



**BOARD OF DIRECTORS
SAN LORENZO VALLEY WATER DISTRICT
AGENDA
February 15, 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, February 15, 2018 at 5:00 p.m.**, Boulder Creek Fire Station, 13230 Hwy. 9, Boulder Creek, CA 95006.

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

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

1. Convene Meeting/Roll Call

2. Additions and Deletions to 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-ANTICIPATION OF LITIGATION

Initiation of litigation pursuant to Government Code Section 54956.9(d)(4); One case

Potential lawsuit for injunction against Director Smallman to prevent future unauthorized disclosures of the District's confidential and legally protected information

b. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Government Code Section 54957

Title: District Manager

c. CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION

Government Code Section 54956.9(d)(1)

Holloway v. Showcase Realty Agents, Inc. et al.; Holloway v. Dildine, et al. (6th District Court of Appeal Case Nos. H043704, H043492).

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. 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. PUBLIC COMMITTEE MEMBER APPOINTMENTS
Discussion and possible action by the Board regarding public committee member appointments.
- b. CONSOLIDATED REDEVELOPMENT OVERSIGHT BOARD 2018
BALLOT
Discussion and possible action by the Board regarding the Consolidated Redevelopment Oversight Board 2018 ballot.
- c. PASATIEMPO WELL 6 PROJECT MANAGEMENT
Discussion and possible action by the Board regarding project management for the Pasatiempo Well 6.
- d. WATERNOW ACCELERATING INNOVATION CONFERENCE
Discussion and possible action by the Board regarding attendance by Dir. Smallman to attend the WaterNow Accelerating Innovation Conference.

10. Unfinished Business: None

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.

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 Board member may request that an item be withdrawn from the Consent Agenda for separate discussion.

- a. MINUTES FROM BOARD OF DIRECTORS MEETING
JANUARY 18, 2018.
Consideration and possible action by the Board to approve minutes from the January 18, 2018 BoD meeting.
- b. MINUTES FROM SPECIAL BOARD OF DIRECTORS MEETING
JANUARY 23, 2018.
Consideration and possible action by the Board to approve minutes from the January 23, 2018 Special BoD meeting.
- c. MINUTES FROM SPECIAL BOARD OF DIRECTORS MEETING
JANUARY 30, 2018.
Consideration and possible action by the Board to approve minutes from the January 30, 2018 Special BoD meeting.
- d. PAY ADVANCE POLICY
Consideration and possible action by the Board to approve the Pay Advance Policy
- e. RECLASSIFICATION OF THE SENIOR FIELD SERVICES WORKER POSITION
Consideration and possible action by the Board to approve the reclassification of the Sr. Field Services Work position.

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
- COMMITTEE REPORTS
 - Future Committee Agenda Items
 - Committee Meeting Notes/Minutes
 - 1. Environmental Committee 1.16.18
 - 2. Budget & Finance Committee 1.30.18

- DIRECTORS REPORTS
 - Director's Communication
 - Future Board of Directors Meeting Agenda Items

13. Written Communication:

- Letter from Customer - Low Income 1.17.18
- WaterNow - Alliance Impact Award 1.25.18
- Note from Customer - Thanks 2.6.17
- Letter from M. Bergeun 2.5.18

14. Informational Material:

- Connecting the Drops - SC Sentinel 2.2.18
- Leak Plague Water Dist. - SC Sentinel 2.2.18
- SLVWD Looking for Volunteers - Press Banner 2.2.18
- SLVWD Considers Lawsuit - Press Banner 2.2.18
- Vierra Letter - Press Banner 2.7.18
- Local Sustainability Grants - SC Sentinel 2.8.18

15. Adjournment

Certification of Posting

I hereby certify that on February 9, 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 Boulder Creek Fire Department, 13230 Hwy. 9, Boulder Creek, CA 95006, 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 February 9, 2018

Holly B. Hossack
District Secretary

MEMO

TO: Board of Directors
FROM: District Manager
SUBJECT: Public Member Appointment for Board Committees
DATE: February 15, 2018

RECOMMENDATION:

Staff recommends that the Board vote to appoint a Public Member to serve on each Board Committee for the 2018 calendar year. Staff recommends selection be made from the attached applicants and current sitting public members who have expressed an interest in continuing to serve.

BACKGROUND:

In late 2015 the Board approved a new committee policy. The new policy allows for one public member to serve on each of the standing Board Committees; currently Administration, Budget & Finance, Engineering, and Environmental. Section 14 of the Board Policy Manual is as follows:

“14. COMMITTEES

The Board shall organize committees that are advisory to the Board with regard to matters within their respective areas of responsibility.

The five District standing committees are as follows: Administrative, Budget & Finance, Engineering, Environmental and Lompico Oversight. Each standing committee shall have no power or authority to commit the District or to take any action on behalf of the Board of Directors. Standing Committees shall hold meetings at such times as deemed necessary by consensus of the committee members. Committees are encouraged to meet at least monthly.

Committee meetings shall be held in accordance with the provisions of the Ralph M. Brown Act. In order to promote attendance by Directors at Committee meetings without inadvertently creating a violation of the Ralph M. Brown Act, Directors that are not members of a committee may attend as observers, but shall not participate at the Committee's meeting.

Committee appointments will be reviewed by the full Board at the 2nd Board of Director's meeting in December of each Calendar Year, or as soon thereafter as practical. Applications to serve as a Public Member will be available at the District's Office or on-line at the District's website (www.slvwd.com). Public Member Applications will be reviewed by the full Board. Each committee member shall be appointed by a simple majority vote of the Board.

Administrative, Budget & Finance, Engineering, Environmental Committees may have no more than two Board Members and no more than one Public Member. During the appointment discussion each Director may present a public member to serve on each committee; Administrative, Budget & Finance, Engineering, Environmental Committees. If more than one public member is presented to serve on an individual committee, the full Board shall vote to determine which public member shall be seated on that committee for the year.

The Lompico Oversight Committee may have no more than five Public Members. Public members serving on the Lompico Oversight Committee shall have a residential mailing address within Assessment District 2016-1.

Members of the committees serve at the pleasure of the Board. Each committee shall designate their own chairperson. For the Administrative, Budget & Finance, Engineering and Environmental Committees the chairperson shall be a member of the Board. Each committee may elect a vice- chairperson. Members of committees, including the chairperson and vice-chairperson shall serve until their successors are appointed. The chairperson of a committee is its presiding officer and shall be responsible for communicating the recommendation of the committee to the Board. In the absence of the chairperson, the vice-chairperson shall perform the duties of the chairperson. The chairperson and vice-chairperson are not deprived of any of the rights and privileges of a committee member by reason of being the presiding officer.

A majority of the members of each committee shall constitute a quorum for the transaction of business. Only members of the committee are entitled to make, second or vote on any motion or other action of the committee. Each committee member shall be entitled to one vote on all matters considered by the committee. A simple majority vote of the members of the Committee shall designate approval of a motion.

During the first regular meeting after January 1st of each year, each Committee shall review the District's current Strategic Plan and identify Strategic Plan Elements pertaining to said Committee. The Committee's findings regarding such Strategic Plan review shall be reported back to the Board at the next available regular Board Meeting for discussion and to allow the Board to provide direction back to the committees regarding completion of identified Strategic Plan Elements.

During the first regular meeting after January 1st of each year, each Committee shall prepare a multi-month forward looking calendar of items to be discussed by said Committee. Said calendar shall be no less than a three month look-ahead. Each

Committee chairperson shall maintain said look-ahead calendar and submit same to the Board on a monthly basis.

The committee Chairperson shall record summary minutes of each committee meeting. The minutes of each committee meeting and any recommendation of a committee shall include a summary of the information presented.

All committee member absences will be considered by the majority of the committee members to determine whether or not the absence is without cause. Sickness, jury duty, vacation and/or bereavement will be considered excused absences. When three meetings in a row or a total of six meetings in one calendar year are missed the remaining committee members will consider removal of the individual from the committee. The removal must be voted upon and approved by the majority of the committee members with the exception of the committee member in question.

Vacancies shall be reported to the full Board as soon as practically possible. Vacancies shall be filled by simple majority vote of the Board.

Committee Members shall comply with the obligations and responsibilities of office including the obligation to comply with the disclosure requirements of the Political Reform Act (Form 700). The reporting categories made applicable to the Directors by San Lorenzo Valley Water District's local conflict of code shall apply to the members of the committee members.

All committee communications must go through the designated committee chairperson.

A committee has jurisdiction to consider and make a recommendation to staff, other committees and to the Board regarding any item of business within the responsibility of the committee. Committee recommendations shall be communicated to the Board. A committee may consider other matters referred to it by the Board.

The Board may refer a recommendation back to any committee for reevaluation whenever the Board deems additional evaluation is required.

Each Standing Committee shall, as a minimum, be responsible for the following:

1. Administrative Committee

The Committee shall be responsible for matters of internal and external administrative matters including: communications, staffing and staff support; District's data gap grant programs; interagency relations; codes and policies, pending State and Federal legislation; and other administrative programs.

2. Budget and Finance Committee

The Committee shall be responsible for the review of District finances including: rates, fees, charges and other sources of revenue; budget and reserves; audit; investments; insurance; and other financial matters.

3. Engineering Committee

The Committee shall be responsible for the review matters of design, construction, replace and repair of the District facilities and property including: The Capital Improvement Program; Master Plans and other engineering, operational and planning related matters.

4. Environmental Committee

The Committee shall be 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.

5. Lompico Assessment District Oversight Committee

The Committee shall be responsible to review matters of revenue and expenses directly related to Assessment District 2016-1 projects. “

Per the policy, committee assignments should be reviewed in December of each year or as soon thereafter as practical. Director assignments were established in December of 2017.

The District has advertised for interested public members to complete an application. Additionally, staff has requested that current public committee members submit a confirmation of continued interest in serving on the committees. Staff has requested all applicants and sitting public members to attend tonight's meeting, should the Board wish to conduct interviews.

STRATEGIC PLAN:

6.2 Increase Civic Understanding and Engagement

FISCAL IMPACT:

None



Committee Application Form

Thank you for your interest in participating in a SLVWD Committee.

Members of the public play a vital role in shaping the District and your willingness to contribute time and effort is greatly appreciated.

Please send your completed application to the District Secretary, 13060 Hwy. 9, Boulder Creek, CA 95006

Personal Details

Name: JENKIFER GOMEZ Mr. ☐ Mrs. ☐ Miss ☐ Ms. ☒

Postal Address: 288 CARROL AVE, FELTON CA 95018

Telephone: (Home) N/A (Mobile) (562) 760-9892

E-Mail: JAGOMEZ173@GMAIL.COM

The Committees

- **Administrative Committee**
The Committee shall be responsible for matters of internal and external administrative matters including: communications, staffing and staff support; District's data gap grant programs; interagency relations; codes and policies, pending State and Federal legislation; and other administrative programs.
- **Budget and Finance Committee**
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- **Engineering Committee**
The Committee shall be responsible to review matter of design, construction, replacement and repair of the District facilities including: The Capital Improvement Program; Master Plans; and other engineering/operational and planning related matters.
- **Environmental Committee**
The Committee shall be responsible to review matters of stewardship of the District property, including: Urban Water Management Plans; Water Conservation Programs; Water Conservation Programs; Classic Watershed Education Grants; Watershed Management; Resource Management; and other environmental related matters.

Your Choice of Committee and Why

SEE ATTACHED.

Committee Application Form for the SLVWD

Attachment

I would prefer assignment to the environmental committee.

As a GIS analyst by trade, I have strong analytical skills and experience with environmental management. I have done analysis and mapping for special status species, invasive species management, tree surveys, jurisdictional waters, restoration planning and monitoring, impact analysis and many other surveys and analysis related of CEQA and NEPA compliance.

I strongly support and value good environmental stewardship. As a volunteer I wrote and was awarded a Community Development Block Grant to plant over 50 trees along an industrial-commercial-residential corridor that included matching funds from All American Pipeline. I have also volunteered hundreds of hours on invasive species removal, tree planting and habitat restoration through local organizations such as Friends of the LA River, local chapters of the Sierra Club and California Native Plant Society and local neighborhood associations.

I am currently a member of the Santa Cruz chapter of the CNPS, the Valley Women's Club, the California Invasive Plant Council and the Natural Resources Defense Council.



Committee Application Form

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Please send your completed application to the District Secretary, 13060 Hwy. 9, Boulder Creek, CA 95006

Personal Details

Name: Marc Derendinger Mr. ☒ Mrs. ☐ Miss ☐ Ms. ☐

Postal Address: 110 Arrow Lane, Felton, CA 95018

Telephone: (Home) _____ (Mobile) 831-431-7484

E-Mail: marc.d.jr@gmail.com

The Committees

- **Administrative Committee**
The Committee shall be responsible for matters of internal and external administrative matters including: communications, staffing and staff support; District's data gap grant programs; interagency relations; codes and policies, pending State and Federal legislation; and other administrative programs.
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Your Choice of Committee and Why

Administrative Committee - This is closest to my area of expertise (however I would like to contribute in any capacity).

Holly Morrison

From: Derendinger, Marc@CalOES <Marc.Derendinger@CalOES.ca.gov>
Sent: Tuesday, January 30, 2018 11:11 AM
To: Holly Morrison
Cc: MFD JR
Subject: RE: Community Volunteer - Committee Application

Holly,

Thanks for the heads up; I will be on PFL for the next month so go ahead and use my personal email for any updates.

Thanks!

From: Holly Morrison [mailto:h Morrison@slvwd.com]
Sent: Tuesday, January 30, 2018 11:09 AM
To: Derendinger, Marc@CalOES
Subject: RE: Community Volunteer - Committee Application

Hi Marc,

Thank you for your interest and application. I'm not sure when we will be putting this on the BoD agenda, but I will let you know.

Regards,

Holly Hossack | Administrative Assistant/District Secretary
San Lorenzo Valley Water District | 13060 Highway 9 | Boulder Creek | CA | 95006
Office (831) 338-2153 | Direct (831) 430-4636 | Fax (831) 338-7986
h Morrison@slvwd.com



From: Derendinger, Marc@CalOES [mailto:Marc.Derendinger@CalOES.ca.gov]
Sent: Tuesday, January 30, 2018 11:06 AM
To: Holly Morrison <h Morrison@slvwd.com>
Subject: Community Volunteer - Committee Application

Good Morning,

Attached is my application, thanks

Marc Derendinger

Recovery Section, Public Assistance Division

**RECEIVED**

JAN 31 2018

SAN LORENZO VALLEY
WATER DISTRICT

Committee Application Form

Thank you for your interest in participating in a SLVWD Committee.

Members of the public play a vital role in shaping the District and your willingness to contribute time and effort is greatly appreciated.

Please send your completed application to the District Secretary, 13060 Hwy. 9, Boulder Creek, CA 95006

Personal Details

Name: FREDERICK H. STEVENS Mr. ☒ Mrs. ☐ Miss ☐ Ms. ☐

Postal Address: 373 WEST DR. FELTON, CA. 95018

Telephone: (Home) (831) 335-2076 (Mobile) (831) 818-4171

E-Mail: frederick.stevens@yahoo.com

The Committees

- ③ • Administrative Committee
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Your Choice of Committee and Why

ENGINEERING COMMITTEE & I JUST RECENTLY RETIRED AFTER 22½ YEARS FROM THE CITY OF SANTA CRUZ WASTEWATER TREATMENT FACILITY MAINTENANCE DEPT. AS A WW FACILITY MECHANICAL TECHNOLOGIST GRADE III THRU CWEA (CALIFORNIA WATER ENVIRONMENTAL ASSOCIATION) BASICALLY, I WAS THE LEAD MECHANIC FOR THE FACILITY. I'M ALSO A LITTLE INTERESTED IN MAYBE SERVING ON BUDGET/FINANCE & ADMINISTRATIVE. MAYBE

Frederick H. Stevens



Committee Application Form

RECEIVED

Thank you for your interest in participating in a SLVWD Committee.

Members of the public play a vital role in shaping the District and your willingness to contribute time and effort is greatly appreciated.

FEB 05 2018

SAN LORENZO VALLEY
WATER DISTRICT

Please send your completed application to the District Secretary, 13060 Hwy. 9, Boulder Creek, CA 95006

Personal Details

Name: John HAYES Mr. ☒ Mrs. ☐ Miss ☐ Ms. ☐
Postal Address: 8001 PINE DR, Felton, 95018
Telephone: (Home) 335-1997 (Mobile) 408-315-8432
E-Mail: John@HayesTech.com or jdh@hpe.com (work)

The Committees

- Administrative Committee
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Your Choice of Committee and Why

This committee is a great fit with my position at HP as a finance consultant. I have a great working relationship with Director and staff. HP enthusiastically supports community service and provides additional funds for each hour I serve that is donated to other local charities like UCUM.



RECEIVED

FEB 03 2018

SAN LORENZO VALLEY
WATER DISTRICT

Committee Application Form

Thank you for your interest in participating in a SLVWD Committee.

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Please send your completed application to the District Secretary, 13060 Hwy. 9, Boulder Creek, CA 95006

Personal Details

Name: Bob Fultz Mr. ☒ Mrs. ☐ Miss ☐ Ms. ☐

Postal Address: 865 Highland Drive, Boulder Creek, CA 95006

Telephone: (Home) (831) 338-4650 (Mobile) _____

E-Mail: bob.fultz@pacbell.net

The Committees

- **Administrative Committee**
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Your Choice of Committee and Why

To the Board of Directors, I'd like to continue serving on the Administration Committee. We've been able to make significant progress on a number of issues and I'd like to continue this vital work going forward. For example, I would very much like to finish the work on the board and district policies.

I believe my experience serving on the committee provides valuable context for the work we're doing.

I would also be available to serve on another committee if there's a vacancy and no applicants.

Thank you very much for your consideration.



RECEIVED

FEB 12 2018

Committee Application Form

SAN LORENZO VALLEY
WATER DISTRICT

Thank you for your interest in participating in a SLVWD Committee.

Members of the public play a vital role in shaping the District and your willingness to contribute time and effort is greatly appreciated.

Please send your completed application to the District Secretary, 13060 Hwy. 9, Boulder Creek, CA 95006

Personal Details

Name: Steve Davison Mr. ☒ Mrs. ☐ Miss ☐ Ms. ☐

Postal Address: PO Box 352, Boulder Creek, CA 95006

Telephone: (Home) _____ (Mobile) 831-247-0443

E-Mail: steve_135@hotmail.com

The Committees

- **Administrative Committee**
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Your Choice of Committee and Why

My name is Steve Davison and I am interested in volunteering on the Environmental Committee. As a resident of Boulder Creek for over 20 years, I have become intimately attached to the San Lorenzo River Watershed and would like the opportunity to work with District staff on ways to improve the health of the watershed. My interests include water conservation, habitat enhancement to benefit native fish species and ecosystem-based approaches to watershed management.

I have 18 years of experience in natural resource management and I'm currently employed with Mid-Penninsula Regional Open Space District. As a field technician, part of my job involves the implementation of watershed management projects in Pescadero and San Gregorio Watersheds. Both of these watersheds have similar issues facing the San Lorenzo, such as legacy logging impacts. My knowledge and experience working in natural resource management and my commitment to the community of Boulder Creek makes me the ideal candidate for the committee. Please consider me for the position.

MEMO

TO: Board of Directors

FROM: District Manager

SUBJECT: ELECTION FOR DISTRICT MEMBER ON THE CONSOLIDATED
REDEVELOPMENT DISTRICT OVERSIGHT BOARD

DATE: February 15, 2018

RECOMMENDATION:

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

BACKGROUND:

On January 19, 2018 the District received notification from the Santa Cruz Local Agency Formation Commission (LAFCO) regarding an election for the Consolidated Redevelopment District Oversight Board. The election will be conducted by mail ballot and must be received by March 2, 2018, 10:00 am.

The 2 candidates are:

Reed Geisreiter, Santa Cruz Port District Commission
David Hodgin, Scotts Valley Water District

STRATEGIC PLAN:

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

FISCAL IMPACT:

None



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

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

January 11, 2018

Chair

San Lorenzo Valley Water District

13060 Central Ave.

Boulder Creek CA 95006

RECEIVED
JAN 19 2018
SAN LORENZO VALLEY
WATER DISTRICT

For Feb Agenda
1/22/18
[Signature]

SUBJECT: ELECTION FOR DISTRICT MEMBER ON THE CONSOLIDATED REDEVELOPMENT
DISTRICT OVERSIGHT BOARD

Dear Board Chairperson:

The independent special districts in Santa Cruz County get a regular position and an alternate position on the Consolidated Redevelopment District Oversight Board. The job of this board is to assure that the assets of the five former redevelopment agencies in Santa Cruz County get distributed properly to the cities, county, school districts, community college districts, and independent special districts.

There are two nominations for the regular position representing the independent special districts:

--Reed Geisreiter	Santa Cruz Port District
--David Hodgins	Scotts Valley Water District

Background information from the candidates is enclosed.

There were no nominations for the alternate position. I am asking each district to indicate on the ballot whether it wishes for the districts to offer the alternate position to the runner-up in the election for the regular position.

The election will be conducted by mail. LAFCO staff will open and tally the ballots at 10:00 a.m. on March 2, 2018 in the LAFCO office. Anyone who wishes to observe the tally should come to the LAFCO office at that time.

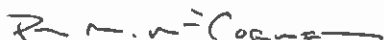
Each district gets one vote for each position, which shall be executed on the enclosed ballot by either the presiding officer of the district board, or by his or her designee. Return the executed ballot to the LAFCO office no later than 10:00 a.m. on March 2, 2018. Ballots can be mailed, hand-delivered, or emailed to the LAFCO office. If emailed, please follow-up by mailing the original signed ballot.

The Independent Special District Selection Committee rules of procedure are posted on the Policies and Rules page of LAFCO's website:

www.santacruzlafco.org/Library/Selection%20Committee%20rules.pdf

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

Very truly yours,



Patrick M. McCormick

Executive Officer

cc: Laura Bowers, Chief Deputy Auditor-Controller, County of Santa Cruz

Attachments: Candidates' Information

Ballot

Return Envelope

Attachment A

NOMINATION FOR POSITION OF
REGULAR SPECIAL DISTRICT MEMBER
ON THE CONSOLIDATED REDEVELOPMENT OVERSIGHT BOARD
FOR SANTA CRUZ COUNTY

INSTRUCTIONS:

If you are interested in serving as a **regular** special district member on the Consolidated Redevelopment Oversight Board for Santa Cruz County, please complete and sign the following application and mail or email as a .pdf form with your signature to:

Mailing address:
Santa Cruz LAFCO
701 Ocean Street #318D
Santa Cruz CA 95060

email:
debra@santacruzlafco.org

Applications must be received in the LAFCO office no later than 5:00 p.m. on January 10, 2018.

NAME: Reed Geisreiter

MAILING ADDRESS: Street 120 13th Avenue

City, Zip: Santa Cruz, CA 95062

PHONE(s): 831-462-4265 (H) 831-246-0661 (Cell)

EMAIL: reed.geisreiter@gmail.com

DISTRICT BOARD ON WHICH YOU SERVE: Santa Cruz Port District Commission

STATEMENT OF INTEREST:

You may attach a separate sheet to present additional qualifications or a statement of interest in serving on LAFCO.

CERTIFICATION:

I certify that the above information is true and correct and I authorize the verification of the information in the application.

Reed Geisreiter
Signature of Board Member Interested in Serving

12/15/17
Date

RECEIVED

JAN 10 2018

Santa Cruz LAFCO

Statement of Qualification
Consolidated Redevelopment Oversight Board for Santa Cruz County
Reed Geisreiter

I am writing today to request your vote for the Special District Member of the Consolidated Redevelopment Oversight Board for Santa Cruz County. I have served on the Redevelopment Oversight Board for the County of Santa Cruz since its inception in 2012; I would like to continue to serve on the board as the City and County oversight boards are consolidated. I recently retired after a 25-year career at Comerica Bank. As Regional President, I gained significant experience that I can utilize in my role on the oversight board. Specifically, during my career I was responsible for originating and maintaining a portfolio of over \$100 million in tax exempt bonds for local non-profit companies. This experience translates well to the work of the Oversight Board. I am a team player and community oriented. This will be critical as the oversight boards consolidate. I appreciate your consideration.

PROFESSIONAL EXPERIENCE

Comerica Bank, Regional President, Santa Cruz & Monterey Counties (Jan. 1993 – Sept 2017)

EDUCATION

Bachelor of Science, San Jose State University (1992)
Associates Degree, Cabrillo College (1990)

COMMUNITY & VOLUNTEER INVOLVEMENT

Santa Cruz Port District

Commissioner (2009 – Current)

Oversight Board for the Santa Cruz County Successor Redevelopment Agency

Member (2012–Current)

Santa Cruz County Housing Advisory Commission

Commissioner / Current Chair (2015-present)

Habitat for Humanity Santa Cruz County

Treasurer / Board Member (2006 – 2009)

Willowbrook Village Homeowner's Association

Treasurer (1996 – 2008)

Attachment A

**NOMINATION FOR POSITION OF
REGULAR SPECIAL DISTRICT MEMBER
ON THE CONSOLIDATED REDEVELOPMENT OVERSIGHT BOARD
FOR SANTA CRUZ COUNTY**

INSTRUCTIONS:

If you are interested in serving as a **regular** special district member on the Consolidated Redevelopment Oversight Board for Santa Cruz County, please complete and sign the following application and mail or email as a .pdf form with your signature to:

Mailing address:
Santa Cruz LAFCO
701 Ocean Street #318D
Santa Cruz CA 95060

.em.ail:
debra@santacruzlafco.org

Applications must be received in the LAFCO office no later than **5:00 p.m. on January 10, 2018**

NAM E: _ David T. Hodgins _ _ _ _ _

MAILING ADDRESS: Street _ 552-97 Bean Creek Road _ _ _ _ _

City, Zip: Scotts Valley, CA 95066-3335 _ _ _ _ _

PHONE(s): _ _ 831-438-1000 _ _ _ _ _

EMAIL: Pathfinder@pacbell.net

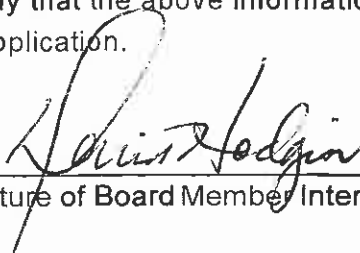
DISTRICT BOARD ON WHICH YOU SERVE: **CONSOLIDATED REDEVELOPMENT OVERSIGHT BOARD**

STATEMENT OF INTEREST: Resume Attached

You may attach a separate sheet to present additional qualifications or a statement of interest in serving on LAFCO.

CERTIFICATION:

I certify that the above information is true and correct and I authorize the verification of the information in the application.



Signature of Board Member Interested in Serving

12/19/17
Date

RECEIVED

DEC 26 2017

Santa Cruz LAFCO

David T. Hodgin

Dave Hodgin, Chairman of The Pathfinder Companies, is a Certified Management Consultant (CMC) with degrees in Economics, International Trade, graduate studies in International Management, Marketing, Finance and extensive experience as a business counselor and manager.

Mr. Hodgin served as the Vice President Administration & Finance for Paul Hardeman S.A.(building sections of the Pan American Highway in Argentina), VP Administration & Finance for Fibraglas S.A (manufacturing & licensing management, Owens Corning Fiberglas) in Colombia; General Manager for the Fandrich Companies (paint & chemical distributors), Sport Data, Inc.(statistics), Eco Bio Systems, Inc.(household chemicals), American Made Manufacturing, Inc. (metal fabrication), Sunset Recreation, Inc. (resort management); President of American Powerwash Corporation (cleaning systems, supplies and services), Compustudy, Inc.(computer software education), American Holiday Resorts, Inc. (resort management); Chairman of California Microelectronic Systems, Inc. (computer systems); In most of these assignments Mr. Hodgin's primary task was to organize the business and select and train a management team.

Currently he has completed 49years as a professional Business and Management Consultant, is one of less than 1% of consultants who have earned the CMC designation (Certified Management Consultant, accredited by the International Organization for Standardization (ISO) ISO/IEC 17024:2003), recognized in 47 countries, and continues to supervise the work of other consultants serving a variety of clients throughout the United States and overseas. In addition he serves on the Board of various companies, associations and community organizations, as well as serving as the Chairman of the Monterey Bay Consultants Group.

As part of his community service, he was appointed to the board of the Scotts Valley Water District in 2003, has been elected three times since then, serving three years as the District President. In 2007 Governor Schwarzenegger appointed him to the Central Coast Regional Water Quality Control Board. This assignment ended in September, 2011.

He also serves as a Region 5 Director for the Association of California Water Agencies (ACWA), was elected Vice Chair of the Central Coast Region ((2007 and in 2014); Chair for four years (2009 through 2013) and then again as Chair (2015-2017). Dave has served on the statewide board of ACWA since 2008. As part of that board service he is currently a member of the Finance Committee and the Budget and Audit sub committees as well as the Water Quality Committee. He resigned from the Membership Committee, after finding his replacement. He was instrumental in bringing in a new water district member.

Dave has represented his water district on the Board of ACWA-JPIA since 2005. In 2010 he was appointed to the Joint Powers Insurance Authority Executive Committee and elected to that position in 2011 and again in 2015, currently serving as Chair of the Risk Management Committee and Vice Chair of the Liability Program Committee. His current term ends in 2019.

Service to "Small Business"

California Small Business Association: First President 1990-1993, Director 1990 to 1999

California Smaller Enterprises Resource Services, Inc. "CALSERS": President, 1997 to 2000
Director and Treasurer 1994 to 2000

National Small Business United: Trustee 1991-1993, Director 1990-1991
Associate Trustee 1994-1998, Associate Director 1988-90
Council of Regional Executives 1989-1991

California Small Business United: President 1988-90

California State Conference on Small Business: President 1986-1988, Vice President 1984-1986
Secretary 1982-1984, Member 1980 - 1990

United States Small Business Administration: Chairman 1983-1987, San Francisco District Advisory Council
Member of the Council 1976-1990

White House Conference on Small Business: Delegate 1986, Vice Chair Northern California Delegation

California Chamber of Commerce Small Business: Vice Chairman 1983-1985, Committee member 1981-1994

Advisory Board to the California Senate Select Committee on Small Business Enterprises:
Member 1983-1991

Small Business Resource Group: California Assembly Select Committee on Small Business, Member 1982-1990

Cabrillo College Small Business Education Program: Advisor 1980-1988 and one of the Founders of Santa Cruz Small Business Consortium which led to the formation of the Central Coast Small Business Development Center

Community Service

Santa Cruz County Convention and Visitor's Bureau: President 1984, Vice President 1983,
Treasurer 1982, Director 1978-1986

Scotts Valley Recreational and Cultural Foundation: Chairman 1982-1985

Scotts Valley Chamber of Commerce: Director for five years. Member since 1973

Greater Santa Cruz Chamber of Commerce: Director 1983-1984. Member 1983-1992

Exchange Club of Scotts Valley: President 1982, 1983, 2008, 2009. Director 1980-1984, 1986-1988, 2006-present.
Member since 1979

Exchange Club of Santa Cruz: Charter member, Founder. Director 2007-2009, 2015 to Present

California-Hawaii-Nevada District Exchange Clubs: President 2006-2007, President Elect 2005-2006
District Director 1982-1984, 1996-2000, Asst. District Director 1980-1982
Four time recipient of the "Outstanding District Director" award

"Scotts Valley Days", an annual community celebration: Chairman 1984

Scotts Valley Property Owners Association: President 1981, Board Member 1979-1989

Santa Cruz Classic Golf Tournament: Chairperson 1989, 1990, 1991, 1992, 1996, 2003.
Co-Chairman 1993, 1994, 1995

City of Scotts Valley Appeals Board: Term: 1993-1996, 1996-1999

Scotts Valley Water District: Director 2003 – 2018, Vice President 2005, President 2006, 2007, 2012

Valley Gardens Golf Club, Treasurer since 2005

Central Coast Regional Water Quality Control Board: Director 2007 – 2011

Association of California Water Agencies, Region 5: Director 2005-2007, Vice Chair 2008-2009, Chair 20010-2013, Vice Chair 2014-2015, Chair 2016 - 2018
Member State Board, Association of California Water Agencies 2008 – 2019

ACWA-JPIA (Insurance Authority), Board Member from 2005, Member Executive Committee 2010 - 2019

Monteville Community Life (501c3), President since 2011

Scotts Valley Community Theater Guild, Treasurer since 2015

Scotts Valley "Man of the Year", 2015/16

Listed in "Who's Who in California"; "Who's Who in Business & Industry"; "Top Professionals 2014"

**2018 BALLOT FOR
SPECIAL DISTRICT MEMBER ON THE
CONSOLIDATED REDEVELOPMENT OVERSIGHT BOARD**

Item #1 Regular Position

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

- ☐ Reed Geisreiter Santa Cruz Port District
- ☐ David Hodgins Scotts Valley Water District
-

Item #2 Alternate Position

There were no nominations filed for the alternate position on the oversight board. Please indicate your preference below.

- ☐ Offer the Alternate Position to the Runner-Up in the Election for Regular Position.
- ☐ Do not fill the Alternate Position at this time.
-

- After voting, please hand deliver or mail the ballot back to LAFCO in the enclosed envelope no later than 10:00 a.m., Friday, March 2nd. Any ballots received after that time will not be counted.

District Voting: San Lorenzo Valley Water District

Signature of Board Chair or his/her designated representative

Printed Name

Date

MEMO

To: Board of Directors

From: District Manager

Prepared By: Director of Operations

Subject: Waiver of Formal Bidding Procedures, Pasatiempo Well 6 Replacement

Date: February 8, 2018

Recommendation

It is recommended that the Board of Directors review this memo and approve the attached resolution waiving formal bidding procedures, authorizing and directing the District Manager to execute the subject agreement with Martin B. Feeney, Consulting Hydrogeologist for consulting services in replacement of Pasatiempo Well 6 totaling \$61,958.00 waiving formal bidding procedures.

Background

The District's Pasatiempo Well No. 6 has had operational problems for the last five years. A series of holes developed in the well casing due to age and galvanic corrosion and was subsequently patched with swedges. The well has reached the end of its service life and replacement is needed. This well constitutes a significant source of the District's supply in this portion of the distribution system. Replacing this well is essential for maintaining the level of service previously provided. For over 20 years the District has contracted with Consulting Hydrogeologist Martin B. Feeney for technical expertise in maintaining and constructing deep water wells. Mr. Feeney has constructed several of the District wells and many other wells in the area for other water Districts. His vast knowledge of the groundwater aquifer and well construction is extremely important in designing and supervising the construction of the new well and strongly supports the waiving of formal bidding.

