



**BOARD OF DIRECTORS
SAN LORENZO VALLEY WATER DISTRICT
AGENDA
October 18, 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.

Notice is hereby given that a meeting of the Board of Directors of the San Lorenzo Valley Water District will be held on **Thursday, October 18, 2018 at 5:00 p.m.**, Zayante Fire Protection District, 7700 E. Zayante Rd., Felton, CA 95018.

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 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).

3. 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 three (3) 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.

4. 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. 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)
- 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. H043704, H043492).
- c. CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION
Government Code Section 54956.9(d)(1)
DeBert v. San Lorenzo Valley Water District et al. (Santa Cruz County Superior Court Case No. 17CV02729).

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 6:30 p.m.

6. Report of Actions Taken in Closed Session

7. 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).

8. 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 three (3) minutes in length, and individuals may only speak once during Oral Communications.

If you wish to speak on a non-agendized item, please submit a 'speaker slip' to the District Secretary. It is not required, but individuals who have submitted a 'speaker slip' will be given priority. Time for Oral Communications at the start of the meeting will be limited to 15 minutes in total. If there are additional speakers, the Board will continue Oral Communications after the Consent Agenda.

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

9. 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. UPPER ZAYANTE CREEK STREAM WOOD HABITAT ENHANCEMENT PROJECT ACCESS AGREEMENT
Discussion and possible action by the Board regarding an access agreement between Resource Conservation District of Santa Cruz County and SLVWD.

10. 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. DISTRICT MANAGER EMPLOYMENT CONTRACT
Discussion and possible action by the Board regarding employment contract for the District Manager.
- b. OTHER POST EMPLOYMENT BENEFITS (OPEB) TRUST FUND ADMINISTRATOR
Discussion and possible action by the Board regarding OPEB Trust Fund Administrator.

11. 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. MINUTES FROM BOARD OF DIRECTORS MEETING SEPTEMBER 20, 2018.
Consideration and possible action by the Board to approve minutes from the September 20, 2018 BoD meeting.
- b. MINUTES FROM SPECIAL BOARD OF DIRECTORS MEETING OCTOBER 3, 2018.
Consideration and possible action by the Board to approve minutes from the October 3, 2018 Special BoD meeting.
- c. PASATIEMPO WELL 8 PROJECT-CONTRACT FOR PREVAILING WAGE & LABOR COMPLIANCE SERVICES
Consideration and possible action by the Board to authorize the District Manager to execute an agreement for prevailing wage & labor compliance services.
- d. ATT/VERIZON CELL TOWER SUBLEASE CONSENT
Consideration and possible action by the Board to Authorize the District Manager to execute the consent request by Crown Castle.

12. District Reports:

No action will be taken and discussion may be limited at the Chairperson'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
 - Environmental
 - Operations
 - Legal
- COMMITTEE REPORTS
 - Future Committee Agenda Items
 - Committee Meeting Notes/Minutes
 1. Special Admin Committee September 17, 2018
 2. Environmental Committee September 18, 2018
 3. Special Engineering Committee October 1, 2018
 4. Admin Committee October 10, 2018
- DIRECTORS REPORTS
 - Director's Communication
 - Future Board of Directors Meeting Agenda Items

13. Written Communication:

- Letter from D. Schwanbeck 9.18.18

14. Informational Material:

- Fall Creek Fish Ladder 9.19.18-Press Banner
- Water District Leaders 9.20.18-SC Sentinel
- Two Slates Vie in SLVWD Race 10.4.18-SC Sentinel
- SLVWD CY2017 Verification Report
- SLVWD CY2017 Verification Statement

15. Adjournment

Certification of Posting

I hereby certify that on October 12, 2018 I posted a copy of the foregoing agenda in the outside display case at the District Office, 13060 Highway 9, Boulder Creek, California and at the Zayante Fire Protection District, 7700 E. Zayante Rd., Felton, CA, 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 October 12, 2018

Holly B. Hossack
District Secretary

MEMO

TO: Board of Directors

FROM: District Manager

PREPARED BY: Environmental Programs Manager

SUBJECT: Upper Zayante Creek Stream Wood Habitat Enhancement Project
Access Agreement between the Resource Conservation District of
Santa Cruz County and SLVWD

DATE: October 18, 2018

RECOMMENDATION:

It is recommended that the Board of Directors review this memo and

1. Authorize the District Manager to execute the Access Agreement with the Resource Conservation District of Santa Cruz County to provide access to the District's property on Upper Zayante for the installation of large wood in the stream to enhance habitat for threatened and endangered salmonid species.
2. Authorize the District Manager to enter into a cooperative agreement associated with the actual permitting and implementation the project in January 2019 as required by the grant funding the project. Agreement will be included in board packet when available.

BACKGROUND

October 2, 2014 your Board authorized a large wood installation project to take place on District property located on Upper East Zayante Road, Felton California. APN:

Large stream wood including logs, root wads and large branches provide important habitat for steelhead, Coho salmon and other wildlife. Large wood can slow the flow of water, stabilize stream channels and banks and promote groundwater recharge. Zayante Creek currently supports steelhead and is a high priority recovery stream for Coho salmon. Steelhead is listed as threatened under the federal Endangered Species Act. Coho Salmon are critically endangered in the Santa Cruz Mountains and are listed as endangered under both the federal and state Endangered Species Acts. The Zayante sub watershed is listed as the highest priority for Coho salmon recovery in the San Lorenzo River watershed.

Historically, Zayante Creek was known to be a very productive tributary for salmonids in the San Lorenzo River watershed. Impacts such as road development, clearing of large wood from the channel, past forest management practices, floodplain disconnection, and water diversions have greatly impacted salmonid habitat. The listing of both steelhead and coho salmon, and the completion of recovery plans for these species by the National Marine Fisheries Service (NMFS), has led to renewed interest in restoration actions that seek to address key limiting factors.

The City of Santa Cruz (City) and the San Lorenzo Valley Water District (SLVWD) own large, mostly contiguous tracts of land within the Zayante Creek watershed, a major tributary to the San Lorenzo River.

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 Board 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. 2019: District to enter into cooperative agreement associated with permitting and implementation of the project.
4. 2018-19: Acquire Permits from State and Federal agencies, under the direction of the RCD.
5. Summer 2019: Large wood to be installed.

2015 STRATEGIC PLAN:

Strategic Element 1.0 - Water Supply Management
Strategic Element 2.0 - Watershed Stewardship

FISCAL IMPACT:

Cost: \$0 Grant Funded



ACCESS AGREEMENT

This Access Agreement ("Agreement") is made and entered into by and between the Resource Conservation District of Santa Cruz County ("RCD") and San Lorenzo Valley Water District ("Landowner") for the Upper Zayante Creek Stream Wood Enhancement Project.

WHEREAS, Landowner owns the Property located beginning at approximately 11785 East Zayante Rd Felton, CA, APN 07501132 and reaches north approximately .5 miles extending to the parcel immediately south of Fern Ridge Road (APN 09304112) and includes District Owned APNs: 07401103, 09304110, 09304111, 09304112, 09304113, 09304114 (the "Property"). Mountain Charlie Gulch, a primary tributary of Upper Zayante Creek, enters at approximately the midpoint of the project and is the dividing line between the City of Santa Cruz ownership at the downstream end, and the San Lorenzo Valley Water District ownership at the upper end. East Zayante Road parallels Zayante Creek along the entire length of the project area and crosses Zayante Creek at bridges in two locations.

WHEREAS, the RCD's mission is helping people protect, conserve, and restore natural resources through information, education, and technical assistance programs.

WHEREAS, the RCD has received grant funding to improve stream habitat for Steelhead and Coho salmon and address the San Lorenzo River Sediment TMDL along one mile of Zayante Creek (including the Property) by installing salmonid enhancement structures that will retain sediment, develop riffles, create pools, and provide cover habitat (the Upper Zayante Creek Stream Wood Enhancement Project, or "Project").

WHEREAS, Landowner has agreed to provide access to the Property for the RCD its designated employees and agents or anyone authorized to perform tasks on their behalf to implement the Project.

NOW, THEREFORE, the parties hereby agree as follows:

- 1) Authorization. Landowner authorizes the RCD its designated employees and agents or anyone authorized to perform tasks on RCD's behalf, to enter the Property to implement the Project, subject to the terms and conditions of this Agreement.
- 2) Term. This Agreement will remain in effect from the date of this Agreement through May 31, 2021, unless terminated earlier by written notice from Landowner to RCD.
- 3) Reporting Requirements. Landowner understands that in implementing the Project, RCD may be required to disclose the Property location to applicable regulatory agencies and/or pursuant to specific grant requirements (Exhibit B), which may potentially include the following (refer to checked boxes):

- ☒ GPS Coordinates
- ☒ Applicable Permits
- ☒ Landowner Agreements (this document and similar)
- ☒ Project Designs (Exhibit A)
- ☒ Photo Documentation (Before, During, and After)
- ☒ Signage

By signing this Agreement, the undersigned Landowner (i) acknowledges that applicable reporting requirements have been explained by the RCD staff, and (ii) understands and agrees to the conditions of these reporting requirements.



- 4) Access. Landowner will permit the RCD, its designated employees and agents or anyone authorized to perform tasks on RCD's behalf, permission to enter onto the Property to gather necessary information relating to the Project. Access will be limited to those portions of the Property which are relevant to the Project and those additional portions of the Property that are reasonably necessary to gain access to the site in question. The RCD, its designated agents or anyone authorized to perform tasks on RCD's behalf, is authorized to gather information relevant to the conservation issue in question.

The RCD, its designated agents or anyone authorized to perform tasks on RCD's behalf, will give Landowner reasonable notice (at least 24 hours) prior to entering the Property. Reasonable and actual notice may be given by mail, in person, by e-mail or by telephone, so long as the method selected is reasonably calculated to be received by Landowner at least 24 hours prior to entering the Property.

The RCD agrees to be solely responsible and to hold Landowner harmless for any personal injury or property damage arising from its activities under this Agreement. RCD shall indemnify and defend the Landowner, to the full extent permitted by law, for any and all damage, claim, loss or liability of any kind whatsoever arising from the activities of RCD employees, agents and/or anyone authorized to perform tasks on RCD's their behalf in connection with this Agreement.

- 5) Photographs. Landowner agrees to allow photographs to be taken of the Project. Copies of such photographs shall be provided to Landowner upon request.
- 6) Operations and Maintenance. Landowner agrees to maintain structures implemented on the Property for the useful life of the Project (20 years) per grant requirements.
- 7) No Recourse. Landowner has no recourse against the RCD for financial support or assistance in connection with the implementation of the Project except as expressly set forth in this Agreement.
- 8) Entire Agreement; Amendments. This Agreement and all exhibits referred to in this Agreement constitute the final, complete, and exclusive statement of the terms of the Agreement between the parties relating to the project. This Agreement may be amended only by an agreement in writing signed by both the Landowner and the RCD.
- 9) Governing Law and Venue. This Agreement is made under, and will be governed by and construed in accordance with the laws of the State of California.

IN WITNESS WHEREOF, the parties have executed this Agreement on the day and year first above written.

RESOURCE CONSERVATION DISTRICT OF SANTA CRUZ COUNTY

LANDOWNER

Date

Date

Lisa Lurie, Executive Director

Signature



RESOURCE
CONSERVATION DISTRICT
OF SANTA CRUZ COUNTY

Agenda: 10.18.18
Item: 9a
820 Bay Avenue, Suite 136
Capitola, California 95010
tel 831.464.2950
www.rcdsantacruz.org

Printed Name

Street Address

City, State, Zip



Exhibit A

Project Designs

See attached project designs dated 1/18/2018



Exhibit B

See attached grant agreement between the
State Water Resources Control Board and the Resource Conservation District of Santa Cruz County.

Agreement No. D1713301

ZAYANTE CREEK HABITAT ENHANCEMENT PROJECT

100% DRAFT DESIGN SUBMITTAL

Item: 10.18.18

WATERWAYS

CONSULTING INC.

509A SWIFT ST.
SANTA CRUZ, CA 95060
PH: (831) 221-5141
WWW.WATERWAYS.COM

DRAFT

NOT FOR CONSTRUCTION

PREPARED AT THE REQUEST OF:
RESOURCE CONSERVATION
DISTRICT OF SANTA CRUZ
COUNTY

COVER SHEET

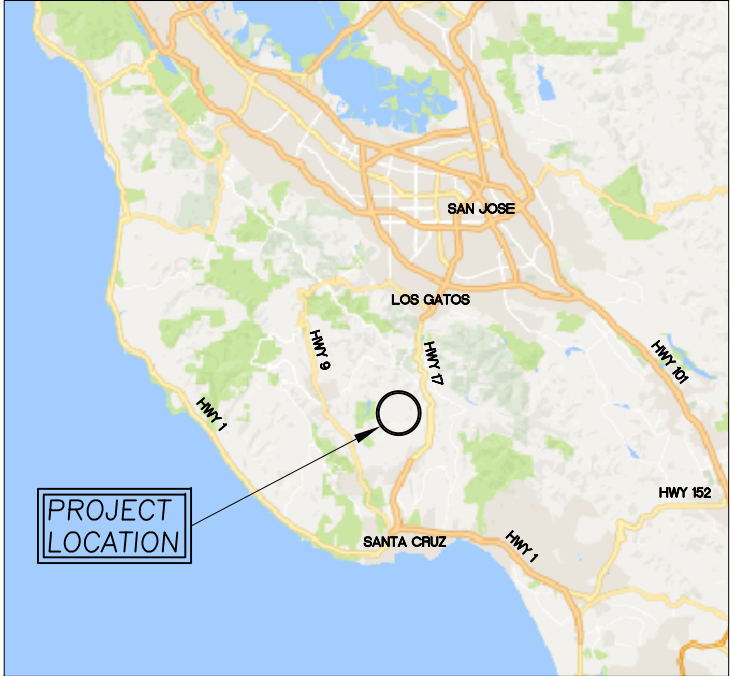
ZAYANTE CREEK HABITAT
ENHANCEMENT PROJECT
100% DRAFT DESIGN
SUBMITTAL

DESIGNED BY: J.D.H.
DRAWN BY: J.D.H.
CHECKED BY: M.W.W.
DATE: 1/18/18
JOB NO.: 16-032

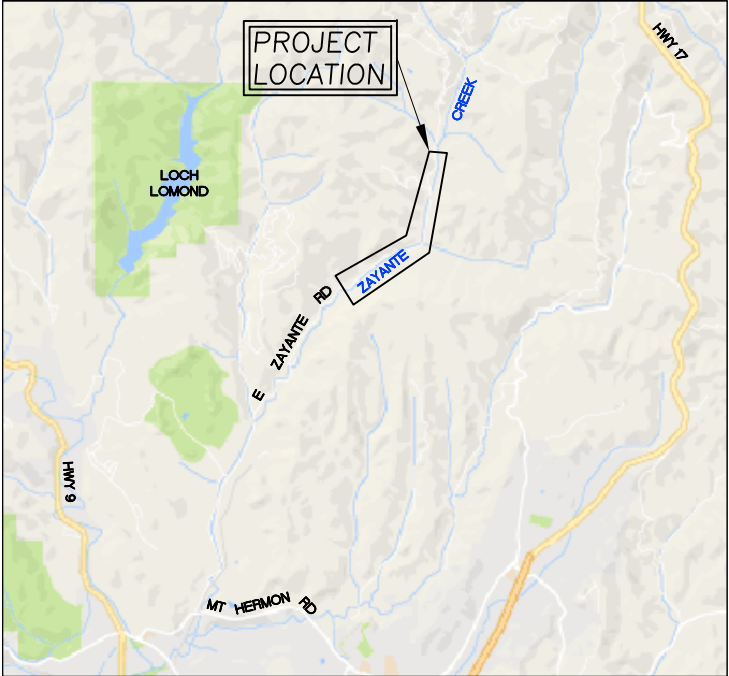
BAR IS ONE INCH ON
ORIGINAL DRAWING,
ADJUST SCALES FOR
REDUCED PLOTS

C1

1
OF
10



REGIONAL MAP
N.T.S. (GOOGLE)



VICINITY MAP
N.T.S. (GOOGLE)

SHEET INDEX

C1	COVER SHEET
C2	PROJECT OVERVIEW
C3	LOWER ZAYANTE CREEK SITES 8 AND 9 PLAN
C4	LOWER ZAYANTE CREEK SITE 20 PLAN
C5	UPPER ZAYANTE CREEK HABITAT FEATURE PLACEMENT PLAN
C6	TYPE 1 HABITAT FEATURE DETAILS
C7	TYPE 2 HABITAT FEATURE DETAILS
C8	TYPE 3 AND 4 HABITAT FEATURE DETAILS
C9	DETAILS
C10	NOTES

GENERAL NOTES

- TOPOGRAPHIC MAPPING WAS PERFORMED BY:
WATERWAYS CONSULTING, INC.
509 SWIFT STREET, UNIT A
SANTA CRUZ, CA 95060
- ELEVATION DATUM:
 - 2.1. AN ASSUMED ELEVATION OF 104.03' WAS ESTABLISHED A SURVEY CONTROL POINT #102 SHOWN ON SHEET C3 (1/2"x24" IRON ROD).
 - 2.2. AN ASSUMED ELEVATION OF 117.44' WAS ESTABLISHED A SURVEY CONTROL POINT #111 SHOWN ON SHEET C4 (1/2"x24" IRON ROD).
- AERIAL PHOTO SOURCE: AUTOCAD 2016 GEOLOCATION MAP.
- CONTOUR INTERVAL IS ONE FOOT. ELEVATIONS AND DISTANCES SHOWN ARE IN DECIMAL FEET.
- THIS IS NOT A BOUNDARY SURVEY. PROPERTY LINES ARE NOT SHOWN HEREON.
- ALL CONSTRUCTION AND MATERIALS SHALL CONFORM TO THE 2010 EDITION OF THE STATE OF CALIFORNIA STANDARD SPECIFICATIONS, ISSUED BY THE DEPARTMENT OF TRANSPORTATION (HEREAFTER REFERRED TO AS "STANDARD SPECIFICATIONS").

ABBREVIATIONS

AVG.	AVERAGE
CC	CONCRETE
CY	CUBIC YARDS
DIA.	DIAMETER
E	EXISTING
EG	EXISTING GROUND
ELEV.	ELEVATION
DI	DRAINAGE INLET
FG	FINISHED GRADE
FT	FEET
N	NEW
NIC	NOT IN CONTRACT
N.T.S.	NOT TO SCALE
OHW	ORDINARY HIGH WATER
O.C.	ON CENTER
RC	RELATIVE COMPACTION
RSP	ROCK SLOPE PROTECTION
SPK	SPIKE
SQ.FT.	SQUARE FOOT
T	TREE
T.B.D.	TO BE DETERMINED
TYP	TYPICAL
UNK	UNKNOWN
WSE	WATER SURFACE ELEVATION
YR	YEAR

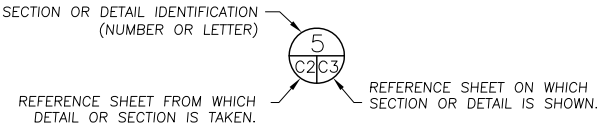
TREE SPECIES	
BM	BIGLEAF MAPLE
DF	DOUGLAS FIR
RW	REDWOOD
T	SPECIES UNKNOWN

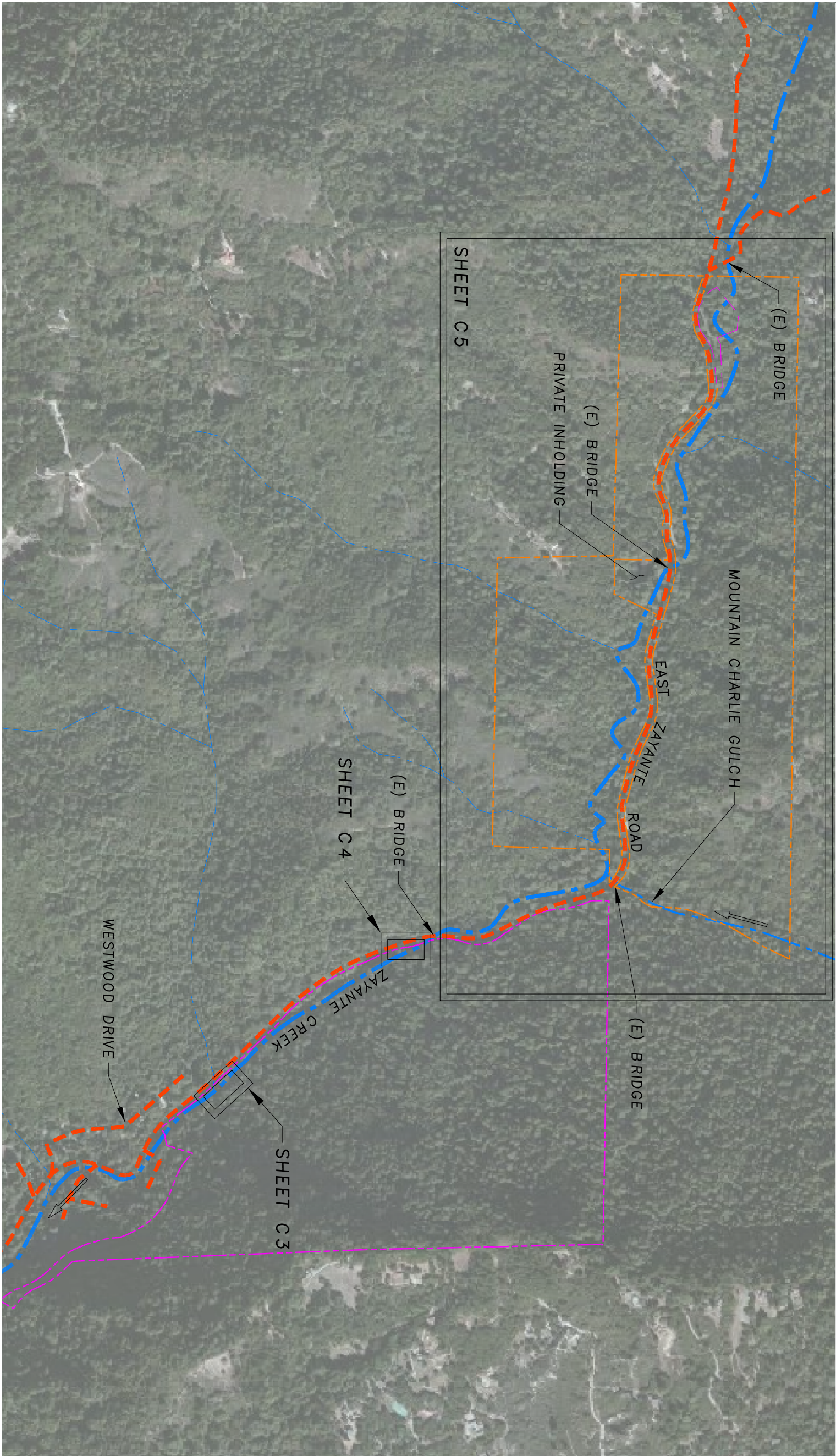
PROJECT DESCRIPTION

THESE DRAWINGS PROVIDE 100% DESIGN LEVEL DETAILS FOR THE CONSTRUCTION OF LARGE WOODY DEBRIS HABITAT ELEMENTS ALONG ZAYANTE CREEK IN SANTA CRUZ COUNTY, CALIFORNIA.

WORK SHALL CONSIST OF HARVESTING EXISTING TREES WITHIN THE PROJECT AREA AND IMPORTING LOGS TO CONSTRUCT FOUR DIFFERENT TYPES OF HABITAT FEATURES ON ZAYANTE CREEK TO ENHANCE CHANNEL COMPLEXITY AND GRAVEL STORAGE.

SECTION AND DETAIL CONVENTION





LEGEND

- EXISTING CREEK FLOW LINE
- EXISTING ROADS
- CITY OF SANTA CRUZ PROPERTY
- SAN LORENZO VALLEY WATER DISTRICT PROPERTY
- CONTROL POINT

PROJECT AREA OVERVIEW

SCALE: 1" = 400'

C2 OF 10		ZAYANTE CREEK HABITAT ENHANCEMENT PROJECT 100% DRAFT DESIGN SUBMITTAL		PROJECT OVERVIEW	PREPARED AT THE REQUEST OF: RESOURCE CONSERVATION DISTRICT OF SANTA CRUZ COUNTY	DRAFT NOT FOR CONSTRUCTION	<div><div>WATERWAYS</div><div>CONSULTING INC.</div><div>509A SWIFT ST. SANTA CRUZ, CA 95060 PH: (831) 421-9291 / FAX: (888) 819-6847 WWW.WATWAYS.COM</div></div>
DESIGNED BY: J.D.H. DRAWN BY: J.D.H. CHECKED BY: M.M.W. DATE: 1/18/18 JOB NO.: 16-032		BAR IS ONE INCH ON ORIGINAL DRAWING ADJUST SCALES FOR REDUCED PLOTS					

Item: C3a

WATERWAYS

CONSULTING INC.

509A SWIFT ST.
SANTA CRUZ, CA 95060
PH: (831) 285-1111
WWW.WATWAYS.COM

DRAFT

NOT FOR CONSTRUCTION

PREPARED AT THE REQUEST OF:
RESOURCE CONSERVATION
DISTRICT OF SANTA CRUZ
COUNTY

LOWER ZAYANTE
CREEK SITES 8
AND 9 PLAN

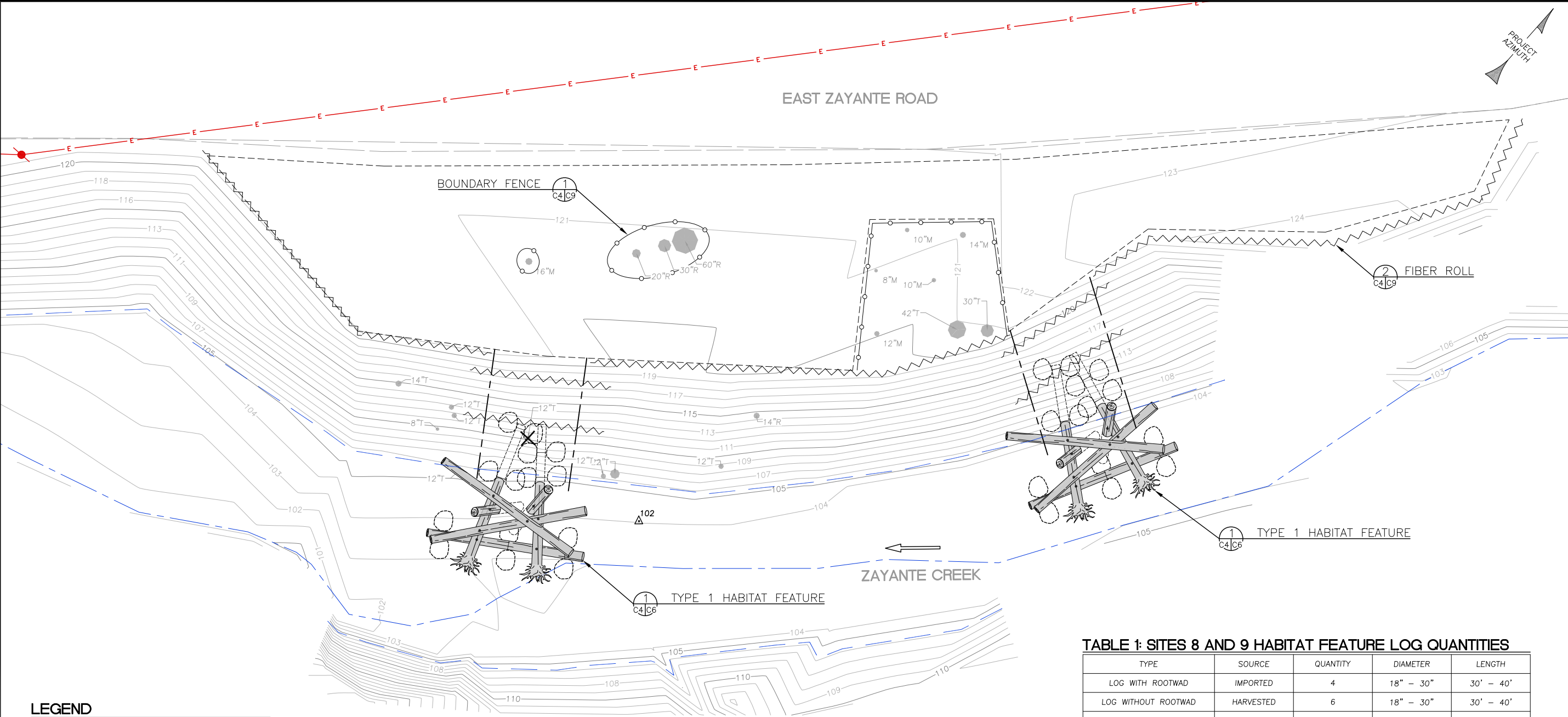
ZAYANTE CREEK HABITAT
ENHANCEMENT PROJECT
100% DRAFT DESIGN
SUBMITTAL

DESIGNED BY: J.D.H.
DRAWN BY: J.D.H.
CHECKED BY: M.W.W.
DATE: 1/18/18
JOB NO.: 16-032

BAR IS ONE INCH ON
ORIGINAL DRAWING,
ADJUST SCALES FOR
REDUCED PLOTS

C3

3
OF
10



LOWER ZAYANTE CREEK SITES 8 AND 9 PLAN
SCALE: 1" = 10'

TABLE 1: SITES 8 AND 9 HABITAT FEATURE LOG QUANTITIES

TYPE	SOURCE	QUANTITY	DIAMETER	LENGTH
LOG WITH ROOTWAD	IMPORTED	4	18" – 30"	30' – 40'
LOG WITHOUT ROOTWAD	HARVESTED	6	18" – 30"	30' – 40'
PILE LOGS	HARVESTED	4	12" – 18"	15' – 20'

ACCESS AND TREE HARVESTING NOTES:

- CONSTRUCTION ACCESS DOWN THE BANK TO SITES 8 AND 9 SHALL OCCUR AT LOCATIONS SHOWN IN THE PLAN. SALVAGE ALL TREES REMOVED FOR ACCESS FOR USE IN THE HABITAT FEATURES AT THE DIRECTION OF THE ENGINEER. ALL OTHER TREES SHALL BE PROTECTED UNLESS DIRECTED OTHERWISE BY ENGINEER.
- THE FOLLOWING TREES SHALL BE REMOVED FOR ACCESS (NOT ALL CLEARED TREES ARE SHOWN ON THE DRAWINGS):
12" DBH TREE (SPECIES UNKNOWN)
- INSTALL SAND BAG ISOLATION COFFERDAMS AND PERFORM FISH SALVAGE AT DIRECTION OF ENGINEER WHEN EXCAVATING OR OPERATING EQUIPMENT IN THE WETTED CHANNEL.
- RETURNED ALL ACCESS ROUTES AND ENTRANCE BARRIERS TO PRE-CONSTRUCTION CONDITION FOLLOWING CONSTRUCTION. SEED AND MULCH ALL DISTURBED SOILS.
- ALL TREES IDENTIFIED FOR HARVEST WILL BE FLAGGED BY THE OWNER'S REPRESENTATIVE PRIOR TO CONSTRUCTION. NOT ALL HARVESTED TREES ARE SHOWN ON DRAWINGS. THE FOLLOWING TREES SHALL BE HARVESTED FROM THE PROJECT SITE AT THE DIRECTION OF THE ENGINEER:

2 X REDWOOD, 30" DBH, 80' TALL
2 X REDWOOD, 28" DBH, 80' TALL
REDWOOD, 28" DBH, 75' TALL

LEGEND

- 85

86

EXISTING CONTOURS
- ---

EXISTING CREEK THALWEG
- ---

EXISTING OHW
- E

E

EXISTING OVERHEAD ELECTRICAL
- ---

EXISTING EDGE OF PAVEMENT
- ~~~~~

~~~~~

FIBER ROLL
- ---

BOUNDARY FENCE
- ---

TEMPORARY ACCESS ROUTE
- 8"A

8"A

EXISTING TREE
- 8"A

8"A

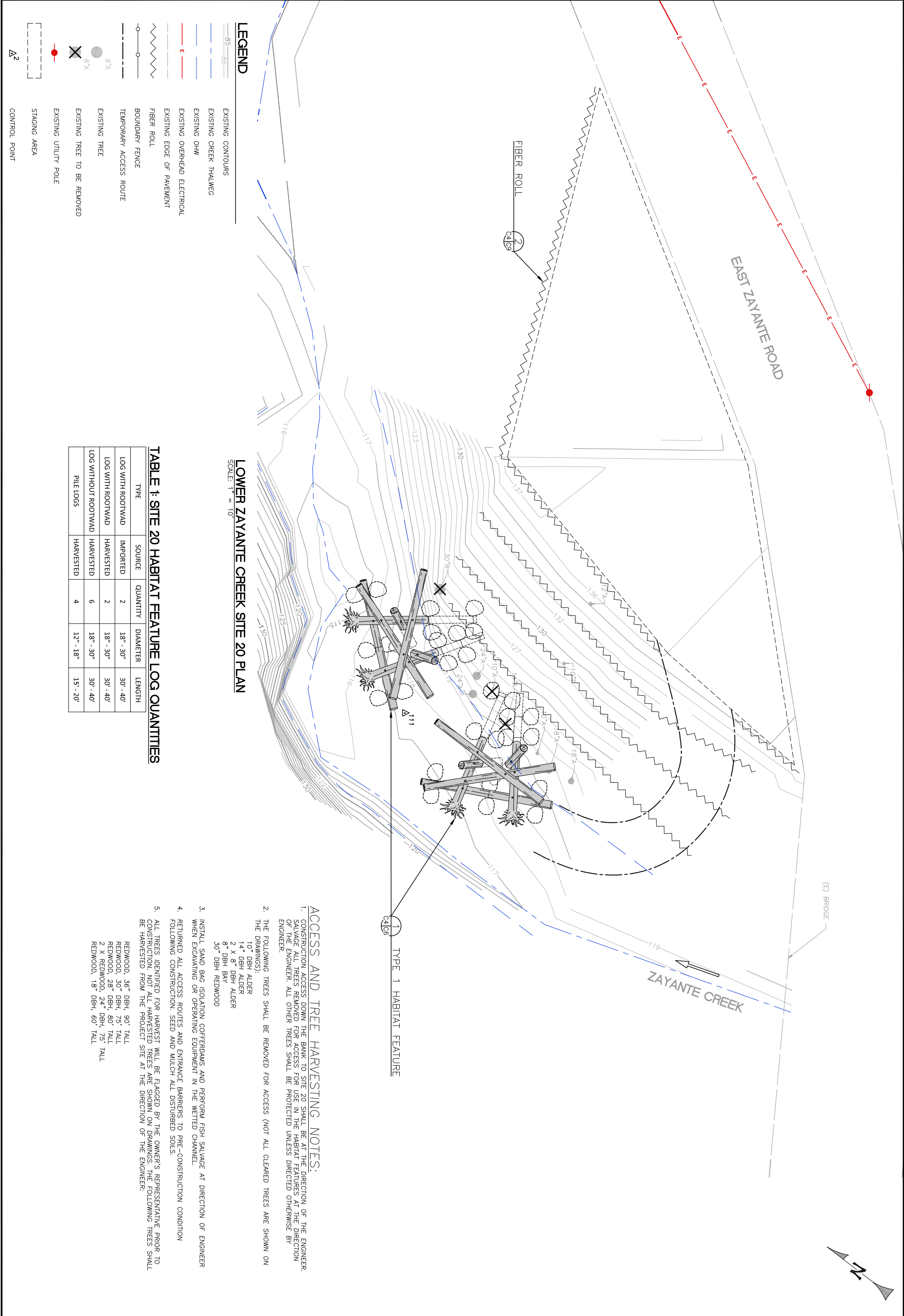
EXISTING TREE TO BE REMOVED
- ---

EXISTING UTILITY POLE
- ---

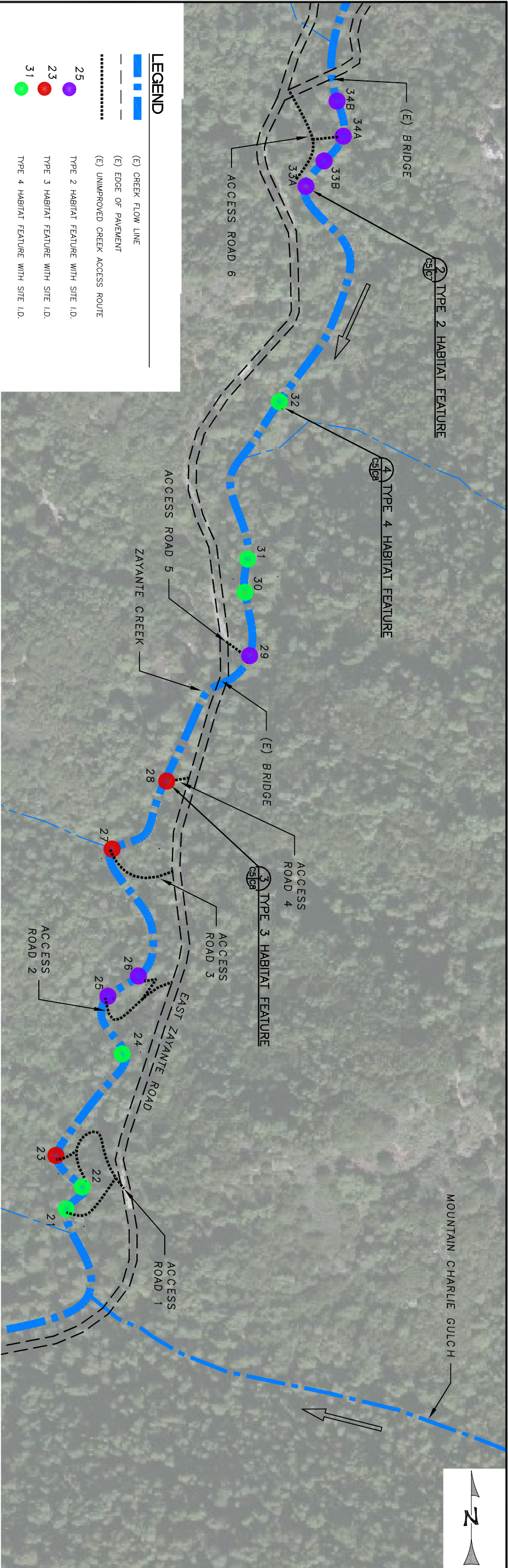
STAGING AREA
- Δ<sup>2</sup>

Δ<sup>2</sup>

CONTROL POINT







UPPER ZAYANTE ACCESS AND HABITAT FEATURE PLACEMENT PLAN  
SCALE: 1" = 200'

TABLE 1: UPPER ZAYANTE ACCESS AND TREE HARVEST INVENTORY

| HABITAT FEATURE QUANTITIES GENERATED FROM |                                    |                                                                         |                                                                                                                                                                                                                                                                       | HABITAT FEATURE QUANTITIES GENERATED FROM |                       |                         |                            |
|-------------------------------------------|------------------------------------|-------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|-----------------------|-------------------------|----------------------------|
|                                           |                                    |                                                                         |                                                                                                                                                                                                                                                                       | HARVESTED TREES                           |                       |                         |                            |
| ACCESS ROAD                               | ENTRANCE BARRIER TYPE              | TREES TO BE CLEARED FOR ACCESS                                          | TREES TO BE HARVESTED FOR HABITAT FEATURES (DBH/HEIGHT)                                                                                                                                                                                                               | LOGS WITH ROOTWADS                        | LOGS WITHOUT ROOTWADS | FULL TREES WITH ROOTWAD | FULL TREES WITHOUT ROOTWAD |
| 1                                         | BARBED WIRE FENCE                  | 5" DBH FIR<br>5" DBH TANOK<br>6" DBH TANOK<br>2 X 4" DBH TANOK          | 4 X 75' TALL REDWOOD WITH ROOTWAD (DBH 28")<br>4 X 75' TALL REDWOOD WITH ROOTWAD (DBH 24")<br>60' TALL REDWOOD WITH ROOTWAD (DBH 20")<br>80' TALL REDWOOD WITHOUT ROOTWAD (DBH 24")                                                                                   | 3                                         | 3                     | 6                       | 1                          |
| 2                                         | STEEL BOLLARDS                     | -                                                                       | 80' TALL REDWOOD WITH ROOTWAD (DBH 30")<br>75' TALL REDWOOD WITH ROOTWAD (DBH 28")<br>70' TALL REDWOOD WITH ROOTWAD (DBH 24")<br>4 X 70' TALL REDWOOD WITHOUT ROOTWAD (DBH 20")<br>90' TALL REDWOOD WITH ROOTWAD (DBH 36")<br>80' TALL REDWOOD WITH ROOTWAD (DBH 30") | 6                                         | 10                    | -                       | -                          |
| 3                                         | STEEL BOLLARDS AND CONCRETE BLOCKS | -                                                                       | 80' TALL REDWOOD WITH ROOTWAD (DBH 28")<br>75' TALL REDWOOD WITH ROOTWAD (DBH 28")<br>70' TALL REDWOOD WITHOUT ROOTWAD (DBH 20")<br>80' TALL REDWOOD WITHOUT ROOTWAD (DBH 28")                                                                                        | 2                                         | 2                     | -                       | 2                          |
| 4                                         | -                                  | 12" DBH TANOK<br>6" DBH REDWOOD<br>2 X 6" DBH TANOK<br>2 X 4" DBH TANOK | 80' TALL REDWOOD WITHOUT ROOTWAD (DBH 28")<br>90' TALL REDWOOD WITH ROOTWAD (DBH 30")<br>3 X 60' TALL REDWOOD WITH ROOTWAD (DBH 18")                                                                                                                                  | 2                                         | 2                     | -                       | 2                          |
| 5                                         | -                                  | -                                                                       | 75' TALL REDWOOD WITHOUT ROOTWAD (DBH 28")<br>90' TALL REDWOOD WITH ROOTWAD (DBH 30")<br>80' TALL REDWOOD WITH ROOTWAD (DBH 28")                                                                                                                                      | 3                                         | 4                     | -                       | 1                          |
| 6                                         | BARBED WIRE FENCE                  | -                                                                       | TO BE IDENTIFIED IN FIELD WITH OWNER'S REPRESENTATIVE, ENGINEER, AND CONTRACTOR                                                                                                                                                                                       | 12                                        | 8                     | -                       | -                          |

TABLE 2: UPPER ZAYANTE HABITAT FEATURE QUANTITIES

| SITE I.D. | HABITAT FEATURE TYPE | LOGS WITH ROOTWADS | LOGS WITHOUT ROOTWADS | FULL TREES WITH ROOTWADS | FULL TREES WITHOUT ROOTWADS |
|-----------|----------------------|--------------------|-----------------------|--------------------------|-----------------------------|
| 21        | 4                    | -                  | -                     | 3                        | -                           |
| 22        | 4                    | -                  | -                     | 3                        | -                           |
| 23        | 3                    | 3                  | 3                     | -                        | 1                           |
| 24        | 4                    | -                  | -                     | -                        | 4                           |
| 25        | 2                    | 3                  | 5                     | -                        | -                           |
| 26        | 2                    | 3                  | 5                     | -                        | -                           |
| 27        | 3                    | 2                  | 2                     | -                        | 2                           |
| 28        | 3                    | 2                  | 4                     | -                        | 1                           |
| 29        | 2                    | 3                  | 4                     | -                        | -                           |
| 30        | 4                    | -                  | -                     | -                        | 4                           |
| 31        | 4                    | -                  | -                     | -                        | 4                           |
| 32        | 4                    | -                  | -                     | -                        | 4                           |
| 33A       | 2                    | 3                  | 2                     | -                        | -                           |
| 33B       | 2                    | 3                  | 2                     | -                        | -                           |
| 34A       | 2                    | 3                  | 2                     | -                        | -                           |
| 34B       | 2                    | 3                  | 2                     | -                        | -                           |
| TOTAL     |                      | 28                 | 31                    | 6                        | 20                          |

- NOTES:
1. RETURN ALL ACCESS ROUTES AND ENTRANCE BARRIERS TO PRE-CONSTRUCTION CONDITION FOLLOWING CONSTRUCTION. SEED AND MULCH ALL DISTURBED SOILS.
  2. SALVAGE TREES CLEARED FOR ACCESS PER TABLE 2. THIS SHEET FOR USE AS SLASH IN THE CONSTRUCTION OF HABITAT FEATURES.
  3. ALL TREES IDENTIFIED FOR HARVEST WILL BE FLAGGED BY THE OWNER'S REPRESENTATIVE PRIOR TO CONSTRUCTION.

LEGEND

EXISTING FLOW LINE

CONSTRUCTION ACCESS PATH

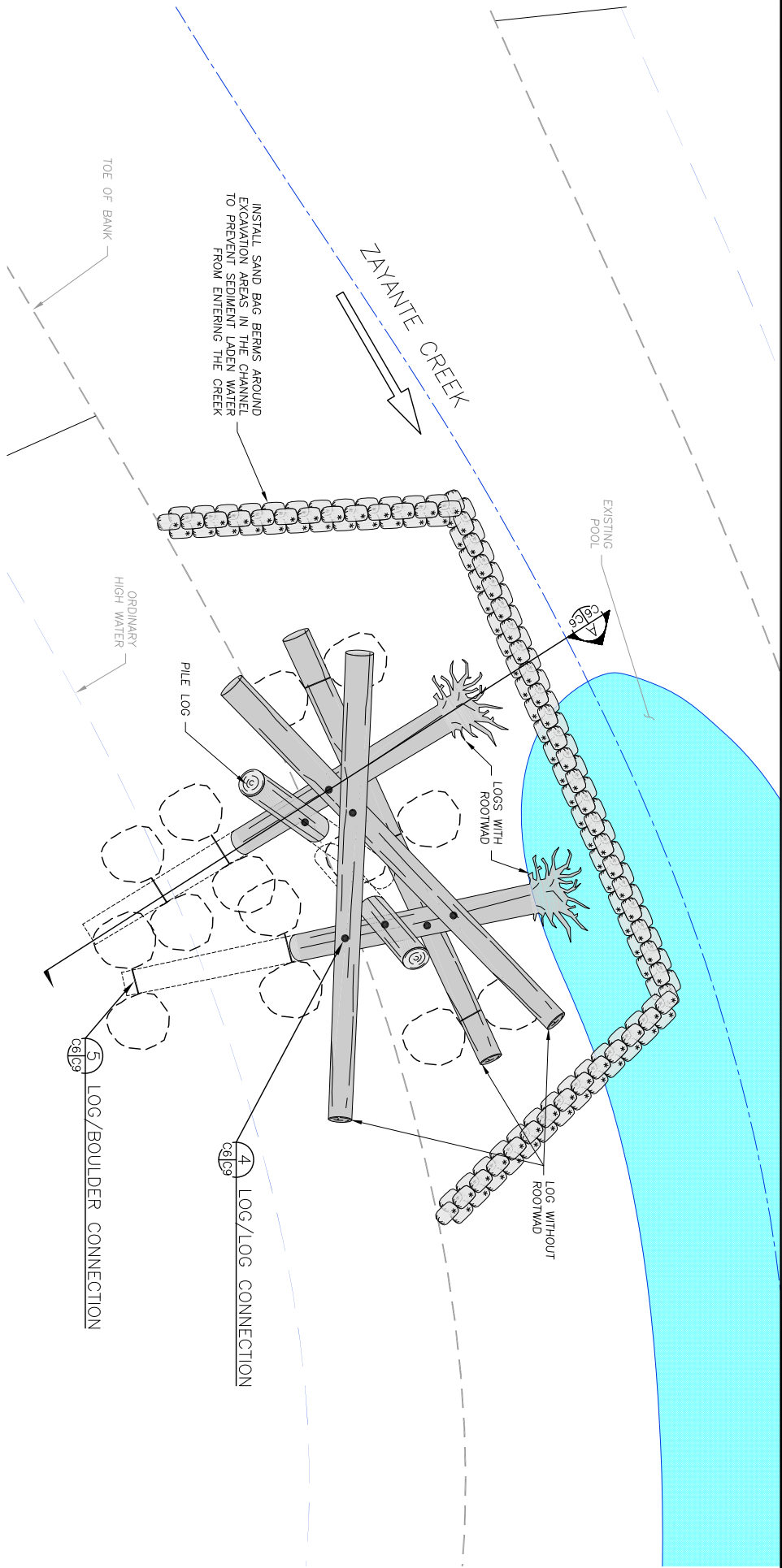
ORDINARY HIGH WATER

TOE OF BANK

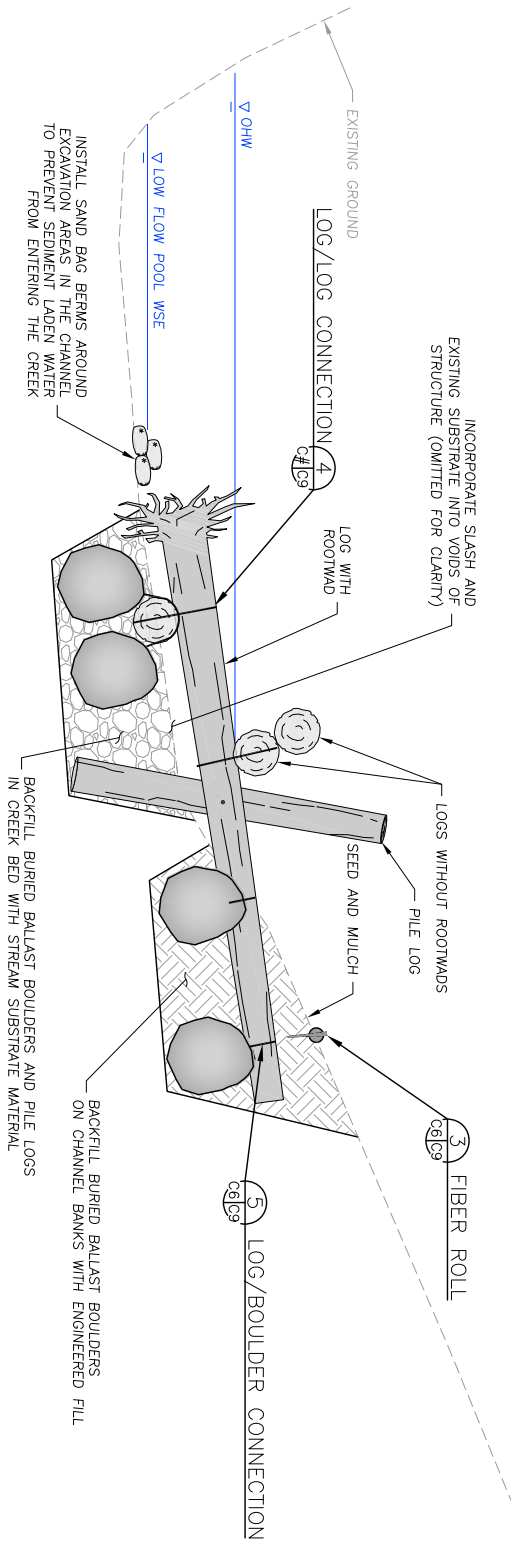
TOE OF BANK

FIBER ROLL

EXISTING TREE



TYPICAL TYPE 1 HABITAT FEATURE PLACEMENT PLAN  
SCALE: 1" = 5'



TYPICAL TYPE 1 HABITAT FEATURE SECTION  
SCALE: 1" = 5'

TYPE 1 HABITAT FEATURE NOTES

- HARVESTED TREES SHOWN IN THE DETAILS SHALL BE SALVAGED BY EITHER TIPPING THE TREE WITH ROOTWAD OR CUTTING THE TREE DOWN.
- LOG TYPE

| LOG TYPE             | QUANTITIES | DIAMETER | LENGTH  |
|----------------------|------------|----------|---------|
| LOGS WITH ROOTWAD    | 2          | 20"-36"  | 30'-40' |
| LOGS WITHOUT ROOTWAD | 3          | 18"-36"  | 20'-30' |
| PILE LOGS            | 2          | 12"-18"  | 15'-20' |
- LOG/LOG CONNECTIONS: ALL LOG/LOG CONNECTIONS SHALL BE INSTALLED AT LOCATIONS DETERMINED BY THE ENGINEER AND SHALL MEET THE FOLLOWING CRITERIA.
  - LOGS WITH AND WITHOUT ROOTWADS SHALL BE CONNECTED TO OTHER LOGS IN THE STRUCTURE AT A MINIMUM OF TWO LOCATIONS
  - PILE LOGS SHALL BE CONNECTED TO EITHER LOGS WITH ROOTWADS OR LOGS WITHOUT ROOTWADS AT A MINIMUM OF ONE LOCATION.
- LOG/BOULDER CONNECTIONS: THE NUMBER OF LOG BOULDER CONNECTIONS SHOWN IN THE DRAWINGS IS APPROXIMATE. THE ACTUAL NUMBER OF BOULDERS REQUIRED SHALL BE DETERMINED BY ADDING UP THE NUMBER OF REQUIRED BOULDERS FOR EACH LOG IN THE STRUCTURE USING TABLE 1, SHEET 09.

WATERWAYS

CONSULTING INC.

509A SWIFT ST.  
SANTA CRUZ, CA 95060  
PH: (831) 421-9291 // FAX: (888) 819-6847  
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DRAFT  
NOT FOR CONSTRUCTION

PREPARED AT THE REQUEST OF:  
RESOURCE CONSERVATION  
DISTRICT OF SANTA CRUZ  
COUNTY

TYPE 1 HABITAT  
FEATURE  
DETAILS

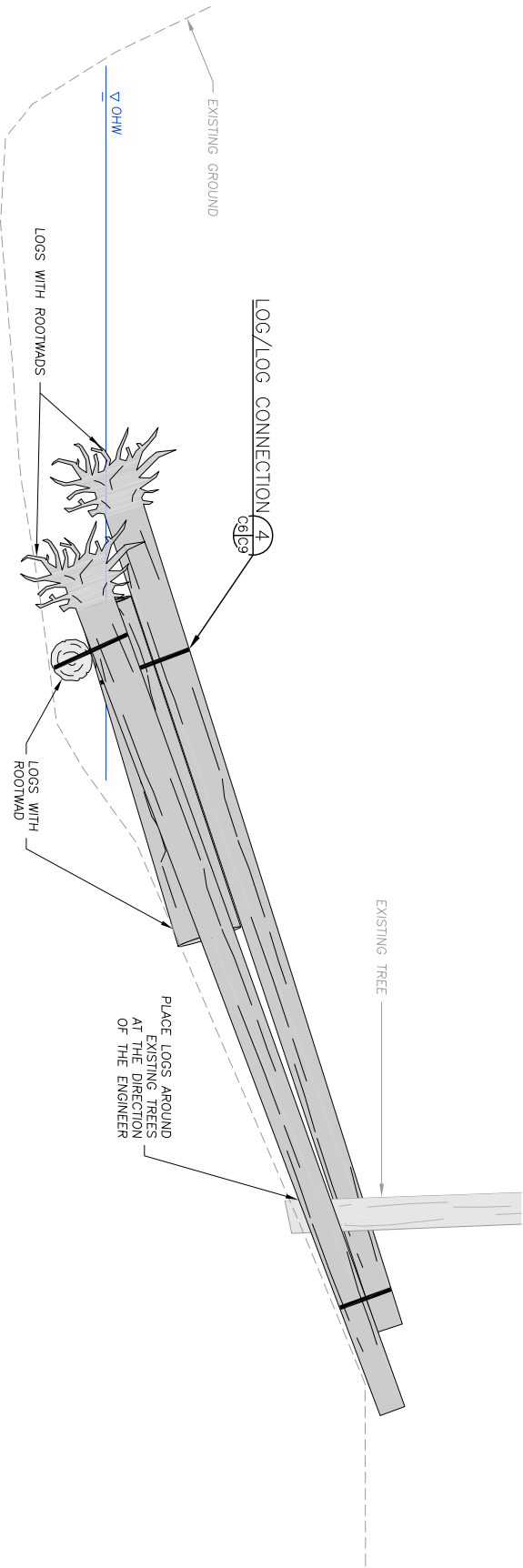
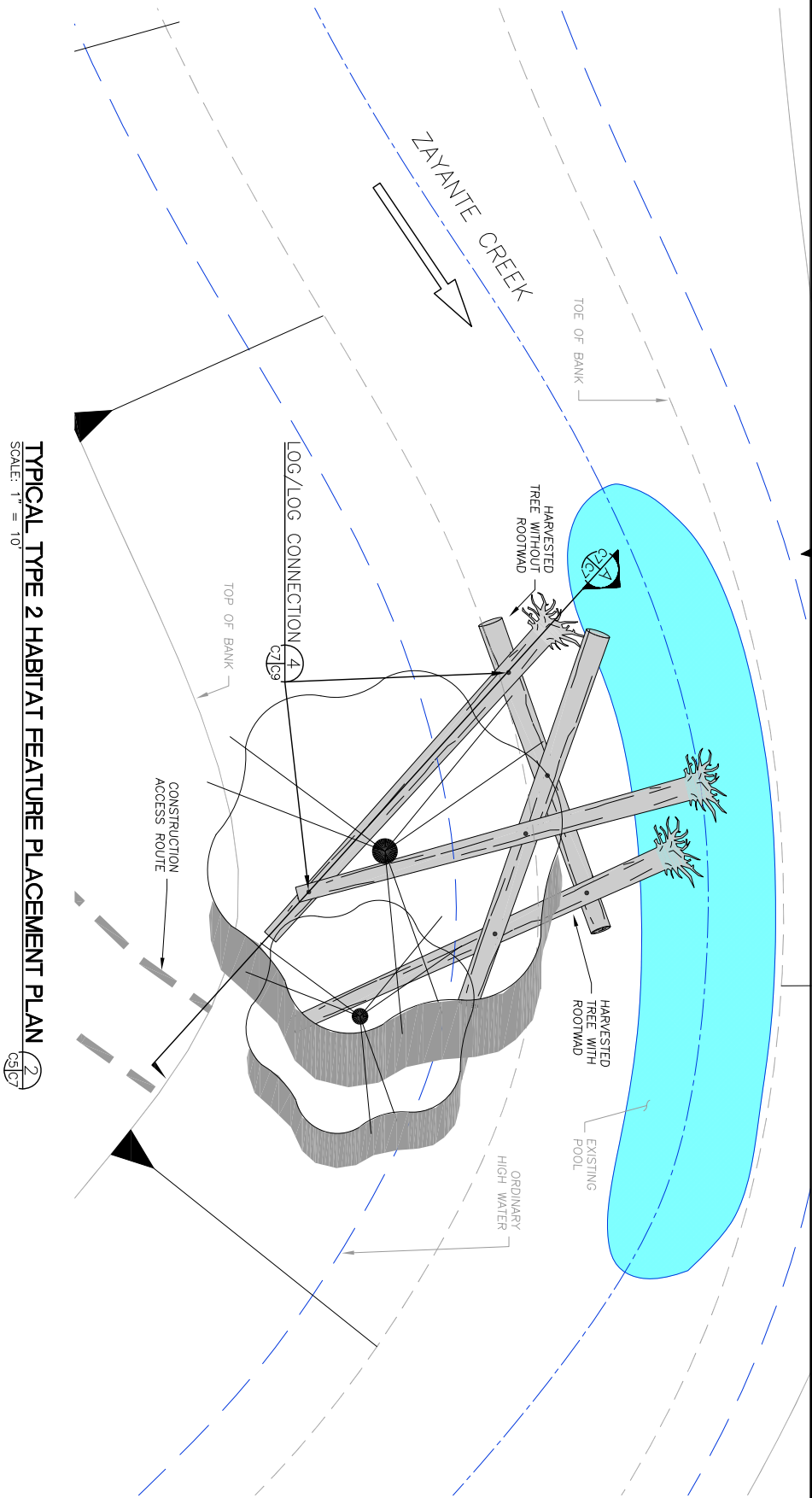
ZAYANTE CREEK HABITAT  
ENHANCEMENT PROJECT  
100% DRAFT DESIGN  
SUBMITTAL

DESIGNED BY: J.D.H.  
DRAWN BY: J.D.H.  
CHECKED BY: M.W.W.  
DATE: 1/16/18  
JOB NO.: 16-032  
BAR IS ONE INCH ON  
ORIGINAL DRAWING  
ADJUST SCALES FOR  
REDUCED PLOTS  
0 1"



LEGEND

- EXISTING FLOW LINE
- CONSTRUCTION ACCESS PATH
- ORDINARY HIGH WATER
- TOE OF BANK
- FIBER ROLL
- EXISTING TREE



TYPE 2 HABITAT FEATURE NOTES

- HARVESTED TREES SHOWN IN THE DETAILS SHALL BE SALVAGED BY EITHER TIPPING THE TREE WITH ROOTWAD OR CUTTING THE TREE DOWN.
- LOG TYPE QUANTITIES\* DIAMETER LENGTH  
LOGS WITH ROOTWAD 3 20"-36"  
LOGS WITHOUT ROOTWAD 2-5 18"-36"  
\*SEE TABLE 2, SHEET C5 FOR QUANTITIES AT EACH HABITAT FEATURE LOCATION.
- LOG/LOG CONNECTIONS: ALL LOG/LOG CONNECTIONS SHALL BE INSTALLED AT LOCATIONS DETERMINED BY THE ENGINEER AND SHALL MEET THE FOLLOWING CRITERIA  
3.1. LOGS WITH AND WITHOUT ROOTWADS SHALL BE CONNECTED TO OTHER LOGS IN THE STRUCTURE AT A MINIMUM OF TWO LOCATIONS

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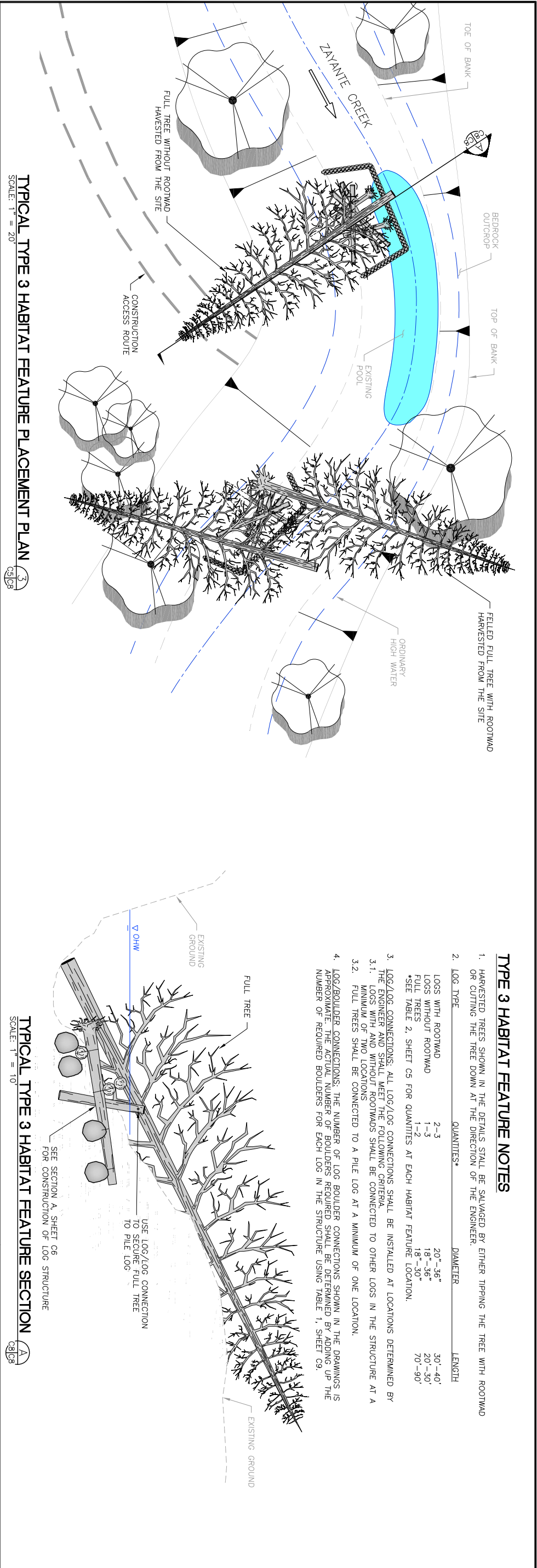
TYPE 2 HABITAT  
FEATURE  
DETAILS

ZAYANTE CREEK HABITAT  
ENHANCEMENT PROJECT  
100% DRAFT DESIGN  
SUBMITTAL

DESIGNED BY: J.D.H.  
DRAWN BY: J.D.H.  
CHECKED BY: M.W.W.  
DATE: 1/16/18  
JOB NO.: 16-032

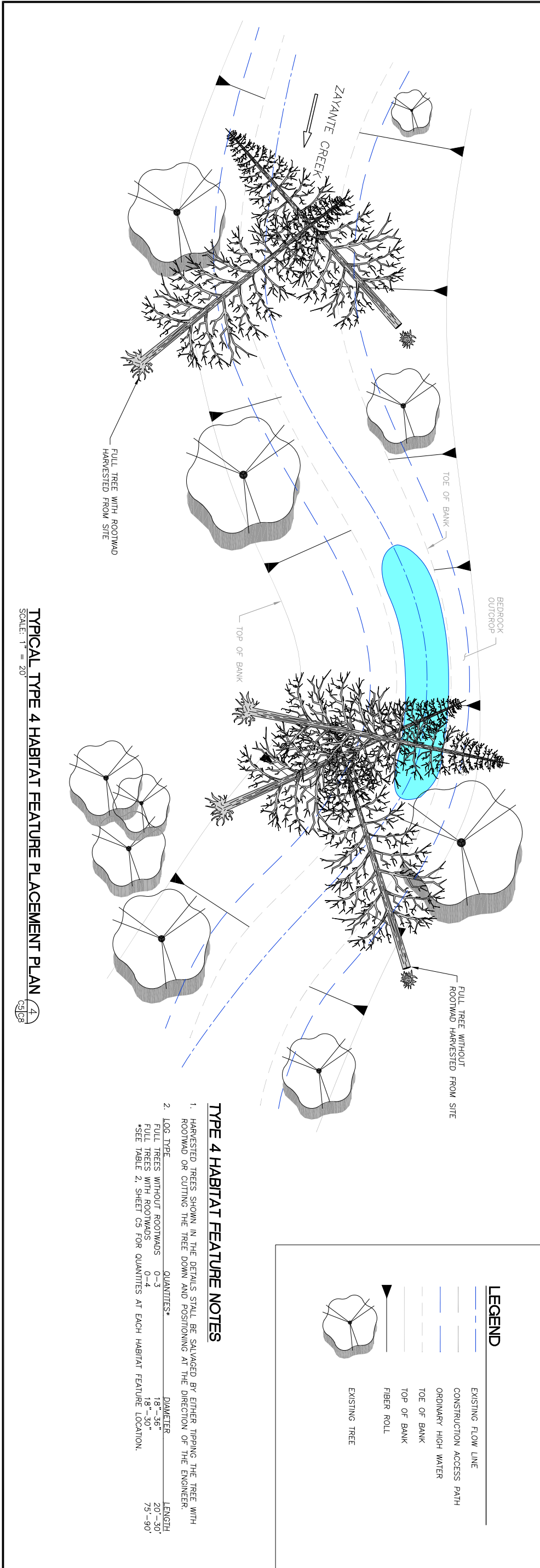
BAR IS ONE INCH ON  
ORIGINAL DRAWING  
ADJUST SCALES FOR  
REDUCED PLOTS

0 1"=



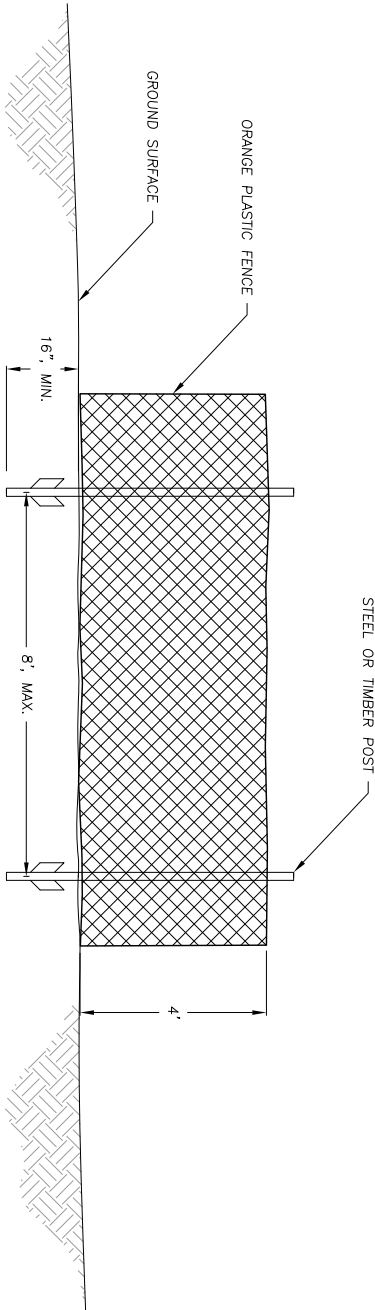
TYPICAL TYPE 3 HABITAT FEATURE PLACEMENT PLAN (3)  
SCALE: 1" = 20'

TYPICAL TYPE 3 HABITAT FEATURE SECTION (A)  
SCALE: 1" = 10'

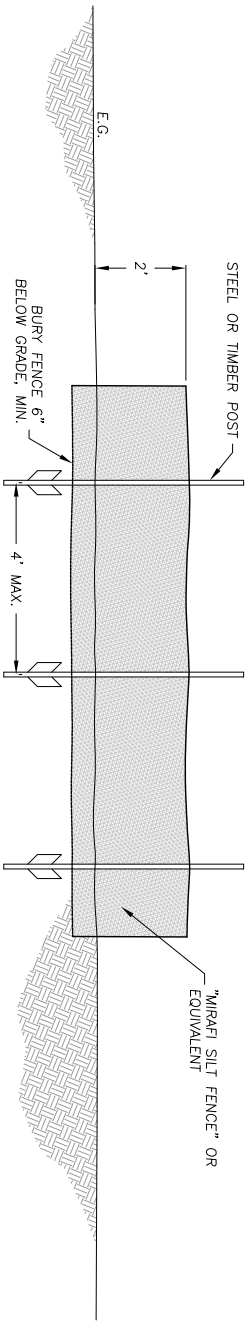


TYPICAL TYPE 4 HABITAT FEATURE PLACEMENT PLAN (4)  
SCALE: 1" = 20'

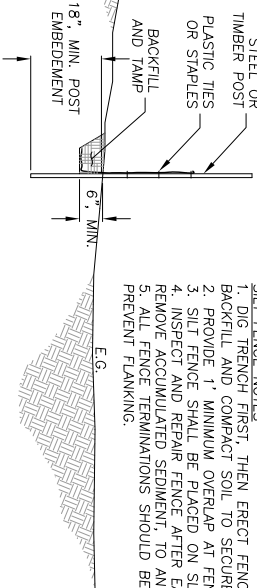




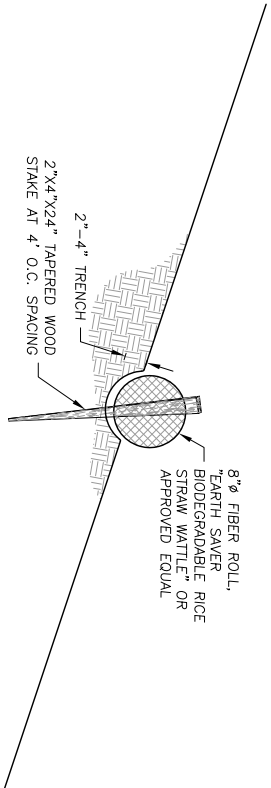
**BOUNDARY FENCE**  
SCALE: 1"=2'



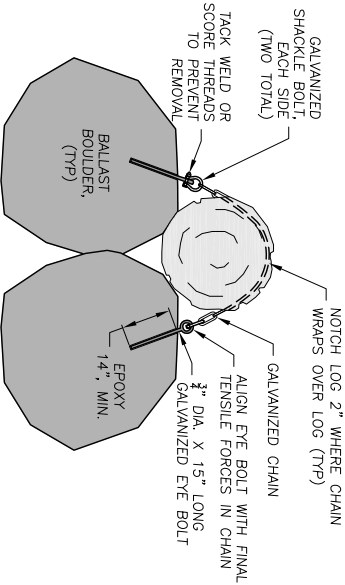
- SILT FENCE NOTES:**
1. DIG TRENCH FIRST, THEN ERECT FENCE IN TRENCH. BACKFILL AND COMPACT SOIL TO SECURE FABRIC.
  2. PROVIDE 1" MINIMUM OVERLAP AT FENCE SPLICES.
  3. SILT FENCE SHALL BE PLACED ON SLOPE CONTOURS.
  4. INSPECT AND REPAIR FENCE AFTER EACH STORM EVENT AND REMOVE ACCUMULATED SEDIMENT TO AN APPROVED AREA.
  5. ALL FENCE TERMINATIONS SHOULD BE TURNED UP-SLOPE TO PREVENT FLANKING.



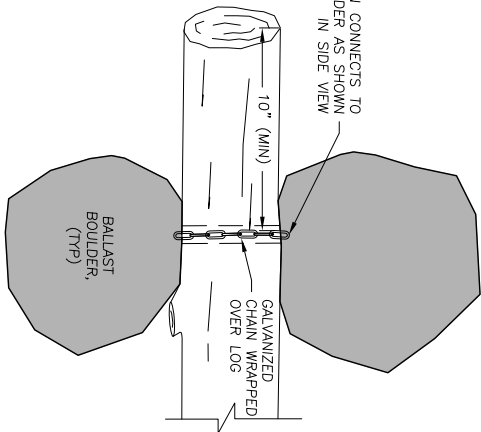
**SILT FENCE**  
SCALE: 1"= 2'



**FIBER ROLL**  
SCALE: 1"= 1'



**SIDE VIEW**



**PLAN VIEW**

**LOG/BOULDER CONNECTION**  
SCALE: 1"= 2'

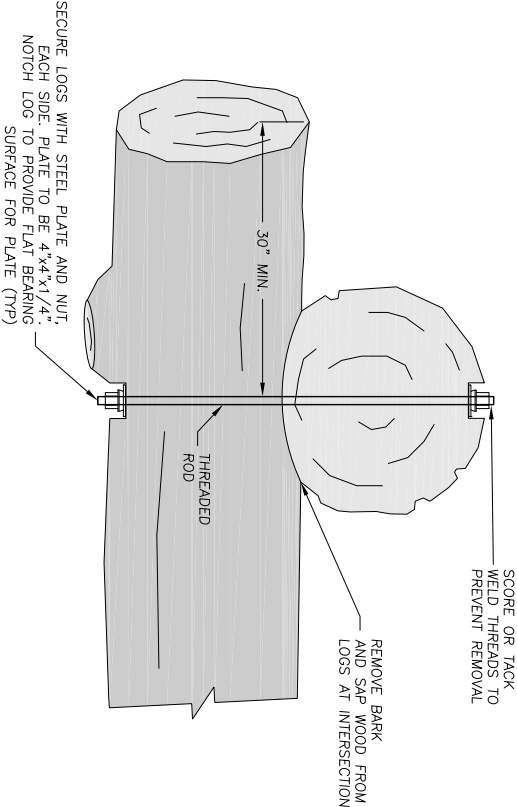


**TABLE 1: LOG BALLASTING REQUIREMENTS**

| REQUIRED # OF BALLAST BOULDERS |   | LOG LENGTH (FEET) |    |    |
|--------------------------------|---|-------------------|----|----|
| Avg. Log Diameter (Inches)     |   | 20                | 30 | 40 |
| 12                             | 1 | 1                 | 1  | 1  |
| 18                             | 1 | 2                 | 2  | 2  |
| 24                             | 2 | 3                 | 3  | 3  |
| 30                             | 3 | 4                 | 5  |    |

**LOG BALLASTING NOTES:**

1. THE NUMBER OF BALLASTING BOULDERS FOR ALL HABITAT FEATURES WITH LOG/BOULDER CONNECTIONS AS SHOWN IN THESE DRAWINGS, SHALL BE CALCULATED USING TABLE 1. THIS SHEET, BASED ON THE DIMENSIONS OF INDIVIDUAL LOGS IN THE HABITAT FEATURE.
2. TABLE 1 LOG BALLASTING REQUIREMENTS ARE BASED ON BALLAST BOULDER MATERIAL AND SIZE LISTED IN THE SPECIFICATIONS AND WOOD SPECIES (ASSUMING GREEN WOOD). VARIATIONS IN EITHER SHALL REQUIRE APPROVAL BY THE ENGINEER.
3. LOG/BOULDER CONNECTIONS DO NOT NEED TO BE DIRECTLY ATTACHED TO INDIVIDUAL LOGS IN THE HABITAT FEATURE AS LONG AS ALL LOGS IN THE FEATURE ARE CONNECTED TOGETHER WITH LOG/LOG CONNECTIONS.
4. SLASH MATERIALS INCORPORATED INTO HABITAT FEATURES AND FULL TREES PLACED OVER HABITAT FEATURE LOGS ARE EXEMPT FROM BALLASTING REQUIREMENTS.



