



**BOARD OF DIRECTORS  
SAN LORENZO VALLEY WATER DISTRICT  
AGENDA  
October 19, 2017**

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

Notice is hereby given that a meeting of the Board of Directors of the San Lorenzo Valley Water District will be held on **Thursday, October 19, 2017 at 5:00 p.m.**, 13057 Highway 9, Boulder Creek, California.

*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](http://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)  
Two cases
- b. LIABILITY CLAIM  
Claimant: Terry Vierra  
Agency claimed against: San Lorenzo Valley Water District
- 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; Santa Cruz County Superior Court Case No. CV180394).
- d. CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION  
Government Code Section 54956.9(d)(1)  
DeBert v. San Lorenzo Valley Water District et al. (Santa Cruz County Superior Court Case No. CISCV176927).
- e. CONFERENCE WITH LABOR NEGOTIATORS  
Government Code Section 54957.6  
Agency designated representative: Brian Lee  
Employee Organizations: Management, Advisory and Confidential Employees Unit

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. LYON TREATMENT PLANT ROAD SLIDE  
Discussion and possible action by the Board regarding the Lyon Treatment Plant road slide.
- b. REPORT AND REQUEST FOR REIMBURSEMENT BY BOARD MEMBERS REGARDING ATTENDANCE OF CALIFORNIA SPECIAL DISTRICTS ASSOCIATION 2017 ANNUAL CONFERENCE  
Discussion and possible action by the Board regarding the CSDA 2017 Annual Conference reports by Board members that attended and expense reports.
- c. ADDITIONAL BOARD OF DIRECTORS MEETINGS IN NOVEMBER AND DECEMBER  
Discussion and possible action by the Board regarding additional BoD meetings in November and December.

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 items.*

- a. POST ASSESSMENT OF THE MERGER WITH LOMPICO WATER DISTRICT AND CONDITIONS OF LAFCO AGREEMENT (with Presentation)  
Discussion and possible action by the Board regarding the post assessment of the merger with Lompico Water District and conditions of the LAFCo agreement.
- b. POST ASSESSMENT OF THE 218 PROCESS  
Discussion and possible action by the Board regarding the post assessment of the Prop 218 process.
- c. CAPITAL IMPROVEMENT PROGRAM UPDATE  
Discussion and possible action by the Board regarding the CIP update.
- d. JOINT AGENCY MEMORANDUM OF AGREEMENT

Discussion and possible action by the Board regarding joint agency MOA between SLVWD, Scotts Valley Water District and the City of Santa Cruz on exploring potential projects for the conjunctive use of surface and groundwater resources in the Santa Margarita Basin and San Lorenzo River Watershed.

- e. ADMINISTRATION BUILDING  
Discussion and possible action by the Board regarding the Admin. Building.
- f. ROTATING BOARD MEETING LOCATIONS  
Discussion and possible action by the Board regarding rotating Board meeting locations.
- g. GROUNDWATER SUSTAINABILITY AGENCY BYLAWS  
Discussion by the Board regarding the GSA Bylaws.

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  
September 21, 2017.  
Consideration and possible action by the Board to approve minutes from the September 21, 2017 BoD meeting.
- b. MINUTES FROM SPECIAL BOARD OF DIRECTORS MEETING  
SEPTEMBER 21, 2017.  
Consideration and possible action by the Board to approve minutes from the September 21, 2017 Special BoD meeting.
- c. LONG SERVICE LINE AGREEMENT  
Consideration and possible action by the Board to approve a long service line agreement APN 071-201-65.
- d. ANNUAL DISCLOSURE REPORT OF EMPLOYEE  
REIMBURSEMENTS FOR FISCAL YEAR 2016-17  
Consideration and possible action by the Board to approve the Annual Disclosure Report of employee reimbursements for FY 16-17.

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](mailto: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

- DIRECTORS REPORTS

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

13. Written Communication:

- Letter from SDRMA 9.18.17
- Email from I. Rozhkov 9.21.17
- Email from H. Florio 10.2.17

14. Informational Material:

- SLVWD After Rate Increase - SC Sentinel 9.27.17

15. Adjournment

**Certification of Posting**

I hereby certify that on October 13, 2017 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 Highlands Senior Center, 8500 Highway 9, Ben Lomond, California, said time being at least 24 hours in advance of the meeting of the Board of Directors of the San Lorenzo Valley Water District (Government Code Section 54954.2).

Executed at Boulder Creek, California on October 13, 2017

\_\_\_\_\_  
Holly B. Morrison  
District Secretary

## MEMO

To: Board of Directors

From: District Manager

SUBJECT: DISCUSSION AND POSSIBLE ACTION REGARDING UPDATE OF  
FINDINGS REGARDING THE WINTER 2017 LYON TREATMENT PLANT  
SITE MUDSLIDE

DATE: OCTOBER 19, 2017

### **RECOMMENDATION**

It is recommended that the Board of Directors review the attached information and provide direction to staff.

### **BACKGROUND**

During the 2017 Winter Storms a slide occurred at the Lyon Treatment plant, taking out the entrance road. The District has engaged HaroKasunich Geotechnical Engineers (HK) to analyze the slide and develop possible ideas for solutions.

Staff recently meet with HK engineers and geologists and would like to provide the Board the following update:

The slide is approximately 45 feet deep, 200 feet wide and goes all the way to the creek (225 feet long). This is a big slide. It is an old slide and the slip-plane exists approximately 15 feet below the stream channel.

Removing soil from the site is problematic due to roadway conditions. The entrance road to Lyon treatment plant is insufficient for the volume and size of trucks that would be necessary to haul off the amount of dirt needed to secure the area.

The current proposed engineering option is to remove a significant portion of the upper soil and re-compacting same at the toe of the slide. This would require installing approximately 200 lineal feet of appropriate engineered channel in the creek. While this is an acceptable engineering solution, staff objects to the engineered channeling of an existing stream bed.

Staff is currently reviewing the Lyon property, looking for alternative entrance possibilities. Staff is also reviewing the current entrance road to determine what road improvements are feasible.

Current thinking is that the ideal solution will be to remove the upper portion of the slide to remove weight pushing down on the lower portion of the slide. Hauling of the material would be required. Installation of retaining structures would occur after removal of as

much material as possible. Engineered solutions under consideration include sheet piles, deadman vertical restraints, gabion baskets and concrete caissons. Other options may present themselves as we progress.

**STRATEGIC PLAN:**

Element 3.1 Capital Improvement Program

**FISCAL IMPACT:**

Unknown at this time

## MEMORANDUM

To: San Lorenzo Valley Water District

From: Haro, Kasunich and Associates Inc.  
Mark Foxx, CEG 1493  
Chris George, CE 50871

Date: 15 September 2017

### **Lyon Tank Access Road Repair (Project No. SC4090)** **Slide Repair Options**

**INTRODUCTION:** The Lyon Tank Access Road landslide is 190 feet wide and 225 feet long. It is up to 45 feet deep, and extends up to 15 feet in elevation below the channel of the creek that is adjacent to the toe. It is within an area of old landsliding. The presence of a fault zone through the landslide area weakened the earth materials and disrupted groundwater flow. The landslide slip surface has extraordinarily weak earth materials along it with very low residual strengths, in part because of historical shearing during previous instability as well as 2017 re-activation. These factors complicate landslide repair because of the difficulty of maintaining safety during any mass excavation of the landslide materials. The landslide mass is expected to continue to be unstable and may expand if nothing is done.

#### **1. OPTION 1: Remove and Replace Slide Mass as Engineered Fill**

##### Negatives

- A. Landslide mass is saturated and materials are therefore unacceptable for use as engineered fill without moisture conditioning.
- B. No room onsite for fill spreading (rough estimate = 30,000 cubic yards) for moisture conditioning and storage.
- C. Temporary cut slopes that are required to remove and replace landslide mass will be unstable, so would require costly shoring.
- D. The access road to the site is very narrow and in poor condition for heavy construction equipment.

E. CONCLUSION: Option 1 not feasible

#### **2. OPTION 2: Dewater Slide Mass and Stabilize Road**

##### Negatives

- A. It is not likely the very loose slide mass soil is seismically stable. Seismic stability cannot be restored by dewatering.
- B. It is difficult to locate and isolate the source of subsurface water.

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Lyon Tank Access Road Repair Memorandum  
15 September 2017  
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- C. Gravity drainage of groundwater is not feasible. Drawdown wells would require electric pumps; thus would not work in times of PGE power failure unless automatic backup generator power was provided.
- D. Determination of the appropriate location for vertical drawdown wells would have a high level of uncertainty.
- E. The adjacent creek may feed a significant amount of surface water into the groundwater that feeds into the slide mass.
- F. Installation of drainage, including hydroauger type horizontal drains thru the landslide mass is unfeasible unless the mass is stabilized. Otherwise, landslide movement will damage (rupture) the drainage facilities and may do more harm than good by directing groundwater to the slide plane.
- G. CONCLUSION: Would require more investigation; Option 2 likely not feasible.

### **3. OPTION 3: Tiedback Soil Pin Pile Walls below the Upper and Lower Roadways** **Lower Access Roadway Wall**

#### **Negatives**

- A. The wall would have to be 35'-45' high
- B. Large diameter pin piles would need to likely be 50' – 70' deep with tiebacks
- C. 100' – 120' tiebacks are likely
- D. Pin pile drill holes would need to be cased in the landslide mass zone, part of which is saturated, and core drilling would be necessary in the dense sandstone or granite bedrock below.
- E. The pin piles would be spaced no more than 2 pier diameters on center, necessitating a large number of pin piles.
- F. The maximum size of drill rig is limited by the narrow width of Madrone Drive, therefore it is doubtful whether this option is feasible.
- G. CONCLUSION: Would require discussions with (for example) Malcolm Drilling; <https://www.malcolmdrilling.com/services/slope-stabilization/>  
Option 3 Lower Access Road Wall likely not feasible.

#### **Upper Access Roadway Wall**

#### **Negatives**

- A. The wall would need to be about 25' high.
- B. A significant amount of backfill would be needed to rebuild the upper roadway.
- C. 35' to 50' long tiebacks would likely be needed
- D. Large diameter soil pin piles would be about 40' deep with tieback anchors.
- E. Pin Pile drill holes may need to be cased in the saturated zone and core drilling would be necessary in the dense sandstone or granite bedrock.
- F. The pin piles would be spaced 2½ pier diameters on center.
- G. The maximum size of drill rig limited by the narrow width of Madrone Drive, therefore Option 2 may not be feasible.
- H. Without stabilization of the landslide mass below the upper road (by construction of a lower road retaining wall) there is the potential for the landslide to grow and endanger the upper road retaining wall.

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15 September 2017  
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- I. CONCLUSION: Would require discussions with (for example)  
Reber Construction <http://www.reberconstruction.com/>  
or Case Pacific <http://www.casepacific.com/> ; may not be feasible.

**4. OPTION 4: Install culvert in stream and excavate upper slide mass; place and compact excavated spoils over pipe; construct retaining wall to stabilize upper roadway.**

**Components**

- A. The upper roadway slide scarp would need to be retained with tied back compression plate wall. This wall would be 200 feet long and up to 20 feet high. Top-down construction would need to be used for this wall.
- B. The culvert would need to be 220 feet long. Corrugated metal pipe culverts have 30 year life expectancies, so future replacement will be required, unless RCP culverts are used. Hydrologic calculations would be needed to size the culvert.
- C. Regrading of the slide mass between the lower road and upper road will have a stabilizing influence on the slide mass.
- D. Placement of fill over the culvert along the creek at the toe of the slide will buttress the slide mass.
- E. The lower road would need to be regraded and repaired.

**Negatives**

- A. A Streambed Alteration Agreement will be required to work within the creek. The creek will flow through the culvert. Biological studies and Section 404 permits (<https://www.epa.gov/cwa-404/section-404-permit-program>) will be required, which may be a lengthy process.
- B. There are two upper roads. The lower one of these would be abandoned.
- C. The stability of the lower road would be improved, but may be subject to future damage.
- D. A grading, retaining wall and culvert plan must be developed to further evaluate this option.
- E. Once a draft grading plan is developed, then the stability of the temporary cuts needed to install the culvert (and any temporary shoring) can be evaluated. The stability of the regraded buttressed slide mass can then be evaluated. Seismic stability may not be achievable. If static stability can be achieved then subdrainage within the slide mass (including gravity hydroauger type horizontal drains thru the landslide mass)

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Lyon Tank Access Road Repair Memorandum  
15 September 2017  
Page 4

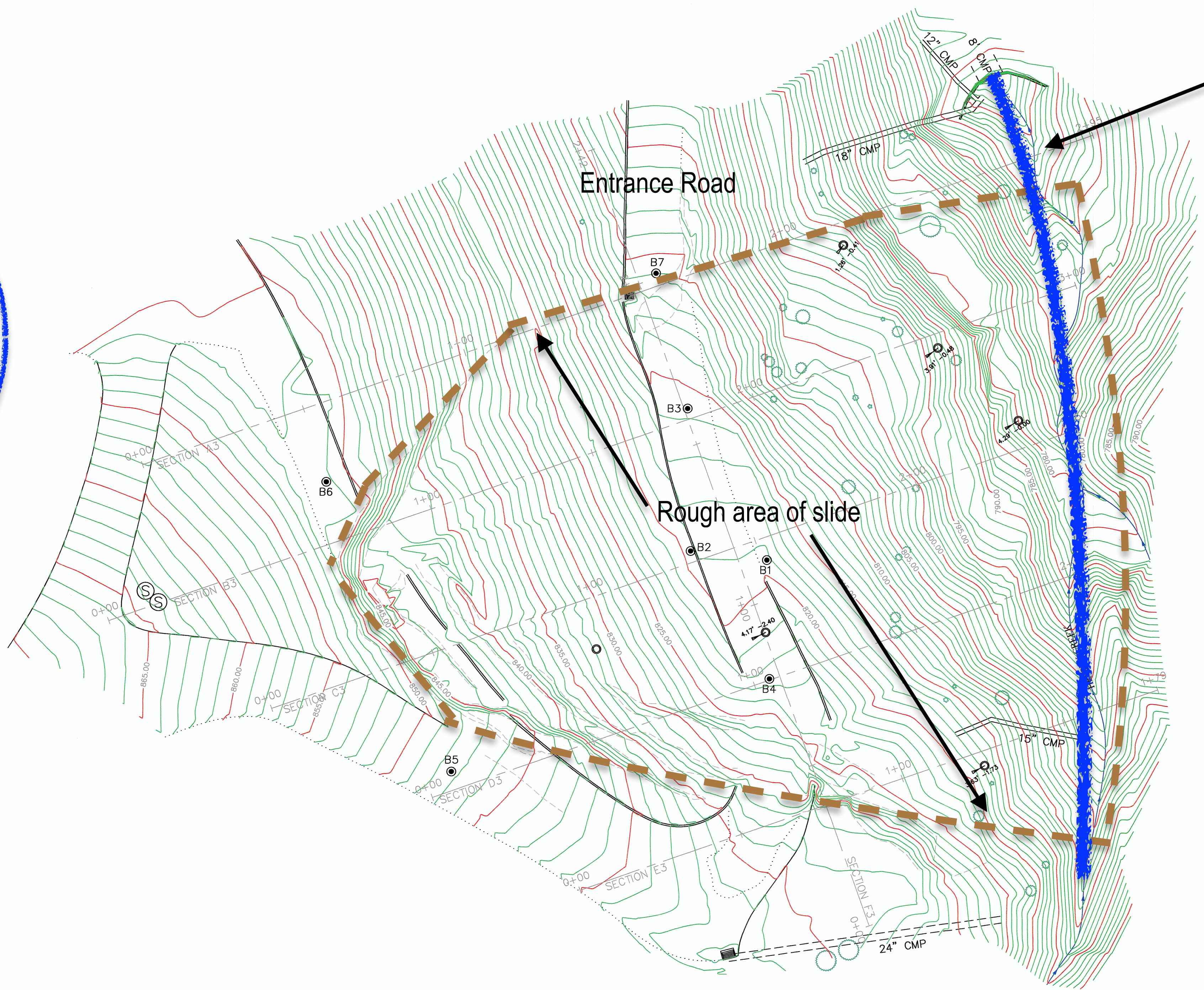
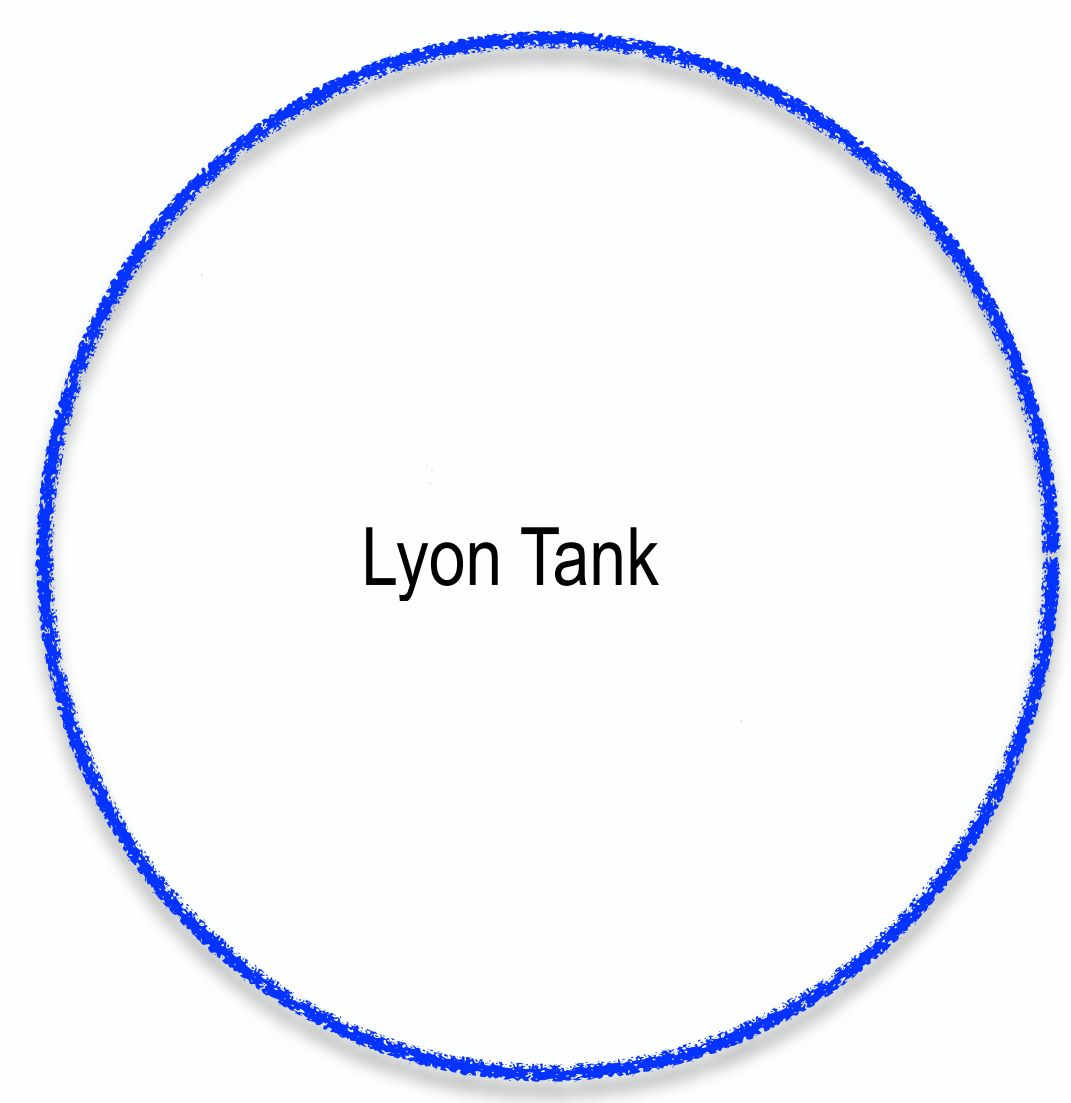
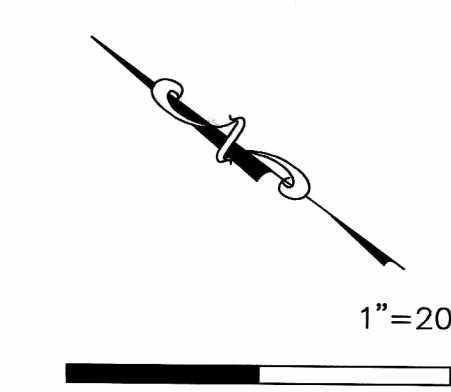
F. There would still be potential for slide mass to reactivate, especially if adequate subsurface water can't be intercepted from slide mass.

G. This Option appears to be the best from a geological, engineering and construction feasibility perspective.

H. CONCLUSION: Option 4 is the Preferred Option, pending biological evaluation of the regulatory constraints.



- LEGEND:**
- = EXPOSED FISSURE  
JUNE 03, 2017
  - = EDGE OF PAVEMENT
  - Ⓢ = SEPTIC MANHOLE
  - = BORE SITE
  - = MONITORING POINT
  - = MOVEMENT OF MONITORING  
POINT SINCE FEBRUARY 25, 2017

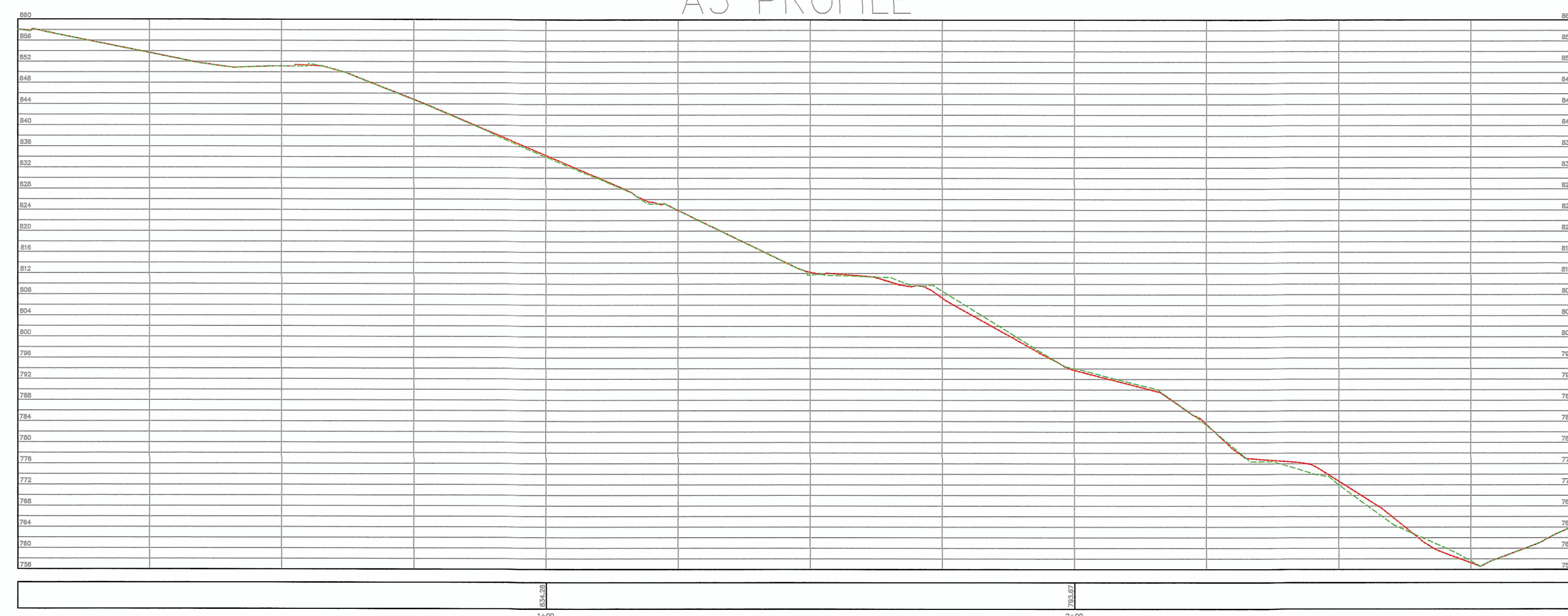


PREPARED BY  
PAUL JENSEN  
PROFESSIONAL LAND SURVEYOR # 4627  
SANTA CRUZ, CALIFORNIA

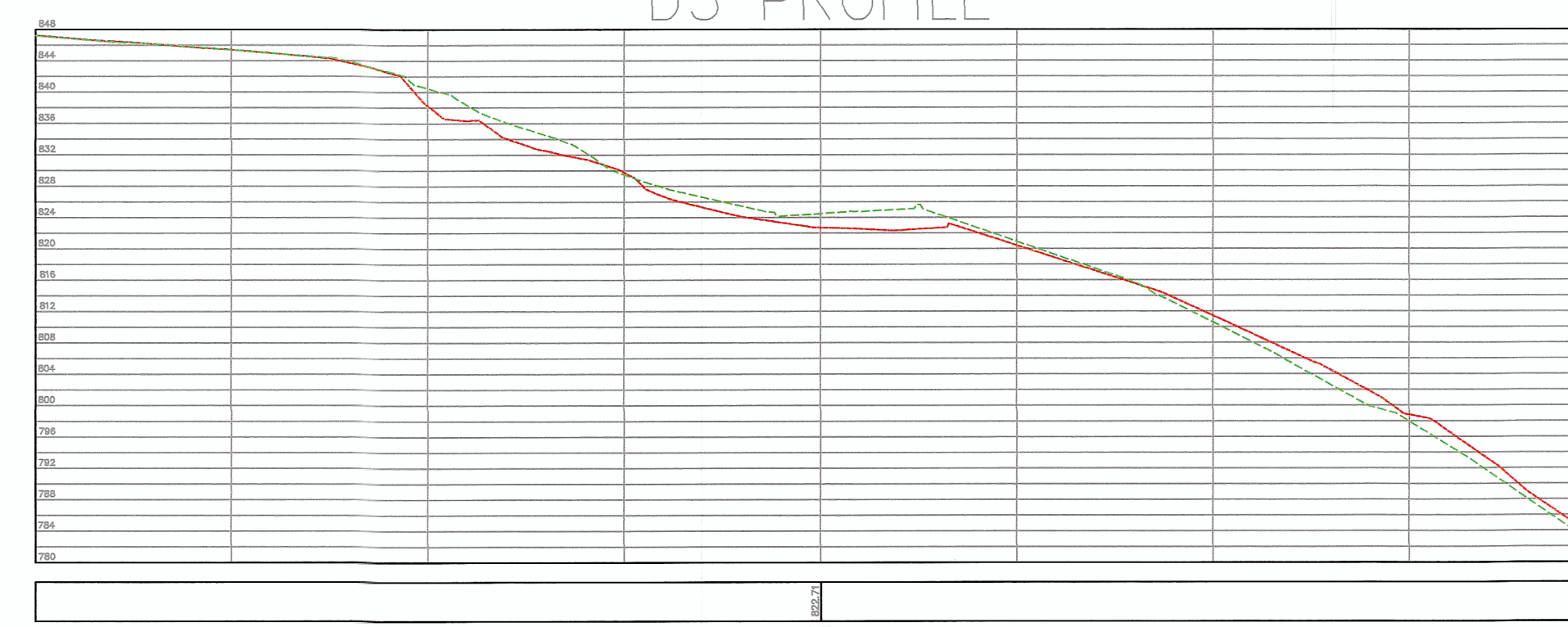
**TOPOGRAPHIC MAP**  
OF THE LANDS OF  
SAN LORENZO VALLEY  
WATER DISTRICT  
LYON WATER TREATMENT PLANT  
365 MADRONE DRIVE  
BOULDER CREEK, CALIFORNIA  
APN 081-011-07  
JUNE, 2017



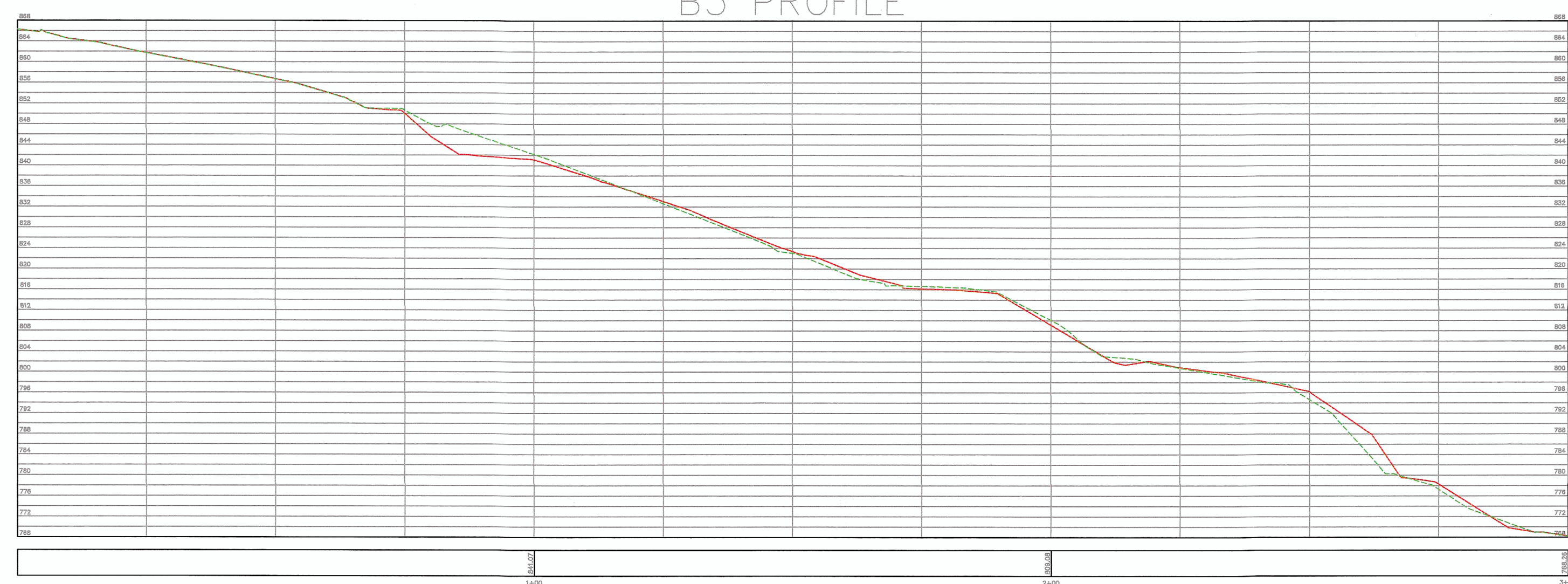
A3 PROFILE



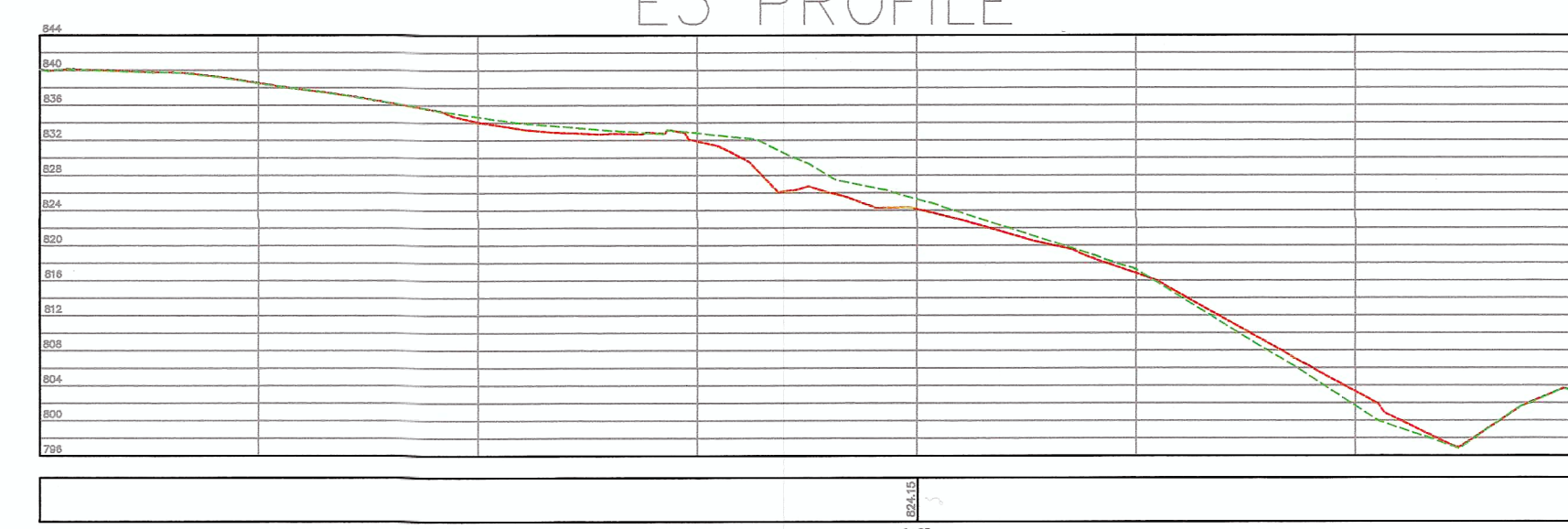
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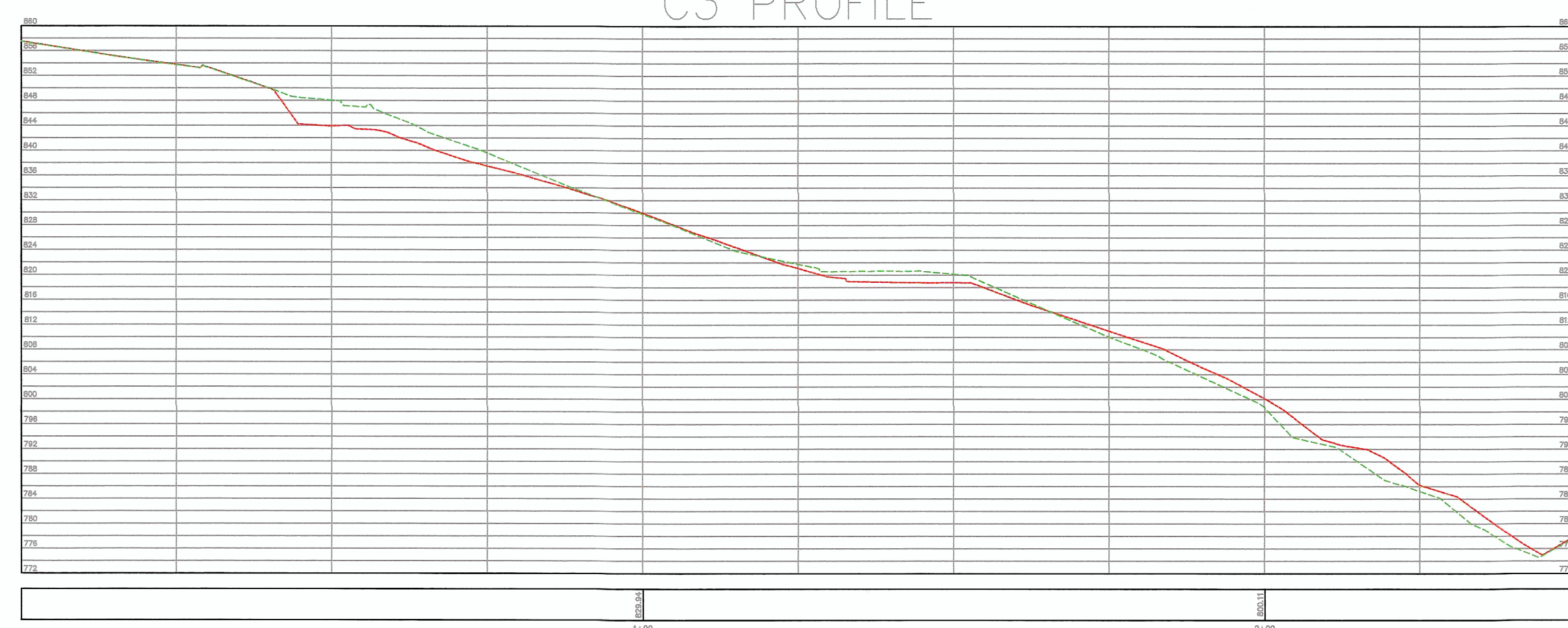
B3 PROFILE



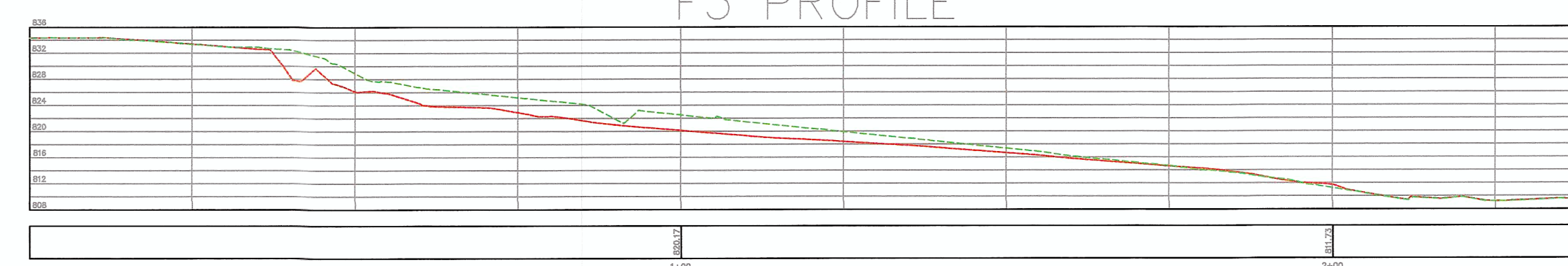
E3 PROFILE



C3 PROFILE



F3 PROFILE



----- = CROSS SECTION PER FEBRUARY 25, 2017 SURVEY  
----- = CROSS SECTION PER JUNE 03, 2017 SURVEY

H: 1"=20'  
V: 1"=10'

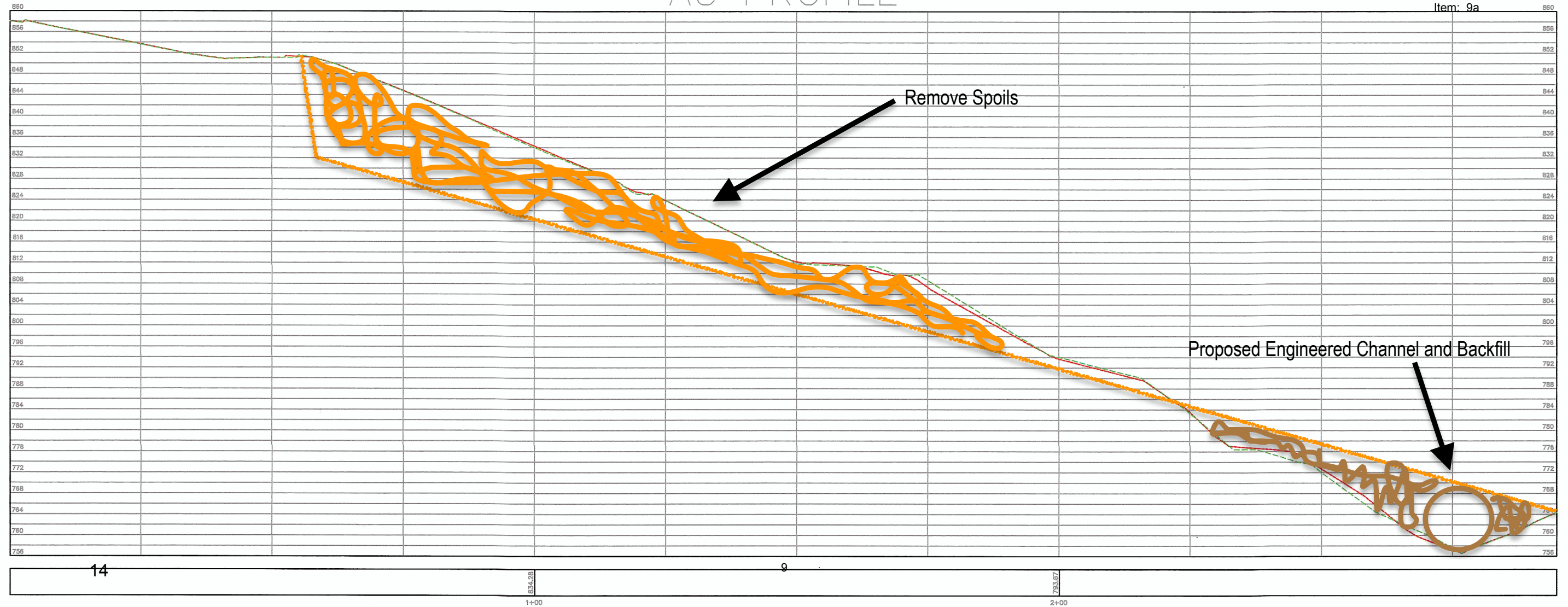
PREPARED BY  
PAUL JENSEN  
PROFESSIONAL LAND SURVEYOR # 4627  
SANTA CRUZ, CALIFORNIA

**CROSS SECTIONS**  
OF THE LANDS OF  
SAN LORENZO VALLEY  
WATER DISTRICT  
LYON WATER TREATMENT PLANT  
365 MADRONE DRIVE  
BOULDER CREEK, CALIFORNIA  
APN 081-011-07  
JUNE, 2017



# A3 PROFILE

Agenda: 10.19.17  
Item: 9a



## MEMO

To: Board of Directors

From: District Manager

SUBJECT: DISCUSSION AND POSSIBLE ACTION REGARDING REPORTS FROM  
DIRECTORS WHO ATTENDED THE CSDA 2017 CONFERENCE

DATE: OCTOBER 19, 2017

### **RECOMMENDATION**

It is recommended that the Board of Directors review the attached information and those Directors that attended the conference report back what they learned.

### **BACKGROUND**

Section 1.16 of the Board Procedures manual states, in part, "Upon returning from seminars, workshops, conferences, etc., where expenses are reimbursed by the District, Directors will either prepare a written report for distribution to the Board, or make a verbal report during the next regular meeting of the Board. The report shall detail what was learned at the session(s) that will be of benefit to the District. Materials from the session(s) may be delivered to the District office to be included in the District library for the future use of other Directors and staff."

### **STRATEGIC PLAN:**

Element 9.0 Administrative Management

### **FISCAL IMPACT:**

Unknown at this time. At a prior meeting the Board approve reimbursement for travel, hotel and conference registration, per District policy.

## MEMO

To: Board of Directors

From: District Manager

SUBJECT: DISCUSSION AND POSSIBLE ACTION REGARDING ADDITIONAL  
MEETINGS OF THE BOARD FOR NOVEMBER AND DECEMBER

DATE: OCTOBER 19, 2017

### **RECOMMENDATION**

It is recommended that the Board of Directors approve holding special meeting of the board on November 9<sup>th</sup> and December 7<sup>th</sup>. Those meetings to be held at the same time and place as regular Board meetings.

### **BACKGROUND**

The District has a lot of year end business to complete. Staff is recommending that the Board hold two additional meeting; one in November and one in December. The intent is to avoid lengthy late-night meetings while still providing enough time to fully discuss the issues in front of the Board.

### **STRATEGIC PLAN:**

Element 9.0 Administrative Management

### **FISCAL IMPACT:**

2 meetings x \$150 reimbursement per meeting x 5 directors = \$1,500.

## MEMO

To: Board of Directors

From: District Manager

SUBJECT: DISCUSSION AND POSSIBLE ACTION REGARDING A POST  
ASSESSMENT OF THE LOMPICO MERGER AND THE LOMPICO  
ASSESSMENT DISTRICT OVERSIGHT COMMITTEE CHARTER

DATE: OCTOBER 19, 2017

### **RECOMMENDATION**

It is recommended that the Board of Directors review the attached information and adopt Resolution No.12 (17-18).