It is recommended that the Board of Directors approve the attached Resolution waiving formal bidding and execute agreement with Martin B. Feeney, Consulting

Hydrogeologist for consulting services regarding replacement of Pasatiempo Well 6 totaling \$61,958.00.

SAN LORENZO VALLEY WATER DISTRICT
RESOLUTION NO. 17 (17-18)

SUBJECT: RESOLUTION FOR THE DESIGN AND CONSTRUCTION
CONSULTANT FOR PASATIEMPO WELL 6 REPLACEMENT, SOLE
SOURCE PROCUREMENT

WHEREAS, the District's Pasatiempo Well 6 has reached its life expectancy and requires replacement; and

WHEREAS, in designing and supervising the construction of the new well a consultant is required; and

WHEREAS, the District has utilized the services of Martin B. Feeney, Consulting Hydrogeologist for such work for over 20 years; and

WHEREAS, Mr. Feeney's vast knowledge of the groundwater aquifer and well construction is extremely important in designing and supervising the construction of the new well; and

WHEREAS, Mr. Feeney's knowledge and experience strongly supports the waiving of formal bidding; and

WHEREAS, District Rules and Regulations, Article XIV - Contracts and Purchasing, Section 14.09 states "Whenever professional specialized consultant or sole source services or supplies are purchased, the Board may dispense with the provisions of this Article".

NOW THEREFORE BE IT RESOLVED that the Board of Directors approves the sole source procurement of the services of Martin B. Feeney, Consulting Hydrogeologist.

* * * * *

PASSED AND ADOPTED by the Board of Directors of the San Lorenzo Valley Water District, County of Santa Cruz, State of California, on the 15th day of February, 2018, by the following vote of the members thereof:

AYES:
NOES:
ABSTAIN:
ABSENT:

Holly B. Hossack, District Secretary
San Lorenzo Valley Water District

Martin B. Feeney
Consulting Hydrogeologist

October 11, 2017

San Lorenzo Valley Water District
13060 Highway 9
Boulder Creek, CA 95006

Attention: Mr. Rick Rogers - Operations Manager

Subject: Pasatiempo Well No. 6 Replacement – Proposal for Hydrogeologic Services

Mr. Rogers:

Following-up on our recent discussions and previous site meetings, I am pleased to submit this proposal for hydrogeologic services for designing and supervising the construction of a new well for the San Lorenzo Valley Water District (District). Presented in this proposal is a scope of work, schedule and cost for the proposed work.

BACKGROUND

The District's Pasatiempo Well No. 6 has had operational problems for the last five years. A series of holes developed due to age and galvanic corrosion and were subsequently patched with swedges. But the well has reached the end of its service life and needs to be replaced. This well constitutes a significant source of the District's supply in this portion of the distribution system. Replacing this well is essential for maintaining the level of service previously provided. The District has requested assistance in the design, preparation of documents for procurement of contractor services, and technical oversight during construction of the new well. It is understood that the replacement well would be located just north of the existing well.

The existing Pasatiempo Well No. 6 was drilled in 1990 to a depth of 790 feet. Based on the geologic log, the well is perforated in the Lompico Formation and bottoms in the underlying shale. The well is constructed of 12-inch diameter mild steel blank casing with stainless steel screens. The well is perforated between the intervals of 560-580, 600-620, and 710-770 feet below ground surface. Well performance data at the time of construction document a discharge rate of 700 gpm.

SCOPE OF WORK

Based on the above, a scope of work to address these issues has been developed. The work is broken down by task for purposes of budgeting.

Task 1 - Data Collection and Review/Basis of Design - This task includes collecting and reviewing available data from the failing well. We will review hydrogeologic data, well histories, well construction, well performance data and local contamination issues. Much of this work has already been performed as part of previous work for the District. This task will also include discussions with the County of Santa Cruz regarding potential limitations regarding well depths or producing aquifers. These data will be used to prepare a **basis-of-design report** for the new well. This document will recommend an overall well design, construction methods and identify approaches to well construction logistical issues.

Task 2 – Prepare Plans and Specifications - After the District's review and concurrence with the recommendations of the work product from Task 1, specifications for the new well will be developed. This will include completing the technical portions of the specifications only. It is assumed District will include the technical specification within the District's standard bid package. The technical specifications will be

10/11/17

based, in part, on specifications previously prepared for the District. Included in this task are discussions with the County regarding destruction of the existing well and preparation of specifications for the destruction which will be included with the construction specifications. This task will also include the development of a short list of contractors from which bids should be requested. After receipt of bids, assistance will be provided in selecting the preferred contractor

Task 3 - Well Construction Permitting - Work performed under this task will be limited to providing support to the District and their planning professionals with preparation of any needed environmental documentation. Assistance will also be provided toward obtaining specific permits required for drilling and testing a water well. This will likely be limited to a permit for well construction from Santa Cruz County. This task also includes assisting the District with adding the new well to the system as a new source in accordance with SWRCB-DDW protocols. This task does not include preparation of the Drinking Water Source Area Protection (DWSAP) document that may be required by SWRCB-DDW.

Task 4 - Well Construction Supervision/Reporting - This task includes the on-site observation of the drilling, construction, and testing of the new well. Services would include the preparation of a geologic log, the enforcement of specifications, the observation of critical stages of construction (well destruction, casing, gravel packing and development) and the supervision of well testing. If field conditions are different than assumed, technical input would be provided in response to the changed conditions. Upon completion of the well testing, water samples will be collected for laboratory analysis to support the application to SWRCB-DDW to add the well as a source of supply. It is assumed that the District will use their usual analytical laboratory, and costs for the analytical analyses are not included in this proposal. Upon completion of construction and testing, **a summary report** will be prepared documenting construction methods, as-built construction, well yield and water quality.

COSTS

Work described above will be performed on a time and expense basis in accordance with the current fee schedule (attached). Estimated costs by task are presented in Table 2. Estimates presented for Task 1, 2, and 3 can be considered firm and can be assumed to be not-to-exceed values. The level of effort associated with well construction supervision (Task 4) is difficult to budget, as the time involved is a function of Contractor competence and diligence, factors of which, under low-bid procurement procedures, I have no control. The proposed budget assumes that well construction will be performed on a 24-hour a day schedule for a period of 19 days that supervision will be on a variable basis but will average 60 percent coverage. If well construction activities are performed on a shorter or longer schedule, the fee for this task will be adjusted in accordance with the fee schedule. As such, Task 4 should be approached as time and materials. The cost basis for Task 4 is discussed below.

TASK 4 COSTS

The estimated level of effort for Task 4 was developed from the anticipated construction schedule (below) for a 12-inch diameter 800 foot well. We assume the well will be constructed in four phases: 1) installation of a conductor casing; 2) drilling of pilot hole and geophysical logging; 3) reaming of pilot hole, building the well, and well development; and 4) test pumping. For budget purposes, it is assumed that the well destruction will be performed concurrently, or sequentially, with installation of the conductor casing. The anticipated schedule is shown below. Between each of these phases, there may be periods of inactivity for several days that will result in demobilization of field personnel. The travel time associated with these sequential mobilizations is included in the cost estimate. Cost estimate also includes per diem for field staff and rental of water level data logger and field water quality instruments.

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Construction Schedule

New 800 foot well

New 500-foot Well																			
Construction Task	Work Days																		
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
Mobilization																			
Install Conductor																			
Drill Pilot Hole																			
Geophysical Log																			
Ream Pilot Hole																			
Build Well (casing, gravel and sealing)																			
Well Development (Rig)																			
Well Development (Pump)																			
Well Testing																			
Water Quality Sampling																			
<div><div></div><div>Contractor on-site</div></div> <div><div></div><div>Contractor off-site</div></div>																			

Task 4 Level of Effort Estimate

Construction/Consultant Task	Duration (days)	Contractor Hours	Consultant Hours	Oversite %	Travel Trips	Per diem	Manpower
Pre-con Meeting	0.5	4	4		1	1	1
Mob	1	12	0	33%	1		1
Install Conductor/Destroy Well	2	24	12	50%	1	1	1
Drill Pilot Hole	4	48	48	100%	1	8	2
Geophysical Log	0.25	6	6	100%			1
Ream Pilot Hole	4	96	48	50%		8	2
Build Well (casing, gravel and sealing)	3	72	72	100%		6	2
Well Development	4	36	21.6	60%	1	4	2
Well Testing	1	12	6	50%	1	1	1
Water Quality Sampling	0.25		2				1
Reporting			40				
		259.6		6		29	

Service	Hours	Rate	Extension
Consulting			
Office (MBF)	40	\$ 195.00	7800.00
Field (MBF)	110	\$ 165.00	18150.00
Field Staff	110	\$ 150.00	16500.00
Travel (8 hour RT)	48	\$ 95.00	4560.00
			47010.00
Per diem	29	170.00	4930.00
Equipment Rental			
Data Logger (days)	1	100.00	100.00
Turbidity Me (days)	1	50.00	50.00
TOTAL		\$ 47,160.00	

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Cost Summary

The costs for the tasks are presented on the attached below and detailed in the attached Table 2.

Task	Fee
Task 1 - Data Collection and Review	\$3,900
Task 2 - Prepare Plans and Specifications	\$3,120
Task 3 - Well Construction Permitting -	\$2,340
Task 4 - Well Construction Supervision/Reporting	\$47,160
Total	\$61,958

PROJECT PERSONNEL

The project team will be led by Mr. Martin Feeney. Mr. Feeney has work on numerous well projects for the District over the last 20 years and his qualifications are well known to the District. Mr. Feeney will be assisted in this effort by qualified staff from other firms.

CONTRACTING

I assume that the District will use their standard contract for professional services. Alternatively, I would be happy to provide a copy of my standard agreement. Please let me know your preference.

The opportunity to propose on this project is appreciated. Please call if you have any questions.

Sincerely,



Martin B. Feeney
Principal Hydrogeologist

Attachments:
Fee Schedule
Estimated Fee Summary

10/11/17

Table 2 -Estimated Fee Summary

San Lorenzo Valley Water District									
Pasatiempo 6 Replacement Well									
BUDGET			\$61,958						
Professional Service									
TASK DESCRIPTION			HOURS	FEE	Office	Field	Field Staff	Data Entry	Graphics
					\$195	\$165	\$150	\$85	\$60 \$85
Task 1	Data Collection and Review/Basis of Design	20	3,900	20					
Task 2	Prepare Plans and Specifications (Construct/Destruct)	16	3,120	16					
Task 3	Well Construction Permitting	12	2,340	12					
Task 4	Well Construction Supervision/Reporting	260	42,450	40	110	110			

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**Martin B. Feeney
Consulting Hydrogeologist
Rate Schedule for 2017**

	Office Rate	Field Rate
Martin B. Feeney	\$195	\$165
Field Staff		\$150

Other Direct Costs charged at cost + 10%

Field rate applies only to extended field work such as well drilling, sampling, etc. Field visits are charged at office rates.

MEMO

TO: Board of Directors

FROM: District Manager

SUBJECT: Board Member Participation, WaterNow Alliance Annual Summit

DATE: February 15, 2018

RECOMMENDATION:

It is recommend that the Board of Directors review this memo and by motion of the Board, authorize Dir. Smallman to attend the WaterNow Alliance Annual Summit. Staff has no recommendation.

BACKGROUND:

WaterNow Alliance sent an email addressed to the Board of Directors which was forwarded to each of the Board members. Dir. Smallman sent the attached email to the District Secretary expressing interest in attending their annual summit. He requested that the item be put on the February 2018 agenda.

STRATEGIC PLAN:

9.2 Board Development

FISCAL IMPACT:

\$1000 +/- (the summit is free so it would be travel expenses only)

Holly Morrison

From: Bill Smallman <bill@billsmallman.com>
Sent: Saturday, January 13, 2018 9:44 AM
To: Holly Morrison
Cc: Brian Lee
Subject: Re: FW: Join us for WaterNow Alliance's 3rd Annual Summit: Accelerating Innovation! ◀

Follow Up Flag: Follow up
Flag Status: Flagged

Ok put this on the agenda for Feb. I'll look at the others, but this one seemed the most interesting and beneficial.

> On January 13, 2018 at 7:42 AM Holly Morrison <hmorrison@slvwd.com> wrote:

>

>

> It is my understanding that you will need Board approval to attend any conference. I suggest you request that it be agendized in February. I have copied Brian, in case there is another option.

> See you Thursday,

> Holly

>

> Sent from my Verizon 4G LTE Droid

> On Jan 12, 2018 9:43 PM, Bill Smallman <bill@billsmallman.com> wrote:

> I'd like to maybe go to this, as I have a good friend who lives in SLC + really interested in going. Director Bill Smallman

>

> > On January 12, 2018 at 4:38 PM Holly Morrison <hmorrison@slvwd.com> wrote:

> >

> >

> > FYI

> >

> > From: Cynthia Koehler, WaterNow Alliance [mailto:info=waternow.org@mail250.sea81.mcsv.net] On Behalf Of Cynthia Koehler, WaterNow Alliance

> > Sent: Wednesday, January 10, 2018 8:01 AM

> > To: Board of Directors <bod@slvwd.com>

> > Subject: Join us for WaterNow Alliance's 3rd Annual Summit: Accelerating Innovation!

> >

> > [https://gallery.mailchimp.com/89b7ebfbd6ba02578c4ec74d/images/05343a08-fa86-41d0-8e06-2996b91061a9.png]<https://waternow.us11.list-manage.com/track/click?u=89b7ebfbd6ba02578c4ec74d&id=b90965270e&e=1250c79223>

> >

> >

> >

> > Dear Director Baughman,

> >

> > Registration is now open for The WaterNow Alliance Annual Summit: Accelerating

Innovation<https://waternow.us11.list-

manage.com/track/click?u=89b7ebfbd6ba02578c4ec74d&id=79a48e5377&e=1250c79223> in Salt Lake City, UT on March 28 - 29, 2018. This event is free and WaterNow Alliance Members can request travel assistance for a limited period of time (Tip: if you're not a member yet, joining<https://waternow.us11.list-

manage.com/track/click?u=89b7ebfbd6ba02578c4ec74d&id=221ff3773f&e=1250c79223> the Alliance is easy!)

> >



ACCELERATING INNOVATION

March 28 - 29, 2018 | Salt Lake City, UT

DAY 1 – Wednesday, March 28th

11:00 AM

Registration & Lunch

University of Utah Law S.J. Quinney College of Law
383 University St. East, 6th Floor

12:00 PM

Welcome to Salt Lake City

Mayor Jackie Biskupski, Salt Lake City, UT
Cynthia Koehler & Walt Wadlow, WaterNow Alliance

12:30 PM

Catalyzing Connections: World Cafe

1:30 PM

WaterNow Alliance Member Briefing & 2018/19 Priorities

2:00 PM

Break

2:15 PM

WaterNow Project Accelerator Spotlight

Danielle McPherson, WaterNow Alliance

2:45 PM

“Paying More for “Less” - Communicating with Ratepayers Workshop

Todd Cristiano, Raftelis Consulting
Matt Collings, Moulton Niguel Water District
Melissa Elliot, Denver Water (ret.)
Michelle Maddaus, Maddaus Water Management
Wes Hartmann, Stanford Graduate School of Business (invited)
Sarah Musiker, WaterNow Alliance

4:45 PM

End of Day 1 Sessions

6:00 PM

Dinner & WaterNow Impact Award Reception

Squatters Brewery – 147 West Broadway (300 South)

*Shuttles depart from University Guest House for Squatters at 6pm, return ~ 9pm

8:00 AM

Breakfast & Networking

University of Utah Law S.J. Quinney College of Law
383 University St. East, 6th Floor

8:30 AM

Welcome & Day 1 Reflections

8:45 AM

Breakthrough Developments for Financing Innovative Water Solutions *Presentation and Workshop*

Ed Harrington, Former President, Government Finance Officers Assn.
Cynthia Koehler, WaterNow Alliance
Julie Desimone, Moss Adams

Coalition of organizations working to scale spending on local water innovation

10:00 AM

Break

10:15 AM

Water Data for Leaders – How Big Data can Save Money & Water

David Sunding, UC Berkeley Dept. of Agricultural & Resource
Economics, Moderator

Frank Loge, UC Davis, Civil & Environmental Engineering

Shadi Eskaf, UNC's Environmental Finance Center

Newsha Ajami, Water in the West, Stanford University

Report from the Field - What Happens When Leaders Use Data Differently:

Joone Lopez & Vice President Brian Probolsky, Moulton Niguel WD

11:30 AM

Lunch & Keynote Address

Professor Robert Glennon, Author of *Water Follies* and *Unquenchable*

12:45 PM

Water and Climate Resilience

Mary Mitsos, National Forest Foundation

Frank Loge, UC Davis, Civil & Environmental Engineering

Seth Arens, Western Water Assessment

2:00 PM

Bridging Silos to Protect Watersheds

Robert Thompson, Salt Lake County Watershed Planning & Restoration

Jesse Stewart, Salt Lake City Public Utilities

Teresa Gray, Salt Lake County Health Department

Bekee Hotze, Uncitas National Forest, UT (invited)

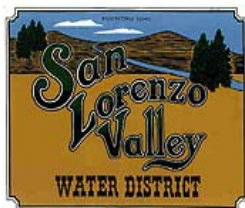
Pacific Forest Trust (TBD)

3:15 – 4 PM

Accelerating Innovation: What Happens Monday?

4:00 PM

Optional Field Tour: Red Butte Creek Watershed



**MINUTES
SPECIAL BOARD OF DIRECTORS
SAN LORENZO VALLEY WATER DISTRICT
AGENDA**

January 18, 2018, 5:00 pm

Bear Creek Estates Country Club
15685 Forest Hill Dr., Boulder Creek, CA 95006.

1. 5:00 Convene Meeting/Roll Call
Pres. Baughman, V.P. Hammer, Dir. Ratcliffe and Dir. Bruce were present
Dir. Smallman was absent

2. Additions and Deletions to Closed Session Agenda: None

3. Oral Communications Regarding Items in Closed Session:

B. Holloway, Boulder Creek addressed the Board.

4. 5:05 Adjournment to Closed Session

5. Convene to Open Session at 6:31 p.m.
Director Smallman is now present.

6. Report of Actions Taken in Closed Session

President Baughman read the following statement:

The Board has been and continues to be extremely concerned about unauthorized dissemination of the District's confidential and legally protected information through news outlets and social media. The Brown Act requires the legislative bodies of local agencies such as the District to hold their meetings open to the public except as provided in the Act. Section 54956.9 of the Brown Act establishes one of these important exceptions to the public meeting requirement. It authorizes local agencies to conference with their attorneys in private regarding pending or anticipated litigation after notice to the public when discussion in open session would prejudice the position of the local agency in the litigation. Section 54963 of the Brown Act strictly prohibits local agency Board members from publicly disclosing any information that has been received and discussed in closed session concerning litigation, unless the information is expressly authorized by law to be disclosed. The Board has directed counsel to prepare a draft complaint against Director Smallman to seek an injunction or other court order to prevent future unauthorized disclosures. The Board has been deliberating in closed session under the Anticipated Litigation agenda item regarding whether or not to pursue the litigation against Director Smallman. The Board has not yet made the decision whether to file, and believes it is appropriate to obtain public comment on this matter before deciding how to proceed. To that end, this item will be placed on the open session meeting agenda for a special

meeting of the Board to be conducted at 6:00 p.m., on January 30, in Boulder Creek at the District's Operations Building.

7. Additions and Deletions to Open Session Agenda: None

8. Oral Communications:

B. Holloway addressed the Board.

9. New Business:

Item 9a was moved to 7:00 pm as per notice.

b. FISH MONITORING PROGRAM

Dist. Manager Lee introduced this item.

Environmental Programs Manager Michelsen added additional info and introduced Kristen Kittleson, Santa Cruz County Fishery Resource Planner. Technical difficulties required moving to the next item.

A motion was made to take item 9c out of order. All members agreed.

c. SPECIAL DISTRICT LEADERSHIP ACADEMY CONFERENCE
DM Lee introduced this item.

An unidentified woman addressed the Board.

Discussion by the Board regarding attendance by the Board regarding the Special District Leadership Academy Conference.

A motion was made and seconded to authorize attendance by the Board of the Special District Leadership Academy Conference in Monterey in 2018.

L. Farris, addressed the Board.

Continued Board discussion.

M. Lee, Ben Lomond addressed the Board.

Unidentified woman addressed the Board.

Continued Board discussion.

Unidentified man addressed the Board.

J. Hayes, Felton addressed the Board.

Unidentified woman addressed the Board.

Continued Board discussion.

The Board voted unanimously to authorize attendance by the Board to the SDLA Conference in Monterey 2018.

- a. PUBLIC HEARING - PROP 218 BEAR CREEK ESTATES
WASTEWATER
DM Lee introduced this item.

7:05 President Baughman opened the Public Hearing.

B. Silver, BCE Wastewater Customer addressed the Board.
R. Herman, BCE Wastewater Customer addressed the Board.
Unidentified woman, BCE Wastewater Customer addressed the Board.
B. Holloway, addressed the Board.
J. Fasolas, Felton addressed the Board.
S. Wilbur, BCE Wastewater Customer addressed the Board.
M. Lee, addressed the Board.
Unidentified man, BCE Wastewater Customer addressed the Board.

7:21 President Baughman closed the hearing.

District Secretary Hossack announced that the District received 44
unvalidated protests.

DM Lee stated that the more than enough protests were received to end
the Prop 218 rate increase. Staff will plan another meeting with the BCE
Wastewater customers in February 2018.

Pres. Baughman said that it is clear that the rate increase cannot proceed.

Staff attempted to answer questions.

Discussion by the Board and staff regarding the Bear Creek Estates
Wastewater Enterprise rate increase.

S. Wilbur addressed the Board.

A motion was made and seconded to hold a 5 minute recess. All present
voted in favor.

8:01 Pres. Baughman reconvened the meeting.

- b. FISH MONITORING PROGRAM cont.

DM Lee reintroduced this item.

J. Michelsen reintroduced Kristen Kittleson.

Ms. Kittleson presented the monitoring history and current plan.

Discussion by the Board regarding the fish monitoring program.

An unidentified Soquel Creek Board member addressed the Board.

J. Fasolas, J. Collins, T. Hager from Capitola, unidentified man and woman, B. Ashley, L. Farris, B. Holloway, D. Alley and Chad addressed the Board.

Discussion by the Board.

10. 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. LOMPICO ASSESSMENT DISTRICT LOANS

Dir. Smallman addressed the Board and staff.

K. Hill, unidentified woman, S. Yergovich and B. Holloway addressed the Board.

Staff explained the process.

Discussion by the Board regarding Lompico Assessment District Loans.

10:27 Dir. Smallman asked to be excused and left.

11. Consent Agenda:

a. MINUTES FROM BOARD OF DIRECTORS MEETING
DECEMBER 21, 2017.

Consideration and possible action by the Board to approve minutes from the December 21, 2017 BoD meeting.

A motion was made to approve the 12.21.17 minutes. The motion passed with 3 in favor, 1 abstained and 1 absent.

12. District Reports:

DM Lee shared highlights from the District Reports.

B. Holloway addressed the Board.

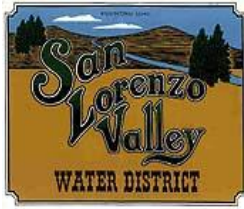
Board Discussion

B. Holloway and L. Farris addressed the Board.

Future BoD items:

- Strategic Plan
- Board Policy Manual
- Public Committee Member applications

13. Adjournment 10:44



**BOARD OF DIRECTORS SPECIAL
SAN LORENZO VALLEY WATER DISTRICT
AGENDA
January 23, 2018 12:30 p.m.**

1. **Roll Call/Convene**

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

Absent: VP Hammer, Dir. Smallman.

Staff present: J. Michelsen, H. Hossack

2. Additions and Deletions: None

3. Oral Communications: None

4. New Business:

RESOURCE CONSERVATION DISTRICT CONTRACT

J. Michelsen introduced and explained this item.

Pres. Baughman, Dir. Ratcliffe and Dir. Bruce asked for clarification on specifics.

Motion: As per staff's recommendation to contract with RDC as described and not to exceed \$60,000, **Action:** Approve

Moved by Dir. Bruce, **Seconded by** Dir. Ratcliffe.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 3).

Yes: Pres. Baughman, Dir. Bruce, Dir. Ratcliffe.

5. 12:49 Adjournment



MINUTES BOARD OF DIRECTORS SPECIAL MEETING January 30, 2018

1. Convene Meeting/Roll Call 6:00pm
Hammer, Smallman, Baughman, Ratcliffe, Bruce
Lee, Rogers, Hossack
2. Additions and Deletions: None
3. Oral Communications:
B. Fultz addressed the Board
J. Schneider addressed the Board
L. Henry addressed the Board
4. New Business: 6:07 pm

POTENTIAL LAWSUIT FOR INJUNCTION TO PREVENT FUTURE UNAUTHORIZED DISCLOSURES OF THE DISTRICT'S CONFIDENTIAL AND LEGALLY PROTECTED INFORMATION

Pres. Baughman read the injunction.

DM Lee addressed the Board.

General Counsel Nicholls explained and described the item. She warned the Board not to go into items discussed in closed session.

Discussion by the Board.

J. Schneider, Lompico addressed the Board.

D. Loewen, Lompico addressed the Board.

M. Lee, Ben Lomond addressed the Board.

B. Hoffman, Ben Lomond addressed the Board.

B. Holloway, Boulder Creek addressed the Board.

L. Henry, Lompico addressed the Board.

B. Fultz, Boulder Creek addressed the Board.

J. Fasolas, Felton addressed the Board.

N.? Felton addressed the Board.

B. Hanson, Felton addressed the Board.

L. Farris, addressed the Board.

G. Lyons, Felton addressed the Board.

B. Kennedy, Ben Lomond addressed the Board.

The Board discussed the comments made by the public.

B. Kennedy addressed the Board. G. Nicholls answered Mr. Kennedy.
R. Shaw, Lompico addressed the Board.
L. Henry, Lompico addressed the Board.
J. Schneider, Lompico addressed the Board.
E. Frech, Lompico addressed the Board.
B. Fultz, Boulder Creek addressed the Board.
B. Hoffman, Ben Lomond addressed the Board.
G. Lyons, Felton addressed the Board.
D. Loewen, Lompico addressed the Board.
J. Schneider, Lompico addressed the Board.
B. Holloway, Boulder Creek addressed the Board.
B. Hanson, Felton addressed the Board.
M. Lee, Ben Lomond addressed the Board.
J. Fasolas, Felton addressed the Board.
K. Bach, Boulder Creek addressed the Board.
B. Hoffman, Boulder Creek addressed the Board.

8:00 pm

Discussion by the Board. Hammer, Bruce, Ratcliffe, Smallman, Bruce, Baughman.

Baughman requested that the item come back to agendaize the item in Closed Session at the next BoD meeting.

G. Nicholls responded.

Motion to adjourn.

5. Adjournment 8:07pm

MEMO

TO: Board of Directors
FROM: District Manager
PREPARED BY: HR Specialist
SUBJECT: Pay Advances Policy
DATE: February 15, 2018

The San Lorenzo Valley Water District has realized that there is a need for a Pay Advances Policy. Having a policy will ensure internal consistency. Pay advances are not to exceed 40 hours of net pay, and must be repaid within two pay periods. Employees will be limited to one pay advance per year, and all requests will require approval from the District Manager.

STRATEGIC PLAN:

Element 8.0 Organizational Health/Personnel

FISCAL IMPACT:

No fiscal impact.



Pay Advances Policy

The District is under no legal obligation to make a pay advance to an employee for any reason. This policy differs from a hardship or emergency loan policy in that it does not provide specific reasons that must exist to support the granting of a loan. The District discourages any advancement of pay not yet earned, and any exception will require an extraordinary or emergency situation.

Procedure

Any employee in need of a pay advance must submit a request to their department head, using the standard Pay Advance Form. If the department head feels the need is justified, they may approve the advance not to exceed 40 hours of net pay with repayment terms not to exceed two pay periods.

Repayment

Repayment terms should be clearly established and so indicated on the Pay Advance Form. Repayment will be automatically deducted from the employee's paycheck according to the agreed upon schedule. If the employee terminates employment prior to total repayment of the advance, the employee is responsible to repay the District in full by the time of their separation date.

Eligibility

Employees will be limited to one pay advance per calendar year. A pay advance will not be granted to an employee who has another District-sponsored loan until that loan is satisfied. All requests require final approval from the District Manager.



Pay Advance Form

Name of Employee: _____ Date: _____

I, _____, request an advance payment of \$_____ on my wages/salary payable on the payroll date of _____. If this request is approved, I would like to receive this advance by _____.

I agree to repay this advance through either (please select a below option):

____ 1) One payroll deduction to be made from wages/salary payable the first pay period immediately following the date the advance is made, OR

____ 2) From two equal deductions from the next two pay periods immediately following the date from which the advance is made.

I also agree that if I terminate employment prior to total repayment of this advance, I understand that it is my responsibility to repay the District in full by the time of my separation date.

Employee Signature: _____ Date: _____

APPROVAL

Department Leader: _____ Date: _____

District Manager: _____ Date: _____

MEMO

TO: Board of Directors

FROM: District Manager

PREPARED BY: HR Specialist

SUBJECT: Reclassification of the Senior Field Services Worker Position

DATE: February 15, 2018

The San Lorenzo Valley Water District has realized that instead of filling the Senior Field Services Worker position (which is now vacant), it will be more beneficial to remove the Class A Driver's License requirement, lower the pay range, and reclassify the position as Lead Field Services Worker.

The range for the Senior Field Services Worker position is currently \$62,220 - \$83,376 and the Lead Field Services Worker range will be \$59,628 - \$79,908 (Range 123). The Senior Field Services Worker Position will be eliminated.

The District has also realized that there is a business need for two lead roles, rather than one, ensuring that multiple projects can be worked on simultaneously, while having lead support. The Lead Field Services Worker positions will only be opened up to internal candidates, allowing two Field Services Workers to be promoted.

STRATEGIC PLAN:

Element 8.1 Staffing Plan

FISCAL IMPACT:

FY \$2,554-\$3,410



LEAD FIELD SERVICES WORKER

DEFINITION

Under the general supervision of the Field Services Supervisor, the Lead Field Services Worker transports and operates heavy equipment in support of the installation, maintenance, and repair of the water distribution and sewer collection systems. This position also operates, maintains, and repairs a variety of water distribution components, provides lead direction to crews, and performs other related duties as required.

CLASS CHARACTERISTICS

This is a single position class in the Field Services series. This position operates a variety of heavy and light equipment in the installation, repair, and maintenance of the District's water distribution and sewer collection systems, and in the construction, repair, and maintenance of District facilities and grounds. The incumbent serves as a lead worker in the absence of the Field Services Supervisor and takes charge of small crews, but does not routinely exercise supervisory responsibility over other staff. This class differs from the Field Services Worker I/II class in that the incumbent is responsible for the transport and operation of heavy equipment, and performs light welding.

The incumbent is subject to being assigned after hour, standby duty assignment, and other irregular hours.

ESSENTIAL FUNCTIONS AND RESPONSIBILITIES

Essential functions and responsibilities may include, but are not limited to, the following:

- Transports and operates heavy equipment, including backhoes, graders, bulldozers, dump trucks, compressors, and ditch diggers; inspects and performs routine maintenance and routine repairs to equipment; inspects work area for underground and overhead wires, lines, and obstacles.
- Installs new or repairs existing water or sewer service mains and service lines; excavates mains with shovel and backhoe; shores excavation sites; sets up traffic control; installs PVC, HDPE, cast-iron, and steel pipe; flares and sweats copper pipe; places concrete forms and pours concrete; patches pavement with cement, asphalt, or gravel; maintains and repairs fire hydrants, valve caps, air vacs, and valves.
- Uses blueprints, pipe locators, leak detectors, and other electronic test equipment to locate water mains and leaks.
- Operates and performs minor mechanical adjustments and repairs to light trucks, dump trucks, backhoes, forklifts, pneumatic digging and pavement breaking tools, concrete saws, rollers, and vibrating plates; recommends purchase of new

equipment.

- Operates arc and acetylene welding equipment; lays out work for fabrication or cutting from construction drawings or blueprints.
- Performs a wide variety of manual labor when needed; washes, paints, oils, greases, brushes, adjusts, and repairs tools and equipment.
- May assist in the operation and maintenance of water distribution systems and perform preventive maintenance and semiskilled repairs to water distribution equipment; may adjust and exercise valves; may inspect, adjust, repair, and operate pumps, motors, compressors, generators, ventilation fans, and other equipment; maintains records and logs plant activities.
- Performs duties associated with Field Services Worker II, including meter reading.
- When assigned to standby duty assignment, may respond to customer service calls, SCADA computer alarms, and monitor and operate water and wastewater systems.
- May be assigned to serve as designated Water Distribution System Shift Operator.

QUALIFICATIONS

Demonstrated knowledge of:

- Safe operation and maintenance of construction equipment.
- Purposes and safe use of various hand and power tools and equipment employed in basic repair and maintenance work.
- Principles, methods, and tools employed in the installation, repair, and maintenance of water mains and meters.
- Safe working practices necessary in working with hazardous materials and chemicals, trenches, and enclosed areas.
- Basic plumbing and hydraulics.
- Principles and techniques of welding.
- Principles and practices of water treatment and disinfection.
- Principles and applicable state requirements relative to water treatment plant operations and water distribution systems.

Ability to:

- Operate of variety of light and heavy equipment.
- Use basic hand tools to perform minor repair and maintenance tasks.
- Apply appropriate safety precautions and procedures.
- Repair, install, and maintain water mains, services, and valves.
- Complete welding projects to District standards.
- Perform basic mathematical computations.
- Understand and carry out oral and written instructions.
- Perform call back work as assigned.
- Establish and maintain cooperative working relationships with employees, supervisors, customers, and the public.
- Understand water treatment plant operations and equipment.

CLASS INFORMATION

Supervised by:	Field Services Supervisor
Exercises Supervision Over:	No supervisory responsibility - Exercises lead responsibility over Field Services Workers
Bargaining Unit:	Classified
Status:	Full-time, hourly, non-exempt

TRAINING AND EXPERIENCE

Any combination of the following education, training, and experience, which demonstrates attainment of the required knowledge and ability to perform the required work (with reasonable accommodation, if needed):

Education: High School Diploma or equivalent.