**LOG/LOG CONNECTION**  
SCALE: 1"= 1'



GENERAL NOTES

1. NOTIFY THE ENGINEER AT LEAST 48 HOURS PRIOR TO CONSTRUCTION. THE ENGINEER OR A DESIGNATED REPRESENTATIVE SHALL OBSERVE THE CONSTRUCTION PROCESS, AS NECESSARY TO ENSURE PROPER INSTALLATION PROCEDURES.
2. EXISTING UNDERGROUND UTILITY LOCATIONS:
  - A. CALL UNDERGROUND SERVICE ALERT (1-800-642-2444) TO LOCATE ALL UNDERGROUND UTILITY LINES PRIOR TO COMMENCING CONSTRUCTION.
  - B. PRIOR TO BEGINNING WORK, CONTACT ALL UTILITIES COMPANIES WITH REGARD TO WORKING OVER, UNDER, OR AROUND EXISTING FACILITIES AND TO OBTAIN INFORMATION REGARDING RESTRICTIONS THAT ARE REQUIRED TO PREVENT DAMAGE TO THE FACILITIES.
- C. EXISTING UTILITY LOCATIONS SHOWN ARE COMPILED FROM INFORMATION SUPPLIED BY THE APPROPRIATE UTILITY AGENCIES AND FROM FIELD MEASUREMENTS TO ABOVE GROUND FEATURES READILY VISIBLE AT THE TIME OF SURVEY. LOCATIONS SHOWN ARE APPROXIMATE. THE CONTRACTOR IS CAUTIONED THAT ONLY ACTUAL EXCAVATION WILL REVEAL THE DIMENSIONS, SIZES, MATERIALS, LOCATIONS, AND DEPTH OF UNDERGROUND UTILITIES.
- D. THE CONTRACTOR IS SOLELY RESPONSIBLE FOR THE LOCATION AND/OR PROTECTION OF ALL EXISTING AND PROPOSED PIPING, UTILITIES, TRAFFIC SIGNAL EQUIPMENT (BOTH ABOVE GROUND AND BELOW GROUND), STRUCTURES, AND ALL OTHER EXISTING IMPROVEMENTS THROUGHOUT CONSTRUCTION.
- E. PRIOR TO COMMENCING FABRICATION OR CONSTRUCTION, DISCOVER OR VERIFY THE ACTUAL DIMENSIONS, SIZES, MATERIALS, LOCATIONS, AND ELEVATIONS OF ALL EXISTING UTILITIES AND POT-HOLE THOSE AREAS WHERE POTENTIAL CONFLICTS ARE LIKELY OR DATA IS OTHERWISE INCOMPLETE.
- F. TAKE APPROPRIATE MEASURES TO PROTECT EXISTING UTILITIES DURING CONSTRUCTION OPERATIONS. CONTRACTOR IS SOLELY RESPONSIBLE FOR THE COST OF REPAIR/REPLACEMENT OF ANY EXISTING UTILITIES DAMAGED DURING CONSTRUCTION.
- G. UPON LEARNING OF THE EXISTENCE AND/OR LOCATIONS OF ANY UNDERGROUND FACILITIES NOT SHOWN OR SHOWN INACCURATELY ON THE PLANS OR NOT PROPERLY MARKED BY THE UTILITY OWNER, IMMEDIATELY NOTIFY THE UTILITY OWNER AND THE CITY BY TELEPHONE AND IN WRITING.
- H. UTILITY RELOCATIONS REQUIRED FOR THE CONSTRUCTION OF THE PROJECT FACILITIES WILL BE PERFORMED BY THE UTILITY COMPANY, UNLESS OTHERWISE NOTED.
5. ANY TESTS, INSPECTIONS, SPECIAL OR OTHERWISE, THAT ARE REQUIRED BY THE BUILDING CODES, LOCAL BUILDING DEPARTMENTS, OR THESE PLANS, SHALL BE DONE BY AN INDEPENDENT INSPECTION COMPANY. JOB SITE VISITS BY THE ENGINEER DO NOT CONSTITUTE AN OFFICIAL INSPECTION. IT IS THE CONTRACTOR'S RESPONSIBILITY TO ENSURE THAT THE REQUIRED TESTS AND INSPECTIONS ARE PERFORMED.
6. PROJECT SCHEDULE: PRIOR TO COMMENCEMENT OF WORK, SUBMIT TO THE ENGINEER FOR REVIEW AND APPROVAL, A DETAILED CONSTRUCTION SCHEDULE. DO NOT BEGIN ANY CONSTRUCTION WORK UNTIL THE PROJECT SCHEDULE AND WORK PLAN IS APPROVED BY THE ENGINEER. ALL CONSTRUCTION SHALL BE CLOSELY COORDINATED WITH THE ENGINEER SO THAT THE QUALITY OF WORK CAN BE CHECKED FOR APPROVAL. PURSUE WORK IN A CONTINUOUS AND DILIGENT MANNER TO ENSURE A TIMELY COMPLETION OF THE PROJECT.
7. THE CONTRACTOR SHALL BE RESPONSIBLE FOR DESIGN, PERMITTING, INSTALLATION, AND MAINTENANCE OF ANY AND ALL TRAFFIC CONTROL MEASURES DEEMED NECESSARY.
8. THE CONTRACTOR SHALL BE RESPONSIBLE FOR GENERAL SAFETY DURING CONSTRUCTION. ALL WORK SHALL CONFORM TO PERTINENT SAFETY REGULATIONS AND CODES. THE CONTRACTOR SHALL BE SOLELY AND COMPLETELY RESPONSIBLE FOR FURNISHING, INSTALLING, AND MAINTAINING ALL WARNING SIGNS AND DEVICES NECESSARY TO SAFEGUARD THE GENERAL PUBLIC AND THE WORK, AND PROVIDE FOR THE PROPER AND SAFE ROUTING OF VEHICULAR AND PEDESTRIAN TRAFFIC DURING THE PERFORMANCE OF THE WORK. THE CONTRACTOR SHALL BE SOLELY AND COMPLETELY RESPONSIBLE FOR COMPLIANCE WITH ALL APPLICABLE PROVISIONS OF OSHA IN THE CONSTRUCTION PRACTICES FOR ALL EMPLOYEES DIRECTLY ENGAGED IN THE CONSTRUCTION OF THIS PROJECT.
9. CONSTRUCTION CONTRACTOR AGREES THAT IN ACCORDANCE WITH GENERALLY ACCEPTED CONSTRUCTION PRACTICES, CONSTRUCTION CONTRACTOR WILL BE REQUIRED TO ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR JOB SITE CONDITIONS DURING THE COURSE OF CONSTRUCTION OF THE PROJECT, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY. THAT THIS REQUIREMENT SHALL BE MADE TO APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS, AND CONSTRUCTION CONTRACTOR FURTHER AGREES TO DEFEND, INDEMNIFY AND HOLD DESIGN PROFESSIONAL, HARMLESS FROM ANY AND ALL LIABILITY, REAL OR ALLEGED, IN CONNECTION WITH THE PERFORMANCE OF WORK ON THIS PROJECT. EXCEPTION LIABILITY ARISING FROM THE SOLE NEGLIGENCE OF CONSULTANT OR HIS OR HER EMPLOYEES OR SUB-CONSULTANTS AT A CONSTRUCTION SITE SHALL RELIEVE THE CONTRACTOR AND ITS SUBCONTRACTORS OF THEIR RESPONSIBILITIES INCLUDING, BUT NOT LIMITED TO, CONSTRUCTION MEANS, METHODS, SEQUENCE, TECHNIQUES OR PROCEDURES NECESSARY FOR PERFORMING, SUPERINTENDING OR COORDINATING ALL PORTIONS OF THE WORK OF CONSTRUCTION IN ACCORDANCE WITH THE CONTRACT DOCUMENTS AND APPLICABLE HEALTH OR SAFETY REQUIREMENTS OF ANY REGULATORY AGENCY OR OF STATE LAW.
10. MAINTAIN A CURRENT, COMPLETE, AND ACCURATE RECORD OF ALL AS-BUILT DEVIATIONS FROM THE CONSTRUCTION AS SHOWN ON THESE DRAWINGS AND SPECIFICATIONS, FOR THE PURPOSE OF PROVIDING THE ENGINEER OF RECORD WITH A BASIS FOR THE PREPARATION OF RECORD DRAWINGS.
11. MAINTAIN THE SITE IN A NEAT AND ORDERLY MANNER THROUGHOUT THE CONSTRUCTION PROCESS. STORE ALL MATERIALS WITHIN APPROVED STAGING AREAS.
12. PROVIDE, AT CONTRACTOR'S SOLE EXPENSE, ALL MATERIALS, LABOR AND EQUIPMENT REQUIRED TO COMPLY WITH ALL APPLICABLE PERMIT CONDITIONS AND REQUIREMENTS.
13. CONTRACTOR SHALL BE RESPONSIBLE FOR ALL CONSTRUCTION STAKING AND LAYOUT, UNLESS OTHERWISE SPECIFIED.
14. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND PRESERVATION OF ALL SURVEY MONUMENTS OR PROPERTY CORNERS. DISTURBED MONUMENTS SHALL BE RESTORED BACK TO THEIR ORIGINAL LOCATION AND SHALL BE CERTIFIED BY A REGISTERED CIVIL ENGINEER OR LAND SURVEYOR AT THE SOLE EXPENSE OF THE CONTRACTOR.
15. TREE DIMENSIONS: TRUNK DIAMETERS SHOWN REPRESENT DIAMETER AT BREAST HEIGHT (DBH), MEASURED IN INCHES. DBH IS MEASURED 4.5 FT ABOVE GROUND FOR SINGLE TRUNKS AND TRUNKS THAT SPLIT INTO SEVERAL STEMS CLOSE TO THE GROUND. THE DBH FOR TREES THAT SPLIT INTO SEVERAL STEMS CLOSE TO THE GROUND MAY BE CONSOLIDATED INTO A SINGLE DBH BY TAKING THE SQUARE ROOT OF THE SUM OF ALL SQUARED STEM DBH'S, UNLESS OTHERWISE NOTED. WHERE TREES FORK NEAR BREAST HEIGHT, TRUNK DIAMETER IS MEASURED AT THE NARROWEST PART OF THE MAIN STEM BELOW THE FORK. FOR TREES ON A SLOPE, BREAST HEIGHT IS REFERENCED FROM THE UPPER SIDE OF THE SLOPE. FOR LEANING TREES, BREAST HEIGHT IS MEASURED ON THE SIDE THAT THE TREE LEANS TOWARD. TREES WITH DBH LESS THAN 8" ARE TYPICALLY NOT SHOWN.

12"p = 12" DBH PINE

16. TREE SPECIES ARE IDENTIFIED WHEN KNOWN. HOWEVER, FINAL DETERMINATION SHOULD BE MADE BY A QUALIFIED BOTANIST. REFER TO THE LEGEND FOR TREE SPECIES SYMBOLS.
17. TREE TRUNK DIMENSIONS MAY BE SHOWN OUT-OF-SCALE FOR PLOTTING CLARITY. CAUTION SHOULD BE USED IN DESIGNING NEAR TREE TRUNKS. THERE ARE LIMITATIONS ON FIELD ACCURACY. DRAFTING ACCURACY, MEDIUM STRETCH AS WELL AS THE "SPREAD" OR "LEANING" OF TREES, REDUCE ADDITIONAL TOPOGRAPHIC DETAIL WHERE CLOSE TOLERANCES ARE ANTICIPATED. INDIVIDUAL TREES ARE NOT TYPICALLY LOCATED WITHIN DRILLPIE CANOPY AREAS SHOWN.
18. ALL STANDARD STREET MONUMENTS, LOT CORNER PILES, AND OTHER PERMANENT MONUMENTS DISTURBED DURING THE PROCESS OF CONSTRUCTION SHALL BE REPLACED AND A RECORD OF SURVEY OR CORNER OF RECORD PER SECTION 8771 OF THE PROFESSIONAL LAND SURVEYORS ACT FILED BEFORE ACCEPTANCE OF THE IMPROVEMENTS BY THE ROD. COPIES OF ANY RECORD OF SURVEY OR CORNER RECORDS SHALL BE SUBMITTED TO THE ROD.
19. CONTRACTOR IS REQUIRED TO ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR JOB SITE CONDITIONS DURING THE COURSE OF CONSTRUCTION OF THE PROJECT, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY. THAT THIS REQUIREMENT SHALL BE MADE TO APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS.
20. THE CONTRACTOR SHALL CONFORM TO THE RULES AND REGULATIONS OF THE CONSTRUCTION SAFETY ORDERS OF THE CALIFORNIA DIVISION OF OCCUPATIONAL SAFETY AND HEALTH PERTAINING TO EXCAVATION AND TRENCHES THE CALIFORNIA CODE OF REGULATIONS TITLE 8, SUBCHAPTER 4 CONSTRUCTION SAFETY ORDERS, ARTICLE 6 EXCAVATION.
21. THE EVENT THAT HUMAN REMAINS AND/OR CULTURAL MATERIALS ARE FOUND, ALL PROJECT-RELATED CONSTRUCTION SHALL CEASE WITHIN A 100-FOOT RADIUS. THE CONTRACTOR SHALL, PURSUANT TO SECTION 7050.5 OF THE HEALTH AND SAFETY CODE, AND SECTION 5097.94 OF THE PUBLIC RESOURCES CODE OF THE STATE OF CALIFORNIA, NOTIFY THE SANTA CRUZ COUNTY CORONER IMMEDIATELY.
22. THE EVENT THAT HUMAN REMAINS AND/OR CULTURAL MATERIALS ARE FOUND, ALL PROJECT-RELATED CONSTRUCTION SHALL CEASE WITHIN A 100-FOOT RADIUS. THE CONTRACTOR SHALL, PURSUANT TO SECTION 7050.5 OF THE HEALTH AND SAFETY CODE, AND SECTION 5097.94 OF THE PUBLIC RESOURCES CODE OF THE STATE OF CALIFORNIA, NOTIFY THE SANTA CRUZ COUNTY CORONER IMMEDIATELY.

CONSTRUCTION SCHEDULE / PHASING NOTES

- PRIOR TO COMMENCEMENT OF WORK, PROVIDE ENGINEER A DETAILED CONSTRUCTION SCHEDULE FOR REVIEW AND APPROVAL. DO NOT BEGIN ANY CONSTRUCTION WORK UNTIL THE PROJECT SCHEDULE AND WORK PLAN IS APPROVED BY THE ENGINEER. ALL CONSTRUCTION SHALL BE CLOSELY COORDINATED WITH THE ENGINEER SO THAT THE QUALITY OF WORK CAN BE CHECKED FOR APPROVAL. THE CONTRACTOR SHALL PURSUE WORK IN A CONTINUOUS AND DILIGENT MANNER TO ENSURE A TIMELY COMPLETION OF THE PROJECT.
- CONSTRUCTION PHASING SHALL BE GENERALLY ACCOMPLISHED AS FOLLOWS:
1. CONTACT UNDERGROUND SERVICE ALERT (USA) TO LOCATE ALL UNDERGROUND UTILITIES.
  2. ESTABLISH AN EQUIPMENT STAGING AREA AND ROCKED ENTRANCES AT LOCATIONS SHOWN ON THE DRAWINGS OR AS APPROVED BY THE ENGINEER. TAKE MEASURES TO ENSURE PEDESTRIAN AND VEHICULAR TRAFFIC SAFETY. PROTECTION OF EXISTING INFRASTRUCTURE, AND ADJACENT LANDSCAPING. THIS PROTECTION SHALL, AT A MINIMUM, CONSIST OF INSTALLATION OF ESA FENCING WHERE SHOWN.
  3. INSTALL SILT FENCES AND OTHER PROJECT BMP'S.
  4. PERFORM CLEARING AND TREE SALVAGE OPERATIONS.
  5. PERFORM ROUGH GRADING.
  6. PLACE HABITAT FEATURES.
  7. INSTALL PERMANENT EROSION CONTROL MEASURES
  8. SEED AND MULCH ALL DISTURBED SOILS ON SITE
  9. DEMOBILIZE.

EARTHWORK NOTES

1. ALL GRADING SHALL COMPLY WITH THE REQUIREMENTS OF THE SANTA CRUZ COUNTY GRADING ORDINANCE. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO VISIT THE SITE AND MAKE HIS OWN INTERPRETATIONS WITH REGARD TO MATERIALS, METHODS AND EQUIPMENT NECESSARY TO PERFORM THE WORK REQUIRED FOR THIS PROJECT.
2. PRIOR TO COMMENCING WORK, ALL AREAS TO REMAIN UNDISTURBED SHALL BE ADEQUATELY PROTECTED WITH TEMPORARY ESA FENCING AS DIRECTED BY THE ENGINEER IN THE FIELD.
3. DO NOT DISTURB AREAS OUTSIDE OF THE DESIGNATED LIMITS OF DISTURBANCE, UNLESS AUTHORIZED IN WRITING BY THE ENGINEER. THE COST FOR WORK ASSOCIATED WITH RESTORATION AND REVEGETATION IN DISTURBED AREAS OUTSIDE THE DESIGNATED LIMITS OF DISTURBANCE, AS SHOWN ON THE DRAWINGS, SHALL BE BORNE SOLELY BY THE CONTRACTOR.
4. ALL EXCESS SOILS SHALL BE REMOVED TO AN APPROVED DUMP SITE OR DISPOSED OF ON SITE AT A LOCATION TO BE APPROVED BY THE ENGINEER, IN A MANNER THAT WILL NOT CAUSE EROSION.
5. CLEARING AND GRUBBING, SUBGRADE PREPARATION AND EARTHWORK SHALL BE PERFORMED IN ACCORDANCE WITH SECTION 19 OF THE STANDARD SPECIFICATIONS, THESE DRAWINGS, AND THE TECHNICAL SPECIFICATIONS.
6. PRIOR TO STARTING WORK ON THE PROJECT, THE CONTRACTOR SHALL SUBMIT FOR ACCEPTANCE BY THE ENGINEER A HAZARDOUS MATERIALS CONTROLS AND SPILL PREVENTION PLAN. THE PLAN SHALL INCLUDE PROVISIONS FOR PREVENTING HAZARDOUS MATERIALS FROM CONTAMINATING SOIL OR ENTERING WATER COURSES, AND SHALL ESTABLISH A SPILL PREVENTION AND COUNTERMEASURE PLAN.
7. UNSUITABLE SOIL OR MATERIALS, NOT TO BE INCLUDED IN THE WORK INCLUDE:
  - A. ORGANIC MATERIALS SUCH AS PEAT, MULCH, ORGANIC SILT OR SOD.
  - B. SOILS CONTAINING EXPANSIVE CLAYS.
  - C. MATERIAL CONTAINING EXCESSIVE MOISTURE.
  - D. POORLY GRADED COURSE MATERIAL, PARTICLE SIZE IN EXCESS OF 6 INCHES.
  - E. MATERIAL WHICH WILL NOT ACHIEVE SPECIFIED DENSITY OR BEARING.
8. FINE GRADING ELEVATIONS AND SLOPES NOT SHOWN SHALL BE DETERMINED BY THE CONTRACTOR IN THE FIELD TO OBTAIN DRAINAGE IN THE DIRECTION INDICATED. ALL FINAL GRADING SHALL BE SUBJECT TO APPROVAL OF THE ENGINEER.

ACCESS AND STAGING AREA NOTES

1. USE ONLY THE APPROVED ACCESS POINTS, AS SHOWN ON THE DRAWINGS. STOCKPILE MATERIALS WITHIN AN EXISTING FLAT AND PREVIOUSLY DISTURBED AREA.
2. ALL PROPOSED VEHICULAR ACCESS SHALL FOLLOW EXISTING ACCESS ROUTES WHERE DIRECTED BY ENGINEER.
3. THE ACCESS PLAN SHOWN ON THE DRAWINGS IS SCHEMATIC. SUBMIT A SITE ACCESS PLAN FOR APPROVAL BY THE ENGINEER, PRIOR TO MOBILIZATION.
4. CONTAIN THE DOWNSLOPE PERIMETER OF STAGING OR STOCKPILE AREAS WITH SILT FENCE.
5. STORE, MAINTAIN AND RETUEL ALL EQUIPMENT AND MATERIALS IN A DESIGNATED PORTION OF THE STAGING AREA.
6. LIMIT CLEARING OF VEGETATION ON ACCESS ROAD TO 12 FEET WIDE AND PROVIDE TREE PROTECTION MEASURES FOR ADJACENT TREES AT DIRECTION OF THE ENGINEER.
7. FOLLOWING COMPLETION OF CONSTRUCTION, REMOVE ALL RUTTING, SEED AND MULCH EXPOSED SOILS. INSTALL FIBER ROLLS AS DIRECTED BY THE ENGINEER, AND REPLACE ANY STRUCTURAL BARRICADES (CONCRETE BLOCKS, BOLLARDS) TO PRECONSTRUCTION CONDITIONS.

EROSION CONTROL NOTES

1. THE EROSION CONTROL DETAIL SHOWN IS INTENDED FOR THE SUMMER CONSTRUCTION SEASON (APRIL 15TH TO OCTOBER 15TH). IF THE FEATURES SHOWN ON THESE DRAWINGS ARE NOT COMPLETED AND DISTURBED AREAS STABILIZED BY OCTOBER 15TH, CONSULT THE ENGINEER FOR ADDITIONAL RAINY SEASON EROSION CONTROL MEASURES.
2. PRIOR TO COMMENCING WORK, PROTECT AREAS TO REMAIN UNDISTURBED WITH ESA FENCING, AS SHOWN ON THE DRAWINGS. ADDITIONAL FENCING MAY BE REQUIRED AT THE DIRECTION OF THE ENGINEER.
3. BETWEEN OCTOBER 15 AND APRIL 15, EXPOSED SOIL SHALL BE PROTECTED FROM EROSION AT ALL TIMES. DURING CONSTRUCTION, SUCH PROTECTION MAY CONSIST OF MULCHING AND/OR PLANTING OF NATIVE VEGETATION OF ADEQUATE DENSITY. PERMANENTLY PROTECT ANY EXPOSED SOIL ON DISTURBED SLOPES FROM EROSION BEFORE COMPLETION OF THE PROJECT.
4. HAVE A STANDBY CREW FOR EMERGENCY WORK AVAILABLE AT ALL TIMES DURING THE RAINY SEASON (OCTOBER 15 THROUGH APRIL 15). MAKE NECESSARY MATERIALS AVAILABLE AND STOCKPILED AT CONVENIENT LOCATIONS TO FACILITATE RAPID CONSTRUCTION OF TEMPORARY DEVICES.
5. CONSTRUCT TEMPORARY EROSION CONTROL MEASURES AS SHOWN ON THIS PLAN AND/OR AS DIRECTED BY THE ENGINEER TO CONTROL DRAINAGE WHICH HAS BEEN AFFECTED BY GRADING AND/OR TRENCHING OPERATIONS.
6. INCORPORATE ADEQUATE DRAINAGE PROCEDURES DURING THE CONSTRUCTION PROCESS TO ELIMINATE EXCESSIVE PONDING AND EROSION.
7. CONSTRUCT AND MAINTAIN EROSION CONTROL MEASURES TO PREVENT THE DISCHARGE OF EARTHEN MATERIALS TO THE CREEK FROM DISTURBED AREAS UNDER CONSTRUCTION AND FROM COMPLETED CONSTRUCTION AREAS.
8. INSTALL ALL PROTECTIVE DEVICES AT THE END OF EACH WORK DAY WHEN THE FIVE-DAY RAIN PROBABILITY EQUALS OR EXCEEDS 50 PERCENT AS DETERMINED FROM THE NATIONAL WEATHER SERVICE FORECAST OFFICE: WWW.SRINOWA.GOV.
9. REMOVE ALL SILT AND DEBRIS FROM CHECK BERMS AND PUMP SEDIMENTATION BASIN DRY AFTER A RAINSTORM.
10. THE EROSION CONTROL DEVICES ON THIS PLAN ARE A SCHEMATIC REPRESENTATION OF WHAT MAY BE REQUIRED. EROSION CONTROL DEVICES MAY BE RELOCATED, DELETED, OR ADDITIONAL ITEMS MAY BE REQUIRED DEPENDING ON THE ACTUAL SOIL CONDITIONS ENCOUNTERED, AT THE DISCRETION OF THE ENGINEER.
11. THE CONTRACTOR IS RESPONSIBLE TO KEEP IN FORCE ALL EROSION CONTROL DEVICES AND TO MODIFY THOSE DEVICES AS SITE PROGRESS DICTATES.
12. THE CONTRACTOR SHALL MONITOR THE EROSION CONTROL DEVICES DURING STORMS AND MODIFY THEM IN ORDER TO PREVENT PROGRESS OF ANY ONGOING EROSION.
13. THE CONTRACTOR IS RESPONSIBLE FOR CLEANING ANY EROSION OR DEBRIS SPILLING ONTO A PUBLIC STREET.
14. THE CONTRACTOR SHALL CONTACT THE ENGINEER IN THE EVENT THAT THE EROSION CONTROL PLAN AS DESIGNED REQUIRES ANY SUBSTANTIAL REVISIONS.
15. CONTRACTOR SHALL BE FAMILIAR WITH THE CONDITIONS OF APPROVAL OF ALL REQUIRED PROJECT PERMITS AND SHALL IMPLEMENT ALL REQUIRED BMP'S PRIOR TO COMMENCING GRADING OPERATIONS.

DUST CONTROL NOTES

1. THE CONTRACTOR SHALL BE RESPONSIBLE FOR CONTINUOUS DUST CONTROL, THROUGHOUT THE CONSTRUCTION, IN ACCORDANCE WITH THE PERMIT CONDITIONS OF APPROVAL. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REGULAR CLEANING OF ALL MUD, DIRT, DEBRIS, ETC., FROM ANY AND ALL ADJACENT ROADS AND SIDEWALKS, AT LEAST ONCE EVERY 24 HOURS WHEN OPERATIONS ARE OCCURRING.
2. ALL DISTURBED AREAS, INCLUDING UNPAVED ACCESS ROADS OR STORAGE PILES, NOT BEING ACTIVELY UTILIZED FOR CONSTRUCTION PURPOSES, SHALL BE EFFECTIVELY STABILIZED OF DUST EMISSIONS USING WATER, CHEMICAL STABILIZER/SUPPRESSANT, OR VEGETATIVE GROUND COVER.
3. ALL GROUND-DISTURBING ACTIVITIES (E.G., CLEARING, GRUBBING, SCRAPING, AND EXCAVATION) SHALL BE EFFECTIVELY STABILIZED OF FUGITIVE DUST EMISSIONS UTILIZING APPLICATION OF WATER OR BY PRE-SOAKING.
4. ALL MATERIALS TRANSPORTED OFFSITE SHALL BE COVERED OR EFFECTIVELY WETTED TO LIMIT DUST EMISSIONS.
5. FOLLOWING THE ADDITION OF MATERIALS TO, OR THE REMOVAL OF MATERIALS FROM, THE SURFACES OF OUTDOOR STORAGE PILES, SAID PILES SHALL BE EFFECTIVELY STABILIZED OF FUGITIVE DUST EMISSIONS UTILIZING SUFFICIENT WATER OR CHEMICAL STABILIZER/SUPPRESSANT.
6. ONSITE VEHICLE SPEED ON UNPAVED SURFACES SHALL BE LIMITED TO 15 MPH.
7. DISTURBED AREAS SHALL BE SEEDED PRIOR TO OCTOBER 15TH OR EARLIER AS REQUIRED BY THE APPLICABLE PERMIT CONDITIONS.

|                                                                                                                                                                                                                                       |  |                                                                                                        |  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--------------------------------------------------------------------------------------------------------|--|
| <div>DESIGNED BY: J.D.H.<br/>DRAWN BY: J.D.H.<br/>CHECKED BY: M.W.M.<br/>DATE: 1/18/18<br/>JOB NO.: 16-032</div> <div>BAR IS ONE INCH ON ORIGINAL DRAWING<br/>ADJUST SCALES FOR REDUCED PLOTS</div> <div>0 1 2 3 4 5 6 7 8 9 10</div> |  | <div>10 OF 10</div>                                                                                    |  |
| <div>NOTES</div>                                                                                                                                                                                                                      |  | <div>PREPARED AT THE REQUEST OF:<br/>RESOURCE CONSERVATION<br/>DISTRICT OF SANTA CRUZ<br/>COUNTY</div> |  |
| <div>ZAYANTE CREEK HABITAT<br/>ENHANCEMENT PROJECT<br/>100% DRAFT DESIGN<br/>SUBMITTAL</div>                                                                                                                                          |  | <div>DRAFT<br/>NOT FOR CONSTRUCTION</div>                                                              |  |
| <div>509A SWIFT ST.<br/>SANTA CRUZ, CA 95060<br/>PH: (831)421-9291 / FAX: (888)819-6847<br/>WWW.WATWAYS.COM</div>                                                                                                                     |  |                                                                                                        |  |



NOSSAMAN LLP

## Memorandum

**TO:** Board of Directors,  
San Lorenzo Valley Water District

**FROM:** Gina R. Nicholls, District Counsel

**DATE:** October 12, 2018

**RE:** District Manager Contract

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### **RECOMMENDATION**

Review and approve the attached employment agreement that would appoint Acting District Manager Rick Rogers to serve as the District Manager. The proposed agreement can be approved as written or with specific changes requested by the Board of Directors ("Board").

### **BACKGROUND**

The proposed agreement has been negotiated with Mr. Rogers by the Board's designated representative, Director Bruce, and it has been reviewed by legal counsel.

### **FISCAL IMACT:**

N/A

### **STRATEGIC PLAN:**

N/A

### **ATTACHMENT:**

1. Proposed Employment Agreement.



**SAN LORENZO VALLEY WATER  
DISTRICT EMPLOYMENT AGREEMENT  
RICHARD M. ROGERS**

**SAN LORENZO VALLEY WATER DISTRICT** (“**District**”) employs **RICHARD M. ROGERS** (“**Manager**”) as District Manager, and Manager accepts and undertakes said employment upon the following terms and conditions to which the parties mutually agree.

1. **Term:** District employs Manager for a period of three (3) years beginning October 19, 2018 and ending October 19, 2021. Manager shall be employed thereafter on an annual basis, the Agreement renewing annually on October 19th, unless sooner terminated as provided herein, or unless the Agreement is extended or otherwise modified by a writing signed by both parties. Six months (6) before the end of the term (in approximately April 2021), the parties shall meet and confer about the transition to a new District Manager and/or whether to extend or otherwise modify the Agreement.

2. **Duties of District Manager:** The Manager shall perform all services and acts necessary or advisable to manage and conduct the District’s principal mission as a water producer and retailer and shall carry out the policies and directions of a majority of the District’s Board of Directors (“**Board**”) as may be given from time to time. The Manager shall comply with all applicable laws, rules and regulations of the State of California and all applicable local and federal government rules and regulations affecting District, and shall manage, supervise and carry out the terms and conditions of any and all agreements with Classified and Management Employees of the District which may exist from time to time. The Manager shall perform such other duties and functions and obligations as may be requested and directed by the Board. The Manager shall devote all of his working time to the District and shall not accept nor engage in outside employment for compensation without prior approval from the Board.

3. **Compensation:** The Manager shall be compensated for the first year at the rate of One Hundred Eighty Thousand, Nine Hundred Ninety-Eight Dollars (\$180,998.00) annually, payable in equal installments biweekly on the same dates that other District employees are paid. Effective October 19, 2019, and each October 19th thereafter, the Manager shall be entitled to an annual cost of living adjustment, or its equivalent, given to District employees at the discretion of the Board based upon a satisfactory performance rating from the Board. The Manager shall receive a written evaluation which relates to achievement of mutually defined goals and objectives at least once a year from the Board. At the discretion of the Board, Manager will also be eligible for up to a yearly five percent (5%) merit increase based on performance.

4. **Benefits:** The Manager shall receive other benefits provided to other District employees and the following:

(a) **Annual Leave.** In lieu of sick leave, personal business leaves, bereavement leave, and vacation, the Manager shall be granted forty-five (45) days (360 hours) of annual leave per year accumulated biweekly at 13.85 hours per biweekly period. Any annual leave accrued and unused in excess of one hundred eighty (180) hours shall be paid directly to the Manager at the Manager’s

regular hourly rate of pay in effect at that time on the first regularly scheduled payroll date which occurs on or after July 1 of each year. Accrued and unused annual leave shall be paid to Manager in full upon termination or separation.

(b) **Administrative Leave.** The Manager shall be entitled to a maximum of 56 hours yearly of administrative leave subject to the same terms and conditions set forth in Section 6.3 of the Memorandum of Understanding for the Management, Supervisory and Confidential Employees Unit of the District in effect as of the date of this Agreement ("Management MOU").

(c) **Automobile Use.** Manager shall be assigned a District vehicle to be used in the course of employment. The vehicle may be used after normal working hours within the area of residency required for other District employees pursuant to Section 3.1 of the Management MOU.

(d) **Business Expenses.** The District shall reimburse the Manager travel expenses for out of county travel and reasonable business expenses, supported by customary documentation, when incurred in connection with District business.

(e) **Payroll Protection Plan.** The District shall supply, at the District's expense, a payroll protection plan equal to sixty percent (60%) of the Manager's gross salary to commence sixty (60) days after the commencement of any qualifying disability.

(f) **Jury Duty.** The District will compensate the Manager the difference between his then existing compensation and whatever amounts are paid by the state, or the U.S. District Court, as the case may be, for jury duty.

(g) **CalPERS Retirement Contribution.** Manager shall be responsible for the full 7% PERS member contribution. District shall pay 0%. District recognizes that Manager is considered a 'classic employee', fully vested in CalPERS. Manager's CalPERS retirement formula is 2% at 55. The formula shall be based upon a three (3) years average salary.

If mandated CalPERS pension reform requirements necessitate a change to this Agreement, the parties agree to meet and discuss the effects of the change, and to negotiate in good faith to implement the change.

(h) **Life/Medical/Dental/Vision/Disability Insurance.** The District agrees to pay the cost of a life insurance policy for Manager with coverage in the amount of Fifty Thousand Dollars (\$50,000.00). The District agrees to pay all the costs of Manager's enrollment in the California State Disability Insurance Program. The District agrees to pay costs of Manager's medical/dental/vision insurance as provided in Section 7 of the Management MOU. If the Management MOU changes, the parties agree to meet and discuss the effects of the change on this section of the Agreement.

(i) **Holiday Leave.** Manager shall be entitled to all District holiday leave.

(j) **Membership Dues and Professional License Fee.** The Manager may request the District to compensate the Manager or reimburse him for professional memberships and professional licenses, which he obtains or renews during the course of his tenure as Manager. Payment of such dues and fees is subject to Board approval which will not be withheld if the dues or fees are related to and necessary for the business of the District.

(k) **Conferences, Seminars and Educational Courses.** The Manager shall be eligible for reimbursement for payment of fees or tuition for budgeted conferences, seminars and educational courses related to the business of the District subject to approval by the Board. With prior approval of the Board, the Manager will be reimbursed fifty percent (50%) of the cost of the books and tuition for educational courses leading to certificate, degree or professional licensing, upon successful completion of said courses. The Manager will be reimbursed the remaining fifty percent (50%) of the above costs after one (1) year of employment if the Manager is still employed at the District at that time.

5. **Termination.** This Agreement may be terminated by the Board at any time with or without cause, Manager being an employee at will. Cause includes, but is not limited to, the occurrence of any one of the following events:

(a) **Loss of Legal Capacity.** The loss by the Manager of legal capacity.

(b) **Breach of Duty.** The willful breach of duty by the Manager in the course of his employment, unless waived by the District.

(c) **Conviction of a Crime.** Conviction of a crime involving moral turpitude, or conviction of a crime which substantially affects the Manager's ability to satisfactorily perform his duties, including particularly, conviction of a crime involving an abuse of the Manager's office or position. In the event the Manager has been placed on paid administrative leave pending an investigation of a crime involving an abuse of his office or position, if the Manager is convicted of that crime, he shall reimburse the District for such payments.

(d) **Inexcusable Neglect.** Inexcusable neglect by the Manager of his employment duties.

(e) **Continued Incapacity.** Continued incapacity on the part of the Manager to perform his duties, unless waived by the District.

6. **Effect of Termination on Compensation.** The Manager shall be entitled to a lump sum payment equivalent to six (6) months compensation (salary plus cash equivalent of benefits) if without cause. In the event of termination of this Agreement by the Board for cause prior to the completion of the term of employment specified herein, the Manager shall be entitled to retire and to receive all compensation earned prior to the date of termination, including accrued annual leave.

7. **Separation of Service.** The Manager may leave the services of the District in good standing prior to the termination of this Agreement. The Manager must submit a written notice of resignation or retirement to the Board at least Sixty (60) calendar days in advance of the effective date of Manager's planned resignation or retirement.

8. **Entire Agreement.** This Agreement supersedes and cancels any prior agreements, whether written or oral unless expressly stated to the contrary herein, and constitutes the complete and entire agreement between the parties.

Executed at Boulder Creek, California on the following date:

**DISTRICT MANAGER:**

Dated: \_\_\_\_\_

\_\_\_\_\_  
**RICHARD M. ROGERS**

**SAN LORENZO VALLEY WATER DISTRICT:**

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
**President, Board of Directors**

# MEMO

TO: Board of Directors

FROM: Rick Rogers, Acting District Manager

PREPARED BY: Stephanie Hill, Director of Finance & Business Services

SUBJECT: Other Post-Employment Benefits (OPEB) Trust Fund Administrator

DATE: October 18, 2018

## RECOMMENDATION:

1. It is recommended the Board authorize the District to enter into a trust agreement and election to prefund other post-employment benefits through California Public Employees Retirement System (CalPERS) – California Employers’ Retirement Benefit Trust Fund (CERBT).
2. It is recommended the Board adopt the attached resolution delegating authority to the District Manager and Director of Finance & Business Services to request disbursement of qualified funds from the trust.
3. It is recommended that the Board authorize the District Manager and/or Director of Finance & Business Services to select from the asset allocation strategies offered by CERBT and to control the timing and amount of funding.

## BACKGROUND:

OPEB are benefits, other than pensions, that public employers provide to their retired employees. For example, the District offers to pay a portion of retirees’ healthcare insurance premiums under certain circumstances. Currently, the District administers these benefits on a “pay as you go” basis. It is desired to be more proactive and begin “pre-funding” these benefits, where funds are set aside in a dedicated, irrevocable, trust managed by a qualified third party trustee for this purpose. Funds can only be withdrawn from the trust for purposes of paying for the OPEB. Pre-funding is the most fiscally responsible action and is a recommended best practice from the GFOA.

Beginning with Fiscal Year 2017-2018, GASB 75 will go into effect, changing how employers calculate and report costs and obligations associated with OPEB. Similar to pension liabilities from GASB 68, going forward OPEB liabilities will also be accounted for on the balance sheet in the financial statements.

The District has researched CERBT and Public Agency Retirement Services (PARS) as the most viable options for a trust administrator. CERBT is a public governmental agency, whereas PARS is a private firm. The CERBT fee is 10 basis points (0.10%) of the District’s assets under management, the PARS fee is 60 basis points (0.60%). CERBT has 543 participating employers, whereas PARS has 212, managing approximately \$8B and \$3B, respectively.

This was presented to the Budget & Finance Committee, where it was recommended staff continued with CERBT to establish the trust fund.



It is most common that employees have the authority for the asset allocation and funding methods. Given this is new to the District, and we are still building up reserves, the most conservative approach would be to match our current pay as you go amounts as contributions to the trust fund. Funds can be withdrawn for actual OPEB expenditures. Starting off with a matching strategy ensures the District can call upon the contributed funds if a severe cash flow situation arises. As the District's financial situation changes, staff can increase or scale back on the funding. CERBT currently offers three asset strategies, Strategy 1 has over 80% participation and has had the most favorable returns.(CERBT has sole power to administer and manage the investments). Staff plans to include quarterly account statements as part of the Board package and to include an annual review of the OPEB plan as part of the annual budget process.

Attached are some informational materials from CERBT and the documents that will need to be signed to continue with opening the OPEB trust fund.

STRATEGIC PLAN: 5.0 Fiscal Planning

FISCAL IMPACT: \$12,300 annually based on current pay as you go matching

**CALIFORNIA EMPLOYERS' RETIREE BENEFIT TRUST PROGRAM ("CERBT")**

**AGREEMENT AND ELECTION  
OF**

---

(NAME OF EMPLOYER)

**TO PREFUND OTHER POST-EMPLOYMENT  
BENEFITS THROUGH CalPERS**

WHEREAS (1) Government Code Section 22940 establishes in the State Treasury the Annuitants' Health Care Coverage Fund for the prefunding of health care coverage for annuitants (Prefunding Plan); and

WHEREAS (2) The California Public Employees' Retirement System (CalPERS) Board of Administration (Board) has sole and exclusive control and power over the administration and investment of the Prefunding Plan (sometimes also referred to as CERBT), the purposes of which include, but are not limited to (i) receiving contributions from participating employers and establishing separate Employer Prefunding Accounts in the Prefunding Plan for the performance of an essential governmental function (ii) investing contributed amounts and income thereon, if any, in order to receive yield on the funds and (iii) disbursing contributed amounts and income thereon, if any, to pay for costs of administration of the Prefunding Plan and to pay for health care costs or other post-employment benefits in accordance with the terms of participating employers' plans; and

WHEREAS (3) \_\_\_\_\_  
(NAME OF EMPLOYER)

(Employer) desires to participate in the Prefunding Plan upon the terms and conditions set by the Board and as set forth herein; and

WHEREAS (4) Employer may participate in the Prefunding Plan upon (i) approval by the Board and (ii) filing a duly adopted and executed Agreement and Election to Prefund Other Post-Employment Benefits (Agreement) as provided in the terms and conditions of the Agreement; and

WHEREAS (5) The Prefunding Plan is a trust fund that is intended to perform an essential governmental function within the meaning of Section 115 of the Internal Revenue Code as an agent multiple-employer defined benefit plan as defined in Governmental Accounting Standards Board (GASB) Statements for Accounting and Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans (OPEB Standards) consisting of an aggregation of single-employer plans, with pooled administrative and investment functions;

NOW, THEREFORE, BE IT RESOLVED THAT EMPLOYER HEREBY MAKES THE FOLLOWING REPRESENTATION AND WARRANTY AND THAT THE BOARD AND EMPLOYER AGREE TO THE FOLLOWING TERMS AND CONDITIONS:

A. Representation and Warranty

Employer represents and warrants that it is a political subdivision of the State of California or an entity whose income is excluded from gross income under Section 115 (1) of the Internal Revenue Code.

B. Adoption and Approval of the Agreement; Effective Date; Amendment

(1) Employer's governing body shall elect to participate in the Prefunding Plan by adopting this Agreement and filing with the CalPERS Board a true and correct original or certified copy of this Agreement as follows:

Filing by mail, send to:       CalPERS  
                                          CERBT (OPEB)  
                                          P.O. Box 1494  
                                          Sacramento, CA 95812-1494

Filing in person, deliver to:       CalPERS Mailroom  
                                          CERBT (OPEB)  
                                          400 Q Street  
                                          Sacramento, CA 95811

(2) Upon receipt of the executed Agreement, and after approval by the Board, the Board shall fix an effective date and shall promptly notify Employer of the effective date of the Agreement.

(3) The terms of this Agreement may be amended only in writing upon the agreement of both CalPERS and Employer, except as otherwise provided herein. Any such amendment or modification to this Agreement shall be adopted and executed in the same manner as required for the Agreement. Upon receipt of the executed amendment or modification, the Board shall fix the effective date of the amendment or modification.

(4) The Board shall institute such procedures and processes as it deems necessary to administer the Prefunding Plan, to carry out the purposes of this Agreement, and to maintain the tax exempt status of the Prefunding Plan. Employer agrees to follow such procedures and processes.

## C. Other Post-Employment Benefits (OPEB) Cost Reports and Employer Contributions

(1) Employer shall provide to the Board an OPEB cost report on the basis of the actuarial assumptions and methods prescribed by the Board. Such report shall be for the Board's use in financial reporting, and shall be prepared at least as often as the minimum frequency required by applicable GASB OPEB Standards. This OPEB cost report may be prepared as an actuarial valuation report or, if the employer is qualified under GASB OPEB Standards, may be prepared as an Alternative Measurement Method (AMM) report.

- (a) Unless qualified under GASB OPEB Standards, to provide an AMM report, Employer shall provide to the Board an actuarial valuation report. Such report shall be for the Board's use in financial reporting, and shall be prepared at least as often as the minimum frequency required by GASB OPEB Standards, and shall be:
  - 1) prepared and signed by a Fellow or Associate of the Society of Actuaries who is also a Member of the American Academy of Actuaries or a person with equivalent qualifications acceptable to the Board;
  - 2) prepared in accordance with generally accepted actuarial practice and GASB OPEB Standards; and,
  - 3) provided to the Board prior to the Board's acceptance of contributions for the valuation period or as otherwise required by the Board.
- (b) If qualified under GASB OPEB Standards, Employer may provide to the Board an AMM report. Such report shall be for the Board's use in financial reporting, shall be prepared at least as often as the minimum frequency required by GASB OPEB Standards, and shall be:
  - 1) affirmed by Employer's external auditor, or by a Fellow or Associate of the Society of Actuaries who is also a Member of the American Academy of Actuaries or a person with equivalent qualifications acceptable to the Board, to be consistent with the AMM process described in GASB OPEB Standards;
  - 2) prepared in accordance with GASB OPEB Standards; and,
  - 3) provided to the Board prior to the Board's acceptance of contributions for the valuation period or as otherwise required by the Board.

(2) The Board may reject any OPEB cost report for financial reporting purposes submitted to it, but shall not unreasonably do so. In the event that the Board

determines, in its sole discretion, that the OPEB cost report is not suitable for use in the Board's financial statements or if Employer fails to provide a required OPEB cost report, the Board may obtain, at Employer's expense, an OPEB cost report that meets the Board's financial reporting needs. The Board may recover from Employer the cost of obtaining such OPEB cost report by billing and collecting from Employer or by deducting the amount from Employer's account in the Prefunding Plan.

(3) Employer shall notify the Board of the amount and time of contributions which contributions shall be made in the manner established by the Board.

(4) Employer contributions to the Prefunding Plan may be limited to the amount necessary to fully fund Employer's actuarial present value of total projected benefits, as supported by the OPEB cost report for financial reporting purposes acceptable to the Board. As used throughout this document, the meaning of the term "actuarial present value of total projected benefits" is as defined in GASB OPEB Standards. If Employer's contribution causes its assets in the Prefunding Plan to exceed the amount required to fully fund the actuarial present value of total projected benefits, the Board may refuse to accept the contribution.

(5) No contributions are required. Contributions can be made at any time following the effective date of the Agreement provided that Employer has first complied with the requirements of Paragraph C.

#### D. Administration of Accounts, Investments, Allocation of Income

(1) The Board has established the Prefunding Plan as an agent plan consisting of an aggregation of single-employer plans, with pooled administrative and investment functions, under the terms of which separate accounts are maintained for each employer so that the Employer's assets will provide benefits only under the Employer's post-employment benefit plan(s).

(2) All Employer contributions and assets attributable to Employer contributions shall be separately accounted for in the Prefunding Plan (Employer's Prefunding Account).

(3) Employer's Prefunding Account assets may be aggregated with prefunding account assets of other employers and may be co-invested by the Board in any asset classes appropriate for a Section 115 Trust.

(4) The Board may deduct the costs of administration of the Prefunding Plan from the investment income or Employer's Prefunding Account in a manner determined by the Board.

(5) Investment income shall be allocated among participating employers and posted to Employer's Prefunding Account as determined by the Board but no less frequently than annually.

(6) If Employer's assets in the Prefunding Plan exceed the amount required to fully fund the actuarial present value of total projected benefits, the Board, in compliance with applicable accounting and legal requirements, may return such excess to Employer.

#### E. Reports and Statements

(1) Employer shall submit with each contribution a contribution report in the form and containing the information prescribed by the Board.

(2) The Board shall prepare and provide a statement of Employer's Prefunding Account at least annually reflecting the balance in Employer's Prefunding Account, contributions made during the period and income allocated during the period, and such other information as the Board determines.

#### F. Disbursements

(1) Employer may receive disbursements not to exceed the annual premium and other costs of post-employment healthcare benefits and other post-employment benefits as defined in GASB OPEB Standards.

(2) Employer shall notify CalPERS in writing in the manner specified by CalPERS of the persons authorized to request disbursements from the Prefunding Plan on behalf of Employer.

(3) Employer's request for disbursement shall be in writing signed by Employer's authorized representative, in accordance with procedures established by the Board. The Board may require that Employer certify or otherwise establish that the monies will be used for the purposes of the Prefunding Plan.

(4) Requests for disbursements that satisfy the requirements of paragraphs (2) and (3) will be processed monthly.

(5) CalPERS shall not be liable for amounts disbursed in error if it has acted upon the written instruction of an individual authorized by Employer to request disbursements. In the event of any other erroneous disbursement, the extent of CalPERS' liability shall be the actual dollar amount of the disbursement, plus interest at the actual earnings rate but not less than zero.

(6) No disbursement shall be made from the Prefunding Plan which exceeds the balance in Employer's Prefunding Account.

#### G. Costs of Administration

Employer shall pay its share of the costs of administration of the Prefunding Plan, as determined by the Board.

## H. Termination of Employer Participation in Prefunding Plan

(1) The Board may terminate Employer's participation in the Prefunding Plan if:

- (a) Employer gives written notice to the Board of its election to terminate;
- (b) The Board finds that Employer fails to satisfy the terms and conditions of this Agreement or of the Board's rules or regulations.

(2) If Employer's participation in the Prefunding Plan terminates for any of the foregoing reasons, all assets in Employer's Prefunding Account shall remain in the Prefunding Plan, except as otherwise provided below, and shall continue to be invested and accrue income as provided in Paragraph D.

(3) After Employer's participation in the Prefunding Plan terminates, Employer may not make contributions to the Prefunding Plan.

(4) After Employer's participation in the Prefunding Plan terminates, disbursements from Employer's Prefunding Account may continue upon Employer's instruction or otherwise in accordance with the terms of this Agreement.

(5) After the Employer's participation in the Prefunding Plan terminates, the governing body of the Employer may request either:

- (a) A trustee to trustee transfer of the assets in Employer's Prefunding Account; provided that the Board shall have no obligation to make such transfer unless the Board determines that the transfer will satisfy applicable requirements of the Internal Revenue Code, other law and accounting standards, and the Board's fiduciary duties. If the Board determines that the transfer will satisfy these requirements, the Board shall then have one hundred fifty (150) days from the date of such determination to effect the transfer. The amount to be transferred shall be the amount in the Employer's Prefunding Account as of the date of the transfer (the "transfer date") and shall include investment earnings up to an investment earnings allocation date preceding the transfer date. In no event shall the investment earnings allocation date precede the transfer date by more than 150 days.
- (b) A disbursement of the assets in Employer's Prefunding Account; provided that the Board shall have no obligation to make such disbursement unless the Board determines that, in compliance with the Internal Revenue Code, other law and accounting standards, and the Board's fiduciary duties, all of Employer's obligations for payment of post-employment health care benefits and other post-employment benefits and reasonable administrative costs of the Board have been satisfied. If the Board determines that the disbursement will satisfy these requirements, the

Board shall then have one hundred fifty (150) days from the date of such determination to effect the disbursement. The amount to be disbursed shall be the amount in the Employer's Prefunding Account as of the date of the disbursement (the "disbursement date") and shall include investment earnings up to an investment earnings allocation date preceding the disbursement date. In no event shall the investment earnings allocation date precede the disbursement date by more than 150 days.

(6) After Employer's participation in the Prefunding Plan terminates and at such time that no assets remain in Employer's Prefunding Account, this Agreement shall terminate.

(7) If, for any reason, the Board terminates the Prefunding Plan, the assets in Employer's Prefunding Account shall be paid to Employer after retention of (i) amounts sufficient to pay post-employment health care benefits and other post-employment benefits to annuitants for current and future annuitants described by the employer's current substantive plan (as that term is used in GASB OPEB Standards), and (ii) amounts sufficient to pay reasonable administrative costs of the Board.

(8) If Employer ceases to exist but Employer's Prefunding Plan continues to exist and if no provision has been made by Employer for ongoing payments to pay post-employment health care benefits and other post-employment benefits to annuitants for current and future annuitants, the Board is authorized to and shall appoint a third party administrator to carry out Employer's Prefunding Plan. Any and all costs associated with such appointment shall be paid from the assets attributable to contributions by Employer.

(9) If Employer should breach the representation and warranty set forth in Paragraph A., the Board shall take whatever action it deems necessary to preserve the tax-exempt status of the Prefunding Plan.

## I. General Provisions

### (1) Books and Records.

Employer shall keep accurate books and records connected with the performance of this Agreement. Employer shall ensure that books and records of subcontractors, suppliers, and other providers shall also be accurately maintained. Such books and records shall be kept in a secure location at the Employer's office(s) and shall be available for inspection and copying by CalPERS and its representatives.

### (2) Audit.

- (a) During and for three years after the term of this Agreement, Employer shall permit the Bureau of State Audits, CalPERS, and its authorized



representatives, and such consultants and specialists as needed, at all reasonable times during normal business hours to inspect and copy, at the expense of CalPERS, books and records of Employer relating to its performance of this Agreement.

- (b) Employer shall be subject to examination and audit by the Bureau of State Audits, CalPERS, and its authorized representatives, and such consultants and specialists as needed, during the term of this Agreement and for three years after final payment under this Agreement. Any examination or audit shall be confined to those matters connected with the performance of this Agreement, including, but not limited to, the costs of administering this Agreement. Employer shall cooperate fully with the Bureau of State Audits, CalPERS, and its authorized representatives, and such consultants and specialists as needed, in connection with any examination or audit. All adjustments, payments, and/or reimbursements determined to be necessary by any examination or audit shall be made promptly by the appropriate party.

(3) Notice.

- (a) Any notice, approval, or other communication required or permitted under this Agreement will be given in the English language and will be deemed received as follows:
  - 1. Personal delivery. When personally delivered to the recipient. Notice is effective on delivery.
  - 2. First Class Mail. When mailed first class to the last address of the recipient known to the party giving notice. Notice is effective three delivery days after deposit in a United States Postal Service office or mailbox.
  - 3. Certified mail. When mailed certified mail, return receipt requested. Notice is effective on receipt, if delivery is confirmed by a return receipt.
  - 4. Overnight Delivery. When delivered by an overnight delivery service, charges prepaid or charged to the sender's account, Notice is effective on delivery, if delivery is confirmed by the delivery service.
  - 5. Telex or Facsimile Transmission. When sent by telex or fax to the last telex or fax number of the recipient known to the party giving notice. Notice is effective on receipt, provided that (i) a duplicate copy of the notice is promptly given by first-class or certified mail or by overnight delivery, or (ii) the receiving party delivers a written

confirmation of receipt. Any notice given by telex or fax shall be deemed received on the next business day if it is received after 5:00 p.m. (recipient's time) or on a nonbusiness day.

6. E-mail transmission. When sent by e-mail using software that provides unmodifiable proof (i) that the message was sent, (ii) that the message was delivered to the recipient's information processing system, and (iii) of the time and date the message was delivered to the recipient along with a verifiable electronic record of the exact content of the message sent.

Addresses for the purpose of giving notice are as shown in Paragraph B.(1) of this Agreement.

- (b) Any correctly addressed notice that is refused, unclaimed, or undeliverable because of an act or omission of the party to be notified shall be deemed effective as of the first date that said notice was refused, unclaimed, or deemed undeliverable by the postal authorities, messenger or overnight delivery service.
- (c) Any party may change its address, telex, fax number, or e-mail address by giving the other party notice of the change in any manner permitted by this Agreement.
- (d) All notices, requests, demands, amendments, modifications or other communications under this Agreement shall be in writing. Notice shall be sufficient for all such purposes if personally delivered, sent by first class, registered or certified mail, return receipt requested, delivery by courier with receipt of delivery, facsimile transmission with written confirmation of receipt by recipient, or e-mail delivery with verifiable and unmodifiable proof of content and time and date of sending by sender and delivery to recipient. Notice is effective on confirmed receipt by recipient or 3 business days after sending, whichever is sooner.

#### (4) Survival

All representations, warranties, and covenants contained in this Agreement, or in any instrument, certificate, exhibit, or other writing intended by the parties to be a part of their Agreement shall survive the termination of this Agreement until such time as all amounts in Employer's Prefunding Account have been disbursed.

#### (5) Waiver

No waiver of a breach, failure of any condition, or any right or remedy contained in or granted by the provisions of this Agreement shall be effective unless it is in writing and

signed by the party waiving the breach, failure, right, or remedy. No waiver of any breach, failure, right, or remedy shall be deemed a waiver of any other breach, failure, right, or remedy, whether or not similar, nor shall any waiver constitute a continuing waiver unless the writing so specifies.

(6) Necessary Acts, Further Assurances

The parties shall at their own cost and expense execute and deliver such further documents and instruments and shall take such other actions as may be reasonably required or appropriate to evidence or carry out the intent and purposes of this Agreement.

A majority vote of Employer's Governing Body at a public meeting held on the \_\_\_\_\_ day of the month of \_\_\_\_\_ in the year \_\_\_\_\_, authorized entering into this Agreement.

Signature of the Presiding Officer: \_\_\_\_\_

Printed Name of the Presiding Officer: \_\_\_\_\_

Name of Governing Body: \_\_\_\_\_

Name of Employer: \_\_\_\_\_

Date: \_\_\_\_\_

BOARD OF ADMINISTRATION  
CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM

BY \_\_\_\_\_  
ARNITA PAIGE  
CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM

To be completed by CalPERS

The effective date of this Agreement is: \_\_\_\_\_



**DELEGATION OF AUTHORITY  
TO REQUEST DISBURSEMENTS**

**RESOLUTION  
OF THE  
BOARD OF DIRECTORS**  
\_\_\_\_\_  
(GOVERNING BODY)

**OF THE  
SAN LORENZO VALLEY WATER DISTRICT**  
\_\_\_\_\_  
(NAME OF EMPLOYER)

The **BOARD OF DIRECTORS** delegates to the incumbents  
\_\_\_\_\_  
(GOVERNING BODY)

in the positions of **DISTRICT MANAGER** and  
\_\_\_\_\_  
(TITLE)

**DIRECTOR OF FINANCE & BUSINESS SERVICES** and/or  
\_\_\_\_\_  
(TITLE)

\_\_\_\_\_  
(TITLE) authority to request on

behalf of the Employer disbursements from the Other Post Employment Prefunding  
Plan and to certify as to the purpose for which the disbursed funds will be used.

By \_\_\_\_\_

Title \_\_\_\_\_

Witness \_\_\_\_\_

Date \_\_\_\_\_

**PASSED AND ADOPTED by the Board of Directors of  
the San Lorenzo Valley Water District, County of  
Santa Cruz, State of California, on October 18, 2018,  
by the following vote of its members:**

|              |                 |
|--------------|-----------------|
| <b>AYES:</b> | <b>ABSTAIN:</b> |
| <b>NOES:</b> | <b>ABSENT:</b>  |

# The California Employers' Retiree Benefit Trust Fund at CalPERS

The California Employers' Retiree Benefit Trust (CERBT) fund is a multiple-employer Other Post-Employment Benefits (OPEB) trust fund administered by CalPERS, a California state agency. More than 500 California public employers participate in the CERBT program to pre-fund OPEB liabilities, such as retiree health benefits. **More employers choose us because we deliver excellent investment management, uncomplicated trust administration, financial reporting compliant with governmental accounting standards, and personal direct service, at the lowest cost to participating employers.**



542

Participating employers



\$6.1 billion

Employer net contributions



775,000

Plan members



\$8.3 billion

Assets under management

“

As the first public agency to join CERBT, the program has been a perfect fit for us and would be a valuable asset to any public agency. The CalPERS team is knowledgeable, responsive and thorough; and the program is an excellent value.

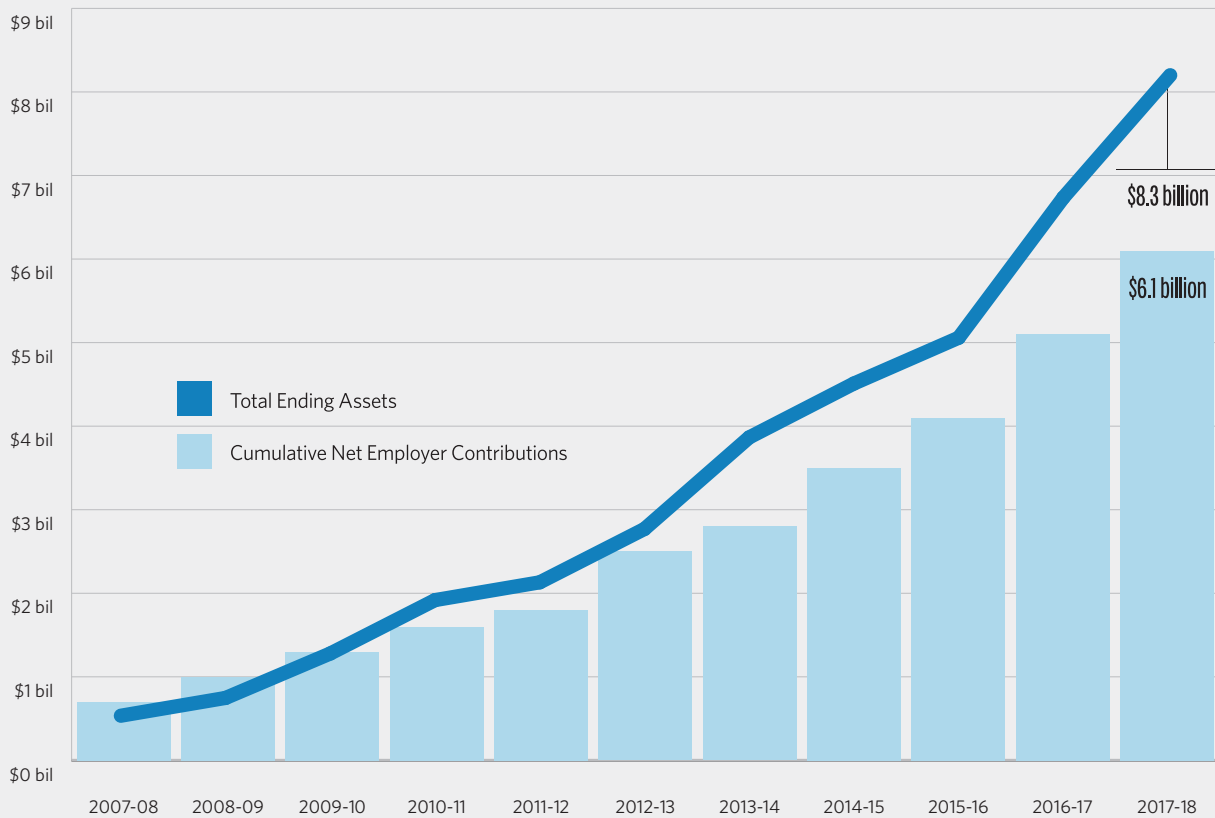
”

– John F. Adams  
City of Thousand Oaks

## Choice of Asset Allocation Strategies

|            | Expected Rate of Return | Standard Deviation | Risk Level<br>less conservative → more conservative |
|------------|-------------------------|--------------------|-----------------------------------------------------|
| Strategy 1 | 7.59%                   | 11.83%             | <div><div></div></div>                              |
| Strategy 2 | 7.01%                   | 9.24%              | <div><div></div></div>                              |
| Strategy 3 | 6.22%                   | 7.28%              | <div><div></div></div>                              |

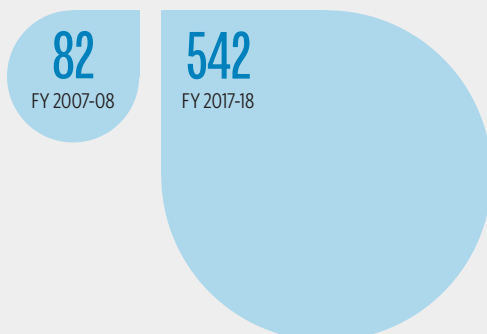
## Consistent Growth of CERBT Fund Assets Since Inception



### Participating Employers

|                                  |            |
|----------------------------------|------------|
| Cities                           | 143        |
| Counties                         | 13         |
| Courts                           | 23         |
| Special Districts                | 297        |
| Schools                          | 65         |
| State of California              | 1          |
| <b>Total number of employers</b> | <b>542</b> |

### 561% Growth in Employer Participation



### Advantages of Participating in CERBT

- All services provided at a single, low cost (10 basis points)
- Simple and straightforward administrative procedures
- Financial reporting compliant with governmental accounting standards
- Personal, high-quality service and support
- California's largest public employer OPEB trust fund

### CalPERS Managed Portfolio

- Fiduciary responsibility assumed by CalPERS Board
- Investment management by experts at CalPERS and internationally renowned consultants
- Multiple investment strategy options with varying risk levels
- All public market securities

Learn more at [www.calpers.ca.gov/cerbt](http://www.calpers.ca.gov/cerbt)  
Contact us at [CERBT4U@CalPERS.ca.gov](mailto:CERBT4U@CalPERS.ca.gov)

# California Employers' Retiree Benefit Trust Features and Benefits

## San Lorenzo Valley Water District

Alisa Perry  
CERBT Customer Outreach and Support

## Features and Benefits of the CERBT Program

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# The impact of prefunding

### Long Term Cost Savings

- Supplements benefits paid from annual operating budget with additional investment income
- Earnings on assets reduce long-term contributions and unfunded liabilities

### Demonstrates prudent financial management

- Prefunding OPEB generates better financial reporting outcomes
- OPEB trust assets reduce unfunded liabilities
- May decrease impact of GASB 75
- Can contribute to preserving a positive credit rating

### Prefunding plans use higher discount rates

- Higher discount rates come from higher yielding investment vehicles
- Discount rates calculate future benefit payments into today's dollars
- Higher discount rates reduce OPEB contributions



## Features and Benefits of the CERBT Program

# Example of Impacts of Prefunding OPEB

CERBT-contracted school employer, Orange County

Initial CERBT Contribution: 12/8/2015

| Fiscal Year Ending                 | 6/30/2015<br>(Pay-Go) | 6/30/2017<br>(Prefund) |
|------------------------------------|-----------------------|------------------------|
| Total OPEB Liability               | \$3,776,326           | \$2,980,812            |
| Discount Rate                      | 4.75%                 | 6.12%                  |
| Cumulative Net CERBT Contributions | \$0                   | \$2,457,823            |
| Net Investment Income Generated    | \$0                   | \$250,170              |
| CERBT Assets                       | \$0                   | \$2,704,831            |
| Unfunded OPEB Liability            | \$3,776,326           | \$275,981              |
| Funded Ratio                       | 0.00%                 | 90.74%                 |

## Features and Benefits of the CERBT Program

# Example of Impacts of Prefunding OPEB

CERBT-contracted city, Los Angeles County

Initial CERBT Contribution: 6/30/2015

| Fiscal Year Ending                 | 6/30/2014<br>(Pay-Go) | 6/30/2017<br>(Prefund) |
|------------------------------------|-----------------------|------------------------|
| Total OPEB Liability               | <b>\$11,043,400</b>   | <b>\$9,012,577</b>     |
| Discount Rate                      | 4.50%                 | 7.00%                  |
| Cumulative Net CERBT Contributions | \$0                   | \$10,052,615           |
| Net Investment Income Generated    | \$0                   | \$1,108,902            |
| CERBT Assets                       | \$0                   | \$11,161,517           |
| Unfunded OPEB Liability            | <b>\$11,043,400</b>   | <b>(\$2,148,940)</b>   |
| Funded Ratio                       | 0.00%                 | 124.84%                |

## Employer controls the funding policy

- Decides if, when, and how much to contribute
  - Contributions are never required
- Decides if and when to seek reimbursement
  - Eligible to reimburse valid annual OPEB expenses
- Chooses CERBT asset allocation strategy option
- Determines <sup>A4</sup>independent consulting actuary
  - Maintains local control of actuarial assumptions

## Slide 5

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**A4**

Chooses independent ...

Author, 8/7/2018

# Advantages of the CERBT

# Advantages of the CERBT

- Investment management expertise
- GASB compliant financial reporting support
- Simple <sup>A5</sup> administrative procedures and processes
- Lowest total costs
- Excellent customer service

## Slide 7

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**A5**

How about "streamlined" rather than simple?

Author, 8/7/2018

# Investment management

- CalPERS Board accepts investment fiduciary responsibility
  - GC 53620-53622
- CalPERS Board determines investment policy, asset classes, and asset allocation strategies
- Strategies and investment transactions managed by the same skilled investment professionals that manage the Public Employees Retirement Fund (PERF)
  - External investment management by SSgA

A6



## Slide 8

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**A6**

controlled

Author, 8/7/2018

## Features and Benefits of the CERBT Program

# CERBT asset allocation strategies

| 2018 Investment Policy                                                                                  | Strategy 1                         | Strategy 2 | Strategy 3 |
|---------------------------------------------------------------------------------------------------------|------------------------------------|------------|------------|
| Expected Long Term Annualized Rate of Investment Return<br>(General Inflation Rate Assumption of 2.75%) | 7.59%                              | 7.01%      | 6.22%      |
| Discount Rate                                                                                           | Determined by Employer and Actuary |            |            |
| Standard Deviation of Expected Investment Returns                                                       | 11.83%                             | 9.24%      | 7.28%      |

## Features and Benefits of the CERBT Program

# CERBT asset class target allocations

| Asset Classification                           | Investment Management                       | Strategy 1 | Strategy 2 | Strategy 3 | Range |
|------------------------------------------------|---------------------------------------------|------------|------------|------------|-------|
| Global Equity                                  | MSCI All Country World Index                | 59%        | 40%        | 22%        | ±5%   |
| Fixed Income                                   | Barclays Capital Long Liability Index       | 25%        | 43%        | 50%        | ±5%   |
| Global Real Estate (REITs)                     | FTSE EPRA/NAREIT Developed Liquid Index     | 8%         | 8%         | 8%         | ±5%   |
| Treasury Inflation Protected Securities (TIPS) | Barclays Capital Global Real: US TIPS Index | 5%         | 5%         | 16%        | ±3%   |
| Commodities                                    | S&P GSCI Total Return Index                 | 3%         | 4%         | 5%         | ±3%   |
| Liquidity                                      | 3-Month Treasury Bill                       | 0%         | 0%         | 0%         | ±2%   |

## Features and Benefits of the CERBT Program

# CERBT investment returns – time weighted

Periods Ended June 30, 2018

| <u>Fund</u>                                     | <u>Assets</u>   | <u>1 Month</u> | <u>3 Months</u> | <u>FYTD</u> | <u>1 Year</u> | <u>3 Years</u> | <u>5 Years</u> | <u>ITD</u> |
|-------------------------------------------------|-----------------|----------------|-----------------|-------------|---------------|----------------|----------------|------------|
| CERBT Strategy 1<br>(Inception June 1, 2007)    | \$6,800,647,368 | -0.18%         | 1.03%           | 8.00%       | 8.00%         | 6.47%          | 7.40%          | 4.81%      |
| Benchmark                                       |                 | -0.19%         | 1.00%           | 7.67%       | 7.67%         | 6.01%          | 6.95%          | 4.35%      |
| CERBT Strategy 2<br>(Inception October 1, 2011) | \$1,090,067,708 | -0.07%         | 0.92%           | 6.22%       | 6.22%         | 5.46%          | 6.21%          | 7.51%      |
| Benchmark                                       |                 | -0.08%         | 0.87%           | 5.84%       | 5.84%         | 5.03%          | 5.79%          | 7.18%      |
| CERBT Strategy 3<br>(Inception January 1, 2012) | \$395,061,521   | 0.09%          | 0.93%           | 4.74%       | 4.74%         | 4.36%          | 5.10%          | 5.50%      |
| Benchmark                                       |                 | 0.08%          | 0.88%           | 4.40%       | 4.40%         | 3.98%          | 4.65%          | 5.13%      |

Time weighted return reports the performance of the investment vehicle, not of the employer assets. Returns are gross. Historical performance is not necessarily indicative of actual future investment performance or of future total program cost. Current and future performance may be lower or higher than the historical performance data reported here. Investment return and principal value may fluctuate so that your investment, when redeemed, may be worth more or less than the original cost. The value of an employer's CERBT fund shares will go up and down based on the performance of the underlying funds in which the assets are invested. The value of the underlying funds' assets will, in turn, fluctuate based on the performance and other factors generally affecting the securities market.



## Features and Benefits of the CERBT Program

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# Financial reporting

### CERBT Delivers

Fiduciary Investment Board A27

Audited GASB 74 Compliant Report

Employer Reporting Support

Employer GASB Advocacy A28

## Slide 12

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- A27** Are you referring to GC 53620-22? What is a fiduciary investment board? From where does this term come?  
Author, 8/13/2018
- A28** In what regard are we advocating to GASB on behalf of employers?  
Author, 8/13/2018

# Simple administration - transactions

## Contributions

- OPEB contributions are NEVER required
  - No minimum contribution
- Methods of making contributions
  - Check, Wire, Credit Method
- Fiscal year contribution deadline
  - Contributions must be postmarked by last business day in June and then received by the annual cutoff date

# Simple, focused administration - transactions

## Disbursements

- Valid annual OPEB expenses are reimbursable
  - Retiree premium payments
  - Implicit subsidy payments
- Requesting reimbursement
  - Submit the Disbursement Request form via email and mail
    - Signed by the positions with delegated authority
- Frequency
  - Disbursement checks mailed monthly
- Late Disbursement accruals
  - Request reimbursement of prior year expenses in July



## Simple administration – statements

- Quarterly account statements
  - Available 2 weeks post quarter close
- Q4/Annual account statements
  - Available 6 weeks post fiscal year close
- Email notification is sent once published
- Statements are unaudited
  - Schedule of changes in FNP provides audit confirmation

# Employer account online record keeping system

- Employers can view and download
  - Asset balances
  - Transaction records
  - Quarterly/Annual statements
- Data as of market close the previous business day
- Access to key CERBT forms
- Email [cerbtaccount@calpers.ca.gov](mailto:cerbtaccount@calpers.ca.gov) for support

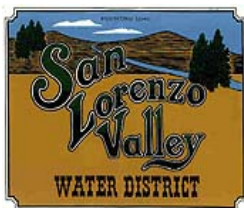
## CERBT total participation cost fee rate

- Total cost of CERBT participation is 10 basis points of assets under management
  - CERBT is a self-funded trust
  - Employer account charged daily
  - CERBT does not profit
  - Rate can be changed without prior notice and may be higher or lower in the future

# CERBT employers under contract

543 Total

- State of California
- 143 Cities or Towns
- 13 Counties
- 65 School Entities
- 24 Courts
- 299 Special Districts and other Public Agencies
  - (91 Water, 33 Sanitation, 30 Fire, 23 Transportation)



**MINUTES OF  
BOARD OF DIRECTORS  
SAN LORENZO VALLEY WATER DISTRICT  
September 20, 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, September 20, 2018 at 5:00 p.m.,** Highlands Park Senior Center, 8500 CA-9, Ben Lomond, CA.

1. Convene Meeting 5:02 p.m.  
A motion was made and seconded to excuse Dir. Hayes. All present voted in favor of the motion. The motion passed.  
Roll Call: Dir. Ratcliffe, Pres. Baughman, Dir. Smallman  
Staff: Acting District Manager Rogers, General Counsel G. Nicholls and H. Hossack-Dist. Sec.
2. Additions and Deletions to Closed Session Agenda: None
3. Oral Communications Regarding Items in Closed Session: None
4. Adjournment to Closed Session 5:04 p.m.  
Director Bruce arrived at 5:05 p.m.
  - a. 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)
  - 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. H043704, H043492).
  - c. CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION  
Government Code Section 54956.9(d)(1)  
DeBert v. San Lorenzo Valley Water District et al. (Santa Cruz County Superior Court Case No. 17CV02729).

5. Convene to Open Session at 6:30 p.m.  
Present: Dir. Bruce, Dir. Ratcliffe, Pres. Baughman, Dir. Smallman  
Staff: G. Nicholls, J. Michelsen-Environmental Programs Mgr., R. Rogers, S. Hill-Director of Finance and Business Services, J. Furtado-Acting Dir. of Operations and H. Hossack
6. Report of Actions Taken in Closed Session: None
7. Additions and Deletions to Open Session Agenda: None
8. Oral Communications:  
D. Loewen-Lompico, B. Holloway-Boulder Creek addressed the Board.
9. Unfinished Business:
  - a. EDUCATION GRANT FINAL REPORT  
J. Michelsen introduced this item.  
F. McPherson addressed the Board and described the Turkey Foot video. The video was shown.  
Discussion by the Board, staff and F. McPherson regarding a video produced by Fred and Roberta McPherson - Turkey Foot.  
A motion was made and seconded to accept this report. All present voted in favor. Motion passed.
  - b. LOMPICO ASSESSMENT DISTRICT OVERSIGHT COMMITTEE APPOINTMENTS  
R. Rogers introduced this item.  
Pres. Baughman described how the process would work.  
J. Gomez, D. Lynch, J. Wright and D. Loewen addressed the Committee.  
L. Henry-Lompico, B. Holloway and B. Fultz-Boulder Creek addressed the Board.  
Discussion by the Board regarding possible Committee appointments.  
Dir. Bruce asked what the most important issue on LADOC:  
J. Gomez, D. Lynch, J. Wright, D. Loewen responded to the question.  
Dir. Smallman asked do you understand the responsibility and how much time have you spend looking at this:  
D. Lynch, J. Gomez, J. Wright, D. Loewen responded to the question.  
Dir. Ratcliffe addressed the applicants.  
Pres. Baughman asked if the applicants understand the LADOC's role in the District.  
J. Gomez, D. Lynch, D. Loewen addressed the Committee.  
Discussion by the Board.  
A motion was made and seconded to appoint D. Lynch, J. Wright and J. Gomez to the LADOC. Three votes in favor and one (Smallman) opposed.  
DM Rogers described the next steps for the LADOC.  
Gen. Counsel addressed the Board and the new appointees.

- c. LEAK ADJUSTMENT POLICY  
S. Hill introduced this item.  
Discussion by the Board and staff regarding the Leak Adjustment Policy.  
A motion was made and seconded to adopt the Leak Adjustment Policy. All present voted in favor. The motion passed.
- d. USDA LOAN APPLICATION UPDATE  
DM Rogers introduced this item.  
K. Plonka gave a presentation on the USDA Loan application update.  
DM Rogers requested clarification regarding the change in the price.  
K. Plonka responded to the request.  
Discussion by the Board and presenter.  
L. Ferris-Felton, D. Loewen and B. Fultz addressed the Board.
- e. REQUEST FOR EXTENSION FOR ON-CALL AS-NEEDED ENGINEERING CONTRACT WITH WSC ENGINEERING  
DM Rogers introduced this item.  
B. Fultz addressed the Board.  
Discussion by the Board and staff regarding an increase of \$50K for on-call as-needed engineering contract with WSC Engineering.  
A motion was made and seconded to approve the extension of the contract for on-call as-needed engineering. All present voted in favor. The motion passed.
- f. SCHEDULE FOR BOARD OF DIRECTORS MEETINGS THROUGH THE END OF 2018  
H. Hossack introduced this item.  
J. Gomez, B. Holloway addressed the Board.  
Discussion by the Board regarding BoD meetings for the remainder of 2018.  
A motion was made to approve the proposed scheduling changes. All present voted in favor. Motion passed.

10. New Business:

- a. SAN LORENZO VALLEY HABITAT RESTORATION PROGRAM  
J. Michelsen introduced this item.

FIVE MINUTE RECESS

Discussion by the Board regarding the SLV Habitat Restoration Program presented by Linda Skeff.  
A motion was made and seconded to support the SLV Habitat Restoration Program with \$1000. All present voted in favor. Motion passed.

b. OLYMPIA MITIGATION RESERVE ENDOWMENT

S. Hill introduced this item.

Discussion by the Board and staff regarding the Olympia Mitigation Reserve Endowment.

B. Fultz, B. Holloway addressed the Board.

Discussion by the Board.

A motion was made and seconded to approve the Community Foundation Santa Cruz County Endowment fund and we select the socially responsible long term pool fund. All present voted in favor. Motion passed.

c. PROPOSED RESOLUTION NO. 7 (18-19) TO UPDATE THE DISTRICT'S POLICIES AND PROCEDURES FOR CONDUCTING PROPOSITION 218 PROCEEDINGS

G. Nicholls introduced this item.

Discussion by the Board and staff to revise Article V of the District's Policies and Procedures for conducting Proposition 218 proceedings.

B. Holloway addressed the Board.

Discussion by Board and staff.

A motion was made and seconded to approve the changes to the Prop 218 process (Resolution No. 7 (18-19)) with the proviso that the revised Policy and Procedure come back to the Admin Committee for further discussion and the Article XII reference should read Article XIII. All present voted in favor. Motion passed.

d. BEAR CREEK ESTATES WASTEWATER ENTERPRISE PROPOSED SEWER RATES

S. Hill introduced this item.

B. Fultz addressed the Board.

Discussion by the Board and staff regarding initiating the Proposition 218 process for proposed increases to wastewater rates for Bear Creek Estates.

A motion was made and seconded to authorize staff to mail the Prop 218 Notice to property owners and customers and to appoint the Board Secretary to serve as our arbiter to this Prop 218 process.

Discussion by the Board and staff.

Three Board members voted in favor, one (Smallman) voted no. Motion passed.

e. 2017/18 ANNUAL EMPLOYEE REIMBURSEMENT

S. Hill introduced this item

Discussion by the Board regarding the 2017/18 Annual Employee Reimbursement.

B. Holloway addressed the Board.

Board accepted the report

f. ACTING DISTRICT MANAGER SALARY

Pres. Baughman introduced this item.



Discussion and possible action by the Board regarding the Acting District Manager Salary.

L. Ferris and B. Holloway addressed the Board.

Discussion by the Board and staff.

Motion was made and seconded for the Interim District Manager's salary to be raised 21.42%. All present voted in favor. Motion passed.

g. 2018 CONFLICT OF INTEREST CODE

G. Nicholls introduced this item.

Discussion by the Board regarding proposed updates to the Conflict of Interest Code.

B. Holloway and B. Fultz addressed the Board.

Discussion by the Board and staff.

A motion was made and seconded to approve the amended Conflict of Interest Code as submitted for our consideration by our legal counsel.

Bruce, Ratcliffe and Baughman voted in favor and Smallman voted no.

Motion passed.

h. DISTRICT MANAGER RECRUITMENT

Acting DM Rogers introduced this item.

B. Fultz addressed the Board.

Discussion by the Board regarding recruitment for a new District Manager.

The Acting Dist. Mgr. and Legal Counsel will bring a 3 year contract to the next BoD meeting.

i. 150 YEARS OF FELTON CELEBRATION

DM Rogers introduced this item.

Discussion by the Board regarding 150 Years of Felton Celebration request for water truck.

B. Fultz addressed the Board.

A motion was made and seconded to approve the expenditure to support the 150 years of Felton for \$650. All present voted in favor. Motion passed.

j. INVESTMENT BANKING AGREEMENT

S. Hill introduced this item.

Discussion by the Board regarding the Investment Banking Agreement.

B. Fultz addressed the Board.

Pres. Baughman made a recommendation that was seconded that the Board designate Acting District Mgr. to enter into the agreement. All present voted in favor. Motion passed.

11. Consent Agenda:

- a. MINUTES FROM SPECIAL BOARD OF DIRECTORS MEETING  
JUNE 27, 2018.

- b. MINUTES FROM BOARD OF DIRECTORS MEETING AUGUST 16, 2018.
- c. REVISED AGREEMENT FOR FIRE HYDRANT, WATER METER AND FIRE SERVICES INSTALLATION  
A motion was made and seconded to approve the Consent Agenda. All present voted in favor.

12. District Reports:

- Discussion by the Board and staff.
- DEPARTMENT STATUS REPORTS  
Receipt and consideration by the Board of Department Status Reports regarding ongoing projects and other activities.
  - Administration/Engineering
  - Finance
  - Environmental
  - Operations
  - Legal
- COMMITTEE REPORTS
  - Future Committee Agenda Items
  - Committee Meeting Notes/Minutes
    - 1. Environmental Committee August 21, 2018
    - 2. Special Budget & Finance Committee September 12, 2018
    - 3. Ad Hoc Committee
- DIRECTORS REPORTS
  - Director's Communication
  - Future Board of Directors Meeting Agenda Items

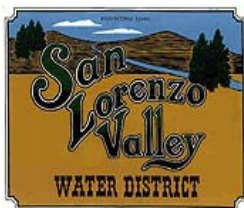
13. Written Communication:

- State Water Resources Control Board - Permit Amendment No. 7  
DM Rogers addressed the Board.

14. Informational Material:

- Navigating Purpose and Collaboration in Social Impact Networks
- Water Dist. Candidate Forum is Sept. 25
- Email from B. Maxfield  
B. Fultz addressed the Board.

