



**BOARD OF DIRECTORS
SAN LORENZO VALLEY WATER DISTRICT
AGENDA
March 21, 2019**

MISSION STATEMENT: Our Mission is to provide our customers and future generations with reliable, safe and high quality water at an equitable price; to create and maintain outstanding service and community relations; to manage and protect the environmental health of the aquifers and watersheds; and to ensure the fiscal vitality of the San Lorenzo Valley Water District.

Notice is hereby given that a meeting of the Board of Directors of the San Lorenzo Valley Water District will be held on Thursday, March 21, 2019 at 6:30 p.m., SLVWD, 13057 Highway 9, Boulder Creek, CA 95006.

In compliance with the requirements of Title II of the American Disabilities Act of 1990, the San Lorenzo Valley Water District requests that any person in need of any type of special equipment, assistance or accommodation(s) in order to communicate at the District's Public Meeting can contact the District Secretary's Office at (831) 430-4636 a minimum of 72 hours prior to the scheduled meeting.

Agenda documents, including materials related to an item on this agenda submitted to the Board of Directors after distribution of the agenda packet, are available for public inspection and may be reviewed at the office of the District Secretary, 13060 Highway 9, Boulder Creek, CA 95006 during normal business hours. Such documents are also available on the District website at www.slvwd.com subject to staff's ability to post the documents before the meeting.

1. Convene Meeting/Roll Call

2. Additions and Deletions to Open Session Agenda:

Additions to the Agenda, if any, may only be made in accordance with California Government Code Section 54954.2 (Ralph M. Brown Act) which includes, but is not limited to, additions for which the need to take action is declared to have arisen after the agenda was posted, as determined by a two-thirds vote of the Board of Directors (or if less than two-thirds of the members are present, a unanimous vote of those members present).

3. Oral Communications:

This portion of the agenda is reserved for Oral Communications by the public for items which are not on the agenda. Please understand that California law (The Brown Act) limits what the Board can do regarding issues raised during Oral Communication. No action or discussion may occur on issues outside of those already listed on today's agenda.

Any person may address the Board of Directors at this time, on any subject that lies within the jurisdiction of the District. Normally, communication must not exceed five (5) minutes in length, and individuals may only speak once during Oral Communications.

Any Director may request that a matter raised during Oral Communication be placed on a future agenda.

4. Unfinished Business:

Members of the public will be given the opportunity to address each scheduled item prior to Board deliberations. The Chairperson of the Board may establish a time limit for members of the public to address the Board on agenda.

a. 2016 STRATEGIC PLAN REVIEW

Discussion and possible action by the Board regarding a review of the 2016 Strategic Plan.

5. New Business:

Members of the public will be given the opportunity to address each scheduled item prior to Board deliberations. The Chairperson of the Board may establish a time limit for members of the public to address the Board on agenda items.

a. REJECTION OF DAMAGE CLAIM - N. BARRICK

Discussion and possible action by the Board regarding the Rejection of Damage Claim by N. Barrick

b. LOMPICO ASSESSMENT DISTRICT OVERSIGHT COMMITTEE CHARTER

Discussion and possible action by the Board regarding the LADOC charter.

c. REQUEST FOR PROPOSALS FOR THE DISTRICT WEBSITE

Discussion and possible action by the Board regarding the RFP for the District website.

d. LOCAL AGENCY FORMATION COMMISSION ELECTION FOR SPECIAL DISTRICT REGULAR BOARD MEMBER

Discussion and possible action by the Board regarding the LAFCO election for Special District regular member.

6. Consent Agenda:

The Consent Agenda contains items which are considered to be routine in nature and will be adopted by one (1) motion without discussion. Any item on the consent agenda will be moved to the regular agenda upon request from individual Directors or a member of the public.

a. REVISED MINUTES FROM SPECIAL BOARD OF DIRECTORS MEETING JANUARY 23, 2019

Consideration and possible action by the Board to approve minutes from the Special BoD meeting on January 23, 2019.

b. MINUTES FROM BOARD OF DIRECTORS MEETING FEBRUARY 21, 2019

Consideration and possible action by the Board to approve minutes from the February 21, 2019 BoD meeting.

c. MINUTES FROM SPECIAL BOARD OF DIRECTORS MEETING FEBRUARY 28, 2019

Consideration and possible action by the Board to approve minutes from the February 28, 2019 Special BoD meeting.

d. MINUTES FROM BOARD OF DIRECTORS MEETING MARCH 7, 2019

Consideration and possible action by the Board to approve minutes from the March 7, 2019 BoD meeting.

7. District Reports:

No action will be taken and discussion may be limited at the President's discretion. The District encourages that questions be submitted in writing (bod@slvwd.com) on items listed in the District Reports. Questions submitted, if any, will be posted in the next available District Reports, along with a reply.

- DEPARTMENT STATUS REPORTS

Receipt and consideration by the Board of Department Status Reports regarding ongoing projects and other activities.

- Administration/Engineering
- Finance
 - Status Report
 - Bill List
- Operations
- Environmental
- Legal

- COMMITTEE REPORTS

- Future Committee Agenda Items
- Committee Meeting Notes/Minutes
 - LADOC Minutes 2.26.19
 - B & F Minutes 3.5.19
 - Admin Minutes 3.6.19

8. Written Communication:

- Letter from D. Loewen & E. Frech
- Letter from J. Hofvendahl

9. Informational Material:

- Water Board Director Censured - SC Sentinel 3.4.19
- Smallman Censured - Press Banner 3.8.19
- Santa Cruz County Water Resources Management Status Report for 2018

10. Additions and Deletions to Closed Session Agenda:

Additions to the Agenda, if any, may only be made in accordance with California Government Code Section 54954.2 (Ralph M. Brown Act) which includes, but is not limited to, additions for which the need to take action is declared to have arisen after the agenda was posted, as determined by a two-thirds vote of the Board of Directors (or if less than two-thirds of the members are present, a unanimous vote of those members present).

11. Oral Communications Regarding Items in Closed Session:

This portion of the agenda is reserved for Oral Communications by the public for items which are on the Closed Session portion of the Agenda. Any person may address the Board of Directors at this time, on Closed Session items. Normally, presentations must not exceed five (5) minutes in length, and individuals may only speak once during Oral Communications. No actions may be taken by the Board of Directors on any Oral Communications presented; however, the Board of Directors may request that the matter be placed on a future agenda. Please state your name and town/city of residence at the beginning of your statement for the record.

12. Adjournment to Closed Session

At any time during the regular session, the Board may adjourn to Closed Session in compliance with, and as authorized by, California Government Code Section 54956.9 and Brown Act, Government Code Section 54950. Members of the public will be given the opportunity to address any scheduled item prior to adjourning to closed session.

- a. COMPLAINT RE: PUBLIC EMPLOYEE
Government Code Section 54957(b)
- b. CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION
Government Code Section 54956.9(d)(1)
Holloway v. Showcase Realty Agents, Inc. et al.
(Santa Cruz Superior Court Case No. CV180394; 6th District Court of Appeal Case Nos. H044505, H044800).
- c. CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION
Government Code Section 54956.9(d)(1)
Vierra v. San Lorenzo Valley Water District, et al.
(Santa Cruz Superior Court Case No. 18CV00890)

Closed Session Note:

The Brown Act prohibits the disclosure of confidential information acquired in a closed session by any person present and offers various remedies to address willful breaches of confidentiality. These include injunctive relief, disciplinary action against an employee, and referral of a member of the legislative body to the grand jury. It is incumbent upon all those attending lawful closed sessions to protect the confidentiality of those discussions. Only the legislative body acting as a body may agree to divulge confidential closed session information; regarding attorney/client privileged communications, the entire body is the holder of the privilege and only a majority vote of the entire body can authorize the waive of the privilege.

13. Adjournment

Certification of Posting

I hereby certify that on March 15, 2019 I posted a copy of the foregoing agenda in the outside display case at the District Office, 13060 Highway 9, Boulder Creek, California, said time being at least 72 hours in advance of the meeting of the Board of Directors of the San Lorenzo Valley Water District (Government Code Section 54954.2).

Executed at Boulder Creek, California on March 15, 2019.

Holly B. Hossack
District Secretary

MEMO

To: Board of Directors
From: District Manager
Date: February 21, 2019
Subject: San Lorenzo Valley Water District Strategic Plan Review

RECOMMENDATION:

It is recommended that the Board of Directors review this memo and the attached San Lorenzo Valley Water District Strategic Plan and discuss updating the plan and provide staff direction.

BACKGROUND AND OVERVIEW:

Strategic plan serves as a framework and basis for decision making and detailed planning over an extended period of time. As a top level planning document, a strategic plan confirms the overall mission for an organization, affirms the vision by looking out into the future, assesses core values as how an organization will do business, and creates a roadmap of actions and activities to best position for continued mission success.

The Districts current 2016 strategic plan was approved December 2016. The strategic elements in this plan are as follows;

1. Water Management
2. Watershed Stewardship
3. Capital Facilities
4. Wastewater Management
5. Fiscal Planning
6. Public Affairs
7. Strategic Partners
8. Organizational Health/Personnel
9. Administrative Management

The strategic plan has not been reviewed since approved and review and update is recommended. The majority of the Board members have changed since the plan was adopted in 2016. Lompico consolidation and Santa Margarita Groundwater Agency are not included in the plan. Progress has been made in several areas, including the completion of the North South Intertie.

In the past the District has used a consultant to facilitate the planning and development process in revision of the strategic plan. This included community meetings to gather input from the public, meetings with individual Board Members and staff. The 2015 revision was completed at a cost of approximately \$7,500.

Staff reached out to Brent Ives, BHI Management Consulting to assist the District with the update process for the District strategic plan (see attachment). Mr. Ives is the consultant who helped the District develop the original plan and facilitated the 2015 revision. His approach would be as follows:

1. Consultant will first conduct interviews with all Board members and GM/Staff to determine the status of the strategic plan as it now exists and assess what may need to change to better reflect the status of the District today. These interviews will be conducted in or around the District and will take about 60 minutes each. (15 hrs.).
2. Consultant will facilitate a workshop session with the Board to review the inputs gathered above and determine how to best move forward with any change in strategy that may be needed for the District. It is anticipated that this workshop would be between 3-4 hours depending on the Board discussions and deliberations during the session. (11 hrs.)
3. Consultant will provide a brief written follow-up report outlining any results and recommendations for the District to move forward with the outcomes of the workshop. (4 hrs.)

The cost of the revision is estimated \$8,850 plus expenses incurred for travel between Tracy, CA and Boulder Creek, CA. including mileage, meals and lodging costs.

It is recommended that the Board of Directors review this memo, attachments and discuss updating the San Lorenzo Valley Water District's Strategic Plan and provide staff direction.

Mr. Rick Rogers, District Manager
San Lorenzo Valley Water District
Boulder Creek, CA 95482

February 21, 2019

Subject: Proposal to Assist with Updating the District Strategic Plan

Dear Mr. Rogers,

This letter/proposal outlines the basic approach for Brent Ives, BHI Management Consulting to assist the District with the update process for the District strategic plan. Included herein are the basic approach, the cost for the effort and the schedule. Brent Ives will be the trainer/facilitator for this project. His professional resume and references for like projects are also included.

Approach -

The project will consist of three steps and proceed as follows:

1. Consultant will first conduct interviews with all Board members and GM/Staff to determine the status of the strategic plan as it now exists and assess what may need to change to better reflect the status of the District today. These interviews will be conducted in or around the District and will take about 60 minutes each. (15 hrs.).
2. Consultant will facilitate a workshop session with the Board to review the inputs gathered above and determine how to best move forward with any change in strategy that may be needed for the District. It is anticipated that this workshop would be between 3-4 hours depending on the Board discussions and deliberations during the session. (11 hrs.)
3. Consultant will provide a brief written follow-up report outlining any results and recommendations for the District to move forward with the outcomes of the workshop. (4 hrs.)

Cost –

Given the preparation necessary for the delivery of the interviews, workshop and report, BHI Management Consulting estimates that 30 hrs. of effort will be needed to complete the work as described. As such with Mr. Ives' preferred client rate of \$295/hr., the effort cost is \$8850. Customary expenses will also be

incurred for travel expenses between Tracy, CA and Boulder Creek, CA. including mileage, meals and lodging costs.

Schedule –

The work will begin with interviews to be scheduled in April and a Board workshop when able to schedule at least 3-4 weeks thereafter.

Consultant Resume –

Brent Ives has worked with numerous Special Districts and Cities across the state dealing with organizational issues primarily in optimizing operational approach for each Agency as needed. He works with Special District Boards each week and has for 15 years. Brent serves as a faculty member on the Special Districts Governance Academy for Special District Board members, teaching classes in “Evaluating the General Manager”, “Foundations of Governance”, “Setting Direction and Community Leadership” and “The Board’s Role in Human Resources”. Brent has taught representative Board members and staff from over 100 agencies across the state and Washington. He is educated in Organizational Behavior at the University of San Francisco, 26 years experience as a Technical Manager for the Lawrence Livermore National Laboratory and 23 years as a City Council Member in the City of Tracy, California. Brent was the directly elected Mayor of Tracy for the last 8 years of his service there, being termed out in 2014. He was also a member of the Altamont Commuter Express (commute rail service) Commission, a member of the South County Fire Protection Authority in San Joaquin County and Chairman of the San Joaquin Council of Governments.

Brent and BHI Management Consulting bring unique perspective to all training and workshops he presents. As an experienced manager he led groups of engineers and technicians on complex multi-million dollar projects for the Department of Energy at the Lawrence Livermore National Laboratory. The experience of being a seasoned elected official of 22 years, of being an experienced manager and of a solid education and experience in organizational behavior, coupled with his firm’s focus on public agencies brings a unique perspective to the manager evaluation process. BHI has performed several similar projects for special districts and other public agencies in the past

I hope that this information adequately presents the qualifications necessary to fulfill your requirements to assist the Board with this Plan. Please feel free to call or email me with any questions or need for clarification. Your signature below and/or a purchase order or other formal notice to proceed will allow the project to begin.

Sincerely,

<signature>

Brent H. Ives, Principal
BHI Management Consulting
brent@bhiconsulting.com
(209)740-6779

Mr. Rick Rogers, District Manager
San Lorenzo Valley Water District

San Lorenzo Valley
Water District

2016 Strategic Plan
Approved 12/01/2016

Mission Statement

Our Mission is to provide our customers and future generations with reliable, safe and high quality water at an equitable price; to create and maintain outstanding service and community relations; to manage and protect the environmental health of the aquifers and watershed; and to ensure the fiscal vitality of the San Lorenzo Valley Water District.

Introduction

Acknowledgements

This Strategic Plan is a collaborative effort involving many individuals; Directors, public, staff and consultants. A most prominent 'Thank You' goes out from the District to Mr. Brent Ives, BHI Consulting. Mr. Ives provided key guidance during the creation of the 2015 Strategic Plan, the strong foundation of our District's future efforts.

What is a Strategic Plan?

A Strategic Plan is the top level planning document for an organization to set clear direction over all operational aspects of its mission. It serves as a framework for decision making over a rolling five-year period. It is a disciplined effort to produce fundamental decisions that shape what a District intends to accomplish by selecting a rational and balanced course of action. At its highest level, this Strategic Plan seeks to strengthen and build upon opportunities while addressing areas of concern all aimed toward forecasting an optimized future condition. A large part of its intended use is to clarify the future for the Board, Staff, and the public.

The District has made a conscientious decision to actively review and adjust its Strategic Plan on a yearly basis. Each year the Board of Directors will review and update the Strategic Plan, where new items may be added and prioritized, completed work will be acknowledged and archived, and items may be removed or re-prioritized. The District recognizes that there are many plans and projects that will require more than five years to accomplish.

The District is committed to conducting the work of prioritizing, planning and implementing Strategic Plan projects in an inclusive and transparent manner. We welcome and encourage input from the entire San Lorenzo Valley Water District community.

This document will introduce each important strategic goal, actions and initiatives in each of the strategic elements.

Introduction

Strategic Elements

Strategic Elements represent the vital areas of the District's operation and management. Thorough analysis of each area assures that implementation fully supports the Mission and Vision in a comprehensive way, properly covering the District in all areas. As such, Strategic Elements are supportive of the foundational Mission and Vision statements of the District.

The Strategic Elements are as follows:

1. Water Management
2. Watershed Stewardship
3. Capital Facilities
4. Wastewater Management
5. Fiscal Planning
6. Public Affairs
7. Strategic Partners
8. Organizational Health/Personnel
9. Administrative Management

Introduction

Board Vision Statement

The San Lorenzo Valley Water District has committed to the following courses of action:

Every December 31st we will have:

- Completed a review of our 5-year Capital Improvement Program.
- Successfully connected with our communities.
- Cooperated with other agencies.
- Remained successful in watershed stewardship.

By December 31, 2016 we will have:

- Achieved water conservation levels such that we are in the top 10% of California Water Districts for conservation as a percentage of 2013 consumption levels,
- A Staffing Plan that will achieve appropriate service and maintenance levels by 2020.
- A Capital Improvement Program that is flexible and achievable, detailing projects and milestones.
- Successfully implemented a Water Audit and Loss Control Program reducing water loss through leakage

By December 31, 2017 we will have:

- A balanced budget that reflects Mission needs,
- A rate study of our wastewater system and a plan to fully fund required operations and maintenance. or we have transferred our wastewater responsibilities to another agency or JPA.

By December 31, 2018 we will have:

- We have completed the Probation Tank Replacement Project,

By December 31, 2019 we will have:

- Reduced our carbon footprint as well as maintained our commitment to compliance with AB-32.

By December 31, 2020 we will have:

- Completing environmental review, design, finance planning and construction-ready plans for utilizing Loch Lomond water.
- Adequate staffing at all levels as defined by the 2016 Staffing Plan.
- A redundant Quail Hollow Well Project.

Introduction

Accomplishments

In 2015 we:

- Achieved a yearly 24.9% reduction in water consumption compared to 2013 levels, placing SLVWD above the 90th percentile for state water district's conservation efforts in 2015.
- Reviewed our Capital Improvement Program, establishing prioritization of planned projects
- Reviewed and Re-Codified Ordinance 8 into four documents:
 - Rules and Regulations
 - Policies and Procedures
 - Schedule of Rates and Charges
 - Definitions
- Successfully connected with our communities through public budget meetings, CIP public meetings, workshops and symposiums, Social Media and Newsletters, and a variety of published opinion pieces and guest articles in local papers.
- Cooperated with other agencies through joint meetings with Scotts Valley Water District, collaborative efforts with the Fall watershed symposium, among others.
- Successfully implemented a water audit and loss control program, reducing our water loss through leakage by 60,000 gallons

In 2016 we:

- Completed the North-South Intertie Project.
- Completed both the 2010 the 2015 Urban Water Management Plans.
- Successfully transitioned Lompico County Water District into the District service area.
- Funded educational projects that enhance the understanding of the San Lorenzo River watershed or improve the watershed's environmental health.
- Collaborated with other agencies and local stakeholders on large landscape and water resource stewardship efforts across the San Lorenzo Watershed

1.0 Water Supply Management

Objective

To ensure water supplies of high quality and quantities are available for existing and future customers. We will do this by responsibly managing all water and watershed resources under the District's control, developing a diversified water supply, and by partnering with and/or influencing agencies that have an impact on the quantity and quality of current and supplemental water supplies available to the District.

5-Year Strategic Goals:

- 1.1 North - South Intertie
- 1.2 Redundant Quail Hollow Well
- 1.3 Water Sources
- 1.4 Water Audit and Loss Control Program
- 1.5 Felton Infrastructure and Source Water

1.0 Water Supply Management

1.1 North/South Intertie

Currently, the District is comprised of three totally independent water systems: the Northern Distribution System located in the San Lorenzo Valley (Boulder Creek, Brookdale, Ben Lomond, Lompico and Zayante), the Southern Distribution System located in the Scotts Valley area, and the Felton System located in Felton. These three independent water supply and distribution systems are interconnected through intertie pump stations. Currently, the pump stations are available for emergencies only. Free interconnection of the systems would allow for increased reliability and allow the South Distribution System to utilize surplus surface water from the Northern Distribution System during the winter months of normal rainfall years, managing the District's groundwater aquifers through conjunctive-use

Within five years, the District will undertake a CEQA review to utilize the North/South Intertie for enhanced water resource management activities such as the utilization of surface water as a water supply source in the Southern Distribution System for in-lieu groundwater aquifer recharge.

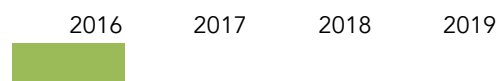
SCHEDULED START YEAR: 2015

EST. COMPLETION YEAR: 2018

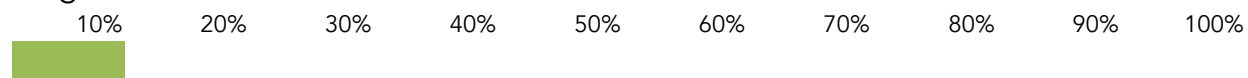
START DATE: 2016

COMPLETION DATE:

Schedule:



Progress:



STATUS:

03/07/2016 – District staff is preparing budget costs for inclusion in the 16/17 budget year. District staff is analyzing water budgets for each of the three water systems to develop conceptual conjunctive use water transfer quantities.

Summer 2016 – District staff submitted a grant application, in conjunction with the County of Santa Cruz, to conduct appropriate CEQA Study required to lift 'emergency' restriction from intertie use.

1.2 Redundant Quail Hollow Well

1.0 Water Supply Management

The District always strives to properly manage the groundwater aquifers from which it draws. The District operates and maintains two (2) groundwater wells in the Quail Hollow area (Quail Hollow Well No. 4A and Quail Hollow Well No. 5A) of the District's Northern Distribution System. It is assumed that all work activities associated with the Quail Hollow Redundant Well Project would be funded as a budgeted capital outlay project in a future District Annual Budget. At this time, this project is assumed to be a "pay-as-you go" project funded by ongoing revenues received from District water sales and other fees and charges. It is estimated that it would take approximately 36 months to complete the proposed Quail Well Project (Design, CEQA, Permitting, and Construction).

SCHEDULED START YEAR: 2017

EST. COMPLETION YEAR: 2020

START DATE:

COMPLETION DATE:

Schedule:

2017 2018 2019 2020

Progress:

10% 20% 30% 40% 50% 60% 70% 80% 90% 100%

STATUS:

Not Started

1.0 Water Supply Management

1.3 Water Sources

The District owns source water rights on multiple streams within San Lorenzo Valley. Additionally, the District has an historical contractual allocation to purchase up to 313 acre-feet per year of raw water from Loch Lomond Reservoir which is owned and operated by the City of Santa Cruz. The District has not utilized Loch Lomond as a source of supply since the late 1970's. A number of project alternatives and accompanying steps exist to revitalize this source of water supply.

The District also owns and operates multiple wells within local groundwater basins. Historically, the groundwater basins utilized by the District have experienced overdraft and the current groundwater levels remain below historical norms.

Groundwater represents the District's only long-term water storage. Reduced groundwater levels cripple the District's ability to withstand prolonged drought events. Environmentally, lower groundwater levels inhibit groundwater contributions to stream flows.

The District desires to utilize winter flows from available stream diversions and available Loch Lomond water in a conjunctive fashion with available groundwater.

Short Term Goal: Diverting winter flows/Loch Lomond water for use in areas normally reliant on groundwater (South Zone and Manana Woods) provides in-lieu recharge of the groundwater basin.

Long Term Goal: Treatment and storage of available winter/Loch Lomond water in local groundwater basins.

Within the scope of this five-year plan, the District anticipates starting a conjunctive use project to achieve the short-term goal of in-lieu recharge, with steps such as environmental review, design, finance planning and completion of construction ready plans.

1.0 Water Supply Management

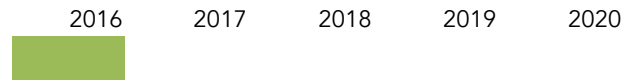
SCHEDULED START YEAR: 2016

EST. COMPLETION YEAR: 2020

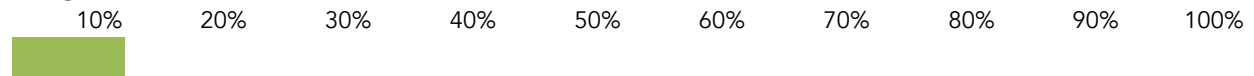
START DATE: 2016

COMPLETION DATE:

Schedule:



Progress:



STATUS:

03/09/2016 - District staff is preparing budget costs for inclusion in the 16/17 budget year. District staff is analyzing water budgets for each of the three water systems to develop conceptual conjunctive use water transfer quantities.

Summer 2016 – In collaboration with the County Water Resources Department, staff has applied for grant funding to fund a conjunctive use plan which would include utilization of Loch Lomond to enhance stream flow in Fall Creek.

Fall 2016 – District staff is engaged in discussions with the City of Santa Cruz, Scotts Valley Water District and Soquel Creek Water District to discuss local projects viewed through a regional lens. District's use of Loch Lomond water is a part of the discussions.

1.0 Water Supply Management

1.4 Water Audit and Loss Control Program

To provide water service to customers the District conveys water through approximately 150 miles of various sizes and ages of water mains. Water loss through mainline leakage can be as high as 20 percent of total water production in an older distribution system such as the District's. To ensure that the District is using its water supplies efficiently, the District will implement a Water Audit and Loss Control program over the next five years that will, conduct a water audit to assess the efficiency of the water distribution system, perform leak detection, identify leaks throughout the distribution system and facilitate repairs, control apparent losses in metering and billing to recover missed revenues and develop approaches for short-term and long-term goal setting for the loss control program.

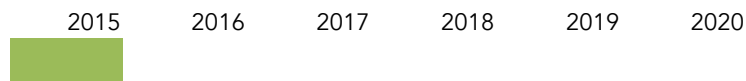
SCHEDULED START YEAR: 2015

EST. COMPLETION YEAR: 2020

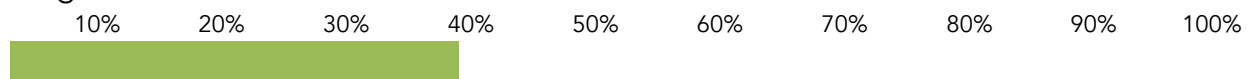
START DATE: 2016

COMPLETION DATE:

Schedule:



Progress:



STATUS:

03/09/2016 – District conducted first round of leak detection in 2015. District inspected 150 miles of pipeline and repaired 59 previously unknown leaks totaling an estimated 111 gpm (58 MGY). Staff is anticipating a second round of leak detection in the 2017-18 budget year.

1.0 Water Supply Management

1.5 Infrastructure and Source Water

The District conveys water through approximately 180 miles of various sizes and ages of water pipe and appurtenant facilities, including stream/spring diversions, wells and potable water treatment plants.

District infrastructure and water sources are constrained and restricted due to age and deferred maintenance.

Within the next five years the District would like to develop an Infrastructure Master Plan Area that addresses replacement of infrastructure that has reached the end of its useful life.

Within the next five years the District would like to develop a Source Water Master Plan that provides clear goals and objectives to ensure safe and reliable sources of.

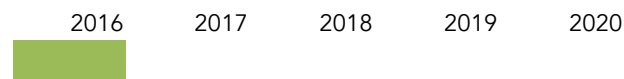
SCHEDULED START YEAR: 2016

EST. COMPLETION YEAR: 2020

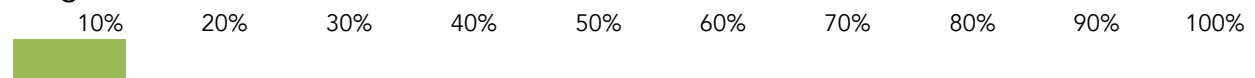
START DATE: 2016

COMPLETION DATE:

Schedule:



Progress:



STATUS:

03/09/2016 – District staff is preparing budget costs for inclusion in the 16/17 budget year.

2.0 Watershed Stewardship

Objective:

To manage and protect the environmental health of the local aquifers and watersheds.

Summary of 5-year strategic goals:

2.1 Watershed Management Plan

2.2 Environmental Review of Impacts to San Lorenzo River Watershed

2.3 Climate Action Plan

2.4 Education Program

2.0 Watershed Stewardship

2.1 Watershed Management Plan

In 2006 the District began to prepare an update to the existing Watershed Management Plan from 1985 including changes in the districts land ownership and service area, changes in watershed conditions, advances in watershed science and habitat restoration, and changes in regulatory requirements. Over the next five years staff will evaluate and identify data gaps and complete the districts Watershed Management Plan.

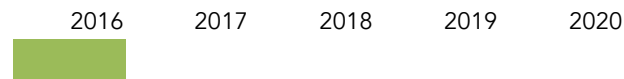
SCHEDULED START YEAR: 2015

EST. COMPLETION YEAR: 2020

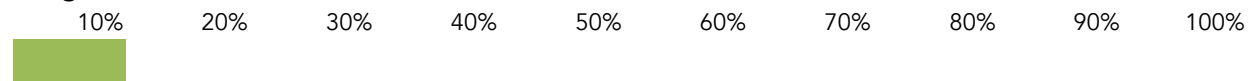
START DATE: 2016

COMPLETION DATE:

Schedule:



Progress:



STATUS:

Summer 2016- Completed the Plan to Control Invasive Broom and Acacia on the Olympia Watershed

2.0 Watershed Stewardship

2.2 Environmental Review of Potential Impacts to the San Lorenzo River Watershed

Human-induced disturbances in the San Lorenzo River Watershed have altered hydrologic processes by increasing the magnitude and frequency of peak discharges and reducing summer base flows. Urban and rural development is a major source of erosion and sedimentation. Many current and historic human-induced impacts in the San Lorenzo River watershed cause or exacerbate erosion and sedimentation. These impacts to the San Lorenzo River watershed directly impact the San Lorenzo Valley Water District and its community. The District has a long history of watershed stewardship, providing environmental review and comments to proposed projects and plans, which impact the watershed. In the next five years, the District will continue to conduct environmental review on timber harvest, agriculture and development projects that impact the District's water sources and the San Lorenzo River Watershed.

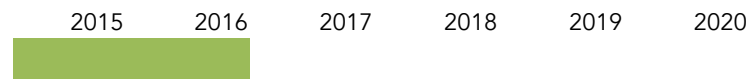
SCHEDULED START YEAR: 2015

EST. COMPLETION YEAR: annually

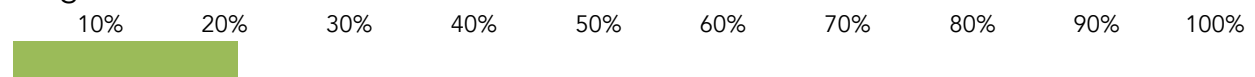
START DATE: 2015

COMPLETION DATE:

Schedule:



Progress:



STATUS: 2016 – District has actively engaged in public discussions regarding the Mount Herman Activity Bike Park and the County Cannabis Cultivation Ordinance creation, timber harvest operations that impact District water resources.

2.0 Watershed Stewardship

2.3 Climate Action Plan

In 2008 the District Board approved a climate change resolution committing itself to meeting greenhouse gas emissions to AB32 standards. In addition, the resolution committed the District to addressing potential impacts of climate change in all of its planning documents.

In addition to maintaining the District's participation in the Climate Action Registry through regular emissions inventory reporting, the District will include consideration of additional climate change mitigation and adaptation measures in its ongoing operations, including such actions as: energy efficiency, fuel efficiency, encouraging water conservation, use or purchase of renewable energy generation, carbon sequestration, ongoing watershed stewardship and improved water supply resiliency.

Within five years, the District will have: evaluated the potential for and economic viability of additional renewable energy generation on District property, evaluated the potential costs and benefits of becoming 'carbon neutral' or 'carbon free' and if feasible, bringing forward a proposal to reach that goal. Within five years the District will have consulted with local and state experts on climate change impacts and will have incorporated appropriate adaptation considerations into our Watershed Management Plans.

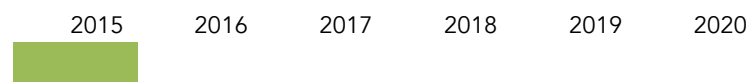
SCHEDULED START YEAR: 2015

EST. COMPLETION YEAR: annually

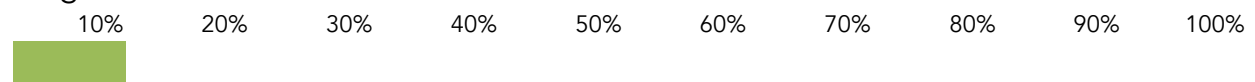
START DATE: 2015

COMPLETION DATE:

Schedule:



Progress:



STATUS: 2016 – District has begun reviewing alternative energy options for the Bull/Bennett Pipeline. Staff has begun reviewing battery storage options to offset peak usage and reduce carbon footprint.

2.0 Watershed Stewardship

2.4 Education Program

To protect the District's water resources over the long term, it is important to raise awareness of water conservation, and watershed protection and stewardship among residents of and visitors to the San Lorenzo Valley River watershed. The mission of the District's Education Program is to provide funding for educational and other projects that enhance the understanding of the San Lorenzo River watershed or improve the watershed's environmental health. Over the next five years, the District will continue to implement both of the education grant programs: the "classic" program and the "data gaps" program, refining them as necessary. Additionally, the District and its Mission has a fascinating history, one that is relevant to today and the future. As such, it is important to share that story.

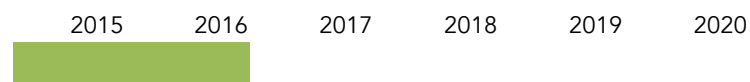
SCHEDULED START YEAR: 2015

EST. COMPLETION YEAR: annually

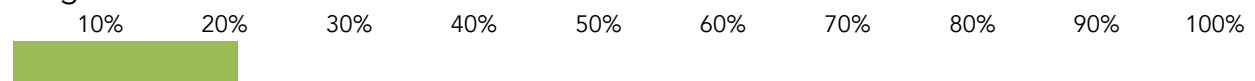
START DATE: 2015

COMPLETION DATE:

Schedule:



Progress:



STATUS:

2016 - Six Classic Watershed Education Grants are funded annually. Community members, teachers, and nonprofits received grants to fund educational programs which have successfully reached students in every public school in the San Lorenzo Valley.

Monthly newsletters with articles regarding water conservation, watershed stewardship and environmental activities and announcements are distributed to the community via email

3.0 Capital Facilities

Objective:

Properly managing our infrastructure through appropriate maintenance, yearly system condition review and assessment and timely replacement of facilities that have reached or exceeded the end of their service life.

Summary of 5-Year Strategic Goals:

3.1 Capital Improvement Program

3.0 Capital Facilities

3.1 Capital Improvement Program

The District has an ongoing Capital Improvement Program. The project planning and development process of the Capital Improvement Program was established to provide an orderly procedure for the identification, evaluation and prioritization of current and future capital needs of the San Lorenzo Valley Water District. The Capital Improvement Program has been utilized to guide the District's long and short-range planning process by matching identified needs, desired priorities and major capital expenditures. The 2010 Capital Improvement Program lists \$27,455,000 dollars of needed improvements. Over the next five years The 2010 Capital Improvement Program will be updated and progress will be published on the District's website describing the schedules for individual projects by activity, processing time frame and estimated costs for each of the on the projects that are anticipated to be completed over the five years.

SCHEDULED START YEAR: 2015

EST. COMPLETION YEAR: annually

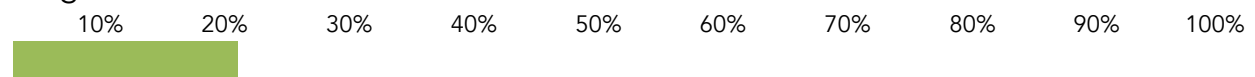
START DATE: 2015

COMPLETION DATE:

Schedule:



Progress:



STATUS: 2016 – District published a ten-year Capital Improvement Plan, including project descriptions and individual project budgets.

4.0 Wastewater Management

Objective:

Properly managing our wastewater operation until the successful transition to a more appropriate entity is achieved. We will work with our wastewater customers and potential successor entities to find a beneficial solution.

Summary of 5-Year Strategic Goals:

4.1 Bear Creek Wastewater Collection and Treatment System

4.0 Wastewater Management

4.1 Bear Creek Wastewater Collection and Treatment System

The District currently owns and operates the Bear Creek Estates Wastewater System which provides wastewater collection and treatment service to approximately 54 single family residences. The District desires to transfer ownership and operation of the wastewater system to a more appropriate agency, such as the County of Santa Cruz, which could operate the system more efficiently. The District will continue to seek resolution of this matter with the County. In the next five years, specific steps toward this goal could include: conducting a rate-study that will establish operational and capital needs of the wastewater system, conduct a Proposition 218 rate increase process that will set rates appropriate to the operational and capital needs of the system, establishing a community dialog with Bear Creek Estates residents, meeting with County representatives on a regular basis to discuss and move this idea forward, and collaboratively establishing a plan with a schedule and key milestones.

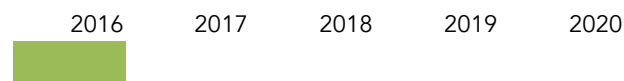
SCHEDULED START YEAR: 2016

EST. COMPLETION YEAR: 2020

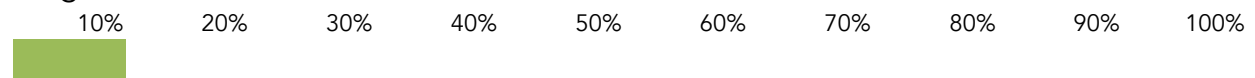
START DATE: 2016

COMPLETION DATE:

Schedule:



Progress:



STATUS:

2016 – District is completing a wastewater cost-of-service study.

5.0 Fiscal Planning

Objective:

To ensure the short and long-term fiscal vitality of the District. The District will forecast and plan income, reserves and expenditures and provide financial resources sufficient to fund on-going operations and the capital improvement program (CIP).

Summary of 5-Year Strategic Goals:

- 5.1 Fiscal Plan for Support of Strategy
- 5.2 Funding Infrastructure Replacement
- 5.3 Provide Support for Applying for and Securing Grants
- 5.4 Obtain the Comprehensive Annual Financial Report (CAFR) Award
- 5.5 Annual Review of the Reserve Fund Policy
- 5.6 Fiscal Transparency

5.0 Fiscal Planning

5.1 Fiscal Plan for support of Strategy

The District will continue to prepare and adopt annual balanced budgets, which reflect the mission of the District. The maintenance of this Strategic Plan will be integrated into the annual budgeting process. Additionally, it is anticipated that those goals, actions and/or initiatives outlined within this Plan will be reviewed and considered for funding as each annual budget is developed.

The District will conduct a multi-year rate study that will take into consideration as a minimum: continued fiscal impact of the drought, projected operational and staffing needs, conservation incentives, fixed rates vs. commodity rates, capital funding needs, and reserves.

SCHEDULED START YEAR: 2015

EST. COMPLETION YEAR: annually

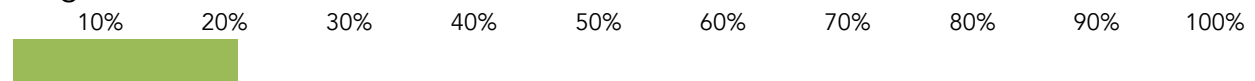
START DATE: 2015

COMPLETION DATE:

Schedule:



Progress:



STATUS:

2016 – District is completing a cost-of-service study.

5.0 Fiscal Planning

5.2 Funding Infrastructure Replacement

The District's ongoing fiscal planning activities will include periodic comprehensive analysis of the infrastructure needs of the District. These are generally outlined in the Capital Improvement Program (CIP). Each year during the budget development process, the capital improvement needs will be considered for inclusion within the upcoming budget for either full or incremental funding.

SCHEDULED START YEAR: 2015

EST. COMPLETION YEAR: annually

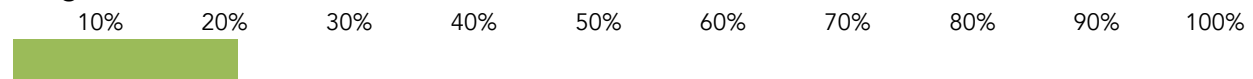
START DATE: 2015

COMPLETION DATE:

Schedule:



Progress:



STATUS:

2016 – CIP projects were included in District's budget for the next fiscal year. District applied for two State Revolving Fund loans; one for Probation Tank Replacement project and one for Swim Tank Replacement project.

5.0 Fiscal Planning

5.3 Provide Fiscal Support for Applying for and Securing Grants

Securing grants for various projects within the District is a best practice and leverages District monies, and thus protects rates. The District will determine proper funding and assistance necessary to support an organized effort to seek out and secure grants as project specific revenues for the District.

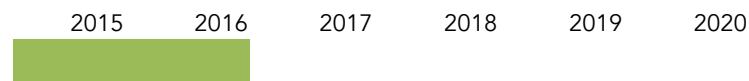
SCHEDULED START YEAR: 2015

EST. COMPLETION YEAR: annually

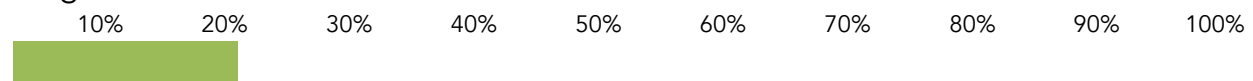
START DATE: 2015

COMPLETION DATE:

Schedule:



Progress:



STATUS:

2016 – District applied for two grants; one to conduct an analysis and to plan to conjunctively utilize water resources through the intertie project, to reduce aquifer overdraft and increase stream flow in Fall Creek and the San Lorenzo River during dry periods. The 2nd grant is a collaborative effort to enhance fish habitat in the San Lorenzo River. It includes provisions that would fund the Fall Creek Fish Ladder project, and a large wood project on District and City of Santa Cruz Watershed Property in the Upper Zayante Watershed. Staff anticipates an answer in November 2016.

5.0 Fiscal Planning

5.4 Obtain the Comprehensive Annual Financial Report (CAFR) Award

A Comprehensive Annual Financial Report is a set of financial statements comprising the financial report of the District that complies with the accounting requirements promulgated by the Governmental Accounting Standards Board (GASB). The CAFR may be considered a more thorough review of the District yearly budget. The Government Finance Officers Association (GFAO) provides a CAFR Award which is the highest form of recognition in the area of governmental accounting and financial reporting. The District's CAFR is evaluated and judged by an impartial panel of the GFOA to meet the high standards of the program including demonstrating a constructive "spirit of full disclosure" to clearly communicate its financial story to its users. Within the next five years the District will earn the CAFR Award.

SCHEDULED START YEAR: 2017

EST. COMPLETION YEAR: 2017

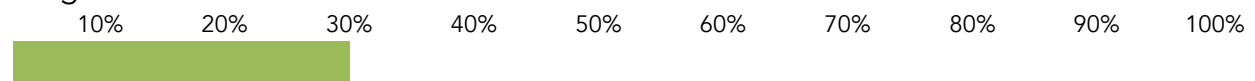
START DATE: 2016

COMPLETION DATE:

Schedule:



Progress:



STATUS:

Fall 2016 – District has begun incorporating necessary changes to audit and budget process & documents for near-future CAFR.

5.0 Fiscal Planning

5.5 Annual Review of the Reserve Fund Policy

Adequate reserves for the District operations ensure that customers experience both stable rates for service and the security that the District can respond to emergencies, especially regarding water and wastewater quality issues. Adequate reserves ensure that the District will at all times have sufficient funding available to meet its operating, capital and debt service cost obligations, together with future debt or capital obligations, as well as any unfunded mandates, including costly regulatory requirements. The Reserve Fund Policy should be developed to clearly identify specific designated reserve funds, to clearly identify both reserve fund categories and purposes, and set target levels for reserves that are consistent with the District's mission statement, the uniqueness of the District, and the philosophy of the District's Board.

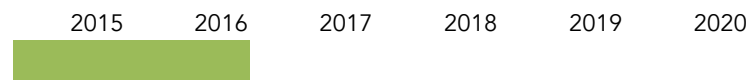
SCHEDULED START YEAR: 2015

EST. COMPLETION YEAR: annually

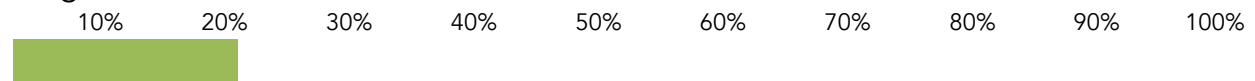
START DATE: 2015

COMPLETION DATE:

Schedule:



Progress:



STATUS:

2016 – District reviewed and updated its Reserve Fund Policy.

5.0 Fiscal Planning

5.6 Fiscal Transparency

Fiscal transparency is a bulwark ensuring appropriate governing and managing of a public agency. Rate payers have a right to review the financial transactions of the District. Within the next five years the District will adopt a Policy detailing the steps and actions the District will undertake to ensure fiscal transparency is available to the rate payers.

SCHEDULED START YEAR: 2015

EST. COMPLETION YEAR: annually

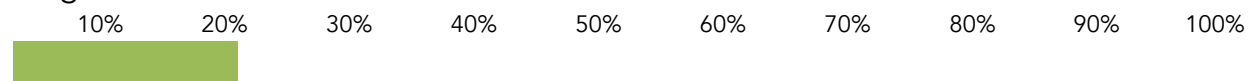
START DATE: 2016

COMPLETION DATE:

Schedule:



Progress:



STATUS: Not started yet.

6.0 Public Affairs

Objective:

To show solid planning, long-range outlook and overall value to our customers. We will do this by being completely transparent and open in our business and decisions. We will identify and employ effective ways to receive input, educate and inform the public and proactively engage with a variety of local media outlets.

Summary of 5-Year Strategic Goals:

- 6.1 Survey Stakeholder Expectations and Understanding of District Issues
- 6.2 Increase Civic Understanding and Engagement
- 6.3 Technology Plan
- 6.4 SDLF Certificate of Transparency

6.0 Public Affairs

6.1 Survey Stakeholder Expectations and Understanding of District Issues

It is important to gauge stakeholder perceptions of the District on a regular basis, to determine how and if perceptions are changing, to improve our service and/or communications and to identify areas where our message is not getting through clearly. Every five years the District will conduct a customer survey such as it did in 2010 to determine what areas of information our customers were interested in and how they would like to receive the information and ask how we might be able to best serve them.

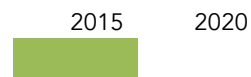
SCHEDULED START YEAR: 2015

EST. COMPLETION YEAR: 2020

START DATE: 2015

COMPLETION DATE:

Schedule:



Progress:



STATUS:

2015 – District conducted on-line/mail-in poll.

6.0 Public Affairs

6.2 Increase Civic Understanding and Engagement

It is critical that the public, especially our ratepayers, understand the issues that public water agencies face on both the global and local scale. Starting a conversation with ratepayers is a good way to engage them in understanding and solving problems. The Public Relations committee is intended to accomplish this. The outcome and advice of this committee will be considered by the Board of Directors for implementation.

Starting in fiscal 2015/16 the District will conduct a 'State-of-the-District' town hall meeting, presenting to the ratepayers in a concise and engaging manor the current issues impacting the District.

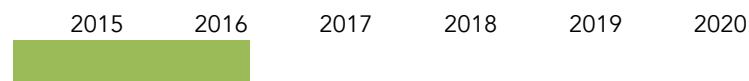
SCHEDULED START YEAR: 2015

EST. COMPLETION YEAR: annually

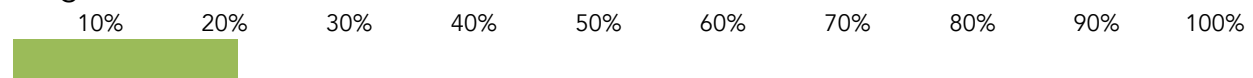
START DATE: 2015

COMPLETION DATE:

Schedule:



Progress:



STATUS:

2015 – District conducted a State-of-the-District meeting in October.

6.0 Public Affairs

6.3 Technology Plan

The District will prepare a Technology Plan that will outline procedures and policies the District will use to continue managing and refining its website (including such features as a calendar function, search capability, and providing more documentation and information resources) and its internet presence (such as Facebook, Twitter, etc.) to facilitate transparency, availability of information, open communications channels and providing useful information to District residents. Additionally, the Technology Plan will incorporate a replacement schedule to keep the District's electronic equipment (office computers, SCADA equipment, and radios) up to date.

SCHEDULED START YEAR: 2015

EST. COMPLETION YEAR: annually

START DATE: 2017

COMPLETION DATE:

Schedule:



Progress:

10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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STATUS: Not yet started.

6.0 Public Affairs

6.4 SDLF Certificate of Transparency

Within the next five years the District will obtain the Special District Leadership Foundation 'Certificate of Transparency' as a way to help ensure the public that the District is functioning in as transparent a manner as possible.

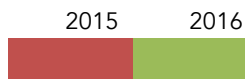
SCHEDULED START YEAR: 2015

EST. COMPLETION YEAR: 2015

START DATE: 2015

COMPLETION DATE: 2016

Schedule:



Progress:



STATUS:

June 16, 2016 – District received the SDLF Certificate of Transparency in June 2016.

7.0 Strategic Partners

Objectives:

To foster beneficial relationships with strategic partners to accomplish the goals of the District. We will do this by embracing strategic ties with other organizations, the legislature and agencies, working closely with regulators and participating in professional associations.

Summary of 5-Year Strategic Goals:

- 7.1 Develop Strategic Partnerships with Other Agencies
- 7.2 Through Active Participation, Establish Strong Ties with Regional Planning Groups
- 7.3 Work with Neighboring Agencies and Impacted Private Well Owners to develop a Groundwater Sustainability Agency (GSA)

7.0 Strategic Partners

7.1 Develop Strategic Partnerships with Other agencies

The San Lorenzo River Watershed is a shared resource. Various public agencies oversee how the resource is managed. As such, partnerships and our relations with these other agencies are important. The District will cultivate supportive and positive relationships with other agencies that may impact the District's operations and watershed stewardship efforts.

The Board President and District Manager will meet on a semi-regular basis with representatives from local agencies (including Scotts Valley, City of Santa Cruz, and County of Santa Cruz) to discuss topics of regional concern.

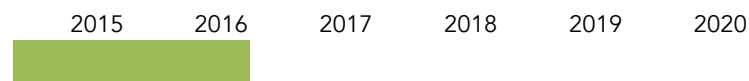
SCHEDULED START YEAR: 2015

EST. COMPLETION YEAR: annually

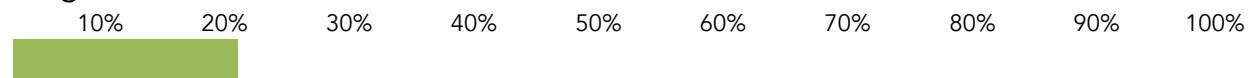
START DATE: 2015

COMPLETION DATE:

Schedule:



Progress:



STATUS:

2016 – District has engaged in regional discussion with representatives from local agencies to discuss topics of regional concern. District has jointly applied with the County on two grant applications. District has met with SWWD and City of Santa Cruz to discuss rate setting process.

Staff is actively collaborating with many groups and agencies to strategize and implement projects and plans which enhance environmental health, sustainability and stewardship in the San Lorenzo Valley. Those groups include but are not limited to:

7.0 Strategic Partners

- Santa Margarita Groundwater Sustainability Agency - Multi Agency Stakeholder group which oversees the sustainable management of our shared aquifer.
- Santa Cruz Mountains Stewardship Network – A multi-agency networks working together to enhance stewardship of large landscapes in the Santa Cruz Mountains
- Water Conservation Coalition- Collaboration of all water districts in Santa Cruz County and the County Water Resources, and Non-Profits to reduce water consumption regionally.
- San Lorenzo 2025- Multi-agency effort to enhance fish habitat in the San Lorenzo River.
- Santa Cruz Mountains Bioregional Council- Dedicated to the preservation and enhancement of regional biodiversity over time through education and dissemination of accurate scientific information and assistance in the planning and coordination and implementation of conservation efforts.
- Felton Library Friends – Community group planning the construction of the new Felton Library and the adjacent Nature Connection Play Area.

7.0 Strategic Partners

7.2 Through Active Participation, Establish Strong Ties with Regional Planning Groups

The District shares the water challenges and opportunities with other public agencies in the region and beyond. This makes the need for positive relations with regional planning groups important to the District. We will proactively seek to play an active role in such activities. Within the next five years the District will join and actively participate in various regional organizations or groups that meet on a semi-regular basis to discuss water related issues and topics of concern to the District.

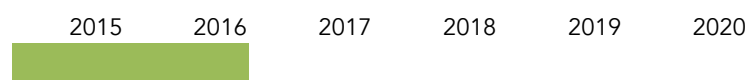
SCHEDULED START YEAR: 2015

EST. COMPLETION YEAR: annually

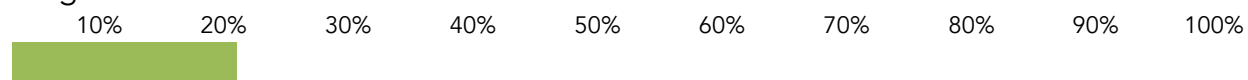
START DATE: 2015

COMPLETION DATE:

Schedule:



Progress:



STATUS:

2016 – District has participated in a number of regional group discussions, including:

- Santa Cruz Integrated Regional Water Management Group
- Santa Margarita Groundwater Advisory Group and Sustainable Groundwater Management Act (SGMA) Joint Powers Agency (JPA) formation sub-group.
- Regional Managers water source project review and collaboration summit.
- Regional Managers internship program collaboration summit.

7.0 Strategic Partners

7.3 Work with Neighboring Agencies and Impacted Private Well Owners to develop a Groundwater Sustainability Agency (GSA)

The District shares responsibility for managing the Santa Margarita Groundwater Basin with the County of Santa Cruz, the Scotts Valley Water District and private well owners within the Santa Margarita Groundwater Basin (SMGB). Since the State adoption of the Sustainable Groundwater Management Act (SGMA), the District has started work with our neighbors on developing a Groundwater Sustainability Agency (GSA).

The State defines a GSA as, "One or more local agencies that implement the provisions of SGMA."

The first step in developing a GSA occurred when the District partnered with the County and Scotts Valley Water District to submit a request to the State of California to redefine the boundaries of the SMGB. Prior to our request the State did not recognize SMGB as a medium or high priority basin due to what we believe are clerical errors in the State's defined boundary for the SMGB.

Further accelerated coordination between the District and our partners will be required if the State accepts our request to redefine the SMGB boundaries and adopts the SMGB as a medium priority basin. The formation of a GSA for State identified medium-priority basins is required by June 30, 2017, or two years from basin boundary adjustment, whichever comes later.

Within the next year and a half the District would like to finalize the formation of a GSA with our neighboring agencies and private well owners within the Santa Margarita Groundwater Basin.

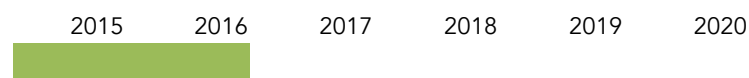
SCHEDULED START YEAR: 2015

EST. COMPLETION YEAR: annually

START DATE: 2015

COMPLETION DATE:

Schedule:



7.0 Strategic Partners

Progress:



STATUS:

2015 – District has begun working with Scotts Valley Water District and County of Santa Cruz in drafting the formation documents for future GSA Joint Powers Agency (JPA) for compliance with SGMA and management of our shared groundwater basin.

8.0 Organizational Health/ Personnel

Objectives:

To employ and retain a high quality, motivated workforce. We will do this by utilizing sound policies and personnel practices, offering competitive compensation and benefits, providing opportunities for training, development and professional growth, while ensuring a safe and secure workplace.

Summary of Strategic Goals:

- 8.1 Staffing Plan
- 8.2 Compensation and Benefits Benchmarking
- 8.3 FLSA Audit

8.0 Organizational Health/ Personnel

8.1 Staffing Plan

As the District grows and considers taking on a larger role in water stewardship within the Valley, staffing will need to be thoroughly considered and factored into the budgeting process. Management will assess the staffing needs of the District annually during the budget development process and as the need presents itself.

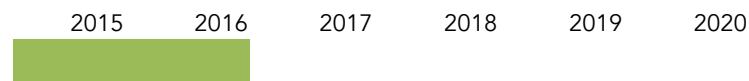
SCHEDULED START YEAR: 2015

EST. COMPLETION YEAR: annually

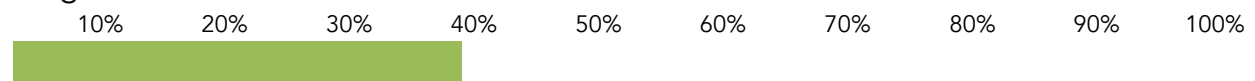
START DATE: 2015

COMPLETION DATE:

Schedule:



Progress:



STATUS:

2016 – Proposed staffing plan has been completed.

8.0 Organizational Health/ Personnel

8.2 Compensation and Benefits Benchmarking

Proper consideration for the total compensation for District employees is an important aspect of being effective and efficient with the public funds. The District will perform a comprehensive salary and benefits study to assure a proper baseline of compensation for District employees. It is anticipated that this study will be conducted by a qualified consulting firm.

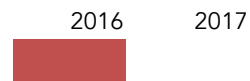
SCHEDULED START YEAR: 2016

EST. COMPLETION YEAR: 2017

START DATE: 2015

COMPLETION DATE:

Schedule:



Progress:

10% 20% 30% 40% 50% 60% 70% 80% 90% 100%

STATUS: Not yet started.

8.0 Organizational Health/ Personnel

8.3 FLSA Audit

Every five years the District will conduct a Fair Labor Standards Act Audit to ensure that the District is remaining compliant with FLSA rules and regulations.

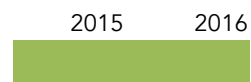
SCHEDULED START YEAR: 2016

EST. COMPLETION YEAR: 2016

START DATE: 2015

COMPLETION DATE: 2016

Schedule:



Progress:



STATUS:

2016 – Staff, working in conjunction with Paychex (our payroll and HR consultant), conducted an internal FLSA Audit. Determination was that only one position (Board Secretary) was incorrectly assigned per FLSA rules and regulations.

9.0 Administrative Management

Objectives:

Our objective is to create, maintain and implement policies and procedures to ensure sound and efficient management of the District. We will conduct periodic review, refine and implement policies and procedures to ensure that the District Manager and Board have the tools necessary for successfully carrying out the Mission of the District.

Summary of Strategic Goals:

- 9.1 Update Ordinance 8
- 9.2 Board Development
- 9.3 Review Strategic Plan on an Annual Schedule

9.0 Administrative Management

9.1 Update Ordinance 8

Ordinance 8 is the primary source of the District's rules and regulations. Ordinance 8, originally adopted in 1970, has been amended and augmented on numerous occasions by various ordinances and resolutions since the date of adoption. The District will update Ordinance 8, either through a comprehensive review, rewrite and codification or by 'starting fresh', in order to ensure consistency and clear communication between District Board and staff and our customers. Due to the scope and breadth of this project, the District may engage an outside firm to assist with this effort.

SCHEDULED START YEAR: 2015

EST. COMPLETION YEAR: 2018

START DATE: 2015

COMPLETION DATE:

Schedule:



Progress:



STATUS:

2016 – Ord 8 was repealed and replaced with four new documents; Rules and Regulations, Policies and Procedures, Standard Rates and Charges and Definitions. District has begun the process of review and updating individual components of these four documents.

9.0 Administrative Management

9.2 Board Development

It is a best practice of Boards to address their own development and to adopt best practices in their public role. As such, the Board will adopt clear training and orientation methods each year and plan an annualized calendar for Board development and for individual Board members. The Board will also consider and improve its Board Policies and Procedures Manual.

SCHEDULED START YEAR: 2015

EST. COMPLETION YEAR: annually

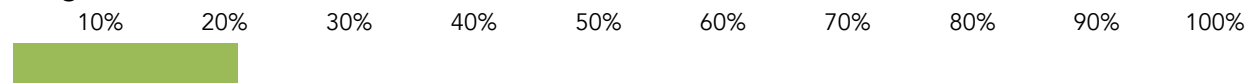
START DATE: 2015

COMPLETION DATE:

Schedule:



Progress:



STATUS:

2016 – Board members have attended local and regional water issues and professional development events such as those presented by ACWA. Board rescinded Ord 8, replacing it with four documents; Policies & Procedures, Rules & Regulations, Standard Rates & Charges and Definitions. Board updated the Board Policy Manual.

9.0 Administrative Management

9.3 Review Strategic Plan on an Annual Schedule.

To properly demonstrate commitment of the District in meeting its mission and vision, we will update this strategic plan annually, usually in February of each year.

SCHEDULED START YEAR: 2016

EST. COMPLETION YEAR: 2020

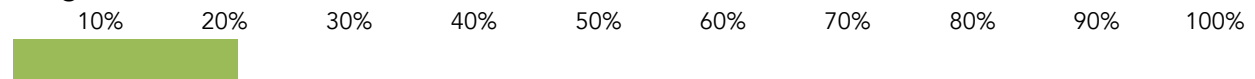
START DATE: 2016

COMPLETION DATE:

Schedule:



Progress:



STATUS:

2016 – Strategic Plan was reviewed and a final 2016 document was approved at the December 1, 2016 Regular Board Meeting.

San Lorenzo Valley Water District

Element	Start Year	Completion Year
1.0 Water Supply Management		
1.1 North/South Intertie	2015	2018
1.2 Redundant Quail Hollow Well	2017	2020
1.3 Loch Lomond Water	2016	2020
1.4 Water Audit and Loss Control Program	2015	2020
1.5 Felton Infrastructure and Source Water	2016	2020
2.0 Watershed Stewardship		
2.1 Watershed Management Plan	2015	2020
2.2 Environmental Review of Impacts to San Lorenzo River Watershed	2015	annually
2.3 Climate Action Plan	2015	annually
2.4 Education Program	2015	annually
3.0 Capital Facilities		
3.1 Capital Improvement Program	2015	annually
4.0 Wastewater Management		
4.1 Bear Creek Wastewater Change of Ownership	2016	2020
5.0 Fiscal Planning		
5.1 Fiscal Plan for support of Strategy	2015	annually
5.2 Funding Infrastructure Replacement	2015	annually
5.3 Provide Support for Applying for and Securing Grants	2015	annually
5.4 Obtain the Comprehensive Annual Financial Report (CAFR) Award	2017	2017
5.5 Annual Review of Reserve Fund Policy	2015	Annually
5.6 Fiscal Transparency	2016	On-going
6.0 Public Affairs		
6.1 Survey Stakeholders Expectations and Understanding of District Issues	2015 / 2020	2015/ 2020
6.2 Increase Civic Understanding and Engagement	2015	annually
6.3 Technology Plan	2015	annually
6.4 SDLF Certificate of Transparency	2015	2015
7.0 Strategic Partners		
7.1 Develop Strategic Partnerships with Other Agencies	2015	annually
7.2 Through Active Participation, Establish Strong Ties with Regional Planning Groups	2015	Annually
7.3 Work with Neighboring Agencies and Impacted Private Well Owners to develop a Groundwater Sustainability Agency (GSA)	2015	2017
8.0 Organizational Health/Personnel		
8.1 Staffing Plan	2015	annually
8.2 Compensation and Benefits Benchmarking	2016	2017
8.3 FLSA Audit	2016	2016
9.0 Administrative Management		
9.1 Update Ordinance 8	2015	2018

San Lorenzo Valley Water District

9.2 Board Development	2015	annually
9.3 Review Strategic Plan on a Regular Schedule	2015	annually

MEMO

TO: Board of Directors
FROM: District Manager
SUBJECT: STRATEGIC PLAN
DATE: April 15, 2011

RECOMMENDATION:


It is recommended that the Board of Directors review this memo and approve the attached resolution which authorizes the waiver of formal bidding procedures for the procurement of professional services relative to a strategic plan.

BACKGROUND:

On January 27, 2011 your Board reviewed a video presentation and discussed the development and implementation of a strategic plan for the District. The purpose of a strategic plan is to establish and set written future direction for the District (i.e. five (5) year roadmap). At the conclusion of the January 27, 2011 meeting your Board directed staff to facilitate a presentation from Brent Ives, BHI Management Consulting regarding strategic plans.

On February 27, 2011 Mr. Ives delivered a presentation to your Board regarding the development of a strategic plan for the District. Following discussion and consideration, your Board directed staff to request a proposal for professional services from BHI Management for the preparation of a comprehensive District Strategic Plan. The District has received the attached proposal in the sum of \$22,095.00 for development and preparation of a District Strategic Plan. See Attachment 1. The proposal identifies and outlines the work elements and specific tasks related to the project.

It is recommended that the Board of Directors review this memo and approve the attached resolution which authorizes the waiver of formal bidding procedures for the procurement of professional services relative to a strategic plan.



James A. Mueller
District Manager

JAM/bsb

SAN LORENZO VALLEY WATER DISTRICT

RESOLUTION NO. (10-11)

SUBJECT: AUTHORIZATION TO PROCURE PROFESSIONAL SERVICES FOR PREPARATION OF A DISTRICT STRATEGIC PLAN; WAIVER OF FORMAL BIDDING PROCEDURES

WHEREAS, the District desires to develop and prepare a District Strategic Plan; and

WHEREAS, the District desires to procure professional services for the development and preparation of said plan; and

WHEREAS, the District has received a proposal from BHI Management Consulting, Tracy, California for the development and preparation of a District Strategic Plan and

WHEREAS, District Ordinance 8, Article 18 provides for purchases to be on a competitive basis; and

WHEREAS, District Ordinance 8, Article 18.10 provides for the waiver of competitive procurement procedures relative to professional and specialized services; and

WHEREAS, District Ordinance 8, Article 18.8 provides that the Board of Directors by four-fifths vote may waive as to an individual purchase competitive bidding requirements;

NOW, THEREFORE BE IT RESOLVED by the Board of Directors of the San Lorenzo Valley Water District that the District Manager is hereby authorized and directed to enter into an agreement with BHI Management Consulting for the development and preparation of a District Strategic Plan.

PASSED AND ADOPTED by the Board of Directors of San Lorenzo Valley Water District, County of Santa Cruz, State of California, on the 21st day of April, 2011 by the following vote of the members thereof:

**AYES:
NOES:
ABSTAIN:
ABSENT:**

B. Barchi
District Secretary

-- Proposal --
Professional Services for a
Strategic Plan
for the
San Lorenzo Valley Water District
Boulder Creek, CA
April 2011

BHI Management Consulting
2459 Neptune Ct., Suite 110
Tracy, Ca.
(209) 740-6779
brent@bhiconsulting.com

Overview of Amendment and Scope of Project:

The objective of this proposal is to outline professional services to the San Lorenzo Valley Water District (District) for assistance in the preparation of a comprehensive District Strategic Plan (Plan). Brent Ives (Consultant), Principal of BHI Management Consulting, will be the primary consultant on this project. BHI will also propose limited use of associate consultants and editorial assistance for the effort in order to reduce costs. Details are outlined in the Task/Cost/Expense table below. BHI has successfully completed dozens of strategic plans for public agencies in California and is currently involved with three other District plans in the State at various stages of completion.

Strategic Planning Overview:

Strategic Planning utilizing the action-oriented model proposed herein offers a number of benefits for a public District. The term "action-oriented" means that the big picture direction from the Board, in terms of Mission and Vision, are clearly laid out in the Plan with actions and initiatives that support the Board's direction. This is a clear and important role of the elected Board. Our planning model involves members of the elected Board of Directors to deliberately engage by providing critical direction and guidance in the form of Board generated Mission, Vision and Values. Training for all roles of public District work is incorporated within each meeting and session. This planning approach carefully involves the Board in setting clear and thoughtful big-picture direction for the District as expressed in the strategic plan.