Experience: Two years of experience as a Field Services Worker II. Or four years of experience in the construction, repair, and maintenance of water or sewer systems, or road construction, including a minimum of one year operating heavy equipment.

CERTIFICATIONS, LICENSES, AND REGISTRATIONS

- A valid California Class C Driver's License must be maintained at all times.
- Possession of and continued maintenance of a State of California, Department of Health Services Water Treatment Certificate Grade T1 and Water Distribution System Certificate Grade D3.

PHYSICAL AND SENSORY REQUIREMENTS

- Sufficient strength to perform manual labor, such as digging, shoveling, and sweeping.
- Sufficient eyesight to read standard text and data on computer screens.
- Ability to speak and hear at normal conversational levels in person and over the telephone.
- Manual dexterity to use hand and power tools.
- Ability to reach, bend, stoop, or crouch to perform work.
- Ability to lift and carry up to forty (40) pounds of equipment and/or materials on a regular basis, and one hundred (100) pounds on an occasional basis.
- Ability to perform sustained physical labor, involving frequent bending, lifting, pushing, pulling, and turning.
- Ability to walk and stand on uneven and slippery surfaces.
- Exposure to outdoors, including inclement weather and high noise levels.
- Ability to operate mechanical equipment and trucks.
- Ability to travel to different sites and locations.

MEMO

TO: Board of Directors
FROM: District Manager
SUBJECT: Administration/Engineering Departments Status Report
DATE: February 15, 2018

Deleted: January 18

RECOMMENDATION:

It is recommended that the Board of Directors review and file the Administration/Engineering Departments status report.

BACKGROUND:

MEETINGS OF NOTE

- Monday, January 29 – Director Bruce and DM presented a ‘State of the Water District’ at the Scotts Valley Rotary Club monthly meeting.
- Thursday, February 1st – DM attended the second annual ‘Connect the Drops’ symposium. Sentinel Article in this Board Packet highlights the event.

Deleted: January 1st, Happy New Year!

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Deleted: is scheduled for tonight

BEAR CREEK ESTATES PROPOSED RATE INCREASE

A public hearing on the proposed rate increase was held at the January Regular Board Meeting. The 218 Rate process was closed and protest were counted. Forty-four protests were received out of 62 accounts. The 50%+1 threshold was met and the Board took no action regarding rates.

Staff will be holding a public meeting with the Bear Creek Estates Customers on February 22nd to continue the discussion of past and future finances. Staff anticipates at least one more meeting with the Bear Creek Estates Customers prior to recommending a new 218 process.

Deleted: . Staff was unable to host an additional meeting with the residents of the Bear Creek Wastewater System prior to tonight's public hearing due to scheduling issues.

Deleted: is committed to holding future meeting with the Bear Creek Estates customers to develop a comprehensive community understanding of the issues and solutions

Formatted: Superscript

ADMINISTRATION BUILDING

At the July Regular Board Meeting staff was instructed to develop a work plan for moving administrative functions to another location within the District's service area while ensuring that operation and field functions remained undisrupted. The intent being to declare the current administration building surplus and sell.

Staff is preparing an RFP for a Facility Assessment to determine if the current Ops Building is sufficient in size and shape to house the Administrative functions of the District. If the building is deemed sufficient, the District will proceed with determining if the Prosser property is sufficient in size and shape to house the Operations functions of the District. If the building is deemed insufficient, staff will return to the Board for a public discussion of remaining options.

PROBATION TANK REPLACEMENT PROJECT

Probation Tank is scheduled to go to bid early next month (March 2018). Staff anticipates requesting a Special Board Meeting in early April to award a construction contract for replacement of the Probation Tank.

UNITED STATES DEPARTMENT OF AGRICULTURE (USDA) RURAL DEVELOPMENT LOAN

In December 2017, the Board authorized a contract with WSC Engineering to prepare the necessary Engineering Reports and Application Paperwork to apply for a ~\$5M USDA loan for construction of the following projects:

- Swim Tank
- Hihn Road Pipeline
- Lyon Pipeline
- Worth Lane Pipeline
- Sequoia Road Pipeline
- Bennet Booster
- Felton Acres Tank and Booster
- Hillside Drive Pipeline
- Riverview Drive Pipeline
- Two Bar Road Pipeline
- Orman Road Pipeline
- California Drive Pipeline
- Fall Creek Fish Ladder

Consultant and Staff are scheduling a kick-off meeting with USDA for sometime in January.

Staff is working on a Request for Proposals (RFP) to hire Engineering Design Firms to complete the project designs and environmental permits for each of the listed projects. The intent will be to hire at least three firms on a time-and-material basis, assigning specific projects to each. The hired design firms will also be tasked to work in conjunction with WSC, coordinating the USDA application process. Staff expects to release the RFP in January 2018, with a proposed contract award date at the February 15th Board Meeting.

SWIM TANKS REPLACEMENT PROJECT

Project is bid ready. WSC continues to work with staff in preparation for obtaining a federal USDA loan.

FALL CREEK FISH LADDER

100% plans and specifications for improvements are under staff review.

Deleted: The 100% Plan Review is complete. The Project's Habitat Conservation Plan (HCP) is complete. ¶

¶ Bidding and construction of the Probation Tank project is now scheduled to start in early 2018, for completion in early 2019. Construction is expected to take 12 months.¶

¶ Funding for the project is expected to be accomplished through rates, pay-as-you-go funding. USDA loans were determined to be low value for this particular project due to the service area of Probation Tank lying primarily within the Scotts Valley City Limits. Urban Areas do not qualify for USDA Loans.

Staff was informed in 2016 by Federal Fish and Wildlife (FFW) that the Fall Creek Diversion and Fish Ladder do not qualify for streamlined permitting. This is a change of direction from past conversations over the last three years. Individual consultation will be required and the District has submitted a request to the Army Corp of Civil Engineers. This new information will delay the project at least a year, if not longer.

Funding for the [improvement](#) project is expected to be accomplished through low-interest USDA loans.

[During the 2017 Winter Storms Fall Creek Fish Ladder experienced significant debris build-up and damage. The repair project has been submitted and approved by FEMA. Staff will be bidding the work out for the repair project later this year. Anticipated completion of the repair project is expected prior to October 15, 2018, the official start of the 'rainy season'.](#)

FELTON HEIGHTS WATER STORAGE TANK

Staff is working to obtain necessary easements on neighboring property. Design is expected for winter of 2018 with construction occurring in Autumn 2018. The delay is due to timing of the USDA loan.

Funding for the project is expected to be accomplished through low-interest USDA loans.

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: February 15, 2018

RECOMMENDATION:

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

BACKGROUND:

STORM DAMAGE / FEMA

We are working on another round of FEMA submittals. There are a handful of projects that have completed recently before the rainy season. We have received no news on our first submittal, other than it was received and is in process.

BUDGET

Finance Dept. is busy preparing the budget templates and getting full year estimates prepared. We will be disbursing the templates to managers soon and will begin rolling up budgets as they come in.

BEAR CREEK ESTATES

There has been significant time spent on learning the history and addressing questions that have arose from the Bear Creek Estates rate increase proposal. We are preparing a presentation for the next Bear Creek Estates meeting.

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

This packet contains the Q2 FY1718 and December 17 summary. Please see the Financial Summary for further detail.

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 December, 2017 consumption, the cumulative consumption is 11% above the baseline. There are no triggers identified per the revenue stabilization rate policy.

CUSTOMER SERVICE DEPT SUMMARY

	****			***						**	**				*				
Monthly Stats:	17-Jan	Dec-17	Nov-17	Oct-17	Sep-17	Aug-17	Jul-17	Jun-17	May-17	Apr-17	Mar-17	Feb-17	Jan-17	Dec-16	Nov-16	Oct-16	Sep-16	Aug-16	Jul-16
Cut In/Outs	61	62	55	81	59	114	52	74	48	49	86	68	71	76	87	102	87	125	116
Final Bills	57	66	50	79	79	58	49	62	44	47	62	36	28	36	59	44	54	70	62
Tags	194	118	240	128	260	264	163	199	167	100	291	226	209	193	205	111	306	362	245
Turn-offs	26	42	24	26	25	29	24	23	20	36	33	12	34	38	40	23	47	74	46

Online / Going Green

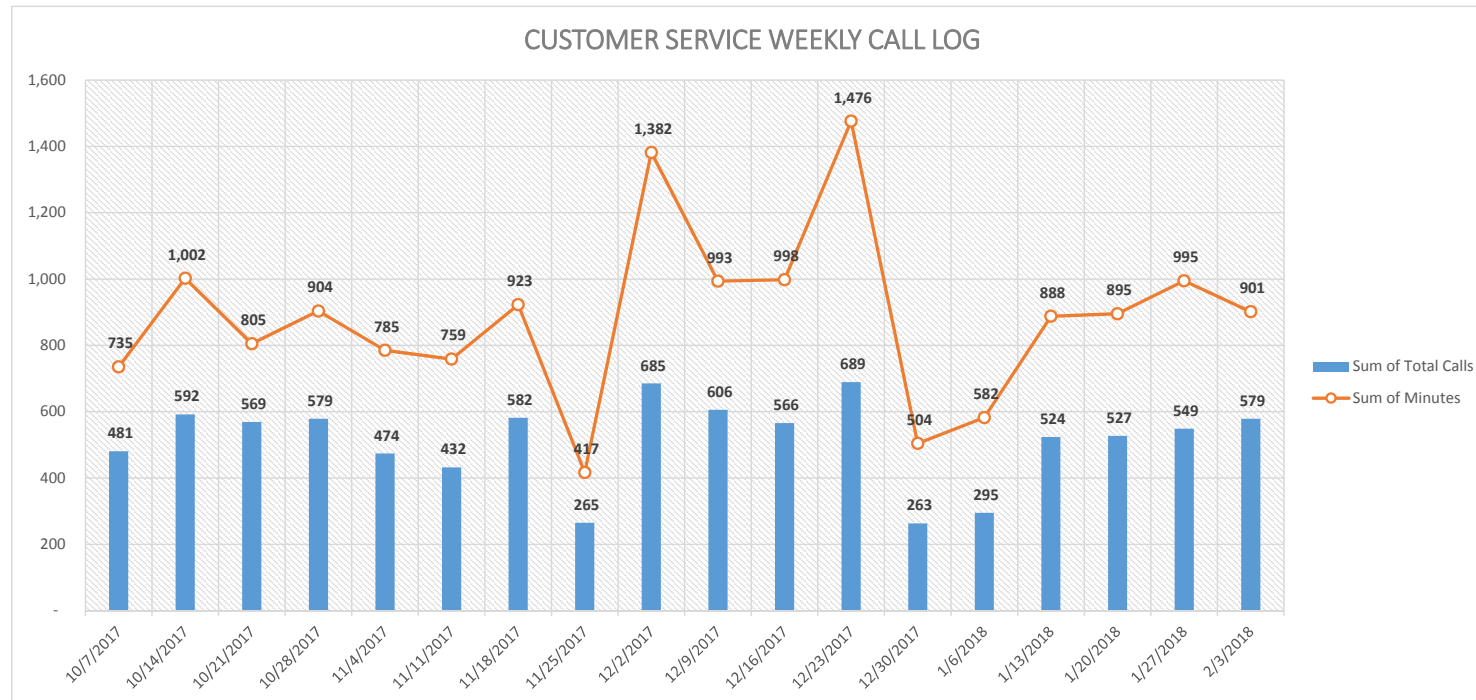
As of 02/05/2018

Online Sign-ups	3,499	3,443	3,398	3,331	3,283	3,244	3,201	3,164	3,141	3,115	3,038	2,985	2,929	2,880	2,826	2,772	2,712	2,640	2,585
E-Bills	1,092	1,064	1,043	1,018	998	979	957	949	931	920	879	858	843	826	808	783	762	740	721
Auto Pay	2,316	2,283	2,257	2,202	2,184	2,144	2,134	2,105	2,095	2,086	2,035	2,004	1,976	1,940	1,924	1,900	1,852	1,786	1,755

*Only one billing cycle was tagged/turned off this month due to timing issues

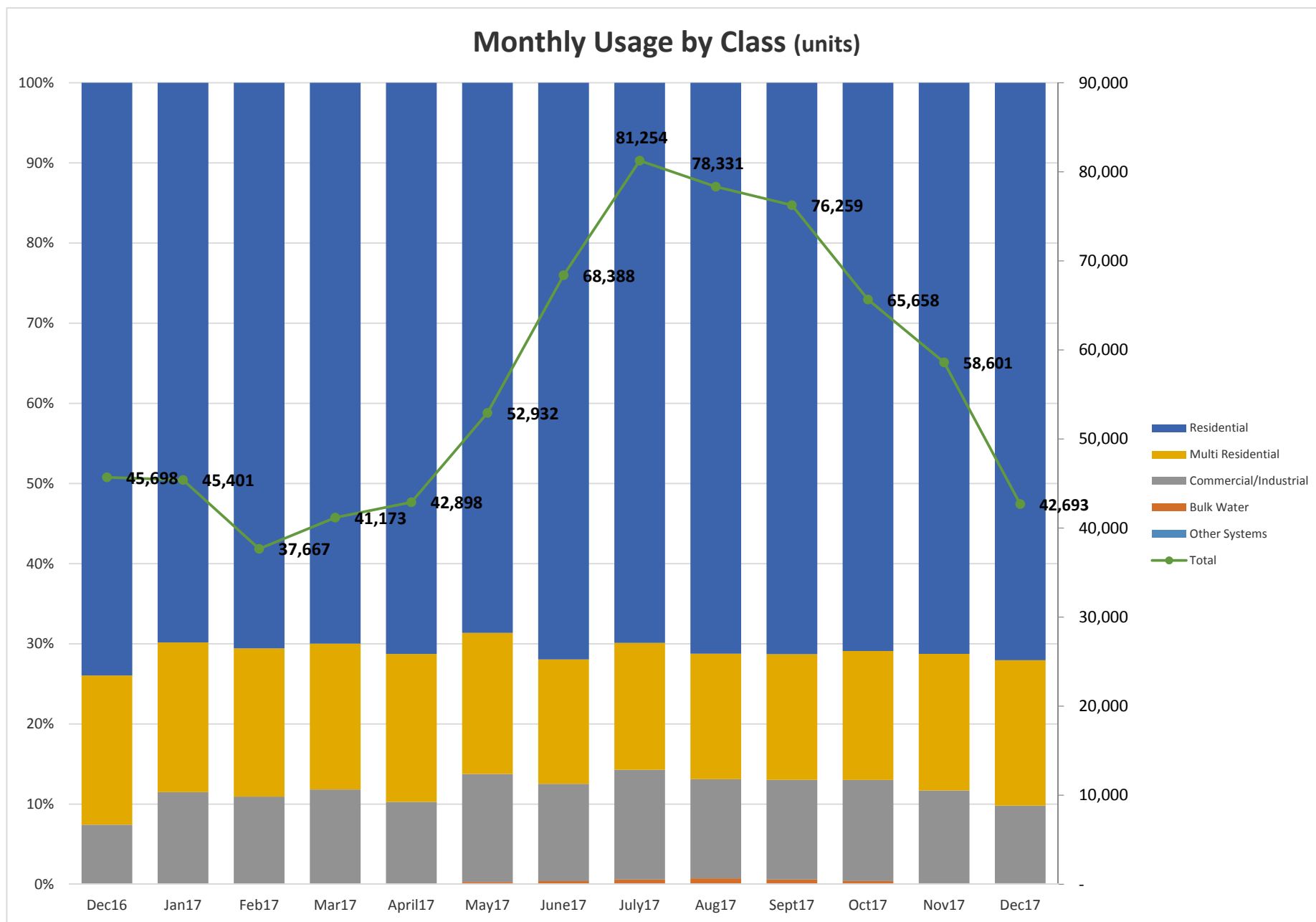
** Due to timing of tags, March had 3 tag cycles, while April only had one

*** Due to timing of tags, October only had 1 tag cycles.



Week Ending	Incoming Calls		Outgoing Calls		Total Calls	
	# Calls	Minutes	# Calls	Minutes	# Calls	Minutes
10/7/2017	302	584	179	150	481	735
10/14/2017	353	796	239	206	592	1,002
10/21/2017	295	643	274	163	569	805
10/28/2017	314	644	265	260	579	904
11/4/2017	278	626	196	159	474	785
11/11/2017	266	533	166	226	432	759
11/18/2017	369	742	582	923	582	923
11/25/2017	189	374	76	43	265	417
12/2/2017	428	1,184	257	198	685	1,382
12/9/2017	327	691	279	302	606	993
12/16/2017	334	770	232	227	566	998
12/23/2017	398	734	291	743	689	1,476
12/30/2017	205	456	58	48	263	504
1/6/2018	219	485	76	98	295	582
1/13/2018	315	671	209	218	524	888
1/20/2018	321	719	206	177	527	895
1/27/2018	310	754	239	240	549	995
2/3/2018	357	781	222	120	579	901

Weekly Notes
Turn offs, Main Break: Overlook, Vista Terrace, Oak Ave
Tags, Main Break: Dundee, Vista Terrace, Bean, Fernwood
Turn off, Main Break: Creek Road, Starview
Main Break: Fiddlesticks, Two Bar, 11237 HWY 9, Lakeshore, Brackney, Bear Creek, Zayante Drive, River Drive
Tags, Main Break: Oso Viejo, Zayante Drive
Turn offs, Main Break: Paone Street, Creek Drive, Condor
Main Break: Plateau Drive, Lake Shore, Buena Vista Avenue
Main Break: Vera Avenue, Country Club Drive, Hermosa (Holiday week)
Turn offs & Tags, Main Break: Oak & Fernwood, Brookside Avenue, Visitar,
Turn offs, Main Break: 14580 HWY 9
Tags, Main Break: Mesa Drive, West Park Avenue, Monte Vista Lane
Turn offs, Main Break: Hermosa/Oak, Glen Arbor, Middleton Ave
Main Break: Oak Place, Fairview Ave, Riverview Drive, Caledonium/Glen Arbor,
Tags, Main Break: Blach Way, Oak Ave, Oak St, Blue Ridge Drive
Turn offs, Main Break: Blue Ridge Dr, Old County HWY, McGaffigan Mill Rd, tank leak
Tags, Main Break: Brookside Ave, 11995 Alta Via Rd, Kings Creek Rd, 11916 Alta Via Rd
Turn offs, Main Break: San Lorenzo
Tags



Accounts Payable

Outstanding Invoices

User: KendraNegro
 Printed: 2/6/2018 - 10:12 AM
 Date Type: JE Date
 Date Range: 01/10/2018 to 02/06/2018



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
00076 - ERNIE'S AUTO CENTER						
01-400-5410	1/31/2018	1/26/2018	727711	00209-07-2018	7.79	BULBS
Total for Vendor 00076 - ERNIE'S AUTO CENTER:					7.79	
00133 - DASSEL'S						
01-400-5300	1/31/2018	1/26/2018	106331	00209-07-2018	453.99	PROPANE FOR OPS
Total for Vendor 00133 - DASSEL'S:					453.99	
00234 - CITY OF SCOTTS VALLEY						
01-800-5300	1/31/2018	1/15/2018	011518	00209-07-2018	79.00	SEWER CHARGES_11/15/17 - 01/15/18
Total for Vendor 00234 - CITY OF SCOTTS VALLEY:					79.00	
00343 - ERNIE'S SERVICE CENTER						
01-400-5410	1/31/2018	1/25/2018	65419	00209-07-2018	786.58	MAINT_ V#338
Total for Vendor 00343 - ERNIE'S SERVICE CENTER:					786.58	
00367 - INFOSEND, INC						
01-200-5200	1/31/2018	1/19/2018	131583	00209-07-2018	556.03	MAILING FEES
01-200-5650	1/31/2018	1/19/2018	131583	00209-07-2018	1,249.25	POSTAGE FEES
Total for Vendor 00367 - INFOSEND, INC:					1,805.28	
00398 - WATSONVILLE METAL CO.,INC						
01-400-5200	1/31/2018	1/26/2018	8424847	00209-07-2018	600.00	OLY DUMPSTER SERVICE
Total for Vendor 00398 - WATSONVILLE METAL CO.,INC:					600.00	
00449 - AW DIRECT, INC						

Vendor

Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
00449 - AW DIRECT, INC						
01-400-5410	1/31/2018	1/17/2018	S103977731	00209-07-2018	49.95	DOCK BUMPERS
01-400-5410	1/31/2018	1/17/2018	S103977731	00209-07-2018	4.25	TAX @ 8.5%
01-000-2130	1/31/2018	1/17/2018	S103977731	00209-07-2018	-4.25	TAX WITHHOLDING
Total for Vendor 00449 - AW DIRECT, INC:					49.95	
00450 - EUROFINS EATON ANALYTICAL, INC						
01-800-5202	1/31/2018	1/17/2018	367887	00209-07-2018	60.00	PASO 5, BOB'S LN
Task Label:		Type:	PO Number: 0000100701			
01-800-5202	1/31/2018	1/20/2018	368364	00209-07-2018	60.00	SWEETWATER, CLEAR CREEK, PEAVINE
Task Label:		Type:	PO Number: 0000100701			
Total for Vendor 00450 - EUROFINS EATON ANALYTICAL, INC:					120.00	
00566 - C S S C						
01-400-5510	1/31/2018	1/23/2018	18020	00209-07-2018	352.41	ANSWERING SERVICE
Task Label:		Type:	PO Number: 0000100939			
Total for Vendor 00566 - C S S C:					352.41	
00577 - GOLDEN STATE FLOW						
01-200-5600	1/31/2018	1/18/2018	56054	00209-07-2018	150.84	Auto Gun Sensor REPAIR
Task Label:		Type:	PO Number: 0000101006			
Total for Vendor 00577 - GOLDEN STATE FLOW:					150.84	
00729 - ALPHA ANALYTICAL LABS						
02-600-5202	1/31/2018	1/22/2018	8012875	00209-07-2018	982.00	WASTEWATER SAMPLING
Task Label:		Type:	PO Number: 0000100920			
Total for Vendor 00729 - ALPHA ANALYTICAL LABS:					982.00	
00768 - HD SUPPLY FACILITIES MAINT, LTD						
01-800-5300	1/31/2018	1/18/2018	467587	00209-07-2018	217.76	RECORDER CHART PAPER
Total for Vendor 00768 - HD SUPPLY FACILITIES MAINT, LTD:					217.76	
00772 - HAYWARD RUBBER STAMP						
01-100-5600	1/31/2018	1/25/2018	5221126	00209-07-2018	26.83	NPO STAMP_ADMIN
01-200-5600	1/31/2018	1/25/2018	5221126	00209-07-2018	26.83	NPO STAMP_FINANCE

Vendor	Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
Total for Vendor 00772 - HAYWARD RUBBER STAMP:						53.66	
10106 - CEL ANALYTICAL, INC							
	01-800-5202	1/31/2018	1/22/2018	6441	00209-07-2018	409.00	WATER TESTING
	Task Label:		Type:	PO Number:	0000100997		
Total for Vendor 10106 - CEL ANALYTICAL, INC:						409.00	
10139 - NATIONAL METER AUTOMATION							
	01-000-1310	1/31/2018	1/24/2018	S1094434.001	00209-07-2018	5,441.63	ORION MANUAL CELLULAR ENDPOINTS
	Task Label:		Type:	PO Number:	0000101004		
	01-000-1310	1/31/2018	1/26/2018	S1094575.001	00209-07-2018	1,646.11	8001-002 - 1" BADGER MODEL 55 COMPLETE
	Task Label:		Type:	PO Number:	0000101010		
Total for Vendor 10139 - NATIONAL METER AUTOMATION:						7,087.74	
10152 - WESTAMERICA BANK							
	01-000-2405	1/31/2018	1/18/2018	011818	00209-07-2018	1,815.57	TRUCK LOAN_PRINCIPAL
	01-000-7100	1/31/2018	1/18/2018	011818	00209-07-2018	285.11	TRUCK LOAN_INTEREST
Total for Vendor 10152 - WESTAMERICA BANK:						2,100.68	
10192 - GARY KITTLESON							
	01-000-1565	1/31/2018	12/29/2017	KEC171229.1	00209-07-2018	500.00	BULL CREEK PIPELINE PROJECT
Total for Vendor 10192 - GARY KITTLESON:						500.00	
Report Total:						15,756.68	

Accounts Payable

Checks by Date - Detail by Check Number

User: KendraNegro
Printed: 2/6/2018 10:12 AM



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

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
ACH	10188 011618	STATE BOARD OF EQUALIZATION SA 2017 SALES TAX	01/16/2018		622.00
Total for this ACH Check for Vendor 10188:				0.00	622.00
ACH	00178	CALPERS	02/01/2018		
	FEB 2018	HEALTH INSURANCE			17,323.30
	FEB 2018	HEALTH INSURANCE			11,395.93
	FEB 2018	HEALTH INSURANCE			600.00
	FEB 2018	HEALTH INSURANCE			184.48
	FEB 2018	HEALTH INSURANCE			1,490.84
	FEB 2018	HEALTH INSURANCE			2,860.56
	FEB 2018	HEALTH INSURANCE			14,545.27
	FEB 2018	HEALTH INSURANCE			779.86
	FEB 2018	HEALTH INSURANCE			3,006.53
Total for this ACH Check for Vendor 00178:				0.00	52,186.77
14287	UB*00372	RONALD BEEBE Refund Check	01/10/2018		12.25
Total for Check Number 14287:				0.00	12.25
14288	UB*00378	JOANNE BORTOLI Refund Check Refund Check	01/10/2018		49.50 188.60
Total for Check Number 14288:				0.00	238.10
14289	UB*00376	PENELOPE BROOKS Refund Check Refund Check	01/10/2018		0.81 62.37
Total for Check Number 14289:				0.00	63.18
14290	UB*00377	ROBERT DEACON Refund Check	01/10/2018		22.62
Total for Check Number 14290:				0.00	22.62
14291	UB*00373	BARRY ESPINOSA Refund Check	01/10/2018		58.63
Total for Check Number 14291:				0.00	58.63
14292	UB*00307	Julia Powell Refund Check	01/10/2018		62.12
Total for Check Number 14292:				0.00	62.12
14293	UB*00375	MICHAEL SHULTS	01/10/2018		

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
		Refund Check			29.79
			Total for Check Number 14293:	0.00	29.79
14294	UB*00374	SIGRID SNITZER	01/10/2018		
		Refund Check			130.95
		Refund Check			3.50
			Total for Check Number 14294:	0.00	134.45
14295	00449	AW DIRECT, INC	01/11/2018		
	3920133	LIGHT SWITCH			28.84
	3924422	LIGHT MOUNT			100.54
			Total for Check Number 14295:	0.00	129.38
14296	00145	BATTERIES PLUS	01/11/2018		
	331826	LWTP PS BATTERIES			165.64
			Total for Check Number 14296:	0.00	165.64
14297	00151	BRENT IVES	01/11/2018		
	018-03	CONSULTING SERVICES			3,700.00
			Total for Check Number 14297:	0.00	3,700.00
14298	00363	CINCINNATI LIFE INSURANCE CO	01/11/2018		
	JAN 2018	LIFE INSURANCE			28.00
			Total for Check Number 14298:	0.00	28.00
14299	01050	COLONIAL LIFE - BCN E4377735	01/11/2018		
	1206722	SUPPLEMENTAL INS_12/6/17, 12/20/17			343.70
			Total for Check Number 14299:	0.00	343.70
14300	00788	COMCAST	01/11/2018		
	010118_1336033	INTERNET_215 BLACKSTONE DR			172.52
			Total for Check Number 14300:	0.00	172.52
14301	00757	JOE DAVIS	01/11/2018		
	011018	ADVANCE PP ENDING 1/17/18			1,000.00
			Total for Check Number 14301:	0.00	1,000.00
14302	00505	DELL MARKETING LP	01/11/2018		
	10213735220	ADMIN. COMPUTER			1,570.69
			Total for Check Number 14302:	0.00	1,570.69
14303	00164	FIRST ALARM	01/11/2018		
	363905	ALARM SERVICES_365 MADRONE DR			163.62
	363905	ALARM SERVICES_13057 HWY 9			571.71
	363905	ALARM SERVICES_101 QUAIL HOLLOW RI			92.76
	366250	ALARM SERVICES_1232 KINGS VILLAGE F			287.64
	366250	ALARM SERVICES_600 SAN LORENZO AVI			167.19
	366250	ALARM SERVICES_15900 BEAR CREEK RD			333.57
	366250	ALARM SERVICES_195 KIRBY			329.22
			Total for Check Number 14303:	0.00	1,945.71
14304	00080	GRANITE CONSTRUCTION CO	01/11/2018		

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	1305248	HOT MIX			123.69
			Total for Check Number 14304:	0.00	123.69
14305	00550 10761536	HACH COMPANY WATER TREATMENT SUPPLIES_REAGENT	01/11/2018		902.16
			Total for Check Number 14305:	0.00	902.16
14306	00615 122817 122817 122817	HOME DEPOT CREDIT SERVICES PIPE WRENCHES_V #275 JOB BOX_V#230 OPS SKIL SAW	01/11/2018		107.05 183.36 270.17
			Total for Check Number 14306:	0.00	560.58
14307	10179 6140	JCG TECHNOLOGIES, INC Digital Meeting Recording Kit	01/11/2018		5,520.34
			Total for Check Number 14307:	0.00	5,520.34
14308	UB*00380	MARK MACDOUGALL Refund Check	01/11/2018		4.71
			Total for Check Number 14308:	0.00	4.71
14309	10151 719713	OSCAR RODAS JOHNSON BUILDING MAIT_DEC 2018	01/11/2018		250.00
			Total for Check Number 14309:	0.00	250.00
14310	00054 1/3/_9655817646	PACIFIC GAS & ELECTRIC ELECTRIC CHARGES_140 ELENA CT	01/11/2018		10.21
			Total for Check Number 14310:	0.00	10.21
14311	00074 170779	PAUL FUELING PUMP CONTROL SCHEMATICS_I6	01/11/2018		578.27
			Total for Check Number 14311:	0.00	578.27
14312	00785 21718-CS-13	REGIONAL WATER MANAGEMENT IRWM COORDINATION & SUPPORT SVCS	01/11/2018		10,000.00
			Total for Check Number 14312:	0.00	10,000.00
14313	00032 ZA17030694	SENSUS USA, INC AR5502 REPAIR	01/11/2018		540.95
			Total for Check Number 14313:	0.00	540.95
14314	UB*00379	JAMES STANTON Refund Check	01/11/2018		1.62
			Total for Check Number 14314:	0.00	1.62
14315	00044 122917 122917 122917 122917	STAPLES CREDIT PLAN_6035 5178 622 MAT, BINDERS, POST-IT FRONT DESK CALENDAR CREDIT CALENDARS	01/11/2018		147.17 17.32 -14.63 145.32

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 14315:	0.00	295.18
14316	00555 53539305	STORDOK, INC. ON SITE DOC SHREDDING	01/11/2018		45.00
			Total for Check Number 14316:	0.00	45.00
14317	UB*00381	TRACY UNTI Refund Check Refund Check Refund Check Refund Check	01/11/2018		95.67 25.00 109.31 40.00
			Total for Check Number 14317:	0.00	269.98
14318	00695 1222217	PAUL JENSEN LWTP ACCESS RD SURVEY WORK	01/11/2018		2,610.00
			Total for Check Number 14318:	0.00	2,610.00
14319	00944 2537 2537	PDNC, INC. MONTHLY SERVER BACKIP MANAGED SERVER	01/11/2018		175.00 330.00
			Total for Check Number 14319:	0.00	505.00
14320	10069 01102018	NATE GILLESPIE SAFETY BOOTS	01/12/2018		125.55
			Total for Check Number 14320:	0.00	125.55
14321	00350 11118	HOWARD OLIPHANT SAFETY BOOTS	01/12/2018		259.39
			Total for Check Number 14321:	0.00	259.39
14322	10170 20783	LEISURE WEST CAMPER SHELLS, INC TOOL BOX_V #380	01/16/2018		471.98
			Total for Check Number 14322:	0.00	471.98
14323	00383 1249230-5	A TOOL SHED DEHUMIDIFIER RENTAL_FIREHOUSE BOC	01/18/2018		261.80
			Total for Check Number 14323:	0.00	261.80
14324	00362 36971 36971	ACCELA, INC #774375 WEB PAYMENTS_BANK FEES WEB PAYMENTS_TRANSACTION FEES	01/18/2018		185.00 2,393.00
			Total for Check Number 14324:	0.00	2,578.00
14325	10102 INNU-001354	CALIFORNIA CONSERVATION CORPS. NATIVE HABITAT RESTORATION_FELTON	01/18/2018		1,200.00
			Total for Check Number 14325:	0.00	1,200.00
14326	00366 101117	ACWA 2018 ANNUAL DUES	01/18/2018		16,830.00
			Total for Check Number 14326:	0.00	16,830.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
14327	00545 885707	AFLAC SUPPLEMENTAL INSURANCE_JAN 2018	01/18/2018		221.77
		Total for Check Number 14327:		0.00	221.77
14328	00729 7122821	ALPHA ANALYTICAL LABS WASTEWATER SAMPLING	01/18/2018		1,032.00
		Total for Check Number 14328:		0.00	1,032.00
14329	10023 3028633	AT & T CAPITAL SERVICES, INC V2 SYSTEM MAINTENANCE	01/18/2018		396.07
		Total for Check Number 14329:		0.00	396.07
14330	00055 010118 010118 010118 010118	AT&T TELEPHONE CHARGES_ADMIN TELEPHONE CHARGES_BCEWW TELEPHONE CHARGES_OPS TELEPHONE CHARGES_WTP	01/18/2018		170.79 346.39 3,674.28 1,843.99
		Total for Check Number 14330:		0.00	6,035.45
14331	00309 7254000406	AT&T IP SERVICES TELEPHONE CHARGES_195 KIRBY	01/18/2018		268.54
		Total for Check Number 14331:		0.00	268.54
14332	00687 010518	AT&T U-VERSE INTERNET_13057 HWY 9	01/18/2018		70.00
		Total for Check Number 14332:		0.00	70.00
14333	00687 010718	AT&T U-VERSE INTERNET_345 QUAIL TERRACE	01/18/2018		75.00
		Total for Check Number 14333:		0.00	75.00
14334	00687 010818	AT&T U-VERSE INTERNET_365 MADRONE RD	01/18/2018		75.00
		Total for Check Number 14334:		0.00	75.00
14335	00687 10718_132166881	AT&T U-VERSE INTERNET_MANANA WOODS	01/18/2018		85.00
		Total for Check Number 14335:		0.00	85.00
14336	00141 388399	B & B SMALL ENGINE GENERATOR FEET	01/18/2018		93.13
		Total for Check Number 14336:		0.00	93.13
14337	10025 80016647	BADGER METER, INC BEACON SERVICES	01/18/2018		627.45
		Total for Check Number 14337:		0.00	627.45
14338	00609 2170018-1217	BALANCE HYDROLOGICS, INC STREAM GAGING PROJECT	01/18/2018		3,247.29
		Total for Check Number 14338:		0.00	3,247.29