15. Adjournment 10:22



**BOARD OF DIRECTORS SPECIAL  
SAN LORENZO VALLEY WATER DISTRICT  
MINUTES  
October 3, 2018**

**Wednesday, October 3, 2018 at 6:00 p.m., 13057 Highway 9, Boulder Creek, California.**

**1. Convene Meeting 6:00 pm**

**Roll Call**

Present: Pres. Baughman, Dir. Bruce, Dir. Hayes, Dir. Ratcliffe

Staff: R. Rogers-Acting Dist. Manager, H. Hossack-Dist. Secretary, Dist. Counsel  
G. Nicholls is on the phone

Dir. Smallman arrived at 6:01 pm

**2. Additions and Deletions: None**

**3. Oral Communications: None**

**4. New Business:**

**a. DISTRICT MANAGER CONTRACT**

G. Nicholls-General Counsel introduced this item.

Discussion and possible action by the Board to appoint designated representative(s) to negotiate an employment contract with Acting District Manager R. Rogers to serve as the District Manager.

A motion was made and seconded to appoint Dir. Bruce as the designated representative to negotiate the employment contract.  
D. Loewen-Lompico addressed the Board.

**5. Adjournment to Closed Session 6:07 pm**

**a. CONFERENCE WITH LABOR NEGOTIATORS**

Government Code Section 54957.6

Agency designated representative(s):

Appointment to be considered and/or made in the preceding Open Session

Employee: Acting District Manager R. Rogers

**6. 7:00 pm Reconvene and report actions taken in Closed Session.**

**7. Adjournment 7:00 pm**

## MEMO

TO: Board of Directors

FROM: Rick Rogers, Acting District Manager

SUBJECT: Pasatiempo Well 8 Project, Contract for Prevailing Wage & Labor Compliance Services

DATE: October 18, 2018

### RECOMMENDATION:

It is recommended that the Board authorize the Acting District Manager to execute an agreement substantially in the form of the attached Contract for Services.

### BACKGROUND:

The purpose of this contract is to provide prevailing wage and labor compliance services in connection with the Pasatiempo Well 8 project. State law requires that workers employed on public works projects must be paid the prevailing wage and imposes compliance obligations on public agencies such as the District. This contract helps ensure that the District meets its obligations.

### ATTACHMENT:

1. Proposed Contract for Services.

## Contract for Services

This agreement is made between Contractor Compliance and Monitoring Inc (hereinafter CCMI) and San Lorenzo Valley Water District (hereinafter the Client) for CCMI to provide prevailing wage and labor compliance services to the Client on the Pasatiempo Well 8 project.

### Scope of Work:

CCMI will provide labor compliance assistance consistent with its proposal attached and incorporated here in as Exhibit A. All of the exhibits referenced in this agreement are attached and incorporated by this reference. CCMI does not provide legal advice.

### Fee Schedule:

CCMI will provide all monitoring services in accordance with its proposal attached as Exhibit A. Client has established a budget for professional services including all costs as outlined in Exhibit A.

Compensation for the services hereunder shall be capped at \$5,000 unless changed in writing by the Client. Payments made by the Client under this agreement shall be the amounts charged for services provided and billed by CCMI, consistent with the proposal attached as Exhibit A, and subject to verification by Client.

CCMI shall bill on a monthly basis and the Client will pay all such bills within 30 days of receipt. Any bill which remains due after 30 day will incur a finance charge of 1% per month. Any request by the Client for an in person or onsite meetings or interviews will be billed at the CCMI staff member's regular rate for all travel as well as the meeting time and any out of pocket travel expenses such as mileage (IRS rate) or air fare. The rates include normal overhead of CCMI's operations including phone, administrative staff and photocopying.

CCMI does not perform legal work. Legal work can be performed by the Law Office of Deborah Wilder at the rate of \$450 an hour.

### Communications/ Implementation:

The Client's contact person shall be: Rick rogers: [rrogers@slvwd.com](mailto:rrogers@slvwd.com)

CCMI's main contact person will be: Deborah Wilder [dwilder@ccmilcp.com](mailto:dwilder@ccmilcp.com); and, Yvonne Nickles [ynickles@ccmilcp.com](mailto:ynickles@ccmilcp.com).

CCMI shall furnish all technical and professional services, including labor, material, equipment, transportation, supervision and expertise to satisfactorily complete the work required by the Client at its own risk and expense. CCMI shall be responsible for the quality, technical accuracy, and coordination of services furnished by it under this agreement. CCMI will endeavor to provide services in a manner consistent with the level of care and skill ordinarily exercised by other professionals providing the same service. CCMI shall be solely responsible to the Client for the performance of CCMI, any of its employees, agents, subcontractors, or suppliers, under this agreement.

**Insurance:**

CCMI maintains \$1,000,000.00 in general liability coverage, \$1,000,000 in workers' compensation coverage, and \$1,000,000.00 in professional liability coverage. CCMI shall maintain this coverage in full force and effect, at its sole cost and expense, during the term of this agreement.

**Assignment:**

CCMI will not assign this agreement or any interest herein to a third party without the Client's express written consent.

**Compliance:**

CCMI agrees to comply with all applicable State and Federal and local laws, rules, regulations, ordinances, policies and procedures in the conduct of the project specified herein. CCMI is a California corporation in good standing and is an independent contractor and not an officer, agent or employee of the Client.

**Indemnification:**

CCMI shall indemnify and hold the Client harmless from and defend the Client and its employees to the fullest extent permitted by law against all claims, demands, action, or liability for injury or damage to persons or property arising from any negligent acts, error or omissions by CCMI in the performance of services under this contract and those of its sub-consultants or anyone else for whom CCMI is legally liable. Should CCMI be exonerated from any and all wrongdoing, Client will agree to reimburse CCMI for all costs and attorney's fees expended by CCMI in Client's defense.

**Termination:**

This contract may be terminated by either party upon 15 days written notice. Once the contract is terminated, CCMI will be under no obligation to provide any further or additional services. CCMI will be entitled to full payment for all services rendered until the agreement is terminated.

**No Third Party Beneficiary:**

This contract shall not be construed to be a contract for the benefit of any third party or parties and no third party or parties shall have any claim or right of action under this contract for any cause whatsoever.

**Consultant is an Independent Consultant:**

CCMI and any person employed by or contracted with CCMI to furnish labor and/or materials under this contract is neither an agent nor employee of Client. CCMI has full rights to manage its employees subject to the requirements of the law.

**Confidentiality:**

All memoranda, specifications, plans, data, drawings, descriptions, documents, discussions or other information received by or for CCMI and all other written information submitted to CCMI in connection with the performance of this contract shall be held confidential by CCMI and shall not, without the prior written consent of Client, be used for any purposes other than the performance of the services under this contract nor be disclosed to an entity not connected with performance of the services.

**Right to Inspect Records:**

Client, through its authorized employees, representatives or agents shall have the right during the term of this contract and for three (3) years from the date of final payment for goods or services provided under this contract, to audit the books and records of CCMI for the purpose of verifying any and all charges made by CCMI in connection with CCMI's compensation under this contract, including termination of CCMI. CCMI agrees to maintain sufficient books and records in accordance with generally accepted accounting principles to establish the correctness of all charges submitted to Client. Client shall disallow any expenses not so recorded.

**Correction of Services:**

CCMI will be given the opportunity and agrees to correct any incomplete, inaccurate or defective services at no further cost to Client, when such defects are due to the negligence, errors or omissions of CCMI.

**Integration and Amendments:**

This agreement shall cover all terms of the engagement between the Client and CCMI and may only be modified in writing executed on behalf of both parties.

**Severability:**

In the event any one or more of the provisions contained herein shall, for any reason, be held invalid, illegal or unenforceable in any respect, it shall not affect the validity of the other provisions, which shall remain in full force and effect.

**Dispute Resolution:**

Should a dispute arise under the terms of this agreement, the parties agree to take this matter to mediation before a locally retired judge in the County in which the Client is located (within the State of California). Each side will pay ½ of the mediator's fee. Mediation under this section is a condition precedent to filing an action in any court.

[Signatures on following page(s)]

The parties acknowledge and accept the terms and conditions of this Contract for Services as evidenced by the following signatures of their duly authorized representatives.

Date: October 4, 2018

San Lorenzo Valley Water District

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

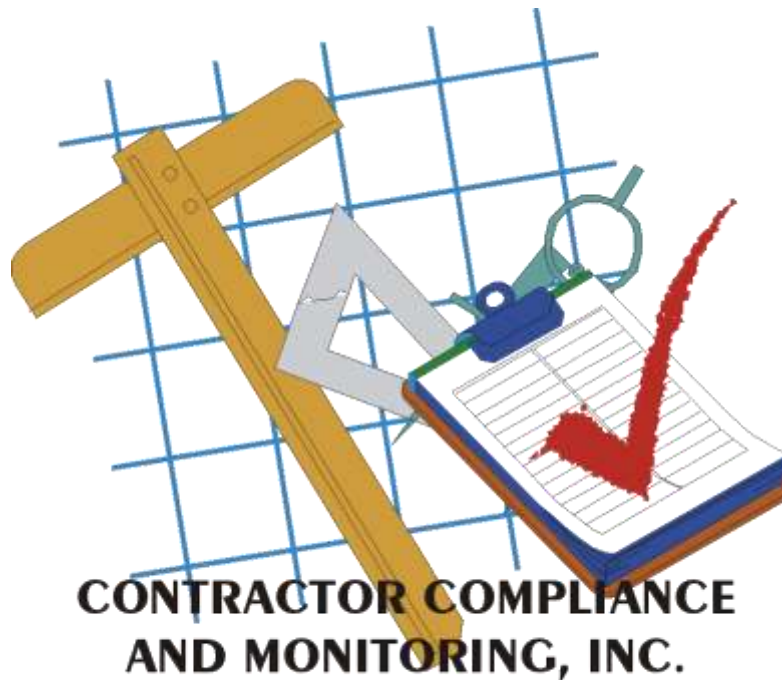
Contractor Compliance and Monitoring Inc.



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By: Deborah E.G. Wilder, President  
635 Mariners Island Blvd, Suite 200  
San Mateo, CA 94404  
650-522-4403  
dwilder@ccmilcp.com





Contractor Compliance and Monitoring Inc.'s  
Proposal for Labor Compliance Program Services  
San Lorenzo Water District  
Pasatiempo Well 8 Construction

**Contractor Compliance and Monitoring, Inc.**

Northern California  
635 Mariners Island Blvd. #200  
San Mateo, CA 94404  
Phone: 650-522-4403  
Fax: 650-522-4402

Southern California  
2343 Donnington Way  
San Diego, CA 92139  
619-472-9065  
619-472-9067

## Firm Information/Qualifications

Contractor Compliance and Monitoring, Inc. (CCMI) was incorporated in 2002 and has remained a California corporation in good standing since that time. CCMI was approved by the Department of Industrial Relations in February 2003<sup>1</sup> as a Third-Party Labor Compliance Program Administrator and has continued to provide Labor Compliance Program (LCP) services to contractors, developers and public agencies (school districts, water districts, cities, counties, other public agencies) from Yreka to Chula Vista.

### Deborah Wilder, President

Deborah Wilder has been a practicing attorney in the field of construction and prevailing wage compliance for over 35 years. She has represented scores of contractors in both State and Federal prevailing wage audits, apprentice issues and pension benefit issues. Her experience includes reviewing certified payrolls, interviewing employees and subcontractors regarding potential prevailing wage violations, calculating penalties and negotiating settlements with the DIR, filing appropriate legal action, and dealing with issues of enforcement of penalties and representing contractors in administrative debarment actions with the DIR.

She has been hired as an “expert” in the field of prevailing wages and has made dozens of educational presentations to contractors and public agencies on the issue of prevailing wage compliance, including presentations before and in conjunction with: Women Construction Owners and Executives, USA, American Subcontractors Association, California Department of Corrections, California Department of Transportation, and the U.S. Small Business Administration.

Deborah is a much sought after instructor in the field of prevailing wages consulting, conducting nearly a dozen seminars and webinars on the topic each year. This includes all day workshops for Associated Builders and Contractors, numerous Builder’s Exchanges and private contractors. She also participates in a national webinar each year with Associated General Contractors of America

Deborah also served on the Board of Directors of the Construction Craft Training Center from 1995-1997. CCTC is a licensed post-secondary educational facility which provides apprenticeship and training programs to both union and open shop training programs, including such companies as PG&E. As CCMI’s president, she has also written LCPs for several School Districts, Cities and the University of California.

Deborah is the author of *What Every Contractor Should Know about Prevailing Wages* © 2010, 2<sup>nd</sup> Edition 2015 focusing on federal and California prevailing wage requirements and *AGC of America’s Davis-Bacon and Federal Contractor’s Compliance Manual*. 3<sup>rd</sup> Ed © 2010, 4<sup>th</sup> Ed. © 2012; *Davis Bacon Handbook for Public Agencies* © 201; 2<sup>nd</sup> Edition 2016.

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<sup>1</sup> DIR stopped approving 3<sup>rd</sup> party LCPs in 2011.

## **2. Labor Compliance Program Experience/ Scope of Work**

Listed below is the Scope of Work CCMI is prepared to perform on this project:

1. Provide LCP compliance under the requirements of the California Labor Code.
2. Assist District with completion of PWC-100 form.
3. Conduct a Preconstruction Conference meeting and provide training and information on LCP requirements including providing handout materials for all contractors and subcontractors.
4. Provide a phone line and e-mail contact where contractors and subcontractors can contact CCMI for clarification on prevailing wage, certified payrolls, apprenticeship and compliance issues.
5. License check and confirmation with California Contractor's State License Board of current and active license status, as well as worker's compensation coverage of all contractors and all listed subcontractors. Verify that contractors are registered as "public works contractors".
6. Verify contractor's eligibility to work by checking the contracting status with the California Department of Industrial Relations' ([dir.ca.gov](http://dir.ca.gov)) debarment list.
7. Review and comparison of work classifications with California prevailing wage to ensure the contractor is paying the correct prevailing wage rate.
8. Monitoring of all Apprenticeship Requirements. Collection and review of all DAS-140 and DAS-142 forms. Review of applicable apprenticeship ratios employed, correct wages paid, training contributions (CAC2 forms). Verification that apprentices are properly supervised and employed in approved ratios as required by California apprenticeship regulations.
9. Monthly audit of certified payrolls forms. This includes obtaining the applicable prevailing wage determinations for each project. Certified Payrolls are generally delivered by the Contractor to CCMI for review and audit. Auditing the payrolls includes: checking proper trade classifications, checking for overtime, weekend, holiday or shift work, checking for \*\* increases, reviewing fringe benefit contributions, verifying that amortization is correct (when used) and review of training contributions made. When appropriate, travel and subsistence is also reviewed. CCMI is also familiar with electronic payroll delivery systems such as LCPtracker, Elations, etc. For large projects, CCMI prefers using an electronic delivery system to better manage the project.

10. Additional detailed audit of contractors through review of cancelled checks, time cards, and related records (as needed).
11. Monthly report to the Client regarding compliance of contractors and subcontractors audited. To the extent that a contractor is either not in compliance and/or additional paperwork is needed for review, the Client and the general contractor are contacted by CCMI.

CCMI's goal is not to stop or slow down any construction project and it is not our intent to withhold contractor's funds without justification. We pride ourselves in our prompt turnaround time in notifying contractors by phone, e-mail or fax of potential problems and working quickly to resolve these issues.

12. Communication of potential violations to the Client with recommended action. In the event that potential paperwork or compliance issues with a contractor cannot be resolved quickly, the Client will be notified of this potential problem and a recommendation will be made to the Client to retain a certain portion of the scheduled progress payment until the issue is resolved.
13. Communications with Contractors. CCMI will work with all contractors and subcontractors with the goal of amicable agreement on resolving issues related to violations, penalties and compliance. All meetings and calls with contractors will be documented in the project folder maintained by CCMI.
14. Third Party Requests for documents. A project with a high profile oftentimes draws the attention of certain local watchdog groups who frequently request copies of certified payrolls and related "Public Documents". CCMI will provide the appropriate redacted copies (employees names, addresses and social security numbers are not given to the general public) of certified payroll and related LCP documentation to any third party who makes an appropriate request.
15. Final close of project including imposition of penalties and reports to the Labor Commissioner; issuing Notices to Withhold and other close out documentation.

CCMI prides itself in taking a proactive, educational/team approach in working with Clients and contractors before problems arise. Wilder's extensive experience in this area over the last 30 years has given her particular insight into spotting potential problems early on during project construction. CCMI is committed to implementing and enforcing a program that is fair to all contractors, but one which requires strict adherence to the requirements of prevailing wage and Labor Compliance. Our breadth of experience and expertise cannot be matched by any other LCP firm in the State.

## Experience/References

CCMI has worked on hundreds of projects in the last 5 years. We have assisted our clients with just State or federal prevailing wage requirements and others in which both California and Davis Bacon prevailing wage requirements were imposed. Listed below are two references.

### **Calleguas Water District**

*Project Description:* 4 projects (including Prop 84 and Davis Bacon funded projects)

*Status of Project:* 2008-current

*Construction Cost:* \$12-\$14 Million

*Reference:* Kristine McCaffrey, P.E.  
Calleguas Municipal Water District  
2100 Olsen Rd.  
Thousand Oaks, California 91360  
(805) 579-7173 (phone)  
(805) 526-3675 (fax)  
[KMcCaffrey@calleguas.com](mailto:KMcCaffrey@calleguas.com)

### **City of Campbell**

*Project Description:* 2 projects- Federal Davis Bacon/Prop 84 funding

*Status of Project:* 2014-2015

*Construction Cost:* \$700,000-\$4 million

*Staffing:* Staff included Yvonne Nickles, Christina Sanchez (jobwalks)

*Reference:* City of Campbell  
70 North First St  
Campbell, CA 95008  
Fred Ho Sr Civil Eng.  
[FredH@ci.campbell.ca.us](mailto:FredH@ci.campbell.ca.us) 408-866-2156  
Roland Neufeld Proj Eng  
[rolandn@cityofcampbell.com](mailto:rolandn@cityofcampbell.com) 408-866-2155

### **Las Gallinas Valley Sanitary District**

*Project Descriptions:* 12 projects, CA, and Prop 84

*Status of Projects:* 2013- present

*Construction Costs:* \$100,000-\$6.8 million

*Staffing:* Katherine Martins, Christina Sanchez(job walks)

*Reference:* Susan M. McGuire, CPA, SHRM-SCP, SPHR  
Administrative Services Manager  
Las Gallinas Valley Sanitary District  
300 Smith Ranch Road  
San Rafael, CA 94903  
ph. 415-472-1033 x 19  
Email: [smcguire@lgvsd.org](mailto:smcguire@lgvsd.org)

### 3. Proposed Project Team/Personnel

- (i) CCMI's employment of individuals with construction and prevailing wage experience is key to establishing good working relationships with the public entity and the various contractors. We are not merely a "consulting" firm, but rather a group of individuals who understand the needs of our Clients and contractors to "get the project done."
  - a. **Yvonne Nickles, Senior Analyst:** Yvonne has been with CCMI since 2006 and has provided services to dozens of contractors and public agencies during the last 10 years. Her prior experience includes working for the City of Dublin Public Works Department. She is extremely knowledgeable and thorough. She works well with contractors, answering questions and providing amicable resolution whenever possible.
  - b. **Katherine Martins – Sr. Analyst:** Katherine has been with CCMI since 2004 and is one of our most experienced Senior Analysts. She has a good rapport with contractors and is able to communicate concisely and effectively. She has a degree from the University of California Berkeley.
  - c. **Technicians:** Technicians are employees who have worked for CCMI for less than two years, have some experience in the field and work under the direct supervision of an Analyst or Manager. Technicians are assigned to provide routine review and monitoring of certified payrolls.
  - d. Additional staff will be assigned as necessary. CCMI has a total of 12 staff members.

**CCMI prefers to permanently assign its staff to work with a specific client so that both the Client and CCMI establish a relationship of trust and accountability. Deborah Wilder always remains available for additional consultation, complex issues or Administrative hearing matters.**

### 4. Capabilities

#### **Labor Compliance Program Experience**

Contractor Compliance and Monitoring, Inc.'s staff works closely with the staff of the Department of Industrial Relations, whether through the OPRL, DLSE, DAS, Office of the Director or legal units. CCMI frequently attends meetings with the Director and DIR staff and also assists in the writing of regulations by contributing comments on proposed regulations impacting LCPs.

### **Experience with the Department of Industrial Relations**

A substantial part of the CCMI's experience involves the monitoring of certified payrolls, including the proper use of wage determinations published by the Department of Industrial Relations (DIR) as well as the proper understanding and use of apprenticeship requirements, i.e. DAS-140 forms, training contributions and the requirements of Labor Code Section 1777.5 regarding the training of apprentices. All three principals in the company have been involved in issues relating to payroll monitoring, apprenticeship training, registration and contribution.

The firm's experience includes being involved with over three hundred audits with the Department of Industrial Relations. This includes both a "paper audit" of the certified payroll and related forms, as well as investigation of claims or charges of impropriety brought by the DIR and/or individual third parties against a contractor. CCMI has a good reputation with the DIR and has had several hundreds of its Request for Forfeitures approved without modification.

### **Experience with the Division of Apprenticeship Standards**

CCMI is in contact with the Division of Apprenticeship Standards on a regular basis, at least monthly. Our staff has attended various training seminars offered by the DAS, as well as had individual training sessions with them for clarification of updated regulations and procedures.

### **Experience with the Office of Policy, Research and Legislation**

CCMI staff is constantly working with the OPRL (formerly the DLSR) and the information and data it publishes. Important notices are issued by the DIR frequently (usually a weekly basis) and ALL CCMI staff subscribe to this information.

### **Experience with the Division of Labor Standards Enforcement**

Deborah Wilder, president of CCMI, has over three decades of experience with the DLSE. This is the division which enforces the prevailing wage requirements and also conducts Administrative Hearings on behalf of the DIR. Deborah has both prosecuted and defended hearings before the DLSE.

### **Davis-Bacon Experience**

CCMI staff has worked on over 100 Davis-Bacon funded projects and successfully completed over two dozen federal prevailing wage audits for our clients. CCMI's expertise is recognized nationwide in part to Deborah Wilder's authoring the *AGC of America's Davis-Bacon Federal Compliance Manual* and Deborah's national presentation and training on the topic of prevailing wage, Davis-Bacon and related ARRA compliance.

### **Quality Control**

CCMI staff attends all LCP training conducted by the DIR (usually twice a year). CCMI staff regularly attends training conducted every year or two by the U.S. Department of Labor on Davis Bacon compliance. In addition, CCMI president Deborah Wilder conducts her own in house staff training on new and updated regulations and implementations on a regular basis. Each staff member has his/her own Administrative Procedures manual (which is updated annually) to insure consistent implementation and compliance of LCP requirements.

## 5. Additional Data

### **Ownership of Work:**

CCMI is required to maintain all reports and certified payrolls and other information collection during the project for 3 years after the completion of the project.

### **Contract Terminations:**

CCMI has never had a contract terminated for cause or default.

### **Insurance:**

CCMI maintains \$2 million in general liability as well as automobile liability of at least \$1 million. CCMI will name the District, its officers and agents, volunteers and employees as additional insured. CCMI also maintains professional liability insurance of \$1 million.

### **Worker's Compensation:**

All CCMI employees are covered by worker's compensation.

### **Recycled Paper:**

CCMI has used 30% recycled paper for all of its work for the last 10 years. The cost of paper at the 30% recycled level is 13% more than regular virgin paper. (The cost of 50% recycled paper is 24% more than regular virgin paper)

### **Conflict of Interest:**

CCMI does not foresee any conflict of interest

### **Statement of Economic Interest:**

No principal, officer or employee of CCMI has any prior or current relationship with the District. We have completed Form 700s before with no incident.

### **Testimonials:**

Listed below are two testimonials regarding CCMI's work and Deborah's book on prevailing wages. We strongly encourage you to contact our references!

"If you don't want to worry about your labor compliance, CCMI are the people for you. They go the extra mile to make sure everyone understands what is required and takes the time to work with the large customers as well as the Mom and Pop shops. They are very hands on and I feel like they always have my best interest in mind. I feel well taken care of from the start of a job to the very end."

*-Jan Shipley, Construction Supervisor, Livermore Valley Joint Unified School District*

"Deborah is one of the most knowledgeable people I know when it comes to both Federal and California prevailing wage compliance. She is able to assist contractors, in a very easy to understand way, about the very complex requirements of prevailing wage. Her book, "What Every Contractor Should Know About Prevailing Wages", should be a staple resource in every contractor's library. I know it is for me. My copy is already well used" *Anne Quick, former chair of the California Apprenticeship Council.*



## 6. Preliminary Fee Proposal/Cost and Price Summary

**Flat Fee:** Contractor Compliance and Monitoring Inc. is submitting the following bid for labor compliance services for **Pasatiempo Well 8 Construction**. Our bid is based on the understanding that: the total price for the work is \$425,345.00; project will be completed within 6 months; and the project does not have any Prop 84 or Davis Bacon funding. CCMI is prepared to provide all labor compliance monitoring work for a flat fee price of \$4,250. Billing would be \$708.33 per month over 6 months.

Rates for work extending past the completion date and for the monitoring will be billed at an additional \$700.00 per month.

CCMI does not perform legal work. Any legal work can be performed by Deborah Wilder through her Law Firm and at the rate of \$400 per hour.

## Conclusion

Contractor Compliance and Monitoring, Inc. provides knowledgeable personnel with scores of years of experience in public works, prevailing wage and labor law compliance issues. We are a rare coalition of individuals with expertise in these areas and offer a practical and labor neutral solution for Labor Compliance. We seek to enforce full compliance with labor and employment laws with all parties regardless of union or labor affiliation. The systems we have set in place are created for quick turnaround time and communication with the Client, contractors and subcontractors to ensure both prompt compliance with the law as well as working within the Client's pay schedule and timelines to avoid hampering a contractor's ability to be paid in a timely manner. CCMI would appreciate the opportunity to work with you.



President,  
Contractor Compliance and Monitoring, Inc.

## MEMO

TO: Board of Directors

FROM: Rick Rogers, Acting District Manager

SUBJECT: Consent to AT&T Cell Tower Sublease to Verizon

DATE: October 18, 2018

### RECOMMENDATION:

It is recommended that the Board authorize the Acting District Manager to execute the consent requested by Crown Castle, in his discretion, upon a determination by staff that the proposal is acceptable and consistent with the lease.

### BACKGROUND:

AT&T affiliated companies represented by Crown Castle (AT&T) lease the 3650 Graham Hill Road cell tower site from the County and the District. In connection with the tank replacement project at the site, AT&T has proposed to sublease a portion of the premises to Verizon Wireless so that Verizon can co-locate its telecommunications equipment at the facility. The lease with the County and the District permits such subleases, subject to the lessors' consent to the site modifications and construction plans and the proposed sublessee, Verizon Wireless.

### ATTACHMENT:

1. Proposed Consent for Modifications and Sublease.



4301 Hacienda Drive Suite 410  
Pleasanton, CA 94588

Phone: (925) 737-1072  
www.crowncastle.com

September 25, 2018

VIA FedEx

Tracking number: 7733 2341 7103; 7733 2342 5991

SAN LORENZO VALLEY WATER DISTRICT  
13060 HWY. 9  
BOULDER CREEK, CA 95006  
ATTN: Rick Rogers

COUNTY OF SANTA CRUZ  
701 Ocean Street Rm 330  
SANTA CRUZ, CA 95060  
ATTN: Travis Cary

Re: BU 855803 / MT HERMAN / 3650 GRAHAM HILL ROAD SCOTTS VALLEY, CA 95066 ("Site")  
Ground Lease, dated May 5, 1998, as amended ("Lease")  
Approval for modifications and sublease

Dear Landlord:

Pursuant to an agreement between NCWPCS MPL 27 - Year Sites Tower Holdings LLC ("AT&T") and CCATT LLC ("CCATT"), CCATT subleases and operates the tower site that is subject to the Lease on behalf of AT&T. CCATT is a Crown Castle company. CCATT and its affiliates and subsidiaries own, manage and operate shared wireless communication facilities.

In order to better serve the public and minimize the amount of towers in an area where the Site is located, Verizon Wireless plans to co-locate its equipment at the wireless communication facility. Verizon proposes to install their ground equipment in the additional lease premises more specifically described in Exhibit C-1 of the Second Amendment to Ground Lease attached (Attachment #1). Enclosed are Verizon's latest revised drawings to include changes needed as a result of the Water Tank project. As communicated in previously, Verizon's project will commence after the Water Tank project is completed.

Pursuant to Paragraph 6 (a) of the Lease, CCATT is required to obtain your approval for modifications, reconstructions, and enlargements of the Communications facility. Under the Lease, Lessor's consent cannot be unreasonably withheld, conditioned or delayed. Therefore, CCATT respectfully requests your approval to this modification.

Pursuant to Paragraph 12(c) of the Lease, CCATT is required to obtain your approval to sublease or license the Premises to Verizon Wireless. Fifty percent (50%) of all rent ("Bonus Rent") received by Tenant in connection with such sublease with Verizon is payable to Landlord as additional rent. Of this 50% of Bonus Rent, the County shall receive 25% and the Water District shall receive 25%. Therefore, CCATT respectfully requests your approval to this sublease.

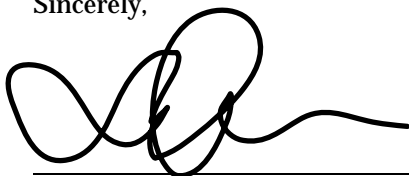
As used in this letter, the term "sublease" may include any arrangement by which a third party can install and operate its equipment on the property subject to the Lease. CCATT will continue to be responsible for performing all of the obligations under the Lease.

BU 855803 / MT HERMAN / 3650 GRAHAM HILL ROAD SCOTTS VALLEY, CA 95066 ("Site")  
Ground Lease, dated May 5, 1998, as amended ("Lease")  
Approval for modifications and sublease  
September 25, 2018  
Page 2

Please indicate your approval by executing this letter where indicated below and return one original of same to the address indicated above. A prepaid envelope is included for your convenience.

Thank you for your continued cooperation with AT&T and CCATT. If you have any questions concerning this issue, please contact Jovana Cabrera at (925) 737-1072 or [Jovana.Cabrera@crowncastle.com](mailto:Jovana.Cabrera@crowncastle.com).

Sincerely,



Jovana Cabrera  
Real Estate Specialist

Agreed and accepted \_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Lessor's signature)

EXHIBIT C-1

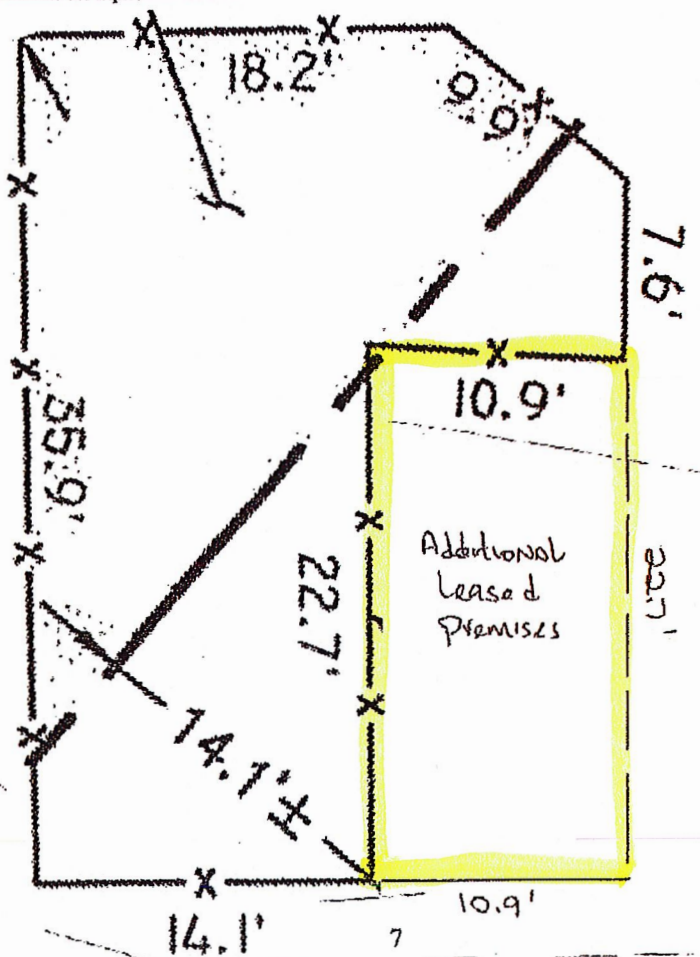
0197

DESCRIPTION OF PREMISES

Page 1 of 1

to the Second Amendment to Ground Lease dated \_\_\_\_\_, 2013, by and between the County of Santa Cruz, a political subdivision of the State of California, as "County", the San Lorenzo Valley Water District, a political subdivision of the State of California, as "Water District" (collectively "Landlord") and New Cingular Wireless PCS, LLC, a Delaware limited liability company, (as "Tenant").

The Premises are depicted as follows:



ATTACHMENT #1 (1 pg.)



|                      |
|----------------------|
|                      |
| <b>SHEET TITLE:</b>  |
| TITLE                |
| <b>SHEET NUMBER:</b> |
| T-1                  |





## Staff Report & Development Permit Level 3 – Minor Variation

Application Number: 171137 APN: 061-371-16  
Applicant: Christopher Fowler Owner: County of Santa Cruz  
Site Address: 3570, 3600, 3650 Graham Hill Road

### Proposal & Location

Proposal to co-locate at an existing wireless communications facility. Project includes an expansion of the lease area by approximately 243 square feet to accommodate a new platform and shelter for equipment and to install nine new antennas and associated equipment on an existing monopole. Requires a Minor Variation to Commercial Development permits 96-0626 and 06-0443.

Property located on the north side of Graham Hill Road (3670 Graham Hill Road) approximately 1/2 mile north of Lockwood Lane.

### Analysis

This application is a proposal to change the scope of approved Commercial Development Permits 96-0626 & 06-0443 (for a wireless communications facility) to allow the installation of additional antennas and associated equipment. This change requires a Minor Variation to Commercial Development Permits 96-0626 & 06-0443.

The installation of additional antennas and associated equipment at this site does not result in a substantial expansion in the physical dimensions of the facility and will not result in an increased visual impact of the facility due to the location of the facility on the property, setback from the roadway, and presence of mature trees on the property. The Radio Frequency (RF) emissions from the facility will continue to comply with all Federal Communications Commission (FCC) RF emissions requirements, per the RF report submitted with the application.

All findings remain valid as approved for Commercial Development Permits 96-0626 & 06-0443. Based on the findings for permit number 96-0626 & 06-0443, which are hereby incorporated by reference, Planning Department staff recommends approval of the requested Minor Variation including the conditions contained in this permit.

If you have any questions about this project, please contact Randall Adams at:  
(831) 454-3218 or [randall.adams@santacruzcounty.us](mailto:randall.adams@santacruzcounty.us)

County of Santa Cruz Planning Department  
701 Ocean Street, 4<sup>th</sup> Floor, Santa Cruz, CA 95060

Application #: 171137  
APN: 061-371-16  
Owner: County of Santa Cruz

Page 4

- C. Meet all requirements and pay any applicable plan check fee of CalFire (County Fire Department).

### III. All construction shall be performed according to the approved plans for the building permit. Prior to final building inspection, the applicant/owner must meet the following conditions:

- A. All site improvements shown on the final approved Building Permit plans shall be installed.
- B. All inspections required by the building permit shall be completed to the satisfaction of the County Building Official.
- C. Pursuant to Sections 16.40.040 and 16.42.080 of the County Code, if at any time during site preparation, excavation, or other ground disturbance associated with this development, any artifact or other evidence of an historic archaeological resource or a Native American cultural site is discovered, the responsible persons shall immediately cease and desist from all further site excavation and notify the Sheriff-Coroner if the discovery contains human remains, or the Planning Director if the discovery contains no human remains. The procedures established in Sections 16.40.040 and 16.42.080, shall be observed.

### IV. Operational Conditions

- A. This project qualifies as an "eligible facility" (allowed under Section 6409(a) of the Spectrum Act) for a one time physical expansion of an existing wireless communications facility. Future additions to, or expansions of, this facility may be limited as a result.
- B. In the event that future County inspections of the subject property disclose noncompliance with any Conditions of this approval or any violation of the County Code, the owner shall pay to the County the full cost of such County inspections, including any follow-up inspections and/or necessary enforcement actions, up to and including permit revocation.

- V. As a condition of this development approval, the holder of this development approval ("Development Approval Holder"), is required to defend, indemnify, and hold harmless the COUNTY, its officers, employees, and agents, from and against any claim (including attorneys' fees), against the COUNTY, its officers, employees, and agents to attack, set aside, void, or annul this development approval of the COUNTY or any subsequent amendment of this development approval which is requested by the Development Approval Holder.

- A. COUNTY shall promptly notify the Development Approval Holder of any claim, action, or proceeding against which the COUNTY seeks to be defended, indemnified, or held harmless. COUNTY shall cooperate fully in such defense. If COUNTY fails to notify the Development Approval Holder within sixty (60) days of any such claim, action, or proceeding, or fails to cooperate fully in the defense thereof, the

Application #: 171137  
APN: 061-371-16  
Owner: County of Santa Cruz

Page 2

### Report Prepared By:

Randall Adams  
Santa Cruz County Planning Department  
701 Ocean Street, 4th Floor  
Santa Cruz, CA 95060

### Report Reviewed By:

Wanda Williams  
Assistant Director  
Santa Cruz County Planning Department

### Mail to:

Christopher Fowler  
14960 Karl Avenue  
Monte Sereno, Ca 95030

**Note: This decision is final unless it is appealed.**

See permit conditions for information regarding appeals. You may exercise your permit after signing below and meeting any conditions which are required to be met prior to exercising the permit. If you file an appeal of this decision, permit issuance will be stayed and the permit cannot be exercised until the appeal is decided.

**Please note: This permit will expire unless exercised prior to the expiration date.  
(See the Conditions of Approval below for the expiration date of this permit.)**

### Appeals

In accordance with Section 18.10 et seq of the Santa Cruz County Code, the applicant may appeal an action or decision taken on a Level III project such as this one. All appeals shall be made in writing and shall state the nature of the application, your interest in the matter and the basis upon which the decision is considered to be in error. Appeals must be made no later than fourteen (14) calendar days following the date of action from which the appeal is being taken and must be accompanied by the appropriate appeal filing fee.

Application #: 171137  
APN: 061-371-16  
Owner: County of Santa Cruz

Page 5

Development Approval Holder shall not thereafter be responsible to defend, indemnify, or hold harmless the COUNTY if such failure to notify or cooperate was significantly prejudicial to the Development Approval Holder.

- B. Nothing contained herein shall prohibit the COUNTY from participating in the defense of any claim, action, or proceeding if both of the following occur:

- COUNTY bears its own attorney's fees and costs; and
- COUNTY defends the action in good faith.

- C. **Settlement.** The Development Approval Holder shall not be required to pay or perform any settlement unless such Development Approval Holder has approved the settlement. When representing the County, the Development Approval Holder shall not enter into any stipulation or settlement modifying or affecting the interpretation or validity of any of the terms or conditions of the development approval without the prior written consent of the County.

- D. **Successors Bound.** "Development Approval Holder" shall include the applicant and the successor(s) in interest, transferee(s), and assign(s) of the applicant.

In accordance with Chapter 18.10 of the County Code, minor variations to this permit which do not affect the overall concept or density may be approved by the Planning Director at the request of the applicant or staff.

**Please note: This permit expires three years from the effective date listed below unless a building permit (or permits) is obtained for the primary structure described in the development permit (does not include demolition, temporary power pole or other site preparation permits, or accessory structures unless these are the primary subject of the development permit). Failure to exercise the building permit and to complete all of the construction under the building permit, resulting in the expiration of the building permit, will void the development permit, unless there are special circumstances as determined by the Planning Director.**

Approval Date:

7/28/17

Effective Date:

8/1/17

Expiration date:

8/1/20

Application #: 171137  
APN: 061-371-16  
Owner: County of Santa Cruz

Page 3

### Conditions of Approval

Exhibit A. Project plans, "Site Number 249643", prepared by Verizon Wireless, revised 2/17/17.

- I. This permit authorizes the installation of additional antennas and associated equipment, as indicated on the approved Exhibit "A" for this permit. This approval does not confer legal status on any existing structure(s) or existing use(s) on the subject property that are not specifically authorized by this permit. Prior to exercising any rights granted by this permit including, without limitation, any construction or site disturbance, the applicant/owner shall:

- A. Sign, date, and return to the Planning Department one copy of the approval to indicate acceptance and agreement with the conditions thereof. All conditions of permit number 96-0626 & 06-0443 are incorporated herein by reference and are also conditions of this approval.

- B. Obtain Building Permit(s) from the Santa Cruz County Building Official.

- Any outstanding balance due to the Planning Department must be paid prior to making a Building Permit application. Applications for Building Permits will not be accepted or processed while there is an outstanding balance due.

- II. Prior to issuance of a Building Permit the applicant/owner shall:

- A. Submit final architectural plans for review and approval by the Planning Department. The final plans shall be in substantial compliance with the plans marked Exhibit "A" on file with the Planning Department. Any changes from the approved Exhibit "A" for this development permit on the plans submitted for the Building Permit must be clearly called out and labeled by standard architectural methods to indicate such changes. Any changes that are not properly called out and labeled will not be authorized by any Building Permit that is issued for the proposed development. The final plans shall include the following additional information:

- One elevation shall indicate materials and colors as they were approved by this Discretionary Application. Colors and materials shall match the existing equipment and camouflage already in place at the facility.
- The lease area shown on Sheet C-1 is incorrect. Please revise the proposed lease location to be consistent with Sheet A-1.
- Details showing compliance with fire department requirements.

- B. Meet all requirements of the Environmental Planning section of the Planning Department.

- An update to the Biotic Report is required for this application.

Agenda: 10.18.18

Item: 11d

**GRAHAM  
RD / MT  
HERMAN RD**

**249643**

3650 GRAHAM HILL ROAD  
SANTA CRUZ, CA 95018

**verizon**

2785 MITCHELL DRIVE BLDG 9  
WALNUT CREEK, CA 94598

**Streamline Engineering  
and Design, Inc.**

8445 Sierra College Blvd., Suite E Granite Bay, CA 95861  
Contact: Kevin Sorensen Phone: 916-860-1930  
E-Mail: [kevin@streamlineeng.com](mailto:kevin@streamlineeng.com) Fax: 916-860-1941

THIS IS A NON-REPRESENTATIVE SAMPLE OF THE WORK OF STREAMLINE ENGINEERING AND DESIGN, INC. THE WORK OF STREAMLINE ENGINEERING AND DESIGN, INC. IS NOT TO BE USED FOR ANY OTHER PROJECT WITHOUT THE WRITTEN CONSENT OF THE FIRM. Copyright 2008, STREAMLINE ENGINEERING AND DESIGN, INC. ALL RIGHTS RESERVED.



### ISSUE STATUS

| △ | DATE     | DESCRIPTION | REV. |
|---|----------|-------------|------|
|   | 09/05/17 | CD 90%      | M.S. |
|   | 10/12/17 | CLIENT REV  | C.C. |
|   | 12/14/17 | CD 100%     | B.S. |
|   | 02/13/18 | CLIENT REV  | B.S. |
|   | -        | -           | -    |
|   | -        | -           | -    |

DRAWN BY: M. STICKEL

CHECKED BY: J. GRAY

APPROVED BY: J. ANDERSON

DATE: 02/13/18

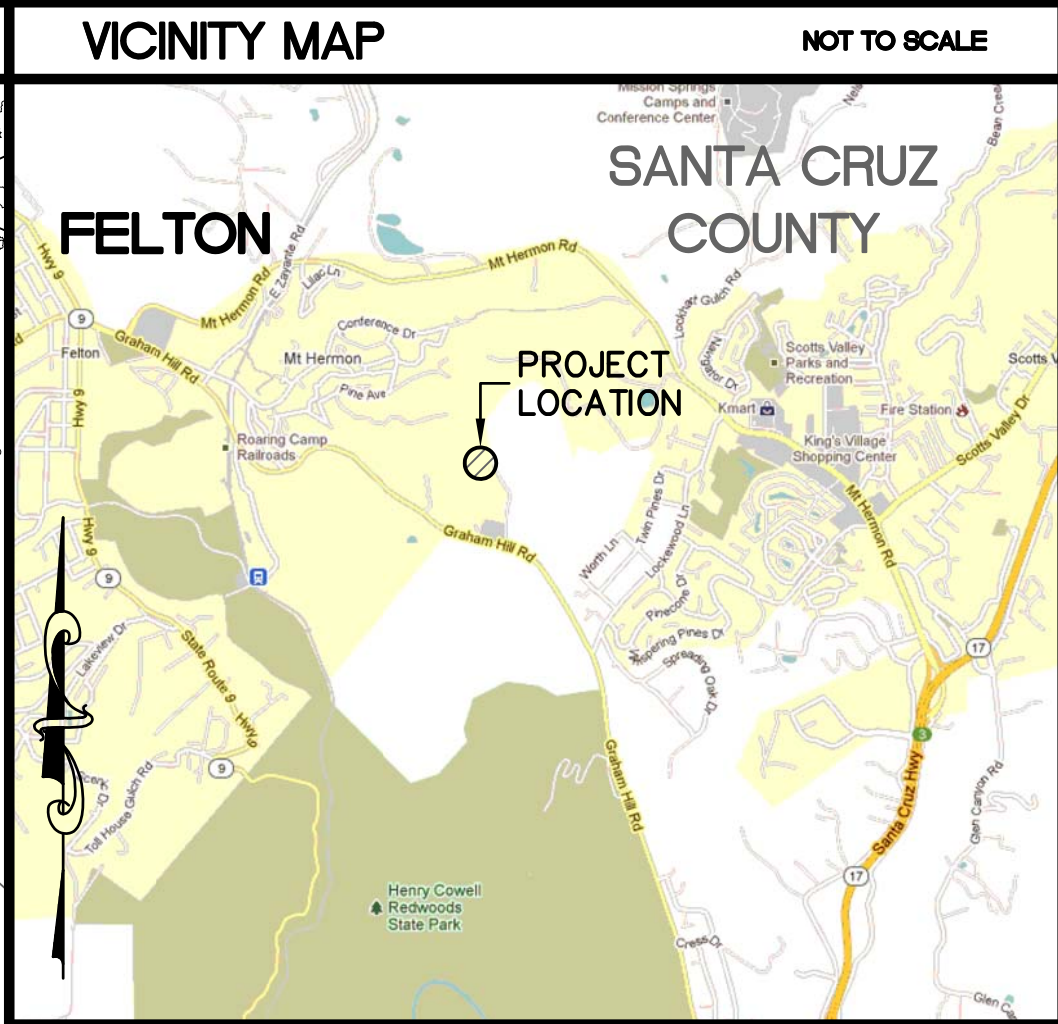
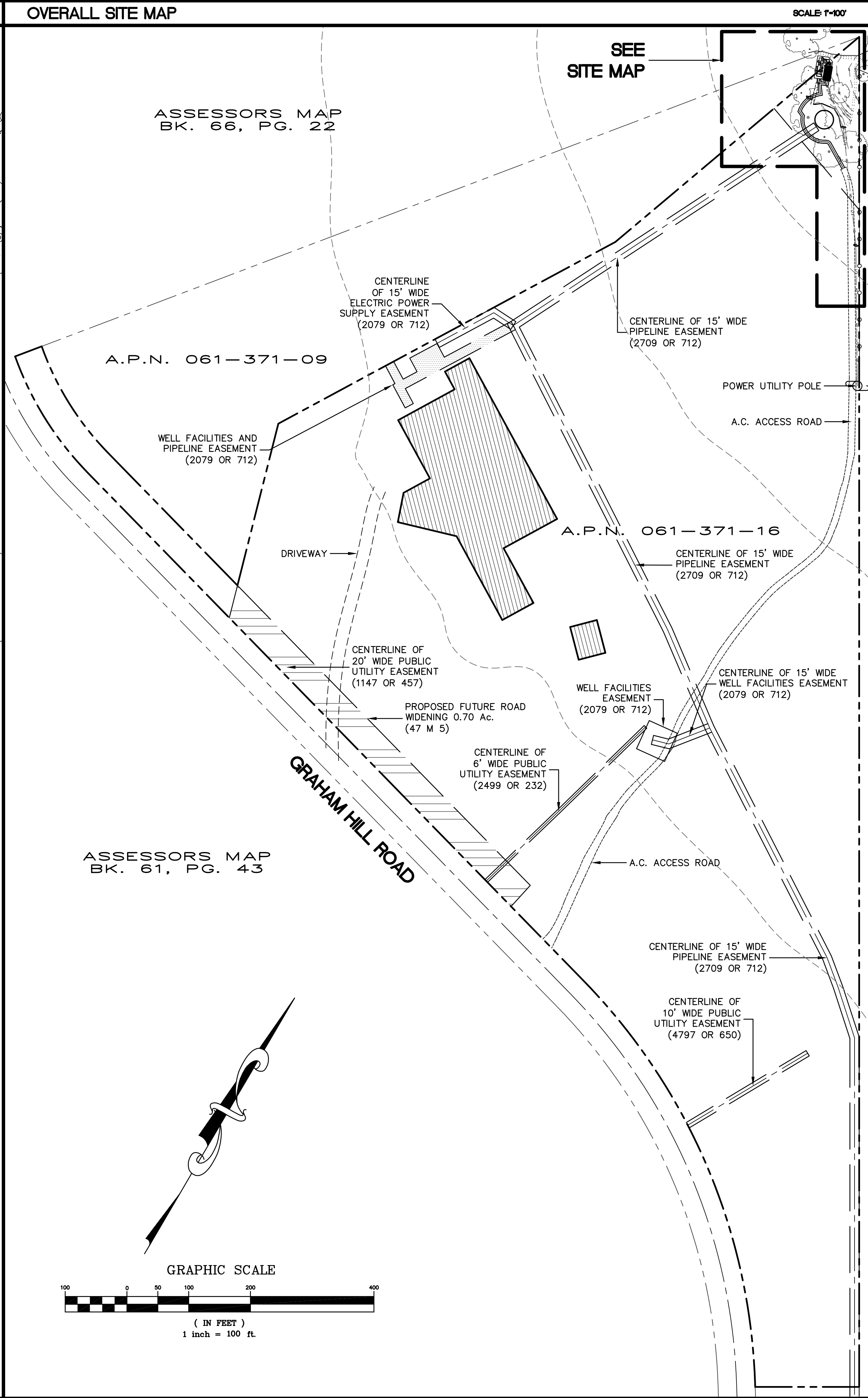
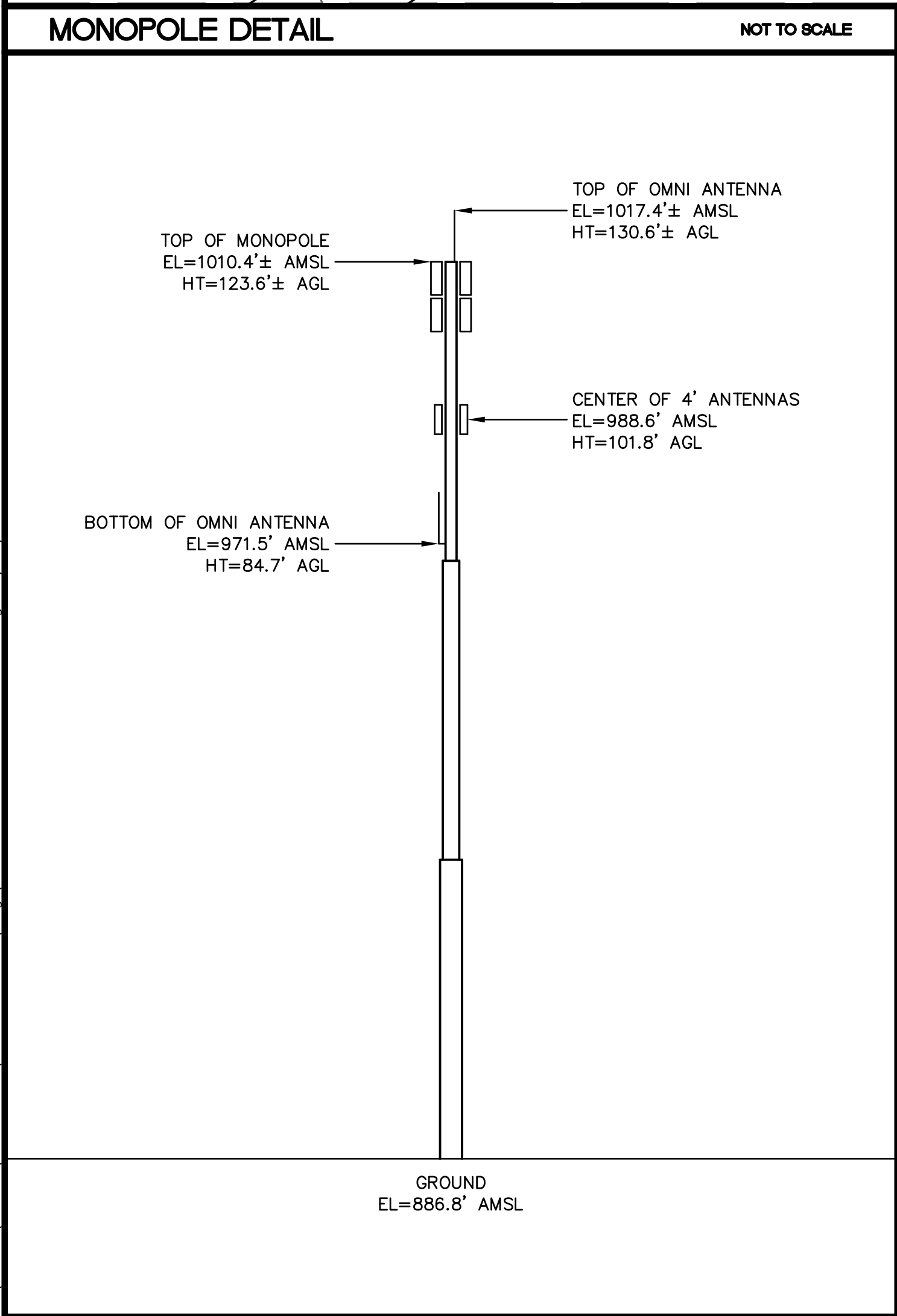
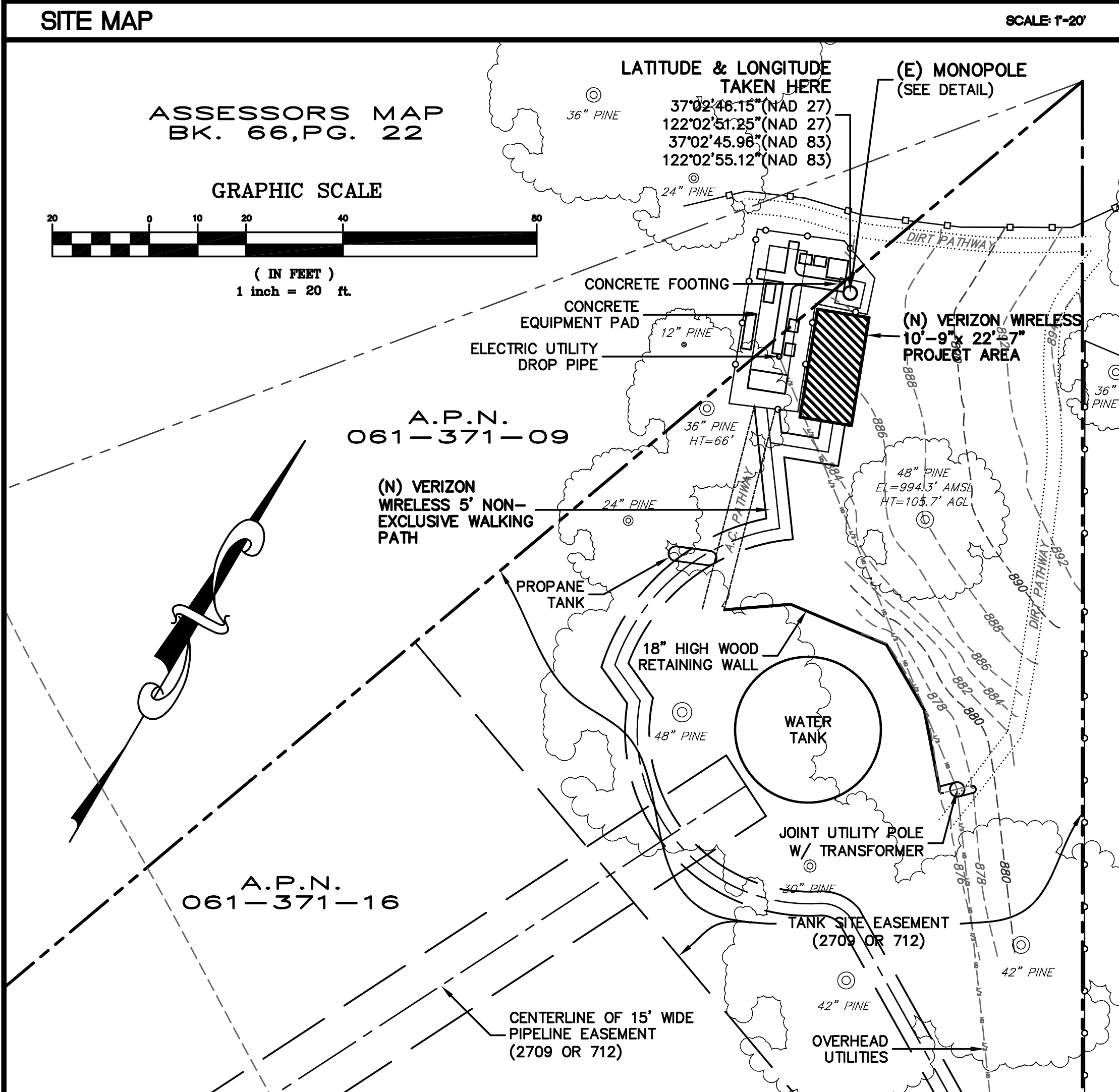
### SHEET TITLE:

CONDITIONS  
OF APPROVAL

### SHEET NUMBER:

**T-2**





**GENERAL NOTES**

**PROPERTY INFORMATION**

OWNER: COUNTY OF SANTA CRUZ  
ADDRESS: 1543 1/2 PACIFIC AVENUE  
SANTA CRUZ, CA 95060

SITE: GRAHAM HILL  
3650 GRAHAM HILL ROAD  
UNINCORPORATED SANTA CRUZ, CA

ASSESSOR'S PARCEL NUMBER: 061-371-16  
EXISTING GROUND ELEVATION: ELEV=886.8'±AMSL

**LESSOR'S LEGAL DESCRIPTION**

LEGAL DESCRIPTION IS FOUND IN FIRST AMERICAN TITLE INSURANCE COMPANY TITLE REPORT FILE NUMBER NCS-544192-SAC4, DATED MAY 7, 2012.

**TITLE REPORT**

TITLE REPORT WAS AVAILABLE AT THE TIME OF FIELD SURVEY. TITLE REPORT PROVIDED BY FIRST AMERICAN TITLE INSURANCE COMPANY TITLE REPORT FILE NUMBER NCS-544192-SAC4, DATED MAY 7, 2012.

**BASIS OF BEARING**

BEARINGS SHOWN HEREON ARE BASED UPON U.S. STATE PLANE NAD83 COORDINATE SYSTEM STATE PLANE COORDINATE ZONE 3, DETERMINED BY GPS OBSERVATIONS.

**BENCHMARK**

ELEVATIONS BASED UPON GPS DERIVED ORTHOMETRIC HEIGHTS, APPLYING GEOID 99 SEPARATIONS (NAVD88).

**FLOOD ELEVATION**

FLOOD PLAIN ELEVATION OF PROJECT AREA IN ZONE X, AN AREA NOT SUBJECT TO FLOODING BY THE 100-YEAR FLOOD PLAIN.

**SURVEY DATE**

06/13/12

**SURVEYOR'S NOTES**

ALL EASEMENTS CONTAINED WITHIN SAID TITLE REPORT AFFECTING THE IMMEDIATE AREA SURROUNDING THE LEASE HAVE BEEN PLOTTED. SURVEYOR HAS NOT PERFORMED A SEARCH OF PUBLIC RECORDS TO DETERMINE ANY DEFECT IN TITLE ISSUED. THE BOUNDARY SHOWN HEREON IS PLOTTED FROM RECORD INFORMATION AND DOES NOT CONSTITUTE A BOUNDARY SURVEY OF THE PROPERTY.

**UTILITY NOTES**

SURVEYOR DOES NOT GUARANTEE THAT ALL UTILITIES ARE SHOWN OR THEIR LOCATIONS ARE ACCURATE. IT IS THE RESPONSIBILITY OF THE CONTRACTOR AND DEVELOPER TO CONTACT U.S.A. AND ANY OTHER INVOLVED AGENCIES TO LOCATE ALL UTILITIES PRIOR TO CONSTRUCTION. REMOVAL, RELOCATION AND/ OR REPLACEMENT IS THE RESPONSIBILITY OF THE CONTRACTOR.

**LEGEND**

|           |                      |
|-----------|----------------------|
| ---       | PROPERTY LINE        |
| ○-○-○-○-○ | CHAIN LINK FENCE     |
| ○-○-○-○-○ | WOOD RAIL FENCE      |
| AGL       | ABOVE GROUND LEVEL   |
| AMSL      | ABOVE MEAN SEA LEVEL |

**Foresight**

Land Surveying & Civil Engineering

Jim Schuricht  
ph 925-389-8180  
email: foresight@comcast.net

**REVISIONS**

| NO. | DATE     | DESCRIPTION       |
|-----|----------|-------------------|
| 1   | 06/22/12 | ISSUED FOR REVIEW |
| 2   | 07/02/12 | REV. PER REDLINES |
| 3   | 07/25/12 | REV. PER REDLINES |
| 4   | 08/16/12 | REV. PER REDLINES |
| 5   | 09/07/17 | ADD (N) PROJECT   |
| 6   | 02/19/17 | NEW ACCESS ROUTE  |

PLS# 249643  
GRAHAM HILL

3650 GRAHAM HILL ROAD  
UNINCORPORATED SANTA CRUZ, CA

DRAWN: DATE: 02/19/18

JOB NO. 1207

SHEET NO.

**C-1**



PROJECT GENERAL NOTES

1. THIS FACILITY IS AN UNOCCUPIED WIRELESS TELECOMMUNICATION FACILITY.
2. PLANS ARE NOT TO BE SCALED AND ARE INTENDED TO BE A DIAGRAMMATIC OUTLINE ONLY, UNLESS NOTED OTHERWISE.
3. THE SCOPE OF WORK SHALL INCLUDE FURNISHING MATERIALS, EQUIPMENT, APPURTENANCES AND LABOR NECESSARY TO COMPLETE ALL INSTALLATIONS AS INDICATED ON THE DRAWINGS.
4. PRIOR TO THE SUBMISSION OF BIDS, THE CONTRACTORS SHALL VISIT THE JOB SITE AND BE RESPONSIBLE FOR ALL CONTRACT DOCUMENTS, FIELD CONDITIONS AND DIMENSIONS, AND CONFIRM THAT THE WORK MAY BE ACCOMPLISHED AS SHOWN PRIOR TO PROCEEDING WITH CONSTRUCTION. ANY DISCREPANCIES ARE TO BE BROUGHT TO THE ATTENTION OF THE CONSTRUCTION MANAGER AND ENGINEER PRIOR TO PROCEEDING WITH THE WORK.
5. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO PAY FOR PERMIT FEES, AND TO OBTAIN SAID PERMITS AND TO COORDINATE INSPECTIONS.
6. THE CONTRACTOR SHALL RECEIVE, IN WRITING, AUTHORIZATION TO PROCEED BEFORE STARTING WORK ON ANY ITEM NOT CLEARLY DEFINED OR IDENTIFIED BY THE CONTRACT DOCUMENTS.
7. CALL BEFORE YOU DIG. CONTRACTOR IS REQUIRED TO CALL 811 (NATIONWIDE "CALL BEFORE YOU DIG" HOTLINE) AT LEAST 72 HOURS BEFORE DIGGING.
8. ALL WORK PERFORMED AND MATERIALS INSTALLED SHALL BE IN STRICT ACCORDANCE WITH ALL APPLICABLE CODES, REGULATIONS, AND ORDINANCES. CONTRACTOR SHALL GIVE ALL NOTICES AND COMPLY WITH ALL LAWS, ORDINANCES, RULES, REGULATIONS AND LAWFUL ORDERS OF ANY PUBLIC AUTHORITY REGARDING THE PERFORMANCE OF THE WORK.
9. THE GENERAL CONTRACTOR SHALL SUPERVISE AND DIRECT THE WORK USING THE BEST SKILLS AND ATTENTION. THE CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR ALL CONSTRUCTION MEANS, METHODS, TECHNIQUES, SEQUENCES AND PROCEDURES. CONTRACTOR SHALL ALSO COORDINATE ALL PORTIONS OF THE WORK UNDER THE CONTRACT; INCLUDING CONTACT AND COORDINATION WITH THE CONSTRUCTION MANAGER AND WITH THE LANDLORD'S AUTHORIZED REPRESENTATIVE.
10. THE CONTRACTOR SHALL MAKE NECESSARY PROVISIONS TO PROTECT EXISTING IMPROVEMENTS, PAVING, CURBS, GALVANIZED SURFACES, ETC., AND UPON COMPLETION OF WORK, REPAIR ANY DAMAGE THAT OCCURRED DURING CONSTRUCTION TO THE SATISFACTION OF THE PROJECT MANAGER.
11. KEEP GENERAL AREA CLEAN, HAZARD FREE, AND DISPOSE OF ALL DIRT, DEBRIS AND RUBBISH. REMOVE EQUIPMENT NOT SPECIFIED AS REMAINING ON THE PROPERTY. LEAVE PREMISES IN CLEAN CONDITION AND FREE FROM PAINT SPOTS, DUST, OR SMUDGES OF ANY NATURE.
12. ALL EXISTING INACTIVE SEWER, WATER, GAS, ELECTRIC, AND OTHER UTILITIES, WHICH INTERFERE WITH THE EXECUTION OF THE WORK, SHALL BE REMOVED AND/OR CAPPED, PLUGGED, OR OTHERWISE DISCONNECTED AT POINTS WHICH WILL NOT INTERFERE WITH THE EXECUTION OF THE WORK, AS DIRECTED BY THE RESPONSIBLE ENGINEER, AND SUBJECT TO THE APPROVAL OF THE OWNER AND/OR LOCAL UTILITIES.
13. ALL EXISTING ACTIVE SEWER, WATER, GAS, ELECTRIC AND ALL OTHER UTILITIES WHERE ENCOUNTERED IN THE WORK SHALL BE PROTECTED AT ALL TIMES.
14. DETAILS ARE INTENDED TO SHOW END RESULT OF DESIGN. MINOR MODIFICATIONS MAY BE REQUIRED TO SUIT JOB DIMENSIONS OR CONDITIONS, AND SUCH MODIFICATIONS SHALL BE INCLUDED AS PART OF THE WORK.
15. THE CONTRACTOR SHALL PROVIDE A TOILET FACILITY DURING ALL PHASES OF CONSTRUCTION.
16. SUFFICIENT MONUMENTATION WAS NOT RECOVERED TO ESTABLISH THE POSITION OF THE BOUNDARY LINES SHOWN HEREON. THE BOUNDARY REPRESENTED ON THIS MAP IS BASED ON COMPILED RECORD DATA AND BEST FIT ONTO EXISTING IMPROVEMENTS. IT IS POSSIBLE FOR THE LOCATION OF THE SUBJECT PROPERTY TO SHIFT FROM THE PLACEMENT SHOWN HEREON WITH ADDITIONAL FIELD WORK AND RESEARCH. THEREFORE ANY SPATIAL REFERENCE MADE OR SHOWN BETWEEN THE RELATIONSHIP OF THE BOUNDARY LINES SHOWN HEREON AND EXISTING GROUND FEATURES, EASEMENTS OR LEASE AREA IS INTENDED TO BE APPROXIMATE AND IS SUBJECT TO VERIFICATION BY RESOLVING THE POSITION OF THE BOUNDARY LINES.
17. THE CONTRACTOR TO VERIFY THE LATEST/CURRENT RF DESIGN.
18. WHERE APPLICABLE, CONTRACTOR SHALL PROVIDE SEPARATE PLANS, SPECIFICATIONS, FEES AND PERMITS FOR ANY REVISION TO ANY FIRE SPRINKLER AND/OR ALARM SYSTEM ON THE PREMISES AS MAY BE NEEDED TO COMPLETE THE WORK DEPICTED HEREIN, USING A C-10 LICENSED SUBCONTRACTOR FOR ALL SUCH WORK.

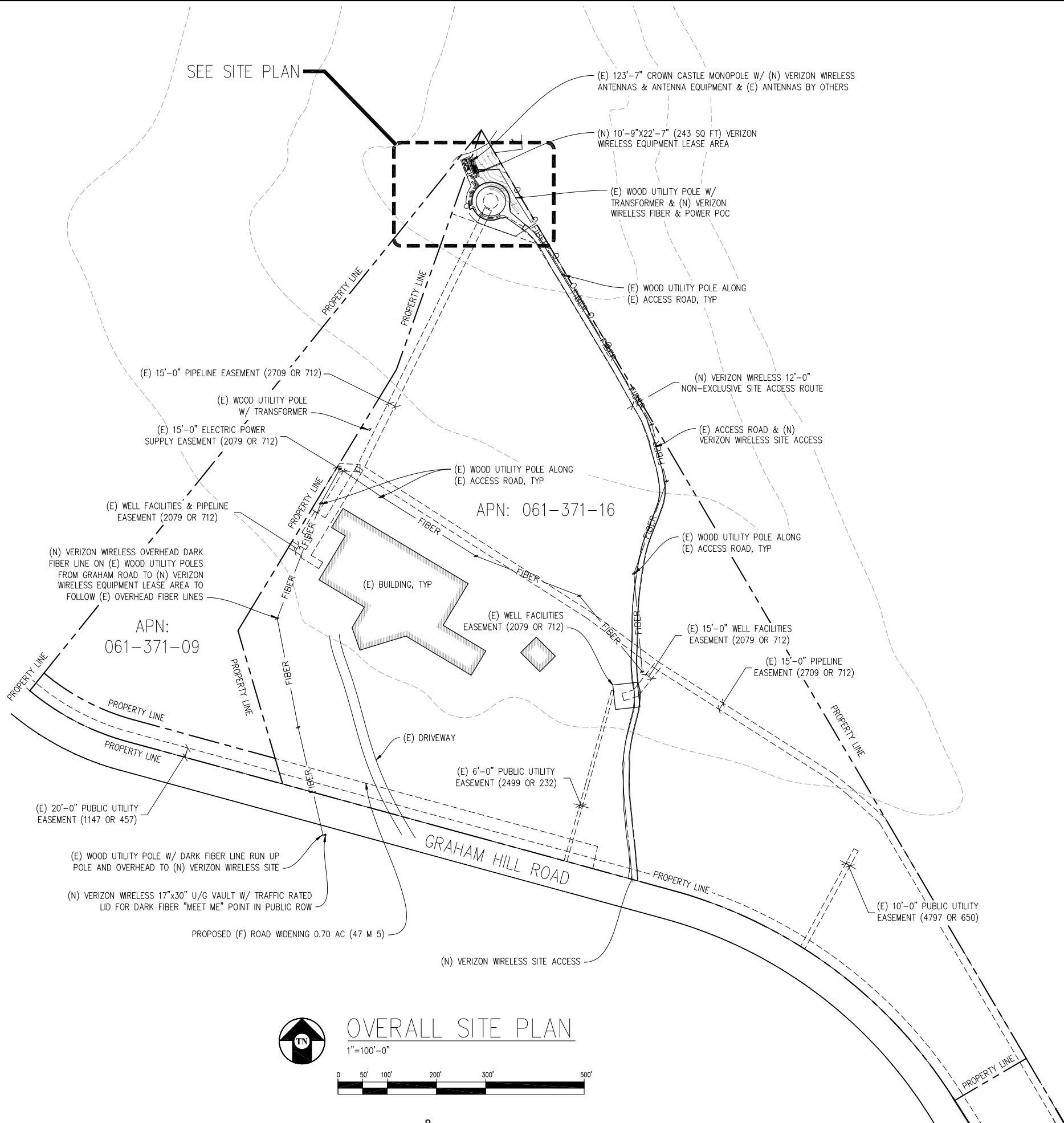


NOTICE

ONLY BOBCAT & BOOM-LIFT TRUCKS ALLOWED FOR ANTENNA INSTALL BECAUSE OF ENVIRONMENTAL SENSITIVITY AT THE SITE

NOTICE

STRUCTURAL ANALYSIS OF (E) MONOPOLE COMPLETED BY GPD GROUP, INC. DATED DECEMBER 13, 2016. STREAMLINE ENGINEERING & DESIGN INC. IS NOT RESPONSIBLE FOR THE EVALUATION OF THE EXISTING POLE, BASE PLATE, ANCHOR BOLTS, FOUNDATION OR ANTENNA/RRU MOUNT FRAMING & CONNECTIONS FOR THE EXISTING AND NEW LOADING CONDITIONS.



OVERALL SITE PLAN

1"=100'-0"



Agenda: 10.18.18

Item: 11d  
**GRAHAM RD / MT HERMAN RD**

249643  
3650 GRAHAM HILL ROAD  
SANTA CRUZ, CA 95018

**verizon**

2785 MITCHELL DRIVE, BLDG 9  
WALNUT CREEK, CA 94598

**Streamline Engineering and Design, Inc.**

8445 Sierra College Blvd, Suite E Granite Bay, CA 95961  
Contact: Kevin Sorensen Phone: 916-660-1930  
E-Mail: kevin@streamlineeng.com Fax: 916-660-1941

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|   | 09/05/17 | CD 90%      | M.S. |
|   | 10/12/17 | CLIENT REV  | C.C. |
|   | 12/14/17 | CD 100%     | B.S. |
|   | 02/13/18 | CLIENT REV  | B.S. |
|   | -        | -           | -    |
|   | -        | -           | -    |

DRAWN BY: M. STICKEL  
CHECKED BY: J. GRAY  
APPROVED BY: J. ANDERSON  
DATE: 02/13/18

SHEET TITLE:

OVERALL  
SITE PLAN

SHEET NUMBER:

A-1

Item: 11d  
**GRAHAM  
RD / MT  
HERMAN RD**

249643  
3650 GRAHAM HILL ROAD  
SANTA CRUZ, CA 95018

**verizon**

2785 MITCHELL DRIVE, BLDG 9  
WALNUT CREEK, CA 94598

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|   | -        | -           | -    |

DRAWN BY: M. STICKEL

CHECKED BY: J. GRAY

APPROVED BY: J. ANDERSON

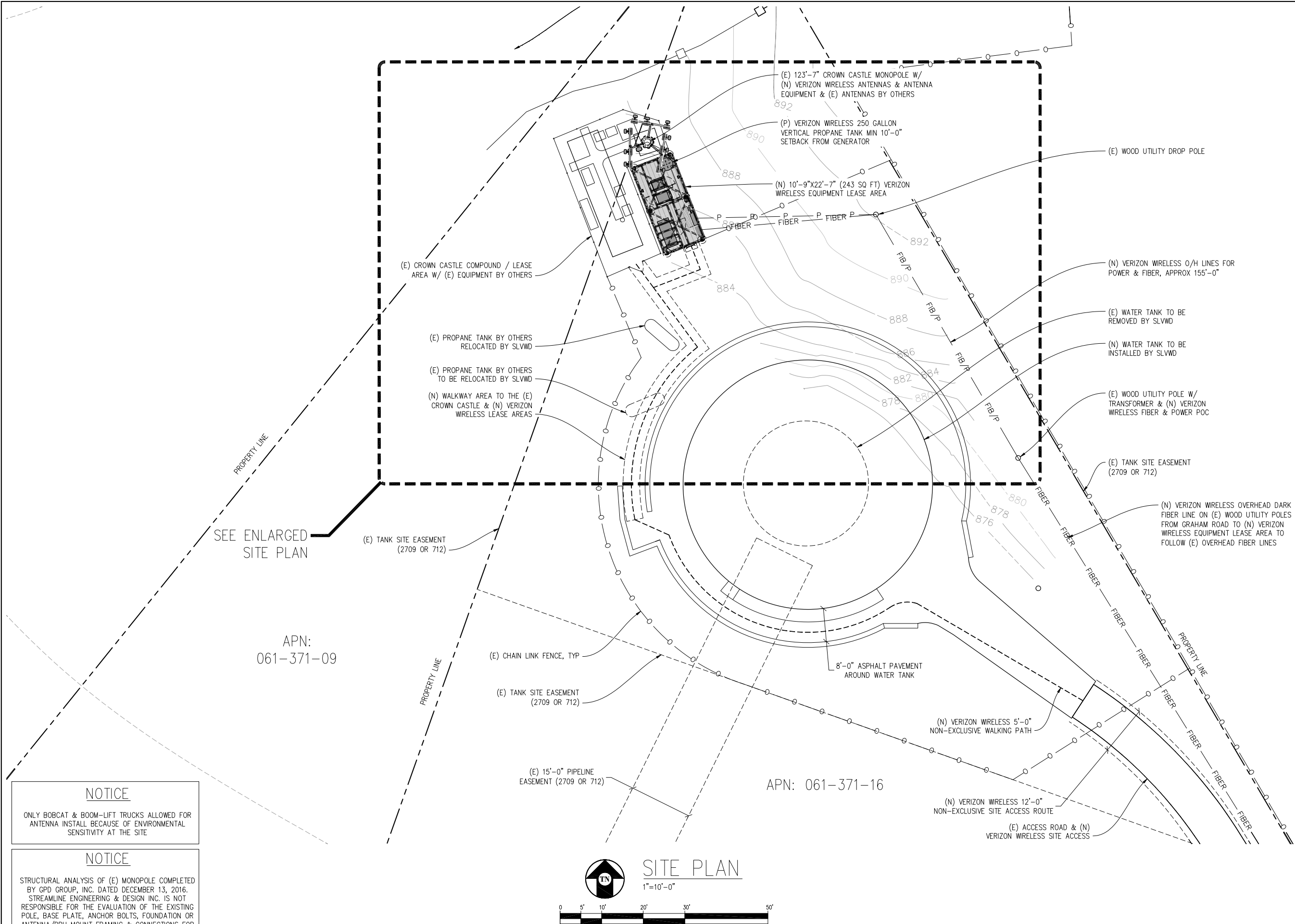
DATE: 02/13/18

**SHEET TITLE:**

SITE PLAN

**SHEET NUMBER:**

A-2

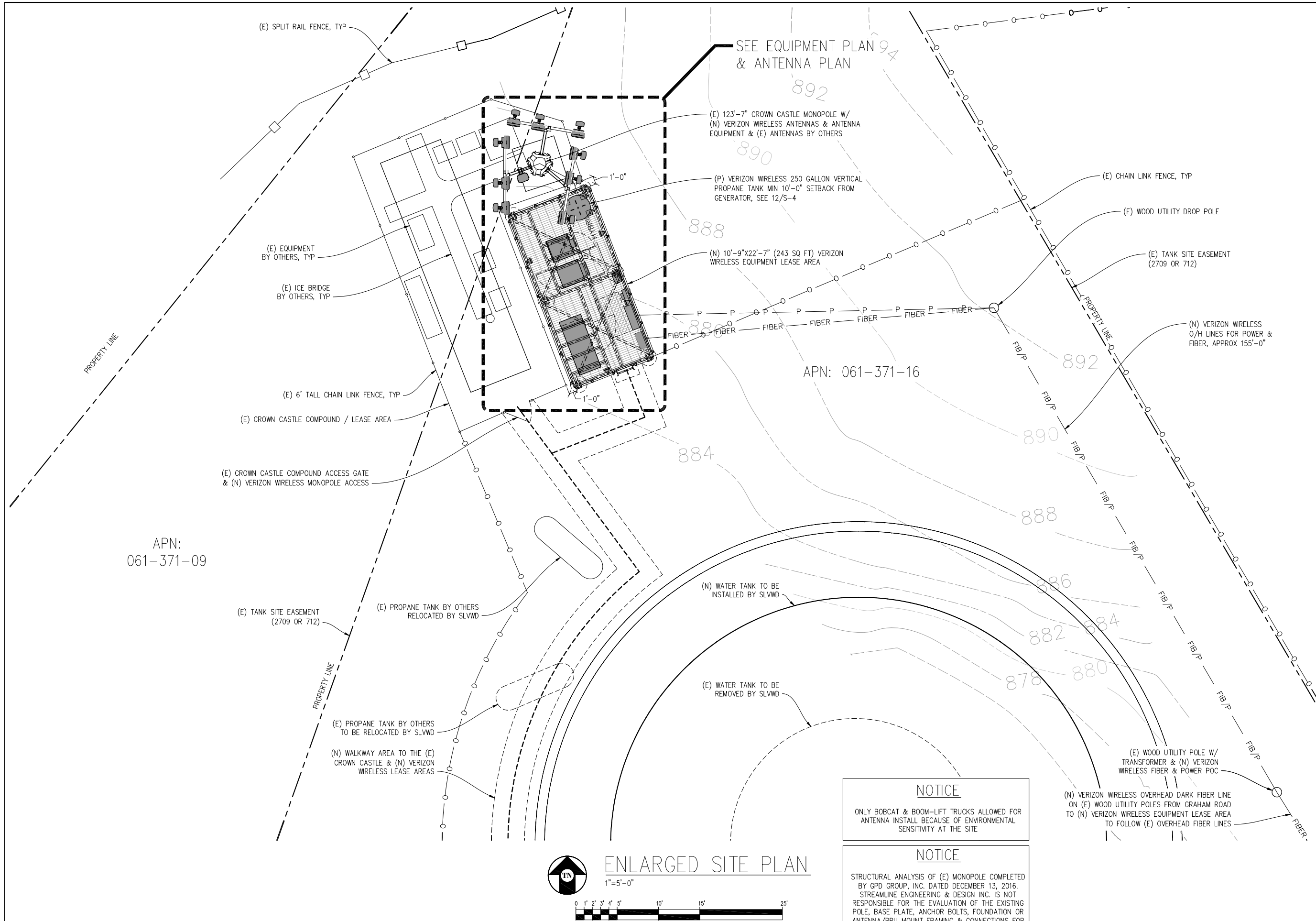


**NOTICE**

ONLY BOBCAT & BOOM-LIFT TRUCKS ALLOWED FOR ANTENNA INSTALL BECAUSE OF ENVIRONMENTAL SENSITIVITY AT THE SITE

**NOTICE**

STRUCTURAL ANALYSIS OF (E) MONOPOLE COMPLETED BY GPD GROUP, INC. DATED DECEMBER 13, 2016. STREAMLINE ENGINEERING & DESIGN, INC. IS NOT RESPONSIBLE FOR THE EVALUATION OF THE EXISTING POLE, BASE PLATE, ANCHOR BOLTS, FOUNDATION OR ANTENNA/RRU MOUNT FRAMING & CONNECTIONS FOR THE EXISTING AND NEW LOADING CONDITIONS.