Also crucial to any practical planning effort is a clearly delineated workplan in the form of projects, initiatives and actions that result from the document. In this case, a specific workplan will be forthcoming as part of the published Plan. The workplan is derived

-- BHI Management Consulting --
(209) 740-6779
brent@bhiconsulting.com

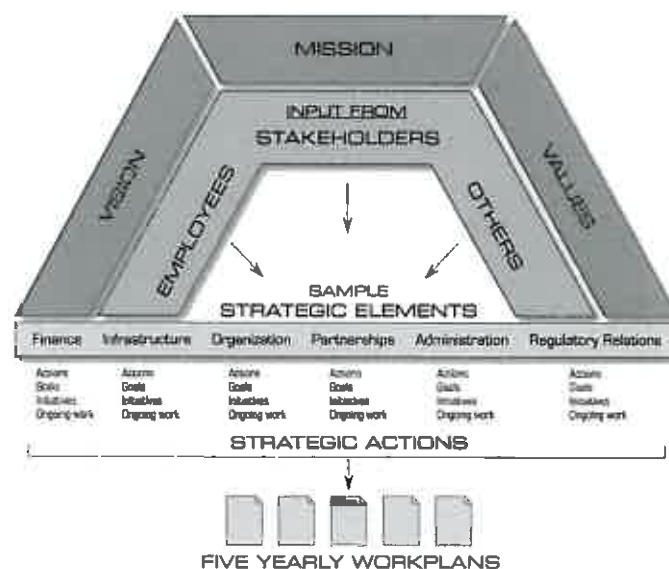
from and seeks to meet the overall direction of the Board with the application of the professional perspective of the Staff. Thus, our approach also allows for professional staff to do what they do best, organize and implement positive and productive work programs that make reality from the Vision of the Board. In this way the staff is allowed to show how they can meet the Vision and intentions of the Board by applying their professional judgment and expertise to the direction of the District.

Top-to-Bottom planning creates important clarity for all involved by articulating the District's future then laying out a clear roadmap for achieving that future. Any reader of the resultant Plan can see a succinct plan for where the District is going, why it's important, what the strategy is and how it intends to get there, and how it will be prioritized and measured. The Plan becomes the "*way we plan here*", for agencies that fully implement its annual maintenance and integrate it into the daily District administration of the District. This type of Plan is usually about 20-30 pages long and contains an integrated overview table that shows the plan for each operational element of the District, what will be done and when. This serves as the Executive Overview Strategy Table. Since the Plan articulates a clear view into the future, it eliminates many of the issues facing public agencies today. Included in the planning process and Plan itself are clear performance metrics, as benchmarks, and a plan for maintaining a realistic and useful Plan for the District.

Specific Task Detail and Options:

The work outlined herein is generally divided into 3 basic stages, with sub-parts:

1. Information Gathering
2. Board Strategic Planning Workshop
3. Document Development



Stage 1- Information Gathering –

1a. Consultant will conduct initial meetings with General Manager and staff to discuss background, develop specific approach to the various planning events and tasks, and discuss key coverage areas for inclusion in the Plan.

1b. Conduct meetings with District employees to gather their thoughts and perspectives regarding future District-wide vision, initiatives and strategy, while allowing their integration into the planning process. This allows the employees the opportunity to feed the Board with their future perspective for consideration in the Plan.

1c. Consultant will conduct meetings with the public to gather valuable perspectives on the future for the Board to consider (2 meetings). These meetings allow the public the opportunity to provide input in the various areas of the Plan including Mission, Vision, Values and important future considerations for the Board to consider.

1d. Consultant and District senior staff will meet with nearby partner agencies to allow for them to discuss the future in the context of this effort and provide any perspective they may have for the Board to consider.

Stage 2 - Board of Directors Workshop and preparation –

2a. Consultant will interview each Board member to gather their thoughts and perspectives regarding the status and future of the District and collect their individual visions for the future. This allows for the Board members and Consultant to meet one another, share thoughts regarding planning and for the consultant to hear important background information. The interviews also allow for the best utilization of time at the workshop by properly focusing the discussions.

2b. Consultant will facilitate the Strategic Planning workshop (estimated 6-8 hours, if desired 2 meetings could be scheduled to accommodate the Board) with the Board including the following elements.

- Re-visit, refine, clarify any current, or write new Mission Statement, develop a Vision Statement and Core Values of the District Board.
- Overview clear roles and why the Board plays a major and crucial role in visioning the future for the District.
- Organize the future by determining the key strategic elements of District operations and management under which the workplan will be organized (see Sample Strategic Elements in graphic above). The Board will then craft an objective and strategy statement for each strategic element. This statement provides clear and specific direction to staff as they assemble a five-year workplan that meets the Board's Vision. The assembled group will also briefly

consider an overview of initial workplan strategies for each of the “strategic elements” to begin setting the five-year workplan.

Stage 3 - Strategic Plan Document Development –

3a. The Consultant will work with senior staff to produce progressive stages of the plan through to final draft phase. The Consultant will assist staff in this writing assignment, guiding construction, consistency and intentions of each section and piece of strategy. The Consultant will begin by preparing a draft from which he and staff will work. The final Plan will include prioritized actions and projects that will support the Board’s Vision as well as means for measuring progress of the Plan. This is anticipated to comprise 3-4 meetings (both face-to-face and on-line video meetings) of this group (Document Delivery Team), generally on a bi-monthly frequency. It is understood that SLVWD staff has much written material already completed which may be easily modified for this purpose. The resultant estimate of hours is reduced in this area. On-line video review meetings of the progressive stages of the document will also be utilized for cost reduction purposes.

3b. Consultant will make a briefing presentation of the initial draft to the Board for “tone-check” to assure that the Plan is headed in the direction expected by the Board.

3c. Consultant will provide a briefing presentation of the final draft for Staff to present to the Board.

3d. Consultant will print and provide 25 bound copies of final Plan to the District along with electronic version on CD in Microsoft Word and .PDF formats.

Note: (BHI Management Consulting may use associate consultants to assist during planning sessions and steering committee work. Brent Ives, Principal of BHI will be the primary consultant for the project and attend most meetings and all workshops.)

Preliminary Schedule (dates approximate):

Engagement begins approximately two – four weeks from receipt of this signed agreement. The work outlined in the table below is also divided into 3 stages:

1. Information Gathering
2. Board Strategic Planning Workshop
3. Document Development

The estimated schedule of these three phases is broken down below. Schedule depends heavily on ability to schedule meeting times and the availability of Board and Staff at the times proposed.

Task Set Schedule:

- | | |
|--|---------------|
| 1. Initial meetings with Sr. Staff and input stage | (Week 2-6) |
| 2. Board interviews | (Week 5-7) |
| 2. Conduct strategic planning workshop (Board/Sr. Staff) | (Week 8-10) |
| 3. Meet with Document Delivery Team to draft the plan | (Weeks 11-16) |
| 3. "Tone-check" meeting with the Board | (Week 16-17) |
| 3. Presentation delivered to staff of final plan to Board for approval | (Week 18-20) |
| 3. Publish Plan | (Week 22-24) |

Terms and Conditions:

BHI Management Consulting shall perform above services as agreed under authorized signature amendment of the District. Consultant shall not begin work until receipt of signed agreement. Billing shall be monthly. The estimated costs per stage below are an estimated spread of hourly costs across the BHI organization. The cost for the three stages will generally be broken down as follows:

- | | | |
|----|-----------------------|-----|
| 1. | Information Gathering | 35% |
| 2. | Workshop | 25% |
| 3. | Plan Development | 40% |

Effort will be spread not to exceed the agreed amendment amount. Signature lines are provided below.

Costs and Rates:

The total estimated cost of the effort to support the work scope described is estimated at \$20,695.00 as outlined in Table 1 below. Expenses are estimated and listed separately in the table. Options are listed below the table and priced by fixed price listed.

Table 1 – Task Cost Breakdown

Additional tasks, not covered specifically by this amendment may be added by contract addendum. The undersigned parties agree to the terms and conditions of the workscope as described in this amendment.

SAN LORENZO VALLEY WATER DISTRICT		Principal (Ives) @\$250/hr.	Sr. Consultant @\$110/hr.	Editor @\$65/hr.	Labor Hours/task Total	Task Cost	Comment
Estimated Effort Costs		Hours	Hours	Hours	Hours		
Task Set							
1.a. Initial Meetings		4	0	0	4	\$ 1,000.00	Visit number 1
1.b. Employee meetings		6	0	0	6	\$ 1,500.00	Accomplished on visit number 2
1.c. Public Meetings		6	0	0	6	\$ 1,500.00	Accomplished on visit number 2
1.d. Partner agency meetings		3	0	0	3	\$ 750.00	Accomplished on visit number 2
2.a. Board input interviews		6	0	0	6	\$ 1,500.00	Accomplished on visit number 3
2b. Board Workshop		12	9	0	21	\$ 3,990.00	Visit number 4
3a. Document Development		26	0	6	32	\$ 6,890.00	Assumes 3-4 meetings to meet with Staff for the Principal at least two being face-to-face
3b. Board "Tone Check" meeting		7	0	0	7	\$ 1,750.00	
3c. Final Board approval briefing		4	0	1	5	\$ 1,065.00	
3d. Publish approved Plan		3	0	0	3	\$ 750.00	
TOTAL PLAN		77	9	7	93	\$ 20,695.00	
Estimated Expenses							
	Time or Expense	Cost per	Cost		Cost Total		
Travel expenses	Travel expense for in-District visits	6 visits	1100		\$ 1,100.00		Trips estimated herein at times include both Principal and associate, thus can vary.
Reproduction	-	-	200		\$ 200.00		
Office Supplies and telephone costs	-	-	100		\$ 100.00		
TOTAL ESTIMATED EXPENSES	0	0	1400	0	\$ 1,400.00		

Authorization:

Mr. Jim Mueller, District Manager

Date

Brent H. Ives, Principal

Date

San Lorenzo Valley Water District
Boulder Creek, CA

BHI Management Consulting
Tracy

About the Firm and Primary Consultants:

BHI Management Consulting brings unique qualifications to this project by a dual perspective approach to the process of optimizing Board relations and Strategic Planning. The firm is owned and operated by Brent Ives and is located in Tracy, CA. It was begun in 1996 and has focused on providing for the organizational health issues of Special Districts since 1999. The firm carries Brent as the Principal and four associates, Mr. Jim Raymond, Sr. Consultant, Dr. Nick Pinhey, Sr. Consultant, Mr. Andrew Ives, Associate Consultant and Ms. Lynda Ives, Editor/Facilitating assistant. Other associates are contracted as projects demand relative to the engagement and/or District specific needs. While Mr. Brent Ives will be the primary project manager, others may act as facilitating assistant for the workshop without additional cost. BHI is currently working on 5 Strategic Plans and updates across the state with different agencies, as well as two other similar projects for District board needing to enhance their means of evaluating their General Manager's performance.

Mr. Brent Ives has worked with numerous special Districts and cities across the state dealing with organizational issues, primarily in optimizing operational approach for each District as needed. BHI is currently engaged with four similar projects with California special Districts on strategic planning and teambuilding. Brent also serves as a faculty member on the Special Districts Governance Academy for Special District Board members, teaching classes in the "Foundations of Governance", "Teambuilding", "Setting Direction and Community Leadership" and "The Board's Role in Human Resources". Brent has taught representative board members and staff from well over 100 Districts across the state and Oregon. He is the Chapter Ambassador for the CSDA and teaches his own curriculum on Strategic Planning for Association sponsored classes across California. He is educated in Organizational Behavior at the University of San Francisco, has 25 years experience as a technical manager for the Lawrence Livermore National Laboratory and 14 years as a City Council Member in the City of Tracy, California. He is currently the directly elected Mayor of Tracy, a member of the Altamont Commuter Express (commute rail service) Commission, a member of the South County Fire Protection Authority in San Joaquin County, and is member of the Board of the San Joaquin Council of Governments.

Brent and the BHI team bring unique perspective to the organizational processes that differentiate them from other firms. As an experienced elected official, Brent knows how boards must function to best fulfill their public trust. He is an experienced manager who has led groups of engineers and technicians on complex multi-million dollar projects for the Department of Energy at the Lawrence Livermore National Laboratory and can understand the needs of staffs for clarity. His education in Organizations allows him to apply that experience to your situation for your needs.

This broad experience in organizational effectiveness is captured by the District when they commission BHI along with Brent's valuable experience and expertise. Brent is known for establishing a sincere and knowledgeable relationship with both the Board

members and staff. Brent's time and experience as an elected official allow him unique perspective that helps him to "see" it from their points of view which assists in capturing the Board's perspective in moving forward. Brent will lead the District through a solid, proven strategic planning process and develop a solid and enduring process for GM evaluation that will be realistic, honest, fair, broad and integrated.

SIMILAR ENGAGEMENTS AND REFERENCE CONTACTS (partial list):

Jurupa Community Services District (Water and Sanitary Sewer services), (Mr. Eldon Horst, General Manager, ehorst@jcsd.us, (951-727-3527). Project included the development of a comprehensive **five-year Strategic Plan** for the District. The Plan includes sections for both water and sanitary sewer services, along with Park and Recreation and Street Lighting. All public, employee and partner agencies had provided their input to the Plan through workshops.

California Special District's Association, (Mr. Neil McCormick), Executive Director, 916-442-7887, neilm@csda.net. Facilitated the associations 19 member Board and assisted staff in the development of their 2009/10 Strategic Plan.

Palmdale Water District (Mr. Raul Figueroa, Board President, Mr. Dennis LaMoreaux, General Manager, (661-947-4111). Performed numerous organizational services including a full five-year **Strategic Plan**, employee survey, organizational review, supervisory training, and employee performance appraisal rework.

Mt. View Sanitary District (Mr. Mike Roe, General Manager, (925-228-5635, x-32) Performed organizational analysis, reworked job descriptions, created a comprehensive five-year **Strategic Plan** for the District.

Conejo Recreation and Park District (Mr. Jim Friedl, General Manager, 805-381-1239), Led Board and staff through comprehensive **five-year strategic planning process**. Plan was done on time and within the original budget. Manager states he uses the plan every day, in developing an agenda and with every Board meeting agenda.

Tuolumne Utilities District, (Water and Sanitary Services) (Mr. Pete Kampa, General Manager, (pkampa@tuolumneutilities.com), 209-536-6485 – Project included the development a comprehensive five-year **Strategic Plan** for the District. The nature of the Tuolumne Utilities area in light of this effort created significant visibility with public and partner agencies. The Plan includes sections for both water and sanitary services. All public, employee and partner agencies have provided their input to the Plan through meetings.

Orange County Sanitation District (Mr. Bob Ghirelli, Assistant General Manager, (rghirelli@OCSd.com), 714-593-7400 - BHI was engaged to assist them with a **Strategic**

Plan for this prestigious organization (2.5 million served with sanitation services, nearly all of Orange County, California). Brent has worked with the Board of Directors in a series of 4 workshops consisting of 25 members from various member agencies (Mayors, Council Members and County Supervisors), along with leading the Executive Management Team of the District to complete its multi-year Strategic Plan. Brent is the Principal consultant for this project. The Plan is now in its second year revision process.

Dublin San Ramon Services District, (Water and Sanitary Services) (Mr. Bert Michalczyk, General Manager, (michalczyk@dsrsd.com), 925-828-0515 – Developed a five-year **Strategic Plan** for the District. The District provides water and sanitary sewer services for 120,000 in the Dublin-San Ramon Valley in Northern California. Brent is the Principal consultant for this project.

Las Gallinas Valley Sanitary District, Mr. Mark Williams, General Manager, (mwilliams@lgvsd.org), 415-472-1734, - Worked with Board and staff to develop a five-year **Strategic Plan** for this District.

Since 1996, BHI Management Consulting is a recognized and respected firm that serves primarily California Special Districts in areas such as organizational performance, strategic planning, Board effectiveness, employee performance management and executive search.

MEMO

TO: Board of Directors

FROM: District Manager

SUBJECT: Rejection of Damage Claim, Nancy Barrick, 14100 Big Basin Way, Totaling \$516.60 Plumbing Damage, and a 4 Month Consumption Credit.

DATE: March 21, 2019

Recommendation:

It is recommended that the Board of Directors review the attached Damage Claim and by motion of the Board reject in full, damage claim of Nancy Barrick for plumbing damage and billing credit as follows;

\$300.00 Plumbing Damage

216.60 Billing Credit

\$516.60 Total Claim

Background

High usage complaints from this custom go back to June 2018. Ongoing district investigation has determined that there have been intermittent leaks in Ms. Barrick's plumbing as indicated in multiple emails, monitoring meter readings, and Ms. Barrick's complaints of high usage (see attachments).

On October 15, 2018 as a result of continuing complaints of high usage, indicating a leak, staff changed the water meter to a Badger featuring Eye on Water 24 hour monitoring. The new meter register $\frac{1}{2}$ to 1 gallon per hour (GPH) leak increasing to approximately 2.5 GPH on 10/29 and then 5 GPH around 10/31. started to report a continuous leak of 5 gallons per hour. The customer has disputed the possibility of a leak from day one, saying she had her system checked out by a plumber and found no leaks.

On February 25, 2019 Ms. Barrick reported to the District that her leak was discovered and repaired. She further stated that her plumber indicated that the leak was caused by excessive force from District staff changing the water meter. She also stated that the service line was old. There is no written communication from the plumber.

On March 7, 2019 the District received a damage claim from Ms. Barrick, 14100 Big Basin Way alleging the District staff damaged her water service line while changing out the water meter applying excessive force to plumbing (see attachment 1).

Customer is claiming damage in the amount of \$516.60 for repairs and lost water since the installation of the new meter. The plumber she hired was done as a side job and was paid in cash with no receipts.

District staff that changed the water meter are professional and experienced, with no evidence of causing damage when changing the meter (see attachment 5).

District staff spent a considerable amount of time both in field and communicating with Ms. Barrick (see attachments 3 & 4) investigating and informing the customer of a leak.

It is recommended that the Board of Directors review the attached Damage Claim and by motion of the Board reject in full the damage claim of Nancy Barrick for plumbing damage and billing credit totaling \$516.60.

Attachment # 1 Damage Claim

#2 Sequence of Events

#3 Chain of Emails

#4 Service Requests

#5 Meter Photos

#6 Eye on Water Graph



CLAIM FORM

1. Claimant's Name: Nancy Barrick Date of Claim: 3-7-19
 Daytime Phone: 408 685-3594
2. Physical Address of Claim: 14100 Big Basin Way, Boulder Creek.
3. Claimant's Mailing Address: 14100 Big Basin Way, Boulder Creek.
4. Date of Loss: 2-23-19 Time of Loss: 2pm

5. Location of Loss (Specify in as much detail as possible, example, 5 feet east of west corner of Elmira Road and Peabody):

about 4' from the SLVND Meter to my shut off/on Valve.

6. Description of incident or accident which caused you to make this claim:

in Oct. 2018, SLVND changed my meter. With hard force in removing the old meter + installing the new

7. What specific injury, damages or other losses did you incur?

they cracked my pipe. had to replace my pipe that connects to the meter and to my shut off/on valve.

8. What amount of money are you seeking to recover? (Check one of the boxes below):

- ☒ THE AMOUNT CLAIMED TOTALS LESS THAN \$10,000. (This includes the estimated amount of any prospective injury, damage or loss, as may be known at the time of presentation of the claim).
 ENTER THE AMOUNT CLAIMED HERE: 300.00 plus credit for the Nov, Dec, Jan, + Feb high bill
- ☐ THE AMOUNT CLAIMED IS MORE THAN \$10,000 – no dollar amount shall be included in the claim but see box below.
- ☐ The claim would be Limited Civil Case (under \$25,000).

9. HOW WAS THIS AMOUNT CALCULATED? (ITEMIZE AND ATTACH BILLS, REPAIR ESTIMATES, RECEIPTS, ETC.; IF CLAIM IS FOR VEHICLE DAMAGE, OBTAIN AND ATTACH TWO (2) REPAIR ESTIMATES):

hired a plumber who did this as a side job. Charged me \$300. Paid in cash

10. What is your basis for claiming that the Agency or Agency employee(s) are the cause of your injury, damages or loss?

in Oct 2018, SIVWD switched out my meter. In doing so they cracked my pipe. the cracked slowly grew resulting in losing 6 gallons of water per hour.

11. What are the name(s) of the District employee(s) whom you allege caused your injury, damages or loss, if known?

UNKNOWN

12. Any additional information that you believe might be helpful to the Agency in considering this claim:

Rick Rogers Claims I had the leak before changing the meter, False statement by him. Stephanie indicated the leak started after the install. IN June 2018, July 2018 2 techs came out. Checked the meter and indicated NO leak

13. All notices and communications with regard to this claim will be directed to the Claimant shown in lines 1 and 2 above unless you complete the following to identify to whom further communication should be directed:

Name: _____ Relationship: _____


Address: _____ State: _____ ZIP: _____

Daytime Phone: (____) _____ Home Phone: (____) _____

I/We, the undersigned, declare under penalty of perjury that I/we have read the foregoing claim for damages and know the contents thereof; that the same is true of my/our own knowledge and belief, save and except as to those matters wherein stated on information and belief, and as to them, I/we believe to be true.

Nancy Barrick

CLAIMANT PRINTED NAME



CLAIMANT SIGNATURE

3-7-19

DATE SIGNED

[Note: If the claim is filed by someone on behalf of the claimant, the person making the claim on behalf of the claimant should sign above.]

This form and its contents constitute a public record and will be released to the public if requested under the California Public Records Act, Government Code sections 6250 et seq.

Best regards,

Stephanie Hill

Director of Finance & Business Services

831-430-4620

SHill@slvwd.com

www.slvwd.com

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<EYE ON WATER SIGN UP INFO_NEW CUSTOMERS.pdf>

<EYE ON WATER SIGN UP INFO_NEW CUSTOMERS.pdf>

<SLVWD Claim Form.pdf>

After my May and June water bill I did an experiment. July, August and September, I watered my garden every day. I watered my lawn twice a day. I washed my car and even hosed down my hardscape. I even ran the dishwasher once a week. And in result my water bill was much lower than my May and June bills.

If you look back at my past bills, they are all pretty much the same amount every year with the exception of the added increase.

Something has to give here. Like I stated before, I find it very that since you all changed out my meter I know have a slow leak.

I am not a stupid person. And this is getting out of hand. My water bill should not be more than my electric bill

Thank you

Nancy Barrick

On Wednesday, December 12, 2018 06:07:23 PM PST, Stephanie Hill
<shill@slvwd.com> wrote:

Hi Nancy,

We received your message about your water usage. The District installed one of the new Badger meters a little less than 2 months ago at your property. This means your meter is actually transmitting daily water usage to us. Below are the graphs of your November and December daily usage, and I selected a single day for the hourly usage. While your consumption does appear consistent on a daily basis, I am noticing in your hourly graph that there is a constant 5 gallons per hour being used. This could be a sign of a small leak. Here is a useful link for common small leak culprits, <https://watersavingtips.org/act/fix-a-leak-week/>.

I have attached the instructions you can use to sign up to the Eye On Water website or mobile app to see your daily usage and set up leak alerts.

Please feel free to contact me for any further assistance I can provide.

<image001.jpg><image002.jpg>

<image003.jpg>

We suggest that you investigate this potential small leak by checking for a leak yourself or by contacting a plumber to do so for you. You may also contact the District to schedule a free Water-Wise House Call that can include a water meter, pressure, and toilet leak check, and free water saving devices as available. You can call Customer Service staff at 831-338-2153 and they can connect you with our Water Conservationist.

<image007.png>

Best regards,

Stephanie Hill

From: Nancy Barrick [mailto:nancy.barrick@yahoo.com]
Sent: Wednesday, December 26, 2018 9:52 AM
To: Nancy.barrick@yahoo.com; Stephanie Hill <shill@slvwd.com>
Cc: rrogerw@slvwd.com
Subject: Re: Meter Information

Good Morning,

Sorry for the delayed response, but the holiday season got crazy.

I found it very odd that since SLVWD changed my meter I all of a sudden have a slow leak. I had someone check all my pipes and such and no slow leak was found. On December 13th, I went out to the meter and it appears that the pipes that hook up to the meter show a leak on both side. Looks like your guys did not attach it correctly. I did take pictures of it.

So this has to be on your side. I say this because if I had a low leak my past bills would be this high. The only bills that are over \$100 is May and June in which I have disputed every year. Its odd that every year they are the same amount except with the added increase. I have gone back and forth with you all. I even had Brian Lee look into this but he quit before it got resolved. I know the meters where not being read. I am 1 person in my house. I don't do laundry and I don't even run my dishwasher. And in those months I watered my garden twice a week, I am very conservative with my water. On 2 different occasions (June & July) I had your guys come out and check my meter to see if there was a slow leak. And there was not. They too where baffled as to why my May and June bills where so high after checking the meter and looking at my garden.

Here is an example... a friend in Ben Lomond has always has low water bills until November 2017. At the time he had a roommate who was be evicted and to get back at him ran the water (Every faucet was on) for a couple of hours. That person has moved out in December 2017. Every water bill he received in 2018 was where it should be. Except for his November bill. It was high like the 2017 bill. He is the only person living in the home. His bills after that went back down to normal. Explain that to me.

Something is still not right. I feel some dishonesty coming from the SLVWD. I am 1 person in this house. I don't laundry here. And I don't run my dishwasher. I take 1 shower a day. The May and June bills should be consistent in usage as my others. I feel what you have stated is incorrect.

I know I am not the only person complaining about this.

I did take pictures of the meter in December in which I will send to you in a separate email since I don't how to attach it to this one. When I took it had not rained for almost 2 weeks. So it wasn't from rain.

Thank you

Nancy Barrick

On Jan 8, 2019, at 10:15 AM, Stephanie Hill <shill@slvwd.com> wrote:

Good Morning Nancy,

We sent someone out on the 4th to inspect the meter set. They did not see any leaks at the meter set and everything was installed correctly. They did note the meter dial was showing a very slow spin, which is an indicator of a leak.

When I pull up your account online, I am still seeing the same consistent 5 gallon per hour leak going on. The new Badger meter was installed on 10/15. Around 10/31 began the consistent 5 gallon per hour leak. A 5 gallon per hour leak can attribute to approximately 3,600 gallons, almost 5 units of water. This would be my assumption as to why your consumption has not gone back down as in prior years. If you have not already, I strongly suggest signing up for an Eye On Water account, instructions are attached.

With regards to the 8 units of water in May/June, this is consistent with your usage during that season. Below shows your usage history since January 2015. The Spring/Summer each year tick up from your Winter usage.

and locate. I strongly suggest signing up for the Eye On Water, when the spring/summer comes this year we will be able to identify your daily/hourly use and help see when the increased water usage is occurring. I know this has helped multiple customers identify leaks in their irrigation this past year. Feel free to contact me in the future if you have question about navigating the Eye On Water portal.

As for your friend, they can contact me as well so I can look at their account. We have had people complain and we have installed Badger meters or gone out to help like I have been suggesting, thus far, every customer I have dealt with was able to find the leak in their system.

Please let me know if you would like me to start the water audit process, finding this leak should save you 4-5 units per month.

Best regards,

Stephanie Hill

From: Nancy's Email [mailto:nancy.barrick@yahoo.com]
Sent: Tuesday, January 08, 2019 10:58 AM
To: Stephanie Hill <shill@slvwd.com>
Cc: Rick Rogers <rrogers@slvwd.com>
Subject: Re: Meter Information

Thank you for your response. I did have my lines checked for a leak by a plumber and he indicated that he found no such leak.

As I stated in my email to you I found it odd that I all of a sudden have leak since switching over the meters.

As for my May and June billing. This has been an ongoing argument with the SLVWD. How is it in the hottest months July, August and September that my water usage is lower than May and June when that is the time I use more water. As I explained before I did an experiment and used more water in July, August and September on purpose. I wanted to see if my bills would be higher than May and June. And they where not.

You say that they consistent from previous years. In 2015 there where 3 people who lived here. They moved out at the end of June 2015. Since then I am 1 person living the house. It makes no sense. I don't think the meters are being read properly.

I would also like to state that I do not feel that SLVWD is not being honest. I have followed and seen all these shenanigans that have been going on. I am not the only rate payer that thinks this. There's a reason why your old Board members where voted out. I voted for the new board members and I encouraged other to do the same in hopes that they will help and support the rate payers with these types of issues I have.

I will also contact the Public Utilities Commissioner to see what other options I have to remedy these issues.

Thank you,
Nancy Barrick

On Wednesday, January 9, 2019 09:24:58 AM PST, Stephanie Hill <shill@slvwd.com> wrote:

Hi Nancy,

Thank you for the pictures. I sent them to operations and we had someone go out there. Moisture and condensation is normal inside a meter box. There was not a leak at the meter identified. The 5 gallon per hour leak we have identified is going to be a consistent drip or small stream that would be apparent. If this is a toilet or a hose bib it should be something easier to find. But if it is a pinhole underground in your service line or under your house etc., that will be more difficult to locate.

I don't know when your plumber was out there, but if it was any time after 10/31 they should have seen the same slow spin on the meter as we have been.

With regards to the current leak, the only thing we can offer is to have our Water Conservation specialist come out to do a water audit. This could help identify if it is a faucet or leaky toilet. Outside of that, if it is underground, a plumber will be your best option. Please let me know if you would like me to start that process for you.

As for the past consumption, I agree that the off season months of you using consistently 1-2 units is in line with one person. Yet every spring/summer the usage spikes. May-July 2018 was 8, 8, 5 and then 2017 was 12, 12, 10, so this pattern does not seem that abnormal. I cannot speak to how your system works, but in my experience a lot of people have higher bills in the beginning of starting their gardens and irrigation. A lot of times it is a blowout somewhere in drip systems that takes a little while to identify

First I will address AGAIN my May and June water bills. And as a matter fact will discuss the rest of the months as well. As of January 1, 2018, I stopped doing laundry at my home. I now do it at my boyfriends house. Reason is my washer and dryer are in the basement and its creepy in there and there is a critter of some sort. Also, because the washer and dryer are very old, uses too much water and too much electricity. Before January 1, 2018 I was doing at least 3 loads of laundry a week. With that being said my water usage for 2018 should be lower as well as my bills. My electric bill went way down but not my water bill. My water bill should not be more than my electric bill. And yes I know all about your rate increases. But still my bills should of been lowered. You keep telling me that my usage is consistent with previous years. How can that be when I no longer do laundry at my home. You repeatedly tell me that spring/summer bills always spike because people are planting their gardens. My garden does not go in until mid June. My garden consists of 4 tomato plants, 4 basil plants and a few flowers. All of which are in pots. All of which are hand watered 3-4 times a week with a nozzle that the SLVWD supplied me with. My lawn got watered once a week with a sprinkle that I have to move around myself. My water system is not underground nor do I have an irrigation or drip system. I had two of your guys come out, one in June and one in July. I don't remember the June guys name but in July the guys name was Joe. They both saw what I had to water. They both saw my brown lawn. They both looked at my meter and both confirmed there was no leak and both where baffled as to why my water bills where so high. I will remind you that I am 1 person living in my home. I don't run the dishwasher. I don't laundry. I take 1 very short shower a day. Since doing my laundry at my boyfriends home I see no decrease in my water bill. Which leads me to believe that the meters are not being read. You all are just going by past years usage and tacking on your price increase. I do 3 loads of laundry at my boyfriends house once a week. Plus he does his 3. Waters everyday and runs his dishwasher at least once week. Yet his water bill is around the \$50 amount every month. I feel as I should receive some of kind of credit for those 2 months May/June as I believe the billing amount is incorrect.

I would also like to add that I had Brian Lee looking into this for me as he too was baffled as to why my bills where so high. But then he abruptly quit his job.

In July, August and September of 2018, the hottest months of the year, I did an experiment. I watered my garden everyday including my lawn. Sometimes twice a day. I washed my car once a week and hosed down the hardscape once a week. Yet those months billings where lower than May and June. And those months billings where almost the same amount as the previous except with your added price increase. And in previous years I was very conservative with the my water usage. I didn't wash my car once a week or hosed down the hardscape. So this makes no sense to me and again leads me to believe that the meters are not being read. You all are just guessing.

A for this "slow leak" that you keep telling me I have. Again, I find it odd that since you all switched out my meter that I all of sudden have a slow leak. I had a plumber come out on December 14th. He checked all the pipes, my 1 toilet, all the faucets, the 2 outside water bibs and even went under the house and inspected all the pipes and found no such leak. I again had another plumber come out his past Wednesday, January 9, 2019. He inspected all of the same as the plumber in December and AGAIN found no such leak. Perhaps the new meter either wasn't installed properly or it my be defective. Maybe it should be switched out. If you decide to switch it out, I would like to be here when that happens.

As for your offer to schedule a Water Conservation Specialist, please let me know when I can have this process started.

I'm assuming you would like me to come to the office to discuss. I can be there today or any day this week.

Let me know what day works for you all. Or should I just come in

Nancy Barrick

On Feb 25, 2019, at 1:17 PM, Nancy Barrick <nancy.barrick@yahoo.com> wrote:

Hello,

I am writing to you all to inform you I have found the leak. I had a plumber come out on this past Saturday and start digging. We found the leak at the pipe that connects to your meter and to my shut off/on valve. The plumber said that there was a crack in the pipe that is connected to my shut off/on valve which not to far from your meter. He indicated that this had to happen by hard force from the SLVWD when you all removed my old meter and installed the new meter. While your people where installing the meter they had to have torqued it to hard. It started out as a hairline crack and just grew bigger. You can tell by my water usage starting in October (when the meter was installed) that the usage kept growing. It was a very slow leak at first. It wasn't until mid November that the leak got bigger and triggered that I had a leak. Again, I didn't have any leaks until you all removed the old meter and installed a new meter. I had to replace the pipe that is connected to your meter and my shut off/on valve. It cost me \$300 in repairs. Grant it that the pipe was old, but your installers should of been more careful.

I am asking that SLVWD reimburse me for the cost of the repairs and for some kind of credit for my November, December, January and February high billing.

Thank you

NancyBarrick

On Friday, January 11, 2019 09:42:27 AM PST, Nancy Barrick <nancy.barrick@yahoo.com> wrote:

Good Morning Stephanie,

First off I would like to express how frustrated I am with the same old song and dance that I have been receiving from the SLVWD in regards to my bills for the past couple of years. I am not trying to pull a fast one on you all nor am I trying to get away with not paying my bill. I am not some kind of loser meth head or a thief. I say this because residents in Boulder Creek seem to get a bad rap with all of the trouble we have here. I am a law abiding citizen. I am a home owner and I have a full time job with an employer that I have been with for 8 years. And I am honest. The SLVWD is not being honest.

Rick Rogers

From: Stephanie Hill
Sent: Tuesday, March 12, 2019 9:31 AM
To: Rick Rogers
Subject: RE: Claim form

Hi Rick,

I'm confused as to why she is only asking for those 4 months, but I guess that's what she wants. Is she acknowledging she had her own leak and then our new meter caused another leak? Anyways, I'm not going to read into this more than I need to.

Below is a listing of her consumption. I used 2 units as her normal usage, so the \$216.60 credit is the difference x \$10.83 per unit for the 4 months she requested.

MONTH	UNITS	OVER 2 UNITS	x \$10.83	
2/21/2019	7	5	\$ 54.15	
1/21/2019	8	6	\$ 64.98	
12/18/2018	6	4	\$ 43.32	
11/25/2018	7	5	\$ 54.15	\$ 216.60
10/15/2018	3	1		
9/24/2018	4	2		
8/24/2018	6	4		
7/24/2018	5	3		
6/25/2018	8	6		
5/24/2018	8	6		
4/24/2018	2			
3/26/2018	2			
2/22/2018	1			
1/24/2018	2			
12/20/2017	2			
11/27/2017	1			
10/24/2017	2			
9/26/2017	8			
8/24/2017	7			
7/24/2017	10			
6/26/2017	12			
5/24/2017	12			
4/24/2017	2			
3/27/2017	2			
2/22/2017	2			
1/24/2017	1			
12/22/2016	2			
11/18/2016	1			

10/25/2016	3
9/26/2016	7
8/24/2016	7
7/25/2016	9
6/27/2016	15
5/24/2016	6
4/25/2016	6
3/28/2016	1
2/23/2016	2
1/25/2016	2

Best regards,

Stephanie Hill

From: Rick Rogers
Sent: Tuesday, March 12, 2019 8:00 AM
To: Stephanie Hill <shill@slvwd.com>
Subject: FW: Claim form

Stephanie,
Would you please give me a dollar amount for "plus credit for the Nov, Dec, Jan, Feb, high bill". I am doing the damage claim rejection and need total value. Thanks Rick

- THE AMOUNT CLAIMED TOTALS LESS THAN \$10,000. (This includes the estimated amount of any prospective injury, damage or loss, as may be known at the time of presentation of the claim).
ENTER THE AMOUNT CLAIMED HERE: 300.00 plus credit for the Nov, Dec, Jan, & Feb high bill
- THE AMOUNT CLAIMED IS MORE THAN \$10,000 – no dollar amount shall be included in the claim but see box below.

From: Holly Hossack
Sent: Thursday, March 07, 2019 1:43 PM
To: Rick Rogers
Cc: Stephanie Hill
Subject: FW: Claim form

FYI – I don't see the most recent email from Rick attached. Did you send her the email Rick? If so, we should attach it to this information.

Thanks,
Holly

From: Nancy Barrick [<mailto:nancy.barrick@yahoo.com>]
Sent: Thursday, March 07, 2019 11:23 AM
To: Holly Hossack <hhossack@slvwd.com>
Subject: Fw: Claim form

Show original message

ATTACHMENT 2
San Lorenzo Valley Water District
Leak Investigation 14100 Big Basin Way
Sequence of Events

Date	Type of Contact	Details
6/8/2018	Service Call	Complaint of High Bill, Check for leak, no leak found, possible landscape high use
7/12/2018	Service Call	Customer is requesting current meter reading - 3 units in 17 days
7/14/2018	Service Call	High Bill Customer thinks she has a leak - No spin
10/15/2018	Service Call	Changed meter to Badger Eye on Water, High usage, Per Brian Lee, Notified customer Eye on Water available
12/12/2018	Email BH to LH	Please forward email from Nancy Barrick to Rick Rogers, sent to website
12/12/2018	Email LH to RR	Forward email from Nancy Barrick to Rick Rogers
12/12/2018	Email RR to SH	Forward email to SH, please look into high bill and report back
12/12/2018	Email SH	We received your message about your water use. The District installed one of the new Badger meters less than 2 months ago, transmitting daily water use. Constant 5 gallons hour water use
12/26/2018	Email NB	I find it very odd since SLVWD changed my meter I all of a sudden have a slow leak.
1/3/2019	Service Call	Meter Leaking - Check for leaks - No leak on meter set - Indicator slowing turning
1/8/2019	Email NB	I did have my lines checked for a leak by a plumber and he indicated no leak. Water meter leaking.
1/8/2019	Email SH	Sent someone out on the 4th to inspect the meter set, no leaks everything was installed correctly. We are still seeing 5 gallons per hour leak going on. We suggest you sign up Eye on Water account
1/8/2019	Email Internal	Long history of not believing water usage, we installed an Eye on Water Meter. She has a small leak. She uses more water every spring/summer. She will be calling for a water audit.
1/9/2019	Email SH	Thank you for the photos. I sent them to operations and we had someone go out there. Moisture and condensation is normal inside a meter box. There was no leak at the meter identify. The 5 gallon per hour leak is going to be consistent. The plumber should have been able to see the same slow spin on the meter. We can send a Water Conservation Specialist and do a water audit. Strongly suggest you sign up for Eye on Water. finding the leak will save 4-5 units per month.

ATTACHMENT 2
San Lorenzo Valley Water District
Leak Investigation 14100 Big Basin Way
Sequence of Events

Date	Type of Contact	Details
1/11/2019	Email NB	How frustrated with the same old song and dance
2/1/2019	Account	Customer signed up for Eye on Water - Meter installed 10/15/2018
2/4/2019	Service Call	Water Audit
2/24/2019	Service Call	After hours service call - we have a broken water line, need water shut off
2/25/2019	Email NB	I have found the Leak. Had a plumber come out past Saturday and started digging. Plumber found crack in pipe. He indicated that this had to happen when SLVWD changed the meter by hard force. Grant it pipe was old, but your installers should be more careful. asking for reimbursement and some kind of credit for high billing
2/25/2019	Email SH to RR	Ms. Barrick's account was using 1-2 units of water from November 2017 – April 2018. It then kicked up to 8 units. This is initially when she contacted the District, on 6/8/2018. We sent Joe out on 6/8/2018 and again on 7/12/2018. Customer was adamant it was not a leak, Brian approved for a badger meter to be installed. Meter was installed on 10/15/18. In looking at her history, her meter right away was showing a small consistent usage of approximately 1/2 gallon per hour, the leak then continued to progress with time. I became involved in December and saw it had risen to 5 gallons per hour. Based on the above, I believe Ms. Barrick has had an ongoing leak. We have been in contact with her for over two months now and she finally has found the leak. I do not think was anything caused by the District.
3/5/2019	Email NB	Have not heard from anybody regarding the request for credit on my past 4 months of high billing
3/5/2019	Email NB	There was no leak before my meter was changed the leak started after you changed the meter

ATTACHMENT 2
San Lorenzo Valley Water District
Leak Investigation 14100 Big Basin Way
Sequence of Events

Date	Type of Contact	Details
3/5/2019	Email RR	Your original contact with the District was on 06/08/2018 complaining of high usage the reason that your meter was changed on 10/15/2018 to 24-hour graph was because of your complaint of higher than normal usage. It has been the District position all of along that you had a leak when you contacted the District. the District rejects your request for reimbursement for plumbing repairs. you can file a claim against the District.
3/5/2019	Email NB	Furthermore I had two of your guys com out in June 2017 and July 2017 and look for a leak. They did not find a leak. Complete lie on your part and incorrect.

Damage Claim - Nancy Barrick, 14100 Big Basin Way Chain of Emails

From: Barbara Nahrwold <vote3ifyouagree@gmail.com>
Subject: Fwd: New message via your website, from Nancy.barrick@yahoo.com
Date: December 12, 2018 at 3:09:48 PM PST
To: Lois Henry <lannhenry@comcast.net>

Hi Lois - can you please forward this to Rick Rogers and have him have someone contact this person? This email was sent to our candidate website. thanks !

----- Original Message -----

Date: December 11, 2018 at 4:32 PM
Subject: New message via your website, from Nancy.barrick@yahoo.com

- **Message Details:**

-
- **Email** Nancy.barrick@yahoo.com
- **Name** Nancy Barrick
- **Subject** Water bill
- **Message** I would like to set up an appt to sit down and discuss my water bill. I know my meter isn't being read and the amount I'm being charged is not correct.
 - **Sent on:** 11 December, 2018
 - Thank you!

From: Lois Henry <lannhenry@comcast.net>
Date: December 12, 2018 at 4:21:43 PM PST
To: Rick Rogers <RRogers@slvwd.com>
Subject: Fwd: New message via your website, from Nancy.barrick@yahoo.com

----- Original Message -----

From: no-reply@parastorage.com
To: vote3ifyouagree@gmail.com
Date: December 11, 2018 at 4:32 PM
Subject: New message via your website, from Nancy.barrick@yahoo.com

- **Message Details:**

-
- **Email** Nancy.barrick@yahoo.com
- **Name** Nancy Barrick
- **Subject** Water bill
- **Message** I would like to set up an appt to sit down and discuss my water bill. I know my meter isn't being read and the amount I'm being charged is not correct.

- Sent on: 11 December, 2018
- Thank you!

From Rick Rogers rrogers@slvwd.com

To: Stephanie Hill Sent Wed 12/12/2018 4:28 PM

Stephanie, would you please look into this and report back to me I'd appreciate it. Thank you

Rick
Sent from my iPhone

Begin forwarded message:

On Wednesday, December 12, 2018 06:07:23 PM PST, Stephanie Hill
<shill@slvwd.com> wrote:

Hi Nancy,

We received your message about your water usage. The District installed one of the new Badger meters a little less than 2 months ago at your property. This means your meter is actually transmitting daily water usage to us. Below are the graphs of your November and December daily usage, and I selected a single day for the hourly usage. While your consumption does appear consistent on a daily basis, I am noticing in your hourly graph that there is a constant 5 gallons per hour being used. This could be a sign of a small leak. Here is a useful link for common small leak culprits, <https://watersavingtips.org/act/fix-a-leak-week/>.

I have attached the instructions you can use to sign up to the Eye On Water website or mobile app to see your daily usage and set up leak alerts.

Please feel free to contact me for any further assistance I can provide.

<image001.jpg><image002.jpg>
<image003.jpg>

Best regards,

Stephanie Hill
Director of Finance & Business Services
831-430-4620
SHill@slvwd.com

www.slvwd.com
<image004.png>

<EYE ON WATER SIGN UP INFO_NEW CUSTOMERS.pdf>

From: Nancy Barrick [<mailto:nancy.barrick@yahoo.com>]
Sent: Wednesday, December 26, 2018 9:52 AM
To: Nancy.barrick@yahoo.com; Stephanie Hill <shill@slvwd.com>
Cc: rrogerw@slvwd.com
Subject: Re: Meter Information

Good Morning,

Sorry for the delayed response, but the holiday season got crazy.

I found it very odd that since SLVWD changed my meter I all of a sudden have a slow leak . I had someone check all my pipes and such and no slow leak was found. On December 13th, I went out to the meter and it appears that the pipes that hook up to the meter show a leak on both side. Looks like your guys did not attach it correctly. I did take pictures of it.

So this has to be on your side. I say this because if I had a low leak my past bills would be this high. The only bills that are over \$100 is May and June in which I have disputed every year. Its odd that every year they are the same amount except with the added increase. I have gone back and forth with you all. I even had Brian Lee look into this but he quit before it got resolved. I know the meters where not being read. I am 1 person in my house. I don't do laundry and I don't even run my dishwasher. And in those months I watered my garden twice a week, I am very conservative with my water. On 2 different occasions (June & July) I had your guys come out and check my meter to see if there was a slow leak. And there was not.

They too where baffled as to why my May and June bills where so high after checking the meter and looking at my garden.

After my May and June water bill I did an experiment. July, August and September, I watered my garden every day. I watered my lawn twice a day. I washed my car and even hosed down my hardscape. I even ran the dishwasher once a week. And in result my water bill was much lower that my May and June bills.

If you look back at my past bills, they are all pretty much the same amount every year with the exception of the added increase.

Something has to give here. Like I stated before, I find it very that since you all changed out my meter I know have a slow leak.

I am not a stupid person. And this is getting out of hand. My water bill should not be more than my electric bill

Thank you

Nancy Barrick

On Jan 8, 2019, at 10:15 AM, Stephanie Hill <shill@slvwd.com> wrote:

Good Morning Nancy,

We sent someone out on the 4th to inspect the meter set. They did not see any leaks at the meter set and everything was installed correctly. They did note the meter dial was showing a very slow spin, which is an indicator of a leak.

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With regards to the 8 units of water in May/June, this is consistent with your usage during that season. Below shows your usage history since January 2015. The Spring/Summer each year tick up from your Winter usage.

We suggest that you investigate this potential small leak by checking for a leak yourself or by contacting a plumber to do so for you. You may also contact the District to schedule a free Water-Wise House Call that can include a water meter, pressure, and toilet leak check, and free water saving devices as available. You can call Customer Service staff at 831-338-2153 and they can connect you with our Water Conservationist.

<image007.png>

Best regards,

Stephanie Hill

From: Nancy's Email [<mailto:nancy.barrick@yahoo.com>]

Sent: Tuesday, January 08, 2019 10:58 AM

To: Stephanie Hill <shill@slvwd.com>

Cc: Rick Rogers <rrogers@slvwd.com>

Subject: Re: Meter Information

Thank you for your response. I did have my lines checked for a leak by a plumber and he indicated that he found no such leak.

As I stated in my email to you I found it odd that I all of a sudden have leak since switching over the meters.

As for my May and June billing. This has been an ongoing argument with the SLVWD. How is it in the hottest months July, August and September that my water usage is lower than May and June when that is the time I use more water. As I explained before I did an experiment and used more water in July, August and September on purpose. I wanted to see if my bills would be higher than May and June. And they where not.

You say that they consistent from previous years. In 2015 there where 3 people who lived here. They moved out at the end of June 2015. Since then I am 1 person living the house. It makes no sense. I don't think the meters are being read properly.

Here is an example... a friend in Ben Lomond has always has low water bills until November 2017. At the time he had a roommate who was be evicted and to get back at him ran the water (Every faucet was on) for a couple of hours. That person has moved out in December 2017. Every water bill he received in 2018 was where it should be. Except for his November bill. It was high like the 2017 bill. He is the only person living in the home. His bills after that went back down to normal. Explain that to me.

Something is still not right. I feel some dishonesty coming from the SLVWD. I am 1 person in this house. I don't laundry here. And I don't run my dishwasher. I take 1 shower a day. The May and June bills should be consistent in usage as my others. I feel what you have stated is incorrect.

I know I am not the only person complaining about this.

I did take pictures of the meter in December in which I will send to you in a separate email since I don't how to attach it to this one. When I took it had not rained for almost 2 weeks. So it wasn't from rain.

Thank you

Nancy Barrick

On Wednesday, January 9, 2019 09:24:58 AM PST, Stephanie Hill <shill@slvwd.com> wrote:

Hi Nancy,

Thank you for the pictures. I sent them to operations and we had someone go out there. Moisture and condensation is normal inside a meter box. There was not a leak at the meter identified. The 5 gallon per hour leak we have identified is going to be a consistent drip or small stream that would be apparent. If this is a toilet or a hose bib it should be something easier to find. But if it is a pinhole underground in your service line or under your house etc., that will be more difficult to locate.

I don't know when your plumber was out there, but if it was any time after 10/31 they should have seen the same slow spin on the meter as we have been.

With regards to the current leak, the only thing we can offer is to have our Water Conservation specialist come out to do a water audit. This could help identify if it is a faucet or leaky toilet. Outside of that, if it is underground, a plumber will be your best option. Please let me know if you would like me to start that process for you.

As for the past consumption, I agree that the off season months of you using consistently 1-2 units is in line with one person. Yet every spring/summer the usage spikes. May-July 2018 was 8, 8, 5 and then 2017 was 12, 12, 10, so this pattern does not seem that abnormal. I cannot speak to how your system works, but in my experience a lot of people have higher bills in the beginning of starting their gardens and irrigation. A lot of times it is a blowout somewhere in drip systems that takes a little while to identify and locate. I strongly suggest signing up for the Eye On Water, when the spring/summer comes this year we will be able to identify your daily/hourly use and help see when the increased water usage is occurring. I know this has helped multiple customers identify leaks in their irrigation this past year. Feel free to contact me in the future if you have question about navigating the Eye On Water portal.

As for your friend, they can contact me as well so I can look at their account. We have had people complain and we have installed Badger meters or gone out to help like I have been suggesting, thus far, every customer I have dealt with was able to find the leak in their system.

Please let me know if you would like me to start the water audit process, finding this leak should save you 4-5 units per month.

Best regards,

On Friday, January 11, 2019 09:42:27 AM PST, Nancy Barrick
<nancy.barrick@yahoo.com> wrote:

Good Morning Stephanie,

First off I would like to express how frustrated I am with the same old song and dance that I have been receiving from the SLVWD in regards to my bills for the past couple of years. I am not trying to pull a fast one on you all nor am I trying to get away with not paying my bill. I am not some kind of loser meth head or a thief. I say this because residents in Boulder Creek seem to get a bad rap with all of the trouble we have here. I am a law abiding citizen. I am a home owner and I have a full time job with an employer that I have been with for 8 years. And I am honest. The SLVWD is not being honest.

First I will address AGAIN my May and June water bills. And as a matter fact will discuss the rest of the months as well. As of January 1, 2018, I stopped doing laundry at my

home. I now do it at my boyfriends house. Reason is my washer and dryer are in the basement and its creepy in there and there is a critter of some sort. Also, because the washer and dryer are very old, uses too much water and too much electricity. Before January 1, 2018 I was doing at least 3 loads of laundry a week. With that being said my water usage for 2018 should be lower as well as my bills. My electric bill went way down but not my water bill. My water bill should not be more than my electric bill. And yes I know all about your rate increases. But still my bills should of been lowered. You keep telling me that my usage is consistent with previous years. How can that be when I no longer do laundry at my home. You repeatedly tell me that spring/summer bills always spike because people are planting their gardens. My garden does not go in until mid June. My garden consists of 4 tomato plants, 4 basil plants and a few flowers. All of which are in pots. All of which are hand watered 3-4 times a week with a nozzle that the SLVWD supplied me with. My lawn got watered once a week with a sprinkle that I have to move around myself. My water system is not underground nor do I have an irrigation or drip system. I had two of your guys come out, one in June and one in July. I don't remember the June guys name but in July the guys name was Joe. They both saw what I had to water. They both saw my brown lawn. They both looked at my meter and both confirmed there was no leak and both where baffled as to why my water bills where so high. I will remind you that I am 1 person living in my home. I don't run the dishwasher. I don't laundry. I take 1 very short shower a day. Since doing my laundry at my boyfriends home I see no decrease in my water bill. Which leads me to believe that the meters are not being read. You all are just going by past years usage and tacking on your price increase. I do 3 loads of laundry at my boyfriends house once a week. Plus he does his 3. Waters everyday and runs his dishwasher at least once week. Yet his water bill is around the \$50 amount every month. I feel as I should receive some of kind of credit for those 2 months May/June as I believe the billing amount is incorrect.

I would also like to add that I had Brian Lee looking into this for me as he too was baffled as to why my bills where so high. But then he abruptly quit his job.

In July, August and September of 2018, the hottest months of the year, I did an experiment. I watered my garden everyday including my lawn. Sometimes twice a day. I washed my car once a week and hosed down the hardscape once a week. Yet those months billings where lower than May and June. And those months billings where almost the same amount as the previous except with your added price increase. And in previous years I was very conservative with the my water usage. I didn't wash my car once a week or hosed down the hardscape. So this makes no sense to me and again leads me to believe that the meters are not being read. You all are just guessing.

A for this "slow leak" that you keep telling me I have. Again, I find it odd that since you all switched out my meter that I all of sudden have a slow leak. I had a plumber come out on December 14th. He checked all the pipes, my 1 toilet, all the faucets, the 2 outside water bibs and even went under the house and inspected all the pipes and found no such leak. I again had another plumber come out his past Wednesday, January 9, 2019. He inspected all of the same as the plumber in December and AGAIN found no such leak. Perhaps the new meter either wasn't installed properly or it my be

defective. Maybe it should be switched out. If you decide to switch it out, I would like to be here when that happens.

As for your offer to schedule a Water Conservation Specialist, please let me know when I can have this process started.

I would also like to state that I do not feel that SLVWD is not being honest. I have followed and seen all these shenanigans that have been going on. I am not the only rate payer that thinks this. There's a reason why your old Board members where voted out. I voted for the new board members and I encouraged other to do the same in hopes that they will help and support the rate payers with these types of issues I have.

I will also contact the Public Utilities Commissioner to see what other options I have to remedy these issues.

Thank you,
Nancy Barrick

From: Nancy Barrick [<mailto:nancy.barrick@yahoo.com>]

Sent: Monday, February 25, 2019 1:18 PM

To: Stephanie Hill

Cc: Rick Rogers; Lois Henry; bflutz@slvwd.com; Steve Swan; Carly Blanchard

Subject: Re: Meter Information

Hello,

I am writing to you all to inform you I have found the leak. I had a plumber come out on this past Saturday and start digging. We found the leak at the pipe that connects to your meter and to my shut off/on valve. The plumber said that there was a crack in the pipe that is connected to my shut off/on valve which not to far from your meter. He indicated that this had to happen by hard force from the SLVWD when you all removed my old meter and installed the new meter. While your people where installing the meter they had to have torqued it to hard. It started out as a hairline crack and just grew bigger. You can tell by my water usage starting in October (when the meter was installed) that the usage kept growing. It was a very slow leak at first. It wasn't until mid November that the leak got bigger and triggered that I had a leak. Again, I didn't have any leaks until you all removed the old meter and installed a new meter. I had to replace the pipe that is connected to your meter and my shut off/on valve. It cost me \$300 in repairs. Grant it that the pipe was old, but your installers should of been more careful.

I am asking that SLVWD reimburse me for the cost of the repairs and for some kind of credit for my November, December, January and February high billing.

Thank you
NancyBarrick

From: Rick Rogers

Sent: Monday, February 25, 2019 1:24 PM

To: Stephanie Hill <shill@slvwd.com>

Subject: FW: Meter Information

Correct me if I am wrong. The reason we put the new meter in was because she had high usage/Leak?

From: Stephanie Hill

Sent: Monday, February 25, 2019 3:30 PM

To: Rick Rogers

Subject: RE: Meter Information

Correct.

Ms. Barrick's account was using 1-2 units of water from November 2017 - April 2018. It then kicked up to 8 units. This is initially when she contacted the District, on 6/8/2018. We sent Joe out on 6/8/2018 and again on 7/12/2018. Customer was adamant it was not a leak, Brian approved for a badger meter to be installed.

Meter was installed on 10/15/18. In looking at her history, her meter right away was showing a small consistent usage of approximately 1/2 gallon per hour, the leak then continued to progress with time. I became involved in December and saw it had risen to 5 gallons per hour.

Based on the above, I believe Ms. Barrick has had an ongoing leak. We have been in contact with her for over two months now and she finally has found the leak. I do not think was anything caused by the District.

I guess the only thing left is to have Holly send her a claims form and let insurance/Board take it from there?

Best regards,

Stephanie Hill

From: Rick Rogers

Sent: Tuesday, February 26, 2019 6:12 AM

To: Stephanie Hill <shill@slvwd.com>

Subject: RE: Meter Information

Stephanie,

Yes. She can file a claim. We would not of put a badger in at her house if there was not a usage problem.

Rick

Stephanie Hill

Holly,

Can you please send Ms. Barrick a claim form, based on her e-mail below?

Best regards,

Stephanie Hill

On Mar 5, 2019, at 2:18 PM, Rick Rogers <rrogers@slvwd.com> wrote:

Ms. Barrick,

Your original contact with the district was on 06/08/2018 complaining of high usage. The reason that your meter was changed on 10/15/ 2018, to one of our 24-hour graph recording meters, was because of your complaint of higher than normal usage. The new meter would allow you to monitor your usage and determine if you have a leak. We would not have changed out your meter if there was not a high water usage issue. Immediately after installation, the new meter reported continuous usage, indicating approximately 5 gallons per hour leak. You were informed of this leak by the District.

It's been the District's position all along that you had a leak when you contacted the District. The leak was present before we changed your meter and was not caused by changing the meter. The District has made every effort to help you find this leak. We sent out staff on multiple occasions and have been monitoring your usage showing graphs of continual water use.

Under these circumstances, the District rejects your request for reimbursement for plumbing repairs. You can file a claim against the District (Claim Form attached). I recommend that you hire an attorney of your choice to aid in the process of filing a claim against a Special District. The District does not provide information regarding the filing of claims as information and laws change and we would not want to provide you with inaccurate information.

Rick

Rick Rogers
District Manager
San Lorenzo Valley Water District
13060 Highway 9
Boulder Creek CA 95006

Office 831-430-4624
Fax 831-338-8002
e-mail rrogers@slvwd.com

Nancy Barrick 03/05/2019

There was no leak before my meter was changed. The leak started after you changed the meter. Look at my eye on the water account.

Stephanie even indicated that the leak started after you changed my meter. My May and June bills were very low. After that my July, August, September and October bills were low.

I wasn't informed of the leak until I received my November billing when I called and saw how high it was.

I suggest you go back and read my past emails and the responses I received from Stephanie indicating when the leak started.

I expected this response from you. Because the city never assumes responsibility. So your statement is incorrect and I will see you in court

Nancy Barrick

Nancy Barrick 03/05/2019

Furthermore I had two of your guys come out in June 2017 and July 2017 to look for a leak. They both looked at the old meter and saw that the dials were not spinning. Therefore there was no leak. One guy's name was Joe. I don't remember the other guy's name.

So your statement indicating I had a leak is a complete lie on your part and incorrect.

I will be contacting the PUC and an attorney

San Lorenzo Valley Water District
KendraNegro

ATTACHMENT 4
Utility Billing
Service Request Form

Agenda: 3.21.19
Item: 5a
3/13/2019 - 8:38 AM

Request Number: 000192-07-2017
Account Number: 009950-000

Last Updated By: ChelseaSladwick
On: 7/24/2017

Account Status: Active

Name: NANCY BARRICK
Billing Address: 14100 BIG BASIN WAY
BOULDER CREEK, CA 950069224

Home Phone: 4086853594
Business Phone: 0000000000
Cell Phone: 4086853594

Service Address: 14100 BIG BASIN WAY

Request Date: 7/14/2017
Request Description: TOWN; BC

XX High/Low Usage

CURRENT READING 794 - 12

PRIOR READING 12 UNITS

SAME TIME LAST YEAR 9 UNITS

NANCY @ 408-685-3594

THINKS SHE HAS A LEAK

Service Date: 7/19/2017
Service Description: ASSIGNED TO 175

No Spin

Reading 802

Water/Gas Meters	Route-Seq Read Dt	Serial No Cons	Register ID No Of Digits	MXU ID	Manufacturer	Model No	Reading
Existing Water Meter	63-47900 10/15/2018	68337153 3	62094895 6	14468577	Sensus	.625-6-1-R	865

Location: OUTSIDE FENCE MID HOUSE

Comments:

Follow up needed? yes no Serviced By: _____ Date: _____ Time: _____

San Lorenzo Valley Water District
AndiOneal

ATTACHMENT 4
Utility Billing
Service Request Form

Agenda: 3.21.19
Item: 5a
7/12/2018 - 10:56 AM

Request Number: 000139-07-2018
Account Number: 009950-000

Last Updated By: AndiOneal
On: 7/12/2018

Account Status: Active

Name: NANCY BARRICK
Billing Address: 14100 BIG BASIN WAY
BOULDER CREEK, CA 950069224

Home Phone: 4086853594
Business Phone: 0000000000
Cell Phone: 4086853594
Service Address: 14100 BIG BASIN WAY

Request Date: 7/12/2018
Request Description: TOWN; BC

CUSTOMER IS REQUESTING CURRENT READING

PRIOR READ 6/25/18 WAS 847 = 8 UNITS

Service Description: ASSIGNED TO 175

Water/Gas Meters	Route-Seq Read Dt	Serial No Cons	Register ID No Of Digits	MXU ID	Manufacturer	Model No	Reading
Existing Water Meter	63-47900	68337153	62094895	14468577	Sensus	.625-6-1-R	847
	6/25/2018	8	6				850

Location: OUTSIDE FENCE MID HOUSE

Comments:

3 UNITS IN 17 DAYS

40

Follow up needed? yes no

Serviced By: 175

Date: 7-12-18 Time: 11:45

Utility Billing
ATTACHMENT 4
Service Request Form

Request Number: 000126-06-2018

Account Number: 009950-000

Last Updated By: AndiOneal

On: 6/12/2018

Account Status: Active

Name: NANCY BARRICK

Home Phone: 4086853594

Billing Address: 14100 BIG BASIN WAY

Business Phone: 0000000000

BOULDER CREEK, CA 950069224

Cell Phone: 4086853594

Service Address: 14100 BIG BASIN WAY

Request Date: 6/8/2018

Request Description: Bill - High/Low

This month 8 units

Last month 2 units

Last year 12 units

Please contact customer prior to going out. Nancy would like to be there when you read her meter. 408-685-3594

Service Date: 6/8/2018

Service Description: Assigned to 175 - Boulder Creek

NO LEAKS, USAGE WITH IN PAST READINGS. METER OK. POSSIBLE LANDSCAPE WATERING ACCOUNTS FOR HIGHER USAGE.
READING 842

Water/Gas Meters	Route-Seq Read Dt	Serial No Cons	Register ID No Of Digits	MXU ID	Manufacturer	Model No	Reading
Existing Water Meter	63-47900 10/15/2018	68337153 3	62094895 6	14468577	Sensus	.625-6-1-R	865

Location: OUTSIDE FENCE MID HOUSE

Comments:

Follow up needed?

yes no

Serviced By: _____ 31 of 45

Date: _____

Time: _____ 3

ATTACHMENT 4

San Lorenzo Valley Water District
AndiOneal

Utility Billing
Service Request Form

7/12/2018 - 11:17 AM

Request Number: 000144-07-2018
Account Number: 009950-000

Last Updated By: AndiOneal
On: 7/12/2018

Account Status: Active

Name: NANCY BARRICK
Billing Address: 14100 BIG BASIN WAY
BOULDER CREEK, CA 950069224

Home Phone: 4086853594
Business Phone: 0000000000
Cell Phone: 4086853594

Service Address: 14100 BIG BASIN WAY

Request Date: 7/12/2018
Request Description: TOWN; BC

Meter-Damaged Meter Changed

CUSTOMER STATES THERE IS NO WAY SHE IS USING 8 UNITS FOR ONLY ONE PERSON.

WANTS A BADGER METER INSTALLED

Service Description: ASSIGNED TO 155

Water/Gas Meters	Route-Seq Read Dt	Serial No Cons	Register ID No Of Digits	MXU ID	Manufacturer	Model No	Reading
New Water Meter	63-47900 7/12/2018		6		Sensus	625-6-1-R	

Location: OUTSIDE FENCE MID HOUSE

Existing Water Meter	63-47900 6/25/2018	68337153 8	62094895 6	14468577	Sensus	625-6-1-R	847
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Location: OUTSIDE FENCE MID HOUSE

Comments:

CHANGED METER, NEW FIBERLYTE LID

CS

Follow up needed? yes ☒ no

Serviced By: 223

Date: 10/15/17

Time:

San Lorenzo Valley Water District
KendraNegro

ATTACHMENT 4
Utility Billing
Service Request Form

Agenda: 3.21.19
Item: 5a
1/3/2019 - 4:35 PM

Request Number: 000039-01-2019
Account Number: 009950-000

Last Updated By: KendraNegro
On: 1/3/2019

Account Status: Active

Name: NANCY BARRICK
Billing Address: 14100 BIG BASIN WAY
BOULDER CREEK, CA 950069224

Home Phone: 4086853594
Business Phone: 0000000000
Cell Phone: 4086853594

Service Address: 14100 BIG BASIN WAY

Request Date: 1/3/2019
Request Description: Meter-Leaking District

Please see if meter is spinning. Customer also believes that the pipes that hook up to the meter show a leak on both sides.

Service Description: Assigned to 175 in Boulder Creek

Water/Gas Meters	Route-Seq Read Dt	Serial No Cons	Register ID No Of Digits	MXU ID	Manufacturer	Model No	Reading
Existing Water Meter	63-47900	18706445		110040274	Badger	.625-6-1	13
	12/18/2018	6	6				017

Location: OUTSIDE FENCE MID HOUSE

KR

Comments:

No leak on meter set
Indica tore slowly turning

Follow up needed? yes no

Serviced By: 175

Date: 1-4-19

Time: 8:17

Utility Billing
Service Request Form1/24/2019 - 12:23 PM
Agenda: 3.21.19
Item: 5a

Request Number: 000307-01-2019

Account Number: 009950-000

Last Updated By: Carly Blanchard

On: 1/24/2019

Account Status: Active

Name: NANCY BARRICK

Billing Address: 14100 BIG BASIN WAY
BOULDER CREEK, CA 950069224

Home Phone: 4086853594

Business Phone: 0000000000

Cell Phone: 4086853594

Service Address: 14100 BIG BASIN WAY

Request Date: 1/24/2019

Request Description: Town - BC

Appt: 02/04/2019

Water Audit

Service Date: 2/4/2019

Service Description: Assign 222

Water/Gas Meters	Route-Seq Read Dt	Serial No Cons	Register ID No Of Digits	MXU ID	Manufacturer	Model No	Reading
Existing Water Meter	63-47900 1/21/2019	18706445 8	 6	110040274	Badger	.625-6-1	21

Location: OUTSIDE FENCE MID HOUSE

Comments:

Heavy rain, could not locate shut-off valve. Will work w/ customer to set-up another app. once rain resides. No obvious leaks inside or outside home. No irrigation had water only.