### **BACKGROUND**

In June of 2016 the District merged with Lompico County Water District (LCWD) due to financial and governance failures of LCWD. Conditions of the merger were negotiated to ensure that then-existing customers of the District would not have to pay for the failures of the LCWD Board. The District continues to meet all of its obligations related to the LAFCO merger.

Since the merger the District has endured persistent complaints from individuals of the Lompico area regarding their personal misunderstanding of the merger. Lompicans have monopolized a significant amount of District time and energy attempting to impose their interpretation of the merger. Staff estimates that since the merger at least 10%-15% of administrative staff time has been devoted to dealing with Lompico, who constitute only 6% of District customers. This estimate does not include the significant amount of time the Operations Department spent in the Lompico Service Area during the 2017 winter storms.

In good faith, the Board has agreed to ending the Lompico Surcharge 3½ years early (last month of surcharge will be December 2017) and to a loosening of the Lompico Assessment District Oversight Committee (LADOC) charter during Board discussions in late 2016. Those actions directly benefitted the Lompico area and exceeded any obligations related to the merger.

The Lompico Surcharge issue has been resolved. However, LADOC issues remain. The function of LADOC as originally intended is simple; review expenses. LADOC has no authority over project timelines, material used, labor used, contracts or agreements.

Since its inception LADOC has continuously attempted to exert control over functions of the District. Staff's concerns include actions of the current LADOC chair, such as:

- Ignoring and silencing staff recommendations and professional opinion.
- Calling the State Department of Water Resources, in attempts to strong-arm the District into rearranging capital project schedules to benefit Lompico over other areas of the District.
- Forcing a LADOC review of the State facility reports for Lompico, which is not a revenue or expense issue.
- Condoning or directing individuals to act as District representatives and contact vendors to question District receipts and purchase orders.
- Attempting to direct staff of the District.
- Attempting to represent the District to other local agencies without authority to do so.
- Possibly violating the Brown Act through communications with the other LADOC Committee members outside of scheduled meetings.

Based on all of the above issues and concerns, staff recommends the Board revise the LADOC charter to clarify that its sole function is to review expenditures. Staff recommends that the LADOC meet once a year at most, after completion of the District's audit (approximately February-March). That timing will allow staff to provide the LADOC with a meaningful overview of the status of projects that directly benefit Lompico. This would return the LADOC to its role of simply reviewing expenditures, and help stop the repeated attempts to inappropriately control the functioning of the District.

It is appropriate that Directors review the current conditions of the merger and make adjustments to ensure all 7,800+ customers of the District are treated fairly and equally.

#### **STRATEGIC PLAN:**

Element 9.0 Administrative Management

#### **FISCAL IMPACT:**

Unknown at this time

**RESOLUTION NO. 2016-1**

**A RESOLUTION OF INTENTION  
TO MAKE ACQUISITIONS AND IMPROVEMENTS**

**LOMPICO COUNTY WATER DISTRICT  
Assessment District No. 2016-1**

**WHEREAS**, the Lompico County Water District (the "District") has commenced proceedings for the formation of a proposed assessment district (the "Assessment District") in order to finance certain acquisitions and improvements described in Exhibit "A" attached hereto; and

**WHEREAS**, at the request of the District, Freitas + Freitas Engineering and Planning Consultants, Inc., prepared a map specifying the exterior boundaries of the assessment district (the "Boundary Map"); and

**WHEREAS**, the District has submitted a copy of the Boundary Map and this Resolution to the County of Santa Cruz for its approval as required under Streets and Highways Code §10104; and

**WHEREAS**, on December 15, 2015, the County of Santa Cruz approved the Map and this proposed Resolution;

**NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED** by the Board of Directors (the "Board") of the District as follows:

**Section 1. Intention.** The public interest, convenience and necessity require, and the Board intends to order, the "Work," as defined in Exhibit "A" attached to and incorporated by reference in this resolution, for the Assessment District. The Assessment District shall be known as "Lompico County Water District Assessment District No. 2016-1."

**Section 2. Law Applicable.** All the improvements shall be constructed as provided in the Municipal Improvement Act of 1913 (Division 12 of the Streets and Highways Code of California) (the "Act").

**Section 3. Nature and Location of, and Grades for, Improvements.** The Work is to be completed in the manner specified in the plans, profiles and specifications to be made therefor, as hereinafter provided. There is to be excepted from the Work anything already done to line and grade and marked excepted or shown not to be done in the plans, profiles and specifications. Whenever any public way is herein referred to as running between two public ways, or from or to any public way, the intersections of the public ways referred to are included to the extent that work is shown on the plans to be done therein. The streets and highways are or will be more particularly shown in the records in the offices of the Santa Cruz County Recorder, and shall be shown upon the plans.

**Section 4. Change of Grade.** Notice is hereby given of the fact that in many cases the Work will result in a grade different from that currently existing.



**Section 5. Work on Private Property.** In cases where there is any disparity in level or size between the improvements proposed to be made herein and private property, and where it is more economical to eliminate the disparity by Work on the private property than by adjustment of the Work on public property, this Board hereby determines that it is in the public interest and more economical to do the Work on private property to eliminate the disparity. In that case, the Work on private property shall, with the written consent of the owner of the property, be done and the actual cost thereof may be added to the proposed assessment of the lot on which the work is to be done.

**Section 6. Official Grades.** This Board hereby adopts and establishes as the official grades for the Work the grades and elevations to be shown in the plans, profiles and specifications. All the grades and elevations are to be in feet and decimals thereof with reference to the datum plane of this District.

**Section 7. Descriptions - General.** The descriptions of the Work contained in this resolution are general in nature and are not intended to be complete. The information contained in the Engineer's Report, hereinafter directed to be made and filed, shall be controlling as to the correct and detailed description of the Work.

**Section 8. Special Benefit and Boundary Map.** This Board finds the contemplated Work to be of more than local or ordinary public benefit, and the related costs and expenses are made chargeable upon the Assessment District. The exterior boundaries of the Assessment District are shown on a map thereof on file in the office of the Secretary, to which reference is hereby made for further particulars. The map indicates the extent of the territory proposed to be included in Assessment District and shall govern for the purpose of determining the extent of the Assessment District.

**Section 9. Public Property.** This Board declares that all public streets, highways, lanes, alleys, and properties owned by the United States, the State of California or any local government, or any of their political subdivisions, located within the Assessment District and serving a public function shall be omitted from the assessment hereafter to be made unless they constitute lands (a) owned by a public school or community college district; (b) acquired by a public agency through the foreclosure or deed in lieu of such foreclosure of a purchase money mortgage, deed of trust or similar security interest in favor of the United States, the State of California or any local government, or any of their political subdivisions; or (c) receiving a special benefit from the Work.

**Section 10. Engineer's Report.** Freitas + Freitas Engineering and Planning Consultants, Inc., being a competent firm employed for the purpose hereof as the Engineer of Work for this Assessment District (the "Engineer of Work"), is hereby directed to make and file with the District Secretary a report in writing (the "Engineer's Report"), presenting the following:

- (a) Maps and descriptions of the lands and easements to be acquired, if any.
- (b) Plans and specifications of the proposed improvements if the improvements are not already installed. The plans and specifications do not need to be detailed and are sufficient if they show or describe the general nature, location, and extent of the improvements. If the Assessment District is divided into zones, the plans and specifications shall indicate the class and the type of improvements to be provided for each zone. The plans or specifications may be prepared as separate documents, or either or both may be incorporated in the Engineer's Report as a combined document.



(c) A general description of works or appliances already installed and any other property necessary or convenient for the operation of the improvements, if the works, appliances, or property are to be acquired as part of the improvements.

(d) An estimate of the cost of the improvements and of the cost of lands, rights-of-way, easements, and incidental expenses in connection with the improvements.

(e) A diagram showing, as they existed at the time of the passage of this Resolution, all the following:

(1) The exterior boundaries of the Assessment District.

(2) The boundaries of any zones within the Assessment District.

(3) The lines and dimensions of each parcel of land within the Assessment District.

Each parcel shall be given a separate number upon the diagram, and each zone within the Assessment District shall be separately identified. The diagram may refer to the county assessor's maps for a detailed description of the lines and dimensions of any parcels, in which case those maps shall govern for all details concerning the lines and dimensions of the parcels.

(f) A proposed assessment of the total amount of the cost and expenses of the proposed improvement upon the several parcels of land in the Assessment District in proportion to the estimated benefits to be received by each parcel, respectively, from the improvement. The assessment shall refer to the parcels by their respective numbers as assigned pursuant to subparagraph (e) above. When any portion or percentage of the costs and expenses of the acquisitions and improvements is to be paid from sources other than assessments, the amount of such portion or percentage shall first be deducted from the total estimated cost and expenses of the acquisitions and improvements, and the assessment shall include only the remainder of the estimated cost and expenses.

(g) A proposed maximum annual assessment upon each of the several parcels of land in the Assessment District to pay costs incurred by the District and not otherwise reimbursed resulting from the administration and collection of assessments.

**Section 11. Use of Surplus.** If any excess is realized from the assessment, it shall be used, in such amounts as this Board may determine, in accordance with the provisions of the Act, for one or more of the following purposes:

(a) transfer to the general fund of this District, provided that the amount of any such transfer may not exceed the lesser of \$1,000 or 5% of the total amount expended from the improvement fund;

(b) as a credit upon the assessment and any supplemental assessment; or

(c) for the maintenance of the improvements.

**Section 12. Contact Person.** The President of the Board is hereby designated as the person to answer inquiries regarding any protest proceedings with respect to the proposed assessment.

Any inquiries should be directed during regular office hours to:

Lois Henry  
Lompico County Water District  
11255 Lompico Road  
Felton, California 95018  
Telephone: (831) 335-5200

**Section 13. Contracts with Others.** To the extent that any of the work, rights, improvements and acquisitions indicated in the Engineer's Report, to be made as provided herein, is shown to be connected to the facilities, works or systems of, or are to be owned, managed and controlled by, any public agency other than this District, or any public utility, this Board intends to enter into an agreement with the public agency or public utility pursuant to Chapter 2 (commencing with Section 10100) of the Act, which agreement may provide for, among other matters, the ownership, operation and maintenance by the public agency or public utility of the works, rights, improvements and acquisitions the installation of all or a portion of the improvements by the public agency or utility and the service to the properties in the area benefiting from the work, rights, improvements and acquisitions, and that the agreement shall become effective after proceedings have been conducted for the levy of the assessments, and funds are available to carry out the terms of any such agreement.

**Section 14. Division 4.** This Board intends to comply with Division 4 of the Streets and Highways Code of California by proceeding under Part 7.5 thereof. To that end, the Engineer of Work is hereby directed to include in the Engineer's Report all the material specified by such Part 7.5 and for which the total true value shall be estimated as the full cash value of the parcels of land in the Assessment District, as shown on the last equalized assessment rolls of the County of Santa Cruz.

**Section 15. No Private Contract.** Notice is hereby given that, in the opinion of this Board, the public interest will not be served by allowing the property owners to take the contract for the construction of the improvements and therefore that, pursuant to Section 20487 of the California Public Contract Code, no notice of award of contract shall be published.

**Section 16. Professionals Appointed.** The District hereby appoints Jones Hall, A Professional Law Corporation, San Francisco, California, as special counsel. The President of the Board and District Counsel are hereby authorized and directed to enter into an appropriate agreement with this firm for its services to the District for the formation of the Assessment District.

\*\*\*\*\*

The foregoing Resolution was duly and regularly introduced, passed, and adopted by the Board of Directors of the Lompico County Water District at a regular meeting thereof held on the 19th day of January, 2016.

AYES:

NOES:

ABSENT:

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President



**EXHIBIT A**

**LOMPICO COUNTY WATER DISTRICT  
Assessment District No. 2016-1**

"Work" consists of the following items:

(i) The making of water system improvements, consisting generally of replacing 6 existing redwood storage tanks, installing treatment system improvements at Mill Creek facilities, replacing existing service lines and meters, completion of an interconnection of Lompico County Water District and San Lorenzo Valley Water District systems, installing a Supervisory Control and Data Acquisition System for operational automation and replacing existing pressure reducing stations and appurtenances. All work will be to the satisfaction of the District as shown on the drawings in complete working condition; and

(ii) The making of all acquisitions and the doing of all work auxiliary to any of the work, acquisitions and improvements previously described and that are necessary to complete the same.



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OFFICIAL RECORDS OF Santa Cruz County

Sean Saldavia Recorder

RECORDING FEE: \$0.00

COUNTY TAX: \$0.00

CITY TAX: \$0.00



CCOP

42 PGS

RCD135

Recorded at the  
request of:  
**LAFCO**  
When recorded,  
mail to:  
Local Agency  
Formation Commission  
701 Ocean Street  
Room 318 D  
Santa Cruz CA 95060

**FREE RECORDING**

(Space above for Recorder's use only)

In accordance with Government  
Code Sections 6103 and 27383

**CERTIFICATE OF COMPLETION**

Pursuant To Government Code Section 57200, this Certificate is issued by the Executive Officer of the Local Agency Formation Commission of Santa Cruz County, California.

1. Short-form designation, as designated by LAFCO is:

**Lompico Reorganization  
LAFCO Resolution No. 953-A**

2. LAFCO Resolution No. 953-A was approved by the Local Agency Formation Commission on August 6, 2014. The reorganization was ordered without an election. Said resolution is available for inspection at the LAFCO office.
3. The name of the district involved in this change of organization and the kind or type of change of organization ordered for this district is as follows:
 

<u>City or District</u>	<u>Type of Change of Organization</u>
Lompico County Water District	Dissolution
San Lorenzo Valley Water District	Annexation
4. The above listed districts are located within Santa Cruz County.
5. A description of the boundaries of the above cited change of organization is shown on the attached map and legal description, marked Exhibits A and B and by reference incorporated herein.
6. The territory involved in this reorganization is inhabited.

7. This reorganization has been approved subject to the following terms and conditions:

A) INFRASTRUCTURE BOND

Prior to the filing of the Certificate of Completion, a Community Facilities District bond or similar revenue instrument shall be passed by the voters and/or property owners of the Lompico service area so that proceeds not greater than \$2.75 million will go to the San Lorenzo Valley Water District (SLVWD) for the purposes of infrastructure improvements solely for the benefit of the Lompico service area. If a grant or other source of funds can be secured to make infrastructure improvements that are programmed to be included in the not-to-exceed \$2.75 million of bond proceeds, or if the costs of the programmed improvements are lower, the amount of the bond proceeds can be a lesser amount if authorized in writing by the San Lorenzo Valley Water District Board following consideration of the reduction at a public meeting of that board.

B) BOND OVERSIGHT COMMITTEE

Upon distribution of the bond proceeds, SLVWD shall establish a citizens' bond oversight committee consisting of five Lompico water customers to review expenditure of the bond proceeds on projects that directly benefit Lompico.

C) LOAN PAYBACK

Prior to the filing of the Certificate of Completion, Lompico County Water District shall pay the entire amount due on the PERS Side Fund Loan Agreement that was executed on July 30, 2013 by and between Lompico County Water District and San Lorenzo Valley Water District.

D) LOMPICO WATER RATES AND CHARGES

SLVWD shall bill the Lompico customers of SLVWD the same rates as the other customers within SLVWD. However, prior to filing of the Certificate of Completion, in order to cover the difference between SLVWD's estimated revenues collected in Lompico and SLVWD's estimated operating costs in Lompico, Lompico County Water District shall enact a reduction in their water rates, effective only upon the reorganization, so that \$140,000 in excess of the amount generated by SLVWD rates would be collected in the first year following the effective date of the reorganization. LAFCO shall authorize SLVWD to continue to collect these Lompico charges after the reorganization. Prior to the Certificate of Completion being filed, SLVWD will deliver a letter to the LAFCO Executive Officer indicating that the charges adopted by the Lompico County Water District are structured in a manner that SLVWD is willing to implement. The Lompico charges shall not exceed the following amounts:


<u>Year</u>	<u>Beginning</u>	<u>Per Month</u> <u>Per Connection</u>
1	Upon the effective date of the reorganization	\$23.50
2	One year after effective date of the reorganization	\$19.50
3	Two years after effective date of the reorganization	\$8.50
4	Three years after effective date of the reorganization	\$5.50
5	Four years after effective date of the reorganization	\$5.50

The Lompico charges shall be phased out no later than five years after the effective date of the reorganization.

- E) The proponent districts shall provide a legal map, description, and fees to meet State Board of Equalization requirements.
- F) The proponent districts shall be responsible to pay any fees required to comply with Fish and Game Code Section 711.4 (Fish and Game Fees required when notices of environmental decisions are filed).
- G) The proponent districts shall pay any remaining processing fees as set in this Commission's Schedule of Fees and Deposits.
- H) Prior to issuance of a Certificate of Completion for this reorganization, the proponent districts shall deliver an executed indemnification agreement that is in a form that is acceptable to this Commission and suitable for recordation.

June 1, 2016

Date

  
Patrick M. McCormick  
Executive Officer  
Santa Cruz  
Local Agency Formation Commission

#### 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:

Board Committees: Administrative, Budget & Finance, Engineering, Environmental

Public Committee: Lompico Assessment District Oversight.

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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. Board Committees shall hold meetings at such times as deemed necessary by consensus of the committee members. Board Committees are encouraged to meet at least monthly. Lompico Assessment District Oversight Committee shall meet once per year, at such time and place set by the Board of Directors, typically after the District's yearly audit has been accepted.

Deleted: Standing Committees

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 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](http://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.

Board 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 Board 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.

Deleted: Administrative, Budget & Finance, Engineering, Environmental

The Lompico Assessment District Oversight Committee may have no more than five Public Members. Public members serving on the Lompico Assessment District 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 Board committee shall designate their own chairperson. For Board Committees the chairperson shall be a member of the Board. Each Board committee may also elect a vice-chairperson. Public Committee chairperson and vice-chairperson shall be designated by the Board. 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

Deleted: the Administrative, Budget & Finance, Engineering and Environmental



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 1<sup>st</sup> of each year, each Board 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 1<sup>st</sup> of each year, each Board 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 Board Committee chairperson shall maintain said look-ahead calendar and submit same to the Board on a monthly basis.

Minutes of each Board Committee will be prepared by District staff for presentation at the next available Board Meeting.

Deleted: 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.

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 Board committees.

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All committee communications to the Board must go through the designated committee chairperson.

A Board 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. Board Committee recommendations shall be communicated to the Board. A Board Committee may consider other matters referred to it by the Board.

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

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

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#### 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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#### 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.

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#### 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.

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#### Environmental Committee

The Committee shall be responsible for matters of stewardship of the District's property including: Urban Water Management Plans; Water Conservation Programs; Classic Watershed Education Grants; Watershed Management; Resource Management and other environmental related matter.

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#### Lompico Assessment District Oversight Committee

The Committee shall be responsible to review expenditure of the Assessment District proceeds on projects that directly benefit Lompico. ~~This Committee exists solely to provide and receive information. Minutes shall not be required.~~

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SAN LORENZO VALLEY WATER DISTRICT

**RESOLUTION NO. 12 (17-18)**

SUBJECT: REPEAL AND REPLACEMENT OF SECTION 14 OF THE DISTRICT'S 2017 BOARD POLICY MANUAL

WHEREAS, the proper functioning of the District Board and Board Meetings is critical to proper functioning of the District; and

WHEREAS, an adopted set of policies assist in the proper functioning of the Board; and

WHEREAS, it is appropriate that the Board periodically review and amend said set of policies;

WHEREAS, Board Committees provide a vital service to the proper functioning of the District and governance of same; and

WHEREAS, Each Board Member, individually, has been provided an opportunity to read the proposed revision to Section 14 of the District's Board of Director's Policy Manual revising how Board Committee's function (attached);

NOW, THEREFORE BE IT RESOLVED by the Board of Directors of the San Lorenzo Valley Water District that:

1. The Board repeals the current Section 14 of the District's 2017 Board Policy Manual and Replaces Section 14 with the language provided in the attached draft Section 14.
2. The Board directs staff to modify the Board Policy Manual, effectuating the changes as approved herein.

\* \* \* \* \*

PASSED AND ADOPTED by the Board of Directors of San Lorenzo Valley Water District, County of Santa Cruz, State of California, on the 19th day of October, 2017 by the following vote of the members thereof:

AYES:  
NOS:  
ABSTAIN:  
ABSENT:

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

## MEMO

To: Board of Directors

From: District Manager

SUBJECT: DISCUSSION AND POSSIBLE ACTION REGARDING A POST  
ASSESSMENT OF THE RECENTLY COMPLETED 218 PROCESS

DATE: OCTOBER 19, 2017

### RECOMMENDATION

It is recommended that the Board of Directors review the attached information and provide direction to staff.

### BACKGROUND

The District recently completed a rate restructuring and rate increase 218 process. The District provides service to 7,763 parcels. 3,881 valid protests (50%+1) were required to stop the rate restructuring and rate increase. At the close of the September 21<sup>st</sup> Public hearing there were a total of 3,063 unvalidated protests.

Over the course of the last three years the District conducted the following public processes:

- CIP Reprioritization and Ranking
  - Three public meetings with associated advertisements in newspapers and social media
- Cost of Service Study
  - Agendized repeatedly for Budget and Finance Committee meetings during 2016, from RFP development through to final review of report.
  - Agendized and discussed at multiple Board meetings
- Rate Study
  - Agendized and discussed at no less than five Budget and Finance Committee meetings
  - Agendized and discussed at no less than two regularly scheduled Board meetings
  - Agendized and discussed at no less than four special Board meetings, with associated advertisements in newspapers and social media.
- 218 Process
  - Staff held three public workshops with associated advertisement in newspapers and social media
  - Staff reached out and presented to Spring Lakes MHP directly.
  - District paid to have a 'rate calculator' page available on our website, along with links to pertinent documents.

- District sent 23,000 notifications to SLV residents, including a blank protest in each notification.
  - District conducted a public hearing on September 21<sup>st</sup>, with associated advertisement on social media.
- District posted all documents and reports prominently on our website for public review.

Somehow, with all the public meetings and documents made available, the public still experienced a significant amount of misinformation, mischaracterization and obfuscation. Staff suspects there may have been an organized effort to mislead the public in opposition to the proposed plan.

It is suggested at this time that Staff and Board conduct a post-assessment of the process to determine if there are better and more appropriate ways to ensure the public is provided accurate and timely information.

Staff proposes for discussion the following three actions for future Prop 218 processes:

- An organized effort by Directors and/or staff to knocking on doors and engaging directly with individual homeowners.
- An organized effort by Directors and/or staff to make themselves available in front of supermarkets and other public venues to answer questions and respond to concerns.
- District create a living FAQ (Frequently Asked Questions) document that is updated and distributed on a regular basis.

Staff encourages Directors to bring other ideas and options into the discussion.

### **STRATEGIC PLAN:**

Element 9.0 Administrative Management

### **FISCAL IMPACT:**

Unknown at this time

## MEMO

To: Board of Directors

From: District Manager

SUBJECT: DISCUSSION AND POSSIBLE ACTION REGARDING THE DISTRICTS  
CAPITAL IMPROVEMENT PROGRAM AND POSSIBLE USDA LOAN(S)

DATE: OCTOBER 19, 2017

### **RECOMMENDATION**

It is recommended that the Board of Directors review the attached information and provide direction to staff.

### **BACKGROUND**

In 2015 the District engaged in a public detailed review of its Capital Improvement Program (CIP) and developed project ranking criteria. In 2016, as part of the merger with Lompico Water District, CIP projects authorized through an Assessment District created by the Lompico Water District became the responsibility of SLVWD. Those projects have been ranked based on the criteria established through the public CIP process and are included in the attached CIP list.

Staff has been working with WSC Engineering and the United States Department of Agriculture on possible securing USDA Loans for rural areas. Staff met with representatives on October 5, 2017, at the District offices. Staff learned the following:

- Loans up to \$5M are approved locally.
- Loans greater than \$5M are approved by USDA offices in Washington DC.
- NEPA Environmental Permitting needs to be completed prior to loan application.
- Loans are available for unincorporated areas with a population of less than 10,000, based on census boundaries. The District appears to be divided into seven census tracts (map attached).
- Individual projects that provide service to both rural and non-rural areas (South Zone) may be partially funded based on direct benefit to rural area.
- Agreement is executed at the beginning of the project, but funding occurs after all projects are completed. District may need to secure a short-term construction loan during projects. Interest on the construction loan is reimbursable.
- Pre-agreement project costs are reimbursable (environmental and engineering).
- USDA program funding occurs on October 1<sup>st</sup> of every year, the start of the federal budget year.
- Engineering Report needs to be completed for entire set of projects submitted.

Based on the abovementioned information, staff is proposing that the District initially apply for a USDA Loan for the following five projects:

<u>Project</u>	<u>Projected Total Project Cost</u>
Probation Tank*	\$1,740,000
Swim Tank	\$678,000
Pasatiempo Well #5 Replacement	\$1,000,000
Felton Acres Tank and Booster	\$300,000
Fall Creek Fish Ladder Replacement	\$1,160,000
<b>TOTAL</b>	<b>\$4,878,000</b>

\*Only the portion outside of Scotts Valley City Limit is eligible for USDA Funding, making the total amount eligible less than \$1,740,000.

Staff has requested a proposal from WSC Engineering to complete the engineering report for the projects listed above and complete the application process.

**STRATEGIC PLAN:**

Element 3.1 Capital Improvement Program

**FISCAL IMPACT:**

Unknown at this time

Pipes, Pumps and Tanks			
Project	Rank	Cost Est	Running Sum
Probation Tank	150*	\$1,740,000	\$1,740,000
Swim Tank	150*	\$678,000	\$2,418,000
BullSpringPipe	127	\$750,000	\$3,168,000
SanLorenzoWyBridgePipe	121	\$150,000	\$3,318,000
HihnRdPipe	116	\$90,000	\$3,408,000
LyonPipe	115	\$450,000	\$3,858,000
BenetIntake	114	\$495,000	\$4,353,000
LyonSCADA	completed		\$4,353,000
WorthLnPipe	101	\$120,000	\$4,473,000
QuailHollowWell	99		\$4,473,000
SequoiaRdPipe	98	\$120,000	\$4,593,000
FairviewBooster	95	\$200,000	\$4,793,000
BenetBooster	94	\$390,000	\$5,183,000
LompicoInterconnection	94	\$301,000	\$5,484,000
FeltonAcresTankandBooster	92	\$300,000	\$5,784,000
HillsideDrPipe	92	\$240,000	\$6,024,000
RiverviewDrPipe	92	\$240,000	\$6,264,000
EckleyBooster	92	\$75,000	\$6,339,000
LochLomondSupply	91		\$6,339,000
HighlandTank	91	\$225,000	\$6,564,000
FallCreekFishLadder	90		\$6,564,000
TwoBarRdPipe	89	\$450,000	\$7,014,000
WestParkAvePipe	89	\$330,000	\$7,344,000
KingsCreekPipe	89	\$315,000	\$7,659,000
ScenicWyPipe	89	\$315,000	\$7,974,000
ScenicWyPipe	89	\$315,000	\$8,289,000
BlueRidgePipe	89	\$300,000	\$8,589,000
BrackneyRdPipe	89	\$255,000	\$8,844,000
BuenaVistaPipe	89	\$180,000	\$9,024,000

Source of supply projects		
QuailHollowWell	99	\$2,500,000
LochLomondSupply	91	\$4,000,000
FallCreekFishLadder	90	\$1,160,000
LompicoTreatment	78	\$105,000
OlympiaWell	87	\$2,500,000
	TOTAL	\$10,265,000

USDA Consideration	\$11,944,000
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SanLorenzoWyPipe	89	\$180,000	\$9,204,000
FireHouseBooster	89	\$150,000	\$9,354,000
LockwoodLnPipe	89	\$100,000	\$9,454,000
EchoTank	88	\$500,000	\$9,954,000
ElSolyoTank	88	\$300,000	\$10,254,000
OlympiaWell	87		\$10,254,000
UpperBigBasinPipe	86	\$585,000	\$10,839,000
OrmanRdPipe	86	\$300,000	\$11,139,000
FeltonHeightsTank	86	\$150,000	\$11,289,000
MananaBlueTank	completed		\$11,289,000
QuailHollowBridge	83	\$60,000	\$11,349,000
ElSolyoBooster	80	\$150,000	\$11,499,000
QuailHollowPipe	79	\$1,480,000	\$12,979,000
LompicoTreatment	78		\$12,979,000
BrooksideDrPipe	77	\$405,000	\$13,384,000
LorenzoAvePipe	77	\$330,000	\$13,714,000
CaliforniaDrPipe	77	\$240,000	\$13,954,000
ManzanitaRdPipe	77	\$240,000	\$14,194,000
BlueRidgeTank	76	\$150,000	\$14,344,000
BearCreekTank	76	\$125,000	\$14,469,000
JuanitaWoodsPipe	74	\$360,000	\$14,829,000
CasetaWyPipe	74	\$135,000	\$14,964,000
PineStPipe	74	\$135,000	\$15,099,000
McCloudTank	73	\$300,000	\$15,399,000
BrookdaleTank	73	\$250,000	\$15,649,000
BlairHydro	73	\$125,000	\$15,774,000
FallCreekFootBridge	73	\$22,500	\$15,796,500
LompicoSCADA	73	\$441,000	\$16,237,500
ArdenWyPipe	71	\$240,000	\$16,477,500
BlairTank	70	\$250,000	\$16,727,500
RiversideGroveBooster	70	\$100,000	\$16,827,500

RedwoodParkSCADA	70	\$50,000	\$16,877,500
PineAvePipe	69	\$315,000	\$17,192,500
LaritaAvePipe	68	\$345,000	\$17,537,500
IreneDrPipe	68	\$330,000	\$17,867,500
BandRdPipe	68	\$270,000	\$18,137,500
ElSolyoAvePipe	68	\$135,000	\$18,272,500
FoxCourtPipe	68	\$120,000	\$18,392,500
KiplingAvePipe	68	\$120,000	\$18,512,500
RiversideGroveTank	67	\$300,000	\$18,812,500
LompicoTanks	67	\$682,500	\$19,495,000
BarKingRdPipe	65	\$300,000	\$19,795,000
LompicoPRVs	65	\$358,000	\$20,153,000
IrwinBooster	61	\$60,000	\$20,213,000
RidgeDrPipe	59	\$210,000	\$20,423,000
WesternStatesBridgePipe	59	\$60,000	\$20,483,000
WhittierManzanitaPipe	56	\$360,000	\$20,843,000
LarkspurBridgePipe	55	\$60,000	\$20,903,000
RiversideAvePipe	53	\$525,000	\$21,428,000
RailroadAvePipe	53	\$315,000	\$21,743,000
PineTank	52	\$300,000	\$22,043,000
BearCreekBooster	52	\$75,000	\$22,118,000
LompicoLinesMeters	46	\$862,500	\$22,980,500
	TOTAL	\$22,980,500	

USDA Funding consideration
Lompico AD Projects
* - Placeholder score

<b>Project Name</b>	<b>LompicoTanks</b>
<b>Estimated Project Cost</b>	<b>\$682,500</b>

District Priorities	Priority	Rank				
		1	2	3	4	5
Risk of Failure/Hardship of Failure	5	No			Yes	
Water Supply Addition / Protection / Efficiency	5	No				Yes
Fire Service / Community Safety - Does this project improve fire service	4	No			Storage	Flow
Environmental Stewardship - Improve or 'fix' enviro issues	4	No			Yes	
Water Quality - Does this project protect / improve our water quality	4	No			Yes	
Estimated Cost	3	> \$1M	\$500k < x < \$1M	\$250k < x < \$500k	\$100K < x < \$250k	< \$100k
Cost Savings / Avoidance / ROI / Net Cost / Maintenance Costs / Frequency of Repair	3	No		Yes		
Population Served	3	< 50	50 < x < 250	250 < x < 500	500 < x < 1,000	> 1,000

Project Rank	Priority Score
4	20
1	5
4	16
1	4
1	4
2	6
1	3
3	9
<b>Final Score</b>	<b>67</b>

<b>Project Name</b>	<b>LompicoTreatment</b>
<b>Estimated Project Cost</b>	<b>\$105,000</b>

District Priorities	Priority	Rank				
		1	2	3	4	5
Risk of Failure/Hardship of Failure	5	No			Yes	
Water Supply Addition / Protection / Efficiency	5	No				Yes
Fire Service / Community Safety - Does this project improve fire service	4	No			Storage	Flow
Environmental Stewardship - Improve or 'fix' enviro issues	4	No			Yes	
Water Quality - Does this project protect / improve our water quality	4	No			Yes	
Estimated Cost	3	> \$1M	\$500k < x < \$1M	\$250k < x < \$500k	\$100K < x < \$250k	< \$100k
Cost Savings / Avoidance / ROI / Net Cost / Maintenance Costs / Frequency of Repair	3	No		Yes		
Population Served	3	< 50	50 < x < 250	250 < x < 500	500 < x < 1,000	> 1,000

Project Rank	Priority Score
1	5
5	25
1	4
1	4
4	16
4	12
1	3
3	9
<b>Final Score</b>	<b>78</b>

<b>Project Name</b>	<b>LompicoLinesMeters</b>
<b>Estimated Project Cost</b>	<b>\$862,500</b>

District Priorities	Priority	Rank				
		1	2	3	4	5
Risk of Failure/Hardship of Failure	5	No			Yes	
Water Supply Addition / Protection / Efficiency	5	No				Yes
Fire Service / Community Safety - Does this project improve fire service	4	No			Storage	Flow
Environmental Stewardship - Improve or 'fix' enviro issues	4	No			Yes	
Water Quality - Does this project protect / improve our water quality	4	No			Yes	
Estimated Cost	3	> \$1M	\$500k < x < \$1M	\$250k < x < \$500k	\$100K < x < \$250k	< \$100k
Cost Savings / Avoidance / ROI / Net Cost / Maintenance Costs / Frequency of Repair	3	No		Yes		
Population Served	3	< 50	50 < x < 250	250 < x < 500	500 < x < 1,000	> 1,000

Project Rank	Priority Score
1	5
1	5
1	4
1	4
1	4
2	6
3	9
3	9
<b>Final Score</b>	<b>46</b>

<b>Project Name</b>	<b>LompicoInterconnection</b>
<b>Estimated Project Cost</b>	<b>\$301,000</b>

District Priorities	Priority	Rank				
		1	2	3	4	5
Risk of Failure/Hardship of Failure	5	No			Yes	
Water Supply Addition / Protection / Efficiency	5	No				Yes
Fire Service / Community Safety - Does this project improve fire service	4	No			Storage	Flow
Environmental Stewardship - Improve or 'fix' enviro issues	4	No			Yes	
Water Quality - Does this project protect / improve our water quality	4	No			Yes	
Estimated Cost	3	> \$1M	\$500k < x < \$1M	\$250k < x < \$500k	\$100K < x < \$250k	< \$100k
Cost Savings / Avoidance / ROI / Net Cost / Maintenance Costs / Frequency of Repair	3	No		Yes		
Population Served	3	< 50	50 < x < 250	250 < x < 500	500 < x < 1,000	> 1,000

Project Rank	Priority Score
<b>4</b>	20
<b>5</b>	25
<b>5</b>	20
<b>1</b>	4
<b>1</b>	4
<b>3</b>	9
<b>1</b>	3
<b>3</b>	9
<b>Final Score</b>	<b>94</b>

<b>Project Name</b>	<b>LompicoSCADA</b>
<b>Estimated Project Cost</b>	<b>\$441,000</b>

District Priorities	Priority	Rank				
		1	2	3	4	5
Risk of Failure/Hardship of Failure	5	No			Yes	
Water Supply Addition / Protection / Efficiency	5	No				Yes
Fire Service / Community Safety - Does this project improve fire service	4	No			Storage	Flow
Environmental Stewardship - Improve or 'fix' enviro issues	4	No			Yes	
Water Quality - Does this project protect / improve our water quality	4	No			Yes	
Estimated Cost	3	> \$1M	\$500k < x < \$1M	\$250k < x < \$500k	\$100K < x < \$250k	< \$100k
Cost Savings / Avoidance / ROI / Net Cost / Maintenance Costs / Frequency of Repair	3	No		Yes		
Population Served	3	< 50	50 < x < 250	250 < x < 500	500 < x < 1,000	> 1,000

Project Rank	Priority Score
1	5
1	5
4	16
1	4
4	16
3	9
3	9
3	9
	73

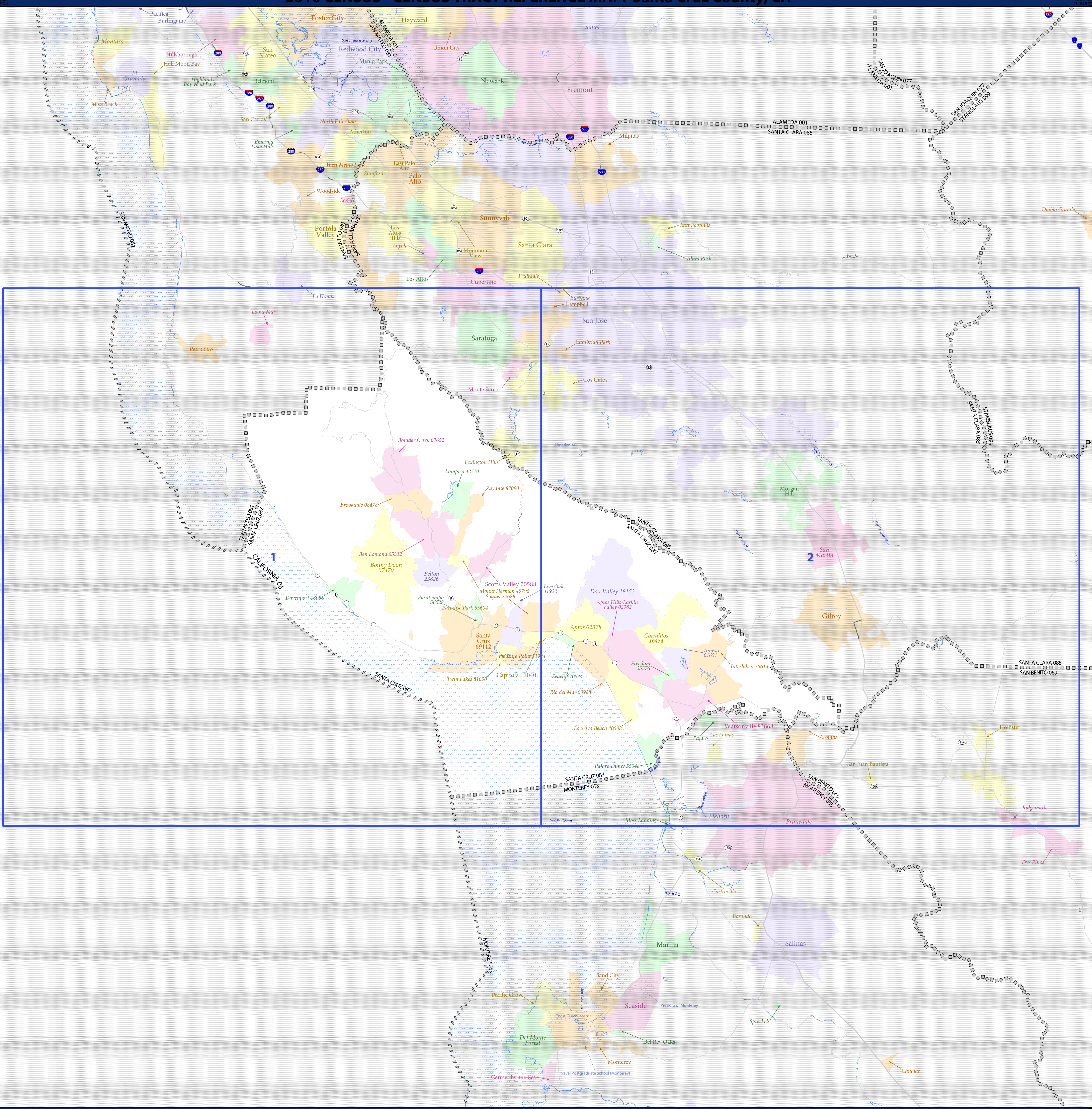
<b>Project Name</b>	<b>LompicoPRVs</b>
<b>Estimated Project Cost</b>	<b>\$358,000</b>

District Priorities	Priority	Rank				
		1	2	3	4	5
Risk of Failure/Hardship of Failure	5	No			Yes	
Water Supply Addition / Protection / Efficiency	5	No				Yes
Fire Service / Community Safety - Does this project improve fire service	4	No			Storage	Flow
Environmental Stewardship - Improve or 'fix' enviro issues	4	No			Yes	
Water Quality - Does this project protect / improve our water quality	4	No			Yes	
Estimated Cost	3	> \$1M	\$500k < x < \$1M	\$250k < x < \$500k	\$100K < x < \$250k	< \$100k
Cost Savings / Avoidance / ROI / Net Cost / Maintenance Costs / Frequency of Repair	3	No		Yes		
Population Served	3	< 50	50 < x < 250	250 < x < 500	500 < x < 1,000	> 1,000

Project Rank	Priority Score
1	5
1	5
5	20
1	4
1	4
3	9
3	9
3	9
<b>Final Score</b>	<b>65</b>



2010 CENSUS - CENSUS TRACT REFERENCE MAP: Santa Cruz County, CA



SYMBOL DESCRIPTION	SYMBOL
Federal American Indian Reservation	
Off-Reservation Trust Land, Hawaiian Home Land	
Oklahoma Tribal Statistical Area, Alaska Native Village Statistical Area, Tribal Designated Statistical Area	
State American Indian Reservation	
State Designated Tribal Statistical Area	
Alaska Native Regional Corporation	
State (or statistically equivalent entity)	
County (or statistically equivalent entity)	
Minor Civil Division (MCD) <sup>1,2</sup>	
Consolidated City	
Incorporated Place <sup>1,3</sup>	
Census Designated Place (CDP) <sup>3</sup>	
Census Tract	

LEGEND	LABEL STYLE
	<b>L'ANSE RES 1880</b>
	<b>T1880</b>
	<b>KAW OTSA 5340</b>
	<b>Tama Res 4125</b>
	<b>Lumbee STSA 9815</b>
	<b>NANA ANRC 52120</b>
	<b>NEW YORK 36</b>
	<b>ERIE 029</b>
	<b>Bristol town 07485</b>
	<b>MILFORD 47500</b>
	<b>Davis 18100</b>
	<b>Incline Village 35100</b>
	<b>33.07</b>

DESCRIPTION	SYMBOL	DESCRIPTION	SYMBOL
Interstate		Water Body	
U.S. Highway		Swamp or Marsh	
State Highway		Glacier	
Other Road		Military	
QVTD Trail, Stairway, Alley, Walkway, or Ferry		National or State Park, Forest, or Recreation Area	
Railroad		Inset Area	
Pipeline or Power Line		Outside Subject Area	
Ridge or Fence			
Property Line			
Nonvisible Boundary or Feature Not Elsewhere Classified			

Where state, county, and/or MCD boundaries coincide, the map shows the boundary symbol for only the highest-ranking of these boundaries.

1 A " " following an MCD name denotes a false MCD. A " " following a place name indicates that a false MCD exists with the same name and FIPS code as the place; the false MCD label is not shown.

2 MCD boundaries are shown in the following states in which MCDs have functioning governments: Connecticut, Maine, Massachusetts, Michigan, Minnesota, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, Vermont, and Wisconsin.

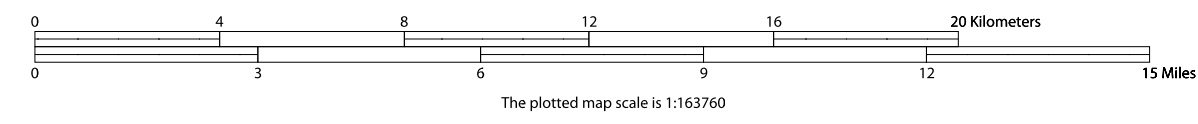
3 Place label color correlates to the place fill color.

All legal boundaries and names are as of January 1, 2010. The boundaries shown on this map are for Census Bureau statistical data collection and tabulation purposes only; their depiction and designation for statistical purposes does not constitute a determination of jurisdictional authority or rights of ownership or entitlement.