Agenda: 10.18.18  
Item: 11d  
**GRAHAM RD / MT HERMAN RD**  
249643  
3650 GRAHAM HILL ROAD  
SANTA CRUZ, CA 95018

2785 MITCHELL DRIVE, BLDG 9  
WALNUT CREEK, CA 94598

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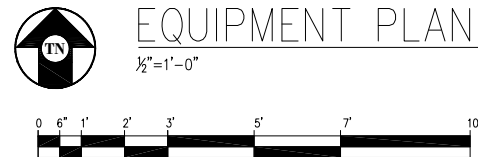
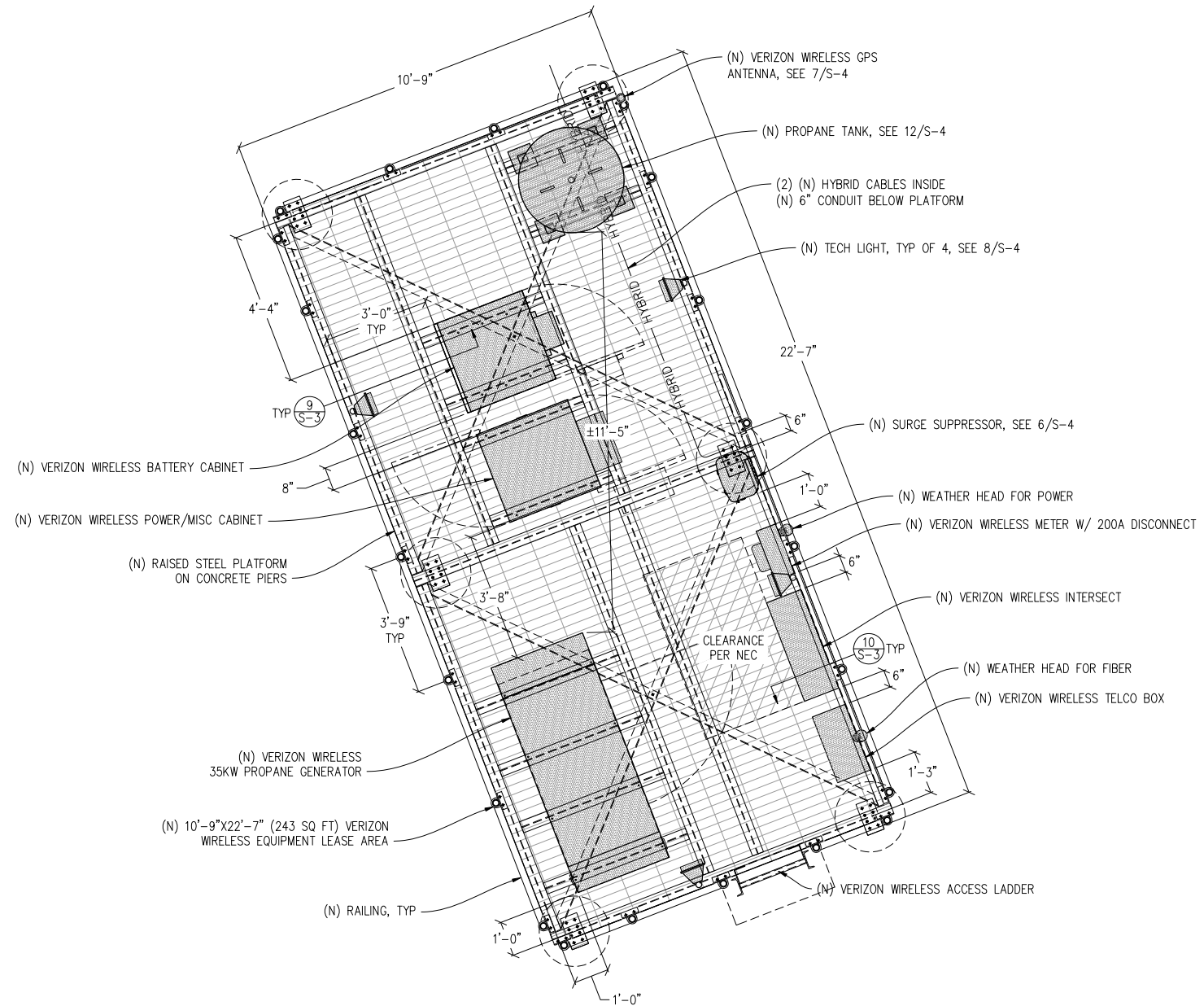
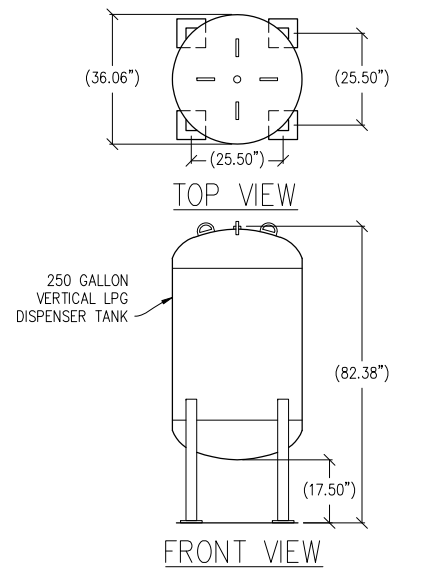
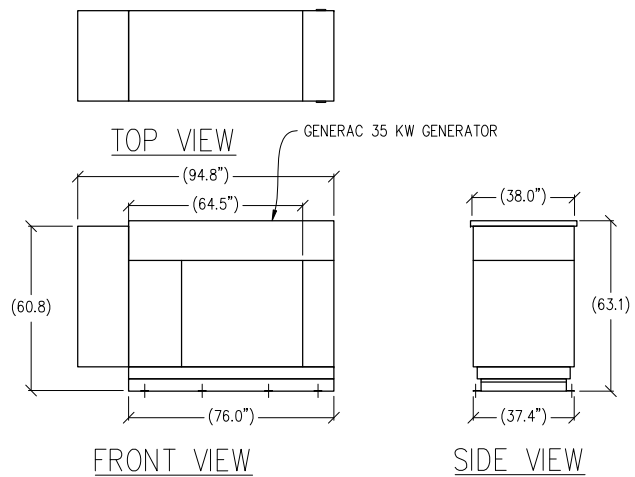
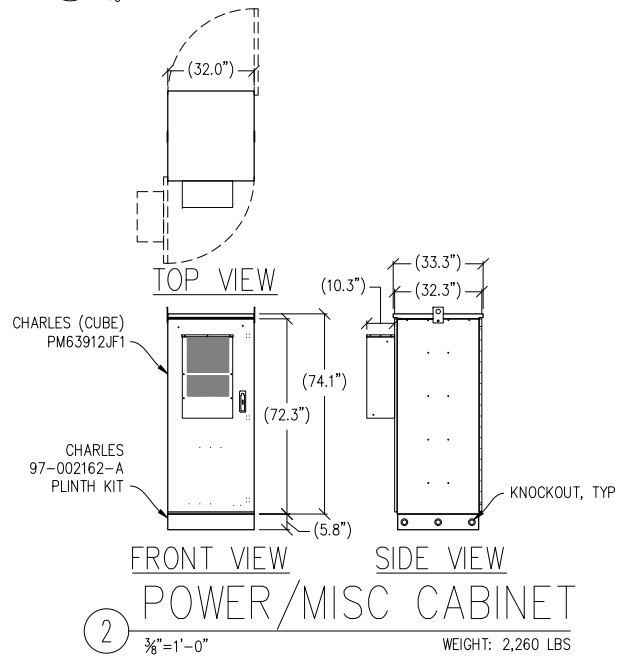
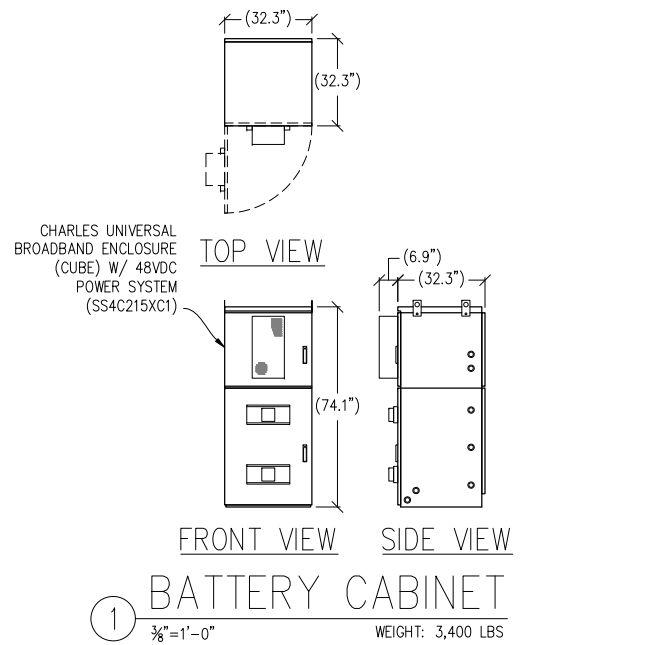


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|                          | 02/13/18 | CLIENT REV  | B.S. |
|                          | -        | -           | -    |
|                          | -        | -           | -    |
| DRAWN BY: M. STICKEL     |          |             |      |
| CHECKED BY: J. GRAY      |          |             |      |
| APPROVED BY: J. ANDERSON |          |             |      |
| DATE: 02/13/18           |          |             |      |

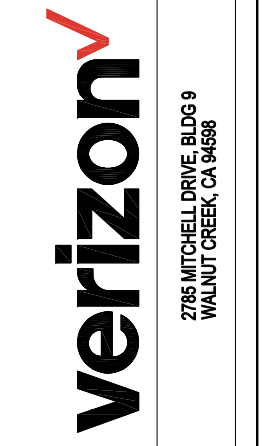
**SHEET TITLE:**  
ENLARGED SITE PLAN

**SHEET NUMBER:**  
A-3

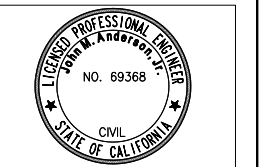




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Item: 11d  
**GRAHAM RD / MT HERMAN RD**  
249643  
3650 GRAHAM HILL ROAD  
SANTA CRUZ, CA 95018



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DRAWN BY: M. STICKEL  
CHECKED BY: J. GRAY  
APPROVED BY: J. ANDERSON  
DATE: 02/13/18


**SHEET TITLE:**  
EQUIPMENT PLAN & DETAILS  
**SHEET NUMBER:**  
A-4

Item: 11d  
**GRAHAM  
RD / MT  
HERMAN RD**

249643  
3650 GRAHAM HILL ROAD  
SANTA CRUZ, CA 95018



2785 MITCHELL DRIVE, BLDG 9  
WALNUT CREEK, CA 94598



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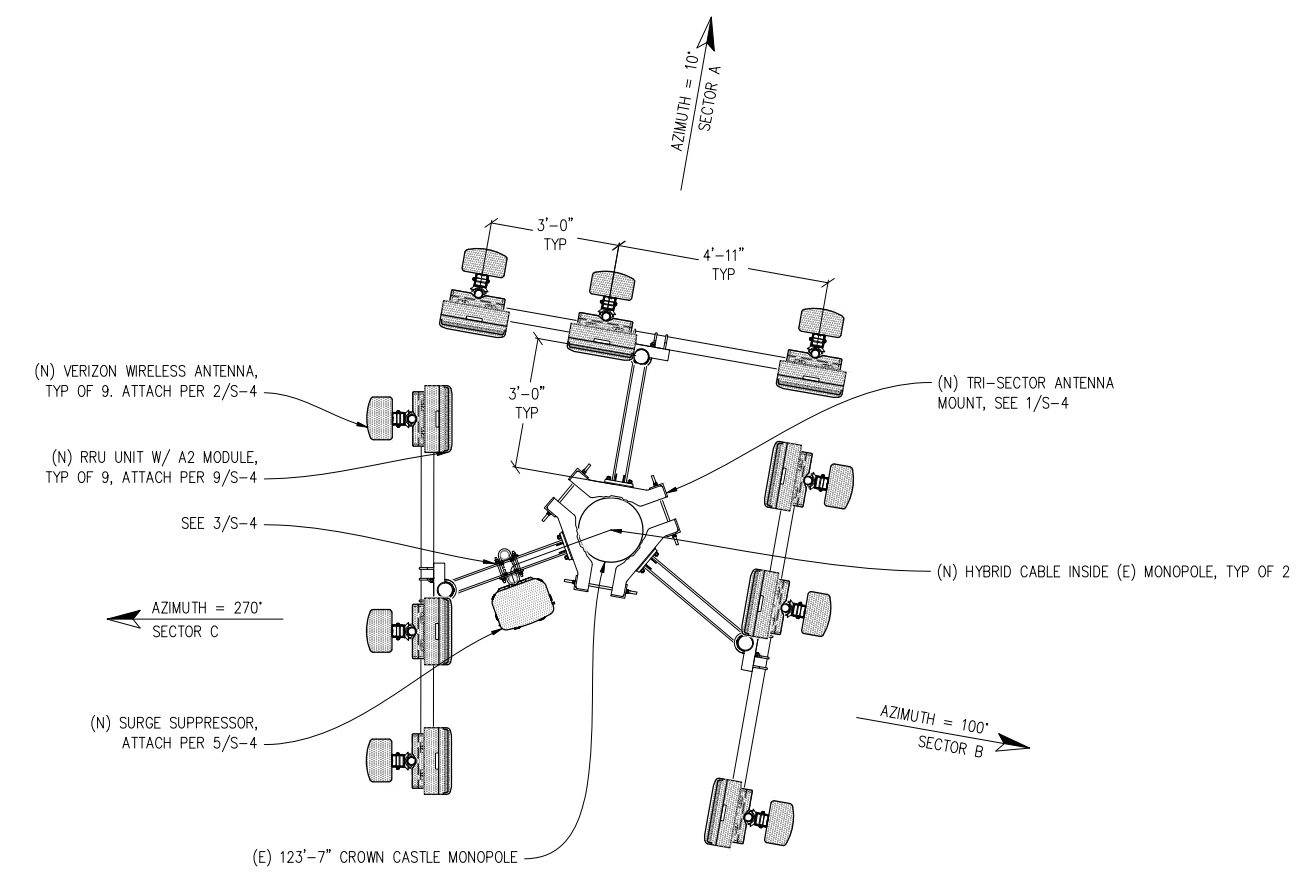
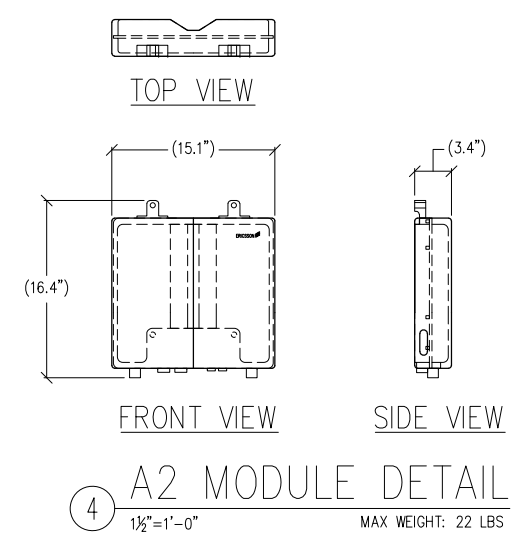
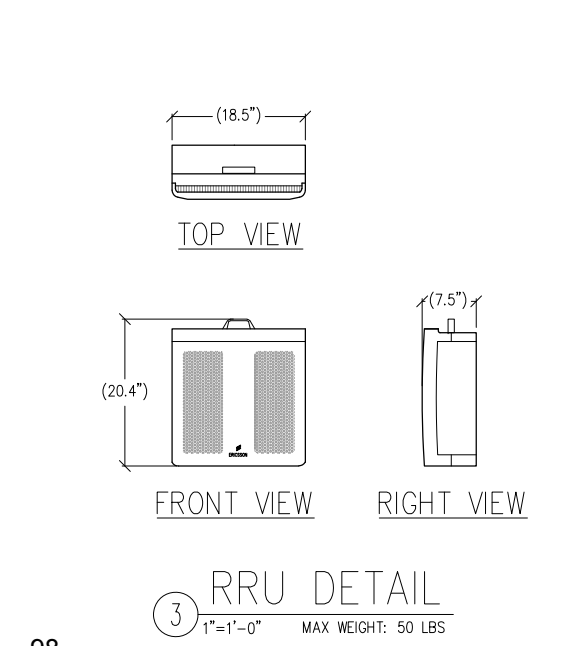
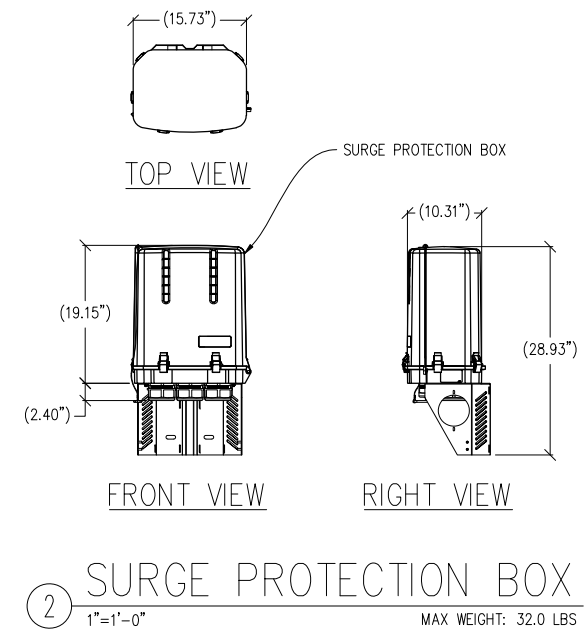
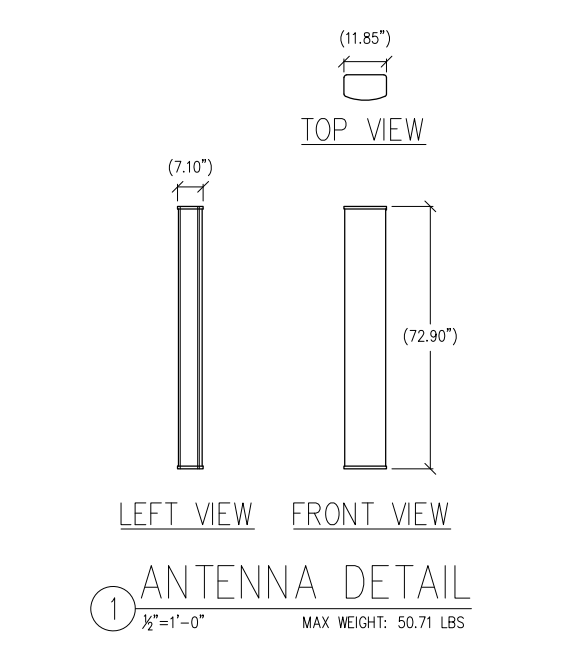
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|              | -        | -           | -    |

DRAWN BY: M. STICKEL  
CHECKED BY: J. GRAY  
APPROVED BY: J. ANDERSON  
DATE: 02/13/18

**SHEET TITLE:**  
ANTENNA PLAN  
& DETAILS  
**SHEET NUMBER:**  
**A-5**

**NOTICE**  
ONLY BOBCAT & BOOM-LIFT TRUCKS ALLOWED FOR  
ANTENNA INSTALL BECAUSE OF ENVIRONMENTAL  
SENSITIVITY AT THE SITE

**NOTICE**  
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THE EXISTING AND NEW LOADING CONDITIONS.



NOTE: ALL (N) VERIZON WIRELESS ANTENNAS, ANTENNA MOUNTS, ANTENNA EQUIPMENT, & EXPOSED CABLES TO BE PAINTED TO MATCH (E) CROWN CASTLE MONOPOLE

Item: 11d  
**GRAHAM  
RD / MT  
HERMAN RD**

249643  
3650 GRAHAM HILL ROAD  
SANTA CRUZ, CA 95018



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DRAWN BY: M. STICKEL

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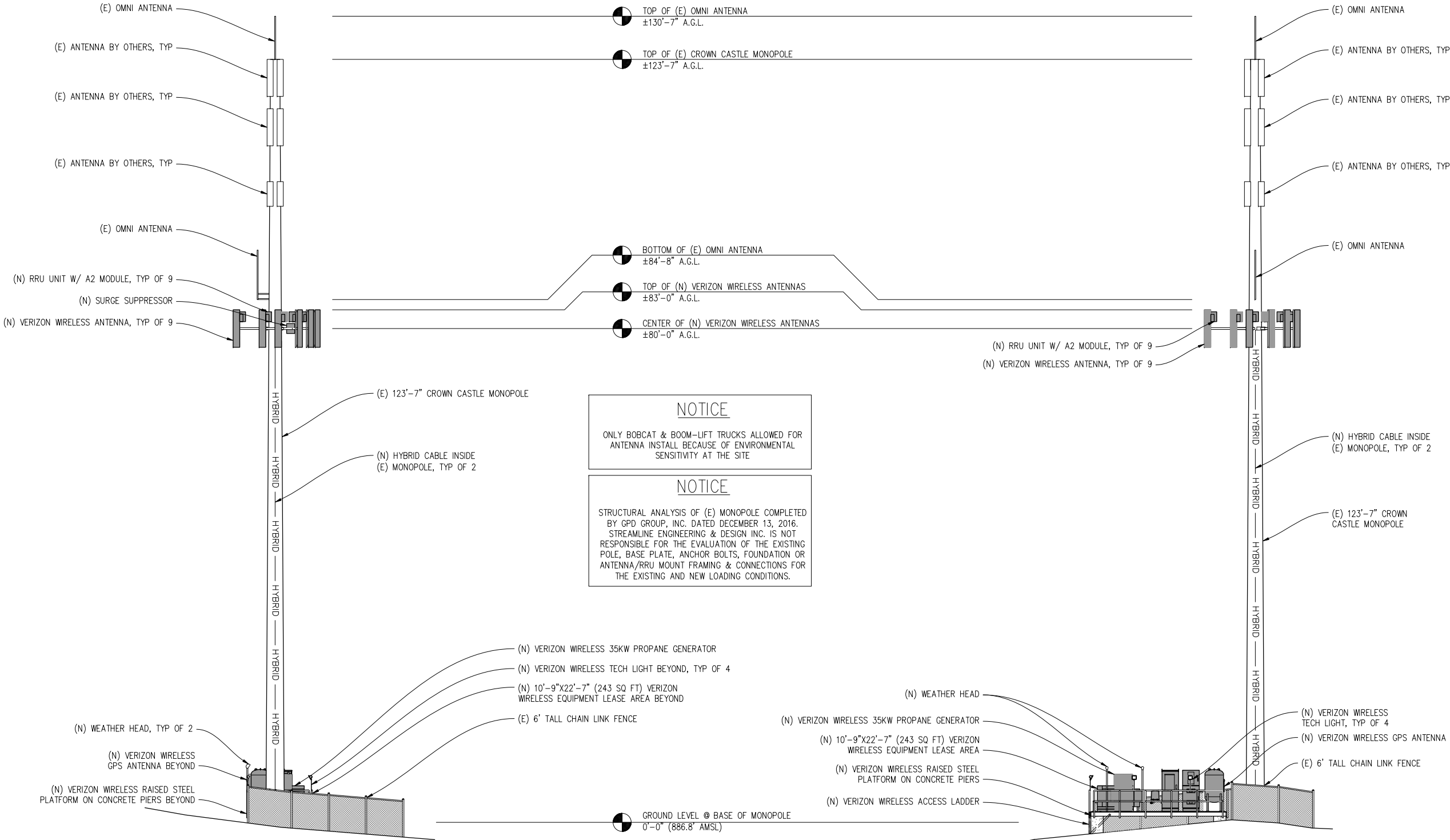
DATE: 02/13/18

SHEET TITLE:

ELEVATIONS

SHEET NUMBER:

A-6



NOTICE

ONLY BOBCAT & BOOM-LIFT TRUCKS ALLOWED FOR ANTENNA INSTALL BECAUSE OF ENVIRONMENTAL SENSITIVITY AT THE SITE

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NORTH ELEVATION

1/8"=1'-0"

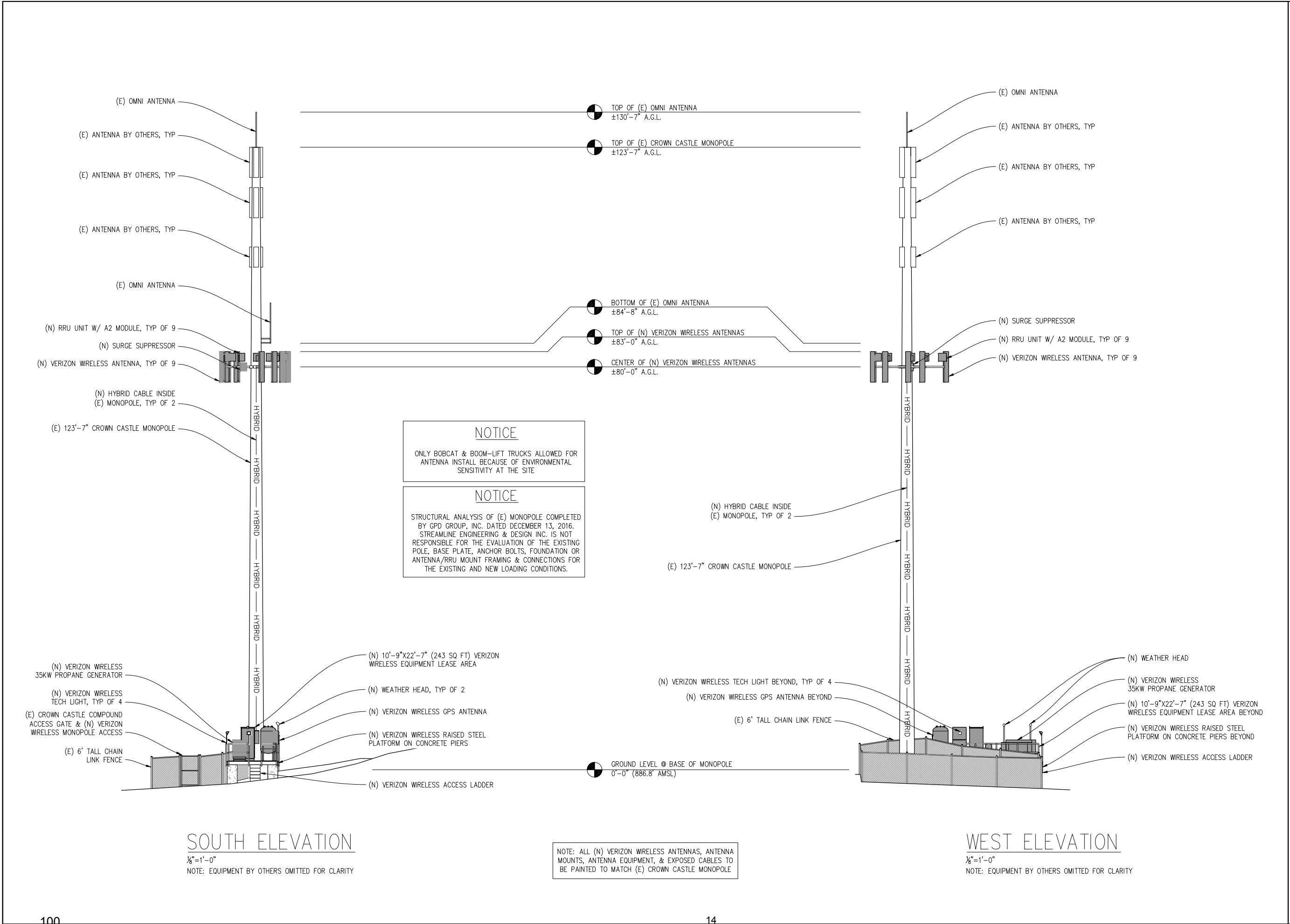
NOTE: EQUIPMENT BY OTHERS OMITTED FOR CLARITY

EAST ELEVATION

1/8"=1'-0"

NOTE: EQUIPMENT BY OTHERS OMITTED FOR CLARITY

NOTE: ALL (N) VERIZON WIRELESS ANTENNAS, ANTENNA MOUNTS, ANTENNA EQUIPMENT, & EXPOSED CABLES TO BE PAINTED TO MATCH (E) CROWN CASTLE MONOPOLE



Agenda: 10.18.18

Item: 11d

GRAHAM RD / MT HERMAN RD

249643

3650 GRAHAM HILL ROAD  
SANTA CRUZ, CA 95018

2785 MITCHELL DRIVE, BLDG 9  
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DRAWN BY: M. STICKEL

CHECKED BY: J. GRAY

APPROVED BY: J. ANDERSON

DATE: 02/13/18

SHEET TITLE:

ELEVATIONS

SHEET NUMBER:

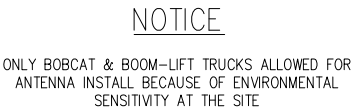
A-7



1. EXISTING BUILDING CONSTRUCTION CONDITIONS INDICATED ON THE DRAWINGS SHALL BE FIELD VERIFIED BY THE CONTRACTOR PRIOR TO PROCEEDING WITH CONSTRUCTION OR ORDERING OF MATERIALS. IF EXISTING CONDITIONS DO NOT ALLOW FOR DETAILS OF CONSTRUCTION AS SHOWN ON THESE DRAWINGS, NOTIFY ENGINEER OF RECORD FOR RESOLUTION PRIOR TO PROCEEDING. CONTRACTOR SHALL EXPOSE AND REVIEW EXISTING CONDITIONS IN A TIMELY MANNER SUCH THAT ALTERNATE DESIGNS OR DETAILS, IF REQUIRED, MAY BE GENERATED WITHOUT DELAY TO THE PROJECT.
2. DURING CONSTRUCTION, THE CONTRACTOR SHALL NOT ALTER, DAMAGE OR REMOVE ANY PART OF THE EXISTING STRUCTURE UNLESS SPECIFICALLY DETAILED ON THESE DRAWINGS.
3. THE INTENT OF THESE DRAWINGS IS THAT THE WORK OF THE ADDITION, ALTERATION, REHABILITATION, OR RECONSTRUCTION IS TO BE IN ACCORDANCE WITH THE 2016 CBC. SHOULD ANY EXISTING CONDITIONS SUCH AS DETERIORATION OR NONCOMPLYING CONSTRUCTION BE DISCOVERED WHICH IS NOT COVERED BY THE CONTRACT DOCUMENTS WHEREIN THE FINISHED WORK WILL NOT COMPLY WITH THE 2016 CBC, A CHANGE ORDER, OR A SEPARATE SET OF PLANS AND SPECIFICATIONS, DETAILING AND SPECIFYING THE REQUIRED WORK SHALL BE PREPARED AND SUBMITTED TO AND APPROVED BY THE BUILDING DEPARTMENT PRIOR TO PROCEEDING WITH THE WORK.
4. ALL WORK AND MATERIALS SHOWN ARE NEW UNLESS INDICATED AS EXISTING (E).
5. IT MAY BE NECESSARY TO REMOVE ARCHITECTURAL FINISHES, PLUMBING PIPES AND FIXTURES, ELECTRICAL CONDUIT, FIXTURES, PANELS, BOXES, TELEPHONE OR FIRE ALARM WIRING AND FIXTURES OR OTHER NON-STRUCTURAL ITEMS TO INSTALL STRUCTURAL WORK AND MATERIALS SHOWN ON THESE DRAWINGS. SUCH ITEMS SHALL BE REMOVED, REPAIRED AND/OR REPLACED TO MATCH PRE-CONSTRUCTION CONDITIONS AT THE CONTRACTORS EXPENSE.
6. ALL WEATHER PROOFING, INCLUDING BUT NOT LIMITED TO TORCH DOWN, CAULKING, Z-FLASHING OR ANY OTHER MATERIAL THAT MAY BE ALTERED DURING INSTALLATION SHALL BE REPAIRED REPLACED AND/OR MODIFIED TO ENSURE THE BUILDING AT THE INSTALLATION SITE IS WEATHER PROOF.
7. ANY PROPOSED SUBSTITUTIONS FOR STRUCTURAL MEMBERS, HARDWARE, ANCHOR TYPES, OR DETAILING INDICATED IN THESE DRAWINGS SHALL BE SUBMITTED TO AND REVIEWED BY THE ENGINEER OF RECORD PRIOR TO ORDERING MATERIALS. SUCH REVIEW SHALL BE BILLED ON A TIME AND MATERIALS BASIS TO THE CONTRACTOR WITH NO GUARANTEE THAT THE SUBSTITUTION WILL BE ALLOWED.
8. CONTRACTOR SHALL ENSURE ALL ROOF AREAS HAVE POSITIVE SLOPE TO ALL EXISTING ROOF DRAINS. PROVIDE ADDITIONAL CRICKETS OR BUILD UP ROOFING AS REQUIRED TO PROVIDE POSITIVE DRAINAGE AROUND ALL NEW CONSTRUCTION INCLUDING ANY CURBS, SLEEPERS, SUPPORT BASES, ETC.

1. ALL STEEL CONSTRUCTION INCLUDING FABRICATION, ERECTION AND MATERIALS SHALL COMPLY WITH ALL REQUIREMENTS OF THE 2010 AISI SPECIFICATION FOR THE DESIGN, FABRICATION, AND ERECTION OF STRUCTURAL STEEL FOR BUILDINGS AND THE 2016 CBC.
2. ALL STRUCTURAL STEEL SHALL BE ASTM A36 UNLESS OTHERWISE NOTED. ALL WF (WIDE FLANGE) & WT (TEE) SHAPES TO BE ASTM A992 ( $F_y=50,000$  PSI) UNLESS NOTED OTHERWISE. ALL STRUCTURAL TUBING (TS OR HSS) SHALL BE ASTM A500 GRADE B ( $F_y=46,000$  PSI). ALL STEEL PIPE SHALL BE ASTM A53 (TYPE E OR S, GRADE B ( $F_y=35,000$  PSI)) SCHEDULE 40 WITH OUTSIDE DIAMETERS GIVEN UNLESS OTHERWISE NOTED.
3. ALL WELDING SHALL BE PERFORMED USING E70XX ELECTRODES UNLESS OTHERWISE NOTED AND SHALL CONFORM TO AISI & AWS D1.1. WHERE FILLET WELD SIZES ARE NOT SHOWN PROVIDE THE MINIMUM SIZE PER TABLE J2.4 IN THE AISI SPECIFICATION. PAINTED SURFACES SHALL BE TOUCHED UP.
4. ALL WELDING SHALL BE PERFORMED BY QUALIFIED, CERTIFIED WELDERS.
5. BOLTS SHALL BE GALVANIZED ASTM F3125/F3125M MINIMUM. BOLTED CONNECTIONS SHALL BE BEARING TYPE. SEE PLANS FOR LOCATION, NUMBER, & SIZE OF BOLTS. SPECIAL INSPECTION NOT REQUIRED U.O.N.
6. THREADED RODS SHALL BE ASTM F1554, GR 36 U.O.N. BOLTED CONNECTIONS SHALL BE BEARING TYPE. SEE PLANS FOR LOCATION, NUMBER, & SIZE OF BOLTS.
7. ALL HOLES FOR BOLTED CONNECTIONS SHALL BE 1/16" LARGER THAN THE NOMINAL BOLT DIAMETER. USE STANDARD AISI GAGE AND PITCH FOR BOLTS EXCEPT AS NOTED OTHERWISE. HOLES FOR ANCHOR BOLTS IN BASE PLATES MAY BE AISI "OVERSIZE" HOLES WHERE ACCOMPANIED BY OVERSIZED HARDENED HOT DIPPED GALVANIZED WASHERS.
8. ALL SHOP FABRICATED STEEL STRUCTURAL MEMBERS FOR EXTERIOR USE SHALL BE HOT DIP GALVANIZED PER ASTM A123 AFTER FABRICATION & PAINTED PER CUSTOMER SPECIFICATIONS AS REQUIRED. STEEL FOR INTERIOR USE SHALL BE SHOP COAT OR GALVANIZED & PAINTED PER PLAN.
9. ALL FIELD FABRICATED GALVANIZED STEEL THAT IS CUT, GRIND, DRILLED, WELDED OR DAMAGED SHALL BE TREATED WITH "ZINC RICH" COLD GALVANIZING SPRAY OR COATING. NO RAW STEEL SHALL BE EXPOSED.
10. AT ALL WEB STIFFENER PLATES LEAVE  $\frac{3}{4}"\phi$  (OR K, WHICHEVER IS LARGER) HOLE @ WEB/FLANGE INTERSECTION UNLESS NOTED OTHERWISE.
11. BOLTS AT ANTENNA & RRU MOUNT TO BE ASTM F3125/F3125M A194M U.O.N.
12. ALL NUTS SHALL BE ASTM A563/A563M ALL WASHERS SHALL BE ASTM F436/ F436M.
13. ALL STRUT MEMBERS USED IN EXTERIOR APPLICATIONS SHALL BE HOT DIPPED GALVANIZED PER ASTM A123 OR ASTM A153.
14. ALL STAINLESS STEEL BOLTED CONNECTIONS SHALL BE ASTM F593-17 AND STAINLESS STEEL NUTS SHALL BE ASTM F594-09 (2015).

1. CALL BEFORE YOU DIG. CONTRACTOR IS REQUIRED TO CALL 811 (NATIONWIDE "CALL BEFORE YOU DIG" HOTLINE) AT LEAST 72 HOURS BEFORE DIGGING.
2. VERIFY ALL TRENCHING REQUIREMENTS WITH SERVING UTILITIES.
3. RESTORE GRADE TO ORIGINAL CONDITION OR BETTER.
4. RETURN FILL TO 95% OF MAXIMUM DENSITY IN ACCORDANCE WITH ASTM STANDARDS.
5. RESTORE CUT CONCRETE OR ASPHALT TO ORIGINAL CONDITION OR BETTER.



1. ALL CONCRETE CONSTRUCTION SHALL CONFORM TO ACI 318-14. CONCRETE MIX DESIGN SHALL BE REVIEWED BY AN INDEPENDENT TESTING LABORATORY AND SUBMITTED TO THE ENGINEER OF RECORD FOR REVIEW.
2. CONTRACTOR SHALL VERIFY SITE CONDITIONS & ALL DIMENSIONS PRIOR TO STARTING WORK. NOTIFY ENGINEER OF RECORD OF ANY DISCREPANCIES FOR RESOLUTION PRIOR TO PROCEEDING.
3. ALL CONCRETE SHALL BE A MINIMUM 5 SACK MIX WITH A MINIMUM COMPRESSIVE STRENGTH OF 2500 PSI AT 28 DAYS.
4. CEMENT SHALL CONFORM TO ASTM C150, TYPE II.
5. CONCRETE AGGREGATES SHALL CONFORM TO ASTM C33.
6. ALL REINFORCING STEEL SHALL BE GRADE 60 AND CONFORM TO ASTM A615 UNLESS OTHERWISE NOTED. SEE PLAN FOR SIZE AND PLACEMENT.
7. WELDED WIRE FABRIC SHALL CONFORM TO ASTM A1064.
8. REINFORCING STEEL SHALL BE FABRICATED ACCORDING TO "MANUAL OF STANDARD PRACTICE FOR REINFORCED CONCRETE CONSTRUCTION".
9. MINIMUM LAP SPlice SHALL BE 48 BAR DIAMETERS UNLESS OTHERWISE NOTED.
10. MINIMUM BEND DIAMETER SHALL BE 6 BAR DIAMETERS UNLESS OTHERWISE NOTED.
11. MINIMUM REINFORCING COVERAGE IS 3" UNLESS OTHERWISE NOTED.
12. CONCRETE SHALL BE PLACED AGAINST FIRM UNDISTURBED NON EXPANSIVE SOIL AT DEPTH SHOWN. WHERE OTHER CONDITIONS ARE ENCOUNTERED DURING EXCAVATION THE ENGINEER SHALL BE NOTIFIED AND REMEDIAL MEASURES PRESCRIBED PRIOR TO PROCEEDING WITH WORK.
13. BOTTOM OF ALL FOOTING TRENCHES SHALL BE CLEAN AND LEVEL. REMOVE ALL DEBRIS BEFORE PLACING ANY CONCRETE.
14. ALL BOLTS & THREADED ROD SHALL BE ASTM F1554, GR.36 MINIMUM UNLESS OTHERWISE NOTED, NEW, & WITHOUT SIGNIFICANT RUST.
15. A 3/4" CHAMFER SHALL BE PROVIDED AT ALL EXPOSED EDGES OF CONCRETE UNLESS OTHERWISE NOTED.
16. REINFORCING, DOWELS, BOLTS, ANCHORS, SLEEVES, ETC. TO BE EMBEDDED IN CONCRETE SHALL BE SECURELY POSITIONED BEFORE PLACING CONCRETE.
17. ALL CONCRETE SHALL BE THOROUGHLY CONSOLIDATED BY MOTORIZED VIBRATORY MEANS AND THOROUGHLY WORKED AROUND REINFORCEMENT, EMBEDDED ITEMS AND IN CORNERS OF FORMS.

1. WHEN INSTALLING DRILLED-IN ANCHORS AND/OR POWDER DRIVEN PINS IN EXISTING NON-PRESTRESSED OR POST-TENSIONED REINFORCED CONCRETE (MILD REINFORCED) USE CARE & CAUTION TO AVOID CUTTING OR DAMAGING THE (E) REINFORCING BARS WHEN INSTALLING ANCHORS INTO (E) PRE-STRESSED OR POST-TENSIONED CONCRETE. LOCATE THE PRE-STRESSED OR POST-TENSIONED TENDONS BY USING A NON-DESTRUCTIVE METHOD, SUCH AS X-RAY, AT POINT OF PENETRATION, PRIOR TO INSTALLATION. EXERCISE EXTREME CARE & CAUTION TO AVOID CUTTING OR DAMAGING THE TENDONS DURING INSTALLATION. MAINTAIN A MINIMUM CLEARANCE OF TWO INCHES BETWEEN REINFORCEMENT AND THE DRILLED-IN ANCHOR AND/OR PIN.
2. WHEN CORING EXISTING REINFORCED CONCRETE OF ANY CONSTRUCTION TYPE (PRE-STRESSED, POST-TENSIONED OR MILD REINFORCED), LOCATE THE EXISTING REINFORCING BY USING A NON-DESTRUCTIVE METHOD, SUCH AS X-RAY, PRIOR TO CORING. EXERCISE EXTREME CARE & CAUTION TO AVOID CUTTING OR DAMAGING ANY REINFORCING DURING CORING. MAINTAIN A MINIMUM CLEARANCE OF TWO INCHES BETWEEN REINFORCEMENT AND THE CORE. THE MAXIMUM SIZE OF ANY CORE IS TO BE 6" DIAMETER AND THE MINIMUM SPACING BETWEEN CORES IS TO BE TWICE THE CORE DIAMETER (I.E. 12" SPACING FOR A 6" DIAMETER CORE).
3. THE INSPECTOR IS TO BE PRESENT DURING ALL CORE DRILLING OPERATIONS TO VERIFY THAT NO REINFORCING CABLES, TENDONS, OR REBAR HAVE BEEN CUT. (SEE NOTE 5 BELOW)
4. THE INSPECTOR SHALL SUBMIT A WRITTEN REPORT TO THE OWNER.
5. THE INSPECTIONS INDICATED IN NOTES 3 AND 4 ABOVE ARE NOT REQUIRED FOR A CONCRETE FILL OVER METAL DECK APPLICATION WHERE INDICATED ON THE CONSTRUCTION DRAWINGS.

1. EXPANSION AND EPOXY ANCHORS SHALL BE IN CONFORMANCE WITH ALL REQUIREMENTS OF THE 2016 CALIFORNIA BUILDING CODE (CBC).
2. ALL ANCHORS PROVIDED SHALL BE INCLUDED IN EVALUATION REPORTS OF THE INTERNATIONAL CODE COUNCIL (ICC), AND SHALL BE EVALUATED FOR 2015 IBC MINIMUM REQUIREMENTS IN THE ICC REPORT
3. CONCRETE EXPANSION ANCHORS SHALL BE KWIK BOLT TZ BY HILTI, INC., TULSA, OKLAHOMA AS PER ICC REPORT NO. ESR-1917 OR APPROVED EQUIVALENT.
4. CMU EXPANSION ANCHORS SHALL BE KWIK BOLT TZ BY HILTI, INC., TULSA, OKLAHOMA AS PER ICC REPORT NO. ESR-3785 OR APPROVED EQUIVALENT. ANCHORS SHALL BE INSTALLED A MINIMUM OF 1 1/2" FROM ANY VERTICAL MORTAR JOINT. TYPICAL ANCHORS TO BE SPACED 8 INCHES ON CENTER MINIMUM AND LIMITED TO ONE ANCHOR PER CELL.
5. CONCRETE ADHESIVE EPOXY ANCHORS SHALL BE HIT RE-500SD BY HILTI, INC., TULSA, OKLAHOMA AS PER ICC REPORT NO. ESR-2322 OR APPROVED EQUIVALENT.
6. GROUT FILLED CMU ADHESIVE EPOXY ANCHORS SHALL BE HIT-HY 200 BY HILTI, INC., TULSA, OKLAHOMA AS PER ICC REPORT NO. ESR-3963 OR APPROVED EQUIVALENT.
7. INSTALL EXPANSION AND EPOXY ANCHORS WITH SPECIAL INSPECTION IN ACCORDANCE WITH THE 2016 CBC, TABLE 1705.3, AND ALL REQUIREMENTS OF THE MANUFACTURER. THE MANUFACTURER'S ICC APPROVAL AND THESE DRAWINGS.
8. EXPANSION ANCHORS SHALL BE 304/316 STAINLESS STEEL U.O.N. EPOXY ANCHOR THREADED ROD SHALL BE ASTM F593 CWI (316) (1/4" TO 3/8") OR F593 CW2 (316) (3/4" TO 1 1/2") STAINLESS STEEL U.O.N.
9. LOCATE AND AVOID REINFORCEMENT AND OTHER EMBEDDED ITEMS WHEN INSTALLING ANCHORS. TYPICAL SEE CONCRETE CORE DRILLING NOTES FOR ADDITIONAL INFORMATION.
10. THE SPECIAL INSPECTOR MUST MAKE PERIODIC INSPECTIONS DURING ANCHOR INSTALLATION TO VERIFY ANCHOR TYPE AND DIMENSIONS, CONCRETE MEMBER THICKNESS, ANCHOR SPACING, EDGE DISTANCES, TIGHTENING TORQUE, HOLE DIAMETER, DEPTH AND CLEANLINESS, ANCHOR EMBEDMENT AND ADHERENCE TO MANUFACTURER'S INSTALLATION INSTRUCTIONS. SEE NOTE 11 BELOW FOR FREQUENCY OF INSPECTIONS.
11. 50% OF ALL ANCHORS, INCLUDING ALTERNATE BOLTS IN A GROUP OF ANCHORS, SHALL BE INSPECTED PER NOTE 10 ABOVE AND TORQUE TESTED PER THE ICC REPORT TEST VALUES NOTED BELOW:  

|                                     |               |               |                |
|-------------------------------------|---------------|---------------|----------------|
| <u>CONCRETE TORQUE TEST VALUES:</u> |               |               |                |
| 3/8"=25 FT LB                       | 1/2"=40 FT LB | 5/8"=60 FT LB | 3/4"=110 FT LB |
| <u>CMU TORQUE TEST VALUES:</u>      |               |               |                |
| 3/8"=15 FT LB                       | 1/2"=25 FT LB | 5/8"=35 FT LB | 3/4"=70 FT LB  |

1. FOUNDATION DESIGN IS BASED ON THE GEOTECHNICAL REPORT BY SALEM ENGINEERING GROUP JOB NO. 4-211-9700, DATED OCTOBER 31, 2011, AND SUPPLEMENTAL PIER FOUNDATION DESIGN PARAMETERS DATED.
2. ALL FOUNDATION WORK SHALL BE DONE IN ACCORDANCE WITH THE REQUIREMENTS OF THE GEOTECHNICAL REPORT. COPIES OF THE REPORT MAY BE OBTAINED FROM THE ENGINEER UPON REQUEST.
3. THE GEOTECHNICAL ENGINEER SHALL OBSERVE ALL FOOTING EXCAVATIONS PRIOR TO PLACEMENT OF REINFORCING STEEL AND CONCRETE.
4. THE CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR ALL EXCAVATION PROCEDURES INCLUDING, BUT NOT LIMITED TO, LAGGING, SHORING AND PROTECTION OF ADJACENT PROPERTY, STRUCTURES, STREETS, AND UTILITIES IN ACCORDANCE WITH THE LOCAL BUILDING DEPARTMENT.
5. FOUNDATION TYPE: DRILLED CAST-IN-PLACE PIER FOOTINGS

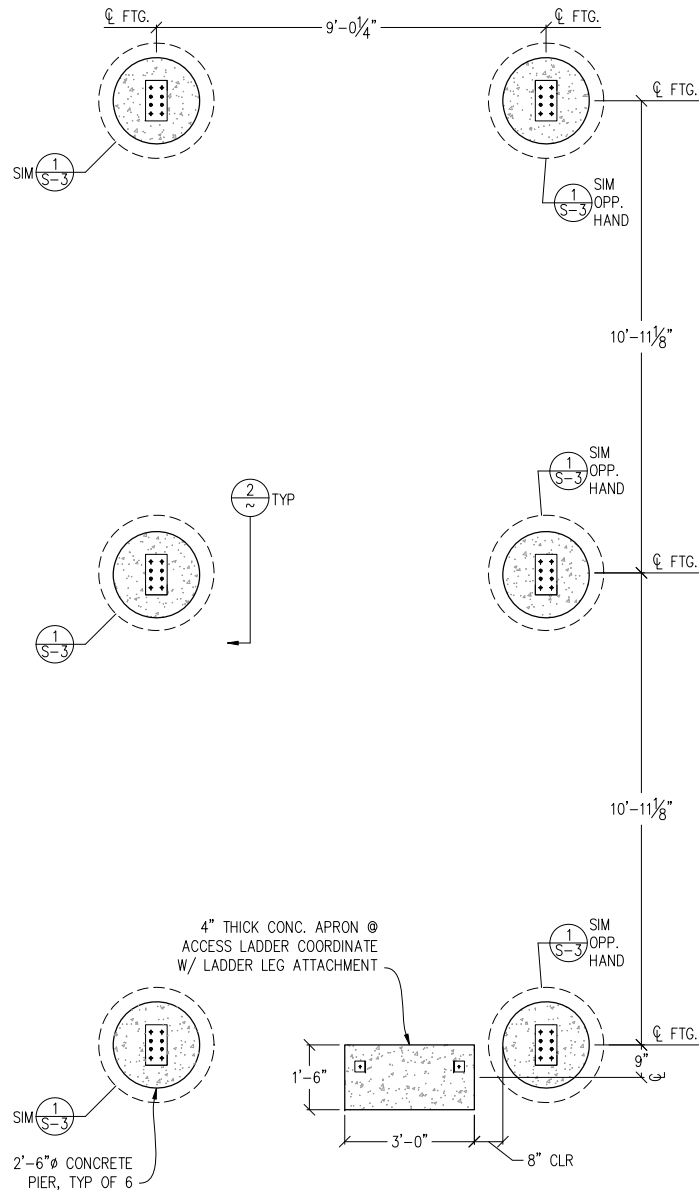
FOOTING DESIGN VALUES:

|                                    |          |
|------------------------------------|----------|
| <u>ALLOWABLE BEARING PRESSURES</u> |          |
| DL                                 | 2000 PSF |
| DL+LL                              | 2500 PSF |
| DL+LL+WIND OR SEISMIC              | 3400 PSF |
| <u>LATERAL RESISTANCE</u>          |          |
| PASSIVE PRESSURE                   | 350 PCF  |
| COEFFICIENT OF FRICTION            | 0.35     |
| <u>MINIMUM FOOTING DIMENSIONS</u>  |          |

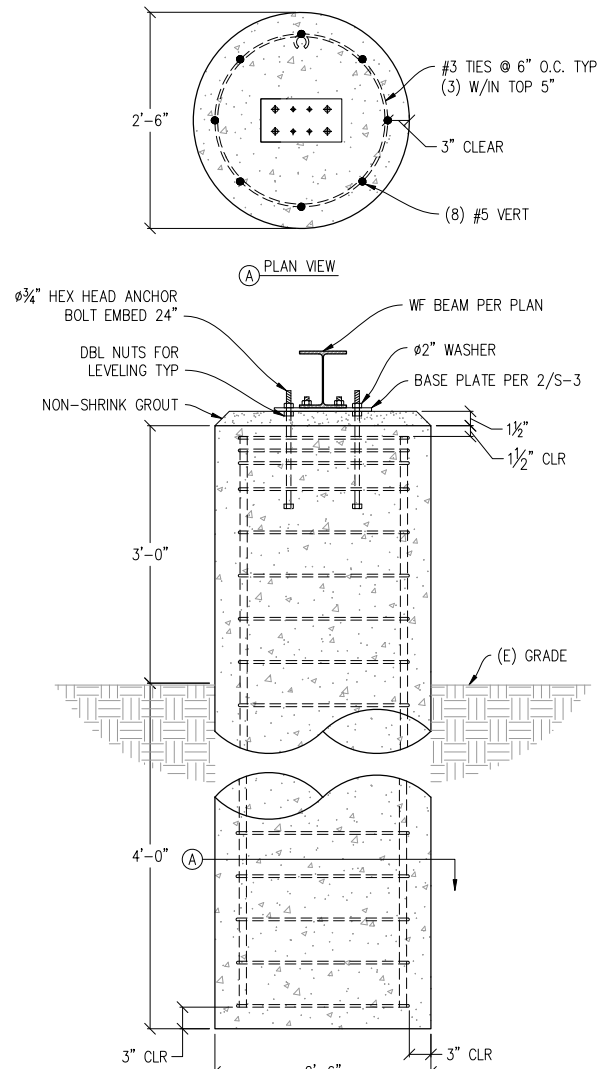
DIAMETER= 24"Ø  
DEPTH= 4'-0" BELOW LOWEST  
ADJACENT GRADE @ PIER FTG  
1'-0" @ CONVENTIONAL FTG

S-1

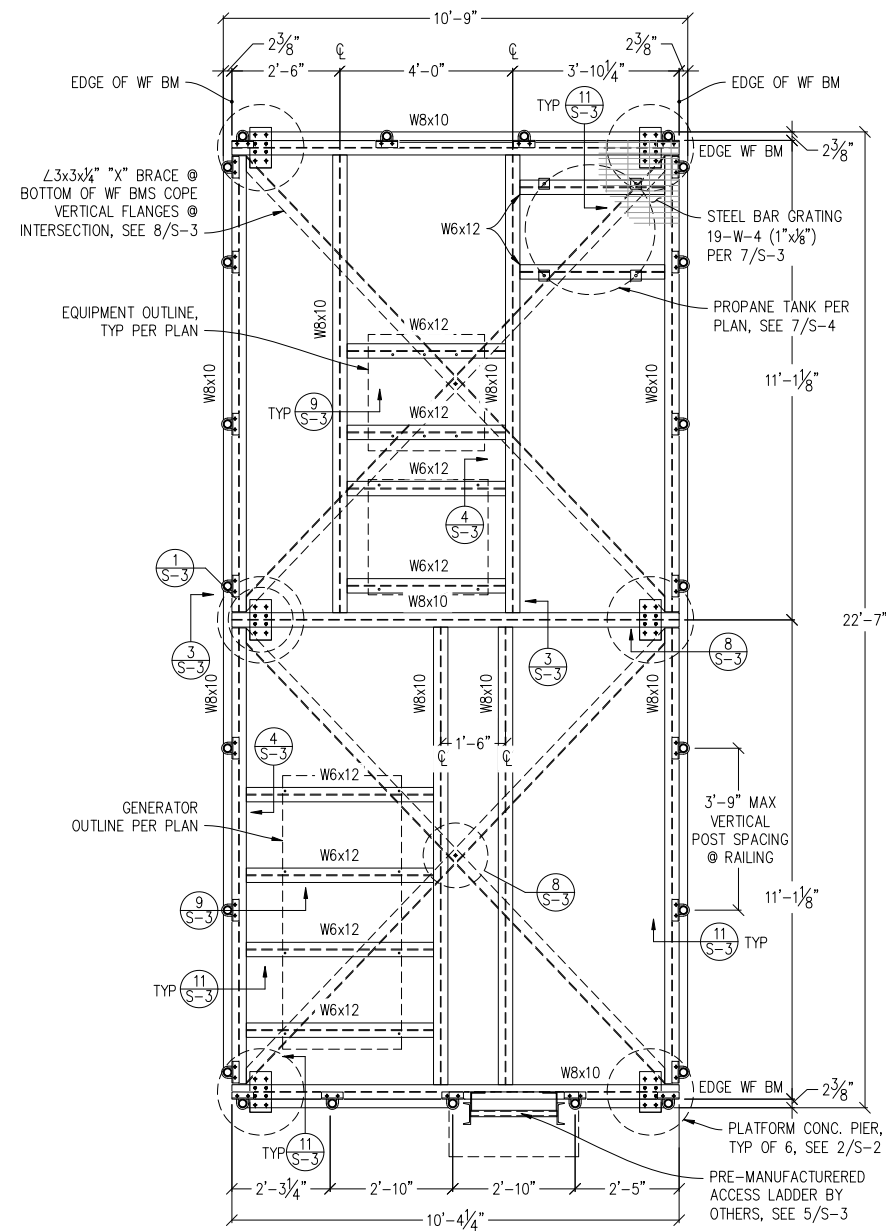




1 PLATFORM FOUNDATION PLAN  
1/2"=1'-0"



2 PIER FOUNDATION  
1"=1'-0"



3 PLATFORM FRAMING PLAN  
1/2"=1'-0"

NOTE:  
CONCRETE PIERS SHALL EXTEND A MIN. DEPTH BELOW LOWEST ADJACENT GRADE INTO BEDROCK AS SPECIFIED PER PLAN. IF DRILLING OF PIERS MEETS REFUSAL AND ARE NOT ABLE TO BE EXTENDED TO DEPTHS SPECIFIED, THE EXPOSED SOIL ROCK CONDITIONS ARE TO BE EVALUATED BY A REPRESENTATIVE OF SALEM ENGINEERING GROUP OF FRESNO, CA. (559) 271-9700. THE E.O.R. SHALL BE NOTIFIED IF CONDITIONS CANNOT BE MET PER PLAN

Agenda: 10.18.18

Item: 11d  
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249643  
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SANTA CRUZ, CA 95018

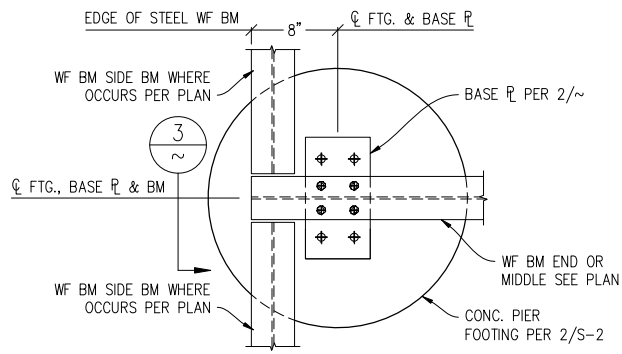
**verizon**  
2785 MITCHELL DRIVE, BLDG 9  
WALNUT CREEK, CA 94598

**Streamline Engineering and Design, Inc.**  
8445 Sierra College Blvd, Suite E Granite Bay, CA 95661  
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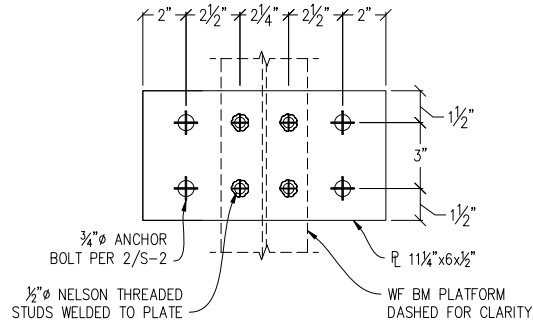


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| Δ                        | DATE     | DESCRIPTION | REV. |
|                          | 09/05/17 | CD 90%      | M.S. |
|                          | 10/12/17 | CLIENT REV  | C.C. |
|                          | 12/14/17 | CD 100%     | B.S. |
|                          | 02/13/18 | CLIENT REV  | B.S. |
|                          | -        | -           | -    |
|                          | -        | -           | -    |
| DRAWN BY: M. STICKEL     |          |             |      |
| CHECKED BY: J. GRAY      |          |             |      |
| APPROVED BY: J. ANDERSON |          |             |      |
| DATE: 02/13/18           |          |             |      |

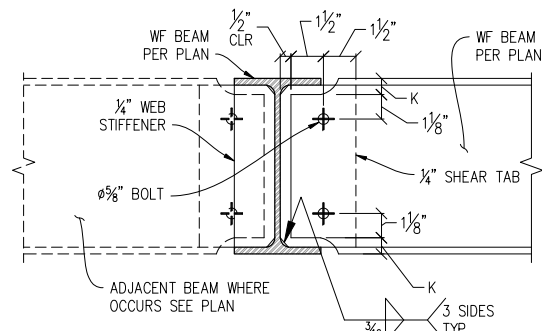
**SHEET TITLE:**  
STRUCTURAL PLANS  
**SHEET NUMBER:**  
S-2



WF BM LAYOUT @  
TOP OF CONC. PIER  
1 1/2"=1'-0"

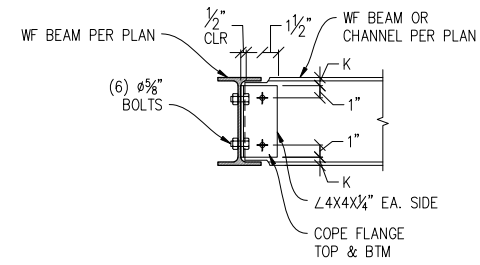


PIER PL CONNECTION  
2 3"=1'-0"



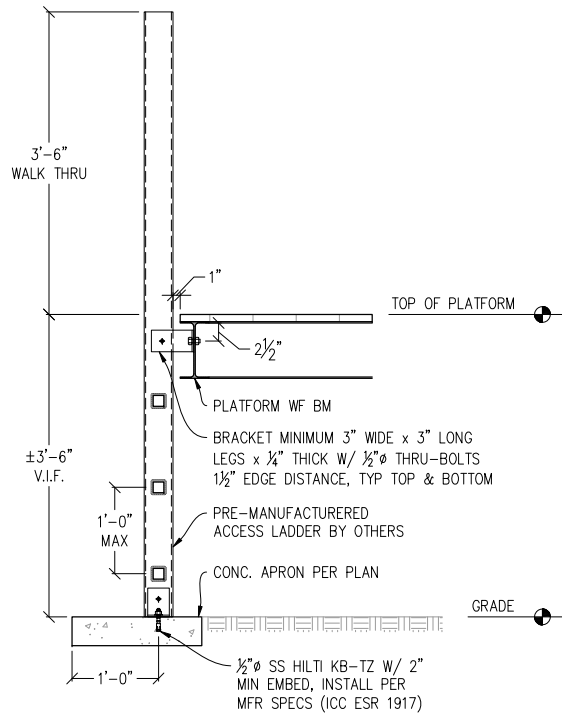
NOTE:  
TORQUE TEST & SPECIAL INSPECTION NOT REQUIRED. BOLTS TO BE SNUG TIGHT

WF BEAM TO WF BEAM  
3 3"=1'-0"

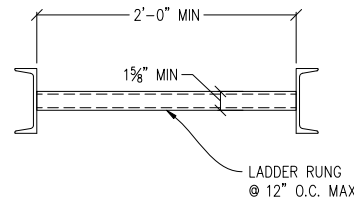


NOTE:  
TORQUE TEST & SPECIAL INSPECTION NOT REQUIRED. BOLTS TO BE SNUG TIGHT

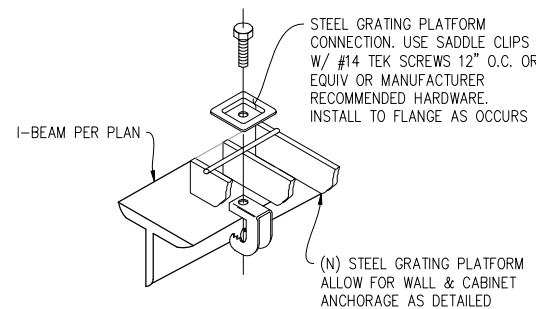
WF BM BOLTED TO WF BM  
4 1/2"=1'-0"



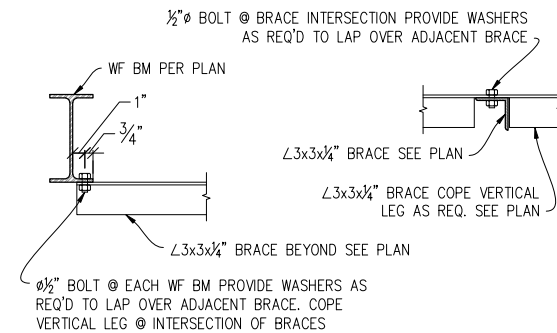
VERTICAL ACCESS LADDER  
5 1"=1'-0"



ACCESS LADDER RUNG  
6 1 1/2"=1'-0"

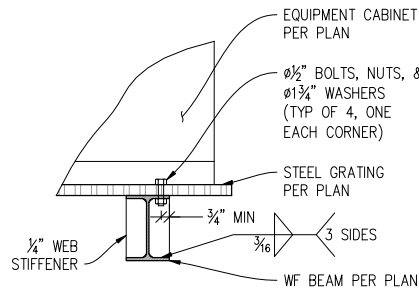


PLATFORM CONNECTION  
7 3"=1'-0"

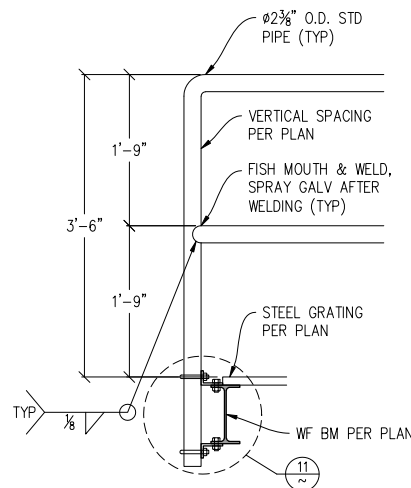


SECTION VIEW

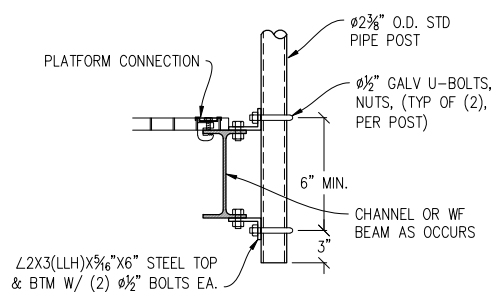
HORIZONTAL BRACE  
8 1 1/2"=1'-0"



CABINET TO WF BEAM  
9 1 1/2"=1'-0"



RAILING DETAIL  
10 1"=1'-0"



POST SUPPORT DETAIL  
11 1 1/2"=1'

Agenda: 10.18.18

Item: 11d  
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**verizon**  
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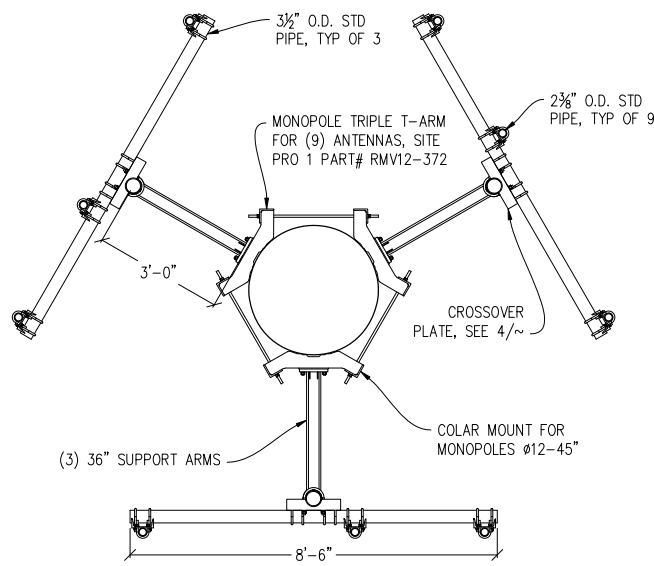
**Streamline Engineering and Design, Inc.**  
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Contact: Kevin Sorensen Phone: 916-660-1930  
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JOHN W. ANDERSON, INC.  
NO. 69368  
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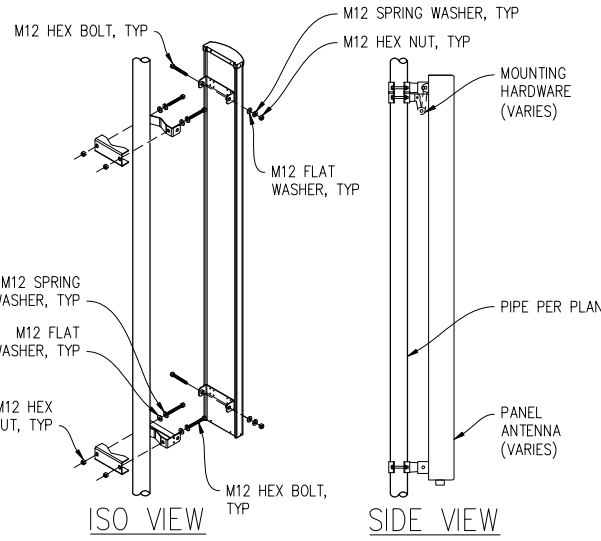
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| Δ            | DATE     | DESCRIPTION | REV. |
|              | 09/05/17 | CD 90%      | M.S. |
|              | 10/12/17 | CLIENT REV  | C.C. |
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|              | 02/13/18 | CLIENT REV  | B.S. |
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DRAWN BY: M. STICKEL  
CHECKED BY: J. GRAY  
APPROVED BY: J. ANDERSON  
DATE: 02/13/18

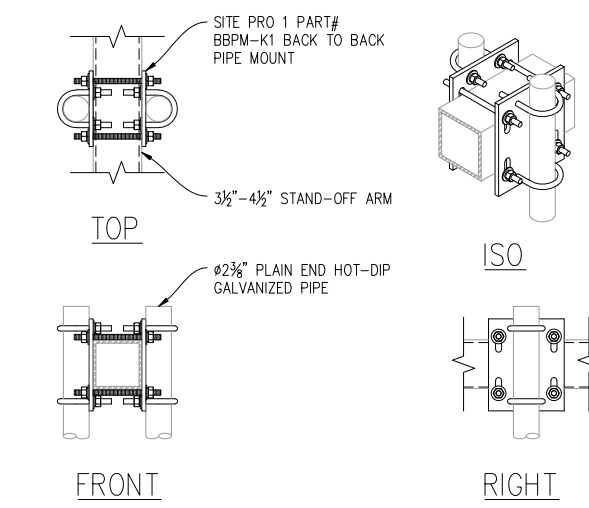
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STRUCTURAL DETAILS  
**SHEET NUMBER:**  
**S-3**



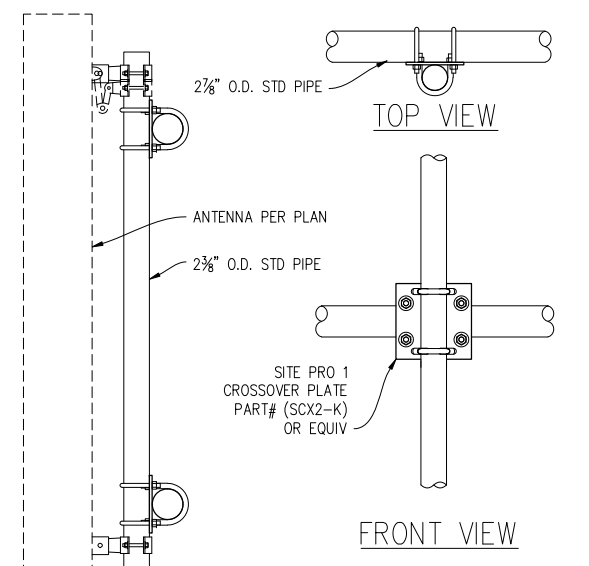
1 T-ARM ANT MOUNT DETAIL  
1/2"=1'-0"



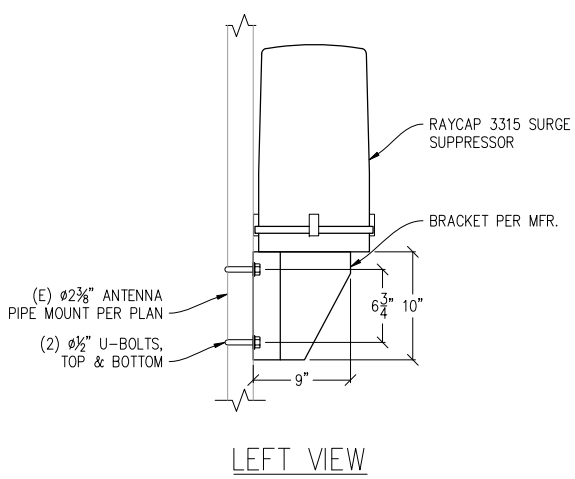
2 ANTENNA MOUNT DETAIL  
1"=1'-0"



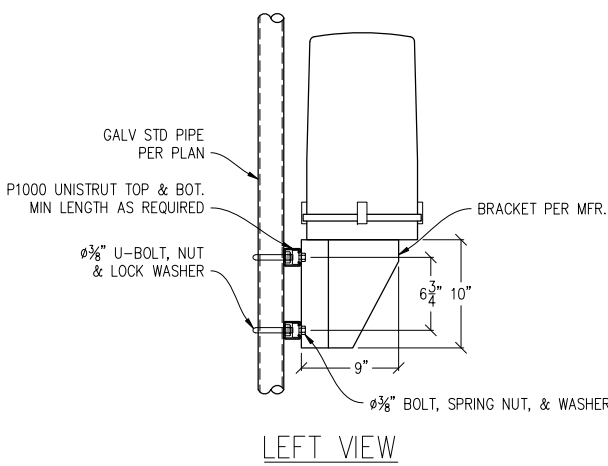
3 BACK TO BACK PIPE MOUNT  
1 1/2"=1'-0"



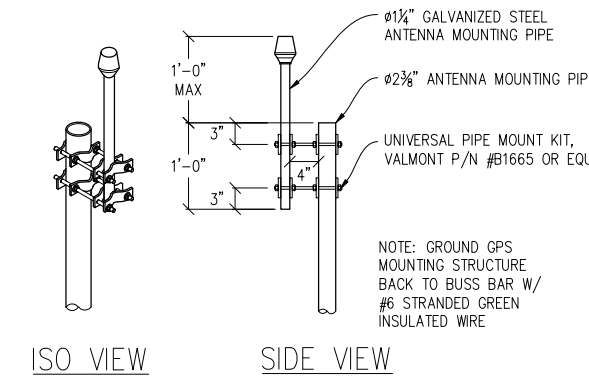
4 CROSSOVER PLATE  
1 1/2"=1'-0" MAX WEIGHT: 11.4 LBS



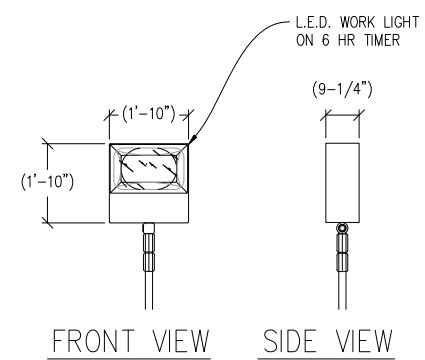
5 SURGE PIPE MOUNT DETAIL  
1 1/2"=1'-0"



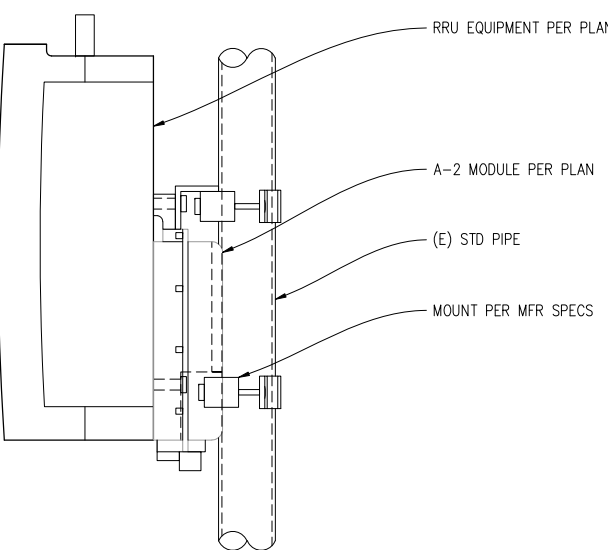
6 SURGE RAILING MOUNT DETAIL  
1 1/2"=1'-0"



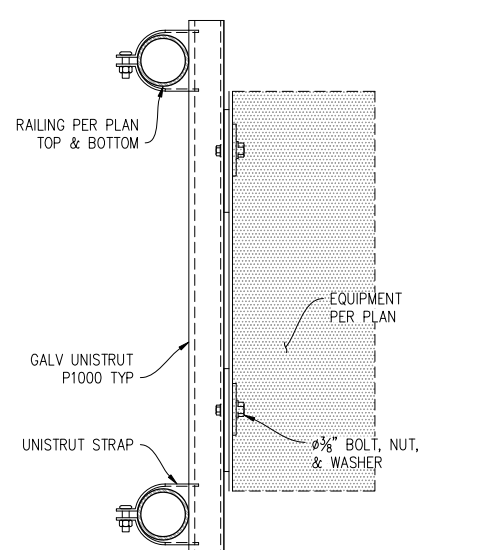
7 GPS ANTENNA DETAIL  
1"=1'-0"



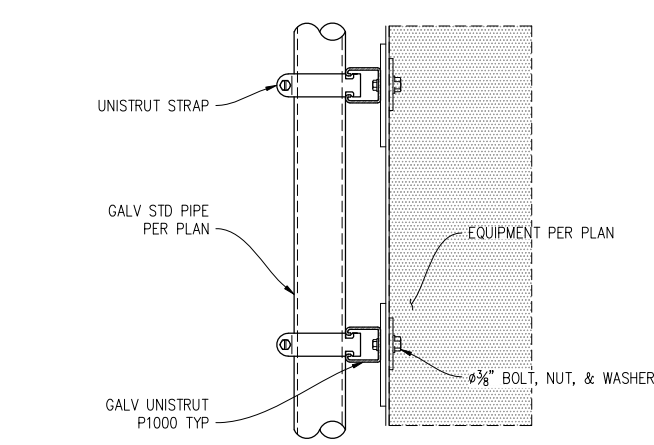
8 TECH LIGHT DETAIL  
1/2"=1'-0"



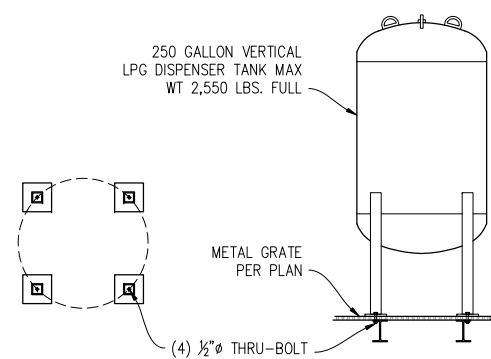
9 RRU+A2 MOUNTING DETAIL  
3"=1'-0"



10 EQUIPMENT MOUNTING  
3"=1'-0" @ RAILING



11 EQUIPMENT MOUNTING DETAIL  
3"=1'-0"



12 FUEL TANK @ WF BM  
1/2"=1'-0"

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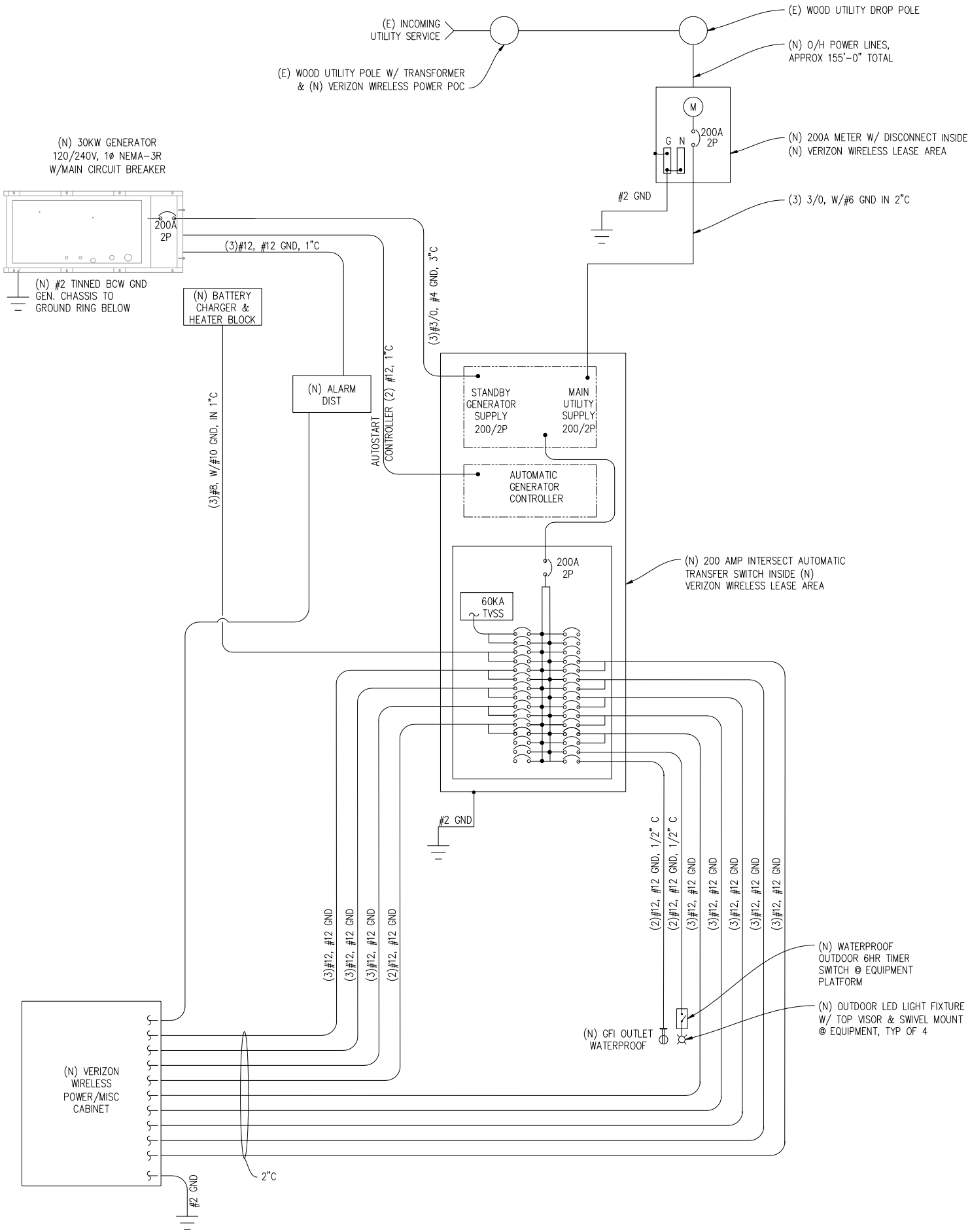
**LICENSED PROFESSIONAL ENGINEER**  
JOHN W. ANDERSON, INC.  
NO. 69368  
CIVIL  
STATE OF CALIFORNIA

**ISSUE STATUS**

| Δ | DATE     | DESCRIPTION | REV. |
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|   | -        | -           | -    |

DRAWN BY: M. STICKEL  
CHECKED BY: J. GRAY  
APPROVED BY: J. ANDERSON  
DATE: 02/13/18

**SHEET TITLE:**  
STRUCTURAL DETAILS  
**SHEET NUMBER:**  
S-4



ELECTRIC LEGEND

- (MI) MECHANICAL INTERLINK
- (M) METER
- CIRCUIT BREAKER
- SERVICE GROUND
- WIRED CONNECTION
- TIMER SWITCH, WATERPROOF
- OUTDOOR LIGHT
- GFI OUTLET, WATERPROOF

ELECTRICAL NOTES

- ALL ELECTRICAL WORK SHALL CONFORM TO THE 2016 CEC AS WELL AS ALL ADOPTED STANDARDS, APPLICABLE STATE AND LOCAL CODES.
- CONTRACTOR SHALL FURNISH AND INSTALL ALL CONDUIT, CONDUCTORS, PULL BOXES, TRANSFORMER PADS, POLE RISERS, AND PERFORM ALL TRENCHING AND BACKFILLING REQUIRED IN THE PLANS.
- ALL ELECTRICAL ITEMS SHALL BE U.L. APPROVED OR LISTED AND PROCURED PER PLAN SPECIFICATIONS.
- ALL CIRCUIT BREAKERS, FUSES, AND ELECTRICAL EQUIPMENT SHALL HAVE AN INTERRUPTION RATING NOT LESS THAN THE MAXIMUM SHORT CIRCUIT CURRENT TO WHICH THEY MAY BE SUBJECTED WITH A MINIMUM OF 10,000 A.I.C. OR AS REQUIRED.
- THE ENTIRE ELECTRICAL INSTALLATION SHALL BE GROUNDED AS REQUIRED BY ALL APPLICABLE CODES.
- ELECTRICAL WIRING SHALL BE COPPER #12 AWG MIN WITH TYPE THHN, THWN-2 OR THW-2, INSULATION RATED FOR 90°C DRY OR 70°C WET.
- ALL OUTDOOR EQUIPMENT SHALL HAVE NEMA 3R ENCLOSURE.
- ALL BURIED WIRE SHALL RUN THROUGH SCHEDULE 40 PVC CONDUIT UNLESS OTHERWISE NOTED.
- A GROUND WIRE IS TO BE PULLED IN ALL CONDUITS.
- WHERE ELECTRICAL WIRING OCCURS OUTSIDE A STRUCTURE AND HAS THE POTENTIAL FOR EXPOSURE TO WEATHER, WIRING SHALL BE IN WATERTIGHT GALVANIZED RIGID STEEL OR FLEXIBLE CONDUIT.
- WHERE PLANS CALL FOR A NEW ELECTRICAL SERVICE, PRIOR TO SUBMITTING BID, CONTRACTOR SHALL VERIFY PLAN DETAILS WITH THE UTILITY'S SERVICE PLAN & REQ'TS INCLUDING SERVICE VOLTAGE, METER LOCATION, MAIN DISCONNECTING MEANS, AND AIC REQ'T, AND SHALL OBTAIN CLARIFICATION FROM THE PROJECT ENGINEER ON ANY DEVIATIONS FOUND IN THESE PLANS.
- WHERE THESE PLANS SHOW A DC POWER PLANT, THE INSTALLATION OPERATING AT LESS THAN 50 VDC UNGROUNDED, 2-WIRE, SHALL COMPLY WITH ARTICLE 720, AS FOLLOWS:
  - POWER PLANT SHALL BE SUPPLIED BY THE WIRELESS CARRIER AS A PULL-TAG ITEM AND INSTALLED BY THE CONTRACTOR.
  - CONDUCTORS SHALL NOT BE SMALLER THAN #12 AWG COPPER MIN, CONDUCTORS FOR BRANCH CIRCUITS SUPPLYING MORE THAN ONE APPLIANCE SHALL BE 10 AWG CU MIN; CONTRACTOR SHALL SIZE CONDUCTORS BASED ON MFR'S DATA FOR THE APPLIANCES SERVED.
  - THERE ARE NO DC RECEPTACLES OR LUMINARIES ALLOWED ON THIS PROJECT. ALL CIRCUITS SHALL ORIGINATE AT AN INTEGRATED DOUBLE LUG TAP OR SOCKET TERMINATION ON AN INTEGRATED DC CIRCUIT BREAKER AT AN INDIVIDUAL RECTIFIER MODULE AND TERMINATE AT THE SPECIALIZED LUG ON THE RESPECTIVE APPLIANCE AS A SINGLE RUN OF WIRE WITHOUT SPLICES. ALL DC WIRING SHALL BE LABELED AT THE DC PLANT WITH THE APPLIANCE SERVED AND THE DC VOLTAGE.
  - ALL CABLING SHALL BE INSTALLED IN A NEAT AND WORKMAN LIKE MANNER AND SUPPORTED BY BUILDING STRUCTURE, EG. (N) CABLE TRAY OVERHEAD, IN SUCH A MANNER THAT THE CABLE WILL NOT BE DAMAGED BY NORMAL USE.