Follow up needed? ☒ yes ☐ no

Served By: 222

Date: 2/4/19

Time: 10am



SLVWD Water-Wise House Call

Staff: 222
Date/Time: 2/4/19

Customer Name: Nancy Barrick How contacted Email w/ skph & call
Site Address: 14100 Big Basin way Email: nancy.barrick@yahoo.com
Home ph: 408 6853544 Cell ph: N/A Work ph: N/A
Account #: 9950 Neighborhood/Pressure Zone: _____
Account Type: / SO# / Meter #: / No. of Occupants: 1
Pressure Reducing Valve ☐ Yes ☐ No Location: _____ Date Installed: _____ PSI: _____

Meter Information

Today's meter read: _____ Time: _____ Location: _____
Last meter read: _____ Time: 1/21/2019 Installed: 10/15/19
Difference: _____ Leak Rate (GPH): _____ GPD Day: _____ GP Billing: _____
Days between read: _____ Gallons per day: _____ Next bill projection (if current use continues): _____

Seasonal Water Use Pattern

Summer Use (July/August Bill): 5.5 x 748 = Gallons/Billing period: 4114 Gallons/Person/Day: 66
Winter Use (January/February Bill): 2.5 x 748 = Gallons/Billing period: 1870 Gallons/Person/Day: 31
Difference: 3 x 748 = Gallons/Billing period: 2244 Gallons/Person/Day: 35

Toilets/Urinals:	Bath 1	Bath 2	Bath 3	Bath 4
Flush Volume:	_____	_____	_____	_____
Yr Made or Installed:	_____	_____	_____	_____
Flapper Valve Leak?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
H2o Level Adjusted?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

Showers:

	Bath 1	Bath 2	Bath 3	Bath 4
Flow rate (gpm)	_____	_____	_____	_____
Leak Detected?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Aerator Given?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

Faucets:

	Bath 1	Bath 2	Bath 3	Bath 4
Flow rate (gpm)	_____	_____	_____	_____
Leak Detected?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

Kitchen Faucets:

Flow rate (gpm): _____
Leak Detected? ☐ Yes ☐ No
Aerator Given? ☐ Yes ☐ No

Dishwasher:

Year: _____ Gals/Load _____

Clothes Washer:

Year: _____ Gal /Load _____

Hot H2O Heater Leak? ☐ Yes ☐ Unknown _____

usage drops in winter to 1-2 units meeting avg. for 1 person household.

Spring/summer rises to 7-8 gallons.

From 2018 into 2019 usage did not drop to usual due to suspected leak.

age:

ATTACHMENT 4

Account Number	Read Date	Reading	Consumption	Reading Period/Year
009950-000	1/21/2019	21.00	8.00	1/2019
009950-000	12/18/2018	13.00	6.00	12/2018
009950-000	11/25/2018	7.00	7.00	11/2018
009950-000	10/15/2018	865.00	3.00	10/2018 badger installed 15th
009950-000	9/24/2018	862.00	4.00	09/2018
009950-000	8/24/2018	858.00	6.00	08/2018
009950-000	7/24/2018	852.00	5.00	07/2018
009950-000	6/25/2018	847.00	8.00	06/2018
009950-000	5/24/2018	839.00	8.00	05/2018
009950-000	4/24/2018	831.00	2.00	04/2018
009950-000	3/26/2018	829.00	2.00	03/2018
009950-000	2/22/2018	827.00	1.00	02/2018
009950-000	1/24/2018	826.00	2.00	01/2018
009950-000	12/20/2017	824.00	2.00	12/2017
009950-000	11/27/2017	822.00	1.00	11/2017
009950-000	10/24/2017	821.00	2.00	10/2017
009950-000	9/26/2017	819.00	8.00	09/2017
009950-000	8/24/2017	811.00	7.00	08/2017
009950-000	7/24/2017	804.00	10.00	07/2017
009950-000	6/26/2017	794.00	12.00	06/2017
009950-000	5/24/2017	782.00	12.00	05/2017
009950-000	4/24/2017	770.00	2.00	04/2017
009950-000	3/27/2017	768.00	2.00	03/2017
009950-000	2/22/2017	766.00	2.00	02/2017
009950-000	1/24/2017	764.00	1.00	01/2017
009950-000	12/22/2016	763.00	2.00	12/2016
009950-000	11/18/2016	761.00	1.00	11/2016
009950-000	10/25/2016	760.00	3.00	10/2016
009950-000	9/26/2016	757.00	7.00	09/2016
009950-000	8/24/2016	750.00	7.00	08/2016
009950-000	7/25/2016	743.00	9.00	07/2016
009950-000	6/27/2016	734.00	15.00	06/2016
009950-000	5/24/2016	719.00	6.00	05/2016
009950-000	4/25/2016	713.00	6.00	04/2016
009950-000	3/28/2016	707.00	1.00	03/2016
009950-000	2/23/2016	706.00	2.00	02/2016
009950-000	1/25/2016	704.00	2.00	01/2016
009950-000	12/21/2015	702.00	1.00	12/2015
009950-000	11/24/2015	701.00	1.00	11/2015
009950-000	10/26/2015	700.00	4.00	10/2015
009950-000	9/23/2015	696.00	7.00	09/2015
009950-000	8/19/2015	689.00	5.00	08/2015
009950-000	7/22/2015	684.00	8.00	07/2015
009950-000	6/22/2015	676.00	9.00	06/2015
009950-000	5/20/2015	667.00	6.00	05/2015
009950-000	4/22/2015	661.00	6.00	04/2015
009950-000	3/23/2015	655.00	3.00	03/2015
009950-000	2/23/2015	652.00	3.00	02/2015
009950-000	1/26/2015	649.00	6.00	01/2015

All water off? Nothing inside or outside running?

Check meter; meter spinning? Gallons per min?

Type of irrigation controller?

- Battery installed and not corroded?
- How many irrigation programs (check all valves, all time settings, and all days)?
- How often schedule reset?
- Run all valves to check flow rates vs meter. (missing broken heads?)
GPM (every rotation 10 gallons)
- Sprinkler heads?
- Where are irrigation valves located? No spin on meter (most likely not leak at valve)

Sample Seasonal Watering Schedules - Santa Cruz County**Turf Grass (Pop-up Spray)**

	Spring	Summer	Fall	Winter
Days Per Week	2	2	1	Off
Start Times Per Day	2	2	2	Off
Minutes Per Station	6	8	8	Off
Total Minutes Per Day	12	16	16	Off
Total Minutes Per Week	24	32	16	Off

Shrubs (Pop-up Spray)

	Spring	Summer	Fall	Winter
Days Per Week	2	2	1	Off
Start Times Per Day	2	2	2	Off
Minutes Per Station	3	4	4	Off
Total Minutes Per Day	6	8	8	Off
Total Minutes Per Week	12	16	8	Off

Drip (Moderate Water Use Plants)

	Spring	Summer	Fall	Winter
Days Per Week	2	2	1	Off
Start Times Per Day	1	1	1	Off
Minutes Per Station	20	30	30	Off
Total Minutes Per Day	20	30	30	Off
Total Minutes Per Week	40	60	30	Off

Note: Your irrigation system may need more or less time based on weather conditions, soil type, slope and performance; distribution uniformity, precipitation rates (spray or drip).

Rick Rogers

From: Scott Mattoch
Sent: Tuesday, March 12, 2019 7:57 AM
To: Rick Rogers
Subject: FW: Your Messages

See below

Scott Mattoch
 Network Specialist
 San Lorenzo Valley Water District
 13060 Hwy 9
 Boulder Creek CA, 95006
 O 831-338-2153
 D 831-430-4634
 F 831-338-8002

-----Original Message-----

From: SCAS Dispatch [<mailto:dispatch@answerbiz.com>]
Sent: Sunday, February 24, 2019 7:52 AM
To: Customer Service <CustomerService@slvwd.com>
Subject: Your Messages

=====0000010768=====

Sun 24-Feb-19 07:51a

=====

Type of Call: ER/Urgent

From: Nancy Barrick

Phone: 408-685-3594

Address: 14100 big basin way

Cross Street: Boulder Creek

RE: We have a broken water line and
 need our water shut off, Please Call

2/23 12:43P SMS - SMS Sent to
 8313456505 - Villa, Ricardo

Message History Account: 10768
 Taken: Sat 23-Feb-2019 12:39p AF

Given: Sat 23-Feb-2019 12:41p AF

Serial#: 2

=====0000010768=====

ATTACHMENT 5

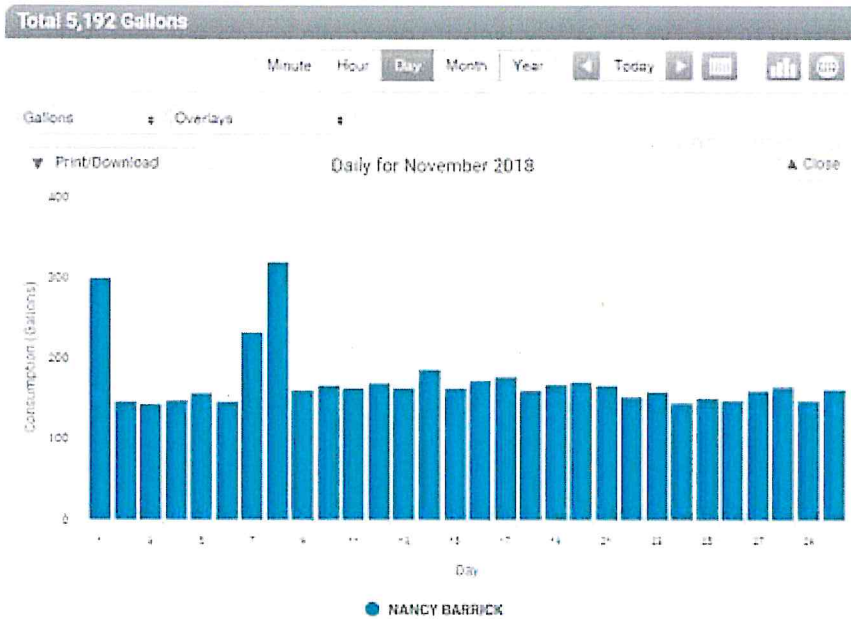
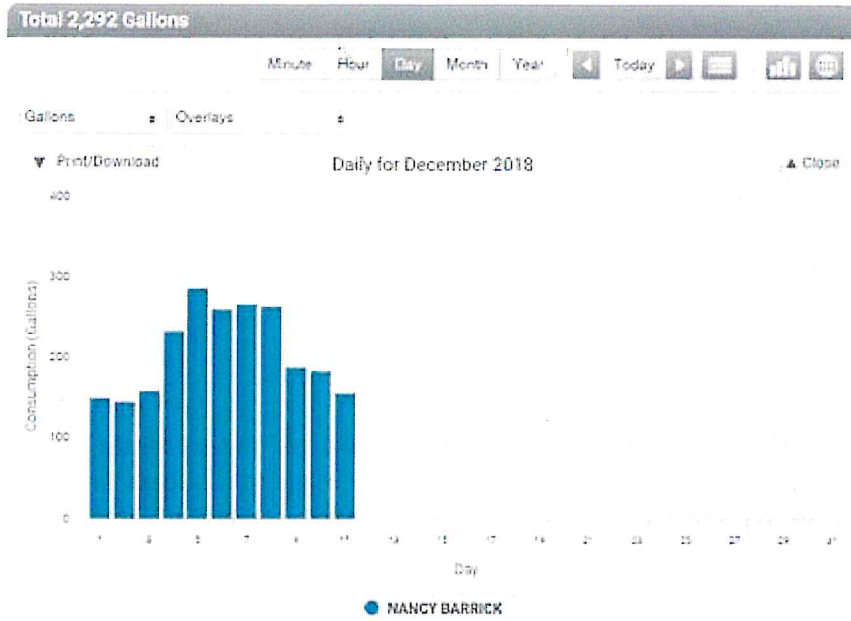


ATTACHMENT 5





ATTACHMENT 6



Memo

To: SLVWD BoD
From: Toni Norton/LADOC Chair
Date: 3/13/2019
Re: Request for your approval of LADOC Charter

The Lompico Assessment District Oversight Committee (LADOC) held a Charter workshop in the meeting room of the Zayante Fire Dept. on 1/28. Our purpose was to engage the public, gather their input and work together to draft a new LADOC Charter incorporating recommendations of the Grand Jury as well as suggestions and ideas from the public, Board members and staff in attendance.

In preparation for the Charter Workshop, Committee members had each prepared their own versions of the new charter which were included in the Agenda Packet.

After lively discussions and input from all those present, a rough draft was created, incorporating new ideas discussed and verbiage from all committee member's drafts. It was agreed that two committee members (Deb Loewen and Toni Norton) would work together to draft the final version which was unanimously approved for submittal to the board for approval at the February LADOC meeting.

Because I am out of town, accompanying my daughter to a conference and could not attend the BoD meeting in person, I am asking via memo that you please approve the new LADOC Charter and allow us to get to work on our next project; preparing our first LADOC Annual Report!

DRAFT With revisions by committee 02 26 2019 V3 02 26

Lompico Assessment District Oversight Committee

San Lorenzo Valley Water District

1. Committee Established

The Board of Directors (the “Board”) of San Lorenzo Valley Water District (the “District”) established the Lompico Assessment District Oversight Committee (the “Committee”), LADOC, in accordance with LAFCO resolution 953-A. On May 4, 2016, Lompico property owners voted in favor of a 10-year assessment district (AD 2016-1) to generate \$2.75 million in revenue to repair, replace and upgrade infrastructure in the Lompico service area, as part of annexation to the District. The resolution was amended from a “bond” to an “assessment” for the revenue source, and went into effect on June 1, 2016. . The first five members of the Lompico Oversight Committee were seated on July 21, 2016 by board action, in accordance with provisions of amendment to Section 14 of the Board Procedure Manual (May 19, 2016) and duties hereby amended on January 28, 2019. Many of these changes were initiated due to recommendations outlined in the Grand Jury Report “Encouraging the Flow of Information to the Public”, published May 31, 2018. The Committee shall have the purposes and duties set forth in these guidelines.

2. Purpose

The purpose of the Committee is to review and oversee income and expenses related to construction projects in Assessment District AD-16 Engineer’s Report, to serve as liaison for customers residing within the Assessment District boundaries of the former Lompico County Water District, and to inform the Board and public at least annually concerning the revenue and expenditure of assessment district proceeds (the “Assessment District Proceeds”) and on the projects approved by the voters of Lompico within AD-16 on March 6, 2015, by issuing a written report.

3. Mission

To serve as a Liaison between the Lompico Assessment District customers and the District. To strive to advocate for the community and obtain answers to questions and concerns regarding Lompico Assessment District expenditures and projects.

Commitment to Excellence. The Committee is committed to applying the highest standards to public outreach, research and reporting, with excellent representation on behalf of AD-16 property owners, exemplifying the District’s commitment to transparency and support.

4. Duties

To carry out this stated purpose, the Committee shall perform the following duties:

Attend Training. Members are responsible to attend training as outlined under Staff Support, items 7 and 8, and any other training the Committee requests.

Review Expenditures. The Committee shall review the proposed budget produced by the District to a) ensure that Assessment District Proceeds are expended only for purposes as set forth in the Assessment District ballot measure and Engineer's Report. District staff shall provide at least quarterly a report of current revenue and expenses, a year-to-date summary, and continuing beginning-to-date summary overview of AD-16 revenue and expenses.

Review Projects. The Committee shall review quarterly the Lompico Assessment District Improvement/Projects Update report as provided by Staff.

Review Website Items. The Committee shall recommend and monitor items to be placed on the District website, or shall retain a separate website, upon approval by the board, for posting items.

Annual Report. The Committee shall present to the Board an annual written report (the "Annual Report") which shall include the following:

- 1) A statement indicating whether the proposed Assessment District expenditures are in compliance with the requirements as set forth in the Assessment District ballot measure Engineer's Report
- 2) A statement indicating whether the prior fiscal year Assessment District expenditures have been reviewed by the Committee and are in compliance with the requirements as set forth in the Assessment District ballot measure Engineer's Report. Said statement shall include an itemization and summary of the prior fiscal year Assessment District revenues and expenditures. Included in the itemization and summary shall be information on loans related to AD-16, if any, including terms, interest, and balances.
- 3) Any other information the Committee deems is useful for furthering understanding of Assessment District revenue and expenses, projects, funding, history, or purpose.
- 4) *The Annual Report shall be based on the District Fiscal Year, and will be completed as soon as possible after June 30 each year, presented using preliminary financial data.*

5. Authorized Activities

In order to perform the duties as set forth, the Committee may engage in the following authorized activities:

- 1) Make annual and/or quarterly recommendations to the Board on finance and budget matters pertinent to projects funded by the Assessment District.

- 2) Upon request by the Committee when deemed useful, inspect district facilities or timelines and plans for which Assessment District Proceeds have been or will be expended, in accordance with any access procedure established by the General Manager or designee and report quarterly and/or annually to the public and Board.

Any Committee requests for copies or inspection of District records shall be made in writing to the General Manager or designee.

6. Committee Membership

Number. The Committee shall consist of five members representing various backgrounds, for the purpose of providing a range of experience and oversight.

Qualification Standards:

- 1) To be a qualified member of the Committee, a person must
 - a) Reside within the boundaries of the former Lompico County Water District, AD-16, be at least 18 years of age, and a citizen of the state in accordance with Government Code section 1020.
 - b) Not be an employee or elected official of San Lorenzo Valley Water District, and
 - c) Not be a current vendor, contractor, or consultant of the District.
- 2) If a person fails to meet the qualification standards set forth above at any time during the term of service, such member shall be disqualified and the position shall be declared vacant. The Board shall appoint a new person to serve the remainder of the term, in accordance with the appointment process set forth in the Section below.

Appointment The Board shall appoint members to the Committee as necessary. Prior to appointment, the General Manager shall conduct a selection process to ensure that each person appointed meets the qualification standards as set forth herein. All committee appointments will be made by the Board. When an appointment is necessary to fill a vacancy, the General Manager shall immediately post a notice as per procedure outlined in the Board Policy Manual.

Time Commitment. In addition to standard meetings, committee members should plan on additional time requirements to prepare reports and present to the public. The Committee may schedule workshops, or establish sub-committees with additional public members as needed for research and report preparation.

Ethics; Conflicts of Interest. By accepting appointment to the Committee, each member agrees to comply with the Committee Ethics Policy as herein stated, following.

Term. Each member of the Committee shall serve for a term of minimum one year, to be reviewed by the Board each year at the December meeting, or soon thereafter. Terms shall be

alternated as possible to enable continuation of the Committee by experienced members to help carry on the work of the Committee.

Removal; Vacancy. As per District Board Policy, committee members serve at the pleasure of the Board. Upon the removal or resignation of a member, his or her seat shall be declared vacant. The Board shall fill any vacancies on the Committee in accordance with the appointment process that has been set forth. Vacancies shall be filled within 45 days, or as soon as possible.

Compensation. The Committee members shall not be compensated for their services or reimbursed for their expenses.

7. Meetings of the Committee

Regular and Special Meetings. The Committee shall establish a schedule for the date and time of regular meetings and/or special meetings, both as deemed necessary by the Committee, and shall determine when and where they shall meet within the District.

Annual Meetings. The Committee shall establish a date and time for its annual meeting, to be held within the District.

Procedures. All meetings shall be open and public in accordance with the Ralph M. Brown Act (the "Brown Act"). Meetings shall be conducted according to such procedural rules as the Committee may adopt. A majority of the number of Committee members shall constitute a quorum for the transaction of any business except adjournment.

Agendas. The Committee Chair will be responsible for providing a deadline to committee members for agenda items prior to each meeting. Committee members will email their agenda items to the Chair in time to meet the deadline. The chair will prepare agenda items and submit to the District in a timely manner to meet preparation and posting by the District Secretary.

Minutes. The Committee will use the summary form of minutes. All meetings will be recorded. Both minutes and meeting recordings shall be available online at the District website.

8. District Support

The District shall provide to the Committee necessary technical and administrative assistance as follows:

- 1) An oral and/or written review and report by the District Manager, Operations Manager, Finance Manager, or other Staff as requested, of all current financial and construction

activity pertaining to AD-16 projects funded by the Assessment District Proceeds, at least quarterly for Committee Meetings, upon request of the Committee for a special or annual meeting or public workshop, or for background information to the Committee.

- 2) Preparation of and posting of public notices as required by the Brown Act ensuring that all notices to the public are provided in the same manner as notices regarding meetings of the Board. Recommendation that the District additionally make and use signs to improve public notice of meetings or vacancies, as Lompico Canyon has a single access.
- 3) Provision of a meeting room, including any necessary audio/visual equipment
- 4) Preparation and copies of any documentary meeting materials, such as agendas, minutes and reports, and
- 5) Retention of all Committee records and provide public access to such records
- 6) Posting on the District website under LADOC heading: all items above, plus other items as requested relating to AD-16 revenue and expenses, project descriptions, update of construction and/or schedules, and Committee and Staff reports; to provide a link on the District website for a separate Committee website as may be approved by the Board.
- 7) The District shall provide training to all Committee members within two months of this amendment, and thereafter within one month of being appointed. Such training shall include Brown Act, Conflict of Interest, and any other training as deemed useful and requested by the Committee.
- 8) The District shall provide training in Assessment District procedures by a qualified third-party professional who is an expert on Assessment District finance and construction law, and shall make such expert available to the Committee as requested by the Committee to answer questions on an Assessment District.
- 9) The District Manager shall form and facilitate a procedure to support Committee access to the District's Attorney and/or Auditor should there be legal questions on these guidelines or other issues directly relating to AD-16 revenue and expenses.
- 10) The District shall appoint one board member to serve as liaison to the Committee, to be approved by both the Board and Committee, and reviewed after a one year term, or earlier if requested by the Committee. The board member shall have no power to vote on or direct Committee actions, but is there to assure the uninterrupted and full support of the General Manager or designated staff to the Committee to enable carrying out their duties. A preference is for this appointee to be the Board President.

The District shall not use any Assessment District Proceeds to provide the support set forth in this Section.

9. Officers

The Committee shall elect a Chair and a Vice-Chair who shall act as Chair only when the Chair is absent, such positions shall be reviewed annually. The duties of the Chair shall be

to prepare items for the agenda, and moderate the meetings of the Committee to insure an orderly flow of information and ideas.

10. Changes to Guidelines

Any changes to these charter guidelines proposed by the Committee shall require approval by the Board.

11. Termination

The Committee shall automatically terminate and disband when all Assessment District Proceeds are spent and accounted for. The term of the Assessment for AD-16 is ten years, unless otherwise reduced and revised, starting on June 1, 2016.

12. Applicability of California Law

The Committee is established by the District in compliance with the Engineer's Report for Lompico County Water District ballot measure finalized on May 4, 2015, and LAFCo Resolution 953-A for Dissolution and Annexation to San Lorenzo Valley Water District. Nothing in these guidelines shall be interpreted in a manner that is inconsistent with the provisions of this resolution, ballot measure and Engineer's Report.

13. Lompico Assessment District Oversight Committee Ethics Policy Statement

Conflict of Interest. A Committee member shall not make or influence a District decision related to 1) any contract funded by Assessment District Proceeds, or 2) any construction and/or land acquisition project which will benefit a Committee member's outside employment, business, or personal finances or benefit an immediate family member.

Outside Employment. A Committee member shall not use his or her authority over a particular matter to negotiate future employment with any person or organization that relates to 1) any District contract funded by Assessment District Proceeds, or 2) and District construction and/or land acquisition project. A Committee member shall not make or influence a District decision related to any construction and/or land acquisition project involving the interests of a person with whom the member has an agreement concerning current or future employment or remuneration of any kind. For a period of two years after leaving the Committee, a former Committee member may not represent any person or organization for compensation in connection with any matter pending before the District that, as a Committee member, he or she participated in personally and substantially.

Specifically, for a period of two years after leaving the Committee, a former Committee member and the companies and businesses for which the member works shall be prohibited from contracting with the District with respect to a) bidding on projects funded by the Assessment District Proceeds, and b) any construction and/or land acquisition project.

Commitment to Uphold Law. A Committee member shall uphold the federal and California Constitutions, the laws and regulations of the United States and the State of California and all other applicable government entities, and the policies procedures, rules and regulations of the District.

Commitment to District. In carrying out Committee duties, a Committee member shall place the interest of the District above any personal or business interests of the member.

-

MEMO

TO: Board of Directors

FROM: District Manager

SUBJECT: Request for proposal, District Website redesign, Development and maintenance services.

DATE: March 21, 2019

RECOMMENDATION:

It is recommended that the Board of Directors review this memo and attached Request For Proposal for Website redesign, development, maintenance services, and provide comment.

BACKGROUND

Since the District has been on-line it has developed and maintained its website (www.slvwd.com) in-house. The website has grown over the years. It maintains a great deal of information and provides a gateway for on-line billing. Requirements regarding government websites have changed over the years such as requiring websites to be Section 508 Complaint. Section 508, an amendment to the United States Workforce Rehabilitation Act of 1973, is a federal law mandating that all electronic and information technology developed, procured, maintained, or used by the government be accessible to people with disabilities. For some time now the District has been wanting to change the look of the Website and provide greater ease for customer use.

On March 6, 2019 the District Administration Committee reviewed the draft request for proposal and provided comments to staff. The Committee voted to recommend that the Board of Directors move forward with the Website redesign, development, maintenance services Request For Proposal.



Request for Proposals

Web site Redesign, Development and Maintenance Services

Proposals Due:

I. Request for Proposals

The San Lorenzo Valley Water District (District) is requesting proposals from qualified professionals to provide web site redesign, development and maintenance services as outlined in this Request for Proposals (RFP). Interested parties should submit a proposal and separate, sealed cost proposal as described in this document.

II. Background

The District is a nonprofit, local government agency providing water to meet the needs of approximately 7,900 connections within its service area including residents of Boulder Creek, Brookdale, Ben Lomond, Lompico, Zayante, Scotts Valley, Manana Woods and Felton. All of the District's water comes from runoff and groundwater sources.

The District has maintained a web site at www.slvwd.com for approximately 20 years. The first site was developed using FrontPage. It was redesigned using Dreamweaver several years ago.

III. Purpose

The District is looking for a consultant to work with staff on building a new web site that is fresh, dynamic and engaging and will serve as the central tool of communication and source of information for its customers and the community.

IV. Scope of Services

The consultant will enter into a professional services contract with the District (see attached sample contract), and work under the general supervision of the District's public outreach team to fulfill the following services:

1. Plan and Redesign

Work with staff to identify goals and objectives of the new web site and create a redesign plan or "blue print" to meet them, including identifying and recommending any software and licenses needed to implement the plan. The District would prefer to use software that allows staff to easily perform basic web site updates and maintenance.

While specific web site features will be determined as part of this project, it is likely that the following items will be incorporated into the new web site:

- A visually-pleasing, unifying graphic theme
- Most or all of existing topics on current web site (i.e. job postings, Board agendas/minutes, database of reports/studies, water quality information, and other public information.)
- Easy access to online bill pay
- Interactive forms and applications
- Events calendar
- Photo and map galleries
- Social media integration (Facebook, YouTube, etc.)
- Viewable on computers and mobile devices
- Analytics reporting tool
- Search/navigation capabilities
- Meet any State or Local code requirements for local government agencies

VII. Selection Process and Timeline

Criteria used to select the consultant shall include, but not be limited to, the following:

1. Understanding of the project requirements
2. Experience with similar projects
3. Proposed project approach
4. Technical qualifications
5. Ability to provide the required services in a timely matter
6. Reputation for integrity and competence

The cost proposals will be opened after the selection committee has decided on the top candidates to interview. Upon completion of the interviews, a selection will be made and the staff will begin negotiations and prepare a contract with the selected consultant. If an agreement on cost is not reached within fourteen (14) calendar days, negotiations with the next highest ranked candidate will begin. This process will continue until an agreement is reached or it is decided to re-advertise.

The tentative timeline for the selection process is as follows.



VII. Public Information and Confidentiality

Proposals are a matter of public record and are open to inspection under the California Public Records Act (Gov. Code 6250 et seq). If any proposal contains confidential information, please clearly label the specific portions that are to be kept confidential.

VIII. District Rights and Options

The District, at its sole discretion, reserves the following rights:

1. To determine which respondents, if any, shall be included on a short list of finalists based on the criteria set forth in the RFP;
2. To reject any or all proposals or information received pursuant to this RFP;
3. To supplement, amend, substitute or otherwise modify this RFP at any time by means of written addendum;
4. To cancel this RFP with or without the substitution of another RFP or prequalification process;

5. To request additional information;
6. To verify the qualifications and experience of each respondent;
7. To require one or more respondents to supplement, clarify or provide additional information in order for the District to evaluate proposal submitted;
8. To waive any minor defect or technicality in any proposal received.

Attachment A: Sample Professional Services Agreement

DRAFT

MEMO

TO: Board of Directors

FROM: District Manager

SUBJECT: 2019 Election for Special District Regular Member Representative to LAFCO

DATE: March 21, 2019

RECOMMENDATION:

It is recommended that the Board of Directors review this memo and the attached documentation and by motion of the Board, authorize the President to execute a ballot on behalf of the District for one of the 2 candidates for the LAFCO Special District regular member representative.

BACKGROUND:

On March 6, 2019, the District received notification from the Santa Cruz Local Agency Formation Commission (LAFCO) regarding an election for the Special District regular member representative. The election will be conducted by mail ballot.

The 2 candidates for the regular member representative are:

Edward Banks, Pajaro Valley Public Cemetery District; and
Rachel Lather, Soquel Creek Water District

Ms. Lather is currently LAFCO's special district alternate member. In the event that Ms. Lather is selected as the special district regular member, a separate election will be conducted to fill the alternate member seat.

STRATEGIC PLAN:

Element 7.0 – Through active participation, establish strong ties with regional planning groups.

FISCAL IMPACT:

None

RECEIVED

Agenda: 3.21.19
Item: 5d



MAR 06 2019
SAN LORENZO VALLEY
WATER DISTRICT

Santa Cruz Local Agency
Formation Commission
701 Ocean Street, Room 318-D
Santa Cruz, California 95060
Phone: (831) 454-2055

March 4, 2019

Email: info@santacruzlafco.org
Website: www.santacruzlafco.org

Chair
San Lorenzo Valley Water District
13060 Central Ave.
Boulder Creek CA 95006

SUBJECT: ELECTION FOR SPECIAL DISTRICT REGULAR MEMBER ON LAFCO

Dear Board Chairperson:

First off, I would like to introduce myself - my name is Joe Serrano and I am the new Executive Officer for the Santa Cruz County Local Agency Formation Commission (LAFCO). My predecessor, Pat McCormick, will be retiring in May, 2019. Feel free to contact me or Pat if you have any questions during the transition period.

With that being said, the purpose of this letter is to solicit your district's vote for the regular member seat on LAFCO. The independent special districts in Santa Cruz County get three positions on the LAFCO board. The regular member seats are currently held by Jim Anderson (Felton Fire Protection District) with his term ending on May 2021, and Tom LaHue (Soquel Creek Water District) with his term ending on May 6, 2019. The alternate member seat is currently held by Rachel Lather (Soquel Creek Water District) with her term ending on May 1, 2021.

In preparation of Commissioner LaHue's expiring term of office, LAFCO staff will be conducting an election to fill the regular member seat on the LAFCO board.

Candidates

The two candidates running for LAFCO's special district regular member seat are:

- Edward Banks (Pajaro Valley Public Cemetery District); and
- Rachel Lather (Soquel Creek Water District)

Background information from the candidates is enclosed. As previously mentioned, Rachel Lather is currently LAFCO's special district alternate member. In the event that Ms. Lather is selected as the special district regular member, a separate election will be conducted to fill the alternate member seat.

Election Process

The election will be conducted by mail. Each district gets one vote for each position, which shall be executed on the enclosed ballot by either the presiding officer of the district board, or by his or her designee. **The deadline to return the executed ballot to the LAFCO office will be no later than 4:30 p.m. on April 19, 2019.** Ballots can be mailed, hand-delivered, or emailed to the LAFCO office. If emailed, please follow-up by mailing the ballot with an original signature. LAFCO staff will open and tally the ballots at 4:30 p.m. in the LAFCO office. Anyone who wishes to observe the tally should come to the LAFCO office at that time.

The Independent Special District Selection Committee rules of procedure are posted on the Policies and Rules page of LAFCO's website: <https://www.santacruzlafco.org/wp-content/uploads/2018/01/801-B-Exhibit-B-District-Selection-Committee-Procedures-1-19-18.pdf>

Please contact Debra Means or me at the LAFCO office if you have any questions about the voting process.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Joe A. Serrano', is written over a horizontal line.

Joe A. Serrano
Executive Officer

Attachments: Candidates' Information
Ballot and Certification of Person Voting
Return Envelope

2019 BALLOT
for
SPECIAL DISTRICT
REGULAR MEMBER
on LAFCO

Please check the box to the left of the person you are voting for.
Vote ONLY for one nominee.

☐ Edward Banks Pajaro Valley Public Cemetery District

☐ Rachel Lather Soquel Creek Water District

- After voting, please hand deliver or mail the ballot back to LAFCO in the enclosed envelope. Emailed ballots are accepted, but they must be followed up by mailing the ballot with an original signature.
- Ballots will be counted at 4:30 p.m. on April 19, 2019.
- Any ballots received after that time will not be counted.

District Voting: San Lorenzo Valley Water District

Signature of Board Chair or his/her designated representative

Printed Name

Date

LOCAL AGENCY FORMATION COMMISSION OF SANTA CRUZ COUNTY
NOMINATION FORM
SPECIAL DISTRICT REGULAR MEMBER
NOMINATION PERIOD CLOSSES FEBRUARY 22, 2019

INSTRUCTIONS:

If you are interested in serving as a special district member on LAFCO, please complete and sign the following application. The complete application can be mailed, hand delivered, or emailed (as pdf with signature) to:

Mailing address:

Email: debra@santacruzlafco.org

LAFCO
Room 318-D
701 Ocean Street
Santa Cruz CA 95060

Applications must be received in the LAFCO office no later than 4:30 p.m. on February 22, 2019.

Thank you for your interest in the Local Agency Formation Commission. In accordance with the Districts' rules, fire protection board members are ineligible for this position.

I am applying for the regular member position with a term beginning May 6, 2019.

NAME: EDWARD K. BANKS

MAILING ADDRESS: Street 775 MCKENZIE AVE

City, Zip: WATSONVILLE, CA 95076

PHONE: Home/Cell: 831-722-4226 (H) Business: 831-724-1085

EMAIL: EDBANKS@KBKINSURANCE.COM

DISTRICT BOARD ON WHICH YOU SERVE: PAJARO VALLEY PUBLIC CEMETERY DISTRICT

PREVIOUS BOARD, COMMISSION, OR COMMITTEE SERVED:

Organization

Term

SANTA CRUZ COUNTY
GRAND JURY

1985-86

SANTA CRUZ COUNTY
PLANNING COMMISSION - ALTERNATE
SANTA CRUZ CO. HAZARDOUS
MATERIALS ADVISORY COMM.

MID-1980's

RECEIVED 2005 TO 4-1-2009

JAN 15 2019

Edward K. Banks

Ed Banks, a native Californian, was born in San Francisco and grew up in La Selva Beach. He attended Aptos Elementary School and is a 1966 graduate of Watsonville High School. He received his A.A. degree from Cabrillo College in 1968 and Bachelor of Arts degree from Sonoma State University in 1970. His military commitment commenced as a Naval Reservist in November of 1970, being stationed at Flag Administrative Unit, Naval Air Station Barbers Point, Hawaii. His active duty assignment concluded in August of 1972, and ultimate honorable discharge in August of 1975.

Ed has been in the insurance profession since 1972, beginning with commercial underwriting assignments at the Hartford Insurance Company, San Francisco, and Fireman's Fund Insurance Company, San Jose. In 1977, he moved back to Watsonville to join the firm of Martin & Friend Insurance Agency. In April of 1996, he merged the agency with Kane-Hall-Palmtag Insurance to form KBK Insurance Agency.

Ed's community service has included serving on the following organizations' boards of directors: Insurance Brokers and Agents of the West, Independent Insurance Agents & Brokers of Watsonville (past president), Watsonville National Little League, Watsonville YMCA, Pajaro Valley Chamber of Commerce, Rotary Club of Watsonville (past President 1993-94), Monterey Bay Bank and Watsonville Firefighters' Association. He was a reserve lieutenant for the Watsonville Fire Department from 1981 to 2006. During his 25-year career with the fire department, he successfully completed courses of study in Fire Command Operations and Fire Cause Determination at the National Fire Academy, Emmitsburg, Maryland. He also served on the Santa Cruz County Grand Jury in 1985-86 as well as the Santa Cruz County Hazardous Materials Advisory Commission 2007-2009. In 2010, Ed attended the National Emergency Training Center, Emmitsburg, Maryland, receiving certificates of completion in Community Emergency Response Team Operations and Program Management.

Ed has volunteered as a Community Emergency Response Team (CERT) instructor for the City of Watsonville CERT program.

He is past president of the board of directors of the Cabrillo College Foundation. Ed also currently serves as a trustee of the Pajaro Valley Cemetery District as well as Area VII Trustee for Cabrillo Community College.

An avid San Francisco Giants' fan has taken "road trips" with his sons and Father-in-law. Ed also likes gardening, travel and an occasional round of golf with friends.

Eb\01112019

LOCAL AGENCY FORMATION COMMISSION OF SANTA CRUZ COUNTY
NOMINATION FORM
SPECIAL DISTRICT REGULAR MEMBER
NOMINATION PERIOD CLOSES FEBRUARY 22, 2019

INSTRUCTIONS:

If you are interested in serving as a special district member on LAFCO, please complete and sign the following application. The complete application can be mailed, hand delivered, or emailed (as pdf with signature) to:

Mailing address:

LAFCO
Room 318-D
701 Ocean Street
Santa Cruz CA 95060

Email: debra@santacruzlafco.org

Applications must be received in the LAFCO office no later than 4:30 p.m. on February 22, 2019.

Thank you for your interest in the Local Agency Formation Commission. In accordance with the Districts' rules, fire protection board members are ineligible for this position.

I am applying for the regular member position with a term beginning May 6, 2019.

NAME: Rachel Lather

MAILING ADDRESS: Street 410 Lock Drive

City, Zip: Aptos 95003

PHONE: Home/Cell: 831-588-1023 Business: 831-257-0423

EMAIL: rachellather@sbcglobal.net

DISTRICT BOARD ON WHICH YOU SERVE: Soquel Creek Water District

PREVIOUS BOARD, COMMISSION, OR COMMITTEE SERVED:

Organization

Term

LAFCO Alternate

2017 - 2021

RECEIVED

Nomination Form

Page 1 of 2

FEB 21 2019

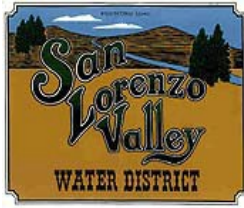
Santa Cruz LAFCO

RACHÉL LATHER -STATEMENT OF INTEREST

I am interested in participating as a voting member of LAFCO because of my past experiences with LAFCO which sparked an interest in the process required by the State to provide/expand specific services to people within the County of Santa Cruz.

I started my career at the County of Santa Cruz in the Planning Department for almost 8 years and then as the Sanitation Engineer for Public Works for almost 16 years. As the Sanitation Engineer, I worked with communities throughout the County to provide sewer services and completed a few LAFCO applications in the process. I also was in charge of 5 County Service areas and am extremely knowledgeable about County Service Areas and how they are managed and formed. Currently I am a member of the Board of Directors for Soquel Creek Water District.

Because of my experience as an applicant and my interest in the LAFCO process, I asked to be nominated to be an Alternate for the Commission in 2017. I was selected by your Commission to be a LAFCO Alternate Commissioner and have had the honor of being able to vote at two Commission meetings. I have also attended one conference in order to learn more about the Commission. I continue to be interested in being on the LAFCO Board and believe that my experience with managing sewer services will be particularly valuable as our Commission reviews the Sewer Service Areas in the near future.



**SPECIAL BOARD OF
DIRECTORS
SAN LORENZO VALLEY WATER DISTRICT
REVISED MINUTES
January 23, 2019**

MISSION STATEMENT: Our Mission is to provide our customers and future generations with reliable, safe and high quality water at an equitable price; to create and maintain outstanding service and community relations; to manage and protect the environmental health of the aquifers and watersheds; and to ensure the fiscal vitality of the San Lorenzo Valley Water District.

Wednesday, January 23, 2019 at 5:30 p.m., Highlands Park Senior Center, 8500 Hwy. 9, Ben Lomond, CA 95005.

MINUTES

1. Convene Meeting 5:37 p.m.

Roll Call: Dir. Fultz and Pres. Henry - no quorum, continued as a Community Meeting

BROWN ACT & ETHICS TRAINING

Presentation by D. Timoney, SDRMA Chief Risk Officer

Dir. Smallman arrived 15 minutes late, after the presentation had begun.



BOARD OF DIRECTORS
SAN LORENZO VALLEY WATER DISTRICT
MINUTES
February 21, 2019

MISSION STATEMENT: Our Mission is to provide our customers and future generations with reliable, safe and high quality water at an equitable price; to create and maintain outstanding service and community relations; to manage and protect the environmental health of the aquifers and watersheds; and to ensure the fiscal vitality of the San Lorenzo Valley Water District.

Thursday, February 21, 2019 at 5:30 p.m., SLVWD, 13057 Highway 9, Boulder Creek, CA 95006.

1. Convene Meeting 5:35 pm
Roll Call: Dir. Swan, Dir. Fultz, Dir. Smallman, Pres. Henry present. Dir. Bruce was absent.
Staff: District Manager Rogers, District Secretary Hossack
Dir. Smallman made a motion to excuse the absence of Dir. Bruce, Dir. Swan seconded. All present voted in favor. Motion passed.
2. Additions and Deletions to Closed Session Agenda:
3. Oral Communications Regarding Items in Closed Session:
4. Adjournment to Closed Session 5:36 pm
Closed Session Note:
The Brown Act prohibits the disclosure of confidential information acquired in a closed session by any person present and offers various remedies to address willful breaches of confidentiality. These include injunctive relief, disciplinary action against an employee, and referral of a member of the legislative body to the grand jury. It is incumbent upon all those attending lawful closed sessions to protect the confidentiality of those discussions. Only the legislative body acting as a body may agree to divulge confidential closed session information; regarding attorney/client privileged communications, the entire body is the holder of the privilege and only a majority vote of the entire body can authorize the waive of the privilege.
5. Convene to Open Session at 6:31 p.m.
6. Report of Actions Taken in Closed Session
Closed session agenda item no. 4d pertains to anticipated litigation related to the District's Conflict of Interest Code. Any members of the public that may be curious about the nature of the threatened litigation may refer to a letter sent by Mr. Bruce Holloway to the Santa Cruz County Board of Supervisors on or about

January 14, 2019, copies of which will be provided as informational material in the next agenda packet, or can be provided by the District upon request. The Board has directed District Counsel to request an opinion from the FPPC regarding whether Board Members and any District staff are subject to Section 87200 of the Political Reform Act.

7. Roll Call

8. Additions and Deletions to Open Session Agenda:

R. Rogers requested removal of item 11d the Valley Gardens Will Serve Letter at the request of the developer.

R. Rogers also requested that the Board consider moving item 8f the Environmental Committee Meeting Suspension and 8g Watershed and Education Grants Suspension to the beginning of the agenda as he believed there were a lot of the public there for those items.

The Board agreed.

9. Oral Communications:

Pres. Henry explained the procedure for Oral Communications.

D. Loewen said that she recommends that everyone attend Committee meetings.

J. Ricker, County of Santa Cruz Water Resources Division Director, took the time to compliment the District on the work we're doing on the sustainability of water resources.

B. Holloway-Boulder Creek said that the County pursued a policy of scouring creek beds to remove all of the logs and now they are saying to put large, woody debris in the creek bed. This District has violated Felton water permit for 10 years.

V. Champlin-Brookdale complimented the budget summary and asked about legal fees last year.

J. Fasolas-Felton requested the District set up meeting with guest wi-fi.

11. New Business:

f. ENVIRONMENTAL COMMITTEE MEETING SUSPENSION

This item was introduced by Pres. Henry this item. The Board is not proposing the canceling of the meeting but suspension until a public member of members can be appointed. Also the 2 Board members and the public have to agree on a time and place for the meeting.

Roberta McPherson-Boulder Creek said, "this place of all places I've been, except for my home, is the epitome of who my husband was. He spent a lot of time here and he spent a lot of time serving on the Environmental Committee, before he was on the Board and after he was on the Board. I appreciate very much that it isn't a done deal that you're just getting rid of the Environmental Committee. It was very important to him and it gave him a voice for really important matters that happened from the Watershed Management Plan". She encouraged the Board to continue the committee in the future.

R. Moran-Ben Lomond said it's difficult for people who work to make it to Committees.

J. Gomez-Lompico said works full time and makes it to meetings and thinks there are qualified applicants that can make those times.

G. Ratcliffe-Felton said environmental work is core to everything the District is trying to get done. She said that she understands the pressure the Environmental Dept. is under and thinks that anything that can be done to make the committee work better for staff is important. She also was working full time when she was on the committee and made arrangements to attend meetings.

S. Shettler-Ben Lomond agreed with G. Ratcliffe and added the Environmental Committee needs to be a presence in the community, promoting stewardship and everything the committee does.

T. Norton-Lompico asked for clarification on the suspension.

M. Fresco-Felton agreed with G. Ratcliffe. He said you ran on an environmental slate and it seems that the Environmental Committee is the least important thing to this Board.

J. Fasolas-Felton said that he has seen the Environmental Comm. through save the District a lot of money.

C. White-Ben Lomond encouraged the Board to think past face to face meetings and look for other options.

S. Shettler added its simple to find out if there is a quorum for a meeting.

B. Springer-Felton said she is confused as to why this is called a suspension. Instead you should be working on how to keep it going.

DM Rogers said that the District has been advertising for public members of the Environmental Committee with the plan of appointing at the March 7th meeting. At that time a meeting of the committee can be scheduled.

J. Michelsen said that once the committee is fully staffed, she will send out a scheduling request.

B. Smallman insists that he cannot make a daytime meeting. It is only one meeting a month, he said. He insisted that the Board approve the applications that have come in.

R. Rogers explained the process of going out for applications for public members of the committees. We prepare an announcement with a closing date, which is February 26th for the Environmental Committee, and then take the applications to the Board. The Enviro Comm appointments are scheduled for the March 7th BoD meeting.

B. Smallman reiterated that next meeting we will bring the applications to the Board.

B. Fultz said that he thinks there has been a misunderstanding.

M. Fresco asked if other committee meetings been canceled temporarily.

S. Swan everyone can attend and participate in all of the public meetings.

g. WATERSHED AND EDUCATION GRANTS SUSPENSION

This item was introduced by Pres. Henry she said people are not looking at this right, over 4 years the grants have cost the Dist. \$130,000. That is money the District doesn't have to spend. When the Dist. started these grants we had Waterman Gap money. We don't have money to maintain our infrastructure. Our job is not to hurt the environment while providing

safe, clean water at an affordable price to our customers. Staff can go to grade schools and teach them about conservation.

B. Fultz questioned the budget for the Grants.

J. Michelsen explained that the budget is \$32,000/year. We don't always get applications for the Data Collection and Restoration Grant, those have mostly not been awarded over the last 5 years.

B. Fultz questioned the reason for the Data Collection Grants not getting applications.

J. Michelsen explained that perhaps the audience we have been reaching out to was more geared to education.

B. Fultz questioned the Commission appointment process.

R. Rogers answered that in the past the individual Board members each member has brought a name to the Board and the full Board has voted to accept.

B. Fultz questioned the historical information about the Waterman Gap funds. The previous Boards believed that a portion of the money needed to be returned to the community.

R. Rogers said that it is his recollection that the District thought that they had taken in a considerable amount of money from watershed and they needed to give money back to watershed. The money has been expensed to intertie projects and other District projects.

B. Smallman said that when you look at the numbers all you really need to do is divide by 7900 customers. He then started talking about stipends.

S. Swan said the Waterman Gap money is gone so the grants should be suspended. Other water districts have little or no grant programs.

L. Henry explained the process for Oral Communication regarding this item. She limited the speaking time for each person to 1 minute.

J.? Boulder Creek, agrees with what everyone else is going to say. Schools are very important.

J. Fasolas SLV is unique. Not SV not Santa Cruz we have a responsibility. The environmental studies that we lead our children into comes back to us 2 or 3 fold.

S. Swan said that the public should contact the Santa Margarita Groundwater Agency for grant money. They have the ability to raise funds and use it however they choose. They have a much larger pool to pull from.

R. Moran SLV residents already supports schools.

K. Holl-Felton, she hears that the Board wants to manage the water resources and the habit cost effectively, it's called adaptive management. You try something and then monitor it to see if it's working. You have to actually do something and monitor it and you save a lot of money in the long run when you actually manage the land.

G. Ratcliffe-said the we are unique, we have stream sources and septic. Teaching children is the best way to infiltrate the population.

K. Springer-Boulder Creek, she's a teacher and knows the teaching young people about the watershed is important. They are our future committee members.

T. Norton understands what is being said but thinks our water money should be spent on infrastructure. She believes that all of the people in this room could form new organization to raise funds for education grants.

J. Orbuch said she is a retired teacher and she thinks the District should be proud of the fact that you have educated public and engaged students with these grants. No other districts are doing it. The District is a role model in the community.

J. Gomez this grant money is a fraction of a percent of the operating budget. It will not make or break any Capital Improvement project.

B. Holloway data collection grants should be reframed as requests for proposals. This program costs just as much in staff time as is spent on the program.

D. Ziel was the chair on the commission. She thinks the District should be proud of program. She submitted a written report. She added that Jen has been a strong staff member.

P. Smart said she was also on the commission. She noted that SLVWD gave a grants to Scotts Valley, O'Neill, the Santa Cruz Museum, and others. Kids are still benefitting from the grants.

Unidentified Felton middle school student said that since grade school people have been coming to the schools to teach them about the watershed. He said it is very important to teach kids about conservation. He feels lucky to live in this special place and to understand how to preserve this for generations to come.

N. Macy shared flyer produced through an education grant to the general public. The Valley Women's Club matched and exceeded grant funds from the District to get this out to every single resident of the Valley. She pointed out that the District is not educating the public all by yourselves.

Rachel?-Felton, said she was an SLV High student benefitted greatly from J. Orbuch's program funded by grants. If you value the children learning about the watershed, you'll find the money.

N Gird(sp?)-Felton said that this is a legacy program. It has touched many people over the years and the District should be proud that you are part of it.

E. Fresco-Felton said she understands why this educational program needs continue. She reminded the Board of their Mission Statement to maintain outstanding service and community relations and that Fred McPherson helped start these grants and has created an incredible legacy and it should be continued.

N. Moore-Felton she said that she has been to the Science Night at the school we all learn from these programs. She got a grant for an educational sign in Fall Creek.

D. Alley-Brookdale said he took part in grants, 2005, 2006, 2010 he collected data on water temperature and was able to use that data recently. Students benefit so much.

C. Baughman said that he also participated in data restoration grants. He became involved in the District because of that. The District is not in a financial malaise, it's in the best financial health in decades. This is the time to educate the people.

D. Loewen wants to go back to what Toni said. Fire hydrants and water flow is what the District should be focused on. She doesn't think education is going to come to a stop if this program is discontinued.

A. Benkert said watershed education is very important it is also included in the strategic plan.

L. Dolson is on the SLV School Board she said that these programs allow students to work with scientists on data collected directly on SLVWD property and pertinent to what is happening in the District. Students go onto careers in science because of it.

B. Springer-Felton this money represents about \$.25 per household per month. The tiny amount of money that is spent on these programs does more for the District than for anyone that receives a grant. Please continue.

L. Farris-Felton said infrastructure needs to be funded. Don't eliminate the program, simply reduce the funding.

S. Schettler said this District is a leader not a follower building for the future.

Pres. Henry thanked everyone for their comments. She said she has values and she also has money sense. Our infrastructure is in bad shape. Money needed to make sure you get water.

B. Fultz thanked everybody for coming out. Asked Dist. Counsel if under Ordinance 100, do we have to appoint people to the commission right now. Counsel responded that if the Board wants to make changes to the program we can deal with tidying up any legal issues in order to make the changes. How do we understand the direct benefit from these programs to the District?

J. Michelsen it's critical for a District like ours that gets its water from our own watershed-surface water. It's critical that we have a population that's environmentally literate to understand how the stewardship of the watershed impacts water quality and quantity. These grants provide the scientific learning that needs to start at young age in a repetitive way.

B. Fultz said that at some point we need to understanding the direct benefit to the District. He has concerns about how the program is currently structured. We need to focus on the infrastructure for the next few years.

B. Smallman said benefits are hard to measure but educating children is priceless. His entire time on the Board he has offered cost saving measures. Environmental regulations take a lot of money and don't really help the environment. \$4.00 dollars a year per person, come on folks, the benefits are priceless.

S. Swan said that he doesn't fault the grants but the grants are being confused with entitlements. This is a water district, not an educational foundation. If there is a particular item that the grant is serving that is of necessary value, then it should be put on the budget as operational expense. He suggested that this be taken to SMGWA to deal with.

B. Fultz said that the voting public let him know that they don't want any funding going to anything that is not operations and infrastructure.

B. Smallman respects Dir. Fultz position but he feels that most people would agree to funding this much money.

Pres. Henry says she wants to fix the water district so there's water.

B. Smallman made a motion to continue the Education Grant Program for \$32,500 per year.

S. Swan made a motion to suspend the Watershed Educational Grants Program be suspended at this point.

B. Fultz suggested that the motion be amended to suspend program but to send the program review to the Environmental Committee and the numbers to the Budget & Finance Committee and through the process of the budget we'll be able to see where the District stands. It is not permanent. This means that the Commissioners appointments will also be suspended.

Pres. Henry seconded.

3 voted in favor of the motion, Dir. Smallman voted no.

Motion passed.

Recess taken 8:14 pm

Reconvene 8:20 pm

10. Unfinished Business:

a. NOTICE OF INTENT TO ADOPT A MITIGATED NEGATIVE DECLARATION - PUBLIC HEARING

This item was introduced by J. Michelsen on Jan. 17th the Board agreed to open the public comment period for the Mitigated Negative Declaration which is a CEQA process for the Sequoia and Lyon Pipeline project. She said that one comment was received from the Department of Transportation.

Pres. Henry opened the Public Hearing

J. Michelsen continued with the comment from the Dept. of Transportation regarding working inside the roadway. No concerns regarding the environmental conditions.

R. Rogers all of their concerns were handled in the encroachment permit.

B. Fultz asked if there is anything in the document that will cause us to do anything different than we had already planned to do.

B. Smallman pipeline projects spend money on consultants and he wants to cut costs that aren't really helping the environment.

J. Michelsen explained the process for the CEQA. First there is an initial study, that document is submitted to County. Then it is available to the public for comment, that's where we are now.

B. Smallman says his goal is to show the public where their money is going.

J. Michelsen said that the main dollar amount for the CEQA process is the development of the initial study.

R. Rogers said we've seen in the past pie charts that show in a project, how much is environmental, how is engineering, etc. These are easy things we can do to show the costs.

B. Smallman these aren't benefitting the environment.

M. Lee said that the CEQA process is not as complicated as you think.

B. Fultz questioned how much of this or any of it can be reused.

J. Michelsen said none, the CEQA process is site specific.

Pres. Henry closed the public hearing.

B. Smallman made a motion to adopt Res. 29 (18-19)

B. Fultz seconded the motion.

All present voted in favor of the motion. Motion passed.

b. WATER AVAILABILTY ASSESSMENT FOR SAN LORENZO RIVER
WATERSHED CONJUNCTIVE USE PLAN

This item was introduced by Pres. Henry. She said that it is her understanding that we are saying, yes received this plan.

J. Michelsen spoke about this in depth at the workshop last Board meeting. She said this is a very complex report. There are 3 major issues. One is the compliance with the Felton Water Right. Second is to improve streamflow in the main stem of the San Lorenzo River for fish habitat. Third is to recover the aquifer overdraft. It's important to understand that the potential transfers from the North System to Felton to relieve the Water Right issue, there are insufficient water resources in the ground when we are pumping during the summer. And serving the North System there is not enough water supply to be able to serve the town of Felton. If we tried to use the South System, it would be an unprecedented amount of pumping from an already over drafted basin. The use of Loch Lomond Water Right would allow the Felton Water Right to completely comply with its Water Right and would reduce the South System pumping by 60-70%. Finally, with the addition of the Loch Lomond Water Right, we can optimize the use of the North System and Felton potential to restore the aquifer in the South System. Aquifer restoration is a critical component moving forward. The grant was \$300,000 and we agreed to match \$300,000, those projects have already been accounted for and they have already been submitted as matched funds. Those projects include the intertie project, the stream flow monitoring, the temperature monitoring, the Bull Pipeline replacement project, the fish monitoring program and project management.

L. Henry said she had spoken with R. Rogers that it's totally possible to treat that Loch Lomond water and get it into our system. Of course it's going to cost money.

R. Rogers said we start by looking at the water and then look at the infrastructure. Yes, we can treat the Loch Lomond water.

J. Michelsen said this is the first step. If you choose to accept this, the next step is to do a fish assessment to see how moving this water will impact fish resources. That's 100% grant funded. Then if you choose to we will move to the CEQA process for the interties.

R. Rogers said that is real important, whether we use Loch Lomond water or not, to be able to freely move water with no environmental restrictions.

J. Michelsen noted there are funds in the grant the CEQA as well.

B. Smallman doesn't believe we need to vote on it. We don't need to approve this document at all. This report will cost \$285,000 and the \$310,000 that came from a grant. We basically paid \$75 each for this report. He then read a prepared statement against this plan.

R. Rogers explained that staff is not asking the Board to evaluate or approve the report, if you want to evaluate the report we will put together a workshop. Staff is asking that you receive the report so that we can put it on our website so that the public can look at it.

B. Fultz questioned the cost of the report -\$75,000. He questioned if there is anything in this report that we didn't know before the report. He would like

to know the entire program scope and cost to be incurred. He questioned the CEQA application, is this a requirement in this fashion.

J. Michelsen said that if it is deemed that we need an EIR, this study and the fish study will both be important assets of the environmental impact work. She hopes we can do a mitigated negative dec.

B. Fultz said that his point is that he wants this to be sure what it is we are going to undertake. It's not just the cost of the study, it's also your time and everybody else's. Focus on exactly what is necessary. He would be happy to look items other than the injection well. And he would be happy to receive but not accept this report. And if it is posted on the website, it should have context that states this is raw material and not a set of conclusions.

A motion was made by Smallman to receive the report.

R. Rogers said there is a lot of good information in this report that we will use.

B. Holloway said he hasn't read the report so he's not aware of what it says. He said he kinda thinks the District's in an untenable position. It's just a matter of time before the State realizes that we have a water agency her that's stepping all over its permit.

C. Finnie asked Dir. Smallman who he meant when he said "they" are going to make us do this or that.

B. Smallman said the State.

J. Ricker responded to Mr. Holloway that the District inherited the Felton and is trying to address all of their diversions, they are not just sitting back. The District is restoring the fish ladder. The State knows that the District is in violation and the State knows that the District is taking proactive measures to try to address all of their diversions. This is a Streamflow Enhancement grant. This is good quantitative data. There's not a plan in the document, there's an analysis of different scenarios. It is groundwork for moving forward.

M. Lee has read the report and is disappointed. A lot of money was wasted on this report. He agrees with Dir. Smallman.

A. Benkert asked when was the project started.

J. Michelsen responded that the grant was applied for in Aug. 2016, it was awarded in spring of 2017, funds were initiated in Aug. 2017, RFPs were done in 2018.

D. Loewen said the report has quite a lot of data. It's high level overview not to be used for planning. What are we going to do with it then?

J. Ricker said that is standard consultant language.

M. Lee said using injection wells doesn't work. The use of reservoirs is missing from the report.

B. Fultz made a motion to receive the Final Water Availability Assessment Conjunctive Use Plan for the SLVWD report with context saying this does not reflect final decision of the Board.

S. Swan seconded.

B Smallman said the report is not that complicated. It doesn't say anything about his plan.

3 Board members voted in favor of receiving the report, Dir. Smallman voted no. Motion passed.

11. New Business:

a. SPECIAL DISTRICT RISK MANAGEMENT AGENCY 2019
ELECTION NOMINATIONS

This item was introduced by L. Henry. No discussion or action taken.

b. SAN LORENZO VALLEY LEAK DETECTION - FINAL REPORT

This item was introduced by J. Furtado. He described the process. At this time 32 of 40 leaks found have been repaired. It was estimated that the leaks were 128 gallons/minute. This is about 4.2% of the water produced in 2018. The cost of the leak detection is \$25,000 and it is preformed every 3 - 5 years as recommended by the State.

B. Fultz said of the 700 million gallons produced per year the leaks added up to just about what we sold last month. Why not do the rest of the system next year?

J. Furtado answered that a lot of the pipeline that wasn't done is above ground lines that SLVWD crews inspect regularly leaks. The majority of the leaks found in this process are leaks that are not surfacing.

L. Henry questioned if hydrants were listened to.

J. Furtado said they found that some hydrants had leaks sub surface.

B. Fultz questioned if we geo coded the leaks.

J. Furtado explained that our GIS System does not allow us to do that.

B. Smallman this is a good example the leaky pipelines are performing ASRs.

S. Swan questioned how does the leak report that was performed 4 years ago compare

J. Furtado said that at that time it was 10% of the water produced that year.

R. Rogers asked that they keep in mind that that was the first time the District did a sub-surface leak detection.

L. Farris questioned what is the status of leaks not repaired.

J. Furtado said they are on our priority list. There are leaks ahead of them that are more substantial that come in from calls by the public or other ways.

A. Benkert asked if District staff does the work.

J. Furtado said District staff is involved with the leak detection crew.

T. Norton questioned the percentage of the District that was done.

J. Furtado said it was about 60%.

Bill Smallman made a motion to accept the SLVWD Leak Detection Final Report.

B. Fultz seconded.

R. Rogers said it is not necessary to approve, just accept the report.

c. AWARD OF BID FOR LOMPICO PRESSURE RELIEF VALVES

This item was introduced by R. Rogers. Final engineering report found only 6 of 8 were needed. The bid came in 52% higher than the engineer's estimate.

B. Smallman said that he thinks staff can do the work.

B. Fultz asked if anyone from the SLV will be working on the crew.

T. Norton asked about the reviews on this company.

R. Rogers responded that they are a licensed contractor we have worked with before.

D. Loewen said she and Toni have made themselves a nuisance. Lompico is not presenting a burden, the burden was imposed by previous Board decisions.

B. Smallman made a motion to approve the award for bid to Earthworks Contracting, Inc. in the amount of \$468,000 Res. 28 (18-19).

B. Fultz seconded.

All in present voted in favor of the motion. Motion passed.

e. CLOSED SESSION DOCUMENTS

This item was introduced by G. Nicholls. If a document goes to a majority of the Board, pertaining to an item on the agenda, it must be made available to the public. That rule applies to Open Session meetings and not to Closed Session meetings.

Pres. Henry questioned documents that are available to the public, for example lawsuits.

G. Nicholls said if a motion gets filed in a litigation, I may provide a copy of that motion to the Board for review and discussion. That document in public in the sense that somebody could go get it from the court file, however we do not make it available to the public at the meeting simply because the Board talked about it in Closed Session.

B. Fultz said something that is otherwise publicly available, it seemed odd that it would be disclosed at some point. Are there any copyright restrictions?

G. Nicholls said it's hard for her to imagine a situation where copyright would prevent you from releasing this kind of information.

B. Fultz in his view, if something is available from another source, it should be release as part of our packet. I can agree that we do that post meeting as opposed to pre-meeting.

G. Nicholls said just imagine a circumstance where there is a sensitive personnel matter and there might be things that are posted on line, it may not be a good idea, just as a matter of course, hand those out to the public.

T. Norton most people are very interested in what's going on with Vierra, for example.

h. 2016 STRATEGIC PLAN REVIEW

This item was introduced by Pres. Henry do we want a facilitator to help with the plan.

R. Rogers read the memo.

B. Fultz said he is unclear as to what is the facilitator going to deliver.

R. Rogers the facilitator will help us come together.
Pres. Henry if we try to do this ourselves this can take months.
R. Rogers described the process.
Pres. Henry
B. Fultz said he is working on a list of priorities. Some of the discussion can be done without a facilitator.
R. Rogers continued the describing the process.
A. Benkert said a facilitator would better allow public input.
Pres. Henry thinks the Board needs preparation before he gets here.
R. Rogers said he will bring this back to the March 21st BoD.
L. Farris asked to compare the 2014 and 2016 Strategic Plan.

12. Consent Agenda:

a. MINUTES FROM SPECIAL BOARD OF DIRECTORS MEETING
JANUARY 23, 2019

B. Smallman asked that the January 23rd minutes be pulled from the Consent Agenda. He said he was there but the minutes list only President Henry and Dir. Fultz as being there.

Dist. Sec. Hossack explained that Dir. Smallman was 15 minutes late to the meeting and so when the meeting began he was not there, so there wasn't a quorum and the meeting was called a Community Meeting and not an official Board meeting.

G. Nicholls attempted to clarify.

B. Fultz has no problem with saying Dir. Smallman eventually arrived. The question is can we still run it as a Community Meeting.

H. Hossack added that presenter of the Brown Act Presentation advised that we could go ahead with the meeting as a Community Meeting.

G. Nicholls said that she isn't hearing anything that concerns her regarding the Brown Act compliance. Just change the minutes to say he came in and the time.

b. MINUTES FROM BOARD OF DIRECTORS MEETING FEBRUARY 7,
2019

Pres. Henry said we can approve 12b.

B. Smallman made a motion to approve 12b of the Consent Agenda

B. Fultz seconded.

All present voted in favor of the motion. Motion passed.

13. District Reports:

- DEPARTMENT STATUS REPORTS

Receipt and consideration by the Board of Department Status Reports regarding ongoing projects and other activities.

- Administration/Engineering R. Rogers said all day during the week retreat.
- Finance formal letter
- Operations J. Furtado updated leaks
- Environmental

- COMMITTEE REPORTS

- Future Committee Agenda Items

- Committee Meeting Notes/Minutes
 - Environmental Committee Minutes 1.17.19
 - LADOC Minutes 1.29.19

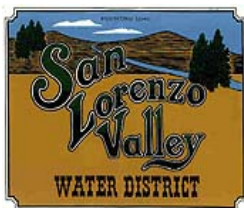
14. Written Communication:

- Letter from D. Cox
- Letter from K. Holl, K. Moore, I. Parker and J. Trumbo
- Claim Form from T. Viera

15. Informational Material:

- Notice of Public Meeting - LAFCO

16. Adjournment 10:11 pm



**SPECIAL BOARD OF DIRECTORS
SAN LORENZO VALLEY WATER DISTRICT
MINUTES
February 28, 2018**

MISSION STATEMENT: Our Mission is to provide our customers and future generations with reliable, safe and high quality water at an equitable price; to create and maintain outstanding service and community relations; to manage and protect the environmental health of the aquifers and watersheds; and to ensure the fiscal vitality of the San Lorenzo Valley Water District.

Thursday, February 28, 2019 at 6:30 p.m., SLVWD Boardroom, 13057 Highway 9, Boulder Creek, CA.

