. However, no more than 10% of the Agency's money may be invested in any one mutual fund.
- 9.13 Moneys held by a trustee or fiscal agent and pledged to the payment or security of bonds or other indebtedness, or obligations under a lease, installment sale, or other agreement of a local agency, or certificates of participation in those bonds, indebtedness, or lease installment sale, or other agreements, may be invested in accordance with the statutory provisions governing the issuance of those bonds, indebtedness, or lease installment sale, or other agreement, or to the extent not inconsistent therewith or if there are no specific statutory provisions, in accordance with the ordinance, resolution, indenture, or agreement of the local agency providing for the issuance.
- 9.14 Notes, bonds, or other obligations that are at all times secured by a valid first priority security interest in securities of the types listed by California Government Code Section 53651 as eligible securities for the purpose of securing local agency deposits having a market value at least equal to that required by



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California Government Code Section 53652 for the purpose of securing local agency deposits. The securities serving as collateral shall be placed by delivery or book entry into the custody of a trust company or the trust department of a bank which is not affiliated with the issuer of the secured obligation, and the security interest shall be perfected in accordance with the requirements of the Uniform Commercial Code or federal regulations applicable to the types of securities in which the security interest is granted.

- 9.15 ~~A mortgage passthrough security, collateralized mortgage obligation, mortgage-backed or other pay-through bond, equipment lease-backed certificate, consumer receivable passthrough certificate, or consumer receivable-backed bond of a maximum of five years' maturity. Securities eligible for investment under this subdivision shall be issued by an issuer having an "A" or higher rating for the issuer's debt as provided by a nationally recognized rating service and rated in a rating category of "AA" or its equivalent or better by a nationally recognized rating service. Purchase of securities authorized by this subdivision may not exceed 20% of the Agency's surplus moneys that may be invested pursuant to this policy.~~ Any mortgage pass-through security, collateralized mortgage obligation, mortgage-backed or other pay-through bond, equipment lease-backed certificate, consumer receivable pass-through certificate, or consumer receivable-backed bond of a maximum of five years maturity. Securities eligible for investment under this subdivision shall be issued by an issuer rated in a rating category of "A" or its equivalent or better for the issuer's debt as provided by a nationally recognized rating service and rated in a rating category of "AA" or its equivalent or better by a nationally recognized rating service. Purchase of securities authorized by this subdivision shall not exceed 20% of the Agency's money that may be invested pursuant to this policy.
- 9.16 Shares of beneficial interest issued by a joint powers authority organized pursuant to Section 6509.7 that invests in the securities and obligations authorized under Government Code Section 53601. Each share shall represent an equal proportional interest in the underlying pool of securities owned by the joint powers authority. To be eligible, the joint powers authority issuing the shares must have retained an investment advisor that is registered or exempt from registration with the Securities and Exchange Commission, have not less than five years of experience in investing in the securities and obligations authorized under Government Code Section 53601, and have assets under management in excess of five hundred million dollars (\$500,000,000).
- 9.17 Proposition 1A receivables sold pursuant to California Government Code Section 53999. A "Proposition 1A receivable" constitutes the right to payment of moneys



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due or to become due to a local agency, pursuant to clause (iii) of subparagraph (B) of paragraph (1) of subdivision (a) of Section 25.5 of Article XIII of the California Constitution and Section 100.06 of the Revenue and Taxation Code.

9.18 United States dollar denominated senior unsecured unsubordinated obligations issued or unconditionally guaranteed by the International Bank for Reconstruction and Development, International Finance Corporation, or Inter-American Development Bank, with a maximum remaining maturity of five years or less, and eligible for purchase and sale within the United States. Investments under this subdivision shall be rated in a rating category of “AA” or its equivalent or better by ~~an NRSRO~~ a nationally recognized rating service and shall not exceed 30 percent of the ~~a~~ Agency's moneys that may be invested pursuant to this ~~policy~~ section.

9.19 Deposits at a commercial bank, savings bank, savings and loan association or credit union that uses a private sector entity that assists in the placement of such certificates of deposit, pursuant to Government Code Section 53601.8. Deposits shall be subject to Government Code Section 53638 and may not exceed 50% of the District's money which may be invested pursuant to this policy.

~~9.1920~~ Any other investment security authorized under the provisions of California Government Code Sections 5922 and 53601.

~~Such investments shall be limited to securities that at the time of the investment have a term remaining to maturity of five years or less, or as otherwise provided in Government Code Section 53601.~~



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INVESTMENT TYPE	MAXIMUM MATURITY <sup>c</sup>	MAXIMUM SPECIFIED % OF PORTFOLIO <sup>d</sup>	MINIMUM QUALITY REQUIREMENTS	GOV'T CODE SECTIONS
Local Agency Bonds	5 years	None	None	53601(a)
U.S. Treasury Obligations	5 years	None	None	53601(b)
State Obligations—CA And Others	5 years	None	None	53601(c) 53601(d)
CA Local Agency Obligations	5 years	None	None	53601(e)
U.S Agency Obligations	5 years	None	None	53601(f)
Bankers' Acceptances	180 days	40% <sup>e</sup>	None	53601(g)
Commercial Paper—Non-Pooled Funds <sup>f</sup> (under \$100,000,000 of investments)	270 days or less	25% of the agency's money <sup>g</sup>	Highest letter and number rating by an NRSRO <sup>h</sup>	53601(h)(2)(c)
Commercial Paper—Non-Pooled Funds (min. \$100,000,000 of investments)	270 days or less	40% of the agency's money <sup>g</sup>	Highest letter and number rating by an NRSRO <sup>h</sup>	53601(h)(2)(c)
Commercial Paper—Pooled Funds <sup>i</sup>	270 days or less	40% of the agency's money <sup>g</sup>	Highest letter and number rating by an NRSRO <sup>h</sup>	53635(a)(1)
Negotiable Certificates of Deposit	5 years	30% <sup>j</sup>	None	53601(i)
Non-negotiable Certificates of Deposit	5 years	None	None	53630 et seq.
Placement Service Deposits	5 years	50% <sup>k</sup>	None	53601.8 and 53635.8
Placement Service Certificates of Deposit	5 years	50% <sup>k</sup>	None	53601.8 and 53635.8
Repurchase Agreements	1 year	None	None	53601(j)
Reverse Repurchase Agreements and Securities Lending Agreements	92 days <sup>l</sup>	20% of the base value of the portfolio	None <sup>m</sup>	53601(j)
Medium-Term Notes <sup>n</sup>	5 years or less	30%	"A" rating category or its equivalent or better	53601(k)
Mutual Funds And Money Market Mutual Funds	N/A	20%	Multiple <sup>o</sup>	53601(l) and 53601.6(b)
Collateralized Bank Deposits <sup>r</sup>	5 years	None	None	53630 et seq. and 53601(n)
Mortgage Pass-Through and Asset-Backed Securities	5 years or less	20%	"AA" rating category or its equivalent or better	53601(o)
County Pooled Investment Funds	N/A	None	None	27133
Joint Powers Authority Pool	N/A	None	Multiple <sup>s</sup>	53601(p)
Local Agency Investment Fund (LAIF)	N/A	None	None	16429.1
Voluntary Investment Program Fund <sup>t</sup>	N/A	None	None	16340





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~~The Agency shall not invest any funds covered by this Investment Policy in inverse floaters, range notes, interest-only strips derived from mortgage pools or any investment that may result in a zero interest accrual if held to maturity.~~

**10.0 PROHIBITED INVESTMENTS**

The following are prohibited:

10.1 Investment in futures and options.

10.2 Investment in inverse floaters, range notes, or mortgage derived interest-only strips. (Gov. Code §53601.6.)

10.3 Investment in any security that could result in a zero interest accrual if held to maturity. Under a provision sunseting on January 1, 2026, securities backed by the U.S. Government that could result in a zero- or negative-interest accrual if held to maturity are permitted. (Gov. Code §53601.6.)

10.4 Trading securities for the sole purpose of speculating on the future direction of interest rates.

10.5 Purchasing or selling securities on margin.

10.6 The use of reverse repurchase agreements as a form of leverage, securities lending or any other form of borrowing or leverage.

10.7 The purchase of foreign currency denominated securities.

**110.0 COLLATERALIZATION**

~~All certificates of deposit must be collateralized by United States Treasury Obligations. Collateral must be held by a third party trustee and valued on a monthly basis. The percentage of collateralizations on repurchase and reverse agreements will adhere to the amount required under California Government Code 53601(i)(2). The Agency shall require any depository to adhere to the collateralization requirements of Government Code section 53652.~~

**124.0 SAFEKEEPING AND CUSTODY**

All securities owned by the Agency, except collateral for repurchase agreements, will be held in safekeeping at a third party bank trust department that will act as agent for the Agency under terms of a custody agreement.

Securities used as collateral for repurchase agreements with a term of up to seven days can be safe kept by a third party bank trust department, or by the broker/dealer's



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safekeeping institution, acting as agent for the Agency under the terms of a custody agreement executed by the broker/dealer and the Agency and specifying the Agency's perfected ownership of the collateral.

Payment for all transactions will be conducted on a delivery-versus-payment (DVP) basis.

**132.0 LEVERAGING**

Investments may not be purchased on margin. Securities can be purchased on a "When Issued" basis only when a cash balance can be maintained to pay for the securities on the purchase settlement date.

**143.0 DIVERSIFICATION**

The Agency will diversify its investments by security type and institution. Assets shall be diversified to eliminate the risk of loss resulting from over concentration of assets in a specific maturity, a specific issuer or a specific class of securities.

Diversification strategies shall be reviewed and revised periodically. In establishing specific diversification strategies, the following general policies and constraints shall apply:

**143.1** Portfolio maturity dates shall be matched versus liabilities to avoid undue concentration in a specific maturity sector.

**143.2** Maturities selected shall provide for stability of income and liquidity.

**143.3** Disbursement and payroll dates shall be covered through maturities of investments, marketable United States Treasury bills or other cash equivalent instruments such as money market mutual funds.

**14.4** No more than 5% of the total portfolio may be deposited with or invested in securities issued by any single issuer unless except treasuries, agencies, Supranationals, and money market funds and otherwise specified in this policy.

**14.5** If a security owned by the Agency is downgraded to a level below the requirements of this policy, making the security ineligible for additional purchases, the following steps will be taken:

a. Any actions taken related to the downgrade by the investment manager will be communicated to the Treasurer in a timely manner.



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b. If a decision is made to retain the security, the credit situation will be monitored and reported to the Board of Directors.

14.6 Credit risk is the risk that a security or a portfolio will lose some or all its value due to a real or perceived change in the ability of the issuer to repay its debt. The Agency will mitigate credit risk by adopting diversification requirements, issuer limitations and downgrade language. The Agency may elect to sell a security prior to its maturity and record a capital gain or loss to manage the quality, liquidity or yield of the portfolio in response to market conditions or the Agency’s risk preferences.

**154.0 REPORTING**

The Treasurer shall submit to each member of the Board of Directors an investment report at least monthly. The report shall include a complete description of the portfolio, the type of investments, the issuers, maturity dates, par values and the current market values of each component of the portfolio, including funds managed for Agency by third party contracted managers. The report will also include the source of the portfolio valuation. For funds, which are placed in LAIF, FDIC-insured accounts and/or in a county investment pool, the foregoing report elements may be replaced by copies of the latest statements from such institutions. The report must also include a certification that (1) all investment actions executed since the last report have been made in full compliance with the Investment Policy and, (2) the Agency will meet its expenditure obligations for the next six months as required by Government Code Section 53646(b)(2) and (3), respectively. The Treasurer shall maintain a complete and timely record of all investment transactions.

**16.0 INTERNAL CONTROLS**

The Treasurer is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the entity are protected from loss, theft or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management.

Periodically, as deemed appropriate by the Agency and/or the Board of Directors, an independent analysis by an external auditor shall be conducted to review internal controls, account activity and compliance with policies and procedures.



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17.0 PORTFOLIO REVIEW AND PERFORMANCE EVALUATION:

The Treasurer shall periodically, but no less than quarterly, review the portfolio to identify investments that do not comply with this investment policy and establish protocols for reporting major and critical incidences of noncompliance to the Board of Directors.

The investment portfolio shall be designed to attain a market-average rate of return throughout budgetary and economic cycles, taking into account the Agency’s risk constraints, the cash flow characteristics of the portfolio, and state and local laws, ordinances or resolutions that restrict investments.

The Treasurer shall monitor and evaluate the portfolio’s performance relative to the chosen market benchmark(s), which will be included in the Treasurer’s quarterly report. The Treasurer shall select an appropriate, readily available index to use as a market benchmark.

185.0 INVESTMENT POLICY ADOPTION

The Investment Policy shall be adopted by resolution of the Agency. Moreover, the Policy shall be reviewed on an annual basis, and modifications must be approved by the Board of Directors.

*(Originally Adopted February 2018; Re-adopted January 2019; Revised February 2020, February 2021, February 2022)*

RESOLUTION NO. \_\_\_\_

**RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE SANTA CLARITA VALLEY WATER AGENCY  
ADOPTING A REVISED INVESTMENT POLICY**

1.0 POLICY

- 1.1 WHEREAS; the Legislature of the State of California has declared that the deposit and investment of public funds by local officials and local agencies is an issue of statewide concern; and
- 1.2 WHEREAS; the legislative body of a local agency may invest surplus monies not required for the immediate necessities of the local agency in accordance with the provisions of California Government Code Sections 53601 et seq.; and
- 1.3 WHEREAS; the Treasurer of the Santa Clarita Valley Water Agency (“Agency”), acting under the direction and authority of the Finance Committee of the Agency, shall annually prepare and submit a statement of investment policy and such policy, and any changes thereto, shall be considered by the Board of Directors at a public meeting;
- 1.4 NOW THEREFORE, it shall be the policy of the Agency to invest funds in a manner, which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the Agency and conforming to all statutes governing the investment of Agency funds.

2.0 SCOPE

This investment policy applies to all financial assets of the Agency. These funds are accounted for in the annual Agency audit. The Agency pools all cash for investment purposes. This policy is applicable, but not limited to all funds listed below:

General/Operating Fund - 101

Special Revenue Funds

- a) One Percent Property Tax Fund - 101
- b) Facility Capacity Fee Fund -202
- c) State Water Project Fund - 204

Capital Project Fund

Debt Service Fund

Reserve Funds

Enterprise Fund

Grant Funds

Blended Component Units

- a) Devil’s Den Water District – 970
- b) Upper Santa Clara Valley JPA – 975
- c) SCV Groundwater Sustainability Agency - 980

### 3.0 PRUDENCE; RESPONSIBILITY

- 3.1 Prudence: Investments shall be made with judgment and care, under circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the Agency, which persons of prudence, discretion and intelligence exercise in the management of their own affairs; not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived. The standard of prudence to be used by investment officials shall be the "prudent investor" standard (California Government Code 53600.3) and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.
- 3.2 Responsibility: The Treasurer and other individuals assigned to manage the investment portfolio, acting with the intent and scope of this investment policy while exercising due diligence, shall be relieved of personal responsibility for the credit risk and market price risk for securities held in the investment portfolio, provided deviations from expectations are reported in a timely manner and appropriate action is taken to control adverse developments.

### 4.0 OBJECTIVES

When investing, reinvesting, purchasing, acquiring, exchanging, selling and managing public funds, the primary objectives, in priority order, of the investment activities shall be:

- 4.1 Safety: Safety of principal is the foremost objective of the investment program. Investments of the Agency shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, diversification is required in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.
- 4.2 Liquidity: The investment portfolio will remain sufficiently liquid to enable the Agency to meet all operating requirements and budgeted expenditures. Investments will be undertaken with the expectation that unplanned expenses will be incurred; therefore, portfolio liquidity will be created to cover reasonable contingency costs.
- 4.3 Return on Investments: The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and the cash flow characteristics of the portfolio. The goal is to maximize return while ensuring that safety and liquidity objectives are not compromised.

### 5.0 DELEGATION OF AUTHORITY

Authority to manage the investment program is derived from California Government Code 53600, et seq. Overall accountability and authority for implementation of this policy shall remain with the Board of Directors of the Agency and overseen by the Agency's Finance Committee. The day-to-day responsibility for management and implementation

of the investment program is hereby delegated to the Treasurer, who, where and when appropriate, shall establish written procedures for the operation of the investment program consistent with this investment policy. With this delegation the Treasurer is given the authority to utilize internal staff and outside investment managers to assist in the investment program. The Treasurer shall use care to assure that those assigned responsibility to assist in the management of the Agency's portfolio do so in accordance with this policy. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Treasurer. The Treasurer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials. Under the provisions of California Government Code 53600.3, the Treasurer is a trustee and a fiduciary subject to the prudent investor standard.

6.0 ETHICS AND CONFLICTS OF INTEREST

The Treasurer and officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Officials and staff members involved with the investment function shall disclose to the Board of Directors any personal financial interest with a financial institution, broker or investment issuer conducting business with the Agency. Officials and staff members shall further disclose to the Board of Directors any personal financial interest in any entity related to the investment performance of the Agency's portfolio.

7.0 AUTHORIZED FINANCIAL INSTITUTIONS AND DEALERS

The Treasurer will maintain a list of financial institutions, selected on the basis of credit worthiness, financial strength, experience and minimal capitalization authorized to provide investment services. In addition, a list will also be maintained of approved security broker/dealers selected by credit worthiness who are authorized to provide investment and financial advisory services in the State of California. No public deposit shall be made except in a qualified public depository as established by state laws.