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
14339	00378	BANK OF THE WEST BANKCARD CEN	01/18/2018		
	012218	BOOTS			401.34
	012218	INSULATED DOOR CURTAIN			26.85
	012218	MEETING LUNCHEON			26.10
	012218	FLAG			84.90
	012218	APP RIVER CLOUD SERVICES			158.40
	012218	ADVERTISING			229.00
	012218	UPS			456.34
	012218	TOOLS			274.43
	012218	MAIL CHIMP			50.00
	012218	K CONRAD INTERNET			4.00
Total for Check Number 14339:				0.00	1,711.36
14340	00145	BATTERIES PLUS	01/18/2018		
	332029	3V BATTERY FOR RAIN GAUGE			3.26
	332323	BATTERIES_LOMPICO WEATHER STATION			42.49
	332358	BATTERY_V #280			222.34
Total for Check Number 14340:				0.00	268.09
14341	10173	CARLY BLANCHARD	01/18/2018		
	011718	TRAINING, MILEAGE			447.01
Total for Check Number 14341:				0.00	447.01
14342	10149	RANDALL BROWN	01/18/2018		
	122717	HISTORICAL RESEARCH PROJECT			525.00
Total for Check Number 14342:				0.00	525.00
14343	00124	BRUCE BARTON PUMP, INC	01/18/2018		
	94943	FIREHOUSE BOOSTER REPAIR			898.83
Total for Check Number 14343:				0.00	898.83
14344	00566	C S S C	01/18/2018		
	17120	ANSWERING SERVICE			263.13
Total for Check Number 14344:				0.00	263.13
14345	00184	CA SURVEYING & DRAFTING SUPPLY	01/18/2018		
	212448/2	PRINTER INK			151.79
Total for Check Number 14345:				0.00	151.79
14346	00174	CARUS CORPORATION	01/18/2018		
	10063899	WT CHEMICALS			1,713.44
Total for Check Number 14346:				0.00	1,713.44
14347	00213	CHESTNUT IDENTITY APPAREL, INC	01/18/2018		
	109303	UNIFORMS_CUSTOMER SERVICE			816.89
	109303	UNIFORMS_WATER TREATMENT			1,694.98
	109303	UNIFORMS_OPERATIONS			2,299.65
	109822	UNIFORMS_WATER TREATMENT			183.15
Total for Check Number 14347:				0.00	4,994.67
14348	00788	COMCAST	01/18/2018		
	0010818	INTERNET_17277 HWY 9			172.52

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 14348:	0.00	172.52
14349	00788 010318_956185	COMCAST INTERNET_545 FALL CREEK RD	01/18/2018		169.05
			Total for Check Number 14349:	0.00	169.05
14350	00788 010618	COMCAST INTERNET_295 EAST RD	01/18/2018		172.52
			Total for Check Number 14350:	0.00	172.52
14351	00788 010718	COMCAST INTERNET_15819 FOREST HILL DR	01/18/2018		172.52
			Total for Check Number 14351:	0.00	172.52
14352	00788 011018_1236135	COMCAST INTERNET_280 BLUE RIDGE DR	01/18/2018		172.52
			Total for Check Number 14352:	0.00	172.52
14353	00273 30346438	CORELOGIC, INC. REALQUEST SERVICES	01/18/2018		200.00
			Total for Check Number 14353:	0.00	200.00
14354	00988 13082	DARREL BROWN PUMP BCEWW PLANT	01/18/2018		5,680.00
			Total for Check Number 14354:	0.00	5,680.00
14355	00418 135551	DATCO SERVICES CORP QUARTERLY SERVICE FEE_JAN - MAR	01/18/2018		25.50
			Total for Check Number 14355:	0.00	25.50
14356	00343 64896	ERNIE'S SERVICE CENTER RADIATOR CAP_V #335	01/18/2018		166.29
			Total for Check Number 14356:	0.00	166.29
14357	00450 363683 364529	EUROFINS EATON ANALYTICAL, INC WATER ANALYSIS PASO 5, BOB'S LN	01/18/2018		5,900.00 60.00
			Total for Check Number 14357:	0.00	5,960.00
14358	00750 122317	FEDAK & BROWN, LLP AUDIT SERVICES_DEC 2017	01/18/2018		1,375.00
			Total for Check Number 14358:	0.00	1,375.00
14359	00204 6-033-78868 6-033-78868 6-033-78868	FEDERAL EXPRESS CORP OVERNIGHT ENVELOPE 2 DAY ENVELOPE RMA RETURN	01/18/2018		70.50 21.56 103.18
			Total for Check Number 14359:	0.00	195.24
14360	00768 448187	HD SUPPLY FACILITIES MAINT, LTD CHART PAPER	01/18/2018		225.68

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	448736	CHART PAPER			218.64
			Total for Check Number 14360:	0.00	444.32
14361	10005 102513249	ICMA RETIREMENT C/O M & T RETIRI RETIREMENT WITHHOLDING	01/18/2018		2,960.00
			Total for Check Number 14361:	0.00	2,960.00
14362	00058 12206	IHWY, INC. BUSINESS HOSTING_slvwd.com	01/18/2018		25.00
			Total for Check Number 14362:	0.00	25.00
14363	00336 12-2017	LAND TRUST OF SANTA CRUZ CNTY Olympia Patrol Service_DEC 2017	01/18/2018		443.85
			Total for Check Number 14363:	0.00	443.85
14364	00082 122217 122217 122217	MID VALLEY SUPPLY PAPER SUPPLIES PAPER TOWELS_OPS PAPER SUPPLIES	01/18/2018		36.88 167.06 110.67
			Total for Check Number 14364:	0.00	314.61
14365	10185 178857	NATIONAL GPR SERVICE, INC BLUE TANK PROJECT	01/18/2018		4,550.00
			Total for Check Number 14365:	0.00	4,550.00
14366	10067 101700347 101700347 101700347	NBS QUARTERLY FEES REIMBURSABLE ESPENSES QUARTERLY FEES	01/18/2018		1,125.00 42.17 750.00
			Total for Check Number 14366:	0.00	1,917.17
14367	00027 321859	NORTH BAY FORD MAINT_V#121	01/18/2018		83.06
			Total for Check Number 14367:	0.00	83.06
14368	10158 475403 475403	NOSSAMAN, LLP DISBURSEMENTS THROUGH 11/30/17 SERVICES RENDERED THROUGH 11/30/17	01/18/2018		2,302.82 22,098.00
			Total for Check Number 14368:	0.00	24,400.82
14369	00054 011018	PACIFIC GAS & ELECTRIC ELECTRIC_195 KIRBY	01/18/2018		1,788.44
			Total for Check Number 14369:	0.00	1,788.44
14370	00512 142969	RIVERSIDE LIGHTING FIREHOUSE BOOSTER ELECTRICAL	01/18/2018		69.36
			Total for Check Number 14370:	0.00	69.36
14371	00589 7438	RONALD RAY GREENLY KWTP HOLDING TANK HAUL AWAY	01/18/2018		300.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 14371:	0.00	300.00
14372	00047	SOIL CONTROL LAB	01/18/2018		
	7120227	WATER SAMPLING_OLY 2			39.00
	7120441	WATER SAMPLING_OLY 2			39.00
	7120745	WATER SAMPLING_MIRA FLORES			145.00
	7120746	WATER SAMPLING_OLY 2			39.00
	7120747	WATER SAMPLING_MIRA FLORES			37.00
	7120897	WATER SAMPLING_CANEPA/ELENA			145.00
			Total for Check Number 14372:	0.00	444.00
14373	00148	SOQUEL CREEK WATER DIST	01/18/2018		
	1496261	SHARED PSA ADS			357.12
			Total for Check Number 14373:	0.00	357.12
14374	10138	SWRCB - DWOCP	01/18/2018		
	111817	CERTIFICATION G1			55.00
			Total for Check Number 14374:	0.00	55.00
14375	10184	THATCHER COMPANY, INC	01/18/2018		
	10018638	DRUM CREDIT			-800.00
	10054909	CL2 FOR KWTP			1,916.52
			Total for Check Number 14375:	0.00	1,116.52
14376	00268	WATTS ON	01/18/2018		
	12134	BCEW GENERATOR SERVICE			461.56
			Total for Check Number 14376:	0.00	461.56
14377	00309	AT&T IP SERVICES	01/22/2018		
	6688109305	IP SERVICES_ADMIN			259.86
	6688109305	IP SERVICES_WT			259.87
	6688109305	IP SERVICES_OPS			259.87
			Total for Check Number 14377:	0.00	779.60
14378	00034	DAVE BASLER	01/22/2018		
	011718	UNIFORM REIMBURSEMENT			127.00
			Total for Check Number 14378:	0.00	127.00
14379	00788	COMCAST	01/22/2018		
	011118	INTERNET_23 SUMMIT AVE			141.12
			Total for Check Number 14379:	0.00	141.12
14380	00050	COUNTY OF SANTA CRUZ	01/22/2018		
	090-021-05	LIEN RELEASE FEE			15.00
			Total for Check Number 14380:	0.00	15.00
14381	01052	SCOTT MATTOCH	01/22/2018		
	011818A	REIMBURSEMENT_AUDIO CABLE			8.08
	011818B	REIMBURSEMENT_PROJECTION SCREEN			129.98
	011818C	REIMBURSEMENT_ROUTER			87.19
			Total for Check Number 14381:	0.00	225.25

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
14382	UB*00384	DENISE PITMAN-ROSAS Refund Check	01/22/2018		10.37
			Total for Check Number 14382:	0.00	10.37
14383	UB*00382	MICHAEL SHULTS Refund Check	01/22/2018		9.42
			Total for Check Number 14383:	0.00	9.42
14384	UB*00383	GARY SNIDER Refund Check Refund Check	01/22/2018		10.37 26.98
			Total for Check Number 14384:	0.00	37.35
14385	00369 012218	CAROLE TRIANTAFILLOS ADVANCE_PP END 1/31/18	01/22/2018		1,000.00
			Total for Check Number 14385:	0.00	1,000.00
14388	00686 011318 011318	AT&T LONG DISTANCE LONG DISTANCE_WT LONG DISTANCE_ADMIN	01/29/2018		1.32 7.81
			Total for Check Number 14388:	0.00	9.13
14389	00687 11518_132167447	AT&T U-VERSE INTERNET_365 MADRONE AVE	01/29/2018		75.00
			Total for Check Number 14389:	0.00	75.00
14390	00788 011518	COMCAST INTERNET_200 ANNIE'S WAY	01/29/2018		172.52
			Total for Check Number 14390:	0.00	172.52
14391	00788 011618	COMCAST INTERNET_264 ORCHARD RD	01/29/2018		146.12
			Total for Check Number 14391:	0.00	146.12
14392	UB*00387	Mark & Sandy Kinder Refund Check	01/29/2018		9.42
			Total for Check Number 14392:	0.00	9.42
14393	UB*00385	MARCUS MCCOMAS Refund Check Refund Check	01/29/2018		2.21 10.02
			Total for Check Number 14393:	0.00	12.23
14394	00313 FEB 2018 FEB 2018 FEB 2018 FEB 2018 FEB 2018 FEB 2018 FEB 2018 FEB 2018	MET LIFE DENTAL INSURANCE_FINANCE DENTAL INSURANCE_ADMIN LIFE INSURANCE_ENG LIFE INSURANCE_ADMIN DISABILITY INSURANCE_ENG DISABILITY INSURANCE_OPS DENTAL INSURANCE_WT DENTAL INSURANCE_ENG	01/29/2018		1,430.03 258.32 16.65 33.30 41.45 312.92 1,202.00 62.57

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	FEB 2018	DISABILITY INSURANCE_WT			320.28
	FEB 2018	LIFE INSURANCE_WT			146.52
	FEB 2018	DENTAL INSURANCE_OPS			1,749.63
	FEB 2018	DISABILITY INSURANCE_ADMIN			84.83
	FEB 2018	DISABILITY INSURANCE_FINANCE			280.24
	FEB 2018	DISABILITY INSURANCE_ENV			78.38
	FEB 2018	LIFE INSURANCE_FINANCE			144.02
	FEB 2018	LIFE INSURANCE_OPS			169.83
	FEB 2018	LIFE INSURANCE_ENV			33.30
	FEB 2018	DENTAL INSURANCE_ENV			192.14
			Total for Check Number 14394:	0.00	6,556.41
14395	UB*00386	ROBERT SLAWINSKI Refund Check	01/29/2018		1.88
			Total for Check Number 14395:	0.00	1.88
14396	UB*00388	CHRISTOPHER TIMMER Refund Check Refund Check	01/29/2018		24.48 32.86
			Total for Check Number 14396:	0.00	57.34
14397	00011 9799876621 9799876621 9799876621	VERIZON WIRELESS CELL PHONE CHARGES_ADMIN CELL PHONE CHARGES_WT CELL PHONE CHARGES_OPS	01/29/2018		100.15 370.82 598.20
			Total for Check Number 14397:	0.00	1,069.17
14398	00011 9799876622 9799876622 9799876622	VERIZON WIRELESS TABLET CHARGES_ENG TABLET CHARGES_OPS TABLET CHARGES_ENV	01/29/2018		95.25 224.01 95.25
			Total for Check Number 14398:	0.00	414.51
14399	00399 FEB 2018 FEB 2018 FEB 2018 FEB 2018 FEB 2018 FEB 2018	VISION SERVICE PLAN - (CA) VISION INSURANCE_WT VISION INSURANCE_OPS VISION INSURANCE_ENG/GIS VISION INSURANCE_FINANCE VISION INSURANCE_ENV VISION INSURANCE_ADMIN	01/29/2018		138.26 313.02 10.92 169.40 37.82 37.82
			Total for Check Number 14399:	0.00	707.24
14400	00145 327382 327383 327384	BATTERIES PLUS BATTERIES-PASO WELL 6 BATTERIES-LOWER PASO BATTERIES - ECHO BOOSTER	01/30/2018		414.18 414.18 414.18
			Total for Check Number 14400:	0.00	1,242.54
14401	00450 362170	EUROFINS EATON ANALYTICAL, INC WATER ANALYSIS_BOB'S LANE, PASO	01/30/2018		60.00
			Total for Check Number 14401:	0.00	60.00
14402	00643 539020	MANCO, INC ECHO BOOSTER FLOW METER REPLACEM	01/30/2018		3,860.53

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 14402:	0.00	3,860.53
14403	00729 801239	ALPHA ANALYTICAL LABS WASTEWATER SAMPLING	02/01/2018		430.00
			Total for Check Number 14403:	0.00	430.00
14404	00162 42476207	ANTHEM BLUE CROSS HEALTH INSURANCE	02/01/2018		316.02
			Total for Check Number 14404:	0.00	316.02
14405	00767 953366021	ANTHEM BLUE CROSS MEDICARERX	02/01/2018		169.80
			Total for Check Number 14405:	0.00	169.80
14406	00055 011918	AT&T ELECTRIC CHARGES_FELTON ACRES	02/01/2018		110.07
			Total for Check Number 14406:	0.00	110.07
14407	00309 9000798300 9000798300 9000798300	AT&T IP SERVICES IP SERVICE_WT IP SERVICE_ADMIN IP SERVICE_OPS	02/01/2018		409.16 409.16 409.16
			Total for Check Number 14407:	0.00	1,227.48
14408	00687 011918	AT&T U-VERSE INTERNET_365 MADRONE	02/01/2018		64.00
			Total for Check Number 14408:	0.00	64.00
14409	00687 11518_132338293	AT&T U-VERSE INTERNET_GRAHAM HILL RD	02/01/2018		75.00
			Total for Check Number 14409:	0.00	75.00
14410	00145 333417	BATTERIES PLUS CELL PHONE REPAIR	02/01/2018		130.79
			Total for Check Number 14410:	0.00	130.79
14411	00220 30629	BAY BUILDING JANITORIAL,INC JANITORIAL SERVICES_JAN 2018	02/01/2018		424.42
			Total for Check Number 14411:	0.00	424.42
14412	UB*00390	MANGINDER BINNING Refund Check	02/01/2018		35.87
			Total for Check Number 14412:	0.00	35.87
14413	00522 012318	BOULDER CREEK BUSINESS MEMBERSHIP RENEWAL	02/01/2018		75.00
			Total for Check Number 14413:	0.00	75.00
14414	00342 948098 948147	BRASS KEY LOCKSMITH DISTRICT LOCKS_RE-KEY DISTRICT LOCKS	02/01/2018		52.50 333.80

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	948152	DUPLICATE KEYS			5.43
			Total for Check Number 14414:	0.00	391.73
14415	10121 34585	COLANTUONO,HIGHSMITH & WHATL LEGAL SERVICES THROUGH 12/31/17	02/01/2018		11,223.60
			Total for Check Number 14415:	0.00	11,223.60
14416	00788 11918-1028380	COMCAST INTERNET_7400 HWY 9	02/01/2018		141.12
			Total for Check Number 14416:	0.00	141.12
14417	00265 2485 2485	COMMUNITY TELEVISION MEETING COVERAGE 12/7/17 MEETING COVERAGE 12/21/17	02/01/2018		510.00 238.00
			Total for Check Number 14417:	0.00	748.00
14418	00037 33175	COUNTY OF SANTA CRUZ WOODWASTE REMOVAL	02/01/2018		14.00
			Total for Check Number 14418:	0.00	14.00
14419	00133 88110 98078	DASSEL'S PROPANE TANK INSPECTION	02/01/2018		1,029.34 55.00
			Total for Check Number 14419:	0.00	1,084.34
14420	00703 228389 228390 228391 228392 228954 228955 228956	DATAFLOW BUSINESS SYSTEMS, INC EQUIPMENT MAINT_HP 602DN EQUIPMENT MAINT_HP 5200 EQUIPMENT MAINT_BIZHUB C451 EQUIPMENT MAINT_CANON 2525 SERVICE 10/1 - 12/31/17 SERVICE 10/1 - 12/31/17 SERVICE 10/1 - 12/31/17	02/01/2018		237.25 90.05 203.89 184.12 81.95 147.05 233.15
			Total for Check Number 14420:	0.00	1,177.46
14421	UB*00377	ROBERT DEACON Refund Check Refund Check	02/01/2018		0.84 7.85
			Total for Check Number 14421:	0.00	8.69
14422	00076 726274	ERNIE'S AUTO CENTER WORK LIGHT	02/01/2018		24.73
			Total for Check Number 14422:	0.00	24.73
14423	00343 65311 65369	ERNIE'S SERVICE CENTER BATTERY OIL, CHANGE, FLUID CHK	02/01/2018		158.03 104.86
			Total for Check Number 14423:	0.00	262.89
14424	10189 349675	EXPONENT, INC WATER RESOURCES CONSULTING	02/01/2018		1,650.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 14424:	0.00	1,650.00
14425	00118 66963657	FARMER BROTHERS COFFEE COFFEE & SUPPLIES	02/01/2018		85.64
			Total for Check Number 14425:	0.00	85.64
14426	00204 605502204 605502204	FEDERAL EXPRESS CORP WATER ANALYSIS_SHIP FEE POSTAGE	02/01/2018		65.49 31.04
			Total for Check Number 14426:	0.00	96.53
14427	00164 367566	FIRST ALARM ALARM SERVICES_KWTP	02/01/2018		95.00
			Total for Check Number 14427:	0.00	95.00
14428	00080 1316990	GRANITE CONSTRUCTION CO BASE ROCK	02/01/2018		44.43
			Total for Check Number 14428:	0.00	44.43
14429	00016 3182368	GREENWASTE RECOVERY,INC WASTE REMOVAL_12/1- 12/31/17	02/01/2018		332.40
			Total for Check Number 14429:	0.00	332.40
14430	00020 04090-18011 04090-18012	HARO, KASUNICH & ASSOCIATES LYON ACCESS ROAD SLIDE REPAIR BLUE TANK REPLACEMENT	02/01/2018		1,402.50 660.00
			Total for Check Number 14430:	0.00	2,062.50
14431	UB*00393	MARK HETTELSATER Refund Check	02/01/2018		341.99
			Total for Check Number 14431:	0.00	341.99
14432	00953 208417	HOSE SHOP W WINNER HYDRO REPAIR	02/01/2018		135.95
			Total for Check Number 14432:	0.00	135.95
14433	10018 013118 013118 013118 013118 013118 013118 013118 013118 013118 013118 013118 013118	HOLLY HOSSACK MILEAGE MILEAGE KEYS MEAL CAREER EXPO TREATS MILEAGE MILEAGE MILEAGE NOTARY LIVE SCAN EMPLOYEE RECOGNITION NOTARY TEST MILEAGE	02/01/2018		14.17 3.05 4.32 11.47 13.78 29.43 3.00 14.39 115.00 209.08 40.00 3.05
			Total for Check Number 14433:	0.00	460.74
14434	00247	INDEPENDENT ELECTRIC SUPPLY	02/01/2018		

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	S103532083.001	QUAL BOOSTER #1 SOFT STARTER			2,911.41
	S103595826.001	BC LIFT STATION BREAKER			301.78
			Total for Check Number 14434:	0.00	3,213.19
14435	00367	INFOSEND, INC	02/01/2018		
	130693	POSTAGE			2,644.26
	130693	MAILING FEES			1,154.18
			Total for Check Number 14435:	0.00	3,798.44
14436	10170	LEISURE WEST CAMPER SHELLS, INC	02/01/2018		
	29656	TOOL BOX INSTALL_V #380			35.00
			Total for Check Number 14436:	0.00	35.00
14437	10136	DANIEL MACK	02/01/2018		
	013118	PC MONITOR_REIMBURSEMENT			333.74
			Total for Check Number 14437:	0.00	333.74
14438	00082	MID VALLEY SUPPLY	02/01/2018		
	221829	PAPER PLATES			20.48
	221829	3 X 5 CHARCOAL MATS			142.31
			Total for Check Number 14438:	0.00	162.79
14439	00539	MILLER MAXFIELD, INC	02/01/2018		
	1217SLV	PUBLIC OUTREACH CONSULTING SERVIC			1,250.00
			Total for Check Number 14439:	0.00	1,250.00
14440	00054	PACIFIC GAS & ELECTRIC	02/01/2018		
	012318	ELECTRIC CHARGES_LAZYWOODS			55.12
			Total for Check Number 14440:	0.00	55.12
14441	00054	PACIFIC GAS & ELECTRIC	02/01/2018		
	012418	ELECTRIC CHARGES_ZAYANTE/ROSEBLO			1,326.50
			Total for Check Number 14441:	0.00	1,326.50
14442	UB*00391	STACY RATCLIFFE	02/01/2018		
		Refund Check			78.87
			Total for Check Number 14442:	0.00	78.87
14443	00370	ROB CARLING	02/01/2018		
	2201	PASO 7 DOOR_TAX WITHHOLDING			-43.35
	2201	PASO 7 DOOR \$ 510.00 TAXABLE @ 8.5%			43.35
	2201	PASO 7 DOOR REPAIR/REPLACEMENT			1,060.00
			Total for Check Number 14443:	0.00	1,060.00
14444	00589	RONALD RAY GREENLY	02/01/2018		
	7457	KWTP TANK HAUL AWAY			300.00
			Total for Check Number 14444:	0.00	300.00
14445	10001	RUTAN & TUCKER, LLP	02/01/2018		
	797363	LEGAL SERVICES			633.14

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 14445:	0.00	633.14
14446	00183 62187	SDRMA VEHICLE INSURANCE	02/01/2018		3,717.37
			Total for Check Number 14446:	0.00	3,717.37
14447	00047 7120898 8010081 8010082 8010271 8010272 8010273 8010457	SOIL CONTROL LAB WATER ANALYSIS_OLY 2 WATER ANALYSIS_243 EL SERENO WATER ANALYSIS-OLY 2 WATER ANALYSIS_CANEPA/ELENA WATER ANALYSIS_OLY 2_1/10 WATER ANALYSIS_10365 LAKE BLVD WATER ANALYSIS_GEN PHYSICAL 1/17/18	02/01/2018		39.00 145.00 39.00 29.00 39.00 29.00 145.00
			Total for Check Number 14447:	0.00	465.00
14448	UB*00379	JAMES STANTON Refund Check	02/01/2018		3.09
			Total for Check Number 14448:	0.00	3.09
14449	10191 012518	KEN SWEDMARK UNIFORM REIMBURSEMENT	02/01/2018		103.77
			Total for Check Number 14449:	0.00	103.77
14450	00722 LW-1015973	SWRCB - ELAP WATER SYSTEMS FEES_FELTON	02/01/2018		7,242.50
			Total for Check Number 14450:	0.00	7,242.50
14451	00722 LW-1015978	SWRCB - ELAP WATER SYSTEMS FEES_NORTH	02/01/2018		21,736.00
			Total for Check Number 14451:	0.00	21,736.00
14452	00722 SM-1015979	SWRCB - ELAP WATER SYSTEMS FEES_LOMPICO	02/01/2018		3,000.00
			Total for Check Number 14452:	0.00	3,000.00
14453	00722 SW-0147877	SWRCB - ELAP ANNUAL PERMIT FEE_SV	02/01/2018		442.00
			Total for Check Number 14453:	0.00	442.00
14454	00093 013118	JOHN TREGEMBO UNIFORM REIMBURSEMENT	02/01/2018		65.54
			Total for Check Number 14454:	0.00	65.54
14455	00721 6233355	UNITED SITE SVCS.,INC QUAIL YARD POTABLE_1/6 - 2/2/18	02/01/2018		177.93
			Total for Check Number 14455:	0.00	177.93
14456	UB*00392	US BANK NATIONAL ASSOCIATION Refund Check	02/01/2018		16.96

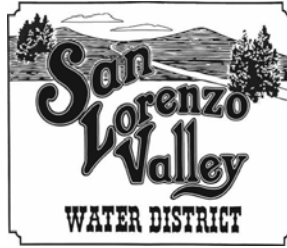
Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 14456:	0.00	16.96
14457	UB*00389	SUMMER VANSLAGER Refund Check	02/01/2018		42.61
			Total for Check Number 14457:	0.00	42.61
14458	10080 012418	RICARDO VILLA EMPLOYEE REIMBURSEMENT	02/01/2018		14.56
			Total for Check Number 14458:	0.00	14.56
14459	10072 2947 2947 2949	WATER SYSTEMS CONSULTING, INC CONSULTING SERVICES HWY 9 PIPELEINE DESIGN CONSULTING SERVICES	02/01/2018		405.00 1,087.50 5,997.50
			Total for Check Number 14459:	0.00	7,490.00
14460	00285 122762	GEORGE H. WILSON, INC KWTP HEATER REPAIR	02/01/2018		803.19
			Total for Check Number 14460:	0.00	803.19
14461	00057 FEB 2018	AFSCME COUNCIL 57 UNION DUES_FEB 2018	02/01/2018		998.66
			Total for Check Number 14461:	0.00	998.66
14462	10113 FEB 2018 FEB 2018	BANK MIDWEST SOLAR LOAN_INTEREST SOLAR LOAN_PRINCIPAL	02/01/2018		899.17 2,350.73
			Total for Check Number 14462:	0.00	3,249.90
14463	00099 FEB 2018	JOEL BUSA RETIRED EMPLOYEE MEDICAL	02/01/2018		125.00
			Total for Check Number 14463:	0.00	125.00
14464	00208 FEB 2018	LEONARD KUHNLEIN RETIRED EMPLOYEE MEDICAL	02/01/2018		125.00
			Total for Check Number 14464:	0.00	125.00
14465	00662 FEB 2018	JAMES A. MUELLER RETIRED EMPLOYEE MEDICAL	02/01/2018		50.00
			Total for Check Number 14465:	0.00	50.00
14466	00711 S1703635.003 S1703635.003 S1703635.003 S1703635.003 S1703635.003 S1703635.003 S1703635.003 S1703635.003 S1703635.003 S1707634.003	ROBERTS & BRUNE CO. MTR VLV COPR-MTR STRT 3/4X5/8" MTR VLV COPR-MTR ANG 3/4X5/8" SVC VALVE PIPE-PIPE STRT 1" MTR CPLG COPR-COPR 3PT 1" MTR VLV PIPE-MTR ANG 3/4X5/8" MTR CPLG CORP-COPR 3PT 3/4" COMPRESSION COUPLING 1" G/T COPR-PIPE MALE 1" MTR VLV PIPE-MTR STRT 3/4X5/8" MTR VLV COPR-MTR ANG 3/4X5/8"	02/01/2018		590.39 577.10 268.11 230.67 231.46 187.94 116.65 212.87 411.22 67.46

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	S1711691.002	REPAIR CLAMP 2" X 3"			70.07
	S1711691.002	UNION GALV 2"			92.47
	S1711691.002	BUSHING GALV 1" X 3/4"			11.25
	S1711691.002	6" NUT & BOLT SET PLATED 150#			68.16
	S1711691.002	FLEX CPLG 5.80-6.10			160.98
	S1711691.002	FLEX COUPLING 1-1/4" X 5"			200.01
	S1711691.002	ELL 90 GALV 1-1/4"			11.68
	S1711691.002	NIPPLE GALV 2" X 6"			30.69
	S1711691.002	FULL CIRCLE 2.35-2.63 7.50"			303.97
	S1711691.002	PLUG GALV 1/2"			7.34
	S1711691.002	FLANGE RING GASKETS 4" NO BLT			24.42
	S1711691.002	CAP GALV 3/4"			7.58
	S1711691.002	BUSHING GALV 4" X 2"			32.39
	S1712089.001	MTR VLV COPR-MTR ANG 3/4X5/8"			-408.21
	S1712092.001	MTR VLV COPR-MTR ANG 3/4X5/8" _CREDI			-421.08
			Total for Check Number 14466:	0.00	3,085.59
14467	00142	SAN LORENZO LUMBER	02/01/2018		
	108222	SQUEEZE CLAMPS			22.74
	108381	KWTP PARTS			6.55
	109522	SMALL TOOLS			48.60
			Total for Check Number 14467:	0.00	77.89
14468	00125	SCARBOROUGH LUMBER	02/01/2018		
	305533	DEHUMIDIFIER_FIREHOUSE BOOSTER			257.79
	305588	HOLE SAW			77.33
	305596	SUPPLIES_QUAIL 5			234.12
	305923	KWTP PARTS			28.03
	305942	CLEANING SUPPLIES_KWTP			20.04
	306190	PARTS FOR FIREHOUSE BOOSTER			44.69
	306509	SUMP PUMP_BCEWW			127.80
	306572	QH SERVICE LINE REPAIR			66.16
	306583	BOLT CUTTERS			32.86
	306881	PARTS FOR QUAIL TANK CULVERT			159.71
	306906	KWTP_PARTS			50.46
	306907	MISC TOOLS			89.81
	306954	PARTS FOR QUAIL TANK CULVERT			17.04
	376555	HAND SOAP			15.09
	566750	MISC SCREWS			6.12
	566928	MISC TOOLS			192.83
	567088	FIREHOUSE BOOSTER HATCH SEALING			37.97
	567094	MISC SUPPLIES_FOREMAN BLDG			25.85
	567106	SHOVEL			30.93
	567186	SERVICE/PARTS CUT-OFF SAW			268.99
	567290	EXTENSION CORD			48.81
	567436	TAPE, SPRAY LUBRICANT			52.61
	567458	ROPE, WRENCH			27.91
	567501	SAW PARTS			193.93
	567645	TRASH BAGS			13.21
	567652	PARTS FOR QUAIL TANK CULVERT			31.12
	567689	PARTS FOR QUAIL TANK CULVERT			2.89
			Total for Check Number 14468:	0.00	2,154.10
14469	00168	SCOTTS VALLEY SPRINKLER	02/01/2018		
	149925	QUAIL TANK CULVERT REPAIR			584.51
	149930	QUAIL TANK CULVERT REPAIR			184.28
	149935	QUAIL TANK CULVERT REPAIR			221.55

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	149946	CREDIT RETURN			-154.49
			Total for Check Number 14469:	0.00	835.85
14470	00788 012618_0987198	COMCAST INTERNET_195 KIRBY SY	02/06/2018		151.12
			Total for Check Number 14470:	0.00	151.12
14471	UB*00394	NECDET EREZ Refund Check	02/06/2018		17.90
			Total for Check Number 14471:	0.00	17.90
14472	UB*00395	Keli Kuduk Refund Check Refund Check	02/06/2018		29.21 60.72
			Total for Check Number 14472:	0.00	89.93
14473	00054 1/26_2564996928 1/26_3658024062 1/26_3658024062 1/26_3658024062 1/26_3658024062 1/26_6279346884 1/26_7179253583 1/26_7179253583 1/26_7179253583 1/26_7179253583 1/26_7179253583	PACIFIC GAS & ELECTRIC ELECTRIC CHARGES_1150 REBECCA DR ELECTRIC CHARGES_ADMIN ELECTRIC CHARGES_OPS ELECTRIC CHARGES_BCEWW ELECTRIC CHARGES_WT ELECTRIC CHARGES_19 SUMMIT AVE ELECTRIC CHARGES_PUMPING STATION ELECTRIC CHARGES_COMMUNITY WELL ELECTRIC CHARGES_PUMP_11255 LOMPI ELECTRIC CHARGES_PUMP_WELL #6 ELECTRIC CHARGES_MADRONE BOOSTER	02/06/2018		40.42 581.52 5,410.46 179.42 15,658.96 200.73 153.70 21.02 205.49 23.59 218.77
			Total for Check Number 14473:	0.00	22,694.08
14474	10161 020218	WATERWISE PRO TRAINING WATER DISTRIBUTION CLASS	02/06/2018		300.00
			Total for Check Number 14474:	0.00	300.00
			Report Total (188 checks):	0.00	315,523.64

EFT TRANSACTIONS

JANUARY 2018



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

Date	Check No	Vendor	Description	Amount
1/3/2018	EFT	PAYCHEX	ADMIN & DELIVERY FEES 01/03/18	\$ 1,200.38
1/3/2018	EFT	PAYCHEX	PAYROLL 01/03/18	\$ 96,510.68
1/17/2018	EFT	PAYCHEX	ADMIN & DELIVERY FEES 01/17/18	\$ 1,234.38
1/17/2018	EFT	PAYCHEX	PAYROLL 01/17/18	\$ 95,738.26
1/31/2018	EFT	PAYCHEX	ADMIN & DELIVERY FEES 01/31/18	\$ 1,200.38
1/31/2018	EFT	PAYCHEX	PAYROLL 01/31/18	\$ 95,773.29
1/17/2018	EFT	CALPERS	RETIREMENT BENEFITS 01/03/18 & 01/17/18	\$ 32,364.30
TOTAL EFT TRANSACTIONS				<u>\$ 324,021.67</u>

0087 A87P-7177 San Lorenzo Valley Water District

CASH REQUIREMENTS

THIS REPORT SUMMARIZES YOUR PAYROLL TRANSACTIONS FOR THE CHECK DATE 01/03/18. IT DOES NOT REFLECT MISCELLANEOUS ADMINISTRATIVE CHARGES. PLEASE REFER TO YOUR INVOICE(S) FOR THE TOTAL CASH REQUIRED FOR THIS CHECK DATE.