1. Convene Meeting 6:30

Roll Call: S. Swan, B. Fultz, Pres. Henry, M. Bruce, B. Smallman absent

Staff: Dist. Manager-R. Rogers, Dir. of Finance-S. Hill, Dist. Secretary- H. Hossack

2. New Business:

a. PROPOSED CENSURE OF DIRECTOR SMALLMAN FOR VIOLATION OF THE DISTRICT'S RESPECTFUL WORKPLACE POLICY

L. Henry introduced this item. She said this is a sad evening for the District and the community. She explained the process for a Respectful Workplace violation by a Board member.

R. Indra, from the Board of Directors of Diversity Center. He read a prepared statement from the Director of the Diversity Center. He was there on behalf of the Diversity Center and the LGBT community in this area. The Diversity Center has gotten many calls concerning this incident and many of the calls were from customers of SLVWD. All expressed grave concerns over this matter. The LGBT community is very appreciative that you are taking immediate, serious and necessary steps in regards to this issue. The LGBT community and the Diversity Center would like to recommend, to this Board, that you take up Director Bill Smallman's offer for LGBT Educational Training. Further we would like to ask the Board and staff to join Mr. Smallman in this training. We believe it would show Mr. Smallman that customers of the water district and the community your dedication to protecting, respecting and supporting all the members of our community. We have provided such training for medical groups, business organizations and governmental organizations throughout the County. Our director will be contacting you in the near future about possibilities for training. We would love to be able to report back to our community that your Board took proactive steps to make our community feel safer and more supported.

L. Henry explained that she was going to set a time of 3 minutes for public comments to the Board.

G. Glazer-Felton, a member of the LGBT Caucus of California. He was deeply stressed by his community's name as a slur. Conversely, he

takes heart in his offer to go to training. He suggested that the Diversity Training be part of on-boarding for all employees and Board members. Perhaps there's a social media rule to be learned here, if you make a mistake and double down you keep digging, it just got worse and worse. Finally, after several tries Dir. Smallman made an apology that sounded like an apology.

C. Finney-Boulder Creek, agreed that Mr. Smallman's first apology was no such thing, he referred to other local residents as rednecks. It's part of a pattern of Mr. Smallman's. She pointed to other communications through social media that Mr. Smallman made. He appears to have a larger issue than just to a particular group.

V. Champlin said that he agrees censure is an appropriate response to Mr. Smallman's documented behavior. He believes that Dir. Bruce should also be censured for comments she made in response to Mr. Smallman.

D. Loewen agreed that this is a bigger issue, it's just a fraction of what is going on. Ms. Bruce and Bill are the residuals of a toxic atmosphere. She said that Mr. Smallman has made an effort to apologize and has made a plan to do better. She said she doesn't believe that censure will have any effect and would be an improper use.

G. Ratcliffe-Felton, said she served with Dir. Smallman on the Board. Many of the Board members took diversity training through CSDA, although it has not been required. She wants to speak to the suggestion that this is a culture that tolerates this. In 4 years on the Board she has never heard another Director or employee make a racist, homophobic, xenophobic, or sexist remark. She said she has been contacted by rate payers distressed by Dir. Smallman's behavior. It's one thing to say things that are hateful but this was in the context of the water district, which takes it to another level. She has seen no indication that this is the cultural norm or acceptable behavior anywhere in the District.

N. Macy-Boulder Creek, she is disturbed that Dir. Smallman has reached the level of censure. She's glad to see it is not being ignored. She added that she stopped reading Bill's rambling posts a while ago. Although they worked together on some important issues she became increasingly concerned by his disparaging social media rants. She once witnessed his disparagement toward a staff member, J. Michelsen Environmental Programs Manager, during a presentation she was giving. His recent homophobic comments show his continued lack of judgement, which is not serving the Board well. He showed his lack of understanding of Ethics Training when he exposed Closed Session information to the press. He should be held accountable for that still. She has never heard any discriminatory language by anyone on the Board or staff. However, she encourages the Board to accept the training. She is concerned about Bill's online response to the suggestion of Diversity Training that he'll take the training but he knows he won't learn anything because he already knows it.

M. Waters suggested another group that Mr. Smallman might take training from is Non Violent Communication Santa Cruz, maybe the

whole Board can use this training also. How can everybody's needs be met without the good guy, bad guy. There's a training once a week for 6 weeks.

C. Baughman said that Bill took it to another level in this case. He used the acronym SLVWD in the same sentence. This is an ongoing pattern that's been going on for years. June 2016 he commented about smiling Mexicans talking about the rail trail, in 2017 he commented about climate change using the phrase turd world countries. He offered to attend training and then wrote "I will take sensitivity training but to be honest I won't learn anything I don't already know". For this reason, I don't believe this will change Bill's behavior, and he thinks you should consider removing Bill from all committees.

C. White-Ben Lomond, she said she feels it is horrific that in 2019 we are having this conversation. Just because he apologized, it is not okay. The appropriate response should be censure. Dir. Bruce should also be examined for her comments in violation of Respectful Workplace Policy.

J. Gomez-Lompico, said that her husband really wanted to be here. He is very disappointed in Smallman. This is no surprise to people who have been paying attention to B. Smallman. This is part of a pattern of shameful and irresponsible behavior. He is unreliable and he rambles unintelligibly, uninformed and unprepared. His sobriety has been questioned. He is unfit for office; he should have no decision making authority over our critical infrastructure. She said she was disappointed that no comment or action was taken until the Sentinel article came out. She commended Dir. Bruce for her efforts to condemn Dir. Smallman as soon as she became aware. Smallman should be removed from all committee appointments. She noted that Dir. Swan doesn't serve on any committees and it would be helpful if he could participate.

E. Fresco-Felton, said she agreed the homophobic comment was horrible but she also noted being called lazy and stupid is also hurtful and divisive. She thought this Board was going for civility and she doesn't see that happening. Mr. Smallman's ramblings are also a concern for her. She was surprised he wasn't stopped by Pres. Henry, that he was encouraged by Dir. Fultz. She hoped that the entire Board would be more respectful of experts. She would like to think that the Board is basing their decisions on experts and not some kind of prejudice that you have.

J. Kendall, it was very disturbing to him to think that somebody who feels comfortable using homophobic hate speech is in charge of the safety of his water. It's disturbing that he was not censured before. The fact that M. Bruce was the only person on the Board to respond is disturbing. He also finds it disturbing that he chose to double down and dive in with more derogatory language. Mr. Smallman does not seem to have the temperament or mental stability for the position that he is in.

S. Delaney, said she was surprised and dismayed to read about Smallman's attitude and behavior. The Board has the responsibility to

community, yourselves and the environment to take this seriously. Just say goodbye Mr. Smallman, we don't need that.

K. Coppege-Brookdale, asked what is accomplished with censure? Is it just saying we disapprove of your behavior? Any actions attached? Any costs to the District for this action?

Dist. Counsel Nicholls explained that there is really nothing else an elected body can do to one of its members, other than censure.

L. Henry said that there are costs to the District. Not for the censure but this meeting costs money, there are attorney's costs, the training will cost money, there may be more.

K. Coppege continued, there have been problems with Mr. Smallman in the past which have been expensive for this district.

L. Henry said she has heard comments regarding lag time before the Board responded. She didn't hear about it until Sunday afternoon. As soon as she was aware of what happened the attorney was contacted and this meeting was set. Then the meeting was posted. We've welcomed your comments. She explained that she doesn't go on social media. She thinks Next Door is a cesspool. If you don't know about something, you can't respond, as board president I can't respond. She was concerned about a possible Brown Act violation.

Dist. Counsel Nicholls responded, yes, if Board members start responding on line that could be a Brown Act violation.

L. Henry continued, she said she was appalled.

R. Rogers clarified the timeline. He received an email on Sunday, with the Next Door posts. He forwarded the email to Dist. Counsel and Pres. Henry. First thing Monday morning they had a conference call to discuss the next action. It would be difficult for the President to come out with a statement without the direction of the full Board. It was determined that a special meeting would be the best way to respond. We moved this meeting forward relatively quickly for a public agency.

N. Macy asked for the rules for posting an agenda.

G. Nicholls the requirement for a special meeting is posting the agenda 24 hours before the meeting. We try to give more notice than that.

Which is why the agenda went out when we were still developing the materials.

A. Steel-Boulder Creek, said he thinks that this Board responded amazingly fast. He said this is a very serious issue and Mr. Smallman's comments are inexcusable. He also thinks terrible to see people using this issue to discredit the board.

G. Glazer- agreed that the Board moved quickly.

Someone asked why Mr. Smallman wasn't able to make it tonight?

L. Henry said that he said he had a job interview in Santa Rosa.

B. Fultz stated that there are several emails and letters saying that the Board needs to remove Dir. Smallman. He asked Dist. Counsel about the mechanisms for removing Dir. Smallman.

Dist. Counsel Nicholls said the only way to remove an elected official is through voter recall. He can also resign from the Board.

M. Bruce made a motion to censure Mr. Smallman.

B. Fultz seconded the motion to censure.

S. Swan said he agreed with Mr. Steel that the Board moved as fast as they could on this matter. The only appropriate place for the Board to make comments is in a Board meeting, subject to the Brown Act rules. He said he is in favor of censuring Dir. Smallman and he completely regrets and apologizes for his comments and behavior, both currently and in the past. He takes issue with Dir. Bruce's comments against the rest of the Board and thinks she also violated the Respectful Workplace Policy.

B. Fultz read that censure should be reserved for serious violations of law or policy and should never be used to sanction a member for the lawful exercise of 1st amendment rights, no matter how distasteful the expression. Does the censure we are contemplating here fall into the category of serious violation?

Dist. Counsel Nicholls said in terms of the distinction between comments that would be fully protected by the 1st amendment by a Board member that may be subject to censure, it's important there is a violation of law or policy that distinguishes a fully protected comment from one that may be subject by a disciplinary proceeding like this. It's also important to keep in mind that censure is just as important a form of speech as well, and it's also very protected. It wouldn't be recommended for distasteful comments that don't violate a law or policy. Serious means understanding that folks do something wrong sometimes, it has to be something that rises to the level of censure, you're setting precedent. This is something serious enough to warrant censure.

M. Bruce in reflection on what Mr. Swan has shared and some others in the public have shared, she was absolutely appalled when she saw what Dir. Smallman had posted. When she saw Mr. Smallman's comments in association with SLVWD she wanted it known that he doesn't speak for me, he shouldn't speak for this Board. She thinks silence is either indifference or concurrence and she can't abide that. She won't apologize and stepping out in public and saying that's just wrong. If they the other Board members don't read social media, that's okay, but what he was saying doesn't reflect my Board, staff, and community I'm proud of. The folks that feel cornered or offended by me, it's not about me, it's about Bill Smallman's statements and she will not abide them.

B. Fultz agreed with Dir. Bruce, this is all about Mr. Smallman and what he did on his own volition. He thinks speaking for yourself is great, at the time and manner of your choosing. In a way that isn't going to get into issues around violations of the Brown Act. This is the appropriate time and place, hearing from the community. We should try to come together as a Board rather than driving wedges into the community. He thinks everyone is in massive agreement about the fact that this is horrible.

M. Bruce is there any benefit to continuing this meeting to a future time when Mr. Smallman may be available.

B. Fultz he asked the Dist. Counsel if there is any issue with taking action on this without Mr. Smallman.

G. Nicholls she said she doesn't see any issues under the circumstances, he was given notice and he didn't ask to reschedule the meeting.

G. Ratcliffe said concerned about Mr. Smallman in past by not being present when he doesn't want to be part of the discussion. Action is warranted and this is the appropriate time to take it. He also seems reluctant to talk to other Board members about these matters.

C. Baughman said he received an email with a 5:44 pm time stamp with a photo of Mr. Smallman's truck sitting in his driveway.

J. Gomez said he was seen sitting at his table in front of his computer.

L. Farris questioned if it is this back to the public or with the Board.

L. Henry the subject is with the Board. She wants the public to be able to express themselves.

B. Fultz regarding the timeline for Mr. Smallman's apology, asked if the apology was posted before or after his posting on the Sentinel website.

L. Henry said that the apology was issued before the Sentinel posting.

R. Rogers said that the Board of Directors received the apology on February 26th at 3:06 p.m. It was sent to the Board, Dist. Counsel and Dist. Manager.

L. Henry quite appalled by what happened and what he said. She's not sure that Dir. Smallman can actually correct his behavior. In a way she feels bad for him, because something is terribly wrong. He's done things in the past but this is over the moon. This is ridiculous. One thing that has bothered her is his hate speech. He said "I hate people who use Roundup". She found that utterly offensive. All kinds of people use Roundup and are of a different persuasion. She said, I think he should be censured. There's a motion on the table.

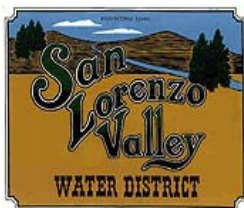
A motion was made and seconded to adopt Resolution No. 30 (18-19) to censure Dir. Smallman.

Dir. Swan, Dir. Fultz, Pres. Henry, Dir. Bruce voted in favor of the motion. Motion passed.

3. Written Communication:

- Email from A. Stadler
- Email from R. Rubin

4. Adjournment 7:30



**BOARD OF DIRECTORS
SAN LORENZO VALLEY WATER DISTRICT
MINUTES
MARCH 7, 2019**

MISSION STATEMENT: Our Mission is to provide our customers and future generations with reliable, safe and high quality water at an equitable price; to create and maintain outstanding service and community relations; to manage and protect the environmental health of the aquifers and watersheds; and to ensure the fiscal vitality of the San Lorenzo Valley Water District.

Thursday, March 7, 2019 at 5:30 p.m., SLVWD, 13057 Highway 9, Boulder Creek, CA 95006.

1. Convene Meeting 5:30 pm
Roll Call: Dir. Swan, Dir. Fultz, Dir. Smallman, Pres. Henry and Dir. Bruce present
Staff: Dist. Manager R. Rogers, Dist. Counsel G. Nicholls and Dist. Secretary H. Hossack
2. Additions and Deletions to Closed Session Agenda: None
3. Oral Communications Regarding Items in Closed Session: None
4. Adjournment to Closed Session 5:31 pm
5. Convene to Open Session at 6:30 p.m.
6. Report of Actions Taken in Closed Session: None
7. Additions and Deletions to Open Session Agenda: None
8. Oral Communications:
D. Loewen invited people to come to the Board meetings.
V. Champlin-Brookdale he was disappointed not seeing an agenda item discussing Dr. Bruce's participation in the recent social media exchange.
L. Farris-Felton said he was shocked and saddened by what transpired at the Special Board meeting last Thursday when some people lowered themselves to the same level of hate and disrespect displayed by the Board member in question.
9. Unfinished Business: None
10. New Business:

- a. ENVIRONMENTAL COMMITTEE PUBLIC MEMBER(S)
APPOINTMENT(S) AND BUDGET & FINANCE RESIGNATION
Pres. Henry introduced this item.
J. Supp Environmental Committee applicant introduced himself to the Board. He said he is new to the Valley and wants to get involved in his community. He is interested in water and has worked for a water purification company. He works in the energy sector and believes there is a synergy between energy and water. He's looking for a way to contribute.
E. Fresco Environmental Committee applicant introduced herself. She said she has lived in the Valley for 8 years and her property borders the SLVWD Watershed. She has seen how important the environment is. She is a retired nurse/midwife with a science background. She manages her property in an environmentally responsible manner.
B. Smallman said that he is in favor of allowing all of the applicants to be public members to be on the committee.
M. Bruce appreciates all of the applicants. She agreed with Mr. Smallman that all four applicants should be on the committee.
L. Henry says she has an issue with appointing all 4 members, because a quorum would be 4 members.
M. Bruce said she would choose J. Supp, E. Fresco, & T. To who introduced herself to us at a previous meeting.
S. Swan said he likes K. O'Connor, he appreciates his background and experience.
B. Smallman said an odd number would be better.
L. Henry said she suggested that the Board choose the 2 that are here tonight, hoping that they will work with us and our goals because you do serve at the pleasure of the Board. If you don't like our goals or where we are going, then we've got a problem. If you think you can do that, and if the Board agrees, that's my suggestion.
B. Fultz interested in expanding the amount of people that get involved in the SLVWD. In the next 10-15 years we will need leaders for our community. He can go along with Pres. Henry's suggestion.
M. Bruce said she would like to pick a third applicant.
B. Smallman agreed with Dir. Bruce.
L. Henry said she has an issue with Dir. Bruce's third pick. She is tired of being told that we are moved by emotions not by science and she has a hard time going along with her pick.
B. Fultz said the key is to make sure that 3 is the quorum for him. The committee is for advice and recommendation. He said he would be fine with it.
M. Bruce said she has no objection to Dir. Swan's recommendation, she just met Ms. To and was impressed by how articulate she was and how engaged she was in issues.
L. Henry said she may be articulate; she doesn't want to hear again that we're not scientists. We ran on a platform; we were voted for, that is where she was going with that.
M. Bruce noted that both of the present applicants are scientists

L. Henry said she is not against science. Science is not perfect; it doesn't agree with itself. When she read E. Fresco's application she liked all the things she is doing on her property. She likes J. Supp, he's new, I don't think his mind is made up. We don't always pick the people that don't come. Don't get me wrong, you can disagree with us but she doesn't want every committee meeting to become a battleground. It's the same with the Board, she would like to work together.

M. Bruce made a motion to appoint J. Supp, E. Fresco and K. O'Connor.

L. Henry seconded the motion.

N. Macy-Boulder Creek, grateful that they appointing someone that is not there. She appreciated that T. To came to a previous meeting to introduce herself because she couldn't be there. Thank you for being open.

C. Baughman he was pleased to see 4 well qualified applicants. Not everyone stays on the committees, sometimes they discover that they can't continue on a committee so you may not have 4 forever. He encourages you to appoint all 4.

D. Loewen said she is supportive of 2 applicants present. She thinks it is important for any committee members to support the Board.

C. Finney-Boulder Creek said that it disturbs her to hear people talking about loyalties to various Board members or Boards, to talk about supporting the goals of particular directors. As a customer and ratepayer of this District she hopes that the Directors, volunteers, committee members would be most dedicated to the best interest of the District and its ratepayers. It worries her that it sounds like committee members are being asked for loyalty oaths.

L. Henry said she ran on a certain platform. We won by huge amount. We know that we represent a whole District. Promises were made to people who voted for her slate. They feel obliged to meet those promises. We don't want to hurt other people by doing that but everybody had a chance to vote and it was a huge turnout. She feels that they have a right to ask for people to work with us, they can express their opinion but we have important work to do with the environment.

All present voted in favor of the motion. Motion passed.

b. BOARD MEMBER COMMITTEE ASSIGNMENTS

L. Henry introduced this item. Two of the committees that she would like to review for possible change are the Environmental & Engineering committees. As Board President I can suggest Board members for the committees but it is up to the Board make the changes. For the Environmental Committee she wants Dir. Bruce and Dir. Fultz.

B. Fultz said that he is available but he thinks that they need to talk about the underlying issues.

L. Henry said the underlying issue is that we want to make change for the committee assignments. Most of the committee meetings are held during the day, Dir. Smallman can't or won't attend daytime meetings. He doesn't go to meetings, in 2018 he had a fake meeting noticed that looked like a District meeting. Serving on committees requires Board members to work with public and other Board members. So because of past behavior she

suggested removing Dir. Smallman from committees. She said that she hopes he rehabilitates himself so that he can get back on committees.

B. Fultz he said that is good background information. He said there are 2 issues here. 1. Bill's ability to attend meetings during the day. 2. His comments that brought censure to him.

B. Smallman read a prepared statement (33:22 - 43:46 on the recording).

S. Shettler said that she is disturbed that you said you want to preserve the budget and to not rehearse the past again. It's time to move forward.

J. Kendall-Ben Lomond, said the he wants to clear up a few misunderstandings on Mr. Smallman's part. The blowback against you is not because of politics, not because of Roundup, it's because you decided that the best way to insult somebody was to say that they were gay. For too many years he has had to put up with people like you using him as the ultimate insult. Your on-line history of odd comments about odd and disturbing assumptions about the way to look at the world. Until you get the training and recognize what is going on you should step back from this. You insulted a large portion of the Valley. This is not a political attack from your enemies, this is people who voted for you, seeing what you write and asking "What is wrong".

L. Henry asked Dir. Fultz, can you be on the Environmental Committee?

B. Fultz asked what will be served here. Is this a punishment?

L. Henry said it's a wakeup call. He needs to realize that he didn't get the 3 of us elected. He did something he shouldn't have done. In his own words censure means nothing. So what will mean something to Dir. Smallman? I would call this an intervention. I hope that he takes training, rehabilitates and comes back to be on a committee. She is asking if Dir. Fultz will take the position or not.

B. Fultz said he could take the position on the Environmental Committee. He asked Dir. Smallman if he would be willing to voluntarily step back.

B. Smallman said he has 2 years left on his term and wants to provide the best service to the public.

B. Fultz maybe one of the ways to demonstrate to the people that might be skeptical about your good intentions is to step back for 3 or 4 months.

L. Henry said she would like 6 months. She would like to see real change.

B. Fultz said he would like 4 months.

B. Smallman said he would voluntarily step aside for 4 months.

S. Swan said this an appropriate response from the Board. He said Dir. Smallman hasn't helped the Board at all. Your behavior is drawing all the wrong kinds of attention. You're not helping the Board, the community or the water district. He said 6 months is not too long. You need the training, you need the exposure and you need to stay off of social media.

M. Bruce said that she is supportive of 6 months. She said it is difficult to have committee meeting when one of the committee members is so inflexible that they can't make the meetings. You don't run for office and then say it's an inconvenience. I sent out emails asking when you would like to meet. You sent no response.

B. Fultz so voluntarily step back for 6 months

B. Smallman agreed.

L. Henry questioned if that is agreeable to the Board.

S. Swan will accept the Engineering Committee.

L. Henry so Dir. Bruce is on Engineering and Environmental

S. Swan said that he and Dir. Bruce will sit down and arrange and day and time for meetings.

M. Bruce made a motion to accept the proposed temporary changes to the Board committee assignments removing Dir. Smallman from his committee assignments for a period of 6 months and assigning Dir. Fultz to the Environmental Committee and Dir. Swan to the Engineering Committee.

Dist. Counsel made a suggestion on the motion, that the committee reassignments be revisited after 6 months.

M. Bruce restated the motion, to accept the proposed temporary changes to the Board committee assignments removing Dir. Smallman from his committee assignments and assigning Dir. Fultz to the Environmental Committee and Dir. Swan to the Engineering Committee and revisiting the assignments after 6 months.

B. Fultz seconded the motion.

All present voted in favor of the motion. The motion passed.

c. QUAIL HOLLOW NO. 5A & OLYMPIA 3 WELLS SOLE SOURCE
PROCUREMENT FOR REHABILITATION

J. Furtado introduced this item. We hope to contract with Martin Feeney, consulting hydrologist, sole source proposal for \$38,100 for the rehabilitation of the District's Quail Well 5a and Oly Well 3. Mr. Feeney has been a consultant on these wells for years and his knowledge of the wells is incomparable. J. Furtado noted an error on the memo and Resolution regarding the citing of Ordinance 8 which no longer exists, it was replaced by Article XIV.

B. Fultz said it isn't clear, will he be doing the execution.

J. Furtado responded that Mr. Feeney will be planning and overseeing the work.

B. Fultz restated, so there is a contractor that will have to do the work.

R. Rogers explained that Mr. Feeney will write the bid spec for each well and then we'll go out for formal bidding. We recently went through the same process with Paso 7 and it cost \$107,000 for the rehab work.

L. Henry said she has had experience with this process and when this happens the work needs to be done.

B. Smallman agreed with Lois. He made a motion to approve the contract with M. Feeney for \$38,100.

S. Swan questioned if there is any special permitting associated with this project.

R. Rogers responded that it is all on pavement so no permits are required. This work will be scheduled for each well about every 3 years in the future on a routine basis for cleaning to combat iron bacteria.

B. Fultz said the District needs to do better with scheduling routine maintenance.

R. Rogers responded that in the past the money wasn't there for scheduled maintenance. Hopefully with current rates we can take care of deferred maintenance.

M. Bruce said that she supports this proposal to use M. Feeney as the consultant on this project. He knows our wells, staff and system.

B. Fultz said he understands that there are a lot of people that have worked with us for a very long time and we are comfortable with them but that comfort level can lead to unintended consequences. We need to expand our list of consultants.

R. Rogers said that he agreed but that will require reaching much further out from Santa Cruz County and beyond.

E. Fresco said she may have misread the information but didn't she see \$7000 for travel per diem?

R. Rogers explained that he comes from Salinas and this is a continuous operation.

J. Furtado noted that he has crew that comes up from down south.

L. Henry said that he oversees the project.

B. Smallman made the motion again to accept the Resolution No. 31 (18-19)

M. Bruce seconded.

All present voted in favor of the motion. Motion passed.

d. LEGAL PRESENTATION REGARDING SOCIAL MEDIA AND BROWN ACT

L. Henry introduced G. Nicholls, Dist. Counsel and the item.

G. Nicholls started the presentation. This presentation is a response to some of the controversy over the last couple of weeks about social media posting and the Brown Act. She summarized the main take away important in the context of social media. (Presentation attached)

B. Smallman addressed the Board and public.

G. Nicholls said these are good points.

B. Fultz asked what if all 5 of us felt obligated to do the same.

G. Nicholls if you only have 1 director that is active on social media, it doesn't present such a problem, but if you have 3 directors that are routinely telegraphing their opinions on social media, then you potentially have a problem.

E. Fresco asked if there is a penalty for Brown Act violations.

G. Nicholls explained the legal risks of Brown Act violations. There are ways to cure a Brown Act violation and there is also risk of litigation.

B. Fultz said it's embarrassing to the Board.

J. Supp it sounds like there's a reverse incentive to be the Board member that weighs in first.

D. Loewen said that besides the Brown Act there is a Respectful Workplace Policy.

S. Schettler-Ben Lomond, pointed out that in public position you can only wear one hat.

L. Henry asked the Board if they want a policy regarding social media.

S. Swan said he thinks it might be valuable if counsel drafted a policy.

B. Smallman agreed with Dir. Swan.

M. Bruce also agreed with Dir. Swan she said it will help with our future website with support and guidance in communication with the public.

S. Swan said there are limitations already we have to observe. Nobody is denying free speech.

B. Fultz said comments in social media don't affect me until somebody takes a screen shot. Nothing is private. He is not sure he wants to spend time and energy on a policy at this point.

L. Henry said it seems wrong to her that you criticize staff on social media or anytime. She explained the Board's responsibility for staff. They have only 2 employees; the District Manager and the District Counsel. It is not the Board's place criticize, direct or otherwise communicate with staff.

B. Smallman said that is an important thing to note.

R. Rogers said that's covered in the Respectful Workplace Policy.

G. Nicholls said she has templates for balancing elected officials protection for Brown Act issues and 1st amendment vs. Brown Act violations.

R. Rogers suggested this go to the Admin Committee and then to the Board.

L. Henry asked the Board if they are agreeable to sending this item to the Admin Committee and then to the Board. All agreed.

5 minute recess 8:15 pm

Reconvene at 8:21 pm

e. **FINANCE AND BUSINESS SERVICES DEPARTMENT WORKSHOP**

S. Hill introduced her presentation. (Presentation attached)

L. Henry said the District would make more money by giving up plastic bottles and use our water.

S. Hill said there are ways that the District can incentivize people to sign up for ebills and auto pay. If you sign up for both, you can be entered to win something.

G. Nicholls said that sounds like it can be created.

M. Bruce asked about 440 accounts.

S. Hill responded that 255 are operating expenses. The rest are balance sheet accounts.

M. Bruce asked about a pay it forward program for low income ratepayers.

S. Hill responded that she is all for a third party administering such a program with a link on our website.

B. Fultz said tiered rates needs to go to legislature. The people want tiered rates.

L. Farris questioned if she is saying the consumption drop of 20% in 2014 is the cause of the rate increase of 40% in 2017.

S. Hill said the 2013 increase was making up for the prior years without an increase. It was based on 800,000 units of water being sold and it projected 5 years of 11% increase but only 3 years were adopted.

L. Farris disagrees with S. Hill. He doesn't believe it's nearly as volume dependent as you think. Where can he discuss this analysis?

R. Rogers suggested he contact the chair of the Budget & Finance committee.

B. Fultz inflation factor doesn't agree with the enormous water rate increases.

S. Hill said that at this point it's the growing pains and aging infrastructure.

L. Henry pointed out that there are no reserves. It's a huge problem.

S. Hill said that's why the rate increase was drafted so that we wouldn't have to see increases like that again.

B. Smallman said he is concerned about contractor costs.

J. Furtado added that this District has been neglected forever and has been spread thin forever. We are finally getting needed staff finally and catching up with infrastructure.

B. Fultz said that what wasn't sold to public was the boost in staffing and why it was necessary.

B. Smallman said operating the District effectively is good.

S. Hill said that our procurement policy is one of the lowest she has seen. The procurement policy hinders us.

L. Henry said we can't do everything in house, we don't have the equipment and the staff.

R. Rogers we are in the process of making up for a lot of neglect. We have made mistakes in the past.

S. Hill said there's a light at end of tunnel. In the next 5 years the Felton system and watershed purchase debts will be paid off. The debt we are taking on will be for capital.

R. Rogers we have 25-28 pressure pump stations, 8 or 9 wells, 6-7 surface sources, if you compare our facilities to Scotts Valley or Soquel, we have so many more facilities and infrastructure. Much of it is reaching its life expectancy or it's undersized.

B. Fultz you can't sell the community on an ambitious capital program without having a realistic list of what needed.

L. Henry said that if you take a look at the age of the projects and take a look at the cost, it might be just staggering. We need to stop discretionary spending.

S. Hill shared her status report from the last Board packet.

L. Henry the Board has 2 jobs. 1. Fiscal responsibility, and if these reports aren't clear to you, you need to ask for clarification. 2. Policy is the other responsibility.

D. Loewen said she has asked Stephanie a lot of questions and if she doesn't know she looks it up. Are departments being asked to make their departments more efficient?

J. Furtado said that we constantly go through bills and look for ways to cut costs.

R. Rogers announced that the Diversity Training is scheduled for Thursday, March 21st at 5:30-6:30, just before the Board meeting.

11. Consent Agenda:

- a. MINUTES FROM SPECIAL BOARD OF DIRECTORS MEETING
JANUARY 23, 2019
- b. MINUTES FROM BOARD OF DIRECTORS MEETING FEBRUARY 7,
2019
The Consent Agenda will be moved to the next BoD meeting.

12. Written Communication:

- o Letter from D. Ziel
- o Letter from J. Calden
- o Letter from N. Macy
- o Email from R. Brune
- o Email from P. Cordes

13. Informational Material: None

14. Adjournment 9:39 pm



**Public Presentation for San
Lorenzo Valley Water District:
The Brown Act and Social
Media**

MARCH 7, 2019

**Presented by Gina Nicholls,
District Counsel**

nossaman.com

THE RALPH M. BROWN ACT

- Prohibits non-public meetings.
- “All meetings of the legislative body of a local agency shall be open and public, and all persons shall be permitted to attend any meeting of the legislative body of the local agency.”
- (Gov. Code, § 54953.)

WHAT IS A MEETING?

- Can be almost any communication by a majority of the members of a legislative body on matters within its jurisdiction.
- Any use of direct communication, personal intermediaries, or technological devices which are employed by a majority of the members of the legislative body to develop a collective concurrence on action to be taken by members of the legislative body.
- (Gov. Code, § 54952.2.)

3

OPEN MEETINGS

- All meetings must be open and public:
 - Public notice via meeting agenda
 - Public access & public comment
- Only matters on the agenda can be discussed.
- Actions and deliberations must be taken openly.

4

RESTRICTED COMMUNICATIONS

- A majority of the legislative body may not consult with each other outside a properly noticed meeting regarding matters within its jurisdiction.

5

OTHER COMMUNICATIONS

- Communications not within the jurisdiction of the legislative body.
- Individual contacts or conversations between a member of a legislative body and a staff member or member of the public.
- Contacts or conversations between less than a quorum of the body, unless “serial.”

6

SERIAL MEETINGS

- “Hub and spoke” vs. “daisy chain”
- Can be created by any method of communication:
 - In person
 - Telephone
 - Email
 - Social media?

7

SOCIAL MEDIA

- Increasingly pervasive
- Rapidly evolving
- Law hasn’t caught up

8

SOCIAL MEDIA CHARACTERISTICS

- Mix of public and “private” communications, and semi-public/private information sharing
- Rapid sharing of many kinds of information
 - Photos
 - Videos
 - “Likes”
 - And more

9

SOCIAL MEDIA POSITIVES

- Rapid, interactive communication with large numbers of people

10

SOCIAL MEDIA RISKS

- Rapid, interactive communication with large numbers of people

11

SOCIAL MEDIA RISKS

- For members of local government legislative bodies, there's a heightened potential for Brown Act violations due to serial meetings.

12

ISN'T SOCIAL MEDIA PUBLIC AND TRANSPARENT?

- Maybe. How well do you understand your privacy settings? Who follows you on, e.g., Facebook, Twitter, Instagram?
- Serial meetings aren't avoided just because communications are public and not "secret."
- Attorney general has determined that members of legislative bodies can't develop consensus by email even if emails are made public. (84 Ops. Cal. Attny. Gen. 30 (2001.)

13

HYPOTHETICAL #1

- Board member posts a press release or announcement pertaining to District business on, e.g., his/her personal Facebook page.
- Does the post violate the Brown Act?

14

HYPOTHETICAL #1

- Board member posts a press release or announcement pertaining to District business on, e.g., his/her personal Facebook page.
- Does the post violate the Brown Act?
- **Probably not.**
- **But what if Board members start to “like” the post?**
- **What if another Board member posts a comment: “*I would vote against this*”?**

15

HYPOTHETICAL #2

- Board member uses social media to communicate with a few constituents about District business and the Board member’s views.
- Does this activity violate the Brown Act?

16

HYPOTHETICAL #2

- Board member uses social media to communicate with a few constituents about District business and the Board member's views.
- Does this activity violate the Brown Act?
- **Probably not.**
- **But what if others can see the content because it's not really "private"?**
- **What if someone takes a screen shot and starts discussing it with others?**

17

RECORDS RETENTION

- Personal or "private" communications, including social media content, may be subject to collection and production in some circumstances.
- "Private" communications may become public.

18

TAKEAWAYS

- If you're not sure whether social media activity (or anything else) would violate the law, please consult with counsel. Ask before you post!
- If desired by all Board members, the District could craft a policy to set reasonable limits on social media activity.

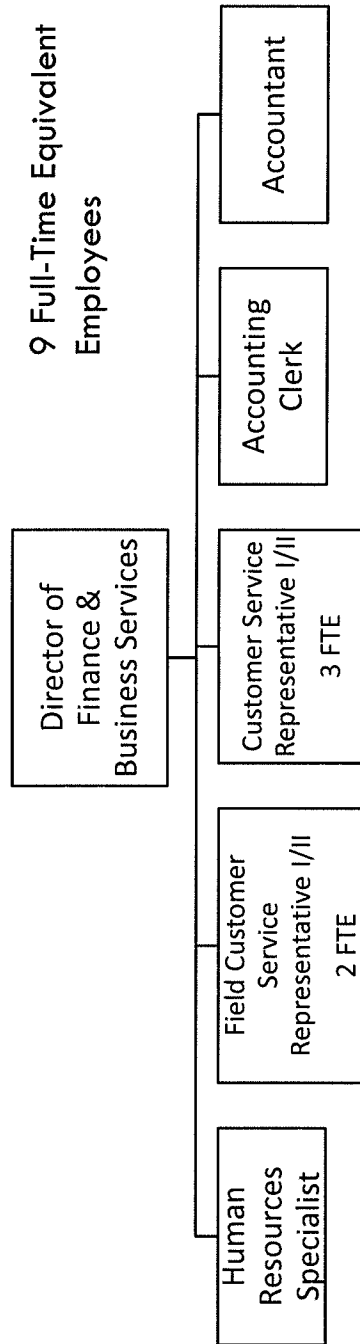
19

Questions?

20

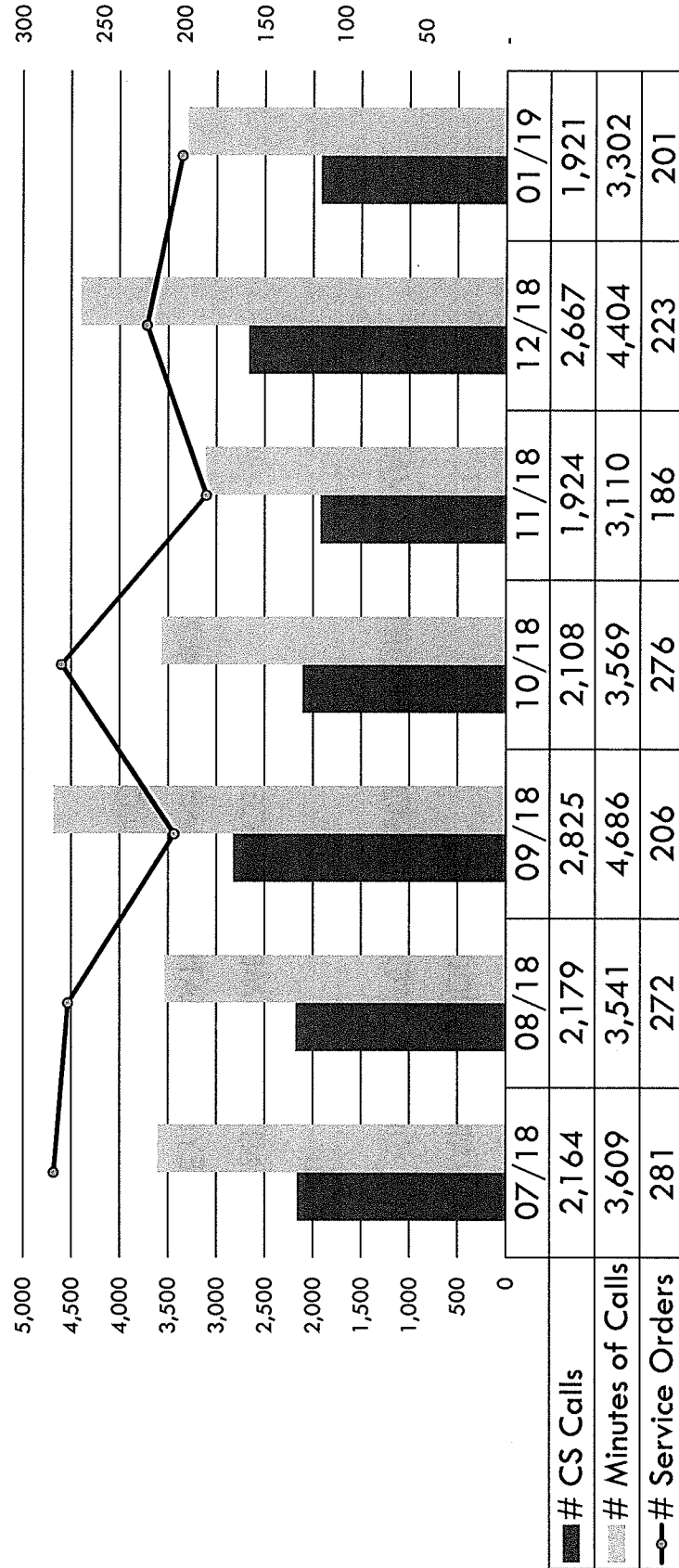
FINANCE & BUSINESS SERVICES

SLVWD 2019 PRESENTATION



- Human Resources (HR) provides administrative and operational support to District employees and retirees on benefits administration, recruitment, training and other essential HR functions.
- The Field Customer Service Team is responsible for reading and maintaining meters, investigating high and low usage, turning service on/off, field maintenance and other service orders as assigned.
- The Customer Service Team is responsible for customer accounts, billing, processing payments, customer inquiries and assigning customer service orders. Also includes certain accounting, such as purchasing.
- The Finance Team is responsible for finance and accounting duties that support all departments, ensuring adequate internal controls, preparing and analyzing annual financial and budget reports of the District. This department also maintains the general ledger, accounts payable/receivable, capital project accounting, grant accounting, payroll, inventory management and purchasing.

CUSTOMER SERVICE STATS

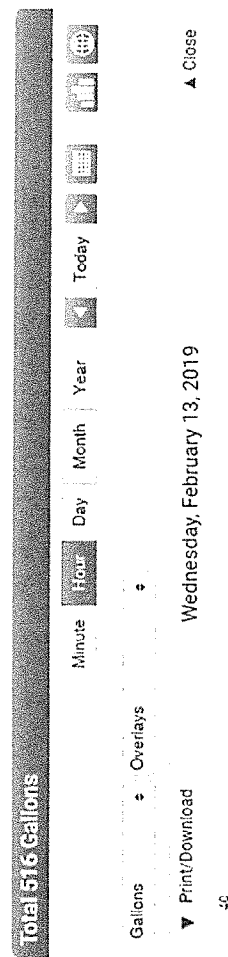
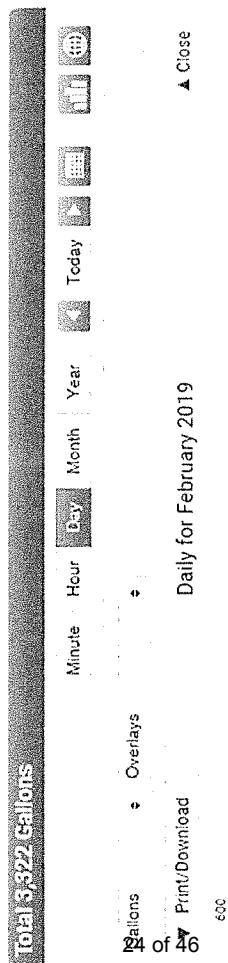


DEPARTMENT GOALS

- **FINANCE:**
 - CONTINUE TO IMPROVE AND GROW FINANCIAL REPORTING
 - ACHIEVE GFOA AWARD IN BUDGETING
 - CONTINUE RECEIPT OF THE GFOA FINANCIAL REPORTING AWARD
- **CUSTOMER SERVICE:**
 - CONTINUE EXCELLENT CUSTOMER SERVICE
 - DEVELOPMENT OF EYE ON WATER (EXAMPLE ON NEXT SLIDE)
 - E-BILLS & AUTOPAY – SAVE PAPER AND MONEY
- **HUMAN RESOURCES:**
 - HUMAN RESOURCE DEVELOPMENT – HIRING, TRAINING AND MAINTAINING EMPLOYEES

EYE ON WATER

- CERTAIN METERS TRANSMIT DAILY CONSUMPTION
- THESE ARE PART OF THE METER REPLACEMENT PROGRAM DISTRICT WIDE
- IDEALLY, CUSTOMER LEAKS WILL BE CAUGHT WITH MINIMAL LOSS OF WATER



ABOUT U.S. WATER INFRASTRUCTURE

- EXCERPTS FROM AN EXCELLENT ARTICLE ARTICULATING THE CURRENT WATER INFRASTRUCTURE CRISIS FACING THE NATION:

- THE AWWA ESTIMATES THAT THE COST OF RESTORING UNDERGROUND PIPES WILL TOTAL AT LEAST \$1 TRILLION OVER THE NEXT 25 YEARS, WITHOUT INCLUDING THE COST OF CONSTRUCTING NEW INFRASTRUCTURE OR REPAIRING TREATMENT PLANTS.
- ONE OF THE MOST CRITICAL ASPECTS OF THE UNITED STATES' AGING INFRASTRUCTURE IS LITERALLY BURIED UNDERGROUND, OUT OF SIGHT AND, USUALLY, OUT OF MIND. IT IS OFTEN ONLY WHEN FAILURES OCCUR THAT WE ARE REMINDED OF HOW MUCH WE TAKE FOR GRANTED OUR ACCESS TO SAFE DRINKING WATER.
- THE BOTTOM LINE IS THAT THERE IS NO SIMPLE SOLUTION. WE WILL NEED TO SCALE INNOVATIVE FUNDING SOLUTIONS AND TECHNOLOGIES, AS WELL AS ADOPT PUBLIC POLICIES THAT PROMOTE INNOVATION IN THE WATER SECTOR.

<https://www2.deloitte.com/insights/us/en/economy/issues-by-the-numbers/us-aging-water-infrastructure-investment-opportunities.html>

ABOUT THE DISTRICT

TO KNOW WHERE WE ARE GOING, WE HAVE TO UNDERSTAND WHO WE ARE AND WHERE WE HAVE BEEN

- SLVWD IS A CLOSED WATER SYSTEM, MEANING OUR WATER IS SOLE SOURCED FROM SURFACE SPRINGS AND GROUNDWATER WELLS
- SO WHILE SOME MOVE HERE TO GET AWAY FROM HIGHER HOUSING COSTS, THERE IN TURN IS A COST ASSOCIATED WITH SPREAD OUT MOUNTAIN WATER SYSTEMS
- IN SHORT – WE ARE MAINTAINING MORE MILES OF PIPE, WITH LESS CUSTOMERS

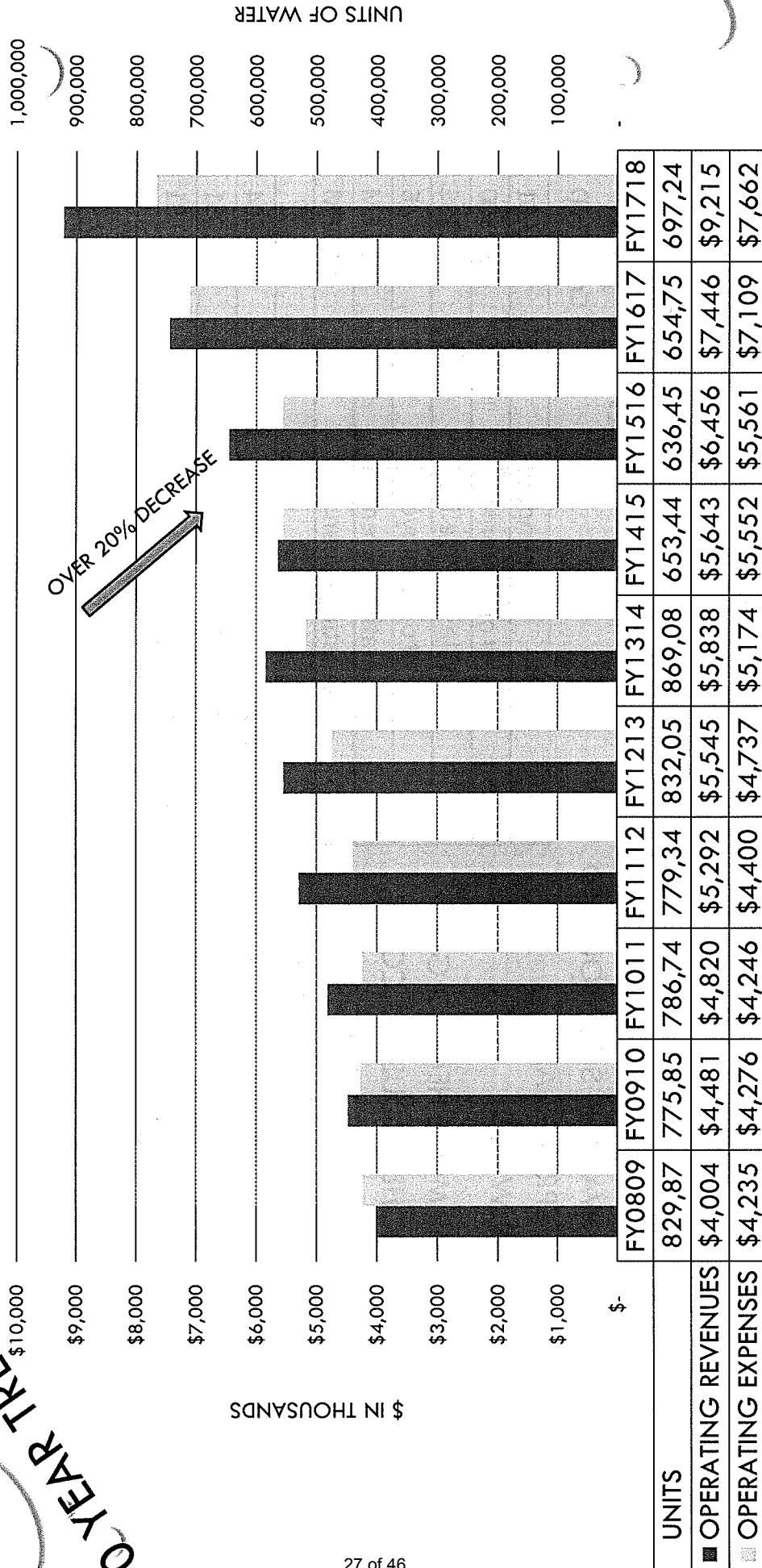
	SLVWD	Soquel Creek WD	SVWD
Founded	1941	1961	1961
# of Customers	7,900	15,800	4,200
Miles of Pipeline	169	166	65
# of Employees	34	46	18
Operating Revenue	\$10M	\$20.6M	\$7.2M
Operating Expenses	\$8M	\$16.6M	\$5.4M

# Customers : Op. Revenue	1,266	1,304	1,714
# Customers : Op. Expenses	1,013	1,051	1,286
Op. Revenue : Op. Expenses	0.80	0.81	0.75
Miles of Pipeline : Customers	46.7	95.2	64.6
Miles of Pipeline : Employees	0.20	0.28	0.28
Miles of Pipeline : Revenue	59,172	124,096	110,769

* Information derived from company websites and FY1819 budgets

10 YEAR TREND

OPERATING REVENUE & EXPENSE WITH ANNUAL CONSUMPTION [1]



[1] FROM FY1718 AUDIT, STATISTICAL SECTION

RATE HISTORY

- WATER RATES ARE ONE OF THE TOP CONCERNS OF OUR CUSTOMERS
- THERE IS NO DENYING LARGE INCREASES IN THE PAST AND CURRENT
- THE CAGR SHOWS THAT IF SPREAD OVER 20 YEARS, IT EQUATES TO 6.72% EACH YEAR
- 2 MAIN REASONS FOR THE CURRENT SITUATION:
 - THE 2013 RATE STUDY WAS DONE PRIOR TO THE DROUGHT, THIS 20%+ REDUCTION IN CONSUMPTION GREATLY IMPACTED REVENUES
 - THE 2013 STUDY SHOWED 5 YEARS OF ~11% INCREASES EACH YEAR
 - ONLY 3 YEARS WERE ADOPTED
- THE COMBINATION OF THESE WERE THE MAIN CONTRIBUTORS TO THE 2017 STUDY RESULTS

CUSTOMER BILL HISTORY

(BILL BASED ON 4 UNITS OF WATER, 5/8" METER)

	BILL AMOUNT	% INCREASE
1999	\$ 21.38	4%
2000	\$ 21.38	0%
2001	\$ 21.38	0%
2002	\$ 22.50	5%
2003	\$ 22.65	1%
2004	\$ 22.80	1%
2005	\$ 22.95	1%
2006	\$ 23.10	1%
2007	\$ 25.68	11%
2008	\$ 25.68	0%
2009	\$ 28.74	12%
2010	\$ 31.06	8%
2011	\$ 35.71	15%
2012	\$ 35.71	0%
2013	\$ 35.71	0%
2014	\$ 39.96	12%
2015	\$ 44.36	11%
2016	\$ 49.24	11%
2017	\$ 68.75	40%
2018	\$ 73.56	7%

20 YEAR COMPOUND ANNUAL GROWTH RATE

START VALUE	\$ 21.38
END VALUE	\$ 73.56
# YEARS	20
CAGR	6.72%

GOVERNMENT (PUBLIC) VS. PRIVATE SECTOR

- **FOCUSED ON SERVING PUBLIC VS. PROFIT DRIVEN**
 - DIFFERENCES IN GOALS AND EXTERNAL FORCES AFFECTS THE WAY ORGANIZATIONS IN BOTH SECTORS OPERATE
- **PROCUREMENT PROCESS IS DRAWN OUT (GOODS, SERVICES & EMPLOYMENT)**
 - BUREAUCRATIC RED TAPE, REQUIRING EXTENSIVE DOCUMENTATION, RFP'S ETC.
- **GOVERNMENT ORGANIZATIONS FACE UNIQUE ACCOUNTABILITY**
 - ADDED LEVEL OF SCRUTINY, ACCOUNTING AND REPORTING STANDARDS (ANNUAL AUDITS)
- **RESPONDING TO CRISIS SITUATIONS**
 - PUBLIC SECTOR FACES SOCIO-ECONOMIC CONSEQUENCES AND A LOT OF TIMES CANNOT PIVOT AS EASILY, SUCH AS CUTTING COSTS OR EMPLOYEE LAYOFFS

ACCOUNTING PRINCIPLES & REGULATIONS

NOW LET'S TALK ABOUT SOME OF THE THINGS THAT GOVERN US...

GAAP	GASB	FUND ACCOUNTING
<p>(GENERALLY ACCEPTED ACCOUNTING PRINCIPLES)</p> <p>ESTABLISH UNIFORM ACCOUNTING PROCEDURES FOR CONSISTENT REPORTING</p> <p>MANY PRIVATE SECTORS USE GAAP, REQUIRED FOR U.S. SECURITIES AND EXCHANGE COMMISSION</p>	<p>(GOVERNMENT ACCOUNTING STANDARDS BOARD)</p> <p>IS AN INDEPENDENT, NON-POLITICAL ENTITY</p> <p>HELPS GOVERNMENTS REPORT THEIR FINANCES IN A TRANSPARENT MANNER BY PROVIDING OVERSIGHT FOR GAAP</p>	<p>PROPRIETARY (ENTERPRISE) FUNDS: USED TO ACCOUNT FOR "BUSINESS-TYPE" ACTIVITIES WHERE SERVICES ARE PAID FOR BY CHARGES TO THE CUSTOMER (E.G., TRASH, WATER)</p> <p>OTHER FUNDS ARE GOVERNMENT AND FIDUCIARY</p>

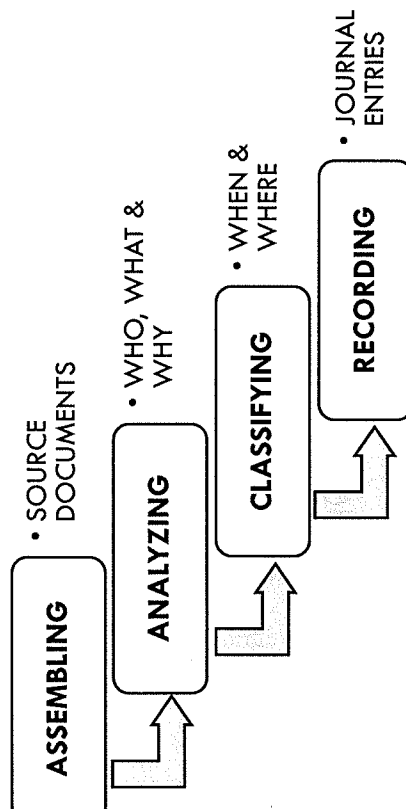
ACCRUAL BASIS

- RECORDS REVENUES WHEN THEY ARE EARNED
- RECORDS EXPENSES WHEN THEY ARE INCURRED
- AUDIT (GAAP) BASIS VS. BUDGETARY BASIS DIFFER SLIGHTLY
- FISCAL YEAR IS JULY 1ST – JUNE 30TH
 - THE DISTRICT DOES A HARD YEAR END CLOSE
 - THIS IS WHEN ACCRUAL ANALYSIS AND YEAR END JOURNAL ENTRIES OCCUR
 - LOOKING AT BUDGET/ACTUALS ON A MONTHLY BASIS CAN LOOKED SKEWED

ACCOUNTING VS. FINANCIAL REPORTING

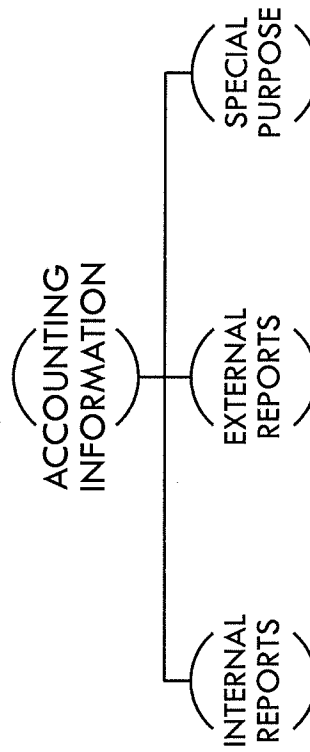
ACCOUNTING:

THE DETAILED INFORMATION (INTERNAL)



FINANCIAL REPORTING:

AGGREGATING, SUMMARIZING AND REPORTING THE DETAILED INFORMATION

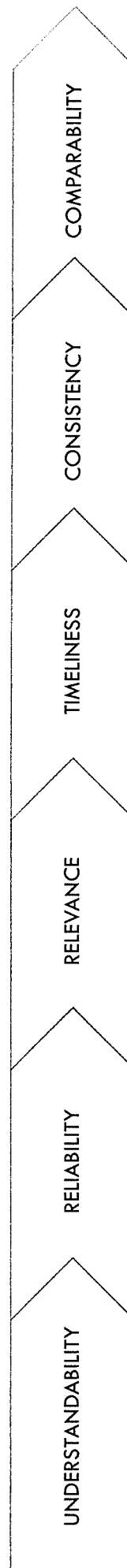


WE HAVE APPROXIMATELY 13,000 JOURNAL TRANSACTIONS PER YEAR

FINANCIAL REPORTING

SHOULD BE IN A USABLE FORM FOR THOSE WHO NEED IT

- EXTERNAL REPORTS
 - MONTHLY & QUARTERLY FINANCIAL REPORTS, IN THE FINANCE STATUS REPORT
 - ANNUAL BUDGET REPORT
 - ANNUAL AUDIT REPORT
- INTERNAL REPORTS
 - ESSENTIALLY THE SAME AS ABOVE, BUT REVIEWED AT THE TRANSACTIONAL LEVEL
- CHARACTERISTICS IN FINANCIAL REPORTING



WHAT IS BEHIND THE REPORTS?

- THE GENERAL LEDGER CURRENTLY HAS 440 ACCOUNTS
 - 255 OF THESE ARE THE DEPARTMENT OPERATING EXPENSE ACCOUNTS
- THE EXPENSE ACCOUNTS ARE CATEGORIZED INTO 6 MAIN CATEGORIES:
 - SALARIES & BENEFITS – WAGES, HEALTH BENEFITS, TAXES ETC.
 - CONTRACT/PROF. SERVICES – LEGAL, AUDITORS, OTHER 3RD PARTY PROFESSIONALS
 - OPERATING EXPENSES – INVENTORY USED, CHEMICALS, LAB SUPPLIES, EQUIP-NON CAP, CONSTRUCTION MATERIALS (ASPHALT ETC.)
 - MAINTENANCE – OPERATION OF VEHICLES, BUILDING MAINT.
 - FACILITIES – UTILITY AND TELEPHONE CHARGES
 - GENERAL & ADMINISTRATIVE – POSTAGE, OFFICE SUPPLIES, H2O PROGRAMS, INSURANCE

BUDGET PROCESS

BUDGET PREPARATION

- DEFINE GOALS
- GATHER DATA
- (JAN-MARCH)

BUDGET REVIEW

- RECONCILE GOALS & DATA
- FORM EXPECTATIONS
- (MARCH-MAY)

MONITOR OUTCOMES: ANALYZE VARIANCES

- ADJUST BUDGET,
EXPECTATIONS OR GOALS
- (CONTINUOUS)

BUDGET APPROVAL

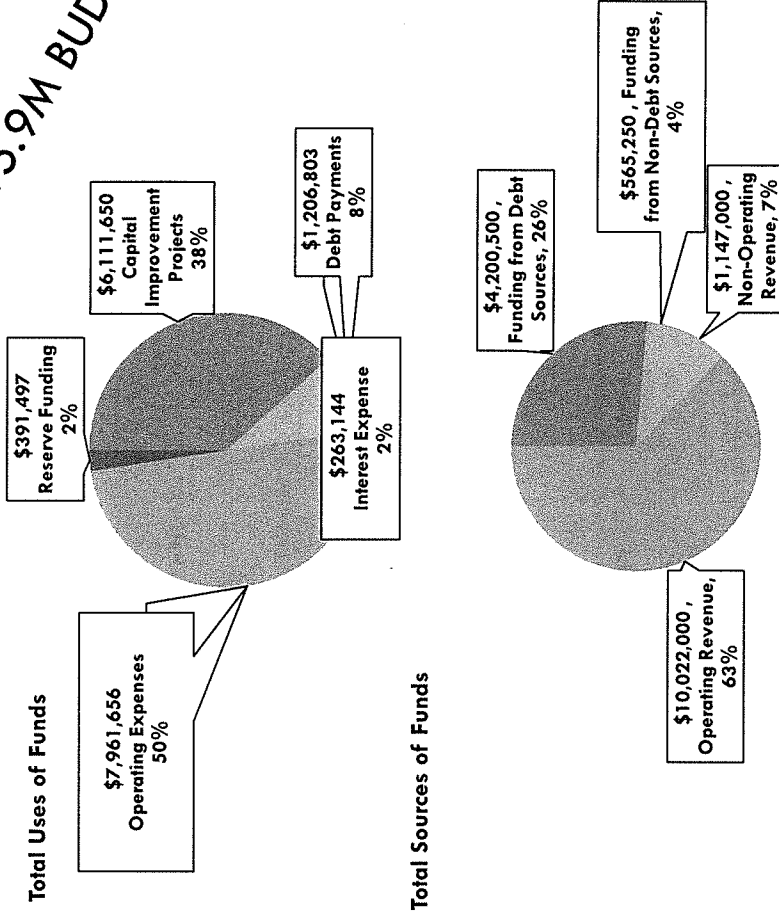
- PRESENTATION & ADOPTION
- (MAY-JUNE)

FY1819 BUDGET OVERVIEW

\$15.9M BUDGET

Revenues, Expenses and Changes in Reserves	
Est. Beginning Cash Reserves	\$ 2,200,000
Operating Revenue	\$ 10,022,000
Operating Expenses	\$ (7,961,656)
Operating Income	\$ 2,060,344
Non-operating Revenue	\$ 1,147,000
Interest Expense	\$ (263,144)
Debt Principal Payments	\$ (1,206,803)
Capital Funding Needed	\$ (1,345,900)
Increase (Decrease) in Reserves	\$ 391,497
Ending Reserves	\$ 2,591,497

Estimated Reserve Balances	
Operating Reserve	\$ 1,904,497
Capital Reserve	-
Restricted Reserve - Debt	372,000
Restricted Reserve - Assessments	315,000
	\$ 2,591,497



MAIN SECTIONS OF THE REPORTS

- **REVENUES**
 - OPERATING REVENUES: WATER & SEWER
 - NON-OPERATING: PROPERTY/ASSESSMENT, INTEREST EARNED, SMALL LEASES ETC.
- **EXPENSES**
 - OPERATING EXPENSES
 - NON-OPERATING: DEBT RELATED INTEREST & PRINCIPAL
- **CAPITAL PROJECT EXPENSES**
 - FUNDED BY OPERATING INCOME, USE OF RESERVES, AND/OR DEBT FINANCING

REVENUE SUMMARY

Overall District revenue is budgeted to be \$11.2M for FY1819. Revenues have increased \$1.3M or 13% compared to the prior year budget. Consumption is anticipated to remain relatively flat and the scheduled rate increases are factored in. This does not include any funds received for grants, or other capital funding options.

Revenue Budget

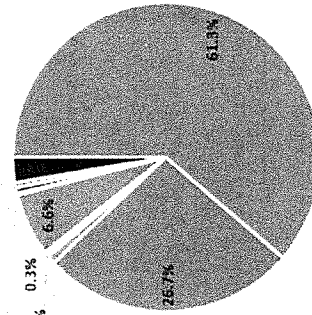
Operating Revenue	FY1819 Proposed Budget	FY1718 Adopted Budget	FY1718 Est. Actuals	Variance to FY1718 Budget	Variance to FY1718 Est. Actuals
Water Basic	\$ 2,986,000	\$ 3,076,000	\$ 3,040,000	\$ (90,000)	-3% \$ (54,000)
Water Usage	6,846,000	5,390,000	5,547,000	1,456,000	27% 1,295,000
Sewer Fund	100,000	100,000	100,000	-	0% -
Sale of Meters	30,000	50,000	15,000	(20,000)	-40% 15,000
Miscellaneous Fees & Charges	60,000	60,000	75,000	-	0% (15,000)
Total Operating Revenue	\$10,022,000	\$8,676,000	\$8,777,000	\$1,346,000	16% \$1,245,000

Non-Operating Revenue

Property Taxes	\$ 738,400	\$ 725,000	\$ 710,000	\$ 13,400	2% \$ 28,400
Assessment Rev. - Oly Mutual	51,000	56,000	51,000	(5,000)	-9% -
Assessment Rev. - Lompico	295,000	300,000	297,000	(3,000)	-1% (2,000)
Mobile Services Lease Fees	20,000	20,000	20,000	-	0% -
Rental Income	32,600	32,600	32,600	-	0% -
Interest - Investments	10,000	10,000	12,750	-	0% (2,750)
Total Non-Operating Revenue	\$ 1,147,000	\$ 1,143,600	\$ 1,123,350	\$ 3,400	0% \$ 23,650
TOTAL REVENUE	\$11,169,000	\$9,819,600	\$9,900,350	\$1,349,400	14% \$1,268,650

Revenue as % of Budget

Water Usage	0.2%
Water Basic	0.5%
Sewer Fund	0.1%
Sale of Meters	0.3%
Rental Income	0.3%
Property Taxes	0.9%
Mobile Services Lease Fees	0.3%
Miscellaneous Fees & Charges	0.6%
Interest - Investments	0.5%
Assessment Rev. - Oly Mutual	2.6%
Assessment Rev. - Lompico	61.3%



FY1819 BUDGET OPERATING OVERVIEW

Operating Revenues & Expenses

	FY1819 Proposed	FY1718 Adopted	FY1718 Est.	Variance to FY1718	Variance to FY1718
Operating Revenue	Budget	Budget	Actuals	Budget	Est. Actuals
Water Basic	\$ 2,986,000	\$ 3,076,000	\$ 3,040,000	\$ (90,000)	\$ (54,000)
Water Usage	6,846,000	5,390,000	5,547,000	1,456,000	1,299,000
Sewer Fund	100,000	100,000	100,000	-	-
Sale of Meters	30,000	50,000	15,000	(20,000)	15,000
Miscellaneous Fees & Charges	60,000	60,000	75,000	-	(15,000)
Total Operating Revenue	\$ 10,022,000	\$ 8,676,000	\$ 8,777,000	\$ 1,346,000	\$ 1,245,000
Operating Expenses					
Salaries & Benefits	\$ 5,048,246	\$ 4,531,632	\$ 4,540,124	\$ 516,614	\$ 508,122
Contract/Professional Services	1,316,360	1,520,561	1,419,482	(204,201)	(103,122)
Facilities	571,800	510,300	544,092	61,500	27,708
Gen. & Admin.	420,400	377,450	348,497	42,950	71,903
Operating Expenses	420,500	373,100	402,371	47,400	18,129
Maintenance	184,350	174,000	161,578	10,350	22,772
Total Operating Expenses	\$ 7,961,656	\$ 7,487,043	\$ 7,416,144	\$ 474,613	\$ 545,513
OPERATING INCOME (LOSS)	\$ 2,060,344	\$ 1,188,957	\$ 1,360,856	\$ 871,387	\$ 699,487
				73%	51%

FY1819 BUDGET BY DEPARTMENT

FINANCE & BUSINESS SERVICES DEPARTMENT

Finance & Business Services by Expense Category

	FY1819 Proposed Budget	FY1718 Adopted Budget	FY1718 Actuals	FY1718 Est.	Variance to FY1718 Budget	Variance FY1718 Actuals
Salaries & Benefits	\$ 1,075,259	\$ 997,621	\$ 1,017,534	\$ 1,017,534	\$ 77,638	8% \$ 57,725
Contract/Professional Services	105,253	114,000	112,300	112,300	(8,747)	-8% (7,047)
Gen. & Admin.	159,667	145,750	139,367	139,367	13,917	10% 20,300
Maintenance	12,759	7,500	14,921	14,921	5,259	70% (2,162)
Operating Expenses	993	500	3,000	3,000	493	99% (2,007)
Total Operating Expense	\$ 1,353,931	\$ 1,265,371	\$ 1,287,122	\$ 1,287,122	\$ 88,560	7% \$ 66,809

Each department has a section like this in the Budget

VARIANCE TO PRIOR YEAR BUDGET:

Expenses have increased \$89K or 7% compared to the prior year budget. The increase is due to changes in employee benefits and regular increases in salaries and benefits. Other increases are due to Badger meter fees, maintenance of vehicles and increased banking fees as more customers are utilizing electronic payments.