For brokers/dealers of government securities and other investments, the Treasurer shall select only broker/dealers who are licensed and in good standing with the California Department of Securities, the Securities and Exchange Commission, the National Association of Securities Dealers or other applicable self-regulatory organizations.

Before engaging in investment transactions with a broker/dealer, the Treasurer shall have received from said firm a signed Certification Form. This form shall attest that the individual responsible for the Agency's account with that firm has reviewed the Agency's Investment Policy and that the firm understands the policy and intends to present investment recommendations and transactions to the Agency that are appropriate under the terms and conditions of the Investment Policy.

The Agency is a local agency authorized to invest surplus monies in the Local Agency Investment Fund (LAIF). LAIF is a special trust fund in the custody of the State Treasurer and the Local Investment Advisory Board created under Government Code Section 16429.2, which advises the State Treasurer on the investment and reinvestment of LAIF deposits. Each local agency with LAIF deposits has a separate account within LAIF, but the total deposits in LAIF are managed as a pooled investment account. The

securities eligible for LAIF investments are statutorily specified in Government Code Section 16430 and are more conservative than those investments permitted under Government Code Section 53601, which governs the management of invested surplus monies by local agencies. Accordingly, the Treasurer need not be concerned with the qualifications of those financial institutions and broker/dealers with whom LAIF transacts business.

#### 8.0 PORTFOLIO MATURITY LIMITS

The maximum maturity for any single investment in the portfolio shall not exceed five years. The maximum weighted average maturity for the investment portfolio shall not exceed three years.

When a security has a mandatory put date, the put date should be used when calculating weighted average portfolio maturity. When a security has an optional put date, the optional put date should be used when calculating weighted average portfolio maturity so long as the put is at the discretion of the Agency and the put price is equal to or greater than the market value for the security. (A put is a contract that gives its holder the right to sell an underlying security, commodity, or currency before a certain date for a predetermined price.)

#### 9.0 AUTHORIZED AND SUITABLE INVESTMENTS

The Agency is empowered by California Government Code 53601 et seq. to invest in the following:

- 9.1 Bonds issued by the Agency.
- 9.2 United States Treasury Bills, Notes and Bonds.
- 9.3 Registered state warrants or treasury notes or bonds issued by the State of California.
- 9.4 Registered treasury notes or bonds of any of the 49 United States in addition to California, including bonds payable solely out of revenues from 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.
- 9.5 Bonds, notes, warrants or other evidence of debt issued by a local agency within the State of California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the local agency, or by a department, board, agency, or authority of the local agency; and also including pooled investment accounts sponsored by the State of California, County Treasurers, other local agencies or Joint Powers Agencies. The LAIF is an approved pooled investment account.
- 9.6 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.



- 9.7 Bankers' acceptances otherwise known as bills of exchange or time drafts that are drawn on and accepted by a commercial bank. Purchases of bankers' acceptances may not exceed 180 days' maturity or 40% of the Agency's money that may be invested pursuant to this policy. However, no more than 30% of the Agency's money can be invested in the bankers' acceptances of any single commercial bank.
- 9.8 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 either be:
- 9.8.1 organized and operating within the United States as a general corporation, shall have total assets in excess of Five Hundred Million Dollars (\$500,000,000), and shall issue debt, other than commercial paper, if any, that is rated in a rating category of "A" or its equivalent or higher by a nationally-recognized statistical-rating organization; or
- 9.8.2 organized within the United States as a special-purpose corporation, trust, or limited liability company, have program-wide credit enhancements including, but not limited to, over collateralization, letters of credit, or surety bond, and 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 Agency shall invest no more than 25% of its money in eligible commercial paper; provided that if the Agency has \$100,000,000 or more of investment assets under management, the Agency may invest no more than 40% of its money in eligible commercial paper. The Agency shall invest no more than 10% of its total investment assets in the commercial paper and medium-term notes of any single issuer.

- 9.9 (i) Negotiable certificates of deposit issued by a nationally or state-chartered bank, a savings association or a federal association (as defined by Section 5102 of the Financial Code), a state or federal credit union, or by a federal or state-licensed branch of a foreign bank. Purchases of negotiable certificates of deposit may not exceed 30% of the Agency's money which may be invested pursuant to this policy. The Board of Directors and the Treasurer are prohibited from investing Agency funds, or funds in the Agency's custody, in negotiable certificates of deposit issued by a state or federal credit union if a member of the Board of Directors, or any person with investment decision-making authority within the Agency also serves on the Board of Directors, or any committee appointed by the Board of Directors, or the credit committee or the supervisory committee of the state or federal credit union issuing the negotiable certificates of deposit.
- (ii) Deposits at a commercial bank, savings bank, savings and loan association or credit union that uses a private sector entity that assists in the placement of such

certificates of deposit, pursuant to Government Code Section 53601.8. Deposits shall be subject to Government Code Section 53638 and may not exceed 50% of the Agency's money which may be invested pursuant to this policy.

- 9.10 Repurchase/Reverse Repurchase Agreements of any securities authorized by Section 53061. The market value of securities that underlay a repurchase agreement shall be valued at 102% or greater of the funds borrowed against those securities, and are subject to the special limits and conditions of California Government Code 53601(j).
- 9.11 Medium term notes, defined as all corporate and depository institution debt securities with a maximum remaining maturity of 5 years or less, issued by corporations organized and operating with the United States or by depository institutions licensed by the United States or any state and operating within the United States. Notes eligible for investment under this subdivision shall be rated in a rating category of "A" or its equivalent or better by a nationally recognized rating service. Purchases of medium-term notes shall not include other instruments authorized by this policy and shall not exceed 30% of the Agency's money which may be invested pursuant to this policy. The Agency may invest no more than 10% of its total investment assets in the commercial paper and the medium-term notes of any single issuer.
- 9.12 Shares of beneficial interest issued by diversified management companies (mutual funds) investing in the securities and obligations authorized by this policy, and shares in money market mutual funds, subject to the restrictions of California Government Code Section 53601(l). The purchase price of investments under this subdivision shall not exceed 20% of the Agency's investments under this policy. However, no more than 10% of the Agency's money may be invested in any one mutual fund.
- 9.13 Moneys held by a trustee or fiscal agent and pledged to the payment or security of bonds or other indebtedness, or obligations under a lease, installment sale, or other agreement of a local agency, or certificates of participation in those bonds, indebtedness, or lease installment sale, or other agreements, may be invested in accordance with the statutory provisions governing the issuance of those bonds, indebtedness, or lease installment sale, or other agreement, or to the extent not inconsistent therewith or if there are no specific statutory provisions, in accordance with the ordinance, resolution, indenture, or agreement of the local agency providing for the issuance.
- 9.14 Notes, bonds, or other obligations that are at all times secured by a valid first priority security interest in securities of the types listed by California Government Code Section 53651 as eligible securities for the purpose of securing local agency deposits having a market value at least equal to that required by California Government Code Section 53652 for the purpose of securing local agency deposits. The securities serving as collateral shall be placed by delivery or book entry into the custody of a trust company or the trust department of a bank which is not affiliated with the issuer of the secured obligation, and the security interest shall be perfected in accordance with the requirements of the

Uniform Commercial Code or federal regulations applicable to the types of securities in which the security interest is granted.

- 9.15 A mortgage passthrough security, collateralized mortgage obligation, mortgage-backed or other pay-through bond, equipment lease-backed certificate, consumer receivable passthrough certificate, or consumer receivable-backed bond of a maximum of five years' maturity. Securities eligible for investment under this subdivision shall be issued by an issuer having an "A" or higher rating for the issuer's debt as provided by a nationally recognized rating service and rated in a rating category of "AA" or its equivalent or better by a nationally recognized rating service. Purchase of securities authorized by this subdivision may not exceed 20% of the Agency's surplus moneys that may be invested pursuant to this policy.
- 9.16 Shares of beneficial interest issued by a joint powers authority organized pursuant to Section 6509.7 that invests in the securities and obligations authorized under Government Code Section 53601. Each share shall represent an equal proportional interest in the underlying pool of securities owned by the joint powers authority. To be eligible, the joint powers authority issuing the shares must have retained an investment advisor that is registered or exempt from registration with the Securities and Exchange Commission, have not less than five years of experience in investing in the securities and obligations authorized under Government Code Section 53601, and have assets under management in excess of five hundred million dollars (\$500,000,000).
- 9.17 Proposition 1A receivables sold pursuant to California Government Code Section 53999. A "Proposition 1A receivable" constitutes the right to payment of moneys due or to become due to a local agency, pursuant to clause (iii) of subparagraph (B) of paragraph (1) of subdivision (a) of Section 25.5 of Article XIII of the California Constitution and Section 100.06 of the Revenue and Taxation Code.
- 9.18 United States dollar denominated senior unsecured unsubordinated obligations issued or unconditionally guaranteed by the International Bank for Reconstruction and Development, International Finance Corporation, or Inter-American Development Bank, with a maximum remaining maturity of five years or less, and eligible for purchase and sale within the United States. Investments under this subdivision shall be rated in a rating category of "AA" or its equivalent or better by a nationally recognized rating service and shall not exceed 30 percent of the Agency's moneys that may be invested pursuant to this policy.
- 9.19 Deposits at a commercial bank, savings bank, savings and loan association or credit union that uses a private sector entity that assists in the placement of such certificates of deposit, pursuant to Government Code Section 53601.8. Deposits shall be subject to Government Code Section 53638 and may not exceed 50% of the District's money which may be invested pursuant to this policy.
- 9.20 Any other investment security authorized under the provisions of California Government Code Sections 5922 and 53601.

INVESTMENT TYPE	MAXIMUM MATURITY <sup>c</sup>	MAXIMUM SPECIFIED % OF PORTFOLIO <sup>c</sup>	MINIMUM QUALITY REQUIREMENTS	GOV'T CODE SECTIONS
Local Agency Bonds	5 years	None	None	53601(a)
U.S. Treasury Obligations	5 years	None	None	53601(b)
State Obligations-- CA And Others	5 years	None	None	53601(c) 53601(d)
CA Local Agency Obligations	5 years	None	None	53601(e)
U.S Agency Obligations	5 years	None	None	53601(f)
Bankers' Acceptances	180 days	40% <sup>e</sup>	None	53601(g)
Commercial Paper--Non-Pooled Funds <sup>f</sup> (under \$100,000,000 of investments)	270 days or less	25% of the agency's money <sup>g</sup>	Highest letter and number rating by an NRSRO <sup>h</sup>	53601(h)(2)(c)
Commercial Paper--Non-Pooled Funds (min. \$100,000,000 of investments)	270 days or less	40% of the agency's money <sup>g</sup>	Highest letter and number rating by an NRSRO <sup>h</sup>	53601(h)(2)(c)
Commercial Paper-- Pooled Funds <sup>i</sup>	270 days or less	40% of the agency's money <sup>g</sup>	Highest letter and number rating by an NRSRO <sup>h</sup>	53635(a)(1)
Negotiable Certificates of Deposit	5 years	30% <sup>j</sup>	None	53601(i)
Non-negotiable Certificates of Deposit	5 years	None	None	53630 et seq.
Placement Service Deposits	5 years	50% <sup>k</sup>	None	53601.8 and 53635.8
Placement Service Certificates of Deposit	5 years	50% <sup>k</sup>	None	53601.8 and 53635.8
Repurchase Agreements	1 year	None	None	53601(j)
Reverse Repurchase Agreements and Securities Lending Agreements	92 days <sup>l</sup>	20% of the base value of the portfolio	None <sup>m</sup>	53601(j)
Medium-Term Notes <sup>n</sup>	5 years or less	30%	"A" rating category or its equivalent or better	53601(k)
Mutual Funds And Money Market Mutual Funds	N/A	20%	Multiple <sup>o</sup>	53601(l) and 53601.6(b)
Collateralized Bank Deposits <sup>p</sup>	5 years	None	None	53630 et seq. and 53601(n)
Mortgage Pass-Through and Asset-Backed Securities	5 years or less	20%	"AA" rating category or its equivalent or better	53601(o)
County Pooled Investment Funds	N/A	None	None	27133
Joint Powers Authority Pool	N/A	None	Multiple <sup>o</sup>	53601(p)
Local Agency Investment Fund (LAIF)	N/A	None	None	16429.1
Voluntary Investment Program Fund <sup>t</sup>	N/A	None	None	16340

## 10.0 PROHIBITED INVESTMENTS

The following are prohibited:

- 10.1 Investment in futures and options.
- 10.2 Investment in inverse floaters, range notes, or mortgage derived interest-only strips. (Gov. Code §53601.6.)
- 10.3 Investment in any security that could result in a zero interest accrual if held to maturity. Under a provision sunseting on January 1, 2026, securities backed by the U.S. Government that could result in a zero- or negative-interest accrual if held to maturity are permitted. (Gov. Code §53601.6.)
- 10.4 Trading securities for the sole purpose of speculating on the future direction of interest rates.
- 10.5 Purchasing or selling securities on margin.
- 10.6 The use of reverse repurchase agreements as a form of leverage, securities lending or any other form of borrowing or leverage.
- 10.7 The purchase of foreign currency denominated securities.

## 11.0 COLLATERALIZATION

The Agency shall require any depository to adhere to the collateralization requirements of Government Code section 53652.

## 12.0 SAFEKEEPING AND CUSTODY

All securities owned by the Agency, except collateral for repurchase agreements, will be held in safekeeping at a third party bank trust department that will act as agent for the Agency under terms of a custody agreement.

Securities used as collateral for repurchase agreements with a term of up to seven days can be safe kept by a third party bank trust department, or by the broker/dealer's safekeeping institution, acting as agent for the Agency under the terms of a custody agreement executed by the broker/dealer and the Agency and specifying the Agency's perfected ownership of the collateral.

Payment for all transactions will be conducted on a delivery-versus-payment (DVP) basis.

## 13.0 LEVERAGING

Investments may not be purchased on margin. Securities can be purchased on a "When Issued" basis only when a cash balance can be maintained to pay for the securities on the purchase settlement date.

#### 14.0 DIVERSIFICATION

The Agency will diversify its investments by security type and institution. Assets shall be diversified to eliminate the risk of loss resulting from over concentration of assets in a specific maturity, a specific issuer or a specific class of securities.

Diversification strategies shall be reviewed and revised periodically. In establishing specific diversification strategies, the following general policies and constraints shall apply:

- 14.1 Portfolio maturity dates shall be matched versus liabilities to avoid undue concentration in a specific maturity sector.
- 14.2 Maturities selected shall provide for stability of income and liquidity.
- 14.3 Disbursement and payroll dates shall be covered through maturities of investments, marketable United States Treasury bills or other cash equivalent instruments such as money market mutual funds.
- 14.4 No more than 5% of the total portfolio may be deposited with or invested in securities issued by any single issuer unless except treasuries, agencies, Supranationals, and money market funds and otherwise specified in this policy.
- 14.5 If a security owned by the Agency is downgraded to a level below the requirements of this policy, making the security ineligible for additional purchases, the following steps will be taken:
  - a. Any actions taken related to the downgrade by the investment manager will be communicated to the Treasurer in a timely manner.
  - b. If a decision is made to retain the security, the credit situation will be monitored and reported to the Board of Directors.
- 14.6 Credit risk is the risk that a security or a portfolio will lose some or all its value due to a real or perceived change in the ability of the issuer to repay its debt. The Agency will mitigate credit risk by adopting diversification requirements, issuer limitations and downgrade language. The Agency may elect to sell a security prior to its maturity and record a capital gain or loss to manage the quality, liquidity or yield of the portfolio in response to market conditions or the Agency's risk preferences.

#### 15.0 REPORTING

The Treasurer shall submit to each member of the Board of Directors an investment report at least monthly. The report shall include a complete description of the portfolio, the type of investments, the issuers, maturity dates, par values and the current market values of each component of the portfolio, including funds managed for Agency by third party contracted managers. The report will also include the source of the portfolio valuation. For funds, which are placed in LAIF, FDIC-insured accounts and/or in a county investment pool, the foregoing report elements may be replaced by copies of the latest statements from such institutions. The report must also include a certification that (1) all investment actions executed since the last report have been made in full

compliance with the Investment Policy and, (2) the Agency will meet its expenditure obligations for the next six months as required by Government Code Section 53646(b)(2) and (3), respectively. The Treasurer shall maintain a complete and timely record of all investment transactions.

16.0 INTERNAL CONTROLS

The Treasurer is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the entity are protected from loss, theft or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management.

Periodically, as deemed appropriate by the Agency and/or the Board of Directors, an independent analysis by an external auditor shall be conducted to review internal controls, account activity and compliance with policies and procedures.

17.0 PORTFOLIO REVIEW AND PERFORMANCE EVALUATION:

The Treasurer shall periodically, but no less than quarterly, review the portfolio to identify investments that do not comply with this investment policy and establish protocols for reporting major and critical incidences of noncompliance to the Board of Directors.

The investment portfolio shall be designed to attain a market-average rate of return throughout budgetary and economic cycles, taking into account the Agency's risk constraints, the cash flow characteristics of the portfolio, and state and local laws, ordinances or resolutions that restrict investments.

The Treasurer shall monitor and evaluate the portfolio's performance relative to the chosen market benchmark(s), which will be included in the Treasurer's quarterly report. The Treasurer shall select an appropriate, readily available index to use as a market benchmark.

18.0 INVESTMENT POLICY ADOPTION

The Investment Policy shall be adopted by resolution of the Agency. Moreover, the Policy shall be reviewed on an annual basis, and modifications must be approved by the Board of Directors.