TRANSACTION DETAIL

ELECTRONIC FUNDS TRANSFER - Your financial institution will initiate transfer to Paychex *at or after 12:01 A.M.* on transaction date.

<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>		BANK DRAFT AMOUNTS & OTHER TOTALS
01/02/18	WELLS FARGO BANK, NA	xxxxxx1358	Direct Deposit	Net Pay Allocations	58,447.42	58,447.42
01/02/18	WELLS FARGO BANK, NA	xxxxxx1358	Taxpay®	Employee Withholdings		
				Social Security	7,084.74	
				Medicare	1,656.89	
				Fed Income Tax	14,335.13	
				CA Income Tax	4,440.63	
				CA Disability	1,142.70	
				Total Withholdings	28,660.09	
				Employer Liabilities		
				Social Security	7,084.74	
				Medicare	1,656.89	
				Total Liabilities	8,741.63	37,401.72
01/02/18	WELLS FARGO BANK, NA	xxxxxx1358	Section 125	PXUME EE PRE	469.23	
				PXDCA EE PRE	192.31	661.54
					EFT FOR 01/02/18	96,510.68
TOTAL EFT (Does not reflect administrative charges)						96,510.68

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>
01/03/18	WELLS FARGO BANK, NA	xxxxxx1358	Payroll	Check Amounts	16,237.54	
TOTAL NEGOTIABLE CHECKS						16,237.54

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>
01/03/18	Refer to your records for account	Information	Payroll	Employee Deductions		
				Aflc/Col Post	55.34	
				Aflc/Col Pre	347.92	
				Calper 457	925.00	
				DPer	6,396.59	
				Health	707.02	
				ICMA	2,910.00	

0087 A87P-7177 San Lorenzo Valley Water District

CASH REQUIREMENTS

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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>
01/03/18	Refer to your records for account	Information	Payroll	Employee Deductions (cont.)	
				Life Ins	14.00
				Union dues	477.62
				Total Deductions	11,833.49

TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES (Does not reflect administrative charges) **11,833.49**

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>	
01/10/18	Taxpay®	FED IT PMT Group	31,818.39
01/10/18	Taxpay®	CA IT PMT Group	5,583.33

0087 A87P-7177 San Lorenzo Valley Water District

CASH REQUIREMENTS

THIS REPORT SUMMARIZES YOUR PAYROLL TRANSACTIONS FOR THE CHECK DATE 01/17/18. IT DOES NOT REFLECT MISCELLANEOUS ADMINISTRATIVE CHARGES. PLEASE REFER TO YOUR INVOICE(S) FOR THE TOTAL CASH REQUIRED FOR THIS CHECK DATE.

TRANSACTION DETAIL

ELECTRONIC FUNDS TRANSFER - Your financial institution will initiate transfer to Paychex *at or after 12:01 A.M.* on transaction date.

<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>		BANK DRAFT AMOUNTS & OTHER TOTALS
01/16/18	WELLS FARGO BANK, NA	xxxxxx1358	Direct Deposit	Net Pay Allocations	61,470.10	61,470.10
01/16/18	WELLS FARGO BANK, NA	xxxxxx1358	Taxpay®	Employee Withholdings		
				Social Security	7,033.77	
				Medicare	1,645.00	
				Fed Income Tax	11,000.48	
				CA Income Tax	4,114.09	
				CA Disability	1,134.49	
				Total Withholdings	24,927.83	
				Employer Liabilities		
				Social Security	7,033.80	
				Medicare	1,644.99	
				Total Liabilities	8,678.79	33,606.62
01/16/18	WELLS FARGO BANK, NA	xxxxxx1358	Section 125	PXUME EE PRE	469.23	
				PXDCA EE PRE	192.31	661.54
					EFT FOR 01/16/18	95,738.26
TOTAL EFT (Does not reflect administrative charges)						95,738.26

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>
01/17/18	WELLS FARGO BANK, NA	xxxxxx1358	Payroll	Check Amounts	15,374.02	
TOTAL NEGOTIABLE CHECKS						15,374.02

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>
01/17/18	Refer to your records for account	Information	Payroll	Employee Deductions		
				Aflc/Col Post	55.34	
				Aflc/Col Pre	347.91	
				Calper 457	925.00	
				DPer	7,200.65	
				Health	783.70	
				ICMA	2,960.00	

0087 A87P-7177 San Lorenzo Valley Water District

CASH REQUIREMENTS

THIS REPORT SUMMARIZES YOUR PAYROLL TRANSACTIONS FOR THE CHECK DATE 01/17/18. IT DOES NOT REFLECT MISCELLANEOUS ADMINISTRATIVE CHARGES. PLEASE REFER TO YOUR INVOICE(S) FOR THE TOTAL CASH REQUIRED FOR THIS CHECK DATE.

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>
01/17/18	Refer to your records for account Information		Payroll	Employee Deductions (cont.)	
				Life Ins	14.00
				Union dues	521.04
				Total Deductions	12,807.64

TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES (Does not reflect administrative charges) **12,807.64**

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>	
01/24/18	Taxpay®	FED IT PMT Group	28,358.04
01/24/18	Taxpay®	CA IT PMT Group	5,248.58

0087 A87P-7177 San Lorenzo Valley Water District

CASH REQUIREMENTS

THIS REPORT SUMMARIZES YOUR PAYROLL TRANSACTIONS FOR THE CHECK DATE 01/31/18. IT DOES NOT REFLECT MISCELLANEOUS ADMINISTRATIVE CHARGES. PLEASE REFER TO YOUR INVOICE(S) FOR THE TOTAL CASH REQUIRED FOR THIS CHECK DATE.

TRANSACTION DETAIL

ELECTRONIC FUNDS TRANSFER - Your financial institution will initiate transfer to Paychex *at or after 12:01 A.M.* on transaction date.

<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>		BANK DRAFT AMOUNTS & OTHER TOTALS
01/30/18	WELLS FARGO BANK, NA	xxxxxx1358	Direct Deposit	Net Pay Allocations	61,215.54	61,215.54
01/30/18	WELLS FARGO BANK, NA	xxxxxx1358	Taxpay®	Employee Withholdings		
				Social Security	7,104.72	
				Medicare	1,661.61	
				Fed Income Tax	11,105.99	
				CA Income Tax	4,111.60	
				CA Disability	1,145.92	
				Total Withholdings	25,129.84	
				Employer Liabilities		
				Social Security	7,104.78	
				Medicare	1,661.59	
				Total Liabilities	8,766.37	33,896.21
01/30/18	WELLS FARGO BANK, NA	xxxxxx1358	Section 125	PXUME EE PRE	469.23	
				PXDCA EE PRE	192.31	661.54
EFT FOR 01/30/18						95,773.29
TOTAL EFT (Does not reflect administrative charges)						95,773.29

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>
01/31/18	WELLS FARGO BANK, NA	xxxxxx1358	Payroll	Check Amounts	14,972.17	
TOTAL NEGOTIABLE CHECKS						14,972.17

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>
01/31/18	Refer to your records for account	Information	Payroll	Employee Deductions		
				Advance	1,753.24	
				Calper 457	925.00	
				DPer	7,623.14	
				ICMA	2,960.00	

0087 A87P-7177 San Lorenzo Valley Water District

CASH REQUIREMENTS

THIS REPORT SUMMARIZES YOUR PAYROLL TRANSACTIONS FOR THE CHECK DATE 01/31/18. IT DOES NOT REFLECT MISCELLANEOUS ADMINISTRATIVE CHARGES. PLEASE REFER TO YOUR INVOICE(S) FOR THE TOTAL CASH REQUIRED FOR THIS CHECK DATE.

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>
01/31/18	Refer to your records for account	Information	Payroll	Employee Deductions (cont.)	
				Life Ins	14.00
				Total Deductions	13,275.38
TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES (Does not reflect administrative charges)					13,275.38

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

<u>DUE DATE</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	
02/07/18	Taxpay®	FED IT PMT Group	28,638.69
02/07/18	Taxpay®	CA IT PMT Group	5,257.52

Fiscal Year 2017/2018

Second Quarter Financial Summary

Management's Discussion and Analysis (MDA)

Overview

This section presents management's analysis of the San Lorenzo Valley Water District's (the District) financial condition and activities as of the above mentioned period. This information should be read in conjunction with the unaudited financial information that follows. For a complete review of a fiscal year, it is best to come back and look at the audited Annual Financial Report.

The District does a hard year end close, through that process there are yearend expenses that are booked at yearend and not represented in the monthly expenses. There may also be annual expenses paid upfront that could cause individual months to appear skewed. Data is continuously being reviewed, so it is not un-common for a prior month balance to change slightly throughout the year as accounts are reconciled. It is important to understand this in connection with the numbers that follow.

Operations Net Results

For the three months ended December 31, 2017, the District had an operating income of \$690K. Quarterly operating revenue was \$2.3M with operating expenses of \$1.6M. This brings YTD operating income to \$866K. The first 6 months of the year typically have higher consumption and part of Q2 had the rate increase. The future quarters typically have lower operating income. It is still too early to know how the full year will shape out. We are monitoring consumption trends for how much of an impact the new rates have on customers consumption patterns. Given the poor rainfall we have had this year may play a role in future consumption as well.

Operating Revenue

Quarterly operating revenue of \$2.3M is in line with expectations, the majority of this Q factored in the rate increase and slightly higher than expected consumption. October, November and December had usage of 65.7K, 58.6KK and 42.7K units of water billed, respectively.

YTD (6 months) revenue of \$4.3M is in line with expectations. Q1 contains the higher consumption months, as well as Q2 factoring in the rate increase.

Operating Expenses

Quarterly operating expenses were \$1.6M, or 22% of the annual budget. YTD (6 months) operating expenses are \$3.5M, or 46% of the annual budget.

Q2 CY compared to Q2 PY had an increase of \$47K, or 3%. The majority of the fluctuation related to timing. However, there was ~\$50K in well repair work that was more of an unexpected expense. While money is budgeted for repairs that come up, it is not clear yet if this can be absorbed within the current budget by saving in other areas.

Non-Operating Revenue & Expenses

Below itemizes the different non-operating revenue and expenses of the District as of Q2. Please note some of these accounts have historically had annual bookings, so transactions may have occurred that not accounted for yet herein. We are moving towards having more monthly and quarterly entries, which will eventually bring more meaning to this section.

Non-operating Revenue	Q1 Total	Q2 Total	YTD Total
Lease Reveue	\$ -	\$ 595	\$ 595
Property Taxes	54	349,129	349,183
Assessment Revenue	-	172,546	172,546
Rental Income	9,524	9,682	19,205
Interest	3,660	4,264	7,924
	<u>\$ 13,238</u>	<u>\$ 536,215</u>	<u>\$ 549,453</u>

Non-operating Expenses	Q1 Total	Q2 Total	YTD Total
Interest Expense	\$ 15,492	\$ 3,331	\$ 18,823

Debt Obligations

Below itemizes current debt obligations of the District as of Q2. Please note some of these accounts have historically had annual bookings, so transactions may have occurred that not accounted for yet herein. We are moving towards having more monthly and quarterly entries, which will eventually bring more meaning to this section. Some of the debt obligations are solely funded from assessments and not paid out of the general fund. There will eventually be a more detailed reconciliation of debt and how it fits into cash flow.

	Balance 2017	Additions	Payments	Balance 2018
Felton Loan	\$ 1,650,440			\$ 1,650,440
Refunding Bond	2,494,854		322,419	2,172,435
Olympia SRF Loan	1,590,784			1,590,784
Other Loans	424,321		25,241	399,080
Other Bonds	61,000			61,000
	<u>\$ 6,221,399</u>	<u>\$ -</u>	<u>\$ 347,661</u>	<u>\$ 5,873,738</u>

Capital Projects & Expenditures

Below itemizes the Q2 capital expenditures that have been spent. Please note if any projects used in-house labor, these amounts have may not yet be allocated to the projects. In Q2 there were approximately \$230K in capital expenditures, with the majority relating to FEMA projects and Paso 5A Well. There was \$40K in environmental mitigation for the Probation Tank spent, with anticipated progress on the Probation tank in the near future.

PROJECT LISTING OF ADDITIONS TO CIP

PROJECT	FY1617 BALANCES	Q1 FY1718 ADDITIONS	Q2 FY1718 ADDITIONS	PROJECT TOTAL
BCEWW IMPROVEMENTS / CAP-1617001A	\$ 41,858.72	\$ 920.00	\$ -	\$ 42,778.72
PROBATION TANK / CAP-1516002A	\$ 20,267.04	\$ -	\$ 40,000.00	\$ 60,267.04
SWIM TANK DESIGN / CAP-1516003A	\$ 12,173.34	\$ 1,890.90	\$ -	\$ 14,064.24
WO 269/548 - BEAR CREEK RD MAIN RELOCATION	\$ 9,694.35	\$ 164,538.12	\$ -	\$ 174,232.47
WO 272/549 - LYON WATER TREATMENT PLANT ACCESS RD REPAIR	\$ 26,353.27	\$ 11,895.39	\$ 18,985.45	\$ 57,234.11
LOST ACRES WATER TANK PROJECT	\$ 1,906.50	\$ -	\$ -	\$ 1,906.50
BLUE TANK REPLACEMENT PROJECT / CAP-1718001A	\$ 793.00	\$ 20,500.00	\$ 206.25	\$ 21,499.25
WO 411 - FELTON METER CHANGE OUT PROJECT	\$ 105,696.63	\$ -	\$ 4,660.71	\$ 110,357.34
MANANA WOODS PRV STATION	\$ -	\$ 9,856.30	\$ -	\$ 9,856.30
LYON CLARIFIER RETURN PUMP #1 - SN 9270076	\$ -	\$ 6,825.39	\$ -	\$ 6,825.39
LYON CLARIFIER RETURN PUMP #2 - SN 9270077	\$ -	\$ 6,944.20	\$ -	\$ 6,944.20
UPPER PASO TANK FENCING	\$ -	\$ 13,839.75	\$ -	\$ 13,839.75
WO 358 - COMBINE SPRINGS RAW WATER LINE	\$ -	\$ 2,109.00	\$ 5,784.07	\$ 7,893.07
PASO 6 WELL	\$ -	\$ 3,510.00	\$ -	\$ 3,510.00
SCADA SYSTEM - DATA REDUNDANT RETROFIT	\$ -	\$ -	\$ 41,694.07	\$ 41,694.07
WO 550 - HIGHWAY 9/WESTERN AVE 6" MAIN REPAIR	\$ -	\$ -	\$ 13,635.00	\$ 13,635.00
WO 280 - FALL CREEK INTAKE FEMA	\$ -	\$ -	\$ 21,262.98	\$ 21,262.98
PASO 5A WELL	\$ -	\$ -	\$ 83,325.00	\$ 83,325.00
	\$ 218,742.85	\$ 242,829.05	\$ 229,553.53	\$ 691,125.43

FUND 01 BEG BALANCE	\$ 1,856,052.83	\$ 2,097,961.88
FUND 01 ADDITIONS	\$ 241,909.05	\$ 229,553.53
FUND 01 END BALANCE	\$ 2,097,961.88	\$ 2,327,515.41

FUND 02 BEG BALANCE	\$ 60,601.60	\$ 61,521.60
FUND 02 ADDITIONS	\$ 920.00	\$ -
FUND 02 END BALANCE	\$ 61,521.60	\$ 61,521.60

PROJECT LISTING OF COMPLETED ASSETS

PROJECT	FY1617 BALANCES	Q1 FY1718 ADDITIONS	Q2 FY1718 ADDITIONS	PROJECT TOTAL
VEHICLE #1 - VE-228	\$ -	\$ 674.75	\$ -	\$ 674.75
VEHICLE #2 - VE-230	\$ -	\$ 674.75	\$ -	\$ 674.75
VEHICLE #3 - VE-232	\$ -	\$ 674.75	\$ -	\$ 674.75
	\$ -	\$ 2,024.25	\$ -	\$ 2,024.25

01-000-1530 BEG BALANCE	\$ 1,029,001.35
Q1 1718 ADDITIONS	\$ 2,024.25
01-000-1530 END BALANCE	\$ 1,031,025.60

OPERATING ANALYSIS - December 2017

REVENUE BY CATEGORY

DESCRIPTION

WATER USAGE
BASIC CHARGES
METERS, PENALTIES & OTHER
SEWER CHARGES
TOTAL OPERATING REVENUE

COMPARING AGAINST PRIOR YEAR					COMPARING AGAINST BUDGET		
ACTUALS	% OF TOTAL	PRIOR YEAR	\$ Diff.	% Diff.	Act. % of Budget	ANNUAL BUDGET	% of Annual
\$ 430,207	62.4%	\$ 246,375	\$ 183,832	75%	8%	\$ 5,390,000	62%
246,501	35.7%	303,015	(56,514)	-19%	8%	3,076,000	35%
4,655	0.7%	4,680	(25)	-1%	4%	110,000	1%
8,344	1.2%	11,975	(3,631)	-30%	8%	100,000	1%
\$ 689,707	100.0%	\$ 566,045	\$ 123,662	22%	8%	\$ 8,676,000	100%

REVENUE COMMENTS

Dec 17 contains the new rates, which explains the decrease in the basic charge and the increase in usage. Consumption for Dec 17 was slightly lower than Dec 16.

EXPENSES BY CATEGORY

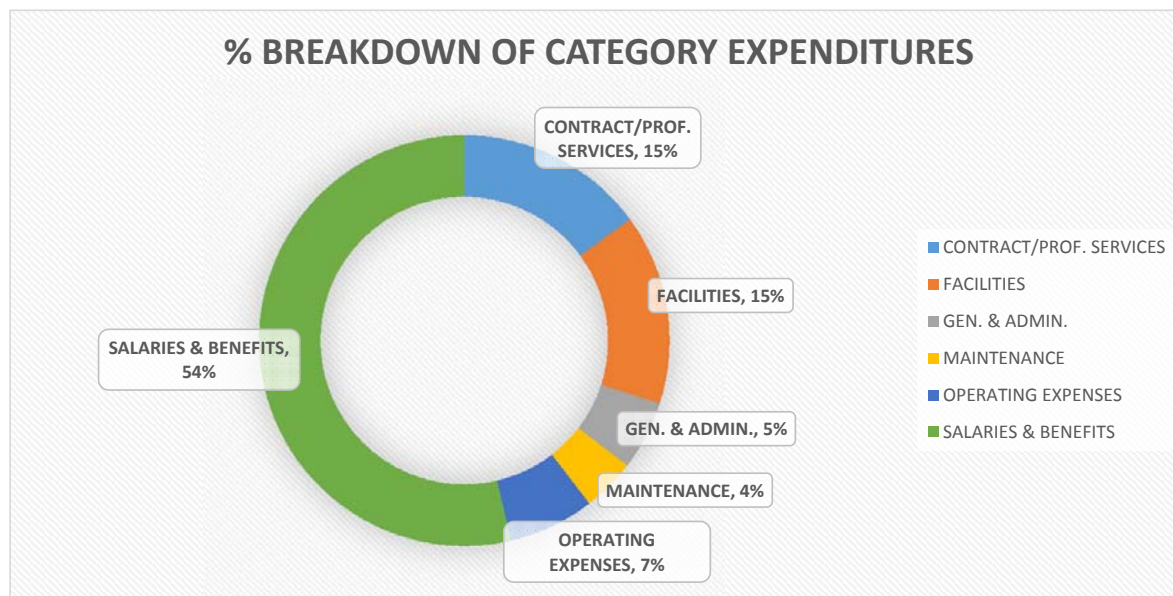
DESCRIPTION

SALARIES & BENEFITS
CONTRACT/PROF. SERVICES
OPERATING EXPENSES
MAINTENANCE
FACILITIES
GEN. & ADMIN.
TOTAL OPERATING EXPENSES

COMPARING AGAINST PRIOR YEAR					COMPARING AGAINST BUDGET		
ACTUALS	% OF TOTAL	PRIOR YEAR	\$ Diff.	% Diff.	Act. % of Budget	ANNUAL BUDGET	% of Annual
\$ 266,297	53.7%	\$ 276,380	\$ (10,083)	-4%	6%	\$ 4,531,632	61%
74,147	14.9%	77,694	(3,547)	-5%	5%	1,520,561	20%
33,548	6.8%	45,423	(11,876)	-26%	9%	373,100	5%
20,690	4.2%	19,040	1,651	9%	12%	174,000	2%
74,518	15.0%	28,792	45,726	159%	15%	510,300	7%
27,048	5.5%	21,239	5,809	27%	7%	377,450	5%
\$ 496,248	100%	\$ 468,568	\$ 27,679	6%	7%	\$ 7,487,043	100%

EXPENSE COMMENTS

For the most part, expenses were tracking similar to the prior year. Facilities was timing related to the prior month.



OPERATING ANALYSIS - Q2 2018 (OCT-DEC)

REVENUE BY CATEGORY

DESCRIPTION	COMPARING AGAINST PRIOR YEAR					COMPARING AGAINST BUDGET		
	ACTUALS	% OF TOTAL	PRIOR YEAR	\$ Diff.	% Diff.	Act. % of Budget	ANNUAL BUDGET	% of Annual
WATER USAGE	\$ 1,496,071	64.9%	\$ 766,008	\$ 730,062	95%	28%	\$ 5,390,000	62%
BASIC CHARGES	767,551	33.3%	908,164	(140,612)	-15%	25%	3,076,000	35%
METERS, PENALTIES & OTHER	16,857	0.7%	11,735	5,122	44%	15%	110,000	1%
SEWER CHARGES	25,032	1.1%	27,898	(2,866)	-10%	25%	100,000	1%
TOTAL OPERATING REVENUE	\$ 2,305,512	100.0%	\$ 1,713,805	\$ 591,706	35%	27%	\$ 8,676,000	100%

REVENUE COMMENTS

Q2 contains the new rates, which explains the decrease in the basic charge and the increase in usage charge compared to prior year. Consumption for Dec 17 was slightly lower than Dec 16.

EXPENSES BY CATEGORY

DESCRIPTION	COMPARING AGAINST PRIOR YEAR					COMPARING AGAINST BUDGET		
	ACTUALS	% OF TOTAL	PRIOR YEAR	\$ Diff.	% Diff.	Act. % of Budget	ANNUAL BUDGET	% of Annual
SALARIES & BENEFITS	\$ 886,159	54.8%	\$ 949,501	\$ (63,342)	-7%	20%	\$ 4,531,632	61%
CONTRACT/PROF. SERVICES	369,498	22.9%	266,855	102,643	38%	24%	1,520,561	20%
OPERATING EXPENSES	89,530	5.5%	107,014	(17,483)	-16%	24%	373,100	5%
MAINTENANCE	50,085	3.1%	39,665	10,421	26%	29%	174,000	2%
FACILITIES	148,159	9.2%	134,179	13,980	10%	29%	510,300	7%
GEN. & ADMIN.	72,297	4.5%	71,994	304	0%	19%	377,450	5%
TOTAL OPERATING EXPENSES	\$ 1,615,729	100%	\$ 1,569,206	\$ 46,522	3%	22%	\$ 7,487,043	100%

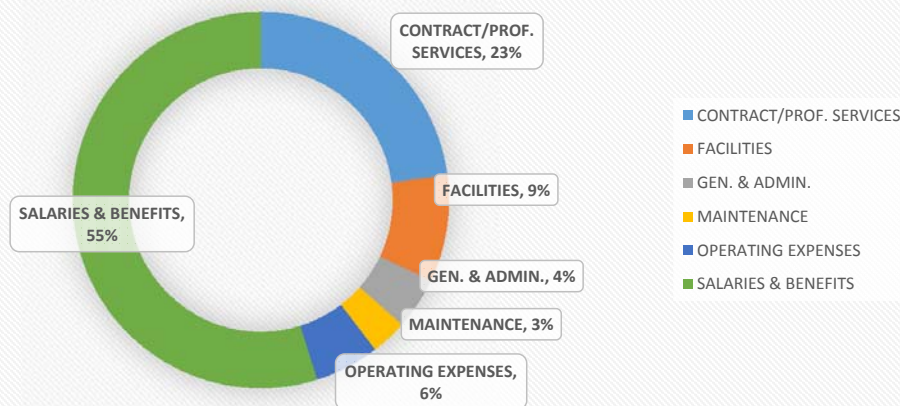
EXPENSE COMMENTS

For the most part, expenses were tracking similar to the prior year. Most fluctuations are timing related.

Salaries/Benefits: There was ~\$50K in health insurance timing, this will catch up next quarter.

Contract/Prof Serv: There was a more one-time, unexpected expense of \$50K this quarter for two wells (Paso 6 and Manana Woods 1). Legal was ~\$30K higher than prior year. Timing of software expenses Q over Q was ~\$25K higher than prior year.

% BREAKDOWN OF CATEGORY EXPENDITURES



OPERATING ANALYSIS - YTD 2018 (JULY-DEC)

REVENUE BY CATEGORY

DESCRIPTION

WATER USAGE
BASIC CHARGES
METERS, PENALTIES & OTHER
SEWER CHARGES
TOTAL OPERATING REVENUE

COMPARING AGAINST PRIOR YEAR					COMPARING AGAINST BUDGET		
ACTUALS	% OF TOTAL	PRIOR YEAR	\$ Diff.	% Diff.	Act. % of Budget	ANNUAL BUDGET	% of Annual
\$ 2,579,387	59.4%	\$ 1,779,541	\$ 799,846	45%	48%	\$ 5,390,000	62%
1,667,732	38.4%	1,816,284	(148,553)	-8%	54%	3,076,000	35%
47,524	1.1%	47,278	246	1%	43%	110,000	1%
50,068	1.2%	52,041	(1,973)	-4%	50%	100,000	1%
\$ 4,344,711	100.0%	\$ 3,695,145	\$ 649,566	18%	50%	\$ 8,676,000	100%

REVENUE COMMENTS

YTD revenues have two reasons they are higher/shifted. 1) overall consumption is 10% higher than the prior year and 2) the shift in the new rates pushes higher revenue on the usage vs. basic.

EXPENSES BY CATEGORY

DESCRIPTION

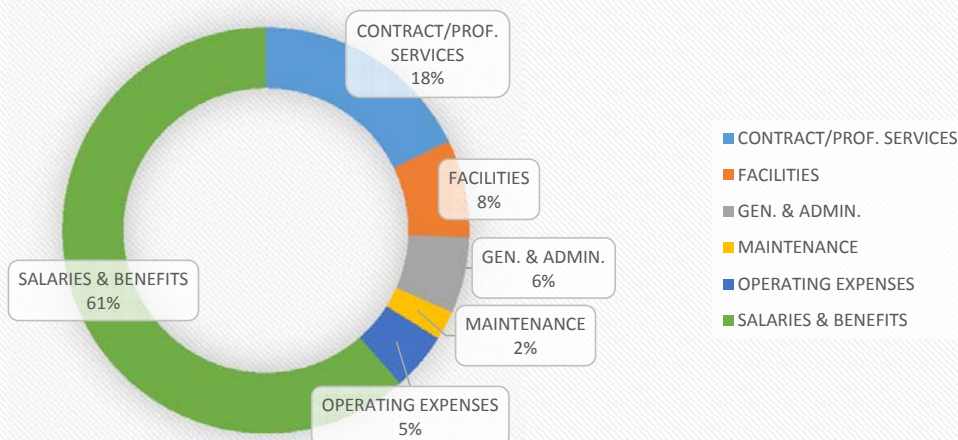
SALARIES & BENEFITS
CONTRACT/PROF. SERVICES
OPERATING EXPENSES
MAINTENANCE
FACILITIES
GEN. & ADMIN.
TOTAL OPERATING EXPENSES

COMPARING AGAINST PRIOR YEAR					COMPARING AGAINST BUDGET		
ACTUALS	% OF TOTAL	PRIOR YEAR	\$ Diff.	% Diff.	Act. % of Budget	ANNUAL BUDGET	% of Annual
\$ 2,137,677	61.5%	\$ 2,186,810	\$ (49,133)	-2%	47%	\$ 4,531,632	61%
617,700	17.8%	500,685	117,015	23%	41%	1,520,561	20%
160,641	4.6%	176,931	(16,290)	-9%	43%	373,100	5%
80,789	2.3%	63,875	16,914	26%	46%	174,000	2%
270,322	7.8%	253,371	16,951	7%	53%	510,300	7%
211,248	6.1%	175,910	35,338	20%	56%	377,450	5%
\$ 3,478,377	100%	\$ 3,357,581	\$ 120,796	4%	46%	\$ 7,487,043	100%

EXPENSE COMMENTS

For the most part, expenses were tracking similar to the prior year. Reasons for the swing in Salaries/Benefits and Contract/Prof Serv are the same explanations from the Q2 detail, mainly being timing of expenses. However, there were some unexpected maintenance needed on well repairs of ~\$50K.

% BREAKDOWN OF CATEGORY EXPENDITURES



OPERATING ANALYSIS - YTD TREND FY1718**REVENUE BY CATEGORY**

DESCRIPTION	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	YTD	BUDGET	% OF BUD.
WATER USAGE	217,386	442,081	423,848	475,748	590,116	430,207	2,579,387	5,390,000	48%
BASIC CHARGES	299,905	300,306	299,969	274,396	246,655	246,501	1,667,732	3,076,000	54%
METERS, PENALTIES & OTHER	4,950	7,375	18,342	4,797	7,405	4,655	47,524	110,000	43%
SEWER CHARGES	8,344	8,229	8,463	8,344	8,344	8,344	50,068	100,000	50%
TOTAL OPERATING REVENUE	530,586	757,991	750,623	763,285	852,520	689,707	4,344,711	8,676,000	50%

EXPENSES BY CATEGORY

DESCRIPTION	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	YTD	BUDGET	% OF BUD.
SALARY & BENEFITS	563,268	422,914	265,336	309,876	309,986	266,297	2,137,677	4,531,632	47%
CONTRACT/PROF. SERVICES	30,644	86,967	130,591	145,466	149,885	74,147	617,700	1,520,561	41%
OPERATING EXPENSES	12,148	26,573	32,390	25,600	30,382	33,548	160,641	373,100	43%
MAINTENANCE	7,245	10,897	12,561	20,260	9,135	20,690	80,789	174,000	46%
FACILITIES	14,530	52,281	55,352	57,133	16,509	74,518	270,322	510,300	53%
GEN. & ADMIN.	94,278	19,232	25,442	18,622	26,626	27,048	211,248	377,450	56%
TOTAL OPERATING EXPENSES	722,113	618,864	521,671	576,958	542,523	496,248	3,478,377	7,487,043	46%
OPERATING INCOME (LOSS)	(191,527)	139,127	228,951	186,327	309,996	193,459	866,334	1,188,957	73%

COMMENTS**REVENUE/EXPENSES:**

Current year to date revenue and expenses are tracking as expected overall. Consumption has been tracking higher the first 5 months of the year, December saw a slow down in consumption.

Please refer to the quarterly sections 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.