NEW PANEL SCHEDULE

| NAMEPLATE : PANEL A            |         |                           |                     | SC LEVEL : 10,000 |    |                     |                         | VOLTS: 120V/240V, 1Ø |         |  |  |
|--------------------------------|---------|---------------------------|---------------------|-------------------|----|---------------------|-------------------------|----------------------|---------|--|--|
| LOCATION : H-FRAME @ EQUIPMENT |         |                           |                     |                   |    |                     |                         | BUS AMPS: 200A       |         |  |  |
| MOUNTING : H-FRAME             |         |                           |                     |                   |    |                     |                         | MAIN CB: 200A        |         |  |  |
| ØA                             | ØB      | LOAD DESCRIPTION          | BKR<br>AMP/<br>POLE | CIRCUIT NO        |    | BKR<br>AMP/<br>POLE | LOAD DESCRIPTION        | ØA                   | ØB      |  |  |
| LOAD VA                        | LOAD VA |                           |                     |                   |    |                     |                         | LOAD VA              | LOAD VA |  |  |
| 30                             |         | SURGE ARRESTOR            | 60/2                | 1                 | 2  | —                   | BLANK                   | 0                    |         |  |  |
|                                | 30      | " "                       | " "                 | 3                 | 4  | —                   | " "                     |                      | 0       |  |  |
| 3840                           |         | (N) BATTERY CHARGER & HTR | 40/2                | 5                 | 6  | —                   | " "                     | 0                    |         |  |  |
|                                | 3840    | " "                       | " "                 | 7                 | 8  | 20/2                | (N) DC POWER/MISC PLANT |                      | 1200    |  |  |
| 1200                           |         | (N) DC POWER/MISC PLANT   | 20/2                | 9                 | 10 | " "                 | " "                     | 1200                 |         |  |  |
|                                | 1200    | " "                       | " "                 | 11                | 12 | 20/2                | " "                     |                      | 1200    |  |  |
| 1200                           |         | " "                       | 20/2                | 13                | 14 | " "                 | " "                     | 1200                 |         |  |  |
|                                | 1200    | " "                       | " "                 | 15                | 16 | 20/2                | " "                     |                      | 1200    |  |  |
| 1200                           |         | " "                       | 20/2                | 17                | 18 | " "                 | " "                     | 1200                 |         |  |  |
|                                | 1200    | " "                       | " "                 | 19                | 20 | 20/2                | " "                     |                      | 1200    |  |  |
| 1200                           |         | " "                       | 20/2                | 21                | 22 | " "                 | " "                     | 1200                 |         |  |  |
|                                | 1200    | " "                       | " "                 | 23                | 24 | 20/2                | " "                     |                      | 1200    |  |  |
|                                |         | BLANK                     | —                   | 25                | 26 | " "                 | " "                     | 1200                 |         |  |  |
|                                |         | " "                       | —                   | 27                | 28 | 20/1                | TECH LIGHT              |                      | 600     |  |  |
|                                |         | " "                       | —                   | 29                | 30 | 20/1                | GFI RECEPTACLE          | 300                  |         |  |  |
| 8670                           | 8670    | PHASE TOTALS              |                     |                   |    |                     | PHASE TOTALS            | 6300                 | 6600    |  |  |
| TOTAL VA =                     | 30240   | TOTAL AMPS =              | 126                 |                   |    |                     |                         |                      |         |  |  |

Agenda: 10.18.18

Item: 11d  
**GRAHAM RD / MT HERMAN RD**

249643  
3650 GRAHAM HILL ROAD  
SANTA CRUZ, CA 95018

**verizon**

2785 MITCHELL DRIVE, BLDG 9  
WALNUT CREEK, CA 94598

**Streamline Engineering and Design Inc.**

8445 Sierra College Blvd, Suite E Granite Bay, CA 95961  
Contact: Kevin Sorensen Phone: 916-660-1930  
E-Mail: kevin@streamlineeng.com Fax: 916-660-1941

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ISSUE STATUS

| Δ | DATE     | DESCRIPTION | REV. |
|---|----------|-------------|------|
|   | 09/05/17 | CD 90%      | M.S. |
|   | 10/12/17 | CLIENT REV  | C.C. |
|   | 12/14/17 | CD 100%     | B.S. |
|   | 02/13/18 | CLIENT REV  | B.S. |
|   | -        | -           | -    |
|   | -        | -           | -    |

DRAWN BY: M. STICKEL

CHECKED BY: J. GRAY

APPROVED BY: J. ANDERSON

DATE: 02/13/18

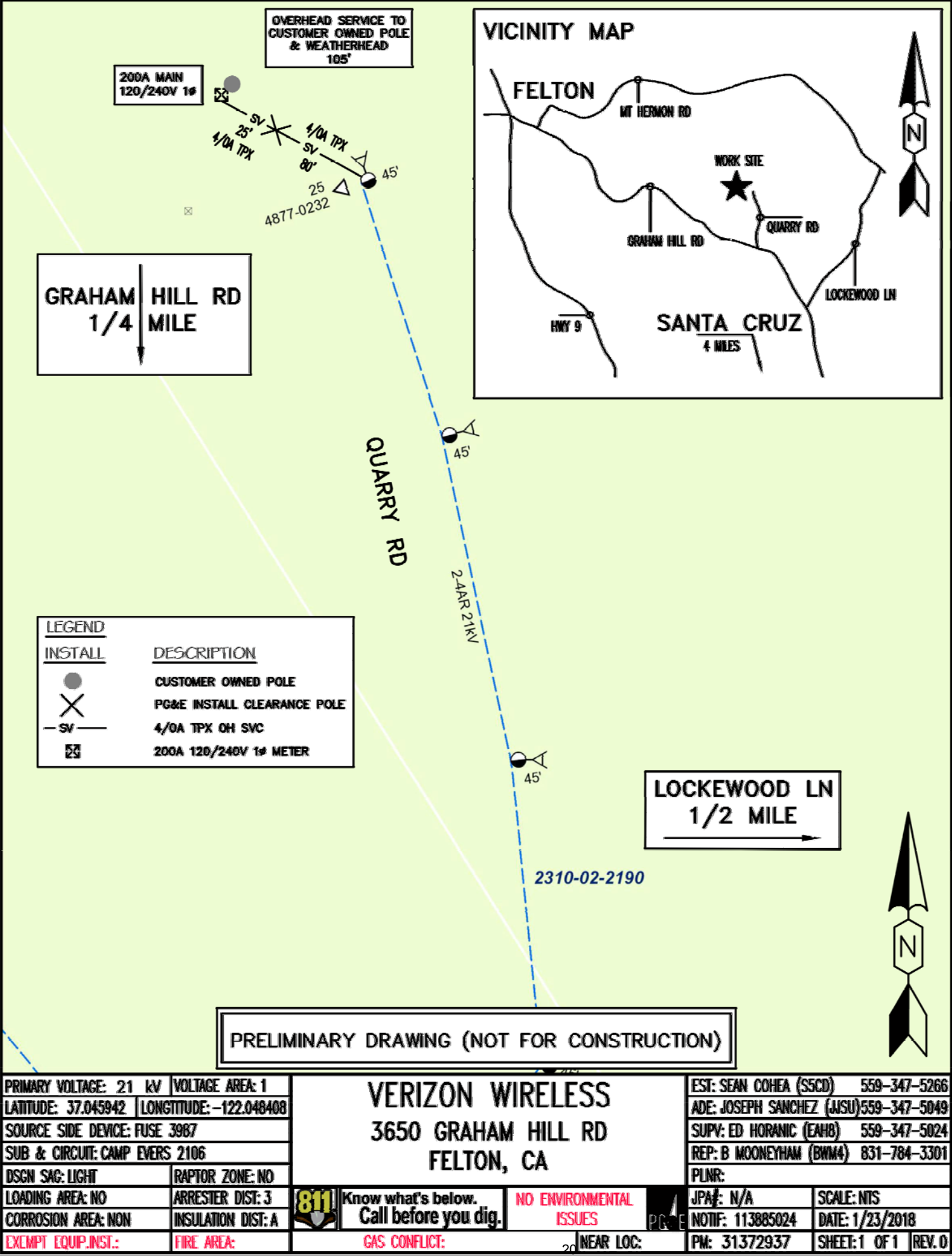
SHEET TITLE:

ELECTRICAL PLAN

SHEET NUMBER:

E-1.1





|                                |  |                        |  |                                                       |  |  |  |                                         |  |                 |  |
|--------------------------------|--|------------------------|--|-------------------------------------------------------|--|--|--|-----------------------------------------|--|-----------------|--|
| PRIMARY VOLTAGE: 21 kV         |  | VOLTAGE AREA: 1        |  | VERIZON WIRELESS<br>3650 GRAHAM HILL RD<br>FELTON, CA |  |  |  | EST: SEAN COHEA (SSCD) 559-347-5266     |  |                 |  |
| LATITUDE: 37.045942            |  | LONGITUDE: -122.048408 |  |                                                       |  |  |  | ADE: JOSEPH SANCHEZ (JJSU) 559-347-5049 |  |                 |  |
| SOURCE SIDE DEVICE: FUSE 3987  |  |                        |  |                                                       |  |  |  | SUPV: ED HORANIC (EAH8) 559-347-5024    |  |                 |  |
| SUB & CIRCUIT: CAMP EVERS 2106 |  |                        |  |                                                       |  |  |  | REP: B MOONEYHAM (BWM4) 831-784-3301    |  |                 |  |
| DSGN SAG: LIGHT                |  | RAPTOR ZONE: NO        |  | 811 Know what's below.<br>Call before you dig.        |  |  |  | PLNR:                                   |  |                 |  |
| LOADING AREA: NO               |  | ARRESTER DIST: 3       |  |                                                       |  |  |  | JPA: N/A                                |  | SCALE: NTS      |  |
| CORROSION AREA: NON            |  | INSULATION DIST: A     |  | NO ENVIRONMENTAL<br>ISSUES                            |  |  |  | NOTIF: 113885024                        |  | DATE: 1/23/2018 |  |
| EXCMPT EQUIP. INST.:           |  | FIRE AREA:             |  |                                                       |  |  |  | PM: 31372937                            |  | SHEET: 1 OF 1   |  |
| GAS CONFLICT:                  |  |                        |  | NEAR LOC:                                             |  |  |  |                                         |  |                 |  |

Agenda: 10.18.18

Item: 11d

GRAHAM RD / MT HERMAN RD

249643

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SANTA CRUZ, CA 95018

verizon

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WALNUT CREEK, CA 94598

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and Design, Inc.

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LICENSED PROFESSIONAL ENGINEER  
John M. Anderson, Jr.  
NO. 69368  
CIVIL  
STATE OF CALIFORNIA

ISSUE STATUS

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|   | 02/13/18 | CLIENT REV  | B.S. |
|   | -        | -           | -    |
|   | -        | -           | -    |

DRAWN BY: M. STICKEL

CHECKED BY: J. GRAY

APPROVED BY: J. ANDERSON

DATE: 02/13/18

SHEET TITLE:

PG&E POWER DESIGN

SHEET NUMBER:

E-1.2

GROUNDING NOTES

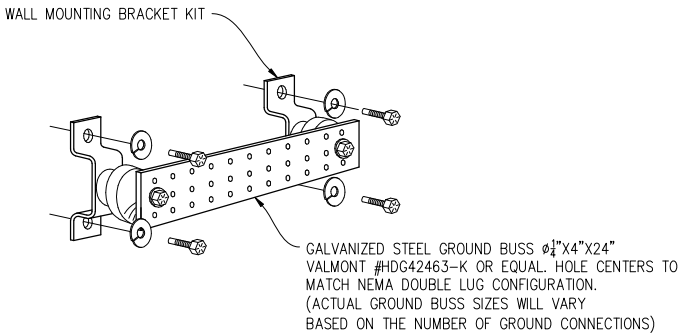
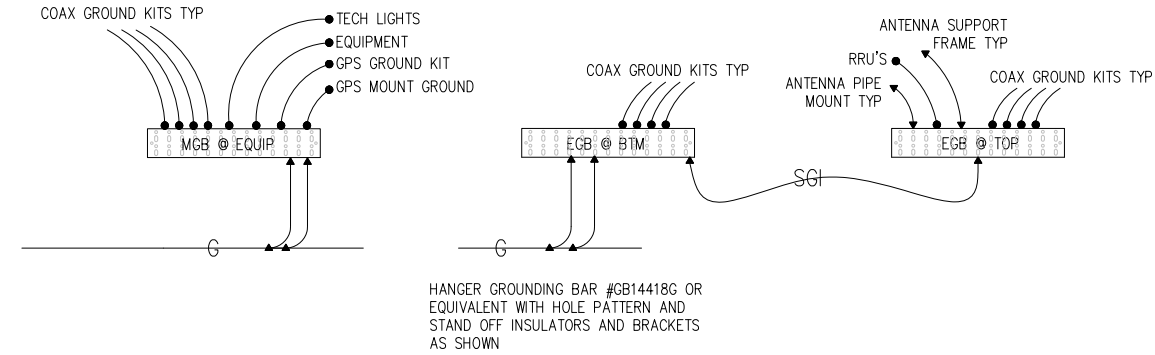
1. GROUNDING SHALL COMPLY WITH CEC ARTICLE 250.
2. USE #2 COPPER STRANDED WIRE WITH GREEN COLOR INSULATION FOR ABOVE GRADE GROUNDING (UNLESS OTHERWISE SPECIFIED) AND #2 SOLID TINNED BARE COPPER WIRE FOR BELOW GRADE GROUNDING AS INDICATED ON THE DRAWING.
3. EXOTHERMIC WELDS SHALL BE USED FOR ALL GROUNDING CONNECTIONS BELOW GRADE.
4. EXPOSED GROUNDING CONNECTIONS SHALL BE MADE WITH BURNDY HYGROUND COMPRESSION TYPE CONNECTORS OR EXOTHERMIC WELDS AS SPECIFIED IN THE PLANS.
5. CONNECTIONS TO EQUIPMENT SHALL BE MADE USING STAINLESS STEEL HARDWARE.
6. APPLY BUTYL & ELECTRICAL TAPE OVER COLD SHRINK AT ALL LOCATIONS FOR WEATHER PROOFING OVER COAX GROUND KITS.
7. CONNECTIONS TO GROUND BARS SHALL BE MADE WITH TWO HOLE COMPRESSION TYPE COPPER LUGS WITH STAR WASHERS AND NO-OX OR EQUIVALENT PLACED BETWEEN CONNECTOR AND GROUND BAR.
8. ROUTE GROUNDING CONDUCTORS ALONG THE SHORTEST AND STRAIGHTEST PATH POSSIBLE, EXCEPT AS OTHERWISE INDICATED. GROUNDING LEADS SHOULD NEVER BE BENT AT RIGHT ANGLES. ALWAYS MAKE A 12" RADIUS BEND, HOWEVER, #6 WIRE CAN BE BENT AT A 6" RADIUS WHEN NECESSARY.
9. THE SYSTEM GROUND RESISTANCE MUST BE 10 OHMS OR LESS. TO ACHIEVE THIS LEVEL OF RESISTANCE THE CONTRACTOR SHALL PURSUE ONE OF THE FOLLOWING FOUR OPTIONS:

- A. CONNECT TO EXISTING GROUNDING SYSTEMS
- B. CONNECT TO BUILDING STEEL COLUMNS
- C. INSTALL A NEW GROUNDING SYSTEM

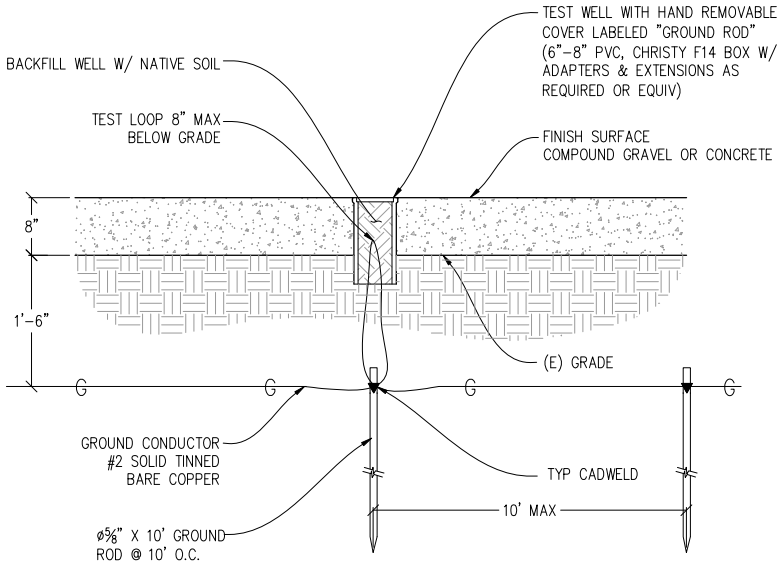
UPON COMPLETION OF THE GROUNDING INSTALLATION THE CONTRACTOR SHALL EMPLOY AN OWNER APPROVED 3RD PARTY TO CONDUCT A "FALL OF POTENTIAL" TEST AND SUBMIT A REPORT OF SUCH TEST FOR APPROVAL TO EITHER THE OWNER OR CONSTRUCTION MANAGER.

GROUNDING LEGEND

- MECHANICAL CONNECTION
- ▼ EXOTHERMIC CADWELD
- ⊕ TYP. CADWELD INSPECTION WELL
- ⊕ TYP 3/8" DIA. X 10'-0" LONG COPPER CLAD GROUND ROD @ 10' O.C. MAX & 18" MIN BELOW FINISH GRADE
- ⤿ GATE GROUNDING STRAP
- ⊖ TYP #2 TINNED BCW UNDERGROUND GND RING @ 18" MIN BELOW FINISH GRADE
- SGI— GROUND WIRE #2 STRANDED GREEN INSULATED WIRE

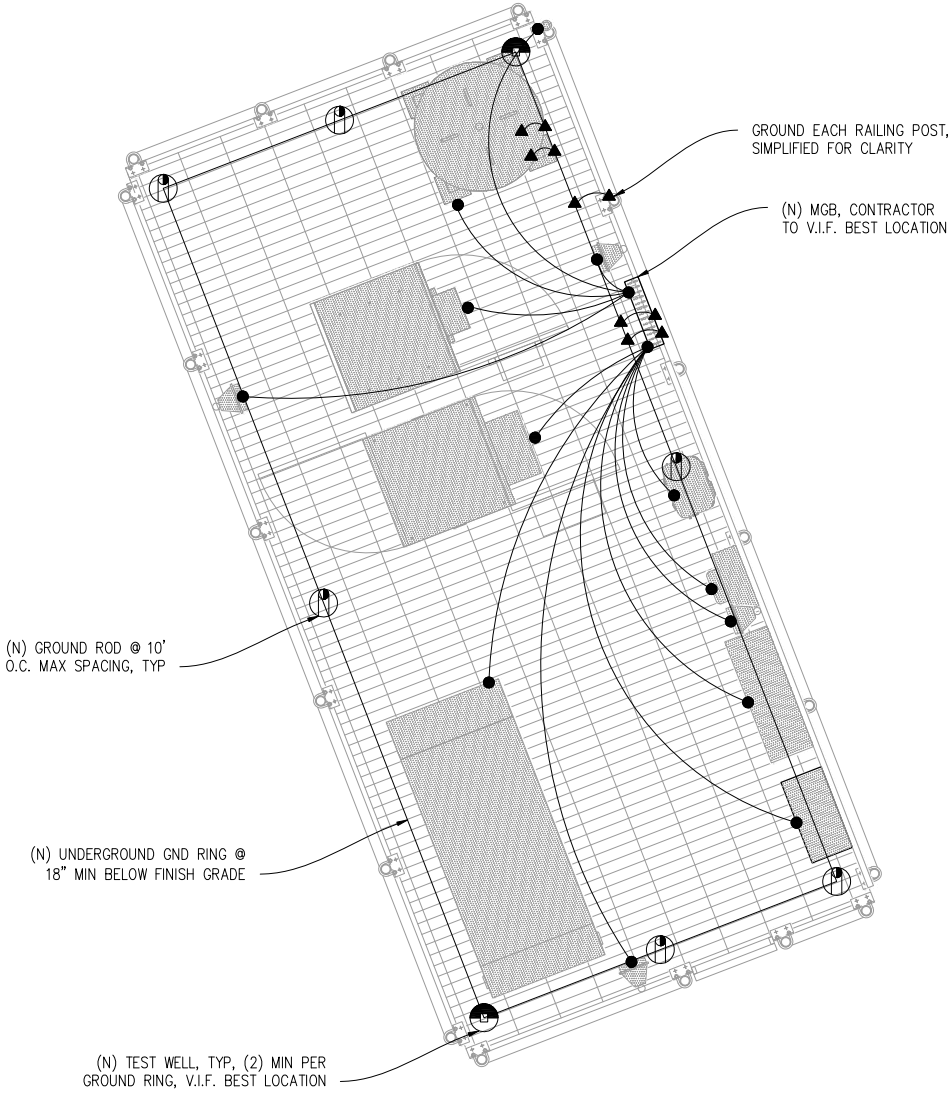


1 GROUND BUSS DETAIL  
NOT TO SCALE



2 TEST WELL & GROUND ROD DETAIL  
1"=1'-0"

NOTE: THE GROUND ELECTRODE SYSTEM SHALL CONSIST OF DRIVEN GROUND RODS. THE GROUND RODS SHALL BE 5/8" X 10' COPPER CLAD STEEL SPACED AT 10' INTERVALS MAX. RODS SHALL BE INTERCONNECTED WITH #2 SOLID TINNED BARE COPPER GROUND WIRE BURIED A MINIMUM 18" BELOW GRADE. AN ONSITE INSPECTION BY THE OWNER SHALL BE REQUIRED PRIOR TO ANY BACKFILL.



GROUNDING PLAN

1/2"=1'-0"



Agenda: 10.18.18

Item: 11d  
**GRAHAM RD / MT HERMAN RD**

249643  
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|   | -        | -           | -    |
|   | -        | -           | -    |

DRAWN BY: M. STICKEL  
CHECKED BY: J. GRAY  
APPROVED BY: J. ANDERSON  
DATE: 02/13/18

SHEET TITLE:

GROUNDING PLAN  
& DETAILS

SHEET NUMBER:

E-2

## MEMO

To: Board of Directors  
From: Acting District Manager  
Subject: September 2018 Administration Department Monthly Report  
Date: October 18, 2018

### Recommendation

It is recommended that the Board of Directors review and file the Administration Department Monthly Report for September 2018.

### COMMUNITY OUTREACH

During the reporting period the Acting District Manager and Director of Finance & Business Services conducted the first community chat in Ben Lomond. Approximately 15 people attended asking question on a wide range topics. Specifically questions were about the Capital Improvement Program, finance, mobile microphone at board meetings, recharge in the South System, PERS retirement unfunded liability, new water meter software Eye on Water, Lompico tanks, Engineering Department/pipeline replacement workforce, meter leaks and bimonthly Board of Directors meetings.

There are two additional Community Chats scheduled in October, one in Felton at Rocky's Café and the other in Scotts Valley at Heavenly Roadside Cafe.

In addition to the Community Chats the Acting District Manager attended the Felton Farmers Market and answered questions

### PASATIEMPO WELL 8 CONSTRUCTION

Pasatiempo Well 8 construction is going well. The well has been drilled and casing has been successfully installed. The gravel pack has also been installed. Sealing of the annular space from 400 lineal feet to surface has been concreted. Contractor is moving forward with removing the well drilling equipment and bringing in a pump rig for the purposes of mechanical development. Well completion is still on scheduled for late March 2019.

### PROBATION TANK CONSTRUCTION PROJECT

The Probation Tank Construction project is getting off to a slow start. During the reporting period the District contracted for tree removal in preparation of construction. After tree removal, utilities moved in and relocated power poles and utility lines from the construction area. The “Notice to Proceed” has been issued with a project completion date of September 27, 2019.

### LOMPICO ASSESSMENT DISTRICT PROJECT

Staff has been working with Engineering Consultants in the design of the water storage tanks and PRV replacement projects. Six redwood tanks and six PRV’s are being replaced as part of the consolidation assessment district.

### GENERAL ADMINISTRATION

Staff is working on several administrative updates as follows;

- Website redesign, development and maintenance services
- Possible bimonthly Board of Directors meetings
- Acting District Manager goals and objective
- Public Outreach



## 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: October 18, 2018

### RECOMMENDATION:

It is recommended that the Board of Directors review and file the Finance & Business Services Department Status Report.

### BACKGROUND:

#### **AUDIT**

The auditors were here the first week in October for SLVWD and SMGWA on-site testing. We are still in the thick of compiling the data to form the CAFR. We hope to have the audit ready for the November Board meeting.

#### **BEAR CREEK ESTATES**

The District sent out the Prop 218 notices to Bear Creek Estates residents and has had meetings with the community.

#### **LOANS – FEMA, USDA & OTHER LOANS**

The USDA application is now in their FY1819, with funds anticipated to be distributed in the next few weeks. This will then hopefully lead to our application being approved based on the funds they are allocated.

The Probation Tank loan is near completion and we should have loan documentation for the Board to review at the November meeting. The groundwork for this initial funding will be the baseline the other funding, such as the USDA bridge loan, will need as well.

#### **BANK ACCOUNTS**

Wells Fargo was no longer going to support the savings account we had with them and migrate to a checking account, since we already have a checking account, we have closed the savings account.

LAIF has been having continued favorable growth in their interest rates compared to the SC County Investment Pool. We are going to begin migrating some money back into LAIF to take advantage of the favorable interest rates.

#### **CUSTOMER SERVICE SUPPORT**

Customer Service stats and information is included in this status report for review.

#### **BILL LIST**

The Bill List is included in this status report for review.

#### **FINANCIAL SUMMARY**

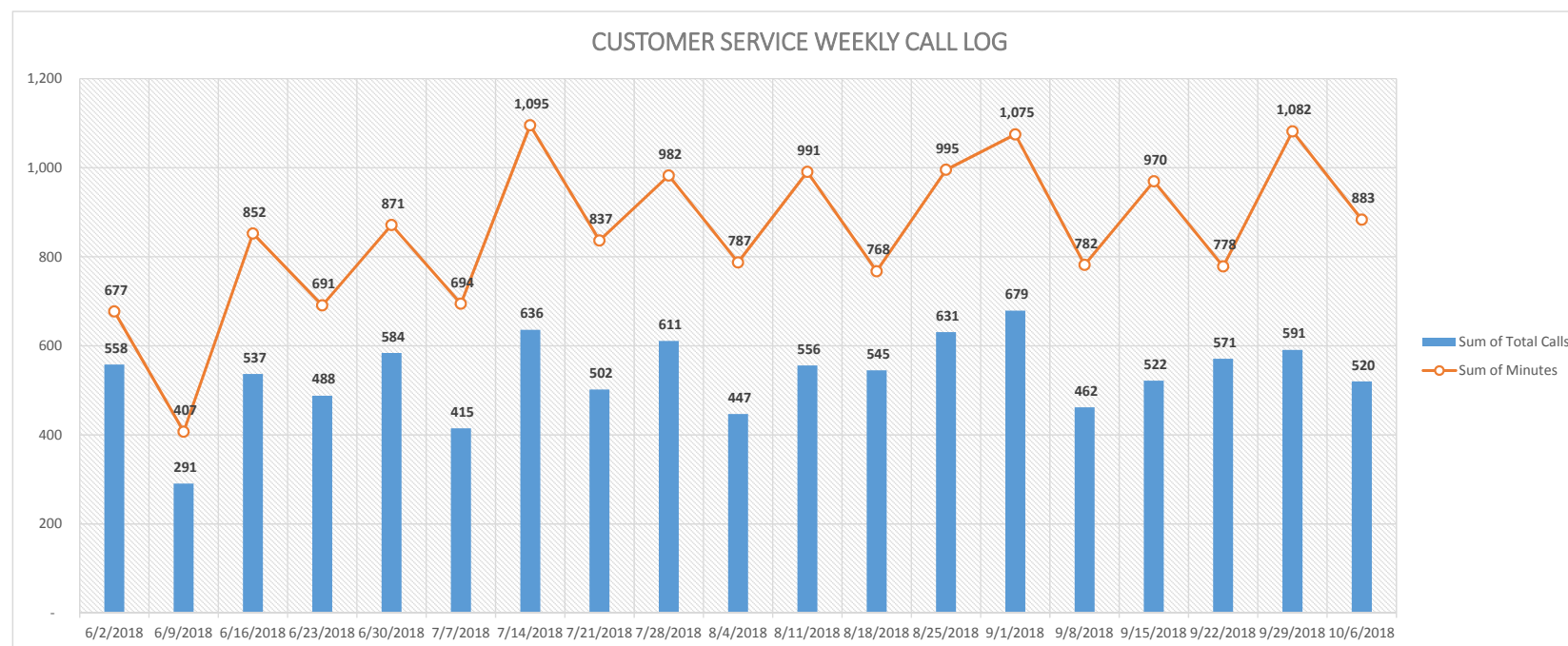
There are still some entries we are working on, a final FY1718 will be presented once we have a final working trial balance from the auditors, likely with the November package. The August FY1819 financial information is also included within.

#### **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 August, 2018 consumption, the cumulative consumption is at the baseline. There are no triggers identified per the revenue stabilization rate policy.

#### **Q1 FY1819 QUARTERLY LEAK ADJUSTMENT REPORT**

This packet contains the quarterly leak adjustment report.



| Week Ending | Incoming Calls |         | Outgoing Calls |         | Total Calls |         |
|-------------|----------------|---------|----------------|---------|-------------|---------|
|             | # Calls        | Minutes | # Calls        | Minutes | # Calls     | Minutes |
| 6/2/2018    | 311            | 541     | 247            | 136     | 558         | 677     |
| 6/9/2018    | 155            | 295     | 136            | 112     | 291         | 407     |
| 6/16/2018   | 344            | 703     | 193            | 149     | 537         | 852     |
| 6/23/2018   | 271            | 546     | 217            | 144     | 488         | 691     |
| 6/30/2018   | 345            | 700     | 239            | 171     | 584         | 871     |
| 7/7/2018    | 279            | 589     | 136            | 105     | 415         | 694     |
| 7/14/2018   | 394            | 887     | 242            | 208     | 636         | 1,095   |
| 7/21/2018   | 287            | 645     | 215            | 192     | 502         | 837     |
| 7/28/2018   | 362            | 827     | 249            | 156     | 611         | 982     |
| 8/4/2018    | 307            | 679     | 140            | 108     | 447         | 787     |
| 8/11/2018   | 328            | 728     | 228            | 262     | 556         | 991     |
| 8/18/2018   | 332            | 598     | 213            | 169     | 545         | 768     |
| 8/25/2018   | 356            | 759     | 275            | 236     | 631         | 995     |
| 9/1/2018    | 396            | 858     | 283            | 217     | 679         | 1,075   |
| 9/8/2018    | 265            | 594     | 197            | 187     | 462         | 782     |
| 9/15/2018   | 310            | 792     | 212            | 177     | 522         | 970     |
| 9/22/2018   | 340            | 584     | 231            | 194     | 571         | 778     |
| 9/29/2018   | 369            | 825     | 222            | 256     | 591         | 1,082   |
| 10/6/2018   | 309            | 711     | 211            | 172     | 520         | 883     |

| Weekly Notes                                                                                                                                         |
|------------------------------------------------------------------------------------------------------------------------------------------------------|
| Tags, Main Break: Two Bar Road, Douglas Ave.                                                                                                         |
| Turn Offs, Main Break: HWY 9, California Drive, Blue Ridge Drive                                                                                     |
| Tags, Main Break: Oak Ave/Fernwood Ave, Kings Creeks/Sunbeam, Riverside Dr., 9730 Hwy 9, Glen Arbor, California Dr, Dundee, 9505 Hwy 9, Russell Ave. |
| Turn offs, Main Break: High Street, Riverview, Lost Acre,                                                                                            |
| Main Break: Azalea Ave                                                                                                                               |
| Tags, Main Break: Highland Drive, Felton Safeway, Bear Creek Road                                                                                    |
| Turn offs, Main Break: Fernwood Ave, Felton Watershed, West Park Ave, Kessler Dr, Pacific Ave, Oakwood Ln                                            |
| Tags, Main Break: Blueridge Dr, River Dr, Lomond St., 12805 Hwy 9, Alta Via Rd, Boulder Brook/Madrone Dr, Lorenzo Ave                                |
| Turn offs, Main Break: Starview, Trinkling Creek, Madrone, Riverside Park Dr/Madrone, Booth Ln                                                       |
| Tags: Main Break: Kessler Dr, Redwood Dr/Stewart, Forest Way, Graham Hill near Sims, 14850 Hwy 9                                                     |
| Turn offs, Main Break: Scenic Way, Applewood & Starview Place, Hwy 9/Brookdale PO, Lompico Rd, Boulder Brook, Sunnyside                              |
| Tags, Main Break: Orman, Dundee Ave, 8500 HWY 9, Redwood & Madrone, Berts Rd, Felton Fair Shopping Ctr, Prospect Ave & Taylor Way                    |
| Turn offs, Main Break: Condor Ave, Vera Ave, Lake Blvd, Blue Ridge                                                                                   |
| Tags                                                                                                                                                 |
| Turn offs                                                                                                                                            |
| Tags, Main Break: Alta Via, 11181 HWY 9, 13192 Middleton Ave, 1545 Jackson Ave, 10240 Hwy 9, 160 Mitchell Dr                                         |
| Turn offs, Main Break: Felton Covered Bridge Park, 200 Old River Lane, 204 Celia Ave, 13690 West Park                                                |
| Tags, Main Break: Pine St, 4700 Hwy 9, California Dr, 230 Mitchell Dr, Azalea Ave                                                                    |
| Turn offs, Main Break: 18674 HWY 9 & Sylvan, Igo Way                                                                                                 |

**CUSTOMER SERVICE DEPT SUMMARY**

|                       | **            |               |               | **            |               |               | *             |               |               | *             |               |               |               |               |               |
|-----------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| <b>Monthly Stats:</b> | <b>Sep-18</b> | <b>Aug-18</b> | <b>Jul-18</b> | <b>Jun-18</b> | <b>May-18</b> | <b>Apr-18</b> | <b>Mar-18</b> | <b>Feb-18</b> | <b>Jan-18</b> | <b>Dec-17</b> | <b>Nov-17</b> | <b>Oct-17</b> | <b>Sep-17</b> | <b>Aug-17</b> | <b>Jul-17</b> |
| Cut In/Outs           | 59            | 77            | 86            | 59            | 68            | 58            | 30            | 42            | 61            | 62            | 55            | 81            | 59            | 114           | 52            |
| Final Bills           | 64            | 115           | 40            | 66            | 71            | 42            | 34            | 58            | 57            | 66            | 50            | 79            | 79            | 58            | 49            |
| Tags                  | 206           | 275           | 176           | 121           | 232           | 72            | 312           | 198           | 194           | 118           | 240           | 128           | 260           | 264           | 163           |
| Turn-offs             | 32            | 36            | 22            | 23            | 25            | 29            | 24            | 32            | 26            | 42            | 24            | 26            | 25            | 29            | 24            |

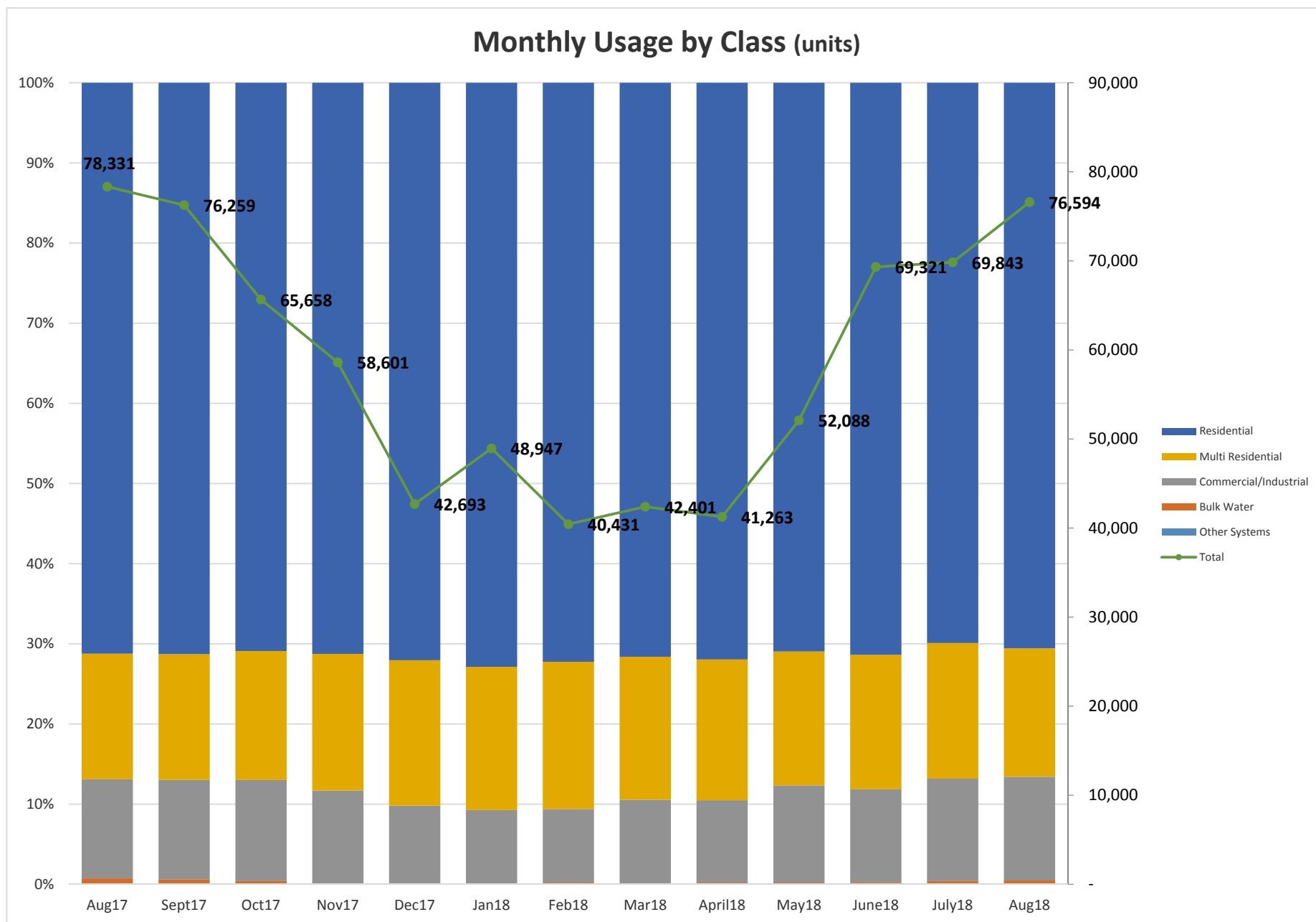
**Online / Going Green**

*As of 10/10/2018*

|                 |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
|-----------------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| Online Sign-ups | 3,883 | 3,839 | 3,779 | 3,726 | 3,680 | 3,636 | 3,599 | 3,543 | 3,499 | 3,443 | 3,398 | 3,331 | 3,283 | 3,244 | 3,201 |
| E-Bills         | 1,260 | 1,238 | 1,210 | 1,193 | 1,174 | 1,157 | 1,145 | 1,120 | 1,092 | 1,064 | 1,043 | 1,018 | 998   | 979   | 957   |
| Auto Pay        | 2,553 | 2,509 | 2,492 | 2,463 | 2,445 | 2,427 | 2,386 | 2,350 | 2,316 | 2,283 | 2,257 | 2,202 | 2,184 | 2,144 | 2,134 |

\* Due to timing, only had 1 tag/turn off cycle

\*\* Due to timing, had 3 tag/turn off cycle



# Accounts Payable

## Outstanding Invoices

User: KendraNegro  
Printed: 10/9/2018 - 1:33 PM  
Date Type: JE Date  
Date Range: 09/13/2018 to 10/09/2018



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                          |
|----------------------------------------------------|-----------|--------------|-----------------|---------------|--------|--------------------------------------|
| 00047 - SOIL CONTROL LAB                           |           |              |                 |               |        |                                      |
| 01-800-5202                                        | 10/1/2018 | 9/28/2018    | 8090547         | 00004-04-2019 | 78.00  | WATER ANALYSIS_6 LOCATIONS & OLY 2/3 |
| Task Label:                                        |           | Type:        | PO Number:      | 0000101098    |        |                                      |
| 01-800-5202                                        | 10/1/2018 | 9/28/2018    | 8090548         | 00004-04-2019 | 39.00  | WATER ANALYSIS_6 LOCATIONS & OLY 2/3 |
| Task Label:                                        |           | Type:        | PO Number:      | 0000101098    |        |                                      |
| 01-800-5202                                        | 10/1/2018 | 9/28/2018    | 8090748         | 00004-04-2019 | 145.00 | WATER ANALYSIS_5 LOCATIONS & OLY 2/3 |
| Task Label:                                        |           | Type:        | PO Number:      | 0000101098    |        |                                      |
| Total for Vendor 00047 - SOIL CONTROL LAB:         |           |              |                 |               | 262.00 |                                      |
| 00054 - PACIFIC GAS AND ELECTRIC                   |           |              |                 |               |        |                                      |
| 01-400-5500                                        | 10/4/2018 | 9/28/2018    | 918_97544193341 | 00040-04-2019 | 139.08 | UTILITES_LAZYWOODS                   |
| Total for Vendor 00054 - PACIFIC GAS AND ELECTRIC: |           |              |                 |               | 139.08 |                                      |
| 00058 - IHWWY, INC.                                |           |              |                 |               |        |                                      |
| 01-100-5200                                        | 10/1/2018 | 10/1/2018    | 100118_12206    | 00004-04-2019 | 25.00  | BUSINESS HOSTING                     |
| Task Label:                                        |           | Type:        | PO Number:      | 0000101125    |        |                                      |
| Total for Vendor 00058 - IHWWY, INC.:              |           |              |                 |               | 25.00  |                                      |
| 00082 - MID VALLEY SUPPLY                          |           |              |                 |               |        |                                      |
| 01-800-5600                                        | 10/4/2018 | 9/14/2018    | 229887A         | 00040-04-2019 | 110.67 | PAPERTOWELS_WTP                      |
| 01-800-5600                                        | 10/4/2018 | 9/14/2018    | 229887B         | 00040-04-2019 | 106.71 | PAPERTOWELS_ADMIN                    |
| Total for Vendor 00082 - MID VALLEY SUPPLY:        |           |              |                 |               | 217.38 |                                      |
| 00118 - FARMER BROTHERS COFFEE                     |           |              |                 |               |        |                                      |
| 01-400-5600                                        | 9/21/2018 | 9/19/2018    | 68404818A       | 00166-03-2019 | 309.06 | COFFEE SUPPLIES_OPS                  |
| 01-400-5600                                        | 9/21/2018 | 9/19/2018    | 68404818B       | 00166-03-2019 | 38.72  | COFFEE SUPPLIES_ADMIN                |
| Total for Vendor 00118 - FARMER BROTHERS COFFEE:   |           |              |                 |               | 347.78 |                                      |

Vendor

| Account Number                                             | JE Date   | Invoice Date | Invoice No      | Journal Entry | Amount   | Description                           |
|------------------------------------------------------------|-----------|--------------|-----------------|---------------|----------|---------------------------------------|
| 00174 - CARUS CORPORATION                                  |           |              |                 |               |          |                                       |
| 01-800-5301                                                | 9/26/2018 | 9/20/2018    | 10070014        | 00210-03-2019 | 1,783.71 | CHEMICALS_WTP                         |
| Total for Vendor 00174 - CARUS CORPORATION:                |           |              |                 |               | 1,783.71 |                                       |
| 00216 - B C AUTO PARTS, KATHLEEN GERRITY                   |           |              |                 |               |          |                                       |
| 01-400-5300                                                | 9/26/2018 | 9/26/2018    | 115975          | 00210-03-2019 | 27.11    | GLOVES_OPS                            |
| Total for Vendor 00216 - B C AUTO PARTS, KATHLEEN GERRITY: |           |              |                 |               | 27.11    |                                       |
| 00234 - CITY OF SCOTTS VALLEY                              |           |              |                 |               |          |                                       |
| 01-800-5500                                                | 9/24/2018 | 9/24/2018    | 918_71033330001 | 00188-03-2019 | 79.00    | MANANA WTP SEWER_323 KINGS VILLAGE RD |
| Total for Vendor 00234 - CITY OF SCOTTS VALLEY:            |           |              |                 |               | 79.00    |                                       |
| 00264 - RAIN FOR RENT                                      |           |              |                 |               |          |                                       |
| 01-000-1565                                                | 9/28/2018 | 9/24/2018    | 1257239         | 00229-03-2019 | 4,716.92 | PASO WELL #8 DISCHARGE PIPING_WO#814  |
| Total for Vendor 00264 - RAIN FOR RENT:                    |           |              |                 |               | 4,716.92 |                                       |
| 00309 - AT&T IP SERVICES                                   |           |              |                 |               |          |                                       |
| 01-100-5510                                                | 9/28/2018 | 9/19/2018    | 918_1717987456A | 00231-03-2019 | 392.49   | INTERNET_ADMIN                        |
| 01-400-5510                                                | 9/28/2018 | 9/19/2018    | 918_1717987456E | 00231-03-2019 | 392.49   | INTERNET_OPS                          |
| 01-800-5510                                                | 9/28/2018 | 9/19/2018    | 918_1717987456C | 00231-03-2019 | 392.49   | INTERNET_WTP                          |
| Total for Vendor 00309 - AT&T IP SERVICES:                 |           |              |                 |               | 1,177.47 |                                       |
| 00343 - ERNIE'S SERVICE CENTER                             |           |              |                 |               |          |                                       |
| 01-400-5410                                                | 9/20/2018 | 9/17/2018    | 71080           | 00149-03-2019 | 894.02   | SERVICE COLINA/KEY_TRUCK 338          |
| 01-400-5410                                                | 9/24/2018 | 9/21/2018    | 71278           | 00188-03-2019 | 345.16   | TRUCK 249 SERVICE                     |
| 01-400-5410                                                | 9/24/2018 | 9/20/2018    | 71304           | 00188-03-2019 | 170.89   | TRUCK 155_OVER HEATING/LEAK           |
| Total for Vendor 00343 - ERNIE'S SERVICE CENTER:           |           |              |                 |               | 1,410.07 |                                       |
| 00450 - EUROFINS                                           |           |              |                 |               |          |                                       |
| 01-800-5202                                                | 10/1/2018 | 10/1/2018    | L0415002        | 00004-04-2019 | 90.00    | WATER ANALYSIS_PASO 7                 |
| Task Label:                                                |           | Type:        | PO Number:      | 0000101092    |          |                                       |
| Total for Vendor 00450 - EUROFINS:                         |           |              |                 |               | 90.00    |                                       |
| 00550 - HACH COMPANY                                       |           |              |                 |               |          |                                       |
| 01-800-5300                                                | 9/26/2018 | 9/24/2018    | 11148363        | 00201-03-2019 | 934.26   | REAGENT                               |
| Task Label:                                                |           | Type:        | PO Number:      | 0000101075    |          |                                       |

Vendor

| Account Number                                          | JE Date      | Invoice Date | Invoice No  | Journal Entry | Amount    | Description                      |
|---------------------------------------------------------|--------------|--------------|-------------|---------------|-----------|----------------------------------|
| Total for Vendor 00550 - HACH COMPANY:                  |              |              |             |               | 934.26    |                                  |
| 00746 - SCOTTS VALLEY BANNER                            |              |              |             |               |           |                                  |
| 01-100-5600                                             | 9/26/2018    | 9/21/2018    | 55542       | 00210-03-2019 | 220.00    | NEWSPAPER AD_COFFEE CHAT         |
| Total for Vendor 00746 - SCOTTS VALLEY BANNER:          |              |              |             |               | 220.00    |                                  |
| 00944 - PDNC, INC.                                      |              |              |             |               |           |                                  |
| 01-100-5200                                             | 10/1/2018    | 9/30/2018    | 2902        | 00004-04-2019 | 517.68    | MONTHLY SERVER SUPPORT           |
| Task Label:                                             |              | Type:        | PO Number:  | 0000101112    |           |                                  |
| Total for Vendor 00944 - PDNC, INC.:                    |              |              |             |               | 517.68    |                                  |
| 01075 - MPRESS DIGITAL, INC                             |              |              |             |               |           |                                  |
| 01-100-5200                                             | 10/4/2018    | 10/2/2018    | 10271       | 00040-04-2019 | 2,792.91  | CIP UPDATE                       |
| Total for Vendor 01075 - MPRESS DIGITAL, INC:           |              |              |             |               | 2,792.91  |                                  |
| 10145 - BFP FIRE PROTECTION, INC                        |              |              |             |               |           |                                  |
| 01-800-5200                                             | 9/26/2018    | 9/24/2018    | 18496       | 00210-03-2019 | 660.00    | KIRBY ANNUAL INSPECTION_WTP      |
| Total for Vendor 10145 - BFP FIRE PROTECTION, INC:      |              |              |             |               | 660.00    |                                  |
| 10189 - EXPONENT, INC                                   |              |              |             |               |           |                                  |
| 01-500-5200                                             | 9/28/2018    | 9/24/2018    | 370610      | 00229-03-2019 | 2,250.00  | WATER RESOURCES CONSULTING       |
| 01-500-5200                                             | 9/28/2018    | 9/24/2018    | 370612      | 00229-03-2019 | 7,350.00  | WATER RESOURCES CONSULTING       |
| Task Label:                                             | EXP-1718001A | Type:        | S           | PO Number:    |           |                                  |
| Total for Vendor 10189 - EXPONENT, INC:                 |              |              |             |               | 9,600.00  |                                  |
| 10229 - CALIFORNIA CONSERVATION CORPS                   |              |              |             |               |           |                                  |
| 01-000-1565                                             | 9/26/2018    | 9/21/2018    | INNU-002651 | 00201-03-2019 | 13,860.00 | FALL CREEK DEBRIS REMOVAL_WO#280 |
| Total for Vendor 10229 - CALIFORNIA CONSERVATION CORPS: |              |              |             |               | 13,860.00 |                                  |
| UB*00484 - REDWOOD EMPIRE                               |              |              |             |               |           |                                  |
| 01-000-2100                                             | 9/20/2018    | 9/20/2018    |             | 00143-03-2019 | 75.00     | Refund Check                     |
| Task Label:                                             |              | Type:        | PO Number:  |               |           |                                  |
| 01-000-2100                                             | 9/20/2018    | 9/20/2018    |             | 00143-03-2019 | 75.00     | Refund Check                     |
| Task Label:                                             |              | Type:        | PO Number:  |               |           |                                  |



**Vendor**

| Account Number                              | JE Date | Invoice Date | Invoice No | Journal Entry | Amount    | Description |
|---------------------------------------------|---------|--------------|------------|---------------|-----------|-------------|
| Total for Vendor UB*00484 - REDWOOD EMPIRE: |         |              |            |               | 150.00    |             |
| Report Total:                               |         |              |            |               | 39,010.37 |             |

# Accounts Payable

## Checks by Date - Detail by Check Number

User: KendraNegro  
Printed: 10/9/2018 1:33 PM



13060 Highway 9  
Boulder Creek, CA 95006-9119  
(831) 338-2153 phone  
(831) 338-7986 fax

| Check No                                   | Vendor No<br>Invoice No | Vendor Name<br>Description         | Check Date<br>Reference | Void Checks | Check Amount |
|--------------------------------------------|-------------------------|------------------------------------|-------------------------|-------------|--------------|
| ACH                                        | 00178                   | CALPERS                            | 10/01/2018              |             |              |
|                                            | OCT 2018.1              | HEALTH INSURANCE                   |                         |             | 3,377.02     |
|                                            | OCT 2018.2              | HEALTH INSURANCE                   |                         |             | 14,634.17    |
|                                            | OCT 2018.3              | HEALTH INSURANCE                   |                         |             | 779.86       |
|                                            | OCT 2018.4              | HEALTH INSURANCE                   |                         |             | 18,553.27    |
|                                            | OCT 2018.5              | HEALTH INSURANCE                   |                         |             | 3,006.53     |
|                                            | OCT 2018.6              | HEALTH INSURANCE                   |                         |             | 750.00       |
|                                            | OCT 2018.7              | HEALTH INSURANCE                   |                         |             | 11,395.93    |
|                                            | OCT 2018.8              | HEALTH INSURANCE                   |                         |             | 134.17       |
|                                            | OCT 2018.9              | HEALTH INSURANCE                   |                         |             | 1,618.42     |
| Total for this ACH Check for Vendor 00178: |                         |                                    |                         | 0.00        | 54,249.37    |
| 15773                                      | 00055                   | AT&T                               | 09/14/2018              |             |              |
|                                            | 918_9607360489A         | TELEPHONE_ADMIN                    |                         |             | 208.77       |
|                                            | 918_9607360489B         | TELEPHONE_OPS                      |                         |             | 3,878.88     |
|                                            | 918_9607360489C         | TELEPHONE_WTP                      |                         |             | 2,055.50     |
|                                            | 918_9607360489D         | TELEPHONE_BCE WASTEWATER           |                         |             | 384.24       |
| Total for Check Number 15773:              |                         |                                    |                         | 0.00        | 6,527.39     |
| 15774                                      | 00687                   | AT&T U-VERSE                       | 09/14/2018              |             |              |
|                                            | 718_132167447           | U-VERSE_365 MADRONE AVE_WTP        |                         |             | 75.00        |
| Total for Check Number 15774:              |                         |                                    |                         | 0.00        | 75.00        |
| 15775                                      | 00687                   | AT&T U-VERSE                       | 09/14/2018              |             |              |
|                                            | 818_132167447           | U-VERSE_365 MADRONE AVE_WTP        |                         |             | 84.25        |
| Total for Check Number 15775:              |                         |                                    |                         | 0.00        | 84.25        |
| 15776                                      | 10209                   | GORDON N. BALL, INC                | 09/14/2018              |             |              |
|                                            | 1247                    | MAIN REPLACEMENT HWY 9 & WESTERN   |                         |             | 99,621.00    |
| Total for Check Number 15776:              |                         |                                    |                         | 0.00        | 99,621.00    |
| 15777                                      | 00788                   | COMCAST                            | 09/14/2018              |             |              |
|                                            | 9118_1236033            | INTERNET_215 BLACKSTONE DRIVE_OPS  |                         |             | 172.54       |
| Total for Check Number 15777:              |                         |                                    |                         | 0.00        | 172.54       |
| 15778                                      | 00788                   | COMCAST                            | 09/14/2018              |             |              |
|                                            | 9418_0302438            | INTERNET_1075 WHISPERING PINES_WTP |                         |             | 191.20       |
| Total for Check Number 15778:              |                         |                                    |                         | 0.00        | 191.20       |
| 15779                                      | 00788                   | COMCAST                            | 09/14/2018              |             |              |
|                                            | 9518_1236165            | INTERNET_280 BLUE RIDGE DRIVE      |                         |             | 172.54       |
| Total for Check Number 15779:              |                         |                                    |                         | 0.00        | 172.54       |

| Check No                      | Vendor No<br>Invoice No                                                           | Vendor Name<br>Description                                                                                                            | Check Date<br>Reference | Void Checks | Check Amount                              |
|-------------------------------|-----------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------|-------------------------|-------------|-------------------------------------------|
| 15780                         | 00290<br>10311                                                                    | CONTRACTOR COMPLIANCE & MONI<br>REPORT FEE                                                                                            | 09/14/2018              |             | 300.00                                    |
| Total for Check Number 15780: |                                                                                   |                                                                                                                                       |                         | 0.00        | 300.00                                    |
| 15781                         | UB*00477                                                                          | JERRI GILLETTE<br>Refund Check                                                                                                        | 09/14/2018              |             | 28.27                                     |
| Total for Check Number 15781: |                                                                                   |                                                                                                                                       |                         | 0.00        | 28.27                                     |
| 15782                         | 00550<br>11100878                                                                 | HACH COMPANY<br>WTP SUPPLIES                                                                                                          | 09/14/2018              |             | 262.19                                    |
| Total for Check Number 15782: |                                                                                   |                                                                                                                                       |                         | 0.00        | 262.19                                    |
| 15783                         | UB*00480                                                                          | PAUL HEADY<br>Refund Check                                                                                                            | 09/14/2018              |             | 2.83                                      |
| Total for Check Number 15783: |                                                                                   |                                                                                                                                       |                         | 0.00        | 2.83                                      |
| 15784                         | UB*00478                                                                          | TINA HUNT<br>Refund Check                                                                                                             | 09/14/2018              |             | 20.73                                     |
| Total for Check Number 15784: |                                                                                   |                                                                                                                                       |                         | 0.00        | 20.73                                     |
| 15785                         | 10005<br>WO#43261                                                                 | ICMA RETIREMENT C/O M & T RETIRI<br>RETIREMENT WITHHOLDING_PP ENDING                                                                  | 09/14/2018              |             | 3,888.08                                  |
| Total for Check Number 15785: |                                                                                   |                                                                                                                                       |                         | 0.00        | 3,888.08                                  |
| 15786                         | UB*00481                                                                          | STEPHANIE & RODERICK LARSEN<br>Refund Check                                                                                           | 09/14/2018              |             | 19.79                                     |
| Total for Check Number 15786: |                                                                                   |                                                                                                                                       |                         | 0.00        | 19.79                                     |
| 15787                         | 00610<br>103802                                                                   | MAGGIORA BROS DRILLING<br>PASATIEMPO WELL 8 REPLACEMENT                                                                               | 09/14/2018              |             | 25,556.00                                 |
| Total for Check Number 15787: |                                                                                   |                                                                                                                                       |                         | 0.00        | 25,556.00                                 |
| 15788                         | 10000<br>090418                                                                   | FRED MC PHERSON<br>WATERSHED DVDS & OUTREACH                                                                                          | 09/14/2018              |             | 734.00                                    |
| Total for Check Number 15788: |                                                                                   |                                                                                                                                       |                         | 0.00        | 734.00                                    |
| 15789                         | 00054<br>090518_71792535                                                          | PACIFIC GAS AND ELECTRIC<br>ELECTRIC CHARGES_WTP                                                                                      | 09/14/2018              |             | 602.92                                    |
| Total for Check Number 15789: |                                                                                   |                                                                                                                                       |                         | 0.00        | 602.92                                    |
| 15790                         | 00054<br>818_3658024062A<br>818_3658024062B<br>818_3658024062C<br>818_3658024062D | PACIFIC GAS AND ELECTRIC<br>ELECTRIC CHARGES_ADMIN<br>ELECTRIC CHARGES_OPS<br>ELECTRIC CHARGES_WTP<br>ELECTRIC CHARGES_BCE WASTEWATER | 09/14/2018              |             | 853.75<br>11,817.04<br>29,387.08<br>19.80 |
| Total for Check Number 15790: |                                                                                   |                                                                                                                                       |                         | 0.00        | 42,077.67                                 |
| 15791                         | 00054<br>818_28364700717                                                          | PACIFIC GAS AND ELECTRIC<br>ELECTRIC CHARGES_OPS                                                                                      | 09/14/2018              |             | 1,636.22                                  |
| Total for Check Number 15791: |                                                                                   |                                                                                                                                       |                         | 0.00        | 1,636.22                                  |

| Check No | Vendor No<br>Invoice No                      | Vendor Name<br>Description                                                     | Check Date<br>Reference       | Void Checks | Check Amount                   |
|----------|----------------------------------------------|--------------------------------------------------------------------------------|-------------------------------|-------------|--------------------------------|
| 15792    | 00054<br>918_25649969281                     | PACIFIC GAS AND ELECTRIC<br>ELECTRIC CHARGES_OPS                               | 09/14/2018                    |             | 48.27                          |
|          |                                              |                                                                                | Total for Check Number 15792: | 0.00        | 48.27                          |
| 15793    | 00054<br>9418_6279346884                     | PACIFIC GAS AND ELECTRIC<br>ELECTRIC CHARGES_WTP                               | 09/14/2018                    |             | 422.33                         |
|          |                                              |                                                                                | Total for Check Number 15793: | 0.00        | 422.33                         |
| 15794    | 10151<br>455947                              | OSCAR RODAS<br>MAINTENANCE_AUGUST                                              | 09/14/2018                    |             | 250.00                         |
|          |                                              |                                                                                | Total for Check Number 15794: | 0.00        | 250.00                         |
| 15795    | UB*00479                                     | MICHAEL SHULTS<br>Refund Check<br>Refund Check                                 | 09/14/2018                    |             | 23.34<br>86.69                 |
|          |                                              |                                                                                | Total for Check Number 15795: | 0.00        | 110.03                         |
| 15796    | 00555<br>53540522                            | STORDOK, INC.<br>SHREDDING SERVICES                                            | 09/14/2018                    |             | 45.00                          |
|          |                                              |                                                                                | Total for Check Number 15796: | 0.00        | 45.00                          |
| 15797    | 10184<br>255743<br>255744                    | THATCHER COMPANY, INC<br>CHEMICALS_195 KIRBY<br>DRUM CREDIT                    | 09/14/2018                    |             | 4,956.39<br>-1,000.00          |
|          |                                              |                                                                                | Total for Check Number 15797: | 0.00        | 3,956.39                       |
| 15798    | 00219<br>K44018                              | TOYOTA MATERIAL HANDLING<br>TOYOTA FORKLIFT REPAIR                             | 09/14/2018                    |             | 222.33                         |
|          |                                              |                                                                                | Total for Check Number 15798: | 0.00        | 222.33                         |
| 15799    | 00972<br>090118_972                          | UPPER LAUREL RD ASSOC.<br>ASSOCIATION DUES_UPPER LAUREL RD                     | 09/14/2018                    |             | 175.00                         |
|          |                                              |                                                                                | Total for Check Number 15799: | 0.00        | 175.00                         |
| 15800    | 00768<br>652151                              | USA BLUEBOOK_HD SUPPLY<br>DRUM PUMP                                            | 09/14/2018                    |             | 750.57                         |
|          |                                              |                                                                                | Total for Check Number 15800: | 0.00        | 750.57                         |
| 15801    | 00599<br>55659841A<br>55659841B<br>55659841C | WEX BANK<br>FUEL_FIN<br>FUEL_OPS<br>FUEL_WTP                                   | 09/14/2018                    |             | 801.04<br>3,794.52<br>2,166.44 |
|          |                                              |                                                                                | Total for Check Number 15801: | 0.00        | 6,762.00                       |
| 15802    | 00362<br>INV-ACC41763A<br>INV-ACC41763B      | ACCELA, INC #774375<br>WEB PAYMENTS_TRANSACTION FEES<br>WEB PAYMENTS_BANK FEES | 09/19/2018                    |             | 2,720.00<br>185.00             |
|          |                                              |                                                                                | Total for Check Number 15802: | 0.00        | 2,905.00                       |
| 15803    | 00057<br>AUG 2018_57                         | AFSCME COUNCIL 57<br>UNION DUES_AUG 2018                                       | 09/19/2018                    |             | 998.66                         |

| Check No | Vendor No<br>Invoice No                 | Vendor Name<br>Description                                                            | Check Date<br>Reference       | Void Checks | Check Amount         |
|----------|-----------------------------------------|---------------------------------------------------------------------------------------|-------------------------------|-------------|----------------------|
|          |                                         |                                                                                       | Total for Check Number 15803: | 0.00        | 998.66               |
| 15804    | 00384<br>818-02                         | DON ALLEY<br>STREAM FLOW & WATER QUALITY MEAS                                         | 09/19/2018                    |             | 1,577.72             |
|          |                                         |                                                                                       | Total for Check Number 15804: | 0.00        | 1,577.72             |
| 15805    | 00729<br>8083824-SLVWD<br>8084358-SLVWD | ALPHA ANALYTICAL LABS<br>LAB FEES-ANALYTICAL SERVICES<br>LAB FEES-ANALYTICAL SERVICES | 09/19/2018                    |             | 1,032.00<br>430.00   |
|          |                                         |                                                                                       | Total for Check Number 15805: | 0.00        | 1,462.00             |
| 15806    | 00760<br>23344                          | ANGELO BARTOLOTTA<br>LOMPICO MAILER                                                   | 09/19/2018                    |             | 146.82               |
|          |                                         |                                                                                       | Total for Check Number 15806: | 0.00        | 146.82               |
| 15807    | 10023<br>3047218                        | AT & T CAPITAL SERVICES, INC<br>V2 PHONE MAINTENANCE                                  | 09/19/2018                    |             | 396.07               |
|          |                                         |                                                                                       | Total for Check Number 15807: | 0.00        | 396.07               |
| 15808    | 00309<br>6715633400                     | AT&T IP SERVICES<br>IP SERVICES_195 KIRBY STREET                                      | 09/19/2018                    |             | 269.90               |
|          |                                         |                                                                                       | Total for Check Number 15808: | 0.00        | 269.90               |
| 15809    | 00687<br>9618_132166881                 | AT&T U-VERSE<br>INTERNET_MANANA WOODS                                                 | 09/19/2018                    |             | 85.00                |
|          |                                         |                                                                                       | Total for Check Number 15809: | 0.00        | 85.00                |
| 15810    | 00687<br>918_137458730                  | AT&T U-VERSE<br>INTERNET_13057 HWY 9                                                  | 09/19/2018                    |             | 75.00                |
|          |                                         |                                                                                       | Total for Check Number 15810: | 0.00        | 75.00                |
| 15811    | 00687<br>9718_132182018                 | AT&T U-VERSE<br>INTERNET_345 QUAIL TERRACE                                            | 09/19/2018                    |             | 75.00                |
|          |                                         |                                                                                       | Total for Check Number 15811: | 0.00        | 75.00                |
| 15812    | 00220<br>31417                          | BAY BUILDING JANITORIAL,INC<br>JANITORIAL SERVICES_SEPT2018                           | 09/19/2018                    |             | 424.42               |
|          |                                         |                                                                                       | Total for Check Number 15812: | 0.00        | 424.42               |
| 15813    | 01077<br>091018_1077                    | JOSEPH B BEASLEY<br>OVERTIME MEALS                                                    | 09/19/2018                    |             | 15.00                |
|          |                                         |                                                                                       | Total for Check Number 15813: | 0.00        | 15.00                |
| 15814    | 00124<br>97603-IN<br>97752-IN           | BRUCE BARTON PUMP, INC<br>KIRBYEFFLUENT PUMP REPAIR<br>PASO 5 WELL VFD DRIVE          | 09/19/2018                    |             | 1,448.25<br>6,934.10 |
|          |                                         |                                                                                       | Total for Check Number 15814: | 0.00        | 8,382.35             |
| 15815    | 00165<br>0815798                        | CAMERON-COLE LLC<br>SERVICES_ENV                                                      | 09/19/2018                    |             | 2,677.50             |

| Check No | Vendor No<br>Invoice No | Vendor Name<br>Description                    | Check Date<br>Reference       | Void Checks | Check Amount |
|----------|-------------------------|-----------------------------------------------|-------------------------------|-------------|--------------|
|          |                         |                                               | Total for Check Number 15815: | 0.00        | 2,677.50     |
| 15816    | 00788<br>91118_1171123  | COMCAST<br>INTERNET_23 SUMMIT AVE             | 09/19/2018                    |             | 141.12       |
|          |                         |                                               | Total for Check Number 15816: | 0.00        | 141.12       |
| 15817    | 00788<br>918_0956185    | COMCAST<br>INTERNET_545 FALL CREEK DR         | 09/19/2018                    |             | 169.06       |
|          |                         |                                               | Total for Check Number 15817: | 0.00        | 169.06       |
| 15818    | 00788<br>918_1236017    | COMCAST<br>INTERNET_295 EAST ROAD             | 09/19/2018                    |             | 172.54       |
|          |                         |                                               | Total for Check Number 15818: | 0.00        | 172.54       |
| 15819    | 00788<br>918_1236058    | COMCAST<br>INTERNET_17277 HWY 9               | 09/19/2018                    |             | 172.54       |
|          |                         |                                               | Total for Check Number 15819: | 0.00        | 172.54       |
| 15820    | 00788<br>918_1236124    | COMCAST<br>INTERNET_15819 FOREST HILL RD      | 09/19/2018                    |             | 172.54       |
|          |                         |                                               | Total for Check Number 15820: | 0.00        | 172.54       |
| 15821    | 00788<br>918_1318922    | COMCAST<br>INTERNET_3652 GRAHAM HILL RD       | 09/19/2018                    |             | 141.12       |
|          |                         |                                               | Total for Check Number 15821: | 0.00        | 141.12       |
| 15822    | 00788<br>918_1318955    | COMCAST<br>INTERNET_1150 REBECCA DRIVE        | 09/19/2018                    |             | 141.12       |
|          |                         |                                               | Total for Check Number 15822: | 0.00        | 141.12       |
| 15823    | 00788<br>918_1323583    | COMCAST<br>INTERNET_365 MADRONE DR            | 09/19/2018                    |             | 261.54       |
|          |                         |                                               | Total for Check Number 15823: | 0.00        | 261.54       |
| 15824    | 00788<br>918_1323641    | COMCAST<br>INTERNET_365 MADRONE DR OFC        | 09/19/2018                    |             | 261.54       |
|          |                         |                                               | Total for Check Number 15824: | 0.00        | 261.54       |
| 15825    | 00265<br>2570           | COMMUNITY TELEVISION<br>B.O.D. MEETING VIDEO  | 09/19/2018                    |             | 442.75       |
|          |                         |                                               | Total for Check Number 15825: | 0.00        | 442.75       |
| 15826    | 00273<br>30384265       | CORELOGIC, INC.<br>REALQUEST SERVICES_AUG2018 | 09/19/2018                    |             | 206.00       |
|          |                         |                                               | Total for Check Number 15826: | 0.00        | 206.00       |
| 15827    | UB*00483                | DENISE DRESBACH<br>Refund Check               | 09/19/2018                    |             | 17.90        |
|          |                         |                                               | Total for Check Number 15827: | 0.00        | 17.90        |

| Check No                      | Vendor No<br>Invoice No | Vendor Name<br>Description           | Check Date<br>Reference | Void Checks | Check Amount |
|-------------------------------|-------------------------|--------------------------------------|-------------------------|-------------|--------------|
| 15828                         | 00343                   | ERNIE'S SERVICE CENTER               | 09/19/2018              |             |              |
|                               | 70409                   | TRUCK 232_SERVICE                    |                         |             | 76.60        |
|                               | 70413DISC               | SERVICE VE-325_DISCOUNT              |                         |             | -46.18       |
|                               | 70505                   | TRUCK 155_BRAKE BOOSTER              |                         |             | 1,492.94     |
|                               | 70823                   | TRUCK 260_SERVICE                    |                         |             | 78.41        |
| Total for Check Number 15828: |                         |                                      |                         |             | 0.00         |
| 15829                         | 00450                   | EUROFINS                             | 09/19/2018              |             |              |
|                               | L0410497                | WATER ANALYSIS_LYONS WTP             |                         |             | 475.00       |
|                               | L0410499                | WATER ANALYSIS_PEAVINE/FOREMAN/SV    |                         |             | 360.00       |
|                               | L0411224                | WATER ANALYSIS_PASATIEMPO WELL 7     |                         |             | 835.00       |
|                               | L0411229                | WATER ANALYSIS_PASO 7                |                         |             | 680.00       |
|                               | L0411242                | WATER ANALYSIS_7301 HWY 9/150 VIEW C |                         |             | 400.00       |
|                               | L0411243                | WATER ANALYSIS_FOREST HILL/SYLVAN/   |                         |             | 800.00       |
|                               | L0411244                | WATER ANALYSIS_235 MIRA FLORES       |                         |             | 200.00       |
|                               | L0411260                | WATER ANALYSIS_KIRBY SETTLING PONI   |                         |             | 200.00       |
|                               | L0412083                | WATER ANALYSIS_FALL CREEK/BENNETT    |                         |             | 360.00       |
| Total for Check Number 15829: |                         |                                      |                         |             | 0.00         |
| 15830                         | 00118                   | FARMER BROTHERS COFFEE               | 09/19/2018              |             |              |
|                               | 68327563                | COFFEE SUPPLIES_OPS                  |                         |             | 391.82       |
| Total for Check Number 15830: |                         |                                      |                         |             | 0.00         |
| 15831                         | 00750                   | FEDAK & BROWN, LLP                   | 09/19/2018              |             |              |
|                               | AUG2018_750             | AUGUST AUDIT SERVICES                |                         |             | 1,250.00     |
| Total for Check Number 15831: |                         |                                      |                         |             | 0.00         |
| 15832                         | 00267                   | MARTIN B FEENEY, PG, CHg             | 09/19/2018              |             |              |
|                               | 2004-737                | PASATIEMPO 6 REPLACEMENT WELL_WE     |                         |             | 2,730.00     |
| Total for Check Number 15832: |                         |                                      |                         |             | 0.00         |
| 15833                         | 00080                   | GRANITE CONSTRUCTION CO              | 09/19/2018              |             |              |
|                               | 1451805                 | COLD MIX/FILL SAND                   |                         |             | 398.95       |
|                               | 1451856                 | BASE ROCK_OPS                        |                         |             | 64.29        |
|                               | 1453899                 | QUAIL BINS REFILL                    |                         |             | 277.88       |
| Total for Check Number 15833: |                         |                                      |                         |             | 0.00         |
| 15834                         | 00016                   | GREENWASTE RECOVERY,INC              | 09/19/2018              |             |              |
|                               |                         | TRASH/RECYCLE/YARDWASTE SERVICES     |                         |             | 395.14       |
| Total for Check Number 15834: |                         |                                      |                         |             | 0.00         |
| 15835                         | 00550                   | HACH COMPANY                         | 09/19/2018              |             |              |
|                               | 11121660                | TOOLS_WTP                            |                         |             | 972.78       |
|                               | 11121664                | BEAR CREEK WASTE WATER DISSOLVED (   |                         |             | 4,141.25     |
|                               | 11123356                | BEAR CREEK WASTE WATER_COVER ASS     |                         |             | 212.33       |
| Total for Check Number 15835: |                         |                                      |                         |             | 0.00         |
| 15836                         | 00615                   | HOME DEPOT CREDIT SERVICES           | 09/19/2018              |             |              |
|                               | AUG2018_615             | PASO TANK PROJECT_TRASH CAN & SAFE   |                         |             | 260.20       |
| Total for Check Number 15836: |                         |                                      |                         |             | 0.00         |
| 15837                         | 00236                   | IDEXX DISTRIBUTION CORP              | 09/19/2018              |             |              |
|                               | 3035373003              | LAB SUPPLIES_WTP                     |                         |             | 2,124.51     |