Geographic Vintage: 2010 Census (reference date: January 1, 2010)  
Data Source: U.S. Census Bureau's MA7/TIGER database (TAB000000)  
Map Created by Geography Division: December 08, 2010

U.S. DEPARTMENT OF COMMERCE Economics and Statistics Administration U.S. Census Bureau

Projection: Albers Equal Area Conic  
Datum: NAD 83  
Spheroid: GRS 80  
1st Standard Parallel: 34 06 27  
2nd Standard Parallel: 40 25 20  
Central Meridian: -119 18 20  
Latitude of Projection's Origin: 32 31 43  
False Easting: 0  
False Northing: 0



USCENSUSBUREAU



INDEX SHEET

Total Sheets: 3  
Index Sheets: 1  
Parent Sheets: 2  
Inset Sheets: 0

Location of County within State



NAME: Santa Cruz County (087)  
ENTITY TYPE: County or statistically equivalent entity  
ST: California (06)





## ELIGIBILITY |

To qualify, applicants must:



Have a Population of  
10,000 or less



Be a Public Body,  
Non-Profit or  
Federally-Recognized Tribe



Primarily Serve Rural  
Residents

# RD APPLY

## FAST AND EASY APPLICATION FILING WITH USDA

**RD APPLY** is an easy-to-use, intuitive online application system for the Water and Waste Loans and Grants Program. The Water and Waste Loans and Grants Program provides financial assistance for the construction or improvement of water, sanitary sewer, solid waste disposal, and storm wastewater drainage facilities.

### Applicant Eligibility

The applicant organization must be a Public Body, Not-for-Profit, or Federally-Recognized Tribe. Facilities must be located in a city, town, or unincorporated area with a population of less than 10,000, based upon the latest decennial U.S. Census, or primarily serve rural residents.

### Why Use RD APPLY?

RD Apply is very convenient for its users with 24/7 access through any internet ready device. Through assigned roles each organization has the ability to control who can view and modify their application. All information is **safe and secure with identity security**. Streamline screens enable **faster processing**, ensure your application is complete, and better position your organization for funding. With so many advantages to filing online, it's easy to forget your **paperless applications** are saving countless trees. ***Ditch those paper files for good!***

• • • • • • • • • •

USDA Rural Development is committed to the  
future of rural communities.

## STEP 1

**eAuthentication (EAuth) Level II Registration-** Safeguard all of your sensitive information with this one time, digital process. Enter your information at: **HTTPS://rdapply.usda.gov**, click on the register button and then answer a series of personalized questions to verify your identity.

## STEP 2

**Authorized Representative Request-** Next, log-in to RD Apply: **https://rdapply.usda.gov**. Select the “Authorized Representative Request” button, fill out your organization’s information, and add other users to the project.

## STEP 3

**Application Development-** In RD Apply, select “Add Application”, answer a few basic questions, and away you go! Enjoy the flexibility of RD Apply as the instinctive layout allows users to jump around between sections, complete digitally signed certifications, and even upload documents.



## Need Help!

Several tools are available to help answer any and all of your questions. As always, your local area office is well-trained and ready to assist. Among other tools, there is also a Help Desk, user guide, You Tube videos, helpful hints, pop-up boxes, and a validation screen built in to RD Apply to make your transition from paper to an electronic application as smooth as possible.

Visit **https://rdapply.usda.gov** to start your application today!

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United States  
Department of  
Agriculture

**Rural Development**

# Water & Waste Disposal Loan & Grant Program

## What does this program do?

Provides funding for clean and reliable drinking water systems, sanitary sewage disposal, sanitary solid waste disposal, and storm water drainage to households and businesses in eligible rural areas.

## Who may apply?

This program assists qualified applicants that are not otherwise able to obtain commercial credit on reasonable terms.

Eligible applicants include:

- Most State and local governmental entities
- Private nonprofits
- Federally recognized Tribes

## What is an eligible area?

Areas that may be served include:

- Rural areas and towns with fewer than 10,000 people (**check eligible addresses**)
- Tribal lands in rural areas
- Colonias

## What kinds of funding are available?

Long-term, low-interest loans. If funds are available, grants may be combined with a loan if necessary to keep user costs reasonable

## How may the funds be used?

Funds may be used to finance the acquisition, construction or improvement of:

- Drinking water sourcing, treatment, storage and distribution
- Sewer collection, transmission, treatment and disposal
- Solid waste collection, disposal and closure
- Storm water collection, transmission and disposal

In some cases, funding may also be available for related activities such as:

- Legal and engineering fees
- Land acquisition, water and land rights, permits and equipment

- Start-up operations and maintenance
- Interest incurred during construction
- Purchase of existing facilities to improve service or prevent loss of service
- Other costs determined to be necessary for completion of the project

For a complete list, see **7 CFR Part 1780.7 and 1780.9**

## What is the loan term and rate?

Up to 40-year payback period, based on the useful life of the facilities financed with a fixed interest rate. The interest rate is based on the need for the project and the median household income of the area to be served. **Contact us** for details and current interest rates applicable for your project

## Are there additional requirements?

- Borrowers must have the legal authority to construct, operate and maintain the proposed services or facilities
- All facilities receiving federal financing must be used for a public purpose
- Partnerships with other federal, state, local, private and nonprofit entities that offer financial assistance are encouraged
- Projects must be financially sustainable



# Water & Waste Disposal Loan & Grant Program

## How do we get started?

Applications for this program are accepted through your **local office** year round. Program Resources are available online (i.e. forms, guidance, certifications, etc.)

## Who can answer questions?

Contact the local representative who serves your area. Participating nonprofits in your area may also offer assistance and training

## What governs this program?

- Basic Program – **7 CFR, Part 1780**
- Loan Servicing – **7 CFR, Part 1782**
- This program is authorized by Section 306 of the Consolidated Farm and Rural Development Act (CONACT)

## Why does USDA Rural Development do this?

This program helps very small, financially distressed rural communities extend and improve water and waste treatment facilities that serve local households and businesses. Good practices can save tax dollars, improve the natural environment, and help manufacturers and businesses to locate or expand operations.

NOTE: Because citations and other information may be subject to change please always consult the program instructions listed in the section above titled: "What Law Governs this Program?" You may also contact your **local office** for assistance. You will find additional forms, resources, and program information at [www.rd.usda.gov](http://www.rd.usda.gov). *USDA is an equal opportunity provider, employer, and lender.*

## MEMO

To: Board of Directors

From: District Manager

Subject: DISCUSSION AND POSSIBLE ACTION REGARDING DRAFT MEMORANDUM OF AGREEMENT BETWEEN THE DISTRICT, SCOTTS VALLEY WATER DISTRICT AND THE CITY OF SANTA CRUZ TO EXPLORE POTENTIAL CONJUNCTIVE USE PROJECT

Date: October 19, 2017

### **RECOMMENDATION:**

It is recommended that the Board review attached draft memorandum of agreement (MOA) and approve same, authorizing the Board Chair to sign on behalf of the District.

### **BACKGROUND:**

For the last year and a half staff has been meeting and discussing ideas and options regarding long term supply projects with the heads of other local water agencies. Three of the agencies have expressed interest in conjunctive use projects within the Santa Margarita Groundwater Basin; the District, Scotts Valley Water District (SV) and the City of Santa Cruz (City).

With the consensus of staff and SV, the City has drafted the attached MOA to assist the three agencies in working together to explore Santa Margarita Groundwater Conjunctive Use project possibilities.

Staff presented the draft MOA at the Administrative Committee meeting on February 8. The Committee requested that the draft MOA be brought before the full Board for discussion on February 16, 2017. No vote was taken at that time.

Staff has continued to work on the MOA and tonight presents the final draft for Board consideration. To date, the MOA as presented has been approved by SV on 9/22 and the City on 9/26. The MOA is scheduled for County approval on 10/24.

### **STRATEGIC PLAN:**

Element 1.0 - Water Supply Management  
Element 2.0 - Watershed Stewardship  
Element 7.1 - Develop Strategic Partnerships with Other Agencies

### **FISCAL IMPACT:**

Unknown

**MEMORANDUM OF AGREEMENT AMONG THE CITY OF SANTA CRUZ, THE SAN LORENZO VALLEY  
WATER DISTRICT, THE SCOTTS VALLEY WATER DISTRICT, AND THE COUNTY OF SANTA CRUZ ON  
EXPLORING POTENTIAL PROJECTS FOR THE CONJUNCTIVE USE OF SURFACE AND GROUNDWATER  
RESOURCES IN THE SANTA MARGARITA BASIN AND SAN LORENZO RIVER WATERSHED**

The parties to this AGREEMENT ("AGREEMENT") are the CITY OF SANTA CRUZ ("CITY"), the SAN LORENZO VALLEY WATER DISTRICT ("SAN LORENZO VALLEY"), the SCOTTS VALLEY WATER DISTRICT ("SCOTTS VALLEY"), and COUNTY OF SANTA CRUZ ("COUNTY") or collectively referred to herein as, "the PARTIES".

**RECITALS**

- A. CITY is a charter city which owns and operates a municipal water system in the City of Santa Cruz and in portions of County of Santa Cruz adjacent to SAN LORENZO VALLEY and SCOTTS VALLEY water systems.
- B. SAN LORENZO VALLEY and SCOTTS VALLEY are County water agencies that own and operate water systems providing water service to the City of Scotts Valley, San Lorenzo Valley and unincorporated areas of Santa Cruz County to the north of the CITY.
- C. COUNTY implements the County General Plan, the San Lorenzo River Watershed Management Plan and other programs to promote sound watershed management, groundwater recharge, sustainable water supply, and fish habitat restoration in the San Lorenzo River Watershed.
- D. CITY has significant water infrastructure in the mid and upper parts of San Lorenzo Valley, including the Newell Creek Dam and Loch Lomond Reservoir, the Felton Diversion, and untreated water pipelines connecting Newell Creek dam, the Felton Diversion, the Felton Booster Pump Station and the Graham Hill Water Treatment Plant.
- E. CITY has a long history utilizing the San Lorenzo River as a source of supply and is very invested in preserving and enhancing the river's natural resources and pursuing opportunities to use available wet season flows to improve the reliability of the CITY's water supply.
- F. SAN LORENZO VALLEY and SCOTTS VALLEY have worked together and with COUNTY over the last few years to explore conjunctive use opportunities for existing surface and groundwater resources.
- G. SAN LORENZO VALLEY and SCOTTS VALLEY have established emergency interties to improve supply reliability for their agencies during drought or other emergency conditions.
- H. SAN LORENZO VALLEY, SCOTTS VALLEY and COUNTY have collaborated for many years to manage the Santa Margarita Groundwater Basin, which is the sole source of supply for SCOTTS VALLEY, a major part of SAN LORENZO VALLEY's supply system, and a major source of base flow to the San Lorenzo River and its tributaries.
- I. Mainly from over pumping in 1980's and 1990's the Santa Margarita Groundwater Basin is over-drafted. Recently, through the collaborative work of SAN LORENZO VALLEY and SCOTTS VALLEY groundwater levels have stabilized, although at levels up to 200 feet lower than historical levels.

- J. SAN LORENZO VALLEY, SCOTTS VALLEY, and COUNTY have a strong interest in and commitment to the restoration of the Santa Margarita Groundwater Basin. SCOTTS VALLEY has been exploring a variety of approaches using an excess of the tertiary treated wastewater available to them.
- K. CITY has been exploring passive and active recharge opportunities in the Santa Margarita Groundwater Basin, likely using some yet to be defined combination of in lieu recharge and aquifer storage and recovery to create additional storage for wet season water from CITY's San Lorenzo River supply which, if successful, would substantially increase the reliability of CITY's supply and decrease its vulnerability to drought, including multi-year droughts.
- L. CITY is also exploring the opportunity to develop a source of advanced treated wastewater that may be determined to be a necessary part of a future water supply for the CITY.
- M. SAN LORENZO VALLEY has a contractual right to 313.4<sup>1</sup> acre feet of water per year (AFY) from the CITY's Loch Lomond Reservoir, which it has been unable to access due to the lack of inter-connections between CITY and SAN LORENZO VALLEY systems.
- N. SAN LORENZO VALLEY is interested in evaluating opportunities for creating a connection with the CITY's system to gain access to water from Loch Lomond Reservoir and improve the reliability of SAN LORENZO VALLEY supply.
- O. In 2016, CITY, SAN LORENZO VALLEY, SCOTTS VALLEY and COUNTY staff participated with other regional agencies in an effort to develop ideas about the potential for regional collaboration among water utilities. During this effort, CITY, SAN LORENZO VALLEY, and SCOTTS VALLEY recognized that the three parties had common interests that could be supported by a joint project or projects that have a potential to advance the conjunctive use of surface water and groundwater in the Santa Margarita Basin and the middle and upper San Lorenzo River watershed.
- P. CITY is also investigating opportunities to work with the Soquel Creek Water District in developing active and/or passive recharge in the jointly operated Santa Cruz Mid-County Groundwater Basin and is actively engaged with the Soquel Creek Water District, the Central Water District, COUNTY, and private well owners in the Mid-County Groundwater Basin in working on implementing the Sustainable Groundwater Management Act.
- Q. SAN LORENZO VALLEY, SCOTTS VALLEY, and COUNTY have entered into a Joint Powers Agreement to form the Santa Margarita Groundwater Agency (SMGWA) for management of the Santa Margarita Basin under the Sustainable Groundwater Management Act. CITY has a representative on the Board of SMGWA, but is not a member agency of the Joint Powers Agreement at this time.<sup>2</sup>

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<sup>1</sup> 313.4 acre feet per year was determined to be equivalent to 12.5% of the safe annual yield of the Loch Lomond Reservoir as a result of a 1980 court case and subsequent yield analysis establishing the safe annual yield of the reservoir as communicated by the City to the San Lorenzo Valley Water District via a June 16, 1981 letter from City Attorney Rod Atchison to District Counsel C. Shelley Emerson.

<sup>2</sup> The City was not asked to be a member agency of the Santa Margarita Groundwater Agency Joint Powers Agreement because it is not a user of groundwater in the basin. However, it was invited to join the Santa Margarita Groundwater Agency Board due to its surface water supply facilities in the basin.



- R. COUNTY and SAN LORENZO VALLEY have received a grant from the California Wildlife Conservation Board to develop a plan for streamflow enhancement in the San Lorenzo River and its tributaries, utilizing conjunctive use and groundwater storage in the Santa Margarita Groundwater Basin.

**NOW, THEREFORE, IT IS HEREBY AGREED:**

**TO JOINTLY FUND AND COLLABORATIVELY IMPLEMENT A WORK PLAN TO EXPLORE OPPORTUNITIES FOR CONJUNCTIVE USE OF SURFACE AND GROUNDWATER IN THE SANTA MARGARITA GROUNDWATER BASIN AND VICINITY.**

PARTIES agree to jointly fund and collaboratively implement a WORK PLAN to explore opportunities to develop and implement one or more projects to improve the conjunctive use of surface and groundwater resources in the Santa Margarita Groundwater Basin while also improving the sustainability of groundwater resources and reliability and resiliency of the water supplies serving customers of the three water utilities.

The WORK PLAN to be implemented shall be substantially in the form of Gantt Chart appended to this AGREEMENT as Attachment 1<sup>3</sup>, with the provision that due to the exploratory nature of the work, the Director of CITY Water Department, the District Manager of SAN LORENZO VALLEY, the General Manager of SCOTTS VALLEY, and the Water Resources Division Director of COUNTY may jointly agree to revise the WORK PLAN as needed to most effectively achieve the project goals identified in Section 1.

PARTIES agree that funding for each shared task in this WORK PLAN will be proportionally split as agreed by the PARTIES on case by case basis.

This AGREEMENT shall terminate at the completion of the work outlined in the WORK PLAN as amended in accordance with the second paragraph of this section. Should PARTIES decide to pursue implementation of any project or program as a result of this effort, a separate agreement, including separate financial or cost sharing provisions would need to be developed and agreed to by PARTIES choosing to do so.

**1. Key Questions to be Answered through the Implementation of the WORK PLAN**

- a. What are the opportunities for improving supply reliability and resiliency through the use of in lieu water transfers between the PARTIES and other regional water agencies?
- b. What are the opportunities to bank available wet season flows for long term (more than one year) storage in the Santa Margarita Groundwater Basin?
- c. What are the opportunities to share existing or new infrastructure and facilities for achieving increased reliability and resiliency?
- d. How could the development of an aquifer storage and recovery program using treated drinking water as a source of supply in the Santa Margarita Groundwater Basin affect the health of the

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<sup>3</sup> Additional details supporting the work plan are included as Attachment 2, San Lorenzo Conjunctive Use Current Investigations and Potential Programs, and Attachment 3, Key Questions and Work Plan Activities and Initiatives.

basin? How would this compare to the outcome produced by recharging the basin with advanced treated wastewater?

- e. What are the benefits to the base flow in local creeks and streams from the injection of treated drinking water or advanced treated wastewater into the basin? Can those benefits be quantified and how?
- f. What are the feasible alternatives for SAN LORENZO VALLEY to access its contractual right to Loch Lomond supply? Which of these options is most cost-effective and most readily implemented?
- g. What would be the elements of a proposed conjunctive use project in the basin, and how could the benefits be the most fairly distributed among PARTIES?
- h. What water right implications would have to be considered?
- i. How would any proposed conjunctive use project(s) developed under this AGREEMENT support, complement or conflict with the plans of the Soquel Creek Water District and other regional water agencies?
- j. What opportunities would conjunctive use project(s) using regional groundwater and surface water to support in lieu and/or aquifer storage and recovery provide for altering the operations of the existing water systems of the PARTIES?

## **2. NOTIFICATIONS AND RECORD KEEPING**

For the purposes of this agreement, all notifications related to this MOA will be directed to the PARTIES' general managers. Records related to this MOA will be maintained by the City of Santa Water Department.

## **3. NATURE OF AGREEMENT**

It is understood and acknowledged by PARTIES that this AGREEMENT is only for the purpose specified herein, and that no obligations are imposed on the parties beyond the completion of the WORK PLAN included as Attachment 1.

## **4. EFFECTIVE DATE:**

This AGREEMENT shall become effective only upon its approval by the governing bodies of each party hereto.

## **5. TERMINATION ON THIRTY-DAY NOTICE**

This AGREEMENT may be terminated by any party hereto upon the furnishing to the other parties a thirty (30) day notice of intent to terminate or with an email notification that is acknowledged by the receiving party provided, however, that a terminating party shall be obligated to pay its pro-rata share of any costs incurred up to the date of the termination.

## **6. RELEASE AND INDEMNITY**

Each of PARTIES hereto agrees to indemnify, defend and hold harmless the other PARTIES, and any agency or instrumentality thereof, and their respective elected and appointed officials, officers, employees and agents from and against all liabilities, claims, actions, causes of action, proceedings, suits, damages, judgments, liens, levies, costs and expenses of whatever nature, including reasonable attorneys' fees and disbursements arising out of any actions taken by it in the implementation of this agreement, or any environmental review conducted under the California Environmental Quality Act (CEQA) in connection with this agreement. In the event of concurrent negligence of the PARTIES, their respective officers and/or employees, then the liability for any and all claims for injuries or damages to persons and/or property, which arises out of the terms and conditions of this AGREEMENT shall be apportioned according to the California theories of comparative negligence and/or equitable indemnity, as applicable.

## **7. GOVERNING LAW**

This AGREEMENT is executed in the State of California and that the law of the State of California shall govern this agreement.

## **8. SEVERABILITY**

Should any portion, term, condition, or provision of this AGREEMENT be decided by a court of competent jurisdiction to be illegal or in conflict with any law, or otherwise rendered unenforceable or ineffectual, the validity of the remaining portions, terms, conditions, or provisions shall not be affected thereby.

APPROVED AS TO FORM:

\_\_\_\_\_  
Attorney, CITY of SANTA CRUZ

\_\_\_\_\_  
Legal Counsel, SAN LORENZO VALLEY WATER DISTRICT

\_\_\_\_\_  
Legal Counsel, SCOTTS VALLEY WATER DISTRICT

\_\_\_\_\_  
County Counsel, COUNTY OF SANTA CRUZ

CITY OF SANTA CRUZ

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

By: \_\_\_\_\_  
City of Santa Cruz City Manager

SAN LORENZO VALLEY WATER DISTRICT

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

By: \_\_\_\_\_  
President of the Board of Directors

SCOTTS VALLEY WATER DISTRICT

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

By: \_\_\_\_\_  
General Manager

COUNTY OF SANTA CRUZ

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

By: \_\_\_\_\_  
County Administrative Officer

In Lieu Evaluation: Agreements, Water Rights, Pipe Loop Study, Water Quality Analysis (CITY, SVWD, SLVWD)										
				In Lieu Agreements Review and Approval (TBD)						
						In Lieu Infrastructure Improvements (TBD)				
ASR Phase 1 Studies and Evaluation (CITY)										
		ASR Phase 2 Testing and Analysis includes SMGB and Mid-County Basin Pilots (CITY)								
								ASR Program Development (TBD)		
Recycled Water Alternatives Study with Final Report (CITY)		Element 3 Alternative to Advance based on Yield, Cost, and Timeliness (CITY)								
Update Desalination Feasibility (CITY)										
Regional Collaboration on Water Supply Reliability Alternatives (joint projects/shared infrastructure /cost distribution) (CITY, SVWD, SLVWD, COUNTY, SqCWD)										
						Update Urban Water Management Plan (CITY)				
2017		2018		2019		2020		2021		
Conjunctive Use Grant Project Administration: Contracts, Invoicing, and Reporting (COUNTY)										
	Winter Surface Water Availability (COUNTY, SLVWD)									
	Groundwater Availability (SMGB)									
			Summary of Findings (COUNTY, SLVWD, SMGB)							
	Evaluate Flows for Fish and Analyze Results (COUNTY, SLVWD)									
Evaluate Municipal Needs (SLVWD/SVWD)				Develop Conjunctive Use Management Plan (COUNTY, SLVWD, SVWD, CITY)						
									Water Rights (COUNTY, SLVWD, CITY)	
									CEQA Compliance (COUNTY)	
Implement San Lorenzo Watershed Conjunctive Use and Baseflow Enhancement Plan (COUNTY, SLVWD)										
Public Outreach on Conjunctive Use Management (CITY, COUNTY, SLVWD, SVWD)										

COUNTY: County of Santa Cruz  
SVWD: Scotts Valley Water District  
SLVWD: San Lorenzo Valley Water District  
SqCWD: Soquel Creek Water District  
SMGB: Santa Margarita Groundwater Management Agency  
CITY: City of Santa Cruz

## **Attachment 2**

### **San Lorenzo Watershed/Santa Margarita Basin Conjunctive Use Activities**

#### **San Lorenzo Valley Water District (SAN LORENZO VALLEY)**

1. Working on evaluating Westside diversions to quantify available flow, diversion amounts, bypass amounts, impact on River and tributary flow and temperature.
2. Replacing pipe on Bull Creek and Bennet Creek to enable more use of those sources and allow less diversion from Fall Creek.
3. Evaluating potential use of Kirby treatment plant to treat Loch Lomond water to be able to use their contracted water.
4. Conducting flow gaging on Boulder Creek, Zayante Creek at Zayante and Lompico Creek.

Consultants: Balance Hydrologics, Don Alley, Nick Johnson

#### **Scotts Valley Water District (SCOTTS VALLEY)**

1. Completed an evaluation of the feasibility of using advanced treated recycled water from the Scotts Valley Wastewater Treatment Plant to recharge the aquifer, including evaluating potential recharge at several locations.
2. Developed and updated a Santa Margarita Basin Groundwater Model.
3. Implemented stormwater recharge projects
4. Ongoing monitoring and annual reporting of basin conditions.

Consultants: Kennedy Jenks, Hydrometrics

#### **City of Santa Cruz Water Department (CITY)**

1. Working on investigating opportunities for passive and active recharge (in lieu water transfers and aquifer storage and recovery) in the Santa Margarita Groundwater Basin utilizing available wet season flows and existing surface water rights.
2. Investigating the use of Ranney Collectors or other river bank filtration options to improve quality of water available during the wet season, to reduce the potential requirement for expensive treatment upgrades.
3. Conducting extensive work on establishing fish flow releases and San Lorenzo River watershed restoration efforts to protect and support recovery of threatened steelhead trout and endangered coho salmon.

Consultants: Pueblo Water Resources, Gary Fiske, Balance, Mike Cloud, Kennedy Jenks, Jeff Hagar.

#### **County of Santa Cruz (COUNTY)**

1. Conducting flow gaging on Bean Creek and Zayante Creek above Bean Creek, Eastside flow accretion study from Boulder Creek to Zayante Creek.
2. Performing monthly flow measurements on various streams.
3. Working with Soquel Creek Water District (SOQUEL CREEK) and Resource Conservation District (RCD), to identify locations and implement passive recharge projects.

Consultants: Balance Hydrologics, Don W. Alley

#### **Joint Efforts**

1. SCOTTS VALLEY working with CITY to investigate feasibility of regional projects for indirect potable reuse.
2. Formation of the Santa Margarita Groundwater Agency.
3. CITY, SOQUEL CREEK, SCOTTS VALLEY and SAN LORENZO VALLEY evaluating potential distribution system water quality issues associated with mixing surface water and groundwater supplies.
4. Developing MOA for conjunctive use investigations between CITY, SCOTTS VALLEY, SAN LORENZO VALLEY and COUNTY.

Consultants: Hydrometrics, Kennedy Jenks, Black and Veatch

## ATTACHMENT 3

### Work Plan Activities in Support of Key Questions

The partner agencies are all actively involved in exploring various approaches to improve water supply reliability and environmental sustainability. Section 1 of the MOA includes a set of Key Questions intended to be answered through implementation of a Work Plan Gantt Chart in Attachment 1.

Attachment 1 emphasizes the work being done as part of the CITY's implementation of the recommendations of the Water Supply Advisory Committee and COUNTY'S work with the SAN LORENZO VALLEY and SCOTTS VALLEY that is being completed under a grant funded scope of work for Conjunctive Use for the upper San Lorenzo Watershed.

The partner agencies are and have been engaged in a variety of independent and collaborative studies as summarized on Attachment 2.

Below, the key questions from the MOA are repeated along with a brief description of how work being pursued by the various partner agencies, as well as that contemplated by this MOA will provide information needed to answer these questions.

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#### **AVAILABILITY OF WATER FOR GROUNDWATER RECHARGE, AND TRANSFERS OR EXCHANGES**

- a. What are the opportunities for improving regional water supply reliability and resiliency through the use of in lieu transfers with regional water agencies?**

The agencies are working with each other to evaluate opportunities for conjunctive use of available surface water through in lieu water transfers between various partners.

In collaboration with the MOA partner agencies, the CITY is leading a project that includes evaluating the compatibility of surface and groundwater resources to assess the water quality/corrosion issues associated with comingling waters from varying sources and to identify steps needed to address any issues identified.

- b. What are the opportunities for improving regional water supply reliability and resiliency by banking available wet season flows for long term (more than one year) storage in the Santa Margarita Groundwater Basin (SMGB)?**

The CITY is completing Phase 1 of an Aquifer Storage and Recovery (ASR) feasibility study in the SMGB and the Santa Cruz Mid-County Groundwater Basin (SCMCGB) and will be initiating Phase 2 of this work in 2018. Phase 2 includes pilot testing of ASR in both basins.

The COUNTY is working with SAN LORENZO VALLEY to evaluate the feasibility and infrastructure requirements of diverting winter water for ASR.

The Santa Margarita Groundwater Basin Advisory Committee, which has evolved into the Santa Margarita Groundwater Agency, has recently updated the SMGB model. This model will be used for evaluating the benefits, opportunities, and challenges of potential groundwater recharge projects and their impacts on local surface water resources.

While not using wet season flows, another option for improving regional water supply and resiliency was evaluated by SCOTTS VALLEY in its recently completed Recycled Water Groundwater Recharge feasibility study for the SMGB.

### **INFRASTRUCTURE**

- c. What are the opportunities to share existing or new infrastructure and facilities for achieving increased reliability and resiliency?**

The partner agencies are evaluating infrastructure requirements of groundwater recharge projects and possible synergies of sharing existing infrastructure or partnering on the development of potential new infrastructure.

### **BASIN WATER QUALITY**

- d. How could the development of an ASR program using treated drinking water as a source of supply in the SMGB affect the health of the Basin? How would this compare to the outcome produced by recharging the basin with advanced treated wastewater?**
- e. What are the benefits to the base flow in local creeks and streams from the injection of treated drinking water or advanced treated wastewater into the basin? Can those benefits be quantified and how?**

The CITY's ASR pilot testing program will include significant work to evaluate the potential water quality benefits or challenges associated with injection of treated drinking water into the SMGB.

The partner agencies' evaluation of ASR includes groundwater modeling as well as pilot testing. The CITY's recently completed Recycled Water Feasibility Planning Study also included groundwater modeling to evaluate opportunities for using advanced treated wastewater to recharge groundwater basins. These studies will increase the understanding of potential benefit(s) of groundwater augmentation to the groundwater basin(s) as well as local creeks and streams and project any increases in base flow that could result from groundwater augmentation.

### **MANAGEMENT AND LEGAL**

- f. What are the feasible alternatives for SAN LORENZO VALLEY to access its contractual right to Loch Lomond supply? Which of these options is the most cost-effective and most readily implemented?**

As part of the CITY's evaluation of water supply augmentation options, and in collaboration with the SAN LORENZO VALLEY, options for allowing IT access the water in Loch Lomond to which it has a contractual right are being explored.



**g. What would be the elements of a proposed conjunctive use project in the basin, and how could the benefits be most fairly distributed among regional water agencies?**

The ASR, in lieu and recycled water studies that have been and will be conducted by the partner agencies will yield information about the various elements required for project success. Elements included in this evaluation include physical infrastructure (number pumps, pipes, tanks, wells treatment facilities, etc.), siting facilities, and operational agreements (injection, withdrawal, water rights, etc). Should a project emerge for implementation by a set of partner agencies, the data developed through these efforts would support negotiations to achieve a fair distribution of costs and benefits among the parties.

**h. What water right implications would have to be considered?**

Pre-1914 and appropriative surface water rights are held by both the CITY and the SAN LORENZO VALLEY. In addition, the Sustainable Groundwater Management Act, which applies to the SMGB, will require the development of Groundwater Sustainability Plan that may affect the ongoing operation of the groundwater basin in a manner that may introduce new constraints on basin usage.

Should any project be identified to be pursued, addressing the water rights and resource management implications will be a critically important element of the work. Specifically, water rights constraints such as place of use may need to be revised for any post 1914 water rights that may be involved in such a project.

**i. How would any proposed conjunctive use project(s) support, complement or conflict with the plans of Soquel Creek Water District (SOQUEL CREEK) and other regional water agencies?**

The CITY is working closely with SOQUEL CREEK as they develop their Pure Water Soquel project as well as during the CITY's evaluations of water supply alternatives. In addition, CITY, COUNTY, SOQUEL CREEK, SCOTTS VALLEY and SAN LORENZO VALLEY are working collaboratively to identify and evaluate a wide range of potential opportunities to develop regional projects that may improve regional water supply reliability and resiliency.

**j. What opportunities would conjunctive use project(s) using regional groundwater and surface water to support in lieu and/or ASR provide for altering the operations of existing water systems of the agencies?**

Conjunctive use of water resources amongst SCOTTS VALLEY, SAN LORENZO VALLEY, CITY, COUNTY and any associated water rights considerations is foundational to the work being done by all the partner agencies.

## MEMO

To: Board of Directors  
From: District Manager  
SUBJECT: ADMINISTRATION BUILDING  
DATE: OCTOBER 19, 2017

### **RECOMMENDATION**

It is recommended that the Board of Directors review the following information and provide direction to staff.

### **BACKGROUND**

Earlier this year the Board directed staff to begin looking for alternative locations for the District administrative functions, based on the findings of the Facilities Needs Assessment prepared by William Fisher Architecture, Inc.

The Needs Assessment states the following, “The Administration Building does not conform to relevant standards or Codes, and is deficient in space and parking facilities. The building is here deemed a seismic and fire hazard.”

The Needs Assessment determined that the Administration functions of the District require an estimated 7,560 square feet of conditioned area and total parking load of 28 spaces.

Staff has conducted a review of available office buildings within the District and determined that no single building or cluster of buildings meet the requirements as laid out in the Needs Assessment.

Staff is currently looking into a plan that would move Operations to another location and move Administration functions into the current Operations Building. Staff will continue to provide updates to the Board as progress continues.

### **STRATEGIC PLAN:**

Element 9.0 Administrative Management

### **FISCAL IMPACT:**

Unknown at this time

## **MEMO**

To: Board of Directors

From: District Manager

SUBJECT: ROTATING BOARD MEETING LOCATIONS

DATE: OCTOBER 19, 2017

### **RECOMMENDATION**

It is recommended that the Board of Directors review the following information and provide direction to staff.

### **BACKGROUND**

In an effort to advance community participation and transparency, staff has contacted various meeting room facilities throughout the valley. Five have responded that they are willing to host Board of Directors meetings depending on dates and times.

Staff recommends that the District set up the regular Board of Directors monthly meeting schedule at the 5 different locations for 2018. The five locations are:

Boulder Creek Fire Station, Boulder Creek  
Highlands Senior Center, Ben Lomond  
Spring Lakes Park, Scotts Valley (this will be a daytime meeting)  
Zayante Fire Station, Felton  
Felton Community Hall, Felton

Several of the locations will need to take our meeting request times and dates before their Boards so setting the dates early will be helpful.

### **STRATEGIC PLAN:**

Element 5.6 Fiscal Transparency  
Element 6.0 Public Affairs  
Element 9.0 Administrative Management

### **FISCAL IMPACT:**

Unknown at this time

**SAN LORENZO VALLEY WATER DISTRICT  
BOARD MEETING MINUTES  
September 21, 2017  
5:00 p.m.**

**CONVENE MEETING/ROLL CALL:**

President Ratcliffe convened the meeting at 5:00 p.m.

Drs. Hammer, Baughman, Bruce and Ratcliffe were present. District Manager Lee, Director of Operations Rogers and Legal Counsels Nicholls and Hynes were also present.

A motion was made to excuse the absence of Dir. Smallman. All present voted in favor of the motion.

**ORAL COMMUNICATIONS**

S. Yergovich addressed the Board.

**ADJOURNMENT TO CLOSED SESSION:**

President Ratcliffe adjourned to closed session at 5:02 p.m.

**RECONVENE TO OPEN SESSION:**

Pres. Ratcliffe reconvened the meeting to open session at 5:35 p.m.

**REPORT ACTIONS TAKEN IN CLOSED SESSION:**

President Ratcliffe reported that there was no reportable actions.

**ADJOURNMENT:**

President Ratcliffe adjourned the meeting at 5:36 p.m.

**SAN LORENZO VALLEY WATER DISTRICT  
SPECIAL BOARD MEETING MINUTES**

September 21, 2017

6:00 p.m.

**CONVENE MEETING/ROLL CALL:**

President Ratcliffe convened the meeting at 6:00 p.m.

Drs. Bruce, Baughman, Ratcliffe and Hammer were present. Dir. Smallman was absent but expected. District Manager Lee, Dir. of Operations Rogers, Dir. of Finance and Business Services Hill, Environmental Programs Manager Michelsen and Legal Counsel Nicholls were also present.

**ORAL COMMUNICATIONS:**

J. Fasolas, Felton, D. Loewen & Lois Henry, Lompico, L. Farris addressed the Board.

President Ratcliffe noted that Director Smallman arrived at the meeting.

**UNFINISHED BUSINESS:**

**4a REVENUE STABILIZATION RATES**

District Manager introduced the Revenue Stabilization Rates.

E. Frech, Lompico, J. Fasolas, T. Purdy, Ben Lomond, D. Loewen addressed the Board.

DM Lee answered questions. Each Director addressed the subject.

J. Fasolas and unidentified woman addressed the Board. A. Krem interrupted the meeting and the President. Bob Fultz, Boulder Creek, A. Krem and unidentified woman addressed the Board. A. Krem interrupted the meeting. Unidentified woman addressed the Board. A. Krem interrupted the meeting. 6 unidentified women and D. Loewen, Pat, addressed the Board.

A motion was made to adopt Resolution No. 8 (17-18).

All present voted in favor of the motion.

A. Krem interrupted the meeting.

**4b PUBLIC HEARING ON PROPOSED WATER FEES**

President Ratcliffe opened the public hearing on Proposed Water Fees.

L. Henry, B. Fitzgerald, Ben Lomond, J. Cosgrave, Boulder Creek, T. Lindsay, Felton addressed the Board.

President Ratcliffe called a five minute recess at 7:50 pm.

Pres. Ratcliffe reconvened the meeting at 7:55 pm.

DM Lee explained the bond option and why the District does not think that bonds are a good fit for the District.

J. Fasolas, C. DeBert, Boulder Creek, T. Purdy, L. Garfield, Boulder Creek, J. Nelson, Boulder Creek, K. Brown, Boulder Creek and A. Krem addressed the Board.

A. Krem interrupted the meeting.

President Ratcliffe called a recess at 8:40 pm.

The public hearing reconvened at 8:55 pm.

K. Hill, Ben Lomond, M. Lee, Ben Lomond, S. Smythe, Scotts Valley, P. Terrault, Ben Lomond, Stephen Concannon, Felton, Karen Ehrlick, Felton, Ken, Felton, unidentified gentleman, L. Farris, M. Menard addressed the Board.

DM Lee said that 3882 protests would be needed for the protest to succeed.

Pres. Ratcliffe requested that the District Secretary announce the number of protests received.

3060 protests were received but not validated. DM Lee announced that it is manifestly apparent that the protest did not succeed and recommended that the Board approve Resolution No. 7 (17-18).

A motion was made to adopt Resolution No. 7 (17-18).  
All present voted in favor of the motion.

- 4c PUBLIC HEARING ON PROPOSED BULK WATER FEES  
DM Lee introduces the item. It is not necessary to use the Prop 218 process because they are not metered customers.

Pres. Ratcliffe opened the public hearing at 10:05 pm.

J. Fasolas and K. Brown addressed the Board.

A motion was made to adopt Resolution No. 6 (17-18).  
All present voted in favor of the motion.

- 4d COMMUNITY ASSISTANCE  
Director Bruce introduced the item.

M. Menard, B. Fultz and J. Fasolas addressed the Board.

**NEW BUSINESS:**

- 5a FALL CREEK FISH LADDER CONSTRUCTION CONTRACT  
DM Lee introduced this item and recommended that the Board not declare an emergency and therefore not approve Resolution No. 11 (17-18).

B. Fultz addressed the Board.

Resolution No. 11 (17-18) was rejected.

- 5b PARIS CLIMATE AGREEMENT  
Dir. Bruce introduced this item.

B. Fultz addressed the Board.

Dir. Hammer left the meeting at 10:35 pm.

A motion was made to adopt Resolution No. 9 (17-18)  
All present voted in favor of the resolution.

**CONSENT AGENDA:**

- 6a MINUTES FROM BOARD OF DIRECTORS MEETING AUGUST 17, 2017

- 6b MINUTES FROM SPECIAL BOARD OF DIRECTORS MEETING SEPTEMBER 1, 2017

- 6c WATER DISTRIBUTION SYSTEM IMPROVEMENTS-FIRE HYDRANT

Dir. Smallman requested that item 6b be pulled from the consent agenda because he was not present for the meeting.

A motion was made to approve the meeting minutes for 9.1.17, item 6b.  
3 voted to approve, 1 abstained, 1 absent.

A motion was made to approve the remainder of the Consent Agenda.  
All present voted in favor of the resolution.

**ADJOURNMENT:**

President Ratcliffe adjourned the meeting at 10:45 p.m.

## MEMO

To: Board of Directors  
From: District Manager  
Prepared By: Director of Operations  
Subject: Agreement for Water Service: APN 071-201-65, 7115  
McAdams Lane, Felton, CA  
Date: October 11, 2017

### Recommendation

It is recommended that the Board of Directors review this memo and approve the attached resolution authorizing and directing the District Manager to execute the subject agreement on behalf of the District.

### Background

On September 11, 2017 Mr. Edward Scher requested water service to APN 071-201-65 generally located at 7115 McAdams Lane Felton. Staff review indicates Mr. Scher's parcel is outside the District's Sphere of Influence and will require LAFCO annexation. The LAFCO application will have two parts: sphere amendment and annexation. In addition to the annexation a long service line agreement is required as the District has no facilities at that location and recommends that water service be provided by a long service line agreement locating the water meter on Hihn Road. Staff is recommending water service approval be completed first as the LAFCO process can take up to nine (9) months and cost approximately \$10,000 to \$20,000 without guarantees.

In the past the District has authorized long service line agreements where future water mainline extensions were not likely to be constructed. The applicant is required to, and has provided the District with proof of right-of-way. The applicant is required to participate in any future water mainline extension should such mainline provide service to subject parcel.

It is recommended that the Board of Directors approve the attached resolution which authorizes a long service line agreement to APN 071-201-65.



**STRATEGIC PLAN:**

Element 9.0 Administrative Management

**FISCAL IMPACT:**

Unknown at this time.

Recorded by and for the Benefit of:  
SAN LORENZO VALLEY WATER DISTRICT

and when recorded mail to:

HOLLY MORRISON  
SAN LORENZO VALLEY  
WATER DISTRICT  
13060 HIGHWAY 9  
BOULDER CREEK CA 95006

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**No Fee for Government Agency Pursuant to Gov. Code §27383  
Documentary Tax Exempt R&T Code §11922**

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**AGREEMENT FOR INSTALLATION OF  
WATER SERVICE  
EDWARD AND LORI SCHER  
APN 071-201-65**

THIS AGREEMENT is made this \_\_\_\_\_ day of \_\_\_\_\_ 2017, by and between the SAN LORENZO VALLEY WATER DISTRICT, hereinafter referred to as "DISTRICT" and Edward and Lori Scher, hereinafter referred to as "APPLICANTS".

W I T N E S S E T H

WHEREAS, APPLICANTs desire to receive water service as customers of DISTRICT; and

WHEREAS, APPLICANT'S property, APN 071-201-65, generally located at 7115 McAdams Lane, Felton, California, is situated outside the boundaries of DISTRICT; and

WHEREAS, APPLICANT'S parcel is outside the DISTRICT'S service area; and

WHEREAS, the parcel requires annexation into the DISTRICT'S boundaries and service area; and

WHEREAS, the meter review sheet of APPLICANTS' parcel indicates that a main extension is required by DISTRICT policy to serve this parcel; and

WHEREAS, it is unlikely that a water mainline extension will be constructed for this parcel; and

WHEREAS, service will be by a long service line from the meter; and

WHEREAS, DISTRICT and APPLICANTS are interested in providing service to APPLICANTS' parcel, and this Agreement provides the covenants necessary to resolve the current situation;

NOW THEREFORE, in consideration of their mutual promises, obligations and covenants hereinafter contained, the parties hereto agree as follows:

1. PURPOSE. The purpose of this Agreement is to establish the terms of service to APPLICANT.

2. TERM. The term of this Agreement shall be from the date this Agreement is made and entered, as first written above, until all covenants of this Agreement are completed and accepted by DISTRICT or its successors, or a period of five (5) years, whichever occurs first. This Agreement may be extended in writing by the District Manager. This extension shall not exceed three (3) years.

3. APPLICANT'S PARCEL. APPLICANTS' parcel, which is the subject of this Agreement, is APN 071-201-65, generally located along McAdams Lane, Felton, in an unincorporated area of Santa Cruz County, California.

#### APPLICANT'S OBLIGATIONS

4. CROSS-CONNECTION DEVICE. A cross-connection device is required. Installation and maintenance shall be at APPLICANTS' expense and in accordance with DISTRICT Ordinance 65.