OPERATING EXPENSE ANALYSIS - Q2

DETAILED EXPENSES BY DEPARTMENT

ADMINISTRATIVE	Q2 CY ACTUALS	Q2 % of Budget	YTD ACTUALS	YTD % of Budget	ANNUAL BUDGET	Notes
SALARIES & BENEFITS	\$ 81,159	19%	\$ 178,599	42%	\$ 429,397	
CONTRACT/PROFESSIONAL SERVICES	\$ 139,982	21%	\$ 300,879	45%	\$ 673,900	
OPERATING EXPENSES	\$ 268	27%	\$ 268	27%	\$ 1,000	
MAINTENANCE	\$ 3,587	15%	\$ 6,346	26%	\$ 24,500	
FACILITIES	\$ 6,047	22%	\$ 11,802	42%	\$ 28,000	
GEN. & ADMIN.	\$ 25,112	17%	\$ 114,531	77%	\$ 148,200	YTD: Membership dues, Prop 218 costs_OK overall
TOTAL ADMINISTRATIVE	\$ 256,156	20%	\$ 612,425	47%	\$ 1,304,997	

FINANCE	Q2 CY ACTUALS	Q2 % of Budget	YTD ACTUALS	YTD % of Budget	ANNUAL BUDGET	Notes
SALARIES & BENEFITS	\$ 208,665	21%	\$ 479,833	48%	\$ 997,621	
CONTRACT/PROFESSIONAL SERVICES	\$ 42,780	38%	\$ 61,003	54%	\$ 114,000	
OPERATING EXPENSES	\$ -	0%	\$ 2,677	535%	\$ 500	YTD: New computer set-up
MAINTENANCE	\$ 6,170	82%	\$ 7,461	99%	\$ 7,500	Q2: Vehicles had more repairs than expected
GEN. & ADMIN.	\$ 38,023	26%	\$ 65,839	45%	\$ 145,750	
TOTAL FINANCE	\$ 295,638	23%	\$ 616,812	49%	\$ 1,265,371	

ENGINEERING	Q2 CY ACTUALS	Q2 % of Budget	YTD ACTUALS	YTD % of Budget	ANNUAL BUDGET	Notes
SALARIES & BENEFITS	\$ 21,916	22%	\$ 42,091	41%	\$ 101,632	
CONTRACT/PROFESSIONAL SERVICES	\$ -	0%	\$ 1,099	4%	\$ 25,000	
OPERATING EXPENSES	\$ -	0%	\$ -	0%	\$ -	
MAINTENANCE	\$ -	0%	\$ -	0%	\$ -	
FACILITIES	\$ 286	24%	\$ 671	56%	\$ 1,200	
GEN. & ADMIN.	\$ 767	24%	\$ 1,841	58%	\$ 3,200	
TOTAL ENGINEERING	\$ 22,969	18%	\$ 45,702	35%	\$ 131,032	

DISTRIBUTION	Q2 CY ACTUALS	Q2 % of Budget	YTD ACTUALS	YTD % of Budget	ANNUAL BUDGET	Notes
SALARIES & BENEFITS	\$ 270,038	19%	\$ 676,751	47%	\$ 1,447,440	
CONTRACT/PROFESSIONAL SERVICES	\$ 29,899	30%	\$ 43,947	44%	\$ 100,000	
OPERATING EXPENSES	\$ 46,893	35%	\$ 92,397	68%	\$ 135,000	
MAINTENANCE	\$ 28,771	29%	\$ 50,626	50%	\$ 100,500	
FACILITIES	\$ 46,923	27%	\$ 90,478	51%	\$ 176,000	
GEN. & ADMIN.	\$ 926	8%	\$ 3,667	31%	\$ 12,000	
TOTAL DISTRIBUTION	\$ 423,451	22%	\$ 957,867	49%	\$ 1,959,315	

WATERSHED	Q2 CY ACTUALS	Q2 % of Budget	YTD ACTUALS	YTD % of Budget	ANNUAL BUDGET	Notes
SALARIES & BENEFITS	\$ 47,728	19%	\$ 97,253	38%	\$ 253,271	
CONTRACT/PROFESSIONAL SERVICES	\$ 71,327	20%	\$ 80,569	23%	\$ 357,661	
OPERATING EXPENSES	\$ 311	12%	\$ 1,902	76%	\$ 2,500	
MAINTENANCE	\$ 2,134	21%	\$ 2,134	21%	\$ 10,000	
FACILITIES	\$ 190	63%	\$ 326	109%	\$ 300	
GEN. & ADMIN.	\$ 6,621	11%	\$ 22,805	37%	\$ 61,300	
TOTAL WATERSHED	\$ 128,310	19%	\$ 204,989	30%	\$ 685,032	

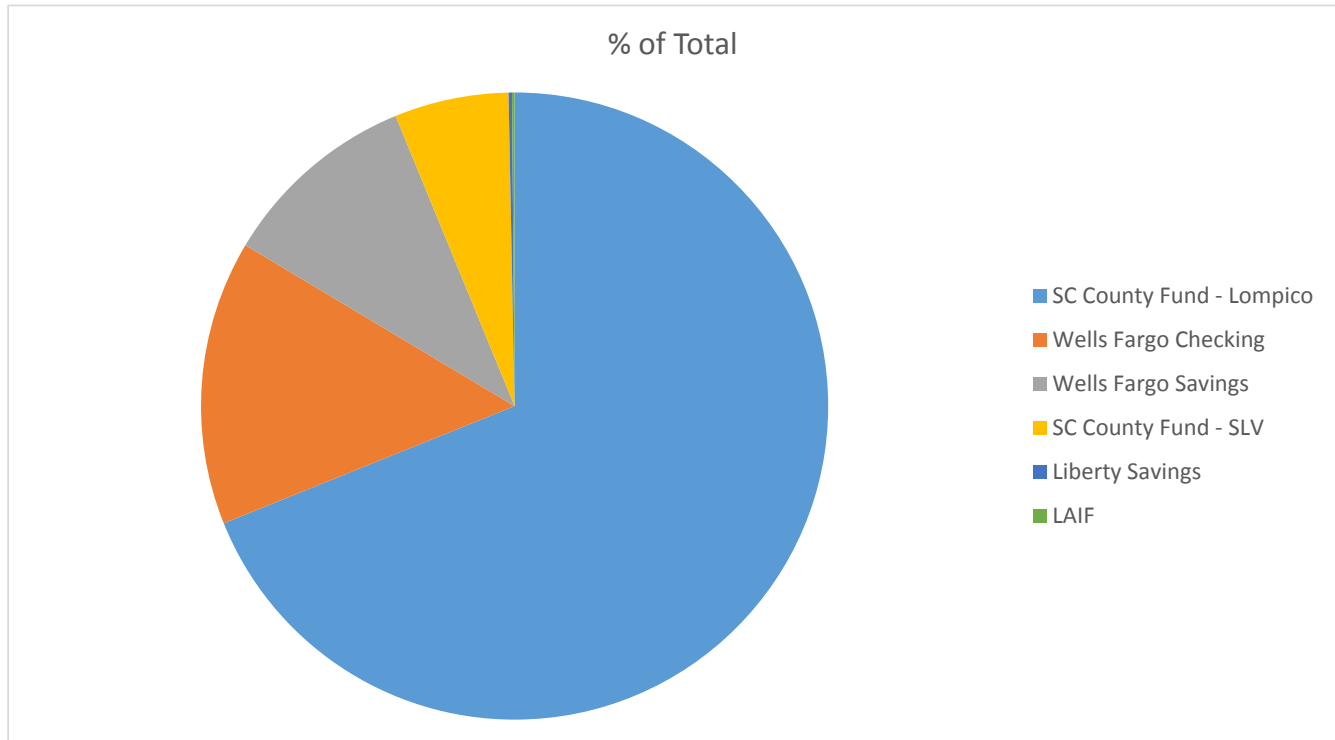
SUPPLY & TREATMENT	Q2 CY ACTUALS	Q2 % of Budget	YTD ACTUALS	YTD % of Budget	ANNUAL BUDGET	Notes
SALARIES & BENEFITS	\$ 251,268	20%	\$ 653,373	51%	\$ 1,273,271	
CONTRACT/PROFESSIONAL SERVICES	\$ 81,958	42%	\$ 119,998	62%	\$ 195,000	Q2 well maintenance expenses ~\$50K
OPERATING EXPENSES	\$ 30,292	14%	\$ 50,779	24%	\$ 212,600	
MAINTENANCE	\$ 9,424	30%	\$ 14,222	46%	\$ 31,000	
FACILITIES	\$ 92,952	32%	\$ 163,700	55%	\$ 295,000	
GEN. & ADMIN.	\$ 848	12%	\$ 2,565	37%	\$ 7,000	
TOTAL SUPPLY & TREATMENT	\$ 466,742	23%	\$ 1,004,637	50%	\$ 2,010,965	

DETAILED EXPENSES BY DEPARTMENT (continued)

WASTEWATER	Q2 CY ACTUALS	Q2 % of Budget	YTD ACTUALS	YTD % of Budget	ANNUAL BUDGET	Notes
SALARIES & BENEFITS	\$ 5,385	19%	\$ 9,776	34%	\$ 29,000	
CONTRACT/PROFESSIONAL SERVICES	\$ 3,552	6%	\$ 10,206	19%	\$ 55,000	
OPERATING EXPENSES	\$ 11,766	55%	\$ 12,618	59%	\$ 21,500	
MAINTENANCE	\$ -	0%	\$ -	0%	\$ 500	
FACILITIES	\$ 1,760	18%	\$ 3,345	34%	\$ 9,800	
GEN. & ADMIN.	\$ -	0%	\$ -	0%	\$ -	
TOTAL WASTEWATER	\$ 22,463	17%	\$ 35,944	28%	\$ 130,331	Will have allocations applied at year end
TOTAL OPERATING EXPENSES	\$ 1,615,729	22%	\$ 3,478,377	46%	\$ 7,487,043	

AS OF 12/31/2017

LIQUID ASSETS	\$ Amount	% of Total	Ave Interest Rate
Wells Fargo Checking	376,640	14.7%	0.35%
Wells Fargo Savings	262,800	10.2%	0.10%
Liberty Savings	4,506	0.2%	0.15%
SC County Fund - 76530	151,130	5.9%	1.15%
SC County Fund - 76644	1,769,335	68.9%	1.15%
LAIF	3,402	0.1%	1.24%
	<u>\$ 2,567,813</u>	<u>100%</u>	



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

www.treasurer.ca.gov/pmia-laif/laif.asp

January 11, 2018

SAN LORENZO VALLEY WATER DISTRICT

DISTRICT MANAGER
13060 HIGHWAY 9
BOULDER CREEK, CA 95006

[PMIA Average Monthly Yields](#)

// [Tran Type Definitions](#)

December 2017 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	3,401.55
Total Withdrawal:	0.00	Ending Balance:	3,401.55

G/L Balances

Criteria: As Of = 1/31/2018; Fund = 76644, 76530

G/L Account	Title	Beginning Balance	Year-To-Date Debits	Year-To-Date Credits	End Balance
Fund 76530 -- SLV-LOMPICO WTR, EFF 6/2/16					
101	EQUITY IN POOLED CASH	411,360.23	39,769.29	(300,000.00)	151,129.52
201	VOUCHERS PAYABLE (VENDOR)	0.00	300,000.00	(300,000.00)	0.00
240	STALE DATED WARRANTS LIABILITY	(1,363.90)	0.00	0.00	(1,363.90)
344	FUND BALANCE	(409,996.33)	300,000.00	(39,769.29)	(149,765.62)
Total Fund 76530		0.00	639,769.29	(639,769.29)	0.00
Fund 76644 -- SAN LORENZO VALLEY WATER TRUST					
101	EQUITY IN POOLED CASH	1,455,046.45	516,031.56	(201,742.89)	1,769,335.12
201	VOUCHERS PAYABLE (VENDOR)	0.00	200,000.00	(200,000.00)	0.00
220	DEFERRED CREDITS	(500,000.00)	500,000.00	0.00	0.00
344	FUND BALANCE	(955,046.45)	201,742.89	(1,016,031.56)	(1,769,335.12)
Total Fund 76644		0.00	1,417,774.45	(1,417,774.45)	0.00

REVENUE STABILIZATION RATE ANALYSIS FY1718

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
FY1415	72,137	70,653	69,617	60,931	52,275	40,785	49,486	40,781	41,301	53,193	50,988	51,218	653,365
FY1516	66,779	64,961	69,609	60,022	49,837	41,773	44,025	37,290	42,433	43,153	48,328	68,129	636,340
FY1617	74,199	73,414	71,825	59,518	41,777	45,698	45,401	37,667	41,173	42,898	52,932	68,388	654,889
3 YR AVERAGE (BASELINE)	71,038	69,676	70,350	60,157	47,963	42,752	46,304	38,579	41,636	46,415	50,750	62,578	648,198

ACTUAL FY1718 CONSUMPTION

FY1718	81,254	78,331	76,259	65,658	58,601	42,693							402,796
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CUMULATIVE ANALYSIS

% Above or Below Average	14%	12%	8%	9%	22%	0%
Cumulative %	14%	13%	12%	11%	13%	11%

NOTES:

Consumption is cumulatively higher than the prior three year average baseline. As of December 2017 consumption, the cumulative consumption is 11% above the baseline. There are no triggers identified per the revenue stabilization rate policy.

M E M O

TO: Board of Directors

FROM: District Manager

PREPARED BY: Environmental Programs Manager

SUBJECT: Environmental Status Report

DATE: February 15, 2018

RECOMMENDATION:

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

- Updates on the Following included:
- Conjunctive Use RFQs for Fish & Hydro Consultants.
- SMGWA - RFQs for Hydro & Facilitation Next meeting Feb 28.

- Blue Ribbon Panel Progress Report
- Paradise Park Pilot Project Riparian Restoration
- Watershed Fire Planning Update
- Fish Ladder Update
- Zayante Large Wood Project Update

- Paso Well Permit Received
- Probation Tank Bid Preparation

- Water Conservation Outreach Planning
- Fire Safe Council - Grants/ Event Feb 28th
- Connecting the Drops
- State of the San Lorenzo Symposium
- Americorps Invasive Plant removal on Library

WATER SUSTAINABILITY PLANNING

CONJUNCTIVE USE GRANT

The District is seeking proposals for a surface Fish Biologist & Surface Water Hydrologist to assess the following:

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)

The Agency has received proposals for two (2) consultants which will be reviewed by the Selection Committee, a subgroup of the Agency's Board of Directors:

1. Hydrologist to evaluate the current existing groundwater model to assess its capacity to quantify impacts to surface water baseflow from over drafted groundwater aquifers.
2. Individuals or firms with expertise in public agency governing board consensus building, process design and facilitation.

Next SGMWA Meeting will be held February 28th at 7:00 PM at Scott's Valley Water District.

ENVIRONMENTAL COMPLIANCE

CAPITOL IMPORVEMENT PERMITTING UPDATE

Staff is working to acquire permits for the following projects:

- **Fall Creek Fish Ladder-** Contracted with RCD to prepare 5 of the 7 permits. District Staff are preparing the additional 3 permits.

Upcoming Permitting Efforts:

- Lewis Tank Replacement Project
- Bull Bennet Pipeline

SANITARY SURVEY

Staff has been working with the City of Santa Cruz Water Department on the Sanitary Survey update.

The Sanitary Survey Update is a high-level summary of the San Lorenzo River Watershed for the City of Santa Cruz Water Department (SCWD) and the San Lorenzo Valley Water District (SLVWD), which merged with the Lompico County Water District in 2016. The Watershed Sanitary Survey (WSS) includes detailed description of Watersheds & Water Supply Systems, Potential Contaminant Sources, Watershed Management Activities, Non-Drinking Water Regulatory Challenges, Water Quality Data Summary, and Conclusions & Recommendations.

FALL CREEK FISH LADDER

Staff is coordinating with Resource Conservation District of Santa Cruz County to sub contract with various professional services to acquire the 8 permits necessary to conduct construction on the Fall Creek Fish Ladder. Debris Removal is scheduled to occur Summer 2018. Reconstruction is scheduled to occur Summer 2019.

REGIONAL INTERTIE HCP REPORT

Submitted as required as part of the intertie project mitigation.

COMPLETION REPORTS

PASO WELL REPLACEMENT PROJECT

The District Received the permit to replace the Paso Wells 6 and 7. Bid packets are expected to be sent out March.

MITIGATION BANK

SLVWD now has its own mitigation bank which comprises of 6.7 acres of land at the Olympia Wellfield which will compensate for impacts to other sandhill habitat which result from District Operations and Maintenance. A conservation easement with the Land Trust of Santa Cruz County has been established, escrow for development rights closed in December 2017.

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 should receive the official letter in January.

2015 UWMP

The District received a letter from DWR in December 2017 indicating that the 2015 UWMP satisfies all State requirements.

PROBATION TANK

USFWS Federal permit has been received. CEQA is complete. Bid Packets are expected to be sent March 2018. Construction should begin summer.

SWIM TANKS MITIGATED NEGATIVE DECLARATION

Environmental compliance (CEQA) requirements for the Swim Tank Replacement Project are complete. Bids for the contract came in too high, the project will be delayed until more bids can be acquired.

WATERSHED MANAGEMENT

BLUE RIBBON PANEL ON SANDHILLS ADAPTIVE MANAGEMENT

Staff is working with 8 local experts participating on the “blue ribbon” panel to review the District’s approach to broom management in Sandhills. The Panel has met twice, and will be completing the project by May 2018.

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.

ZAYANTE LARGE WOOD PROJECT UPDATE

The District is working with the Resource Conservation District & the City Water Department to improve large wood habitat in the Upper Zayante Watershed. Large wood will be placed strategically into the creek channel to improve cover, filtration of stream bed materials, engage flood planes, improve water quality, reduce stream bed incision and improve fish habitat, in a stretch of stream that has been identified as the highest priority for the recovery of Coho Salmon.

PARADISE PARK RIPARIAN RESTORATION PILOT PROJECT

The importance of riparian habitat is becoming increasingly important as we learn more about watershed function. Riparian habitat provides cover and shade, and keeps river temperatures cooler for fish. Stream-side vegetation removes nitrogen and filters out contaminants improving water quality. Riparian habitats are also critical for numerous birds and wildlife species that share our watershed home. The County is working with residents in Paradise Park to initiate a riparian Restoration Pilot Project which will inform future riparian restoration efforts in an effort to improve habitat conditions for salmon in our river.

WEED MANAGEMENT AREA OF SANTA CRUZ (WMA)

The Weed Management Area of Santa Cruz (WMA) had its first meeting of the year. The Calfora Observer app has been updated 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, herbicide positive press, and invasive plant prevention.

DATA COLLECTION/ RESTORATION GRANT PROGRAM

The District did not receive any applications for the Data Collection/Restoration Grant. The grant opportunity will be reviewed and opened again in March along with the Watershed Education Grants.

Data Collection/Restoration Grants for the following areas:

1. Development of comprehensive evaluation of potential energy generation opportunities on District lands and buildings (e.g. solar panels, wind turbines, micro hydro, etc.).
2. Development of a long-term monitoring program including baseline and protocols to evaluate invasive species eradication success and to determine long-term biodiversity trends on the District’s Olympia Watershed Property.

3. Design and implementation of a soil sampling and monitoring effort to determine if invasive species management strategies impact soil quality.

WATER CONSERVATION

Many community members have been concerned about the situation in Cape Town, Africa, a place with a similar Mediterranean climate and asking what we are doing to avoid a similar situation.

In short 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

A recent report shows SLVWD water consumption as February 1st 2018, has increased to 10% above baseline levels in February 2013. Staff will be initiating a water conservation outreach program to reduce water consumption. The critical time to achieve reduced consumption will be in the spring as we begin switching to groundwater sources.

- Teacher conservation workshop & in-class presentation training has begun. Staff has attended in-class presentations in other districts and will be attending workshop trainings starting January 2018. Program should be completed and implemented in SLV schools by August 2018.
- 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 is in January. Will discuss rebate programs, upcoming workshops and water wise program.

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 2013-2017 in July 2018. Completed entry and reports should be available by December 2018.

COMMUNICATIONS

There are 3 upcoming public events the District is co-sponsoring with partner agencies. Mark your calendars:

CONNECTING THE DROPS

Working Together For Water

Well attended event on February 1st. Representatives from all local water agencies across Santa Cruz County participated in an event to share how water professionals are working together to address Santa Cruz County's water challenges. Over one hundred member of the public were in attendance.

STATE OF THE SAN LORENZO RIVER

Including a Tour which will be part of the Exploring the San Lorenzo River Series, co-led by the Museum of Natural History and CWC with the goal of connecting people to the species in the San Lorenzo River system.

March 17, 2018 Tour to be led by Jen Michelsen at the Olympia Watershed.

LESSONS LEARNED FROM THE BEAR FIRE

Bear Creek Country Club

February 28th from 6:00 PM - 8:00 PM

RIPARIAN GARDEN TOUR BENEFIT FOR THE FELTON LIBRARY NATURE DISCOVERY PARK.

May 19th Details TBA.

PUBLIC OUTREACH

- The District Facebook page and website are updated regularly (3-5 times per week).
- The District is running ads in the Mountain Bulletin monthly.
- Drought Update in progress.

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.

Americorps team lead by Linda Skeff, of the Valley Woman's Club is working on Invasive Plant removal on Library and adjacent District property.

NETWORKING/ COLLABORATIONS

FIRE SAFE SANTA CRUZ COUNTY

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. Meeting was held March 9, 2017 all day.

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 19th.

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, overdrafted 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
JANUARY 2018

DATE: February 8, 2018

RECOMMENDATION:

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

BACKGROUND:

MAINLINE FLUSHING PROGRAM

During the reporting period staff kicked off the 2018 Mainline Flushing Program. Each year several areas of the distribution system are flushed to remove iron and manganese deposits and sediment from mainlines. The first flushing will begin February 27, 2018 in the Zayante/Quail Hollow area. Direct mailing and display ads will be used to notify customers in flushing areas.

PASATIEMPO WELL 6 REPAIRS

The Districts Pasatiempo Well 6 recently has had a series of operational issues (casing damage) resulting in failed attempts to repair leaving the well inoperable. The well has reached the end of its service life and efforts to repair and maintain the well will likely not be effective or cost-efficient. The well is 27 years old which is close to the typical service life for a well-constructed of mild steel.

The District has received authorization from the US Fish and Wildlife Service to perform work in the Santa Cruz Sandhills and is moving forward with preparation of contract documents for bidding.

BLUE TANK REPLACEMENT

The District is awaiting written reports regarding soils and concrete foundation stability. Both consultants have indicated that soils and the concrete foundation are of sound structural stability.

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.

The combined condition of the corrosion and earthquake damage to the tank warrants immediate replacement. During the reporting period contractor started dismantling the existing water tank.

The new, bolted steel tank will hold 65,000 gallons of water. In response to input from the community, the tank will be light brown in color. The steps in the process to install the new tank include removal of the current tank for recycling, geotechnical and structural review of the site and installation of the new tank.



The project is estimated to cost approximately \$100,000 and will be funded through the District's general fund. Construction is estimated to be completed by the end of November 2017. The Blue Tank, named for its exterior color, was originally installed in the 1980s by the Mañana Woods Mutual Water Company, which was acquired by the San Lorenzo Valley Water district in 2005.

Dismantled Blue Tank

MAINTENANCE ISSUES

Kirby Surface Water Treatment Plant - Staff replaced the combined filtration effluent sample line. The existing showed signs of corrosion elevating turbidity readings.

FELTON WATER SYSTEM WATER METER REPLACEMENT

Staff has continued 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.

SYSTEM WIDE STORAGE TANK INSPECTION

Each quarter all water storage tanks are inspected to ensure water quality integrity, security, leakage and general inspection. During the reporting period the first quarter tank inspection was performed

SERVICE LINE REPLACEMENTS

Lompico - La Lana Drive
Lompico - Lake Blvd
Ben Lomond - Brookside Drive

QUAIL TANKS DRAINAGE

Approximately 100 lineal feet of 12" drainage culvert was replaced by staff. The culvert travels above ground and has deteriorated requiring replacement. The culvert provides site and overflow drainage for the tank site.

Rick Rogers
Director of Operations

SAN LORENZO VALLEY WATER DISTRICT PRODUCTION COMPARRISON

Source	January-18	December-17	January-13	Difference This Year To 2013
North System				
Surface Water Sources				
Foreman Creek	10,002,956	11,207,950	15,866,000	
Peavine Creek + Hydro	3,127,320	2,586,450	9,002,000	
Clear Creek	5,526,422	2,069,160	4,965,000	
Sweetwater Creek	3,681,302	1,379,440	3,310,000	
Sub-Total (Streams)	22,338,000	17,243,000	33,143,000	-32.60%
Wells (North)				
Olympia No. 2	2,885,000	10,346,000	0	
Olympia No. 3	-	-	0	
Quail Well No. 4-A	4,160,000	5,377,000	0	
Quail Well No. 5-A	1,059,300	2,367,900	3,800	
Sub Total North Wells	8,104,300	18,090,900	3,800	213171.05%
South System Wells				
Pasatiempo 5A	6,981,000	8,807,600	N/A	
Pasatiempo 6	-	-	4,357,000	
Pasatiempo 7	-	-	1,644,000	
Sub Total Pasatiempo Wells	6,981,000	8,807,600	6,001,000	16.33%
North South All Sources Combined	37,423,300	44,141,500	39,147,800	-4.41%
Felton System - Surface Water				
Fall Creek	3,724,690	3,752,348	3,873,810	
Bennett Spring	4,717,267	3,900,000	3,651,200	
Bull 1 & 2	2,018,531	1,847,972	4,487,200	
Total Felton System Sources	10,460,488	9,500,320	12,012,210	-12.92%
Manana Woods System				
Well 1	-	-	106,775	
Total Manana Woods Sources	-	-	106,775	
Sub - Total Production				
North / Felton / Manana	47,883,788	53,641,820	51,266,785	-6.60%
Surface	32,798,488	26,743,320	45,155,210	-27.36%
Wells	15,085,300	26,898,500	6,111,575	146.83%
Total Surface Water Percentage	68.50	49.86	88.08	-22.23%
Total Wells Percentage	31.50	50.14	11.92	164.27%

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

North System All Sources	37,423,300
Interties IN +	430,744
Interties OUT -	537
TOTAL NORHT SYSTEM	37,853,507
Felton Water system All Sources	10,460,488
Interties IN +	0
Interties OUT -	0
TOTAL FELTON SYSTEM	10,460,488
Manana Woods System	
Manana Woods Well 1	0
Interties IN +	402,816
TOTAL MANANA WOODS	402,816

**SAN LORENZO VALLEY WATER DISTRICT
INTERTIE USAGE
January 2018**

INTERTIE 2

SLVWD to SVWD 0

SVWD to SLVWD 0

INTERTIE 3

SLV SOUTH to SLV NORTH 430,744

SLV NORTH to SLV SOUTH 537

INTERTIE 4

SLVWD to MHWD 0

MHWD to SLVWD 0

INTERTIE 6

SLV NORTH to SLV FELTON -

SLV FELTON to SLV NORTH -

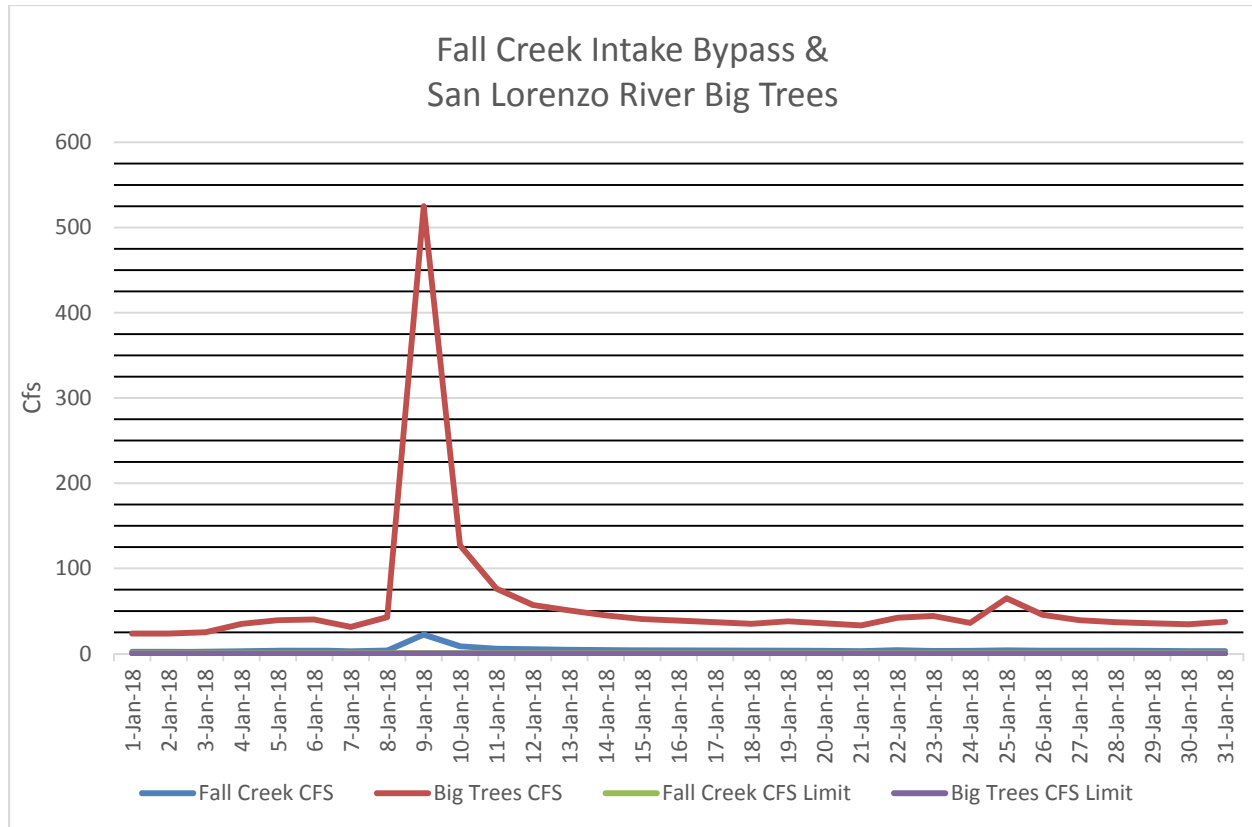
LOMPICO INTERTIE

SLV NORTH to LOMPICO -

MANANA WOODS INTERTIE

SLVWD to MANANA WOODS

Fall Creek Intake January 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 January 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: 2.15.18

Item: 12

	Month:	January	Year:	2018	Big Trees > 26,500 Acre-ft Oct-Feb Normal Yr					Big Trees <26,500 Acre-ft Oct-Feb Dry Yr		
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	11:05	jg	2	110	25.0	33.88	2.04	23.5	0	Yes	Yes	
2	11:10	jg	2	97	25.0	33.88	2.04	23.5	0.16	Yes	Yes	
3	13:35	db	2	118	25.0	33.88	2.04	25.0	0.73	Yes	Yes	
4	7:55	ho	2	98	25.0	34.85	2.636	34.9	0.30	Yes	Yes	
5	7:55	db	1	78	25.0	36.0	3.515	39.3	0.55	Yes	Yes	
6	9:40	ho	1	99	25.0	35.62	3.146	40.0	0	Yes	Yes	
7	9:55	ho	1	76	25.0	34.84	2.636	31.3	0.55	Yes	Yes	
8	8:40	db	1	174	25.0	36.2	3.612	42.7	4.64	Yes	Yes	
9	11:35	db	1	52	25.0	48.2	22.41	525	0.06	Yes	Yes	
10	8:05	db	1	51	25.0	40.8	8.668	127	0.06	Yes	Yes	
11	8:35	db	1	70	25.0	38.5	5.877	76.3	0	Yes	Yes	
12	11:15	ho	1	81	25.0	37.74	5.009	57.1	0	Yes	Yes	
13	8:50	jg	1	71	25.0	37.16	4.439	50.7	0	Yes	Yes	
14	9:35	jg	1	53	25.0	36.58	3.910	44.8	0	Yes	Yes	
15	11:45	jg	1	81	25.0	36.39	3.709	40.6	0	Yes	Yes	
16	9:35	db	1	119	25.0	36.2	3.612	38.7	0	Yes	Yes	
17	11:05	ho	1	65	25.0	36.39	3.809	36.7	0	Yes	Yes	
18	8:10	db	1	53	25.0	35.8	3.327	34.9	0.21	Yes	Yes	
19	8:20	db	1	80	25.0	35.8	3.327	38.0	0	Yes	Yes	
20	7:30	ks	1	83	25.0	35.42	3.101	35.5	0	Yes	Yes	
21	7:35	ks	1	95	25.0	35.04	2.772	33.1	0.43	Yes	Yes	
22	8:25	ho	1	73	25.0	36.58	4.013	42.0	0.23	Yes	Yes	
23	9:05	db	1	120	25.0	35.4	3.057	44.1	0	Yes	Yes	
24	11:10	db	1	52	25.0	35.6	3.146	36.1	0.60	Yes	Yes	
25	8:10	ho	1	56	25.0	36.39	3.809	64.9	0	Yes	Yes	
26	8:40	ho	1	100	25.0	35.81	3.327	45.5	0	Yes	Yes	
27	13:35	jg	1	73	25.0	35.81	3.327	39.3	0	Yes	Yes	
28	12:40	jg	1	54	25.0	36.62	3.416	36.7	0	Yes	Yes	
29	9:30	ho	1	56	25.0	35.62	3.236	35.5	0	Yes	Yes	
30	7:50	ho	1	74	25.0	35.04	2.800	34.3	0	Yes	Yes	
31	10:25 ¹⁴	ho	1	72	25.0	35.04	2.800	⁹ 37.4	0	Yes	Yes	

San Lorenzo Valley Water District Loch Lomond Water Supply January 2018

Loch Lomond Water Level



Week ending 1/31/2018

(in feet above mean sea level; lake spills at 577.25 feet)

Currently: 574.20 ft

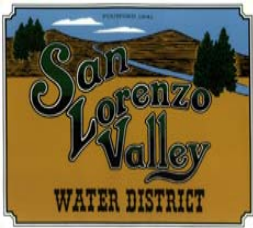
Percent of capacity: 93.5 %

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

Last time District used Loch Lomond water was June 1977

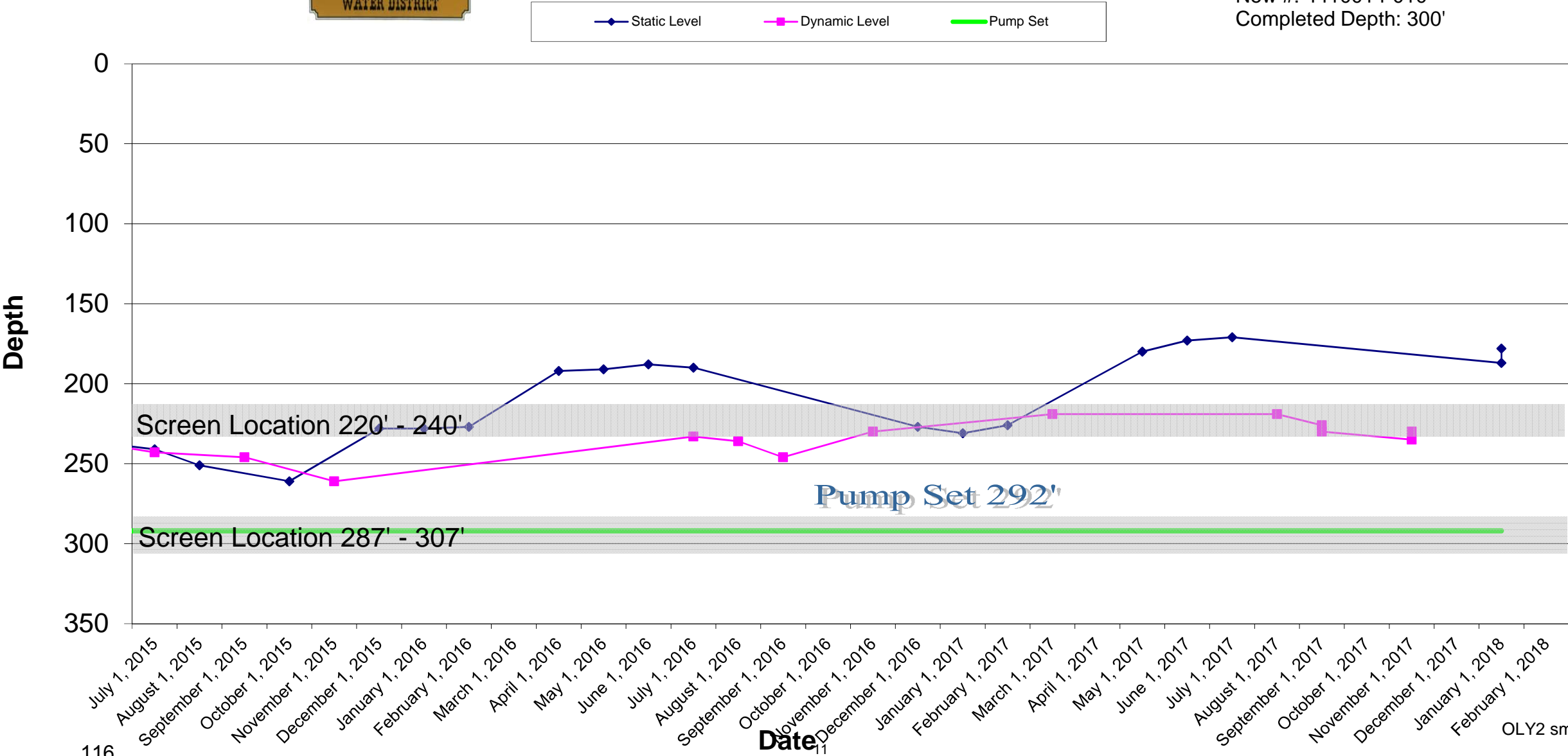


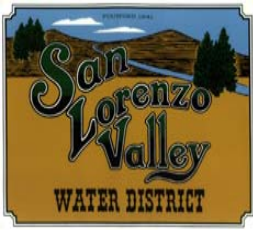
SAN LORENZO VALLEY WATER DISTRICT

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'