*(Originally Adopted February 2018; Re-adopted January 2019; Revised February 2020, February 2021, February 2022)*

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# COMMITTEE MEMORANDUM

**DATE:** January 18, 2022

**TO:** Finance and Administration Committee

**FROM:** Rochelle Patterson *[Signature]*  
Director of Finance and Administration

**SUBJECT:** Recommend Receiving and Filing FY 2021/22 First Quarter Financial Report (July - September 2021)

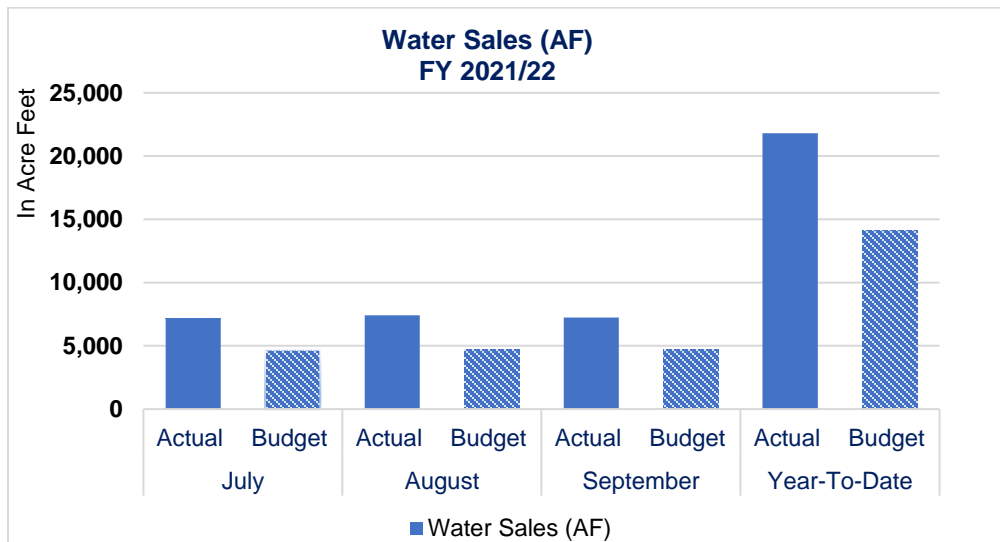
Below is the FY 2021/22 First Quarter Financial Summary (July – September 2021). This report reviews the financing activities for the quarter and compares the FY 2021/22 Budget to actual revenues and expenditures for the operating and capital budgets. Also attached is the September 2021 Monthly Financial Report.

### Quarterly Finance Highlights

- Implementation and enhancements continue within Oracle Cloud Fusion
- Transparency Debt Disclosures submitted CDIAC (California Debt and Investment Advisory Commission)
- Annual Comprehensive Financial Report was submitted to the Government Finance Officers Association for Excellence in Financial Reporting award consideration
- Wholesale Water Rates have been developed and will be presented to the Board of Directors in February

### Water Production and Sales

Total water produced for retail consumption from July – September 2021 was 22,874 acre-feet (AF). Comprised of 8,837 AF of groundwater and 14,036 AF of surface water. Total water sales were 21,801 AF, which is an increase of 54% from the budgeted projection of 14,115 AF.

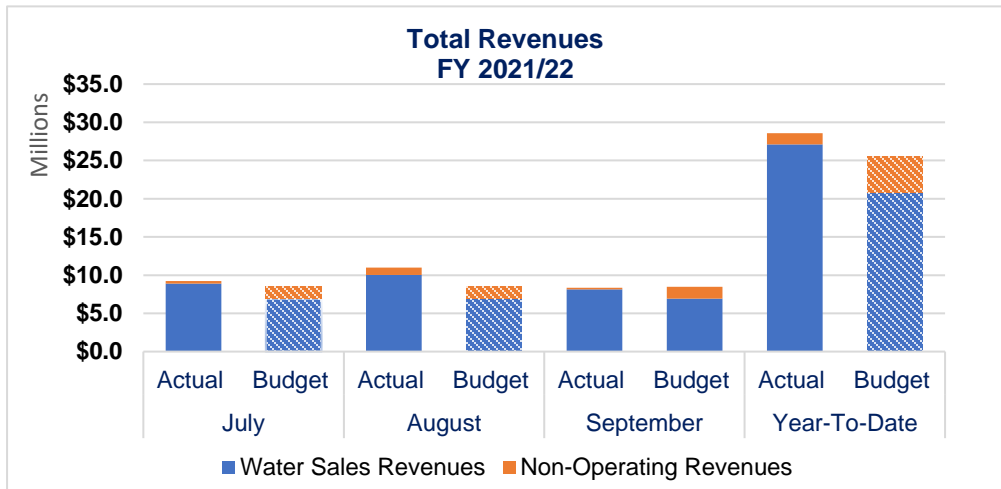


Total water sales increased primarily due to hot and dry temperatures during the summer months. Certain revenues and expenses are budgeted based on trend or expectation. Water sales revenues, chemicals and purchased power are budgeted based on a 10-year trend, a higher percentage of revenues are received in the summer months, then in the winter months. Revenues, such as Property Taxes are budgeted in specific months based on expectation of when taxes are due. A majority of taxes are received in November/December and March/April.

## Revenues

### Revenues

Overall, FY 2021/22 total revenues (operating and non-operating) of \$28,595,235 were 12% (\$3,126,644) over the budget of \$25,468,591.

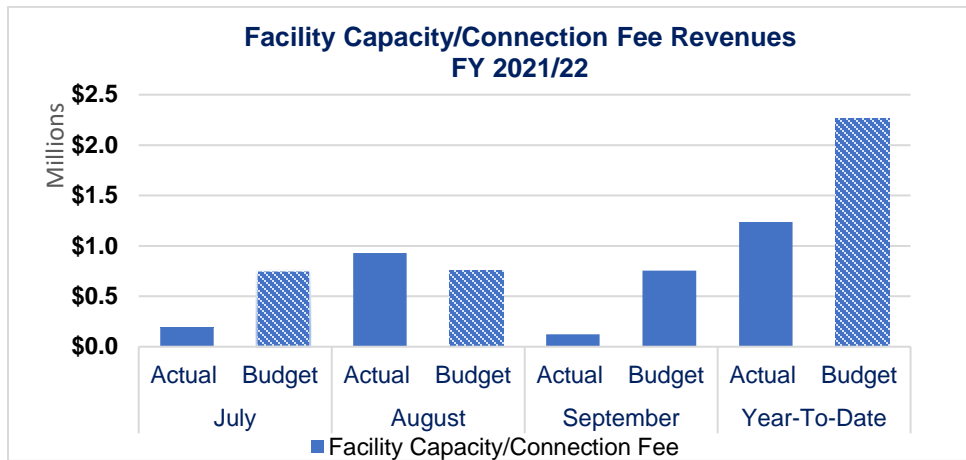


Significant changes from the budget are as follows:

- Water sales exceeded the budget by 31% (\$6,396,408) due to hot and dry temperatures, consistent with the increase in water production.
  - Residential water sales exceeded the budget by 41% (\$4,778,581)
  - Commercial water sales exceeded the budget by 51% (\$567,950)
  - Landscaping/Irrigation water sales exceeded the budget by 38% (\$1,631,313)
  - All Other water sales exceed the budget by 21% (\$59,627)
  - Total number of billing connections increased by 485, out of the 1,019 projected for the year.
- Property tax (1%) received was \$231 of \$0 budget. Property taxes are generally not received in the first quarter of the fiscal year.



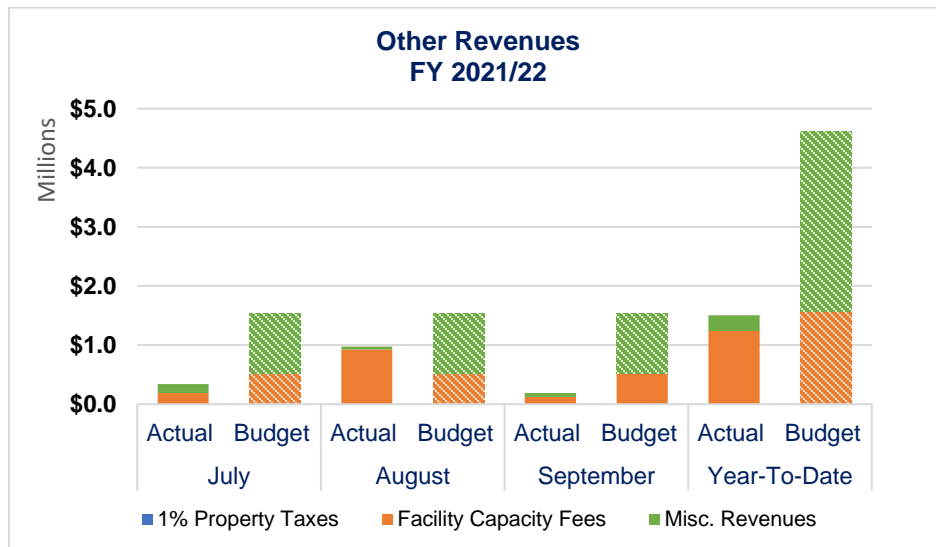
- Total Facility Capacity/Connection Fees received were \$1,238,206. Regional Facility Capacity Fees collected were \$1,231,538 and \$6,668 in Retail Connection Fees out of a budget of \$2,267,775.



Fees Received this Quarter

- \$783,104 - Lennar Homes (92 connections)
- \$212,800 - KB Homes (25 connections)
- \$100,241- Tri Pointe Homes (7 connections)
- \$ 57,880 - Richmond American Homes (9 connections)
- \$ 51,070 - Toll Brothers, Inc (10 connections)
- \$ 26,443 - Other Developers (3 connections)

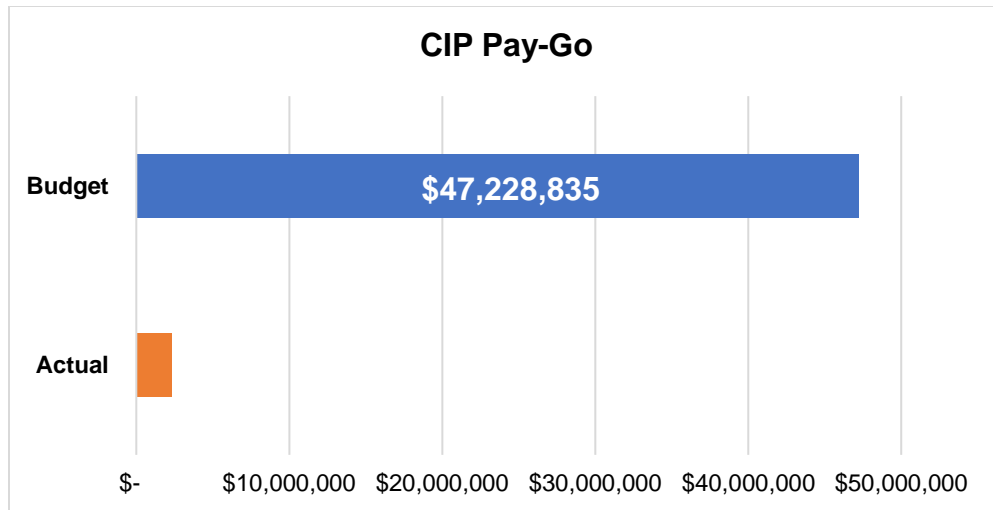
Other Miscellaneous revenues were \$263,937, approximately 9% of the budget of \$3,043,135, due to timing of grants and perchlorate reimbursements.



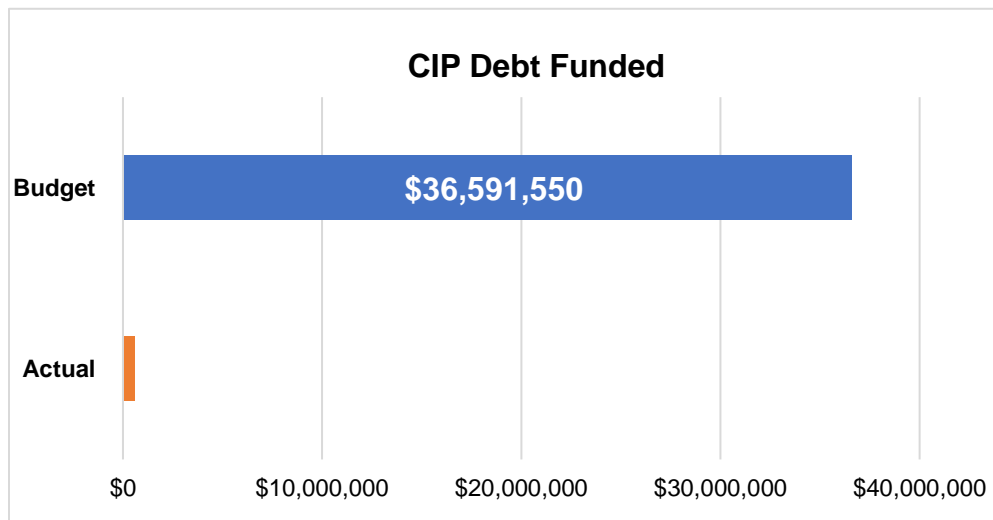
### Capital Improvement Program (Pay-go and Debt-Funded Projects)

In general, expenditures for CIP projects depend on bid timing and contract awards, coordination with other agencies, coordination with other projects, staffing levels and other such factors.

- The FY 2021/22 Pay-go Budget for Capital Improvement Program (CIP) expenditures was \$47,228,835. Of that amount 5% or \$2,340,367 funds have been expended.
- The FY 2021/22 Debt Funded Budget for CIP expenditures was \$36,591,550. Of that amount 1.6% or \$581,822 funds have been expended.

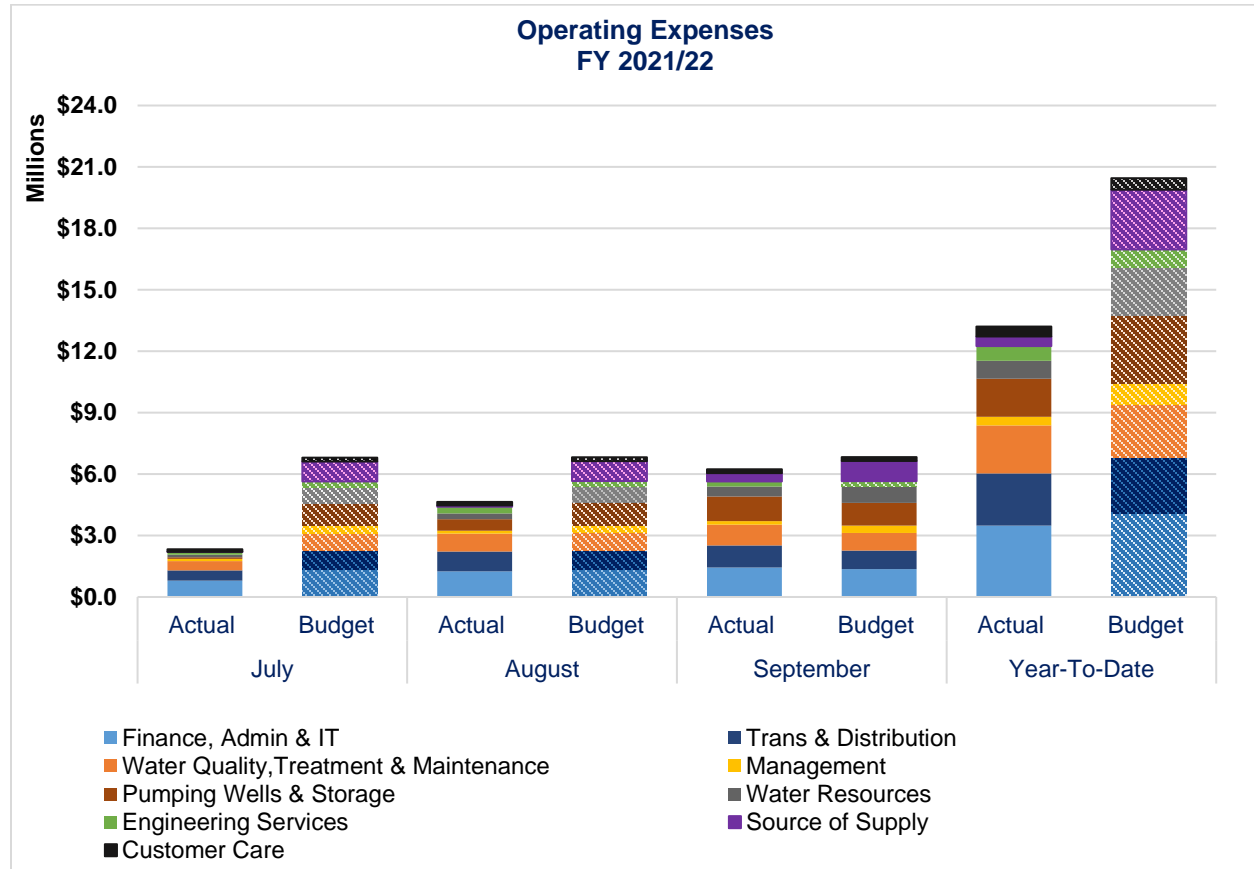


CIP project details are included at the end of this report.



## Operating Expenditures

FY 2021/22 Operating Expenditures of \$13,209,838 were underbudget by 35% (\$7,240,597) of the \$20,450,435 budget.



### Significant Activities

- Source of Supply – Additional water purchases through banking programs not yet recognized
- Water Resources - Conservation programs expected to ramp up in the next quarter
- Pumping, Wells and Storage – Timing of PFAS resin changeouts and SCE invoices

### **Debt Service**

In the 1<sup>st</sup> quarter of FY 2021/22, principal and interest payments were made on the Agency's debt in the amount of \$32,007,788 of which \$19,024,282 was for principal. The outstanding principal debt outstanding as of September 30, 2021 is \$293,161,970.