| Check No | Vendor No<br>Invoice No     | Vendor Name<br>Description                                               | Check Date<br>Reference       | Void Checks | Check Amount         |
|----------|-----------------------------|--------------------------------------------------------------------------|-------------------------------|-------------|----------------------|
|          |                             |                                                                          | Total for Check Number 15837: | 0.00        | 2,124.51             |
| 15838    | 00058<br>9118_12206         | IHWY, INC.<br>BUSINESS HOSTING                                           | 09/19/2018                    |             | 25.00                |
|          |                             |                                                                          | Total for Check Number 15838: | 0.00        | 25.00                |
| 15839    | 10081<br>11027              | INFRASTRUCTURE ENGINEERING CO<br>BCE WASTEWATER IMPROVEMENTS             | 09/19/2018                    |             | 2,195.00             |
|          |                             |                                                                          | Total for Check Number 15839: | 0.00        | 2,195.00             |
| 15840    | 10216<br>IN546310           | INSTRUMART<br>CHART RECORDER PEN                                         | 09/19/2018                    |             | 5,409.81             |
|          |                             |                                                                          | Total for Check Number 15840: | 0.00        | 5,409.81             |
| 15841    | 00336<br>8-2018             | LAND TRUST OF SANTA CRUZ COUN<br>OLYMPIA PATROL SERVICE_ENV              | 09/19/2018                    |             | 785.50               |
|          |                             |                                                                          | Total for Check Number 15841: | 0.00        | 785.50               |
| 15842    | 00181<br>138020             | LAS ANIMAS CONCRETE<br>SLURRY - NEW SERVICE 7720 HWY 9                   | 09/19/2018                    |             | 370.36               |
|          |                             |                                                                          | Total for Check Number 15842: | 0.00        | 370.36               |
| 15843    | 00608<br>342296             | LLOYD'S TIRE SERVICE, INC<br>FLAT REPAIR_TRUCK 230                       | 09/19/2018                    |             | 269.79               |
|          |                             |                                                                          | Total for Check Number 15843: | 0.00        | 269.79               |
| 15844    | 00245<br>091018_245         | DONALD F. LONG, JR<br>EMP REIMBURSE_OVERTIME MEALS                       | 09/19/2018                    |             | 15.00                |
|          |                             |                                                                          | Total for Check Number 15844: | 0.00        | 15.00                |
| 15845    | 00296<br>0818025<br>0818039 | MESITI-MILLER ENGINEERING,INC<br>PROBATION TANK<br>BLUE TANK REPLACEMENT | 09/19/2018                    |             | 9,717.60<br>2,247.00 |
|          |                             |                                                                          | Total for Check Number 15845: | 0.00        | 11,964.60            |
| 15846    | 00054<br>918_96558176465    | PACIFIC GAS AND ELECTRIC<br>ELECTRIC_140 ELENA CT                        | 09/19/2018                    |             | 10.95                |
|          |                             |                                                                          | Total for Check Number 15846: | 0.00        | 10.95                |
| 15847    | 00695<br>AUG2018_695        | PAUL JENSEN<br>LOMPICO PRV SURVEYING                                     | 09/19/2018                    |             | 2,335.00             |
|          |                             |                                                                          | Total for Check Number 15847: | 0.00        | 2,335.00             |
| 15848    | 00944<br>2845<br>2873       | PDNC, INC.<br>MONTHLY SERVER SUPPORT<br>SERVER MAINTENANCE               | 09/19/2018                    |             | 517.68<br>128.14     |
|          |                             |                                                                          | Total for Check Number 15848: | 0.00        | 645.82               |
| 15849    | 00569<br>3102399111         | PITNEY BOWES GLOBAL FIN.LLC<br>MAIL MACHINE LEASE                        | 09/19/2018                    |             | 459.29               |



| Check No | Vendor No<br>Invoice No   | Vendor Name<br>Description                                | Check Date<br>Reference       | Void Checks | Check Amount |
|----------|---------------------------|-----------------------------------------------------------|-------------------------------|-------------|--------------|
|          |                           |                                                           | Total for Check Number 15849: | 0.00        | 459.29       |
| 15850    | 00428<br>18FLP03          | RCD OF SANTA CRUZ COUNTY<br>FISH LADDER PERMITTING        | 09/19/2018                    |             | 1,274.07     |
|          |                           |                                                           | Total for Check Number 15850: | 0.00        | 1,274.07     |
| 15851    | UB*00482                  | ANDREW RIPPERT<br>Refund Check                            | 09/19/2018                    |             | 0.94         |
|          |                           |                                                           | Total for Check Number 15851: | 0.00        | 0.94         |
| 15852    | 00711                     | ROBERTS & BRUNE CO.                                       | 09/19/2018                    |             | 425.60       |
|          | S1765316.005              | GATE VALVE 2"                                             |                               |             | 1,330.74     |
|          | S1765316.005A             | REGULATOR 3/4" 25 AUB                                     |                               |             | 292.30       |
|          | S1765316.005B             | REGULATOR 1" 25 AUB                                       |                               |             | 71.84        |
|          | S1765316.005C             | REPAIR CLAMP 2OD" X 3"                                    |                               |             | 87.40        |
|          | S1765316.005D             | REPAIR CLAMP 2" X 3"                                      |                               |             | 51.44        |
|          | S1765316.005E             | REPAIR CLAMP 3" X 6"                                      |                               |             | 154.42       |
|          | S1765316.005F             | REPAIR CLAMP 4OD" X 3"                                    |                               |             | 171.27       |
|          | S1765316.005G             | FULL CIRCLE 2"-6" REDI-CLP 244                            |                               |             | 449.42       |
|          | S1765316.005H             | FULL CIRCLE 2.35-2.63 7.50"                               |                               |             | 66.75        |
|          | S1765316.005I             | FULL CIRCLE 3.46-3.70 7.50"                               |                               |             | 366.57       |
|          | S1765316.005J             | FULL CIRCLE 4.45-4.73 7.50"                               |                               |             | 111.86       |
|          | S1765316.005K             | BLUE PAINT WATERBASE #3620                                |                               |             | 45.28        |
|          | S1765364.002A             | PIPE GALV SCHED 40 1-1/4" (21'                            |                               |             | 108.77       |
|          | S1765364.002B             | PIPE GALV SCHED 40 1-1/2" (21')                           |                               |             | 67.46        |
|          | S1765364.002C             | PIPE GALV SCHED 40 3/4" (21')                             |                               |             | 534.09       |
|          | S1765364.003A             | VALVE BOX LID G5 CAST IRON                                |                               |             | 812.01       |
|          | S1765364.003B             | GATE VALVE MJ X FLG 8"A2360-16                            |                               |             | 777.45       |
|          | S1765364.003C             | GATE VALVE MJ X FLG 4"A2360-16                            |                               |             | 416.64       |
|          | S1765364.003D             | PIPE POLY 200 PSI CTS 3/4"                                |                               |             | 949.86       |
|          | S1765364.003E             | PIPE DUCTILE IRON 10"(18")C350                            |                               |             | 729.33       |
|          | S1765364.003F             | MTR BOX LID B-16 C-IRON TR                                |                               |             | 510.38       |
|          | S1765364.003G             | PIPE POLY 200 PSI CTS 1" SDR9                             |                               |             | 148.65       |
|          | S1765364.003H             | ELL MJ 45 8"                                              |                               |             | 8,679.53     |
|          |                           |                                                           | Total for Check Number 15852: | 0.00        | 4,348.72     |
| 15853    | 10226<br>148177           | TODD ROTHBARD<br>LEGAL SERVICES_12788 HWY 9 #3 & 4        | 09/19/2018                    |             | 4,348.72     |
|          |                           |                                                           | Total for Check Number 15853: | 0.00        | 4,348.72     |
| 15854    | 00142<br>61-0123823       | SAN LORENZO LUMBER<br>CLA-VAL REPAIR_OPS                  | 09/19/2018                    |             | 6.62         |
|          |                           |                                                           | Total for Check Number 15854: | 0.00        | 6.62         |
| 15855    | 00153<br>489083<br>489194 | SANTA CRUZ ELECTRONICS<br>INVERTER FAN_WTP<br>24V FAN_WTP | 09/19/2018                    |             | 19.48        |
|          |                           |                                                           | Total for Check Number 15855: | 0.00        | 51.98        |
| 15856    | 00047                     | SOIL CONTROL LAB                                          | 09/19/2018                    |             | 78.00        |
|          | 8070876                   | WATER ANALYSIS_OLY 2 & 3                                  |                               |             | 117.00       |
|          | 808021                    | WATER ANALYSIS_12788 HWY 9_BAJA SOI                       |                               |             | 78.00        |
|          | 8080212                   | WATER ANALYSIS_OLY WELL 3                                 |                               |             | 145.00       |
|          | 8080429                   | WATER ANALYSIS                                            |                               |             | 78.00        |
|          | 8080430                   | WATER ANALYSIS_OLY 3                                      |                               |             |              |

| Check No | Vendor No<br>Invoice No | Vendor Name<br>Description          | Check Date<br>Reference       | Void Checks | Check Amount |
|----------|-------------------------|-------------------------------------|-------------------------------|-------------|--------------|
|          | 8080431                 | WATER ANALYSIS_PASO 7               |                               |             | 29.00        |
|          | 8080641                 | WATER ANALYSIS_235 MIRA FLORES      |                               |             | 145.00       |
|          | 8080642                 | WATER ANALYSIS_235 MIRA FLORES      |                               |             | 37.00        |
|          | 8080837                 | WATER ANALYSIS_CANEPA & ELENA       |                               |             | 145.00       |
|          |                         |                                     | Total for Check Number 15856: | 0.00        | 852.00       |
| 15857    | 10119                   | TAYLOR TOCCALINO                    | 09/19/2018                    |             |              |
|          | 090218_10119            | UNIFORM JEANS                       |                               |             | 42.51        |
|          |                         |                                     | Total for Check Number 15857: | 0.00        | 42.51        |
| 15858    | 10217                   | UMPQUA BANK                         | 09/19/2018                    |             |              |
|          | AUG2018_10217A          | MEALS_ADMIN                         |                               |             | 26.03        |
|          | AUG2018_10217B          | MOTOR FOR DUMP BED                  |                               |             | 247.11       |
|          | AUG2018_10217C          | ENVIRON HEALTH LUNCH_OPS            |                               |             | 46.51        |
|          | AUG2018_10217D          | UNIFORMS_OPS                        |                               |             | 2,435.55     |
|          | AUG2018_10217E          | UNIFORMS_WTP                        |                               |             | 1,045.59     |
|          | AUG2018_10217F          | UNIFORMS SAFETY CLOTHING_WTP        |                               |             | 1,008.96     |
|          | AUG2018_10217G          | UNIFORMS_FINANCE                    |                               |             | 180.02       |
|          | AUG2018_10217H          | HATS                                |                               |             | 163.13       |
|          |                         |                                     | Total for Check Number 15858: | 0.00        | 5,152.90     |
| 15859    | 00721                   | UNITED SITE SVCS.,INC               | 09/19/2018                    |             |              |
|          | 114-7325554             | QUAIL 5 TOILET SERVICE AND CLEANING |                               |             | 261.35       |
|          | 114-7330350             | QUAIL 5 TOILET SERVICE AND CLEANING |                               |             | 179.43       |
|          |                         |                                     | Total for Check Number 15859: | 0.00        | 440.78       |
| 15860    | 00768                   | USA BLUEBOOK_HD SUPPLY              | 09/19/2018                    |             |              |
|          | 668531                  | CHARTS FOR PLANTS_WTP               |                               |             | 255.46       |
|          |                         |                                     | Total for Check Number 15860: | 0.00        | 255.46       |
| 15861    | 10072                   | WATER SYSTEMS CONSULTING, INC       | 09/19/2018                    |             |              |
|          | 3376                    | USDA PHASE 1 FUNDING SUPPORT        |                               |             | 57,663.82    |
|          | 3381                    | FALL CREEK FISH LADDER DEBRIS REMO  |                               |             | 90.00        |
|          |                         |                                     | Total for Check Number 15861: | 0.00        | 57,753.82    |
| 15862    | 00285                   | GEORGE H. WILSON, INC               | 09/19/2018                    |             |              |
|          | 37811                   | MOUNTING PLATE_WTP                  |                               |             | 54.55        |
|          |                         |                                     | Total for Check Number 15862: | 0.00        | 54.55        |
| 15863    | 00545                   | AFLAC                               | 09/24/2018                    |             |              |
|          | 267443                  | SUPPLEMENTAL INS_SEPT 2018          |                               |             | 221.77       |
|          |                         |                                     | Total for Check Number 15863: | 0.00        | 221.77       |
| 15864    | 00162                   | ANTHEM BLUE CROSS                   | 09/24/2018                    |             |              |
|          | 59317725                | RETIRED EMPLOYEE MEDICAL_10/01/18-1 |                               |             | 325.50       |
|          |                         |                                     | Total for Check Number 15864: | 0.00        | 325.50       |
| 15865    | 00767                   | ANTHEM BLUE CROSS                   | 09/24/2018                    |             |              |
|          | 0965913691              | MEDICARERX_10/01/18-11/01/18        |                               |             | 169.80       |
|          |                         |                                     | Total for Check Number 15865: | 0.00        | 169.80       |
| 15866    | 00309                   | AT&T IP SERVICES                    | 09/24/2018                    |             |              |

| Check No                      | Vendor No<br>Invoice No | Vendor Name<br>Description          | Check Date<br>Reference | Void Checks | Check Amount |
|-------------------------------|-------------------------|-------------------------------------|-------------------------|-------------|--------------|
|                               | 4476453400A             | IP SERVICES_ADMIN                   |                         |             | 249.40       |
|                               | 4476453400B             | IP SERVICES_OPS                     |                         |             | 249.40       |
|                               | 4476453400C             | IP SERVICES_WTP                     |                         |             | 249.40       |
| Total for Check Number 15866: |                         |                                     |                         | 0.00        | 748.20       |
| 15867                         | 00686                   | AT&T LONG DISTANCE                  | 09/24/2018              |             |              |
|                               | 913_834287386A          | LONG DISTANCE_ADMIN                 |                         |             | 53.33        |
|                               | 913_834287386B          | LONG DISTANCE_OPS                   |                         |             | 21.44        |
|                               | 913_834287386C          | LONG DISTANCE_WTP                   |                         |             | 0.06         |
| Total for Check Number 15867: |                         |                                     |                         | 0.00        | 74.83        |
| 15868                         | 00145                   | BATTERIES PLUS                      | 09/24/2018              |             |              |
|                               | P5617999                | TRUCK 485 BATTERIES                 |                         |             | 331.50       |
| Total for Check Number 15868: |                         |                                     |                         | 0.00        | 331.50       |
| 15869                         | 00788                   | COMCAST                             | 09/24/2018              |             |              |
|                               | 91518_1236074           | INTERNET_200 ANNIES WAY             |                         |             | 182.54       |
| Total for Check Number 15869: |                         |                                     |                         | 0.00        | 182.54       |
| 15870                         | 00788                   | COMCAST                             | 09/24/2018              |             |              |
|                               | 091618_1018662          | INTERNET_264 ORCHARD RD             |                         |             | 156.12       |
| Total for Check Number 15870: |                         |                                     |                         | 0.00        | 156.12       |
| 15871                         | 00343                   | ERNIE'S SERVICE CENTER              | 09/24/2018              |             |              |
|                               | 70874                   | SERVICE/OIL/BRAKES_TRUCK #222       |                         |             | 574.62       |
| Total for Check Number 15871: |                         |                                     |                         | 0.00        | 574.62       |
| 15872                         | 00204                   | FEDERAL EXPRESS CORP                | 09/24/2018              |             |              |
|                               | 630683099A              | SHIPPING FEES FOR REPAIR OF LOCATOR |                         |             | 131.59       |
|                               | 630683099B              | SHIPPING FEES FOR WTP               |                         |             | 28.56        |
| Total for Check Number 15872: |                         |                                     |                         | 0.00        | 160.15       |
| 15873                         | 00164                   | FIRST ALARM                         | 09/24/2018              |             |              |
|                               | 420987A                 | ALARM SERVICES_13057 HWY 9          |                         |             | 571.71       |
|                               | 420987B                 | ALARM SERVICES_101 QUAIL HOLLOW     |                         |             | 92.76        |
|                               | 420987C                 | ALARM SERVICES_365 MADRONE DRIVE    |                         |             | 163.62       |
|                               | 423296A                 | ALARM SERVICES_195 KIRBY STREET     |                         |             | 329.22       |
|                               | 423296B                 | ALARM SERVICES_600 SAN LORENZO      |                         |             | 167.19       |
|                               | 423296C                 | ALARM SERVICES_15900 BEAR CREEK RD  |                         |             | 343.59       |
|                               | 423296D                 | ALARM SERVICES_232 KINGS VILLAGE RD |                         |             | 287.64       |
| Total for Check Number 15873: |                         |                                     |                         | 0.00        | 1,955.73     |
| 15874                         | 00582                   | OLIVE SPRINGS QUARRY                | 09/24/2018              |             |              |
|                               | 116613                  | HOT MIX/PAVING                      |                         |             | 286.22       |
| Total for Check Number 15874: |                         |                                     |                         | 0.00        | 286.22       |
| 15875                         | 00264                   | RAIN FOR RENT                       | 09/24/2018              |             |              |
|                               | 1252885                 | PASO WELL 8                         |                         |             | 2,847.17     |
| Total for Check Number 15875: |                         |                                     |                         | 0.00        | 2,847.17     |
| 15876                         | 00711                   | ROBERTS & BRUNE CO.                 | 09/24/2018              |             |              |
|                               | S1775366                | WEST WINNER HYDRO REPAIR            |                         |             | 611.62       |

| Check No | Vendor No<br>Invoice No | Vendor Name<br>Description       | Check Date<br>Reference       | Void Checks | Check Amount |
|----------|-------------------------|----------------------------------|-------------------------------|-------------|--------------|
|          | S1777630.001            | NUTS & BOLTS_OPS                 |                               |             | 204.48       |
|          |                         |                                  | Total for Check Number 15876: | 0.00        | 816.10       |
| 15877    | 00142                   | SAN LORENZO LUMBER               | 09/24/2018                    |             |              |
|          | 61-0123934              | FALL CREEK PROJECT               |                               |             | 218.75       |
|          | 61-0124042              | PASO WELL FENCING                |                               |             | 65.08        |
|          | 61-0124222              | FALL CREEK DEBRIS REMOVAL        |                               |             | 194.28       |
|          |                         |                                  | Total for Check Number 15877: | 0.00        | 478.11       |
| 15878    | 00125                   | SCARBOROUGH LUMBER               | 09/24/2018                    |             |              |
|          | 320531                  | FALL CREEK INTAKE_WO#280         |                               |             | 140.12       |
|          | 320557                  | FALL CREEK INTAKE_WO#280         |                               |             | 41.43        |
|          | 320703                  | WASP SPRAY                       |                               |             | 27.03        |
|          | 320768                  | CHART RECORDER KIRBY PLANT       |                               |             | 126.74       |
|          | 321025                  | SAMPLING SUPPLIES                |                               |             | 26.36        |
|          | 321117                  | METER PLUMBING PARTS             |                               |             | 19.33        |
|          | 575494                  | INTAKE REPAIR_WO#280             |                               |             | 4.82         |
|          | 575543                  | FALL CREEK INTAKE_WO #280        |                               |             | 3.84         |
|          | 575595                  | WATER FILTERS FOR DISPENSER      |                               |             | 9.17         |
|          | 575679                  | PARTS FOR BATTERY INSTALL_V-485  |                               |             | 10.39        |
|          | 575953                  | FALL CREEK INTAKE_FENCE STAKES   |                               |             | 7.86         |
|          | K53690                  | PASO FENCING_WO#814              |                               |             | 99.74        |
|          |                         |                                  | Total for Check Number 15878: | 0.00        | 516.83       |
| 15879    | 00168                   | SCOTTS VALLEY SPRINKLER          | 09/24/2018                    |             |              |
|          | 151728                  | FALL CREEK PROJECT_WO#280        |                               |             | 325.38       |
|          | 151729                  | FALL CREEK PROJECT_WO#280_CREDIT |                               |             | -133.09      |
|          | 151836                  | FALL CREEK PROJECT_WO#280_CREDIT |                               |             | -89.50       |
|          |                         |                                  | Total for Check Number 15879: | 0.00        | 102.79       |
| 15880    | 00011                   | VERIZON WIRELESS                 | 09/24/2018                    |             |              |
|          | 9814627885A             | TABLET CHARGES_ENVIR             |                               |             | 95.14        |
|          | 9814627885B             | TABLET CHARGES_OPS               |                               |             | 268.30       |
|          | 9814627885C             | TABLET CHARGES_WTP               |                               |             | 95.14        |
|          |                         |                                  | Total for Check Number 15880: | 0.00        | 458.58       |
| 15881    | 00383                   | A TOOL SHED                      | 09/25/2018                    |             |              |
|          | 1301578-5               | FALL CREEK DEBRIS REMOVAL        |                               |             | 393.00       |
|          |                         |                                  | Total for Check Number 15881: | 0.00        | 393.00       |
| 15882    | 00729                   | ALPHA ANALYTICAL LABS            | 09/25/2018                    |             |              |
|          | 8093025-SLVWD           | LAB FEES-ANALYTICAL SERVICES     |                               |             | 1,032.00     |
|          |                         |                                  | Total for Check Number 15882: | 0.00        | 1,032.00     |
| 15883    | 00687                   | AT&T U-VERSE                     | 09/25/2018                    |             |              |
|          | 91518_132338293         | U-VERSE_GRAHAM HILL              |                               |             | 84.25        |
|          |                         |                                  | Total for Check Number 15883: | 0.00        | 84.25        |
| 15884    | 10025                   | BADGER METER, INC                | 09/25/2018                    |             |              |
|          | 80023008                | SERVICES FOR JULY                |                               |             | 1,246.00     |
|          | 80023887                | SERVICES FOR AUGUST              |                               |             | 1,318.09     |
|          |                         |                                  | Total for Check Number 15884: | 0.00        | 2,564.09     |

| Check No                      | Vendor No<br>Invoice No | Vendor Name<br>Description        | Check Date<br>Reference | Void Checks | Check Amount |
|-------------------------------|-------------------------|-----------------------------------|-------------------------|-------------|--------------|
| 15885                         | 10113                   | BANK MIDWEST                      | 09/25/2018              |             |              |
|                               | OCT 2018_10113A         | SOLAR LOAN_INTEREST               |                         |             | 841.00       |
|                               | OCT 2018_10113B         | SOLAR LOAN_PRINCIPAL              |                         |             | 2,408.90     |
| Total for Check Number 15885: |                         |                                   |                         |             | 0.00         |
| 15886                         | 10173                   | CARLY BLANCHARD                   | 09/25/2018              |             |              |
|                               | 091118_10173A           | MILEAGE_AUG 17TH GRANT MEETING    |                         |             | 3.78         |
|                               | 091118_10173B           | MILEAGE_AUG 24TH GRANT MEETING    |                         |             | 3.78         |
|                               | 091118_10173C           | MILEAGE_FARMERS MARKET OUTREACH   |                         |             | 2.70         |
|                               | 091118_10173D           | PLANTS FOR FARMERS MARKET RAFFLE  |                         |             | 20.59        |
|                               | 091118_10173E           | MILEAGE_GLOBAL CLIMATE SUMMIT     |                         |             | 72.36        |
| Total for Check Number 15886: |                         |                                   |                         |             | 0.00         |
| 15887                         | 10200                   | BOULDER CREEK RECREATION & PAI    | 09/25/2018              |             |              |
|                               | 091018_10200            | PSA SERVICES_ENVIRON              |                         |             | 100.00       |
| Total for Check Number 15887: |                         |                                   |                         |             | 0.00         |
| 15888                         | 00342                   | BRASS KEY LOCKSMITH               | 09/25/2018              |             |              |
|                               | 949542                  | LOCKSMITH SERVICE_OLYMPIA STATION |                         |             | 192.00       |
| Total for Check Number 15888: |                         |                                   |                         |             | 0.00         |
| 15889                         | 00099                   | JOEL BUSA                         | 09/25/2018              |             |              |
|                               | OCT2018_99              | RETIRED EMPLOYEE MEDICAL          |                         |             | 125.00       |
| Total for Check Number 15889: |                         |                                   |                         |             | 0.00         |
| 15890                         | 00415                   | CA BANK & TRUST/GOV SVC DEPT_10   | 09/25/2018              |             |              |
|                               | OCT 2018_00415          | 1976 SAFE DRINKING WATER BOND     |                         |             | 15,581.43    |
| Total for Check Number 15890: |                         |                                   |                         |             | 0.00         |
| 15891                         | 00415                   | CA BANK & TRUST/GOV SVC DEPT_10   | 09/25/2018              |             |              |
|                               | 5790330590_0918         | ESCROW FUNDING_OLY MUTUAL         |                         |             | 55,000.00    |
| Total for Check Number 15891: |                         |                                   |                         |             | 0.00         |
| 15892                         | 10207                   | CITI CARDS_COSTCO                 | 09/25/2018              |             |              |
|                               | 91818_1711A             | OFFICE SUPPLIES_ADMIN             |                         |             | 657.27       |
|                               | 91818_1711B             | MAIL CHIMP_MARKETING              |                         |             | 50.00        |
|                               | 91818_1711C             | OFFICE SUPPLIES_WTP               |                         |             | 303.76       |
|                               | 91818_1711D             | CSDA CONFERENCE                   |                         |             | 1,250.00     |
|                               | 91818_1711E             | ADVERTISING                       |                         |             | 226.00       |
| Total for Check Number 15892: |                         |                                   |                         |             | 0.00         |
| 15893                         | 00788                   | COMCAST                           | 09/25/2018              |             |              |
|                               | 91918_1028380           | INTERNET_7400 HWY 9               |                         |             | 151.12       |
| Total for Check Number 15893: |                         |                                   |                         |             | 0.00         |
| 15894                         | 00505                   | DELL MARKETING LP                 | 09/25/2018              |             |              |
|                               | 92418A                  | DIST. SERVER/NETWORK HARDWARE/EX  |                         |             | 847.62       |
|                               | 92418B                  | DIST. SERVER/NETWORK HARDWARE/EX  |                         |             | 847.63       |
|                               | 92418C                  | DIST. SERVER/NETWORK HARDWARE/EX  |                         |             | 847.62       |
|                               | 92418D                  | DIST. SERVER/NETWORK HARDWARE/EX  |                         |             | 847.63       |
|                               | 92418E                  | DIST. SERVER/NETWORK HARDWARE/EX  |                         |             | 847.62       |
|                               | 92418F                  | DIST. SERVER/NETWORK HARDWARE/EX  |                         |             | 847.62       |

| Check No | Vendor No<br>Invoice No                                                  | Vendor Name<br>Description                                                                                                                               | Check Date<br>Reference       | Void Checks | Check Amount                        |
|----------|--------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|-------------|-------------------------------------|
|          |                                                                          |                                                                                                                                                          | Total for Check Number 15894: | 0.00        | 5,085.74                            |
| 15895    | 00312<br>955524                                                          | DOCTORS ON DUTY<br>EMPLOYEE PHYSICAL                                                                                                                     | 09/25/2018                    |             | 80.00                               |
|          |                                                                          |                                                                                                                                                          | Total for Check Number 15895: | 0.00        | 80.00                               |
| 15896    | 00409<br>91118_409                                                       | EASYPERMIT POSTAGE<br>POSTAGE_ADMIN                                                                                                                      | 09/25/2018                    |             | 500.00                              |
|          |                                                                          |                                                                                                                                                          | Total for Check Number 15896: | 0.00        | 500.00                              |
| 15897    | 00076<br>753761                                                          | ERNIE'S AUTO CENTER<br>TAIL LIGHT_OPS                                                                                                                    | 09/25/2018                    |             | 9.27                                |
|          |                                                                          |                                                                                                                                                          | Total for Check Number 15897: | 0.00        | 9.27                                |
| 15898    | 00450<br>L0413714                                                        | EUROFINS<br>WATER ANALYSIS_PASO 5A_PASO 7_BOBS                                                                                                           | 09/25/2018                    |             | 50.00                               |
|          |                                                                          |                                                                                                                                                          | Total for Check Number 15898: | 0.00        | 50.00                               |
| 15899    | 00164<br>415849                                                          | FIRST ALARM<br>LYON PLANT ALARM SERVICE                                                                                                                  | 09/25/2018                    |             | 95.00                               |
|          |                                                                          |                                                                                                                                                          | Total for Check Number 15899: | 0.00        | 95.00                               |
| 15900    | 00589<br>7613                                                            | RONALD RAY GREENLY<br>KIRBY PLANT PUMP OUT_WTP                                                                                                           | 09/25/2018                    |             | 300.00                              |
|          |                                                                          |                                                                                                                                                          | Total for Check Number 15900: | 0.00        | 300.00                              |
| 15901    | 00208<br>OCT2018_208                                                     | LEONARD KUHNLEIN<br>RETIRED EMPLOYEE MEDICAL                                                                                                             | 09/25/2018                    |             | 125.00                              |
|          |                                                                          |                                                                                                                                                          | Total for Check Number 15901: | 0.00        | 125.00                              |
| 15902    | UB*00485                                                                 | MICHAEL MCNULTY<br>Refund Check                                                                                                                          | 09/25/2018                    |             | 2.83                                |
|          |                                                                          |                                                                                                                                                          | Total for Check Number 15902: | 0.00        | 2.83                                |
| 15903    | 00662<br>OCT2018_662                                                     | JAMES A. MUELLER<br>RETIRED EMPLOYEE MEDICAL                                                                                                             | 09/25/2018                    |             | 50.00                               |
|          |                                                                          |                                                                                                                                                          | Total for Check Number 15903: | 0.00        | 50.00                               |
| 15904    | 00582<br>116860                                                          | OLIVE SPRINGS QUARRY<br>HOT MIX/PAVING_OPS                                                                                                               | 09/25/2018                    |             | 203.05                              |
|          |                                                                          |                                                                                                                                                          | Total for Check Number 15904: | 0.00        | 203.05                              |
| 15905    | 10004<br>092418_10004                                                    | PETTY CASH - CHELSEA SLADWICK<br>PETTY CASH REPLENISH                                                                                                    | 09/25/2018                    |             | 93.28                               |
|          |                                                                          |                                                                                                                                                          | Total for Check Number 15905: | 0.00        | 93.28                               |
| 15906    | 00711<br>S1765316.006<br>S1765316.006A<br>S1765316.006B<br>S1765316.006C | ROBERTS & BRUNE CO.<br>COMPRESSION COUPLING 1" G/T<br>COMPRESSION COUPLING 3/4" G/T<br>FLANGE METER GASKETS 2" / NO BOLT<br>MTR CPLG PIPE-MTR 1" X 2.50" | 09/25/2018                    |             | 283.68<br>551.25<br>15.95<br>135.74 |

| Check No                      | Vendor No<br>Invoice No | Vendor Name<br>Description          | Check Date<br>Reference | Void Checks | Check Amount |
|-------------------------------|-------------------------|-------------------------------------|-------------------------|-------------|--------------|
|                               | S1765316.006D           | COPR-PIPE MALE 1"                   |                         |             | 287.47       |
|                               | S1765316.006E           | CHECK VALVE METER SPUD 3/4"         |                         |             | 1,631.47     |
|                               | S1765316.006F           | NIPPLE GALV 3/4" X 2"               |                         |             | 1.76         |
|                               | S1765316.006G           | PIPE-COMPRESSION 1"                 |                         |             | 96.90        |
|                               | S1765316.006H           | NIPPLE GALV 3/4" X 6"               |                         |             | 13.37        |
|                               | S1765316.006I           | MTR VLV COPR-MTR STRT 3/4X5/8"      |                         |             | 697.99       |
|                               | S1765316.006J           | MTR VLV PIPE-MTR STRT 3/4X5/8"      |                         |             | 648.22       |
| Total for Check Number 15906: |                         |                                     |                         | 0.00        | 4,363.80     |
| 15907                         | 00125                   | SCARBOROUGH LUMBER                  | 09/25/2018              |             |              |
|                               | 321049                  | TORK BIT/SHOVEL                     |                         |             | 32.65        |
|                               | 321089                  | TORK BIT/SHOVEL                     |                         |             | 12.87        |
|                               | 321248                  | DISSOLVED OXYCOR SENSOR INSTALL_B   |                         |             | 9.15         |
|                               | 575873                  | MISC SUPPLIES_SAW MIX/TOWELS/CLEAN  |                         |             | 115.33       |
| Total for Check Number 15907: |                         |                                     |                         | 0.00        | 170.00       |
| 15908                         | 00168                   | SCOTTS VALLEY SPRINKLER             | 09/25/2018              |             |              |
|                               | 151850                  | KIRBY PLANT CL2 PLUMBING            |                         |             | 325.73       |
| Total for Check Number 15908: |                         |                                     |                         | 0.00        | 325.73       |
| 15909                         | UB*00487                | ABIGAIL & SCOTT EKin SMILEY         | 09/25/2018              |             |              |
|                               |                         | Refund Check                        |                         |             | 34.03        |
| Total for Check Number 15909: |                         |                                     |                         | 0.00        | 34.03        |
| 15910                         | 00354                   | SONICWALL SERVICES                  | 09/25/2018              |             |              |
|                               | 1874613                 | VPN SUPPORT                         |                         |             | 202.00       |
| Total for Check Number 15910: |                         |                                     |                         | 0.00        | 202.00       |
| 15911                         | 00369                   | CAROLE TRIANTAFILLOS                | 09/25/2018              |             |              |
|                               | OCT2018_369             | RETIRED EMPLOYEE MEDICAL            |                         |             | 125.00       |
| Total for Check Number 15911: |                         |                                     |                         | 0.00        | 125.00       |
| 15912                         | 10140                   | GREG UNGER                          | 09/25/2018              |             |              |
|                               | 091518_10140            | MEALS_REIMBURSEMENT                 |                         |             | 15.00        |
| Total for Check Number 15912: |                         |                                     |                         | 0.00        | 15.00        |
| 15913                         | 00721                   | UNITED SITE SVCS.,INC               | 09/25/2018              |             |              |
|                               | 114-7359670             | QUAIL 5 TOILET SERVICE AND CLEANING |                         |             | 187.12       |
| Total for Check Number 15913: |                         |                                     |                         | 0.00        | 187.12       |
| 15914                         | 00011                   | VERIZON WIRELESS                    | 09/25/2018              |             |              |
|                               | 9814627884A             | CELL PHONE_ADMIN                    |                         |             | 100.07       |
|                               | 9814627884B             | CELL PHONE_OPS                      |                         |             | 725.82       |
|                               | 9814627884C             | CELL PHONE_WTP                      |                         |             | 370.40       |
| Total for Check Number 15914: |                         |                                     |                         | 0.00        | 1,196.29     |
| 15915                         | UB*00486                | PAUL VIOLANTE                       | 09/25/2018              |             |              |
|                               |                         | Refund Check                        |                         |             | 19.79        |
| Total for Check Number 15915: |                         |                                     |                         | 0.00        | 19.79        |
| 15916                         | 00398                   | WATSONVILLE METAL CO.,INC           | 09/25/2018              |             |              |
|                               | 8425073                 | OLY DUMPSTER                        |                         |             | 600.00       |

| Check No | Vendor No<br>Invoice No | Vendor Name<br>Description            | Check Date<br>Reference       | Void Checks | Check Amount |
|----------|-------------------------|---------------------------------------|-------------------------------|-------------|--------------|
|          |                         |                                       | Total for Check Number 15916: | 0.00        | 600.00       |
| 15917    | 10152                   | WESTAMERICA BANK                      | 09/25/2018                    |             |              |
|          | 091718_10152A           | TRUCK LOAN_INTEREST                   |                               |             | 249.35       |
|          | 091718_10152B           | TRUCK LOAN_PRINCIPAL                  |                               |             | 1,851.33     |
|          |                         |                                       | Total for Check Number 15917: | 0.00        | 2,100.68     |
| 15918    | 00711                   | ROBERTS & BRUNE CO.                   | 09/26/2018                    |             |              |
|          | S1774740.001_CR         | R&B DISCOUNT FOR INVOICE#S1774740.00  |                               |             | -29.35       |
|          | S1774740.001A           | PIPE GALV SCHED 40 4" (21")           |                               |             | 455.70       |
|          | S1774740.001B           | GATE VALVE MJ X FLG 6"A2360-16        |                               |             | 1,136.30     |
|          | S1774746.001_CR         | R&B DISCOUNT FOR INVOICE#S1774746.00  |                               |             | -30.66       |
|          | S1774746.001A           | NIPPLE GALV 2" X 6"                   |                               |             | 32.05        |
|          | S1774746.001B           | ELL 90 GALV 1"                        |                               |             | 26.37        |
|          | S1774746.001C           | UNION GALV 1"                         |                               |             | 28.71        |
|          | S1774746.001D           | CHECK VALVE 2"                        |                               |             | 246.64       |
|          | S1774746.001E           | 6 HYMAX FLEX CPLG 6.42-7.68           |                               |             | 946.71       |
|          | S1774746.001F           | 6" NUT & BOLT SET PLATED 150#         |                               |             | 81.00        |
|          | S1774746.001G           | ASPHALT BLADES                        |                               |             | 184.45       |
|          | S1774746.001H           | ELL 90 GALV 4"                        |                               |             | 117.55       |
|          | S1774746.002_CR         | R&B DISCOUNT FOR INVOICE#S1774746.00  |                               |             | -47.53       |
|          | S1774746.002A           | REPAIR CLAMP 3/4" X 3"                |                               |             | 88.60        |
|          | S1774746.002B           | REPAIR CLAMP 1" X 3"                  |                               |             | 70.42        |
|          | S1774746.002C           | REPAIR CLAMP 1-1/4" X 3"              |                               |             | 63.32        |
|          | S1774746.002D           | REPAIR CLAMP 2" X 3"                  |                               |             | 63.70        |
|          | S1774746.002E           | REPAIR CLAMP 2" X 6"                  |                               |             | 134.60       |
|          | S1774746.002F           | FULL CIRCLE 2.35-2.63 12.50"          |                               |             | 218.03       |
|          | S1774746.002G           | HYDRANT WHARF 4" X 2-1/2"             |                               |             | 1,447.39     |
|          | S1774746.002H           | 12" X 1/8" X 20MM STEEL CUT-OFF METAL |                               |             | 221.34       |
|          | S1774746.002I           | VALVE BOX ALIGNER POSI-CAP            |                               |             | 84.63        |
|          | S1774746.002J           | 14"STEEL CUT-OFF#08350108001          |                               |             | 149.73       |
|          |                         |                                       | Total for Check Number 15918: | 0.00        | 5,689.70     |
| 15919    | 00057                   | AFSCME COUNCIL 57                     | 09/28/2018                    |             |              |
|          | SEPT 2018_57            | UNION DUES_SEPT 2018                  |                               |             | 998.66       |
|          |                         |                                       | Total for Check Number 15919: | 0.00        | 998.66       |
| 15920    | 00703                   | DATAFLOW BUSINESS SYSTEMS, INC        | 09/28/2018                    |             |              |
|          | 246881                  | MAINTENANCE_KONICA/BIZHUB C451        |                               |             | 164.28       |
|          |                         |                                       | Total for Check Number 15920: | 0.00        | 164.28       |
| 15921    | 10005                   | ICMA RETIREMENT C/O M & T RETIRI      | 09/28/2018                    |             |              |
|          | 47731                   | RETIREMENT WITHHOLDING_PP ENDING      |                               |             | 3,907.38     |
|          |                         |                                       | Total for Check Number 15921: | 0.00        | 3,907.38     |
| 15922    | 00055                   | AT&T                                  | 10/01/2018                    |             |              |
|          | 918_8313355273          | PHONE_FELTON ACRES                    |                               |             | 120.63       |
|          |                         |                                       | Total for Check Number 15922: | 0.00        | 120.63       |
| 15923    | 00566                   | C S S C                               | 10/01/2018                    |             |              |
|          | 180900059101            | ANSWERING SERVICE_SEPT 2018           |                               |             | 302.66       |
|          |                         |                                       | Total for Check Number 15923: | 0.00        | 302.66       |
| 15924    | 10106                   | CEL ANALYTICAL, INC                   | 10/01/2018                    |             |              |



| Check No | Vendor No<br>Invoice No                                                 | Vendor Name<br>Description                                                                                                                                           | Check Date<br>Reference       | Void Checks | Check Amount                                         |
|----------|-------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|-------------|------------------------------------------------------|
|          | 7026                                                                    | WATER TESTING                                                                                                                                                        |                               |             | 409.00                                               |
|          |                                                                         |                                                                                                                                                                      | Total for Check Number 15924: | 0.00        | 409.00                                               |
| 15925    | 00450<br>L0413935                                                       | EUROFINS<br>WATER ANALYSIS_OLYMPIA 3                                                                                                                                 | 10/01/2018                    |             | 200.00                                               |
|          |                                                                         |                                                                                                                                                                      | Total for Check Number 15925: | 0.00        | 200.00                                               |
| 15926    | 00080<br>1461979<br>1462360                                             | GRANITE CONSTRUCTION CO<br>BACKFILL MATERIAL_SAND/BASEROCK<br>BASEROCK_BACKFILL MATERIAL                                                                             | 10/01/2018                    |             | 327.81<br>151.69                                     |
|          |                                                                         |                                                                                                                                                                      | Total for Check Number 15926: | 0.00        | 479.50                                               |
| 15927    | 00367<br>141590A<br>141590B                                             | INFOSEND, INC<br>POSTAGE FEES<br>MAILING FEES                                                                                                                        | 10/01/2018                    |             | 2,632.85<br>1,123.88                                 |
|          |                                                                         |                                                                                                                                                                      | Total for Check Number 15927: | 0.00        | 3,756.73                                             |
| 15928    | 10194<br>0918_3249                                                      | KEN GRADY COMPANY, INC<br>FLOW METER BIG STEEL BOOSTER                                                                                                               | 10/01/2018                    |             | 3,869.60                                             |
|          |                                                                         |                                                                                                                                                                      | Total for Check Number 15928: | 0.00        | 3,869.60                                             |
| 15929    | 10228<br>02-190-840                                                     | KATHLEEN LYONS<br>FISH LADDER DEBRIS REMOVAL_WO #286                                                                                                                 | 10/01/2018                    |             | 1,160.00                                             |
|          |                                                                         |                                                                                                                                                                      | Total for Check Number 15929: | 0.00        | 1,160.00                                             |
| 15930    | 10139<br>S1104847.001<br>S1105461.001A<br>S1105461.001B                 | NATIONAL METER & AUTOMATION<br># 8001-006 ORION ME ENDPOINTS, NICC<br>8001-012 ME ENDPOINT DRIVE-BY_NIC<br>8001-002 METER 1" BADGER MODEL 55 C                       | 10/01/2018                    |             | 1,396.48<br>646.49<br>1,615.86                       |
|          |                                                                         |                                                                                                                                                                      | Total for Check Number 15930: | 0.00        | 3,658.83                                             |
| 15931    | 10067<br>9180000476A<br>9180000476B                                     | NBS<br>QUARTERLY ADMIN FEES OCT 1 - DEC 31,<br>QUARTERLY ADMIN FEES OCT 1 - DEC 31,                                                                                  | 10/01/2018                    |             | 1,149.21<br>766.14                                   |
|          |                                                                         |                                                                                                                                                                      | Total for Check Number 15931: | 0.00        | 1,915.35                                             |
| 15932    | 00001<br>7719-635167                                                    | ROYAL WHOLESALE ELECTRIC<br>MISC ELECTRICAL PARTS                                                                                                                    | 10/01/2018                    |             | 399.30                                               |
|          |                                                                         |                                                                                                                                                                      | Total for Check Number 15932: | 0.00        | 399.30                                               |
| 15933    | 00125<br>321250<br>576201                                               | SCARBOROUGH LUMBER<br>MISC SUPPLIES_WTP<br>TRASH BAGS_OPS                                                                                                            | 10/01/2018                    |             | 37.94<br>53.70                                       |
|          |                                                                         |                                                                                                                                                                      | Total for Check Number 15933: | 0.00        | 91.64                                                |
| 15934    | 00047<br>8080643<br>8080838<br>8090096<br>8090097<br>8090301<br>8090302 | SOIL CONTROL LAB<br>WATER ANALYSIS_OLY 2 & 3<br>WATER ANALYSIS_OLY 2 & 3<br>WATER ANALYSIS<br>WATER ANALYSIS_OLY 2 & 3<br>WATER ANALYSIS<br>WATER ANALYSIS_OLY 2 & 3 | 10/01/2018                    |             | 78.00<br>78.00<br>145.00<br>78.00<br>145.00<br>78.00 |

| Check No | Vendor No<br>Invoice No | Vendor Name<br>Description                                       | Check Date<br>Reference       | Void Checks | Check Amount  |
|----------|-------------------------|------------------------------------------------------------------|-------------------------------|-------------|---------------|
|          | 8090546                 | WATER ANALYSIS_7 LOCATIONS                                       |                               |             | 145.00        |
|          |                         |                                                                  | Total for Check Number 15934: | 0.00        | 747.00        |
| 15935    | 00130<br>091518_130     | BOULDER CREEK HARDWARE<br>SAW/CHAINSAW SHARPEN                   | 10/02/2018                    |             | 58.08         |
|          |                         |                                                                  | Total for Check Number 15935: | 0.00        | 58.08         |
| 15936    | 01050<br>0913686        | COLONIAL LIFE<br>SUPPLEMENTAL INS FOR PP 09/13/18-09/28          | 10/02/2018                    |             | 584.72        |
|          |                         |                                                                  | Total for Check Number 15936: | 0.00        | 584.72        |
| 15937    | 00202<br>092418_202     | LOCAL AGENCY FORMATION COMM.<br>LAFCO_FY 2018-2019               | 10/02/2018                    |             | 11,255.83     |
|          |                         |                                                                  | Total for Check Number 15937: | 0.00        | 11,255.83     |
| 15938    | 00027<br>326962         | NORTH BAY FORD<br>REPAIRS # VE-380                               | 10/02/2018                    |             | 3,853.42      |
|          |                         |                                                                  | Total for Check Number 15938: | 0.00        | 3,853.42      |
| 15939    | 00050<br>081-253-25     | CO. OF SANTA CRUZ RECORDER'S OF<br>RECORDING FEES FOR 081-253-25 | 10/02/2018                    |             | 26.00         |
|          |                         |                                                                  | Total for Check Number 15939: | 0.00        | 26.00         |
| 15940    | 10230<br>092618_10230   | DAWN STILES<br>MEETING FOOD                                      | 10/02/2018                    |             | 47.85         |
|          |                         |                                                                  | Total for Check Number 15940: | 0.00        | 47.85         |
| 15941    | UB*00498                | Irene Alcala<br>Refund Check<br>Refund Check                     | 10/04/2018                    |             | 9.88<br>7.08  |
|          |                         |                                                                  | Total for Check Number 15941: | 0.00        | 16.96         |
| 15942    | 00449<br>597891         | AW DIRECT, INC<br>SAFETY VESTS                                   | 10/04/2018                    |             | 54.34         |
|          |                         |                                                                  | Total for Check Number 15942: | 0.00        | 54.34         |
| 15943    | UB*00494                | DEBORAH BABCOCK<br>Refund Check                                  | 10/04/2018                    |             | 10.63         |
|          |                         |                                                                  | Total for Check Number 15943: | 0.00        | 10.63         |
| 15944    | 10173<br>092618_10173   | CARLY BLANCHARD<br>MILEAGE_ENVIR                                 | 10/04/2018                    |             | 103.14        |
|          |                         |                                                                  | Total for Check Number 15944: | 0.00        | 103.14        |
| 15945    | UB*00495                | ADAM BURGESS<br>Refund Check<br>Refund Check                     | 10/04/2018                    |             | 1.24<br>37.15 |
|          |                         |                                                                  | Total for Check Number 15945: | 0.00        | 38.39         |
| 15946    | 00363<br>OCT2018_363    | CINCINNATI LIFE INSURANCE CO<br>LIFE INSURANCE_OCT 2018          | 10/04/2018                    |             | 28.00         |

| Check No | Vendor No<br>Invoice No | Vendor Name<br>Description           | Check Date<br>Reference       | Void Checks | Check Amount |
|----------|-------------------------|--------------------------------------|-------------------------------|-------------|--------------|
|          |                         |                                      | Total for Check Number 15946: | 0.00        | 28.00        |
| 15947    | 00450                   | EUROFINS                             | 10/04/2018                    |             |              |
|          | L0386266                | WATER ANALYSIS_QUAIL HOLLOW WELL     |                               |             | 1,395.00     |
|          | L0394650                | WATER ANALYSIS_SAMPLE SITE #39_#21_; |                               |             | 800.00       |
|          |                         |                                      | Total for Check Number 15947: | 0.00        | 2,195.00     |
| 15948    | 00750                   | FEDAK & BROWN, LLP                   | 10/04/2018                    |             |              |
|          | 092718_750              | SERVICES FOR SEPTEMBER 2018          |                               |             | 1,200.00     |
|          |                         |                                      | Total for Check Number 15948: | 0.00        | 1,200.00     |
| 15949    | UB*00499                | WINONA HEYER                         | 10/04/2018                    |             |              |
|          |                         | Refund Check                         |                               |             | 48.51        |
|          |                         |                                      | Total for Check Number 15949: | 0.00        | 48.51        |
| 15950    | UB*00492                | JASON LEUCK                          | 10/04/2018                    |             |              |
|          |                         | Refund Check                         |                               |             | 10.37        |
|          |                         |                                      | Total for Check Number 15950: | 0.00        | 10.37        |
| 15951    | UB*00496                | BOB LOCATELLI                        | 10/04/2018                    |             |              |
|          |                         | Refund Check                         |                               |             | 28.27        |
|          |                         | Refund Check                         |                               |             | 20.24        |
|          |                         |                                      | Total for Check Number 15951: | 0.00        | 48.51        |
| 15952    | UB*00491                | LEILANI MARTIN                       | 10/04/2018                    |             |              |
|          |                         | Refund Check                         |                               |             | 1.00         |
|          |                         |                                      | Total for Check Number 15952: | 0.00        | 1.00         |
| 15953    | UB*00497                | MICHAEL MCNULTY                      | 10/04/2018                    |             |              |
|          |                         | Refund Check                         |                               |             | 27.33        |
|          |                         |                                      | Total for Check Number 15953: | 0.00        | 27.33        |
| 15954    | 00313                   | MET LIFE                             | 10/04/2018                    |             |              |
|          | OCT2018_313A            | DENTAL_ADMIN                         |                               |             | 325.32       |
|          | OCT2018_313B            | DISABILITY_ADMIN                     |                               |             | 84.83        |
|          | OCT2018_313C            | LIFE INSURANCE_ADMIN                 |                               |             | 33.30        |
|          | OCT2018_313D            | DENTAL_FINANCE                       |                               |             | 1,425.60     |
|          | OCT2018_313E            | DISABILITY_FINANCE                   |                               |             | 311.63       |
|          | OCT2018_313F            | LIFE INSURANCE_FINANCE               |                               |             | 154.84       |
|          | OCT2018_313G            | DENTAL_ENG                           |                               |             | 62.57        |
|          | OCT2018_313H            | DISABILITY_ENG                       |                               |             | 41.45        |
|          | OCT2018_313I            | LIFE INSURANCE_ENG                   |                               |             | 16.65        |
|          | OCT2018_313J            | DENTAL_OPS                           |                               |             | 1,945.38     |
|          | OCT2018_313K            | DISABILITY_OPS                       |                               |             | 342.98       |
|          | OCT2018_313L            | LIFE INS_OPS                         |                               |             | 186.48       |
|          | OCT2018_313M            | DENTAL_ENVIRON                       |                               |             | 192.14       |
|          | OCT2018_313N            | DISABILITY_ENVIRON                   |                               |             | 78.38        |
|          | OCT2018_313O            | LIFE INSURANCE_ENVIRON               |                               |             | 33.30        |
|          | OCT2018_313P            | DENTAL_WTP                           |                               |             | 1,202.00     |
|          | OCT2018_313Q            | DISABILITY_WTP                       |                               |             | 320.28       |
|          | OCT2018_313R            | LIFE INSURANCE_WTP                   |                               |             | 146.52       |
|          |                         |                                      | Total for Check Number 15954: | 0.00        | 6,903.65     |

| Check No                      | Vendor No<br>Invoice No | Vendor Name<br>Description                         | Check Date<br>Reference | Void Checks | Check Amount |
|-------------------------------|-------------------------|----------------------------------------------------|-------------------------|-------------|--------------|
| 15955                         | UB*00490                | DEAN MIMMACK<br>Refund Check                       | 10/04/2018              |             | 38.39        |
| Total for Check Number 15955: |                         |                                                    |                         | 0.00        | 38.39        |
| 15956                         | UB*00493                | WATLER MOSLEY<br>Refund Check                      | 10/04/2018              |             | 28.27        |
| Total for Check Number 15956: |                         |                                                    |                         | 0.00        | 28.27        |
| 15957                         | UB*00467                | MICHAEL RUGGIERO<br>Refund Check                   | 10/04/2018              |             | 122.62       |
| Total for Check Number 15957: |                         |                                                    |                         | 0.00        | 122.62       |
| 15958                         | UB*00488                | ROBERT & PAULINE NAVARRO RUSS<br>Refund Check      | 10/04/2018              |             | 20.00        |
| Total for Check Number 15958: |                         |                                                    |                         | 0.00        | 20.00        |
| 15959                         | 00125                   | SCARBOROUGH LUMBER                                 | 10/04/2018              |             |              |
|                               | 321246                  | WASP/HORNET SPRAY_OPS                              |                         |             | 12.65        |
|                               | 321257                  | SUPPLIES_BEAR CREEK WASTEWATER                     |                         |             | 19.43        |
|                               | 321583                  | MEMORY CARD_BCE WASTEWATER                         |                         |             | 13.95        |
|                               | 321653                  | DISSOLVED O2 SENSOR_BCE WASTEWATE                  |                         |             | 10.58        |
|                               | 387063                  | MOVE DESK-CABLE_BRACKET MISC_WTI                   |                         |             | 22.02        |
| Total for Check Number 15959: |                         |                                                    |                         | 0.00        | 78.63        |
| 15960                         | UB*00489                | KATRINA SPRING<br>Refund Check                     | 10/04/2018              |             | 1.06         |
| Total for Check Number 15960: |                         |                                                    |                         | 0.00        | 1.06         |
| 15961                         | UB*00500                | ROCHELLE STANLEY<br>Refund Check                   | 10/04/2018              |             | 16.02        |
| Total for Check Number 15961: |                         |                                                    |                         | 0.00        | 16.02        |
| 15962                         | 10219<br>82246210-0001  | SUNBELT RENTALS, INC.<br>FALL CREEK DEBRIS REMOVAL | 10/04/2018              |             | 8,337.80     |
| Total for Check Number 15962: |                         |                                                    |                         | 0.00        | 8,337.80     |
| 15963                         | 00399                   | VISION SERVICE PLAN - (CA)                         | 10/04/2018              |             |              |
|                               | OCT2018_399A            | VISION OCTOBER_ADMIN                               |                         |             | 44.74        |
|                               | OCT2018_399B            | VISION OCTOBER_FINANCE                             |                         |             | 156.50       |
|                               | OCT2018_399C            | VISION OCTOBER_ENG                                 |                         |             | 11.14        |
|                               | OCT2018_399D            | VISION OCTOBER_OPS                                 |                         |             | 357.72       |
|                               | OCT2018_399E            | VISION OCTOBER_ENVIRON                             |                         |             | 38.58        |
|                               | OCT2018_399F            | VISION OCTOBER_WTP                                 |                         |             | 157.50       |
| Total for Check Number 15963: |                         |                                                    |                         | 0.00        | 766.18       |
| Report Total (192 checks):    |                         |                                                    |                         | 0.00        | 564,479.20   |

# EFT TRANSACTIONS

SEPTEMBER 2018



13060 Highway 9  
Boulder Creek, CA 95006-9119  
(831) 338-2153 phone  
(831) 338-7986 fax

| Date                   | Check No | Vendor  | Description           | Amount                      |
|------------------------|----------|---------|-----------------------|-----------------------------|
| 9/12/2018              | EFT      | PAYCHEX | ADMIN & DELIVERY FEES | \$ 236.60                   |
| 9/12/2018              | EFT      | PAYCHEX | PAYROLL               | \$ 93,317.60                |
| 9/26/2018              | EFT      | PAYCHEX | ADMIN & DELIVERY FEES | \$ 216.65                   |
| 9/26/2018              | EFT      | PAYCHEX | PAYROLL               | \$ 93,989.81                |
| 9/14/2018              | EFT      | CALPERS | GASB 68               | \$ 700.00                   |
| 9/12/2018              | EFT      | CALPERS | RETIREMENT BENEFITS   | \$ 16,995.10                |
| 9/26/2018              | EFT      | CALPERS | RETIREMENT BENEFITS   | \$ 16,863.11                |
| TOTAL EFT TRANSACTIONS |          |         |                       | <u><u>\$ 222,318.87</u></u> |

0084 A87P-7177 San Lorenzo Valley Water District

**CASH REQUIREMENTS****CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 09/12/18: \$107,534.57****TRANSACTION SUMMARY**

|                                      |                                                         |                   |
|--------------------------------------|---------------------------------------------------------|-------------------|
| <b>SUMMARY BY TRANSACTION TYPE -</b> | TOTAL ELECTRONIC FUNDS TRANSFER (EFT)                   | 93,317.60         |
|                                      | TOTAL NEGOTIABLE CHECKS                                 | 14,216.97         |
|                                      | CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR EFT            | <b>107,534.57</b> |
|                                      | TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES | 14,808.35         |
|                                      | CASH REQUIRED FOR CHECK DATE 09/12/18                   | 122,342.92        |

**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>        |                  | <b>BANK DRAFT AMOUNTS<br/>&amp; OTHER TOTALS</b> |
|--------------------|----------------------|-----------------------|----------------|---------------------------|------------------|--------------------------------------------------|
| 09/11/18           | WELLS FARGO BANK, NA | xxxxxx1358            | Direct Deposit | Net Pay Allocations       | 59,330.17        | 59,330.17                                        |
| 09/11/18           | WELLS FARGO BANK, NA | xxxxxx1358            | Taxpay®        | Employee Withholdings     |                  |                                                  |
|                    |                      |                       |                | Social Security           | 6,950.13         |                                                  |
|                    |                      |                       |                | Medicare                  | 1,625.41         |                                                  |
|                    |                      |                       |                | Fed Income Tax            | 11,423.42        |                                                  |
|                    |                      |                       |                | CA Income Tax             | 4,347.63         |                                                  |
|                    |                      |                       |                | CA Disability             | 1,065.29         |                                                  |
|                    |                      |                       |                | <b>Total Withholdings</b> | <b>25,411.88</b> |                                                  |
|                    |                      |                       |                | Employer Liabilities      |                  |                                                  |
|                    |                      |                       |                | Social Security           | 6,950.12         |                                                  |
|                    |                      |                       |                | Medicare                  | 1,625.43         |                                                  |
|                    |                      |                       |                | <b>Total Liabilities</b>  | <b>8,575.55</b>  | 33,987.43                                        |
|                    |                      |                       |                | <b>EFT FOR 09/11/18</b>   |                  | <b>93,317.60</b>                                 |
|                    |                      |                       |                | <b>TOTAL EFT</b>          |                  | <b>93,317.60</b>                                 |

**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>     |
|--------------------|----------------------|-----------------------|----------------|--------------------------------|-----------|------------------|
| 09/12/18           | WELLS FARGO BANK, NA | xxxxxx1358            | Payroll        | Check Amounts                  | 14,216.97 |                  |
|                    |                      |                       |                | <b>TOTAL NEGOTIABLE CHECKS</b> |           | <b>14,216.97</b> |

**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> |
|--------------------|-----------------------------------|-----------------------|----------------|---------------------|--------|--------------|
| 09/12/18           | Refer to your records for account | Information           | Payroll        | Employee Deductions |        |              |
|                    |                                   |                       |                | Advance             | 224.37 |              |
|                    |                                   |                       |                | 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 09/12/18: \$107,534.57****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>     |
|----------------------------------------------------------------|-----------------------------------------------|-----------------------|----------------|-----------------------------|------------------|
| 09/12/18                                                       | Refer to your records for account Information |                       | Payroll        | Employee Deductions (cont.) |                  |
|                                                                |                                               |                       |                | Aflc/Col Pre                | 347.92           |
|                                                                |                                               |                       |                | Calper 457                  | 1,025.00         |
|                                                                |                                               |                       |                | DPer                        | 7,259.91         |
|                                                                |                                               |                       |                | Health                      | 774.61           |
|                                                                |                                               |                       |                | ICMA                        | 3,888.08         |
|                                                                |                                               |                       |                | Life Ins                    | 14.00            |
|                                                                |                                               |                       |                | PXDCA EE PRE                | 192.31           |
|                                                                |                                               |                       |                | PXUME EE PRE                | 505.77           |
|                                                                |                                               |                       |                | Union dues                  | 521.04           |
|                                                                |                                               |                       |                | <b>Total Deductions</b>     | <b>14,808.35</b> |
| <b>TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES</b> |                                               |                       |                |                             | <b>14,808.35</b> |

**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> |           |
|-----------------|----------------|--------------------|-----------|
| 09/19/18        | Taxpay®        | FED IT PMT Group   | 28,574.51 |
| 09/19/18        | Taxpay®        | CA IT PMT Group    | 5,412.92  |



0084 A87P-7177 San Lorenzo Valley Water District

**CASH REQUIREMENTS****CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 09/26/18: \$109,804.63****TRANSACTION SUMMARY**

|                                      |                                                         |                   |
|--------------------------------------|---------------------------------------------------------|-------------------|
| <b>SUMMARY BY TRANSACTION TYPE -</b> | TOTAL ELECTRONIC FUNDS TRANSFER (EFT)                   | 93,989.81         |
|                                      | TOTAL NEGOTIABLE CHECKS                                 | 15,814.82         |
|                                      | CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR EFT            | <b>109,804.63</b> |
|                                      | TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES | 14,480.46         |
|                                      | CASH REQUIRED FOR CHECK DATE 09/26/18                   | 124,285.09        |

**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>        |                  | <b>BANK DRAFT AMOUNTS<br/>&amp; OTHER TOTALS</b> |
|--------------------|----------------------|-----------------------|----------------|---------------------------|------------------|--------------------------------------------------|
| 09/26/18           | WELLS FARGO BANK, NA | xxxxxx1358            | Direct Deposit | Net Pay Allocations       | 59,088.98        | 59,088.98                                        |
| 09/26/18           | WELLS FARGO BANK, NA | xxxxxx1358            | Taxpay®        | Employee Withholdings     |                  |                                                  |
|                    |                      |                       |                | Social Security           | 7,055.30         |                                                  |
|                    |                      |                       |                | Medicare                  | 1,650.13         |                                                  |
|                    |                      |                       |                | Fed Income Tax            | 11,865.21        |                                                  |
|                    |                      |                       |                | CA Income Tax             | 4,549.75         |                                                  |
|                    |                      |                       |                | CA Disability             | 1,075.04         |                                                  |
|                    |                      |                       |                | <b>Total Withholdings</b> | <b>26,195.43</b> |                                                  |
|                    |                      |                       |                | Employer Liabilities      |                  |                                                  |
|                    |                      |                       |                | Social Security           | 7,055.27         |                                                  |
|                    |                      |                       |                | Medicare                  | 1,650.13         |                                                  |
|                    |                      |                       |                | <b>Total Liabilities</b>  | <b>8,705.40</b>  | 34,900.83                                        |
|                    |                      |                       |                | <b>EFT FOR 09/26/18</b>   |                  | <b>93,989.81</b>                                 |
|                    |                      |                       |                | <b>TOTAL EFT</b>          |                  | <b>93,989.81</b>                                 |

**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>     |
|--------------------|----------------------|-----------------------|----------------|--------------------------------|-----------|------------------|
| 09/26/18           | WELLS FARGO BANK, NA | xxxxxx1358            | Payroll        | Check Amounts                  | 15,814.82 |                  |
|                    |                      |                       |                | <b>TOTAL NEGOTIABLE CHECKS</b> |           | <b>15,814.82</b> |

**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> |
|--------------------|-----------------------------------|-----------------------|----------------|---------------------|--------|--------------|
| 09/26/18           | Refer to your records for account | Information           | Payroll        | Employee Deductions |        |              |
|                    |                                   |                       |                | Aflc/Col Post       | 55.34  |              |
|                    |                                   |                       |                | Aflc/Col Pre        | 347.92 |              |

0084 A87P-7177 San Lorenzo Valley Water District

# CASH REQUIREMENTS

**CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 09/26/18: \$109,804.63**

**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>     |
|----------------------------------------------------------------|-----------------------------------------------|-----------------------|----------------|-----------------------------|------------------|
| 09/26/18                                                       | Refer to your records for account Information |                       | Payroll        | Employee Deductions (cont.) |                  |
|                                                                |                                               |                       |                | Calper 457                  | 1,025.00         |
|                                                                |                                               |                       |                | DPer                        | 7,158.80         |
|                                                                |                                               |                       |                | Health                      | 774.61           |
|                                                                |                                               |                       |                | ICMA                        | 3,907.38         |
|                                                                |                                               |                       |                | Life Ins                    | 14.00            |
|                                                                |                                               |                       |                | PXDCA EE PRE                | 192.31           |
|                                                                |                                               |                       |                | PXUME EE PRE                | 505.77           |
|                                                                |                                               |                       |                | Union dues                  | 499.33           |
|                                                                |                                               |                       |                | <b>Total Deductions</b>     | <b>14,480.46</b> |
| <b>TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES</b> |                                               |                       |                |                             | <b>14,480.46</b> |

**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> |           |
|-----------------|----------------|--------------------|-----------|
| 10/03/18        | Taxpay®        | FED IT PMT Group   | 29,276.04 |
| 10/03/18        | Taxpay®        | CA IT PMT Group    | 5,624.79  |

0084 A87P-7177 San Lorenzo Valley Water District

**CASH REQUIREMENTS****CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 08/31/18: \$27,756.33****TRANSACTION SUMMARY**

|                                      |                                                         |                  |
|--------------------------------------|---------------------------------------------------------|------------------|
| <b>SUMMARY BY TRANSACTION TYPE -</b> | TOTAL ELECTRONIC FUNDS TRANSFER (EFT)                   | 7,062.67         |
|                                      | TOTAL NEGOTIABLE CHECKS                                 | 20,693.66        |
|                                      | CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR EFT            | <b>27,756.33</b> |
|                                      | TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES | 785.23           |
|                                      | CASH REQUIRED FOR CHECK DATE 08/31/18                   | 28,541.56        |

**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>        | <u>BANK DRAFT AMOUNTS<br/>&amp; OTHER TOTALS</u> |
|--------------------|----------------------|-----------------------|----------------|---------------------------|--------------------------------------------------|
| 08/30/18           | WELLS FARGO BANK, NA | xxxxxx1358            | Taxpay®        | Employee Withholdings     |                                                  |
|                    |                      |                       |                | Medicare                  | 407.39                                           |
|                    |                      |                       |                | Fed Income Tax            | 4,513.96                                         |
|                    |                      |                       |                | CA Income Tax             | 1,733.93                                         |
|                    |                      |                       |                | <b>Total Withholdings</b> | <b>6,655.28</b>                                  |
|                    |                      |                       |                | Employer Liabilities      |                                                  |
|                    |                      |                       |                | Medicare                  | 407.39                                           |
|                    |                      |                       |                | <b>Total Liabilities</b>  | <b>407.39</b>                                    |
|                    |                      |                       |                | <b>EFT FOR 08/30/18</b>   | <b>7,062.67</b>                                  |
|                    |                      |                       |                | <b>TOTAL EFT</b>          | <b>7,062.67</b>                                  |

**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>     |
|--------------------|----------------------|-----------------------|----------------|--------------------------------|------------------|
| 08/31/18           | WELLS FARGO BANK, NA | xxxxxx1358            | Payroll        | Check Amounts                  | 20,693.66        |
|                    |                      |                       |                | <b>TOTAL NEGOTIABLE CHECKS</b> | <b>20,693.66</b> |

**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>  |
|--------------------|-----------------------------------------------|-----------------------|----------------|----------------------------------------------------------------|---------------|
| 08/31/18           | Refer to your records for account Information |                       | Payroll        | Employee Deductions                                            |               |
|                    |                                               |                       |                | DPer                                                           | 746.77        |
|                    |                                               |                       |                | PXUME EE PRE                                                   | 38.46         |
|                    |                                               |                       |                | <b>Total Deductions</b>                                        | <b>785.23</b> |
|                    |                                               |                       |                | <b>TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES</b> | <b>785.23</b> |

CASH REQUIREMENTS

CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 08/31/18: \$27,756.33

PAYCHEX WILL MAKE THESE TAX DEPOSIT(S) ON YOUR BEHALF - This information serves as a record of payment.

| DUE DATE | PRODUCT | DESCRIPTION      |           |             |
|----------|---------|------------------|-----------|-------------|
| 09/06/18 | Taxpay® | FED IT PMT Group | 35,477.35 | REPLACEMENT |
| 09/06/18 | Taxpay® | CA IT PMT Group  | 7,542.26  | REPLACEMENT |

-----

## OPERATING ANALYSIS - AUGUST 2018

### REVENUE BY CATEGORY

#### DESCRIPTION

|                                |
|--------------------------------|
| WATER USAGE                    |
| BASIC CHARGES                  |
| METERS, PENALTIES & OTHER      |
| SEWER CHARGES                  |
| <b>TOTAL OPERATING REVENUE</b> |

| COMPARING AGAINST PRIOR YEAR |               |                   |                   |            | COMPARING AGAINST BUDGET |                      |             |
|------------------------------|---------------|-------------------|-------------------|------------|--------------------------|----------------------|-------------|
| ACTUALS                      | % OF TOTAL    | PRIOR YEAR        | \$ Diff.          | % Diff.    | Act. % of Budget         | ANNUAL BUDGET        | % of Annual |
| \$ 777,219                   | 75.3%         | \$ 442,081        | \$ 335,138        | 76%        | 11%                      | \$ 6,846,000         | 68%         |
| 237,200                      | 23.0%         | 300,306           | (63,106)          | -21%       | 8%                       | 2,986,000            | 30%         |
| 9,855                        | 1.0%          | 7,375             | 2,480             | 34%        | 11%                      | 90,000               | 1%          |
| 8,345                        | 0.8%          | 8,229             | 117               | 1%         | 8%                       | 100,000              | 1%          |
| <b>\$ 1,032,619</b>          | <b>100.0%</b> | <b>\$ 757,991</b> | <b>\$ 274,628</b> | <b>36%</b> | <b>10%</b>               | <b>\$ 10,022,000</b> | <b>100%</b> |

### REVENUE COMMENTS

August 18 contains the new rates, which explains the decrease in the basic charge and the increase in usage. Consumption for August 18 was 2% less than August 17.

### EXPENSES BY CATEGORY

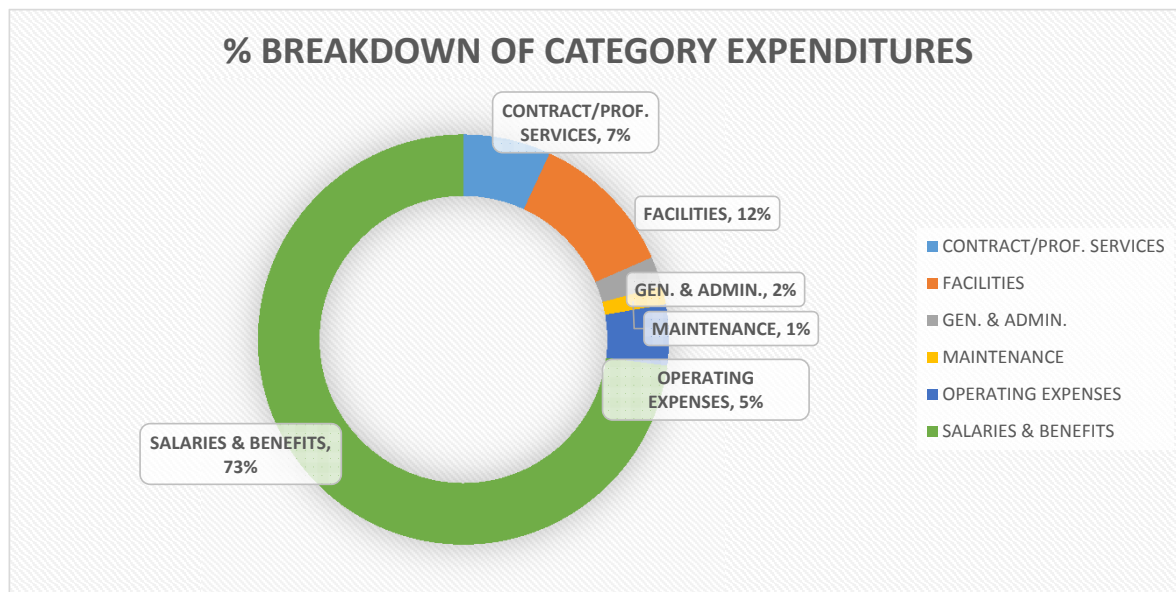
#### DESCRIPTION

|                                 |
|---------------------------------|
| SALARIES & BENEFITS             |
| CONTRACT/PROF. SERVICES         |
| OPERATING EXPENSES              |
| MAINTENANCE                     |
| FACILITIES                      |
| GEN. & ADMIN.                   |
| <b>TOTAL OPERATING EXPENSES</b> |

| COMPARING AGAINST PRIOR YEAR |             |                   |                  |           | COMPARING AGAINST BUDGET |                     |             |
|------------------------------|-------------|-------------------|------------------|-----------|--------------------------|---------------------|-------------|
| ACTUALS                      | % OF TOTAL  | PRIOR YEAR        | \$ Diff.         | % Diff.   | Act. % of Budget         | ANNUAL BUDGET       | % of Annual |
| \$ 510,140                   | 78.6%       | \$ 422,914        | \$ 87,226        | 21%       | 10%                      | \$ 5,048,246        | 63%         |
| 48,144                       | 7.4%        | 86,967            | (38,824)         | -45%      | 4%                       | 1,316,360           | 17%         |
| 33,476                       | 5.2%        | 26,573            | 6,903            | 26%       | 8%                       | 420,500             | 5%          |
| 10,102                       | 1.6%        | 10,897            | (795)            | -7%       | 5%                       | 184,350             | 2%          |
| 31,020                       | 4.8%        | 52,281            | (21,260)         | -41%      | 5%                       | 571,800             | 7%          |
| 16,460                       | 2.5%        | 19,232            | (2,772)          | -14%      | 4%                       | 420,400             | 5%          |
| <b>\$ 649,343</b>            | <b>100%</b> | <b>\$ 618,864</b> | <b>\$ 30,479</b> | <b>5%</b> | <b>8%</b>                | <b>\$ 7,961,656</b> | <b>100%</b> |

### EXPENSE COMMENTS

August had an employee final paycheck and year over year 2 person headcount increase, which is why Salaries & Benefits is running higher than prior year.  
Professional Services are slightly lower, estimated to be timing related. August legal bill has not yet been received, which is why professional services is below budget.



## OPERATING ANALYSIS - YTD TREND FY1819

### REVENUE BY CATEGORY

| DESCRIPTION                    | JULY           | AUGUST           | YTD              | BUDGET            | % OF BUD.  |
|--------------------------------|----------------|------------------|------------------|-------------------|------------|
| WATER USAGE                    | 359,119        | 777,219          | 1,136,338        | 6,846,000         | 17%        |
| BASIC CHARGES                  | 237,313        | 237,200          | 474,513          | 2,986,000         | 16%        |
| METERS, PENALTIES & OTHER      | 5,250          | 9,855            | 15,105           | 90,000            | 17%        |
| SEWER CHARGES                  | 8,344          | 8,345            | 16,689           | 100,000           | 17%        |
| <b>TOTAL OPERATING REVENUE</b> | <b>610,027</b> | <b>1,032,619</b> | <b>1,642,646</b> | <b>10,022,000</b> | <b>16%</b> |

### EXPENSES BY CATEGORY

| DESCRIPTION                     | JULY            | AUGUST         | YTD              | BUDGET           | % OF BUD.  |
|---------------------------------|-----------------|----------------|------------------|------------------|------------|
| SALARY & BENEFITS               | 514,027         | 510,140        | 1,024,168        | 5,048,246        | 20%        |
| CONTRACT/PROF. SERVICES         | 5,572           | 48,144         | 53,716           | 1,316,360        | 4%         |
| OPERATING EXPENSES              | 11,986          | 33,476         | 45,463           | 420,500          | 11%        |
| MAINTENANCE                     | 3,079           | 10,102         | 13,181           | 184,350          | 7%         |
| FACILITIES                      | 11,383          | 31,020         | 42,404           | 571,800          | 7%         |
| GEN. & ADMIN.                   | 101,568         | 16,460         | 118,027          | 420,400          | 28%        |
| <b>TOTAL OPERATING EXPENSES</b> | <b>647,615</b>  | <b>649,343</b> | <b>1,296,958</b> | <b>7,961,656</b> | <b>16%</b> |
| <b>OPERATING INCOME (LOSS)</b>  | <b>(37,589)</b> | <b>383,276</b> | <b>345,687</b>   | <b>2,060,344</b> | <b>17%</b> |

### 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.

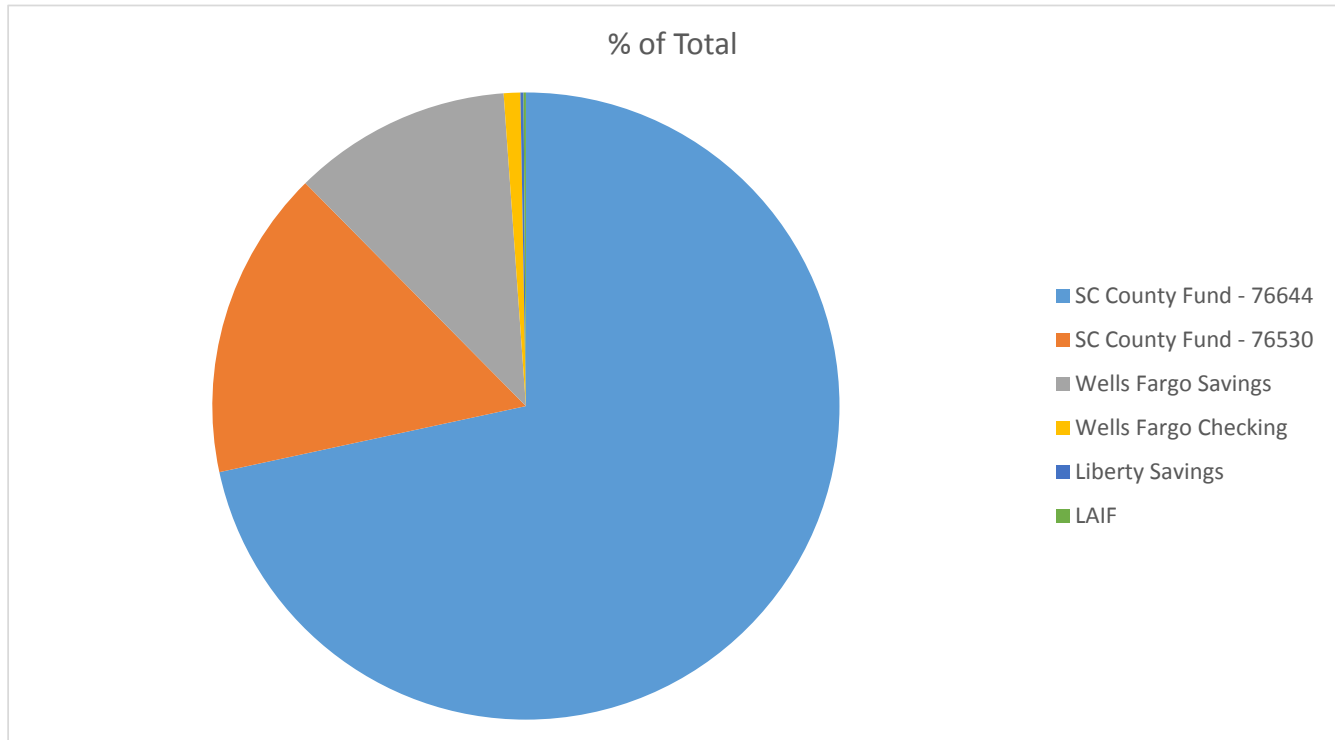
#### GENERAL/PROCESS:

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.