5. ADDITIONAL CONNECTION FEE. At any time in the future should additional dwelling units be added to the subject parcel, additional connection fees shall be collected by DISTRICT and paid by APPLICANT in accordance with DISTRICT ordinance. APPLICANTS shall not connect any additional houses to this service without DISTRICT approval.

6. WATER SERVICE. APPLICANTS shall, at APPLICANTS' own cost, install, maintain, and operate a water service on APPLICANTS' side of the meter, subject to DISTRICT inspection and approval. No leak adjustment will be granted for this service. All water lost on APPLICANTS' side of meter due to faulty or leaking plumbing fixtures shall be paid for by APPLICANTS. APPLICANTS shall, at their own expense, be responsible for repair of the service line to APPLICANTS' parcel. The water meter shall be located within the public domain.

7. RIGHTS-OF-WAY. APPLICANTS shall be responsible for obtaining and maintaining all rights-of-way necessary for the APPLICANTS' service line. APPLICANTS shall provide DISTRICT with proof of said rights-of-way prior to service installation.

8. WATER PRESSURE. APPLICANTS agree to waive the 20-psi minimum pressure requirement of DISTRICT. APPLICANTS agree to provide his own private booster pump on APPLICANTS' side of the meter. Installation and maintenance of the private booster pump facilities shall be the APPLICANTS' responsibility.

9. INSTALLATION OF METER. APPLICANTS shall request meter installation in writing. All fees shall be refundable until APPLICANTS request meter to be installed.

10. PAYMENT OF FEES. APPLICANTS shall pay the following fees and deposit within one (1) year of execution of Agreement:

a)	Connection Fee (5/8" Domestic)	4966.00
b)	Service Installation Deposit (1" Fire)	2500.00
c)	Cross Connection Device (Set 1" Meter)	500.00
d)	Customer Account Deposit	75.00
e)	Account Establishment Charge	20.00

Total Fees	\$ 8,061.00
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The service installation deposit shall be for the cost of installation of the service. APPLICANTS shall receive an accounting of the cost. Should the cost of installation exceed the deposit, APPLICANTS shall pay DISTRICT the difference. Should the actual cost of installation be less than the deposit, DISTRICT shall refund APPLICANTS. Additional connection fees shall be required should the plumbing plan of actual house require larger meter in compliance with DISTRICT code. Any additional connection fee shall be in accordance with the fee schedule in effect at the time of plan submittal.

11. COMPLIANCE. APPLICANTS shall comply with all other DISTRICT rules or ordinances not expressly waived by this Agreement.

12. PARTICIPATION IN FUTURE MAIN CONSTRUCTION. APPLICANTS shall not oppose, protest, or take any exception to the formation of, or his participation in, an assessment district or other methodology for financing and installing any water system capital improvements abutting or benefiting the subject parcel. APPLICANTS shall not oppose any Planning Commission review of water main extensions into this area. APPLICANTS shall execute documents as may be required to contribute his assessed share of the cost of the capital improvements and/or proceedings.

13. HOLD HARMLESS. APPLICANTS agree that they shall assume the defense of, and indemnify and save harmless the DISTRICT and its officers, agents and employees from all suits, actions, damages or claims of every name and description, to which the DISTRICT may be subjected or put by reason of damage or injury to persons or property arising out of or resulting from this Agreement, including, but not limited to, the execution of the work; the negligence or carelessness on the part of the APPLICANTS, their agents or employees; or by or on account of any act or omission of APPLICANTA,

their agents or employees, including any failure to fulfill the terms of all laws and regulations which apply to this Agreement.

#### DISTRICT'S OBLIGATIONS

14. TEMPORARY WAIVER OF DISTRICT REQUIREMENTS FOR APPLICANT. DISTRICT shall temporarily waive the requirements for a main extension along APPLICANT'S frontage on APN 071-201-65 until DISTRICT or others initiate the capital improvements required by DISTRICT regulations.

15. SERVICE CONNECTION. Upon LAFCO approval of annexation into the DISTRICT'S boundaries and service area, payment of all fees, re-evaluation of sizing requirements, proof of applicable rights-of-way and after APPLICANT'S written request to install the meter, DISTRICT shall install water services on McAdams Lane, Felton, CA.

#### GENERAL

16. NOTICE. All written notices to the parties hereto shall be sent United States mail, postage prepaid by registered mail, return receipt requested, addressed as follows:

##### DISTRICT:

Brian C. Lee  
District Manager  
San Lorenzo Valley Water District  
13060 Highway 9  
Boulder Creek, CA 95006  
(831) 338-2153

##### APPLICANTS:

Edward & Lori Scher  
7115 McAdams Lane  
Felton, CA 95018

Changes to the above addresses and persons can be made by the same form of notice.

17. AUTHORITY TO EXECUTE AGREEMENT. Both DISTRICT and APPLICANTS do covenant that each individual executing this Agreement on behalf of each party is a person duly authorized and empowered to execute Agreement for such party. Signature by APPLICANTS or their agents in this Agreement shall be notarized and shall make the APPLICANTS or their agents personally liable for any unpaid costs. APPLICANTS agree to pay all legal fees necessary in recovering any unpaid balance.

SAN LORENZO VALLEY WATER  
DISTRICT:

\_\_\_\_\_  
Brian C. Lee  
District Manager

APPLICANT:

\_\_\_\_\_  
Edward Scher  
\_\_\_\_\_

SAN LORENZO VALLEY WATER DISTRICT

RESOLUTION NO. 11 (17-18)

SUBJECT: APPROVAL OF AGREEMENT REGARDING WATER SERVICE  
FOR EDWARD AND LORI SCHER, APN 071-201-65, FELTON

WHEREAS, Edward and Lori Scher desire to receive service as a customer of the District; and

WHEREAS, the Scher property, APN 071-201-65, generally located on McAdams Lane, Felton California, is situated outside the boundaries of the District; and

WHEREAS, the parcel will require annexation into the District boundaries and service area; and

WHEREAS, the parcel is outside the District's service area; and

WHEREAS, service will be by long service line from a water meter generally located at the end of Hihn Road at McAdams Lane; and

WHEREAS, the District and Edward and Lori Scher are interested in providing service to this parcel and this agreement provides the covenants necessary to resolve the current situation.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the San Lorenzo Valley Water District that the District Manager is authorized and directed to execute the agreement regarding service to Edward & Lori Scher, APN 071-201-65, on behalf of the District.

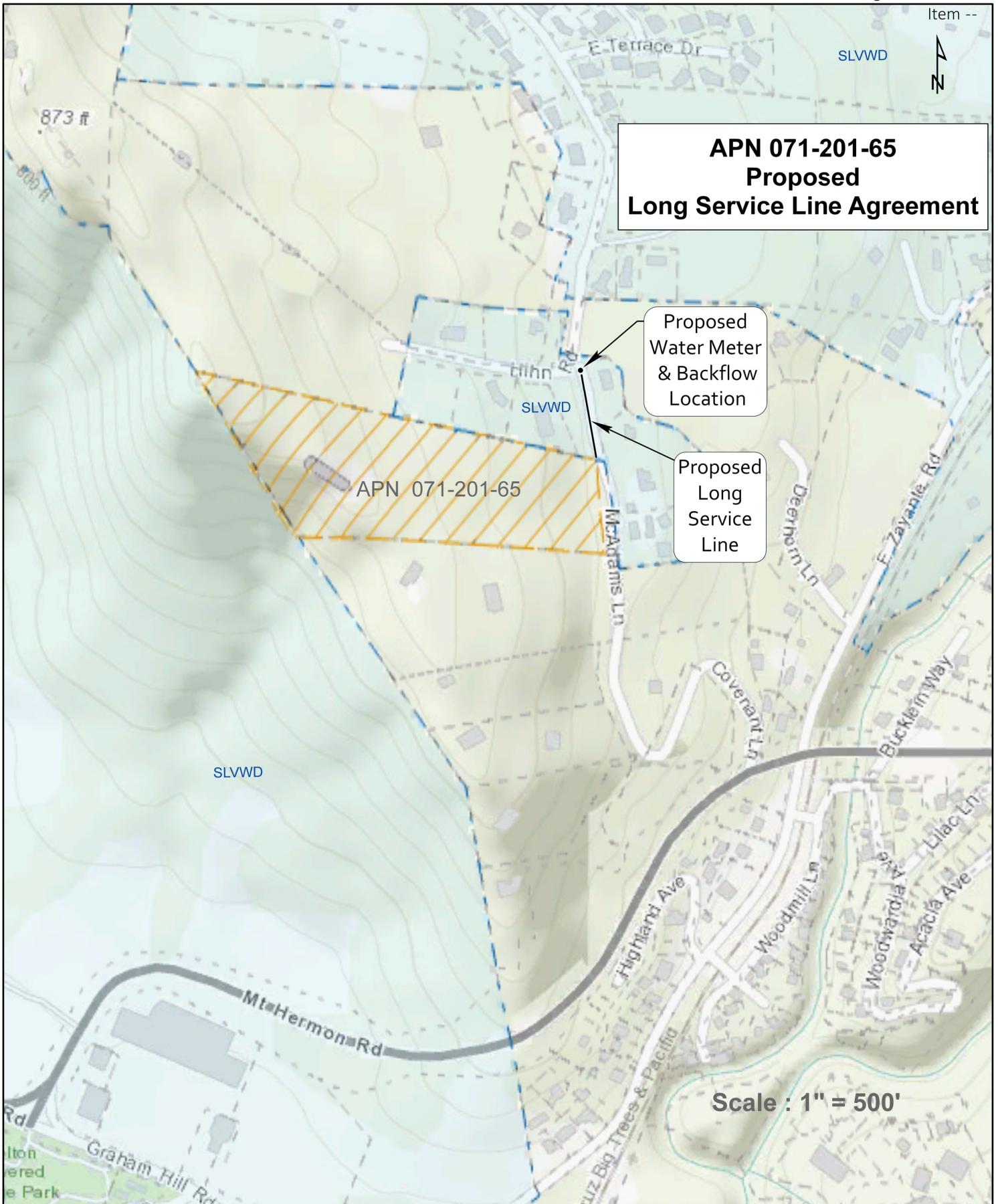
\*\*\*\*\*

PASSED AND ADOPTED by the Board of Directors of the San Lorenzo Valley Water District, County of Santa Cruz, State of California, on the 19<sup>th</sup> day of October, 2017, by the following vote of the members thereof:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

\_\_\_\_\_  
Holly Morrison, District Secretary  
San Lorenzo Valley Water District





**APN 071-201-65  
Proposed  
Long Service Line Agreement**

Proposed  
Water Meter  
& Backflow  
Location

Proposed  
Long  
Service  
Line

**Scale : 1" = 500'**

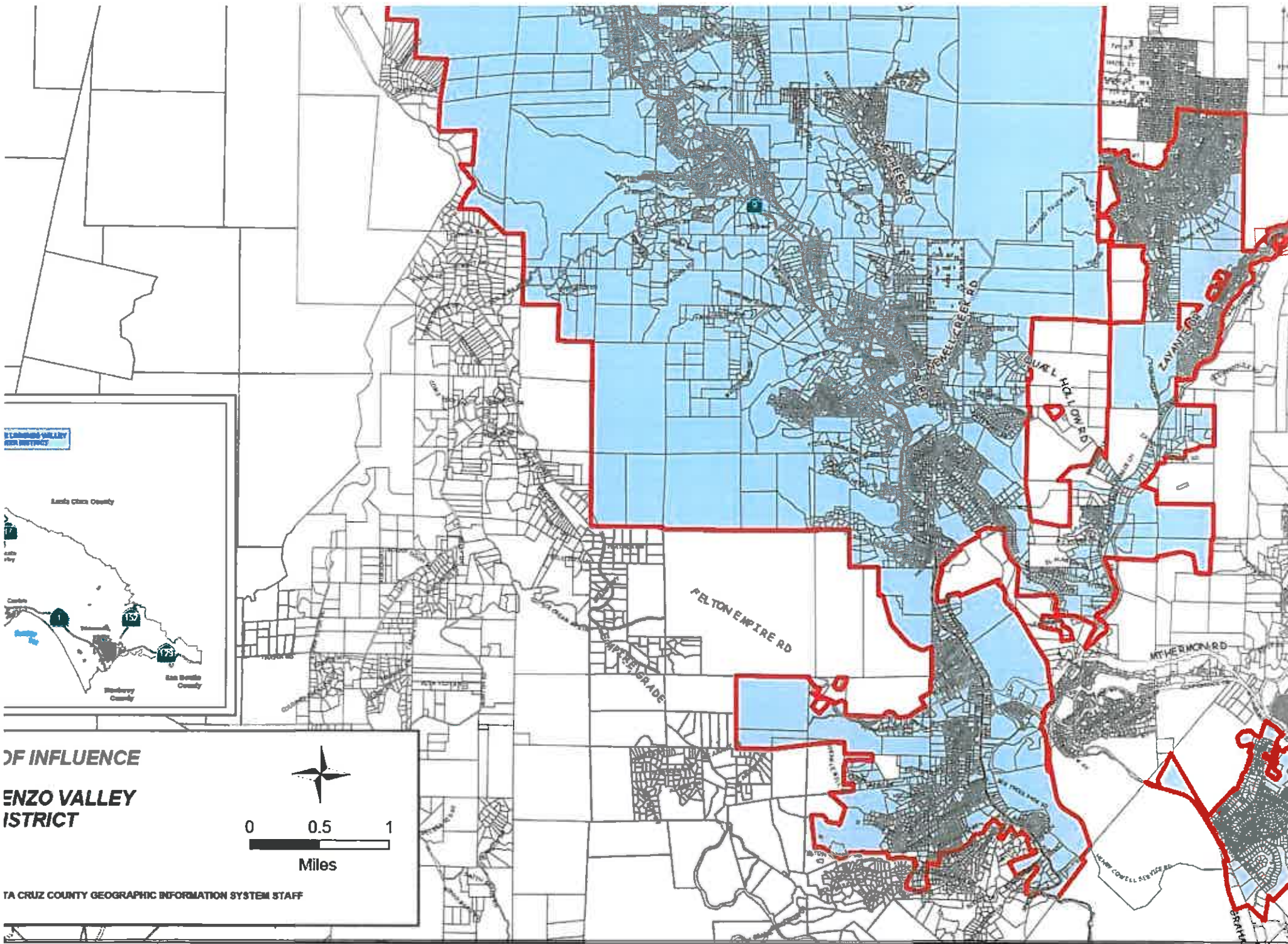


**San Lorenzo Valley Water District**  
Serving the San Lorenzo Valley Since 1941  
13060 Highway 9  
Boulder Creek, California 95006  
Phone: (831) 338-2153 Fax: (831) 338-7986  
www.SLVWD.com

**Attachment 1**

SLVWD Dwg. No.  
Oct. 2017





## MEMO

TO: Mr. Brian Lee, District Manager

FROM: Stephanie Hill, Director of Finance & Business Services

DATE: October 3, 2017

SUBJECT: Annual Disclosure Report of Employee Reimbursements for Fiscal Year 2016-2017

### RECOMMENDATION:

It is recommended that the Board of Directors accept and file the Annual Disclosure Report of Employee Reimbursements for Fiscal Year 2016-2017.

### BACKGROUND:

In accordance with Government Code Section 53065.5, each special district shall, at least annually, disclose and make available for public inspection, any reimbursement paid by the District within the immediately preceding fiscal year of at least one hundred dollars (\$100) for each individual charge for services for product received. "Individual charge" includes, but is not limited to, one meal, lodging for one day, transportation or a registration fee paid to any employee or member of the governing body of the District.

### STRATEGIC PLAN:

8.0 Organizational Health/Personnel

### FISCAL IMPACT:

\$7,903.06

**SAN LORENZO VALLEY WATER DISTRICT  
REIMBURSEMENT DISCLOSURE REPORT  
JULY 1, 2016 - JUNE 30, 2017**

DATE	EMPLOYEE	TOTAL	CATEGORY
07/28/16	ANDI O'NEAL	\$ 150.76	MEAL
07/28/16	JAMES FURTADO	\$ 173.21	DISTRICT UNIFORM
08/04/16	JAMES FURTADO	\$ 114.17	DISTRICT UNIFORM
08/04/16	HOLLY MORRISON	\$ 422.50	EMPLOYEE RECOGNITION
08/19/16	RICK ROGERS	\$ 151.20	CERTIFICATION
09/16/16	LEONARD KUHNLEIN	\$ 119.36	DISTRICT UNIFORM
10/04/16	JOE DAVIS	\$ 132.55	DISTRICT UNIFORM
10/16/16	STEPHANIE HILL	\$ 1,481.33	CONFERENCE (2 PEOPLE)/MILEAGE
10/21/16	KENDRA NEGRO	\$ 247.30	CONFERENCE/MILEAGE
10/21/16	HOLLY MORRISON	\$ 299.55	CONFERENCE/MILEAGE
12/02/16	STEPHANIE HILL	\$ 105.30	MILEAGE
12/09/16	JOHN TREGEMBO	\$ 140.00	CERTIFICATION
12/22/16	HOLLY MORRISON	\$ 316.48	CONFERENCE/SUPPLIES
01/18/17	BEN BEASLEY	\$ 104.04	DISTRICT UNIFORM
01/19/17	BEN VIRAMONTES	\$ 282.06	DISTRICT UNIFORM
02/09/17	DETLEF ADAM	\$ 268.09	DISTRICT UNIFORM
02/09/17	JESSE GUIVER	\$ 271.93	DISTRICT UNIFORM
02/16/17	CHELSEA SLADWICK	\$ 150.00	DISTRICT UNIFORM
02/16/17	HOWARD OLIPHANT	\$ 153.96	DISTRICT UNIFORM
03/02/17	JOHN TREGEMBO	\$ 109.99	DISTRICT UNIFORM
03/02/17	NATE GILLESPIE	\$ 239.45	DISTRICT UNIFORM
03/06/17	ANDI O'NEAL	\$ 150.00	DISTRICT UNIFORM
03/09/17	HOLLY MORRISON	\$ 211.53	CONFERENCE/ SUPPLIES
03/10/17	JOE DAVIS	\$ 167.37	DISTRICT UNIFORM
03/16/17	NATE GILLESPIE	\$ 150.00	DISTRICT UNIFORM
03/16/17	ANDY ROBUSTELLI	\$ 161.97	DISTRICT UNIFORM
03/29/17	JOHN TREGEMBO	\$ 102.70	DISTRICT UNIFORM
04/12/17	JAMES FURTADO	\$ 151.23	DISTRICT UNIFORM
04/21/17	SCOTT MATTOCH	\$ 150.00	DISTRICT UNIFORM
05/05/17	GREGORY UNGER	\$ 133.24	CONFERENCE/RENTAL CAR
05/10/17	NATE GILLESPIE	\$ 152.60	DISTRICT UNIFORM
05/10/17	JOE CONE	\$ 387.35	DISTRICT UNIFORM
05/24/17	GREGORY UNGER	\$ 133.24	CONFERENCE/MILEAGE
05/24/17	HOWARD OLIPHANT	\$ 192.76	DISTRICT UNIFORM
06/09/17	HOLLY MORRISON	\$ 225.84	CONFERENCE/MILEAGE
<b>TOTAL</b>		<b>\$ 7,903.06</b>	

This report was prepared pursuant to California Government Code Section 53065.5.

## MEMO

TO: Board of Directors  
FROM: District Manager  
SUBJECT: Administration/Engineering Departments Status Report  
DATE: October 19, 2017

Deleted: Sept 21

### RECOMMENDATION:

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

### BACKGROUND:

#### MEETINGS OF NOTE

- Sept 28 DM participated in a SMGWA JPA debrief discussion with representatives from SVWD.
- October 5 the DM had coffee with the GM from SVWD
- October 5 the DM meet with representatives from the USDA
- October 17 the DM meet with Brian Sanders, representative of ACWD Region 5

### BEAR CREEK ESTATES PROPOSED RATE INCREASE

Staff has prepared the following workplan to move forward regarding the proposed Bear Creek Estates Rate Increase:

- Pending availability of site, staff will host a public meeting on October 26 at 6pm at the Bear Creek Estates Country Club, inviting all residents of the sewer system to attend. Individual letters will be sent to each sewer customer.
- At the November 16 Board Meeting, staff will request that the Board set a date and time for the official 218 public hearing. Staff is proposing that the public hearing be held at the yet-to-be-officially-scheduled January 18<sup>th</sup> Board Meeting.
- Staff will implement suggestions regarding outreach and communication gleaned from tonight's post-assessment discussion regarding the recent water 218 process.

Deleted: <#>Aug 17 DM attended the monthly water managers luncheon¶  
<#>Aug 22 DM attended the Spring Lakes MHP Board Meeting to correct misinformation spread by the Press Banner.¶  
<#>Aug 30 DM attended the Santa Margarita Groundwater Agency JPA meeting¶  
<#>Sept 1 DM participated in a teleconference with Community Bridges regarding low-income assistance.¶

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#### 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

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currently developing a work plan for review by the Board. Staff has prepared a Board Agenda update for tonight's discussion.

Deleted: Staff anticipates an October review

#### BOARD MEETING LOCATION

At the July Regular Board Meeting staff was instructed to develop a work plan for rotating the meeting location of the Board within the District's service area. The intent being to allow greater access to Board meetings for District customers while also removing the need for District owned space for periodic meetings. Staff has prepared a Board Agenda update for tonight's discussion.

Deleted: Staff is currently developing a work plan for review by the Board. Staff anticipates an October review

#### PROBATION TANK REPLACEMENT PROJECT

The 100% Plan Review is complete. The Project's Habitat Conservation Plan (HCP) was approved by the Board in late summer. Staff has learned that the HCP has not been published in the Federal Register yet. There was a delay due to policy changes at the Federal level. This will delay obtaining the permit by a couple months, but should not delay the project.

Due to permit delays the 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 low-interest loans, either from the State or Feds. WSC continues to work with staff in preparation for obtaining a federal USDA loan. Staff anticipates requesting authorization to apply for the loan sometime in the fall or winter of this year.

#### SWIM TANKS REPLACEMENT PROJECT

Project is bid ready. Will likely be merged into a single bid with the Probation Tank project this upcoming winter/spring. WSC continues to work with staff in preparation for obtaining a federal USDA loan. Staff anticipates requesting authorization to apply for the loan sometime in the fall or winter of this year.

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#### FALL CREEK FISH LADDER

100% plans and specifications are under staff review.

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 project is expected to be accomplished through low-interest loans, either from the State or Feds. WSC continues to work with staff in preparation for obtaining a federal USDA loan. Staff anticipates requesting authorization to apply for the loan sometime in the fall or winter of this year.



#### FELTON HEIGHTS WATER STORAGE TANK

Staff is working to obtain necessary easements on neighboring property. Design is expected for winter of ~~2017~~ with construction occurring in Spring ~~2018~~.

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Funding for the project is expected to be accomplished through low-interest loans, either from the State or Feds. WSC continues to work with staff in preparation for obtaining a federal USDA loan. Staff anticipates requesting authorization to apply for the loan sometime in the fall or winter of this year.

#### LOMPICO ASSESSMENT DISTRICT PROJECTS

Staff has completed a 10-year schedule for completion of all projects assigned to the Lompico Assessment District. Staff is working on a Request for Proposals (RFP) to begin design work on the Lewis Tank Replacement.

#### LOMPICO ASSESSMENT DISTRICT OVERSIGHT COMMITTEE Q&A

No questions were submitted this month.

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## M E M O

TO: Board of Directors

FROM: District Manager

PREPARED BY: Director of Finance & Business Services

SUBJECT: FINANCE & BUSINESS SERVICES STATUS REPORT

DATE: October 19, 2017

### RECOMMENDATION:

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

### BACKGROUND:

#### **AUDIT**

We have our final working trial balance from the audit and are now compiling the remainder of the support for the statistical section. We hope to have a draft report by the beginning of November.

#### **NEW RATES**

We are doing the behind the scenes work to make sure the system is set-up and billing is ready for the new rates to be implemented. With that, we are also preparing the front office staff for potential negative situations. Unfortunately, they are the front line that receives the brunt of any negativity from customers. We have already began to be cursed at and threatening notes written on payments, of which we have procedures for how to proceed. While we are all empathetic to how a rate increase can impact people, we can accept a little venting, but we have zero tolerance for certain behavior.

#### **STORM DAMAGE / FEMA**

Similar to the SRF loans we had received, this requires a lot of tracking, gathering and submittal work. FEMA tracking has slowed down a little since rainy season has some projects on hold until the spring.

#### **SALARY STUDY**

From the Budget & Finance committee meetings, we have been discussing the logistics of a salary study. This is an item identified on the strategic plan and is good business practice. We are developing some guidelines and working with the employee bargaining units. There will be an RFP and review committee assigned

to help see this process through. This will likely come to the Board at the November meeting.

**CUSTOMER SERVICE SUPPORT**

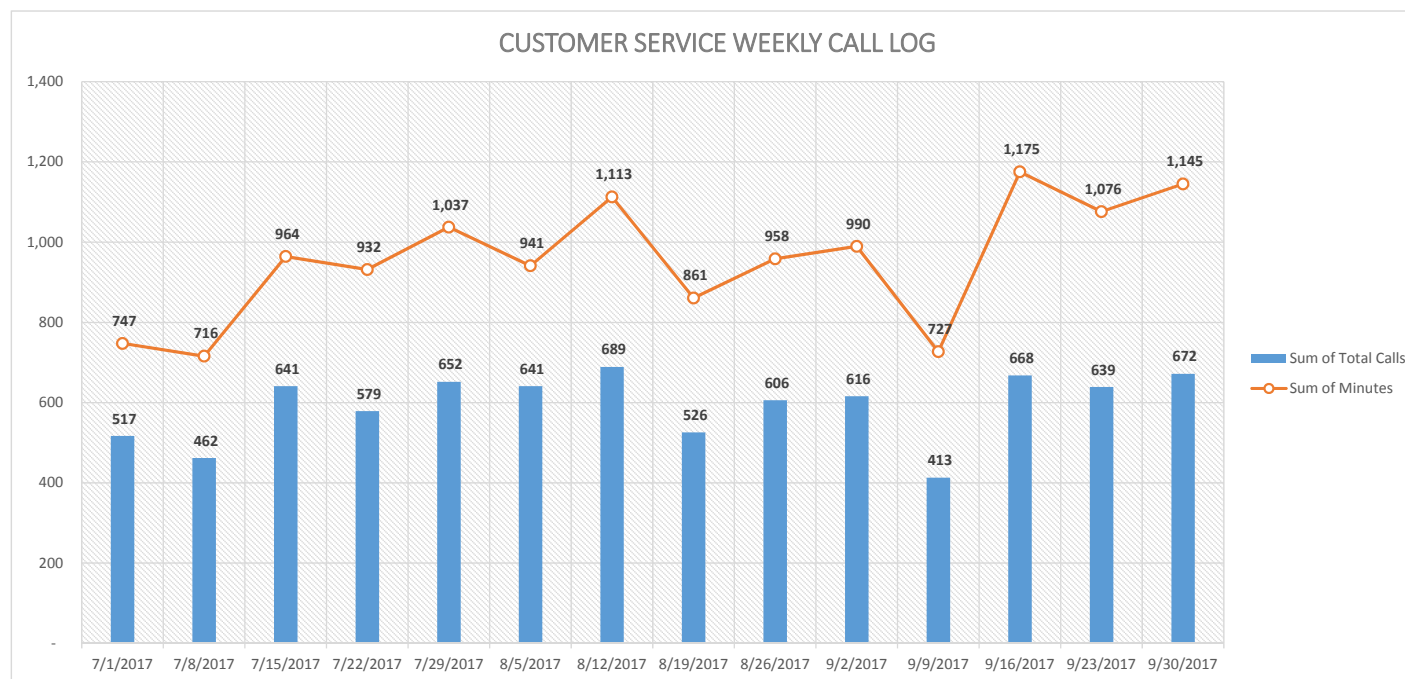
Customer Service stats and information is included in this status report for review.

**BILL LIST**

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

**FINANCIAL SUMMARY**

This packet contains the FY2016/17 summary and the August summary..



Week Ending	Incoming Calls		Outgoing Calls		Total Calls	
	# Calls	Minutes	# Calls	Minutes	# Calls	Minutes
7/1/2017	302	610	215	137	517	747
7/8/2017	272	565	190	151	462	716
7/15/2017	391	769	250	195	641	964
7/22/2017	320	633	259	298	579	932
7/29/2017	368	761	284	276	652	1,037
8/5/2017	387	757	254	184	641	941
8/12/2017	403	832	286	280	689	1,113
8/19/2017	337	702	189	158	526	861
8/26/2017	329	706	277	252	606	958
9/2/2017	354	759	262	230	616	990
9/9/2017	265	601	148	126	413	727
9/16/2017	438	918	230	257	668	1,175
9/23/2017	364	859	275	217	639	1,076
9/30/2017	393	869	279	279	672	1,145

Weekly Notes
<p>Main Break: West Drive, Coleman, Camino Sinuoso</p> <p>Tags, California Dr, Lake Blvd, Lake St, HWY 9, Bear Creek Rd, Lompico Rd, St Francis Dr</p> <p>Turn offs, Wells St, Glen Arbor, Russell, Bean Ave, Ridgeview Dr</p> <p>Tags, Main Breaks: Wells, Shady Way, HWY 9, Vera Ave</p> <p>Turn offs, Main Breaks: Marion &amp; Kessler, Bear Creek Rd, Boulder Brook, South, Rancho Rio, Brookside, Visitar, Laurel, Sunbeam</p> <p>Tags, Main Breaks: Hoot Owl, Coleman Ave, Prospect, Brackney, Lake Blvd, Hwy 9, View Dr</p> <p>Turn offs, Kessler Dr, HWY 9 2 leaks, Love Creek Rd, Hoot Owl Way, Lake Blvd, Brookside Dr., Hartman ave, Bear Creek Rd, Glen Arbor</p> <p>Tags, Willowbrook, Huckleberry lane, Circle Dr, Glen Arbor Rd, Moonridge Dr, Mitchell dr, Brookside Dr, Blue Ridge Dr</p> <p>Turn offs, Valley Drive, West Dr, Amity Way, Quigg way, Scenic Way, Mill St, Hermosa</p> <p>Tags, Whitter ave, Laurel st, Willowbrook, Alta Via Rd, Scenic, Valley Dr, Hermosa ave, E Zayante Rd</p> <p>Turn offs, Upper Van Allen, Hiawatha Rd, West Road</p> <p>Tags, Main Break: Lorenzo Ln, Taylor Rd, South St, Larkspur, Russell, Alta Via</p> <p>Turn Offs, Main Break: Coleman Ave, Glen Arbor rd, Valley dr</p> <p>Tags, Main Break: Pacific Ave, Madrona Ave, E Zayante Rd, River Rd, Oak Ave, Two Bar rd, East Creek Bridge, HWY 9</p>

# **CUSTOMER SERVICE DEPT SUMMARY**

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

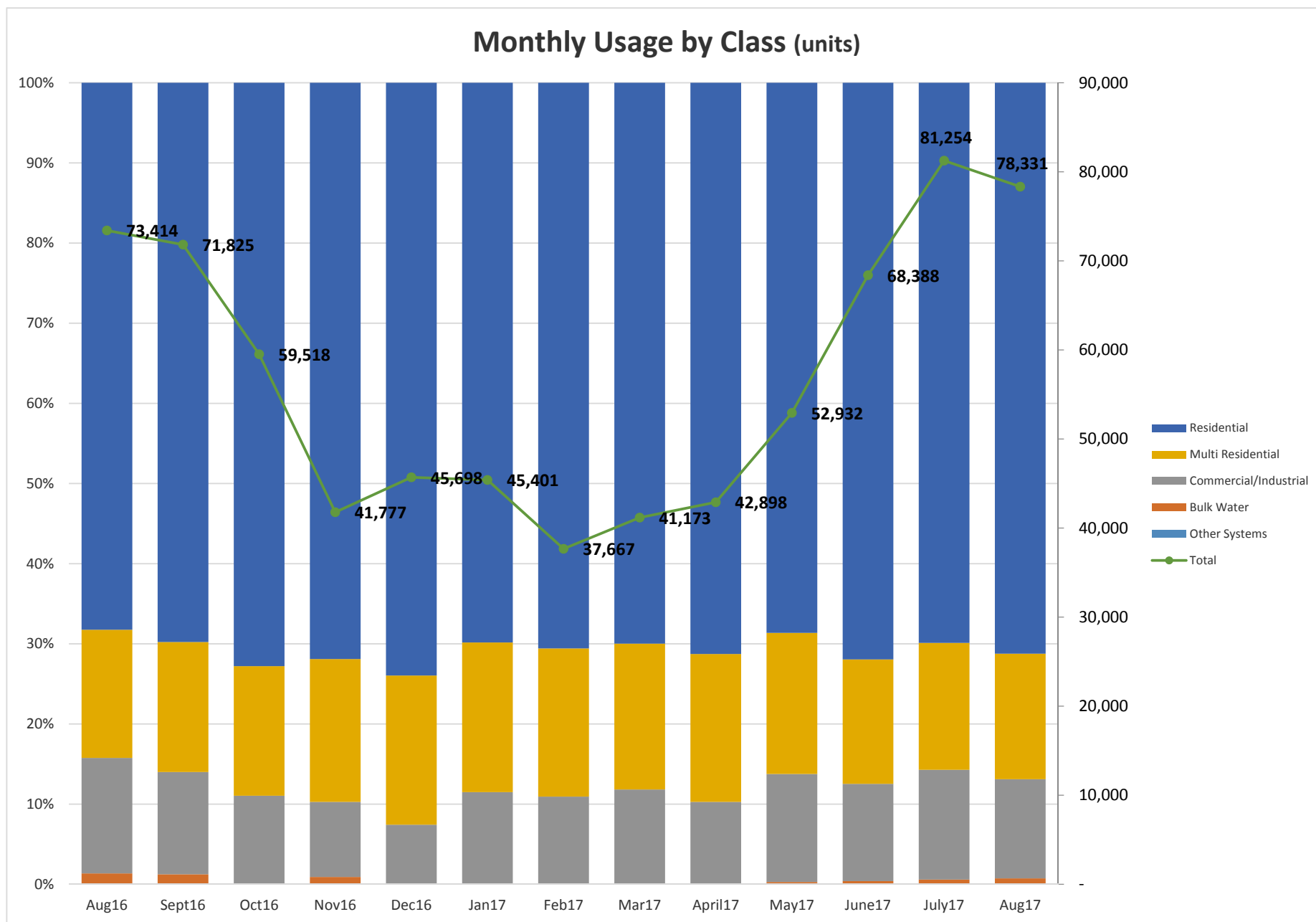
## **Online / Going Green**

*As of 10/10/2017*

Online Sign-ups	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	998	979	957	949	931	920	879	858	843	826	808	783	762	740	721
Auto Pay	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





# Accounts Payable

## Outstanding Invoices

User: KendraNegro  
 Printed: 10/11/2017 - 4:21 PM  
 Date Type: JE Date  
 Date Range: 09/13/2017 to 10/11/2017



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
00046 - RED WING SHOE STORE						
01-400-5171	9/25/2017	9/21/2017	12-822	00186-03-2018	236.46	BOOTS (155)
Task Label:		Type:	PO Number:	0000100953		
Total for Vendor 00046 - RED WING SHOE STORE:					236.46	
00047 - SOIL CONTROL LAB						
01-800-5202	9/25/2017	9/22/2017	7090566	00186-03-2018	145.00	WATER ANALYSIS_HWY 9/CELIA
Task Label:		Type:	PO Number:	0000100922		
Total for Vendor 00047 - SOIL CONTROL LAB:					145.00	
00076 - ERNIE'S AUTO CENTER						
01-400-5300	9/25/2017	9/22/2017	714155	00186-03-2018	12.15	WHEEL CHOCK
01-400-5410	9/29/2017	9/28/2017	714830	00239-03-2018	8.22	MOTOR OIL
Total for Vendor 00076 - ERNIE'S AUTO CENTER:					20.37	
00080 - GRANITE CONSTRUCTION CO						
01-400-5300	9/25/2017	9/12/2017	1241096	00186-03-2018	127.81	PAVING ON GLEN ARBOR/BROOKSIDE
01-400-5300	9/25/2017	9/13/2017	1241720	00186-03-2018	37.43	BASE ROCK_QUAIL BINS
01-400-5300	9/25/2017	9/18/2017	1245079	00186-03-2018	120.91	QUAIL BINS
01-400-5300	9/25/2017	9/19/2017	1245556	00186-03-2018	102.55	BACKFILL MATERIAL
01-400-5300	9/25/2017	9/19/2017	1245556	00186-03-2018	246.56	236 HYDRANT REPAIR
01-400-5300	9/25/2017	9/11/2017	124620	00186-03-2018	154.29	RECYCLE ASPHALT
01-000-1565	9/29/2017	9/20/2017	1246375	00239-03-2018	662.98	LYON ACCESS RD REPAIR
Total for Vendor 00080 - GRANITE CONSTRUCTION CO:					1,452.53	
00082 - MID VALLEY SUPPLY						
01-400-5600	9/25/2017	9/22/2017	217835	00186-03-2018	45.36	BATH TISSUE_OPS

## Vendor

Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
Total for Vendor 00082 - MID VALLEY SUPPLY:					45.36	
00118 - FARMER BROTHERS COFFEE						
01-400-5600	9/25/2017	9/20/2017	65862573	00186-03-2018	243.60	COFFEE SUPPLIES
Total for Vendor 00118 - FARMER BROTHERS COFFEE:					243.60	
00120 - GRANITEROCK						
01-000-1565	9/25/2017	9/19/2017	6167-01	00186-03-2018	162,715.89	BEAR CREEK RD 8" MAIN REPLACEMENT
Total for Vendor 00120 - GRANITEROCK:					162,715.89	
00125 - SCARBOROUGH LUMBER						
01-800-5300	10/10/2017	9/29/2017	128724	00050-04-2018	30.68	KWTP FORK LIFT_FUEL
01-800-5300	10/10/2017	9/26/2017	563808	00050-04-2018	103.64	LWTP CL2 LINE REPAIR
01-400-5300	10/10/2017	9/29/2017	563935	00050-04-2018	16.77	TRANSDUCER LINE REPAIR
01-400-5300	10/10/2017	9/29/2017	563948	00050-04-2018	44.65	MISC PLUMBING PARTS
01-400-5420	10/10/2017	10/2/2017	564040	00050-04-2018	21.63	CLEANING SUPPLIES
01-400-5311	10/10/2017	10/3/2017	564051	00050-04-2018	93.44	CHAINSAW CHAIN
01-400-5410	10/10/2017	10/4/2017	564112	00050-04-2018	28.96	TRUCK SUPPLIES
01-400-5311	10/10/2017	10/4/2017	564131	00050-04-2018	61.52	MISC SOCKETS/ RACHET
01-400-5311	10/10/2017	10/5/2017	564139	00050-04-2018	93.44	CHAIN SAW CHAIN
Total for Vendor 00125 - SCARBOROUGH LUMBER:					494.73	
00181 - LAS ANIMAS CONCRETE						
01-400-5300	9/25/2017	9/12/2017	129055	00186-03-2018	1,086.58	2 SK SLURRY
Total for Vendor 00181 - LAS ANIMAS CONCRETE:					1,086.58	
00216 - KATHLEEN GERRITY						
01-200-5410	9/29/2017	9/28/2017	100693	00239-03-2018	8.08	STEERING WHEEL COVER_V#340
Total for Vendor 00216 - KATHLEEN GERRITY:					8.08	
00227 - SUPERIOR TANK COMPANY, INC						
01-400-5200	9/25/2017	9/21/2017	1662C	00186-03-2018	4,500.00	NINA TANK HATCH REPAIRS
Task Label:		Type:		PO Number:	0000100954	
Total for Vendor 00227 - SUPERIOR TANK COMPANY, INC:					4,500.00	
00243 - GOOD TIMES						

**Vendor**

Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
00243 - GOOD TIMES						
01-500-5620	9/25/2017	9/15/2017	2017-259463	00186-03-2018	451.00	WATER CONSERVATION AD
Total for Vendor 00243 - GOOD TIMES:					451.00	
00247 - INDEPENDENT ELECTRIC SUPPLY						
01-800-5300	9/29/2017	9/25/2017	S103425226.001	00239-03-2018	2,909.62	SPARE STARTERS FOR LYON
Task Label:		Type:	PO Number:	0000100963		
Total for Vendor 00247 - INDEPENDENT ELECTRIC SUPPLY:					2,909.62	
00268 - WATTS ON						
01-400-5200	9/25/2017	9/19/2017	12077	00186-03-2018	365.09	GENERATOR SERVICE_OPS
01-100-5200	9/25/2017	9/19/2017	12078	00186-03-2018	449.37	GENERATOR SERVICE_ADMIN
Total for Vendor 00268 - WATTS ON:					814.46	
00317 - D C TAPPING						
01-400-5200	9/29/2017	9/15/2017	9627	00239-03-2018	525.00	HOT TAP_OAK & 236 HYDRANT
Total for Vendor 00317 - D C TAPPING:					525.00	
00354 - SONICWALL SERVICES						
01-400-5200	9/25/2017	9/7/2017	1568945	00186-03-2018	202.00	IT - 3 ROUTER
Total for Vendor 00354 - SONICWALL SERVICES:					202.00	
00367 - INFOSEND, INC						
01-100-5650	9/29/2017	9/14/2017	125881	00239-03-2018	6,307.25	PROP 218 POSTAGE
01-100-5200	9/29/2017	9/14/2017	125881	00239-03-2018	5,768.99	PROP 218 MAILING FEES
Total for Vendor 00367 - INFOSEND, INC:					12,076.24	
00423 - BAY AREA BARRICADE						
01-400-5401	9/29/2017	9/27/2017	0349016	00239-03-2018	449.89	TRAFFIC SAFETY SIGNS/CONES FOR FIELD SERVICE CREW
Task Label:		Type:	PO Number:	0000100955		
Total for Vendor 00423 - BAY AREA BARRICADE:					449.89	
00550 - HACH COMPANY						
01-800-5300	9/29/2017	9/22/2017	10644234	00239-03-2018	902.16	WATER TREATMENT SUPPLIES
Task Label:		Type:	PO Number:	0000100921		

Vendor

Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
Total for Vendor 00550 - HACH COMPANY:					902.16	
00566 - C S S C						
01-400-5510	9/25/2017	9/22/2017	170900059101	00186-03-2018	374.73	ANSWERING SERVICE
Task Label:		Type:	PO Number:	0000100939		
Total for Vendor 00566 - C S S C:					374.73	
00643 - MANCO, INC						
01-400-5300	9/25/2017	9/7/2017	537173	00186-03-2018	1,550.77	ROSEMOUNT PRESSURE TRANSDUCER 2088G1S22A1Mc-DW
Task Label:		Type:	PO Number:	0000100956		
Total for Vendor 00643 - MANCO, INC:					1,550.77	
00711 - ROBERTS & BRUNE CO.						
01-000-1310	10/10/2017	10/4/2017	S1682896.001	00050-04-2018	39.85	REPAIR CLAMP 3/4" X 3"
Task Label:		Type:	PO Number:	0000100970		
01-000-1310	10/10/2017	10/4/2017	S1682896.001	00050-04-2018	359.69	FULL CIRCLE 2.35-2.63 12.50"
Task Label:		Type:	PO Number:	0000100970		
01-000-1310	10/10/2017	10/4/2017	S1682896.001	00050-04-2018	10.97	NIPPLE GALV 3/4" X 6"
Task Label:		Type:	PO Number:	0000100970		
01-000-1310	10/10/2017	10/4/2017	S1682896.001	00050-04-2018	253.31	FULL CIRCLE 2.35-2.63 7.50"
Task Label:		Type:	PO Number:	0000100970		
01-000-1310	10/10/2017	9/28/2017	S1682896.002	00050-04-2018	42.15	NIPPLE GALV 3" X 6"
Task Label:		Type:	PO Number:	0000100970		
01-000-1310	10/10/2017	9/28/2017	S1682896.002	00050-04-2018	107.26	6" GLAND PACK
Task Label:		Type:	PO Number:	0000100970		
01-000-1310	10/10/2017	9/28/2017	S1682896.002	00050-04-2018	306.12	GATE VALVE 3"
Task Label:		Type:	PO Number:	0000100970		
01-000-1310	10/10/2017	9/28/2017	S1682896.002	00050-04-2018	123.59	CORP PIPE-PIPE IP 3/4"
Task Label:		Type:	PO Number:	0000100970		
01-000-1310	10/10/2017	9/28/2017	S1685535.001	00050-04-2018	1,442.51	GATE VALVE MJ 6" A2360-20
Task Label:		Type:	PO Number:	0000100971		
Total for Vendor 00711 - ROBERTS & BRUNE CO.:					2,685.45	
00721 - UNITED SITE SVCS.,INC						
01-400-5200	9/25/2017	9/21/2017	114-5820702	00186-03-2018	165.21	QUAIL YARD TOILET
Task Label:		Type:	PO Number:	0000100924		
Total for Vendor 00721 - UNITED SITE SVCS.,INC:					165.21	
10067 - NBS						