## Capital Improvement Projects: Pay-Go Project List

Capital Pay-Go Projects		FY 2021/22 Budget	FY 2021/22 Actual	%
1	Appurtenance Improvements - Agency-wide	\$410,000	\$1,958	0.5%
2	Booster Station/Turnout Improvements - Agency-wide	1,060,000	44,449	4.2%
3	Bridgeport Pocket Park	250,000	632	0.3%
4	BVRRB Storage and Recovery Program	2,797,506		0.0%
5	Capital Program/Facility Capacity Fees	50,000	8,480	17.0%
6	CIS Software Integration & Upgrade	1,350,000		0.0%
7	Deane Pump Station @ Sand Canyon Plaza	1,232,200		0.0%
8	Deane Pump Station @ Skyline Ranch*	900,000		0.0%
9	Deane SC-6 Pump Station	175,000		0.0%
10	Deane SC-6 Soledad Pipeline	200,000		0.0%
11	Deane Tank Site (Existing) Improvements	50,000		0.0%
12	Deane Tanks - One 1.5 MG Tank @ Sand Canyon Plaza	1,175,000		0.0%
13	Deane Tanks (Two 2.5 MG Tanks) @ Skyline Ranch	1,420,000	12,289	0.9%
14	Deane Zone Disinfection @ Skyline Ranch	250,000		0.0%
15	Debt Financing and Administration	15,000	9,590	63.9%
16	Devil's Den Property Solar Project	100,000	9,827	9.8%
17	Disinfection Projects - Agency-wide	1,010,000	39,100	3.9%
18	Dockweiler-Sierra Hwy Pipeline*	175,000		0.0%
19	Equipment and Vehicle Replacements	1,375,000	39,003	2.8%
20	ERP Software (Finance & Accounting)	1,037,229	777,208	74.9%
21	ESFP Access Road Automatic Gate	75,000		0.0%
22	ESFP Repair & Replacement	385,000	45,620	11.8%
23	ESFP Standby Generator	1,025,000		0.0%
24	ESFP Two 5 MG Tanks Improvements	1,595,000		0.0%
25	ESIPS Repair & Replacement	100,000		0.0%
26	Friendly Valley Booster Station (Crossroads)	75,000		0.0%
27	Friendly Valley Pipeline @ Via Princessa (Crossroads)	100,000		0.0%
28	Friendly Valley Tank (3.25 MG) @ Crossroads	100,000		0.0%
29	Golden Valley Pipeline @ Via Princessa (Crossroads)	100,000		0.0%
30	Golden Valley Tank (1.6 MG) @ Crossroads	100,000		0.0%
31	GSP Implementation (monitarng,data base, reporting)	50,000		0.0%
32	Honby Pipeline Bottleneck	100,000	50,817	50.8%
33	Invasive Species Management	250,000		0.0%
34	Lab Equipment	50,000		0.0%
35	Market Street Pump Station (Wiley Canyon)	50,000		0.0%
36	Market Street/Shadeland/Maple Street Pipeline (Wiley Cyn)	75,000		0.0%
37	Meter Replacements - Agency-wide	2,075,000	241,339	11.6%
38	Miscellaneous Large Tools and Equipment	35,000		0.0%
39	Office Furniture - General	30,000	11,767	39.2%
40	Office Improvements - Various	270,000		0.0%
41	Office Reconfiguration - Summit Circle	15,000		0.0%

## Capital Improvement Projects: Pay-Go Project List - continued

Capital Pay-Go Projects		FY 2021/22 Budget	FY 2021/22 Actual	%
42	Pipeline Inspection Facility Modifications	300,000	32,113	10.7%
43	Pipeline Relocations/Modifications	300,000	36,671	12.2%
44	Pipeline Repair & Replacement	25,000	819	3.3%
45	Pipelines & Pipeline Replacements - Agency-wide	4,800,000	83,400	1.7%
46	Placerita Tanks (Two 1.6 MG Tanks)	75,000		0.0%
47	Recycled Water Program Phase II, 2B - Vista Cyn Customer Conv	240,000		0.0%
48	Recycled Water Program Phase II, 2B - Vista Cyn Distribution	400,000	219,431	54.9%
49	Recycled Water Program Phase II, 2C - South End Distribution	327,450		0.0%
50	Recycled Water Program Phase II, 2D - West Ranch Cust Conv	607,500		0.0%
51	Recycled Water System Repair & Replacement	550,000		0.0%
52	Resiliency Water Master Plan	1,210,000	44,920	3.7%
53	RVIPS Repair & Replacement	115,000		0.0%
54	RVWTP Repair & Replacement	579,450	7,317	1.3%
55	RVWTP Underground Storage Tank Replmt	526,000	2,581	0.5%
56	Sand Canyon System Repair & Replacement	65,000		0.0%
57	Saugus 1 and 2 Wells Repair & Replacement	75,000	25,646	34.2%
58	Saugus 3 & 4 Replacement Wells	4,882,000	86,339	1.8%
59	SC-12 Warmuth Pipeline	50,000		0.0%
60	SCADA - Agency-wide	375,000	22,662	6.0%
61	SCVWA Integration	100,000		0.0%
62	Security Equipment Upgrades	15,000		0.0%
63	Stair/Ladder Safety Improvements	840,000		0.0%
64	System Hydraulic Model	100,000	7,803	7.8%
65	Tank 4 (1.5 MG Tank @Wiley Canyon)	75,000	7,547	10.1%
66	Tanks & Tank Facility Improvements - Agency-wide	970,000	15,310	1.6%
67	Technology Improvements and Replacements	2,832,500		0.0%
68	Treatment Plant & Laboratory Improvements	770,000		0.0%
69	Update Water Conservation and Education Garden	1,210,000	32,390	2.7%
70	V-9 Improvements	158,000	393	0.2%
71	Valencia Marketplace Pipeline Replacement	200,000	2,500	1.3%
72	Vista Cyn Bridge Piping at Soledad/Lost Canyon	300,000		0.0%
73	Video Surveillance Equipment	10,000		0.0%
74	Well 205 (Perchlorate)	510,000	4,071	0.8%
75	Well Q2 (Perchlorate)	300,000		0.0%
76	Wells & Well Facility Improvements	1,170,000	53,690	4.6%
77	WR-Summit Circle - Repair & Replacement	24,000		0.0%
78	Yuba Accord Water	455,000	362,682	79.7%
<b>Total CIP - Pay Go Projects</b>		<b>\$47,228,835</b>	<b>\$2,340,367</b>	<b>5.0%</b>

## Capital Improvement Projects: Debt Funded Project List

Debt Funded Capital Projects		FY 2021/22 Budget	FY 2021/22 Actual	%
1	Add'l Wells (T7, U4, U6)(includes S1&S2 Wells VOC Treatment)	\$1,000,000	\$3,627	0.4%
2	Castaic Conduit	180,000	541	0.3%
3	E Wells (E-14, E-15, E-16, E-17)	265,000	360	0.1%
4	ESFP Sludge Collection System	6,031,000	31,158	0.5%
5	Honby Parallel	135,000	2,058	1.5%
6	New Water Banking Program	100,000		0.0%
7	LARC Pipeline*	825,000	12,308	1.5%
8	Magic Mountain Pipeline No. 4	420,000	8,470	2.0%
9	Magic Mountain Pipeline No. 5	552,000	2,894	0.5%
10	Magic Mountain Pipeline No. 6	8,900,000	95,021	1.1%
11	Magic Mountain Reservoir	977,000		0.0%
12	Mitchell 5A Replacement	300,000		0.0%
13	Recycled Water Fill Station	78,000		0.0%
14	Recycled Water Program Phase II, 2A - Central Park	1,000		0.0%
15	Recycled Water Program Phase II, 2B - Vista Canyon Backbone	5,250,000	13,312	0.3%
16	Recycled Water Program Phase II, 2C - South End Backbone	557,550	879	0.2%
17	S Wells (S6, S7 and S8)	400,000	2,555	0.6%
18	Santa Clara and Honby Wells	6,065,000	1,593	0.0%
19	Sites Reservoir	750,000	3,225	0.4%
20	Valley Center Well	3,805,000	403,822	10.6%
<b>Total Debt Funded Capital Projects</b>		<b>\$36,591,550</b>	<b>\$581,822</b>	<b>1.6%</b>

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# Monthly Financial Report

**SEPTEMBER 2021**

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# Statement of Revenues and Expenses

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**SCV Water  
Statement of Revenues and Expenses  
For the 3rd Period Ending 9.30.21**

	(A)		(B)		(C)		(D)				
	Actual		Budget		Variance		Percent				
	Year-to-Date		Budget		Variance		Percent				
(1)	\$ 8,109,987	\$ 6,830,416	\$ 1,279,571	19% (a)	Water Sales			\$ 26,887,656	\$ 20,491,248	\$ 6,396,408	31%
(2)	7,852	5,699	2,152	38%	Water Sales - WWR			23,654	17,098	6,556	38%
(3)	46,333	34,037	12,296	36%	Water Sales - Recycled			162,350	102,111	60,239	59%
(4)	(5,835)	80,000	(85,835)	(107%) (b)	Misc Fees and Charges			19,200	240,000	(220,800)	(92%)
(5)	<u>\$ 8,158,337</u>	<u>\$ 6,950,152</u>	<u>\$ 1,208,184</u>	<u>17%</u>	<b>Total Operating Revenues</b>			<u>\$ 27,092,860</u>	<u>\$ 20,850,457</u>	<u>\$ 6,242,403</u>	<u>30%</u>
<b>Operating Revenues</b>											
(6)	\$ 170,375	\$ 353,695	\$ (183,319)	(52%) (c)	Management			\$ 430,591	\$ 1,061,084	\$ (630,493)	(59%)
(7)	1,431,567	1,359,307	72,260	5%	Finance, Admin & IT			3,486,763	4,077,921	(591,157)	(14%)
(8)	189,661	186,257	3,405	2%	Customer Care			488,618	558,770	(70,152)	(13%)
(9)	1,087,641	913,171	174,470	19% (d)	Trans & Distribution			2,551,282	2,739,514	(188,232)	(7%)
(10)	1,201,854	1,102,511	99,342	9%	Pumping Wells & Storage			1,854,286	3,307,534	(1,453,248)	(44%)
(11)	480,354	781,490	(301,137)	(39%) (e)	Water Resources			877,494	2,344,471	(1,466,977)	(63%)
(12)	400,412	973,418	(573,006)	(59%) (f)	Source of Supply			467,647	2,920,255	(2,452,608)	(84%)
(13)	1,015,857	861,584	154,273	18%	Water Quality, Treatment & Maintenance			2,332,694	2,565,846	(233,152)	(9%)
(14)	261,093	291,681	(30,588)	(10%)	Engineering Services			720,464	875,043	(154,579)	(18%)
(15)	<u>\$ 6,238,814</u>	<u>\$ 6,823,114</u>	<u>\$ (584,300)</u>	<u>(9%)</u>	<b>Total Operating Expenses</b>			<u>\$ 13,209,838</u>	<u>\$ 20,450,435</u>	<u>\$ (7,240,598)</u>	<u>(35%)</u>
(16)	\$ 1,919,522	\$ 127,039	\$ 1,792,484	1411%	<b>Net Operating Revenues (Expenses)</b>			\$ 13,883,023	\$ 400,022	\$ 13,483,001	3371%
<b>Non-Operating Revenues and (Expenses)</b>											
(17)	\$ 191,473	\$ 1,539,378	\$ (1,347,906)	(88%) (g)	Non-Operating Revenues <sup>1</sup>			\$ 1,502,374	\$ 4,618,135	\$ (3,115,761)	(67%)
(18)	(1,396,001)	(3,935,736)	2,539,735	(65%) (h)	Capital Improvement Projects - Pay Go			(2,340,367)	(11,807,209)	9,466,842	(80%)
(19)	-	-	-	0%	Debt Service			(32,007,788)	(29,707,904)	(2,299,885)	8%
(20)	<u>\$ (1,204,528)</u>	<u>\$ (2,396,358)</u>	<u>\$ 1,191,830</u>	<u>(50%)</u>	<b>Net Non-Operating Revenues and (Expenses)</b>			<u>\$ (32,845,781)</u>	<u>\$ (36,896,978)</u>	<u>\$ 4,051,197</u>	<u>(11%)</u>
(21)	\$ 714,994	\$ (2,269,319)	\$ 2,984,313	(132%)	<b>Increase (Decrease) in Net Position</b>			\$ (18,962,758)	\$ (36,496,956)	\$ 17,534,198	(48%)

(a) Overall consumption was higher than anticipated - mainly residential and irrigation customers due to hot/dry September temperatures

(b) Late Fees/Disconnects suspended due to COVID executive order

(c) Timing of legal expenses- budgeted evenly

(d) Higher emergency main line and service line repair expenses - budgeted evenly

(e) Sustainability Programs - ramping up program

(f) Firming Programs - started to ramp up in September and will continue in the upcoming months

(g) Non-Operating Revenues are lower due to timing of Grants and Reimbursement receipt of funds

(h) Timing of capital projects vary from month to month

<sup>1</sup> Non-Operating Revenues include: Grants & Reimbursements, 1% Property Tax, Cell Sites, FCF, Lab Revenues, Interest Income

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# Ten Largest Disbursements Check Register

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## SCV Water

### Ten Largest Disbursements

September 1, 2021 to September 30, 2021

No.	Payee	Description	Payment Date	Payment Amount
	Department of Water Resources	DWR Monthly Variable - JUL2021 Contract 160213	09-09-2021	1,215,765.00
<b>1</b>	<b>Department of Water Resources</b>			<b>1,215,765.00</b>
	So. California Edison Co.	Acct-1812 8/23/21	09-30-2021	126,372.53
		Acct-1812 8/23/21A		18,649.99
		Acct-2152 8/25/21		80.87
		Acct-2152 9/3/21		302,287.13
		Acct-2308 8/30/21		145,373.02
		Acct-4924 8/30/21		549,223.13
		Acct-9194 9/3/21		6,821.01
		Acct-9226 9-7-21		4,738.51
<b>2</b>	<b>So. California Edison Co.</b>			<b>1,153,546.19</b>
	Department of Water Resources	YUBA - 2021 Dry Year Purchase- Tier 3Inv 22-045-U	09-23-2021	362,682.00
<b>3</b>	<b>Department of Water Resources</b>			<b>362,682.00</b>
	Pacific Tank & Construction, Inc.	RW PH 2B Water Tanks on Cherry Willow	09-15-2021	241,168.91
<b>4</b>	<b>Pacific Tank &amp; Construction, Inc.</b>			<b>241,168.91</b>
	Emtec Consulting Services, LLC	Agreement A1920-007-21508, Financial Management System and Implementation Services, Implementation of Oracle Cloud ERP, HCM and EPM Software, Agreement Effective 6/8/20□	09-23-2021	160,222.50
<b>5</b>	<b>Emtec Consulting Services, LLC</b>			<b>160,222.50</b>
	Core & Main LP	2x17" mm octave	09-23-2021	66,189.33
		3 fh14 cf hydrant mtr		7,581.12
		3/4x1-1/2" mtr cplg		1,483.29
		1 no lead angle bmv		2,731.05
		parts- golden triangle		13,856.07
		6 blue epoxy ci gate		1,152.49
		parts- golden triangle		15,180.78
		parts- golden triangle		21,633.91
		rubber washer		98.56
		plate blind flange		1,143.77
<b>6</b>	<b>Core &amp; Main LP</b>			<b>131,050.37</b>
	Rick Franklin Construction, Inc.	Asphalt - Vista Ridge x Wiley Cyn.	09-17-2021	29,976.00
		Asphalt Repairs - 27075 Littlefield Dr., 27017 Benton Ct, 24161 Jacaranda Ln., 28130 Thorley Ct, 23790 Carl Ct, 27573 Falling Star Ln, 21325 Placerita Cyn Rd		13,880.00
		Asphalt - Dickerson Patches		4,982.00
		Asphalt - Dickason Patches		6,692.00
		Asphalt - Dickason Patches		6,622.00
		Asphalt Repairs - 22408 Cypress Pl., 22067 Caceras St., 25331 Via Artine, 28333 Alaminos Dr., 19703 Scarlet Meadow Dr		10,598.00
		Asphalt - Smyth Drive patches		6,067.00
		Asphalt - Smyth Drive patches		8,039.00
		Asphalt - Smyth Drive patches		7,339.00
		Asphalt repair - 24236 Cross Street		904.00
<b>7</b>	<b>Rick Franklin Construction, Inc.</b>			<b>95,099.00</b>
	Kennedy/Jenks Consultants, Inc.	Provide Engineering Support during construction on a time and material basis for the Steel Casing Extension for Existing SCV, Water 48 Inch Waterline at Vista Canyon Multi-Modal Center (Metrolink Station)	09-23-2021	1,125.00
		Kennedy Jenks - Professional Services to assist SCV Water w/ Staff Support - Skyline Ranch Construction Project S16-623 (1000104) - Work Authorization No. S16-817 E6		1,578.20
		Provide planning engineering services for the design of the Honby Tank Pipeline Bottleneck Project		42,206.00
		Provide Engineering Support during construction on a time and material basis for the Steel Casing Extension for Existing SCV, Water 48 Inch Waterline at Vista Canyon Multi-Modal Center (Metrolink Station)		475.00
		SCV Water Provide Engineering Services During Construction support for the site construction of the Valley Center Well PFAS Groundwater Treatment Improvements Project		38,192.50
		Phase 2B Recycled Water Tanks at Cherry Willow-Final Engineering for two 0.5 MG Recycled Water Tanks at Alternate Tank Site, Valid thru e		342.50
		Engineering Support during Construction, Vista Canyon Recycled Water PH 2B / Tanks at Cherry Willow, Engineering Support		6,380.00
		Kennedy Jenks - Vista Canyon Recycled Water Phase 2B/Tanks at Cherry Willow S16-702		4,437.50