AS OF 8/31/2018

| <b>LIQUID ASSETS</b>   | <b>\$ Amount</b>    | <b>% of<br/>Total</b> | <b>Ave<br/>Interest<br/>Rate</b> |
|------------------------|---------------------|-----------------------|----------------------------------|
| Wells Fargo Checking   | 24,163              | 0.9%                  | 0.35%                            |
| Wells Fargo Savings    | 319,149             | 11.3%                 | 0.10%                            |
| Liberty Savings        | 4,511               | 0.2%                  | 0.15%                            |
| SC County Fund - 76530 | 451,821             | 16.0%                 | 1.59%                            |
| SC County Fund - 76644 | 2,026,646           | 71.6%                 | 1.59%                            |
| LAIF                   | 3,441               | 0.1%                  | 2.00%                            |
|                        | <u>\$ 2,829,731</u> | <u>100%</u>           |                                  |





**G/L Balances**

Criteria: As Of = 8/31/2018; Fund = 76644, 76530

| G/L Account                                  | Title                          | Beginning Balance | Year-To-Date<br>Debits | Year-To-Date<br>Credits | End Balance    |
|----------------------------------------------|--------------------------------|-------------------|------------------------|-------------------------|----------------|
| Fund 76530 -- SLV- EFF 6/2/16                |                                |                   |                        |                         |                |
| 101                                          | EQUITY IN POOLED CASH          | 450,344.24        | 1,477.12               | 0.00                    | 451,821.36     |
| 240                                          | STALE DATED WARRANTS LIABILITY | (1,363.90)        | 0.00                   | 0.00                    | (1,363.90)     |
| 344                                          | FUND BALANCE                   | (448,980.34)      | 0.00                   | (1,477.12)              | (450,457.46)   |
| Total Fund 76530                             |                                | 0.00              | 1,477.12               | (1,477.12)              | 0.00           |
| Fund 76644 -- SAN LORENZO VALLEY WATER TRUST |                                |                   |                        |                         |                |
| 101                                          | EQUITY IN POOLED CASH          | 2,019,013.79      | 7,632.18               | 0.00                    | 2,026,645.97   |
| 344                                          | Fund Balance                   | (2,019,013.79)    | 0.00                   | (7,632.18)              | (2,026,645.97) |
| Total Fund 76644                             |                                | 0.00              | 7,632.18               | (7,632.18)              | 0.00           |

Local Agency Investment Fund  
P.O. Box 942809  
Sacramento, CA 94209-0001  
(916) 653-3001

[www.treasurer.ca.gov/pmia-laif/laif.asp](http://www.treasurer.ca.gov/pmia-laif/laif.asp)  
September 13,  
2018

SAN LORENZO VALLEY WATER DISTRICT

DISTRICT MANAGER  
13060 HIGHWAY 9  
BOULDER CREEK, CA 95006

[PMIA Average Monthly Yields](#)

// [Tran Type Definitions](#)

August 2018 Statement

**Account Summary.**

|                   |      |                    |          |
|-------------------|------|--------------------|----------|
| Total Deposit:    | 0.00 | Beginning Balance: | 3,440.82 |
| Total Withdrawal: | 0.00 | Ending Balance:    | 3,440.82 |

## 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        | <b>636,340</b> |
| 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        | <b>654,889</b> |
| 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        | <b>697,247</b> |
| <b>3 YR AVERAGE (BASELINE)</b> | <b>74,077</b> | <b>72,235</b> | <b>72,564</b> | <b>61,733</b> | <b>50,072</b> | <b>43,388</b> | <b>46,124</b> | <b>38,463</b> | <b>42,002</b> | <b>42,438</b> | <b>51,116</b> | <b>68,613</b> | <b>662,826</b> |

### ACTUAL FY1819 CONSUMPTION

|        |        |        |  |  |  |  |  |  |  |  |  |  |                |
|--------|--------|--------|--|--|--|--|--|--|--|--|--|--|----------------|
| FY1819 | 69,843 | 76,594 |  |  |  |  |  |  |  |  |  |  | <b>146,437</b> |
|--------|--------|--------|--|--|--|--|--|--|--|--|--|--|----------------|

### CUMULATIVE ANALYSIS

|                          |            |           |
|--------------------------|------------|-----------|
| % Above or Below Average | -6%        | 6%        |
| <b>Cumulative %</b>      | <b>-6%</b> | <b>0%</b> |

### NOTES:

Consumption is cumulatively at the prior three year average baseline. As of August 2018 consumption, the cumulative consumption is at the baseline. There are no triggers identified per the revenue stabilization rate policy.

# Utility Billing

Transactions by Date

## LEAK ADJUSTMENT - Q1 2019



13060 Highway 9  
Boulder Creek, CA 95006-9119  
(831) 338-2153 phone  
(831) 338-7986 fax

Date Range: From: 07/01/2018 To: 09/30/2018  
Batch Type: Adj & Fees  
Billing Cycle: 001, 002, 999

| Account No   | Journal Entry Date | Amount        | Units Used                | Units Above Average                     | How Leak Was Detected               |
|--------------|--------------------|---------------|---------------------------|-----------------------------------------|-------------------------------------|
| Reference No | Tran Type          |               | Total Consumption Charged | Cause of Leak                           |                                     |
| 013009-000   | 7/20/2018          | \$ (197.34)   | 48.00                     | UNITS OVER AVERAGE:39                   | SLVWD INFORMED CUSTOMER AFTER METER |
| 950327000    | Adjustment         |               | \$ 514.03                 | CAUSE OF LEAK: POOL PUMP/IRRIGATION     | READING CAME BACK WITH HIGH USAGE   |
| 009190-000   | 7/20/2018          | \$ (222.64)   | 68.00                     | UNITS OVER AVERAGE:44                   | SLVWD INFORMED CUSTOMER AFTER METER |
| 560749003    | Adjustment         |               | \$ 744.70                 | CAUSE OF LEAK: BROKEN HOSE BIB          | READING CAME BACK WITH HIGH USAGE   |
| 014988-000   | 7/20/2018          | \$ (45.54)    | 10.00                     | UNITS OVER AVERAGE:9                    | SLVWD INFORMED CUSTOMER AFTER METER |
| N/A          | Adjustment         |               | \$ 129.47                 | CAUSE OF LEAK: CUSTOMER SERVICE LINE    | READING CAME BACK WITH HIGH USAGE   |
| 010266-000   | 7/20/2018          | \$ (151.80)   | 34.00                     | UNITS OVER AVERAGE: 30                  | SLVWD INFORMED CUSTOMER AFTER METER |
| 650661004    | Adjustment         |               | \$ 386.44                 | CAUSE OF LEAK: FAUCET/TOILET FLAPPER    | READING CAME BACK WITH HIGH USAGE   |
| 006885-000   | 7/20/2018          | \$ (262.87)   | 81.95                     | UNITS OVER AVERAGE: 51.95               | SLVWD INFORMED CUSTOMER AFTER METER |
| 270000900    | Adjustment         |               | \$ 885.87                 | CAUSE OF LEAK: BROKEN SPRINKLERS        | READING CAME BACK WITH HIGH USAGE   |
| 008341-000   | 7/20/2018          | \$ (80.96)    | 16.00                     | UNITS OVER AVERAGE: 16                  | SLVWD INFORMED CUSTOMER AFTER METER |
| 510049000    | Adjustment         |               | \$ 218.46                 | CAUSE OF LEAK: BROKEN HOSE BIB          | READING CAME BACK WITH HIGH USAGE   |
| 007212-000   | 7/31/2018          | \$ (156.86)   | 36.00                     | UNITS OVER AVERAGE:31                   | SLVWD INFORMED CUSTOMER AFTER METER |
| 280003850    | Adjustment         |               | \$ 392.59                 | CAUSE OF LEAK: LEAK IN CONNECTING PIPE  | READING CAME BACK WITH HIGH USAGE   |
| 005392-000   | 7/31/2018          | \$ (182.16)   | 59.00                     | UNITS OVER AVERAGE:36                   | SLVWD INFORMED CUSTOMER AFTER METER |
| 120143000    | Adjustment         |               | \$ 625.35                 | CAUSE OF LEAK: ANGLE STOPS UNDER SINK   | READING CAME BACK WITH HIGH USAGE   |
| 006230-001   | 7/31/2018          | \$ (86.02)    | 39.00                     | UNITS OVER AVERAGE:17                   | SLVWD INFORMED CUSTOMER AFTER METER |
| 840455000    | Adjustment         |               | \$ 451.22                 | CAUSE OF LEAK: DRIP SYSTEM LEAK         | READING CAME BACK WITH HIGH USAGE   |
| 006428-000   | 7/30/2018          | \$ (425.04)   | 97.00                     | UNITS OVER AVERAGE:84                   | SLVWD INFORMED CUSTOMER AFTER METER |
| 240005850    | Adjustment         |               | \$ 1,009.91               | CAUSE OF LEAK:FILER FLAPPER             | READING CAME BACK WITH HIGH USAGE   |
| 006471-000   | 8/14/2018          | \$ (55.66)    | 22.00                     | UNITS OVER AVERAGE:102                  | SLVWD INFORMED CUSTOMER AFTER METER |
| 240007650    | Adjustment         |               | \$ 250.91                 | CAUSE OF LEAK : TOILET LEAKING/RUNNING  | READING CAME BACK WITH HIGH USAGE   |
| 007257-000   | 8/14/2018          | \$ (60.72)    | 14.00                     | UNITS OVER AVERAGE:12                   | SLVWD INFORMED CUSTOMER AFTER METER |
| 280006000    | Adjustment         |               | \$ 169.95                 | CAUSE OF LEAK:DRIP SYSTEM               | READING CAME BACK WITH HIGH USAGE   |
| 011336-000   | 8/14/2018          | \$ (516.12)   | 104.00                    | UNITS OVER AVERAGE:102                  | SLVWD INFORMED CUSTOMER AFTER METER |
| 740587000    | Adjustment         |               | \$ 1,080.75               | CAUSE OF LEAK:TOILET RUNNING            | READING CAME BACK WITH HIGH USAGE   |
| 006828-000   | 8/24/2018          | \$ (141.68)   | 44.00                     | UNITS OVER AVERAGE:28                   | SLVWD INFORMED CUSTOMER AFTER METER |
| 260006250    | Adjustment         |               | \$ 501.82                 | CAUSE OF LEAK:UNDERGROUND LEAK          | READING CAME BACK WITH HIGH USAGE   |
| 007347-000   | 8/24/2018          | \$ (516.12)   | 103.00                    | UNITS OVER AVERAGE:102                  | SLVWD INFORMED CUSTOMER AFTER METER |
| 2800010200   | Adjustment         |               | \$ 1,070.63               | CAUSE OF LEAK: LEAKING TOILET           | READING CAME BACK WITH HIGH USAGE   |
| 012687-000   | 8/24/2018          | \$ (232.76)   | 66.00                     | UNITS OVER AVERAGE:46                   | SLVWD INFORMED CUSTOMER AFTER METER |
| 910144010    | Adjustment         |               | \$ 724.46                 | CAUSE OF LEAK:TOILET FLUSH HANDLE STUCK | READING CAME BACK WITH HIGH USAGE   |
| 014686-000   | 8/24/2018          | \$ (328.90)   | 71.00                     | UNITS OVER AVERAGE:65                   | SLVWD INFORMED CUSTOMER AFTER METER |
| N/A          | Adjustment         |               | \$ 775.06                 | CAUSE OF LEAK: IRRIGATION LEAK          | READING CAME BACK WITH HIGH USAGE   |
| 015209-000   | 9/4/2018           | \$ (292.64)   | 71.00                     | UNITS OVER AVERAGE: 57                  | SLVWD INFORMED CUSTOMER AFTER METER |
| N/A          | Adjustment         |               | \$ 775.06                 | CAUSE OF LEAK: LANDSCAPING VALVE        | READING CAME BACK WITH HIGH USAGE   |
| 012361-000   | 9/14/2018          | \$ (116.36)   | 27.00                     | UNITS OVER AVERAGE: 27                  | SLVWD INFORMED CUSTOMER AFTER METER |
| N/A          | Adjustment         |               | \$ 329.78                 | CAUSE OF LEAK: LEAK ON CUSTOMERS SERIVE | READING CAME BACK WITH HIGH USAGE   |
| 012910-000   | 9/14/2018          | \$ (212.52)   | 58.00                     | UNITS OVER AVERAGE : 42                 | SLVWD INFORMED CUSTOMER AFTER METER |
| N/A          | Adjustment         |               | \$ 212.52                 | CAUSE OF LEAK : LANDSCAPING SYSTEM LEAK | READING CAME BACK WITH HIGH USAGE   |
| 011339-000   | 9/14/2018          | \$ (794.42)   | 161.00                    | UNITS OVER AVERAGE: 157                 | SLVWD INFORMED CUSTOMER AFTER METER |
| N/A          | Adjustment         |               | \$ 1,685.86               | CAUSE OF LEAK: LEAKING TOILET           | READING CAME BACK WITH HIGH USAGE   |
| 009272-000   | 9/14/2018          | \$ (318.78)   | 83.00                     | UNITS OVER AVERAGE: 83                  | SLVWD INFORMED CUSTOMER AFTER METER |
| N/A          | Adjustment         |               | \$ 318.78                 | CAUSE OF LEAK: SPRINKLER VALVE LEAK     | READING CAME BACK WITH HIGH USAGE   |
| 005448-000   | 9/14/2018          | \$ (141.68)   | 36.00                     | UNITS OVER AVERAGE: 28                  | SLVWD INFORMED CUSTOMER AFTER METER |
| N/A          | Adjustment         |               | \$ 420.86                 | CAUSE OF LEAK: LEAKING TOILET           | READING CAME BACK WITH HIGH USAGE   |
| 009807-000   | 9/14/2018          | \$ (212.52)   | 56.00                     | UNITS OVER AVERAGE:42                   | SLVWD INFORMED CUSTOMER AFTER METER |
| 620318033    | Adjustment         |               | \$ 623.26                 | CAUSE OF LEAK: LEAK IN IRRIGATION       | READING CAME BACK WITH HIGH USAGE   |
| 006302-000   | 9/14/2018          | \$ (268.18)   | 65.00                     | UNITS OVER AVERAGE: 53                  | SLVWD INFORMED CUSTOMER AFTER METER |
| 230010552    | Adjustment         |               | \$ 709.27                 | CAUSE OF LEAK: LEAKING TOILET           | READING CAME BACK WITH HIGH USAGE   |
| 005027-000   | 8/28/2018          | \$ (218.42)   | 59.00                     | UNITS OVER AVERAGE: 43                  | SLVWD INFORMED CUSTOMER AFTER METER |
| 110015001    | Adjustment         |               | \$ 617.81                 | CAUSE OF LEAK: SPRINKLER SYSTEM         | READING CAME BACK WITH HIGH USAGE   |
| 012901-000   | 9/28/2018          | \$ (369.38)   | 107.00                    | UNITS OVER AVERAGE:73                   | SLVWD INFORMED CUSTOMER AFTER METER |
| N/A          | Adjustment         |               | \$ 1,082.84               | CAUSE OF LEAK: SERVICE LINE LEAK        | READING CAME BACK WITH HIGH USAGE   |
| 010580-000   | 9/28/2018          | \$ (1,138.50) | 235.00                    | UNITS OVER AVERAGE:235                  | SLVWD INFORMED CUSTOMER AFTER METER |
| N/A          | Adjustment         |               | \$ 2,378.20               | CAUSE OF LEAK: SERVICE LINE LEAK        | READING CAME BACK WITH HIGH USAGE   |
| 009802-000   | 9/28/2018          | \$ (1,583.78) | 333.00                    | UNITS OVER AVERAGE: 333                 | SLVWD INFORMED CUSTOMER AFTER METER |
| 620317100    | Adjustment         |               | \$ 3,369.96               | CAUSE OF LEAK: SERVICE LINE LEAK        | READING CAME BACK WITH HIGH USAGE   |
| 006045-000   | 9/11/2018          | \$ (617.32)   | 84.00                     | UNITS OVER AVERAGE:136                  | SLVWD INFORMED CUSTOMER AFTER METER |
|              |                    |               | \$ 1,376.32               | CAUSE OF LEAK: REDWOOD ROOTS BROKE PIPE | READING CAME BACK WITH HIGH USAGE   |

LEAK TOTALS \$ (9,947.69)  
# Leak Adj 30

FY1819 YTD Totals \$ (9,947.69)  
# Leak Adj 30

In accordance with District Rules & Regulations, authorizing water bill adjustments, District staff has adjusted the above accounts for the period stated above.

## M E M O

TO: Board of Directors

FROM: District Manager

PREPARED BY: Environmental Programs Manager

SUBJECT: Environmental Department Status Report

DATE: October 18, 2018

### RECOMMENDATION:

It is recommended that the Board of Directors review and file the Environmental Department status report.

### WATER SUSTAINABILITY PLANNING

#### CONJUNCTIVE USE GRANT

- Contracts executed with fish & hydrological consultant.
- Staff received a 3<sup>rd</sup> update on the progress on the hydrological analysis.
- Staff has scheduled a resource agency meeting to discuss findings and next steps.

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.

## SANTA MARGARITA SUSTAINABLE GROUNDWATER MANAGEMENT AGENCY (SMGWA.ORG)

Staff provides ongoing support and District representation at the SMGWA at staff level.

Dave Ceppos from California State University, Sacramento - College of Continuing Education Center for Collaborative Policy is working to build board consensus among the members of the board and to assist with process design and facilitation of the public education and engagement plan. Staff met with a Facilitation Committee in a publicly noticed meeting on October 17th, to review Educational Topics identified by the Board, and to discuss the Guiding Principles for the Board.

Staff met with the Hydrologic Consultant, John Fio with Hydro Focus Inc. who recently changed to EKI Environment and Water. Water agency staff and consultant hydrologists for SLVWD, SVWD, and the City of Santa Cruz received a full report of the Hydrological Model Analysis which was presented September 12, 2018. The analysis evaluated the existing hydrologic model and made recommendations to improve the model in order to adequately serve the purpose of writing a sustainability plan and to insure the work will comply with the Sustainable Groundwater Management Act. Comments on the report were submitted and incorporated into the report which will be provided to the SMGWA full board on October 25 meeting.

The next SGMWA Meeting will be held Thursday, October 25th at 7:00 PM at Scott's Valley Water District. For more information <http://smgwa.org/>

## **ENVIRONMENTAL COMPLIANCE**

### CAPITOL IMPROVEMENT PROGRAM

Staff is working to secure permits & USDA low interest loans to fund the following pipeline projects. The application has been submitted to USDA and is pending a consultation with USFWS for a permit.

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 Fall Creek Fish Ladder \$ 1,160,000

**WATER BOARD - NOTICE OF EXEMPTION:** Staff is working with the Water Board on a Notice of Exemption for the new Paso Well 8.

## **COMPLIANCE COMPLETION REPORTS 2018**

### **FALL CREEK FISH LADDER DEBRIS REMOVAL PROJECT COMPLETED**

Acquisition of permits from the following agencies:

- 1600 Maintenance Agreement from CDFW
- 401 Cert from RWQCB
- County Riparian Exception
- Letter of Concurrence from USFWS & NMFS
- NWP Army Corps
- FEMA Approval

### **BULL CREEK PIPE REMOVAL PROJECT**

The old defunct pipeline in Bull Creek was removed in June 2018 under permit from the California Department of Fish and Wildlife.

Probation Tank Replacement - Permits acquired, project underway.

Paso #6 Well Replacement - Permits acquired, project underway.

Paso Well #5 Rehab: Permits acquired, minimization and mitigation satisfied. Project completed.

**SAN LORENZO RIVER AND NORTH COAST SANITARY SURVEY UPDATE 2018**  
<http://slvwd.com/pdf/2018WatershedSanitarySurvey.pdf>

**CDFW STREAMBED ALTERATION AGREEMENT PERMIT ACQUIRED**  
To conduct pipe removal project on Bull Creek Pipeline.

### **PASO WELL REPLACEMENT PROJECT**

The District received the permit to replace the Paso Wells 6 with Paso 8, which is underway.

- CATEGORICAL EXEMPTION FOR PASO WELL #8 REPLACEMENT PROJECT
- NOTICE OF EXEMPTION FROM WATER BOARD

### **REGIONAL INTERTIE HCP REPORT**

Submitted as required as part of the intertie project mitigation

### **CONSERVATION/MITIGATION BANK**

SLVWD now has its own conservation area which comprises of 6.7 acres of land at the Olympia Wellfield which will be used for mitigation to compensate for impacts to other Sandhills habitat which result from ongoing District Operations and Maintenance. As part of the Habitat Conservation Plan, the District is working to establish a non wasting endowment to fund the management and monitoring of the 6.7 acres of habitat set aside.



## GREEN BUSINESS CERTIFICATION

The District received notice from the California Green Business Network that the District has satisfied all requirements and is now a Certified Green Business. The District received the official letter in January 2018.

## PROBATION TANK

USFWS Federal permit has been received. CEQA is complete. Construction has begun on the Probation Replacement Project.

## SWIM TANKS MITIGATED NEGATIVE DECLARATION

Environmental compliance (CEQA) requirements for the Swim Tank Replacement Project are complete.

## WATERSHED MANAGEMENT

### 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. 2019: District to enter into cooperative agreement associated with permitting and implementation of the project.
4. 2018-19: 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 has initiated an effort to improve mapping, road access and communications with Fire Prevention Agencies, in order to improve access to District Lands in case of a wildfire.

## 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 7/10/18 the WMA held its summer quarter meeting. Networking, discussion of current invasive species and invasive removal practices were discussed. The next meeting will focus on French Broom removal and best practices.

## **WATER CONSERVATION**

The District is working on a multi-tier effort to diversify water sources for each water system through the following efforts:

Conjunctive Use  
Water Conservation  
Improving System Efficiencies  
Intertie Pipelines  
Sustainable Groundwater Management  
Climate Adaptation and Mitigation  
New Groundwater Supplies

### **Water Conservation Rebate Quarterly Report**

#### **19 Q1 Ending Sept. 30, 2018**

| Code       | Type                 | Water Savings by type                 | # Rebates | Amount     | Water SavedGallons per year |
|------------|----------------------|---------------------------------------|-----------|------------|-----------------------------|
| RBDRIPsqft | Drip                 | 4,500 gpy/ 500sf                      | 0         | \$-        | 0                           |
| RBHECW     | Clothes Washers      | 5100GPY                               | 3         | \$300.00   | 15300                       |
| RBHWRS     | Recirculation System | 7800GPY                               | 0         | \$-        | 0                           |
| RBLAWN     | Lawn                 | 6 ft/sqft or<br>7.48*6=44.88 gpy/sqft | 0         | \$-        | 0                           |
| RBT1.6     | Toilet 1.6           | 1280 gpy                              | 2         | \$150.00   | 2560                        |
| RBT3.5     | Toilet 3.5           | 5000gpcy                              | 3         | \$568.00   | 60000                       |
| RBWBICSI   | Irrigation Controler | 1.7g/sqft/y                           | 0         | \$-        | 0                           |
| RBGWLL     | Greywater Irrigation | 14,565 gpy                            | 0         | \$-        | 0                           |
|            |                      |                                       | 8         | \$1,018.00 | 77860                       |

Additional efforts to reduce water consumption system wide include:

- Teacher conservation workshop & in-class presentations have been scheduled with SLV Elementary in April for Earth Day. Water conservation lessons with be

taught by staff to 1<sup>st</sup>-3<sup>rd</sup> grade classes. More presentations to take place throughout the year.

- At home water wise audit program in early stages of creation. Staff is currently working with other districts to develop the program. As the program becomes active collaboration with other businesses to maintain larger accounts (such as schools, parks, industrial) will need to be discussed. Many of Santa Cruz's utilizes use Waterfluence as their partner.
- Water Conservation Coalition of Santa Cruz meeting bi-monthly. Will discuss rebate programs, upcoming workshops and water wise program.
- Water conservation staff to take over high usage and leak prevention tagging.
- Conservation staff reordering conservation devices and outreach materials. Low flow shower heads to be restocked.
- Environmental staff working to revamp rebate program. Proposal to offer rain collection rebate and commercial rebates for businesses.
- Create content for public outreach such as videos, and district workshops. Working with various agencies to create content efficiently.
- Environmental staff working to create SLVWD workshops for community.

## **CLIMATE ADAPTATION**

- The initial phase of completing the Climate Action Plan is to inventory existing carbon outputs from District operations.
- Data entry has begun with the Climate Registry. Verification should take place for 2013-2016 in 2018-2019. Completed entry and reports should be available by January 2019.
- Inventory of 2017 has been completed and is undergoing verification through Cameron-Cole, LLC. Completion of verification for year 2017 has been completed. Report is provided in the informational items of the October 18<sup>th</sup> Board Agenda.

## **EVENTS**

- Felton Library Ground Breaking on September 21<sup>st</sup> at 4:00 PM at the New Felton Library Site on Gushee in Felton.
- SLV Elementary Family Science Night on October 4<sup>th</sup> – SLVWD staff attended and staffed a booth and interactive activity.
- Felton 150<sup>th</sup> Anniversary on October 6<sup>th</sup> – SLVWD provided a water tank and staffed a booth with excellent attendance and positive conversations. The MUSIC was excellent!
- Community Chats – Wednesdays, September 26 at Coffee 9, October 17 at Rocky's Cafe & October 24<sup>th</sup> Heavenly Roadside Café from 9 – 10. The Public is invited to stop in to talk with the Acting District Manager & the Board President. These have been well attended.
- Farmer's markets SLVWD booth the Last Tuesday of every month.

- Environmental Town Hall November 17<sup>th</sup> 1 -3 at Felton Community Hall. Staff will be having a booth.

## **PUBLIC OUTREACH**

- The District Facebook page and website are updated regularly (5-7 times per week).
- The District is running ads in the Mountain Bulletin bimonthly.
- The District is running ads in the Press Banner twice a month.
- CIP Flyer 1 year update from Rate Increase was mailed to all customers.
- Staff is conducting regular interviews on KBCZ regarding drought, infrastructure projects and other news from SLVWD. Rick Rogers interview is airing several time over 2 weeks in Mid October.
- Staff interviewed with the Press Banner on Fall Creek Fish Ladder & CIP Flyer for separate articles.

## **FELTON LIBRARY OUTDOOR EDUCATION PARK**

Staff continues to participate as part of the Felton Library Design Team. Community stakeholders meet monthly to discuss design, outreach & education opportunities for the Nature Discovery Park that will be associated with the new Felton Library.

## **NETWORKING/ COLLABORATIONS**

**FIRE SAFE SANTA CRUZ COUNTY** <https://www.firesafesantacruz.org/>

Fire Safe Santa Cruz County is currently seeking applications from community members in need of funding to reduce fire hazards in their neighborhoods. Contact Fire Safe SCC for applications.

Staff serves as a board member representing SLVWD on the Fire Safe Santa Cruz County.

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.

## **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.scmbc.org/>

Jen Michelsen was nominated to serve 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. Next meeting scheduled May 19<sup>th</sup>.

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.

#### 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.](#)

## MEMO

TO: District Manager

FROM: Director of Operations

SUBJECT: OPERATIONS DEPARTMENT STATUS REPORT  
SEPTEMBER 2018

DATE: OCTOBER 18, 2018

### RECOMMENDATION:

It is recommended that the District Manager review and file the Operations Department Project Status Report for the month of September 2018.

### BACKGROUND:

#### BLUE TANK REPLACEMENT

Plans and specifications for site enhancements that need to be complete before putting the new tank on the existing concrete slab are in the districts hands to be reviewed and put out to bid.

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

Staff is continuing with the Felton Water System Meter Replacement Project. Domestic water meters are being replaced as existing metering has 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.

#### FALL CREEK FISH LADDER DEBRIS REMOVAL

District staff and the California Conservation Corps (CCC) prepared for and completed dewatering and debris removal of Fall Creek Fish Ladder using a 12 inch diversion pipe, dewatering pumps, and conveyor belts, along with manual labor. Fall Creek Fish Ladder has been permitted for debris removal from the chambers of the fish ladder for fish passage this coming winter. The fish ladder was filled in with silt and cobble debris in the winter of 2017 causing poor fish passage. All chambers are now clean fish passage pools for migrating fish in Fall Creek.



## PASO WELL #8

The new Paso Well #8 construction began. The conductor casing was drilled and placed. The Well drilling rig was then brought in and set up starting a 24 hour, 7 day a week operation until the well hole and casing are complete. This will be followed by pump testing and final report to set the Well pump and motor based upon the report.

District staff installed a water source, and environmental protection fencing around the area. Staff also made repairs to the access road as it is seeing a lot of traffic in dry weather causing displacement of the soft sand at this site.

Paso Well #8 is a replacement to Paso Well #6 that began splitting in it's 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.

## SCADA (Supervisory control and data acquisition) UPGRADE

The District has began and is in the middle of replacing and upgrading our HMI software and hardware. 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. Things are moving right along.

## MAINTENANCE ISSUES

### Service Line Replacement Lompico

Service Line Replacement:

11866 Van Allan

11482 Lake Blvd

10328 Lake Blvd

### Main Line Replacement

6 inch main line repairs Hwy 9 Brookdale

### Quarterly Water Tank Maintenance Inspections

District Wide

### System Wide

14 Mainline/Service Line Leaks Were Repaired

### Dead Meter Change Out

Boulder Creek

Ben Lomond

Scotts Valley

James Furtado

Acting Director of Operations

## SAN LORENZO VALLEY WATER DISTRICT

### PRODUCTION COMPARRISON

| Source                                  | September-18      | August-18         | September-13      | Difference<br>This Year To<br>2013 |
|-----------------------------------------|-------------------|-------------------|-------------------|------------------------------------|
| <b>North System</b>                     |                   |                   |                   |                                    |
| <b>Surface Water Sources</b>            |                   |                   |                   |                                    |
| Foreman Creek                           | 2,720,726         | 4,095,844         | 8,522,000         |                                    |
| Peavine Creek + Hydro                   | 2,010,732         | 1,505,690         | 2,025,000         |                                    |
| Clear Creek                             | 2,714,725         | 3,190,480         | 0                 |                                    |
| Sweetwater Creek                        | 1,809,817         | 2,126,986         | 0                 |                                    |
| <b>Sub-Total (Streams)</b>              | <b>9,256,000</b>  | <b>10,919,000</b> | <b>10,547,000</b> | -12.24%                            |
| <b>Wells (North)</b>                    |                   |                   |                   |                                    |
| Olympia No. 2                           | 15,333,000        | 14,814,000        | 13,738,000        |                                    |
| Olympia No. 3                           | 6,832,000         | 6,929,000         | 10,191,000        |                                    |
| Quail Well No. 4-A                      | 9,595,000         | 9,676,000         | 8,700,000         |                                    |
| Quail Well No. 5-A                      | 3,272,300         | 4,137,700         | 5,812,000         |                                    |
| <b>Sub Total North Wells</b>            | <b>35,032,300</b> | <b>35,556,700</b> | <b>38,441,000</b> | -8.87%                             |
| <b>South System Wells</b>               |                   |                   |                   |                                    |
| Pasatiempo 5A                           | 8,032,600         | 10,246,500        | N/A               |                                    |
| Pasatiempo 6                            | -                 | -                 | 10,349,000        |                                    |
| Pasatiempo 7                            | 2,209,000         | -                 | 3,244,000         |                                    |
| <b>Sub Total Pasatiempo Wells</b>       | <b>10,241,600</b> | <b>10,246,500</b> | <b>13,593,000</b> | -24.66%                            |
| <b>North South All Sources Combined</b> | <b>54,529,900</b> | <b>56,722,200</b> | <b>62,581,000</b> | -12.87%                            |
| <b>Felton System - Surface Water</b>    |                   |                   |                   |                                    |
| Fall Creek                              | 7,568,368         | 6,521,068         | 11,993,200        |                                    |
| Bennett Spring                          | 1,709,928         | 5,102,108         | 3,458,100         |                                    |
| Bull 1 & 2                              | 1,515,448         | 2,203,608         | 0                 |                                    |
| <b>Total Felton System Sources</b>      | <b>10,793,744</b> | <b>13,826,784</b> | <b>15,451,300</b> | -30.14%                            |
| <b>Manana Woods System</b>              |                   |                   |                   |                                    |
| Well 1                                  | -                 | -                 | 851,364           |                                    |
| <b>Total Manana Woods Sources</b>       | <b>-</b>          | <b>-</b>          | <b>851,364</b>    |                                    |
| <b>Sub - Total Production</b>           |                   |                   |                   |                                    |
| <b>North / Felton / Manana</b>          | <b>65,323,644</b> | <b>70,548,984</b> | <b>78,883,664</b> | -17.19%                            |
| <b>Surface</b>                          | <b>20,049,744</b> | <b>24,745,784</b> | <b>25,998,300</b> | -22.88%                            |
| <b>Wells</b>                            | <b>45,273,900</b> | <b>45,803,200</b> | <b>52,885,364</b> | -14.39%                            |
| <b>Total Surface Water Percentage</b>   | <b>30.69</b>      | <b>35.08</b>      | <b>32.96</b>      | -6.87%                             |
| <b>Total Wells Percentage</b>           | <b>69.31</b>      | <b>64.92</b>      | <b>67.04</b>      | 3.38%                              |

**SAN LORENZO VALLEY WATER DISTRICT  
PRODUCTION BY SYSTEM  
+/- INTERTIES  
September 2018**

|                                        |                   |
|----------------------------------------|-------------------|
| <b>North System All Sources</b>        | <b>54,529,900</b> |
| <b>Interties IN +</b>                  | <b>429,814</b>    |
| <b>Interties OUT -</b>                 | <b>2,619,896</b>  |
| <b>TOTAL NORHT SYSTEM</b>              | <b>52,339,818</b> |
| <b>Felton Water system All Sources</b> | <b>10,793,744</b> |
| <b>Interties IN +</b>                  | <b>1</b>          |
| <b>Interties OUT -</b>                 | <b>429,379</b>    |
| <b>TOTAL FELTON SYSTEM</b>             | <b>10,364,366</b> |
| <b>Manana Woods System</b>             |                   |
| <b>Manana Woods Well 1</b>             | <b>0</b>          |
| <b>Interties IN +</b>                  | <b>N/A</b>        |
| <b>TOTAL MANANA WOODS</b>              | <b>0</b>          |

# **SAN LORENZO VALLEY WATER DISTRICT**

## **INTERTIE USAGE**

### **September 2018**

#### **INTERTIE 2**

SLVWD to SVWD 0

SVWD to SLVWD 0

#### **INTERTIE 3**

SLV SOUTH to SLV NORTH 435

SLV NORTH to SLV SOUTH 487,853

#### **INTERTIE 4**

SLVWD to MHWD 0

MHWD to SLVWD 0

#### **INTERTIE 6**

SLV NORTH to SLV FELTON 1

SLV FELTON to SLV NORTH 429,379

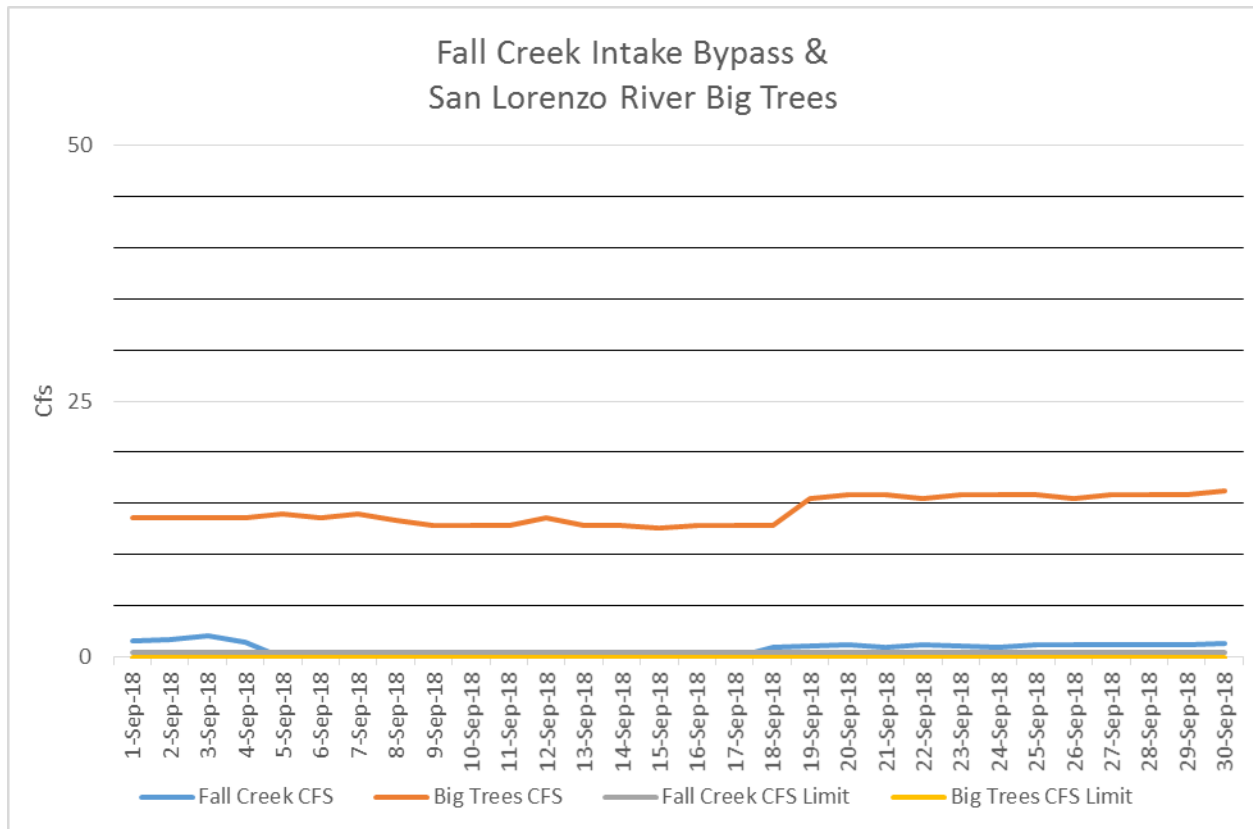
#### **LOMPICO INTERTIE**

SLV NORTH to LOMPICO 2,132,042

#### **MANANA WOODS INTERTIE**

SLVWD to MANANA WOODS N/A

## Fall Creek Intake September 2018



### 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 September 2018

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: 10.18.18

Item: 12.4

| Fall Creek Weir Measurement |       |            |        |                                                                       |                   |                         |                                    |                                   |                         |                                                                                                                                            |                                                                         |                                                                                                                                                                                                                                                                                                                                                           |
|-----------------------------|-------|------------|--------|-----------------------------------------------------------------------|-------------------|-------------------------|------------------------------------|-----------------------------------|-------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Month: September            |       | Year: 2018 |        | Big Trees > 26,500 Acre-ft Oct-Feb Normal Yr <input type="checkbox"/> |                   |                         |                                    |                                   |                         | Big Trees <26,500 Acre-ft Oct-Feb Dry Yr <input checked="" type="checkbox"/>                                                               |                                                                         |                                                                                                                                                                                                                                                                                                                                                           |
| Date                        | Time  | Initials   | Pump # | Fall Cr. GPM into Kirby plant                                         | Weir Board Height | Weir Height Measurement | Fall Creek (Cubic Feet per Second) | Big Trees (Cubic Feet per Second) | 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                           | 6:30  | HO         | 2      | 115                                                                   | 25.0              | 33.11                   | 1.591                              | 13.6                              | 0                       | Yes                                                                                                                                        | Yes                                                                     |                                                                                                                                                                                                                                                                                                                                                           |
| 2                           | 11:40 | HO         | 2      | 145                                                                   | 25.0              | 33.30                   | 1.712                              | 13.6                              | 0                       | Yes                                                                                                                                        | Yes                                                                     |                                                                                                                                                                                                                                                                                                                                                           |
| 3                           | 8:05  | HO         | 2      | 150                                                                   | 25.0              | 33.90                   | 2.040                              | 13.6                              | 0                       | Yes                                                                                                                                        | Yes                                                                     |                                                                                                                                                                                                                                                                                                                                                           |
| 4                           | 8:30  | JG         | 2      | 215                                                                   | 25.0              | 32.90                   | 1.523                              | 13.6                              | 0                       | Yes                                                                                                                                        | Yes                                                                     |                                                                                                                                                                                                                                                                                                                                                           |
| 5                           | 12:35 | JG         | 1      | 215                                                                   | 25.0              | 37.20*                  | 4.439*                             | 14.0                              | 0                       | Yes                                                                                                                                        | Yes                                                                     | *Fall Creek diversion v-notch weir removed and replaced with check dam as a part of the debris removal project. Fall Creek CFS flow and Weir Height Measurement values are not accurate from 9/5/18-9/17/18. Estimated range of Fall Creek Bypass flow during this time is between 1.0-1.5 CFS, based on flow values before and after project completion. |
| 6                           | 7:55  | JG         | 1      | 175                                                                   | 25.0              | 39.28*                  | 6.689*                             | 13.6                              | 0                       | Yes                                                                                                                                        | Yes                                                                     |                                                                                                                                                                                                                                                                                                                                                           |
| 7                           | 8:35  | JG         | 1      | 199                                                                   | 25.0              | 46.81*                  | 19.080*                            | 14.0                              | 0                       | Yes                                                                                                                                        | Yes                                                                     |                                                                                                                                                                                                                                                                                                                                                           |
| 8                           | 8:05  | KS         | 1      | 221                                                                   | 25.0              | 46.60*                  | 18.822*                            | 13.3                              | 0                       | Yes                                                                                                                                        | Yes                                                                     |                                                                                                                                                                                                                                                                                                                                                           |
| 9                           | 8:40  | KS         | 1      | 200                                                                   | 25.0              | 47.58*                  | 21.030*                            | 12.9                              | 0                       | Yes                                                                                                                                        | Yes                                                                     |                                                                                                                                                                                                                                                                                                                                                           |
| 10                          | 8:30  | JG         | 1      | 216                                                                   | 25.0              | 47.78*                  | 21.260*                            | 12.9                              | 0                       | Yes                                                                                                                                        | Yes                                                                     |                                                                                                                                                                                                                                                                                                                                                           |
| 11                          | 8:25  | JG         | 1      | 180                                                                   | 25.0              | 48.93*                  | 24.190*                            | 12.9                              | 0                       | Yes                                                                                                                                        | Yes                                                                     |                                                                                                                                                                                                                                                                                                                                                           |
| 12                          | 10:00 | JG         | 1      | 152                                                                   | 25.0              | 47.78*                  | 21.260*                            | 13.6                              | 0                       | Yes                                                                                                                                        | Yes                                                                     |                                                                                                                                                                                                                                                                                                                                                           |
| 13                          | 8:20  | KS         | 1      | 150                                                                   | 25.0              | 50.67*                  | 28.980*                            | 12.9                              | 0                       | Yes                                                                                                                                        | Yes                                                                     |                                                                                                                                                                                                                                                                                                                                                           |
| 14                          | 7:45  | JG         | 1      | 215                                                                   | 25.0              | 48.16*                  | 22.410*                            | 12.9                              | 0                       | Yes                                                                                                                                        | Yes                                                                     |                                                                                                                                                                                                                                                                                                                                                           |
| 15                          | 8:10  | HO         | 1      | 257                                                                   | 25.0              | 47.39*                  | 20.430*                            | 12.6                              | 0                       | Yes                                                                                                                                        | Yes                                                                     |                                                                                                                                                                                                                                                                                                                                                           |
| 16                          | 8:55  | HO         | 1      | 260                                                                   | 25.0              | 48.55*                  | 23.290*                            | 12.9                              | 0                       | Yes                                                                                                                                        | Yes                                                                     |                                                                                                                                                                                                                                                                                                                                                           |
| 17                          | 8:30  | JG         | 1      | 257                                                                   | 25.0              | 49.13*                  | 24.490*                            | 12.9                              | 0                       | Yes                                                                                                                                        | Yes                                                                     |                                                                                                                                                                                                                                                                                                                                                           |
| 18                          | 11:00 | KS         | 1      | 252                                                                   | 25.0              | 31.75                   | 1.028                              | 12.9                              | 0                       | Yes                                                                                                                                        | Yes                                                                     |                                                                                                                                                                                                                                                                                                                                                           |
| 19                          | 7:50  | JG         | 1      | 244                                                                   | 25.0              | 31.95                   | 1.062                              | 15.5                              | 0                       | Yes                                                                                                                                        | Yes                                                                     |                                                                                                                                                                                                                                                                                                                                                           |
| 20                          | 8:30  | JG         | 1      | 150                                                                   | 25.0              | 32.33                   | 1.258                              | 15.9                              | 0                       | Yes                                                                                                                                        | Yes                                                                     |                                                                                                                                                                                                                                                                                                                                                           |
| 21                          | 7:50  | JG         | 1      | 176                                                                   | 25.0              | 31.56                   | 0.927                              | 15.9                              | 0                       | Yes                                                                                                                                        | Yes                                                                     |                                                                                                                                                                                                                                                                                                                                                           |
| 22                          | 7:30  | HO         | 1      | 183                                                                   | 25.0              | 32.14                   | 1.207                              | 15.5                              | 0                       | Yes                                                                                                                                        | Yes                                                                     |                                                                                                                                                                                                                                                                                                                                                           |
| 23                          | 11:45 | HO         | 1      | 195                                                                   | 25.0              | 31.95                   | 1.109                              | 15.9                              | 0                       | Yes                                                                                                                                        | Yes                                                                     |                                                                                                                                                                                                                                                                                                                                                           |
| 24                          | 8:10  | JG         | 1      | 152                                                                   | 25.0              | 31.75                   | 1.028                              | 15.9                              | 0                       | Yes                                                                                                                                        | Yes                                                                     |                                                                                                                                                                                                                                                                                                                                                           |
| 25                          | 7:50  | JG         | 1      | 175                                                                   | 25.0              | 32.14                   | 1.182                              | 15.9                              | 0                       | Yes                                                                                                                                        | Yes                                                                     |                                                                                                                                                                                                                                                                                                                                                           |
| 26                          | 12:25 | JG         | 1      | 170                                                                   | 25.0              | 32.33                   | 1.258                              | 15.5                              | 0                       | Yes                                                                                                                                        | Yes                                                                     |                                                                                                                                                                                                                                                                                                                                                           |
| 27                          | 7:45  | JG         | 1      | 146                                                                   | 25.0              | 32.14                   | 1.182                              | 15.9                              | 0                       | Yes                                                                                                                                        | Yes                                                                     |                                                                                                                                                                                                                                                                                                                                                           |
| 28                          | 11:35 | KS         | 1      | 180                                                                   | 25.0              | 32.33                   | 1.258                              | 15.9                              | 0                       | Yes                                                                                                                                        | Yes                                                                     |                                                                                                                                                                                                                                                                                                                                                           |
| 29                          | 8:00  | KS         | 1      | 175                                                                   | 25.0              | 32.14                   | 1.182                              | 15.9                              | 0                       | Yes                                                                                                                                        | Yes                                                                     |                                                                                                                                                                                                                                                                                                                                                           |
| 30                          | 7:05  | KS         | 1      | 182                                                                   | 25.0              | 32.53                   | 1.351                              | 16.3                              | 0                       | Yes                                                                                                                                        | Yes                                                                     |                                                                                                                                                                                                                                                                                                                                                           |
| 31                          |       |            |        |                                                                       |                   |                         |                                    |                                   |                         |                                                                                                                                            |                                                                         |                                                                                                                                                                                                                                                                                                                                                           |

# San Lorenzo Valley Water District Loch Lomond Water Supply September 2018

## Loch Lomond Water Level

**Week ending 10 / 03 / 2018**

(in feet above mean sea level; lake spills at 577.15 feet)

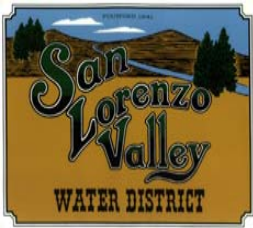


|                      |           |
|----------------------|-----------|
| Currently:           | 571.95 ft |
| Percent of capacity: | 87.8 %    |

In 1958 SLVWD sold 2,500 acres of property in the vicinity of the Newell Creek Watershed to the City of Santa Cruz, with the agreement that SLVWD would be entitled to purchase 12 ½ percent of the annual safe yield from a future Newell Creek reservoir, up to a maximum of 500 AF/yr. Based on the 1958 agreement, SLVWD began receiving deliveries of Loch Lomond water from the City in 1963. In 1965 the District constructed the Glen Arbor Water treatment plant for treating Loch Lomond water. Toward the end of the 1976-77 drought, the City stipulated that the District was not entitled to an allocation of 500 AF/yr, merely 12.5% of the safe yield. This decision based on a reduction to the estimated annual safe yield from the Newell Creek Reservoir, reduced the Districts contractual allocation. On June 7, 1977, the District filed a Complaint for Declaratory Relief, which requested the court to make a judicial determination of the respective parties' duties and rights. In June 1980 a court order fixed the estimated safe yield from Newell Creek Reservoir at reduced quantity, which resulted in a reduction to the Districts contractual allocation to 313 AF/yr.

### Production Loch Lomond to SLVWD

| Date                   | Total Used | Total Available |
|------------------------|------------|-----------------|
| 1976 July to June 1977 | 353 AF     |                 |
| 1977 July to June 2015 | 0          | 313 AF          |
| 2015 July to 02/2016   | 0          | 313 AF          |
| 2/20/16 to Current     | 0          | 313 AF          |

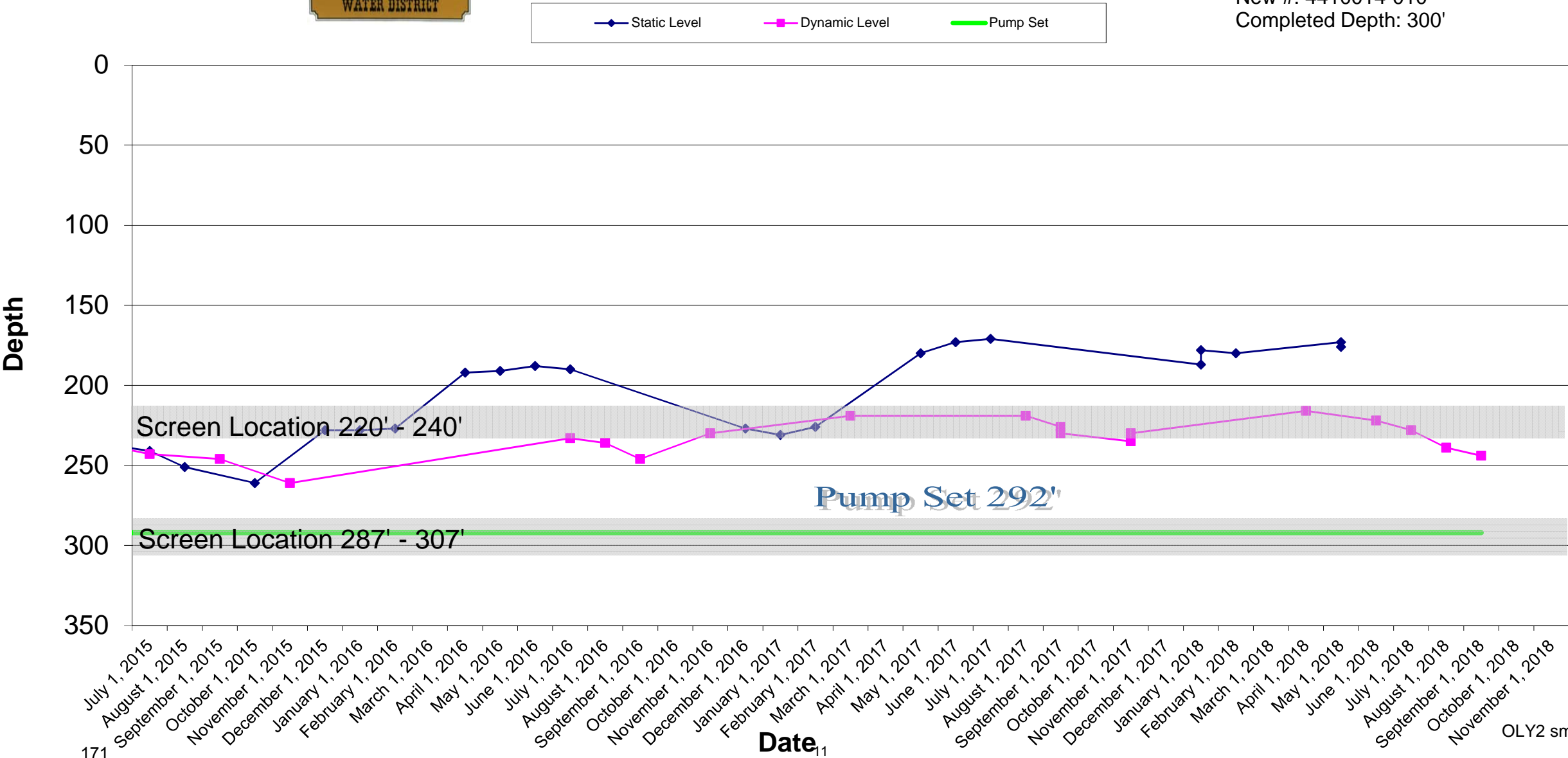


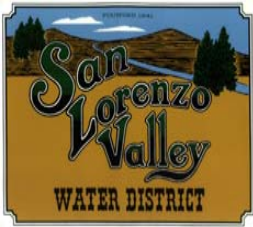
# SAN LORENZO VALLEY WATER DISTRICT

## 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'



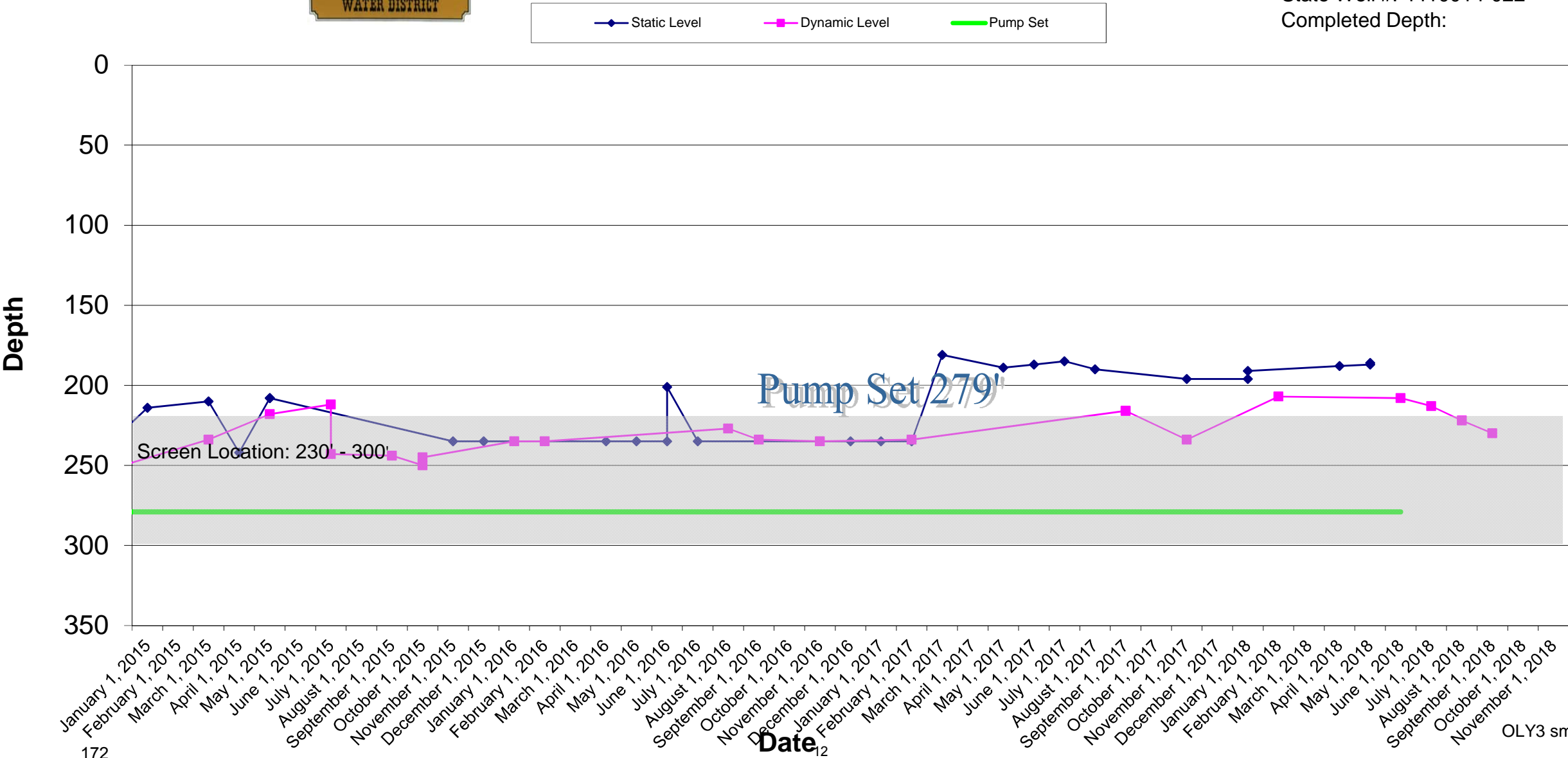


# SAN LORENZO VALLEY WATER DISTRICT

## Well Drawdown Report

### Olympia 3

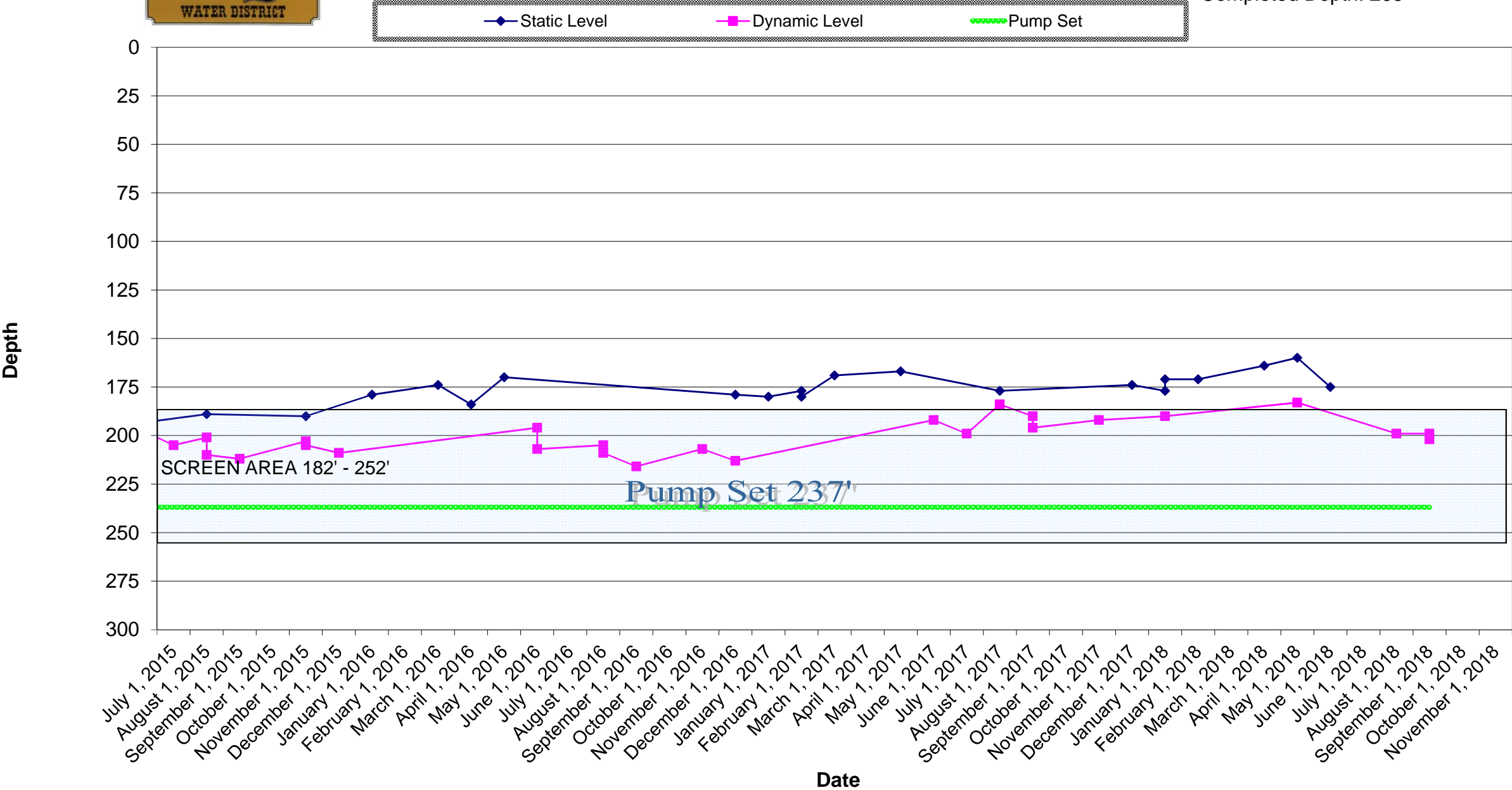
Location: 7701 E. Zayante Rd  
Elevation: 538' Mean Sea Level  
Installed: 8-15-90  
State Well #: 4410014-022  
Completed Depth:

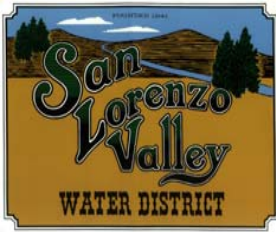




**SAN LORENZO VALLEY WATER DISTRICT**  
**Well Drawdown Report**  
**Quail Well 4-A**

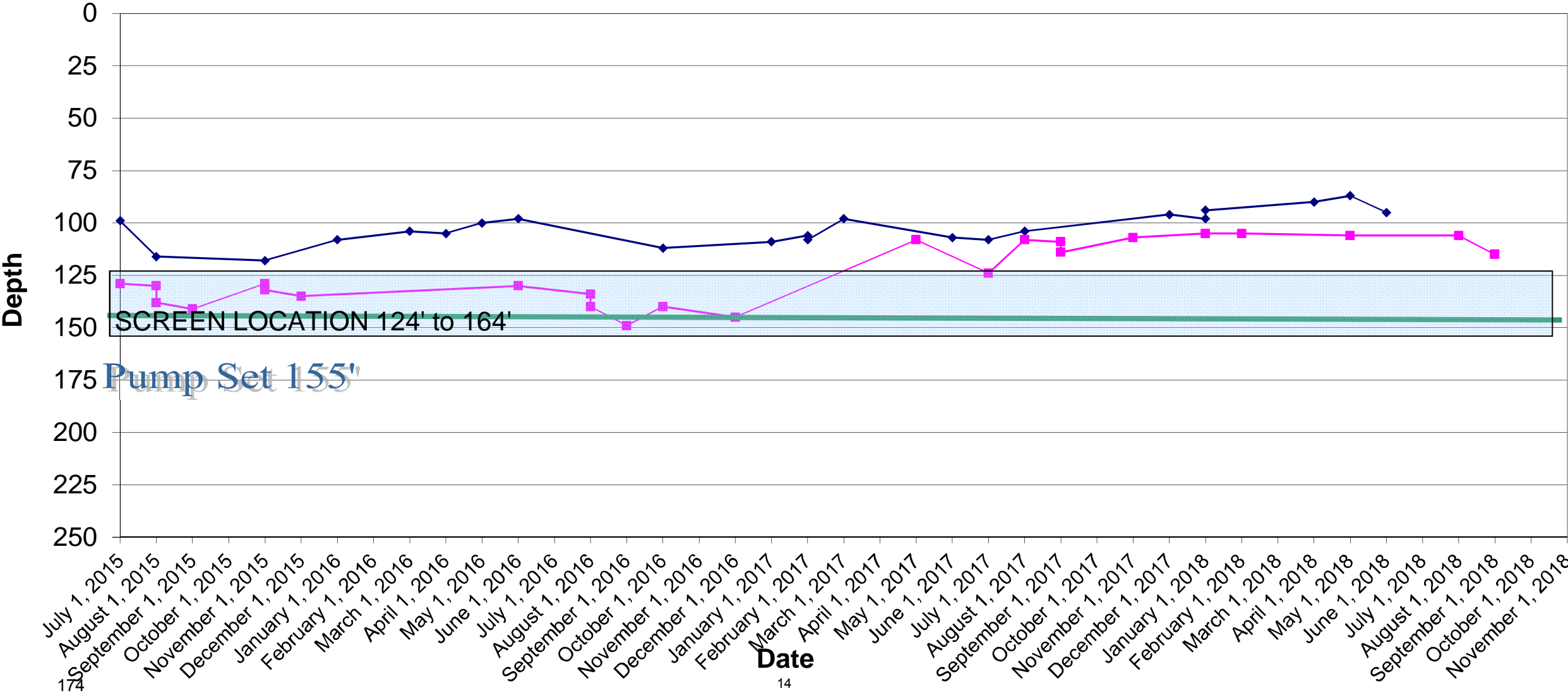
Location: Cumora Ln. Ben Lomond  
Elevation: 596.54 ft @ Pad  
Installed: 6-07-2001  
State Well #: 4410014-026  
Completed Depth: 265

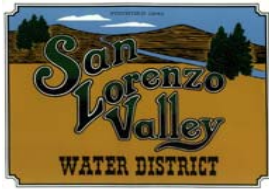




**SAN LORENZO VALLEY WATER DISTRICT**  
**Well Drawdown Report**  
**Quail Well 5-A**

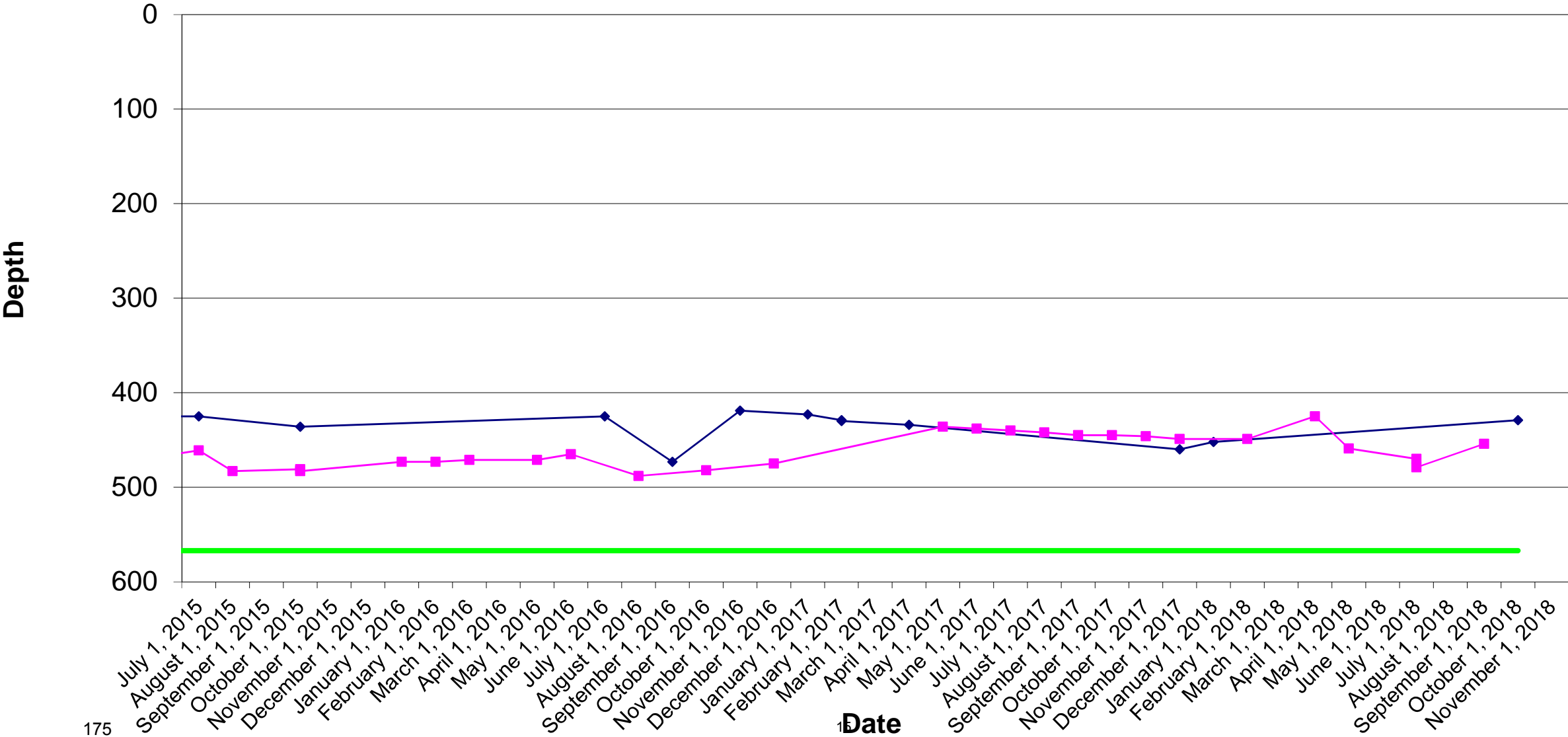
Location: 1161 Quail Hollow Rd.  
Ben Lomond  
Elevation: 517.65 ft. @ Pad  
Installed: March 2000  
State Well #: 4410014-025  
Completed Depth: 174'





**SAN LORENZO VALLEY WATER DISTRICT**  
**Well Drawdown Report**  
**Pasatiempo 5-A**

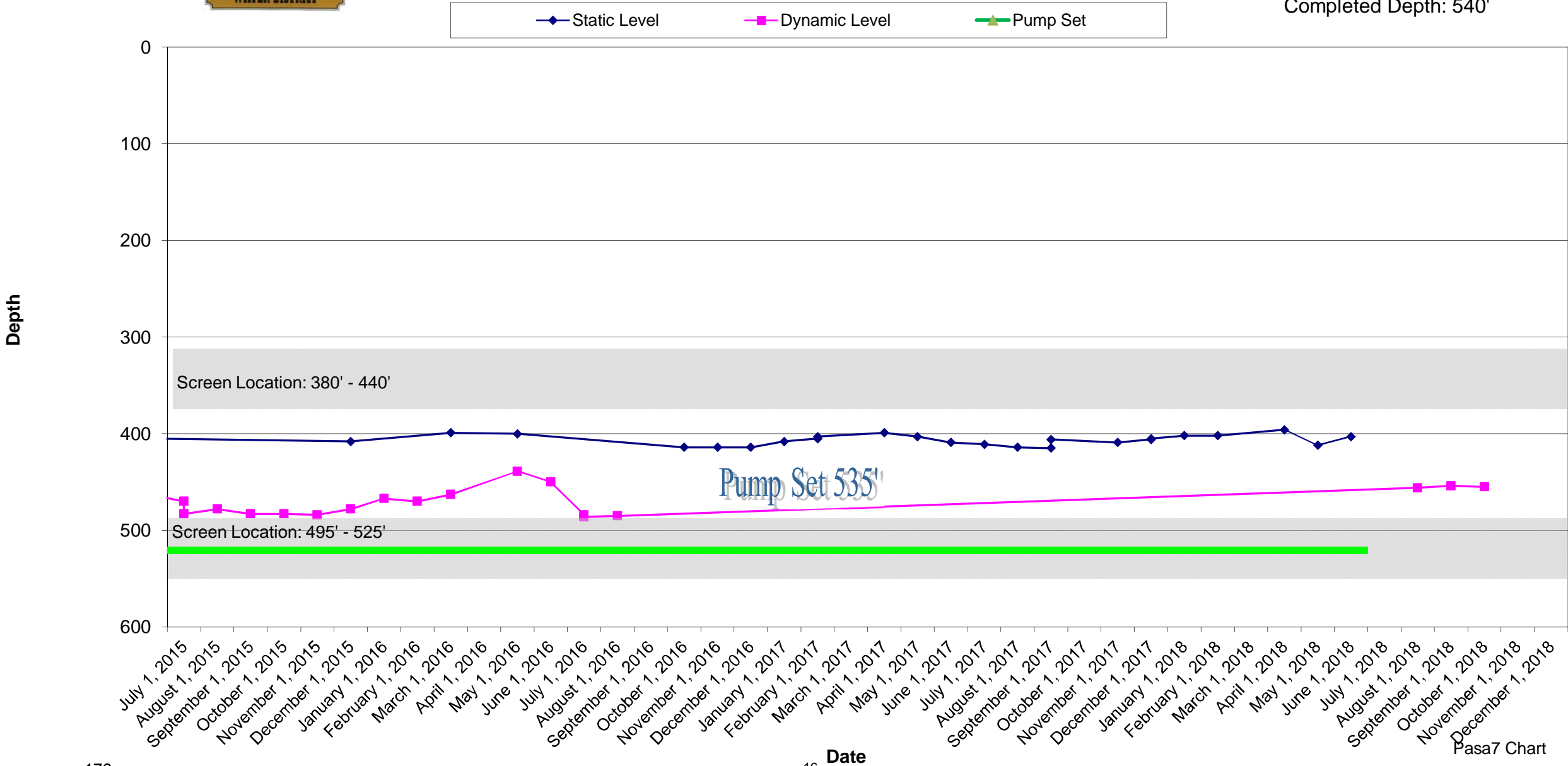
Location: So. Of 3650 Graham Hill Rd  
Elevation: 752'  
Installed 1-1-14  
State Well #:4410014-014  
Completed Depth: 710'





**SAN LORENZO VALLEY WATER DISTRICT**  
**Well Drawdown Report**  
**Pasatiempo 7**

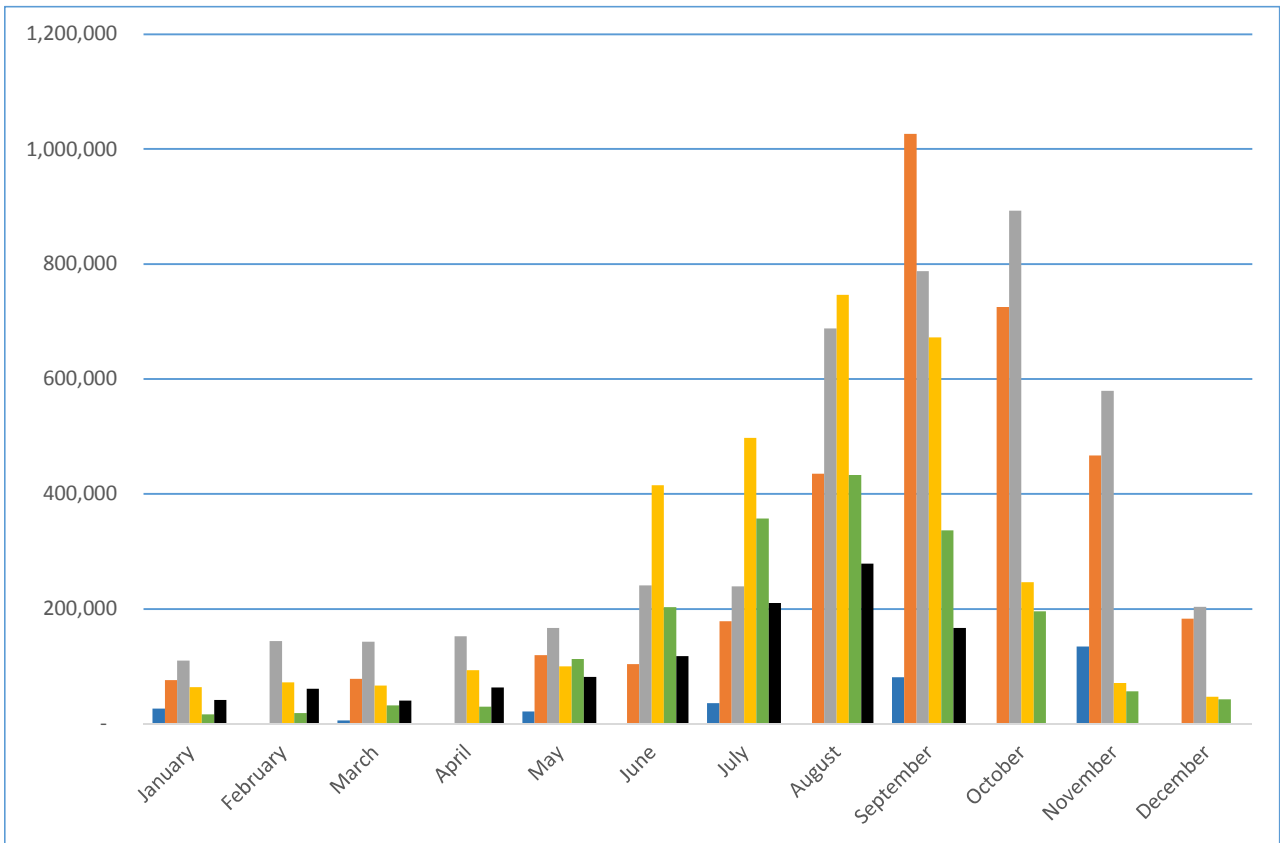
Location: South of Probation  
Center  
Elevation: 734' MSL  
Installed: July 21, 1990  
State Well #: 4410014-024  
Completed Depth: 540'





SAN LORENZO VALLEY WATER DISTRICT  
BULK WATER SALES  
GALLONS  
September 2018

Agenda: 10.18.18  
Item: 12.4



| Month     | 2013    | 2014      | 2015      | 2016      | 2017      | 2018      |
|-----------|---------|-----------|-----------|-----------|-----------|-----------|
| January   | 26,928  | 76,296    | 109,965   | 63,850    | 16,456    | 41,888    |
| February  |         |           | 144,364   | 72,556    | 18,700    | 61,366    |
| 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   |           |
| November  | 134,640 | 466,752   | 579,700   | 71,060    | 56,848    |           |
| December  |         | 183,260   | 203,456   | 47,124    | 42,636    |           |
| Totals    | 306,500 | 3,394,424 | 4,349,008 | 3,092,981 | 1,836,033 | 1,062,938 |

SAN LORENZO VALLEY WATER DISTRICT  
MONTHLY LEAK REPORT  
September 2018

Agenda: 10.18.18  
Item: 12.4

**NORTH SYSTEM**

| Leak Type        | Location                | Town          | Gallons Lost |
|------------------|-------------------------|---------------|--------------|
| 400 MAIN LEAKING | TWO BAR RD              | Boulder Creek | 4320         |
| 400 MAIN LEAKING | 11719 Hwy 9             | Brookdale     | 2880         |
| 400 MAIN LEAKING | 12895 Hwy 9             | Boulder Creek | 5760         |
| 400 MAIN LEAKING | Mile Marker 11.62 Hwy 9 | Brookdale     | 10800        |
| 400 MAIN LEAKING | 150 PIKE DRIVE          | Ben Lomond    | 3600         |
| 400 MAIN LEAKING | 145 FLATS ST.           | Boulder Creek | 540          |
| 400 MAIN LEAKING | CARROL AVE              | Lompico       | 600          |
| 400 MAIN LEAKING | Alta Via                | Brookdale     | 3000         |
| 400 MAIN LEAKING | 11181 Hwy 9             | Brookdale     | 2880         |
| 400 MAIN LEAKING | 13192 MIDDLETON AVE.    | Boulder Creek | 1260         |
| 400 MAIN LEAKING | 1545 JACKSON AVE.       | Ben Lomond    | 2880         |
| 400 MAIN LEAKING | 160 Mitchell Dr         | Boulder Creek | 2400         |
| 400 MAIN LEAKING | 11730 ALTA VIA RD       | Brookdale     | 3000         |
| 400 MAIN LEAKING | 200 OLD RIVER LN        | Brookdale     | 180          |
| 400 MAIN LEAKING | 204 CELIA AVE.          | Boulder Creek | 2160         |
| 400 MAIN LEAKING | 13690 West Park         | Boulder Creek | 12960        |
| 400 MAIN LEAKING | Pine St                 | Boulder Creek | 90           |
| 400 MAIN LEAKING | California Dr           | Ben Lomond    | 3,000        |
| 400 MAIN LEAKING | Azalea Ave              | Boulder Creek | 2880         |