VARIANCE TO PRIOR YEAR ESTIMATED ACTUALS:

Expenses have increased \$67K or 5% compared to the estimated prior year actuals. The increase is due to the same reasons as above.

BUDGET EXPENDITURES TO NOTE:

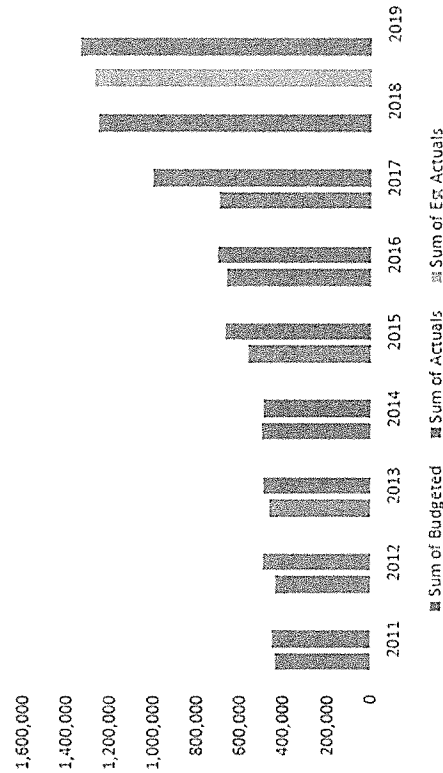
Contract/Professional Services:

- \$30K for software related
- \$30K billing related
- \$15K human resources related

General & Administrative Services:

- \$110K for banking related, mainly due to online and credit card payments
- \$34K for postage

Finance & Business Services Dept Historic Data



FY1819 REVENUE BUDGET

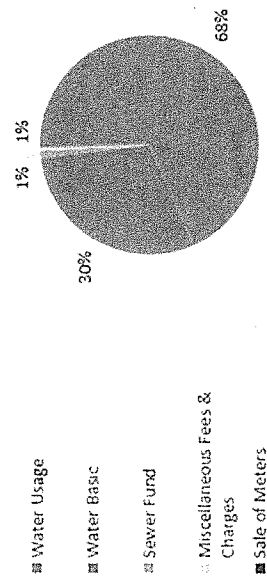
OPERATING REVENUE SUMMARY

Operating revenue is expected to be \$10M. This is \$1.3M, or 16%, higher than the prior year budget. There was a mid-year budget revision for FY1718, as there was a 5 year rate increase adopted. The rate increase was effective October 2017, which has another slatted increase in October 2018. Consumption levels for FY1718 are estimated to be around 690,000 units, where FY1819 was assumed to be approximately 650,000 units of water. FY1819 consumption was based on the below average rainfall and prior years average consumption. For conversion purposes, 650,000 units equates to 486,200,000 gallons or 1,492 acre feet.

Operating Revenue Budget

	FY1819	FY1718		FY1718	Est.	Variance to FY1718	Budget	Est. Actuals	Variance to FY1718
Operating Revenue	Proposed Budget	Adopted Budget		Budget	Actuals	Budget			Est. Actuals
Water Basic	\$ 2,986,000	\$ 3,076,000	\$ 3,040,000	\$ (90,000)	-3%	\$ (54,000)	-2%		
Water Usage	6,846,000	5,390,000	5,547,000	1,456,000	27%	1,299,000	23%		
Sewer Fund	100,000	100,000	100,000	-	0%	-	0%		
Sale of Meters	30,000	50,000	15,000	(20,000)	-40%	15,000	100%		
Miscellaneous Fees & Charges	60,000	60,000	75,000	-	0%	(15,000)	-20%		
Total Operating Revenue	\$10,022,000	\$ 8,676,000	\$ 8,777,000	\$ 1,346,000	16%	\$1,245,000	14%		

Operating Revenue as % of Budget



- REVENUE – MUCH MORE STRAIGHT FORWARD THAN EXPENSES
- YOU CAN SEE THE SHIFT IN THE NEW RATE INCREASE/STRUCTURE
- WILL STILL BE VARIABLE DUE TO CONSUMPTION

CAPITAL PROJECT BUDGET

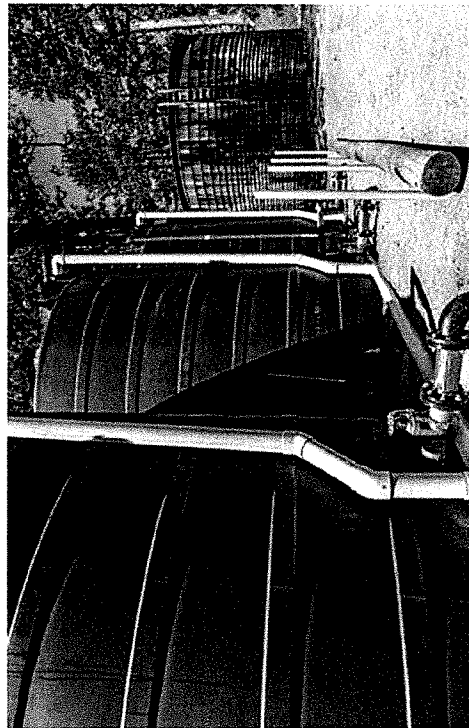
CAPITAL PROJECT DESCRIPTION PROBATION TANK REPLACEMENT

The probation water storage tank is a 100,000 gallon redwood tank located directly behind the Santa Cruz County Juvenile Probation Center off Graham Hill Road in Scotts Valley. This facility provides water service to approximately four-hundred sixty (460) connections in the area of Lockwood Lane and Whispering Pines Drive, in Scotts Valley. The Probation Tank is approximately 50 years old and has reached its life expectancy, requires ongoing leakage repair and is undersized. The surrounding area contains sensitive environmental habitat.

Project Description:

Construction of a new 500,000 gallon welded steel water storage tank in the Probation Zone. This project will replace the existing Redwood tank. The project includes but is not limited to, temporary water storage for customers, new water tank, SCADA control, fencing, and environmental permitting.

Spent in Prior FY(s)	FY1819 Budget	Future FY Proj.	Total Project Cost
270,000	1,980,000	0	2,250,000



- THEN PROJECTS ARE FURTHER DESCRIBED
- WE LOOK AT PAST COST, CURRENT YEAR AND FUTURE PROJECTIONS
- PROJECT EXPENDITURES ARE SUMMARIZED IN THE QUARTERLY REPORTS

BUDGET VS. ACTUAL COMPARISONS

WE WILL LOOK AT
THE MOST RECENT
QUARTERLY PACKAGE
AT THE END

- MONTHLY FINANCE STATUS REPORT
 - HIGH LEVEL OPERATING REVENUE & EXPENSE REVIEW
 - CURRENT MONTH, YTD AND TREND ANALYSIS
 - COMPARES AGAINST PRIOR YEAR AND ANNUAL BUDGET
 - LOOKS AT EXPENSES BY CATEGORY
- QUARTERLY FINANCE STATUS REPORT
 - SAME AS ABOVE, PLUS:
 - MANAGEMENT DISCUSSION & ANALYSIS (MD&A)
 - SUMMARIZES RESULTS
 - DEPARTMENTAL EXPENSE BY CATEGORY BREAK DOWN
 - CAPITAL PROJECT EXPENDITURES
 - NON-OPERATING REVENUE & EXPENDITURES
 - DEBT OBLIGATIONS

FUTURE BUDGET GOALS

- ADD MORE TREND ANALYSIS FOR REVENUE & EXPENSE HISTORY
- BETTER DEFINE AND TIE BACK INTO RESERVE FUND POLICY
- REQUIREMENTS FOR GFOA DISTINGUISHED BUDGET PRESENTATION AWARD:
 - MEASURES PROGRESS TO ACCOMPLISH DISTRICT'S MISSION
 - STRATEGIC GOALS AND OBJECTIVES OF THE DISTRICT
 - STRATEGIC GOALS AND OBJECTIVES OF THE DEPARTMENTS
 - LONG-RANGE FINANCIAL PLAN
 - GLOSSARY (INCLUDING ABBREVIATIONS & ACRONYMS)

BUDGET & FINANCE COMMITTEE

• **NOW/UPCOMING:**

- BUDGET PACKAGE
- RESERVE FUND POLICY

• **FUTURE:**

- REVIEW CERTAIN POLICIES & PROCEDURES (SURPLUS WATER, FIRE SERVICE)
 - UNDERSTANDING CUSTOMER ASSISTANCE PROGRAMS
- WEBSITE (COLLABORATIVE EFFORT)
- JOHNSON BUILDING & ANY OTHER ASSET OPPORTUNITIES
- PUBLIC OUTREACH – FINANCES, INCREASE E-BILLING, AUTO PAY ETC.

THE END 😊

**QUESTIONS BEFORE Q2 FY1819
FINANCIAL REPORT?**

MEMO

To: Board of Directors
From: District Manager
Subject: February 2019 Administration Department Monthly Report
Date: March 21, 2019

Recommendation

It is recommended that the Board of Directors review and file the Administration Department Monthly Report for February 2019.

PROBATION TANK REPLACEMENT

The Probation Tank Construction project is continuing. During the reporting period the contractor is still submitting material submittals and has moved equipment on site. Construction activities at the site started the week of December 10, 2018. Contractor submitted a revised construction activity scheduled with a project completion date of September 2019.

LOMPICO ASSESSMENT DISTRICT PROJECT

Staff has been working with engineering consultants on the design of the water storage tanks and PRV replacement projects. The bid has been awarded for the replacement of the six PRV stations and we are in the process of obtaining insurance, contract signing, and construction scheduling.

Staff met with engineering consultant regarding the redwood tank replacement project. Tank configuration, construction concerns, environmental impacts, and design were discussed. The consultant is moving forward with plans and specification for construction. Tentative schedule plans, specifications, and bid documents to be completed September 2019 with construction starting Spring 2020.

Six redwood tanks and six PRV's are being replaced as part of the consolidation assessment district. The draft engineering report will be submitted to the Engineering Committee for comment at the March 18, 2019 meeting.

BEAR CREEK WASTEWATER

Staff is reviewing the draft Request for Proposal for a Capital Improvement Study and will have for review at the March 18, 2019 Engineering Committee meeting. Staff is working with the County of Santa Cruz with an application to the Regional Water Quality Board for a Technical Assistance Grant in the amount of \$900,000 for design/construction regarding modifications to the Bear Creek Estates Wastewater Facility.

The District may be eligible for the small community wastewater program which is funded through Prop 1 and could also potentially help with implementation. We will need to do an income survey to get those funds, which would be less competitive. There is funding in Prop 1 that can pay for the income survey, as well as technical assistance of various types. The application has been submitted by the County.

BOARD OF DIRECTORS MEETING SUBJECT CALENDAR

Staff is moving forward with a Board of Directors meeting agenda schedule. The calendar will have a schedule of board and committee meeting dates and topics that will assist staff and the Board in planning and work in conjunction with the Strategic Plan.

SANTA MARGARITA GROUNDWATER AGENCY (SMGWA)

Staff and members of the board attended the third workshop Managing Groundwater: How Can We Prepare for an Uncertain Future. The workshop was held at the Felton Community Hall at which approximately 80 people attended. This was the third and final workshop in the series presented by the Santa Margarita Groundwater Agency.

WEBSITE

Staff presented a Request for Proposal (RFP) to the Administration Committee for the redesign, development and maintenance services of the Districts Website. The RFP will be taken to the March 21, 2019 Board of Directors for authorization to bid.

M E M O

TO: Board of Directors
FROM: District Manager
PREPARED BY: Director of Finance & Business Services
SUBJECT: FINANCE & BUSINESS SERVICES STATUS REPORT
DATE: March 21, 2019

RECOMMENDATION:

It is recommended that the Board of Directors review and file the Finance & Business Services Department Status Report.

BACKGROUND:

BUDGET

The next Budget & Finance Committee meeting we will go over more of the proposed FY1920 Budget. The next meeting will be April 9, 2019.

Part of the Budget vs. Actual review helps prepare for the next FY budget as well. We are also compiling the Q2 results, which give us a 6 month look at the current year to also assist in budgeting.

CUSTOMER SERVICE SUPPORT

Customer Service stats and information is included in this status report for review.

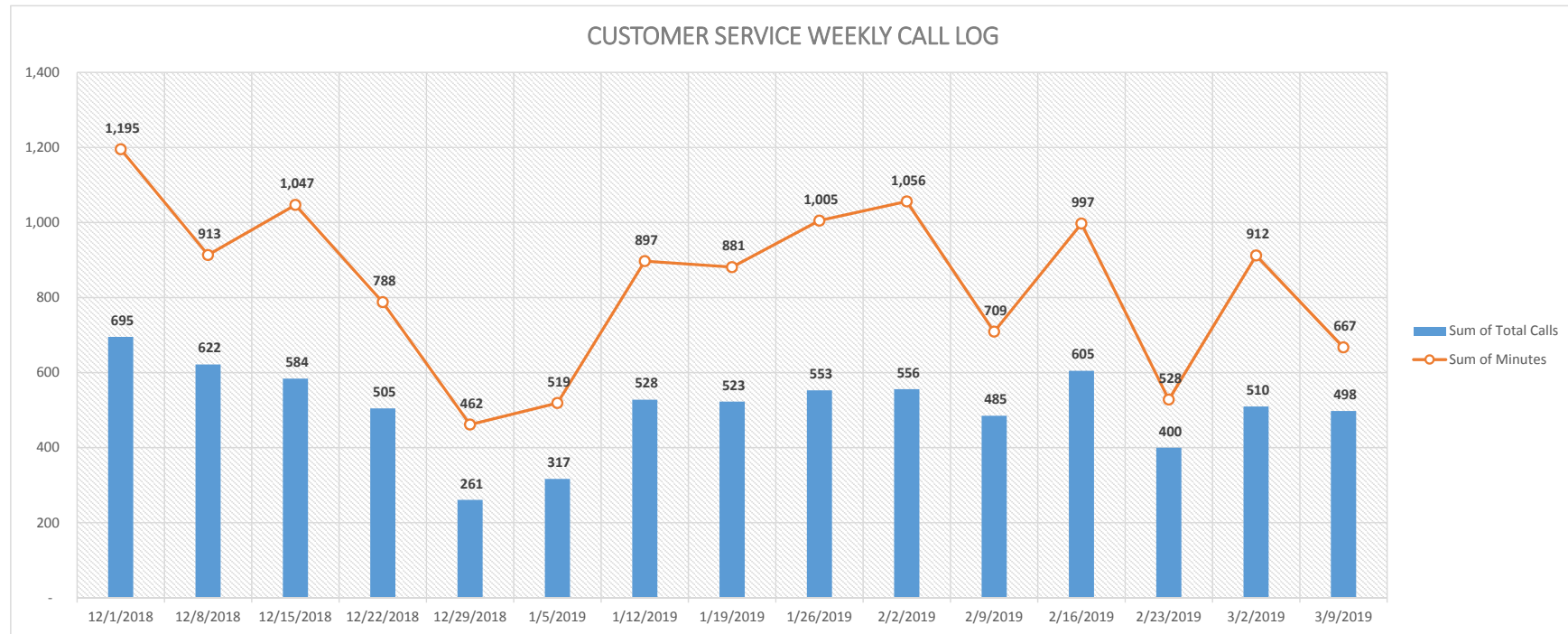
FINANCIAL SUMMARY

The January 2019 results are herein.

In summary, revenue is tracking slightly higher than budget. Thus far customers have not made significant reductions in consumption with the shift of consumption charges. Expenses are tracking slightly better than budget.

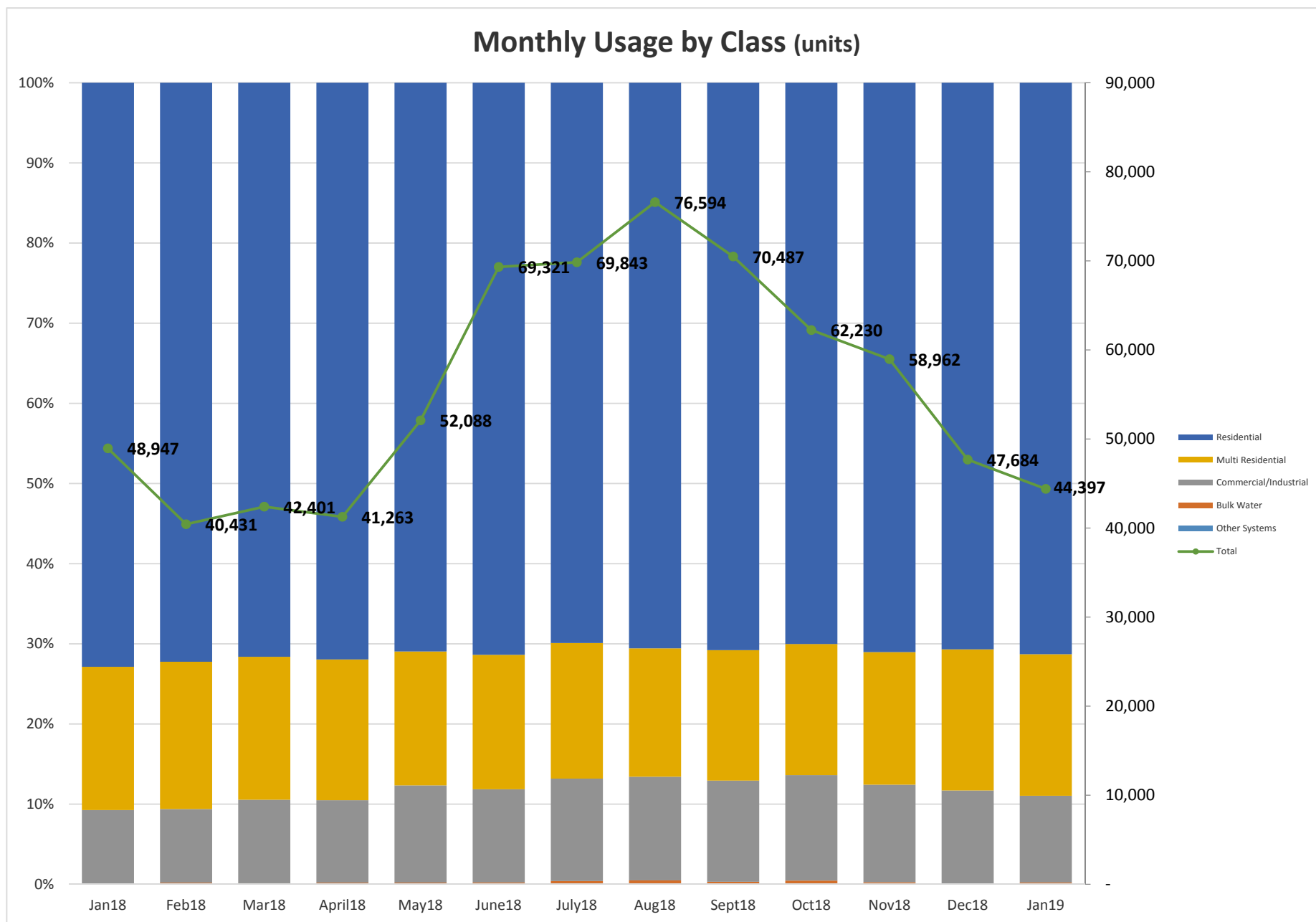
REVENUE STABILIZATION RATE ANALYSIS

This packet contains the current consumption as compared to the prior 3 year averages for the revenue rate stabilization. As of January 2019 consumption, the cumulative consumption is 2% above the baseline. There are no triggers identified per the revenue stabilization rate policy.



Week Ending	Incoming Calls		Outgoing Calls		Total Calls	
	# Calls	Minutes	# Calls	Minutes	# Calls	Minutes
12/1/2018	401	889	294	306	695	1,195
12/8/2018	330	618	292	295	622	913
12/15/2018	350	757	234	289	584	1,047
12/22/2018	288	580	217	208	505	788
12/29/2018	202	411	59	51	261	462
1/5/2019	240	449	77	70	317	519
1/12/2019	319	679	209	217	528	897
1/19/2019	317	704	206	176	523	881
1/26/2019	314	765	239	240	553	1,005
2/2/2019	318	869	238	186	556	1,056
2/9/2019	304	566	181	143	485	709
2/16/2019	360	763	245	233	605	997
2/23/2019	224	414	176	114	400	528
3/2/2019	323	737	187	176	510	912
3/9/2019	281	540	217	126	498	667

Weekly Notes
Turn offs & Tags, Main Break: Blue Ridge Road, 335 Vista Terrace, 381 Middleton Dr, 1463 Two Bar #5, 9095 Glen Arbor Rd.
Turn offs, Main Breaks: hwy 9 & Graham Hill Rd., 6630 Hwy 9, 6706 hwy 9, 11247 hwy 9, Lorenzo Ln & Hwy 9, 15610 Hwy 9, 10990 Riverside Rd., California Dr. East Creek Bridge, 261 Main St., 730 Sugar Pine Rd., Sunnyside & Main St., 10405 Lake Blvd., Tags, Main Break: 6 Ridgewood Dr.
Turn offs, Main Breaks: 9460 Sunnyside, 305 Reynolds Dr., Across the St. from 10825 Lake Blvd. 15965 Kings Creek Rd., 200 Caledonium Ave., 11101 Sequoia Ave., 8937 Glen Arbor Rd. (closed 2 days)
Tags, Main Breaks: 10926 Sequoia Ave. (closed 2 days)
Turn offs, Main Breaks: Quail 4A Well, 8945 Redwood Dr., 8255 Oak Ave., 9695 Live Oak Ave., Road Work; 1090 Pine Drive
Tags, Main Breaks; 1160 Lakeside Dr., Water Line Replacement.
Turn offs, Main Breaks; 10641 Visitar St., 225 Band Rd.
Tags, (closed 1 day), Main Breaks; 13515 West Park Ave., 334 More Dr., 5765 Hillside Dr., 11844 Sunset Ct., 9545 Central Ave.
Turn off, Main Breaks: 167 Russell Ave., 1501 Caledonia Ave., Road Work: 10497-10495 Vera Ave.
Tags, Main Breaks: 325 Capelli Dr., 1200 Dundee Ave., 8035 Fernwood, West of 949 Brookside Way, Country Club Dr. & Jackson Ave., 10405 Lake Blvd.
Turn off, Main Breaks: 555 Cook Wy., 8297 Hermosa Ave., 11866 Van Allen Rd.
Tags, Main Breaks: 581 La Cuesta Dr., 288 Douglas Ave., 135 Glen Lomond Ln., Drainage from storm.
Turn off, Main Breaks: 221 Lake St.



CUSTOMER SERVICE DEPT SUMMARY

	*	*					*				*	*		
Monthly Stats:	Feb-19	Jan-19	Dec-18	Nov-18	Oct-18	Sep-18	Aug-18	Jul-18	Jun-18	May-18	Apr-18	Mar-18	Feb-18	Jan-18
Cut In/Outs	38	58	34	63	66	59	77	86	59	68	58	30	42	61
Final Bills	35	56	32	64	74	64	115	40	66	71	42	34	58	57
Tags	124	210	157	191	158	206	275	176	121	232	72	312	198	194
Turn-offs	34	38	25	26	42	32	36	22	23	25	29	24	32	26

Online / Going Green [1]

3/1/2019

Online Sign-ups	4,120	4,078	4,033	3,980	3,938	3,883	3,839	3,779	3,726	3,680	3,636	3,599	3,543	3,499
E-Bills	1,378	1,356	1,326	1,302	1,284	1,260	1,238	1,210	1,193	1,174	1,157	1,145	1,120	1,092
Auto Pay	2,659	2,716	2,673	2,638	2,603	2,553	2,509	2,492	2,463	2,445	2,427	2,386	2,350	2,316

* Due to timing, had abnormal tag periods

[1] Please note these numbers are slightly higher than actuals being utilized. When a person closes their account, they typically leave their online account active for a while for their own personal records. We currently do not have an easy way to break down to only active customers.

OPERATING ANALYSIS - JANUARY 2019

REVENUE BY CATEGORY

DESCRIPTION

WATER USAGE
BASIC CHARGES
METERS, PENALTIES & OTHER
SEWER CHARGES
TOTAL OPERATING REVENUE

COMPARING AGAINST PRIOR YEAR					COMPARING AGAINST BUDGET		
ACTUALS	% OF TOTAL	PRIOR YEAR	\$ Diff.	% Diff.	Act. % of Budget	ANNUAL BUDGET	% of Annual
\$ 474,097	63.5%	\$ 491,609	\$ (17,513)	-4%	7%	\$ 6,846,000	68%
253,337	33.9%	236,991	16,346	7%	8%	2,986,000	30%
9,315	1.2%	6,055	3,260	54%	10%	90,000	1%
10,018	1.3%	8,344	1,674	20%	10%	100,000	1%
\$ 746,768	100.0%	\$ 743,000	\$ 3,768	1%	7%	\$ 10,022,000	100%

REVENUE COMMENTS

Water Usage: Jan 19 had 9% lower consumption than the prior January.
Penalties/Other: Timing of tags/turn-offs due to the holidays
Sewer Charges: New rates went into effect Dec 18.

EXPENSES BY CATEGORY

DESCRIPTION

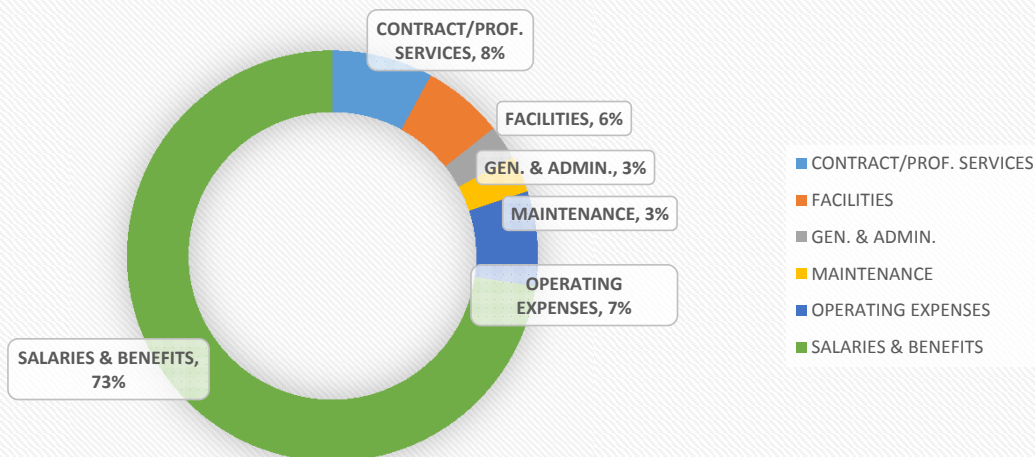
SALARIES & BENEFITS
CONTRACT/PROF. SERVICES
OPERATING EXPENSES
MAINTENANCE
FACILITIES
GEN. & ADMIN.
TOTAL OPERATING EXPENSES

COMPARING AGAINST PRIOR YEAR					COMPARING AGAINST BUDGET		
ACTUALS	% OF TOTAL	PRIOR YEAR	\$ Diff.	% Diff.	Act. % of Budget	ANNUAL BUDGET	% of Annual
\$ 486,163	72.7%	\$ 512,914	\$ (26,751)	-5%	10%	\$ 5,048,246	63%
53,160	7.9%	99,253	(46,093)	-46%	4%	1,316,360	17%
49,778	7.4%	56,446	(6,668)	-12%	12%	420,500	5%
19,160	2.9%	7,696	11,464	149%	10%	184,350	2%
42,726	6.4%	44,393	(1,666)	-4%	7%	571,800	7%
18,171	2.7%	37,751	(19,580)	-52%	4%	420,400	5%
\$ 669,158	100%	\$ 758,453	\$ (89,295)	-12%	8%	\$ 7,961,656	100%

EXPENSE COMMENTS

Sal. & Ben.: \$50K from timing of PY health bill
Prof. Serv: Prior year had higher expenses due to timing
Legal Bills: Jan19 legal bills were \$19.6K

% BREAKDOWN OF CATEGORY EXPENDITURES



OPERATING ANALYSIS - YTD FY1819 (JULY-JAN)

REVENUE BY CATEGORY

DESCRIPTION

WATER USAGE
BASIC CHARGES
METERS, PENALTIES & OTHER
SEWER CHARGES
TOTAL OPERATING REVENUE

COMPARING AGAINST PRIOR YEAR					COMPARING AGAINST BUDGET		
ACTUALS	% OF TOTAL	PRIOR YEAR	\$ Diff.	% Diff.	Act. % of Budget	ANNUAL BUDGET	% of Annual
\$ 4,113,791	69.2%	\$ 3,070,996	\$ 1,042,795	34%	60%	\$ 6,846,000	68%
1,717,406	28.9%	1,904,723	(187,317)	-10%	58%	2,986,000	30%
47,760	0.8%	53,579	(5,819)	-11%	53%	90,000	1%
61,756	1.0%	58,412	3,344	6%	62%	100,000	1%
\$ 5,940,714	100.0%	\$ 5,087,711	\$ 853,003	17%	59%	\$ 10,022,000	100%

REVENUE COMMENTS

YTD revenues are higher due to the rate increase that went into effect Nov 2018. The change in rate structure is still seen in the Basic Charge shift.

EXPENSES BY CATEGORY

DESCRIPTION

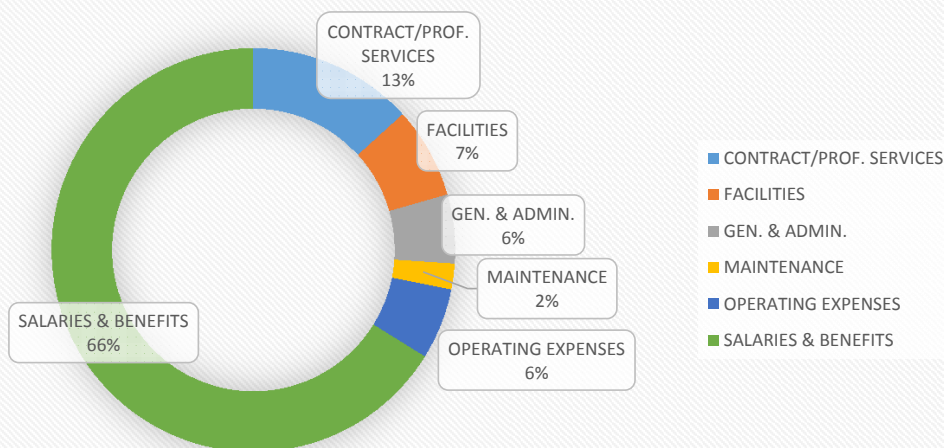
SALARIES & BENEFITS
CONTRACT/PROF. SERVICES
OPERATING EXPENSES
MAINTENANCE
FACILITIES
GEN. & ADMIN.
TOTAL OPERATING EXPENSES

COMPARING AGAINST PRIOR YEAR					COMPARING AGAINST BUDGET		
ACTUALS	% OF TOTAL	PRIOR YEAR	\$ Diff.	% Diff.	Act. % of Budget	ANNUAL BUDGET	% of Annual
\$ 2,828,727	66.2%	\$ 2,633,166	\$ 195,562	7%	56%	\$ 5,048,246	63%
566,337	13.2%	684,231	(117,894)	-17%	43%	1,316,360	17%
243,722	5.7%	197,078	46,644	24%	58%	420,500	5%
88,036	2.1%	88,502	(467)	-1%	48%	184,350	2%
312,386	7.3%	314,715	(2,328)	-1%	55%	571,800	7%
236,251	5.5%	249,004	(12,753)	-5%	56%	420,400	5%
\$ 4,275,460	100%	\$ 4,166,696	\$ 108,764	3%	54%	\$ 7,961,656	100%

EXPENSE COMMENTS

For the most part, expenses are tracking similar to the prior year, outside of budgeted increases. \$50K of payroll was related to employee final paychecks.

% BREAKDOWN OF CATEGORY EXPENDITURES



OPERATING ANALYSIS - YTD TREND FY1819**REVENUE BY CATEGORY**

DESCRIPTION	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	YTD	BUDGET	% OF BUD.
WATER USAGE	359,119	777,219	706,435	645,508	636,311	515,103	474,097	4,113,791	6,846,000	60%
BASIC CHARGES	237,313	237,200	236,928	245,212	253,599	253,817	253,337	1,717,406	2,986,000	58%
METERS, PENALTIES & OTHER	5,250	9,855	6,665	6,135	7,570	2,970	9,315	47,760	90,000	53%
SEWER CHARGES	8,344	8,345	8,344	8,344	8,344	10,016	10,018	61,756	100,000	62%
TOTAL OPERATING REVENUE	610,027	1,032,619	958,372	905,199	905,824	781,906	746,768	5,940,714	10,022,000	59%

EXPENSES BY CATEGORY

DESCRIPTION	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	YTD	BUDGET	% OF BUD.
SALARY & BENEFITS	514,027	510,140	321,543	327,440	334,286	335,127	486,163	2,828,727	5,048,246	56%
CONTRACT/PROF. SERVICES	5,572	48,144	81,763	220,894	70,907	85,897	53,160	566,337	1,316,360	43%
OPERATING EXPENSES	11,986	33,476	41,893	32,378	32,244	41,966	49,778	243,722	420,500	58%
MAINTENANCE	3,079	10,102	18,770	11,277	10,919	14,728	19,160	88,036	184,350	48%
FACILITIES	11,383	31,020	61,400	58,815	51,252	55,790	42,726	312,386	571,800	55%
GEN. & ADMIN.	101,568	16,460	31,246	25,456	21,413	21,938	18,171	236,251	420,400	56%
TOTAL OPERATING EXPENSES	647,615	649,343	556,615	676,260	521,021	555,446	669,158	4,275,460	7,961,656	54%
OPERATING INCOME (LOSS)	(37,589)	383,276	401,756	228,939	384,802	226,460	77,609	1,665,254	2,060,344	81%

COMMENTS**REVENUE/EXPENSES:**

Current year to date revenue and expenses are tracking as expected overall. Please refer to the current month analysis for any further detail on revenue or expenses.

GENERAL/PROCESS:

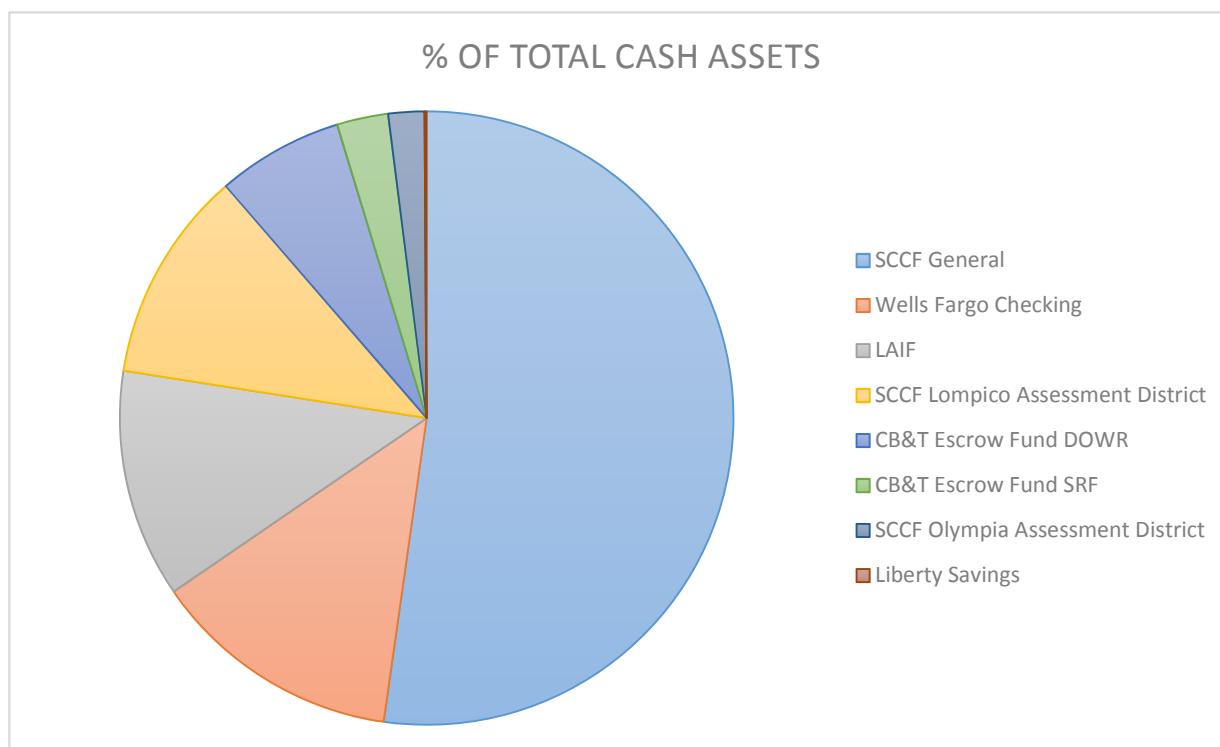
There are annual/one-time expenses paid upfront that could cause individual months to appear skewed or accrual based accounting that will impact June/July more so. An example of this would be some insurances are paid in July, this causes July expenses to appear higher than other months. The District operates on an annual budget and performs accrual based accounting procedures for a hard year end close, this is typical for governmental accounting.

Data is continuously being reviewed, so it is not un-common for a prior report balance to change slightly throughout the year as accounts are reconciled.

CASH BALANCES AS OF

1/31/2019

		Ave Interest Rate
OPERATING ACCOUNTS		
Wells Fargo Checking	\$ 736,487	0.35%
Liberty Savings	\$ 4,514	0.15%
LAIF	\$ 504,565	2.36%
SCCF General	\$ 2,203,979	2.15%
OPERATING BALANCE	\$ 3,449,544	
RESTRICTED ACCOUNTS		
SCCF Lompico Assessment District	\$ 450,220	2.15% <i>For AD Projects</i>
SCCF Olympia Assessment District	\$ 79,449	2.15% <i>For Debt Repayment</i>
SCCF Probation Tank Loan Proceeds	\$ 1,842,466	2.15% <i>Loan Proceeds</i>
CB&T Escrow Fund SRF	\$ 61,033	0.02% <i>For Debt Repayment</i>
CB&T Escrow Fund DOWR	\$ 184,292	0.02% <i>For Debt Repayment</i>
RESTRICTED BALANCE	\$ 2,617,460	



Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

www.treasurer.ca.gov/pmia-laif/laif.asp
February 06,
2019

SAN LORENZO VALLEY WATER DISTRICT

DISTRICT MANAGER
13060 HIGHWAY 9
BOULDER CREEK, CA 95006

[PMIA Average Monthly Yields](#)

[Tran Type Definitions](#)

January 2019 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Authorized Caller	Amount
1/15/2019	1/14/2019	QRD	1594550	SYSTEM	1,105.56

Account Summary

Total Deposit:	1,105.56	Beginning Balance:	503,459.52
Total Withdrawal:	0.00	Ending Balance:	504,565.08

G/L Balances

Criteria: As Of = 1/31/2019; Fund = 76644, 76530

G/L Account	Title	Beginning Balance	Year-To-Date Debits	Year-To-Date Credits	End Balance
Fund 76530 -- SLV- EFF 6/2/16					
Sub-Fund 76530001 -- SLV-LOMPICO WTR, EFF 6/2/16					
000	NOT APPLICABLE	0.00	0.00	(43,161.78)	(43,161.78)
101	EQUITY IN POOLED CASH	81,836.54	43,161.78	0.00	124,998.32
240	STALE DATED WARRANTS LIABILITY	(1,363.90)	0.00	0.00	(1,363.90)
344	FUND BALANCE	(80,472.64)	0.00	0.00	(80,472.64)
Total Sub-Fund 76530001		0.00	43,161.78	(43,161.78)	0.00
Sub-Fund 76530200 -- SLV-LOMPICO WTR-ASSESSMENTS					
000	NOT APPLICABLE	0.00	24,337.59	(158,321.41)	(133,983.82)
101	EQUITY IN POOLED CASH	368,507.70	158,321.41	(24,337.59)	502,491.52
344	FUND BALANCE	(368,507.70)	0.00	0.00	(368,507.70)
Total Sub-Fund 76530200		0.00	182,659.00	(182,659.00)	0.00
Total Fund 76530		0.00	225,820.78	(225,820.78)	0.00
Fund 76644 -- SAN LORENZO VALLEY WATER TRUST					
Sub-Fund 76644001 -- SAN LORENZO VALLEY WATER TRUST					
000	NOT APPLICABLE	0.00	501,756.77	(424,039.39)	77,717.38
101	EQUITY IN POOLED CASH	1,940,804.04	424,039.39	(501,756.77)	1,863,086.66
201	VOUCHERS PAYABLE (VENDOR)	0.00	500,000.00	(500,000.00)	0.00
344	FUND BALANCE	(1,940,804.04)	0.00	0.00	(1,940,804.04)
Total Sub-Fund 76644001		0.00	1,425,796.16	(1,425,796.16)	0.00
Sub-Fund 76644100 -- SAN LORENZO VLY WTR-OLYMPIA MU					
000	NOT APPLICABLE	0.00	24,871.29	(26,367.35)	(1,496.06)
101	EQUITY IN POOLED CASH	78,209.75	26,367.35	(24,871.29)	79,705.81
344	FUND BALANCE	(78,209.75)	0.00	0.00	(78,209.75)
Total Sub-Fund 76644100		0.00	51,238.64	(51,238.64)	0.00
Sub-Fund 76644200 -- SLV WATER-SUBFD FOR LOAN CASH					
000	NOT APPLICABLE	0.00	0.00	(2,005,832.27)	(2,005,832.27)
101	EQUITY IN POOLED CASH	0.00	2,005,832.27	0.00	2,005,832.27
Total Sub-Fund 76644200		0.00	2,005,832.27	(2,005,832.27)	0.00
Total Fund 76644		0.00	3,482,867.07	(3,482,867.07)	0.00

REVENUE STABILIZATION RATE ANALYSIS FY1819

In accordance with the District's Revenue Stabilization Rates Policy & Procedures, the District Manager shall provide the Board of Directors with the average units of water sales (by month) for the rolling previous three years, which will serve as the baseline against which current annual sales to date will be compared. If the District Manager determines that budget-year water sales (in units) to date, and corresponding revenue, is more than 10% below expected year-to-date levels (based on monthly averages over the previous three years), the District Manager shall notify, at a public meeting, the Board of Directors of this determination at or before the next regularly scheduled Board meeting. For more information, please refer to the District's full Policy & Procedures.

MONTHLY CONSUMPTION IN UNITS BY FISCAL YEAR (BASELINE)

	July	August	September	October	November	December	January	February	March	April	May	June	TOTAL
FY1516	66,779	64,961	69,609	60,022	49,837	41,773	44,025	37,290	42,433	43,153	48,328	68,129	636,340
FY1617	74,199	73,414	71,825	59,518	41,777	45,698	45,401	37,667	41,173	42,898	52,932	68,388	654,889
FY1718	81,254	78,331	76,259	65,658	58,601	42,693	48,947	40,431	42,401	41,263	52,088	69,321	697,247
3 YR AVERAGE (BASELINE)	74,077	72,235	72,564	61,733	50,072	43,388	46,124	38,463	42,002	42,438	51,116	68,613	662,826

ACTUAL FY1819 CONSUMPTION

FY1819	69,843	76,594	70,487	62,230	58,962	47,684	44,397						430,197
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CUMULATIVE ANALYSIS

% Above or Below Average	-6%	6%	-3%	1%	18%	10%	-4%
Cumulative %	-6%	0%	-1%	-1%	2%	3%	2%

NOTES:

Consumption is cumulatively slightly above the prior three year average baseline. As of January 2019 consumption, the cumulative consumption is 2% above the baseline. There are no triggers identified per the revenue stabilization rate policy.

Accounts Payable

Outstanding Invoices

User: KendraNegro
Printed: 3/12/2019 - 2:50 PM
Date Type: JE Date
Date Range: 02/09/2019 to 03/12/2019



13060 Highway 9
Boulder Creek, CA 95006-9119
(831) 338-2153 phone
(831) 338-7986 fax

Vendor

Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
00013 - CENTRAL HOME SUPPLY						
01-000-1565	3/5/2019	3/4/2019	44250	00044-09-2019	1,989.23	BLUE TANK REPLACEMENT_WO#521
Total for Vendor 00013 - CENTRAL HOME SUPPLY:					1,989.23	
00020 - HARO, KASUNICH & ASSOCIATES						
01-000-1565	3/11/2019	3/5/2019	04090-19032	00095-09-2019	2,742.65	BLUE TANK MIRAFLORES_WO#521
Total for Vendor 00020 - HARO, KASUNICH & ASSOCIATES:					2,742.65	
00047 - SOIL CONTROL LAB						
01-800-5202	3/5/2019	3/1/2019	9020694	00044-09-2019	145.00	WATER ANALYSIS_5 LOCATIONS
Task Label:		Type:	PO Number:	0000101098		
Total for Vendor 00047 - SOIL CONTROL LAB:					145.00	
00054 - PACIFIC GAS AND ELECTRIC (ACH)						
01-100-5500	3/4/2019	3/1/2019	319_3658024062A	00021-09-2019	614.42	UTILITIES_ADMIN
01-400-5500	3/4/2019	3/1/2019	319_3658024062E	00021-09-2019	8,181.29	UTILITIES_OPS
01-800-5500	3/4/2019	3/1/2019	319_3658024062C	00021-09-2019	14,595.65	UTILITIES_WTP
02-600-5500	3/4/2019	3/1/2019	319_3658024062E	00021-09-2019	222.28	UTILITIES_BCE WASTEWATER
Total for Vendor 00054 - PACIFIC GAS AND ELECTRIC (ACH):					23,613.64	
00055 - AT&T						
01-100-5510	3/11/2019	3/1/2019	319_9607360489A	00094-09-2019	232.91	PHONE_ADMIN
01-400-5510	3/11/2019	3/1/2019	319_9607360489E	00094-09-2019	4,052.44	PHONE_OPS
01-800-5510	3/11/2019	3/1/2019	319_9607360489C	00094-09-2019	1,189.68	PHONE_WTP
02-600-5510	3/11/2019	3/1/2019	319_9607360489E	00094-09-2019	407.12	PHONE_BCE WASTEWATER
Total for Vendor 00055 - AT&T:					5,882.15	

Vendor	Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
00109 - BENJAMIN VIRAMONTES	01-200-5171	3/11/2019	3/10/2019	031019_109	00095-09-2019	66.44	EMPLOYEE REIMBURSEMENT_UNIFORM
Total for Vendor 00109 - BENJAMIN VIRAMONTES:						66.44	
00118 - FARMER BROTHERS COFFEE	01-400-5600	3/11/2019	3/6/2019	68902813	00095-09-2019	327.44	COFFEE SUPPLIES_OPS
Total for Vendor 00118 - FARMER BROTHERS COFFEE:						327.44	
00120 - GRANITEROCK	01-400-5320	3/5/2019	4/1/2019	04012019_120	00045-09-2019	1.00	QUAIL HOLLOW PIPE EASEMENT
Total for Vendor 00120 - GRANITEROCK:						1.00	
00125 - SCARBOROUGH LUMBER	01-800-5300	3/7/2019	3/4/2019	329981	00072-09-2019	191.45	CLEANING SUPPLIES_LYON PLANT
	01-800-5300	3/7/2019	3/4/2019	329982	00072-09-2019	34.35	BROOM_DUSTPAN_LYON PLANT
	01-100-5420	3/7/2019	3/4/2019	581338	00072-09-2019	14.48	JOHNSON BUILDING MAINTENANCE
Total for Vendor 00125 - SCARBOROUGH LUMBER:						240.28	
00145 - BATTERIES PLUS	01-400-5300	3/7/2019	3/5/2019	314-P12176851	00074-09-2019	326.90	RALSTON TANK_REPLACEMENT BATTERY
Total for Vendor 00145 - BATTERIES PLUS:						326.90	
00264 - RAIN FOR RENT	01-000-1565	3/5/2019	2/26/2019	1315638	00044-09-2019	2,858.61	PASO WELL #8_DISCHARGE PIPING_WO#814
Total for Vendor 00264 - RAIN FOR RENT:						2,858.61	
00273 - CORELOGIC, INC.	01-200-5200	3/5/2019	2/28/2019	30413339	00044-09-2019	206.00	REALQUEST SERVICES_02/01/19-02/28/19
	Task Label:		Type:	PO Number:	0000101090		
Total for Vendor 00273 - CORELOGIC, INC.:						206.00	
00296 - MESITI-MILLER ENGINEERING,INC	01-000-1565	3/5/2019	2/27/2019	0219002	00044-09-2019	59.90	PROBATION TANK_WO#823
	01-000-1565	3/5/2019	2/27/2019	0219003	00044-09-2019	7,014.80	PROBATION TANK_WO#823
	01-000-1565	3/7/2019	2/28/2019	0219020	00072-09-2019	1,884.20	BLUE TANK BIDDING PHASE_WO#521

Vendor

Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
Total for Vendor 00296 - MESITI-MILLER ENGINEERING,INC:					8,958.90	
00367 - INFOSEND, INC						
01-800-5200	3/5/2019	2/28/2019	149875A	00044-09-2019	99.80	MAILING FEES_SOUTH FLUSHING
01-800-5200	3/5/2019	2/28/2019	149875B	00044-09-2019	213.62	POSTAGE FEES_SOUTH FLUSHING
01-800-5200	3/5/2019	2/28/2019	149876A	00044-09-2019	274.79	MAILING FEES_NORTH FLUSHING
01-800-5650	3/5/2019	2/28/2019	149876B	00044-09-2019	268.47	POSTAGE FEES_NORTH FLUSHING
Total for Vendor 00367 - INFOSEND, INC:					856.68	
00450 - EUROFINS						
01-800-5202	3/11/2019	3/7/2019	L0439865	00095-09-2019	400.00	WATER ANALYSIS_7301 HWY 9_150 VIEW CIRCLE
Task Label:		Type:		PO Number:	0000101092	
01-800-5202	3/11/2019	3/7/2019	L0439866	00095-09-2019	1,000.00	WATER ANALYSIS_SAMPLE SITE #39_21_13_2_10077 CREEKWOOD
Task Label:		Type:		PO Number:	0000101092	
Total for Vendor 00450 - EUROFINS:					1,400.00	
00512 - RIVERSIDE LIGHTING						
01-000-1565	3/7/2019	2/21/2019	SAN125	00072-09-2019	27.90	BLUE TANK POWER FEED_WO#521
Total for Vendor 00512 - RIVERSIDE LIGHTING:					27.90	
00550 - HACH COMPANY						
01-800-5300	3/7/2019	3/5/2019	11366395	00074-09-2019	145.56	LYON PLANT UNIT #3_TURBIDIMETER DOOR REPAIR
Total for Vendor 00550 - HACH COMPANY:					145.56	
00608 - LLOYD'S TIRE SERVICE, INC						
01-400-5410	3/11/2019	3/7/2019	345881	00095-09-2019	886.96	NEW TIRES_VE-338_WO#95
Total for Vendor 00608 - LLOYD'S TIRE SERVICE, INC:					886.96	
00711 - ROBERTS & BRUNE CO.						
01-000-1310	3/12/2019	3/8/2019	S1820924.001A	00099-09-2019	11.60	PLUG GALV 1"
Task Label:		Type:		PO Number:	0000101198	
01-000-1310	3/12/2019	3/8/2019	S1820924.001B	00099-09-2019	5.57	BUSHING GALV 3/4" X 1/2"
Task Label:		Type:		PO Number:	0000101198	
01-000-1310	3/12/2019	3/8/2019	S1820924.001C	00099-09-2019	48.26	UNION GALV 3/4"
Task Label:		Type:		PO Number:	0000101198	
01-000-1310	3/12/2019	3/8/2019	S1820924.001D	00099-09-2019	7.76	ELL 90 GALV 1/2"
Task Label:		Type:		PO Number:	0000101198	

Vendor

Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
00711 - ROBERTS & BRUNE CO.						
01-000-1310	3/12/2019	3/8/2019	S1820924.001E	00099-09-2019	6.74	NIPPLE GALV 1/2" X 4"
Task Label:		Type:	PO Number:	0000101198		
01-000-1310	3/12/2019	3/8/2019	S1820924.001F	00099-09-2019	17.94	NIPPLE GALV 1" X 6"
Task Label:		Type:	PO Number:	0000101198		
01-000-1310	3/12/2019	3/8/2019	S1820924.001G	00099-09-2019	19.11	NIPPLE BRASS 3/4" X 0"
Task Label:		Type:	PO Number:	0000101198		
01-000-1310	3/12/2019	3/8/2019	S1820924.001H	00099-09-2019	101.38	GATE VALVE 3/4"
Task Label:		Type:	PO Number:	0000101198		
01-000-1310	3/12/2019	3/8/2019	S1820924.001I	00099-09-2019	329.98	GATE VALVE 2"
Task Label:		Type:	PO Number:	0000101198		
01-000-1310	3/12/2019	3/8/2019	S1820924.001J	00099-09-2019	167.91	CHECK VALVE 2"
Task Label:		Type:	PO Number:	0000101198		
01-000-1310	3/12/2019	3/8/2019	S1820924.001K	00099-09-2019	702.98	4 HYMAX FLEX CPLG 4.25-5.63
Task Label:		Type:	PO Number:	0000101198		
01-000-1310	3/12/2019	3/8/2019	S1820924.001L	00099-09-2019	78.10	BLUE PAINT WATERBASE #3620
Task Label:		Type:	PO Number:	0000101198		
Total for Vendor 00711 - ROBERTS & BRUNE CO.:					1,497.33	
00729 - ALPHA ANALYTICAL LABS						
02-600-5202	3/7/2019	3/5/2019	9031747	00074-09-2019	55.00	LAB FEES-ANALYTICAL SERVICES
Task Label:		Type:	PO Number:	0000101087		
Total for Vendor 00729 - ALPHA ANALYTICAL LABS:					55.00	
00788 - COMCAST						
01-800-5510	3/11/2019	3/3/2019	030319_0956185	00094-09-2019	173.50	INTERNET_545 FALL CREEK DRIVE
01-800-5510	3/11/2019	3/4/2019	030419_0302438	00094-09-2019	193.38	INTERNET_1075 WHISPERING PINES DRIVE
01-400-5510	3/11/2019	3/5/2019	030519_1236165	00094-09-2019	174.79	INTERNET_280 BLUE RIDGE DRIVE
01-800-5510	3/11/2019	3/5/2019	030519_1368455	00094-09-2019	162.29	INTERNET_345 QUAIL TERRACE
Total for Vendor 00788 - COMCAST:					703.96	
00944 - PDNC, INC.						
01-100-5200	3/5/2019	2/28/2019	3268A	00044-09-2019	96.10	NETWORK_SERVER SUPPORT SERVICES_ADMIN
01-200-5200	3/5/2019	2/28/2019	3268B	00044-09-2019	96.10	NETWORK_SERVER SUPPORT SERVICES_FINANCE
01-300-5200	3/5/2019	2/28/2019	3268C	00044-09-2019	96.09	NETWORK_SERVER SUPPORT SERVICES_ENGIN
01-400-5200	3/5/2019	2/28/2019	3268D	00044-09-2019	96.10	NETWORK_SERVER SUPPORT SERVICES_OPS
01-500-5200	3/5/2019	2/28/2019	3268E	00044-09-2019	96.10	NETWORK_SERVER SUPPORT SERVICES_ENVIR
01-800-5200	3/5/2019	2/28/2019	3268F	00044-09-2019	96.10	NETWORK_SERVER SUPPORT SERVICES_WTP
01-100-5200	3/5/2019	3/1/2019	3301	00044-09-2019	517.68	MONTHLY SERVER SUPPORT_MARCH 2019
Task Label:		Type:	PO Number:	0000101112		

Vendor	Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
Total for Vendor 00944 - PDNC, INC.:						1,094.27	
01039 - ERA - A WATERS COMPANY	01-800-5302	3/5/2019	2/28/2019	16XLXC9	00044-09-2019	311.95	LAB SUPPLIES_WTP
Total for Vendor 01039 - ERA - A WATERS COMPANY:						311.95	
10025 - BADGER METER, INC	01-200-5200	3/5/2019	2/28/2019	80030049	00044-09-2019	1,511.22	BEACON SERVICES_FEBRUARY 2019
Total for Vendor 10025 - BADGER METER, INC:						1,511.22	
10123 - GOVERNMENT FINANCE OFFICERS ASSOC.	01-200-5632	3/5/2019	2/21/2019	122815	00045-09-2019	160.00	MEMBERSHIP RENEWAL_05/01/19-04/30/2020_#300223760
Total for Vendor 10123 - GOVERNMENT FINANCE OFFICERS ASSOC.:						160.00	
10144 - SHAPE , INC	01-800-5320	3/5/2019	2/15/2019	125360	00044-09-2019	12,581.66	LYON PLANT_RETURN PUMP_WTP
Total for Vendor 10144 - SHAPE , INC:						12,581.66	
10151 - OSCAR OSCAR RODAS	01-100-5420	3/5/2019	2/28/2019	228152	00063-09-2019	250.00	MAINTENANCE_FEBRUARY 2019
Total for Vendor 10151 - OSCAR OSCAR RODAS:						250.00	
10189 - EXPONENT, INC	01-500-5200	3/7/2019	3/6/2019	1801115.000	00074-09-2019	2,410.00	SLVWD_CONJUNCTIVE USE PLAN
Task Label: EXP-1718001A Type: E PO Number:							
Total for Vendor 10189 - EXPONENT, INC:						2,410.00	
Report Total:						71,250.73	

Accounts Payable

Checks by Date - Detail by Check Number

User: KendraNegro
Printed: 3/12/2019 2:51 PM



13060 Highway 9
Boulder Creek, CA 95006-9119
(831) 338-2153 phone
(831) 338-7986 fax

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
ACH	00054	PACIFIC GAS AND ELECTRIC	02/12/2019		
	119_3658024062A	UTILITIES_ADMIN			542.45
	119_3658024062B	UTILITIES_OPS			7,953.26
	119_3658024062C	UTILITIES_WTP			15,403.18
	119_3658024062D	UTILITIES_BCE WASTEWATER			185.65
Total for this ACH Check for Vendor 00054:				0.00	24,084.54
ACH	00178	CALPERS	03/01/2019		
	MAR 2019.1	HEALTH INSURANCE			2,367.94
	MAR 2019.2	HEALTH INSURANCE			13,756.51
	MAR 2019.3	HEALTH INSURANCE			768.25
	MAR 2019.4	HEALTH INSURANCE			17,450.26
	MAR 2019.5	HEALTH INSURANCE			2,765.70
	MAR 2019.6	HEALTH INSURANCE			900.00
	MAR 2019.7	HEALTH INSURANCE			10,939.26
	MAR 2019.8	HEALTH INSURANCE			126.46
	MAR 2019.9	HEALTH INSURANCE			1,891.36
Total for this ACH Check for Vendor 00178:				0.00	50,965.74
16675	00722	SWRCB - ELAP	02/12/2019		
	EA0219-2117	LYON PLANT LAB_PERMIT_CERTIFICATIC			2,741.00
Total for Check Number 16675:				0.00	2,741.00
16676	00362	ACCELA, INC #774375	02/13/2019		
	43868A	WEB PAYMENTS ONLINE BILLS			185.00
	43868B	WEB PAYMENTS TRANSACTION FEE			1,432.50
Total for Check Number 16676:				0.00	1,617.50
16677	00729	ALPHA ANALYTICAL LABS	02/13/2019		
	9012842	LAB FEES-ANALYTICAL SERVICES			55.00
	9013234-SLVWD	LAB FEES-ANALYTICAL SERVICES			1,132.00
Total for Check Number 16677:				0.00	1,187.00
16678	UB*00545	M AMOLSCH	02/13/2019		
		Refund Check			8.32
Total for Check Number 16678:				0.00	8.32
16679	10023	AT & T CAPITAL SERVICES, INC	02/13/2019		
	3061374	MONTHLY PHONE LEASE_AVAYA			396.07
Total for Check Number 16679:				0.00	396.07
16680	00055	AT&T	02/13/2019		
	219_9607360489A	PHONE_ADMIN			234.35
	219_9607360489B	PHONE_OPS			4,006.21

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	219_9607360489C	PHONE_WTP			2,390.69
	219_9607360489D	PHONE_BCE WASTEWATER			370.15
Total for Check Number 16680:					0.00
16681	00686	AT&T LONG DISTANCE	02/13/2019		7,001.40
	JAN_834287386A	LONG DISTANCE_WTP			16.04
	JAN_834287386B	LONG DISTANCE_CONFERENCE CALL			757.29
Total for Check Number 16681:					0.00
16682	UB*00546	Teresa Bell Refund Check	02/13/2019		773.33
Total for Check Number 16682:					0.00
16683	00234	CITY OF SCOTTS VALLEY	02/13/2019		30.36
	119_71033330001	MANANA SEWER_WTP			30.36
Total for Check Number 16683:					0.00
16684	00788	COMCAST	02/13/2019		79.00
	020119_1236033	INTERNET_215 BLACKSTONE DRIVE			79.00
Total for Check Number 16684:					0.00
16685	00788	COMCAST	02/13/2019		174.79
	020319_0956185	INTERNET_545 FALL CREEK DRIVE			174.79
Total for Check Number 16685:					0.00
16686	00788	COMCAST	02/13/2019		173.50
	020419_0302438	INTERNET_1075 WHISPERING PINES DRIV			173.50
Total for Check Number 16686:					0.00
16687	00788	COMCAST	02/13/2019		193.38
	020519_1236165	INTERNET_280 BLUE RIDGE DRIVE			193.38
Total for Check Number 16687:					0.00
16688	00788	COMCAST	02/13/2019		174.79
	020619_1236017	INTERNET_295 EAST ROAD			174.79
Total for Check Number 16688:					0.00
16689	00788	COMCAST	02/13/2019		174.79
	020619_1318955	INTERNET_1150 REBECCA DRIVE			143.29
Total for Check Number 16689:					0.00
16690	00265	COMMUNITY TELEVISION	02/13/2019		143.29
	2604	REGULAR MEETING COVERAGE_DECEME			500.50
Total for Check Number 16690:					0.00
16691	00273	CORELOGIC, INC.	02/13/2019		500.50
	30407814	REALQUEST SERVICES_01/01/19-01/31/19			206.00
Total for Check Number 16691:					0.00
16692	UB*00544	ERIC CUMMINS Refund Check	02/13/2019		206.00
					71.31

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 16692:	0.00	71.31
16693	00133 573247	DASSEL'S PROPANE_ADMIN	02/13/2019		945.20
			Total for Check Number 16693:	0.00	945.20
16694	00076 769160	ERNIE'S AUTO CENTER SOCKET 1-7/16_OPS	02/13/2019		11.63
			Total for Check Number 16694:	0.00	11.63
16695	00343 74077 74105 74232 74265	ERNIE'S SERVICE CENTER AIR COMPRESSOR SERVICE_OPS MISC SERVICE_VE #280_WO #116 POWER STEERING HOSE REPAIR VE-120_V SERVICE FOR VE-275_OPS	02/13/2019		391.76 234.06 622.89 93.67
			Total for Check Number 16695:	0.00	1,342.38
16696	00450 L0432098 L0434198	EUROFINS WATER ANALYSIS_PASO 7 WATER ANALYSIS_PASO WELL #8	02/13/2019		50.00 2,805.00
			Total for Check Number 16696:	0.00	2,855.00
16697	10189 381526	EXPONENT, INC CONJUNCTIVE USE PLAN_SERVICES THRI	02/13/2019		3,220.00
			Total for Check Number 16697:	0.00	3,220.00
16698	00118 68806875	FARMER BROTHERS COFFEE COFFEE SUPPLIES_OPS	02/13/2019		111.41
			Total for Check Number 16698:	0.00	111.41
16699	00267 2019-002	MARTIN B CONSULTING HYDROGEOI CONSULTING SERVICES_OLY QUAIL WELI	02/13/2019		10,530.00
			Total for Check Number 16699:	0.00	10,530.00
16700	00329 9067889551	GRAINGER LAB SUPPLIES_WTP	02/13/2019		392.50
			Total for Check Number 16700:	0.00	392.50
16701	00080 1532403 1534215 1534993 1535155 1535986	GRANITE CONSTRUCTION CO BASE ROCK BACK FILL_SERVICE RELOC RECYCLE FEE_OPS RECYCLE FEE_OPS RECYCLE FEE_OPS RECYCLE FEE_OPS	02/13/2019		164.51 751.60 238.40 121.20 347.60
			Total for Check Number 16701:	0.00	1,623.31
16702	00589 7679 7691	RONALD RAY ALLARD'S SEPTIC SERV SEPTIC TANK PLUMBING (KIRBY PLANT) SEPTIC SERVICES_FEBRUARY	02/13/2019		300.00 300.00
			Total for Check Number 16702:	0.00	600.00
16703	00016	GREENWASTE RECOVERY,INC	02/13/2019		