## SCV Water

### Ten Largest Disbursements

September 1, 2021 to September 30, 2021

No.	Payee	Description	Payment Date	Payment Amount
8	<b>Kennedy/Jenks Consultants, Inc.</b>			<b>94,736.70</b>
	Association Of California Water Agencies Joint Power Insurance Authority	Workers Comp 4/1-6/30/21	09-01-2021	93,706.15
9	<b>Association Of California Water Agencies Joint Power Insurance Authority</b>			<b>93,706.15</b>
	X-Act Technology Solutions, Inc.	Z2, Backpacks, Memory Module, Zbook	09-01-2021	23,306.79
		Azure Usage-July 2021		15,249.01
		Azure Usage-August 2021		15,181.93
		Cloud Backup-August 2021		4,075.00
		IT Support Services-August 2021		24,300.00
		Managed Security-August 2021		11,200.00
10	<b>X-Act Technology Solutions, Inc.</b>			<b>93,312.73</b>
<b>Total</b>				<b>3,641,289.55</b>
<b>Total-All Checks Issued During September 2021</b>				<b>6,814,217.46</b>
<b>Largest Ten Supplier Payments as Compared to Total</b>				<b>53%</b>

# Director Stipends

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**DIRECTORS STIPENDS PAID IN OCTOBER 2021**  
**For the Month of September 2021**

Director Kathye Armitage

Date	Meeting	Amount
09/07/21	Regular Board Meeting	\$239.00
09/16/21	Public Outreach and Legislation Committee Meeting	\$239.00
09/21/21	Regular Board Meeting	\$239.00
09/22/21	CSDA A/SCV Chapter Formation Meeting	\$239.00
09/28/21	Adjourned Board Meeting	\$239.00
	<b>Stipend Total</b>	<b>\$1,195.00</b>
	<b>Total Paid Days</b>	<b>5</b>
	<b>Total Meetings</b>	<b>5</b>

Director Beth Braunstein

Date	Meeting	Amount
	No Stipends for the Month of September	
	<b>Stipend Total</b>	<b>\$0.00</b>
	<b>Total Paid Days</b>	<b>0</b>
	<b>Total Meetings</b>	<b>0</b>

Director William Cooper

Date	Meeting	Amount
09/02/21	Engineering and Operations Committee Meeting	\$239.00
09/07/21	Regular Board Meeting	\$239.00
09/08/21	Water Resources and Watershed Committee Meeting	\$239.00
09/17/21	SCVEDC 2021 Economic Outlook Program	\$239.00
09/20/21	ACWA Water Quality Committee Meeting	\$239.00
09/21/21	Regular Board Meeting	\$239.00
09/22/21	ACWA Region 8 Program	\$239.00
09/24/21	ACWA Board Meeting	\$239.00
09/27/21	Agenda Planning Meeting	\$239.00
09/28/21	Adjourned Board Meeting	\$239.00
	<b>Stipend Total</b>	<b>\$2,390.00</b>
	<b>Total Paid Days</b>	<b>10</b>
	<b>Total Meetings</b>	<b>10</b>

Director B. J. Atkins

Date	Meeting	Amount
09/07/21	Regular Board Meeting	\$239.00
09/08/21	Water Resources and Watershed Committee Meeting	\$239.00
09/21/21	Regular Board Meeting	\$239.00
09/22/21	ACWA Region 8 Program	\$239.00
09/28/21	Adjourned Board Meeting	\$239.00
	<b>Stipend Total</b>	<b>\$1,195.00</b>
	<b>Total Paid Days</b>	<b>5</b>
	<b>Total Meetings</b>	<b>5</b>

Director Ed Colley

Date	Meeting	Amount
09/07/21	Regular Board Meeting	\$239.00
09/08/21	Water Resources and Watershed Committee Meeting	\$239.00
09/20/21	Finance and Administration Committee Meeting	\$239.00
09/21/21	Regular Board Meeting	\$239.00
09/28/21	Adjourned Board Meeting	\$239.00
	<b>Stipend Total</b>	<b>\$1,195.00</b>
	<b>Total Paid Days</b>	<b>5</b>
	<b>Total Meetings</b>	<b>5</b>

Director Jeff Ford

Date	Meeting	Amount
09/02/21	Engineering and Operations Committee Meeting	\$239.00
09/07/21	Regular Board Meeting	\$239.00
09/08/21	Water Resources and Watershed Committee Meeting	\$239.00
09/21/21	Regular Board Meeting	\$239.00
09/28/21	Adjourned Board Meeting	\$239.00
	<b>Stipend Total</b>	<b>\$1,195.00</b>
	<b>Total Paid Days</b>	<b>5</b>
	<b>Total Meetings</b>	<b>5</b>

**DIRECTORS STIPENDS PAID IN OCTOBER 2021  
For the Month of September 2021**

Director Jerry Gladbach

Date	Meeting	Amount
09/07/21	Regular Board Meeting	\$239.00
09/08/21	Water Resources and Watershed Committee Meeting	\$239.00
09/10/21	NWRA Federal Affairs Committee Meeting	\$239.00
09/13/21	ACWA Business Development Committee Meeting	\$239.00
09/16/21	Public Outreach and Legislation Committee Meeting	\$239.00
09/21/21	Regular Board Meeting	\$239.00
09/22/21	ACWA Region 8 Program	\$239.00
09/27/21	Agenda Planning Meeting	\$239.00
09/28/21	Adjourned Board Meeting	\$239.00
	<b>Stipend Total</b>	<b>\$2,151.00</b>
	<b>Total Paid Days</b>	<b>9</b>
	<b>Total Meetings</b>	<b>9</b>

Director R. J. Kelly

Date	Meeting	Amount
09/07/21	Regular Board Meeting	\$239.00
09/16/21	Public Outreach and Legislation Committee Meeting	\$239.00
09/20/21	Finance and Administration Committee Meeting	\$239.00
09/21/21	Regular Board Meeting	\$239.00
09/28/21	Adjourned Board Meeting	\$239.00
	<b>Stipend Total</b>	<b>\$1,195.00</b>
	<b>Total Paid Days</b>	<b>5</b>
	<b>Total Meetings</b>	<b>5</b>

Director Gary Martin

Date	Meeting	Amount
09/02/21	Engineering and Operations Committee Meeting	\$239.00
09/07/21	Regular Board Meeting	\$239.00
09/08/21	UWI Board Meeting and Conference	\$239.00
09/09/21	UWI Conference	\$239.00
09/10/21	DCA Board Prep Meeting	\$239.00
09/16/21	DCA Board of Directors Meeting	\$239.00
09/17/21	SCVEDC 2021 Economic Outlook Program	\$239.00
09/20/21	Finance and Administration Committee Meeting	\$239.00
09/21/21	Regular Board Meeting	\$239.00
09/22/21	CSDA A/SCV Chapter Formation Meeting	\$0.00
09/27/21	Agenda Planning Meeting	\$239.00
09/28/21	Adjourned Board Meeting	\$0.00
	<b>Stipend Total</b>	<b>\$2,390.00</b>
	<b>Total Paid Days</b>	<b>10</b>
	<b>Total Meetings</b>	<b>12</b>

Director Dan Mortensen

Date	Meeting	Amount
09/07/21	Regular Board Meeting	\$239.00
09/17/21	SCVEDC 2021 Economic Outlook Program	\$239.00
09/20/21	Finance and Administration Committee Meeting	\$239.00
09/21/21	Regular Board Meeting	\$239.00
09/27/21	Agenda Planning Meeting	\$239.00
09/28/21	Adjourned Board Meeting	\$239.00
	<b>Stipend Total</b>	<b>\$1,434.00</b>
	<b>Total Paid Days</b>	<b>6</b>
	<b>Total Meetings</b>	<b>6</b>



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# Director Reimbursements

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**CA Govt. Code Section 53065.5**  
**List of Reimbursement for "Individual Charges" = \$100 or more**  
**Annual Disclosure for Fiscal Year 20/21**  
**DIRECTORS**

AP Transactions Updated as of: 9/30/21  
P-Card (VISA) Transactions Updated as of:

Date of Reimbursement	Recipient of Reimbursement	Reason for Reimbursement	Amount of Reimbursement
			-

**\*\* No Transactions Sept 2021\*\***

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# Investment Report

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**Santa Clarita Valley Water Agency**  
Cash and Investment Summary  
9/30/21

	Balance	Percent of Total	Average Remaining Life Days	Weighted Average Yield
<b><u>Agency Funds</u></b>				
Cash & Sweep Account	\$ 38,521,459	15.12%	-	0.100%
LAIF	74,889,277	29.41%	-	0.315%
LACPIF	67,682,646	26.57%	-	0.510%
US Bank Checking Account (1% Prop Tax)	30,000	0.01%	0	0.000%
Certificates of Deposit/Treasury Bills	6,973,230	2.74%	977	0.053%
State and Local Agencies	7,494,893	2.94%	150	2.691%
Federal Agencies	28,266,240	11.10%	818	0.325%
Total Agency	<u>223,857,745</u>			
<b><u>Capital Improvement Project Funds</u></b>				
Cash & Sweep Account	\$ 638,325	0.25%	-	0.100%
LAIF	30,222,122	11.86%	-	0.315%
Total CIP	<u>30,860,447</u>			
<b>Total Cash and Investment</b>	<u><u>\$ 254,718,192</u></u>	<u>100.00%</u>		0.398%

Restricted State Water Project Cash / Invest: 65,114,545 Included in totals above.

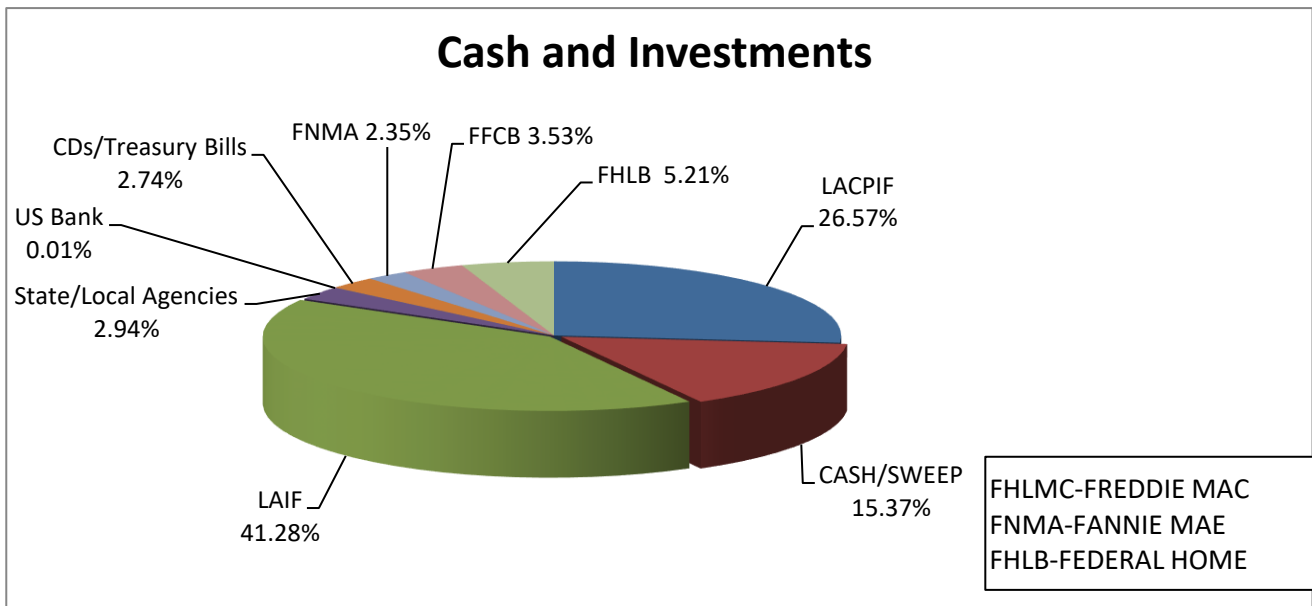
I certify that all investment actions executed since the last investment report have been made in full compliance with the Investment Policy as adopted by the Board of Directors, and that the Agency will meet its expenditure obligations for the next 6 months as required by Government Code Section 53646(b)(2) and (3), respectively.



Rochelle Patterson  
Treasurer/Director of Finance & Administration



Amy Aguer  
Controller



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# Credit Card Register

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**SCV Water  
Credit Card Charges  
Paid in July - Sept 2021**

<b>Payee</b>	<b>Amount</b>
<b>#29 LUCILLE'S - VALENCIA</b>	<b>64.47</b>
Supervisor Lunch	64.47
<b>1-800-FLOWERS.COM,INC.</b>	<b>93.04</b>
Sympathy Flowers for employee Crystal Burgess	93.04
<b>ACCURATE TRAILER HITCH &amp;</b>	<b>82.13</b>
Pin tail Hitch for trailer lift .	82.13
<b>ADOBE</b>	<b>79.99</b>
Publication	79.99
<b>ADOBE ACROPRO SUBS</b>	<b>8,853.68</b>
Adobe acrobat monthly.	2,633.45
Adobe pro DC licenses subscription - monthly	1,703.45
Annual Adobe License RP-Laptop	179.88
Monthly Adobe acrobat Pro DC licenses	1,703.45
Monthly Adobe Acrobat Pro licenses.	2,633.45
<b>ADOBE STOCK</b>	<b>319.96</b>
Digital Photo	79.99
Publication	79.99
publications	159.98
<b>AICPA *ORDER</b>	<b>285.00</b>
Annual AICPA Renewal	285.00
<b>ALBERTSONS #1360</b>	<b>400.73</b>
KARENS RETIREMENT GIFT CARDS	382.37
Vending Machine Supplies	18.36
<b>ALISO GARAGE PERF PARK</b>	<b>15.00</b>
Whittaker Mitigation - Parking	15.00
<b>AMAZON.COM 213EP50C1</b>	<b>64.59</b>
Office Supplies Pine Street	64.59
<b>AMAZON.COM 219CM26C0 AMZN</b>	<b>25.59</b>
A quantity of 3 of a total order of 30 - Heavy Duty 3 Ring Binders - AJ/MGT	25.59
<b>AMAZON.COM 2R2W48722</b>	<b>123.92</b>
Paper for ESS	123.92
<b>AMAZON.COM 2X0SW4NT0 AMZN</b>	<b>66.24</b>
office supply	66.24
<b>AMAZON.COM 2X48079K1</b>	<b>51.07</b>
Replace radio	51.07
<b>AMAZON.COM 2X4E09XR0 AMZN</b>	<b>255.90</b>
Avery Blue Binders - TB for AJ/MGT	255.90
<b>AMAZON.COM AMZN.COM/BILL</b>	<b>(48.60)</b>
Refund Office Supplies - Pine Street	(48.60)
<b>AMAZON.COM*292A47GB0 AMZN</b>	<b>123.92</b>
copier paper	123.92
<b>AMAZON.COM*2996I5540 AMZN</b>	<b>88.81</b>
coffee and adhesive	88.81
<b>AMAZON.COM*2D19V23P2 AMZN</b>	<b>23.16</b>

**SCV Water  
Credit Card Charges  
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Payee	Amount
Fittings for Vehicle Doors and Fenders	23.16
<b>AMAZON.COM*2D24G8R90 AMZN</b>	<b>16.71</b>
POTS phone for guard shack at Rio. Analog.	16.71
<b>AMAZON.COM*2D68K3MN1</b>	<b>64.59</b>
Office Supplies - Pine Street	64.59
<b>AMAZON.COM*2E3JC4ZH0 AMZN</b>	<b>64.59</b>
office supplies	64.59
<b>AMAZON.COM*2E7ND44X2 AMZN</b>	<b>21.89</b>
office supplies	21.89
<b>AMAZON.COM*2P3ER3YQ0 AMZN</b>	<b>97.20</b>
Office Supplies - Pine Street	97.20
<b>AMAZON.COM*2P6UL9BT1</b>	<b>122.40</b>
Supplies and materials	122.40
<b>AMAZON.COM*2P9A56VN0 AMZN</b>	<b>43.85</b>
Office Supplies - Pine Street	43.85
<b>AMB- CENTURY PLAZA TOWERS</b>	<b>15.00</b>
WB Mediation - Parking	15.00
<b>AMZN MKTP US</b>	<b>10,819.28</b>
500w power inverter/battery	457.39
Back up cameras fleet stock for installs	551.84
back up cameras for G.T dump trunks and 1 regional truck	684.30
Bags for Board/Committee Snacks	62.00
Charging cables and Chargers for I pads	64.39
Encrypted password protected external storage drives.	871.18
Hard hat neck protectors	128.49
Kleenex	71.54
LED Tube Frosted light bulbs	1,195.76
Light bulbs for Pine Street Warehouse - CA/B&G	908.88
Logitech keyboard and mouse combo and Logitech trackman trackball mouse	83.53
M&R Vehicles and Equipment:-Exhaust monitor	108.90
M&R: Vehicles and Equipment Battery Charger for V28 Prius	52.50
Manila file folders with fasteners - letter size, 50-pack.	17.51
Mono headsets for customer care dept.	2,163.59
notarize message flags	12.23
Notebooks and folders	165.16
office supplies	721.28
Office Supplies - Pine Street	279.37
Office Supplies -PPE Face Coverings	332.60
POTS analog phone for guard shack at Rio.	21.89
POTS analog phone for guard shack at Rio. Credit. Order was canceled.	(21.89)
Quarter coin wrappers for vending machine deposit	56.71
Refillable Journal Book - DC/FIN Dept	16.37
Squinchers for field staff	296.21
Supplies for Board and Committee meetings.	83.13