**Vendor**

	Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
10067 - NBS							
	01-100-5200	9/29/2017	9/20/2017	91700190	00239-03-2018	40.82	REIMBURSABLE EXPENSES
	01-100-5200	9/29/2017	9/20/2017	91700190	00239-03-2018	1,125.00	CONSULTING SERVICES
	Task Label: CAP-16170002		Type: E	PO Number:			
	01-100-5200	9/29/2017	9/20/2017	91700190	00239-03-2018	750.00	CONSULTING SERVICES
	Task Label: EXP-1516003A		Type: E	PO Number:			
Total for Vendor 10067 - NBS:						1,915.82	
10139 - NATIONAL METER AUTOMATION							
	01-400-5300	10/10/2017	9/22/2017	S1089548.002	00050-04-2018	1,100.55	ORION ENDPOINT ASSEMBLIES
Total for Vendor 10139 - NATIONAL METER AUTOMATION:						1,100.55	
10158 - NOSSAMAN, LLP							
	01-100-5210	9/29/2017	9/26/2017	471223	00239-03-2018	39,693.34	PROFESSIONAL SERVICES THROUGH 8/31/17
Total for Vendor 10158 - NOSSAMAN, LLP:						39,693.34	
10165 - BOULDER CREEK FIRE PROTECTION DISTRICT							
	01-100-5200	9/25/2017	9/14/2017	091417	00186-03-2018	7,500.00	INSTALL SEPTIC PUMP TANK SYSTEM_SLVWD 50%
Total for Vendor 10165 - BOULDER CREEK FIRE PROTECTION DISTRICT:						7,500.00	
10166 - SAFETY-KLEEN SYSTEMS, INC							
	01-800-5200	9/29/2017	9/15/2017	74724492	00239-03-2018	5,476.00	REMOVAL/DISPOSAL OF HAZARDOUS MATERIAL AT LYON WTP.
	Task Label:		Type:	PO Number:	0000100972		
Total for Vendor 10166 - SAFETY-KLEEN SYSTEMS, INC:						5,476.00	
10167 - M3 ENVIRONMENTAL CONSULTING							
	01-100-5200	9/29/2017	9/26/2017	1737201	00239-03-2018	4,010.00	MOLD, ASBESTOS, LEAD INSPECTION
Total for Vendor 10167 - M3 ENVIRONMENTAL CONSULTING:						4,010.00	
UB*00341 - Sterling Peak LLC							
	01-000-2100	9/28/2017	9/28/2017		00196-03-2018	1.55	Refund Check
	Task Label:		Type:	PO Number:			
	01-000-2100	9/28/2017	9/28/2017		00196-03-2018	109.59	Refund Check
	Task Label:		Type:	PO Number:			
	01-000-2100	9/28/2017	9/28/2017		00196-03-2018	5.89	Refund Check
	Task Label:		Type:	PO Number:			

Vendor						
Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
Total for Vendor UB*00341 - Sterling Peak LLC:					117.03	
Report Total:					253,867.87	

# Accounts Payable

## Checks by Date - Detail by Check Number

User: KendraNegro  
Printed: 10/11/2017 4:21 PM



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

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
13573	10003 3249	AERO-ENVIRONMENTAL HAZARDOUS MATERIAL SURVEY/TANKS	09/14/2017		1,440.00
		Total for Check Number 13573:		0.00	1,440.00
13574	10023 3020364	AT & T CAPITAL SERVICES, INC V2 SYSTEM MAINTENANCE	09/14/2017		396.07
		Total for Check Number 13574:		0.00	396.07
13575	00145 314-325106	BATTERIES PLUS REPLACEMENT BATTERIES	09/14/2017		82.82
		Total for Check Number 13575:		0.00	82.82
13576	00342 66290 947298	BRASS KEY LOCKSMITH PASO DOOR LOCK REPAIR DEADBOLT REPAIR	09/14/2017		147.50 110.50
		Total for Check Number 13576:		0.00	258.00
13577	00566 17080	C S S C ANSWERING SERVICE	09/14/2017		278.94
		Total for Check Number 13577:		0.00	278.94
13578	01050 802932	COLONIAL LIFE - BCN E4377735 SUPPLEMENTAL INSURANCE_AUGUST	09/14/2017		515.55
		Total for Check Number 13578:		0.00	515.55
13579	00788 090117	COMCAST INTERNET _215 BLACKSTONE DR	09/14/2017		170.19
		Total for Check Number 13579:		0.00	170.19
13580	00788 090317	COMCAST INTERNET _545 FALL CREEK DR	09/14/2017		162.84
		Total for Check Number 13580:		0.00	162.84
13581	00788 090517	COMCAST INTERNET _280 BLUE RIDGE DR	09/14/2017		170.19
		Total for Check Number 13581:		0.00	170.19
13582	00384 717-05	D.W. ALLEY & ASSOCIATES SURFACE WATER DIVERSION	09/14/2017		2,474.18
		Total for Check Number 13582:		0.00	2,474.18
13583	00505	DELL MARKETING LP	09/14/2017		



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	10185191600	COMPUTER			2,676.61
	10185191619	COMPUTER			1,296.55
			Total for Check Number 13583:	0.00	3,973.16
13584	00076	ERNIE'S AUTO CENTER	09/14/2017		
	710116	RUBBER SPRAY LINER			12.75
	711101	TAIL LIGHT LENS			9.61
			Total for Check Number 13584:	0.00	22.36
13585	00450	EUROFINS EATON ANALYTICAL, INC	09/14/2017		
	340761	WATER ANALYSIS_ BLAIR, COOPER, REDV			120.00
	340762	WATER ANALYSIS_ PEAVINE, FOREMAN, C			400.00
	340763	WATER ANALYSIS_ OLY, PASO, QUAIL			600.00
			Total for Check Number 13585:	0.00	1,120.00
13586	00118	FARMER BROTHERS COFFEE	09/14/2017		
	65862288	COFFEE & SUPPLIES			84.60
			Total for Check Number 13586:	0.00	84.60
13587	00397	FERGUSON ENTERPRISES, INC	09/14/2017		
	1284866	AIR RELIEF VALVE 3/4"			252.53
	1284866	AIR RELIEF VALVE 1"			1,074.15
			Total for Check Number 13587:	0.00	1,326.68
13588	00080	GRANITE CONSTRUCTION CO	09/14/2017		
	1219197	BASE ROCK			42.53
	1219264	HOT MIX_ MARION AVE			204.50
	1221525	HOT MIX_ OLD BEAR CREEK RD			313.35
			Total for Check Number 13588:	0.00	560.38
13589	00016	GREENWASTE RECOVERY, INC	09/14/2017		
	2967953	SPOIL REMOVAL_ AUGUST			332.40
			Total for Check Number 13589:	0.00	332.40
13590	00550	HACH COMPANY	09/14/2017		
	10595798	WATER TREATMENT SUPPLIES_ REAGENT			500.63
			Total for Check Number 13590:	0.00	500.63
13591	00236	IDEXX DISTRIBUTION CORP	09/14/2017		
	3020219077	Bacteriological sample bottles and media			484.34
			Total for Check Number 13591:	0.00	484.34
13592	10081	INFRASTRUCTURE ENGINEERING CO	09/14/2017		
	10099	SERVICES RENDERED 7/1 - 7/28/17			920.00
			Total for Check Number 13592:	0.00	920.00
13593	00054	PACIFIC GAS & ELECTRIC	09/14/2017		
	090517	ELECTRIC CHARGES_ 140 ELENA CT			11.18
			Total for Check Number 13593:	0.00	11.18
13594	10160	PROGRESSIVE BUSINESS PUBLICATIC	09/14/2017		
	6721010	SUBSCRIPTION			299.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 13594:	0.00	299.00
13595	00711	ROBERTS & BRUNE CO.	09/14/2017		
	S1672367.002	FLANGE RING GASKETS 2" NO BLT			6.39
	S1672367.002	REPAIR CLAMP 3/4" X 3"			59.81
	S1672367.002	FULL CIRCLE 6.56-6.96 12.50"			254.63
	S1672367.002	BACKFLOW RED.PRESS.3/4" W/BALL			1,181.94
	S1672367.002	BUSHING GALV 1" X 1/2"			2.05
	S1672367.002	REPAIR CLAMP 1-1/2" X 6"			151.01
	S1672367.002	FULL CIRCLE 4.95-5.35 12.50"			118.05
	S1672367.002	REPAIR CLAMP 4OD" X 3"			194.94
	S1672367.002	AIR RELIEF VALVE 3/4"			266.78
	S1672367.002	REPAIR CLAMP 2" X 3"			140.23
	S1672367.002	REPAIR CLAMP 1" X 3"			50.85
	S1672367.002	FULL CIRCLE 3.96-4.25 12.50"			217.01
	S1672367.002	REPAIR CLAMP 3/4" X 6"			173.39
	S1672367.002	REPAIR CLAMP 1-1/4" X 3"			52.19
	S1672367.002	REPAIR CLAMP 6OD" X 3"			46.87
	S1672367.002	BACKFLOW RED. PRESS. 1" W/BALL			755.14
			Total for Check Number 13595:	0.00	3,671.28
13596	00001	ROYAL WHOLESALE ELECTRIC	09/14/2017		
	090817	THERMAL UNIT_BCEWW			76.74
			Total for Check Number 13596:	0.00	76.74
13597	10144	SHAPE , INC	09/14/2017		
	123345,123346	LYON PLANT CLARIFIER RETURN PUMP #			6,825.39
	123347,123348	LYON PLANT CLARIFIER RETURN PUMP #			6,944.20
			Total for Check Number 13597:	0.00	13,769.59
13598	00047	SOIL CONTROL LAB	09/14/2017		
	7080096	WATER ANALYSIS_TOTAL PHOSPHATE			39.00
	7080311	WATER ANALYSIS_IRON, MANGANESE, PF			137.00
	7080377	WATER ANALYSIS			861.00
	7080537	WATER ANALYSIS_12788 HWY 9			117.00
	7080538	WATER ANALYSIS_OLY WELL 2			39.00
	7080722	WATER ANALYSIS_CANEPA/ELENA			116.00
	7080723	WATER ANALYSIS_OLY 2 TREATED			39.00
	7080724	WATER ANALYSIS_LWTP EFFLUENT			615.00
			Total for Check Number 13598:	0.00	1,963.00
13599	00721	UNITED SITE SVCS.,INC	09/14/2017		
	114-5695463	QUAIL YARD TOILET_8/19/17 -9/15/17			165.21
			Total for Check Number 13599:	0.00	165.21
13600	00599	WEX BANK	09/14/2017		
	51084891	FUEL_CS			778.52
	51084891	FUEL_OPS			3,171.14
	51084891	FUEL_WTP			1,476.07
			Total for Check Number 13600:	0.00	5,425.73
13601	10005	ICMA RETIREMENT C/O M & T RETIRI	09/18/2017		
	102433391	RETIREMENT WITHHOLDING			2,794.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 13601:	0.00	2,794.00
13602	10156 44-1161901-1	VORTEX INDUSTRIES, INC QUAIL 5 YARD GATE MOTOR	09/18/2017		4,986.74
			Total for Check Number 13602:	0.00	4,986.74
13603	10157 091317	SLV RAINGUTTERS, RTS OPERATIONS RAINGUTTERS	09/19/2017		2,760.00
			Total for Check Number 13603:	0.00	2,760.00
13604	UB*00327	DALE DOEBLER Refund Check	09/19/2017		75.00
			Total for Check Number 13604:	0.00	75.00
13605	UB*00325	ESTATE DORIS KILLEBREW Refund Check	09/19/2017		238.38
			Total for Check Number 13605:	0.00	238.38
13606	UB*00329	JACOB HIEL Refund Check Refund Check Refund Check	09/19/2017		15.55 61.26 3.94
			Total for Check Number 13606:	0.00	80.75
13607	UB*00326	WESLEY JESSUP Refund Check Refund Check	09/19/2017		9.25 17.00
			Total for Check Number 13607:	0.00	26.25
13608	UB*00328	STEVE MC ALISTER Refund Check	09/19/2017		9.07
			Total for Check Number 13608:	0.00	9.07
13609	UB*00330	MICHELE MURPHY Refund Check Refund Check Refund Check	09/19/2017		7.91 0.47 1.77
			Total for Check Number 13609:	0.00	10.15
13610	UB*00331	NANCY & CARL SCHLACHTE Refund Check Refund Check	09/19/2017		14.59 55.60
			Total for Check Number 13610:	0.00	70.19
13611	UB*00333	Alex Strudley Refund Check Refund Check	09/19/2017		2.27 1.23
			Total for Check Number 13611:	0.00	3.50
13612	UB*00332	KEN SURBER Refund Check	09/19/2017		52.73

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 13612:	0.00	52.73
13613	UB*00334	ED SUTCLIFFE Refund Check	09/19/2017		5.39
			Total for Check Number 13613:	0.00	5.39
13614	00545 131931	AFLAC SUPPLEMENTAL INSURANCE_SEPT 2017	09/21/2017		310.30
			Total for Check Number 13614:	0.00	310.30
13615	00589 7393	ALLARD'S SEPTIC HOLDING TANK/HAUL AWAY	09/21/2017		300.00
			Total for Check Number 13615:	0.00	300.00
13616	00767 947769471	ANTHEM BLUE CROSS MEDICARERX_RETIRED EMPLOYEE	09/21/2017		159.80
			Total for Check Number 13616:	0.00	159.80
13617	00055 090117 090117 090117 090117	AT&T TELEPHONE CHARGES_ADMIN TELEPHONE CHARGES_OPS TELEPHONE CHARGES_WTP TELEPHONE CHARGES_BCEWW	09/21/2017		169.15 3,587.35 1,732.74 342.19
			Total for Check Number 13617:	0.00	5,831.43
13618	00309 091117 091117 091117	AT&T IP SERVICES IP SERVICE_WTP IP SERVICE_OPS IP SERVICE_ADMIN	09/21/2017		258.70 258.70 258.70
			Total for Check Number 13618:	0.00	776.10
13619	00687 090517	AT&T U-VERSE INTERNET_13057 HWY 9	09/21/2017		156.67
			Total for Check Number 13619:	0.00	156.67
13620	00687 090717	AT&T U-VERSE INTERNET_345 QUAIL TERRACE	09/21/2017		53.33
			Total for Check Number 13620:	0.00	53.33
13621	00687 090817	AT&T U-VERSE INTERNET_365 MADRONE	09/21/2017		119.00
			Total for Check Number 13621:	0.00	119.00
13622	00378 082817 082817 082817 082817 082817 082817 082817 082817	BANK OF THE WEST MAIL CHIMP JOB POSTING OFFICE SUPPLIES HEATER HOSE_V#338 LAPTOP BATTERY DRY ERASE BOARD OFFICE SUPPLIES_REGISTER TAPE OFFICE SUPPLIES	09/21/2017		50.00 379.00 49.22 237.53 89.90 804.00 27.15 42.47

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	082817	TAX @ 8.5%			-68.34
	082817	OFFICE SUPPLIES			37.19
	082817	JOB POSTING			175.00
	082817	JOB POSTING			250.00
	082817	RECRUITMENT ADVERTISING			315.26
	082817	RECRUITMENT EXPENSE			39.95
	082817	K CONRAD'S PRORATED INTERNET CHG			4.00
	082817	REPLACEMENT UPS			536.07
	082817	OFFICE SUPPLIES			18.64
	082817	JOB POSTING			239.20
	082817	MONITOR RISERS			618.42
	082817	OFFICE SUPPLIES			32.08
	082817	TAX FOR DRY ERASE BOARD			68.34
	082817	PARKING FEE			20.00
	082817	OFFICE SUPPLIES			23.32
	082817	LAB STANDARDS			75.00
	082817	APP RIVER CLOUD SERVICES			158.40
Total for Check Number 13622:					0.00 4,221.80
13623	00760	ANGELO BARTOLOTTA	09/21/2017		
	21933	SHUT OFF TAGS/DOOR HANGERS			703.11
	21960	BUSINESS CARDS_C BLANCHARD			87.36
Total for Check Number 13623:					0.00 790.47
13624	00788	COMCAST	09/21/2017		
	090617	INTERNET_295 EAST RD			170.19
Total for Check Number 13624:					0.00 170.19
13625	00788	COMCAST	09/21/2017		
	090717	INTERNET_15819 FOREST HILL			170.19
Total for Check Number 13625:					0.00 170.19
13626	00788	COMCAST	09/21/2017		
	090817	INTERNET_17277 HWY 9			176.19
Total for Check Number 13626:					0.00 176.19
13627	00265	COMMUNITY TELEVISION	09/21/2017		
	2448	BOARD COVERAGE_8/17/17			408.00
Total for Check Number 13627:					0.00 408.00
13628	00050	COUNTY OF SANTA CRUZ	09/21/2017		
	087-121-09	LIEN RELEASE FEE			15.00
Total for Check Number 13628:					0.00 15.00
13629	00312	DOCTORS ON DUTY	09/21/2017		
	090717	PHYSICAL FOR EMPLOYMENT			80.00
Total for Check Number 13629:					0.00 80.00
13630	00343	ERNIE'S SERVICE CENTER	09/21/2017		
	62416	SERVICE_V #181			124.85
Total for Check Number 13630:					0.00 124.85
13631	00450	EUROFINS EATON ANALYTICAL, INC	09/21/2017		

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	344458	WATER ANALYSIS_CREEKWOOD/LAKE BI			400.00
	344581	WATER ANALYSIS_HIGHLAND, HIHN			60.00
	344582	WATER ANALYSIS_MANANA WOODS			75.00
			Total for Check Number 13631:	0.00	535.00
13632	00397	FERGUSON ENTERPRISES, INC	09/21/2017		
	1290201-1	GATE VALVE FLG X FLG 4" SQNUT			900.55
	1290201-1	MTR BOX LID B36 W/CON READ LID			52.08
	1290201-1	GATE VALVE FLG 6" A2360-6			569.63
			Total for Check Number 13632:	0.00	1,522.26
13633	00080	GRANITE CONSTRUCTION CO	09/21/2017		
	1237842	BACKFILL_ZAYANTE			51.69
			Total for Check Number 13633:	0.00	51.69
13634	00236	IDEXX DISTRIBUTION CORP	09/21/2017		
	3020750138	LAB SUPPLIES			2,640.20
			Total for Check Number 13634:	0.00	2,640.20
13635	00058	IHWY, INC.	09/21/2017		
	12206	BUSINESS HOSTING_slvwd.com			25.00
			Total for Check Number 13635:	0.00	25.00
13636	00367	INFOSEND, INC	09/21/2017		
	125280	MAILING FEES			1,152.08
	125280	POSTAGE FEES			2,659.76
			Total for Check Number 13636:	0.00	3,811.84
13637	00336	LAND TRUST OF SANTA CRUZ CNTY	09/21/2017		
	2017-8	OLY PATROL_AUGUST 2017			722.48
			Total for Check Number 13637:	0.00	722.48
13638	00245	DONALD F. LONG, JR	09/21/2017		
	091217	EMPLOYEE REIMBURSEMENT			20.47
			Total for Check Number 13638:	0.00	20.47
13639	10139	NATIONAL METER AUTOMATION	09/21/2017		
	S1088285.002	ENDPOINTS_BADGER METERS			3,169.58
			Total for Check Number 13639:	0.00	3,169.58
13640	10067	NBS	09/21/2017		
	817000235	PROP 218 CONSULTING THROUGH 8/31/17			1,260.00
			Total for Check Number 13640:	0.00	1,260.00
13641	10004	PETTY CASH - CHELSEA SLADWICK	09/21/2017		
	050817	PAPER TOWELS, SOAP			11.35
	061217	TRUCK KEY			7.99
	071117	POSTAGE			23.75
	071717	SUPPLIES			1.89
	072117	TRUCK KEY			2.71
	080417	PARKING			9.00
	091117	MEAL			15.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	091317	MEAL			15.00
	091617	MEAL			14.15
	091817	ADJUSTMENT_PETTY CASH OVER			-6.54
			Total for Check Number 13641:	0.00	94.30
13642	00569 3101530920	PITNEY BOWES GLOBAL FIN.LLC MAIL MACHINE LEASE_6/30/17 - 9/29/17	09/21/2017		459.29
			Total for Check Number 13642:	0.00	459.29
13643	00046 10-822	RED WING SHOE STORE BOOTS FOR 207	09/21/2017		528.06
			Total for Check Number 13643:	0.00	528.06
13644	00102 091317	ANDY ROBUSTELLI MEAL REIMBURSEMENT	09/21/2017		15.00
			Total for Check Number 13644:	0.00	15.00
13645	00746 44905	SCOTTS VALLEY BANNER ADVERTISING	09/21/2017		465.00
			Total for Check Number 13645:	0.00	465.00
13646	00032 ZA17025170	SENSUS USA, INC AUTOREAD SOFTWARE RENEWAL	09/21/2017		1,715.95
			Total for Check Number 13646:	0.00	1,715.95
13647	00047 7080942 7090140 7090141 7090142 7090143 7090144	SOIL CONTROL LAB WATER ANALYSIS WATER ANALYSIS WATER ANALYSIS WATER ANALYSIS WATER ANALYSIS WATER ANALYSIS	09/21/2017		39.00 145.00 39.00 116.00 29.00 29.00
			Total for Check Number 13647:	0.00	397.00
13648	10119 090617	TAYLOR TOCCALINO UNIFORM REIMBURSEMENT	09/21/2017		45.78
			Total for Check Number 13648:	0.00	45.78
13649	00398 8424808	WATSONVILLE METAL CO.,INC RECYCLE METAL	09/21/2017		600.00
			Total for Check Number 13649:	0.00	600.00
13650	00788	COMCAST INTERNET_23 SUMMIT AVE	09/21/2017		135.12
			Total for Check Number 13650:	0.00	135.12
13651	00050 075-192-42	COUNTY OF SANTA CRUZ CORRECTION TO LIEN RELEASE	09/21/2017		15.00
			Total for Check Number 13651:	0.00	15.00
13652	10152 091917	WESTAMERICA BANK INTEREST ON TRUCK LOAN	09/26/2017		304.20



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	091917	PRINCIPAL ON TRUCK LOAN			1,796.48
			Total for Check Number 13652:	0.00	2,100.68
13653	00362	ACCELA, INC #774375	09/27/2017		
	33743	WEB PAYMENTS_BANK FEES			185.00
	33743	WEB PAYMENTS_TRANSACTION FEES			2,326.00
			Total for Check Number 13653:	0.00	2,511.00
13654	00729	ALPHA ANALYTICAL LABS	09/27/2017		
	7084271	WASTEWATER SAMPLING			52.00
	7091140	WASTEWATER SAMPLING			390.00
			Total for Check Number 13654:	0.00	442.00
13655	00162	ANTHEM BLUE CROSS	09/27/2017		
	34860646	RETIRED EMPLOYEE MEDICAL_10/1 - 10/3			316.02
			Total for Check Number 13655:	0.00	316.02
13656	00055	AT&T	09/27/2017		
	8313355273	TELEPHONE CHARGES_FELTON ACRES			94.55
			Total for Check Number 13656:	0.00	94.55
13657	00309	AT&T IP SERVICES	09/27/2017		
	2477707300	NEW PHONE SYSTEM_195 KIRBY ST			2,033.53
	3652697308	IP SERVICE_195 KIRBY			258.85
			Total for Check Number 13657:	0.00	2,292.38
13658	00686	AT&T LONG DISTANCE	09/27/2017		
	091317	LONG DISTANCE_ADMIN			4.95
	091317	LONG DISTANCE_WTP			11.33
	091317	LONG DISTANCE_OPS			258.77
			Total for Check Number 13658:	0.00	275.05
13659	00687	AT&T U-VERSE	09/27/2017		
	091517	INTERNET_365 MADRONE			67.00
			Total for Check Number 13659:	0.00	67.00
13660	00687	AT&T U-VERSE	09/27/2017		
	132338293	INTERNET_GRAHAM HILL RD			70.00
			Total for Check Number 13660:	0.00	70.00
13661	10025	BADGER METER, INC	09/27/2017		
	80014099	BEACON SERVICES			576.72
			Total for Check Number 13661:	0.00	576.72
13662	00145	BATTERIES PLUS	09/27/2017		
	314-325833	RTU BATTERIES_BLUE RIDGE BOOSTER			74.10
			Total for Check Number 13662:	0.00	74.10
13663	00220	BAY BUILDING JANITORIAL,INC	09/27/2017		
	30120	JANITORIAL SERVICES_AUGUST			318.31

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 13663:	0.00	318.31
13664	10145 16814	BFP FIRE PROTECTION, INC KIRBY PLANT INSPECTION	09/27/2017		2,850.00
			Total for Check Number 13664:	0.00	2,850.00
13665	10149 092017	RANDALL BROWN HISTORICAL RESEARCH 8/16 - 9/15/17	09/27/2017		525.00
			Total for Check Number 13665:	0.00	525.00
13666	00178 OCT 2017 OCT 2017 OCT 2017 OCT 2017 OCT 2017 OCT 2017 OCT 2017 OCT 2017 OCT 2017	CALPERS HEALTH INSURANCE_ENV HEALTH INSURANCE_DEPENDENTS HEALTH INSURANCE_ENG HEALTH INSURANCE_FINANCE HEALTH INSURANCE_ADMIN FEES HEALTH INSURANCE_ADMIN HEALTH INSURANCE_WTP HEALTH INSURANCE_OPS HEALTH INSURANCE_RETIRED EMPLOYEE	09/27/2017		3,503.78 3,576.68 733.39 16,275.72 176.70 2,820.46 8,611.87 13,306.31 750.00
			Total for Check Number 13666:	0.00	49,754.91
13667	10106 6158	CEL ANALYTICAL, INC LT2 MONITORING_CRYPTOSPORIDIUM	09/27/2017		409.00
			Total for Check Number 13667:	0.00	409.00
13668	00788 091517	COMCAST INTERNET_200 ANNIE'S WAY	09/27/2017		170.19
			Total for Check Number 13668:	0.00	170.19
13669	00788 91917_1028380	COMCAST INTERNET_7400 HWY 9	09/27/2017		141.12
			Total for Check Number 13669:	0.00	141.12
13670	00788 091617	COMCAST INTERNET_264 ORCHARD RD	09/27/2017		136.12
			Total for Check Number 13670:	0.00	136.12
13671	00273 30327683	CORELOGIC, INC. REALQUEST SERVICES_AUGUST	09/27/2017		200.00
			Total for Check Number 13671:	0.00	200.00
13672	00384 917-03	D.W. ALLEY & ASSOCIATES MEASURED STREAMFLOWS_5 LOCATION	09/27/2017		2,164.49
			Total for Check Number 13672:	0.00	2,164.49
13673	00703 218921	DATAFLOW BUSINESS SYSTEMS, INC MAINT_602DN COPIER	09/27/2017		237.25
			Total for Check Number 13673:	0.00	237.25
13674	00502 460118A	DLT SOLUTIONS, LLC AUTODESK SOFTWARE RENEWAL	09/27/2017		1,098.69

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 13674:	0.00	1,098.69
13675	00076	ERNIE'S AUTO CENTER	09/27/2017		
	709496	FLOORMATS			138.87
	712183	TAIL LIGHT			9.27
			Total for Check Number 13675:	0.00	148.14
13676	00343	ERNIE'S SERVICE CENTER	09/27/2017		
	62264	SERVICE V #341			322.61
			Total for Check Number 13676:	0.00	322.61
13677	00450	EUROFINS EATON ANALYTICAL, INC	09/27/2017		
	342442	WATER ANALYSIS			60.00
	342444	WATER ANALYSIS			1,020.00
			Total for Check Number 13677:	0.00	1,080.00
13678	00080	GRANITE CONSTRUCTION CO	09/27/2017		
	1222258	HOTMIX			203.68
	1228187	HOTMIX			164.92
	1229551	BACK FILL			83.93
	1230274	BACK FILL			79.55
	1232724	HOTMIX			75.04
			Total for Check Number 13678:	0.00	607.12
13679	00058	IHWY, INC.	09/27/2017		
	090117	BUSINESS HOSTING_SLVWD.COM			25.00
			Total for Check Number 13679:	0.00	25.00
13680	00151	BRENT IVES	09/27/2017		
	017-55	CONSULTING SERVICES_AUG 2017			2,065.00
			Total for Check Number 13680:	0.00	2,065.00
13681	10164	GEORGE MC MENAMIN	09/27/2017		
	072117	BROOM REMOVAL_OLY WATERSHED			4,445.76
			Total for Check Number 13681:	0.00	4,445.76
13682	00313	MET LIFE	09/27/2017		
	OCT 2017	DISABILITY INSURANCE_WTP			320.28
	OCT 2017	LIFE INSURANCE_ENV			49.95
	OCT 2017	DENTAL INSURANCE_ENV			247.30
	OCT 2017	LIFE INSURANCE_WTP			146.52
	OCT 2017	DENTAL INSURANCE_WTP			1,102.75
	OCT 2017	LIFE INSURANCE_ENG			16.65
	OCT 2017	DENTAL INSURANCE_ADMIN			250.80
	OCT 2017	LIFE INSURANCE_OPS			169.83
	OCT 2017	DISABILITY INSURANCE_FINANCE			280.24
	OCT 2017	LIFE INSURANCE_ADMIN			33.30
	OCT 2017	DISABILITY INSURANCE_ENV			110.31
	OCT 2017	LIFE INSURANCE_FINANCE			144.02
	OCT 2017	DENTAL INSURANCE_ENG			60.75
	OCT 2017	DISABILITY INSURANCE_OPS			312.92
	OCT 2017	DENTAL INSURANCE_OPS			1,698.69
	OCT 2017	DISABILITY INSURANCE_ENG			41.45
	OCT 2017	DISABILITY INSURANCE_ADMIN			84.83

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	OCT 2017	DENTAL INSURANCE_FINANCE			1,453.45
			Total for Check Number 13682:	0.00	6,524.04
13683	00539 0817SLV	MILLER MAXFIELD, INC PUBLIC OUTREACH CONSULTING_AUGUS	09/27/2017		6,737.50
			Total for Check Number 13683:	0.00	6,737.50
13684	00238 902582713	NORTHERN TOOL&EQUIP CO. EAR PROTECTION	09/27/2017 VOID	116.19	
			Total for Check Number 13684:	116.19	0.00
13685	00944 2145	PHIL NEUMAN PDN CONSULTING MONTHLY SERVER BACKUP	09/27/2017		505.00
			Total for Check Number 13685:	0.00	505.00
13686	00047 7080755 7080941	SOIL CONTROL LAB WATER ANALYSIS WATER ANALYSIS	09/27/2017		275.00 145.00
			Total for Check Number 13686:	0.00	420.00
13687	10163 1247040	STANTEC CONSULTING SERVICES CONSULTING SERVICES THROUGH 8/11/17	09/27/2017		1,332.50
			Total for Check Number 13687:	0.00	1,332.50
13688	00227 25825	SUPERIOR TANK COMPANY, INC STEEL STORAGE TANK	09/27/2017		20,500.00
			Total for Check Number 13688:	0.00	20,500.00
13689	00011 9792743308 9792743308 9792743308	VERIZON WIRELESS CELL PHONE CHARGES_WTP CELL PHONE CHARGES_ADMIN CELL PHONE CHARGES_OPS	09/27/2017		370.36 100.08 942.16
			Total for Check Number 13689:	0.00	1,412.60
13690	00011 9792743309 9792743309 9792743309	VERIZON WIRELESS TABLET CHARGES_OPS TABLET CHARGES_ENG TABLET CHARGES_ENV	09/27/2017		223.76 95.17 95.17
			Total for Check Number 13690:	0.00	414.10
13691	10080 091817	RICARDO VILLA UNIFORM REIMBURSEMENT	09/27/2017		49.03
			Total for Check Number 13691:	0.00	49.03
13692	10072 2691	WATER SYSTEMS CONSULTING, INC SERVICES RENDERED 7/1 - 7/31/17	09/27/2017		150.00
			Total for Check Number 13692:	0.00	150.00
13693	UB*00335	TERRY & DIANA ADAMS Refund Check	09/28/2017		16.72

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 13693:	0.00	16.72
13694	UB*00340	PABLO & DEVIN ARACENA Refund Check	09/28/2017		21.79
			Total for Check Number 13694:	0.00	21.79
13695	UB*00336	DON ARNAUDO Refund Check	09/28/2017		1.13
			Total for Check Number 13695:	0.00	1.13
13696	UB*00337	BILL ASHTON Refund Check	09/28/2017		8.79
			Total for Check Number 13696:	0.00	8.79
13697	UB*00338	BETHANY COFFER Refund Check	09/28/2017		3.12
			Total for Check Number 13697:	0.00	3.12
13698	UB*00339	KATHERINE ROSE Refund Check	09/28/2017		72.73
			Total for Check Number 13698:	0.00	72.73
13699	00567 092817	BOB PILGREEN TREE REMOVAL_KWTP	09/28/2017		4,800.00
			Total for Check Number 13699:	0.00	4,800.00
13700	00766 092817	CA DEPT OF FISH & WILDLIFE BULL CREEK PIPELINE REPLACEMENT PE	09/28/2017		2,109.00
			Total for Check Number 13700:	0.00	2,109.00
13701	00057 OCT 2017	AFSCME COUNCIL 57 UNION DUES	09/29/2017		1,026.24
			Total for Check Number 13701:	0.00	1,026.24
13702	10113 OCT 2017 OCT 2017	BANK MIDWEST SOLAR LOAN_PRINCIPAL SOLAR LOAN_INTEREST	09/29/2017		2,322.17 927.73
			Total for Check Number 13702:	0.00	3,249.90
13703	00099 OCT 2017	JOEL BUSA CALPERS	09/29/2017		125.00
			Total for Check Number 13703:	0.00	125.00
13704	00415 OCT 2017	CA BANK & TRUST/GOV SVC DEPT_10 1976 SAFE DRINKING WATER BOND	09/29/2017		15,581.43
			Total for Check Number 13704:	0.00	15,581.43
13705	00208 OCT 2017	LEONARD KUHNLEIN CALPERS	09/29/2017		125.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 13705:	0.00	125.00
13706	00662 OCT 2017	JAMES A. MUELLER CALPERS	09/29/2017		50.00
			Total for Check Number 13706:	0.00	50.00
13707	00309 91917 91917 91917	AT&T IP SERVICES IP SERVICE_WT IP SERVICE_ADMIN IP SERVICE_OPS	09/29/2017		407.75 407.74 407.74
			Total for Check Number 13707:	0.00	1,223.23
13708	00687 250354029	AT&T U-VERSE INTERNET_365 MADRONE AVE	09/29/2017		55.00
			Total for Check Number 13708:	0.00	55.00
13709	00363 092617	CINCINNATI LIFE INSURANCE CO LIFE INSURANCE	09/29/2017		28.00
			Total for Check Number 13709:	0.00	28.00
13710	00234 092117	CITY OF SCOTTS VALLEY SEWER CHARGES_7/15/17 - 9/21/17	09/29/2017		79.00
			Total for Check Number 13710:	0.00	79.00
13711	00037 32285 32285	COUNTY OF SANTA CRUZ DUMP FEES_WOOD, ASPHALT RECYCLE TOILETS	09/29/2017		145.00 21.00
			Total for Check Number 13711:	0.00	166.00
13712	10005 102442173	ICMA RETIREMENT C/O M & T RETIRI RETIREMENT WITHHOLDING	09/29/2017		2,335.00
			Total for Check Number 13712:	0.00	2,335.00
13713	10139 S1088279.002	NATIONAL METER AUTOMATION ORION ENDPOINT CONNECTOR	09/29/2017		556.79
			Total for Check Number 13713:	0.00	556.79
13714	00054 9754419334-1	PACIFIC GAS & ELECTRIC ELECTRIC CHARGES_LAZYWOODS	09/29/2017		75.06
			Total for Check Number 13714:	0.00	75.06
13715	00479 CBR5903	THE CLIMATE REGISTRY 2017 ANNUAL MEMBERSHIP_JAN 2017 - DI	09/29/2017		750.00
			Total for Check Number 13715:	0.00	750.00
13716	00399 OCT 2017 OCT 2017 OCT 2017 OCT 2017 OCT 2017 OCT 2017	VISION SERVICE PLAN - (CA) VISION INSURANCE_ADMIN VISION INSURANCE_ENV VISION INSURANCE_FINANCE VISION INSURANCE_ENG VISION INSURANCE_WT VISION INSURANCE_OPS	09/29/2017		37.82 27.88 169.40 10.92 128.32 313.02

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 13716:	0.00	687.36
13717	00130 A26331	BOULDER CREEK HARDWARE SAW BLADE SHARPENING	09/29/2017		11.00
			Total for Check Number 13717:	0.00	11.00
13718	00013 37132	CENTRAL HOME SUPPLY PEA GRAVEL	09/29/2017		580.78
			Total for Check Number 13718:	0.00	580.78
13719	00181 129296	LAS ANIMAS CONCRETE HWY 236 & OAK HYDRANT REPAIR	09/29/2017		1,153.62
			Total for Check Number 13719:	0.00	1,153.62
13720	10139 S1089548.001	NATIONAL METER AUTOMATION #8001-000 METER 5/8"x3/4" BADGER MO	09/29/2017		1,297.75
			Total for Check Number 13720:	0.00	1,297.75
13721	00711 S1677435.001 S1678986.001 S1679950.001	ROBERTS & BRUNE CO. VALVE BOX LID G5 CAST IRON 6 X 6 TAP SLEEVE_236 OAK ST REPAIR KIRBY PLANT - INSTALL STANDARD AIR F	09/29/2017		402.99 1,028.79 336.54
			Total for Check Number 13721:	0.00	1,768.32
13722	00001 7719-620543	ROYAL WHOLESALE ELECTRIC ECHO PUMP WIRING	09/29/2017		163.62
			Total for Check Number 13722:	0.00	163.62
13723	00142 100332 101130 101541	SAN LORENZO LUMBER CHAIN & HOOK MISC SUPPLIES_PASO 7 TANK HATCH REPAIR	09/29/2017		14.60 11.68 25.41
			Total for Check Number 13723:	0.00	51.69
13724	00125 298007 298119 298351 298378 298412 298475 298702 298752 298841 298923 298998 299016 299034 299253 299357 299361 299722 562758 562820	SCARBOROUGH LUMBER ADMIN BLDG LIGHTS CLEANING SUPPLIES VEHICLE FUSES MISC SCHED 80 PARTS, FITTINGS RAKES CLEANING SUPPLIES BATTERY MAINTENANCE ANTI-FREEZE CHAIN FOR VALVES GREASE FOR TRACTOR BOOSTER MAINTENANCE LOCK HASP BOOSTER MAINTENANCE LOST ACRES PUMP STATION PASO 7 BLDG REPAIRS PASO 7 BLDG REPAIRS SOCKET WRENCH DRIVE BELT FOR CHAIN SAW 4"PLUG	09/29/2017		93.24 71.13 6.75 144.70 42.51 18.35 14.34 36.70 17.71 15.92 16.95 9.65 64.94 4.98 26.95 20.28 31.13 50.48 6.28



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	562878	SMALL TOOLS			54.10
	562879	LUMBER FOR LYON GATES			271.36
	562973	TOOLS			20.76
	563105	ETHERNET CONNECTIONS			4.82
	563260	NUTS, BOLTS FOR MAIN REPAIR			89.71
	563269	DOOR HASPS			11.58
	563385	WASP SPRAY			12.86
	563397	236 HYDRANT REPAIR			20.24
	563482	ADMIN BLDG FAUCET LOCK			19.33
	563505	LOST ACRES PUMP BLDG REPAIRS			210.44
	563558	SHOVELS			29.61
	563651	MITCHELL BLDG REPAIRS			4.21
			Total for Check Number 13724:	0.00	1,442.01
13725	00168	SCOTTS VALLEY SPRINKLER	09/29/2017		
	148737	LOMPICO BOOSTER TANK FLOAT VALVE			201.37
	148912	LYON TANK LEAK REPAIR			129.88
			Total for Check Number 13725:	0.00	331.25
13726	10121	COLANTUONO,HIGHSMITH & WHATL	09/29/2017		
	33577	SERVICE RENDERED THROUGH 8/31/17			3,690.50
			Total for Check Number 13726:	0.00	3,690.50
13727	00061	DHS PUBLIC HEALTH LAB	09/29/2017		
	1707	TICK TEST FOR LYME			33.00
			Total for Check Number 13727:	0.00	33.00
13728	00409	EASYPERMIT POSTAGE	09/29/2017		
	091117	POSTAGE FOR MAIL MACHINE			500.00
			Total for Check Number 13728:	0.00	500.00
13729	00204	FEDERAL EXPRESS CORP	09/29/2017		
	5-923-48315	SHIPPING FEE			89.70
			Total for Check Number 13729:	0.00	89.70
13730	00080	GRANITE CONSTRUCTION CO	09/29/2017		
	1238845	AGG BASE_LEAK REPAIR			47.26
	1238890	COMMERCIAL BASE_LEAK REPAIR			33.09
	1239419	1/2"HOT MIX_PAVING			246.56
			Total for Check Number 13730:	0.00	326.91
13731	10001	RUTAN & TUCKER, LLP	09/29/2017		
	786739	LEGAL SERVICES			9,473.66
			Total for Check Number 13731:	0.00	9,473.66
13732	00183	SDRMA	09/29/2017		
	61721	LIABILITY INSURANCE			194.22
			Total for Check Number 13732:	0.00	194.22
13733	00032	SENSUS USA, INC	09/29/2017		
	ZA17025358	AMR REPAIR			540.95
			Total for Check Number 13733:	0.00	540.95