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	3928509	TRASH/RECYCLE/YARDWASTE SERVICES			413.08
		Total for Check Number 16703:		0.00	413.08
16704	00615	HOME DEPOT CREDIT SERVICES	02/13/2019		
	12819_615A	TRUCK STORAGE BOX			346.12
	12819_615B	TRUCK #230 TOOL/STORAGE BOX			346.12
	12819_615C	STEEL POSTS_PROBATION TANK_WO#823			92.87
		Total for Check Number 16704:		0.00	785.11
16705	00608	LLOYD'S TIRE SERVICE, INC	02/13/2019		
	357910	TIRE REPAIR_VE #485_WO #99			295.22
		Total for Check Number 16705:		0.00	295.22
16706	00296	MESITI-MILLER ENGINEERING,INC	02/13/2019		
	0119005	BLUE TANK BIDDING PHASE_WO 521			650.00
	0119008	CONSTRUCTION ADMINISTRATION PROB.			4,942.40
	0119009	GEOTECHNICAL ENGINEERING SERVICES			1,194.27
	0119010	CONSTRUCTION SUPPORT PROBATION_W			1,017.50
		Total for Check Number 16706:		0.00	7,804.17
16707	00775	NORTHERN SAFETY CO.,INC.	02/13/2019		
	903300526	WATER QUALITY RAIN GEAR SAFETY			251.42
		Total for Check Number 16707:		0.00	251.42
16708	10158	NOSSAMAN, LLP	02/13/2019		
	491537A	FEES FOR PROFESSIONAL SERVICES RENI			18,588.00
	491537B	DISBURSEMENTS MADE TO ACCOUNT TH			1,039.96
		Total for Check Number 16708:		0.00	19,627.96
16709	00350	HOWARD OLIPHANT	02/13/2019		
	020619	EMPLOYEE REIMBURSEMENT_T2 RENEW			60.00
		Total for Check Number 16709:		0.00	60.00
16710	10214	MIKE PODLECH	02/13/2019		
	18102	CONJUNCTIVE USE_SERVICES THRU 01/01			2,902.50
		Total for Check Number 16710:		0.00	2,902.50
16711	10151	OSCAR OSCAR RODAS	02/13/2019		
	228125	MAINTENANCE_JANUARY			250.00
		Total for Check Number 16711:		0.00	250.00
16712	00040	SANTA CRUZ SENTINEL	02/13/2019		
	1176195A	ADVERTISING_LYON & SEQUOIA PIPELIN			220.00
	1176195B	ADVERTISING_LYON & SEQUOIA PIPELIN			220.00
		Total for Check Number 16712:		0.00	440.00
16713	UB*00548	David & Joanna Schwarcz	02/13/2019		
		Refund Check			17.14
		Total for Check Number 16713:		0.00	17.14
16714	00746	SCOTTS VALLEY BANNER	02/13/2019		
	59085	COMMITTEE NOTICES_02/01/19 RUN DATE			265.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 16714:	0.00	265.00
16715	UB*00543	SCOTTS VALLEY PROPERTY MANAGE Refund Check	02/13/2019		33.93
			Total for Check Number 16715:	0.00	33.93
16716	00047	SOIL CONTROL LAB	02/13/2019		
	9010024	WATER ANALYSIS_OLY WELL #3			39.00
	9010056	WATER ANALYSIS_PASO WELL #8			29.00
	9010170	WATER ANALYSIS_5 LOCATIONS			145.00
	9010171	WATER ANALYSIS_OLY 2			39.00
	9010399	WATER ANALYSIS_5 LOCATIONS			145.00
	9010563	WATER ANALYSIS_5 LOCATIONS			145.00
			Total for Check Number 16716:	0.00	542.00
16717	00266 382919943	TERMINIX PROCESSING CENTER PEST CONTROL_ADMIN	02/13/2019		144.00
			Total for Check Number 16717:	0.00	144.00
16718	10184 261336 261337	THATCHER COMPANY, INC SYSTEM CHLORINE_WTP 53 DRUM RETURN DEPOSIT	02/13/2019		3,857.09 -1,080.00
			Total for Check Number 16718:	0.00	2,777.09
16719	00727 105231607 105375615	ULINE SHIPPING SUPPLIES NITRILE GLOVES_WTP WASTERWATER GLOVES	02/13/2019		382.39 277.00
			Total for Check Number 16719:	0.00	659.39
16720	00721 114-7990440	UNITED SITE SVCS.,INC TOILET SERVICE_PROBATION TANK_WO#	02/13/2019		196.70
			Total for Check Number 16720:	0.00	196.70
16721	00599 57639062A 57639062B 57639062C	WEX BANK GAS_ADMIN GAS_OPS GAS_WTP	02/13/2019		878.20 3,180.18 1,984.15
			Total for Check Number 16721:	0.00	6,042.53
16722	00687 0219_132166881	AT&T U-VERSE U-VERSE_MANANA WOODS	02/14/2019		91.00
			Total for Check Number 16722:	0.00	91.00
16723	00687 0219_137458730	AT&T U-VERSE U-VERSE_13057 HWY 9	02/14/2019		75.00
			Total for Check Number 16723:	0.00	75.00
16724	00409 011119_409 21119_4537	EASYPERMIT POSTAGE FEE CREDIT ADJUSTMENT POSTAGE METER REFILL	02/14/2019		-93.42 500.00
			Total for Check Number 16724:	0.00	406.58

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
16725	00577 I-060636	GOLDEN STATE FLOW BATTERY FOR HANDHELD	02/14/2019		213.75
Total for Check Number 16725:				0.00	213.75
16726	10005 92568	ICMA RETIREMENT C/O M & T RETIRI RETIREMENT WITHHOLDING_PP ENDING	02/14/2019		3,374.80
Total for Check Number 16726:				0.00	3,374.80
16727	00125	SCARBOROUGH LUMBER	02/14/2019		
	328021	DESK WIRING			24.57
	328139	DESK WIRING			38.79
	328503	NEW DESK WIRING			55.34
	328769	WATER COOLER INSTALL			6.10
	328801	REPLACEMENT FUSE_QUAIL 5			21.23
	580301	DESK WIRING			14.93
	580420	DESK WIRING			25.54
	580547	REPLACEMENT SAWSALL			193.34
	580662	WATER COOLER INSTALL			5.90
Total for Check Number 16727:				0.00	385.74
16728	10217	UMPQUA BANK	02/14/2019		
	13119_7268A	ADVERTISING			226.00
	13119_7268B	UMPQUA CHARGE FOR TECH SUPPORT_J/			211.41
	13119_7268C	OFFICE OF WATER PROGRAMS_208 & 212			100.00
	13119_7268D	BACKFLOW PREVENTION TRAINING_219			300.00
	13119_7268E	OFFICE SUPPLIES_WTP			468.23
	13119_7268F	SUBSCRIPTION_FIN			29.99
	13119_7268G	BACKFLOW CLASS_219			180.00
	13119_7268H	ADVERTISING_JANUARY			50.00
	13119_7268I	OFFICE SUPPLIES_WTP			76.43
	13119_7268J	FLIGHT FOR TRAINING_ENG			303.00
	13119_7268K	HOTEL FOR TRAINING_ENG			591.59
	13119_7268L	2019 WATER CONFERENCE_ENG			425.00
	13119_7268M	OFFICE SUPPLIES_FIN			271.24
	13119_7268N	OFFICE SUPPLIES_ENG			271.24
	13119_7268O	EMPLOYEE UNIFORM_208			76.27
	13119_7268P	VEHICLE MAINTENANCE_VE-224_WO#105			12.99
	13119_7268Q	END OF YEAR CCC REBATE			-280.00
	13119_7268R	ADVERTISING_ENGINEER			302.32
Total for Check Number 16728:				0.00	3,615.71
16729	10171 021419_10171	CWEA SERVICES SESSION #6 FOR TNI 2016 STANDARD REV	02/14/2019		70.00
Total for Check Number 16729:				0.00	70.00
16730	10207	CITI CARDS_COSTCO	02/15/2019		
	2719_2535A	OFFICE SUPPLIES			49.28
	2719_2535B	OFFICE SUPPLIES			48.80
	2719_2535C	OFFICE SUPPLIES			24.99
	2719_2535D	OFFICE SUPPLIES			171.25
	2719_2535E	WATER MACHINE			488.24
	2719_2535F	OFFICE SUPPLIES			6.00
	2719_2535G	EMPLOYEE APPRECIATION LUNCHEON			45.84
	2719_2535H	OFFICE SUPPLIES			70.12
	2719_2535I	OFFICE SUPPLIES_OPS			55.50
	2719_2535J	OFFICE SUPPLIES			32.80

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	2719_2535K	OFFICE SUPPLIES			424.40
	2719_2535L	OFFICE SUPPLIES_WTP			160.53
			Total for Check Number 16730:	0.00	1,577.75
16731	00309 3263135408	AT&T IP SERVICES PHONE SYSTEM_195 KIRBY STREET	02/15/2019		273.18
			Total for Check Number 16731:	0.00	273.18
16732	00687 2719_132182018	AT&T U-VERSE U-VERSE_345 QUAIL TERRACE	02/15/2019		81.16
			Total for Check Number 16732:	0.00	81.16
16733	00788 2819_1236058	COMCAST INTERNET_17277 HIGHWAY 9	02/15/2019		174.79
			Total for Check Number 16733:	0.00	174.79
16734	00788 2819_1323583	COMCAST INTERNET_365 MADRONE DRIVE	02/15/2019		264.20
			Total for Check Number 16734:	0.00	264.20
16735	00788 2719_1236124	COMCAST INTERNET_15819 FOREST HILL DRIVE	02/15/2019		174.79
			Total for Check Number 16735:	0.00	174.79
16736	00788 2919_1318922	COMCAST INTERNET_3652 GRAHAM HILL ROAD	02/15/2019		143.29
			Total for Check Number 16736:	0.00	143.29
16737	00788 2819_1323641	COMCAST INTERNET_365 MODRONE DRIVE OFC	02/15/2019		264.20
			Total for Check Number 16737:	0.00	264.20
16738	00545 402080	AFLAC 2019 MONTHLY INS. PREMIUMS_FEBRUAF	02/19/2019		221.77
			Total for Check Number 16738:	0.00	221.77
16739	10025 80029004	BADGER METER, INC BEACON SERVICES_JANUARY 2019	02/19/2019		1,478.29
			Total for Check Number 16739:	0.00	1,478.29
16740	00236 3042646058 3042646088	IDEXX DISTRIBUTION CORP LAB SUPPLIES_WTP LAB SUPPLIES_WTP	02/19/2019		515.53 1,301.66
			Total for Check Number 16740:	0.00	1,817.19
16741	00220 32078	BAY BUILDING JANITORIAL,INC JANITORIAL SERVICES_FEBRUARY 2019	02/21/2019		424.42
			Total for Check Number 16741:	0.00	424.42
16742	10173 21319_10173	CARLY BLANCHARD EMPLOYEE REIMBURSEMENT_MILEAGE	02/21/2019		33.80

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 16742:	0.00	33.80
16743	00788 21119_1171123	COMCAST INTERNET_23 SUMMIT	02/21/2019		143.29
			Total for Check Number 16743:	0.00	143.29
16744	00784	CORE & MAIN LP	02/21/2019		
	K042075A	NIPPLE GALV 1" X 0"			10.68
	K042075AA	BUSHING GALV 1" X 3/4"			17.28
	K042075B	PLUG GALV 1-1/4"			12.63
	K042075BB	4" NUT & BOLT SET PLATED 150#			113.27
	K042075C	GATE VALVE 1-1/2"			168.18
	K042075CC	NIPPLE GALV 1-1/4" X 2"			8.96
	K042075D	METER RESETTER 3/4" X 18"			618.45
	K042075DD	6 HYMAX FLEX CPLG 6.42-7.68			950.46
	K042075E	ELL 90 GALV 1-1/2"			23.63
	K042075EE	BELL REDCR GALV 1" X 3/4"			17.36
	K042075F	REPAIR CLAMP 1-1/2" X 3"			138.88
	K042075G	REPAIR CLAMP 2" X 3"			58.59
	K042075H	GATE VALVE 1-1/4"			182.28
	K042075I	TEE GALV 1-1/4"			27.34
	K042075J	FULL CIRCLE 6.56-6.96 12.50"			277.76
	K042075K	CAP GALV 2"			21.68
	K042075L	NIPPLE GALV 2" X 4"			15.88
	K042075M	TEE GALV 3/4"			12.15
	K042075N	NIPPLE GALV 2" X 3"			13.09
	K042075O	NIPPLE GALV 1-1/4" X 0"			13.13
	K042075P	ELL 90 STREET GALV 1"			17.09
	K042075Q	ELL 90 GALV 1-1/4"			17.90
	K042075R	NIPPLE GALV 3/4" X 2"			4.10
	K042075S	COMPRESSION COUPLING 3/4" G/T			371.07
	K042075T	PLUG GALV 3/4"			9.11
	K042075U	UNION GALV 1-1/4"			47.27
	K042075V	NIPPLE GALV 1-1/4" X 5"			24.48
	K042075W	PLUG GALV 4"			41.40
	K042075X	REPAIR CLAMP 3/4" X 3"			60.76
	K042075Y	4 HYMAX FLEX CPLG 4.25-5.63			716.10
	K042075Z	ELL 45 GALV 1"			12.89
	K045421A	METER BOX LID B16 -BADGER ORION			1,084.11
	K045421B	PIPE DUCTILE IRON 6"(18")CL350			390.60
	K045421C	4" MEGA LUG GLAND PACK			214.83
	K045421D	6" MEGA LUG GLAND PACK			266.91
	K045421E	METER BOX LID B9 -BADGER ORION			1,293.75
	K045421F	PIPE GALV SCHED 40 1-1/4" (21'			211.90
			Total for Check Number 16744:	0.00	7,485.95
16745	00037 34978	CO. OF SANTA CRUZ DEPT OF PUBLIC DUMP FEES_METER BOXES_WO#411	02/21/2019		393.90
			Total for Check Number 16745:	0.00	393.90
16746	00076 769377	ERNIE'S AUTO CENTER METER WRENCH_OPS	02/21/2019		28.20
			Total for Check Number 16746:	0.00	28.20
16747	00367 148372A	INFOSEND, INC MAILING FEES_JANUARY 2019	02/21/2019		1,102.03

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	148372B	STATEMENT POSTAGE_JANUARY 2019			2,609.15
		Total for Check Number 16747:		0.00	3,711.18
16748	00216 122068	B C AUTO PARTS, BOULDER CREEK A FUEL STABILIZER FOR AIR COMPRESSOR	02/21/2019		10.84
		Total for Check Number 16748:		0.00	10.84
16749	00350 21619_350 21719_350 21819_350	HOWARD OLIPHANT EMPLOYEE REIMBURSEMENT_OT MEALS EMPLOYEE REIMBURSEMENT_OT MEALS EMPLOYEE REIMBURSEMENT_OT MEALS	02/21/2019		15.00 13.67 13.66
		Total for Check Number 16749:		0.00	42.33
16750	00711 S1810260.002	ROBERTS & BRUNE CO. METER LIDS_WO #411	02/21/2019		3,592.71
		Total for Check Number 16750:		0.00	3,592.71
16751	00125 328664 328930 329108 392300 580929	SCARBOROUGH LUMBER SOCKET ADAPTOR TROWEL_TRENCH SHOVEL METER INSTALL PARTS FILTER HOUSING_OLY WELL 5 INTAKE REPAIR MATERIALS	02/21/2019		10.73 37.68 16.17 50.47 13.97
		Total for Check Number 16751:		0.00	129.02
16752	10230 21319_10230	DAWN STILES EMPLOYEE REIMBURSEMENT_MILEAGE	02/21/2019		59.16
		Total for Check Number 16752:		0.00	59.16
16753	10191 21119_10191	KEN SWEDMARK EMPLOYEE REIMBURSEMENT_UNIFORM	02/21/2019		80.10
		Total for Check Number 16753:		0.00	80.10
16754	00510 33403	TOM'S SEPTIC CONSTRUCTION PUMP SERVICE TANKS 3&4 TOP OFF AT TA	02/21/2019		1,921.00
		Total for Check Number 16754:		0.00	1,921.00
16755	00727 105659143	ULINE SHIPPING SUPPLIES GLOVES_WIPES_WTP	02/21/2019		300.73
		Total for Check Number 16755:		0.00	300.73
16756	00721 114-8014141	UNITED SITE SVCS.,INC QUAIL 5 TOILET SERVICE AND CLEANING	02/21/2019		204.35
		Total for Check Number 16756:		0.00	204.35
16757	10152 21419_10152A 21419_10152B	WESTAMERICA BANK TRUCK LOAN_PRINCIPAL TRUCK LOAN_INTEREST	02/21/2019		1,882.97 217.71
		Total for Check Number 16757:		0.00	2,100.68
16758	UB*00414	DONALD ANDERSON Refund Check	02/25/2019		99.08

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 16758:	0.00	99.08
16759	00309	AT&T IP SERVICES	02/25/2019		
	1735375403A	IP SERVICES_ADMIN			249.97
	1735375403B	IP SERVICES_OPS			249.97
	1735375403C	IP SERVICES_WTP			249.97
			Total for Check Number 16759:	0.00	749.91
16760	00034	DAVE BASLER	02/25/2019		
	MARCH2019_34	RETIREE MEDICAL_MARCH2019			75.00
			Total for Check Number 16760:	0.00	75.00
16761	00145	BATTERIES PLUS	02/25/2019		
	314-P11527228	UPS BATTERY REPLACEMENT_OPS			74.10
			Total for Check Number 16761:	0.00	74.10
16762	00099	JOEL BUSA	02/25/2019		
	MARCH2019_99	RETIREE MEDICAL_MARCH2019			125.00
			Total for Check Number 16762:	0.00	125.00
16763	00788	COMCAST	02/25/2019		
	21519_1236074	INTERNET_200 ANNIES WAY			174.79
			Total for Check Number 16763:	0.00	174.79
16764	00788	COMCAST	02/25/2019		
	21619_1018662	INTERNET_264 ORCHARD ROAD			148.29
			Total for Check Number 16764:	0.00	148.29
16765	00319	ECOLOGY ACTION OF SANTA CRUZ	02/25/2019		
	65905	WATER COALITION_7/01/17-06/30/18			1,145.43
			Total for Check Number 16765:	0.00	1,145.43
16766	00329	GRAINGER	02/25/2019		
	9073682339	RAINBOOTS_WTP			143.54
			Total for Check Number 16766:	0.00	143.54
16767	UB*00478	TINA HUNT	02/25/2019		
		Refund Check			20.73
			Total for Check Number 16767:	0.00	20.73
16768	00208	LEONARD KUHNLEIN	02/25/2019		
	MARCH2019_208	RETIREE MEDICAL_MARCH2019			125.00
			Total for Check Number 16768:	0.00	125.00
16769	00336	LAND TRUST OF SANTA CRUZ COUN	02/25/2019		
	I-2019	OLYMPIA PATROL SERVICE_JAN 2019			346.45
			Total for Check Number 16769:	0.00	346.45
16770	00662	JAMES A. MUELLER	02/25/2019		
	MARCH2019_662	RETIREE MEDICAL_MARCH2019			50.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 16770:	0.00	50.00
16771	UB*00550	SANDRA O'BRIEN Refund Check	02/25/2019		0.99
			Total for Check Number 16771:	0.00	0.99
16772	10144 125255	SHAPE , INC PUMP RELAY LYON PLANT	02/25/2019		1,133.60
			Total for Check Number 16772:	0.00	1,133.60
16773	10118 7247	WINE COUNTRY BALANCE ANNUAL SERVICE_BALANCE CERTIFICAT	02/25/2019		500.00
			Total for Check Number 16773:	0.00	500.00
16774	10218 16880	SYSTEMS INTEGRATED SYSTEM WIDE SCADA UPGRADE_WO#970	02/25/2019		138,836.05
			Total for Check Number 16774:	0.00	138,836.05
16775	00369 MARCH2019_369	CAROLE TRIANTAFILLOS RETIREE MEDICAL_MARCH2019	02/25/2019		125.00
			Total for Check Number 16775:	0.00	125.00
16776	00768 805326 805505A 805505B	USA BLUEBOOK HIP BOOT DRYING RACK_WTP WADERS_WTP DRYING RACKS_WTP	02/25/2019		9.97 352.45 56.10
			Total for Check Number 16776:	0.00	418.52
16777	00011 9824180696A 9824180696B 9824180696C	VERIZON WIRELESS CELL PHONE CHARGES_ADMIN CELL PHONE CHARGES_OPS CELL PHONE CHARGES_WTP	02/25/2019		367.51 342.73 556.29
			Total for Check Number 16777:	0.00	1,266.53
16778	00011 9824180697A 9824180697B 9824180697C 9824180697D	VERIZON WIRELESS CELL PHONE CHARGES_ADMIN CELL PHONE CHARGES_ENVIR CELL PHONE CHARGES_OPS CELL PHONE CHARGES_WTP	02/25/2019		10.02 95.20 250.53 131.90
			Total for Check Number 16778:	0.00	487.65
16779	10072 3628 3631A 3631B 3631C	WATER SYSTEMS CONSULTING, INC USDA PHASE 1 FUNDING SUPPORT_WO#9: SERVICES RENDERED 01/01/19-01/31/19_PR SERVICES RENDERED 01/01/19-01/31/19_BC SERVICES RENDERED 01/01/19-01/31/19_LC	02/25/2019		1,462.50 5,737.50 900.00 7,181.25
			Total for Check Number 16779:	0.00	15,281.25
16780	00055 0219_8313355273	AT&T PHONE_FELTON ACRES_WTP	02/26/2019		142.99
			Total for Check Number 16780:	0.00	142.99

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
16781	00686	AT&T LONG DISTANCE	02/26/2019		
	FEB_834287386A	LONG DISTANCE_ADMIN			2.72
	FEB_834287386B	LONG DISTANCE_WTP			20.23
Total for Check Number 16781:				0.00	22.95
16782	00566	C S S C	02/26/2019		
	190200059101A	ANSWERING SERVICE_SERVICE PERIOD 0			167.84
	190200059101B	ANSWERING SERVICE_USAGE PERIOD 01/			162.64
Total for Check Number 16782:				0.00	330.48
16783	00788	COMCAST	02/26/2019		
	0219_1028380	INTERNET_7400 HWY 9			153.29
Total for Check Number 16783:				0.00	153.29
16784	00991	EWING IRRIGATION PRODUCTS	02/26/2019		
	6838530	DRAIN GATE_OPS			43.92
Total for Check Number 16784:				0.00	43.92
16785	00944	PDNC, INC.	02/26/2019		
	3182	SERVICE CALL			736.75
Total for Check Number 16785:				0.00	736.75
16786	00001	ROYAL WHOLESALE ELECTRIC	02/26/2019		
	7719-641580	POWER WIRE MOVE_WO#521			1,121.39
Total for Check Number 16786:				0.00	1,121.39
16787	00125	SCARBOROUGH LUMBER	02/26/2019		
	329356	GLOVES			80.53
	329427	BCE WASTEWATER_SEWER REPAIR SUPPL			242.85
	329516CM	BCE WASTEWATER_SEWER REPAIR SUPPL			-94.35
	580993	BCE WASTEWATER_SEWER REPAIR SUPPL			9.65
	581006	NITRIL GLOVES			54.54
Total for Check Number 16787:				0.00	293.22
16788	00722	SWRCB - ELAP	02/26/2019		
	LW-1021255	SLV FELTON SYSTEM FEES_WTP			7,242.50
Total for Check Number 16788:				0.00	7,242.50
16789	00722	SWRCB - ELAP	02/26/2019		
	LW-1021260	SLV NORTH SOUTH SYSTEM FEES_WTP			21,736.00
Total for Check Number 16789:				0.00	21,736.00
16790	UB*00551	CINDI ZIRILLI	02/26/2019		
		Refund Check			270.63
		Refund Check			775.37
Total for Check Number 16790:				0.00	1,046.00
16791	UB*00571	MARTY AUSTIN	02/26/2019		
		Refund Check			72.73
Total for Check Number 16791:				0.00	72.73
16792	UB*00553	Dominic Bitonti	02/26/2019		

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
		Refund Check			75.00
			Total for Check Number 16792:	0.00	75.00
16793	UB*00565	Bonny Doon Environment Systems Refund Check	02/26/2019		73.87
			Total for Check Number 16793:	0.00	73.87
16794	UB*00569	RYAN DEANE Refund Check	02/26/2019		75.00
			Total for Check Number 16794:	0.00	75.00
16795	UB*00573	M DWYER Refund Check	02/26/2019		75.00
			Total for Check Number 16795:	0.00	75.00
16796	UB*00556	JOHN FLANIKEN Refund Check	02/26/2019		75.00
			Total for Check Number 16796:	0.00	75.00
16797	UB*00568	Cleo Herb Refund Check	02/26/2019		75.00
			Total for Check Number 16797:	0.00	75.00
16798	UB*00559	JENNIFER & MARK HOWE Refund Check	02/26/2019		100.00
			Total for Check Number 16798:	0.00	100.00
16799	UB*00560	JANET ICKES Refund Check	02/26/2019		75.00
			Total for Check Number 16799:	0.00	75.00
16800	UB*00200	INTERMOUNTAIN SLURRY SEAL INC Refund Check	02/26/2019		75.00
			Total for Check Number 16800:	0.00	75.00
16801	UB*00557	STANLEY JACKSON Refund Check	02/26/2019		75.00
			Total for Check Number 16801:	0.00	75.00
16802	UB*00552	DEBORAH MARKLEY Refund Check	02/26/2019		75.00
			Total for Check Number 16802:	0.00	75.00
16803	UB*00564	Erica Marquez Refund Check	02/26/2019		73.87
			Total for Check Number 16803:	0.00	73.87
16804	UB*00572	MCM CONSTRUCTION INC Refund Check	02/26/2019		75.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 16804:	0.00	75.00
16805	UB*00570	Michelle Morton Refund Check	02/26/2019		75.00
			Total for Check Number 16805:	0.00	75.00
16806	UB*00567	BEN & KRYSTAL PARKERMEYER Refund Check	02/26/2019		75.00
			Total for Check Number 16806:	0.00	75.00
16807	UB*00558	ALLISON REBBERT Refund Check	02/26/2019		75.00
			Total for Check Number 16807:	0.00	75.00
16808	UB*00574	ROBERT J FRANK CONSTRUCTION Refund Check	02/26/2019		75.00
			Total for Check Number 16808:	0.00	75.00
16809	UB*00555	JAMES ROLLSTON Refund Check	02/26/2019		75.00
			Total for Check Number 16809:	0.00	75.00
16810	UB*00561	ROBERT SCULLY Refund Check	02/26/2019		75.00
			Total for Check Number 16810:	0.00	75.00
16811	UB*00563	STATE BANK OF INDIA Refund Check	02/26/2019		75.00
			Total for Check Number 16811:	0.00	75.00
16812	UB*00562	JON TWADDLE Refund Check	02/26/2019		75.00
			Total for Check Number 16812:	0.00	75.00
16813	UB*00554	CHRISTOPHER VANPELT Refund Check	02/26/2019		75.00
			Total for Check Number 16813:	0.00	75.00
16814	UB*00389	SUMMER VANSLAGER Refund Check	02/26/2019		75.00
			Total for Check Number 16814:	0.00	75.00
16815	UB*00566	Kelly Villarreal Refund Check	02/26/2019		50.00
			Total for Check Number 16815:	0.00	50.00
16816	00293	CO. OF SANTA CRUZ CLERK OF THE E	02/26/2019		
	022619_293A	CDFW FILING FEE_CEQA LYON & SEQUOI			1,202.37
	022619_293B	CDFW FILING FEE_CEQA LYON & SEQUOI			1,202.38

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 16816:	0.00	2,404.75
16817	00162 71741646	ANTHEM BLUE CROSS RETIRED EMPLOYEE MEDICAL_03/01/19-0	02/28/2019		355.77
			Total for Check Number 16817:	0.00	355.77
16818	00767 973306331	ANTHEM BLUE CROSS MEDICARE RX_03/01/19 - 04/01/19	02/28/2019		116.90
			Total for Check Number 16818:	0.00	116.90
16819	00363 MARCH2019_363	CINCINNATI LIFE INSURANCE CO 201 LIFE INSURANCE_MARCH 2019	02/28/2019		28.00
			Total for Check Number 16819:	0.00	28.00
16820	01050 4377735-0213448	COLONIAL LIFE 2019 INSURANCE PREMIUMS_02/13/19 & 0	02/28/2019		559.04
			Total for Check Number 16820:	0.00	559.04
16821	00172 022219_172	JOSEPH F. CONE STIHL MOTOMIX 1/2 GALLON	02/28/2019		18.43
			Total for Check Number 16821:	0.00	18.43
16822	UB*00267	RIAN GRIFFITH Refund Check	02/28/2019		17.00
			Total for Check Number 16822:	0.00	17.00
16823	10005 99060	ICMA RETIREMENT C/O M & T RETIRI RETIREMENT WITHHOLDING_PP ENDING	02/28/2019		3,374.80
			Total for Check Number 16823:	0.00	3,374.80
16824	UB*00492	JASON LEUCK Refund Check	02/28/2019		75.00
			Total for Check Number 16824:	0.00	75.00
16825	00313	MET LIFE	02/28/2019		
	021419_313A	DENTAL_ADMIN			192.14
	021419_313B	DISABILITY_ADMIN			84.83
	021419_313C	LIFE INSURANCE_ADMIN			33.30
	021419_313D	DENTAL_FINANCE			1,425.60
	021419_313E	DISABILITY_FINANCE			284.18
	021419_313F	LIFE INSURANCE_FINANCE			138.19
	021419_313G	DENTAL_ENG			62.57
	021419_313H	DISABILITY_ENG			41.45
	021419_313I	LIFE INSURANCE_ENG			16.65
	021419_313J	DENTAL_OPS			1,778.27
	021419_313K	DISABILITY_OPS			310.11
	021419_313L	LIFE INSURANCE_OPS			176.49
	021419_313M	DENTAL_ENV			258.32
	021419_313N	DISABILITY_ENV			78.38
	021419_313O	LIFE INSURANCE_ENV			33.30
	021419_313P	DENTAL_WTP			1,569.29
	021419_313Q	DISABILITY_WTP			389.07
	021419_313R	LIFE INSURANCE_WTP			173.16

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 16825:	0.00	7,045.30
16826	00944	PDNC, INC.	02/28/2019		
	3229A	BUSINESS SERVER MEMORY UPGRADE_A			356.76
	3229B	BUSINESS SERVER MEMORY UPGRADE_F			356.76
	3229C	BUSINESS SERVER MEMORY UPGRADE_E			356.75
	3229D	BUSINESS SERVER MEMORY UPGRADE_O			356.75
	3229E	BUSINESS SERVER MEMORY UPGRADE_E			356.75
	3229F	BUSINESS SERVER MEMORY UPGRADE_W			356.75
			Total for Check Number 16826:	0.00	2,140.52
16827	00183	SDRMA	02/28/2019		
	AD1819007674000	INSURANCE CLAIM_12/16/18			1,000.00
			Total for Check Number 16827:	0.00	1,000.00
16828	00555	STORDOK, INC.	02/28/2019		
	53541304	SHREDDING SERVICE_32 GALLON CONTA			50.00
			Total for Check Number 16828:	0.00	50.00
16829	00399	VISION SERVICE PLAN - (CA)	02/28/2019		
	022019_399A	MARCH VISION_ADMIN			28.44
	022019_399B	MARCH VISION_FINANCE			156.50
	022019_399C	MARCH VISION_ENG			11.14
	022019_399D	MARCH VISION_OPS			333.74
	022019_399E	MARCH VISION_ENV			38.58
	022019_399F	MARCH VISION_WTP			197.78
			Total for Check Number 16829:	0.00	766.18
16830	00398	WATSONVILLE METAL CO.,INC	02/28/2019		
	8425270	OLY DUMPSTER HAUL-OUT			600.00
			Total for Check Number 16830:	0.00	600.00
16831	00057	AFSCME COUNCIL 57	03/01/2019		
	FEB2019_57	UNION DUES_FEBRUARY 2019			1,107.21
			Total for Check Number 16831:	0.00	1,107.21
16832	00309	AT&T IP SERVICES	03/01/2019		
	6583646402A	IP SERVICES_ADMIN			393.01
	6583646402B	IP SERVICES_OPS			393.00
	6583646402C	IP SERVICES_WTP			393.00
	6583646402CR	CREDIT FROM CONTRACT WORK_REF#SB			-191.25
			Total for Check Number 16832:	0.00	987.76
16833	UB*00575	ALLYN BRENNER JR	03/01/2019		
		Refund Check			776.96
			Total for Check Number 16833:	0.00	776.96
16834	00290	CONTRACTOR COMPLIANCE & MONI	03/01/2019		
	11067	LABOR COMPLIANCE SVS_FEB 2019_WO#			708.33
			Total for Check Number 16834:	0.00	708.33
16835	UB*00577	LAURIE ORLANDO	03/01/2019		

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
		Refund Check			23.18
			Total for Check Number 16835:	0.00	23.18
16836	10231 5986782	TIAA COMMERCIAL FINANCE, INC. 5 YR LEASE NEW COPIER_FEB2019	03/01/2019		252.28
			Total for Check Number 16836:	0.00	252.28
16837	UB*00576	FRANK TOMS Refund Check	03/01/2019		18.14
			Total for Check Number 16837:	0.00	18.14
16838	10134 46289_A 46289_B	WESTERN ALLIANCE BANK - LOAN P. REFUNDING BOND_PRINCIPAL REFUNDING BOND_INTEREST	03/01/2019		335,157.94 19,697.26
			Total for Check Number 16838:	0.00	354,855.20
16839	00020 04090-18072C 04090-18102	HARO, KASUNICH & ASSOCIATES BLUE TANK_CREDIT MEMO_WO #521 BLUETANK ENGINEERING_WO#521	03/04/2019 VOID	-1,696.70 1,696.70	
			Total for Check Number 16839:	0.00	0.00
16840	00156 8435 8689	STERLING WATER TECHNOLOGIES CREDIT FOR 10/300LB DRUM TREATMENT CHEMICAL_WTP	03/04/2019 VOID	-3,838.95 3,838.95	
			Total for Check Number 16840:	0.00	0.00
16841	00729 9022213 9023639	ALPHA ANALYTICAL LABS LAB FEES-ANALYTICAL SERVICES LAB FEES-ANALYTICAL SERVICES	03/05/2019		450.00 982.00
			Total for Check Number 16841:	0.00	1,432.00
16842	00415 MARCH2019_415	CA BANK & TRUST/GOV SVC DEPT_10 1976 SAFE DRINKING WATER BOND	03/05/2019		15,581.43
			Total for Check Number 16842:	0.00	15,581.43
16843	00265 2613	COMMUNITY TELEVISION REGULAR MEETING COVERAGE ON JANU	03/05/2019		385.00
			Total for Check Number 16843:	0.00	385.00
16844	00703 259047	DATAFLOW BUSINESS SYSTEMS, INC CONTRACT SERVICES FOR CONTRACT #4	03/05/2019		396.45
			Total for Check Number 16844:	0.00	396.45
16845	00343 74762 74942	ERNIE'S SERVICE CENTER SERVICE VE-380_WO#118 SERVICE FOR VE-121	03/05/2019		257.79 85.38
			Total for Check Number 16845:	0.00	343.17
16846	00450 L0437041	EUROFINS WATER ANALYSIS_PASO 7_OLY 2&3 RAW	03/05/2019		70.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 16846:	0.00	70.00
16847	00577 PSSN19010010	GOLDEN STATE FLOW METER READING SERVICE	03/05/2019		2,144.94
			Total for Check Number 16847:	0.00	2,144.94
16848	00080 1539254	GRANITE CONSTRUCTION CO QUAIL BIN_FILL MATERIAL	03/05/2019		329.89
			Total for Check Number 16848:	0.00	329.89
16849	00550 11333986	HACH COMPANY CHLORINE REAGENT	03/05/2019		390.22
			Total for Check Number 16849:	0.00	390.22
16850	00058 05067	IHWY BUSINESS HOSTING_MARCH	03/05/2019		25.00
			Total for Check Number 16850:	0.00	25.00
16851	UB*00252	Amalia Laugesen Refund Check	03/05/2019		75.00
			Total for Check Number 16851:	0.00	75.00
16852	10017 022019_10017	JEN MICHELSEN EMPLOYEE REIMBURSEMENT_MILEAGE	03/05/2019		50.22
			Total for Check Number 16852:	0.00	50.22
16853	10139 S1111289.001	NATIONAL METER & AUTOMATION 4" COMPOUND METER/PLATE STRAINER	03/05/2019		4,374.54
			Total for Check Number 16853:	0.00	4,374.54
16854	10158 492119A 492119B	NOSSAMAN, LLP FEES FOR PROFESSIONAL SERVICES RENE DISBURSEMENTS MADE TO ACCOUNT TH	03/05/2019		12,777.00 361.38
			Total for Check Number 16854:	0.00	13,138.38
16855	10130 120318_10130	SANTA CRUZ COUNTY PARKS,OPEN S COUNTY PARKS PARCEL TAX_2014 MEASU	03/05/2019		195.50
			Total for Check Number 16855:	0.00	195.50
16856	00569 3102946875	PITNEY BOWES GLOBAL FIN.LLC MAIL MACHINE LEASE_12/30/18-03/29/19	03/05/2019		430.08
			Total for Check Number 16856:	0.00	430.08
16857	00264 1311730	RAIN FOR RENT SLVWD PASO WELL #8 DISCHARGE PIPINC	03/05/2019		3,089.23
			Total for Check Number 16857:	0.00	3,089.23
16858	00370 2203	RAC CONSTRUCTION SAND BLAST AND PAINT DOORS_ADMIN I	03/05/2019		2,240.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 16858:	0.00	2,240.00
16859	00142	SAN LORENZO LUMBER	03/05/2019		
	61-0133327	ADHESIVE CAULKING_VALVE BOX LID			8.67
	61-0133490	METER CHANGE TOOLS_SUPPLIES_WO#4			60.74
			Total for Check Number 16859:	0.00	69.41
16860	00125	SCARBOROUGH LUMBER	03/05/2019		
	329400	LYON POWER STRIP_TUBING			38.37
	329622	LYON PLANT SLIDE_WO#549			372.16
	329648	SAMPLE TAP FOR FLUSHING			17.18
	329654CM	LYON PLANT SLIDE_WO#549			-146.45
	329759	JOHNSON BUILDING UNIT #4			11.58
	581127	LYON PLANT SLIDE_WO#549			247.03
			Total for Check Number 16860:	0.00	539.87
16861	00746	SCOTTS VALLEY BANNER	03/05/2019		
	59310	FLUSHING NOTICES_RUN DATE 02/08/19			265.00
	59356	COMMUNITEE CHAT_RUN DATE 02/15/19			265.00
	59357	MAIN FLUSHING_02.15.19 RUN DATE			265.00
	59358	COMMITTEE NOTICES_02.15.19 RUN DATE			265.00
	59589	FLUSHING NOTICE_1 OF 2_RUN DATE 02/2			265.00
	59590	FLUSHING NOTICE_2 OF 2_RUN DATE 02/2			265.00
			Total for Check Number 16861:	0.00	1,590.00
16862	00047	SOIL CONTROL LAB	03/05/2019		
	9020069	WATER ANALYSIS_OLY 2 RAW			29.00
	9020092	WATER ANALYSIS_5 LOCATIONS			145.00
	9020093	WATER ANALYSIS_3 LOCATIONS			117.00
	9020348	WATER ANALYSIS_5 LOCATIONS			145.00
	9020529	WATER ANALYSIS_5 LOCATIONS			145.00
			Total for Check Number 16862:	0.00	581.00
16863	00227	SUPERIOR TANK COMPANY, INC	03/05/2019		
	27604	STEEL STORAGE TANK_WO#521			7,907.00
			Total for Check Number 16863:	0.00	7,907.00
16864	00727	ULINE SHIPPING SUPPLIES	03/05/2019		
	106026189	SHELVING UNITS			770.68
	22548014	FLOOR MATS_OPS			210.99
			Total for Check Number 16864:	0.00	981.67
16865	00190	USA NORTH	03/05/2019		
	1650942019DIG	USA LOCATE_OPS			840.00
			Total for Check Number 16865:	0.00	840.00
16866	00599	WEX BANK	03/05/2019		
	58043299A	GAS_ADMIN			746.83
	58043299B	GAS_OPS			3,542.06
	58043299C	GAS_WTP			1,786.36
			Total for Check Number 16866:	0.00	6,075.25
16867	10113	BANK MIDWEST	03/07/2019		

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	MARCH19_10113A	SOLAR LOAN_PRINCIPAL			2,445.99
	MARCH19_10113B	SOLAR LOAN_INTEREST			803.91
			Total for Check Number 16867:	0.00	3,249.90
16868	00788	COMCAST	03/07/2019		
	22619_0987198	INTERNET_195 KIRBY STREET			153.29
			Total for Check Number 16868:	0.00	153.29
16869	00569	PITNEY BOWES GLOBAL FIN.LLC	03/07/2019		
	3102946875TAX	MAIL MACHINE LEASE_TAX			29.21
			Total for Check Number 16869:	0.00	29.21
16870	00788	COMCAST	03/12/2019		
	3119_1236033	INTERNET_215 BLACKSTONE DRIVE			174.79
			Total for Check Number 16870:	0.00	174.79
16871	10247	DON CHAPIN CO. INC.	03/12/2019		
	219024-01	BLUE TANK REPLACEMENT_WO#521			31,275.00
			Total for Check Number 16871:	0.00	31,275.00
16872	00080	GRANITE CONSTRUCTION CO	03/12/2019		
	1541884	PAVING_HOT MIX_OPS			313.39
	1542171	FILL SAND_OPS			64.94
			Total for Check Number 16872:	0.00	378.33
16873	00212	CO. OF SANTA CRUZ HEALTH SERVIC	03/12/2019		
	91566	HEALTH PERMIT_PASO WELLS			1,223.00
			Total for Check Number 16873:	0.00	1,223.00
16874	00615	HOME DEPOT CREDIT SERVICES	03/12/2019		
	360997	LED BULBS FOR OPS BUILDING			216.64
	6443600	PORTABLE PIPE VISE_STAND			439.93
	9351534	LED BULBS FOR OPS BUILDING			151.68
	9371387	LED BULB RETURN			-54.16
			Total for Check Number 16874:	0.00	754.09
16875	UB*00578	CHRISTINE HYDEN	03/12/2019		
		Refund Check			1.46
		Refund Check			0.99
			Total for Check Number 16875:	0.00	2.45
16876	10246	OVISS LABS INCORPORATED	03/12/2019		
	FALL CREEK_DEP	NEW VIDEO SECURITY SYSTEM (FALL CR			1,066.00
	KIRBY_DEP	NEW VIDEO SECURITY SYSTEM (KIRBY W			1,067.00
	LYON_DEP	NEW VIDEO SECURITY SYSTEM (LYON W			1,067.00
			Total for Check Number 16876:	0.00	3,200.00
16877	10217	UMPQUA BANK	03/12/2019		
	22819_10217A	RUBBER STAMP CHAMP_INK REFILL FOR			13.05
	22819_10217B	STAPLES RETURN_AVERY TABS_WTP			-32.13
	22819_10217C	INDEED_JOB POSTING FOR ENGINEER			132.17
	22819_10217D	APPRIVER_TECH SUPPORT			207.26

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	22819_10217E	STAPLES_OFFICE SUPPLIES_WTP			198.45
	22819_10217F	STAPLES_BINDERS FOR ADMIN			29.46
	22819_10217G	STAPLES_OFFICE SUPPLIES_OPS			60.96
	22819_10217H	LINKEDIN_TRAINING SUBSCRIPTION			29.99
	22819_10217I	MAIL CHIMP_ADVERTISING			50.00
	22819_10217J	KEEN_UNIFORM FOR 219			173.60
	22819_10217K	ARIAT_UNIFORM FOR 208			173.55
	22819_10217L	STAPLES_OFFICE SUPPLIES_OPS			597.02
	22819_10217M	STAPLES_NEW DIGITAL CONFERENCE PH			1,048.10
			Total for Check Number 16877:	0.00	2,681.48
16878	00721	UNITED SITE SVCS.,INC	03/12/2019		
	8119683	TOILET SERVICE_02/26/19-03/25/19_WO#82			196.70
			Total for Check Number 16878:	0.00	196.70
			Report Total (206 checks):	0.00	871,141.24

EFT TRANSACTIONS

FEBRUARY 2019



13060 Highway 9
Boulder Creek, CA 95006-9119
(831) 338-2153 phone
(831) 338-7986 fax

Date	Check No	Vendor	Description	Amount
2/4/2019	EFT	BLUEFIN	BANK FEES	\$ 6,790.79
2/4/2019	EFT	MERCHANT TRANSACT	BANK FEES	\$ 824.78
2/5/2019	EFT	PAYCHEX	PAYCHEX INVOICE	\$ 400.55
2/11/2019	EFT	WELLS FARGO	BANK FEES	\$ 1,046.42
2/13/2019	EFT	PAYCHEX	ADMIN & DELIVERY FEES	\$ 219.50
2/13/2019	EFT	PAYCHEX	PAYROLL	\$ 106,128.97
2/27/2019	EFT	PAYCHEX	ADMIN & DELIVERY FEES	\$ 233.75
2/27/2019	EFT	PAYCHEX	PAYROLL	\$ 107,721.08
2/27/2019	EFT	LAIF	TRANSFER TO LAIF ACCOUNT	\$ 350,000.00
2/27/2019	EFT	CALPERS	RETIREMENT BENEFITS 02/13/19 & 02/27/19	\$ 35,844.63
TOTAL EFT TRANSACTIONS				<u>\$ 609,210.47</u>

0084 A87P-7177 San Lorenzo Valley Water District

CASH REQUIREMENTS**CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 02/13/19: \$115,552.04****TRANSACTION SUMMARY**

SUMMARY BY TRANSACTION TYPE -	TOTAL ELECTRONIC FUNDS TRANSFER (EFT)	106,128.97
	TOTAL NEGOTIABLE CHECKS	9,423.07
	CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR EFT	115,552.04
	TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES	14,932.83
	CASH REQUIRED FOR CHECK DATE 02/13/19	130,484.87

TRANSACTION DETAIL**ELECTRONIC FUNDS TRANSFER** - *Your financial institution will initiate transfer to Paychex at or after 12:01 A.M. on transaction date.*

<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>		BANK DRAFT AMOUNTS & OTHER TOTALS
02/12/19	WELLS FARGO BANK, NA	xxxxxx1358	Direct Deposit	Net Pay Allocations	69,561.20	69,561.20
02/12/19	WELLS FARGO BANK, NA	xxxxxx1358	Taxpay®	Employee Withholdings		
				Social Security	7,400.16	
				Medicare	1,730.68	
				Fed Income Tax	12,382.97	
				CA Income Tax	4,729.38	
				CA Disability	1,193.60	
				Total Withholdings	27,436.79	
				Employer Liabilities		
				Social Security	7,400.24	
				Medicare	1,730.74	
				Total Liabilities	9,130.98	36,567.77
				EFT FOR 02/12/19		106,128.97
				TOTAL EFT		106,128.97

NEGOTIABLE CHECKS - *Check amounts will be debited when payees cash checks. Funds must be available on check date.*

<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>		<u>TOTAL</u>
02/13/19	WELLS FARGO BANK, NA	xxxxxx1358	Payroll	Check Amounts	9,423.07	
				TOTAL NEGOTIABLE CHECKS		9,423.07

REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES - *Paychex does not remit these funds. You must ensure accurate and timely payment of applicable items.*

<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>		<u>TOTAL</u>
02/13/19	Refer to your records for account	Information	Payroll	Employee Deductions		
				Advance	19.53	
				Aflc/Col Post	55.34	

0084 A87P-7177 San Lorenzo Valley Water District

CASH REQUIREMENTS**CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 02/13/19: \$115,552.04****REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES (cont.)** - Paychex does not remit these funds. You must ensure accurate and timely payment of applicable items.

<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	<u>TOTAL</u>
02/13/19	Refer to your records for account	Information	Payroll	Employee Deductions (cont.)	
				Aflc/Col Pre	335.08
				Calper 457	1,025.00
				DPer	7,682.13
				Health	928.22
				ICMA	3,374.80
				Life Ins	14.00
				PXDCA EE PRE	576.92
				PXUME EE PRE	400.77
				Union dues	521.04
				Total Deductions	14,932.83
TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES					14,932.83

PAYCHEX WILL MAKE THESE TAX DEPOSIT(S) ON YOUR BEHALF - This information serves as a record of payment.

<u>DUE DATE</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	
02/21/19	Taxpay®	FED IT PMT Group	30,644.79
02/21/19	Taxpay®	CA IT PMT Group	5,922.98

0084 A87P-7177 San Lorenzo Valley Water District

CASH REQUIREMENTS**CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 02/27/19: \$118,636.95****TRANSACTION SUMMARY**

SUMMARY BY TRANSACTION TYPE -	TOTAL ELECTRONIC FUNDS TRANSFER (EFT)	107,721.08
	TOTAL NEGOTIABLE CHECKS	10,915.87
	CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR EFT	118,636.95
	TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES	14,856.52
	CASH REQUIRED FOR CHECK DATE 02/27/19	133,493.47

TRANSACTION DETAIL**ELECTRONIC FUNDS TRANSFER** - *Your financial institution will initiate transfer to Paychex at or after 12:01 A.M. on transaction date.*

<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>		BANK DRAFT AMOUNTS & OTHER TOTALS
02/26/19	WELLS FARGO BANK, NA	xxxxxx1358	Direct Deposit	Net Pay Allocations	70,141.15	70,141.15
02/26/19	WELLS FARGO BANK, NA	xxxxxx1358	Taxpay®	Employee Withholdings		
				Social Security	7,559.37	
				Medicare	1,767.92	
				Fed Income Tax	12,789.55	
				CA Income Tax	4,916.52	
				CA Disability	1,219.26	
				Total Withholdings	28,252.62	
				Employer Liabilities		
				Social Security	7,559.37	
				Medicare	1,767.94	
				Total Liabilities	9,327.31	37,579.93
				EFT FOR 02/26/19		107,721.08
				TOTAL EFT		107,721.08

NEGOTIABLE CHECKS - *Check amounts will be debited when payees cash checks. Funds must be available on check date.*

<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>		<u>TOTAL</u>
02/27/19	WELLS FARGO BANK, NA	xxxxxx1358	Payroll	Check Amounts	10,915.87	
				TOTAL NEGOTIABLE CHECKS		10,915.87

REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES - *Paychex does not remit these funds. You must ensure accurate and timely payment of applicable items.*

<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>		<u>TOTAL</u>
02/27/19	Refer to your records for account	Information	Payroll	Employee Deductions		
				Aflc/Col Post	55.34	
				Aflc/Col Pre	335.08	

0084 A87P-7177 San Lorenzo Valley Water District

CASH REQUIREMENTS**CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 02/27/19: \$118,636.95****REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES (cont.)** - Paychex does not remit these funds. You must ensure accurate and timely payment of applicable items.

<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	<u>TOTAL</u>
02/27/19	Refer to your records for account Information		Payroll	Employee Deductions (cont.)	
				Calper 457	1,025.00
				DPer	7,625.35
				Health	928.22
				ICMA	3,374.80
				Life Ins	14.00
				PXDCA EE PRE	576.92
				PXUME EE PRE	400.77
				Union dues	521.04
				Total Deductions	14,856.52
TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES					14,856.52

PAYCHEX WILL MAKE THESE TAX DEPOSIT(S) ON YOUR BEHALF - This information serves as a record of payment.

<u>DUE DATE</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	
03/06/19	Taxpay®	FED IT PMT Group	31,444.15
03/06/19	Taxpay®	CA IT PMT Group	6,135.78

MEMO

TO: District Manager

FROM: Director of Operations

SUBJECT: OPERATIONS DEPARTMENT STATUS REPORT
February 2019

DATE: March 21, 2019

RECOMMENDATION:

It is recommended that the District Manager review and file the Operations Department Project Status Report for the month of February 2019.

BACKGROUND:

DISTRICT FLUSHING PROGRAM

During the reporting period staff kicked off the 2019 Mainline Flushing Program. Each year several areas of the distribution system are flushed to remove iron and manganese deposits and sediment from mainlines. The first flushing began on February 11, 2019 and will continue to April 19, 2019. Direct mailing and display ads will be used to notify customers in flushing areas directly affected by the flushing activities, weekly as the flushing moves areas.

BLUE TANK REPLACEMENT

Don Chapin Company completed the concrete slab enhancements. The tank is in fabrication and is to be delivered at the end of April to the Blue Tank Location on Miraflores Rd. Scotts Valley. Superior Tank Company will move in to erect the new tank on the existing improved concrete slab.

During routine inspection it was discovered that the Districts Blue Tank in Manana Woods has experienced extensive corrosion to the upper ring of staves, roof and internal roof structure system. In addition to corrosion the tank experienced buckling damage from the 1989 Loma Prieta Earthquake.

FELTON WATER SYSTEM WATER METER REPLACEMENT

With the abundance of rain and other projects Felton Water System Meter Replacement Project slowed significantly in February. The change out will be getting back on track here in the next couple of months as dry weather comes back to the Valley.

Domestic water meters are being replaced as existing meters have reached their life expectancy. Meters are being changed to the new Beacon "Eye on Water"

system that will allow customers to monitor their water usage over the internet.

PASO WELL #8

The new Paso Well #8 construction continues. Well head design is put together and was reviewed and edited by District staff and submitted to the State Water Resources Control Board for approval.

Paso Well #8 is a replacement to Paso Well #6 that began splitting in its casing in 2015, which was allowing sand to overcome the pump and motor. Many attempts to fix and seal the casing on the Well were unsuccessful leading to full replacement of the Well.

PASO WELL #5A

Water jetting and swabbing to clean the screens and gravel pack is complete. The Well column along with pump and motor has been installed. District staff is in the process of disinfecting, flushing and sampling the Well.

The District received multiple calls in the Scott's Valley area of brown and dirty water in December 2018. The water quality group found that Paso Well #5A was pumping sand and gravel. The Well was pulled and video of the Well was taken. There was an area found in the screens where there was sand and gravel coming through the gravel pack and screen. It is undetermined what caused the sand and smaller gravel to begin to come through the gravel pack and screens, could have been ground movement or the pump and motor hitting the side of the Well column during a start or stop.

SCADA (Supervisory control and data acquisition) UPGRADE

In February 2019 there was little progress on the SCADA upgrade as the outside contractor contact was on vacation then got sick. The SCADA project is in the testing and fine tuning stage. The project is proceeding forward and the District staff is anxious and looking forward to the system upgrade being complete.

The District is about 90% done with conversion of the new SCADA and HMI system. The conversion that is done is operational and live. Our equipment and software are out of date and have been crashing needing restarting and rebooting several times a month, leading to this upgrade. District staff has been working with an outside contractor that was contracted to do the upgrade and replacement.

MAIN BREAK RESULTING IN BOIL ORDER NOTICE

On February 16, 2019 District staff was called to a water main break off Ridge Dr. Boulder Creek. This main break resulted in a 4200 gallon tank to go empty. It is the District's responsibility to notify the State Water Resources Control and the result of this in a Boil Order Notice to the affected customer. The Boil Order Notice was issued to the 9 customers connections that this tank serves. Water sampling

was done in this zone for two days and all samples came back negative for contaminations. On February 18, 2019 a notice lifting the Boil Order Notice approved by the State was distributed to the same customer connections.

COMMUNICATIONS RESULTING IN BOIL ORDER NOTICE

On February 7, 2019 District staff was called to out of water at a few addresses on Caledonia Ave., and Hartmen Ave. in Ben Lomond. It was determined in the field that the Spring tank 63,000 gallons, serving 93 service connections was empty due to lack of pumping with the loss of tank communications. No low alarm came in due to no communications between the tank and the SCADA system. This was caused by a tree that had fallen and took the communication lines down with it.

This was reported to State Water Resources Control and a Boil Order Notice was issued and distributed to the 93 service connections. Water sampling was done in this zone for two days and all samples came back negative for contaminations. On February 9, 2019 a notice lifting the Boil Order Notice approved by the State was distributed to the same service connections.

MAINTENANCE ISSUES

Service Line Replacement Lompico
Service Line Replacement:
None

Main Line Repairs
6 inch main line repairs 288 Douglas Ave Boulder Creek.

System Wide
Full service line replacement 925 Forest St. Brookdale.
Full service line replacement 145 Pacific Ave. Brookdale.
Removed 2 old 2" meters and piping back to the main line and installed a 2" standpipe wharf hydrant for the flushing program.
Changed out faulted check valves in the Felton Heights Booster Station.
Replaced 20' of sewer main at #9 Oakwood Lane Bear Creek Estates.
Removed and rerouted power, water, and communication lines at the Blue Tank site conflicting the Concrete Slab Enhancements.
Facility Checks for storm damage and drainage due to heavy rains.
Shuttling of emergency generators and fueling equipment during storms.
7+/- Mainline/Service Line Leaks Were Repaired.

James Furtado

Director of Operations

SAN LORENZO VALLEY WATER DISTRICT PRODUCTION COMPARRISON

Source	February-19	January-19	February-13	Difference This Year To 2013
North System				
Surface Water Sources				
Foreman Creek	25,763,519	21,052,220	12,069,000	
Peavine Creek + Hydro	745,487	775,923	6,750,000	
Clear Creek	2,091,596	5,878,714	6,519,000	
Sweetwater Creek	1,394,398	3,919,143	4,346,000	
Sub-Total (Streams)	29,995,000	31,626,000	29,684,000	1.05%
Wells (North)				
Olympia No. 2	1,363,000	1,289,000	254,000	
Olympia No. 3	532,000	329,000	219,000	
Quail Well No. 4-A	71,000	690,000	1,000	
Quail Well No. 5-A	9,700	240,200	6,200	
Sub Total North Wells	1,975,700	2,548,200	480,200	311.43%
South System Wells				
Pasatiempo 5A	-	-	N/A	
Pasatiempo 6	-	-	4,942,000	
Pasatiempo 7	652,000	1,508,000	1,836,000	
Sub Total Pasatiempo Wells	652,000	1,508,000	6,778,000	-90.38%
North South All Sources Combined	32,622,700	35,682,200	36,942,200	-11.69%
Felton System - Surface Water				
Fall Creek	2,986,356	4,606,162	3,751,890	
Bennett Spring	2,599,300	2,083,180	3,605,400	
Bull 1 & 2	1,097,316	1,274,592	3,994,500	
Total Felton System Sources	6,682,972	7,963,934	11,351,790	-41.13%
Manana Woods System				
Well 1	-	-	106,775	
Total Manana Woods Sources	-	-	106,775	
Sub - Total Production				
North / Felton / Manana	39,305,672	43,646,134	48,400,765	-18.79%
Surface	36,677,972	39,589,934	41,035,790	-10.62%
Wells	2,627,700	4,056,200	7,364,975	-64.32%
Total Surface Water Percentage	93.31	90.71	84.78	10.06%
Total Wells Percentage	6.69	9.29	15.22	-56.07%

**SAN LORENZO VALLEY WATER DISTRICT
PRODUCTION BY SYSTEM
+/- INTERTIES
February 2019**

North System All Sources	32,622,700
Interties IN +	493
Interties OUT -	4,594,930
TOTAL NORHT SYSTEM	28,028,263
Felton Water system All Sources	6,682,972
Interties IN +	422,091
Interties OUT -	3
TOTAL FELTON SYSTEM	7,105,060
Manana Woods System	
Manana Woods Well 1	0
Interties IN +	
TOTAL MANANA WOODS	0

**SAN LORENZO VALLEY WATER DISTRICT
INTERTIE USAGE
February 2019**

INTERTIE 2

SLVWD to SVWD 0

SVWD to SLVWD 0

INTERTIE 3

SLV SOUTH to SLV NORTH 490

SLV NORTH to SLV SOUTH 4,172,839

INTERTIE 4

SLVWD to MHWD 0

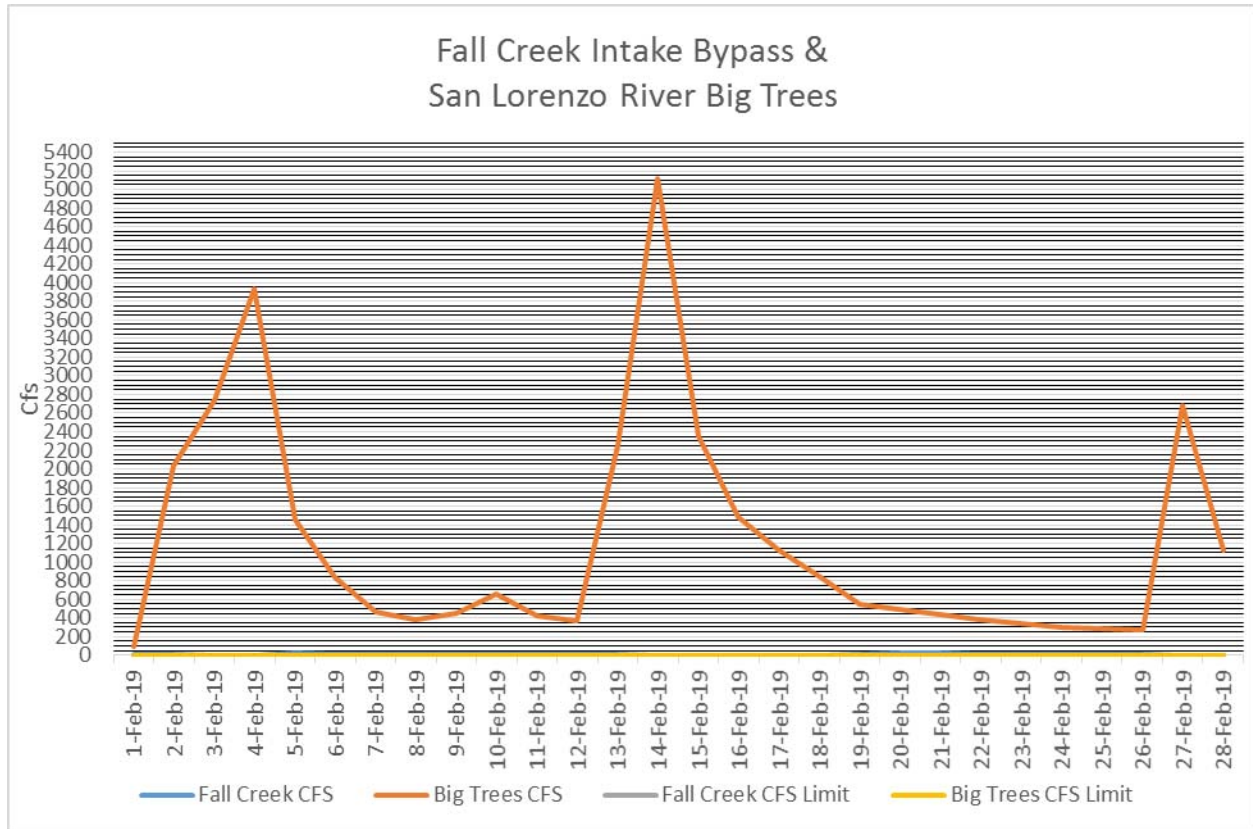
MHWD to SLVWD 0

INTERTIE 6

SLV NORTH to SLV FELTON 422,091

SLV FELTON to SLV NORTH 3

Fall Creek Intake February 2019



Normal Rainfall Fall Creek Intake Bypass Requirements

April 1 through October 31 1.0 cubic feet per second

November 1 through March 31 1.5 cubic feet per second

Dry Conditions Fall Creek Intake Bypass Requirements

April 1 through October 31 0.5 cubic feet per second

November 1 through March 31 0.75 cubic feet per second

Number of Days in month 0.5 cfs or below, ZERO days

San Lorenzo River USGS Big Trees Flow Requirements

September 11 cubic feet per second

October 26 cubic feet per second

November 1 through May 31 21 cubic feet per second

June - August No Requirements

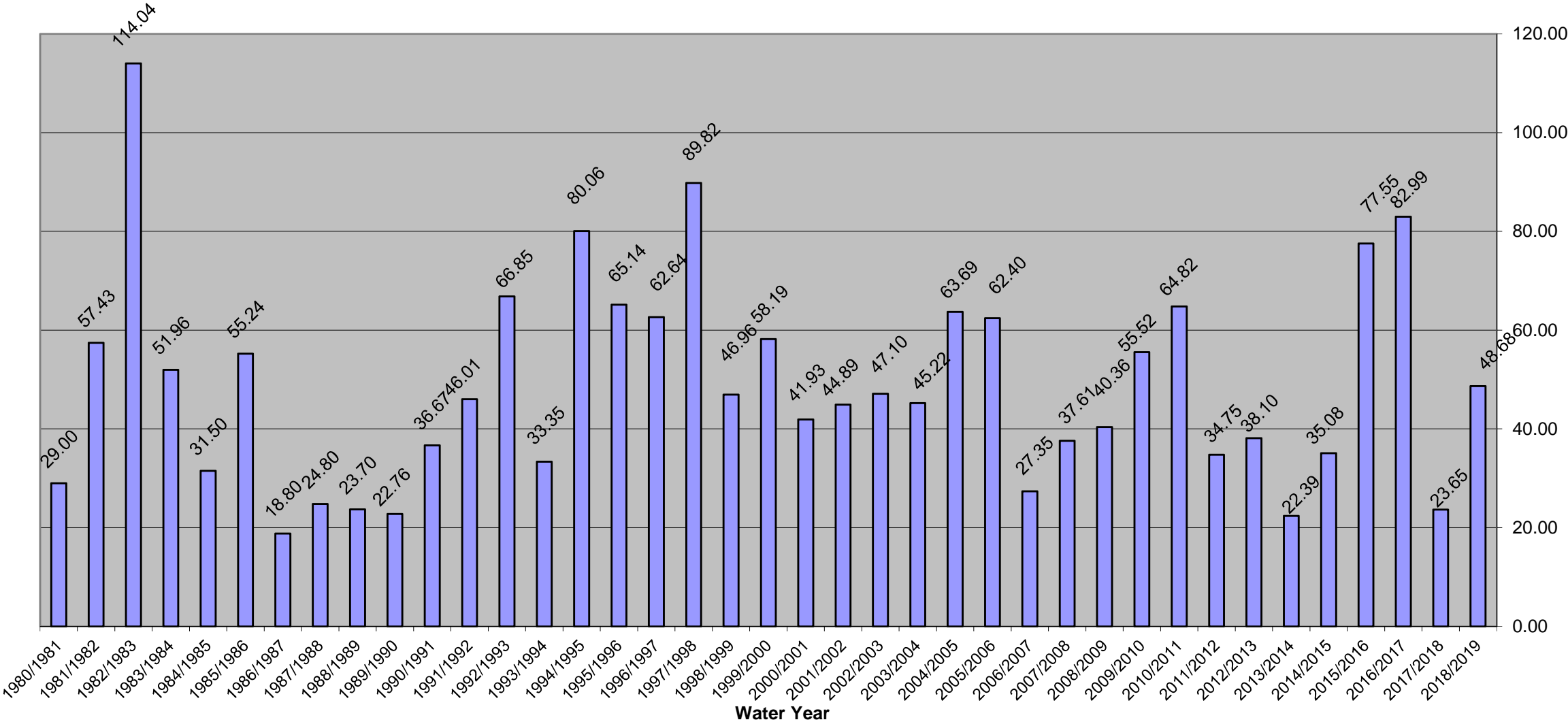
Fall Creek Intake February 2019

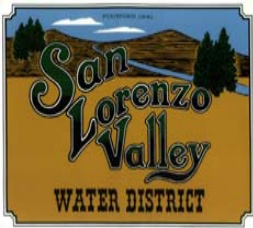
For the protection of fish and wildlife, during the period: (a) April 1 through October 31 bypass a minimum of 0.5 cfs; (b) November 1 through March 31 bypass a minimum of 1.5 cfs past the Fall Creek point of diversion. The natural streamflow shall be bypassed whenever it is less than 1.5 cfs; provided, however, that during a dry year, the bypass requirement shall be reduced from 1.5 to 0.75 cfs. A dry year is defined on a monthly basis of cumulative runoff beginning October 1 of each season in the San Lorenzo River at the USGS gage at Big Trees. These runoff figures are based on approximately 50 percent of normal runoff as the dividing level between normal and dry year runoff and are as follows:

- November 1 for the month of October 500 af
- December 1 for October-November, inclusive 1,500 af
- January 1 for October-December, inclusive 5,000 af
- February 1 for October-January, inclusive 12,500 af
- March 1 for October-February, inclusive 26,500 af