**SCV Water  
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Payee	Amount
tea, coffee, sweetener, pens, tablets, post-it flags, stir sticks, and banker boxes	672.60
Wall Mounted Body Thermometers -0 6 Total. (Split with Pine, RIO, Summit and Valencia Loc	761.82
<b>AMZN MKTP US 212D119R2</b>	<b>17.51</b>
office supplies	17.51
<b>AMZN MKTP US 219VS01M0</b>	<b>43.79</b>
office supplies	43.79
<b>AMZN MKTP US 2R5KS7YT0</b>	<b>101.92</b>
office stock	101.92
<b>AMZN MKTP US 2R6K43672</b>	<b>135.83</b>
Tri-Pod Stand for Tablet/Phone Mount, SanDisk USB Drive, MegaMount Rig Case Video Stabi	135.83
<b>AMZN MKTP US 2X0V82RJ2 AM</b>	<b>230.90</b>
Standing Desk, Electric - JM/ED	230.90
<b>AMZN MKTP US 2X10521T2</b>	<b>56.93</b>
Office Supplies - Pine Street Warehouse	56.93
<b>AMZN MKTP US 2X7A04M80</b>	<b>158.26</b>
Office Supplies - Pine Street Warehouse	158.26
<b>AMZN MKTP US 2X7QU7SU1</b>	<b>494.88</b>
SCD back up cameras	494.88
<b>APPLE.COM/BILL</b>	<b>29.98</b>
Jump app for Scott Jackson's Agency iPhone	29.98
<b>AQUA-FLO SUPPLY INC #3</b>	<b>396.43</b>
Small Parts for truck 57	346.04
Teflon, electrical tape, etc.	50.39
<b>ASSOCIATION OF CALIFORNI</b>	<b>200.00</b>
ACWA Webinar	50.00
Matt Dickens attendance at ACWA Webinar	50.00
Zooming Through California: Connecting ACWA Regions - Registration - 06/23-09/22/21 - Dir	100.00
<b>ATLAS COPCO COMPRESSORS L</b>	<b>170.11</b>
Water separator.	170.11
<b>AUDIBLE</b>	<b>(14.95)</b>
table	(14.95)
<b>AUDIBLE 2113J8NJ1</b>	<b>14.95</b>
Amazon accidentally charged. Item corrected and refund has been issued.	14.95
<b>AUTODESK ADY</b>	<b>50.00</b>
Autodesk Annual Renewal for ESS and Field. Phone App	50.00
<b>AUTOZONE #4135</b>	<b>15.64</b>
tire repair kit #n78	15.64
<b>AV EQUIPMENT</b>	<b>495.82</b>
2 Fire hoses.	254.04
disposable sun hat	18.07
Hoses, and straps	223.71
<b>AWWA.ORG</b>	<b>354.00</b>
Lead and Copper Rule Sampling Webinar – Water Quality Group	255.00
M55 PE PIPE - Design and Installation Guide for Inspectors	99.00

**SCV Water  
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<b>Payee</b>	<b>Amount</b>
<b>B&amp;H PHOTO 800-606-6969</b>	<b>932.83</b>
Encrypted external backup drives for data extract.	932.83
<b>BEST BUY 00001131</b>	<b>344.86</b>
HDMI Video Cable for Jim Moreno office system.	27.34
Laptop battery charger.	153.29
Tv mount for Robert	164.23
<b>BEST BUY 00001131</b>	<b>409.42</b>
Ergonomic keyboard replacement	170.80
iPad briefcase-Extension Cord	112.75
Video Cables	60.18
Work Laptop Charger Replacement	65.69
<b>BOUQUET AUTO PARTS</b>	<b>409.44</b>
AC recharge.	76.64
Batteries for welder	332.80
<b>BOX, INC.</b>	<b>1,800.00</b>
File share host site	600.00
File share subscription	600.00
Hosted file share site license	600.00
<b>BRICKS RESTAURANT INC</b>	<b>94.72</b>
12: Main Break - Ebelder Ave	94.72
<b>CAFE RIO 0067 VALENCIA</b>	<b>69.87</b>
Bought crew lunch main line repair on Mcbean parkway	69.87
<b>CALIFORNIA ASSOCIATION OF</b>	<b>495.00</b>
CAPPO Conference - 2022 - Registration	495.00
<b>CALIFORNIA DEPARTMENT OF</b>	<b>1,355.84</b>
Environmental Fee Return	1,355.84
<b>CALIFORNIA SPECIAL DISTRI</b>	<b>1,225.00</b>
CSDA 2021 Annual Conference - Registration - 08/30-09/02/21 - Director Kelly	625.00
Registration - 2021 Special District Leadership Academy - Tahoe - 9/26-29/21 - Director Orze	600.00
<b>CAPIO - CA ASSOCIATION OF</b>	<b>275.00</b>
Lindsey Gibson membership renewal	275.00
<b>CAPTIVATE</b>	<b>33.99</b>
Monthly for training development application.	33.99
<b>CARLS JR 1100429</b>	<b>115.96</b>
bought crew breakfast /14"main break the old road in Stevenson ranch	115.96
<b>CARQUEST 7768</b>	<b>197.09</b>
battery	197.09
<b>CDW GOVT #H540335</b>	<b>999.30</b>
Computer phone headsets.	999.30
<b>CDW GOVT #H748627</b>	<b>666.20</b>
Headsets for employee requests and inventory.	666.20
<b>CHECK ALL VALVE MANUFACT</b>	<b>1,411.95</b>
Flange Insert Check Valves Quote #Q81830, requested by L.Margueritis/R.Pulido	1,411.95
<b>CHEVRON 0209069</b>	<b>23.99</b>

**SCV Water  
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Payee	Amount
Car Wash- mini van	23.99
<b>CHI CHI PIZZA</b>	<b>35.65</b>
Lunch meeting to discuss Jim's Performance Evaluation	35.65
<b>CHI CHIS PIZZA</b>	<b>89.18</b>
Engineering Meeting - MA, JY	38.00
Welcome lunch with Jesus.	51.18
<b>COLDSTONE #20179</b>	<b>102.93</b>
July Birthday and Anniversary	102.93
<b>COMMUNITY ASSESSMENT CO</b>	<b>3,229.81</b>
Correct Acct - 53213, Assessment for 26501	3,229.81
<b>CORE &amp; MAIN - CA219</b>	<b>82.85</b>
bolts and gaskets for clarifier drain valves	82.85
<b>CORNER BAKERY 0208</b>	<b>370.63</b>
Employee Danielle Beard Farewell Lunch; Customer Care Dept	177.76
Safety Training - Food	101.93
Safety Training-Food	90.94
<b>COSTCO DELIVERY 653</b>	<b>2,088.49</b>
Office Supplies - Non Taxable	1,247.29
Office Supplies - Non Taxable - ED Dept	25.14
Office Supplies - Taxable	895.95
Office Supplies - Taxable - Lab - Label Tape	72.24
This order was not received on previous order dated 6/10/21 - see credit invoice. Order was	(152.13)
<b>COSTCO WHSE #0447</b>	<b>145.56</b>
Kitchen Supplies	57.54
office stock	88.02
<b>COSTCO WHSE #0762</b>	<b>59.76</b>
Supplies - Meetings	59.76
<b>COURSRA77FPQHKJ4Y7XRL</b>	<b>78.00</b>
Coursera Subscription Payment - August	39.00
Cousera Subscription	39.00
<b>COURTYARD LOS ANGELES</b>	<b>499.04</b>
Early Morning Whittaker-Bermite Mediation - 06/11/2021 - Lodging - Los Angeles - M. Stone	251.52
Whittaker-Bermite Mediation Hotel - Registration - 06/10-06/11/21 - K. Abercrombie	247.52
<b>COUSINS BURGERS</b>	<b>47.97</b>
bought crew lunch /service leak on Galloway In /after hours	47.97
<b>CPU MEDICS</b>	<b>155.74</b>
Power supply for HP dock station	155.74
<b>D&amp;H WATER SYSTEMS INC</b>	<b>16,132.73</b>
21L Steel Trunnions w/Steel Wheels for Chlorine Storage. Will be delivered in July. 001-1302	15,585.32
Admin fee to pay by CC for 21L Steel Trunnions w/Steel Wheels for Chlorine Storage. Will be	547.41
<b>DAPPER DANS CARWASH</b>	<b>179.70</b>
Car Wash	69.85
Car wash for Truck #S41	20.00
Fleet wash N55	29.95

**SCV Water  
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<b>Payee</b>	<b>Amount</b>
pool wash	29.95
Pool wash #55	29.95
<b>DESERT INDUSTRIAL SUPP</b>	<b>104.24</b>
pvc cutter for crew truck.	104.24
<b>DITCH WITCH WEST</b>	<b>1,325.81</b>
M&R Vehicles and Equipment:-Repair parts for ditch witch	1,325.81
<b>DKC*DIGI KEY CORP</b>	<b>86.27</b>
IC's for 5500AMC	86.27
<b>DMI* DELL HLTHCR/PTR</b>	<b>1,306.73</b>
Dock stations for Dell laptops	1,306.73
<b>DNH DOMAIN HOSTING SRVCS</b>	<b>259.57</b>
Domain name renewals 2 year increments.	62.68
Domain name renewals.	188.21
IP hosting monthly.	8.68
<b>DNH DOMAIN/HOSTING</b>	<b>608.65</b>
Domain name hosting monthly.	8.68
SCADA server renewal.	599.97
<b>DNH SUCURI WEBSITE SECURI</b>	<b>9.99</b>
Agency Website Maintenance	9.99
<b>DNH*DOMAIN HOSTING SRVCS</b>	<b>55.87</b>
Domain name hosting ICANN for SCV Water	14.17
Domain name hosting renewal.	24.34
Monthly domain name hosting.	17.36
<b>DNH*GODADDY.COM</b>	<b>2.99</b>
Dedicated hosting IP	2.99
<b>DNH*SUCURI WEBSITE SECURI</b>	<b>19.98</b>
SCVWA Website Maintenance	9.99
Website Maintenance	9.99
<b>DOCUSIGN</b>	<b>62.47</b>
Add HR Temp as User - Valid from 06/30/2021-09/13/2021	62.47
<b>DTV</b>	<b>228.23</b>
7/15-8/14 Services	228.23
<b>EB 2021 FALL ECONOMIC</b>	<b>195.00</b>
Registration for the 2021 SCVEDC Economic Outlook Conference 9/17/21 - Rochelle Pattersc	195.00
<b>EIG</b>	<b>630.00</b>
Constant Contact - eNews	630.00
<b>EIG CONSTANTCONTACT.COM</b>	<b>315.00</b>
eNews	315.00
<b>EVEREST BURGERS</b>	<b>433.19</b>
June birthday and anniversary celebration	202.26
May Birthday and Anniversary	230.93
<b>FASTENAL COMPANY 01CAVAE</b>	<b>1,039.05</b>
anti-sztap oil dis respirator	167.23
SS rivets	463.51



**SCV Water  
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Payee	Amount
Stainless hardware, drill bit set	408.31
<b>FEDEX</b>	<b>101.20</b>
Cost to ship Inspection Department backflow gauges to Astra Industrial for gauge calibration	83.14
Shipping Cost to Astra Industrial for backflow gauges.	18.06
<b>FEDEX 280383362243</b>	<b>16.56</b>
Air Monitor , sent in for repair	16.56
<b>FLAGCO</b>	<b>1,379.35</b>
Flag Pole Beacon	1,379.35
<b>FLAME &amp; SKEWERS</b>	<b>710.44</b>
Excavation Training Lunch	680.44
Excavation Training Lunch Delivery Fee	30.00
<b>FLUID COMPONENTS INTL</b>	<b>457.36</b>
Flow Conditioner	457.36
<b>GIH GLOBALINDUSTRIALEQ</b>	<b>1,096.25</b>
Survey/GPS Table	1,096.25
<b>GIH*GLOBALINDUSTRIALEQ</b>	<b>1,430.20</b>
IT/GIS Table	753.56
Workbench and peripherals.	676.64
<b>GORDON ELECTRIC SUPPLY IN</b>	<b>113.54</b>
Compression Reducing Connectors - Submersible Pump Motor Lead Splice	113.54
<b>GYROMANIA</b>	<b>29.08</b>
Lunch meeting to discuss Josephine's Performance Evaluation	29.08
<b>HACH COMPANY</b>	<b>4,428.39</b>
Chlorine & Ammonia - Recv'd 4/26 (Accrue)	3,093.16
Solenoids for 5500AMC	1,106.13
Test kits for CL17sc	229.10
<b>HARBOR FREIGHT TOOLS 459</b>	<b>10.94</b>
Bit set to open level control structure (did not work)	10.94
<b>HIRSCH PIPE &amp; SUPPLY 013</b>	<b>438.97</b>
faucet for bathroom at the rock	265.17
Sloan Flush Valve	173.80
<b>HOMEDEPOT.COM</b>	<b>634.01</b>
Replace swamp cooler	634.01
<b>HYATT RESORT @ SQUAW CRK</b>	<b>256.93</b>
CAPIO Conference	256.93
<b>ICE QUBE INC</b>	<b>235.72</b>
Blower Assembly - Analyzer Enclosure A/C Unit Repair	235.72
<b>IN N OUT BURGER 053</b>	<b>52.29</b>
bought crew dinner /25454 hardy place/service leak	52.29
<b>IN N OUT BURGER 171</b>	<b>158.88</b>
bought crew lunch /service leak after hours	73.91
dinner for guys	84.97
<b>INTERSTATE ALL BATTERY</b>	<b>94.94</b>
batteries for alarm panel	94.94

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Payee	Amount
<b>JACK IN THE BOX 3344</b>	<b>45.20</b>
Food for crew working all night	45.20
<b>JIMMY DEANS</b>	<b>531.90</b>
Monthly Birthday and Anniversary Celebration - April, May, June, and July	531.90
<b>JL WINGERT COMPANY</b>	<b>2,261.08</b>
Flow meters; used to monitor Chlorine injection flow at ESFP.	2,261.08
<b>JOHNSTONE SUPPLY VALENCIA</b>	<b>1,359.46</b>
1/4 HP Motor, Mag Umbrella kit	267.64
A.C Pleased Air filters	742.16
Duct Tape	66.85
Duct tape 1911 52078 Swamp cooler cake	187.97
tools needed for AC repair at Rockefeller	94.84
<b>KLEEN RITE CORP</b>	<b>95.69</b>
Vehicle Air Fresheners , In Bulk	95.69
<b>KROHNE</b>	<b>76.18</b>
Circuit card for Rio Vista Clarifier 7s flowmeter sensor	76.18
<b>L2G</b>	<b>3,736.00</b>
25454 Hardy Pl County Permit	574.00
25580 Crockett County Permit	574.00
25802 Blake County Permit	574.00
25832 Browning County Permit	574.00
26614 Brode Circle County Permit	292.00
27824 Rainier County Permit	574.00
27935 Stayeline County Permit	574.00
<b>L2G EPIC-LA 626-458-4930</b>	<b>1,683.00</b>
County Permit 25322 Joyce Lane	561.00
County Permit 25530 Chisom	561.00
County Permit 29874 Muledeer	561.00
<b>LA COCINA BAR AND GRILL</b>	<b>110.69</b>
Finance Lunch- K. Grass, R. Patterson, E. Dill, D. Conner, J. Walker, L. Moncada & M. Colasani	110.69
<b>LANGUAGE LINE</b>	<b>132.50</b>
Document Translation	132.50
<b>LANGUAGE LINE, INC.</b>	<b>268.60</b>
Korean language translation	63.20
Korean Translation	43.45
Language Translation	161.95
<b>LAPTOPEMT</b>	<b>40.00</b>
solder work on 5500sc motherboard	40.00
<b>LINE-X OF SANTA CLARITA</b>	<b>1,164.20</b>
M&R: Vehicles and Equipment Bed Liner for I70 & I71	1,164.20
<b>LOGMEIN</b>	<b>20.00</b>
Go To Meeting Monthly Subscription - KG	10.00
Go To Meeting Monthly Subscription - RP	10.00
<b>LOGMEIN GOTOMEETING</b>	<b>10.00</b>