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
13734	00266 367527401	TERMINIX PEST CONTROL	09/29/2017		133.00
Total for Check Number 13734:				0.00	133.00
13735	00711	ROBERTS & BRUNE CO.	09/29/2017		
	S1672367.005	MTR BOX LID B36EP TR/PORTHOLE			37.07
	S1672367.005	FULL CIRCLE 6.56-6.96 12.50"			127.32
	S1674895.001	BUSHING GALV 2" X 1/2"			9.16
	S1674895.001	FLANGE RING GASKETS 6" NO BLT			31.12
	S1674895.001	NIPPLE GALV 2" X 5-1/2"			28.60
	S1674895.001	NIPPLE GALV 2" X 0"			6.42
	S1674895.001	TEE GALV 2"			36.95
	S1674895.001	GATE VALVE 1/2"			76.12
	S1674895.001	FLANGE METER GASKETS 2"			5.68
	S1674895.002	FULL CIRCLE 6.56-6.96 12.50"			254.64
	S1674895.002	SADDLE DS 2.35-2.56 x 1"			41.61
	S1674895.002	REPAIR CLAMP 3/4" X 3"			53.13
	S1674895.002	REPAIR CLAMP 2" X 6"			95.18
	S1674895.002	MTR VLV COPR-MTR STR 1X1X5/8"			492.98
	S1674895.002	REPAIR CLAMP 2" X 9"			48.62
	S1674895.002	NIPPLE GALV 2" X 0"			17.08
	S1674895.002	FLEX COUPLING 2" X 5" OD 2.375			541.21
	S1674895.002	SADDLE HDPE 4 X 1 IP			267.71
	S1674895.002	CPLG COPR-PIPE MALE 3/4"			216.89
	S1674895.002	MTR VLV PIPE-MTR STRT 2X2"			372.03
	S1674895.002	TEE GALV 2"			36.95
	S1674895.002	FULL CIRCLE 7 X 7 1/2"			158.03
	S1674895.002	REPAIR CLAMP 2" X 3"			70.07
	S1682611.001	#6004-030 6"HYMAX FLEX COUPLING 6.42			1,192.80
	S1682904.001	PARTS REPLACEMENT -NON INVENTORY-			929.08
Total for Check Number 13735:				0.00	5,146.45
13739	00397 1290198-1	FERGUSON ENTERPRISES, INC MTR BOX LID B-16 C-IRON TR	10/11/2017		759.50
Total for Check Number 13739:				0.00	759.50
13740	00775 902582713	NORTHERN SAFETY CO.,INC. EAR PLUGS	10/11/2017		116.19
Total for Check Number 13740:				0.00	116.19
13741	00729 7092469	ALPHA ANALYTICAL LABS WASTEWATER SAMPLING	10/11/2017		906.00
Total for Check Number 13741:				0.00	906.00
13742	00055	AT&T	10/11/2017		
	10117	TELEPHONE CHARGES_BCEWW			345.66
	10117	TELEPHONE CHARGES_ADMIN			169.30
	10117	TELEPHONE CHARGES_WTP			1,741.34
	10117	TELEPHONE CHARGES_OPS			3,628.08
Total for Check Number 13742:				0.00	5,884.38
13743	00115	ATKINSON-FARASYN	10/11/2017		
	090717	SERVICES RENDERED THROUGH 09/07/17			2,731.25
	091317	SERVICES RENDERED THROUGH 09/13/17			337.50

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 13743:	0.00	3,068.75
13744	00423 349038	BAY AREA BARRICADE TRAFFIC SAFETY SIGNS/CONES FOR FIEL	10/11/2017		1,210.34
			Total for Check Number 13744:	0.00	1,210.34
13745	00220 30234	BAY BUILDING JANITORIAL,INC JANITORIAL SERVICES	10/11/2017		424.42
			Total for Check Number 13745:	0.00	424.42
13746	01077 092717	JOSEPH B BEASLEY REIMBURSEMENT_FLASHLIGHT	10/11/2017		34.27
			Total for Check Number 13746:	0.00	34.27
13747	00342 947446	BRASS KEY LOCKSMITH 9 PADLOCKS MASTERKEYED	10/11/2017		157.50
			Total for Check Number 13747:	0.00	157.50
13748	01050 0913882	COLONIAL LIFE - BCN E4377735 SUPPLEMENTAL INSURANCE_9/13, 9/17/17	10/11/2017		343.70
			Total for Check Number 13748:	0.00	343.70
13749	00788 092617	COMCAST INTERNET_195 KIRBY ST	10/11/2017		151.12
			Total for Check Number 13749:	0.00	151.12
13750	00788 100117	COMCAST INTERNET_215 BLACKSTONE DR	10/11/2017		170.24
			Total for Check Number 13750:	0.00	170.24
13751	00788 100317	COMCAST INTERNET_545 FALL CREEK	10/11/2017		163.10
			Total for Check Number 13751:	0.00	163.10
13752	10168 092817 092817	KENDRA CONRAD DONUTS_MEETING WORKSHOP TRAVEL	10/11/2017		17.90 56.06
			Total for Check Number 13752:	0.00	73.96
13753	00290 9023	CONTRACTOR COMPLIANCE & MONI PREVAILING WAGE ANNUAL REPORT	10/11/2017		300.00
			Total for Check Number 13753:	0.00	300.00
13754	00505 10192140980	DELL MARKETING LP ADOBE ACROBAT FOR H.R.	10/11/2017		254.37
			Total for Check Number 13754:	0.00	254.37
13755	00450 345385 345934	EUROFINS EATON ANALYTICAL, INC WATER ANALYSIS WATER ANALYSIS	10/11/2017		15.00 60.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 13755:	0.00	75.00
13756	00164	FIRST ALARM	10/11/2017		
	343712	ALARM SERVICES_365 MADRONE			158.88
	343712	ALARM SERVICES_13057 HWY 9			555.09
	343712	ALARM SERVICES_101 QUAIL HOLLOW			90.06
	345984	ALARM SERVICES_600 SAN LORENZO			81.15
	345984	ALARM SERVICES_232 KINGS VILLAGE			279.24
	345984	ALARM SERVICES_600 SAN LORENZO			81.15
	345984	ALARM SERVICES_15900 BC RD			333.57
	345984	ALARM SERVICES_195 KIRBY ST			319.62
			Total for Check Number 13756:	0.00	1,898.76
13757	10117	MELISSA DESIGNS	10/11/2017		
	2147	AUTUMN WINDOW PAINTING			96.00
			Total for Check Number 13757:	0.00	96.00
13758	00082	MID VALLEY SUPPLY	10/11/2017		
	217709	PAPER SUPPLIES_OPS			90.43
	217709	PAPER SUPPLIES_ADMIN			73.78
			Total for Check Number 13758:	0.00	164.21
13759	00054	PACIFIC GAS & ELECTRIC	10/11/2017		
	092817	ELECTRIC_1150 REBECCA DR			49.81
			Total for Check Number 13759:	0.00	49.81
13760	00054	PACIFIC GAS & ELECTRIC	10/11/2017		
	3658024062	GAS/ELECTRIC_WTP			31,547.67
	3658024062	GAS/ELECTRIC_BCEWW			256.49
	3658024062	GAS/ELECTRIC_ADMIN			947.47
	3658024062	GAS/ELECTRIC_OPS			8,146.92
			Total for Check Number 13760:	0.00	40,898.55
13761	00054	PACIFIC GAS & ELECTRIC	10/11/2017		
	092617	ELECTRIC_WEST DR			21.03
	092617	ELECTRIC_PUMPING STATION			154.09
	092617	ELECTRIC_11255 LOMPICO RD			205.61
	092617	ELECTRIC_11590 LAKESHORE			208.92
	092617	ELECTRIC_CARROL & LOMPICO			23.93
			Total for Check Number 13761:	0.00	613.58
13762	00054	PACIFIC GAS & ELECTRIC	10/11/2017		
	92817	ELECTRIC_19 SUMMIT AVE			916.85
			Total for Check Number 13762:	0.00	916.85
13763	00054	PACIFIC GAS & ELECTRIC	10/11/2017		
	9282017	ELECTRIC_ZAYANTE/ROOSEBLOOM PUM			1,858.89
			Total for Check Number 13763:	0.00	1,858.89
13764	00054	PACIFIC GAS & ELECTRIC	10/11/2017		
	100417	ELECTRIC_11590 LAKESHORE			9.69
			Total for Check Number 13764:	0.00	9.69

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
13765	00046	RED WING SHOE STORE	10/11/2017		
	11-822	SAFETY BOOTS FOR 201			407.60
	11-822	REQUEST FOR SAFETY WORK BOOTS FOR			268.67
Total for Check Number 13765:				0.00	676.27
13766	10151	OSCAR RODAS	10/11/2017		
	613417	YARD MAINTENANCE_AUGUST			250.00
	613417	YARD MAINTENANCE_SEPTMBER			250.00
Total for Check Number 13766:				0.00	500.00
13767	10105	SIERRA CHEMICAL CO.	10/11/2017		
	10017547	CL2 DRUM CREDIT			-920.00
	10051661	CL2 FOR PLANT			3,194.18
Total for Check Number 13767:				0.00	2,274.18
13768	00047	SOIL CONTROL LAB	10/11/2017		
	7090351	WATER ANALYSIS			145.00
	7090352	WATER ANALYSIS			78.00
	7090353	WATER ANALYSIS			37.00
Total for Check Number 13768:				0.00	260.00
13769	10119	TAYLOR TOCCALINO	10/11/2017		
	092617	UNIFORM REIMBURSEMENT			18.51
Total for Check Number 13769:				0.00	18.51
13770	10080	RICARDO VILLA	10/11/2017		
	100317	MEAL REIMBURSEMENT			14.52
Total for Check Number 13770:				0.00	14.52
13771	00109	BENJAMIN VIRAMONTES	10/11/2017		
	100317	MEAL REIMBURSEMENT			15.00
Total for Check Number 13771:				0.00	15.00
137360	UB*00343	STUART BERG	10/09/2017		
		Refund Check			96.58
Total for Check Number 137360:				0.00	96.58
137361	UB*00342	Amber Marley	10/09/2017		
		Refund Check			3.71
		Refund Check			3.79
		Refund Check			0.88
Total for Check Number 137361:				0.00	8.38
137362	UB*00344	DEBBI PARIS	10/09/2017		
		Refund Check			12.91
Total for Check Number 137362:				0.00	12.91
Report Total (199 checks):				116.19	321,972.78

# EFT TRANSACTIONS

## SEPTEMBER 2017



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

Date	Check No	Vendor	Description	Amount
9/13/2017	EFT	PAYCHEX	ADMIN & DELIVERY FEES 09/13/17	\$ 1,234.22
9/13/2017	EFT	PAYCHEX	PAYROLL 09/13/17	\$ 94,859.33
9/27/2017	EFT	CALPERS	RETIREMENT BENEFITS 09/13/17 & 09/27/17	\$ 31,786.72
9/27/2017	EFT	PAYCHEX	ADMIN & DELIVERY FEES 09/27/17	\$ 1,200.38
9/27/2017	EFT	PAYCHEX	PAYROLL 09/27/17	\$ 96,258.32
TOTAL EFT TRANSACTIONS				<u>\$ 225,338.97</u>

0087 A87P-7177 San Lorenzo Valley Water District

**CASH REQUIREMENTS**

**THIS REPORT SUMMARIZES YOUR PAYROLL TRANSACTIONS FOR THE CHECK DATE 09/13/17. 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>		<b>BANK DRAFT AMOUNTS &amp; OTHER TOTALS</b>
09/12/17	WELLS FARGO BANK, NA	xxxxxx1358	Direct Deposit	Net Pay Allocations	58,894.22	58,894.22
09/12/17	WELLS FARGO BANK, NA	xxxxxx1358	Taxpay®	Employee Withholdings		
				Social Security	6,449.40	
				Medicare	1,617.18	
				Fed Income Tax	13,103.42	
				CA Income Tax	4,003.55	
				CA Disability	936.24	
				<b>Total Withholdings</b>	<b>26,109.79</b>	
				Employer Liabilities		
				Social Security	6,449.38	
				Medicare	1,617.21	
				<b>Total Liabilities</b>	<b>8,066.59</b>	<b>34,176.38</b>
09/12/17	WELLS FARGO BANK, NA	xxxxxx1358	401(k) Traditional	PXROTH 401 EEPO		
				PX401 ERMTCH		
				PXROTH 401 EECU		
				PX401 EECU		
				PX401 EEPRE	1,011.85	
				PX401 ERCUM		1,011.85
09/12/17	WELLS FARGO BANK, NA	xxxxxx1358	Section 125	PXUME EE PRE	392.26	
				PXDCA EE PRE	384.62	776.88
<b>EFT FOR 09/12/17</b>						<b>94,859.33</b>
<b>TOTAL EFT (Does not reflect administrative charges)</b>						<b>94,859.33</b>

**NEGOTIABLE CHECKS** - Check amounts will be debited when payees cash checks. Funds must be available on check date.

<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>		<u>TOTAL</u>
09/13/17	WELLS FARGO BANK, NA	xxxxxx1358	Payroll	Check Amounts	14,463.40	
<b>TOTAL NEGOTIABLE CHECKS</b>						<b>14,463.40</b>



CASH REQUIREMENTS

THIS REPORT SUMMARIZES YOUR PAYROLL TRANSACTIONS FOR THE CHECK DATE 09/13/17. 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 - Paychex does not remit these funds. You must ensure accurate and timely payment of applicable items.

TRANS. DATE	BANK NAME	ACCOUNT NUMBER	PRODUCT	DESCRIPTION	TOTAL
09/13/17	Refer to your records for account	Information	Payroll	Employee Deductions	
				Aflc/Col Post	66.65
				Aflc/Col Pre	260.35
				Calper 457	525.00
				DPer	7,122.65
				Health	1,709.97
				ICMA	2,794.00
				Life Ins	14.00
				Union dues	499.33
				Total Deductions	12,991.95
TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES (Does not reflect administrative charges)					12,991.95

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

DUE DATE	PRODUCT	DESCRIPTION	
09/20/17	Taxpay®	FED IT PMT Group	29,236.59
09/20/17	Taxpay®	CA IT PMT Group	4,939.79

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**CASH REQUIREMENTS**

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**TRANSACTION DETAIL**

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

<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>		<b>BANK DRAFT AMOUNTS &amp; OTHER TOTALS</b>
09/26/17	WELLS FARGO BANK, NA	xxxxxx1358	Direct Deposit	Net Pay Allocations	58,448.79	58,448.79
09/26/17	WELLS FARGO BANK, NA	xxxxxx1358	Taxpay®	Employee Withholdings		
				Social Security	6,683.51	
				Medicare	1,666.94	
				Fed Income Tax	14,062.87	
				CA Income Tax	4,352.03	
				CA Disability	934.38	
				<b>Total Withholdings</b>	<b>27,699.73</b>	
				Employer Liabilities		
				Social Security	6,683.56	
				Medicare	1,666.92	
				<b>Total Liabilities</b>	<b>8,350.48</b>	<b>36,050.21</b>
09/26/17	WELLS FARGO BANK, NA	xxxxxx1358	401(k) Traditional	PXROTH 401 EEPO		
				PX401 ERMTCH		
				PXROTH 401 EECU		
				PX401 EECU		
				PX401 EEPRE	982.44	
				PX401 ERCUM		<b>982.44</b>
09/26/17	WELLS FARGO BANK, NA	xxxxxx1358	Section 125	PXUME EE PRE	392.26	
				PXDCA EE PRE	384.62	<b>776.88</b>
<b>EFT FOR 09/26/17</b>						<b>96,258.32</b>
<b>TOTAL EFT (Does not reflect administrative charges)</b>						<b>96,258.32</b>

**NEGOTIABLE CHECKS** - Check amounts will be debited when payees cash checks. Funds must be available on check date.

<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>		<u>TOTAL</u>
09/27/17	WELLS FARGO BANK, NA	xxxxxx1358	Payroll	Check Amounts	17,242.71	
<b>TOTAL NEGOTIABLE CHECKS</b>						<b>17,242.71</b>

0087 A87P-7177 San Lorenzo Valley Water District

**CASH REQUIREMENTS**

**THIS REPORT SUMMARIZES YOUR PAYROLL TRANSACTIONS FOR THE CHECK DATE 09/27/17. 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** - Paychex does not remit these funds. You must ensure accurate and timely payment of applicable items.

<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	<u>TOTAL</u>
09/27/17	Refer to your records for account Information		Payroll	Employee Deductions	
				Aflc/Col Post	66.65
				Aflc/Col Pre	260.35
				Calper 457	525.00
				DPer	7,099.00
				Health	1,709.97
				ICMA	2,335.00
				Life Ins	14.00
				Union dues	499.33
				<b>Total Deductions</b>	<b>12,509.30</b>

**TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES (Does not reflect administrative charges)** **12,509.30**

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

<u>DUE DATE</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	
10/04/17	Taxpay®	FED IT PMT Group	30,763.80
10/04/17	Taxpay®	CA IT PMT Group	5,286.41

# Fiscal Year 2016/2017

## Financial Summary

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### 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. There are also differences between how numbers are budgeted and how they have to be booked for accrual based accounting for audit purposes. 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. It is important to understand this in connection with the numbers that follow.

#### Overall Financial Results

##### Compared to Budget:

- Revenue: Total revenues were \$8.7M compared to a budgeted \$8.1M, resulting in a favorable \$0.6M to budget
- Expenses: Total expenses were \$7.3M compared to a budgeted \$7M, resulting in an increase of \$0.3M to budget
- Net Income: The above results in a favorable \$0.3M to budget

##### Accrual Based, as presented similarly in audited financials:

- Revenue: Total revenues were \$8.7M
- Expenses: Total expenses were \$8.6M, this includes a depreciation expense of \$1.4M and overhead absorption of (\$75K), which are not part of the budget analysis above
- Net Income: The above results in a favorable \$41K position

These results show a positive net position, as well as being close to budget.

#### Operations Net Results

For the Fiscal Year 2016/17, operating revenues were \$7.4M and operating expenses were \$7.1M, excluding depreciation. This results in an operating net income of \$329K, which is \$94K greater than the budgeted \$235K.

## Operating Revenue

YTD operating revenue of \$7.4M is \$394K greater than the budgeted \$7M. Annual consumption was approximately 655,000 units of water or 490 million gallons. New to this past year was a full year of the Lompico area, which contributed to the revenue being greater than budget. Annual consumption appears to have consistently levelled out around the 650,000 units of water, which is similar to how the FY1718 was budgeted.

## Operating Expenses

YTD operating expenses of \$7.1M is \$300K greater than the budgeted \$6.8M.

Most categories were close to budget expectations. The increase was mainly attributed to the benefits category from a Lompico pension payoff of \$124K and the changes in the accrued pension liability for GASB 68 of also \$124K.

## Non-Operating Revenue & Expenses

Below itemizes the different non-operating revenue and expenses of the District for YTD. The bond revenue was inherited from the Lompico merger, where there is a neutral bond revenue and bond payment from a bond measure from Lompico, these will phase out in the near future.

Non-operating Revenue	YTD Total
Lease Revenue	\$ 25,504
Property Taxes	707,262
Assessment/Bond Revenue	422,576
Rental Income	36,347
Interest	13,858
Other Misc.	15,438
	<u>\$ 1,220,986</u>

Non-operating Expenses	YTD Total
Interest Expense	\$ 166,204

## Debt Obligations

Below itemizes current debt obligations of the District as of FY1617.

	2016	Additions	Payments	2017
Felton Loan	\$ 1,794,766		\$ 144,326	\$ 1,650,440
Refunding Bond	3,127,332		632,479	2,494,853
Olympia SRF Loan	1,622,227		31,443	1,590,784
Solar & Vehicle Loan		442,068	17,747	424,321
Other Bonds	126,000		65,000	61,000
	<u>\$ 6,670,325</u>	<u>\$ 442,068</u>	<u>\$ 890,995</u>	<u>\$ 6,221,398</u>

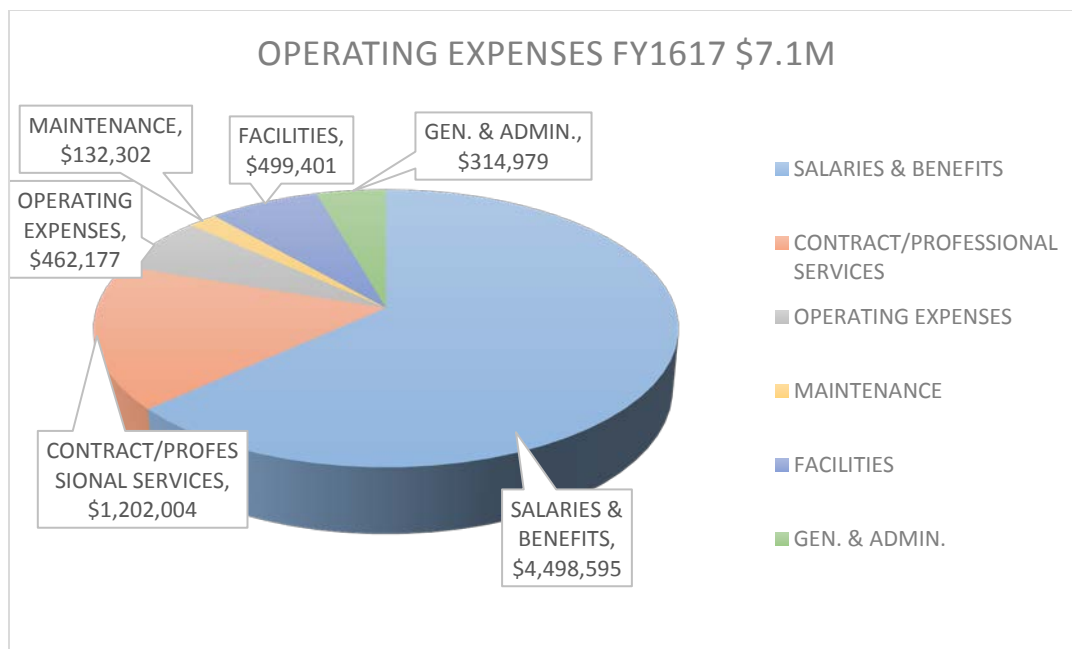
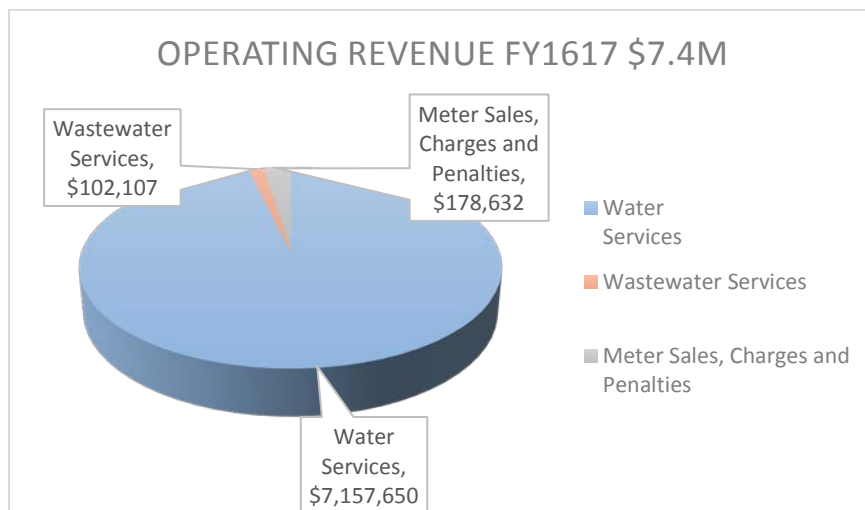
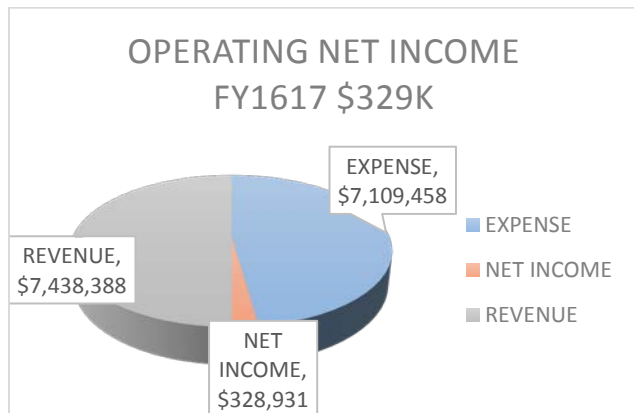
## Capital Projects & Expenditures

Below itemizes the YTD capital expenditures and capital in progress (CIP) that have been spent. Please note, if any completed projects used in-house labor, these amounts have been allocated to the projects. Some of these projects have low balances, as those are projects still in progress that will remain in CIP until they are completed and then moved to be a completed fixed asset.

PROJECT	PROJECT TOTAL
INTERTIE 2, 3, & 4	\$ 57,988.44
BCEWW IMPROVEMENTS / CAP-1617001A	\$ 41,858.72
PROBATION TANK / CAP-1516002A	\$ 20,267.04
SWIM TANK DESIGN / CAP-1516003A	\$ 12,173.34
LYON WTP CONTROL UPGRADE / CAP-1516006A	\$ 69,856.45
LOMPICO CREEKWOOD MAIN REPLACEMENT	\$ 84,878.51
RALSTON TANK SCADA UPGRADE	\$ 8,246.81
WO 269 - BEAR CREEK RD MAIN RELOCATION	\$ 9,694.35
WO 272 - LYON WATER TREATMENT PLANT ACCESS RD REP	\$ 26,353.27
LOST ACRES WATER TANK PROJECT	\$ 1,906.50
WO 129 - LOMPICO METER CHANGE OUT	\$ 57,705.01
BLUE TANK REPLACEMENT PROJECT / CAP-1718001A	\$ 793.00
WO 471 - BLUE TANK FENCING PROJECT	\$ 6,343.50
WO 411 - FELTON METER CHANGE OUT PROJECT	\$ 105,696.63
DISTRICT VEHICLES	\$ 116,085.63
SOLAR SYSTEM	\$ 325,982.51
NEW METER SETS	\$ 37,816.52
	<b>\$ 983,646.23</b>

## Operating Charts

Below shows a graphical representation of the District's operating positions.





## REVENUES AND EXPENSES - FY1617

*Below shows a breakdown of the revenue and expense breakdown, comparing to budget and the accrual based audit pro-forma:*

	2017	BUDGET	DIFF	% DIFF
<b>REVENUES:</b>				
OPERATING REVENUES	\$ 7,438,388	\$ 7,044,640	\$ 393,748	6%
NON-OPERATING REVENUES	\$ 1,220,986	\$ 1,051,800	\$ 169,186	16%
<b>TOTAL REVENUES</b>	<b>\$ 8,659,374</b>	<b>\$ 8,096,440</b>	<b>\$ 562,934</b>	<b>7%</b>
<b>EXPENSES:</b>				
OPERATING EXPENSES:				
SALARIES & BENEFITS	\$ 4,498,595	\$ 4,097,927	\$ 400,667	10%
CONTRACT/PROFESSIONAL SERVICES	\$ 1,202,004	\$ 1,236,483	\$ (34,479)	-3%
OPERATING EXPENSES	\$ 462,177	\$ 390,000	\$ 72,177	19%
MAINTENANCE	\$ 132,302	\$ 157,500	\$ (25,198)	-16%
FACILITIES	\$ 499,401	\$ 536,100	\$ (36,699)	-7%
GEN. & ADMIN.	\$ 314,979	\$ 391,750	\$ (76,771)	-20%
OPERATING EXPENSES	\$ 7,109,458	\$ 6,809,760	\$ 299,697	4%
NON-OPERATING EXPENSES	\$ 166,204	\$ 170,250	\$ (4,046)	-2%
<b>TOAL EXPENSES</b>	<b>\$ 7,275,661</b>	<b>\$ 6,980,010</b>	<b>\$ 295,651</b>	<b>4%</b>
<b>NET INCOME (LOSS)</b>	<b>\$ 1,383,713</b>	<b>\$ 1,116,430</b>	<b>\$ 267,283</b>	<b>24%</b>

## AUDIT PROFORMA:

### REVENUES:

OPERATING REVENUES	\$ 7,438,388
NON-OPERATING REVENUES	\$ 1,220,986
<b>TOTAL REVENUES</b>	<b>\$ 8,659,374</b>

### EXPENSES:

OPERATING EXPENSES	\$ 7,109,458
NON-OPERATING EXPENSES	\$ 166,204
OVERHEAD ABSORPTION	\$ (74,683)
DEPRECIATION	\$ 1,417,477
<b>TOAL EXPENSES</b>	<b>\$ 8,618,455</b>

**NET INCOME (LOSS) BEFORE CAP. CONTRIB.** **\$ 40,919**

**CAPITAL CONTRIBUTIONS** **\$ -**

**CHANGE IN NET POSITION** **\$ 40,919**

## OPERATING ANALYSIS - AUGUST 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
\$ 442,081	58.3%	\$ 415,727	\$ 26,354	6%	12%	\$ 3,550,000	49%
\$ 300,306	39.6%	\$ 302,722	\$ (2,417)	-1%	8%	\$ 3,540,000	48%
\$ 7,375	1.0%	\$ 6,325	\$ 1,050	17%	7%	\$ 110,000	2%
\$ 8,229	1.1%	\$ 8,046	\$ 183	2%	8%	\$ 100,000	1%
<b>\$ 757,991</b>	<b>100.0%</b>	<b>\$ 732,821</b>	<b>\$ 25,170</b>	<b>3%</b>	<b>10%</b>	<b>\$ 7,300,000</b>	<b>100%</b>

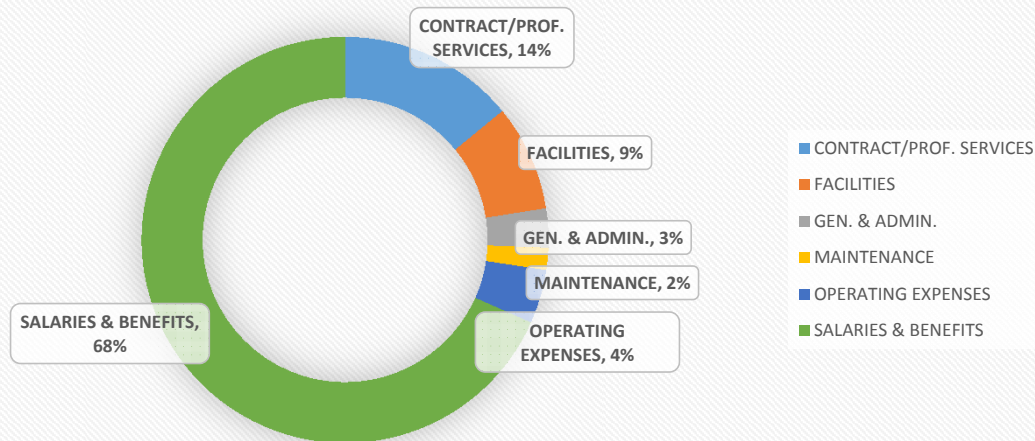
### EXPENSES BY CATEGORY

#### 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
\$ 422,914	68.3%	\$ 375,384	\$ 47,531	13%	10%	\$ 4,097,927	60%
\$ 86,967	14.1%	\$ 147,007	\$ (60,040)	-41%	7%	\$ 1,236,483	18%
\$ 26,573	4.3%	\$ 38,850	\$ (12,277)	-32%	7%	\$ 390,000	6%
\$ 10,897	1.8%	\$ 16,390	\$ (5,493)	-34%	7%	\$ 157,500	2%
\$ 52,281	8.4%	\$ 63,169	\$ (10,889)	-17%	10%	\$ 536,100	8%
\$ 19,232	3.1%	\$ 16,514	\$ 2,718	16%	5%	\$ 391,750	6%
<b>\$ 618,864</b>	<b>100%</b>	<b>\$ 657,314</b>	<b>\$ (38,450)</b>	<b>-6%</b>	<b>9%</b>	<b>\$ 6,809,760</b>	<b>100%</b>

### % BREAKDOWN OF CATEGORY EXPENDITURES



### COMMENTS

August operating revenue and expenses were similar to the prior year and tracking as expected to budget. Operating revenue is tracking slightly higher than expected, as consumption levels have ticked up this summer as compared to last year.

## OPERATING ANALYSIS - AUGUST YTD FY1718

### REVENUE BY CATEGORY

DESCRIPTION	JULY	AUGUST	YTD	BUDGET	% OF BUD.
WATER USAGE	217,386	442,081	659,468	3,550,000	19%
BASIC CHARGES	299,905	300,306	600,211	3,540,000	17%
METERS, PENALTIES & OTHER	4,950	7,375	12,325	110,000	11%
SEWER CHARGES	8,344	8,229	16,573	100,000	17%
<b>TOTAL OPERATING REVENUE</b>	<b>530,586</b>	<b>757,991</b>	<b>1,288,577</b>	<b>7,300,000</b>	<b>18%</b>

### EXPENSES BY CATEGORY

DESCRIPTION	JULY	AUGUST	YTD	BUDGET	% OF BUD.
SALARY & BENEFITS	402,003	422,914	824,917	4,097,927	20%
CONTRACT/PROF. SERVICES	151,419	86,967	238,387	1,236,483	19%
OPERATING EXPENSES	24,557	26,573	51,130	390,000	13%
MAINTENANCE	15,799	10,897	26,696	157,500	17%
FACILITIES	54,623	52,281	106,904	536,100	20%
GEN. & ADMIN.	44,673	19,232	63,904	391,750	16%
<b>TOTAL OPERATING EXPENSES</b>	<b>693,074</b>	<b>618,864</b>	<b>1,311,938</b>	<b>6,809,760</b>	<b>19%</b>

### COMMENTS

Current year to date revenue and expenses are tracking as expected.

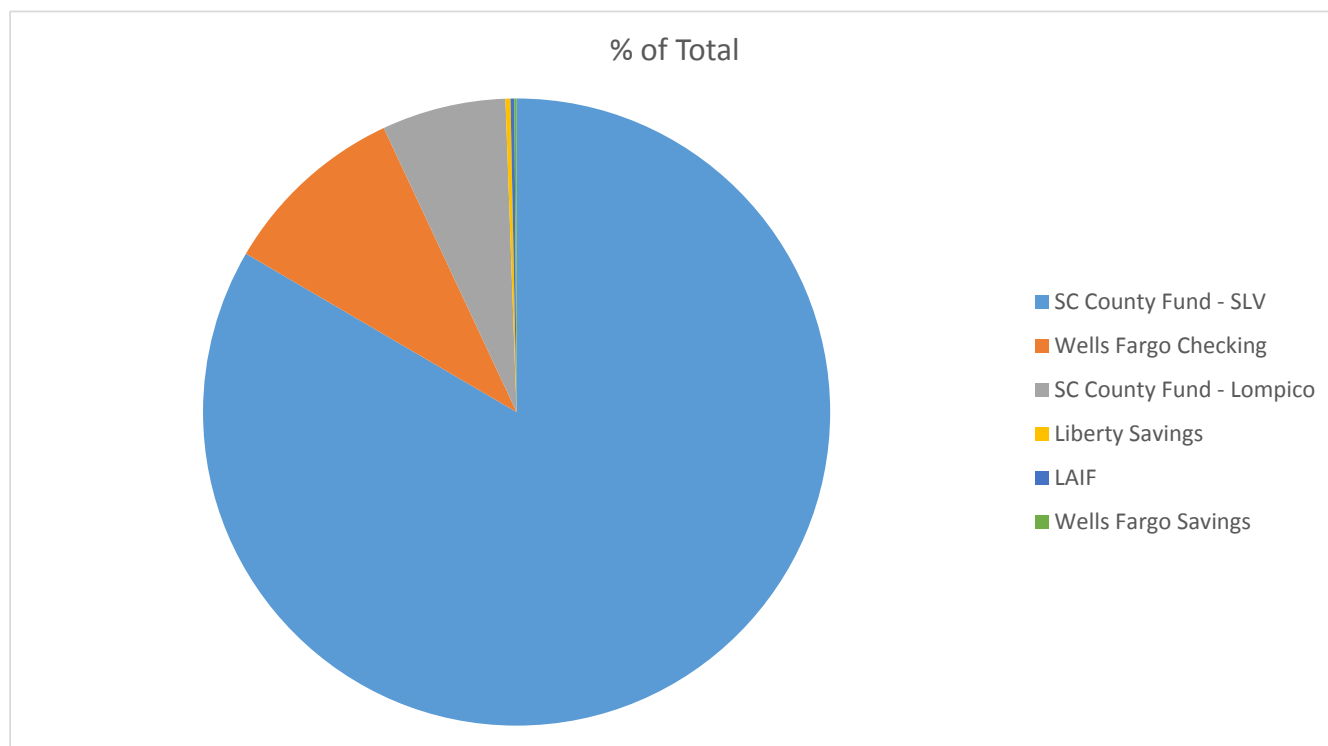
There may be annual expenses paid upfront that could cause individual months to appear skewed. An example of this would be some insurances are paid in July, this causes July expenses to appear higher than other months.

There are also differences between how numbers are budgeted and how they have to be booked for accrual based accounting for audit purposes. An example of this would be part of July usage revenue is booked back into June based on a prorated estimate of any read periods covering part of June.

Data is continuously being reviewed, so it is not un-common for a prior report balance to change slightly throughout the year as accounts are reconciled.

AS OF 8/31/2017

<b>LIQUID ASSETS</b>	<b>\$ Amount</b>	<b>% of Total</b>	<b>Ave Interest Rate</b>
Wells Fargo Checking	120,993	8.1%	0.100%
Wells Fargo Savings	2,001	0.1%	0.150%
Liberty Savings	4,504	0.3%	0.150%
SC County Fund - SLV	1,259,496	83.8%	0.986%
SC County Fund - Lompico	111,893	7.4%	0.986%
LAIF	3,392	0.2%	0.978%
	<u>\$ 1,502,280</u>	<u>100%</u>	



**G/L Balances**

Criteria: As Of = 8/31/2017; 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	533.11	(300,000.00)	111,893.34
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	(533.11)	(110,529.44)
Total Fund 76530		0.00	600,533.11	(600,533.11)	0.00
Fund 76644 -- SAN LORENZO VALLEY WATER TRUST					
101	EQUITY IN POOLED CASH	1,455,046.45	4,449.18	(200,000.00)	1,259,495.63
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)	200,000.00	(504,449.18)	(1,259,495.63)
Total Fund 76644		0.00	904,449.18	(904,449.18)	0.00

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

SAN LORENZO VALLEY WATER DISTRICT

DISTRICT MANAGER  
13060 HIGHWAY 9  
BOULDER CREEK, CA 95006

[PMIA Average Monthly Yields](#)

[Tran Type Definitions](#)

August 2017 Statement

**Account Summary**

Total Deposit:	0.00	Beginning Balance:	3,392.37
Total Withdrawal:	0.00	Ending Balance:	3,392.37

## M E M O

TO: Board of Directors

FROM: District Manager

PREPARED BY: Environmental Programs Manager

SUBJECT: Environmental Status Report

DATE: October 19, 2017

### RECOMMENDATION:

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

## ENVIRONMENTAL COMPLIANCE

### 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.

### BULL BENNETT PIPELINE REPLACEMENT - CDFW 1600 LAKE/STREAM BED ALTERATION PERMIT

Staff has received the 1600 Agreement from the California Department of Fish and Wildlife for the Bull Creek Pipeline Replacement.

### PROBATION TANK

Staff has been notified that the Habitat Conservation Plan, mitigation for the Probation Tank Replacement Project- which should result in a conservation bank on the Olympia Watershed has completed its review with the federal registry, and the permit should be received by November 1<sup>st</sup>.

Staff is also working with USFWS and the Land trust of Santa Cruz County and Jodi McGraw on the Conservation Bank Easement. The Easement Language has been approved by USFWS, the Land Trust is now working on initiating the escrow account to complete the easement. CEQA has been completed.



## 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.

## ENVIRONMENTAL REVIEW

### DRAFT ENVIRONMENTAL IMPACT REPORT FOR CANNABIS CULTIVATION & MANUFACTURING

Staff is reviewing and preparing comments on the DEIR for Cannabis Cultivation. Comments are due October 31, 2017.

### MOUNT HERMON FELTON MEADOW PROJECT- UPDATE

Excerpt from the Mt. Hermon website:

*The costs associated with developing the Felton Meadow property have exceeded our current capabilities and so we have decided to forego any development. Although we are not moving forward with development of the property, there are new programs in development that will benefit our surrounding community including new programs intended for our local community. We will be starting an After School Program for grade school students in the San Lorenzo Valley and launching Velocity Bike School and Adventures with classes, guided rides, and backcountry trips based out of our current location. The Felton Meadow property will continue to be maintained and managed by Mount Hermon.*

## WATERSHED MANAGEMENT

### BROOM MANAGEMENT ON OLYMPIA WELLFIELD

Staff has confirmed 7 experts to participate in the “blue ribbon” panel to review the District’s approach to broom management. The Panel will meet approximately 6 times over and should complete the recommendations by March 2018.

### DATA COLLECTION/ RESTORATION GRANT PROGRAM

Staff announced the District is accepting applications for Data Collection/Restoration Grants focused on energy generation, biodiversity trends on the District’s Olympia Watershed property or the impact of invasive species management strategies on soil quality.

Scientists, restoration practitioners, students, groups and organizations are eligible for grant funding. The mission of the Education Grant Program is to provide funding for educational and other projects that enhance the understanding of the San Lorenzo River watershed or improve the watershed’s environmental health.

The District is now accepting applications for 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**

Stage 2 water restrictions are still in effect. The District continues to ask customers to Conserve Water as a way of life.

Staff has been working with the Water Conservation Coalition of Santa Cruz County to coordinate a poster contest for residents county-wide. The theme is Imagine a Day Without Water. Posters were submitted and posted on social media for the community to vote for their favorite.

There will be 12 winners (each receiving \$50 and put into a calendar for 2018). The 12 winners along with 5-10 runner up posters will be displayed at the MAH for a pop-up art event.

The event will be hosted in the MAH's Secret Garden located through the back entrance of the museum from 4:30pm - 8:00pm Friday, 10/20.

LINK <https://santacruzmah.org/event/community-rental-7/>

## **COMMUNICATIONS**

*The District is running ads in the Mountain Bulletin monthly.*

The following Press Releases have been distributed and can be found on the website:

- SLVWD Board to Consider Support for Paris Climate Accord
- SLVWD Water District Approves Rate Restructuring, including Rate Increase
- SLVWD Board Takes Action on Climate Change
- SLVWD Seeks Grant Applicants

### **PUBLIC OUTREACH**

- E Newsletters are sent out to over 3500 customer email addresses once or twice monthly.
- The District Facebook page and website are updated regularly (3-5 times per week).

## FELTON LIBRARY OUTDOOR EDUCATION ZONE

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

## NETWORKING/ COLLABORATIONS

### 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/>

The Bioregional Council is dedicated to the preservation and enhancement of regional biodiversity over time through education, the dissemination of accurate scientific information and assistance in the planning, coordination and implementation of conservation efforts. Next meeting scheduled May 19<sup>th</sup>.

WATER CONSERVATION COALITION - <http://watersavingtips.org/>

The Water Conservation Coalition is a partnership between all the local Water Districts in Santa Cruz County as well as the County Water Resources Division, Ecology Action and other groups who share a passion for water conservation and public education. Our goal is to combine efforts and share resources to provide a common message about water conservation issues to residents throughout Santa Cruz County, which is a special place because ALL of our water supply comes from rain that falls within our County boundaries. Though each water district gets drinking water from different sources, we all share a common goal and work together to protect water resources in our aquifers and watersheds and continue to provide safe, high quality drinking water to all who live, work and play in Santa Cruz County. Meeting held quarterly or monthly depending on activity level.

SANTA MARGARITA GROUNDWATER AGENCY- <http://smgwa.org/>

Under the Sustainable Groundwater Management Act of 2014, 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 2020, 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 stormwater management, and environmental stewardship. [Find out more.](#)

## MEMO

TO: District Manager

FROM: Director of Operations

SUBJECT: OPERATIONS DEPARTMENT STATUS REPORT  
SEPTEMBER 2017

DATE: October 11, 2017

### RECOMMENDATION:

It is recommended that the District Manager review and file the Operations Department Project Status Report for the month of September 2017.

### BACKGROUND:

#### 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 approval for the replacement location from the State Water Board and received a waiver to the new requirement for a 50 foot radius zone of control. The waiver will require a 400 lineal foot sanitary concrete seal. Staff is putting together a timeline and construction is anticipated completion March 2017.

#### BLUE TANK REPLACEMENT

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. The existing tank is scheduled to be removed mid November 2017.

#### SCADA COMMUNICATIONS

Communications issues are continuing to be experienced with the District's SCADA system, however have been greatly reduced. Loss of communications and intermittent alarms sometimes up to several hundred over a short period of time was being experienced. AT&T SCADA Bridge has been upgraded to IP based communication as a possible solution. This work has been completed and alarm

issues are still being experienced but greatly reduced. The data concentrator which collects and sorts data has been replaced and staff is monitoring overall performance.