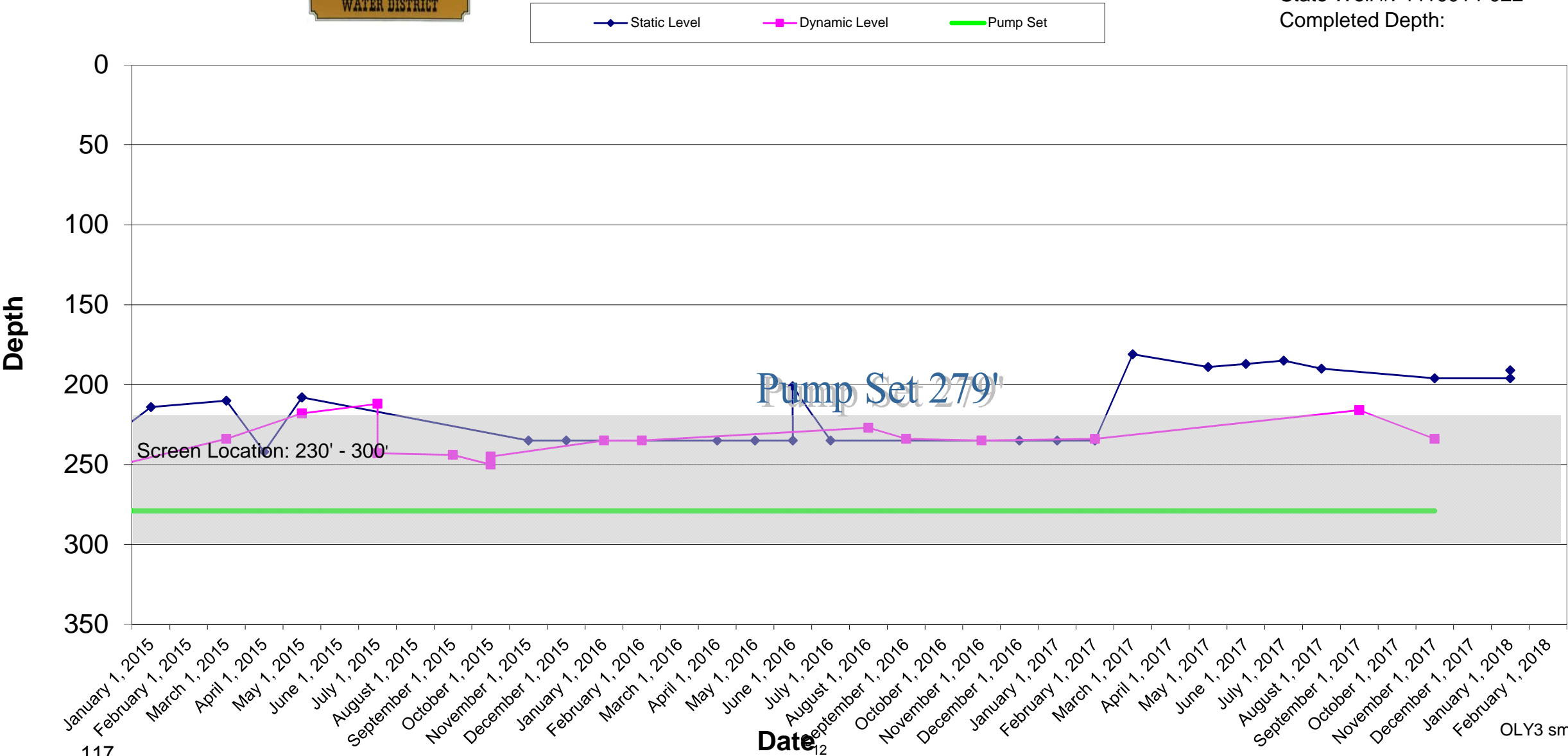


SAN LORENZO VALLEY WATER DISTRICT

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:



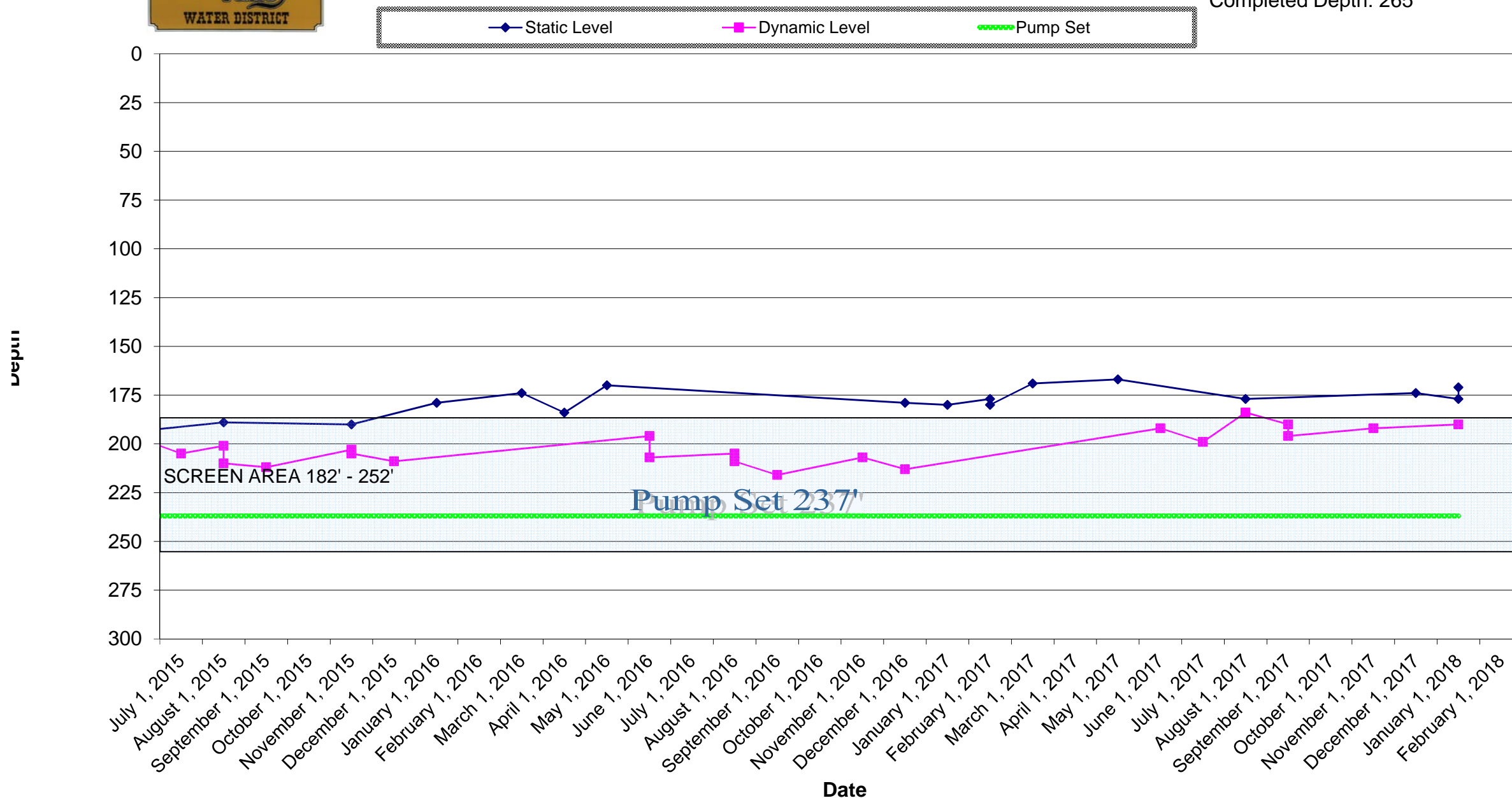


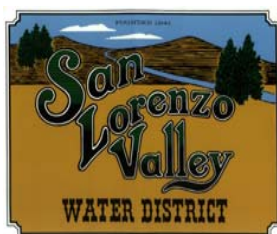
SAN LORENZO VALLEY WATER DISTRICT

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



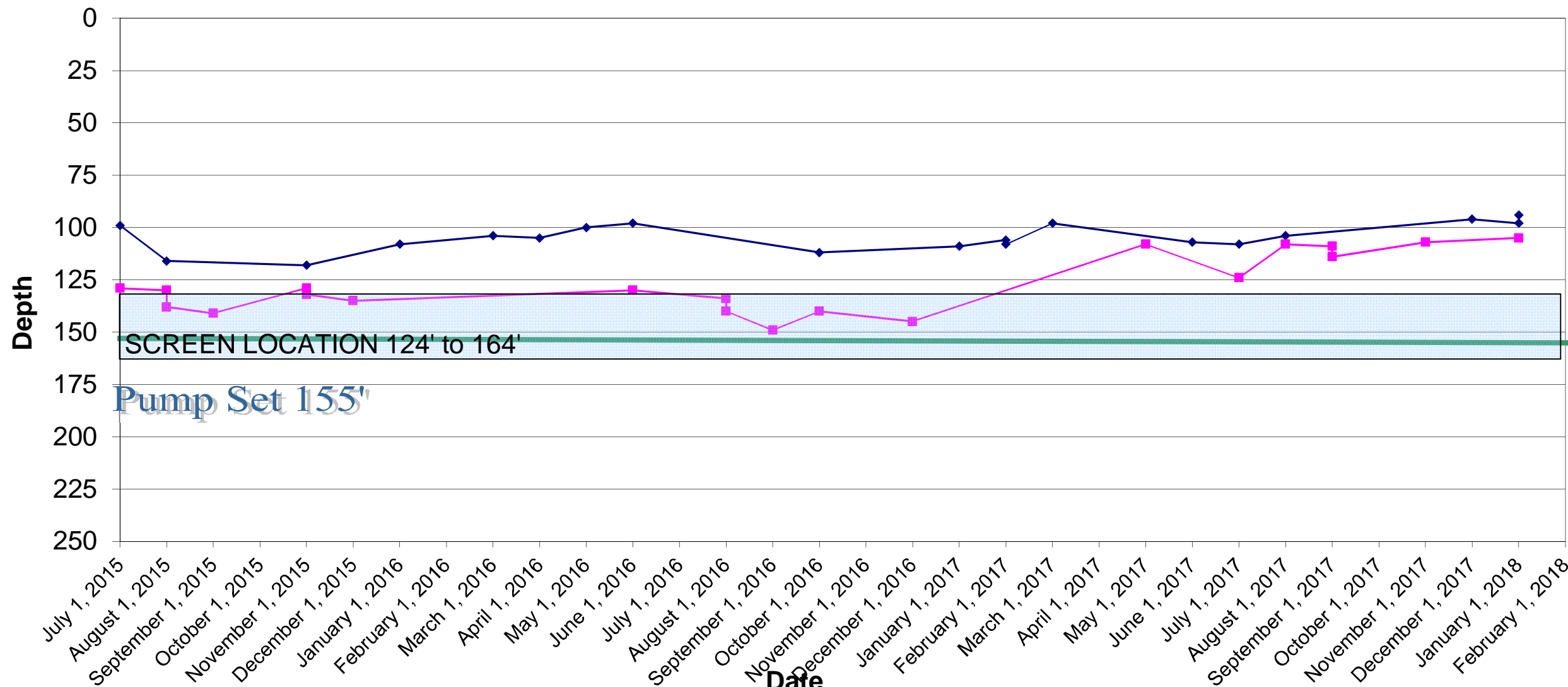
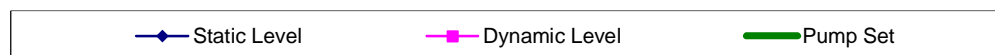


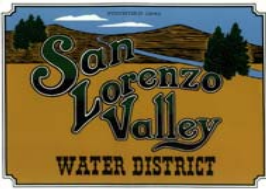
SAN LORENZO VALLEY WATER DISTRICT

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'



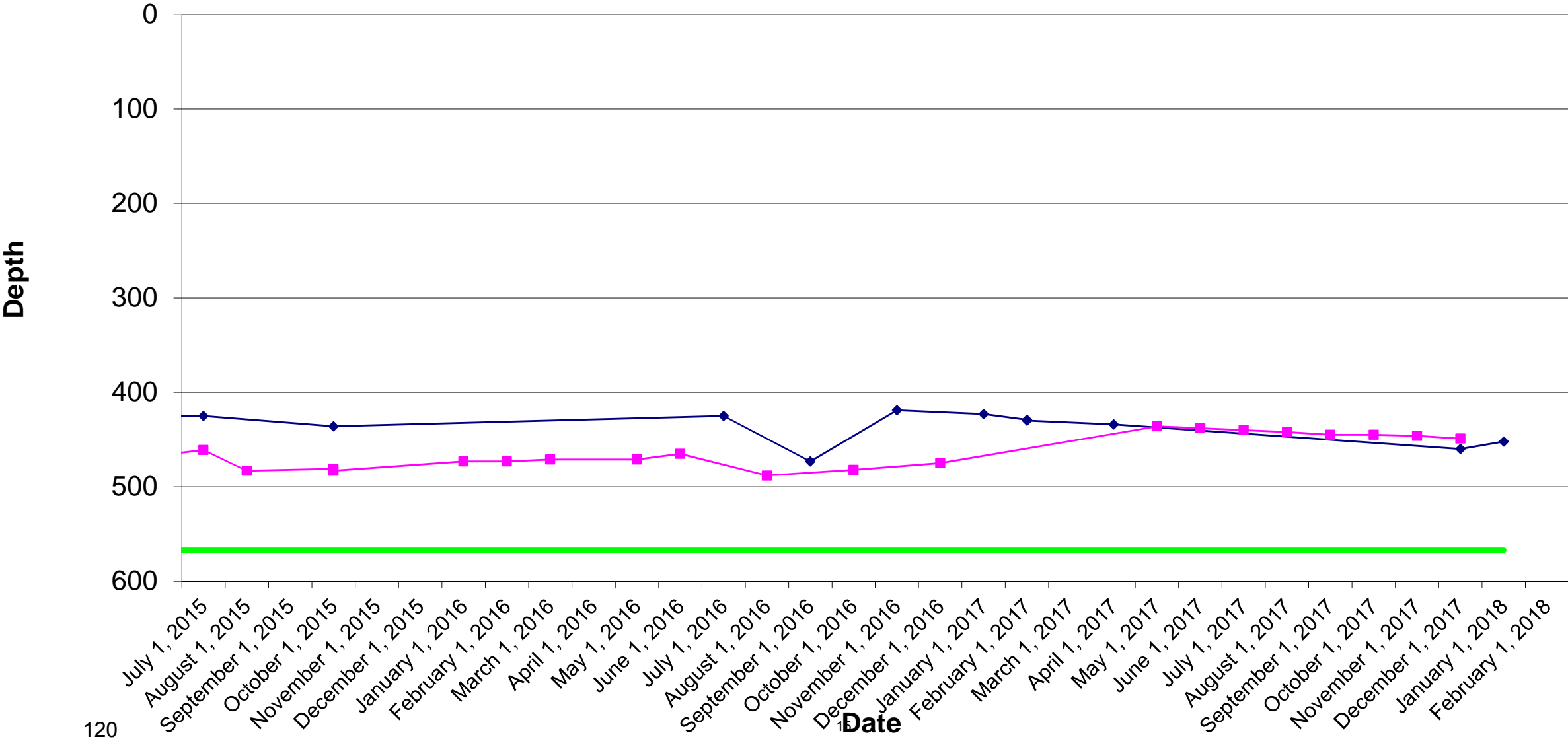


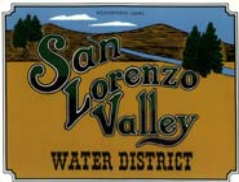
SAN LORENZO VALLEY WATER DISTRICT

Well Drawdown Report

Pasatiempo 5-A

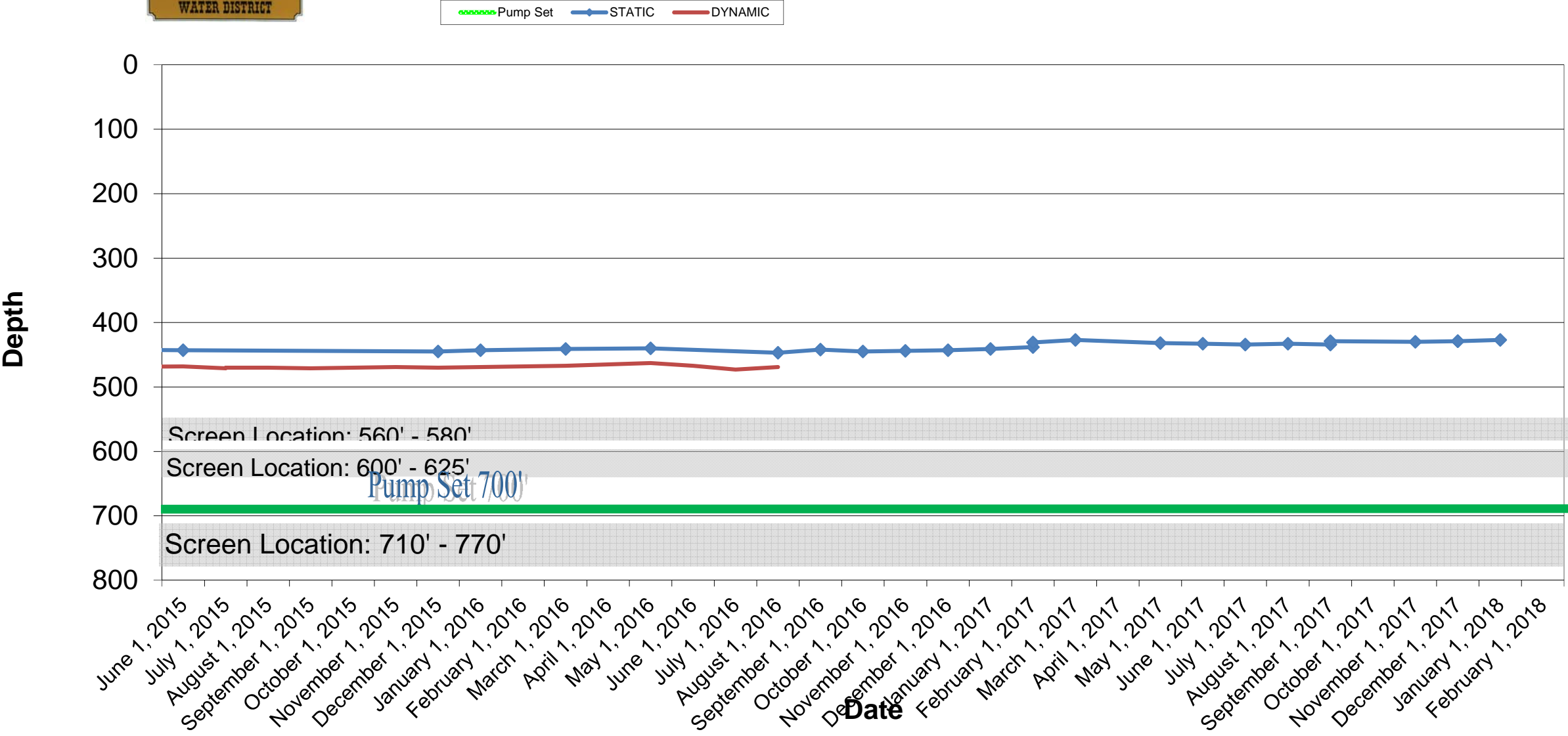
Location: So. Of 3650 Graham Hill Rd
Elevation: 752'
Installed 1-1-14
State Well #:4410014-014
Completed Depth: 710'





SAN LORENZO VALLEY WATER DISTRICT
Well Drawdown Report
Pasatiempo 6

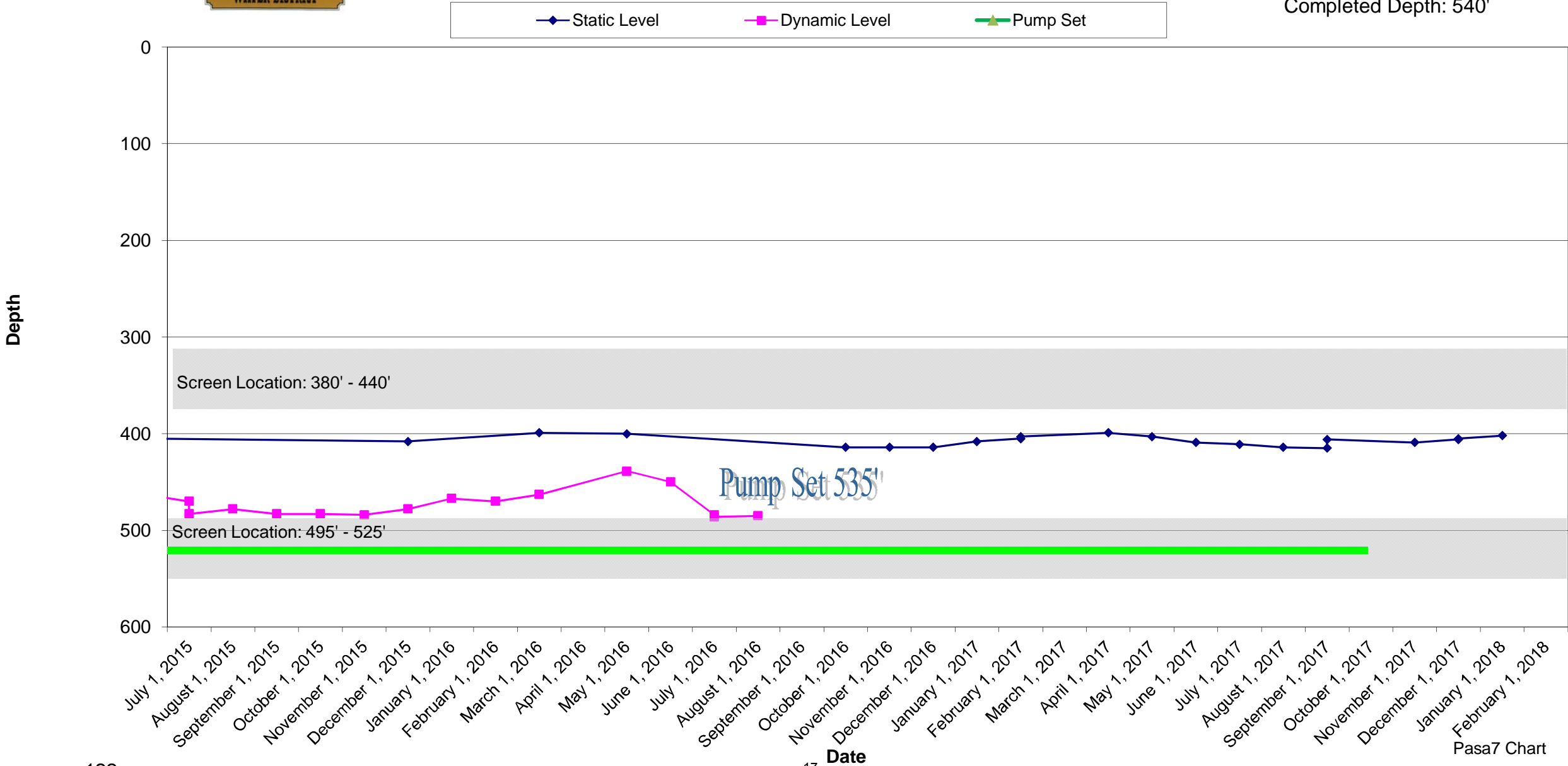
Location: Behind 3650 Graham Hill Rd.
Elevation: 775'
Installed: 5-30-91
State Well #: 4410014-023





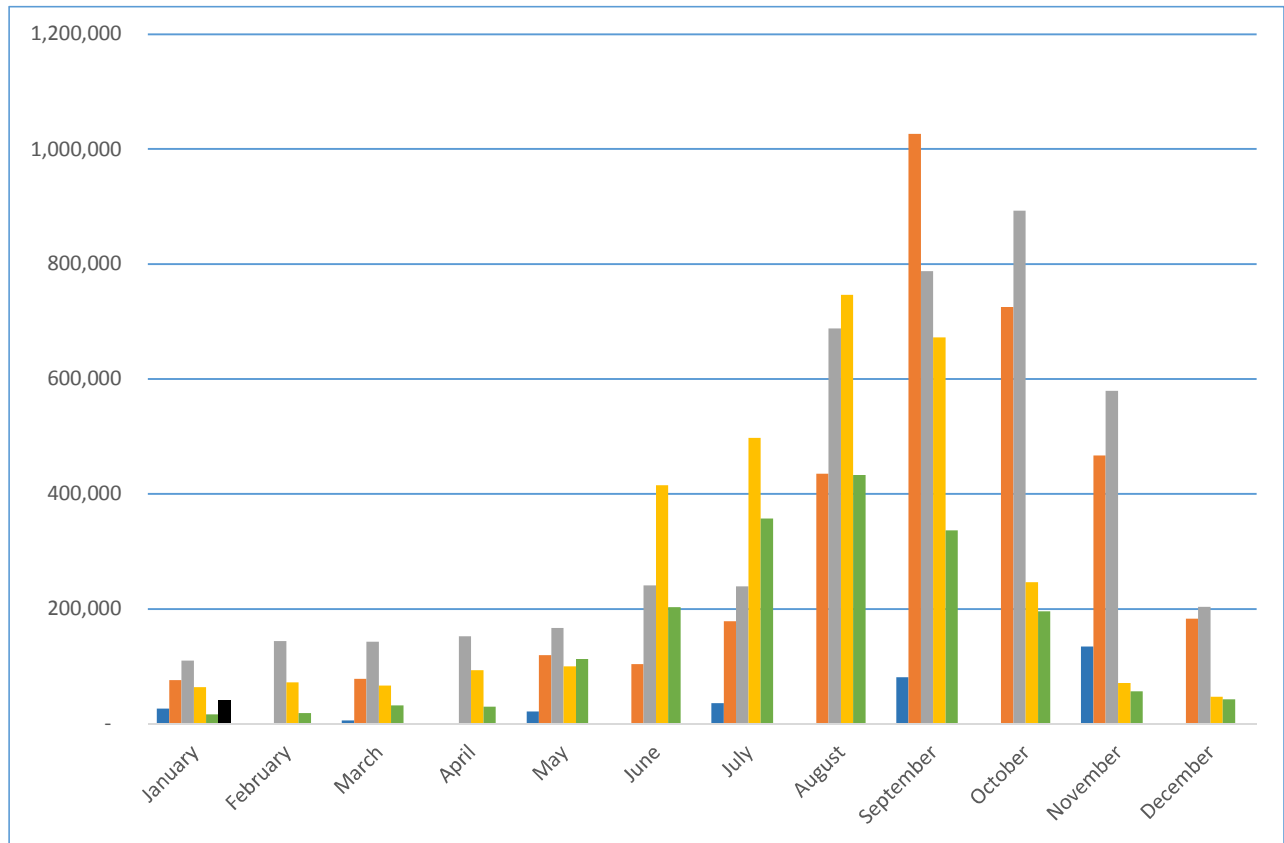
SAN LORENZO VALLEY WATER DISTRICT
Well Drawdown Report
Pasatiempo 7

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
January 2018

Agenda: 2.15.18
Item: 12



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	
March	5,984	78,540	142,868	66,572	32,164	
April			152,592	93,500	29,920	
May	21,692	119,680	166,804	100,232	112,948	
June		103,972	240,983	415,140	203,179	
July	35,904	178,772	239,360	497,420	357,544	
August		435,336	688,160	746,504	433,092	
September	81,352	1,026,256	787,644	672,183	336,570	
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	41,888

SAN LORENZO VALLEY WATER DISTRICT
MONTHLY LEAK REPORT
January 2018

Agenda: 2.15.18
Item: 12

NORTH SYSTEM

Leak Type	Location	Town	Gallons Lost
400 MAIN LEAKING	430 BLACH WAY	BEN LOMOND	1,080
400 MAIN LEAKING	MCGAFFIGAN MILL RD.	BEN LOMOND	900
400 MAIN LEAKING	OAK AVE.	BEN LOMOND	3,600
400 MAIN LEAKING	350 More Dr	BOULDER CREEK	28,800
400 MAIN LEAKING	612 BLUE RIDGE DR.	BOULDER CREEK	5,760
400 MAIN LEAKING	OLD COUNTY HIGHWAY AND RIVERVIEW	BOULDER CREEK	180
400 MAIN LEAKING	15840 KINGS CREEK RD.	BOULDER CREEK	2,880
HYDRO TANK LEAK	GREEN VIEW DR	BOULDER CREEK	180
400 MAIN LEAKING	113 OAK ST.	BROOKDALE	43,200

Total North System			86,580
FELTON SYSTEM			
400 MAIN LEAKING	6729 San Lorenzo	FELTON	3,000
Total Felton System			3,000

MANANA WOODS			
Total Manana Woods			-
Total All Systems			89,580

SAN LORENZO VALLEY WATER DISTRICT
Authorized Unmetered Water Use (GALLONS)
January 2018

Agenda: 2.15.18
Item: 12

<u>North System</u>		Monthly Total
Mainline Flushing		-
Tank Leakage		93,744
Probation	1.0 gpm	44,640
Upper Swim	0.3 gpm	13,392
Blue Ridge	0.4 gpm	17,856
Echo	0.1 gpm	4,464
Highland	0.3 gpm	13,392
Process Water		95,976
Lyon cL2 Analyzer	0.02 gpm	893
Quail 5 cL2 Analyzer	0.11 gpm	4,910
Olympia cL2 Analyzer	1.32 gpm	58,925
Paso cL2 Analyzer	0.7 gpm	31,248
Firefighting		
Tank Overflow		-
Waste Water		0
Sub Total North		189,720
<u>Felton Water System</u>		
Mainline Flushing		
Tank Leakage		4,464
El Solyo	0.1 gpm	4,464
Process Water		
Kirby WTP cL2 Analyzers	0.8 gpm	35,712
Firefighting		
Tank Overflow		0
Waste Water		0
Sub Total Felton		40,176
<u>Manana Woods Water System</u>		
Mainline Flushing		-
Tank Leakage		
Process Water		
Firefighting		
Tank Overflow		
Waste Water		
Sub Total Manana Woods		0
<u>Lompico Water System</u>		
Kaski Tank	0.1 gpm	4,464
Lewis Tank	0.3 gpm	13,392
Sub Total Lompico		17,856
Total All Systems		247,752

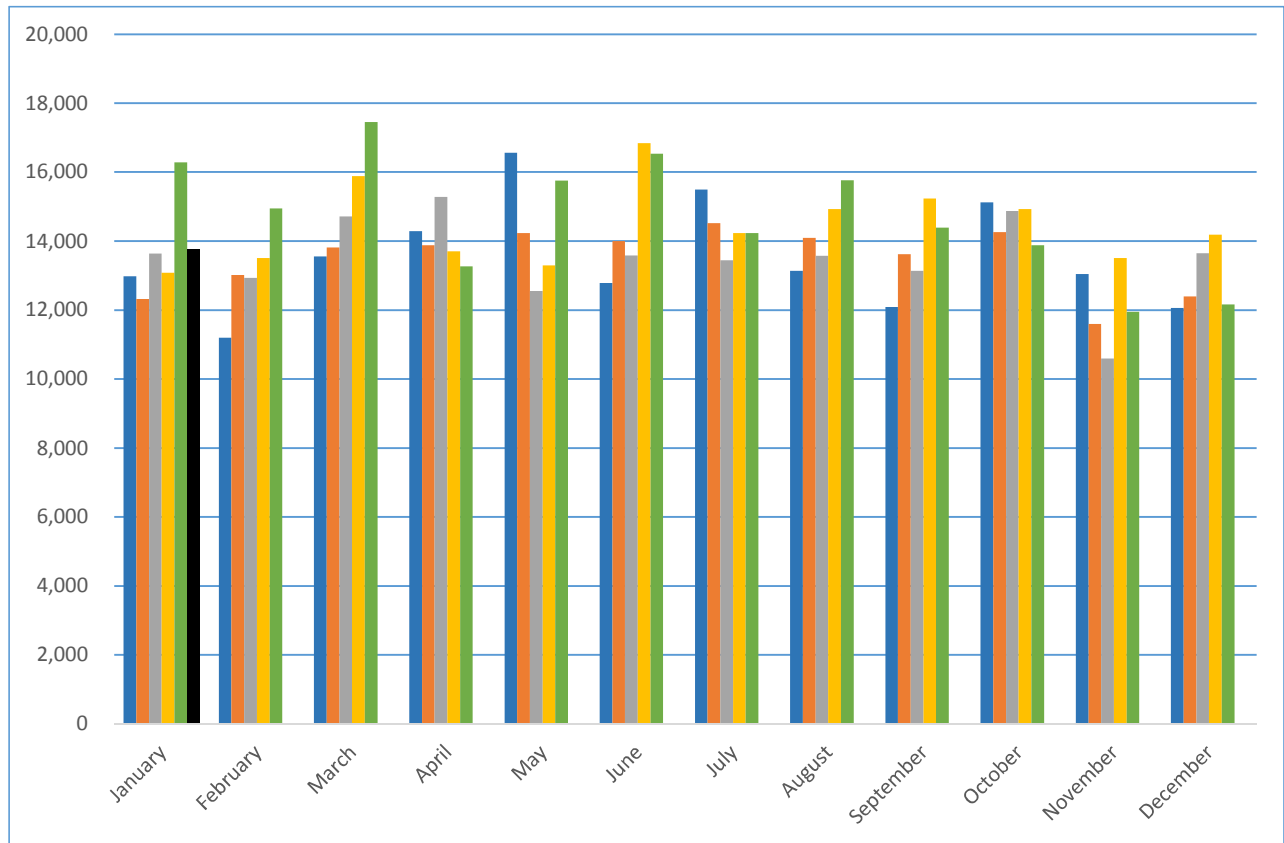
				Water Quality Complaint List						
Date Received	Type Of Complaint							Address	Conclusion	System
	Taste/ Odor	Color	Turbidity/ Particles	Worms/ Other Visible Organisms	Pressure (High/Low)	Illness (Waterborne)	Other (Specify)			
1/8/2018		X					Customer stated water was coming out of the kitchen faucet a brown color.	345 West Dr	Upon investigation by SLVWD staff at customers residence, water quality results appeared to be normal and within range at customers front hose bib. Free chlorine was 0.7 mg/L, field turbidity was 0.95 NTU and the water appeared to be running clear.	SLVWD-Lompico
1/26/2018	X						Customer complained about 'minerally' taste of water for the last few days.	160 Lanktree Ln	Upon investigation at customers residence by SLVWD staff; water quality results appeared normal and within range. Free chlorine was 0.8 mg/L and no odor was detected at outside hose spigot. Customer on premisis at time of SLVWD staff investigation stated that the water had tasted normal.	SLVWD-North