**SCV Water  
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Payee	Amount
Monthly GTM Fee	10.00
<b>LOWES #00907</b>	<b>130.74</b>
Filtrite Filters for Agency Air Purifiers	130.74
<b>LOWES #01510</b>	<b>6,132.33</b>
16 foot extendable ladder	206.96
2 gang combo cover2 amp motion sensor switch120v receptacle120v GFCI	63.61
3/16" rivets	13.10
3/16" screws, 3/16" short aluminum, 3/16" rivets, angle iron, flat steel	86.35
Arbor drill bit	15.31
Batteries	166.60
Bit set to open level control structure(did not work)	21.88
Blinds for new engineer	273.75
bracket and bolt to mount umbrellas	16.56
Cat6 Cable, Cable Stripper	53.06
CAULIKING and adhesives for repair of admin building .	57.97
chain link and snap ring for Yao in lab	10.36
DeWalt Heat Gun, Battery Packs, Flash Light	359.14
Drill bit set, razor blades	65.66
Electrical tools supplies ESFP	100.65
Flashlight, bucket, parts and materials	121.94
gloves and hearing protection	95.17
glue and screws for repair	38.22
handy box, 15a 125v receptacle, cover plate, duplex receptacle	86.23
Hose & Clamps	43.91
Hose and Clamps	51.03
key chains for loaner fobs to give contractors	8.67
lag bolts for antenna mount	9.11
LED lights, parts and materials	118.35
Lfkn shockforce 25 Ft Tape, parts and materials	153.03
Lithium Batteries - Flow Meter Battery Replacement	51.19
Lithium Batteries - Ozone Flow Meters	30.71
Material to install bird spikes at ESFP	76.12
Materials	43.11
Materials , looking for receipt	41.52
Materials for Rock	634.20
Mesh and springs.	22.18
New ladders; old ones were unsafe	402.92
Nipples and adapters	27.27
nuts and bolts	10.73
Ozone screwdrivers for trucks 67 61	54.70
Ozone screwdrivers for Trucks 67,61	54.61
Paint and Material	116.03
Paint for cages that house gas cylinders	50.26
parts and materials flagpole at ESFP	118.30

**SCV Water  
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Payee	Amount
Parts for radio antenna mount at rio	123.84
plumbing parts	7.51
PVC cutter, hose and fittings	154.50
Rags and sockets	73.28
ratchet straps	64.96
repair to leaking toilet	109.45
RVWTP water hose and nozzles	52.49
Specialty tools for doing new faucet in up stairs bathroom at Rockefeller	51.95
Spray paint	21.29
spray paint for fire hydrant /shut off lids from the punch list given to B&G by safety	41.13
Supplies for Chris to finish the plug install on the new tv at Rockefeller	38.63
thermometer to get a reading on room temps at Rio	47.04
Thread Locker 3/4" flex Screw	13.25
toilet repair parts, bucket, cabinet door latch	49.06
tools and parts to drain and label VAV's	66.15
tools for light repair in men's bathroom maint shop	44.25
Tools for shop and truck and staff	333.14
TOOLS FOR TRUCK AND DEPARTMENT STAFF	270.57
tools to finish under cabinet lights at Rockefeller	47.02
Trash bags, and batteries	43.73
Trash Bins	78.58
under cabinet lighting for mail room	344.77
wood to add shelving to closet in the board room	85.27
<b>LOWES #01972</b>	<b>382.65</b>
Chris Alexander said to get a new socket set, my truck had a damaged set.	42.67
Extension Cables	25.58
under cabinet light for mail room	109.46
Warehouse materials	204.94
<b>MARIA BONITA MEXICAN REST</b>	<b>28.73</b>
Engineering Meeting - ES, JY	28.73
<b>MARRIOTT MONTEREY BAY</b>	<b>338.42</b>
Lodging First Night Charge - No Show - CSDA Conference - Monterey - R. J. Kelly - 8/29/21	338.42
<b>MCMMASTER-CARR</b>	<b>1,982.00</b>
Brass check valve, and pipe fittings.	170.80
Brass parts, and PVC parts.	342.86
Brass parts.	136.16
Brass sight, bushings, and desiccant.	162.41
Check valves.	219.98
Desiccant.	242.65
Electronic caliper.	212.71
EPDM gaskets, bushings, and flange.	231.68
Heat Gun, Shrink Tubing	227.05
O-Rings	35.70
<b>MISAC</b>	<b>525.00</b>

**SCV Water  
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Payee	Amount
Annual conference registration	525.00
<b>MM FASTENERS SUPPLY INC</b>	<b>78.84</b>
Bolts and washers clarifier valves	78.84
<b>MUNICIPAL MANAGEMENT ASSO</b>	<b>90.00</b>
Ari Mantis Renewed membership	90.00
<b>NAPA AUTO PARTS</b>	<b>143.95</b>
brake controller	100.72
Gloves and pipe sealant	43.23
<b>NEWHALL VALENCIA LOCK &amp;</b>	<b>119.46</b>
keys	61.42
Replacement Keys	58.04
<b>OFFICE DEPOT #2263</b>	<b>21.89</b>
pens	21.89
<b>OIL STOP 11</b>	<b>104.56</b>
M&R: Vehicles and Equipment PM for V75	104.56
<b>OPC CROS R2 PYMNT FEE</b>	<b>31.18</b>
ELAP Renewal & Amendment Applications-cc payment fee	31.18
<b>OPC STATE WB FEE</b>	<b>177.10</b>
ELAP Amendment Application - cc payment service fee	4.60
ELAP Renewal Application - cc payment service fee	172.50
<b>O'REILLY AUTO PARTS 3797</b>	<b>152.17</b>
back cushion	32.84
Tranny Fluid, oil, Fuel Cleaner	38.83
Truck I67 service	80.50
<b>PANERA BREAD #204229 O</b>	<b>1,139.22</b>
HAZAWOPER Training breakfast	278.32
Safety Training - (HAZAWOPER)	268.82
Safety Training - Pine St Emergency Action Plan Tailgate Meeting	592.08
<b>PAYPAL</b>	<b>241.95</b>
AWA CCWUC Educational Program - Registration - 7/28/21 - B. J. Atkins	28.00
Continued Education - American Water College - KA	129.95
WaterWise Conference for Jason Yim.	28.00
WaterWise Conference for Shadi Bader.	28.00
Webinar fee for Josephine Ngoon	28.00
<b>PAYPAL ASSOCIATION</b>	<b>28.00</b>
AWA Water Information Breakfast Series - Registration - 06/17/21 - Director Orzechowski	28.00
<b>PAYPRO US INC.</b>	<b>49.95</b>
SQL password recovery software	49.95
<b>PHO VIET 1</b>	<b>27.47</b>
Lunch meeting to discuss Rays Performance Evaluation	27.47
<b>PITNEY BOWES PI</b>	<b>136.93</b>
Red Ink for Pitney Bowes Mail Machine	136.93
<b>PMA ONLINE</b>	<b>1,195.00</b>
Groundwater Artificial Recharge, Storage, Recovery - Registration - 06/24-06/25/21 - E. Vela	1,195.00

**SCV Water  
Credit Card Charges  
Paid in July - Sept 2021**

Payee	Amount
<b>PRAXAIR DIST INC 70163</b>	<b>1,910.40</b>
MISC tools truck 57	122.29
Tig welding torch and supplies	935.29
Tools Supplies welding Hood	544.24
welding gas	308.58
<b>PRINTBOSS</b>	<b>169.10</b>
AP Checks	169.10
<b>RALPHS #0147</b>	<b>108.86</b>
Vending Machine Supplies	94.38
Vending machine supplies.	14.48
<b>RATTLERS BAR B QUE - 1</b>	<b>334.28</b>
60 day check in lunch with Katie, court, Liz and Josh.	90.58
Employee Training	63.39
Lunch meeting to discuss Elaine and Monas Performance Evaluations	70.14
Lunch meeting to discuss Estella's Performance Evaluation	33.22
Lunch with Consultant Kris Helm	36.63
Right of Way Agent First Day Orientation	40.32
<b>REPUBLIC SERVICES TRASH</b>	<b>1,962.75</b>
20yd Rental/Service 7/1-7/31/21	331.22
3yd Rental July	669.72
3yd Rental/Service 8/1-8/31/21	334.86
40yd Rental & Service - June (Accrue)	626.95
<b>ROYAL TANDOOR</b>	<b>37.24</b>
Lunch meeting to discuss Narisas Performance Evaluation	37.24
<b>RSTUDIO PBC</b>	<b>117.00</b>
Monthly recurring charge for customer online rate calculator	78.00
Public Website Rate Calculator - monthly service fee	39.00
<b>S&amp;S DONUTS BAKE SHOP IN</b>	<b>144.00</b>
Donuts for Oracle go-live training	144.00
<b>SAMS CLUB #4824</b>	<b>1,496.25</b>
Office goods	203.01
Pine supplies	383.80
Supplies and materials Pine	225.23
Vending Machine Supplies	565.42
Vending machine supplies.	118.79
<b>SAMS FLAMING GRILL COPPER</b>	<b>333.94</b>
Finance & Accounting Lunch for Oracle conversion/go live 7/2/21	333.94
<b>SAMSCLUB #4824</b>	<b>512.04</b>
office supplies	249.29
Replace small fridge and TV in employee bed room for on call	453.77
Return Bad TV	(191.02)
<b>SANTA CLARITA BEARING COM</b>	<b>13.97</b>
Drive belt for exhaust fan	13.97
<b>SANTA CLARITA VALLEY CHAM</b>	<b>85.00</b>

**SCV Water  
Credit Card Charges  
Paid in July - Sept 2021**

Payee	Amount
13th Annual State of the County - Registration - 07/28/21 - R. J. Kelly	75.00
SCV Chamber Mixer - Registration - July 14, 2021 - R. J. Kelly	10.00
<b>SAUGUS DRUG</b>	<b>26.35</b>
M&R: Vehicles and Equipment Enterprise Vehicle Buyout Check	26.35
<b>SCHOONERS PATIO GRILLE SA</b>	<b>72.44</b>
Production meeting Lunch	72.44
<b>SHOGUN JAPANESE RESTAURAN</b>	<b>34.55</b>
Engineering Meeting - RB, JY	34.55
<b>SMART AND FINAL 468</b>	<b>31.24</b>
HAZWOPER drinks and snacks	31.24
<b>SMART AND FINAL 483</b>	<b>759.84</b>
Excavation Training	157.04
HAZWOPER drinks and snacks	61.57
Staff farewell snacks for Rockefeller employee Danielle Beard	47.20
Vending Machine Supplies	494.03
<b>SMARTSIGN</b>	<b>141.12</b>
Hazard Communication Labels	41.89
safety signs and labels	99.23
<b>SOCIETYFORHUMANRESOURCE</b>	<b>219.00</b>
J Joo - Professional HR Membership valid through 6/30/21 - 6/30/22	219.00
<b>SOUTHWES</b>	<b>743.93</b>
J Anderson - Water Quality Technology Conference	315.97
R Bye - Water Quality Technology Conference	427.96
<b>SP * BAKERSGAS.COM</b>	<b>67.34</b>
Welding jacket	67.34
<b>SP * SF BAY COFFEE</b>	<b>123.98</b>
coffee supplies	123.98
<b>SPUDNUTS BAKERY CROISSANT</b>	<b>56.93</b>
Rockefeller Safety Tailgate Meeting Snacks	26.23
Weekly safety meeting for Rockefeller Field Customer Service Representatives.	30.70
<b>SQ KUPCAKE KITCHEN</b>	<b>252.00</b>
KD - Retirement	252.00
<b>SQ RICK BENTLEY</b>	<b>225.00</b>
flange lip removed	225.00
<b>SQ *VINCENZO'S PIZZA SAUG</b>	<b>102.53</b>
Staff lunch - B Lytle, V Leopold, A/P Staff, T Bell	102.53
<b>STAPLES 00103069</b>	<b>32.76</b>
Labels for Sample Bottles, and Tape to label coolers	32.76
<b>STAPLES 00114686</b>	<b>74.42</b>
storage for key fobs	74.42
<b>STATE WATER BOARD</b>	<b>7,700.00</b>
ELAP Amendment Application Fee FY21/22	200.00
ELAP Renewal Application Fee FY21/22	7,500.00
<b>STONEFIRE GRILL - 1</b>	<b>61.78</b>

**SCV Water  
Credit Card Charges  
Paid in July - Sept 2021**

Payee	Amount
HR Lunch Meeting- Ari Mantis, Linda Pointer, Jenny Joo, JoAnna Brison, Margaret Aragon.	61.78
<b>STONEFIRE GRILL - 1 - CAT</b>	<b>357.04</b>
HAZWOPER Lunch	339.67
HAZWOPER Lunch Tip	50.00
Refund for desserts	(32.63)
<b>STONEFIRE GRILL - 1 - ECO</b>	<b>52.57</b>
HR Team Lunch	52.57
<b>TACOS Y BURRITOS EL PATO</b>	<b>271.56</b>
2-leaks carl crt in Newhall and rosehaven in Pinetree bought crew dinner	130.86
bought crew dinner /service leak	140.70
<b>THAI DISHES</b>	<b>47.58</b>
Engineering Orientation Lunch with New Engineer (YT, JY, DC)	47.58
<b>THE BAKERSFIELD ADVERTI</b>	<b>335.00</b>
Charge to 51301 - DDWD Notice of General District Election - Classified Ad - 06/30/21	335.00
<b>THE HOME DEPOT #0653</b>	<b>904.36</b>
12 foot cam jam	21.88
15amp single pole tandem breaker	40.83
B&G Parts and Materials	114.72
Bit set to open level control structure(did not work)	5.48
cleaning brushes and misc	53.85
drill bits/cutting blades	129.64
home depot/gasket repair	25.59
marking crayons	10.79
mobile office container	43.77
old work 14cu	3.61
parts	29.32
Parts and Materials	92.52
THE HOME DEPOT #0653	185.50
Tool and supplies to make safety cables	60.50
Warehouse materials	61.19
water filter for water resources	25.17
<b>THE HOME DEPOT #1055</b>	<b>4,824.96</b>
10 pack pencils, key hole saw, caulking gun, plier, studs, 2x4 lumber	69.86
2 - toilet tank levers	10.91
3/8 x 12 extension bit, hole saw kit	122.57
7 1/4" saw blade for skilsaw	65.62
Canvas zipper bags	38.29
concrete drill bits	43.72
Double gang cover, switch, GFCI	33.62
Dremmel Parts	65.57
Electric cut in box for maintenance trailer new receptacle	6.10
Electrical Fuses	23.87
Electrical parts for RV Labs new A/C.	103.13
Electrical Supplies	59.74



**SCV Water  
Credit Card Charges  
Paid in July - Sept 2021**

Payee	Amount
extreme mounting tape, click bin, aluminum angle iron	133.43
hammer drill for concrete	163.16
Hose Rack , Fitt Force Pro	141.78
Intercom supplies Rock	158.64
LAGS AND BOLTS FOR EMERGENCY ANTENNA PROJECT AT RVWTP.	54.75
mask	32.78
Materials	418.44
Parts & Materials	34.22
parts and materials flagpole at ESFP	35.98
plumbing parts	63.89
Ratchet, Safety Glasses, Ground Rod driver, 2" plug, 1 1/2" plug	119.40
Recycle Bins	78.45
Refund	(54.73)
Safety glass	38.26
Sockets for truck 67	79.90
Swamp cooler for Maintenance Shop	2,188.91
Switches, GFCI, Duplex covers, sockets	167.51
T8 LED's for ESFP	34.95
Tape measure, markers, Mag Drive	43.55
tools for truck 67	174.97
Trash bags, spray paint, 18 inch pry bar, masking paper, masking tape	73.72
<b>THE HOME DEPOT 1055</b>	<b>2,433.79</b>
20v band saw, large click bin	305.37
Dimond plate and angle.stud finder. for truck 67	275.58
Guard rail for scaffolding	202.33
Parts and Materials	379.82
replaced broken power tool	283.61
Rio men's restroom rewire	94.24
Saws all	214.67
Sheves for truck 67	366.95
Tools and parts for truck 67 shelves	219.77
Truck 67 shelves	91.45
<b>THE HOME DEPOT 653</b>	<b>1,963.82</b>
concrete bits and power tool batteries/	228.79
laser level	250.76
Parts and Materials	201.85
portable angle grinder, battery pack, hammer drill	412.82
scaffolding to get into crawl space at Rockefeller	497.38
tools for crew truck	273.74
Truck bin organizer	98.48
<b>THE UPS STORE 1482</b>	<b>3.26</b>
Postage to mail Amazon gift cards back to Amazon.	3.26
<b>TOPPERS PIZZA PLACE VALEN</b>	<b>593.97</b>
Inventory day pizza	204.22

**SCV Water  
Credit Card Charges  
Paid in July - Sept 2021**

Payee	Amount
Quarterly Treatment Operations meeting	113.77
Supervisor & Production Staff Lunch	192.45
Supervisor Lunch	83.53
<b>TPX COMMUNICATIONS</b>	<b>3,587.09</b>
7/16-8/15 Service	1,177.33
RVWTP Service 5/16-6/15	1,133.22
RVWTP Service 6/16-7/15	1,276.54
<b>TRACTOR SUPPLY #2264</b>	<b>163.10</b>
Parts and Materials	163.10
<b>TST ZANKOU CHICKEN - VAL</b>	<b>37.19</b>
Customer Care Meeting - Kathleen Willson Robert McLaughlan	37.19
<b>TYCON SYSTEMS INC</b>	<b>406.00</b>
24vdc radio power injectors.	406.00
<b>UPS</b>	<b>49.70</b>
Ship sniffer part for repairs	49.70
<b>USC VITERBI FCCC ONLINE</b>	<b>175.00</b>
USC Foundation Cross Connection Backflow Workshop for Inspector Chris Saenz	175.00
<b>USPS PO 0569500155</b>	<b>12.75</b>
Tracking for Notary Seal Letter & Tracking for Notary Bond filing	12.75
<b>USPS PO 0569520150</b>	<b>22.00</b>
Postage Stamps for Mailing Lead and copper results to customers.	22.00
<b>VALLEY INDUSTRIAL ASSOCIA</b>	<b>880.00</b>
July VIA Monthly Luncheon - Registration - 7/20/21 - Eric Campbell	55.00
July VIA Monthly Luncheon - Registration - July 20, 2021 - Dan Mortensen	55.00
Registration for Ari Mantis for the 8/19/21 VIA Monthly Luncheon	20.00
Registration for Bill Cooper for the 8/19/21 VIA Monthly Luncheon	20.00
Registration VIA Ruby Bash - 11/5/21 - Director Martin	150.00
VIA 4th Annual State of the State - Registration - 06/25/21 - Director Atkins	50.00
VIA 4th Annual State of the State - Registration - 06/25/21 - Director Braunstein	50.00
VIA 4th Annual State of the State - Registration - 06/25/21 - Director Gladbach	50.00
VIA 4th Annual State of the State - Registration - 06/25/21 - Director Kelly	50.00
VIA 4th Annual State of the State - Registration - 06/25/21 - Director Martin	50.00
VIA 4th Annual State of the State - Registration - 06/25/21 - Directors Cooper, Plambeck, Mc	150.00
VIA 4th Annual State of the State - Registration - 06/25/21 - K. Martin	35.00
VIA 4th Annual State of the State - Registration - 06/25/21 - R. Patterson	50.00
VIA Monthly Luncheon Meeting	35.00
VIA Webinar-Jenny Joo and JoAnna Brison	40.00
VIA Webinar-Linda Pointer	20.00
<b>VARIDESK* 1800 207 2587</b>	<b>1,281.15</b>
Desk Stand and Mat for Kristina Jacob.	492.75
Ergonomic desk and monitor arm.	788.40
<b>VERIZONWRLSS</b>	<b>59,395.62</b>
6/11-6/30 CIMIS	59,395.62
<b>VERIZONWRLSS RTCCR VB</b>	<b>36,680.88</b>