## MAINTENANCE ISSUES

Main Break 6" - Glen Arbor 6" - Replace 45 ell  
Main Break 4" - Alta Via - Replaced 45 ell and 25 LF 4" HDPE Pipe  
Service Line Replacement -Van Allan  
Water Meter Relocation - Chipmunk Hollow  
Air Release Replacement - Highway 9 and Quigg Way  
Felton Heights Booster - Replaced Booster 1, motor failure

## LYON TANK ACCESS ROAD

Staff performed paving on a section of road damage as part of the road slide. The road is being prepared for the winter.

## LYON WATER TREATMENT CLARIFICATION BASIN CLEANING

During the reporting period staff cleaned Clarification Basin 1. Annually the basins are cleaned to remove sediment that is collected during the treatment process.

Rick Rogers  
Director of Operations



## SAN LORENZO VALLEY WATER DISTRICT

### PRODUCTION COMPARRISON

Source	September-17	August-17	September-13	Difference This Year To 2013
<b>North System</b>				
<b>Surface Water Sources</b>				
Foreman Creek	10,114,246	23,482,213	8,522,000	
Peavine Creek + Hydro	9,956,510	1,707,750	2,025,000	
Clear Creek	808,346	983,422	0	
Sweetwater Creek	538,898	655,615	0	
<b>Sub-Total (Streams)</b>	<b>21,418,000</b>	<b>26,829,000</b>	<b>10,547,000</b>	103.07%
<b>Wells (North)</b>				
Olympia No. 2	15,532,000	14,001,000	13,738,000	
Olympia No. 3	7,890,000	459,000	10,191,000	
Quail Well No. 4-A	6,003,000	6,351,000	8,700,000	
Quail Well No. 5-A	2,731,100	2,986,200	5,812,000	
<b>Sub Total North Wells</b>	<b>32,156,100</b>	<b>23,797,200</b>	<b>38,441,000</b>	-16.35%
<b>South System Wells</b>				
Pasatiempo 5A	6,869,300	10,246,500	N/A	
Pasatiempo 6	-	-	10,349,000	
Pasatiempo 7	-	-	3,244,000	
<b>Sub Total Pasatiempo Wells</b>	<b>6,869,300</b>	<b>10,246,500</b>	<b>13,593,000</b>	-49.46%
<b>North South All Sources Combined</b>	<b>60,443,400</b>	<b>60,872,700</b>	<b>62,581,000</b>	-3.42%
<b>Felton System - Surface Water</b>				
Fall Creek	7,862,400	6,521,068	11,993,200	
Bennett Spring	4,929,320	5,102,108	3,458,100	
Bull 1 & 2	1,976,180	2,203,608	0	
<b>Total Felton System Sources</b>	<b>14,767,900</b>	<b>13,826,784</b>	<b>15,451,300</b>	-4.42%
<b>Manana Woods System</b>				
Well 1	-	-	851,364	
<b>Total Manana Woods Sources</b>	<b>-</b>	<b>-</b>	<b>851,364</b>	
<b>Sub - Total Production</b>				
<b>North / Felton / Manana</b>	<b>75,211,300</b>	<b>74,699,484</b>	<b>78,883,664</b>	-4.66%
<b>Surface</b>	<b>36,185,900</b>	<b>40,655,784</b>	<b>25,998,300</b>	39.19%
<b>Wells</b>	<b>39,025,400</b>	<b>34,043,700</b>	<b>52,885,364</b>	-26.21%
<b>Total Surface Water Percentage</b>	<b>48.11</b>	<b>54.43</b>	<b>32.96</b>	45.98%
<b>Total Wells Percentage</b>	<b>51.89</b>	<b>45.57</b>	<b>67.04</b>	-22.60%

**SAN LORENZO VALLEY WATER DISTRICT  
PRODUCTION BY SYSTEM  
+/- INTERTIES  
September 2017**

<b>North System All Sources</b>	<b>60,443,400</b>
<b>Interties IN +</b>	<b>498,283</b>
<b>Interties OUT -</b>	<b>3,171,877</b>
<b>TOTAL NORHT SYSTEM</b>	<b>57,769,806</b>
<b>Felton Water system All Sources</b>	<b>14,767,900</b>
<b>Interties IN +</b>	<b>119</b>
<b>Interties OUT -</b>	<b>0</b>
<b>TOTAL FELTON SYSTEM</b>	<b>14,768,019</b>
<b>Manana Woods System</b>	
<b>Manana Woods Well 1</b>	<b>0</b>
<b>Interties IN +</b>	<b>N/A</b>
<b>TOTAL MANANA WOODS</b>	<b>0</b>

**SAN LORENZO VALLEY WATER DISTRICT  
INTERTIE USAGE  
September 2017**

**INTERTIE 2**

SLVWD to SVWD 0

SVWD to SLVWD 0

**INTERTIE 3**

SLV SOUTH to SLV NORTH 498,283

SLV NORTH to SLV SOUTH 1,164,950

**INTERTIE 4**

SLVWD to MHWD 0

MHWD to SLVWD 0

**INTERTIE 6**

SLV NORTH to SLV FELTON 119

SLV FELTON to SLV NORTH -

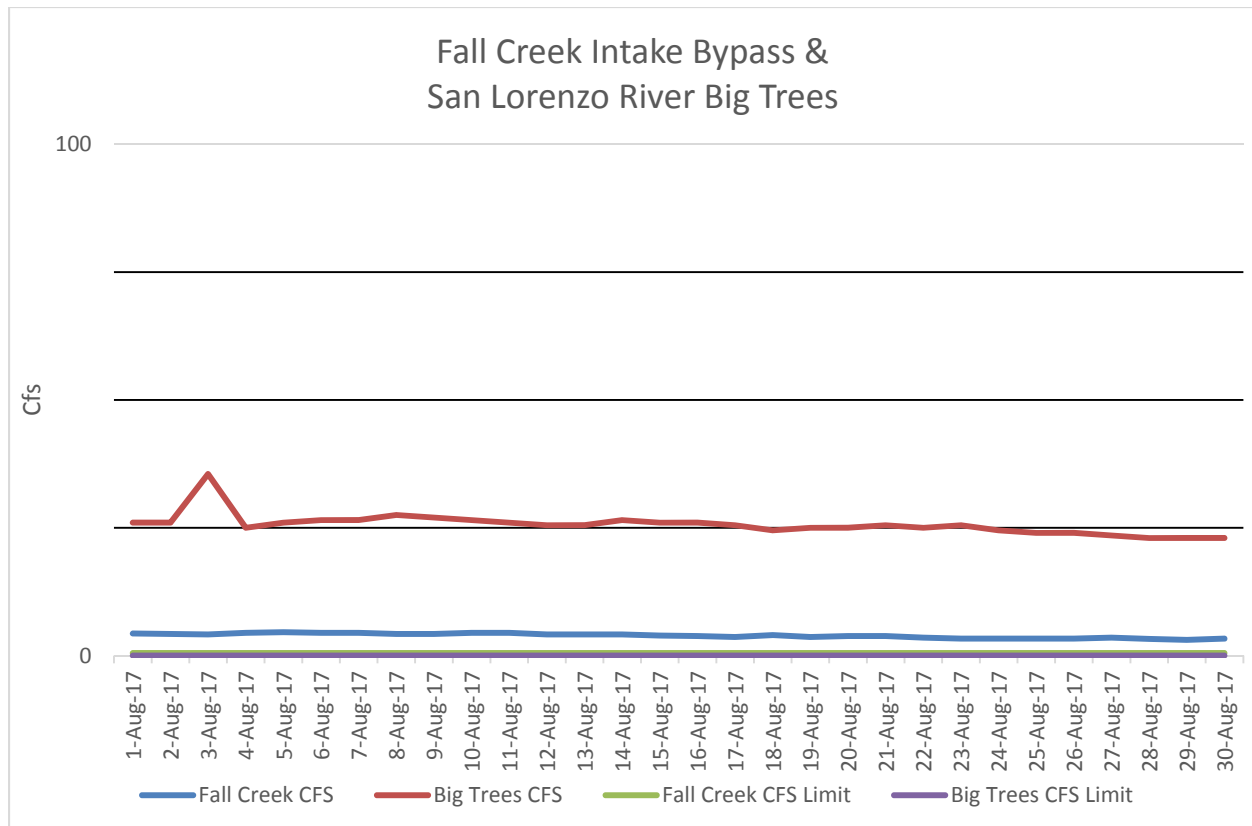
**LOMPICO INTERTIE**

SLV NORTH to LOMPICO 2,006,808

**MANANA WOODS INTERTIE**

SLVWD to MANANA WOODS N/A

## Fall Creek Intake September 2017



### Normal Rainfall Fall Creek Intake Bypass Requirements

April 1 through October 31                      1.0 cubic feet per second

November 1 through March 31                      1.5 cubic feet per second

### Dry Conditions Fall Creek Intake Bypass Requirements

April 1 through October 31                      0.5 cubic feet per second

November 1 through March 31                      0.75 cubic feet per second

Number of Days in month 0.5 cfs or below, ZERO days

### San Lorenzo River USGS Big Trees Flow Requirements

September                      11 cubic feet per second

October                      26 cubic feet per second

November 1 through May 31                      21 cubic feet per second

June - August                      No Requirements

## Fall Creek Intake September 2017

For the protection of fish and wildlife, during the period: (a) April 1 through October 31 bypass a minimum of 0.5 cfs; (b) November 1 through March 31 bypass a minimum of 1.5 cfs past the Fall Creek point of diversion. The natural streamflow shall be bypassed whenever it is less than 1.5 cfs; provided, however, that during a dry year, the bypass requirement shall be reduced from 1.5 to 0.75 cfs. A dry year is defined on a monthly basis of cumulative runoff beginning October 1 of each season in the San Lorenzo River at the USGS gage at Big Trees. These runoff figures are based on approximately 50 percent of normal runoff as the dividing level between normal and dry year runoff and are as follows:

- November 1 for the month of October 500 af
- December 1 for October-November, inclusive 1,500 af
- January 1 for October-December, inclusive 5,000 af
- February 1 for October-January, inclusive 12,500 af
- March 1 for October-February, inclusive 26,500 af

# Fall Creek Weir Measurement

Agenda: 10/19/17

	Month:	September	Year:	2017	Big Trees > 26,500 Acre-ft Oct-Feb Normal Yr <input checked="" type="checkbox"/>					Big Trees <26,500 Acre-ft Oct-Feb Dry Yr <input type="checkbox"/> Item: 12		
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	8:20	db	2	194	25.0	37.0	4.330	26.0	0	Yes	Yes	
2	11:35	jt	1	233	25.0	36.97	4.22	26.0	0	Yes	Yes	
3	7:15	jt	1	279	25.0	36.77	4.12	35.5	0	Yes	Yes	
4	9:35	jt	1	232	25.0	37.18	4.44	25.0	0	Yes	Yes	
5	8:25	db	1	214	25.0	37.2	4.550	26.0	0	Yes	Yes	
6	13:45	ho	1	200	25.0	37.16	4.439	26.5	0	Yes	Yes	
7	11:35	ho	1	150	25.0	37.16	4.439	26.5	0	Yes	Yes	
8	8:00	ho	1	170	25.0	36.97	4.223	27.5	0	Yes	Yes	
9	7:58	ho	1	170	25.0	36.97	4.223	27.0	0	Yes	Yes	
10	15:00	ho	1	160	25.0	37.16	4.439	26.5	0	Yes	Yes	
11	13:05	ho	1	170	25.0	37.16	4.439	26.0	0	Yes	Yes	
12	8:20	ho	1	190	25.0	36.77	4.117	25.5	0	Yes	Yes	
13	14:55	ho	1	166	25.0	36.77	4.117	25.5	0	Yes	Yes	
14	7:54	ng	1	169	25.0	36.77	4.117	26.5	0	Yes	Yes	
15	7:45	ho	1	170	25.0	36.58	3.910	26.0	0	Yes	Yes	
16	10:00	jt	1	142	25.0	36.39	3.809	26.0	0	Yes	Yes	
17	9:45	jt	1	157	25.0	36.19	3.612	25.5	0	Yes	Yes	
18	9:15	ho	1	185	25.0	3.658	4.013	24.5	0	Yes	Yes	
19	9:20	db	1	192	25.0	36.2	3.612	25.0	0	Yes	Yes	
20	13:30	db	1	172	25.0	36.4	3.809	25.0	0	Yes	Yes	
21	8:45	ho	1	160	25.0	36.39	3.809	25.5	0	Yes	Yes	
22	8:25	ho	1	150	25.0	36.00	3.515	25.0	0	Yes	Yes	
23	9:05	ho	1	175	25.0	35.81	3.327	25.5	0	Yes	Yes	
24	8:30	ho	1	185	25.0	35.62	3.326	24.5	0	Yes	Yes	
25	8:20	ho	1	210	25.0	35.62	3.326	24.0	0	Yes	Yes	
26	9:20	ho	1	191	25.0	35.81	3.327	24.0	0	Yes	Yes	
27	13:20	db	1	161	25.0	36.0	3.515	23.5	0	Yes	Yes	
28	8:05	ho	1	160	25.0	35.62	3.236	23.0	0	Yes	Yes	
29	8:05	db	1	185	25.0	35.4	3.057	23.0	0	Yes	Yes	
30	14:35	jt	1	178	25.0	35.81	3.327	23.0	0	Yes	Yes	
31	: 12:11							63				

# San Lorenzo Valley Water District Loch Lomond Water Supply September 2017

## Loch Lomond Water Level



**Week ending 10/04/2017**

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

Currently:	573.95 ft
Percent of capacity:	93.1 %

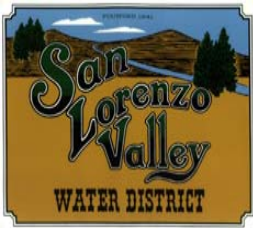
In 1958 SLVWD sold 2,500 acres of property in the vicinity of the Newell Creek Watershed to the City of Santa Cruz, with the agreement that SLVWD would be entitled to purchase 12 ½ percent of the annual safe yield from a future Newell Creek reservoir, up to a maximum of 500 AF/yr. Based on the 1958 agreement, 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



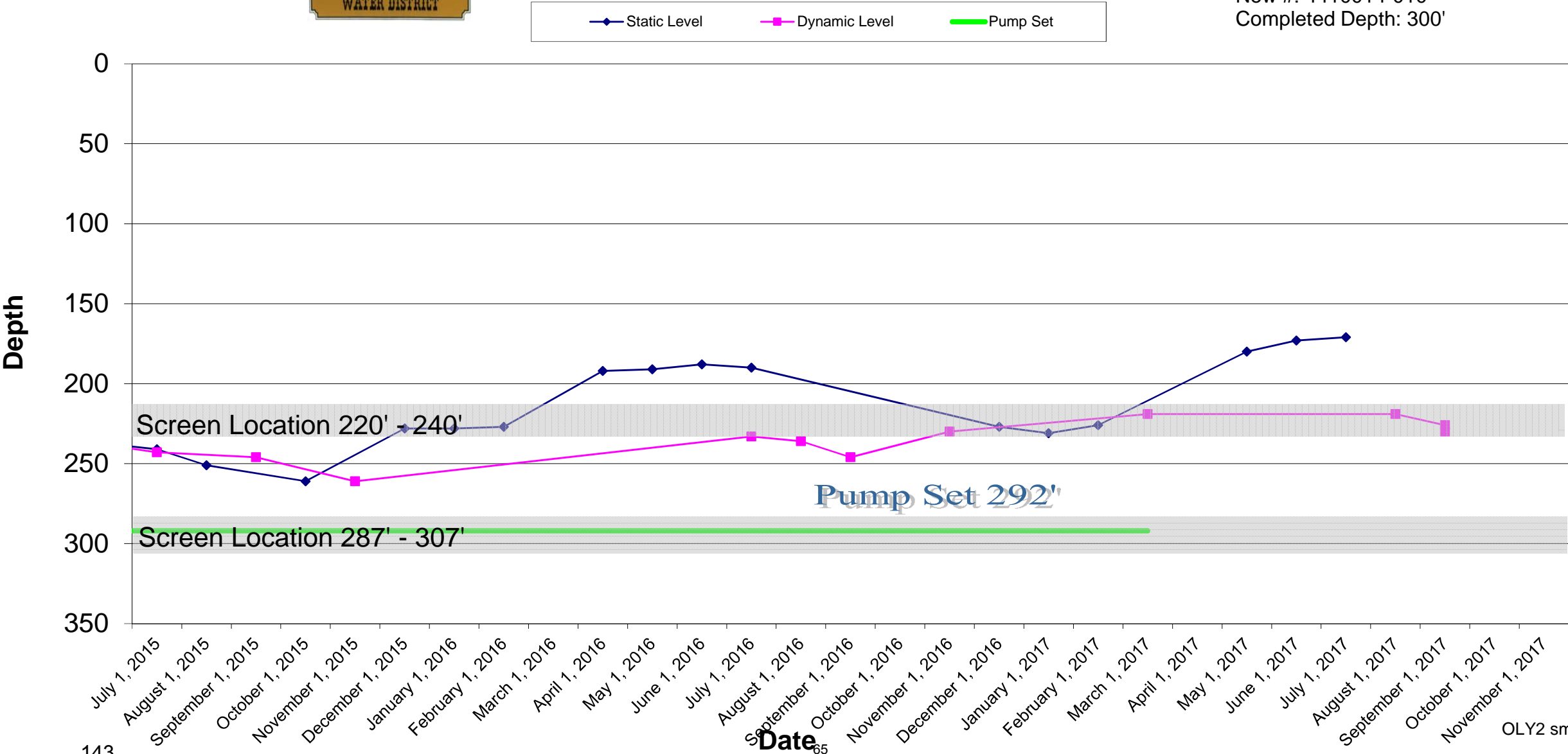


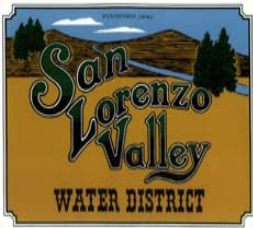
# SAN LORENZO VALLEY WATER DISTRICT

## 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'



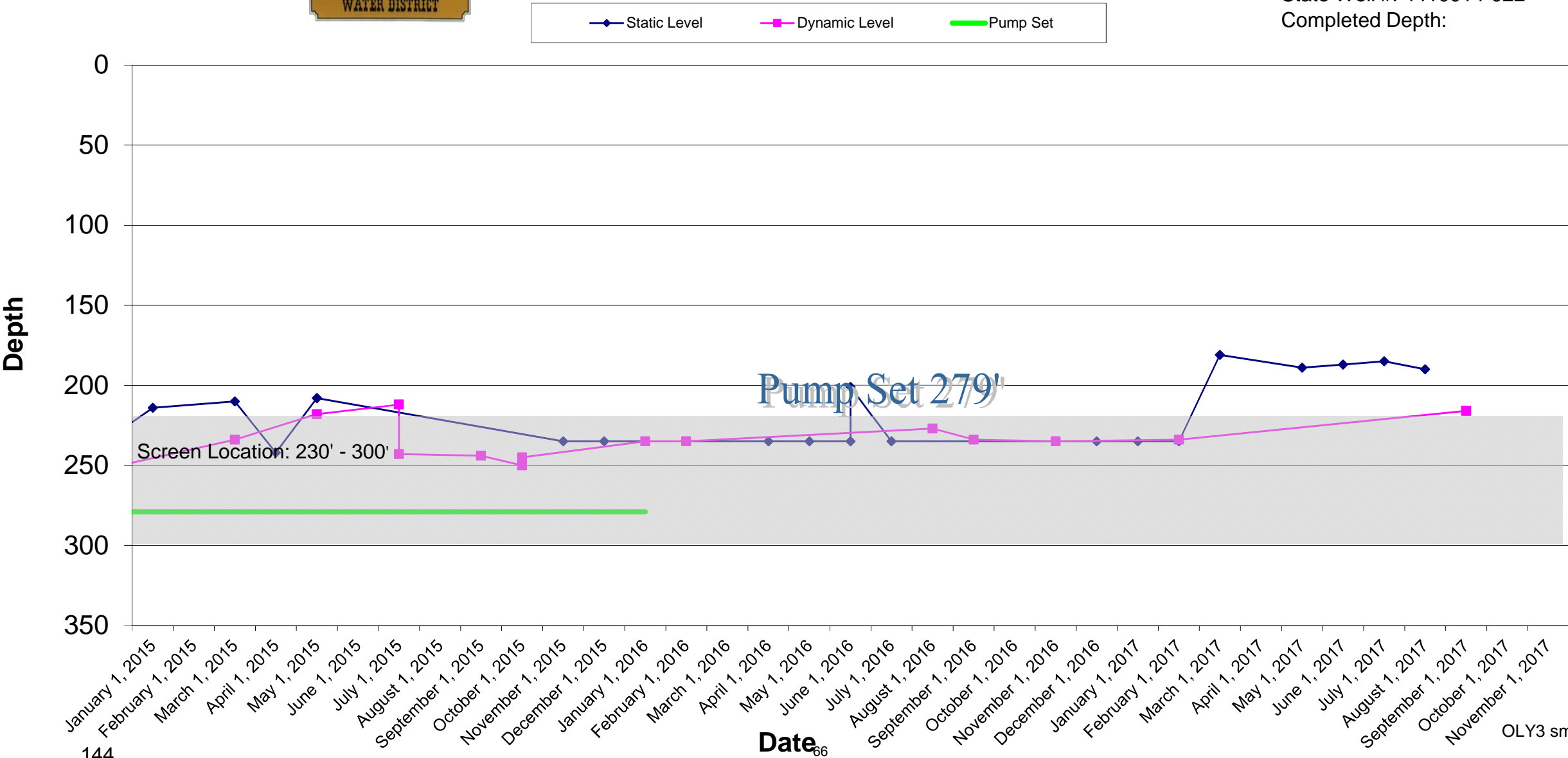


# SAN LORENZO VALLEY WATER DISTRICT

## Well Drawdown Report

### Olympia 3

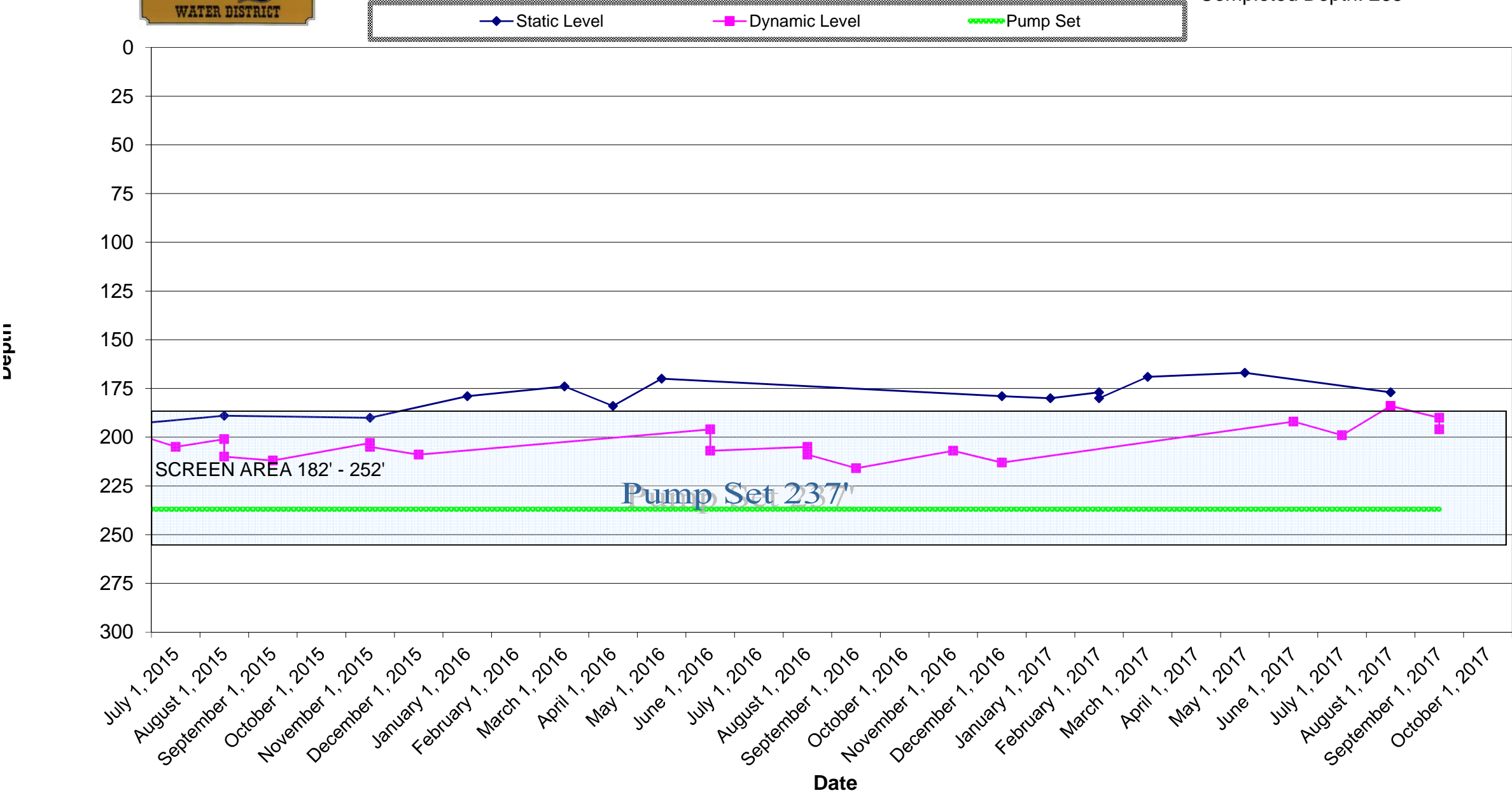
Location: 7701 E. Zayante Rd  
Elevation: 538' Mean Sea Level  
Installed: 8-15-90  
State Well #: 4410014-022  
Completed Depth:

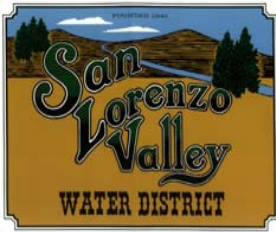




**SAN LORENZO VALLEY WATER DISTRICT**  
**Well Drawdown Report**  
**Quail Well 4-A**

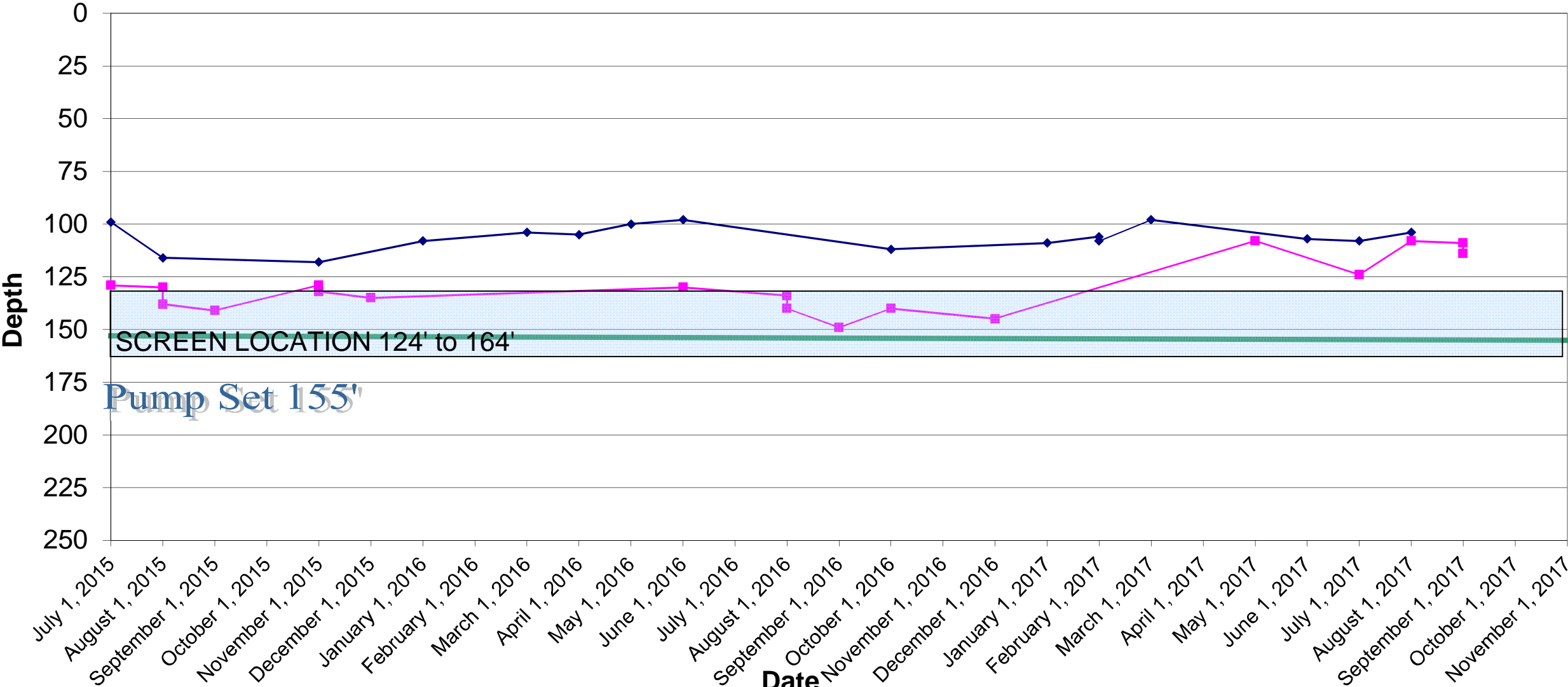
Location: Cumora Ln. Ben Lomond  
Elevation: 596.54 ft @ Pad  
Installed: 6-07-2001  
State Well #: 4410014-026  
Completed Depth: 265

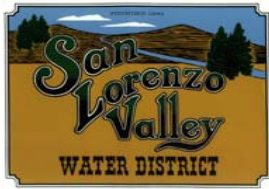




**SAN LORENZO VALLEY WATER DISTRICT**  
**Well Drawdown Report**  
**Quail Well 5-A**

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



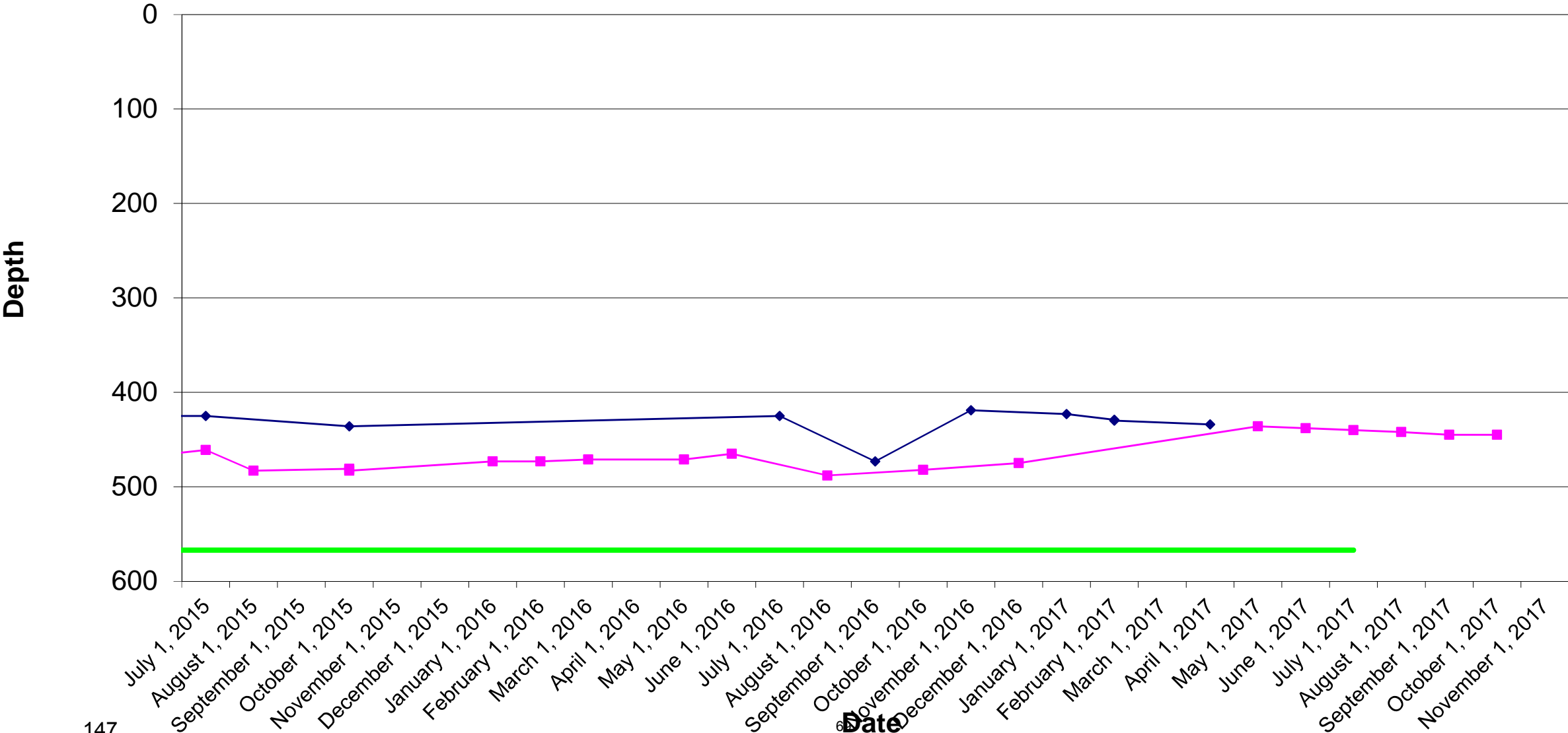


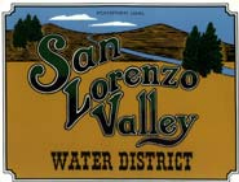
# ***SAN LORENZO VALLEY WATER DISTRICT***

## ***Well Drawdown Report***

### ***Pasatiempo 5-A***

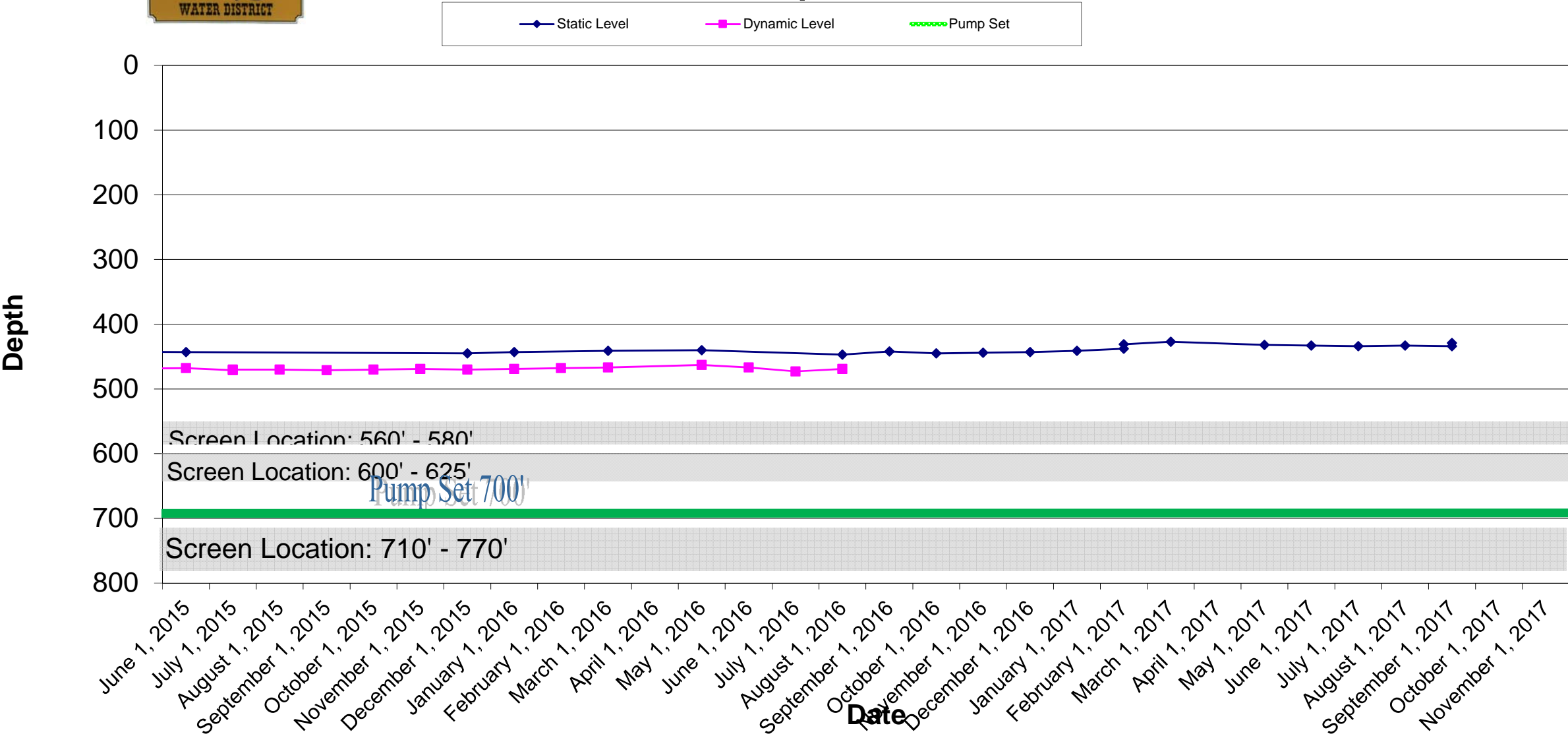
Location: So. Of 3650 Graham Hill Rd  
Elevation: 752'  
Installed 1-1-14  
State Well #:4410014-014  
Completed Depth: 710'





**SAN LORENZO VALLEY WATER DISTRICT**  
**Well Drawdown Report**  
**Pasatiempo 6**

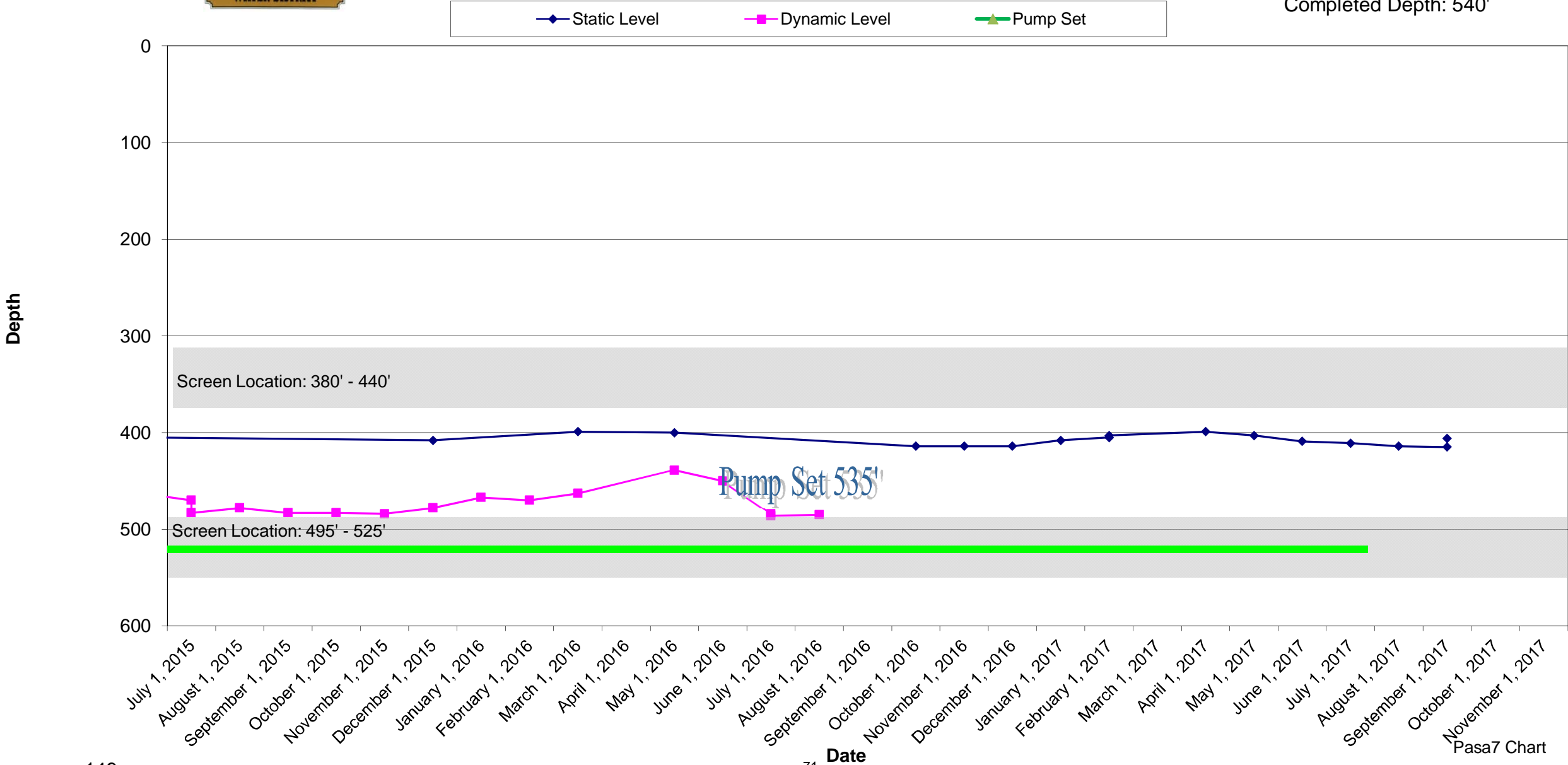
Location: Behind 3650 Graham Hill Rd.  
Elevation: 775'  
Installed: 5-30-91  
State Well #: 4410014-023





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

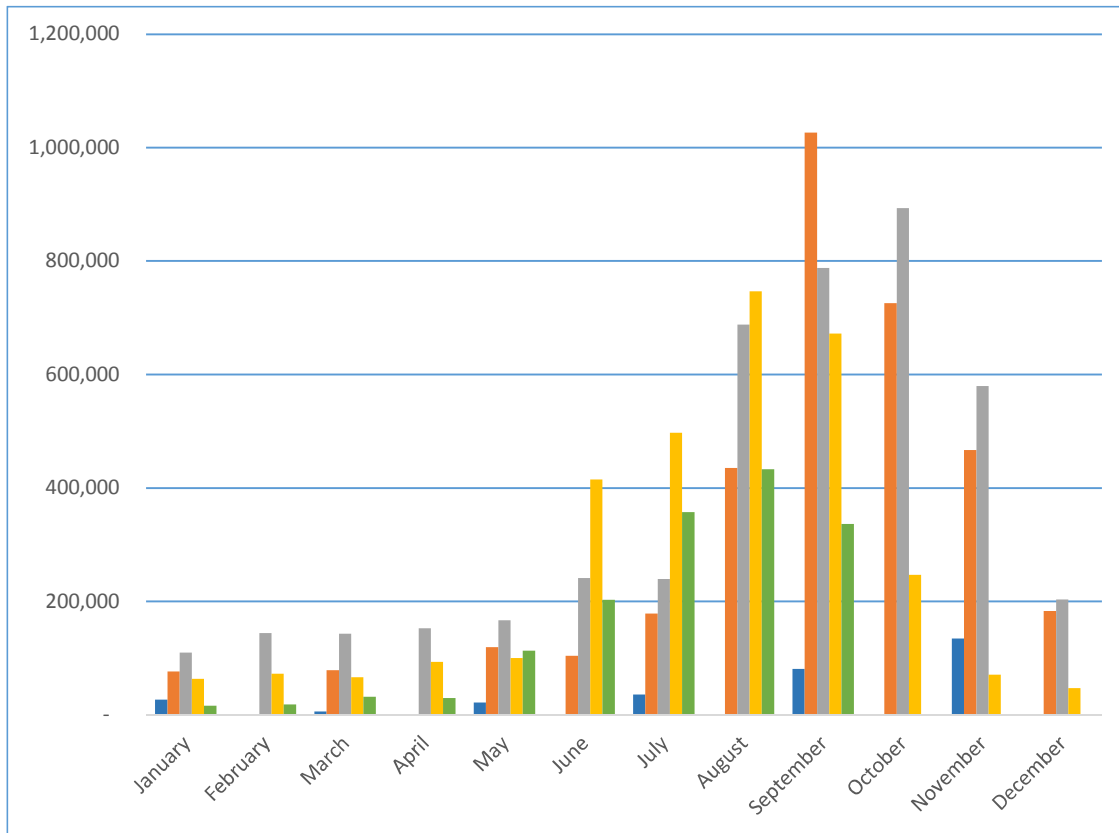
Location: South of Probation  
Center  
Elevation: 734' MSL  
Installed: July 21, 1990  
State Well #: 4410014-024  
Completed Depth: 540'