**FELTON SYSTEM**

|                     |       |        |       |
|---------------------|-------|--------|-------|
| 400 MAIN LEAKING    | HWY 9 | Felton | 5400  |
|                     |       |        |       |
|                     |       |        |       |
| Total Felton System |       |        | 5,400 |

**SCOTTS VALLEY**

|                     |  |  |   |
|---------------------|--|--|---|
|                     |  |  |   |
| Total Scotts Valley |  |  | - |

**Total All Systems      8,400**

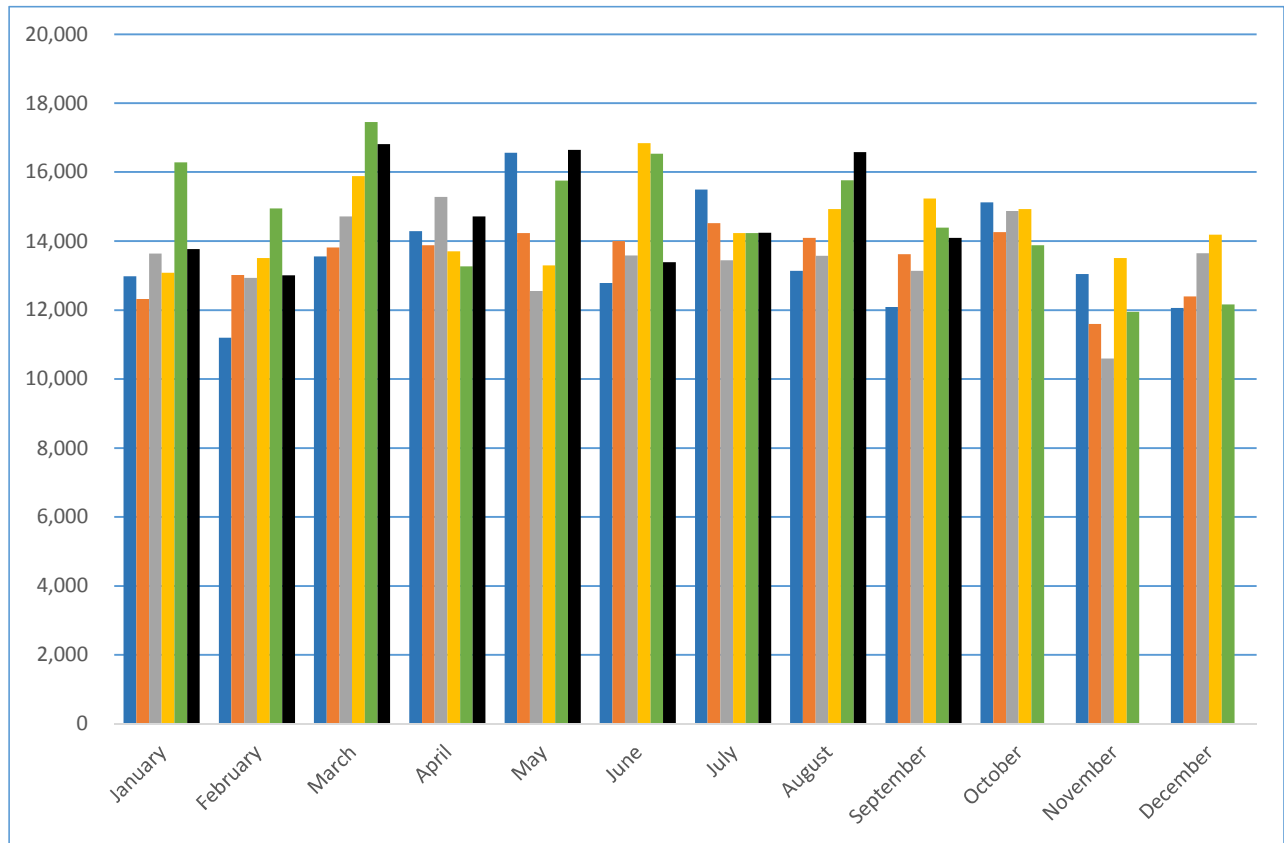
|               |                   |       |                         | Water Quality Complaint List         |                        |                         |                                                |                   |                                                                                                                                                                                                                                                                                                                                                                                                                        |             |
|---------------|-------------------|-------|-------------------------|--------------------------------------|------------------------|-------------------------|------------------------------------------------|-------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| Date Received | Type Of Complaint |       |                         |                                      |                        |                         |                                                | Address           | Conclusion                                                                                                                                                                                                                                                                                                                                                                                                             | System      |
|               | Taste/<br>Odor    | Color | Turbidity/<br>Particles | Worms/ Other<br>Visible<br>Organisms | Pressure<br>(High/Low) | Illness<br>(Waterborne) | Other (Specify)                                |                   |                                                                                                                                                                                                                                                                                                                                                                                                                        |             |
| 9/5/2018      | X                 |       |                         |                                      |                        |                         | Custmer complained of strong chlorine odor.    | 10771 Westwood Rd | Upon field investigation by SLVWD staff, free chlorine was 1.4 mg/L at the residence outside hose spigot. The wells feeding this area (Olympia Wells 2 and 3) had a chlorine residual at the time of this customer investigation of 1.5 mg/L. The chlorine dose at the wells was turned down to 1.2 mg/L after investigating this complaint. The customer was informed of this change and satisfied with the response. | SLVWD-North |
| 9/24/2018     | X                 |       |                         |                                      |                        |                         | Customer complained of a strong chlorine smell | 860 Sunset Rd     | Upon field investigation by SLVWD staff, water quality resutls appeared to be normal and within range. Free chlorine was 0.8 mg/L. Customer was notified of results and will troubleshoot their internal plumbing.                                                                                                                                                                                                     | SLVWD-North |
| 9/26/2018     |                   | X     |                         |                                      |                        |                         | Customer complained of discolored water        | 247 Melin Ave     | Upon investigation by SLVWD staff, water quality results appeared normal and within range. Free chlorine was 1.0 mg/L, turbidity was 1.0 NTU and no color was visually observed in the field. Customer was provided with results and will call back if colored water returns.                                                                                                                                          | SLVWD-North |

# SAN LORENZO VALLEY WATER DISTRICT

## VEHICLE MILEAGE

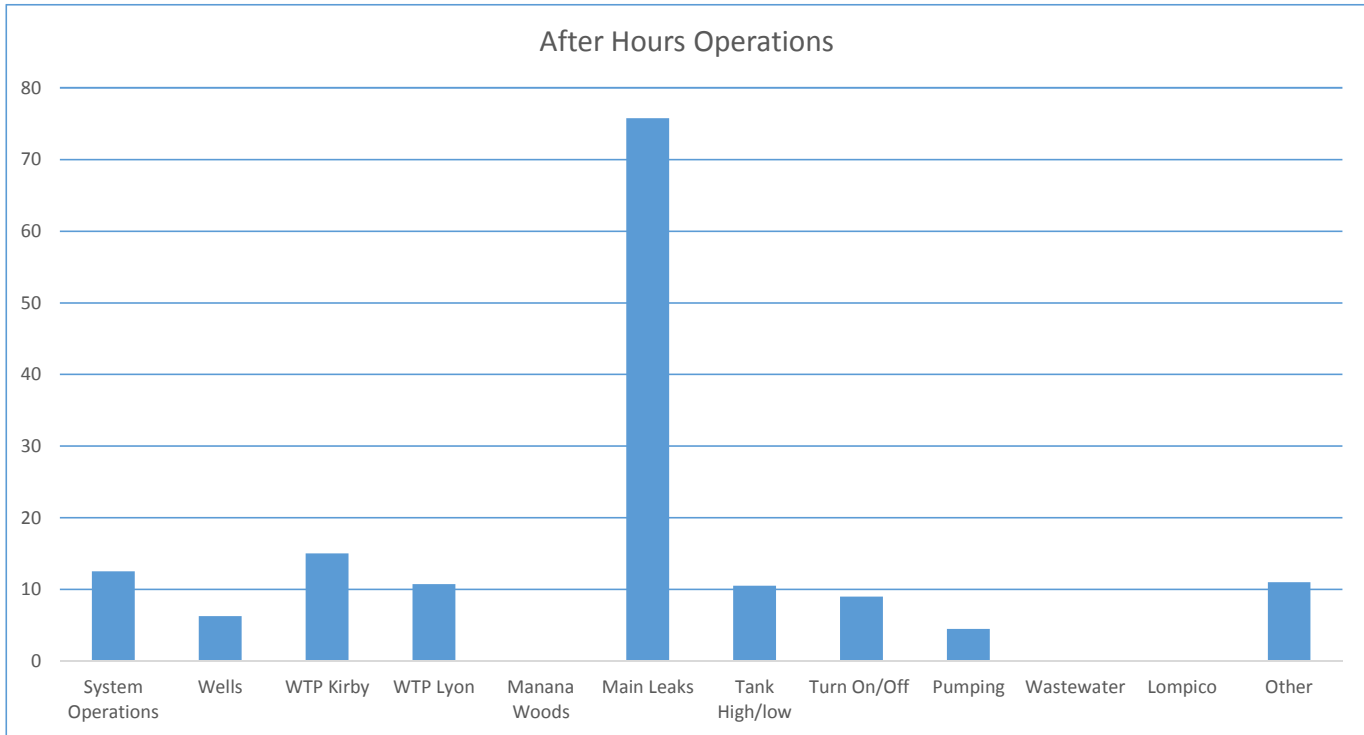
### September 2018

Agenda: 10.18.18  
Item: 12.4



**SAN LORENZO VALLEY WATER DISTRICT**  
**OPERATIONS DEPARTMENT**  
 September 2018

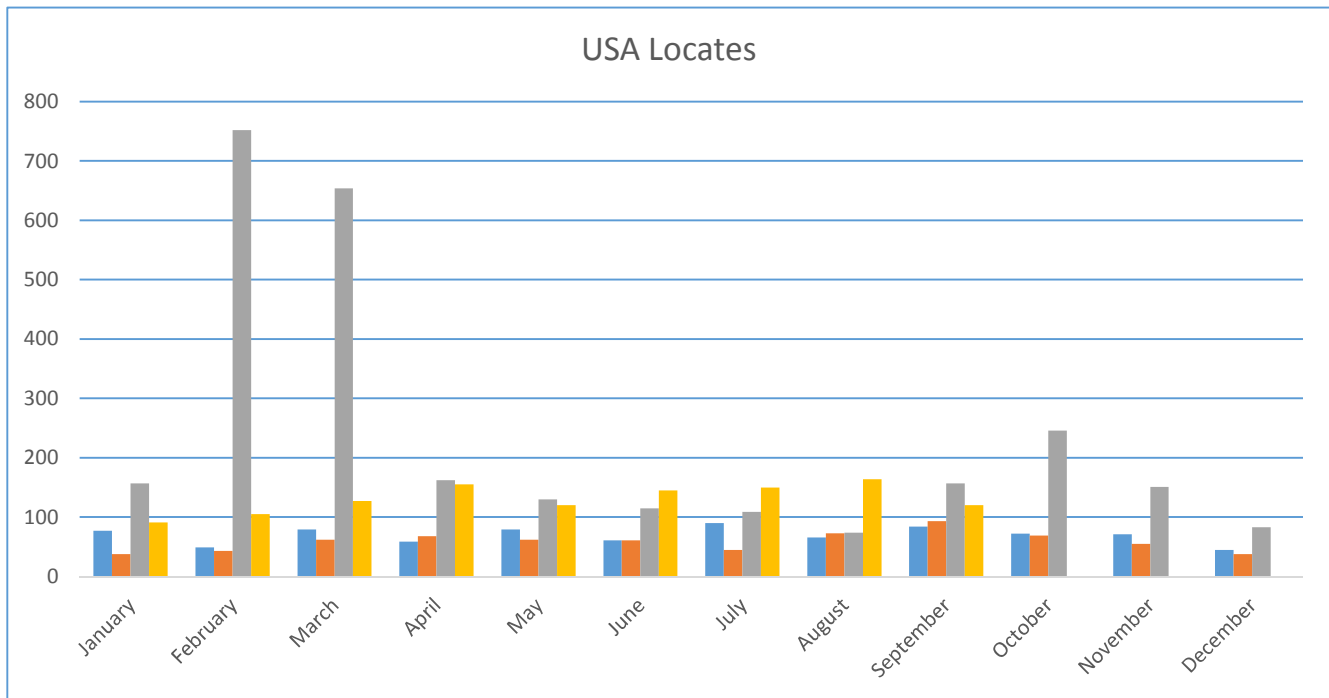
Agenda: 10.18.18  
 Item: 12.4



| Description       | Hours  |           | 2015    | 2016    | 2017    | 2018   |
|-------------------|--------|-----------|---------|---------|---------|--------|
| System Operations | 12.5   | January   | N/A     | 145.00  | 280.75  | 90.50  |
| Wells             | 6.25   | February  | N/A     | 86.50   | 192.25  | 72.00  |
| WTP Kirby         | 15     | March     | N/A     | 153.75  | 105.75  | 80.25  |
| WTP Lyon          | 10.75  | April     | 82.50   | 72.00   | 128.75  | 19.00  |
| Manana Woods      | 0      | May       | 104.75  | 49.25   | 132.75  | 105.5  |
| Main Leaks        | 75.75  | June      | 172.50  | 83.25   | 112.75  | 89.00  |
| Tank High/low     | 10.5   | July      | 124.25  | 80.25   | 162.00  | 145.25 |
| Turn On/Off       | 9      | August    | 111.75  | 81.25   | 141.25  | 134.5  |
| Pumping           | 4.5    | September | 230.25  | 175.00  | 201.25  | 155.25 |
| Wastewater        | 0      | October   | 128.25  | 78.50   | 104.00  |        |
| Lompico           | 0      | November  | 114.25  | 96.25   | 122.50  |        |
| Other             | 11     | December  | 186.25  | 130.75  | 134.00  |        |
| Total             | 155.25 |           | 1254.75 | 1231.75 | 1818.00 | 891.25 |

**SAN LORENZO VALLEY WATER DISTRICT**  
**OPERATIONS DEPARTMENT**  
**September 2018**

Agenda: 10.18.18  
 Item: 12.4



| <u>Month</u>         | <u>2015</u> | <u>2016</u> | <u>2017</u>  | <u>2018</u> |
|----------------------|-------------|-------------|--------------|-------------|
| January              | 77          | 38          | 157          | 91          |
| February             | 49          | 43          | 752          | 105         |
| 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          |             |
| November             | 71          | 55          | 151          |             |
| December             | 45          | 38          | 83           |             |
| <b>Total to Date</b> | <b>832</b>  | <b>707</b>  | <b>2,790</b> | <b>1177</b> |





NOSSAMAN LLP

## Memorandum

**TO:** Board of Directors,  
San Lorenzo Valley Water District

**FROM:** Gina R. Nicholls, District Counsel

**DATE:** October 12, 2018

**RE:** Legal Department Status Report  
502665-0001

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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.<sup>1</sup> Since the last legal department status report dated September 13, 2018, 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:<sup>2</sup>

- Board meetings
- Pending litigation
- District policies and procedures & Proposition 218
- Contracts and related issues
- Employment issues
- Third-party subpoenas
- Election issues
- Other

During the past month, pending litigation (3 cases against the District) has comprised roughly one-fourth of the legal work performed on behalf of the District. This excludes work performed by counsel appointed and paid by the District’s insurance providers.

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<sup>1</sup> 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.

<sup>2</sup> List includes general and special counsel work by Nossaman and other law firms, if any, representing the District.

Memorandum  
October 12, 2018  
Page 2

The most significant areas of effort over the next month are likely to include the following:

- Board meetings
- Policies and procedures
- Contracts
- Pending litigation





## MINUTES OF SPECIAL ADMINISTRATION COMMITTEE MEETING

Covering Policy, Administration and Community  
Relations/Communications

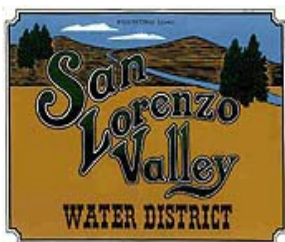
Monday, September 17, 2018 at 10:00 am at the Operations Building, 13057 Highway 9, Boulder Creek, California.

### MINUTES

1. Convene Meeting 10:00 am  
Roll Call: Chair Bruce, Dir. Baughman, B. Fultz  
Staff: R. Rogers, Acting Dist. Mgr., H. Hossack, Dist. Sec.
2. Oral Communications  
D. Loewen, E. Frech
3. Old Business:
  - A. PUBLICATION OUTREACH QUALIFICATIONS - MILLER MAXFIELD  
M. Bruce introduced the item.  
Discussion by the Committee and staff regarding the of Publication Outreach qualifications- presentation by B. Maxfield from Miller Maxfield.  
B. Maxfield and J. Murray presented their company profile and how they can help the District.  
Communications Plan will improve the District and the public trust.  
Website is in need of update.  
Discussion with Board and Miller Maxfield.  
D. Loewen addressed B. Maxfield.  
Discussion with the Board and staff.  
E. Frech addressed B. Maxfield.  
Bring this item back to the next Admin Committee meeting after consulting with counsel.  
Discussion by the Committee and staff.  
B. Maxfield addressed the Committee.
  - B. INTERNSHIP PROGRAM  
M. Bruce introduced the item.  
Discussion by the Committee and staff regarding an Internship Program.  
Rick will look into the progress of this item.
  - C. PAY IT FORWARD PROGRAM  
M. Bruce introduced the item.  
Discussion by the Committee and staff regarding the Pay It Forward collaboration with Community Bridges.  
D. Loewen addressed the Committee.

4. New Business:
  - A. LEGISLATIVE UPDATE  
M. Bruce introduced the item.  
Discussion by the Committee and staff regarding a legislative update.
  - B. ESTABLISHING THE PERFORMANCE OBJECTIVES AND GOALS FOR THE ACTING DISTRICT MANAGER  
M. Bruce introduced the item.  
Discussion by the Committee and staff regarding the performance objectives and goals for the Acting Dist. Mgr.  
D. Loewen addressed the Committee.
5. Written Communication:
  - o Letter from D. Loewen  
Discussion by the Committee and staff.  
D. Loewen addressed the Committee.
6. Adjournment 12:14 pm

Due to technical difficulties this meeting was not recorded.



## MINUTES OF ENVIRONMENTAL COMMITTEE MEETING

Responsible for matters of stewardship of the District's property including: Urban Water Management Plans; Water Conservation Programs; Classis Watershed Education Grants; Watershed Management; Resource Management and other environmental related matter.

Tuesday, **September 18, 2018 at 10:00 a.m.** at the Operations Building, 13057 Highway 9, Boulder Creek, California.

### AGENDA:

1. Convene Meeting 10:00 am  
Roll Call: Chair Ratcliffe, Dir. Bruce, J. Gomez  
Staff: J. Michelsen-Environmental Programs Mgr., C. Blanchard-Water Conservation, R. Rogers-Acting Dist. Mgr., H. Hossack-Dist. Sec.
2. Oral Communications: None
3. Old Business:
  - A. SAN LORENZO VALLEY ELEMENTARY SCHOOL FAMILY SCIENCE NIGHT  
C. Blanchard introduced this item.  
Discussion by the Committee and staff regarding SLVE Family Science Night.
  - B. FALL CREEK FISH LADDER UPDATE  
J. Michelsen introduced this item.  
Discussion by the Committee and staff regarding Fall Creek Fish Ladder update.
  - C. CONJUNCTIVE USE PLAN UPDATE  
J. Michelsen introduced this item.  
Discussion by the Committee and staff regarding Conjunctive Use Plan update.  
F. McPherson-Boulder Creek addressed the Committee.  
Discussion by Committee and staff.
4. New Business:
  - A. WATER CONSERVATION: STAGE II WATER ORDINANCE ENFORCEMENT POLICY  
C. Blanchard introduced this item.  
Discussion by the Committee and staff regarding Water Conservation Enforcement Policy.
  - B. GOV. BROWN'S PLAN TO CHANGE THE STATE'S TIMBER HARVESTING RULES  
J. Michelsen introduced this item.  
Discussion by the Committee and staff regarding Gov. Brown's plan for changes to the State's Timber Harvest rules and how it will affect the District.
  - C. SANTA MARGARITA GROUNDWATER AGENCY HYDROLOGIC MODEL EVALUATION REPORT  
J. Michelsen introduced this item.  
Discussion by the Committee and staff regarding the SMGWA Hydrologic Model

Evaluation report.

F. McPherson addressed the Committee.

Discussion by the Committee.

5. Informational Material:  
Report by Dir. Bruce of her Climate Action experience.  
Report by J. Gomez on Costal Cleanup and the CleanSwell app.  
Report by Chair Ratcliffe on Road and River Cleanup.  
Felton Library groundbreaking on Friday, Sept. 21th.
6. Future Agenda Items:  
Update on Blue Ribbon Panel  
Update on Climate Action Plan  
Update Power Purchase Agreement
7. Adjournment 10:55 am



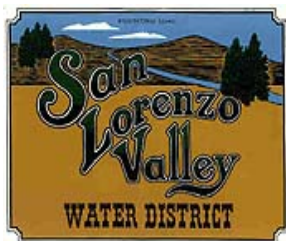
## MINUTES OF SPECIAL ENGINEERING COMMITTEE MEETING

Covering Design, Construction, Capital Improvement,  
Master Plan and other Engineering, Operational and  
Planning Related Matters

Monday, October 1, 2018 at 9:00 am at the Operations Building, 13057 Highway 9, Boulder Creek, California.

### MINUTES

1. 9:00 am Convene Meeting  
Roll Call: Chair Baughman, Dir. Smallman  
Staff: DM Rogers, Dir. of Finance and Business Services S. Hill and Dist. Sec. H. Hossack
2. Oral Communications  
E. Frech-Lompico addressed the Committee.
3. New Business: None
4. Old Business:
  - A. UPDATE ON THE DISTRICT'S CAPITAL IMPROVEMENT PROJECTS  
R. Rogers introduced this item.  
K. Plonka addressed the Committee.  
Discussion by the Committee and staff regarding an update on the District's CIP.  
R. Rogers updated Probation Tank progress.  
Discussion by the Committee and staff.  
R. Rogers updated Pasatiempo Well 8 progress.  
Discussion by the Committee and staff.  
S. Hill updated the bridge loan progress for funding of Probation Tank and USDA loans.  
Discussion by the Committee and staff.  
E. Frech addressed the Committee with response by S. Hill. D. Loewen-Lompico addressed the Committee with response by S. Hill.
  - B. LOMPICO ASSESSMENT DISTRICT (LAD) PROJECTS UPDATED  
R. Rogers introduced this item.  
Discussion by the Committee regarding an update on the LAD projects.  
D. Loewen and E. Frech addressed the Committee.  
Discussion by the Committee and staff.
  - C. WEBSITE POSTING ON PROJECTS  
R. Rogers introduced this item.  
Discussion by the Committee regarding website posting on projects.  
D. Loewen and D. Mack-SLVWD addressed the Committee.
5. Future Agenda Items:  
Bear Creek Estates Wastewater - Request for Proposal
6. 9:50 am Adjournment



## MINUTES OF ADMINISTRATION COMMITTEE MEETING

Covering Policy, Administration and Community  
Relations/Communications

Wednesday, October 10, 2018 at 10:30 am at the Operations Building, 13057 Highway 9, Boulder Creek, California.

### MINUTES

1. Convene Meeting 10:30  
Roll Call  
**Present:** Dir. Bruce, Dir. Baughman, B. Fultz  
**Staff:** S. Hill-Finance and Business Services, J. Michelsen-Environmental Programs Manager, H. Hossack-Dist. Sec.
2. Oral Communications:  
B. Fultz addressed the Committee.
3. New Business:
  - A. BI-MONTHLY BOARD OF DIRECTORS MEETING  
Dir. Bruce and Dist. Sec. Hossack introduced this item.  
Discussion by the Committee and staff regarding bi-monthly BoD meeting.  
D. Loewen-Lompico and E. Frech-Lompico addressed the Committee.  
Discussion by the Committee and staff.  
E. Frech addressed the Committee again.  
Discussion by the Committee.
  - C. SOCIAL MEDIA POLICY  
Dir. Bruce introduced this item.  
Discussion by the Committee and staff regarding a Social Media Policy.
  - D. BY-DISTRICT ELECTIONS  
Dir. Bruce introduced this item.  
Discussion by the Committee and staff regarding By-District Elections  
D. Loewen addressed the Committee.  
Discussion by the Committee.
  - B. DISTRICT WEBSITE REQUEST FOR PROPOSAL  
S. Hill introduced this item.  
Discussion by the Committee and staff regarding RFP for the District Website.  
D. Loewen addressed the Committee.  
Discussion by the Committee.
4. Old Business:
  - A. PROPOSITION 218 - POLICIES AND PROCEDURES  
G. Nicholls-District Counsel introduced this item.  
Discussion by the Committee and staff regarding Prop 218 Policy.  
D. Loewen addressed the Committee.  
Discussion by the Committee.  
E. Frech addressed the Committee.  
Discussion by the Committee and staff.

Dir. Bruce excused herself.

Discussion by the Committee.

B. LEGISLATIVE UPDATE

S. Hill introduced this item.

Discussion by the Committee and staff regarding a review of pertinent legislation currently being discussed.

D. Loewen addressed the Committee.

Discussion by the Committee.

C. COMMUNICATIONS UPDATE

B. Fultz introduced this item.

Discussion by the Committee and staff regarding a review of communications.

D. Loewen and E. Frech addressed the Committee.

Discussion by the Committee.

5. Future Agenda Items:

Document Retention Policy

Life Line Rates

Role of the Admin Committee

6. Adjournment 12:38

Diane Schwanbeck  
[REDACTED]  
Boulder Creek, California 95006  
[REDACTED]

September 18, 2018

San Lorenzo Valley Water District  
13060 Highway 9  
Boulder Creek, California 95006-9119

Re: Account No. [REDACTED]

To Whom it May Concern:

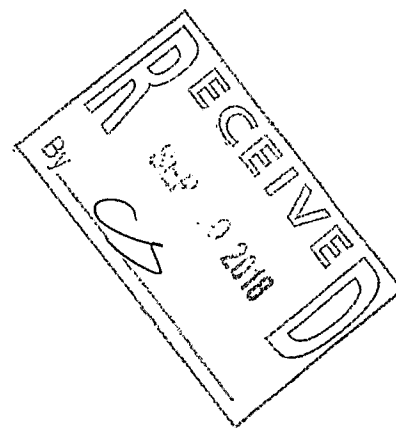
I am not at all happy to learn that Roundup (glyphosate) is being used in the Olympia watershed.

PLEASE STOP IT.

Thank you,



Diane Schwanbeck





# Fall Creek Fish Ladder gets cleaned following last year's storm damage

- By Libby Leyden
- Sep 19, 2018

After almost two weeks of work, the Fall Creek Fish Ladder is finally almost cleared of several feet-deep debris, caused by the storms of 2016 and 2017.

The San Lorenzo Valley Water District, with assistance from the California Conservation Corps (CCCs), started to remove debris from the fish ladder early last week. According to Environmental Programs Manager at the SLVWD, Jen Michelsen, this is just Phase I of improving the Fall Creek Fish Ladder.

“This is really critical habitat for steelhead,” Michelsen said. “Fall Creek is great for steelhead spawning because there is no development upstream in the State Park.”

During the past winter storms rock and sediment filled the fish ladder, impairing fish passage. After extensive surveying and permitting, the district was allowed to work with CCCs and remove the debris by shovel and other hand tools, passing the materials downstream using a conveyor belt. In an effort to improve habitat, the debris removed from the fish ladder will be moved downstream to be redistributed during the winter high stream flows.

While the debris is being removed, the District temporarily diverted the water flow out of the ladder. According to Michelsen, the excess debris amounts to approximately 30 cubic yards. The survey on steelhead population in Fall Creek is not published yet, so there is no way to tell for certain what impact the debris in the fish ladder has had so far, according to Michelsen.

“Normally when we are doing monitoring there are a lot of juvenile steelhead in the fish ladder,” Michelsen said. “But when there is a lot of sediment and no pools in the fish ladder, there have not been a lot of steelhead.”

Since the District took over the fish ladder in 2008, there has not been an issue of excess debris until 2017, however with climate change and the uncertainty of storm damage, this will likely happen again in the future, Michelsen said. The total cost for the debris removal is estimated at approximately \$50,000, with 75 percent of the funding coming from FEMA.

But this is just Phase I of II to improve the Fall Creek Fish Ladder. According to Michelsen, Phase II, which will hopefully start next July, will involve improving jump heights in the ladder. Currently, some of the jumps are too high for the fish to get over. After the improvements planned in Phase II, jump heights will be six inches, allowing fish at all stages of life to get over the ladder. Since Phase II will be a more extensive project, requiring the maximum allotted time to work in the stream, it was vital the District clean the debris from the ladder this fall.

“The Water District is trying to take care of the environment throughout this whole process,” Michelsen said. “We are trying to be good stewards of our watershed.”

## Coast Lines

### **SAN LORENZO VALLEY**

#### **Water district leaders welcome public**

San Lorenzo Valley Water District Acting District Manager Rick Rogers and Board President Chuck Baughman, who is seeking re-election, will host a series of informal drop-in coffee chats for the public 9-10 a.m. Wednesdays before the election.

Dates are: Sept. 26, Coffee Nine, 9505 Highway 9, Ben Lomond; Oct. 10, Rocky's Café, 6560 Highway 9, Felton, and Oct. 24 — Heavenly Roadside Café, 1210 Mount Hermon Road, Scotts Valley.

They will talk with customers, gather feedback on issues and answer questions.

Santa Cruz Sentinel September 20, 2018

## Two Slates Vie in SLVWD Race October 4, 2018

### ELECTION 2018



Ratcliffe Hayes Baughman Henry Swan Fultz

**FELTON** >> Voters in the San Lorenzo Valley Water District have a choice between two slates of candidates. The incumbents running together are Chuck Baughman, 64, of Boulder Creek, a retired electrical engineer, Gene Ratcliffe, 59, of Felton, who has worked in habitat restoration, and John Hayes, 59, of Felton, who works for HP Enterprise and was a budget committee member before being appointed mid-year to replace Eric Hammer. Challengers are Lois Henry, 79, of Lompico, retired credit union CEO and president of the Lompico water board before it merged with the San Lorenzo Valley Water District, Stephen Swan, 65, of Ben Lomond, a project manager, and Robert Fultz, 61, Boulder Creek, chief financial officer of a Silicon Valley startup.

Incumbents contend they have been good stewards of the water district, creating a plan to replace old tanks and rebuild reserves by raising rates after customers severely cut water use and district revenue during the drought. Challengers contend the incumbents neglected infrastructure repairs and spent too much money on lawsuits and legal advice. The challengers call for more effective communication with the public, an issue raised by the Grand Jury in May.

Last week, at a candidate forum at San Lorenzo Valley Elementary School organized by the Press Banner and Valley Women's Club, the six candidates answered questions about spending, lawsuits, regional groundwater co-operation, meeting civility and using weed-killer glyphosate, a probable carcinogen, to cut down prolific French broom in the watershed. "We raised the rates so we could borrow the money to spend on capital improvements," Ratcliffe said. "We just approved seven major infrastructure projects." Baughman said the plan is to spend \$2.5 million a year on projects. "Past boards were scared to bring to the public what really needed to be done," he said. "The capital improvement plan is on the website," Hayes said. Henry criticized the 40-year U.S. Department of Agriculture loan for the projects, saying "Your grandchildren will be helping to pay that off." She questioned whether it was

necessary to hire a public relations firm or have a lawyer attend every meeting. Legal expenses are an issue as the board defended Terry Vierra, who was a San Lorenzo Valley Water District board member, in a lawsuit claiming conflict of interest. A Superior Court judge fined Vierra \$9,300, the profit for him and his wife on property purchased by the water district and approved by the board. “We are being sued for stopping our support of him,” Baughman said, referring to Vierra. “The plaintiff has declined mediation. That makes it much harder.” Ratcliffe said the district’s new attorney is needed “so we don’t get in problems in the future. It’s very complex. It’s not for amateurs.” Hayes said he would like to reduce legal expenses and reduce the amount spent on outside consultants. “We need to get that in-house,” he said. Fultz said he would not spend money on lawsuits. “Our team,” he said, “will work to end lawsuits as quickly as possible.” Henry said, “It’s not a director’s job to sell real estate to the district. It’s a conflict of interest.” As for the regional groundwater discussions with Scotts Valley, Mount Hermon Conference Center and private well owners, Henry said, “There’s no choice. The state said you have to participate... We need to be working collaboratively on this issue.” Hayes agreed. Swan suggested the district offer a \$25 credit to customers who report leaks. “That’s sustainability to me,” he said. Swan, Henry and Fultz agreed they would not support using glyphosate in the watershed, as Ratcliffe and Baughman did last year. Ratcliffe disagreed. She said that “using one cup of glyphosate” would be “environmentally a positive thing. It wasn’t popular but it was the right decision.” Hayes said he was willing to sign a pledge saying glyphosate will never be used — “particularly in light of the court case in San Francisco.” At some board meetings some attendees have been frustrated; there has been tension and on occasion yelling. Ratcliffe recalled one meeting where people showed up to discuss an item not on the agenda. “Oral communication is one-way communication,” she said, explaining why board member do not respond to questions during oral communication. “We cannot have a back and forth,” said Baughman, suggesting community members who want dialogue to attend a committee meeting. Fultz disagreed, contending the Brown Act does not mandate silence by board members. “We have a nine-point program to change the culture of the board, to invite people in to find solutions,” Fultz said. “We can change those policies and we will do so.” Swan said, “Everyone who goes to board meetings deserves to be heard.”

[jgumz@santacruzsentinel.com](mailto:jgumz@santacruzsentinel.com) @jondigumz on Twitter

*Contact reporter Jondi Gumz at 831-706-3253.*

# San Lorenzo Valley Water District CY2017 Verification Report



## Section 1: Overview

**Date of Verification Report:** 9/18/2018

**Member Name:** San Lorenzo Valley Water District (SLVWD)

**Emissions Year Report Verified:** CY2017

**Reporting Classification:** ☐ Transitional ☒ Complete ☐ Historical

**Member's Organizational Boundaries:**

☒ Control Only: (☐ Financial **or** ☒ Operational)

☐ Equity Share and Control (☐ Financial **or** ☐ Operational)

**Geographic Scope of Emissions Report:**

☐ Transitional, specify geographic boundary: \_\_\_\_\_; specify GHGs: \_\_\_\_\_

☒ North American

☐ Worldwide (including North America) ☐ Worldwide (non-North America)

**Verification Body Name:** Cameron-Cole, LLC

**Verification Body Contact:** Chris Lawless

Title: Director, Greenhouse Gas Management Services

Telephone: (510) 777-1858

E-mail: clawless@cameron-cole.com

**Subcontractors:** N/A

**Verification Team Members:**

Lead Verifier: Dru Krupinsky

Other Verifiers: Michelle Fremming

**Independent Peer Reviewer:** Chris Lawless

**Type of Verification:** ☐ Batch ☒ Streamlined ☐ Full

**Level of Assurance:** ☐ Limited ☒ Reasonable

**GHG Reporting Protocols against which Verification was Conducted:**

- ☒ The Climate Registry's *General Reporting Protocol Version 2.1*, dated January 2016
- ☒ The Climate Registry's GRP Updates and Clarifications document dated March 2018

**GHG Verification Protocols used to Conduct the Verification:**

- ☒ The Climate Registry's *General Verification Protocol Version 2.1*, dated June 2014
- ☒ The Climate Registry's GVP Updates and Clarifications document dated March 2016

**Total Entity-Wide Emissions Verified:**

Total Scope 1 Emissions: 191.23 mt CO<sub>2</sub>e

190.62 CO<sub>2</sub> 0.01 CH<sub>4</sub> 0.002 N<sub>2</sub>O 0 HFCs 0 PFCs 0 NF<sub>3</sub> 0 SF<sub>6</sub>

Direct Biogenic CO<sub>2</sub>: 0 mt CO<sub>2</sub>

Total Location-based Scope 2 Emissions: 347.04 mt CO<sub>2</sub>e

345.74 CO<sub>2</sub> 0.02 CH<sub>4</sub> 0.003 N<sub>2</sub>O

Indirect Location-based Biogenic CO<sub>2</sub>: 0 mt CO<sub>2</sub>

Total Market-based Scope 2 Emissions: 193.64 mt CO<sub>2</sub>e

192.34 CO<sub>2</sub> 0.02 CH<sub>4</sub> 0.003 N<sub>2</sub>O

Indirect Market-based Biogenic CO<sub>2</sub>: \_\_\_\_\_ mt CO<sub>2</sub>

**Summary of Verification Findings:**

☒ Verified

☐ Unable to Verify (include reason, e.g., "due to data errors" or "due to non-compliance with TCR's reporting requirements): \_\_\_\_\_

Comment: \_\_\_\_\_

## Section 2: Verification Plan

**Describe the verification plan, including the risk assessment methodologies employed and the sampling plan** (either in the space below or attached separately):

Cameron-Cole has attached a copy of the Verification Plan. Cameron-Cole's risk assessment was based on the information provided by San Lorenzo Valley Water District (SLVWD) including the CRIS report, back-up calculation spreadsheets, and information provided during the kick-off call between SLVWD and Cameron-Cole. This risk assessment informed the Verification Sampling Plan.

The Verification Sampling Plan included a ranking of emissions sources by contribution to total CO<sub>2</sub>e emissions, and a ranking of emissions sources with the largest calculation uncertainty.

The Verification Sampling Plan included a qualitative narrative on the uncertainty risk assessment in the following areas:

- Data acquisition equipment;
- Data sampling and frequency;
- Data processing and tracking;
- Emissions calculations;
- Data reporting; and,
- Management policies or practices in developing emissions data reports.

The Verification Sampling Plan informed the Data Request, and the Data Request was then provided to SLVWD.

## Section 3: Identification of Emission Sources

**List all facilities/emission sources/GHG identified through verification activities within the geographic and organizational boundaries of the emissions report.**

| Facility Name/Identifier | Facility Location | Emission Source                                                                      | GHG                                                  | Included in Emission Report?                                        |
|--------------------------|-------------------|--------------------------------------------------------------------------------------|------------------------------------------------------|---------------------------------------------------------------------|
| Admin                    | Boulder Creek, CA | Fugitive Emissions,<br>Gasoline,<br>Diesel,<br>Purchased Electricity,<br>Natural Gas | CO <sub>2</sub> , CH <sub>4</sub> , N <sub>2</sub> O | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Ops/Distribution         | Boulder Creek, CA | Fugitive Emissions,<br>Gasoline,<br>Diesel,<br>Purchased Electricity,<br>Natural Gas | CO <sub>2</sub> , CH <sub>4</sub> , N <sub>2</sub> O | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |



| Facility Name/Identifier | Facility Location | Emission Source                                                          | GHG                                                  | Included in Emission Report?                                        |
|--------------------------|-------------------|--------------------------------------------------------------------------|------------------------------------------------------|---------------------------------------------------------------------|
| Ops/Supply & Treatment   | Boulder Creek, CA | Fugitive Emissions, Gasoline, Diesel, Purchased Electricity, Natural Gas | CO <sub>2</sub> , CH <sub>4</sub> , N <sub>2</sub> O | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Wastewater               | Boulder Creek, CA | Process Emissions, Purchased Electricity, Diesel                         | CO <sub>2</sub> , CH <sub>4</sub> , N <sub>2</sub> O | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |

## Section 4: Verification Activities Log and Evaluation of Compliance

| Verification Activities Check List                                                                                                                                                                                                  |               |               |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|---------------|
| Preparing for Verification                                                                                                                                                                                                          |               | Date Achieved |
| 1. Bid on a Verification Contract                                                                                                                                                                                                   |               | 6/28/2018     |
| 2. Submit Case-Specific COI Assessment Form to Registry                                                                                                                                                                             |               | 7/22/2018     |
| 3. Negotiate Contract with Member                                                                                                                                                                                                   |               | 7/30/2018     |
| 4. Notify The Registry of Planned Verification Activities                                                                                                                                                                           |               | N/A           |
| 5. Conduct Kick-off Meeting With Member                                                                                                                                                                                             |               | 8/14/2018     |
| 6. Develop Verification Plan                                                                                                                                                                                                        |               | 8/30/2018     |
| Verification Activities                                                                                                                                                                                                             |               |               |
| Assessing Conformance with the Registry's Requirements                                                                                                                                                                              | Yes           | No            |
| 7. Is the Member a legal entity under U.S., Canadian or Mexican law?                                                                                                                                                                | Y             |               |
| 8. Is the Member a subsidiary of any other company, and if so is the parent company also reporting to the Registry?                                                                                                                 |               | N             |
| 9. If the Member is submitting a transitional report, is the Member eligible to do so?                                                                                                                                              |               | N/A           |
| 10. Are all emissions calculated using simplified estimation methodologies included in the inventory and documented as such?                                                                                                        | Y             |               |
| 11. If the answer to Question 10 is yes, are the simplified methods used appropriate, and are the results reasonable?                                                                                                               | Y             |               |
| 12. If the answer to Question 10 is yes, do the emissions estimated using these methods constitute 5% or less of the sum of an entity's Scope 1, Scope 2, and biogenic emissions from stationary and mobile combustion?             | Y             |               |
| 13. Have any mergers, acquisitions, or divestitures occurred during the current emissions year?                                                                                                                                     |               | N             |
| 14. Have any activities been outsourced or insourced in the current year?                                                                                                                                                           |               | N             |
| 15. Has the Member provided all required emissions data?                                                                                                                                                                            | Y             |               |
| 16. Have you performed data triangulations where reasonable?                                                                                                                                                                        | Y             |               |
| 17. Are any discrepancies between your emissions estimates and the Member's material? If so, has the Member addressed those discrepancies and corrected the data in CRIS?                                                           |               | N             |
| 18. Has the Member assigned emissions from on-road mobile sources to the correct geographic location? (i.e. Has the Member assigned the emissions to a state/province, nation or country as opposed to a single facility location?) | Y             |               |
| Verification Activities                                                                                                                                                                                                             |               |               |
| Assessing Completeness of Emission Report                                                                                                                                                                                           | Date Achieved |               |
| 19. Identify and list all Facilities in the Entity                                                                                                                                                                                  | 8/30/2018     |               |
| 20. Identify and list all Emission Sources (of Scope 1 Mobile, Scope 1 Stationary, Scope 1 Process, Scope 1 Fugitive, Scope 2, Direct Biogenic CO <sub>2</sub> Mobile, and Direct Biogenic CO <sub>2</sub> Stationary Emissions)    | 8/30/2018     |               |
| 21. Identify and list all Fuel Types                                                                                                                                                                                                | 8/30/2018     |               |
| 22. Rank All Sources by Magnitude on a CO <sub>2</sub> -e Basis                                                                                                                                                                     | 8/30/2018     |               |
| 23. Assess Any Changes in Geographic and Organizational Boundaries                                                                                                                                                                  | 8/30/2018     |               |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Yes             | No                   |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|----------------------|
| 24. [For Member's using the equity share approach] Does the emission report include all processes and facilities for which the Member holds an equity share? If not, why?                                                                                                                                                                                                                                                                                       |                 | N/A                  |
| 25. [For Member's using the financial control approach] Does the emission report include all processes and facilities under the financial control of the Member? If not, why?                                                                                                                                                                                                                                                                                   |                 | N/A                  |
| 26. [For Member's using the operational control approach] Does the emission report include all processes and facilities under the operational control of the Member? If not, why?                                                                                                                                                                                                                                                                               | Y               |                      |
| 27. Does the report include all facilities and sources of GHG emissions within the geographic boundaries of the Member? Or, if the Member is a Transitional Member, does the report include all facilities and sources within the states, provinces, and or native sovereign nations that the Transitional Member has chosen?                                                                                                                                   | Y               |                      |
| 28. Does the report include all applicable types of GHGs from each facility and emission source within the geographic and organizational boundaries of the Member? Or, in the case of Transitional Members, does the report include all emissions of the GHGs that the Member has chosen to report (and, at a minimum, CO <sub>2</sub> ) from each facility and emission source within the geographic and organizational boundaries of the transitional Member? | Y               |                      |
| 29. Has the reporting entity included all of its Scope 1 and Scope 2 emissions for each facility?                                                                                                                                                                                                                                                                                                                                                               | Y               |                      |
| 30. Have the Scope 1 emissions been broken down by source type (stationary combustion, mobile combustion, fugitive and process)?                                                                                                                                                                                                                                                                                                                                | Y               |                      |
| 31. Have biogenic CO <sub>2</sub> emissions been reported separately from the Scope 1 emissions?                                                                                                                                                                                                                                                                                                                                                                | Y               |                      |
| 32. What type of records were used as the basis for calculating emissions, and were these records appropriate?                                                                                                                                                                                                                                                                                                                                                  | Y –<br>Invoices |                      |
| <b>Performing Risk Assessment Based on Review of Information Systems and Controls</b>                                                                                                                                                                                                                                                                                                                                                                           |                 | <b>Date Achieved</b> |
| 33. Evaluate Procedures and Systems for Preparing Emission Report                                                                                                                                                                                                                                                                                                                                                                                               |                 | 8/30/2018            |
| 34. Evaluate Personnel and Training - Does the Member's management system define what is "qualified" and what constitutes "appropriate training"?                                                                                                                                                                                                                                                                                                               |                 | 8/30/2018            |
| 35. Assess if the uncertainty associated with methodologies and management systems is more than appropriate                                                                                                                                                                                                                                                                                                                                                     |                 | 8/30/2018            |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Yes             | No                   |
| 36. Are the calculation methodologies/procedures used to compute GHG emissions at the source level among those described in the General Reporting Protocol? If not, why?                                                                                                                                                                                                                                                                                        | Y               |                      |
| 37. If a non-GRP methodology has been used because the General Reporting Protocol does not provide any methodology for the particular source(s) in question, is the methodology that was used an industry standard for this source type(s)?                                                                                                                                                                                                                     |                 | N/A                  |
| 38. If alternative emission factors were used, did the Member establish a basis for concluding that they were more accurate than the default factors?                                                                                                                                                                                                                                                                                                           |                 | N/A                  |
| 39. Are appropriate methods used to manage and implement entity-wide GHG emissions reporting programs? If the Member has more than one facility, is the emissions data correctly monitored?                                                                                                                                                                                                                                                                     | Y               |                      |
| 40. Is a qualified individual responsible for managing and reporting GHG emissions?                                                                                                                                                                                                                                                                                                                                                                             | Y               |                      |

|                                                                                                                                                                                                                                                                                            |                      |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
| 41. Is appropriate training provided to personnel assigned to GHG emissions reporting duties? If the Member relies on external staff to perform required activities, are the contractors' qualified to undertake such work?                                                                | Y                    |
| 42. Are appropriate documents created to support and/or substantiate activities related to GHG emissions reporting activities, and is such documentation retained appropriately? For example, is such documentation maintained through reporting plans or procedures, utility bills, etc.? | Y                    |
| 43. Are appropriate mechanisms used to measure and review the effectiveness of GHG emissions reporting programs? For example, are policies, procedures, and practices evaluated and updated at appropriate intervals?                                                                      | Y                    |
| 44. Does the system account for the diversity of the sources that comprise each emission category? For example, are there multiple types of vehicles and other transportation devices that require different emission estimation methodologies?                                            | Y                    |
| 45. Do you know the diversity of GHGs emitted from each emission source category?                                                                                                                                                                                                          | Y                    |
| 46. When available, has the Member used the emission factors, GWPs and standardized estimation methods in the Registry's General Reporting Protocol to calculate emissions in each source category?                                                                                        | Y                    |
| a. Are the methodologies, data sources and emission factors documented and explained appropriately?                                                                                                                                                                                        | Y                    |
| 47. Does the Member's GHG management system appropriately track emissions in all of the emission source categories?                                                                                                                                                                        | Y                    |
| <b>Developing a Sample Plan</b>                                                                                                                                                                                                                                                            | <b>Date Achieved</b> |
| 48. Develop Sampling Procedures for Sources Based on Risk of Material Misstatement                                                                                                                                                                                                         | 8/30/2018            |
| 49. Was the overall Verification Plan and the types of facilities and their materiality considered when developing the facility visit list?                                                                                                                                                | Y                    |
| 50. Were direct and indirect emissions considered separately?                                                                                                                                                                                                                              | Y                    |
|                                                                                                                                                                                                                                                                                            | <b>Yes      No</b>   |
| 51. Based on the GVP v. 2.0 Section 4.3.4, have you visited an appropriate number of facilities?                                                                                                                                                                                           | Y                    |
| <b>Verifying Emission Estimates Against Verification Criteria</b>                                                                                                                                                                                                                          | <b>Date Achieved</b> |
| 52. Confirm Total Fuel Consumption                                                                                                                                                                                                                                                         | 8/30/2018            |
| 53. Confirm Vehicle Miles Traveled                                                                                                                                                                                                                                                         | 8/30/2018            |
| 54. Confirm that appropriate Emission Factors are Used. If not Default Factors, ensure the Derivation and Explanation of increased Accuracy is properly Documented                                                                                                                         | 8/30/2018            |
| 55. Calculate Scope 1 (Mobile, Stationary, Process & Fugitive), Scope 2, and Direct Biogenic CO <sub>2</sub> (Mobile and Stationary) Based on Sampling Procedures                                                                                                                          | 8/30/2018            |
| 56. Compare Estimates from Sample Calculations to Reported Emissions                                                                                                                                                                                                                       | 8/30/2018            |
| 57. Determine if There are Any Discrepancies Between Sample Calculation and Reported Emissions                                                                                                                                                                                             | 8/30/2018            |
| 58. Determine if any reporting errors have caused material misstatements                                                                                                                                                                                                                   | 8/30/2018            |
|                                                                                                                                                                                                                                                                                            | <b>Yes      No</b>   |
| 59. Are the reported electricity, steam, and district heating and cooling use consistent with utility bills?                                                                                                                                                                               | Y                    |
| 60. Is the reported total stationary fuel use by fuel type consistent with the fuel use records?                                                                                                                                                                                           | Y                    |

|                                                                                                                                                                                                                                                                                                          |                      |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
| 61. Is the reported total consumption of fuels in motor vehicles consistent with available documentation and by vehicle type? If the entity calculates transportation emissions based on vehicle mileage, is the reported vehicle mileage consistent with vehicle mileage records?                       | Y                    |
| 62. Is the reported process and fugitive emissions consistent with activity data or maintenance records?                                                                                                                                                                                                 | Y                    |
| 63. Are the emission factors used by the Member appropriate?<br>a. If Registry default factors are not used, do the alternative emission factors provide increased accuracy?<br>b. Is the derivation and explanation of increased accuracy properly documented and reasonable?                           | Y                    |
| 64. Does a sample of the Member's calculations agree with your re-calculated Scope 1 (mobile, stationary, process & fugitive), Scope 2, and Direct Biogenic CO <sub>2</sub> (Mobile and Stationary) emissions estimates? Have you documented your process for determining the appropriate sampling plan? | Y                    |
| 65. Are all required GHG emissions included?                                                                                                                                                                                                                                                             | Y                    |
| 66. Are discrepancies between your emissions estimates and the Member's immaterial?                                                                                                                                                                                                                      | Y                    |
| <b>Completing the Verification Process</b>                                                                                                                                                                                                                                                               | <b>Date Achieved</b> |
| <b>67. Prepare a Detailed Verification Report &amp; Submit to Member</b>                                                                                                                                                                                                                                 | 9/18/2018            |
| <b>68. Prepare a Verification Statement &amp; Submit to Member</b>                                                                                                                                                                                                                                       | 9/18/2018            |
| <b>69. Conduct Verification Meeting with Member to Discuss &amp; Finalize Verification Report &amp; Statement</b>                                                                                                                                                                                        | 9/18/2018            |
| <b>70. Communicate Verification findings to The Registry through CRIS</b>                                                                                                                                                                                                                                | 9/18/2018            |
| <b>71. Retain Relevant Verification Documents &amp; Records</b>                                                                                                                                                                                                                                          | 9/18/2018            |

## Section 5: Findings

List all direct misstatements discovered during the verification and their magnitude at the entity level

| Discrepancy                                                  | Magnitude as a Percent of Reported Direct Entity-Level Emissions | Current Disposition of the Discrepancy                                                  |
|--------------------------------------------------------------|------------------------------------------------------------------|-----------------------------------------------------------------------------------------|
| Minor recalculation discrepancies in various Scope 1 sources | -0.15%                                                           | <input type="checkbox"/> Corrected<br><input checked="" type="checkbox"/> Not Corrected |

Net sum of all direct discrepancies at the entity level: -0.15%

List all location-based indirect misstatements discovered during the verification and their magnitude at the entity level

| Discrepancy                                      | Magnitude as a Percent of Reported Location-based Indirect Entity-Level Emissions | Current Disposition of the Discrepancy                                                  |
|--------------------------------------------------|-----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|
| Rounding discrepancies in verifier recalculation | -0.3                                                                              | <input type="checkbox"/> Corrected<br><input checked="" type="checkbox"/> Not Corrected |

Net sum of all location-based indirect discrepancies at the entity level: -0.3%

List all market-based indirect misstatements discovered during the verification and their magnitude at the entity level

| Discrepancy                                      | Magnitude as a Percent of Reported Market-based Indirect Entity-Level Emissions | Current Disposition of the Discrepancy                                                  |
|--------------------------------------------------|---------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|
| Rounding discrepancies in verifier recalculation | -0.8                                                                            | <input type="checkbox"/> Corrected<br><input checked="" type="checkbox"/> Not Corrected |

Net sum of all market-based indirect discrepancies at the entity level: -0.8%

**Attachment A –  
Verification Statement**

# Verification Statement



The Climate Registry

This verification statement documents that Cameron-Cole, LLC has conducted verification activities in conformance with ISO 14064-3 and The Climate Registry's (TCR) General Verification Protocol for the emissions report described below.

**Member Name:** San Lorenzo Valley Water District (SLVWD)

**Emissions Year:** January 1, 2017 through December 31, 2017

**Reporting Classification:** ☒ Complete ☐ Transitional ☐ Historical

**Reporting Boundary:** ☒ North American ☐ Worldwide (including North America) ☐ Worldwide (non-North America); Transitional or Historical, specify boundary: \_\_\_\_\_

**Consolidation Methodology:**

☒ Control Only: (☐ Financial **or** ☒ Operational)

☐ Equity Share and Control (☐ Financial **or** ☐ Operational)

**Verification Opinion:**

☒ Conformance

☐ Unable to verify conformance; summarize reason (e.g., "due to data errors" or "due to insufficient supporting evidence"): \_\_\_\_\_

Cameron-Cole has conducted a streamlined verification of San Lorenzo Valley Water District's emission report to a reasonable level of assurance. Based on Cameron-Cole's verification activities and findings, SLVWD emissions report is prepared in all material respects in accordance with the reporting criteria identified below.

**GHG reporting criteria against which verification was conducted:**

☒ The Climate Registry's *General Reporting Protocol Version 2.1*, dated January 2016

☒ The Climate Registry's GRP Updates and Clarifications document dated March 2018

☐ Others (specify): \_\_\_\_\_

**GHG verification protocols used to conduct the verification:**

☒ The Climate Registry's *General Verification Protocol Version 2.1*, dated June 2014

☒ The Climate Registry's GVP Updates and Clarifications document dated March 2016

☐ Others (specify): \_\_\_\_\_



**Total Entity-Wide Emissions Verified (Control Criteria):**

Total Scope 1 Emissions: 191.23 metric tons CO<sub>2</sub>e, consisting of metric tons of each GHG as follows:

190.23 CO<sub>2</sub> 0.01 CH<sub>4</sub> 0.001 N<sub>2</sub>O 0 HFCs (CO<sub>2</sub>e) 0 PFCs (CO<sub>2</sub>e) 0 NF<sub>3</sub> 0 SF<sub>6</sub>

Biogenic Direct CO<sub>2</sub> Emissions (stationary and mobile combustion only): 0 metric tons CO<sub>2</sub>

Total Location-based Scope 2 Emissions: 347.04 metric tons CO<sub>2</sub>e, consisting of metric tons of each GHG as follows:

345.74 CO<sub>2</sub> 0.02 CH<sub>4</sub> 0.003 N<sub>2</sub>O

Biogenic Indirect Location-based CO<sub>2</sub> Emissions: 0 metric tons CO<sub>2</sub>

Total Market-based Scope 2 Emissions: 193.64 metric tons CO<sub>2</sub>e, consisting of metric tons of each GHG as follows:

192.34 CO<sub>2</sub> 0.02 CH<sub>4</sub> 0.003 N<sub>2</sub>O

Biogenic Indirect Market-based CO<sub>2</sub> Emissions: 0 metric tons CO<sub>2</sub>

**Total Entity-Wide Emissions Verified (Equity Share Criteria, if applicable):**

Total Scope 1 Emissions: \_\_\_\_\_ metric tons CO<sub>2</sub>e, consisting of metric tons of each GHG as follows:

\_\_\_\_\_ CO<sub>2</sub> \_\_\_\_\_ CH<sub>4</sub> \_\_\_\_\_ N<sub>2</sub>O \_\_\_\_\_ HFCs (CO<sub>2</sub>e) \_\_\_\_\_ PFCs (CO<sub>2</sub>e) \_\_\_\_\_ NF<sub>3</sub> \_\_\_\_\_ SF<sub>6</sub>

Biogenic Direct CO<sub>2</sub> Emissions (stationary and mobile combustion only): \_\_\_\_\_ metric tons CO<sub>2</sub>

Total Location-based Scope 2 Emissions: \_\_\_\_\_ metric tons CO<sub>2</sub>e, consisting of metric tons of each GHG as follows:

\_\_\_\_\_ CO<sub>2</sub> \_\_\_\_\_ CH<sub>4</sub> \_\_\_\_\_ N<sub>2</sub>O

Biogenic Indirect Location-based CO<sub>2</sub> Emissions: \_\_\_\_\_ metric tons CO<sub>2</sub>

Total Market-based Scope 2 Emissions: \_\_\_\_\_ metric tons CO<sub>2</sub>e, consisting of metric tons of each GHG as follows:

\_\_\_\_\_ CO<sub>2</sub> \_\_\_\_\_ CH<sub>4</sub> \_\_\_\_\_ N<sub>2</sub>O

Biogenic Indirect Market-based CO<sub>2</sub> Emissions: \_\_\_\_\_ metric tons CO<sub>2</sub>

Comment: \_\_\_\_\_

**Attestation:**



Dru Krupinsky, Lead Verifier

9/18/2018  
Date

☒ Digital Signature Acknowledgement\*



Chris Lawless, Independent Peer Reviewer

9/18/2018  
Date

☒ Digital Signature Acknowledgement\*

**Authorization:**

I \_\_\_\_\_ accept the findings in this Verification Statement and authorize the submission of this verification statement to The Climate Registry on behalf of SLVWD.

\_\_\_\_\_  
*Member Representative Signature*

\_\_\_\_\_  
Date

☐ Digital Signature Acknowledgement\*

\*For digital signature: By checking the "Digital Signature Acknowledgement" box, I agree that this verification statement shall be deemed to be "in writing" and to have been "signed" for all purposes and that any electronic record will be deemed to be in "writing." I will not contest the legally binding nature, validity, or enforceability of this verification statement and any corresponding documents based on the fact that they were entered and executed electronically, and expressly waive any and all rights I may have to assert any such claim.

## **Attachment B – Verification Plan**

# Verification Plan

Prepared for:

San Lorenzo Valley Water District  
The Climate Registry CY2017

Date: 9/17/2018



creating sustainable success

**Cameron-Cole, LLC**

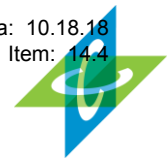
50 Hegenberger Loop  
Oakland, CA 94621

[www.cameron-cole.com](http://www.cameron-cole.com)



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## 1.0 Introduction

---

Cameron-Cole, LLC (Cameron-Cole) has been retained by San Lorenzo Valley Water District (SLVWD) to perform a verification of its Greenhouse Gas (GHG) Inventory for Calendar Year 2017 (CY2017), which was prepared using the TCR General Reporting Protocol (GRP) Version 2.1 dated January 2016 and associated updates and clarifications. This verification will be conducted between August and September of 2018.

This Verification Plan includes information on the following:

- Level of assurance
- Verification objectives
- Verification criteria
- Verification scope
- Materiality
- Verification activities and schedule. [NOTE: THIS MAY BE INCREASED OR DECREASED THROUGHOUT THE PLANNING PROCESS AS NECESSARY.]

For CY2017, SLVWD reported 191.23 Metric Tonnes of CO<sub>2</sub> equivalents (MTCO<sub>2</sub>e); and Scope 2 Indirect emissions of 347.39 MTCO<sub>2</sub>e, and 193.63 MTCO<sub>2</sub>e for the Location- and Market-based reporting scenarios, respectively.

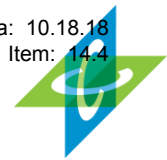
This Verification Plan was developed in accordance with the requirements of ISO14064-3:2006 and IAF MD6:2014. This document has been created using information derived via a systematic, interactive, and where necessary, iterative process. The plan will be revised and updated as necessary during the course of the verification process.

## 2.0 Level of Assurance

---

The level of assurance is used to determine the depth of detail that a verifier designs into the Verification Plan to determine if there are material omissions, errors or misstatements. Two levels of assurance are generally recognized – reasonable and limited. Reasonable assurance statements generate the highest level of confidence, and provide reasonable assurance that an emissions report is materially correct. Limited assurance statements provide less confidence, and involve less detailed examination of GHG data and supporting documentation. Limited assurance statements assert that there is no evidence that an emissions report is not materially correct.

SLVWD and Cameron-Cole have agreed that the verification of the GHG Inventory for CY2017 will result in a Reasonable assurance.



### 3.0 Verification Objectives

---

The primary objectives of the verification are to:

- Verify whether the SLVWD CY2017 Inventory meets the generally accepted GHG accounting principles of accuracy, completeness, transparency, relevance and consistency.
- Determine if SLVWD has reported all emissions in conformance with the guidelines provided in the TCR GRP.
- Determine whether or not the SLVWD CY2017 Inventory meet/exceed the 95% threshold for accuracy required by TCR.

### 4.0 Verification Criteria

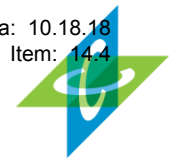
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The verification process will maintain the principles of completeness, consistency, accuracy, comparability and transparency. Cameron-Cole will conduct verification activities to assess accuracy and conformance with the stated objectives and GRP. Where GRP does not provide guidance on methodologies, or where SLVWD has a justification for using alternatives, SLVWD will reference these sources. In these cases, Cameron-Cole will use professional judgment to assess the accuracy and completeness of the GHG assertion.

Cameron-Cole will verify SLVWD's GHG emission report using the (most current versions of the) following standards:

- The Climate Registry's General Reporting Protocol (GRP) and its associated updates and clarifications
- The Climate Registry's General Verification Protocol (GVP) and its associated updates and clarifications
- ISO 14064-3:2006(E) (Specifications with Guidance for the Validation and Verification of Greenhouse Gas Assertions)

Per IAF MD 6:2014 (IAF Mandatory Document for the Application of ISO 14065:2013, Issue 2) A.8.4.8, Cameron-Cole shall identify applicable definitions in the agreed validation or verification criteria and consider them when determining whether a GHG assertion conforms to the validation or verification criteria.



## 5.0 Verification Scope

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A description of SLVWD's GHG Emissions Inventory that is included in the scope of verification activities is as follows:

- **Geographical:** California
- **Chemical:** all Kyoto gases for their operations include sources which emit carbon dioxide (CO<sub>2</sub>), methane (CH<sub>4</sub>) and nitrous oxide (N<sub>2</sub>O) and hydrofluorocarbons (HFCs) – note that HFCs have been categorically excluded from the inventory using the TCR Miniscule Source Exemption form.
- **Organizational Boundary:** water district with administrative; facilities supporting operations, supply and distribution; wastewater treatment facility
- **Operational Boundary:** The following sources/emissions were identified in SLVWD's organizational boundary:
  - Indirect Emissions from Electricity Purchases
  - Direct Emissions from Mobile Combustion Sources
  - Direct Emissions from Stationary Combustion Sources
  - Direct Emissions from Fugitive Emission Sources
  - Direct Emissions from Process Emission Sources

## 6.0 Materiality

---

The concept of materiality is used to determine if erroneous, omitted or misstated GHG emissions information will lead to significant misrepresentations of emissions. A material misstatement is the aggregate of errors and omissions with program requirements, and/or misrepresentations that could influence the decisions of intended users.

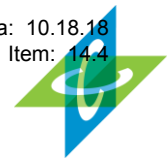
The Climate Registry sets the materiality threshold at 5% (for both understatements and overstatements) of a Member's direct and indirect emissions. SLVWD and Cameron-Cole have agreed on a materiality threshold of 5% assessed separately for direct and indirect emissions.

## 7.0 Discrepancies

---

Cameron-Cole's verification activities include understanding any issues with SLVWD'S GHG Inventory processes, calculations, data and documentation -- particularly those that result in a





material discrepancy. Cameron-Cole will provide SLVWD with information on discrepancies found during the course of the verification. Cameron-Cole will make every effort to provide this information in a timely manner (mostly likely in batches as the review progresses), so that SLVWD has sufficient time to rectify the discrepancies, if appropriate. SLVWD will then resubmit information to Cameron-Cole, preferably in batches, to allow Cameron-Cole ample time to re-verify the information.

If SLVWD and Cameron-Cole cannot agree on a discrepancy, a determination will be made as to its material impact on SLVWD's GHG Inventory. If the discrepancy is not considered material, Cameron-Cole will notify SLVWD, and allow SLVWD to rectify the discrepancy. If SLVWD does not rectify the non-material discrepancy, the Verification Statement will be qualified per IAF MD 6:2014 8.4.6. Cameron-Cole will also note this in the Verification Report. If the discrepancy is material, a compromise will be reached between SLVWD and Cameron-Cole with regard to how the discrepancy is presented in Cameron-Cole's Verification Report, and Cameron-Cole will notify SLVWD whether the discrepancy will impact Cameron-Cole's ability to provide Reasonable assurance.

## **8.0 Preliminary Findings**

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Please refer to Findings document for initial Findings.

## **9.0 Verification Activities**

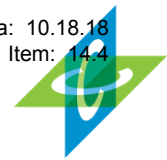
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Per IAF MD 6:2014 A.8.4.10, in evaluating the risk of material discrepancies related to the GHG assertion, Cameron-Cole shall consider:

- Views of the intended user(s);
- Relevance and relative contribution of the various GHG emissions from all GHG sources, sinks and reservoirs;
- Adequacy of the GHG information system and controls;
- Complexity of organization;
- Monitoring process applicable to the organization; and
- Relevant evidence from previous verifications, as applicable.

### **Review results of previous verifications**

Per IAF MD 6:2014 A.8.4.2, if previous verifications have been conducted, Cameron-Cole will conduct a review of the results of those activities and identify any changes to the GHG inventory since the last verification, and the reason(s) for such changes.



### **Verify emissions sources**

Cameron-Cole will conduct a detailed desktop review of SLVWD's source list to verify that all facilities, emissions sources, and fuels for the entity have been identified. All sources will be ranked by magnitude.

### **Determine areas of high risk and uncertainty**

Based on initial discussions, and on information gathered and evaluated in previous tasks, Cameron-Cole will then determine which areas (facilities, sources and resultant emissions estimates) have the highest risk of material error or misstatement. We will focus our efforts in these areas. The following are types of potential errors, omissions and misrepresentations that will be included in our assessment:

- The inherent risk of a material discrepancy occurring;
- The risk that the controls of the organization will prevent/ not prevent or detect a material discrepancy; and
- The risk that the verifier will not detect any material discrepancy that has not been corrected by the controls of the organization.

Per IAF MD 6:2014 A.8.4.4, Cameron-Cole will take into account the level of risk mitigation provided by the GHG information systems and controls when considering the detail and level of verification sampling.

### **Verification Sampling Plan and Data Request**

Since it is generally inefficient to assess all GHG information collected by an organization, a risk-based approach will be employed in developing a Verification Sampling Plan. The Verification Sampling Plan will identify the sources that will be subject to evaluation.

Cameron-Cole will submit a Data Request to SLVWD. The Data Request will request information including, but not limited to, the following:

- A description of inventory management systems, including methods used to gather, transcribe (if applicable), QA/QC and aggregate activity data;
- Fuel and utility bills; and
- Copies of leases or rental agreements.

Per ISO 14064-3:2006(E), the Verification Sampling Plan will “be amended, when necessary, based on any new risks or material concerns that could potentially lead to errors, omissions and misrepresentations that are identified throughout the validation or verification process.”

Per IAF MD 6:2014 A.8.4.6, In cases where errors, omissions or misstatements are identified in the GHG data and information, the validation and verification team shall require that these are corrected by the SLVWD, and increase the sampling. Where non-material errors, omissions or misstatements cannot be corrected, the V/VB shall qualify the validation or verification statement. Where statements



cannot be qualified, e.g. materiality or other program requirements are not met, the V/VB shall issue an adverse verification statement.

### **Evaluate methodologies and management systems**

Cameron-Cole will review the methodologies and management systems used by SLVWD to determine whether they are in conformance with the GRP. We will review the data collection, transcription, conversions (if applicable), assumptions (if applicable), QA/QC and recordkeeping processes to ensure they are robust. Cameron-Cole's management system review will give consideration to the following:

- Selection and management of the GHG data and information;
- Processes for collecting, processing, consolidating and reporting GHG data and information;
- Systems and processes that ensure the accuracy of the GHG data and information;
- Confirmation of the operability of the software and hardware used to process or generate GHG data and information (IAF MD 6:2014 A.8.4.7);
- Design and maintenance of the GHG information system;
- Systems and processes that support the GHG information system; and
- Results of previous assessments, if available and appropriate.

### **Desktop Review**

First, Cameron-Cole will conduct activities as described in the VERIFICATION PROTOCOL to verify the accuracy and completeness of activity data (i.e., verifying fuel and electricity usage). Then, using the results of previous tasks, Cameron-Cole will select calculations to verify.

### **Site Visits**

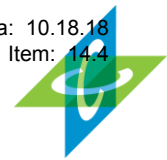
Cameron-Cole expects to conduct no site visits, in accordance with the GVP. All activities will be undertaken remotely, and may include: conduct interviews, examine source activity data available and confirm that all sources have been identified.

### **Recalculation**

Cameron-Cole will recalculate emissions estimates for selected sources using underlying activity data (provided by SLVWD). Material and immaterial errors and misstatements will be identified, and SLVWD's overall emissions estimates will be compared to our overall emissions estimates to determine if the materiality threshold (of 95% accuracy) has been achieved.

### **Verification Report, Verification Statement & Exit Meeting**

Per IAF MD 6:2014 A.8.4.9., input in to the assessment of the GHG assertion shall include: contract requirements related to scope, criteria, objectives, level of assurance and materiality as well as any validation or verification criteria-specific requirements; GHG assertion; output from the strategic analysis and assessment of risks; output from the assessment of GHG information system and controls; output from the assessment of GHG data and information; and output from the assessment against the verification criteria.



Per IAF MD 6:2014 A.8.4.11, the output from the assessment of the GHG assertion shall confirm that: evidence gathered is sufficient to validate or verify the GHG assertion in line with the scope, criteria, objectives, materiality and level of assurance as agreed in the contract; the verification process, as carried out, has delivered the level of assurance as agreed; sampling and its results support or not a conclusion that there are no material discrepancies in the GHG assertion; and, the GHG assertion is free from material discrepancy based on the evidence and findings from the verification process and the agreed scope, objective, criteria, materiality and level of assurance. If the evidence and findings are not sufficient to reach this conclusion then; either: the level of assurance and / or materiality of the engagement shall be amended, or one of the following types of opinion may be formed - “adverse”, “qualified”, or a disclaimer of opinion.

Cameron-Cole will prepare a Verification Report and Verification Statement for SLVWD. The Verification Report will document the verification process, inventory recalculations and summarize the verification findings. Per IAF MD 6:2014 A.8.4.6, in cases where errors, omissions or misstatements cannot be corrected, Cameron-Cole will qualify the Verification Statement (see previous statement under Verification Sampling Plan and Data Request).

Per IAF MD 6:2014 A.8.4.12, the verification team shall submit to the V/VB<sup>1</sup>, evidence and findings to substantiate and supports its recommendations related to the GHG assertion (the proposed V/V statement). The evidence and findings shall link to the agreed Verification Plan and Verification Sampling Plan and be sufficient for the Reviewer to carry out an effective review (refer also to ISO 14065:2013 Clause 8.5). All documents will be subjected to an evaluation and quality assurance check by the Reviewer. Per IAF MD 6:2014 A.8.5.1, in concluding (refer also to ISO 14065:2013 Clause 8.5) the Reviewer shall take into account the evidence resulting from the following:

- Whether the Verification Plan, Verification Sampling Plan and verification process and its stated conclusions and opinions are consistent with the agreement related to level of assurance, materiality, criteria, objectives and scope;
- Findings from the strategic analysis and the assessment of risks;
- Whether the design of the verification process and its stated conclusions and opinions are consistent with the requirements in the contract;
- Changes to the Verification Plan or the Verification Sampling Plan;
- The conclusion reached on GHG data and information; and
- The recommendation related to the GHG assertion.

Per IAF MD 6:2014 A.8.5.2, the Independent Reviewer shall determine whether the Verification Statement is consistent with findings from the verification activities, and that its stated conclusions and opinions are consistent with finding from the verification and that nothing material has been omitted.

Per IAF MD 6:2014 A.8.5.3, the Independent Reviewer shall determine whether the Verification Statement meets the requirements set out in the verification criteria. Where there is no Verification

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<sup>1</sup> In Cameron-Cole’s case, the Independent Peer Reviewer (“the Reviewer”) will receive the information from the verification team.



Statement requirement(s) set out in the verification criteria, //the Verification Statement shall meet ISO 14064-3 Clause 4.9.

Originals of these documents will be provided to SLVWD, and an exit meeting will be held with SLVWD to discuss the Verification Report and Verification Statement. Per IAF MD 6:2014 A.8.4.14, Cameron-Cole shall ensure that all material discrepancies are reported to the SLVWD including explaining their potential impact on the Verification Statement. If no material errors or misstatements are found, SLVWD will then sign the Verification Statement. If material misstatements are found, it is understood that SLVWD can revise its information and resubmit it for review by Cameron-Cole (on an additional time-and-materials basis) until the minimum quality standard is met. SLVWD can provide a copy of Cameron-Cole's Verification Statement to all interested parties and directly quote the Verification Conclusion from the Verification Statement.

## 10.0 Schedule

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The verification schedule is as follows:

- Kick-off meeting - by 8/22/2018
- Submit Verification Plan to SLVWD – by 8/30/2018
- Complete Verification Sampling Plan – by 8/30/2018
- Submit Data Request to SLVWD – by 8/30/2018
- Receive all requested information from SLVWD – by 9/17/2018
- Submit Verification Report to SLVWD – by 9/18/2018
- Exit meeting – by 9/18/2018
- Submit Verification Statement – by 9/18/2018

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Name: Dru Krupinsky      Date: 8/30/2018 (updated 9/17)  
Title: Lead Verifier  
Cameron-Cole, LLC



**DCN 536**

**Version 14.0**

**Date: 05.30.18**

**Approved by: GHG Director**

# Verification Statement



The Climate Registry

This verification statement documents that Cameron-Cole, LLC has conducted verification activities in conformance with ISO 14064-3 and The Climate Registry's (TCR) General Verification Protocol for the emissions report described below.

**Member Name:** San Lorenzo Valley Water District (SLVWD)

**Emissions Year:** January 1, 2017 through December 31, 2017

**Reporting Classification:** ☒ Complete ☐ Transitional ☐ Historical

**Reporting Boundary:** ☒ North American ☐ Worldwide (including North America) ☐ Worldwide (non-North America); Transitional or Historical, specify boundary: \_\_\_\_\_

**Consolidation Methodology:**

☒ Control Only: (☐ Financial **or** ☒ Operational)

☐ Equity Share and Control (☐ Financial **or** ☐ Operational)

**Verification Opinion:**

☒ Conformance

☐ Unable to verify conformance; summarize reason (e.g., "due to data errors" or "due to insufficient supporting evidence"): \_\_\_\_\_

Cameron-Cole has conducted a streamlined verification of San Lorenzo Valley Water District's emission report to a reasonable level of assurance. Based on Cameron-Cole's verification activities and findings, SLVWD emissions report is prepared in all material respects in accordance with the reporting criteria identified below.

**GHG reporting criteria against which verification was conducted:**

☒ The Climate Registry's *General Reporting Protocol Version 2.1*, dated January 2016

☒ The Climate Registry's GRP Updates and Clarifications document dated March 2018

☐ Others (specify): \_\_\_\_\_

**GHG verification protocols used to conduct the verification:**

☒ The Climate Registry's *General Verification Protocol Version 2.1*, dated June 2014

☒ The Climate Registry's GVP Updates and Clarifications document dated March 2016

☐ Others (specify): \_\_\_\_\_

**Total Entity-Wide Emissions Verified (Control Criteria):**

Total Scope 1 Emissions: 191.23 metric tons CO<sub>2</sub>e, consisting of metric tons of each GHG as follows:

190.23 CO<sub>2</sub> 0.01 CH<sub>4</sub> 0.001 N<sub>2</sub>O 0 HFCs (CO<sub>2</sub>e) 0 PFCs (CO<sub>2</sub>e) 0 NF<sub>3</sub> 0 SF<sub>6</sub>

Biogenic Direct CO<sub>2</sub> Emissions (stationary and mobile combustion only): 0 metric tons CO<sub>2</sub>

Total Location-based Scope 2 Emissions: 347.04 metric tons CO<sub>2</sub>e, consisting of metric tons of each GHG as follows:

345.74 CO<sub>2</sub> 0.02 CH<sub>4</sub> 0.003 N<sub>2</sub>O

Biogenic Indirect Location-based CO<sub>2</sub> Emissions: 0 metric tons CO<sub>2</sub>

Total Market-based Scope 2 Emissions: 193.64 metric tons CO<sub>2</sub>e, consisting of metric tons of each GHG as follows:

192.34 CO<sub>2</sub> 0.02 CH<sub>4</sub> 0.003 N<sub>2</sub>O

Biogenic Indirect Market-based CO<sub>2</sub> Emissions: 0 metric tons CO<sub>2</sub>

**Total Entity-Wide Emissions Verified (Equity Share Criteria, if applicable):**

Total Scope 1 Emissions: \_\_\_\_\_ metric tons CO<sub>2</sub>e, consisting of metric tons of each GHG as follows:

\_\_\_\_\_ CO<sub>2</sub> \_\_\_\_\_ CH<sub>4</sub> \_\_\_\_\_ N<sub>2</sub>O \_\_\_\_\_ HFCs (CO<sub>2</sub>e) \_\_\_\_\_ PFCs (CO<sub>2</sub>e) \_\_\_\_\_ NF<sub>3</sub> \_\_\_\_\_ SF<sub>6</sub>

Biogenic Direct CO<sub>2</sub> Emissions (stationary and mobile combustion only): \_\_\_\_\_ metric tons CO<sub>2</sub>

Total Location-based Scope 2 Emissions: \_\_\_\_\_ metric tons CO<sub>2</sub>e, consisting of metric tons of each GHG as follows:

\_\_\_\_\_ CO<sub>2</sub> \_\_\_\_\_ CH<sub>4</sub> \_\_\_\_\_ N<sub>2</sub>O

Biogenic Indirect Location-based CO<sub>2</sub> Emissions: \_\_\_\_\_ metric tons CO<sub>2</sub>

Total Market-based Scope 2 Emissions: \_\_\_\_\_ metric tons CO<sub>2</sub>e, consisting of metric tons of each GHG as follows:

\_\_\_\_\_ CO<sub>2</sub> \_\_\_\_\_ CH<sub>4</sub> \_\_\_\_\_ N<sub>2</sub>O

Biogenic Indirect Market-based CO<sub>2</sub> Emissions: \_\_\_\_\_ metric tons CO<sub>2</sub>

Comment: \_\_\_\_\_



**Attestation:**



Dru Krupinsky, Lead Verifier

9/18/2018  
Date

☒ Digital Signature Acknowledgement\*



Chris Lawless, Independent Peer Reviewer

9/18/2018  
Date

☒ Digital Signature Acknowledgement\*

**Authorization:**

I \_\_\_\_\_ accept the findings in this Verification Statement and authorize the submission of this verification statement to The Climate Registry on behalf of SLVWD.

\_\_\_\_\_  
*Member Representative Signature*

\_\_\_\_\_  
Date

☐ Digital Signature Acknowledgement\*

\*For digital signature: By checking the "Digital Signature Acknowledgement" box, I agree that this verification statement shall be deemed to be "in writing" and to have been "signed" for all purposes and that any electronic record will be deemed to be in "writing." I will not contest the legally binding nature, validity, or enforceability of this verification statement and any corresponding documents based on the fact that they were entered and executed electronically, and expressly waive any and all rights I may have to assert any such claim.