SAN LORENZO VALLEY WATER DISTRICT

VEHICLE MILEAGE

January 2018

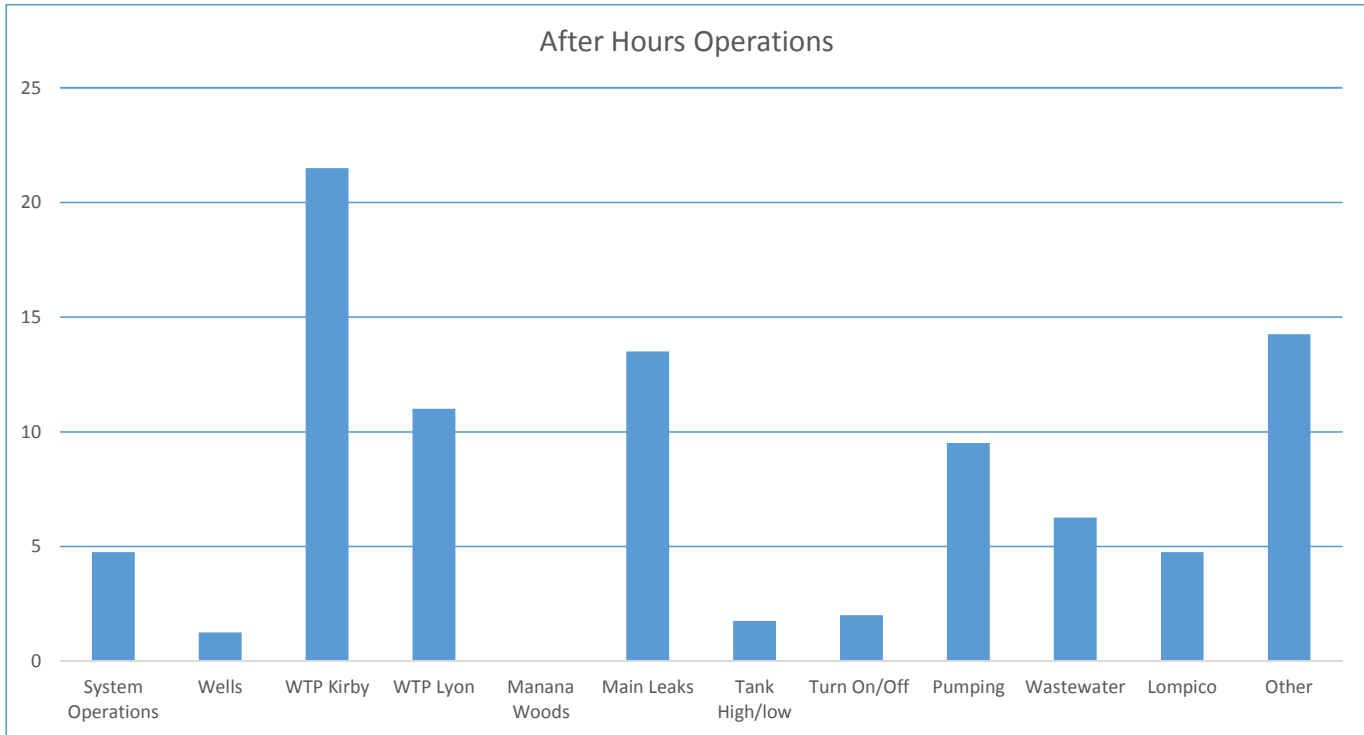
Agenda: 2.15.18
Item: 12



Month	2013	2014	2015	2016	2017	2018
January	12,976	12,317	13,633	13,082	16,286	13,763
February	11,201	13,015	12,934	13,505	14,945	
March	13,558	13,817	14,714	15,882	17,451	
April	14,283	13,883	15,279	13,704	13,270	
May	16,560	14,228	12,550	13,290	15,757	
June	12,780	14,000	13,582	16,841	16,534	
July	15,497	14,519	13,441	14,228	14,229	
August	13,136	14,096	13,569	14,923	15,761	
September	12,087	13,622	13,137	15,229	14,388	
October	15,120	14,261	14,868	14,924	13,880	
November	13,046	11,594	10,591	13,510	11,952	
December	12,060	12,394	13,648	14,187	12,158	
Totals	162,304	161,746	161,946	173,305	176,611	13,763

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

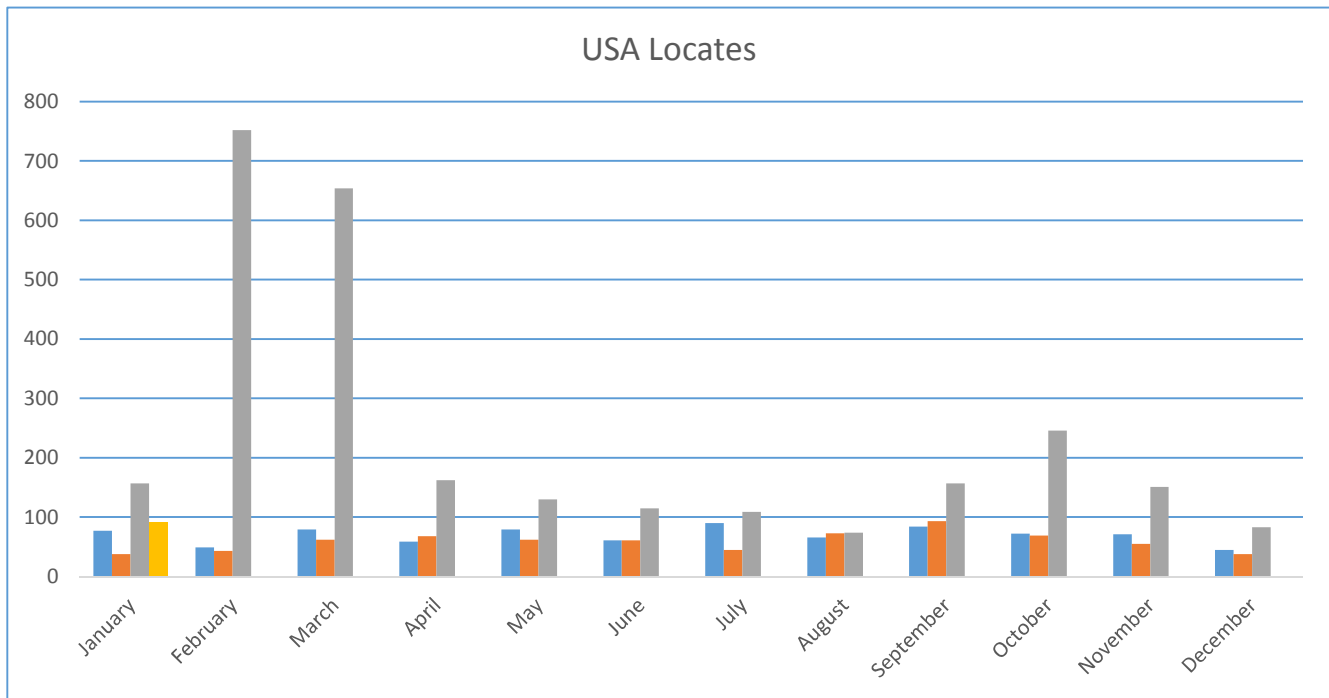
Agenda: 2.15.18
Item: 12



Description	Hours		2015	2016	2017	2018
System Operations	4.75	January	N/A	145	280.75	90.5
Wells	1.25	February	N/A	86.5	192.25	
WTP Kirby	21.5	March	N/A	153.75	105.75	
WTP Lyon	11	April	82.50	72	128.75	
Manana Woods	0	May	104.75	49.25	132.75	
Main Leaks	13.5	June	172.50	83.25	112.75	
Tank High/low	1.75	July	124.25	80.25	162.00	
Turn On/Off	2	August	111.75	81.25	141.25	
Pumping	9.5	September	230.25	175	201.25	
Wastewater	6.25	October	128.25	78.5	104.00	
Lompico	4.75	November	114.25	96.25	122.50	
Other	14.25	December	186.25	130.75	134.00	
Total	90.5		1254.75	1231.75	1818.00	90.5

SAN LORENZO VALLEY WATER DISTRICT
OPERATIONS DEPARTMENT
January 2018

Agenda: 2.15.18
 Item: 12



<u>Month</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
January	77	38	157	91
February	49	43	752	
March	79	62	654	
April	59	68	162	
May	79	62	130	
June	61	61	115	
July	90	45	109	
August	66	73	74	
September	84	93	157	
October	72	69	246	
November	71	55	151	
December	45	38	83	
Total to Date	832	707	2,790	91





MINUTES OF SPECIAL 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.

January 16, 2018 10:00 a.m.

1. Convene Meeting/Roll Call

Roll Call.

Present: Dir. Bruce, R. Moran.

Absent: Chair Ratcliffe.

Staff: Environmental Programs Manager J. Michelsen, Dist. Sec. H. Hossack

2. Oral Communications:

Nancy Macy, Valley Women's Club Environmental Committee, addressed the Committee.
F. McPherson, Boulder Creek, addressed the Committee.

3. Old Business:

A. *BLUE RIBBON PANEL* – UPDATE

Update by J. Michelsen
Discussion by the Committee regarding the *Blue Ribbon Panel*.
F. McPherson addressed the Board.

B. INTEGRATED PEST MANAGEMENT

J. Michelsen introduced this item.
Discussion by the Committee regarding the Integrated Pest Management.
F. McPherson addressed the Committee.

C. FALL CREEK FISH LADDER – UPDATE

J. Michelsen update.
Discussion by the Committee regarding the Fall Creek Fish Ladder.
F. McPherson and B. Lee, Dist. Mgr., addressed the Committee.

D. CONJUNCTIVE USE GRANT

J. Michelsen introduced this item.
F. McPherson addressed the Committee.

4. New Business:

A. ELECTION OF COMMITTEE CHAIR

B. SET DAY AND TIME FOR COMMITTEE REGULARLY SCHEDULED MEETINGS

Discussion and possible action by the Committee regarding regularly scheduled meeting time and day. 3rd Tuesday at 10:00am was agreed to for the regular meeting.
F. McPherson addressed the Committee.

C. PRESENTATION BY US FISH AND WILDLIFE SERVICE ON LAND ACQUISITION

J. Michelsen asked to reschedule this item to the February committee meeting. She gave a brief description of the item.

Discussion by the Committee regarding the presentation by US Fish and Wildlife on Land Acquisition.

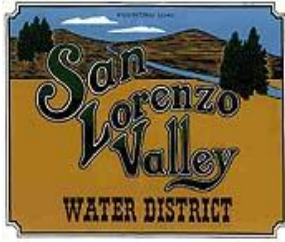
F. McPherson addressed the committee.

Discussion continued.

5. Futures Agenda Items

Discussion by Committee

6. Adjournment 10:58am



NOTICE OF BUDGET & FINANCE COMMITTEE MEETING

Responsible for the review of District finances including: rates, fees, charges and other sources of revenue; budget and reserves; audit; investments; insurance; and other financial matters.

Tuesday, January 30, 2018 at 9:30 a.m.

AGENDA

1. **Roll Call.**
Present: Chair Baughman, J. Hayes.
Absent: Dir. Ratcliffe.
Staff: S. Hill, Dir. of Finance and Business Services, H. Hossack, Dist. Secretary
2. Oral Communications - None
3. Old Business:
 - A. FISCAL YEAR 2016/17 ACTUALS vs. BUDGET
S. Hill described this item.
Discussion and questions by the Committee regarding the review of fiscal year 2016/17 actuals vs. budget.
Bruce Holloway, Boulder Creek addressed the Committee.
S. Hill answered questions.
4. New Business:
 - A. 2018 BUDGET & FINANCE COMMITTEE WORK PLAN
C. Baughman started the discussion on this item.
Discussion by the Committee and staff regarding the 2018 Budget & Finance Committee work plan.
5. Informational Material: None.
6. Adjournment 10:22 am

Holly Morrison

From: customer
Sent: Wednesday, January 17, 2018 10:41 AM
To: Board of Directors
Subject: Inquiring about Low Income Program

Follow Up Flag: Follow up
Flag Status: Flagged

Hello,

I wanted to email you to inquire about any Low Income programs you may offer to your residents. I qualify and am under the CARE program through PG & E and also the Lifeline program with GreenWaste, and wanted to know if there is anything you may offer to help us out in these troubled times. If you have any programs or any information on how you can help please feel free to email me back at this email address to let me know what the next step should be.

Thank you,
Customer

Holly Morrison

From: Cynthia Koehler, WaterNow Alliance <info@waternow.org>
Sent: Thursday, January 25, 2018 1:00 PM
To: Board of Directors
Subject: Nominations Open: 2018 WaterNow Alliance Impact Award



Nominate a Local Water Leader!



Do you know a public water agency decision-maker who has shown exemplary leadership this year? Someone who has gone above and beyond the call of duty?

For the **2018 WaterNow Impact Award**, we are looking to honor someone who has accelerated and expanded innovative and sustainable water solutions in their communities. Do you - or someone you know - fit these criteria?

Nominate a Leader

Any governing board member of a public water utility – whether elected or appointed, special district or city or county – is eligible. **The deadline to apply is February 28th.** Learn more about last year's winners [here](#).

WaterNow Alliance will choose one to three winners to receive the award, and will publicly announce the winners during the dinner reception at **WaterNow's 3rd Annual Summit** in Salt Lake City on March 28, 2018.

Local water leaders hold the keys to our water future. Please join WaterNow in honoring those who are leading the way in creating sustainable, equitable and accessible water solutions with meaningful impact at the community or regional level.



Don't miss out! [Be sure to register today](#)

WATERNOW IMPACT AWARD

DEADLINE TO APPLY IS FEBRUARY 28, 2018

NOMINATE A LEADER

WaterNow Impact Award Nomination

The Impact Award is a new recognition opportunity specifically to honor public water agency decision makers for leadership around accelerating and/or expanding innovative and sustainable water solutions in their communities. Any governing board member of a public water utility – whether elected or appointed, special district or city or county – is eligible.

The primary criterion for an Impact Award will be evidence of leadership in supporting one or more sustainable water solutions with meaningful effect at the community or regional level. These solutions could include, but are not limited to: enactment of ordinances, direct engagement on policy matters at the state, local or federal levels, initiation of a sustainable water project or strategic initiative. Nominations will also be evaluated based on the extent to which they advance equity in the water space – by helping to make water more affordable, accessible or safer, or provide other benefits for disadvantaged communities. Only WaterNow Alliance members will be eligible to win the WaterNow Impact Award.

WaterNow Alliance will choose one to three winners to receive the 2018 WaterNow Impact Award which will be publically announced at WaterNow's annual summit in Salt Lake City on March 28, 2018. Winners will be notified in advance of the Summit, and we very much hope that all winners will be able to attend! However, if the winner is unable to join us at the WaterNow Alliance Annual Summit, we would hope that the winner will be able to designate a colleague to accept the award on their behalf.

Nominated Public Official

Name of Nominee *

Title *

(e.g. Mayor, Councilmember, Board Member)

Public Water Provider Affiliation *

(District/City/County)

Email *

Phone *

Street Address *

City *

State *

Zip code *

Is this person a member of WaterNow Alliance? *

- ☐ Yes
☐ No
☐ I'm not sure

Nomination Narrative

Please describe why (you/or nominee) is deserving of a WaterNow Impact Award including specific sustainable water projects or initiatives he/she has undertaken. The description should clearly illustrate why the project or initiative advances water sustainability and its potential impact. Please include specific accomplishments and outcomes that have been initiated and /or supported by the nominee. (600 word max)

Supporting Documentation

Submit up to five pages of additional supporting documentation such as newspaper or publication articles, reports, letters signed supporting policy initiatives, or any other materials that support the nomination may be submitted Please email supporting documentation to info@waternow.org (<mailto:info@waternow.org>).

Your Information (if different from nominee)

137 Name (First/Last)

Title

Organization/Agency Affiliation

Email

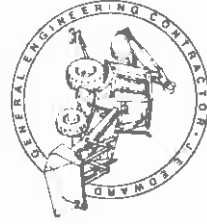
Phone

Submit



<https://waternow.org/water-now-impact-award-winners-announced/>

Submit



J. E. EDWARD

General Engineering Contractor

16400 Highway 9
Boulder Creek
California, 95006

*Henderson Valley Water Co.
Thanks for the clear water!!!*



SLVWD BOARD MEMBERS,

I'm writing in regard to the potential lawsuit Against Bill Smallman.

My husband and I ARE TOTALLY AGAINST IT. IT will be A horrible waste of money. Valley residents need their water infrastructure fixed and can ill afford Frivolous lawsuits.

Bill Smallman was voted in. It behooves the Board to work Together to settle Differences for the good of the SLV water Customers.

For the Board to "reevaluate the decision" in a future closed session" sounds like the Board doesn't CARE ABOUT SLV customers.

They will do what they like - Forget ABOUT the people that live in the Valley.

It sounds too much like the Dysfunction in Washington.

Please consider the cost TO SLV water patrons. Don't Go the road to litigation.

Sincerely,

Mary Ellen Bergeron

RECEIVED

FEB 08 2018

SAN LORENZO VALLEY
WATER DISTRICT

'Connect the Drops' offers public updates

Santa Cruz County agencies come together with 100 attendees

WATER SUPPLY

By Jessica A. York

jyork@santacruzsentinel.com @ReporterJess on Twitter

CAPITOLA >> Halfway through the rain season, water experts across Santa Cruz County are holding their breaths on the same question: Will drought conditions resume after a one-year break?

Water districts and agencies representatives from around the county gathered for the second "Connecting the Drops — Working Together for Water" event Thursday, drawing more than 100 community members to New Brighton Middle School's auditorium. The panel discussion, focused primarily on the county's groundwater resources, came on the same day that the annual Sierra Nevada mountain range snow measurements showed the snowpack at 27 percent of the average for that day, said event keynote speaker Taryn Ravazzini, the California Department of Water Resources deputy director.

"It really has been nice to arrive in Santa Cruz with such nice, beautiful weather. For those of us that work in the water industry, beautiful weather on the first day of February can be a little disconcerting," Ravazzini said. "I know we have had the chance to kind of peek out from a multi-year drought, which has definitely caught the attention of all of us. But we are facing a new normal and I don't want to overuse that phrase, but we are."

Ravazzini's department is leading statewide efforts to ask local water supply governing agencies to develop comprehensive plans that will sustain groundwater supplies for the long-term, in the



UC Santa Cruz hydrology graduate student Sarah Beganskas, left, shares research regarding Santa Cruz County aquifers at "Connecting the Drops: Working Together for Water" program.

SHMUEL THALER — SANTA CRUZ SENTINEL

face of growing populations and future climate changes. She commended local efforts to cooperate across water boundaries.

Santa Cruz County relies on groundwater for about 78 percent of its supply, according to County Water Resources Director John Ricker. But the county's major underground aquifers are being drawn down faster than rainfall can refill them, and local water leaders are struggling to find solutions.

Beyond one-on-one conversations, community members were able to quiz some local water industry experts. Speakers included Pajaro Valley Water Management Agency General Manager Brian Lockwood, Scotts Valley Water District General Manager Piret Harmon, Soquel Creek Water District General Manager Ron Duncan, Conservation Collaborative principal Donna Meyers and Santa Cruz County Water Resources Planner Sierra Ryan.

Community members wasted no time in getting to the point. The first resident asked the panel: What's to stop Santa Cruz County water districts from running out of water, as is predicted for Cape Town, South Africa?

Harmon and Duncan stressed the need for "diversification" of supplemental water supply options.

"In our water planning, we have models that we use. We essentially plug in a lot of the predictions coming out of the climate change efforts. We're

planing for a worst-case situation, we're not planning for the climate the way it has historically been," said Ricker.

Prior to the presentation, Alex Nereson, a Santa Cruz graduate student focused on natural resources, said he jumped at an opportunity to hear about how local water agencies are delivering clean water efficiently.

"I'm interested in the logistics and how it works," Nereson said. "Santa Cruz, I know, we're a little isolated from the state water crisis and I think we've done pretty well with the conservation effort, I think, as long as we're diligent and on top of it."

Civil engineering consultant Andy Sterbenz, of Capitola, said he is interested in seeing Soquel Creek Water District move beyond strict reliance on groundwater sources. While most of his work keeps him in Salinas, Sterbenz said he was curious about his own backyard.

Aptos resident and landscaper Doug Briggs moved to the area about a year and a half ago and said he was trying to find out what is going on in the local water industry. The business Briggs works for delves into graywater installations, a side of the industry he has seen falter and "crater" at the end of past droughts — until last year.

More information on Connecting the Drops is available at santacruzjrwmp.org/ DROPS.

Leaks plague water district**UTILITY**

SLV board considers lawsuit
against own member

By Jessica A. York

jyork@santacruzsentinel.com

@ReporterJess on Twitter

BOULDER CREEK >> At the conclusion of a two-hour discussion involving potential legal action being taken against him, San Lorenzo Valley Water District director Bill Smallman's first reaction was to joke.

"Scotty, please beam me up immediately, I'm

in trouble. I'm on a hostile planet," Smallman said a special district board meeting Tuesday night devoted to his actions.

Smallman, who said he recently lost his job and went through a divorce, is under scrutiny by his water district peers due to information he publicly released from closed board meeting legal discussions last year. Disclosure examples primarily related to a lawsuit against former board member Terry Vierra, whose legal bills were paid for by the district for a time.

Ultimately, the board decided to delay any decision on the lawsuit against Smallman in a future closed session, a recommendation made by director Eric Hammer.

"I think it's really important to say, we must conduct ourselves – all of us – we must conduct ourselves with accountability and in clear adherence to counsel's advice," director Margaret Bruce said. "So, I agree with Eric, I'd like to take it back for some gnarly discussion."

Smallman said after the meeting that he believes

he was acting appropriately as a "whistleblower" to the public and told nearly 30 audience members that he did not believe he had done anything wrong.

"I do take this seriously and I feel that it is very harmful on certain confidential information. I hope you understand the reason why I do this," Smallman said. "I wanted to seriously say that I definitely do take this matter very seriously and I don't want to see it happen again. I basically want us to move forward."

The board said that they purposely brought what might otherwise be a closed-door consideration to initiate a lawsuit against Smallman "to prevent future unauthorized disclosures of the district's confidential and legally protected information" because they wanted to hear from the public, according to the staff report.

Audience members both defended Smallman and urged the matter be taken seriously. Generally,

however, the audience did not support a lawsuit against Smallman.

Ruth Shaw, of Lompico asked if the board might not be "using a bazooka instead of a flyswatter."

"What confidentiality is being harmed here? Mr. Smallman, in my opinion, was doing his duty and defending the principle of the Brown Act, viz open transparent government," said Mark Lee of Ben Lomond. "I don't see any wrong going here. I think this current item on the agenda is going down the wrong path and damaging to the public and causing further friction among the ratepayers and will obviously be become evident in the next election."

Speaker Barbara Hanson said that the board may have attempted to stop Smallman's public disclosures earlier without success, and had now turned to a "club" to get his attention.

SLVWD looking for volunteers

Press Banner staff report

The San Lorenzo Valley Water District (SLVWD) announced the District is seeking applications for interested members of the community to participate as public members of SLVWD committees.

The Board of Directors established roles for public members on committees at its meeting on Nov. 5, 2015. The District committees include: Budget & Finance, Administration, Environmental, and Engineering & Planning.

Committee members review items and provide feedback.

Each committee may seat one public member, in addition to two board members. All public member committee positions are voluntary. Applicants must be residents of the San Lorenzo Valley Water District service area and/or customers of the San Lorenzo Valley Water District. Current public members of committees are eligible to re-apply for their positions or for other committees.

Any person interest-

ed in filling a position on a committee as a public member must complete an application. Applications are available at www.slvwd.com. Completed applications can be sent to the District Secretary, 18060 Hwy. 9, Boulder Creek, CA 95006 or h Morrison@slvwd.com. The Board of Directors will make committee appointments based on applications received.

■ Contact the Press Banner with news tips and events at pbeditor@pressbanner.com or (831)488-2500.

San Lorenzo Valley Water District considers lawsuit against director

By Libby Leyden | Posted: Wednesday, January 31, 2018 7:14 pm

In an effort to appear transparent, the San Lorenzo Water District Board of Directors invited the public to make statements and ask questions on Tuesday evening, regarding a potential lawsuit against board director Bill Smallman.

"I am here to say I did nothing wrong," Smallman said to a packed room of over 30 people. "This is dividing the community and it is a complete waste of money."

The special district meeting was held in relation to Smallman's alleged violation of the Brown Act. This comes from disclosures Smallman made to the Press Banner about legal discussions made during closed session board meetings. The disclosures were primarily related to a lawsuit against former board member Terry Vierra, whose legal bills were paid for by the district for a time.

After two rounds of public comments on whether or not an injunction or other court order against Smallman is necessary, the San Lorenzo Water District Board of Directors decided it would reevaluate the decision in a future closed session.

"The difficulty of tonight is because the majority of it happened behind closed sessions, so it makes it hard to explain to the public why we are here today," said board director, Eric Hammer.

Several community members spoke in defense of Smallman. Others expressed frustrations on why the board was seeking legal action.

John Schneider, of Lompico, stated he believed this was a "smear job against Smallman" and the board "has been attacking Smallman from the beginning." Schneider inquired to the board of director's general counsel on the legality of the potential lawsuit and also whether or not a letter from the attorney for Vierra is available for public record.

The board's general legal counsel, Gina Nicholls stated the letter from the attorney is available, however she did not state where to locate the letter, other than file a public information request.

Nicholls also cautioned several board members to not disclose any information on the specifics of the potential lawsuit during the meeting.

Mark Lee, of Ben Lomond, stated this was an unnecessary course of action against Smallman.

"To drag him through court is a waste of taxpayers' money," Lee said. "Do not punish a hard working director."



Potential lawsuit causes debate at water board meeting

The San Lorenzo Valley Water District board of directors heard public comments at a special meeting Tuesday evening.

Board members Margaret Bruce, Gene Ratcliffe and Hammer stated the importance of the Brown Act, which states information from closed meetings cannot be shared publicly, minus a few narrow exceptions.

"There is no question in my mind what should have stayed private," said board member Margaret Bruce. "I believe it was done in intent and not without error and I felt concern that this behavior has cast a shadow of doubt."

After almost two hours of discussion, Smallman concluded by making a joke, he pulled out his wallet pretending it was a phone and said, "Scotty, please beam me up immediately. I am in trouble."

Just before the meeting adjourned, Smallman added one final thought.

"I do take this seriously. I hope you understand why I did this," Smallman said.

To find a copy of the board of director's special agenda from Tuesday's meeting visit their website:
<http://www.slvwd.com/>

'Vierra letter' is released as public record

By Libby Leyden | Posted: Wednesday, February 7, 2018 2:12 pm

Earlier this week the San Lorenzo Valley Water District released publicly what has come to be referred to as the “Vierra letter.”

The existence of the “Vierra letter” was referenced by then SLVWD board president Gene Ratcliffe at the April 3, 2017 board meeting.

The “Vierra letter” is actually not a letter at all. It is two emails—a set of correspondence between now former SLVWD board director, Terry Vierra and Marc Hynes, now former counsel to the SLVWD. The emails were sent on the afternoon of Dec. 15, 2014.

The first email is sent from Vierra to attorney Hynes making a formal request for legal representation to be provided from the SLVWD. Vierra states in the email the reason he is requesting this is because he was acting in the capacity of a board member at the time of the real estate transaction.

Hynes responds in the proceeding email “the District has a duty to provide for your defense (referring to Vierra) in accordance with Government code Sections 995 and following. I believe that you are entitled to defense and will recommend this be done.”

According to California Government code Section 995, upon request of an employee or former employee, a public entity shall provide for the defense of any civil action or proceeding brought against him, in his official or individual capacity or both, on account of an act or omission in the scope of his employment as an employee of the public entity.

“That is something the small minority of the public refuses to understand or can not wrap their head around,” said SLVWD district manager Brian Lee. “This district had a legal obligation to represent Vierra.”

The letter was previously withheld from public record, because according to Lee, the district did not have the legal privilege to release the letter without Vierra’s approval.

However, according to Lee, the SLVWD did want the letter released to the public.

“I am happy it is finally out in the public,” said Lee. “It does not contain any information that people in the public claim.”

Boulder Creek ratepayer Bruce Holloway, who is currently involved a lawsuit against SLVWD, filed a public records request in a formal letter from his attorney on Jan. 17, 2018.



Former SLVWD board member
Terry Vierra

A follow up letter was sent from Holloway's attorney, Kelly Aviles stating if the "Vierra Letter" was not received by Feb. 2, Holloway would pursue litigation against the District.

On Feb. 3, 2018 a letter from Gina Nicholls, general counsel for the SLVWD, was sent to Holloway's attorney.

"Several months ago the District initiated discussions with Mr. Vierra's attorneys regarding potential disclosure of the Vierra letter by the District," stated Nicholls in the Feb. 3 letter to Holloway's attorney. "Those discussions concluded yesterday when the District secured confirmation that Mr. Vierra does not object to the disclosure of the Vierra letter."

In a response to the date the letter was released, Lee said "the timing was fortunate, at the same time, any opportunity we have to avoid a lawsuit we will put a little extra effort in it to see if we can try and avoid it."

According to Holloway in an email addressed to the Press Banner on Feb. 6, "SLVWD released the attached 'Vierra letter.' It has been a subject of controversy since then-President Gene Ratcliffe mentioned it following a closed session on April 3. And it was a subject of an alleged leak by Director Bill Smallman that you covered last week.

The word "REALTOR" in capital letters in Vierra's email signature is a flashing neon sign that Vierra was outside the scope of his employment as a board member when he and his wife obtained a commission for selling a house to the district."

In addition to the release of the Vierra letter, Holloway's attorney also requested for public release, correspondence regarding offers to settle the Holloway lawsuit, the complete audio recording from the Feb. 24, 2017 district board meeting and emails written by Holloway that the District believes conflict with its respectful workplace policy.

According to Lee, the SLVWD is releasing everything that can be legally released.

The next regular board meeting for the SLVWD is on Feb. 15 at 6:30 p.m. in Boulder Creek.

Libby Leyden is editor of the Press Banner and can be reached at lleyden@pressbanner.com or (831)438-2500.

Water agencies eligible for \$4M**State Water Resources announces local sustainability grants****GROUNDWATER****By Jessica A. York**jyork@santacruzsentinel.com
@ReporterJess on Twitter

CAPITOLA >> Local agencies assigned the role of long-term planning to sustain Santa Cruz County's major underground drinking water sources may soon earn a \$4 million boost to their efforts. The California Department of Water Resources has announced tentative award of \$1 million for Santa Margarita Groundwater Agency, \$1.5 million each for Santa Cruz Mid-County

Groundwater Agency and Pajaro Valley Water Management Agency. The grants are aimed to assist groundwater agencies in creating sustainable groundwater plans by 2020 and 2022 and come out of the 2014 voter-approved Proposition 1 Water Bond for water supply infrastructure projects. Allocations are pending approval after the conclusion of a Department of Water Resources public comment period, through Feb. 21.

Soquel Creek Water District Board President Bruce Daniels, speaking about the Mid-County grant during a district meeting Tuesday night, said that as his district "pays 70 percent of the bills," more than \$1 million of that funding will go to Soquel Creek. That grant comes in the wake of last week's notice of up to \$2 million from the state for the district's Pure Water Soquel Project planning.

"If you divide that by the number of accounts, that's like \$200 for each of our customers," Daniels said of the combined funding. "That's really quite amazing. I want to commend staff on getting out there and beating the bushes, because it's been successful."

The state has categorized both the Mid-County Groundwater Basin and Pajaro Basin as in "critical overdraft." The basins are classified as in critical overdraft for reasons such as the level of seawater intrusion detected in drinking water supplies. The Mid-County basin serves as a drinking water source for Live Oak, Soquel, Aptos and Capitola, while Pajaro's basin covers Watsonville, numerous private parcels and the South County agricultural industry.

Separately, the Santa Margarita Basin provides drinking water for the Scotts Valley and San Lorenzo Valley water districts, more than a dozen small water systems, and about 1,100 parcels served by private wells, according to Santa Cruz County Environmental Health.

Santa Cruz County Water Resources Planner Sierra Ryan said word of the grants is exciting. Ryan is a member of both the Mid-County and Santa Margarita groundwater agencies.

"The Groundwater Sustainability Plans for our local basins are an important step toward securing our water future, and will consider programs and projects to improve water supply resiliency for residents, as well as benefit fish and wildlife," Ryan said in a county press release. "The grants will represent a significant reduction in the costs of developing these plans."

Daniels said later in Tuesday's meeting that it will be important for the Mid-County Groundwater

Agency to submit its groundwater sustainability plan early, before other groundwater agencies' plans start flowing in and create a backlog. Groundwater basins statewide are required to be sustainably managed by 2040, per the Sustainable Groundwater Management Act.

"They need to have them quickly because we need to start implementing the plan," Daniels said.