**SCV Water  
Credit Card Charges  
Paid in July - Sept 2021**

Payee	Amount
CIMIS 4/11-5/10	38.01
CIMIS 5/11-6/10	38.01
Equipment 4/11-5/10	483.99
Equipment 5/11-6/10	8,829.80
Service 4/11-5/10	13,414.73
Service 5/11-6/10	13,876.34
<b>VONS #3138</b>	<b>14.47</b>
office supply	14.47
<b>VONS #3325</b>	<b>168.27</b>
Team building/Tailgate	168.27
<b>VZWRLSS*IVR VB</b>	<b>1,811.44</b>
5/24-6/23 Telemetry Services	1,811.44
<b>WAL-MART #3523</b>	<b>234.83</b>
Sunblock for Ops	234.83
<b>WATER SMART INNOVATIONS</b>	<b>395.00</b>
Registration Water Smart Conference - Las Vegas - 10/5-8/21 - Pari Moheban	395.00
<b>WATT PLAZA</b>	<b>77.00</b>
Early Morning Whittaker-Bermite Mediation - 06/11/2021 - Parking - Los Angeles - M. Stone	7.00
Whittaker-Bermite Mediation - 06/11/2021 - Parking - Los Angeles - M. Stone	35.00
whittker deposition	35.00
<b>WEB</b>	<b>11.98</b>
Network Solutions - NCWD.org host renewal	5.99
Network solutions subscription	5.99
<b>WESTERN BAGEL TOO #4</b>	<b>170.35</b>
Excavation Training Breakfast	84.00
New Employee Luncheon	56.25
Safety Training: Breakfast	30.10
<b>WESTERNHARD</b>	<b>137.55</b>
Replace truck tool door shocks	137.55
<b>WOLF CREEK RESTAURANT &amp; B</b>	<b>123.19</b>
HR Team Lunch Meeting	123.19
<b>WOOD RANCH VALENCIA</b>	<b>339.35</b>
Customer Care Departmental Lunch Meeting	339.35
<b>WPONCALL.COM</b>	<b>147.00</b>
GSA Website Maintenance	147.00
<b>WWW COSTCO COM</b>	<b>97.73</b>
office supplies	97.73
<b>YOURMEMBER-CAREERS</b>	<b>198.00</b>
Security Specialist Job Posting on MISAC	99.00
Senior IT Tech Job Posting on MISAC	99.00
<b>YUM YUM DONUTS</b>	<b>39.85</b>
Inventory day donuts	39.85
<b>ZOHO-MANAGEENGINE SER</b>	<b>7,915.00</b>
Manage Engine subscription	7,915.00

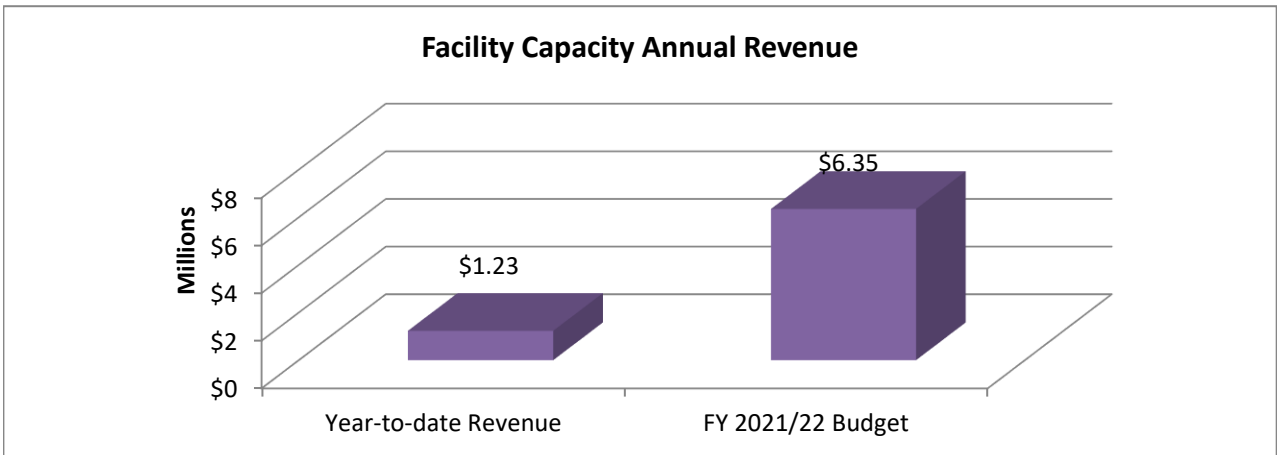
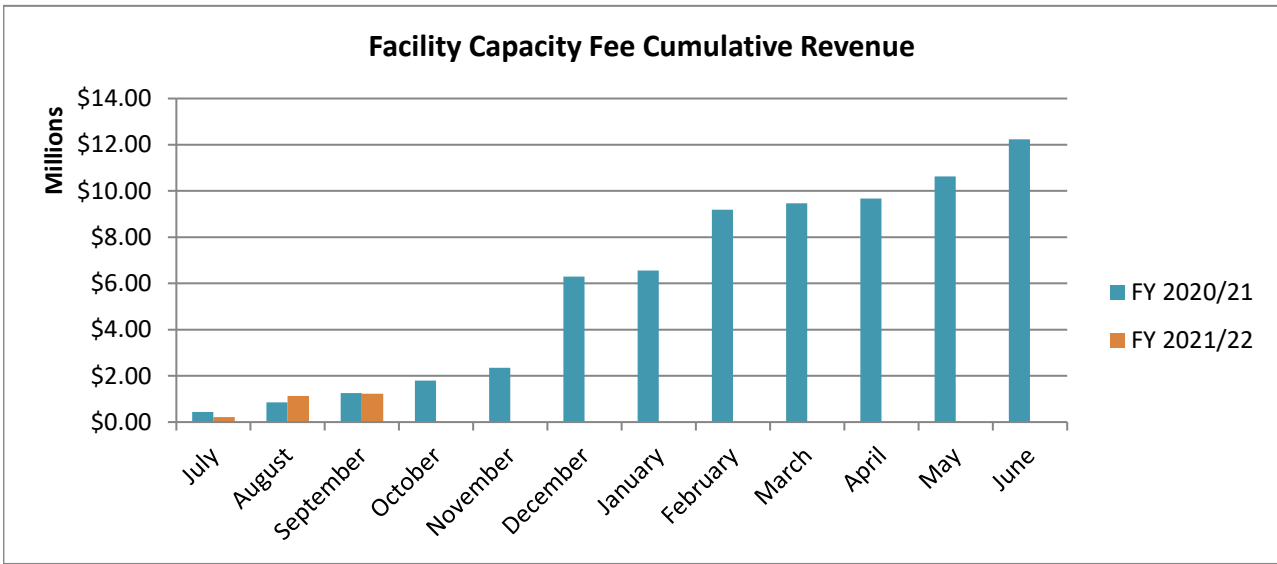
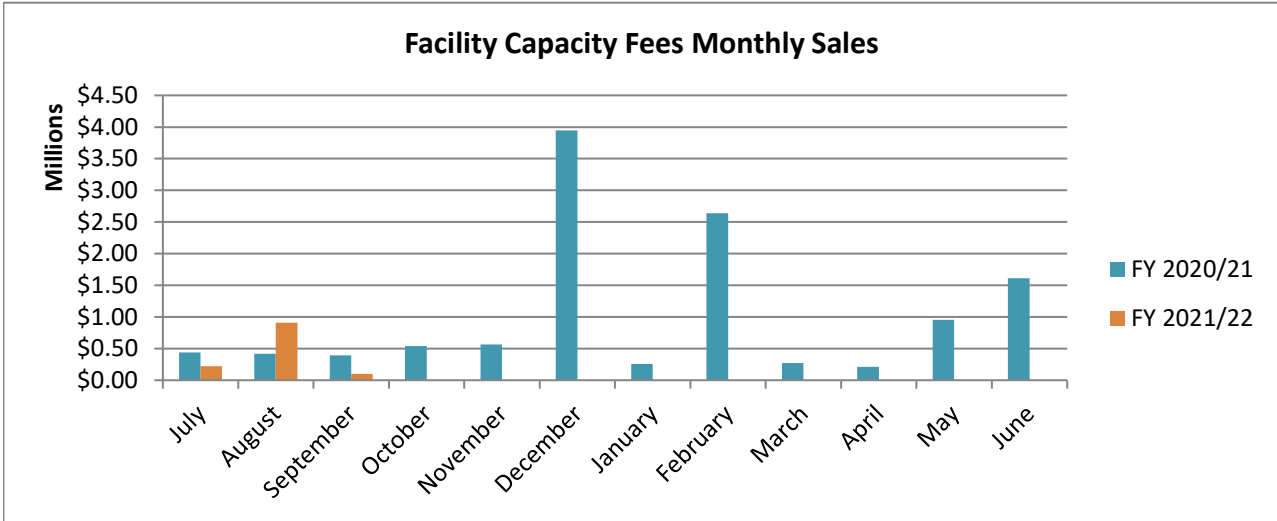
**SCV Water  
Credit Card Charges  
Paid in July - Sept 2021**

<b>Payee</b>	<b>Amount</b>
<b>ZORO TOOLS INC</b>	<b>108.75</b>
Auto Center Punch	108.75
<b>Grand Total</b>	<b>246,882.93</b>

# Facility Capacity Fee Revenues

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# SCV WATER FACILITY CAPACITY FEE REVENUES FY 2021/22 as of September 30, 2021



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**Finance and Administration Committee  
Planning Calendar  
FY 2021/22**

Item	July 6 Board	July 19 Comm	Aug 3 Board	Aug 16 Comm	Sept 7 Board	Sept 20 Comm	Oct 5 Board	Oct 18 Comm	Nov 2 Board	Nov 15 Comm	Nov 16 Board	Dec 7 Board	Dec 13 RESCHEDULED Comm	Dec 21 Board	Jan 24 RESCHEDULED Comm	Feb 1 Board	Feb 15 Board	Feb 28 RESCHEDULED Comm	Mar 15 Board	Mar 21 Comm	April 5 Board	April 18 Comm	May 3 Board	May 16 Comm	June 7 Board	June 20 Comm	June 21 Board
1 Approve a Resolution Allowing for PFAS Financing	C																										
2 Recommend Approval of Revised Customer Service Policy	C																										
3 Recommend Approval of a Contract Amendment with Equation Technologies for Project Management Services	C																										
4 Recommend Approval of Resolutions Setting Santa Clarita Valley Water Agency Tax Rate for FY 2021/22 and Requesting Levy of Tax by Los Angeles County and Ventura County (consent)	C																										
5 Recommend Approval of Resolution Authorizing July 2021 Water Supply Contract Payment (consent)	C																										
6 Recommend Receiving and Filing of April 2021 Monthly Financial Report (consent)	C																										
7 Recommend Approval of a Resolution Revising the Appropriations Limits for FY 2020/21 and FY 2021/22		C	C																								
8 Recommend Approval of a Resolution Authorizing FY 2021/22 Water Supply Contract Payments (consent)		C	C																								
9 Recommend Receiving and Filing of May 2021 Monthly Financial Report (consent)		C	C																								

ITEM NO.  
7

**Finance and Administration Committee  
Planning Calendar  
FY 2021/22**

Item	July 6 Board	July 19 Comm	Aug 3 Board	Aug 16 Comm	Sept 7 Board	Sept 20 Comm	Oct 5 Board	Oct 18 Comm	Nov 2 Board	Nov 15 Comm	Nov 16 Board	Dec 7 Board	Dec 13 RESCHEDULED Comm	Dec 21 Board	Jan 24 RESCHEDULED Comm	Feb 1 Board	Feb 15 Board	Feb 28 RESCHEDULED Comm	Mar 15 Board	Mar 21 Comm	April 5 Board	April 18 Comm	May 3 Board	May 16 Comm	June 7 Board	June 20 Comm	June 21 Board
10				C																							
11				C	C																						
12				C	C																						
13				C	C																						
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**Finance and Administration Committee  
Planning Calendar  
FY 2021/22**

Item	July 6 Board	July 19 Comm	Aug 3 Board	Aug 16 Comm	Sept 7 Board	Sept 20 Comm	Oct 5 Board	Oct 18 Comm	Nov 2 Board	Nov 15 Comm	Nov 16 Board	Dec 7 Board	Dec 13 RESCHEDULED Comm	Dec 21 Board	Jan 24 RESCHEDULED Comm	Feb 1 Board	Feb 15 Board	Feb 28 RESCHEDULED Comm	Mar 15 Board	Mar 21 Comm	April 5 Board	April 18 Comm	May 3 Board	May 16 Comm	June 7 Board	June 20 Comm	June 21 Board
28	Recommend Approval of a Revised Community Facilities District (CFD) Policy											C															
29	Discuss California Water and Wastewater Arrearage Payment Program											C															
30	Recommend Receiving and Filing of SCV Water Annual Comprehensive Financial Report (ACFR) ended June 30, 2021 (consent)												C	C													
31	Recommend Approval of a Resolution Appointing Dirk S. Marks as Interim Director of Water Resources and Approving Employment Agreement												C	C													
32	Update to the Recommendation for Approval of a Resolution Revising Wholesale Water Rates												C														
33	Recommend Receiving and Filing of August 2021 Monthly Financial Report (consent)												C	C													
34	Recommend Approval of a Professional Services Agreement for Oracle Managed Services														P	P											
35	Discuss Ratepayer Assistance Program														P												
36	Recommend Approval of a Resolution Adopting a Revised Investment Policy - (Annually adopted via reso) (consent)														P		P										
37	Recommend Receiving and Filing of FY 2021/22 First Quarter Financial Report														P		P										
38	Approve a Resolution Revising Wholesale Water Rates															P											
39	Review Financial Performance Metrics																	P									
40	Recommend Receiving and Filing of October 2021 Monthly Financial Report (consent)																		P								
41	Recommend Receiving and Filing of November 2021 Monthly Financial Report (consent)																										P

**Finance and Administration Committee  
Planning Calendar  
FY 2021/22**

Item	July 6 Board	July 19 Comm	Aug 3 Board	Aug 16 Comm	Sept 7 Board	Sept 20 Comm	Oct 5 Board	Oct 18 Comm	Nov 2 Board	Nov 15 Comm	Nov 16 Board	Dec 7 Board	Dec 13 RESCHEDULED Comm	Dec 21 Board	Jan 24 RESCHEDULED Comm	Feb 1 Board	Feb 15 Board	Feb 28 RESCHEDULED Comm	Mar 15 Board	Mar 21 Comm	Apr 5 Board	Apr 18 Comm	May 3 Board	May 16 Comm	June 7 Board	June 20 Comm	June 21 Board
42 Review Budget Calendar																				P							
43 Review Annual List of Professional Services Contracts (consent)																				P	P						
44 Technology Update																				P							
45 Recommend Receiving and Filing of December 2021 Monthly Financial Report (consent)																			P								
46 Recommend Receiving and Filing of January 2022 Monthly Financial Report (consent)																			P	P							
47 Recommend Approval of a Proposed Employee Salary Adjustment for FY 2022/23																						P					
48 Review Status of Operating FY 2021/22 and FY 2022/23 Biennial Budget																						P					
49 Recommend Receiving and Filing of February 2022 Monthly Financial Report (consent)																						P					
50 Recommend Approval of a Resolution Revising the FY 2021/22 and FY 2022/23 Biennial Budget																							P				
51 Approve a Resolution Adopting the Appropriation of All As-Yet Unappropriated Funds for FY 2021/22 (consent)																							P				
52 Approve a Resolution Adopting the Appropriation Limit for FY 2022/23 (consent)																							P				
53 Review Financial Performance Metrics																							P				
54 Recommend Receiving and Filing of March 2022 Monthly Financial Report (consent)																							P				
55 Recommend Approval of Resolution Authorizing July 2021 Water Supply Contract Payment																										P	
56 Technology Update																											P
57 Recommend Receiving and Filing of April 2022 Monthly Financial Report (consent)																											P