**SAN LORENZO VALLEY WATER DISTRICT**  
**BULK WATER SALES**  
**GALLONS**  
**September 2017**

Agenda: 10.19.17  
Item: 12



Month	2013	2014	2015	2016	2017
January	26,928	76,296	109,965	63,850	16,456
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	
November	134,640	466,752	579,700	71,060	
December		183,260	203,456	47,124	
Totals	306,500	3,394,424	4,349,008	3,092,981	1,540,573

SAN LORENZO VALLEY WATER DISTRICT  
Authorized Unmetered Water Use (GALLONS)  
September 2017

Agenda: 10.19.17  
Item: 12

<u>North System</u>		Monthly Total
Mainline Flushing		-
Tank Leakage		90,720
Probation	1.0 gpm	43,200
Upper Swim	0.3 gpm	12,960
Blue Ridge	0.4 gpm	17,280
Echo	0.1 gpm	4,320
Highland	0.3 gpm	12,960
Process Water		92,880
Lyon cL2 Analyzer	0.02 gpm	864
Quail 5 cL2 Analyzer	0.11 gpm	4,752
Olympia cL2 Analyzer	1.32 gpm	57,024
Paso cL2 Analyzer	0.7 gpm	30,240
Firefighting		0
Tank Overflow		-
Waste Water		0
Sub Total North		183,600
<u>Felton Water System</u>		
Mainline Flushing		
Tank Leakage		4,320
El Solyo	0.1 gpm	4,320
Process Water		
Kirby WTP cL2 Analyzers	0.8 gpm	34,560
Firefighting		0
Tank Overflow		0
Waste Water		0
Sub Total Felton		38,880
<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	4,320
Lewis Tank	0.3 gpm	12,960
Sub Total Lompico		17,280
Total All Systems		239,760

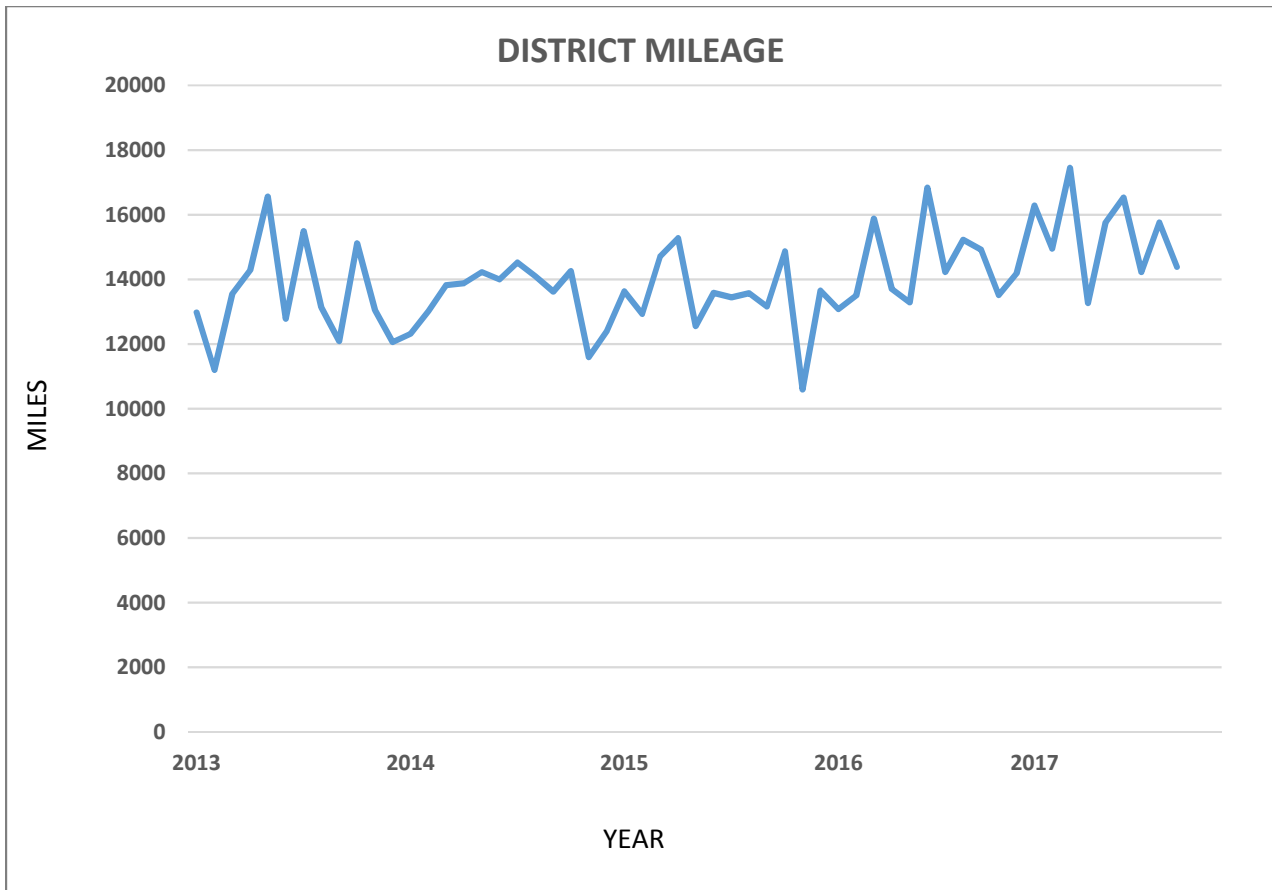
				Water Quality Complaint List						
Date Received	Type Of Complaint							Address	Conclusion	System
	Taste/ Odor	Color	Turbidity/ Particles	Worms/ Other Visible Organisms	Pressure (High/Low)	Illness (Waterborne)	Other (Specify)			
9/11/2017		X					Customer complained of brown water following a water main break.	9370 Manaznita Ave	After receiving call, an operator from the SLVWD arrived on site and flushed the customers outside faucet until the water was visually clear. Free chlorine after flushing was normal and within range at 0.9 mg/L. Customer will call back if brown water returns.	SLVWD
9/13/2017	X						Customer complained of strong chlorine odor and taste.	250 Sund Ave	Upon field investigation by SLVWD staff, water quality results were normal and within range. At customers outside hose spigot, free chlorine was 0.7 mg/L and turbidity was 0.25 NTU. Customer was given results and will call back if a strong chlorine odor is observed again.	SLVWD
9/18/2017	X						Customer had stated that water had a strong chlorine odor over the last 2 weeks	12174 Lake Blvd	Upon field investigation at customers residence by SLVWD staff, all water quality results appeared to be normal and within range. Free chlorine was 0.7 mg/L at fire hydrant in front of customers residence. Customer was informed of the results and will call back if the odor returns.	SLVWD-Lompico
9/24/2017		X					Customer stated they had brown water.	1415 Lost Acre Dr	Upon field investigation at customers home by SLVWD staff, water quality results were normal and within range. At the customers outside hose spigot, free chlorine was 0.5 mg/L, while turbidity was 0.20 NTU. Customer was informed of the results and will call back if brown water becomes apparent again.	SLVWD-Felton
9/29/2017		X					Customer filled hot tub and noticed water was cloudy and brown	118 Lunar Dr	Upon field investigation by SLVWD staff, water quality results were normal and within range. At customers outside hose spigot, free chlorine was 0.7 mg/L and turbidity was 0.32 NTU. Customer was given results and will investigate if premise plumbing is the cause.	SLVWD

# SAN LORENZO VALLEY WATER DISTRICT

## VEHICLE MILEAGE

### September 2017

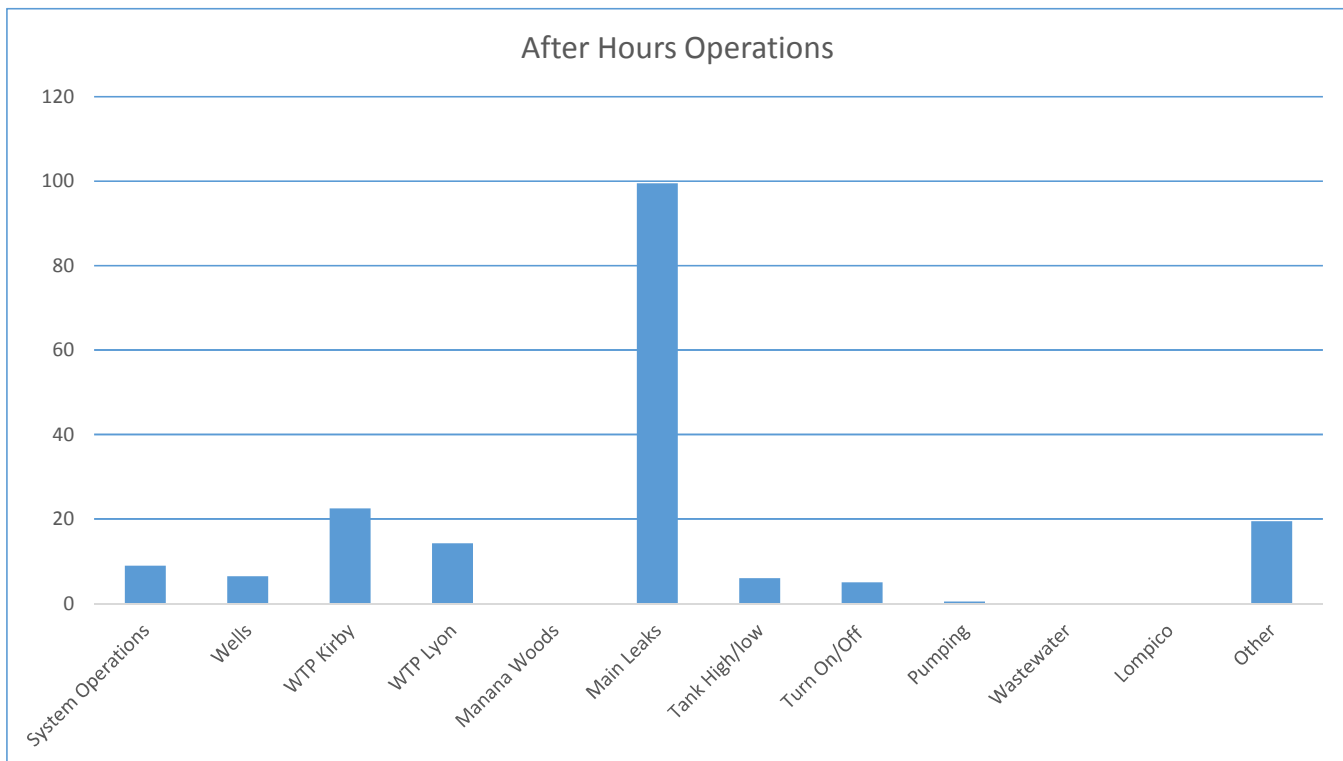
Agenda: 10.19.17  
Item: 12



Month	2013	2014	2015	2016	2017
January	12,976	12,317	13,633	13,082	16,286
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	
November	13,046	11,594	10,591	13,510	
December	12,060	12,394	13,648	14,187	
Totals	162,304	161,746	161,946	173,305	138,621

**SAN LORENZO VALLEY WATER DISTRICT**  
**OPERATIONS DEPARTMENT**  
 September 2017

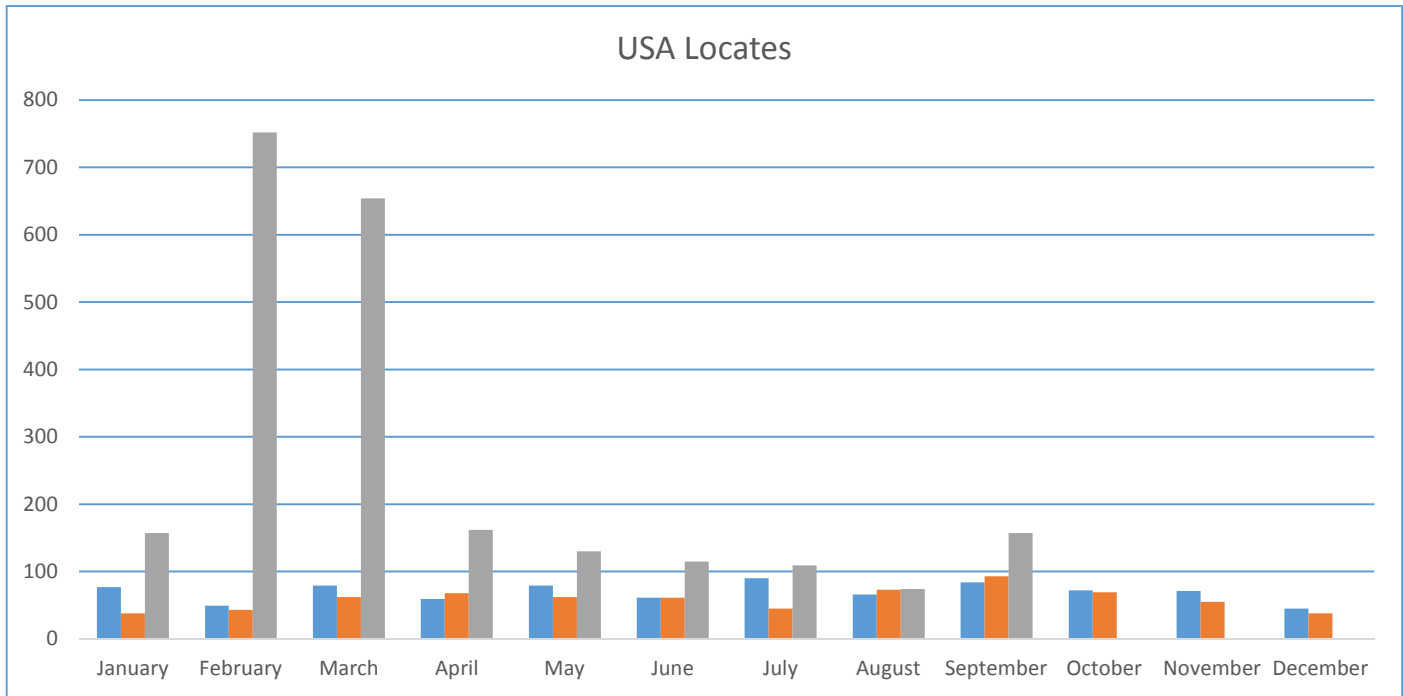
Agenda: 10.19.17  
 Item: 12



<u>Description</u>	<u>Hours</u>		<u>2015</u>	<u>2016</u>	<u>2017</u>
System Operations	9	January	N/A	145	280.75
Wells	6.5	February	N/A	86.5	192.25
WTP Kirby	22.5	March	N/A	153.75	105.75
WTP Lyon	14.25	April	82.50	72	128.75
Manana Woods	0	May	104.75	49.25	132.75
Main Leaks	99.5	June	172.50	83.25	112.75
Tank High/low	6	July	124.25	80.25	162.00
Turn On/Off	5	August	111.75	81.25	141.25
Pumping	0.5	September	230.25	175	182.75
Wastewater	0	October	128.25	78.5	
Lompico	0	November	114.25	96.25	
Other	19.5	December	186.25	130.75	
<b>Total</b>	<b>182.75</b>		<b>1254.75</b>	<b>1231.75</b>	<b>1439.00</b>

**SAN LORENZO VALLEY WATER DISTRICT**  
**OPERATIONS DEPARTMENT**  
**September 2017**

Agenda: 10.19.17  
 Item: 12



<u>Month</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
January	77	38	157
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	
November	71	55	
December	45	38	
<b>Total to Date</b>	<b>832</b>	<b>707</b>	<b>2,310</b>



**Know what's below.  
 Call before you dig.**

**SAN LORENZO VALLEY WATER DISTRICT  
BUDGET & FINANCE COMMITTEE MEETING MINUTES**

October 3, 2017

9:30 a.m.

**CONVENE MEETING/ROLL CALL:**

Vice Chair Ratcliffe convened the meeting at 9:30 a.m.

Public Committee Member John Hayes was present as well as Director of Finance and Business Services Hill, HR Specialist Conrad and Deputy Director of Operations Furtado. Chairman Baughman is on vacation.

**ORAL COMMUNICATIONS:** None

**UNFINISHED BUSINESS:**

**3a SALARY STUDY**

S. Hill described this item. The last rate study for the District was performed in 2001 and a salary study is part of the Strategic Plan. The District plans to hire an outside professional to complete the study but job analysis and description will be handled by the Human Resources Specialist in house.

Discussion by committee and staff followed. A change of date was requested for the next meeting.

**NEW BUSINESS:** None

**ADJOURNMENT:**

Vice Chair Ratcliffe adjourned the meeting at 9:02 a.m.



**SAN LORENZO VALLEY WATER DISTRICT  
BUDGET & FINANCE COMMITTEE MEETING MINUTES**

October 4, 2017

10:00 a.m.

**CONVENE MEETING/ROLL CALL:**

Vice Chair Bruce convened the meeting at 10:03 a.m.

Public Committee Member Rick Moran was present as well as Environmental Programs Manager Michelsen and District Manager Lee. Chairperson Ratcliffe was ill.

**ORAL COMMUNICATIONS:**

F. McPherson, Boulder Creek, addressed the Committee regarding Mark Stone's Environmental breakfast.

**UNFINISHED BUSINESS:**

**3A BLUE RIBBON PANEL UPDATE**

Ms. Michelsen reported that the Blue Ribbon Panel has seated 6 experts from several different categories. She is expecting a report in March 2018.

**3B CLIMATE ACTION PLAN**

Ms. Michelsen reported that staff has been in contact with Climate Action Registry, a first step in putting together an action plan.

Discussion by the Committee and staff followed.

F. McPherson addressed the Committee.

**NEW BUSINESS:**

**4A PROPOSED DRAFT COMMENTS ON THE CANNABIS DRAFT  
ENVIRONMENTAL IMPACT REPORT**

Ms. Michelsen explained this item.

Discussion by the Committee and staff followed. It was decided that Ms. Michelsen will put some more work into the comments and share them with the committee.

**4B PROPOSED 2017 DATA COLLECTION/RESTORATION GRANT PROGRAM**

Ms. Michelsen introduced this item and explained her plans to offer the 2017 Data Collection/Restoration Grant. More info to follow when available.

#### 4C INTEGRATED PEST MANAGEMENT POLICY

Ms. Michelsen explained that Director Ratcliffe had volunteered to work on this item but is ill and unavailable today.

Public Committee member Moran asked to discuss this item.

The next Environmental Committee will be moved to November 8 at 9:00 am

#### ADJOURNMENT:

Vice Chair Bruce adjourned the meeting at 11:15 a.m.

**SAN LORENZO VALLEY WATER DISTRICT  
SPECIAL ADMINISTRATION COMMITTEE  
MEETING MINUTES**  
October 6, 2017  
1:00 p.m.

**CONVENE MEETING/ROLL CALL:**

Chairperson Bruce convened the meeting at 1:00 p.m.

Committee Member Hammer and Public Committee Member Bob Fultz were present as well as District Manager Lee.

**ORAL COMMUNICATIONS:** None

**UNFINISHED BUSINESS:**

**3A BOARD POLICY MANUAL**

District Manager Lee described this item.

Committee and staff discussed the procedure for the Board Policy Manual. The District received a letter regarding the Board Policy Manual from customers that could not attend this meeting (see attached). This item will be revisited at the next meeting.

**NEW BUSINESS:**

**4A COMMUNICATION AND COMMUNITY ENGAGEMENT REQUEST FOR PROPOSALS**

Chair Bruce described this item.

Committee and staff discussed this item. The committee requested that staff bring a draft RFP to the next meeting so that it can be taken to the Board in November.

**4B DISTRICT WEBSITE UPDATING**

Chair Bruce suggested that this is part of the previous agenda item. DM Lee would like to accelerate this item.

**ADJOURNMENT:**

Chair Bruce adjourned the meeting at 2:43 p.m.

Administrative Committee  
San Lorenzo Valley Water District

October 4, 2017

Dear Directors Bruce and Hammer, and citizen member Mr. Fultz,

We just received notice of the committee's agenda for Friday, and see under old business you continue to discuss possible updates to the Board Policy Manual.

We would like the committee to consider updating and improving two areas:

- 1) **District Manager:** The manual only vaguely addresses how members of the public may file confidential complaints against the district manager. Please consider defining the procedure, with correct steps and contact information, such as for district's counsel as presently suggested, within the board manual so that the public is aware of the correct protocol, and is confident that definite steps, documentation, and procedures will be followed to address and resolve issues. This would also be an area to improve in board training, so that directors and public can both be better informed. We presently have no way to formally address problems in this area using the BOD general address, or bringing up at a public meeting, neither of which is confidential. We feel responses and lack of acknowledgement so far have been unsatisfactory.
- 2) **Public contact information** for individual board members, especially the board president, as in the above example, where the public may not wish to use the BOD general address, or have something specific and informal to ask a board member, or to discuss or request an item be placed on the agenda, or to suggest a meeting with an individual director, all without having to go through assessment by the District Manager. Individual email address, such as set up for staff, will still satisfy the public document requirement, while allowing direct access and timeliness. The board discussed a desire to set up individual SLVWD email addresses after attending the Jurassic Parliament exercise; We support your idea for improved public relations, and request that this be moved into an action item.

Thank you for your work on district policy, and consideration of our requests.

Debra Loewen and Ed Frech

## **LADOC Meeting 8/8/2017**

**CONVENE MEETING/ROLL** – All members are present. Meeting called to order at 5:37pm

### **ORAL COMMUNICATIONS**

Mark – Point of Information according to the Brown Act minutes are not required. Transparency standpoint we want to have minutes available for community members. Concern that minutes are not available online. Board committee requires that a Board member from SLV is present.

Ed – Finance committee meeting last week Ed attended. Finally provided detailed costs. This is done quarterly and we just got it for the first time. Why haven't we been given quarterly assessment reports. NBS is running the assessment. Add the discussion of NBS to the next agenda for LADOC.

### **REVIEW OF MINUTES 5:46pm**

#### **MINUTES FROM LADOC 7/11 REGULAR MEETING**

Review and discuss minutes from 7/11 Regular Meeting

Minutes approved.

### **NEW BUSINESS 5:48pm**

#### **INFORMATION FROM B&F COMMITTEE MEETING**

Review Finance Reports which Finance Manager, Stephanie Hill will make available to the LADOC Committee quarterly. These are preliminary reports to demonstrate what will be available and have NOT yet been audited.

- This is what LADOC members have been wanting to see for the last year.
- NOTE it is a preliminary report so it may change. Audit is when they may be changed. They need to provide the audited records once they are finalized. **Ask the SLVWD is the audit is done quarterly or annually? Is NBS involved in the auditing? Is it an internal audit?**
- There a beginning cash balance because some Lompico residents paid entire assessment up front
- Interest is accumulating at the county. Separate account for the assessment district.
- Question from Mark about what the outstanding balance is?
- Temporary SCADA system was put in place and there was no money allotted in the Assessment district for a temporary SCADA only a permanent SCADA.
  - Surcharge money should have been spent on the temporary SCADA not the Assessment money.
- Concern expressed by Mark about the laterals not being done when the meters were done.
  - Lydia thinks they did do this. Brian Lee never clarified this to the committee.
  - John went through records ten years ago with Eggleston and found that more than half of all the laterals had been changed. This list was provided to the SLVWD to show that all laterals did not need to be changed. In the discussion of the Assessment District they stated 75% needed to be changed but John does not agree.
    - Toni asked when this would be done. They said they will fix them as they break.

- Ed talked to a SLVWD worker who was fixing a lateral that had broken. The chlorine is breaking the poly butylene down. They are going to do Poly Ethelene in the future to prevent this breakage.
- Meters and laterals budget is 340K.
- Concern about the excessive cost for overhead on the labor charges for the SCADA. We should ask SLVWD what this overhead is? 20K labor 14K is overhead, 50% overhead.
  - Engineering? Employee benefits?
  - Unclear which it is. **We need clarification. Need to see the labor broken out.** In field?
  - Pay periods for the labor does not correlate with the project dates.
  - Surcharge should be covering admin payroll; Rachel Munoz labor charges should not be included in the assessment district.
  - How is reporting going to work?

Discuss Proposal of Finance Chair and SLVWD VP Baughman to hold our LADOC meetings quarterly at the Boulder Creek facility. If we make the change both Finance Manager, Stephanie Hill and VP Baughman have agreed they will attend our meetings.

- John proposed that we continue to meet monthly until we get more clarity from SLVWD. So we can continue to gather information on our own. Lydia suggested John attend the finance committee meetings to get answers on the projects and spending. Get to finance committee meetings early because they start with Lompico first. Keep our monthly meeting and make it a tight specific agenda with goal of an hour so we can be updated on the finance committee meetings.
- If we move to Boulder Creek they will provide us with agendas and reports and representation to answer questions.
- **Lydia moved to have regular Lompico meeting in November at the Boulder Creek location. All members voted in favor of this. November 14, 2017 at 5:30pm in Boulder Creek.**
- We will have the September monthly meeting at the Lompico office. September 12, 2017.
- **Toni will notify SLVWD that we will be doing a Quarterly meeting in November.**

Finance committee stated that Lompico projects have been delayed due to limited access to contractors fixing damage from the winter.

#### **ISSUES RAISED BY JOHN GRUNOW**

Discuss the following issues and how some may be partially addressed with info received at B&F meeting

There is no final total for the meter / lateral replacement.

- Lateral being done as breaking this is NOT in line with the assessment. They should be replacing the laterals. Slush fund? If they are using money to fix things that they did wrong then it should not be coming from the assessment. Toni stated that repairs are not being billed to the assessment, only replacements is being billed to the Assessment.
- Combined figures make it difficult to see what they are spending the money on. Need more transparency on this. Survey engineering and design fees, construction inspection, are line items noted on original budget.
- We need a quarterly report that clearly identifies expenses. We need to strategically ask for this in a manner that is conducive to us getting the information.

- This should be raised as a question at the next meeting or brought directly to the SLVWD Board. Engineering committee and finance committee could be good to get clarity on this. Add this question to the November meeting agenda. John wants us to get an answer sooner than November.

**There are multiple problems with the documentation provided to LADOC from SLVWD.**

- A) Secretarial hours come 240 hrs, this comes to almost 1/2 hr per meter. **This is excessive.**
  - 1. Stephanie and Board said at Finance Committee meeting that this was an accident and that it was for entering in Lompico residents into their system and should not be on the Assessment District.
  - 2. Need to verify this is removed at next meeting.
- B) Yearly maintenance for the meter wireless system was included. **This is not a part of improvements.**
  - 1. 5 year Depreciation on SCADA, see page 5 of agenda. This number does not seem right? 15 year depreciation is listed for the system on another page. **Why are there 2 depreciation timelines? Add this question to the November meeting agenda. What is the long-term plan and why is there a 5 year depreciation? How was this determined?**
- C) Multiple invoices for tools. **These are standard, not special tools and is not part of improvements.**
- D) SCADA system is done, The special district funding does not provide funding for changing, upgrading for the next 10 years. It only provides for a (single) SCADA system.

Next meeting will go through John's questions/statements and fine tune them for the November meeting.

**OLD BUSINESS** 6:54pm Voted to move old business at next meeting in Sept.

**LADOC CHARTER REQUIREMENTS**

Discuss results of presenting LADOC Charter Requirements document to Budget and Finance Committee

**CORRECTING LADOC CHARTER VERBIAGE**

Discussed issue of updating Charter with VP Baughman, as per agreed by Board. Checked LADOC page at SLVWD.com and is now updated! The BOD Manual still has the original lengthy description taken from the Engineering Committee

**DISCUSSION OF ASSESSMENT CONSTRUCTION RELATED COSTS/LOW INTEREST LOANS**

Relay discussion at Budget and Finance Committee Meeting regarding loan discussion related to Lompico during B&F Committee Meeting

**DISCUSS ANNUAL OR SEMI-ANNUAL REPORTS TO LOMPICO RESIDENTS**

Discuss annual or semi-annual reports to Lompico SLV Customers as related to info gleaned at B&F Meeting

**ORAL COMUNICATIONS**

**Mark Mitchum was asked to leave and stop yelling at the committee members.**

**ADJOURNMENT 6:55pm**



## **LADOC Meeting 9/12/2017**

### **CONVENE MEETING/ROLL**

5:30 pm meeting called to order. Lydia Hammack is absent all other members are present. Meeting held in Boulder Creek for first time.

### **ORAL COMUNICATIONS**

### **REVIEW OF MINUTES:**

MINUTES FROM LADOC 8/8 REGULAR MEETING: First page of minutes **UPDATE to reflect that more than half the laterals were replace not ALL! April will email Holly regarding the update.**

### **OLD BUSINESS**

### **DISCUSSION OF ASSESSMENT CONSTRUCTION RELATED COSTS/LOW INTEREST LOANS**

- Discussion of Budget and Finance Committee Meeting regarding loan discussion related to Lompico during B&F Committee Meeting
  - Toni wanted to point out that during the loan discussion they were considering low interest loans and the committee was willing to consider bundling loans with SLV or getting Lompico loans separately.
  - Jon does not see a pressing need for a loan now due to the minimal spending that SLVWD has done in Lompico to date. Perhaps better to wait so as not to incur interest. If money is not spent we don't want to lose it.
  - Jon would like to keep this as a standing item on the agenda to keep awareness on the fact that if we got a loan we would be getting charged interest. If any future project needs a low interest loan he wants to revisit this topic. Jon will notify Toni if and when he wants it to be on the agenda.
  - Toni shared that community members did not see a need for so many "standing items" on the agenda.

### **DISCUSS ANNUAL OR SEMI-ANNUAL REPORTS TO LOMPICO RESIDENTS**

- Discuss annual or semi-annual reports to Lompico SLV Customers as related to info gleaned at B&F Meeting.
  - Toni researched other oversight committees and saw that many do annual or semiannual reports to the community. We will review this again once we have actual reports.
  - Expense for Temporary SCADA was for SLVWD convenience Aug 28, 2017 Engineering committee meeting. This statement supports that Lompico should not be billed for the temporary SCADA and the AD called for a permanent SCADA.

### **SHARE EMAIL SENT TO SLVWD B&F COMMITTEE ACCEPTING THEIR PROPOSAL AND AGREEING TO QUARTERLY MEETINGS**

- Review and discuss any issues regarding email to SLVWD

- April asked why we have not seen any other quarterly reports. It is understandable to wait for the quarterly report to be generated at the close of the quarter. Year-end report for 2016 and quarter 1 and 2 for 2017.
  - Toni will inquire with SLVWD about the previous quarters and 2016 year end report.

#### **DISCUSS ISSUES REGARDING PRELIM FINANCE REPORT IN PREPARATION FOR FIRST QUARTERLY MEETING**

- Report that we received with 240 hours for admin fees. This was *all* time that was spent on Lompico. New meter installation programming took 10 minutes/customer and was to the assessment district for the new meters. 10 minutes X #meters = actual fee AD will be billed.
  - Jon doesn't understand why AD is being billed for this because surcharge was supposed to cover admin fees. *This question will be brought to the quarterly meeting.*
- Issues raised by Jon in the meeting minutes on August 8, 2017 included enough detail to be presented or used as a reference when talking about the financial report.
  - Laterals?
  - *Brian indicated he would provide information provided by people who did the conversion. This was promised over 6 months ago. FOLLOW UP ON THIS REQUEST.*
  - *Engineering meeting would be a good place to ask these questions.* Compare responses with the quarterly report SLVWD provides in November.

#### **NEW BUSINESS**

##### **DISCUSS CHANGE OF MEETING LOCATION**

- SLVWD, per Holly Morrison, unwilling to install phone line in Lompico office
  - Zayante Fire Department had a telephone on the back of the firehouse with only 911 emergency call access.
- Zayante Fire Station not available on 2nd Tuesday's of the month. We need to decide if we want to change to another day or hold our monthly meetings at Boulder Creek SLVWD meeting room.
  - Jon and April both would like the meeting to be closer to Lompico.
  - *Toni will ask the firehouse what days of the week the board room is available for monthly meetings. The quarterly meeting will be held in Boulder Creek office.*
    - *A lunchtime meeting may be an option if it is on a Thursday or Friday.*
    - *It needs to be in the first week of the month.*
    - *Lydia has medical appointments on Mon & Tuesdays that keep her busy from 10am -2pm.*

##### **REPORT FROM LADOC MEMBERS REGARDING LOMPICO ITEMS DISCUSSED AT SLVWD ENG COMMITTEE**

- Great format for obtaining information Encouraging others to attend
- Luis Tank is on hold due to permits and endangered species issues.
  - SLVWD considered taking out an ad in the paper to explain the hold up.

- 2019 is when this will likely be completed due to the
- SCADA system, operation funds are paying for this not the Assessment District.
  - Still plan to install another SCADA system. The new system will not be completed until all the tanks have been replaced or repaired.
- Service lines are charged to tad only if it need a complete replacement. Repairs are not being charged to the AD
  - Working on a schedule for all line replacements needed. To be received in the future.
- Nothing to report on the intertie
- PRV Valves are all considered broken and in need of replacement. Construction project.
  - Toni identified this as a risk for fire danger.
  - Jon indicated that this is not a fire related issue and that is about pressure management. There is only 30lbs of pressure at top of the canyon, 250lbs at the bottom of the canyon. Gravity fed. Pressure reduction in zones to prevent too much pressure at the bottom of the canyon they use PRV valves to address the pressure. Currently 7 valves that manage the pressure in the canyon currently. Toni felt she had heard something different. **Toni will ask for clarification.**
  - The creation of a report was discussed to detail the time delay.

**DISCUSS THE INFORMATION RECENTLY RECEIVED FROM SLVWD THAT THE COMPANY NBS IS INVOLVED IN THE MANAGEMENT OF THE LOMPICO ASSESSMENT DISTRICT FUNDS**

- Obtain better understanding of what this means and how it impacts the Lompico Assessment District funds, projects, finance reports and audits.
  - NBS is a kind of like a tax accountant. They determine what tax info needs to be reported on any spending that is done.
  - If reporting on Lompico specific items it would seem relevant for LADOC to see these reports.

**ADJOURNMENT 6:20pm**

September 18, 2017

Ms. Gene Ratcliffe  
Board President  
San Lorenzo Valley Water District  
13060 Highway 9  
Boulder Creek, California 95006-9119

**Re: No Paid Workers' Compensation Claims in 2016-17**

Dear Ms. Ratcliffe:

This letter is to formally acknowledge the dedicated efforts of the San Lorenzo Valley Water District's Governing Body, management and staff towards proactive loss prevention and workplace safety. Your agency's efforts have resulted in no "paid" workers' compensation claims for program year 2016-17. A "paid" claim for the purposes of this recognition represents the first payment on an open claim during the prior program year. This is a great accomplishment!

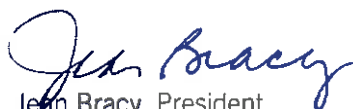
It is through the efforts of members such as San Lorenzo Valley Water District that SDRMA has been able to continue providing affordable workers' compensation coverage to over 439 public agencies throughout California. In fact, 270 members or 61% in the workers' compensation program had no "paid" claims in program year 2016-17.

In addition to this annual recognition, members with no "paid" claims during 2016-17 earned 2 credit incentive points (CIPs) thereby reducing their annual contribution amount. Also, members without claims receive a lower "experience modification factor" (EMOD) which also reduces their annual contribution amount.

As SDRMA is dedicated to serving its members and preventing claims, we would appreciate your agency taking a moment and sharing with us what made your District successful in preventing work related injuries. Our goal is to incorporate your successful ideas and suggestions into our loss prevention programs to benefit all members of SDRMA. Please forward any ideas or suggestions to Dennis Timoney, SDRMA Chief Risk Officer at [dtimoney@sdрма.org](mailto:dtimoney@sdрма.org).

On behalf of the SDRMA Board of Directors and staff, it is my privilege to congratulate the Governing Body, management and staff of 2017-18 for their commitment to proactive loss prevention and safety in the workplace.

Sincerely,  
Special District Risk Management Authority



Jean Bracy, President  
Board of Directors

**RECEIVED**  
**SEP 20 2017**  
SAN LORENZO VALLEY  
WATER DISTRICT

## Holly Morrison

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**From:** Igor Rozhkov <rozhkovmf@gmail.com>  
**Sent:** Thursday, September 21, 2017 11:17 AM  
**To:** Holly Morrison  
**Subject:** Water

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Dear Holly,

Please pass this note to my man Brian, my man Rick, and my girl Stephanie. Tell them that I want their jobs. Not that I am not happy with mine, but they are not doing theirs. I figured they don't want them. Pass this note to our esteemed board of directors too. And here is why. Right behind this meeting place in Highland park there is a highly visible pipe with a valve knob. It is leaking profusely. About half of 3/4 of gallon per hour. It's been like that since December of last year. Go and look for yourself. Just a few steps of stairs towards tennis court.

Now if you or esteemed folks do a little calculation, then suddenly there is no reason for a hike. You or Brian or whoever might think - no that's not good enough loss. But hey, taht's just one valve. How many of those are around? Ever thought of that? I bet Stephanie hasn't. That's why her job should be mine. Brian's too. And don't let me start with Ricky. I might be able to make it tonight at 6. I make a decent try. And make an angry speech. Because I hate waste. Much more than I hate unilateral hike decisions.

But then I know full well it won't change anything. I encourage you to order a book from this guy <http://www.brucegibney.com/> and make the entire office read it or invite him for a public talk. The thing is, the way municipalities and localities are operating it is much cheaper for them to pay \$2M in settlement to someone with a broken neck than to fix a \$100 pot-hole that caused the poor feller accident. You dig?

With utmost respect,

Igor Rozhkov

I bet my lovely wife Viktoria will sign on that too, but she's unavailable at the time of writing. We live at 476 Fairview Avenue, Boulder Creek, CA 95006. Tell Bri, Steph and Ricky to stop by. Will have a lively chat. I am certain.

Sent from my iPad

## Holly Morrison

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**From:** hflorio@comcast.net  
**Sent:** Monday, October 02, 2017 5:45 PM  
**To:** Board of Directors; Brian Lee  
**Subject:** New water rates

Hello,

firstly I'd like to mention that I called your office today and spoke to Holly about the below, and she was very cordial, nice and explained all the issues concisely. In addition every time I've called about a water outage, your staff have responded fast and resolved the issue quickly, your employees are excellent.

Your new water rates are going to cause us grief. It's interesting that your water protest letters amount to a vote to "not" raise the rates instead of a vote "to" raise the rates, putting the burden on the voters/customers to pay attention, so to speak. But this is part of 218, I understand. I asked Holly about a low income rate and she explained that it is prohibited for a district such as ours, but that some alternative may be on the horizon.

I haven't worked since Oct. 2015 due to a foot deformity (after being laid off from Microsoft) that has resulted in 2 surgeries in the last year, the last one Aug. 21st, 2017. I have run out of SDI and am just 62 so I don't qualify for medicare and am debating taking SS early. Our income was less than \$32K last year. Our PG&E (we are on the CARE program) and AT&T bills run about \$50-55/month. So our water bill will be the MOST expensive utility each month (at least until winter when we use the electric heaters). We've been a customer of the SLVWD since 1981 and remember that the "2 month" bill was very reasonable (much cheaper than the current, before the rate increase bill). I understand that there is a lot of deferred maintenance and have had cheap water all these years but that doesn't help us, it would have been better to "pay it forward", so to speak when I was working at Cisco and Microsoft. So are we paying the price for years of the current and past board's lack of forethought and planning? Maybe the current and past board(s) have been "preoccupied" with non water management issues? I'll leave it at that and ask, how are we going to afford the increase? It wouldn't have been an issue if we weren't on a fixed income/living off of savings. Please find a way to implement a low income rate. I guess it's time to buy some rain water barrels and fit them to our downspouts.

Howard Florio  
Boulder Creek

# San Lorenzo Valley residents to pay most for water after rate increase

By Nicholas Ibarra, Santa Cruz Sentinel

BOULDER CREEK >> Starting in October, San Lorenzo Valley residents will pay more for their water than anyone else in Santa Cruz County.

The San Lorenzo Valley Water District board unanimously approved a hotly contested rate restructuring at its Sept. 21 meeting that eliminated the tiered rates and established a flat, higher rate that will continue to ramp up for the next five years.

Where an average resident now pays about \$65 per month, beginning in October their water costs will rise 37 percent to about \$89 each month and continue to rise until reaching about \$111 per month by 2021, district data shows. A Santa Cruz city customer pays about \$63 for the same amount of water, and Scotts Valley residents about \$68.

And under a new revenue stabilization provision, costs could rise even higher if water use falls more than 10 percent below an average of the past three years.

According to water district staff, the increase is necessary to fund long-overdue replacement and repair of pipes, pumps and tanks throughout the widespread rural region. The district estimates the work to cost \$30 million over the next 10 years. Some of the funds will also go toward building a financial reserve.

Opposition district customers failed to reach the 50 percent threshold needed to halt the increase. According to district manager Brian Lee, the water agency received 3,063 protest letters, about 800 shy of half of the district's just less than 8,000 customers. But Lee emphasized that not all of those letters were validated and that number included duplicates and unsigned letters. If the unvalidated letters had hit that mark the district would have needed to go through the process of validating each one, Lee said.

"A number of individuals for justifiable reasons opposed the rate increase because they are on fixed incomes," Lee said. "Seniors come to mind first, and we recognize this is going to be a burden."

Ben Lomond resident Tom Purdy said he understands that repairs may be necessary but doesn't believe the district did an adequate job of explaining where work is needed and how much it will cost.

"The bottom line is communication," Purdy said. "If repairs were the main reason for the rate increase we should have been getting newsletters with our bills so we have confidence this \$3 million a year is based on something other than a number they pulled out of thin air."

Another effect of the rate increase: San Lorenzo Valley Unified School District expects to pay more than \$60,000 in increased water usage fees for the next year, according to

chief business officer Christopher Schiermeyer — comparable to an average teacher's salary.

Unlike landlords and business owners, the school district is unable to pass that additional charge along to anyone else, Schiermeyer said. Instead, Schiermeyer said the school district will look to cut its already low levels of water usage by looking into waterless urinals and other conservation tools.

"But even with that, the rate increase is going to have an impact on the district's budget," he said.

With the rate increase passed, Lee said work on repairing the district's dilapidated infrastructure is expected to begin in the spring.

One of the projects topping the list is to replace a leaking 60,000-gallon redwood tank on Graham Hill Road with a new metal tank.

"The easy work is over," Lee said. "The hard work now begins. And I want everyone in the valley to keep watch on us. I'm going to hold us to our word to replace pipes, pumps and tanks — we're going to get the job done."

#### BY THE BILL

Monthly costs for residents using 6 units, or 4,488 gallons, of water.

2017/18 2018/19 2019/20 2020/21 2021/22

San Lorenzo Valley Water District \$88.99 \$95.22 \$100.94 \$106.02 \$111.30

Scotts Valley Water District \$68.24 \$75.11 \$82.69 \$91.00 N/A

Soquel Creek Water District \$79.51 N/A N/A N/A N/A

Santa Cruz Municipal Utilities \$63.35 \$67.06 \$70.89 \$74.86 N/A

City of Watsonville \$51.71 N/A N/A N/A N/A

Source: San Lorenzo Valley Water District, City of Watsonville.