Fall Creek Weir Measurement											
Agenda: 3.21.19											
	Month:	February	Year:	2019	Big Trees > 26,500 Acre-ft Oct-Feb Normal Year				Big Trees <26,500 Acre-ft Oct-Feb Dry Year		
							X				
Date	Time	Initials	Pump #	Fall Cr. GPM into Kirby plant	Weir Board Height	Fall Creek Bypass (CFS)	Big Trees Bypass (CFS)	Rainfall (Felton gauge)	Met Fall Cr, Bypass Requirement: Normal Year April 1 - Oct 31 1.0 cfs Dry Year April 1 - Oct 31 0.5 cfs Nov. 1 - March 31 0.75 cfs (yes/no)	Met Big Trees Requirement Nov-May 21cfs Sept 11 cfs Oct 26 cfs (yes/no)	Notes
1	07:45	SS	1	89	25	5.806	96.5	1.95	Yes	Yes	
2	09:10	HO	1	0	25	5.943	2040	3.0	Yes	Yes	Weir Pulled
3	08:50	HO	1	0	25	1.48	2740	1.41	Yes	Yes	F.C. Pulled / Off
4	08:40	SS	1	0	25	1.10	3930	0.86	Yes	Yes	F.C. Pulled / Off
5	10:00	SS	2	163	25	17.65	1460	0.04	Yes	Yes	F.C. On / Weir in
6	08:30	JG	2	153	25	14.65	835	0	Yes	Yes	
7	08:00	SS	2	101	25	13.08	470	0.04	Yes	Yes	
8	08:00	SS	2	127	25	11.62	387	1.10	Yes	Yes	
9	10:30	JG	2	155	25	11.88	457	0.65	Yes	Yes	
10	10:30	JG	2	98	25	12.82	660	0.04	Yes	Yes	
11	08:50	SS	2	142	25	11.20	427	0	Yes	Yes	
12	08:00	SS	2	150	25	10.23	362	3.13	Yes	Yes	Weir Pulled in P.M.
13	10:00	SS	N/A	0	0	6.05	2250	1.15	Yes	Yes	F.C. Pulled / Off
14	10:30	KS	N/A	0	0	2.60	5120	0.92	Yes	Yes	F.C. Pulled / Off
15	08:00	SS	N/A	0	0	2.12	2350	0.75	Yes	Yes	F.C. Pulled / Off
16	11:00	HO	N/A	0	0	1.51	1480	0.42	Yes	Yes	F.C. Pulled / Off
17	09:50	HO	N/A	0	0	0.968	1130	0.05	Yes	Yes	F.C. Pulled / Off
18	07:40	HO	N/A	0	0	0.356	855	0	Yes	Yes	F.C. Pulled / Off
19	14:35	HO	N/A	0	0	9.990	541	0	Yes	Yes	F.C. Pulled / Off
20	09:25	KS	N/A	0	0	18.56	486	0	Yes	Yes	F.C. Off/ Weir in
21	08:00	KS	2	142	25	17.04	433	0	Yes	Yes	F.C. On
22	07:45	JG	2	141	25	15.73	379	0	Yes	Yes	
23	06:25	KS	2	142	25	14.67	336	0	Yes	Yes	
24	08:30	KS	2	130	25	13.84	304	0	Yes	Yes	
25	07:45	SS	2	144	25	13.03	283	0.26	Yes	Yes	
26	08:30	SS	2	76	25	12.73	272	1.95	Yes	Yes	Weir Pulled in P.M.
27	13:10	SS	N/A	0	0	0.059	2680	0.12	Yes	Yes	F.C. Pulled / Off
28	08:30	HO	N/A	0	0	0.010	1130	0.02	Yes	Yes	F.C. Pulled / Off
29	257										

San Lorenzo Valley Water District
Annual Rainfall History Graph



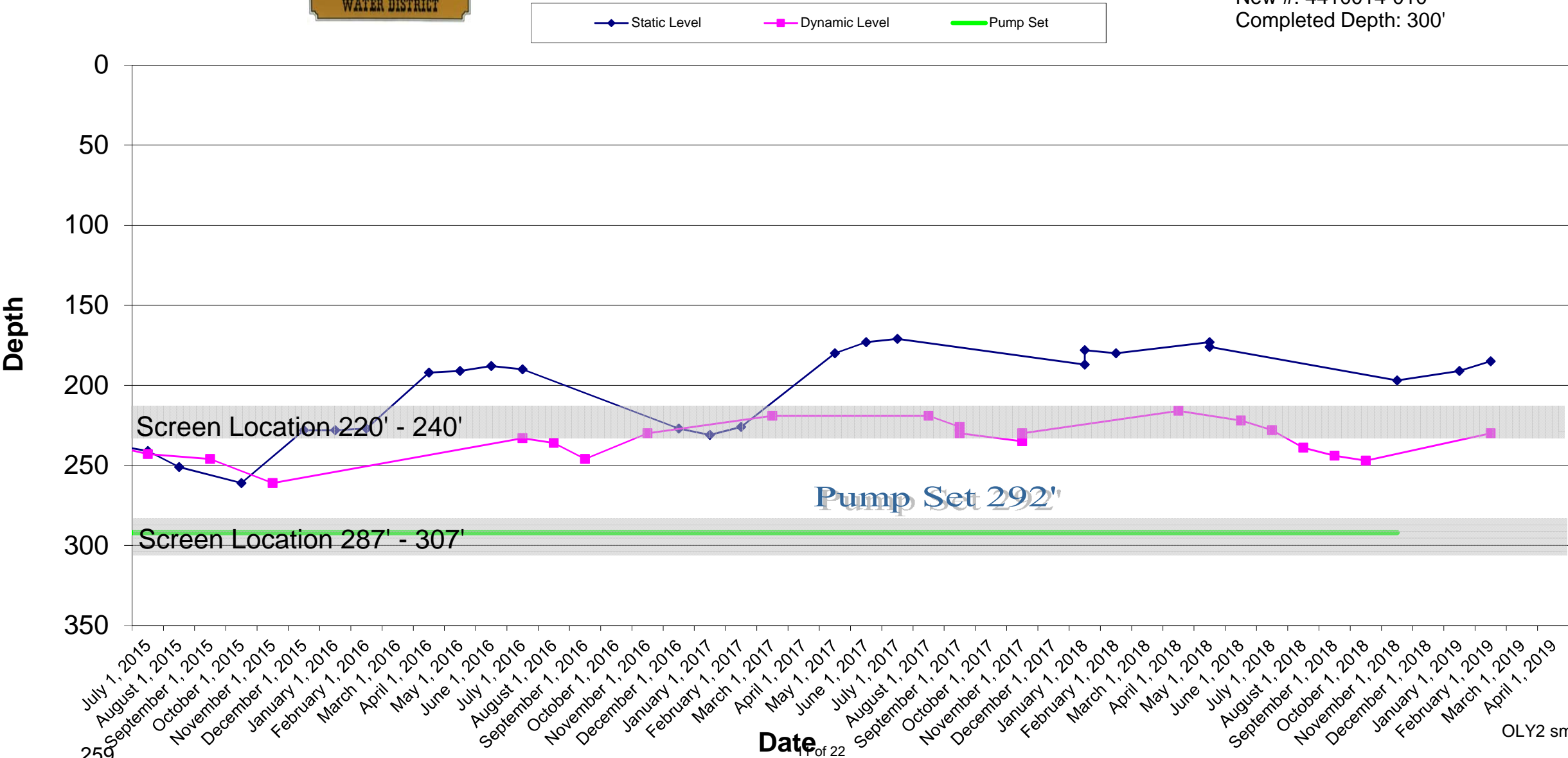


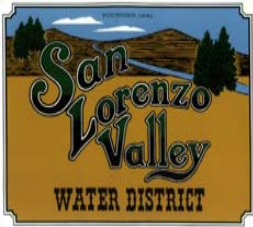
SAN LORENZO VALLEY WATER DISTRICT

Well Drawdown Report

Olympia 2

Location: 7701 E. Zayante Rd.
Elevation: 525'
Installed: April 28, 1980
State Well #:10S/O2W-11P01
New #: 4410014-010
Completed Depth: 300'



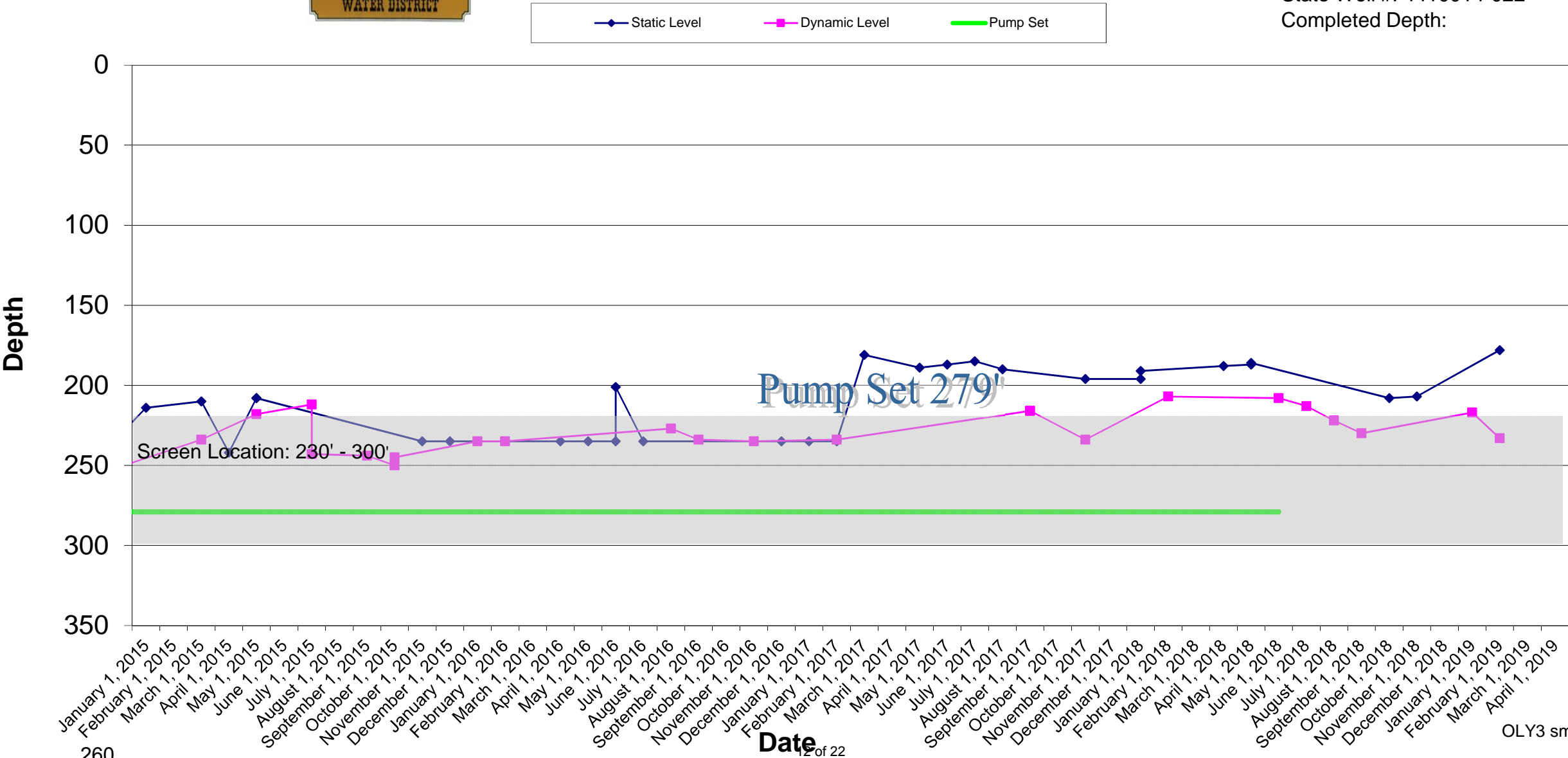


SAN LORENZO VALLEY WATER DISTRICT

Well Drawdown Report

Olympia 3

Location: 7701 E. Zayante Rd
Elevation: 538' Mean Sea Level
Installed: 8-15-90
State Well #: 4410014-022
Completed Depth:



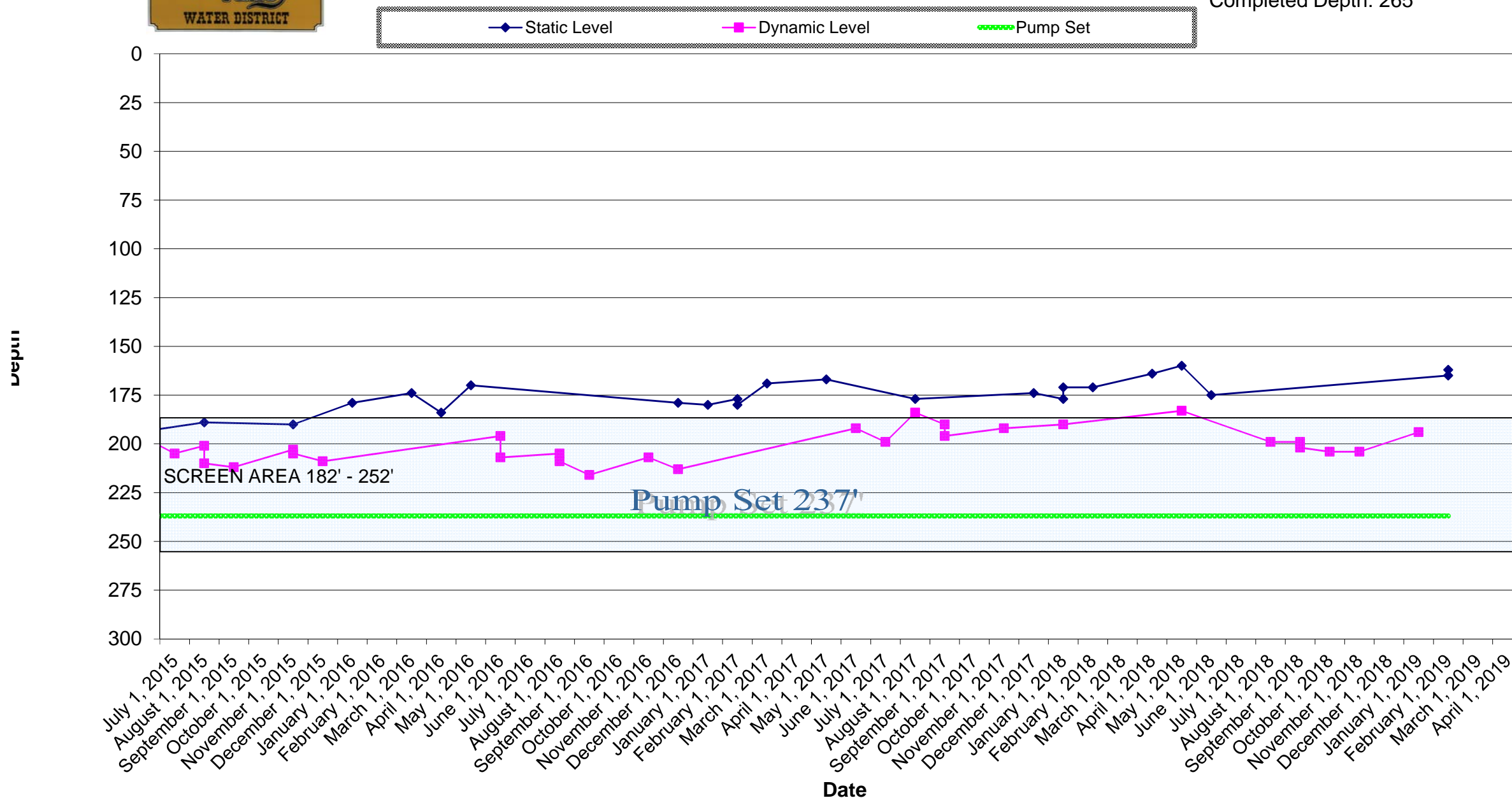


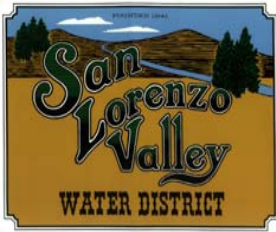
SAN LORENZO VALLEY WATER DISTRICT

Well Drawdown Report

Quail Well 4-A

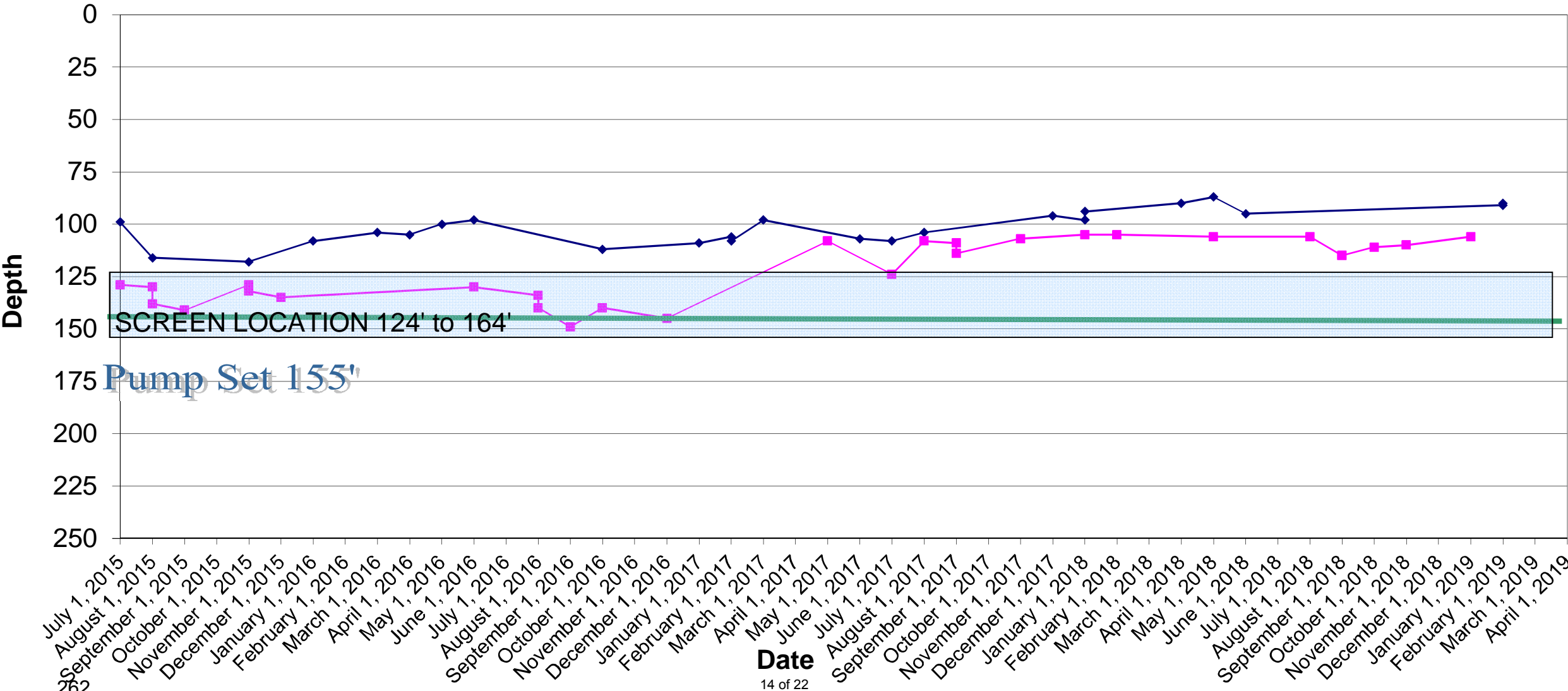
Location: Cumora Ln. Ben Lomond
Elevation: 596.54 ft @ Pad
Installed: 6-07-2001
State Well #: 4410014-026
Completed Depth: 265

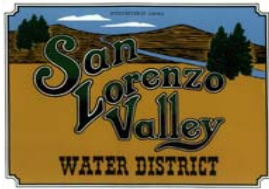




SAN LORENZO VALLEY WATER DISTRICT
Well Drawdown Report
Quail Well 5-A

Location: 1161 Quail Hollow Rd.
Ben Lomond
Elevation: 517.65 ft. @ Pad
Installed: March 2000
State Well #: 4410014-025
Completed Depth: 174'



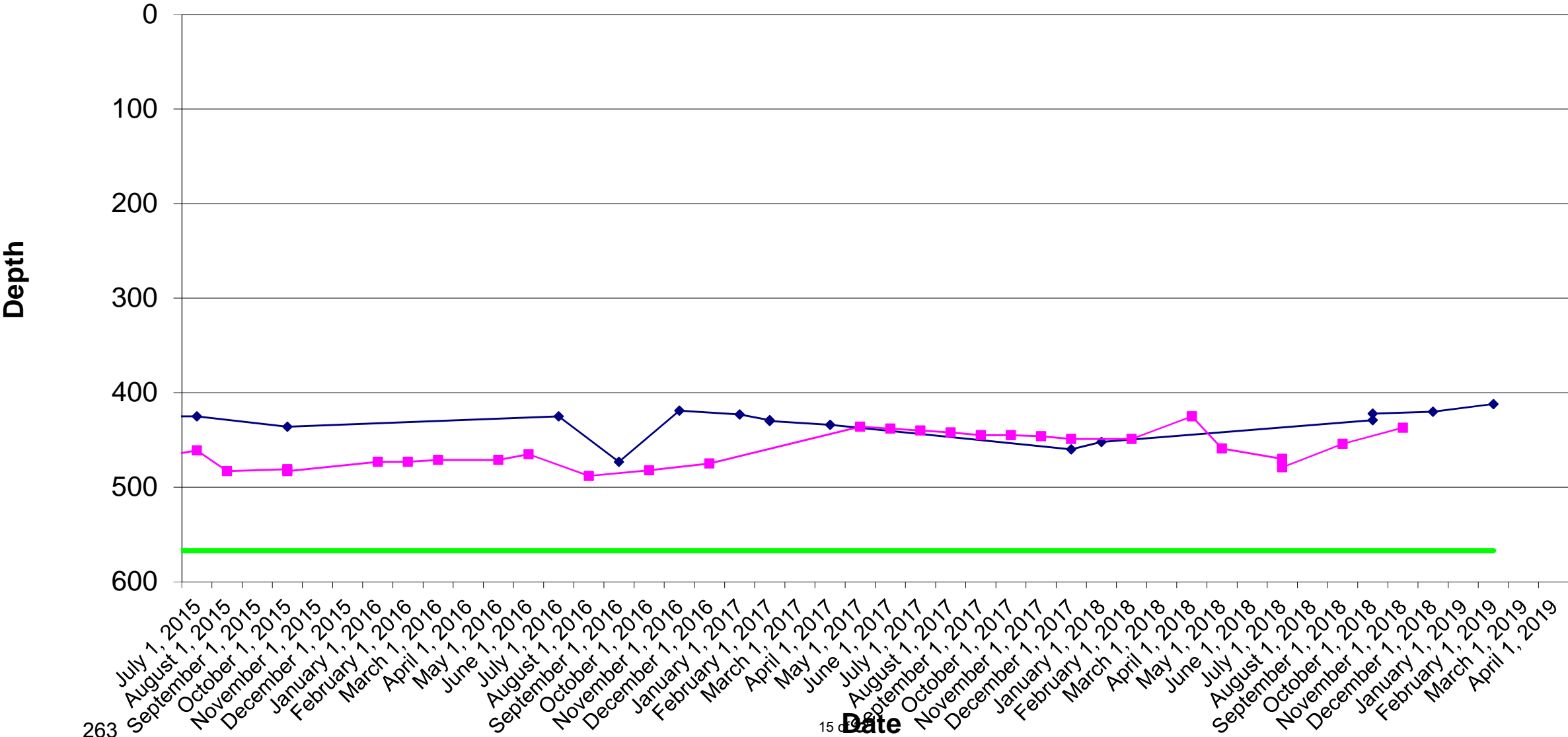


SAN LORENZO VALLEY WATER DISTRICT

Well Drawdown Report

Pasatiempo 5-A

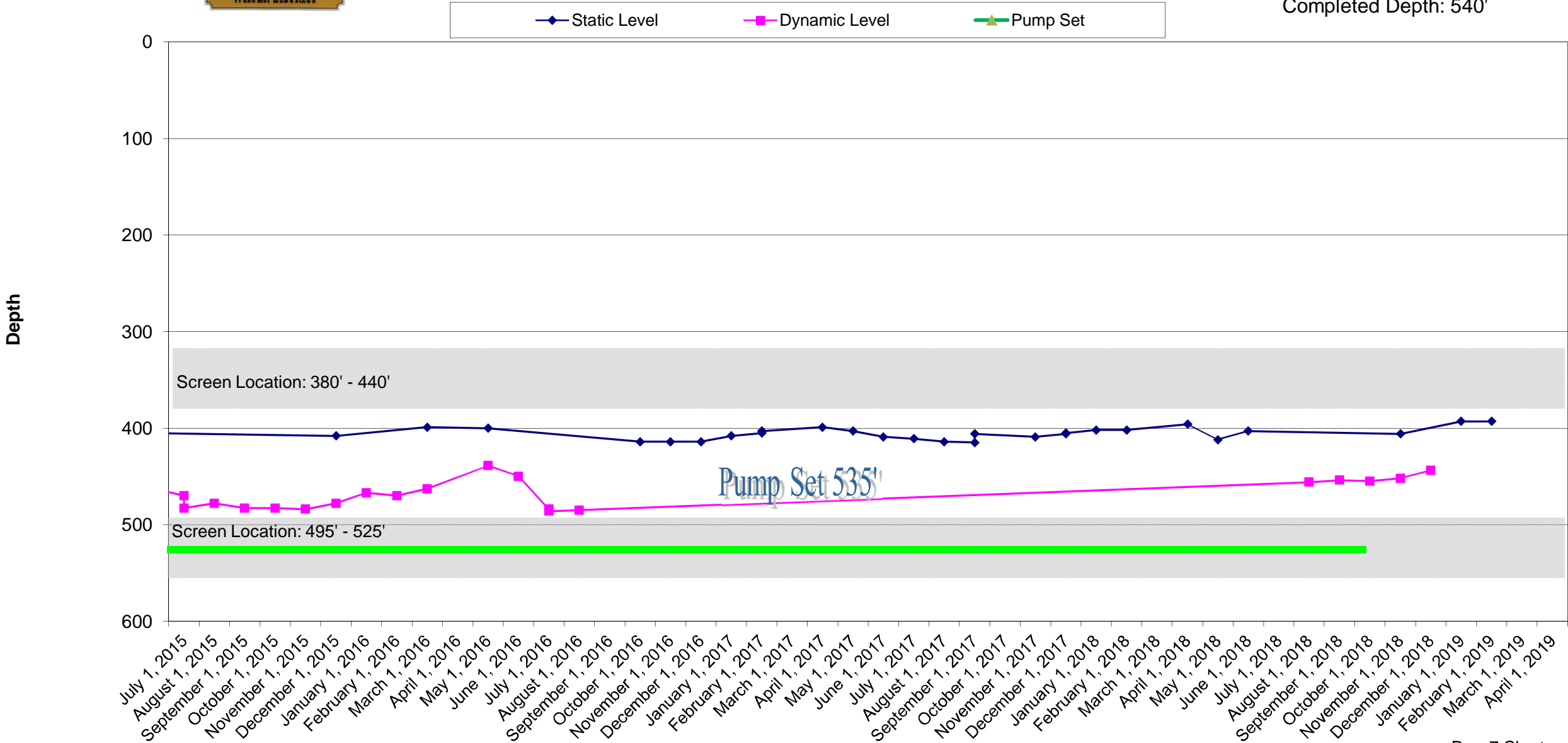
Location: So. Of 3650 Graham Hill Rd
Elevation: 752'
Installed 1-1-14
State Well #:4410014-014
Completed Depth: 710'





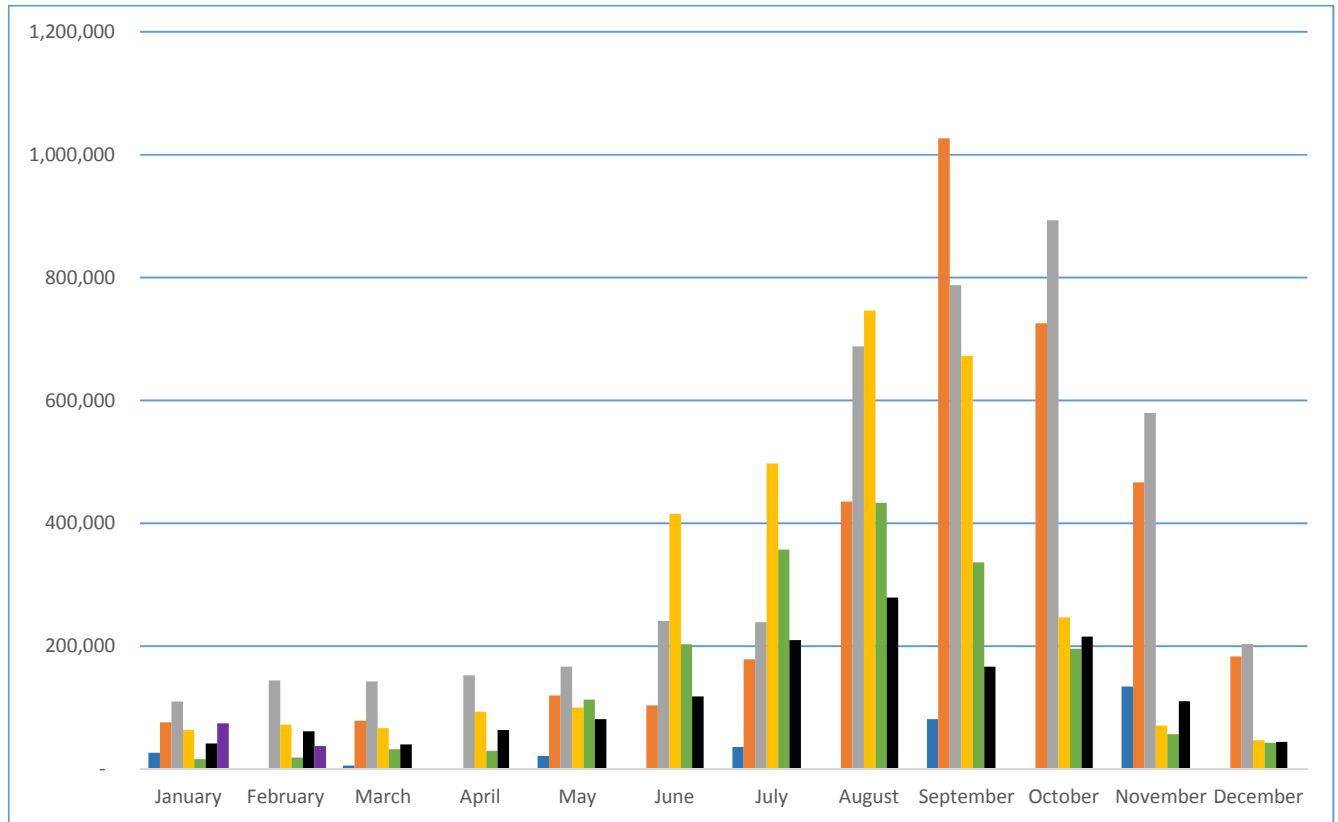
SAN LORENZO VALLEY WATER DISTRICT
Well Drawdown Report
Pasatiempo 7

Location: South of Probation
Center
Elevation: 734' MSL
Installed: July 21, 1990
State Well #: 4410014-024
Completed Depth: 540'



SAN LORENZO VALLEY WATER DISTRICT
BULK WATER SALES
GALLONS
February 2019

Agenda: 3.21.19
Item: 7.3



<u>Month</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
January	26,928	76,296	109,965	63,850	16,456	41,888	74,800
February			144,364	72,556	18,700	61,366	37,400
March	5,984	78,540	142,868	66,572	32,164	40,392	
April			152,592	93,500	29,920	63,580	
May	21,692	119,680	166,804	100,232	112,948	81,532	
June		103,972	240,983	415,140	203,179	118,184	
July	35,904	178,772	239,360	497,420	357,544	210,188	
August		435,336	688,160	746,504	433,092	279,004	
September	81,352	1,026,256	787,644	672,183	336,570	166,804	
October		725,560	893,112	246,840	195,976	215,424	
November	134,640	466,752	579,700	71,060	56,848	110,704	
December		183,260	203,456	47,124	42,636	44,132	
Totals	306,500	3,394,424	4,349,008	3,092,981	1,836,033	1,433,198	112,200

SAN LORENZO VALLEY WATER DISTRICT
MONTHLY LEAK REPORT
February 2019

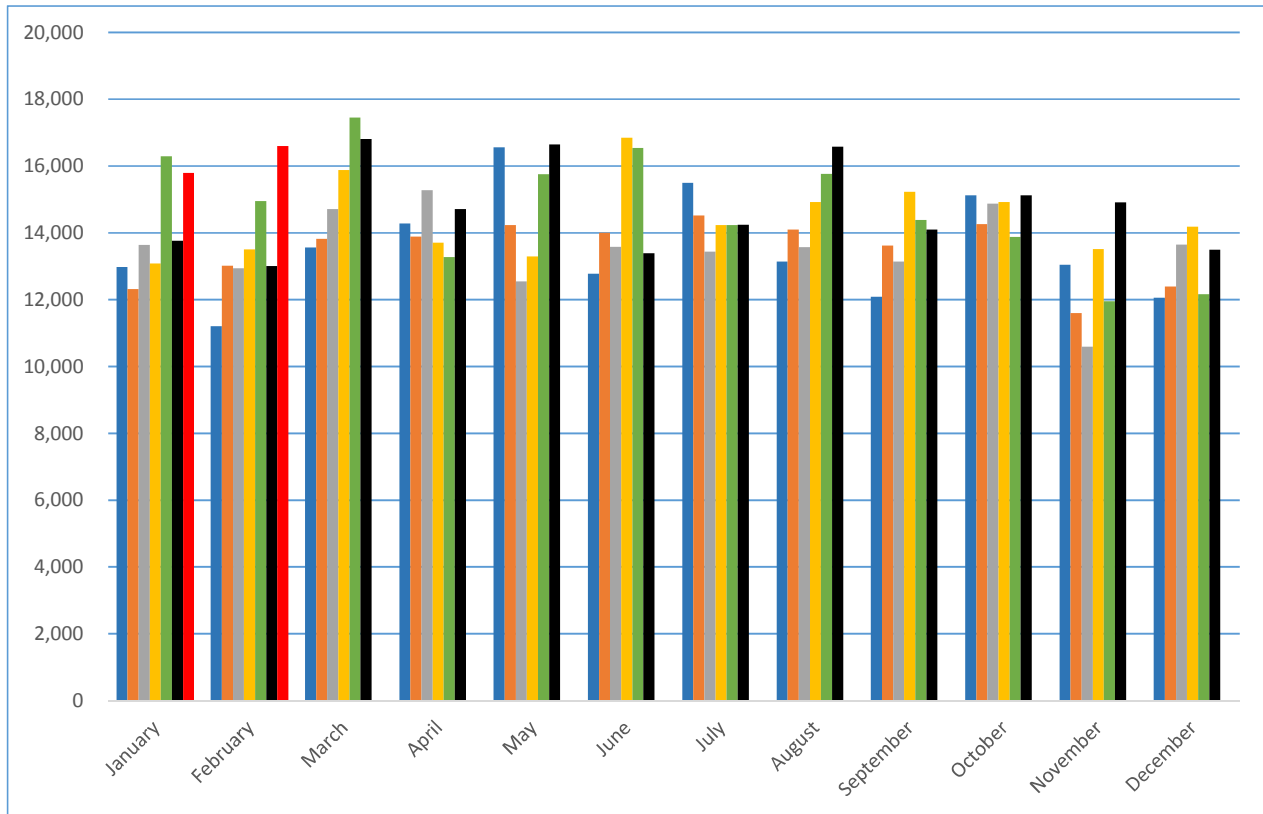
Agenda: 3.21.19
Item: 7.3

Leak Type	Location - NORTH SYSTEM	Town	Gallons Lost
400 MAIN LEAKING	8297 HERMOSA AVE.	BEN LOMOND	11,520
400 MAIN LEAKING	555 COOK WAY	BEN LOMOND	10
400 MAIN LEAKING	288 DOUGLAS AVE	BOULDER CREEK	24,750
412 TANK LEAKING	QUAIL TANKS	BEN LOMOND	7,200
400 MAIN LEAKING	925 FOREST WAY	BROOKDALE	600
TOTAL			44,080
FELTON SYSTEM			
Total Felton System			-
LOMPICO			
Total Lompico			-
SCOTTS VALLEY			
400 MAIN LEAKING	581 LA CUESTA DR	SCOTTS VALLEY	300.00
Total Scotts Valley			300
Total All Systems			44,380

				Water Quality Complaint List						
Date Received	Type Of Complaint							Address	Conclusion	System
	Taste/ Odor	Color	Turbidity/ Particles	Worms/ Other Visible Organisms	Pressure (High/Low)	Illness (Waterborne)	Other (Specify)			
2/12/2019		X					Customer complained of brown water observed at his residence.	740 Lockewood Ln	Upon investigation by SLVWD staff, water quality results were normal and within range. At customers front hose bib, free chlorine was 0.9 mg/L and no color was observed in field sample. Customer was notified of results and told to flush his internal plumbing if the problem persists.	SLVWD-North
2/26/2019			X				Customer stated that sand is observed in the water while the bathtub runs.	275 Bobs Ln	Upon investigation by SLVWD staff, sandy particles were observed in customers front hose bib. SLVWD staff flushed the hydrant next to 275 Bobs Ln and advised customer to flush out internal plumbing. On 2/27/2019, SLVWD staff followed up with customer to see if sand had persisted, customer stated that the sand is gone. SLVWD staff will be performing annual flushing in this area of Scotts Valley on the week of March 4th, 2019 to further remove sediment in the distribution mains.	SLVWD-North
2/28/2019		X					Customer reported yellowish water for the last few days.	180 Buck Knoll Rd	Upon investigation by SLVWD staff, water quality results were normal and within range. At customers front hose bib, free chlorine was 0.8 mg/L and no color was observed in field sample. Customer was notified of results and told to call back if the problem comes back.	SLVWD-North

SAN LORENZO VALLEY WATER DISTRICT
VEHICLE MILEAGE
February 2019

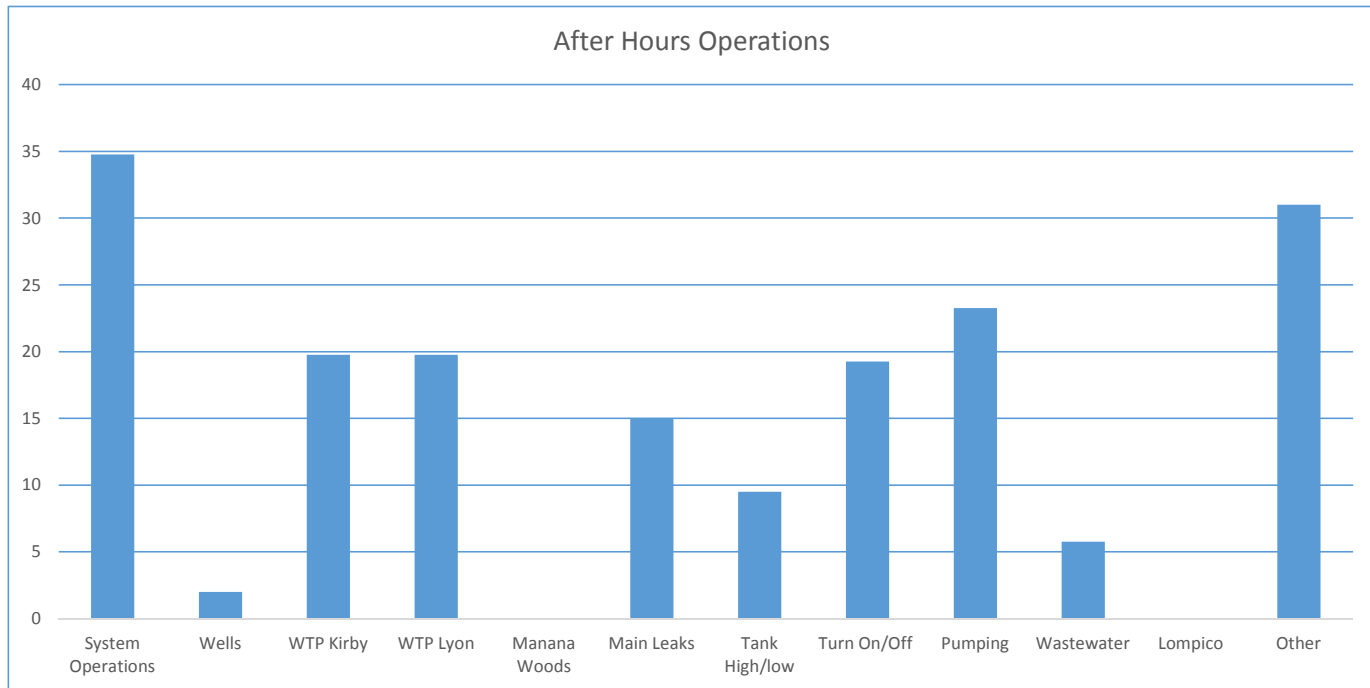
Agenda: 3.21.19
 Item: 7.3



Month	2013	2014	2015	2016	2017	2018	2019
January	12,976	12,317	13,633	13,082	16,286	13,763	15,790
February	11,201	13,015	12,934	13,505	14,945	13,003	16,599
March	13,558	13,817	14,714	15,882	17,451	16,809	
April	14,283	13,883	15,279	13,704	13,270	14,711	
May	16,560	14,228	12,550	13,290	15,757	16,646	
June	12,780	14,000	13,582	16,841	16,534	13,390	
July	15,497	14,519	13,441	14,228	14,229	14,242	
August	13,136	14,096	13,569	14,923	15,761	16,576	
September	12,087	13,622	13,137	15,229	14,388	14,094	
October	15,120	14,261	14,868	14,924	13,880	15,126	
November	13,046	11,594	10,591	13,510	11,952	14,908	
December	12,060	12,394	13,648	14,187	12,158	13,492	
Totals	162,304	161,746	161,946	173,305	176,611	176,760	32,389

SAN LORENZO VALLEY WATER DISTRICT
OPERATIONS DEPARTMENT
February 2019

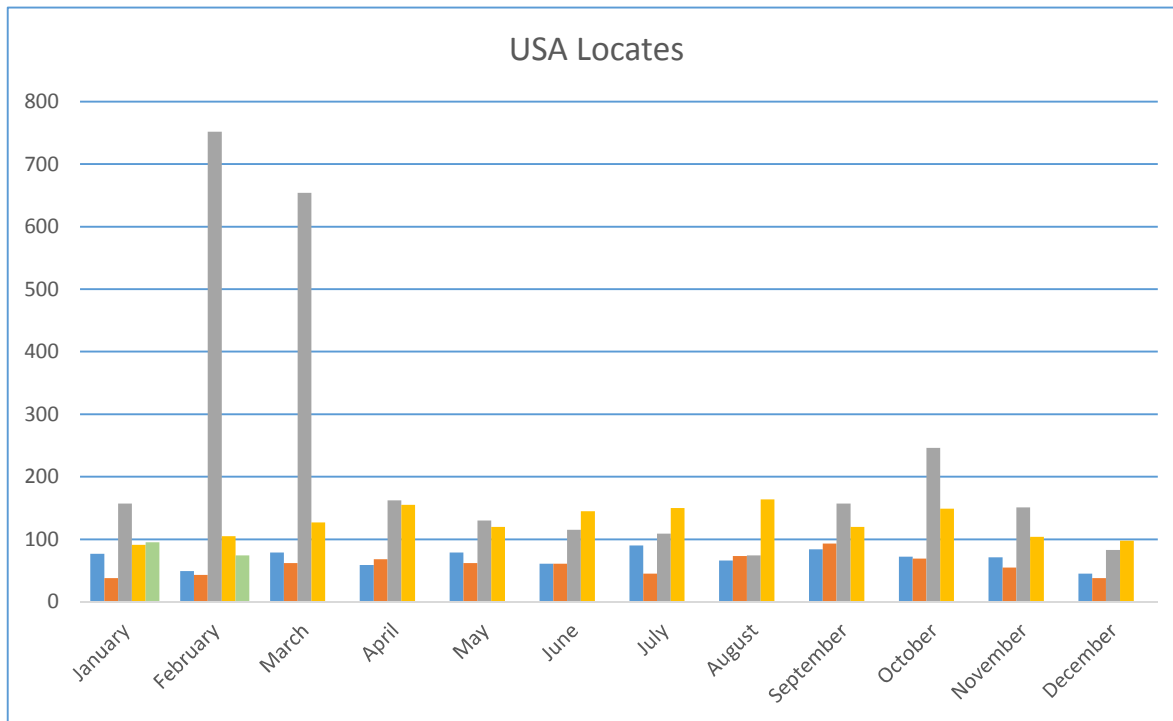
Agenda: 3.21.19
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Description	Hours		2015	2016	2017	2018	2019
System Operations	34.75	January	N/A	145.00	280.75	90.50	96.50
Wells	2	February	N/A	86.50	192.25	72.00	180.00
WTP Kirby	19.75	March	N/A	153.75	105.75	80.25	
WTP Lyon	19.75	April	82.50	72.00	128.75	19.00	
Manana Woods	0	May	104.75	49.25	132.75	105.5	
Main Leaks	15	June	172.50	83.25	112.75	89.00	
Tank High/low	9.5	July	124.25	80.25	162.00	145.25	
Turn On/Off	19.25	August	111.75	81.25	141.25	134.5	
Pumping	23.25	September	230.25	175.00	201.25	155.25	
Wastewater	5.75	October	128.25	78.50	104.00	111.5	
Lompico	0	November	114.25	96.25	122.50	197.5	
Other	31	December	186.25	130.75	134.00	220.25	
Total	180		1254.75	1231.75	1818.00	1420.50	276.50

SAN LORENZO VALLEY WATER DISTRICT
OPERATIONS DEPARTMENT
February 2019

Agenda: 3.21.19
 Item: 7.3



<u>Month</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
January	77	38	157	91	95
February	49	43	752	105	74
March	79	62	654	127	
April	59	68	162	155	
May	79	62	130	120	
June	61	61	115	145	
July	90	45	109	150	
August	66	73	74	164	
September	84	93	157	120	
October	72	69	246	149	
November	71	55	151	104	
December	45	38	83	98	
Total to Date	832	707	2,790	1528	169



M E M O

TO: Board of Directors
FROM: District Manager
PREPARED BY: Environmental Programs Manager
SUBJECT: Environmental Department Status Report
DATE: March 21, 2019

RECOMMENDATION:

It is recommended that the Board of Directors review and file the Environmental Department status report.

SUSTAINABLE WATER SUPPLY PLANNING

The District is working on a multi-tier effort to optimize operations, sustainably manage water supply and diversify water sources to ensure a resilient water supply as we adapt to a changing climate through the following efforts:

- Water Conservation
- Improving System Efficiencies through Conjunctive Use (increasing pipeline sizes, reducing leaks, and increasing storage tank capacities)
- Permit Intertie Pipelines to optimize operations and sustainably manage water supply.
- Sustainable Groundwater Management (SMGWA.ORG)
- Climate Adaptation and Mitigation (Climate Vulnerability Assessment)
- Exploring New Groundwater Supplies

CONJUNCTIVE USE GRANT

- Fish Assessment underway.
- Public Engagement Workshop to be announced following Fish Assessment Report Completion.

Detailed analysis shall be completed for the following scenarios:

- 1) During dry periods, reduce Felton diversions to comply with water rights by using existing interties to supply the Felton service area with (a) additional groundwater pumping from South system wells and (b) if necessary, excess diversions and/or groundwater pumping from the North system. During wet periods, (a) provide the South System service areas with excess diversions from the Felton system and (b) if possible also provide water to the North system to reduce groundwater pumping during dry periods.
- 2) Utilize the District's right to 313 AFY of Loch Lomond water, in the following priority of use: first to supply the Felton service area and reduce Fall Creek

diversions to comply with water rights; second, to serve the South service area and reduce South system groundwater pumping (i.e., achieve in-lieu recharge); and lastly to supply the North service area in order to reduce diversions, achieve in-lieu recharge, and increase groundwater discharge to dry-period base flows.

Preliminary feasibility-level analysis shall be completed for the following scenarios:

- 3) Recharge the Olympia area aquifer by injecting excess wet period diversions from the North system, Felton system, and/or Loch Lomond. Increase dry-period Olympia groundwater pumping by a comparable amount to reduce North system diversions.
- 4) Supply the South system and Scotts Valley Water District with excess wet period diversions from the Felton system, North system, and/or Loch Lomond in order to achieve in-lieu recharge. Utilize increased groundwater storage to increase dry period groundwater use and reduce stream diversions in the Felton system and North system.

STREAMFLOW, TEMPERATURE AND RELATED OBSERVATIONS FOR THE SAN LORENZO VALLEY WATER DISTRICT'S SURFACE SOURCES OF COMMUNITY WATER SUPPLY *WATER YEAR 2014 TO 2017*

Planning for water year 2019:

The District has been conducting Stream gaging associated with the District's surface water diversions since WY 2014 to learn more about how the District's water supply production impacts habitat in the San Lorenzo River and associated tributaries. Staff facilitated a Regulatory Agency meeting to discuss the results of the study and to discuss the future of the program, in addition to the Conjunctive Use Planning Effort. Staff conducted a Board workshop on February 7th to discuss the District's Water Supply Outlook and to bring the new board up to speed with the effort.

SANTA MARGARITA SUSTAINABLE GROUNDWATER MANAGEMENT AGENCY (SMGWA.ORG)

- Staff provides ongoing support and District representation at the SMGWA at staff level.
- Interviews for the Technical Consultant have been conducted, and the Board will consider the recommended consultant on March 28th. The Technical consultant will correct the deficiencies identified in the hydrologic model, and assist with the technical writing of the Sustainable Groundwater Management Plan.
- Staff supports the Facilitation Committee in publicly noticed meetings monthly. We have completed a series of 3 Educational Workshops that focused on Local Hydrology and Growth, Land Use & Water and Integrated Water Management & Surface Water Groundwater Interactions.
- The next SGMWA Meeting is scheduled for Thursday, March 28th at 7:00 PM at Scott's Valley Water District. For more information <http://smgwa.org/>

ENVIRONMENTAL COMPLIANCE - CAPITAL IMPROVEMENT PROGRAM

SANDHILLS HABITAT CONSERVATION PLAN FOR THE SAN LORENZO VALLEY WATER DISTRICT CAPITAL IMPROVEMENT PLAN

District is preparing a Habitat Conservation Plan to mitigate the impacts to listed species in sandhills habitat which result from the District's Capital Improvement Projects. The HCP will cover the District's capital improvement projects, operations and maintenance activities, and watershed management actions, that impact species protected by the Endangered Species Act (ESA) and sensitive habitat of the Santa Cruz sandhills. The District Sandhills HCP (DSHCP) will provide the basis for the United States Fish and Wildlife Service (USFWS), which administers the ESA for terrestrial species, to issue the District an Incidental Take Permit (ITP) to cover all of the capital improvement projects, operations and maintenance activities, and watershed management actions that affect the covered species. This approach will greatly reduce the timeline and cost for project permitting compared to preparing individual HCPs for each project or site. Timeline to Submit HCP for agency review is December 2019. Cost for development of HCP: \$129,000

CIP PROJECT PERMITTING CEQA Lion Pipeline Project - Complete

Staff is working to secure permits for the following Projects:
Fall Creek Fish Ladder Project Cost: \$ 1,160,000
Lion Treatment Plan Access Road Slide (FEMA funded)
Lompico Tank Replacement Program

WATERSHED MANAGEMENT/ STEWARDSHIP

ZAYANTE CREEK STREAM WOOD HABITAT ENHANCEMENT PROJECT

The San Lorenzo Valley Water District owns about 0.5 mile of Zayante Creek upstream of the Mountain Charlie Gulch confluence. This stream reach has the potential to serve as extremely valuable spawning and rearing habitat for both steelhead and Coho salmon. With the District's ownership, this reach is not impacted by residential development, which is prevalent in lower Zayante Creek, and is down stream of multiple obstructions that limit steelhead access into upper Zayante Creek.

The project focuses on habitat enhancement measures on publicly held properties, owned by the City and the SLVWD, with the objective of developing cost-effective restoration actions that attempt to restore historic functions that created and maintained the physical habitat necessary to support key life stages for these listed species. The design process to date has included technical review, site visits, and collaboration with the City, SLVWD, the City's consulting forester, County of Santa Cruz, Santa Cruz County Resource Conservation District, National Marine Fisheries Service, and California Department of Fish and Wildlife.

Timeline:

1. October 2, 2014: The SLVWD Board granted permission for the project to take place on District property.
2. July 2018: Resource Conservation District received a grant from State Water Resources Control Board for the Upper Zayante Creek Stream Wood Enhancement Project, and are in the process of mobilizing to begin work.
3. April 2019: District to enter into cooperative agreement associated with permitting and implementation of the project.

4. June 2019: Acquire Permits from State and Federal agencies, under the direction of the RCD.
5. Summer 2019: Large wood to be installed.

FIRE MANAGEMENT PLANNING ON DISTRICT WATERSHED LANDS

Staff is working to prepare a Fire Management Plan which will improve mapping, road access for fire personnel and improve communications with Fire Prevention Agencies. Staff is also working to create a post-fire plan to ensure the most efficient recover of District's water resources following a fire event.

Staff will be meeting with fire agencies in May to discuss plan and give tour of properties.

WATER CONSERVATION

Water Conservation Rebate Quarterly Report

**FY 18/19 Q2 Ending Dec 31,
2018**

Type	Water Savings by type	# Rebates	Amount	Water Saved Gallons per year
Drip	4,500 gpy/ 500sf	0	\$ -	0
Clothes Washers	5100GPY	3	\$ 300.00	15300
Recirculation System	7800GPY	0	\$ -	0
Lawn	6 ft/sqft or 7.48*6=44.88 gpy/sqft	0	\$ -	0
Toilet 1.6	1280 gpy	3	\$ 225.00	3840
Toilet 3.5	5000gpcy	7	\$ 1,211.99	140000
Irrigation Controler	1.7g/sqft/y	0	\$ -	0
Greywater Irrigation	14,565 gpy	0	\$ -	0
		13	\$ 1,736.99	159140

WATER CONSERVATION DEVICES PURCHASED 2018

Supplier	Device Type	QTY	Cost
New Resources	Hose Nozzles	50	\$ 99.50

New Resources	0.5 Aerators	100	\$ 113.00
New Resources	Hose Nozzles	100	\$ 387.00
New Resources	1.5 Shower Heads	250	\$ 733.49
New Resources	Promotional Sponges	500	\$ 464.85
New Resources	Hose Nozzles	<u>50</u>	<u>\$ 136.65</u>
AM CONSERVATION	Hose Nozzles	150	<u>\$ 182.44</u>
Total spent			<u>\$ 2,116.93</u>

Additional efforts to reduce water consumption system wide include:

Education:

- Staff is working with teachers throughout District to plan conservation workshops & in-class presentations for Spring 2019
- Teachers have access and have been supplied with water related workbooks to use in their curriculum
- Annual Water Conservation Video Contest prep has begun and staff has contacted teachers within District to offer free in class presentations. Contest judging is scheduled for April.

District WC Programs:

- Conservation staff reordering conservation devices and outreach materials. Currently all water conservation devices in stock. Staff plans to reassess inventory in Spring of 2019.
- Water audit program formation is complete. Staff is currently working with commercial and high water users. Water-wise audits are being offered upon request to all customers. Staff will begin to advertise and add water audit information to the District website in Spring 2019.
- Staff completed two large institutional water user water-wise audits in 2018. Both accounts have begun to implement suggested water saving findings and committed to lower their usage. Scheduled meeting with large multi-site institute in March.
- Water conservation staff to take over high usage and leak prevention tagging follow-ups.
- Staff working to update current rebate programs and add additional programs. New programs to be considered by the Board in Spring 2019.
- 2019 Education and Data Collection grants have been suspended
- Environmental staff monitoring and mapping invasive species on District properties.
- Water Conservation Staff received Water Efficiency Certification through AWWA.
- 2020 Urban Water Management update will require a thorough reporting of climate mitigation and adaption strategies. Staff is internally tracking District's GHG emissions

PUBLIC OUTREACH

- Staff has created a Draft 2019 Communications Plan which will be discussed with ENV Committee at the March meeting.
- The District Facebook page and website are updated regularly (5-7 times per week).
- Create content for public outreach such as videos, content for social media and district workshops. Working with various agencies to create content efficiently.
- Staff to attend Felton's farmer market once a month to answer questions, supply water conservation materials, and update customers on District news.

FELTON LIBRARY OUTDOOR EDUCATION PARK

Staff continues to participate as part of the Felton Library Environmental Literacy Programming. Community stakeholders meet monthly to discuss design, outreach & education opportunities for the Nature Discovery Park that will be associated with the new Felton Library.

UPCOMING EVENTS

FELTON LIBRARY OPEN HOUSE – March 16th at 1:00pm – 4:00pm the Felton Community Hall (<http://www.feltonlibraryfriends.org/open-house-for-new-library-park-march-16/>)

STATE OF THE SAN LORENZO RIVER – March 23 at 10:00 at Loudon Nelson Center

SLVWD Volunteer Invasive Species removal in redwood habitat scheduled for April

CLIMATE ADAPTATION

- The initial phase of completing the Climate Action Plan is to inventory existing carbon outputs from District operations. District plans to use 2012 as the base year and update inventory from 2017 onward.
- Annually summarize all District GHG emissions data to update "Our Carbon Footprint" page on the District website.

Environmental staff has initiated a Climate Action Plan. Staff is seeking training on climate change planning in preparation to write SLVWD's Climate Action Plan

NETWORKING & COLLABORATIONS

SANTA MARGARITA GROUNDWATER AGENCY- <http://smgwa.org/>

Under the Sustainable Groundwater Management Act of 2014, over-drafted groundwater basins need to be sustainably managed by a Groundwater Sustainability Agency (GSA)

through the development of a Groundwater Sustainability Plan (GSP). The GSP must be completed by 2022, and the basin must reach sustainability by 2040.

Under development is the Santa Margarita Groundwater Agency (SMGA), a three-member agency comprised of the Scotts Valley Water District, San Lorenzo Valley Water District and the County of Santa Cruz, which will oversee the groundwater management activities of the Santa Margarita Basin Area in Santa Cruz County, California. The Board of Directors of the SMGA includes two Board members from each of the water districts, one from the County, one from the City of Scotts Valley, one from the City of Santa Cruz, one from the Mount Hermon Association Community Water System and two private well owner representatives.

Once a Joint Powers Agreement (JPA) is completed in early 2017, the SMGA will apply to the state Department of Water Resources to become the GSA for the Basin.

SANTA CRUZ INTEGRATED GROUNDWATER MANAGEMENT - <http://www.santacruzirwmp.org/>

The Santa Cruz Integrated Regional Water Management (IRWM) program provides a framework for local stakeholders to manage this region's water and water-related resources. The Santa Cruz IRWM Plan was developed in response to California's IRWM planning initiative to promote an informed, locally-driven, and consensus-based approach to water resources management.

The IRWM Plan includes strategies for developing and implementing policies and projects to ensure sustainable water use, reliable water supply, better water quality, improved flood protection and storm water management, and environmental stewardship. [Find out more.](#)

FIRE SAFE COUNCIL OF SANTA CRUZ COUNTY <https://www.firesafesantacruz.org/>
Staff represents SLVWD and sits on the Board of the Fire Safe Santa Cruz County FSSCC and participates as one of the Directors on the Community Outreach Committee.

The purpose of the Fire Safe Santa Cruz County (FSSCC) is to help residents and landowners prepare for and respond to the effects of wildfire in Santa Cruz County in an effort to maintain the quality of life, property and the environment. FSSCC will assist in coordinating the fire preparedness actions of local residents, landowners/managers, utilities, fire districts, CALFIRE and local fire safe councils. FSSCC will identify and seek funding for the highest fire safety priorities, coordinate work activities, assist neighborhoods in securing equipment and labor, and best position fire-safe entities working in the County for funding opportunities and applications.

FSSCC is organized and operated exclusively for charitable and educational purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code.

FSSCC is currently seeking applications from community members in need of funding to reduce fire hazards in their neighborhoods. Contact Fire Safe SCC for applications.

WEED MANAGEMENT AREA OF SANTA CRUZ (WMA)

The Weed Management Area of Santa Cruz (WMA) meets 4 times annually. The group is working on the Strategic Plan, and prioritizing efforts for Santa Cruz County, and working to acquire resources to achieve the goal of fighting invasive species that impact biodiversity. The WMA will continue its use of the Calfora Observer app to allow for real time mapping which will allow land managers to monitor invasive and non-invasive plant life. As the WMA develops it is shifting its goals to better support member's needs; such as invasive removal, invasive plant prevention, engaging the community to be better stewards and collaborating to share information, and resources to protect biodiversity. On 01/08/19 the WMA held its fall quarter meeting. Networking, discussion of current invasive species and invasive removal practices were discussed. Ken Moore presented as special guest. The next meeting will focus on glyphosate and its uses for controlling invasive plant species.

SAN LORENZO 2025

The San Lorenzo River Watershed is the main source of drinking water for multiple communities and tens of thousands of residents. This watershed is home to dozens of species of fish and wildlife, including both threatened and endangered species. It is the heart of our community and is at risk because the San Lorenzo River is under stress from the effects of drought, climate change, and habitat degradation. Acting now we can keep the San Lorenzo River watershed viable for our communities and our native fish and wildlife for generations to come.

San Lorenzo River 2025 is a collaborative effort focused on addressing the risks facing the San Lorenzo River over the next ten years. Through a partnership between local governments, water districts, the Resource Conservation District and local nonprofits, San Lorenzo River 2025 seeks to achieve **reliability** of water, **restoration** of watershed habitats, and a **resilient and safe** community resource. This effort will increase both the pace and the scale of investment into the San Lorenzo Watershed.

San Lorenzo River 2025 will:

- Implement a suite of habitat restoration and watershed protection activities to maintain and improve water supplies, water quality, and natural habitats for native fish and wildlife
- Provide wildfire planning and readiness to avoid catastrophic events in the watershed
- Improve ailing infrastructure for flood protection and projected sea level rise
- Maintain and improve public areas, trails, and places for the community to enjoy the river.

FELTON LIBRARY - <http://feltonlibraryfriends.org/>

Staff continues to participate with the Technical Advisory Committee including Friends of the Felton Library, the Valley Women's Club and County Planners and administrators to design and implement a new Library building located on Gushee Street in Felton as well as an outdoor education area adjacent to the location and the District's Kirby Treatment Plant. The New Library has been awarded 10 million dollars for construction of a new library. Meetings held several times a month.

SANTA CRUZ MOUNTAINS STEWARDSHIP NETWORK - <http://scmsn.net/>
The Santa Cruz Mountains Stewardship Network is a region-wide and cross-sector collaboration of independent individuals and organizations who are committed to working together to help cultivate a resilient, vibrant region where human and natural systems thrive for generations to come.

SANTA CRUZ MOUNTAINS BIOREGIONAL COUNCIL - <http://www.scmabc.org/>
Jen Michelsen serves as president of the Santa Cruz Mountains Bioregional Council. The Bioregional Council is dedicated to the preservation and enhancement of regional biodiversity over time through education, the dissemination of accurate scientific information and assistance in the planning, coordination and implementation of conservation efforts.

WATER CONSERVATION COALITION - <http://watersavingtips.org/>
The Water Conservation Coalition is a partnership between all the local Water Districts in Santa Cruz County as well as the County Water Resources Division, Ecology Action and other groups who share a passion for water conservation and public education. Our goal is to combine efforts and share resources to provide a common message about water conservation issues to residents throughout Santa Cruz County, which is a special place because ALL of our water supply comes from rain that falls within our County boundaries. Though each water district gets drinking water from different sources, we all share a common goal and work together to protect water resources in our aquifers and watersheds and continue to provide safe, high quality drinking water to all who live, work and play in Santa Cruz County. Meeting held quarterly or monthly depending on activity level. Planned meeting for late January 2019.

COMPLETION REPORTS 2019

Completed the three-part Educational Series “Understanding Our Water” for Santa Margarita Groundwater Management Agency.

January 12: Land Use and Water: How much does growth matter?

February 9: Water Budgets: How do we balance all needs?

March 9: Managing Groundwater: How can we prepare for an uncertain future?

Staff has completed permits for the following USDA Loan Projects:

Swim Tank \$ 678,000 Hihn Road Pipeline \$ 90,000 Lyon Pipeline \$ 450,000 Worth Lane Pipe \$ 120,000 Sequoia Road Pipe \$ 120,000 Bennett Booster \$ 390,000 Hillside Drive Pipe \$ 240,000 Riverview Drive Pipe \$ 240,000 Two Bar Road Pipe \$ 450,000 Orman Road Pipe \$ 300,000 California Drive Pipe \$ 240,000

CEQA for Lyon and Sequoia Pipelines Complete

Climate Registry Green House Gas Inventory of 2017 has been completed and completed verification through Cameron-Cole, LLC. Information has been updated on the website under Our Carbon Footprint.



TO: Board of Directors,
San Lorenzo Valley Water District

FROM: Gina R. Nicholls, District Counsel

DATE: March 14, 2019

RE: Legal Department Status Report
502665-0001

I have been asked by the San Lorenzo Valley Water District (“District”) to provide information about the District’s legal expenditures in a format that is suitable for public disclosure.¹ Since the last legal department status report dated January 10, 2019, the most significant broad categories of expenses arise from providing legal advice and support in the following areas, listed in descending order of their approximate significance in terms of cost to the District:²

- Board meetings
- Pending and anticipated litigation
- Complaints re: violations of District policies/procedures
- Brown Act
- Other

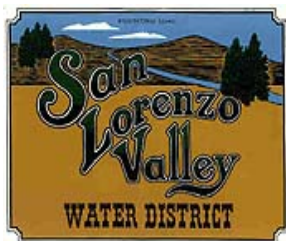
During the past two months, pending litigation (3 cases against the District) and one anticipated litigation matter have comprised roughly one half of the legal work performed on behalf of the District. (This calculation excludes work performed by counsel appointed and paid by the District’s insurance providers.)

¹ Legal work performed for the District is confidential and privileged. Accordingly, the information provided herein is written in broad and general terms to avoid waiver and any disclosures that might compromise the District’s interests in pending or future legal matters.

² List includes general and special counsel work by Nossaman and other law firms, if any, representing the District.

The most significant areas of effort over the next month are likely to include the following:

- Board meetings
- Pending and anticipated litigation
- District policies & procedures



MINUTES OF LOMPICO ASSESSMENT DISTRICT OVERSIGHT COMMITTEE MEETING

Responsible for review of matters of revenue and expenses directly related to Assessment District 2016-1 projects.

Tuesday, February 26, 2019 at 5:30 pm at the Operations Building, 13057 Highway 9, Boulder Creek, California.

MINUTES

1. Convene Meeting 5:36 pm
Roll Call: J. Wright, J. Gomez, T. Norton, M. LoBalbo, D. Loewen present.
Staff: R. Rogers-Dist. Manager, S. Hill-Director of Finance, H. Hossack-Dist. Secretary
2. Oral Communications: None
4. New Business:
 - B. QUARTERLY LADOC FINANCIAL REPORT
S. Hill introduced and explained the Financial Report. Revenues were \$153,000 taxes and just under \$1900 interest. Expenses \$10,000 for 8 service lines replaced. PRVs \$14,000 in expenses. Madrone and Caskey tanks \$26,000 engineering consultants. NBS \$1200 management fees for the quarter. FY through Q2 had a cash balance of \$449,000 in the assessment fund.
T. Norton thanked S. Hill for her report.
D. Loewen asked about delinquencies and asked that they be on future agendas
T. Norton questioned site engineering on the tanks.
R. Rogers explained that engineers won't put their stamp on other people's plans.
Pipes are being replaced with High Density Polyethylene (HDP)
D. Loewen requested service line replacement list the address of site. She said the site address would be easier for her to identify and the charter says they may choose to inspect facilities.
S. Hill is okay with that as long as it is coordinated with District staff.
T. Norton questioned the PRV costs.
R. Rogers explained that SLVWD labor costs were from assisting the engineer with digging up connections to get pipe sizes,
 - C. QUARTERLY LADOC PROJECT UPDATE
R. Rogers said that 34 services have been replaced. At the last BoD meeting the Board approved the contract with Earthworks Paving Contractors, Inc. to replace the 6 PRVs. The Notice of Award of Bid has been sent out, they have 10 days to submit insurance and then we will issue the Notice to Proceed. The PRVs will come in a concrete, pre-manufactured vault. James Furtado will be inspector on the project. That will help to keep the costs down. Currently have the draft design reports for the Lewis, Caskey and Madrone tank sites. We are still replacing service lines. This is not part of the Assessment District but before the end of the year we need a generator for the Madrone booster.
T. Norton thanked Rick for his report.
R. Rogers because of increased prices we will be prioritizing projects to get the most important projects done before the assessment funds run out. Projects that don't get done will roll over to the District's capital improvement. He also plans to recommend that the service line change outs on the operations budget.
J. Gomez asked for clarification, the service line and meter change outs were budgeted at almost \$900,000 on the assessment district.
R. Rogers said that is correct and the meters have already been replaced. He feels that the replacement of the redwood tanks is where the funds are going to come up short.

T. Norton said she thinks the tanks are most important.
The Committee and staff discussed the Intertie.

Mary Ann LoBalbo left at 6:14pm

J. Gomez questioned if the Committee needs a motion to accept the reports. It was determined that it is not necessary.

C. Baughman asked about a take permit for the Lewis Tank replacement. Is that an assessment district charge?

R. Rogers said that mostly likely the assessment district will have to have to pay for the mitigation and he believes it is built in to the tank prices.

E. Frech questioned why is copper line is being replaced.

R. Rogers explained that even copper pipe can be damaged. The District won't replace lines that don't need to be replaced.

D. Loewen questioned why, if 200 or 250 of the lines have already been replaced, is the assessment district paying for 500.

R. Rogers explained that number is debatable.

3. Old Business:

A. REVIEW DRAFT COPY OF UPDATED LADOC CHARTER

T. Norton introduced the charter that she and Deb worked on.

J. Gomez feels the charter is not collaborative, would like to see more community involvement. LADOC is not the project managers and that should be specified in the charter.

T. Norton said that they report to a Board, they have no power, they are just an oversight committee and can't be project managers.

D. Loewen said 3 committee members voted not to include anything about project management not being allowed, that's the democratic process. This needs to be approved tonight and sent to the Board.

R. Rogers read that the purpose of the committee is to review and oversee income and expenses related to construction projects for the assessment district. That says it all right there.

J. Gomez it would be good to state that we are not responsible for anything that goes bad in the future.

R. Rogers said you have no responsibility for material used on projects.

S. Hill suggested that you change the wording to say...to inform the Board, at least annually, concerning the revenue and expenditures of the assessment district proceeds on the projects approved by the voters.

E. Frech questioned if Dist. Counsel will look at this.

C. Baughman asked about the language that Debra suggested and wasn't fully flushed out. He suggested you look at that.

L. Henry said most charters don't state what you're not going to do. This is a committee; all you can do is make recommendations to the Board.

D. Loewen made a motion to accept the Charter with the amendment, under purpose; last sentence to read *on the projects* and to submit this to the Board of Directors for approval.

C. Baughman questioned section under, annual report, regarding the ballot measure engineer's report.

S. Hill it states that the committee is going to make statements, whether in their opinion, it was done in accordance with the engineer's report.

D. Loewen said it's the purpose of the oversight committee to report to the public and to the assessment district payers, they have seen that the projects are the ones that the assessment district is supposed to be handling. That's very standard language.

T. Nelson seconded the motion.

All present voted in favor of the motion (M. LoBalbo left). Motion passed.

4. New Business:

A. LADOC MISSION STATEMENT

T. Nelson introduced LADOC Mission Statement. She would like to add the first line of the Mission Statement to the agenda.

To serve as liaison between the Lompico Assessment District customers and the District.

T. Nelson made a motion to add the above line to the agenda.

All present voted in favor of the motion.

- D. PLAN FOR PREPARING AND PUBLISHING QUARTERLY, ANNUAL AND INCEPTION TO CURRENT YEAR-TO-DATE LADOC PROJECT AND FINANCIAL REPORTS
T. Norton introduced this item and said she thinks the committee should go back to the first year, then the second year and then begin quarterly reports. She suggested forming a subcommittee to work on it.
D. Loewen said she thinks S. Hill's quarterly reports are good. She said they need to do an annual report. The first report needs to go back to day 1. The end of the fiscal year would be a good cut off point, June 30th. Her idea is to target the end of July for the report. S. Hill after June 30th you can start on the FY 18/19 report.
J. Gomez said there is not much information so far. One report for the last 2 years 6/1/16 - 6/30/18 should suffice.
D. Loewen has an idea of what projects and reports
T. Norton thinks all should work on the document together and include the community. A workshop or subcommittee. Discuss with committee for ideas.
S. Hill biggest thing will be getting an outline and moving forward from there.
T. Norton said there should be a section about what's coming next.
J. Gomez suggested an outline be posted and then solicit public input.
T. Norton put the outline in next regular meeting and invite public comment.
S. Hill suggested outreach on the front end.
- E. GRAND JURY REPORT REQUEST OF ASSISTANCE OF EXPERT IN ASSESSMENT DISTRICT OVERSIGHT
T. Norton agreed to move to next agenda.
S. Hill will look for an attorney.
- F. PUBLIC OUTREACH PROGRAM
T. Norton said this would include the website. She's wants LADOC to have a larger presence on the website.
R. Rogers said he would look into it. We are working on a new website on the Admin Committee.
T. Norton asked the meetings be posted on Next Door.
J. Gomez for a LADOC Next Door page.
R. Rogers said he didn't think we would do that.
T. Norton requested an email address for ladoc@slvwd.com.
R. Rogers said he would look into a LADOC email. He'll check with Dist. Counsel.
5. Informational Material:
 o Minutes from 1.28.19 LADOC Workshop meeting
 o Draft of LADOC Charter updated with changes
 o Example of agenda with single line charter in header
 o LADOC 2nd Qtr. 2018-19 Financial Report
6. Adjournment 7:35



MINUTES OF BUDGET & FINANCE COMMITTEE MEETING

Responsible for the review of District finances including: rates, fees, charges and other sources of revenue; budget and reserves; audit; investments; insurance; and other financial matters.

Tuesday, March 5, 2019 at 9:00 a.m. at the Operations Building, 13057 Highway 9, Boulder Creek, California.

MINUTES

1. Convene Meeting 9:03
Roll Call: L. Sanders, L. Henry were present. B. Fultz emailed that he would be absent.
Staff: Dist. Manager R. Rogers, Dir. of Finance S. Hill, Dist. Secretary H. Hossack
2. Oral Communications: None
3. Old Business: None
4. New Business:
 - A. HIGH LEVEL FY2019/20 BUDGET EXPECTATIONS
S. Hill introduced this item and explained the handout. Next B & F will have operating projections.
R. Rogers said he is not anticipating a large push for conservation this year.
L. Sanders thanked S. Hill for her work. He found it very understandable. Questioned the conservation activities being at crossed purposes with the need for revenue. Has anyone ever been fined for too much water consumption?
S. Hill in 2014 conservation was mandated by the State to be funded through the water rates. The District has never had to go to rationing of water. We have sent out warnings to high water users.
L. Henry said that as paying members of SMGWA, which is also mandated by state, the District is charged for over drafting of the aquifer.
R. Rogers explained that our drought program is more education than policing.
S. Hill you can see when consumption goes down drastically, so does revenue.
L. Sanders who in the District is responsible for controlling the overdraft?
R. Rogers said the Board is responsible and that is part of working with SMGWA.
L. Henry invited Mr. Sanders to the SMGWA meeting on Saturday.
E. Frech said there isn't a model yet. Who says we're over drafted.
R. Rogers SMGWA is just preparing to hire a hydrologist to make the next step for a model. He believes we are over drafting.
 - B. INTEGRATING STRATEGIC PLAN TO THE BUDGET PRESENTATION
S. Hill introduced this item. She plans to go for the Government Financial Officers Award budget presentation. With that there is a lot more verbiage that needs to come from the Board. Taking goals, objectives and the strategic plan and tying it into the budget.
L. Sanders questioned if the Strategic Plan to be used is the 2016 version.
S. Hill explained that it is on the Board's agenda to be working on an updated Strategic Plan.

L. Sanders questioned if the District is using any of the International Standards Organization 9000 series standards to measure whether what we say is what we do.
S. Hill not aware of ISO 9000 series.
L. Henry said that the District is audited every year.

C, REVIEW DRAFT RESERVE FUND POLICY

S. Hill introduced this item. There were changes to policy by GASB in 2014. The Reserve Fund Policy was reworded. No one could agree on the amounts for each area so it stayed the same. She would like to start working towards a more realistic Reserve Fund Policy.
L. Henry it needs to be based on life, not depreciation. It needs to look at tanks and infrastructure. It's difficult to know costs for 20 - 40 years from now. Operational reserves should be keeping lights on, salaries, rent, etc. She would like to understand what these numbers are based on.
S. Hill best practices says operational reserves should be 3 to 6 months. It should be based on the current budget range. If you go by a percentage of adopted budget it will be fluid. Capital reserves is the most difficult. Take a projection and apply a percentage that guides the Capital Improvement fund. The easiest is debt reserves.
L. Henry committed doesn't mean that you can't spend it on something else.
S. Hill the Board can commit a certain amount and if something changes they can acknowledge and adjust.
L. Henry questioned if there is an Emergency reserve fund.
S. Hill said we can set up an Emergency Reserve fund but we don't have the money for reserves now. We can set the goals for what we want to do.
L. Henry said she thinks a simplified Profit & Loss statement would be useful for Board members.
S. Hill said she will try to make it as simple as possible.
L. Sanders asked who is responsible for determining how much is spent?
S. Hill said the Board sets policy.
L. Henry said that this Thursday evening Stephanie will be giving a B & F presentation.
S. Hill described an overview of her presentation.
D. Loewen feels strongly that the budget is the heart of the District. Reserves are important and will make or break the District. S. Hill should assign numbers to the reserves.
S. Hill said at this time the Operation Reserve Fund is the only one the District has.
R. Rogers said we do need an Emergency Reserve fund.
S. Hill said part of the rate study does look at long term projections for reserves.
R. Rogers said the Lyon access road is going to be \$1.5 or 2 million to repair.
she said.
S. Hill said that what she is hearing is Capital Reserves fund is important. Operating Reserves fund should be reworded to say 3-6 mos of approved expenditures. The remaining reserve funds should be assigned a priority,

5. Informational Material: None.

6. Adjournment S. Hill not available on April 2nd discuss alternate dates for the next 9:48



MINUTES OF ADMINISTRATION COMMITTEE MEETING

Covering Policy, Administration and Community
Relations/Communications

Wednesday, March 6, 2019 at 9:00 am at the Johnson Building, 12788 #4, Highway 9, Boulder Creek, California.

MINUTES

1. Convene Meeting 9:02 am
Roll Call: L. Henry, A. Benkert, M. Bounds, C. White present. B. Fultz was absent.
Staff: Dist. Mgr. R. Rogers, Dir. of Finance S. Hill, Dist. Secretary H. Hossack
2. Oral Communications
C. Baughman questioned when the Education Grants will come back to the Admin Comm.
A. Benkert noted that Soquel Creek does administer a grants program.
3. Old Business:
 - A. REQUEST FOR PROPOSAL DISTRICT WEBSITE
R. Rogers introduced and explained this item.
V. Champlin questioned shouldn't RFP say that the District has 8000 hookups. Said that he took a survey of water district websites. He thinks the RFP should be higher level than this. Add goals: searchable website (global & local). Most local water websites are slightly more polished.
A. Benkert said we should add; site search function and "ADA compliance"
S. Hill added that it should say the website should meet any State or local code.
C. Baughman suggested we add who will be looking at the RFP.
R. Rogers noted that he is pushing any vendor but Streamline is CSDA recommended and caters to Special Districts.
M. Bounds said we might want to request ongoing support. Or will staff be doing most of the work?
R. Rogers said once it's up and running, there's a huge project of getting all of our data transferred over. We are looking for ease of posting, multiple individuals can make postings. We need current data on the website during emergencies.
L. Henry one of the problems now is that multiple locations have the same information. Updates of information should be changed on all locations on the website.
S. Hill clarified that you just have to update the source document and it changes that information throughout the website.
A. Benkert questioned when will dates be hashed out.
R. Rogers said it goes to Board for approval and then out to public.
L. Henry to the 21st of March BoD meeting.
4. New Business:
 - A. RECORD RETENTION POLICY
R. Rogers introduced and explained this item. The previous Admin Committee worked on it but never agreed enough to send it to the Board.
L. Henry questioned isn't this all spelled out as law.
R. Rogers it probably is all spelled out as law but there is not one place to look. This makes it easier for staff to find the answers to retention in one place.
S. Hill described her opinion for retention.
L. Henry questioned superseded + 2, what does that mean?
S. Hill if something is replaced by a new document you must hold on to the old document for 2 years and then you can get rid of it.

R. Rogers the dream is that everything be electronically maintained. Next we set up an electronic file cabinet.
S. Hill said there are certain documents you must maintain the paper copy forever.
R. Rogers suggested that everybody digest the information and bring it back to committee for further discussion and questions.
C. Baughman said email retention is problematic. It appears in 2 places. How much due diligence is necessary to make sure records are not lost in some way.
R. Rogers things happen; fire, flooding.
C. Baughman what is the requirement for committee member's emails.
V. Champlin disagreed with Stephanie. He would like to specify on the list is something has to be electronically archived or physically archived.
S. Hill she explained if you have it, you have to produce it.
C. Baughman it doesn't last forever, sometimes it becomes corrupted.
A. Benkert said if a records request comes in a person is going to have to address it.
L. Henry retention written long ago before the technology we have now.
V. Champlin where are you going to archive - 3 places - security policy,
R. Rogers there are several pieces to this puzzle, let's start with what we need to save. Then we can move to how to store.
Henry you must keep infrastructure information.
R. Rogers said that Springbrook already has a lot of that information saved.
C. Baughman to retain data, you save five copies to be sure one would be good.
R. Rogers we have things to think about, electronic or paper. Next admin committee we will revisit this.

5. Informational Material: None.

6. Adjournment 9:55

Board of Directors
San Lorenzo Valley Water District

March 10, 2019

Directors Bruce, Fultz, Henry, Smallman and Swan; District Manager Rick Rogers, Counsel Gina Nicholls,

This is to inform the board that a formal complaint has been filed against director Margaret Bruce, in response to her recent social media posts and publication in the newspaper. We regret having to do so, because we would like the district to focus on progress and moving forward, and therefore request this item be resolved firmly and quickly.

As per the Respectful Workplace policy, a letter has been provided to the district manager and counsel. In summary, regarding Ms. Bruce's conduct we believe:

- The district's Respectful Workplace Policy and the Board Manual have been violated.
- As a precursor, inappropriate conduct was accepted by the previous board and manager.
- Inappropriate conduct and disrespectful comments concerning Lompico damage public trust.
- **Ms. Bruce's misconduct and disrespect for Lompico customers, staff and directors must stop now.**
- Ms. Bruce has a duty to represent all SLVWD customers fairly and respectfully.
- Ms. Bruce publicly endorsed three incumbents in the last election, with their largely anti-Lompico platform. Their resounding loss speaks of voter's choice for public trust and civility. Ms. Bruce has the option of resigning if she finds these new conditions and her present duties untenable.
- Ms. Bruce's social media post demeans, misrepresents conditions and disparages Lompico and its residents, including customers, staff and directors. Her bias appears to be socio-economic based.
- Counsel advised Ms. Bruce that her post did not respect the Brown Act and district policy.
- Ms. Bruce had a duty to correct and withdraw at least portions of her post and letter in the media once she was informed of its impropriety, and after receiving public criticism for her misconduct.
- Ms. Bruce has not responded to or corrected her behavior upon requests to discontinue her abuse.
- Directors must be equally held accountable for disrespectful communications and policy violations.
- The board has set a precedent in how it responds to violations of district policy by a director.
- We request similar considerations for Ms. Bruce, such as a strongly worded letter of reprimand with a warning of censure if misconduct continues; a censure; and other options like temporary removal from committee work, to emphasize upon Ms. Bruce the seriousness of her misconduct.
- We welcome Ms. Bruce to make restitution, reform, and join the board in civility moving forward.

We are unable to attend the next Board of Directors meeting but submit this as a request for immediate action. We believe this misconduct is an unresolved extension of the past board environment, and hopefully the last hurdle of the past the new board must attend to.

Thank you for your attention to this matter. We appreciate the board taking appropriate action to uphold the District's commitment to sustaining a welcoming and inclusive public service environment.

Respectfully,

Debra Loewen and Ed Frech
SLVWD customers, Lompico Canyon

Dr. Jeanne Hofvendahl
10090 Ste 6 Hwy 9
Ben Lomond CA 95005
(831) 588-4873
drhofvendahl@gmail.com

March 11, 2019

Bill Smallman
Director SLVWD
13060 Hwy 9
Boulder Creek CA 95006

Dear Bill,

I cannot in good conscience not respond to both the appalling comment you posted on Nextdoor and the ridiculous and appalling apology you made in the Press Banner. To be honest, I don't know which was worse. The former showed your small-minded prejudice; the latter showed your complete ignorance.

Do you not have friends, customers, family members who are gay? This is 2019. Have you not realized that homosexuality is not pathological. Are you not kind, conscious, adult enough to treat all our neighbors with respect? And the fact that you not only felt comfortable using that slur but in doing so in a public arena is mindboggling, disgusting and disgraceful.

In addition, your apology was absurd. You say you're not homophobic, you just meant "hey, you're a sissy" and later "I'm saying you're lazy, you can't even pull weeds" So...gay was just schoolyard talk for sissy and lazy? Those words do not apply to gay.

Your apology was horrific. How about "I understood that what I said was insulting and hurtful to the gay community. I deeply regret the pain I have caused the gay community, the bad example I set for my neighbors and especially SLV children and the harm I've done to the SLVWD name. I am ashamed of my behavior and I commit myself to learning more about the gay community and being more of a support than an abuser."

RECEIVED

MAR 14 2019

SAN LORENZO VALLEY
WATER DISTRICT

RECEIVED

MAR 14 2019

SAN LORENZO VALLEY
WATER DISTRICT

Your apology let me know that you don't have a clue about the consequences of your behavior.

I voted for you once and won't again. I strongly hope that you will be fired, as would be appropriate.

With respect for all our community,

A handwritten signature in black ink, appearing to be 'JH' followed by a wavy line.

Jeanne Hofvendahl, DC

Water board director censured for derogatory posts**SAN LORENZO VALLEY****By Nicholas Ibarra**

nibarra@santacruzsentinel.com
@nickmibarra on Twitter

BOULDER CREEK >> San Lorenzo Valley water board director Bill Smallman was censured by his colleagues Thursday for an online comment that many have labeled homophobic.

Smallman had been the subject of controversy this week after he wrote in an online post Saturday that a water district decision to ban a class of pesticides shows that “anyone who uses this

crap is both really stupid and lazy, and probably gay.”

Smallman, who has a history of provocative social media posts, has apolo-

**Smallman**

gized for the comment. In an email to the board Tuesday, he said he is “addicted” to online debate, agreed to undergo diversity training, and committed to reform his rhetoric or resign from his elected position.

The unanimous decision to censure a board director is believed to be the first such move in the water district’s history, according to San Lorenzo Valley Water District Manager Rick Rogers. A censure is an official condemnation of conduct.

“I’m appalled,” said board president Lois Henry, prior to the vote. She said she was also offended by a later comment in which Smallman expressed hatred to anyone who uses glyphosate pesticides, which the board voted to ban from use by the district in January. “I’m not sure that director Smallman can really correct his behavior. In a way, I feel bad for him, because something is terribly wrong. OK, he’s done some things in the past, but this is over the moon. This is ridiculous.”

Smallman did not attend the special board meeting Thursday. He previously said he would be out of the area for a job interview.

Reached by phone Friday, Smallman said the censure “doesn’t really mean anything,” but recommitted to attend diversity training soon, either via the district or on his own.

“It’s kind of a double standard here because people have called me every name under the sun on some of those arguments and stuff like that, and then I slip up one time and I’ve got to go through all of this stuff,”

he said. “But it’s cool.”

A resident of Lompico, Smallman, 59, was elected to the water board in 2016. He is up for re-election in 2020.

The San Lorenzo Valley Water District serves 7,300 ratepayers in the Santa Cruz Mountain towns of Felton, Boulder Creek and Ben Lomond and surrounding areas under the oversight of its five-member elected board.

The comment controversy was the latest to hit a water board that has been cast into tumult in recent years over questions of public transparency. Grand juries in 2014 and 2018 called on the district to improve its budget transparency, and each of the three incumbent board directors up for re-election in November were ousted by challengers who promised to improve civility and transparency.

Smallman himself had captured headlines last year when his colleagues on the water district board considered suing him, accusing him of repeatedly leaking information from closed sessions. He claimed he was acting as whistleblower.

The special meeting Thursday evening packed the small district board chambers in Boulder Creek.

“It is very disturbing to think that someone who feels comfortable throwing out stuff like ‘well anyone who uses this must be lazy and dimwitted and gay’ is in charge of the safety of my water,” said

Ben Lomond resident James Kendall, who is gay.

Former water board director Gene Ratcliffe, who lost a re-election bid in November, said censure was appropriate, adding that during her time on the board she had multiple ratepayers reach out to her with concerns about Smallman’s conduct. “I think this may be a wakeup call that this is something we won’t tolerate,” she said.

Former board director Chuck Baughman, who also lost his recent re-election bid, read from other provocative online comments he alleged Smallman has made and urged the board to take the additional step of removing Smallman from his committee assignments. “Bill has been doing this for a long time,” he said.

However, not all attendees agreed with the board’s decision.

Everyone in this room agrees (Smallman) went way over the line. It is not acceptable in our community to speak like that,” said Deb Loewen, a resident of Lompico. But she said that because Smallman has apologized and agreed to undergo diversity training, censure was not appropriate. “I think this has been settled.”

Ron Indra, a board member at the Santa Cruz County Diversity Center, offered the nonprofit LGBTQ center’s services to provide diversity training to the board. He said the center’s director, Sharon Papo, would reach out shortly to coordinate.

Press Banner staff report

An elected director of the San Lorenzo Valley Water District is under fire from local residents and his peers for a slur he posted to social media two weeks ago.

Director Bill Smallman admits to commenting on a post to Nextdoor he said advertised glyphosate, writing, "Good thing SLVWD is leading by example, and showing that anybody that uses this crap is both really stupid and lazy, and probably gay."

"I've been a long time trying to get the district to stop using that chemical, glyphosate — which is RoundUp — and was successful in getting it banned," he said in an interview Monday. "I just saw the poster advertise glyphosate for sale and to be honest I just became enraged and I stooped down to the level of schoolyard children. I'm not homophobic or anything, I just stooped down to a low-level." Press Banner readers were quick to act, sending letters protesting his use of the term. Smallman said he regrets using "gay" as an insult.

"I'm a great engineer but a lousy politician," he said. "My context was — and again I'm not directing it toward anybody who's gay, I'm just using schoolyard talk — 'Hey you're a sissy. You can't even weed and using this product that you think is cool.' I'm saying you're lazy, you can't even pull the weeds. That's sort of the context. That's what I was subconsciously thinking, in the back of my mind."

Last week the board of the SLVWD held a special meeting in which they censured Smallman for his use of gay as an insult. According to the board president, Director Lois Henry, the four remaining members of the board unanimously voted for the censure. Smallman said he did not attend the meeting. Henry said she cannot speak on behalf of the board but wanted ratepayers to know that she takes the matter seriously.

"What he posted was appalling," Henry said in a phone interview Tuesday. "We censured him. That's basically all we can do. You cannot ask a board member to resign. They are elected by the people."

Smallman said he gets "emotional" about the use of pesticides and has trouble sometimes controlling his anger and speech when confronted with people who are aggressive toward him on social media. "There's a lot of people that, and I don't know why, they wanted the district to use this stuff and they were sore losers because I ended up winning and I ended up getting it banned," he said, adding that he believes the online debates are never productive. "90 percent of the time I get into those debates, people are calling me way worse. It's sort of a double standard, but since I'm a public official I need to just remove myself from debating back and forth on social media."

Smallman said he plans to contact The Diversity Center in Santa Cruz — a community center for homosexual, bisexual and transgender people — and to attend non-violent communications classes.

"I'm actually glad that this got pointed out and I do want to improve myself," he said. "I really need to immerse myself in these classes because I don't have a concept of how hurtful that is. Hopefully everything will be smoothed over from that, I hope."

Henry said she agreed with Smallman's intent.

"Of course," she said. "He needs to do that."

Smallman said he is taking these steps of his own accord and has not been asked by the board or anyone else to do so.

"I'm taking it seriously," he said.

Contact the Press Banner at pbeditor@pressbanner.com or (831)438-2500.

Santa Cruz County Water Resources Management Status Report for 2018

Santa Cruz County surface water and groundwater provide drinking water for residents and visitors, critical habitat to numerous threatened and endangered species, and opportunities for recreational and commercial activities. Like many other areas of California, the County faces water resource challenges including impaired water quality, inadequate water supply, overdrafted groundwater basins, depleted streams, and degraded riparian habitat. The overwhelming majority of Santa Cruz's water supply is locally derived – a unique situation in a state supported by large federal and state water projects. Domestic supply within the Region is provided by five large public agencies, four medium water systems, 130 small water systems, and some 8,000 individual wells. Local water agencies are working together toward long term solutions to ensure a reliable water supply balanced with maintaining environmental needs.

The 2018 water year was dry, with about 60% of average rainfall and only 36% of average runoff in the San Lorenzo River. December-February precipitation was almost 13 inches below average, however a wetter than average March and April did mitigate the worst impacts to some extent. In Mid-County limited inland groundwater recharge occurred (Figure 3). Most of the large County water agencies maintained some level of water use restrictions in 2018.

While Santa Cruz County has a long history of collaboration on water resource management, 2018 stands out for the numerous programs and projects that have taken place between different agencies. The Santa Margarita and Santa Cruz Mid-County Groundwater Agencies, both Joint Powers Authorities with multiple agencies, have begun planning towards long term groundwater sustainability. Our fisheries monitoring program, a collaboration of seven agencies, unveiled a new, award-winning website featuring data collected throughout the County at dozens of locations. The County's water quality team, operating out of the new water lab, is partnering with organizations throughout the County to monitor our rivers and beaches. The City of Santa Cruz and Soquel Creek Water District recently turned the valve to send water from the City's surface water sources to the District in a pilot project to reduce groundwater use.

The County and its partner agencies continue to conduct a range of efforts for water resource management to address resource challenges. Following is a summary of some of the water resource management activated undertaken in 2018, organized under six topic areas:

1. Groundwater Management
2. Water Supply and Conservation
3. Stormwater, Recharge, Flood Management, and Climate Change
4. Watershed Health and Aquatic Habitat
5. Water Quality
6. Small Water Systems

1. Groundwater Management

- a) The Sustainable Groundwater Management Act of 2014 (SGMA) went into effect on January 1, 2015. The County is actively working with local water agencies to pursue sustainability for the three major groundwater basins in the County as follows:
 - i) Management of the Santa Cruz Mid-County Basin is overseen by a Joint Powers Authority (JPA) consisting of the County of Santa Cruz, City of Santa Cruz, Soquel

Creek Water District and Central Water District. This JPA is referred to as the Santa Cruz Mid-County Groundwater Agency (MGA), which has been recognized by the State Department of Water Resources (DWR) as the Groundwater Sustainability Agency (GSA) for the basin. The MGA governing board includes three private well representatives and two representatives from each partner agency. In 2018, the 13-member Groundwater Sustainability Plan (GSP) Advisory Committee, which comprises representatives from various interest groups in the Basin, met monthly to discuss sustainability indicators for the Basin. They are working closely with staff, the technical team, and the groundwater model to assess groundwater conditions and develop management objectives. The Committee will ultimately be making policy recommendations to the MGA Board on sustainability targets for the basin, and how those can be achieved. A Surface Water Working Group met twice in 2018 to provide additional guidance to the Advisory Committee about surface water and groundwater interactions. The MGA received a \$1.5 million grant from DWR for Plan development. More information is available at www.midcountygndwater.org.

The Mid-County Basin is designated by the State as being in a condition of critical overdraft, which requires completion of the GSP by January 2020. The basin has experiences seawater intrusion in some areas, and offshore investigations have shown seawater close offshore in other areas. Groundwater extraction has also likely reduced streamflow. Reduced water use by Soquel Creek Water District customers has resulted in significant improvement of coastal groundwater levels (Figure 3) but further work is needed to ensure long term sustainability.

- ii) Management of the Santa Margarita Basin is overseen by a JPA consisting of the County, the Scotts Valley Water District, and the San Lorenzo Valley Water District. This JPA is referred to as the Santa Margarita Groundwater Agency (SMGWA), which has been recognized by DWR as the GSA for the basin. The SMGWA governing board includes two private well representatives, two representatives from each partner agency, and one representative each from the City of Scotts Valley, the City of Santa Cruz, and the Mount Hermon Association. In 2018 the SMGWA invested in an analysis of the existing groundwater model to identify improvements needed, and a facilitator to work with the Board to identify Guiding Principles. More information is available at www.smgwa.org. The SMGWA received a \$1 million grant from DWR for Plan development.

The Santa Margarita Groundwater Basin is not designated as being in critical overdraft, but it has experienced a significant historical decline in groundwater levels and reduction in streamflow. The GSP for Santa Margarita must be completed by January 2022.

- iii) The Pajaro Valley Water Management Agency (PV Water) is the designated Groundwater Sustainability Agency for the Pajaro Valley Basin.. PV Water submitted the Basin Management Plan Update (2014) along with the supporting programmatic Environmental Impact Report, the Agency Act, and other supporting documentation to DWR as a Groundwater Sustainability Plan Alternative in 2016. To date, DWR has not provided a response on the submittal. More information is available at <https://www.pvwater.org> and <https://sgma.water.ca.gov/portal/#intro>.

The Pajaro Valley groundwater basin is also designated as being in critical overdraft, with groundwater levels below sea level and seawater intrusion extending inland to

Highway 1. Preliminary results indicate that in 2017 groundwater levels in the Pajaro Valley Basin recovered several feet to levels observed in 2011 before the drought. In the spring of 2017, most of the basin had groundwater surface elevations at or above sea level, in the summer of 2017, water levels throughout portions of the basin were at or below sea level.

- b) Mid-County Groundwater Agency received the results of a project to map seawater intrusion in the groundwater aquifers immediately offshore of the Mid-County area. The project involved recording geophysical measurements with a low-flying helicopter, using technology originally developed and used in Denmark. The results showed that the offshore freshwater/saltwater interface below the ocean floor is immediately off the coast in the Mid-County area. This indicates that there is immediate risk to coastal wells from seawater intrusion if the aquifer is not managed properly.
- c) The County continues to work with a \$250,000 grant from DWR to assist with outreach and Groundwater Sustainability Plan Development for the Mid-County Groundwater Basin. The grant is currently funding improvement of the groundwater model for the basin with particular emphasis on stream flow and the impacts of non-municipal pumpers. Initial findings suggest that inland pumping has little effect on coastal groundwater levels and resulting seawater intrusion.
- d) The County continues to coordinate submission of groundwater level data to the State's 'CASGEM' groundwater monitoring program. County staff is also offering free well soundings to private well owners in the Santa Margarita and Santa Cruz Mid-County basin boundaries.

2. Water Supply and Conservation

- a) County water use has declined greatly since 2000 even as the population has grown (Figure 1). Figure 2 shows precipitation and water use from 1984-2018. Water use remains below the pre-drought levels due in part to permanent water conservation measures such as plumbing fixture retrofits and drought tolerant landscaping that many residents implemented during the drought. All of the large public water systems continued to promote conservation and many have water rates that encourage low use. In 2018 the City of Santa Cruz had a Stage 1 alert, Soquel continued a Stage 3 Water Shortage and Groundwater Emergency, and SLVWD maintained Stage 2 water restrictions.
- b) County staff have participated with all the countywide water agencies in the Water Conservation Coalition of Santa Cruz County to increase outreach and education to the public. The Coalition participated in numerous events including Earth Day and the County Fair, and maintained the website: www.watersavingtips.org.
- c) The Soquel Creek Water District continued to maintain their Water Demand Offset (WDO) program which, in lieu of a building moratorium, allows new development to proceed without increasing demand on the basin. The WDO program is intended to serve as a bridge until a supplemental water supply can be secured. The program requires developers to fund a reduction in existing water use and/or increase in supply amounting to 200% of their projected new water use.

In 2018, 50% of each development project's offset fee of \$55,000 per acre-foot was directed toward future long-term water conservation projects be implemented by the District, and the remaining 50% was used to fund their enhanced toilet rebate program. As this offset requirement was dependent upon the rate in which District customers participated in the enhanced toilet rebate program, there was a wait list to purchase credits and receive Will Serve approval. Developers also had the option of directly installing ultra-high efficiency toilets or proposing an alternate offset effort to the District Board. In total, 33 Will Serve letters were granted by the District Board in 2018. In November 2018, the Board approved using available WDO fees to begin funding a water meter system upgrade that is anticipated to save 86 AFY due to earlier leak notification features.

- d) The City of Santa Cruz Water Department and Soquel Creek Water District are continuing to work towards reducing groundwater pumping from the Mid-County Basin through a 5-year pilot program to provide winter surface water supply from the City to the District. After completing desktop and bench-top water quality studies and hydraulic modeling, the agencies turned the valve on December 3, 2018 to deliver treated surface water from the City's distribution system into the District's distribution system. Water quality and operational issues are being closely monitored this winter. If successful, next winter the District will purchase excess winter water again, if available, and increase the area of delivery. The water transfers pilot project ends in December 2020. This pilot project does not include provisions for returning water from Soquel to the City in the event of a drought. However, the two agencies continue to collaborate on the analysis to inform negotiations for longer term water exchanges and transfers.
- e) Since 2015, Soquel Creek Water District has been evaluating and developing Pure Water Soquel, its groundwater replenishment and seawater intrusion prevention project (Project). Over the last year, an independent panel commissioned under the National Water Research Institute (NWRI) concluded that "The Project is plausible, feasible, and protective of public health, with respect to the following elements: quality of the source water that would be provided by the Santa Cruz Waste Water Treatment Facility and use of proven advanced treatment technologies to produce water that meets all drinking water requirements and is protective of public health and the environment." The District also had its feasibility study for the Project accepted as complete by the State Water Resources Control Board and the Bureau of Reclamation; it was awarded a \$2M Prop 1 Planning Grant; won a National Award for its mobile educational trailer; and issued its Draft EIR June 2018. On December 18, the District certified its Final EIR and approved the Project.

The Project addresses the state's newly approved goals within the Updated Recycled Water Policy (approved December 2018) to minimize the direct discharge of treated wastewater to ocean waters and maximize the use of recycled water in areas where groundwater supplies are in a state of overdraft. In addition, the District was invited back to submit a full proposal for a Prop. 1 Implementation Grant (for up to \$50M dollars) which could, if awarded, reduce project costs by half.

- f) The City of Santa Cruz Water Department is investigating the possibility of developing an Aquifer Storage and Recovery (ASR) program which would inject treated surface water into the Santa Margarita basin, and/or the Mid-County basin to increase storage. The intent would be to withdraw the water during drought years when surface water

sources are diminished. The water supply augmentation strategy estimated ASR to take 6-12 years before implementation, though there is a “go, no-go” decision point in 2020 after the next phase of feasibility pilot testing.

- g) The City of Santa Cruz Water Department has embarked upon a project to modify existing water rights to address key issues needed to improve the City’s water system flexibility while enhancing stream flows for local anadromous fisheries. The project would include changes to the City’s existing water rights regarding flow requirements, places of use, diversion methods and points, and extension of time to beneficially use existing rights under existing permits. No changes to the authorized amounts of diversions under any of the City’s appropriative water rights is proposed.
- h) The City of Santa Cruz is also considering the feasibility of several larger scale irrigation projects using recycled water, and is entering phase 2 of their analysis of recycled water alternatives to augment water supplies. The City Council recently prioritized recycled water over desal at this time, to meet the water supply augmentation strategy schedule. Projects they will be considering include ongoing support of the Pure Water Soquel project, support of advancing non-potable reuse together with the City’s Public Works Department, groundwater recharge with recycled water in both basins, and perhaps surface water augmentation in Loch Lomond. These alternatives will be better defined in the next few months and taken to the City’s water commission.
- i) Scotts Valley Water District completed a recycled water study targeted at evaluating groundwater recharge with recycled water. The study concluded that 550 acre-feet per year would be available to such use and made a recommendation on the location. SVWD just signed a contract to do an environmental study of the project.
- j) The Scotts Valley Water District’s “Think Twice” water use efficiency program achieved an estimated annual water savings of 7.67 acre-feet per year (AFY) in the last year.
- k) In the last decade three stormwater infiltration systems have been constructed in Scotts Valley. Scotts Valley Water District monitors all three – the combined infiltration total for water year 2018 was 22.43 AFY
- l) To improve the customer engagements, reduce water waste and increase efficiencies, Scotts Valley Water District launched Advance Metering Infrastructure program in 2016. They decided to use a phased approach and use in-house resources for the conversion. Approximately 50% of the meters have been installed so far and they have contracted with WaterSmart to design a robust Customer Engagement Portal.
- m) The County and San Lorenzo Valley Water District have been working on a grant from the Wildlife Conservation Board Streamflow Enhancement Program to develop a San Lorenzo Watershed Conjunctive Use and Baseflow Enhancement Plan. The Plan will be used to improve water supply reliability and increased summer stream flows in the immediate future, and recommend further infrastructure improvements needed in the long run. The County and San Lorenzo Valley Water District have implemented stream flow gaging and inflow studies to better understand availability of surface water, and a comprehensive analysis of the water supply impacts of different conjunctive use scenarios was completed.

- n) The County, City of Santa Cruz, San Lorenzo Valley Water District, and Scotts Valley Water District continue to collaborate on a Memorandum of Agreement to work together on exploring conjunctive water use options in the San Lorenzo Watershed and Santa Margarita Groundwater Basin. These efforts will explore many ways to utilize excess surface water when available to increase groundwater storage and water supply reliability and increase dry season stream flow.
- o) In partnership with the County and the Community Water Dialogue (a stakeholder group addressing aquifer overdraft in the Pajaro Valley), the RCD facilitated the development of the “Pajaro Valley Covered Fallow Plan” in February 2018. The plan came in response to landowner and grower interested in exploring voluntary rotational fallowing as one of many actions for conserving water. The results of this planning process can inform future incentive programs.
- p) The RCD continues providing a number of programs to assist growers with conserving water through irrigation efficiency and soil health improvements. Services include irrigation system evaluations, season-long monitoring of water use efficiency and irrigation scheduling improvements, practical field guides and irrigator trainings in English and Spanish, rebates for cover crop seed to reduce stormwater erosion and improve infiltration.
- q) In January 2017, the Pajaro Valley Water Management Agency (PV Water) Board of Directors approved an action to proceed with the implementation of water supply projects described in the stakeholder developed Basin Management Plan (BMP). The BMP describes a three-part approach to eliminate groundwater overdraft and halt seawater intrusion: 1) conservation of water, 2) optimization of existing water supplies, and 3) development of new water supplies. Led by agency staff, a team of engineers, environmental scientists, and others, began working to meet with stakeholders, refine project descriptions, develop preliminary designs with environmental documentation, apply for water rights, and seek grant funding to implement three proposed water supply projects:
 - i. *College Lake Integrated Resources Management Project*. When constructed this proposed project would collect, store, treat, and deliver approximately 2,400 acre-feet per year (AFY) of freshwater for agricultural irrigation.
 - ii. *Watsonville Slough with Recharge Basins*. This proposed project has the potential to yield 1,200 AFY by diverting storm water runoff from the Watsonville Slough system to a shallow aquifer system on the San Andreas Terrace.
 - iii. *Harkins Slough Facility Optimization*. This proposed project would improve both the existing diversion and recovery facilities, allowing PV Water to optimize the performance of its managed aquifer recharge and recovery facility and recovery up to 1,200 AFY.
- r) Over the past year, the PV Water staff and environmental experts have been studying the proposed College Lake Integrated Resources Management Project (Project) that would develop facilities to use the lake water as an alternative to groundwater for agricultural irrigation. This fall, the environmental experts completed studies for the proposed Project under the California Environmental Quality Act (CEQA). The results of these studies are now in review. Hydrologic and hydraulic modeling analyses, along with biological, cultural, geologic and other studies support the development of the Draft Environmental Impact Report (DEIR), which will be available for public review and comment in spring 2019. The proposed Project would increase the storage capacity of

- College Lake to approximately 1,700 acre-feet and allow an estimated average of more than 2,000 acre-feet of water per year to be stored, treated, and delivered for agricultural irrigation, reducing the amount of groundwater pumped from the overdrafted basin.
- s) PV Water has completed Phase 1 of a grant funded project to provide 1.5 million gallons of additional storage of recycled water at the Watsonville Treatment Plant. Implementation of the three phases is projected to provide 750 AFY of additional recycled water.
 - t) Santa Cruz County partner agencies continue to work together on integrated regional water management (IRWM), with the Regional Water Management Foundation (RWMF) serving as a hub for the 12 partner agencies. The County and all of the cities and public agencies dealing with water are signatories to the Santa Cruz IRWM Memorandum of Agreement, which was updated in 2016. The agencies contribute \$80,000 annually to support maintenance of the IRWM efforts. The RWMF is also providing administrative services to the Santa Cruz Mid-County Groundwater Agency.
 - u) The region continues to work to utilize IRWM grant funds to further evaluate and address the water needs of disadvantaged communities in the Central Coast region, including the Santa Cruz and Pajaro regions. This project is being administered by the RWMF.

3. Stormwater, Recharge, Flood Management, and Climate Change

- a) Managed Aquifer Recharge (MAR) is a landscape management strategy that can help reduce aquifer overdraft by facilitating stormwater capture and infiltration into the aquifer. The Resource Conservation District (RCD) and UCSC worked with two landowners to implement MAR projects in the Pajaro Valley with funding from DWR and the USDA NRCS. Together with a third MAR project already completed, these systems are designed to recharge collectively ~300 AF/year. The RCD and UCSC continue to assess site suitability and develop additional MAR projects. The results of the MAR Suitability Study by Dr. Andrew Fisher from UCSC and the RCD are available at <http://www.rcdsantacruz.org/managed-aquifer-recharge>.
- b) The County of Santa Cruz Environmental Health received a \$35,000 grant from the State Water Resources Control Board to validate the results of a pilot project to use DualEM geophysical survey equipment to assess potential recharge locations initially identified through the MAR suitability maps. The device measures the electrical resistivity at different depths to provide a detailed evaluation of subsurface conditions. In November 2017, nine locations in and around the Mid-County Basin were surveyed with the DualEM equipment. The new grant funds will allow staff to conduct soil borings and percolation tests at the locations identified as most suitable.
- c) The RCD, UCSC, and the PV Water are working to implement the Recharge Net Metering program. This is a unique 5-year pilot program that provides a financial incentive to landowners in the form of a rebate issued by PV Water for building a managed aquifer recharge (MAR) system on their property. The program will be tested for five years to assess the benefits to the Pajaro Valley Groundwater Basin and its residents. The primary focus of the ReNeM program is on stormwater collection directed to infiltration facilities, using a variety of techniques, to improve groundwater supplies.
- d) The Santa Cruz County Flood Control and Water Conservation District – Zone 7 (Zone 7), Monterey County Water Resources Agency (MCWRA), City of Watsonville, and other

entities continue to pursue implementation of a flood risk reduction project with the Army Corps of Engineers to significantly upgrade the flood conveyance system to provide an adequate level of flood protection for the Pajaro River, Salsipuedes Creek, and Corralitos Creek. The draft General Reevaluation Report and Environmental Assessment (GRR/EA) were completed by the Corps of Engineers and released in October 2017 for public review and comment, and a finalized GRR/EA is expected by March 2019 accompanied by a signed Director's Report. Zone 7 and MCWRA are seeking Federal and State investment for design and construction.

- e) The Santa Cruz County Flood Control and Water Conservation District continues to refine and expand County-wide stream and rain gage monitoring capability to support enhanced situational awareness and emergency response. This activity includes enhanced web-based, publicly-accessible data as well as improved communication and support of the County Emergency Operations Center and Emergency Management personnel. County Public Works Department (DPW) staff continue to maintain operation of the Automated Local Evaluation in Real Time (ALERT) flood warning system.
- f) The Santa Cruz County Flood Control and Water Conservation District – Zone 7 (Zone 7) has recently completed extensive vegetation management in the Pajaro River and Salsipuedes Creek that provides flood flow conveyance through the existing U.S. Army Corps of Engineers Flood Control Project, consistent with the requirements of the 1949 Operations and Maintenance Manual requirements. Additionally, through coordination with Zone 7, the U.S. Army Corps of Engineers recently completed approximately \$6.5 million in storm damage rehabilitation assistance in the Pajaro River and Salsipuedes Creek system, restoring damages to sections of the levee system that occurred during the Presidentially-declared disasters of January/February 2017.
- g) County staff continue to implement the County's stormwater management program and update the program to address evolving State and Federal requirements.
- h) All of the current water supply planning projects take into account projected impacts of climate change, including increased water demand, reduced groundwater recharge, more significant droughts, and increased rainfall intensity.

4. Watershed Health and Aquatic Habitat

- a) County Water Resources staff continue to implement various programs to benefit steelhead and coho salmon, which are two anadromous salmonid species that have historically occurred in County watersheds but have experienced a severe drop in numbers as a result of habitat and watershed degradation. Coho are designated as endangered and steelhead are designated as threatened under the federal Endangered Species Act.
- b) Water Resources staff continued to work with water agencies to conduct annual sampling of juvenile salmonids and stream habitat in four watersheds: San Lorenzo, Soquel, Aptos and Pajaro. In 2018, Water Resources staff completed 12-years of managing the annual sampling, which will now be overseen by the City of Santa Cruz. In the high baseflow year of 2017, steelhead juvenile densities and growth increased compared to severe declines during the drought. Preliminary results for 2018 show decreased numbers at San Lorenzo sites, with mixed results in the Soquel and Aptos watersheds. The population estimate for Soquel Lagoon was alarmingly low but the population estimate for

Aptos Lagoon was encouraging. In all three watersheds, passage conditions were good but growth rates were lower than 2017.

- c) Water Resources staff partnered with the Information Services Department to complete a database and an interactive website to manage and display the results of fish monitoring efforts that were started by the County in 1981: <http://scceh.com/steelhead.aspx>. The website's StoryMap (interactive overview of the program) won third place in an international contest for natural resource content. Agency and public feedback has been very positive with this new on-line access to the steelhead monitoring program. County staff has completed additional portions of the database and are currently working to complete a data analysis website that will allow users to actively interact with the data.
- d) Water Resources staff continued to implement the Stream Wood Program to maintain large wood in streams for habitat value without increasing flood risks or jeopardizing public safety. Staff respond to public requests, evaluate fallen trees and accumulations of wood, and make a determination as to whether it is acceptable to leave wood in place or make minimal modifications as needed for public safety. While the moderate winter of 2018 created fewer new stream wood sites (20 compared to more than 50 in 2017), the total inventory of stream wood in County streams has increased over the past 10 years. There are now at least 45 sites with stream wood being monitored by the program. Significant benefits include pool formation and cover habitat, sediment retention and sediment sorting. Current efforts include training a new Public Works crew and improving data collection and reporting.
- e) Water Resources staff continue to work with Planning to develop a program to enhance the condition of the riparian corridor in streamside residential areas. In 2018, Water Resources staff and partners implemented a riparian planting project on the mainstem San Lorenzo River. With several partners, including the property owner, California Conservation Corps, Central Coast Wetlands Group and the Watershed Stewards Project, 138 native plants were installed at 3 sites. Project goals included evaluating the time and effort to implement riparian plantings and to field test riparian plants for fitting well into landscaped areas. Staff continued to develop plans for the Riparian Demonstration Garden to showcase native riparian plants that will a part of the new Felton Library site. The San Lorenzo 2025 group completed a plan for a Riparian Conservation Program, that includes the other efforts to improve riparian areas countywide. Partners are currently seeking funding to plan implementation efforts.
- f) The County provided funding to the Resource Conservation 'District of Santa Cruz County (RCD to work directly with property owners to provide outreach and technical assistance on repairing and preventing storm damage. From January 1, 2017 – July 1, 2018 the RCD responded to 123 requests for assistance, delivering on-site technical assistance at 52 properties for issues including home drainage/erosion, roads, landslides, and streambank failures. The RCD held two workshops on "Living on rural properties in the Santa Cruz Mountains" in June 2018 attended by 126 landowners.
- g) The RCD in partnership with Trout Unlimited and the County, is investigating the possibility of offstream storage and other methods for property owners along Soquel Creek to reduce dry season stream diversions. Several new stream gages have been installed along the creek to monitor flows.

- h) The RCD continued to work with landowners and agency partners to complete habitat improvement projects through the Integrated Watershed Restoration Program (IWRP). These projects include wetland restoration, fish barrier removal, rural road upgrades, stream habitat improvement, managed aquifer recharge projects, stormwater management and community education.
- i) The City of Santa Cruz and San Lorenzo Valley Water District continued efforts to monitor streamflow and habitat conditions in their drinking water watersheds in an effort to establish objectives for habitat improvement.
- j) Since 2015, the City of Santa Cruz released significantly more flow for fish than in previous years in Laguna, Majors, and Liddell Creeks, and the lower San Lorenzo River as a part of an interim agreement with the fishery agencies. In Fall 2018, the City observed coho salmon juveniles for the first time in Liddell Creek during their annual North Coast snorkel surveys. They also arrived at agreement on long-term instream flow goals for water operations with the Department of Fish and Wildlife and National Marine Fisheries Service. The City has initiated the environmental review process to formalize these increased streamflows as part of an update of City water rights.
- k) The City of Santa Cruz conducted a number of efforts, including ongoing lagoon monitoring, expanding their school interpretive programming, hosting the fourth annual State of the San Lorenzo River Symposium, and pursuing illegal stream diversions on critical streams.

5. Water Quality

- a) During 2018, the County relocated the Water Quality Laboratory to a modernized space in 1060 Emeline. The scope of the Laboratory's analytical capabilities was expanded to enable more comprehensive monitoring of beaches, surface water, groundwater, and drinking water. The County also initiated a major database management upgrade for the Water Quality Program to provide more robust information on quality assurance and quality control. The Water Quality Laboratory is currently accredited under the State's Environmental Laboratory Accreditation Program (ELAP) and provides analytical services for small drinking water systems, private wells, storm drains, and other local water quality testing requirements. During 2018, the Water Quality Laboratory hosted several student interns.
- b) The County's ongoing recreational water monitoring program includes weekly monitoring of about 25 beach sites on a weekly basis to track potential health risks in compliance with AB411 and the Clean Water Act. County staff provided State Water Board representatives with field and laboratory workshops and continue to collaborate with the State on improving sampling methods and analytical protocols for monitoring recreational water quality.
- c) County staff continued to coordinate with the City of Santa Cruz, the City of Capitola, and the County Sanitation District to implement projects and conduct monitoring to assess public health threats, reduce bacterial contamination, and improve beach water quality. Data are posted on the County's website.
- d) County staff continued to participate with the City of Santa Cruz, Save the Waves Coalition, Surfrider Foundation, and the Sierra Club in the Cowell Beach Working Group,

meeting monthly to better understand and control the elevated bacteria levels at Cowell Beach that have resulted in it being named as one of the most polluted beaches in the State. The County conducted an intensive review of sampling and analytical protocols in comparison to data generated by the City of Santa Cruz. Ongoing City improvements continue to identify and eliminate significant sources of human contamination, resulting in significant improvements in water quality at Cowell Beach.

- e) County staff continue to work with the City of Watsonville to monitor harmful algae blooms in Pinto Lake. Reductions in the frequency and intensity of algal blooms during 2017 and 2018 are likely due to the sediment basin and treatment system, implemented in 2017. The Pinto Lake bloom in 2017 occurred much later in the year and was of shorter duration than previous years. There was no evidence of release of algal toxins in Pinto Lake during 2018. The County continues to monitor and maintain warning signs as needed at both Pinto and Kelly Lakes.
- f) County staff maintain ongoing efforts for water quality protection through septic system management, monitoring, and investigation, funded by County Service Area (CSA) 12. Properly functioning onsite sewage systems are a good method of groundwater recharge and contribute to approximately 14% of the San Lorenzo River's summer baseflow. County staff are working on updating the sewage disposal ordinance and preparing a Local Area Management Plan to comply with State standards for onsite sewage systems.
- g) County staff contribute monitoring data and statistical analyses of water quality in impaired watersheds (San Lorenzo, Soquel, Aptos, Pajaro, Corralitos/Salsipuedes) in accordance with the Total Maximum Daily Load (TMDL) requirements of the Clean Water Act.

6. Small Water Systems

- a) County staff continue to assist and oversee 125 small water systems with 5 to 199 connections to maintain compliance with public health standards and meet the ongoing needs of the people and communities that rely upon them. (An additional 15 small systems with surface water sources are directly supervised by the SWRCB Drinking Water Division.) County oversight includes regulation of water quality, quantity, treatment, distribution, water system organization, and meeting evolving federal and state compliance requirements. Notable examples include:
 - Approving and inspecting the development of a water system and treatment plant serving the new visitor's center at Castle Rock State Park.
 - Overseeing a hazardous materials abatement project, permitting addition of new wells, and facilitating a grant from the State Revolving Fund to add needed water storage at Bonny Doon school for drinking water and emergency purposes.
 - Facilitating consolidation of a local commercial private water system and a small residential water system with nearby large public systems.
 - Permitting nitrate removal treatment installation at Gizdich Home Ranch.
 - Working with the Cal Poly Corp. to establish the installation of a new water system, treatment plant, and 100,000 gallon finished water storage tank.
 - Working with neighboring jurisdictions to implement the use of chloramine disinfectant for 6 water systems in the Summit area that purchase water from San Jose Water Works through the Montevina pipeline.

- Overseeing the installation of numerous new wells for large water districts and small water systems.
 - Overseeing the installation of numerous replacement storage tanks and distribution systems to prevent ongoing bacteriological water quality issues.
 - Assisting with the completion of two Capital Improvement Plans for two water systems.
 - Continued oversight of individual connection metering within small water systems.
- b) The Drinking Water program met and exceeded its annual evaluation goals and objectives for water system permitting and inspections established with the State Water Resources Control Board.
- c) The County is tracking water use information based on the 2015 requirements for metering and reporting of water use by all small water systems. This provides additional information for assessment of rural water use and provides the County and the water systems with tools to identify and reduce excessive water use. As a result of this new information, the calculated water use of small water systems and rural properties was reduced by 25% and 18% respectively, from previous estimates. In addition, the community systems with 15 or more connections are working on installing meters on individual connections.
- d) County staff continues to hold the Small Water Systems Forum to help build technical, managerial, and financial capacity among the small water systems within the community. Meetings topics included regulatory updates, well rehabilitation, non-profit technical assistance organizations such as the California Rural Water Association, and increased public access to water system information.
- e) Now in its third year, County staff held a workshop providing hands-on training and assistance for systems to complete their report in the State electronic annual reporting system.

Table 1: Water Use in Santa Cruz County, 2018 (Data for smaller systems is from 2016)

Water Supplier	Connections	Population	Water Use acre-feet/yr	Ground water	Surface Water	Recycled Water	Imported
Santa Cruz City Water Dept.	24,500	98,000	8,104	6%	94%		
Watsonville City Water Dept	14,821	65,966	6,989	97%	3%		
Soquel Creek Water Distrt	14,437	40,515	3,347	100%			
San Lorenzo Valley (SLVWD)	7,900	25,485	2,092	41%	59%		
Scotts Valley Water Distrt	3,807	10,629	1,139	87%		13%	
Central Water District	819	2,700	379	100%			
Big Basin Water Company	596	1,680	135	95%	5%		
Mount Hermon Association	499	1,283	141	100%			
Forest Lakes Mutual Water Company	326	1,076	41	100%			
Smaller Water Systems (5-199 conn.)	2,340	7,157	1,100	77%	14%		9%
Individual Users*	8,000	21,000	2,630	95%	5%		
Pajaro Agriculture (SC Co only)**			22,430	93%		7%	
Mid- & North-County Agriculture*			2,400	90%	10%		
Totals	78,045	275,491	50,927	78%	18%	4%	0.2%
Summary of Water Source (acre-feet/year)				39,510	9,352	2,037	75
Summary of Non-Agricultural Use (af/yr)			26,097	16,985	9,112	170	75
*Values are Estimates							
**Ag water use on the Monterey County side of the Pajaro Basin, was 18,555 AF in 2016							

Figure 1: Water Use relative to number of connections for all major municipal suppliers, combined, 1984-2018

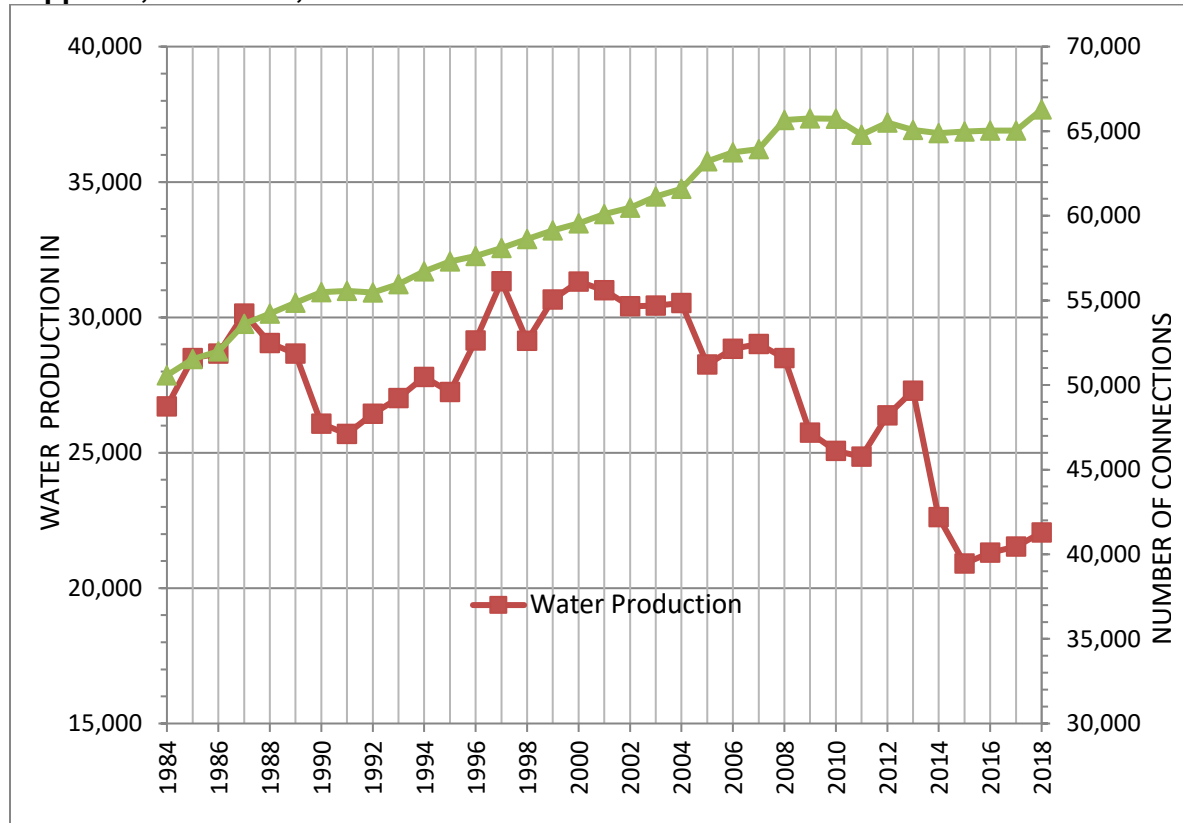


Figure 2: Municipal water use and rainfall, 1984-2018

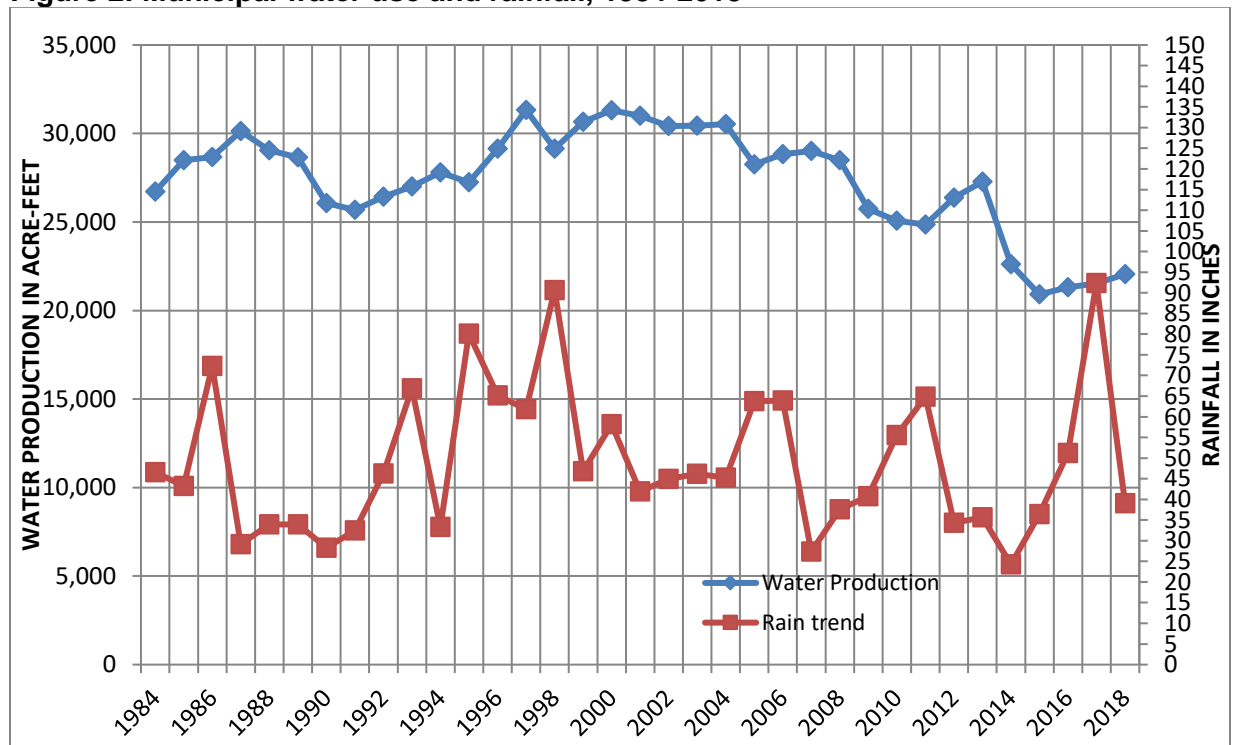


Figure 3: Inland Groundwater Levels, Mid-County Basin, Soquel Hills

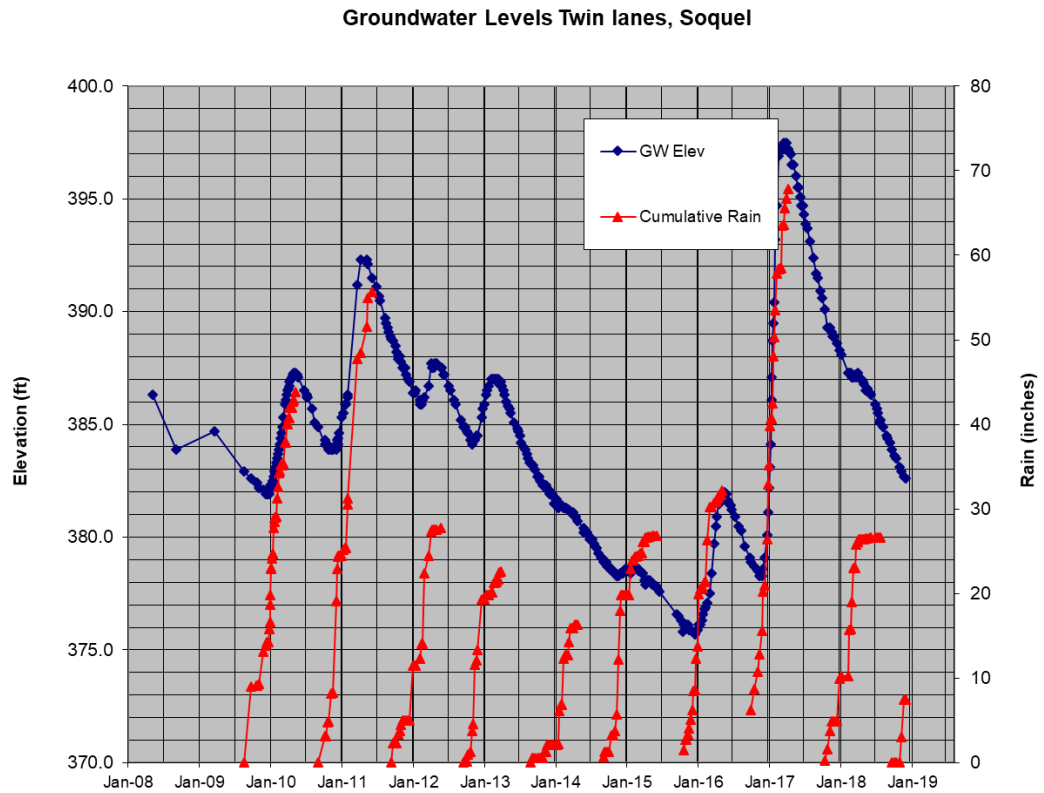


Figure 4: Coastal Groundwater Levels, Mid-County Basin, Capitola, Monitoring Well SC-5A

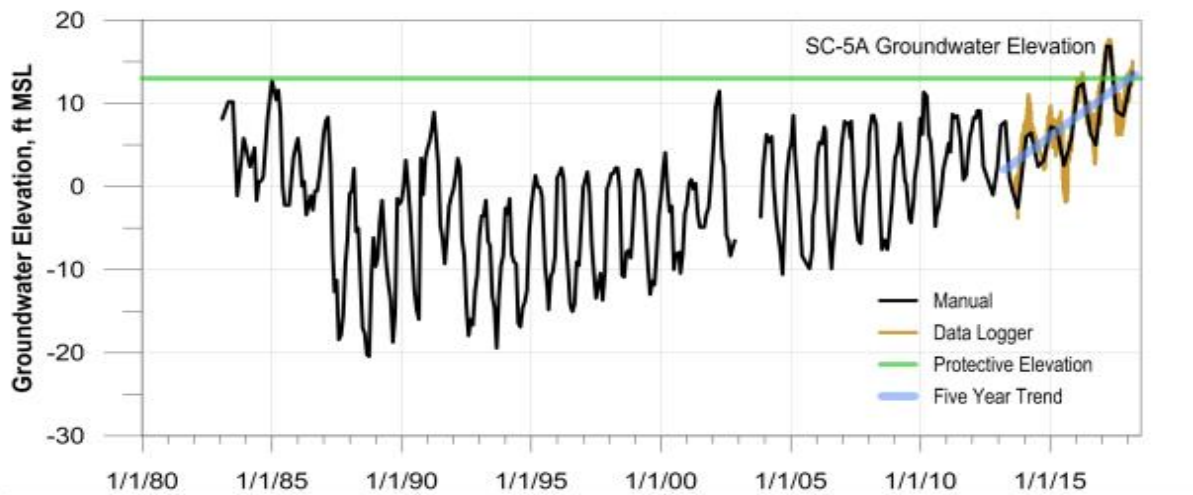


Figure 3: Steelhead Monitoring Website: <http://scceh.com/steelhead.aspx>

