



**BOARD OF DIRECTORS  
SAN LORENZO VALLEY WATER DISTRICT  
AGENDA  
June 15, 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, June 15, 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- EXISTING LITIGATION  
Paragraph (1) of subdivision (d) of Government Code Section 54956.9  
Name of Case: Charlene DeBert v. SLVWD

5. Convene to Open Session at 6:30 p.m. (time certain)

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. District Reports:

***No action will be taken and discussion may be limited at the Chair'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 will be posted in the next available District Reports, along with a reply.***

a. DEPARTMENT STATUS REPORTS

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

- (1) Administration
- (2) Finance
- (3) Environmental
- (4) Operations



b. COMMITTEE REPORTS:

- (1) Future Committee Meeting Agenda Items
  - (i) Admin
  - (ii) Budget & Finance
  - (iii) Engineering
  - (iv) Environmental
  - (v) LADOC
- (2) Committee Meeting Notes

c. DIRECTORS REPORTS:

*Information reports by the Board of Directors.*

- (1) Director's Communications
- (2) Future Board of Director Meeting Agenda Items

10. New Business:

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

- a. SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY ELECTION  
Discussion and possible action by the Board regarding SDRMA elections.
- b. 2017/18 BUDGET  
Discussion and possible action by the Board regarding the 2017/18 Budget.
- c. MULTIPLE USER VARIANCE FOR 2017/18  
Discussion and possible action by the Board regarding the 2017/18 Multiple User Variance.

11. Unfinished Business:

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

- a. WILDLIFE CONSERVATION BOARD GRANT CONTRACT & SUB-GRANT AGREEMENTS  
Discussion and possible action by the Board regarding the Wildlife Conservation Board Grant contract & sub-contract agreements.
- b. DISTRICT MANAGER'S PERFORMANCE REVIEW  
Discussion and possible action by the Board regarding the District Manager's performance review.
- c. FISH MONITORING CONTRACT  
Discussion and possible action by the Board regarding the Fish Monitoring Contract.

12. 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 SPECIAL BOARD OF DIRECTORS MEETING MAY 24, 2017.  
Consideration and possible action by the Board to approve minutes from the May 24, 2017 BoD meeting.
- b. MINUTES FROM SPECIAL BOARD OF DIRECTORS MEETING MAY 25, 2017.  
Consideration and possible action by the Board to approve the minutes from the May 25, 2017 BoD meeting.
- c. CLASSIC WATERSHED EDUCATION GRANT FINAL REPORTS:  
Consideration and possible action by the Board to accept final reports for the Classic Watershed Education Grants:
  - (1) San Lorenzo Valley Elementary Family Science Night
  - (2) Bobcat Club: Water and Environmental Awareness through Science Literacy: K-3 Science Enrichment at SLVE

13. Written Communication:

- a. The inter-tie - L. Henry
- b. AB 400 - M. Lee

14. Informational Material

- a. SLVWD to Cut & Dab - Santa Cruz Sentinel

15. Adjournment

**Certification of Posting**

I hereby certify that on June 9, 2017 I posted a copy of the foregoing agenda in the outside display case at the District Office, 13060 Highway 9, Boulder Creek, California, said time being at least 72 hours in advance of the meeting of the Board of Directors of the San Lorenzo Valley Water District (Government Code Section 54954.2).

Executed at Boulder Creek, California on June 9, 2017

\_\_\_\_\_  
Holly B. Morrison, Dist. Secretary  
San Lorenzo Valley Water Dist.

## M E M O

TO: Board of Directors  
FROM: District Manager  
SUBJECT: Administration/Engineering Departments Status Report  
DATE: ~~June 15~~May 25, 2017

### RECOMMENDATION:

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

### BACKGROUND:

#### MEETINGS OF NOTE

- ~~April 24 DM attended a GSA Formation Committee at SVWD.~~
- ~~May 16 DM hosted a meeting with the Bar Creek Estates Wastewater System Customers.~~

#### LEGAL SERVICES REQUEST FOR PROPOSALS (RFP)

~~The District received 10 proposals for legal services. The Administration Committee has interviewed four firms. They have completed their review and the Administration Committee has forward a recommendation to the Board for further review tonight.~~

~~The Board has tasked President Ratcliffe and DM Lee to negotiate a contract with Nossaman for legal service. Expected contract start date is July 1, 2017.~~

#### NEEDS ASSESSMENT REQUEST FOR PROPOSALS (RFP)

At its regularly scheduled February 16, 2017 meeting the Board awarded a contract to William Fisher Architecture to conduct a District Wide Needs Assessment. Staff is currently working with Mr. Fisher to complete the study. Mr. Fisher has interviewed senior staff last month. Staff anticipates providing a report to the Board in July.

#### 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.

~~The HCP has been posted in the Federal Register and the District is currently in a public review process. Staff anticipates obtaining a permit in late May / early June, after completion of the public review period.~~

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 Engineering is reviewing options and will present a recommendation this summer.

~~SRF Application has been submitted to State in August. State has responded and staff is working to provide additional information.~~

~~Staff has met with FEMA on the 2017 Storm related system damage and believes financially we can proceed with the Probation Tank project. Project continues to move toward an early 2018 start date.~~

#### SWIM TANKS REPLACEMENT PROJECT

Plans and Specifications are complete and a Mitigated Negative Declaration has been adopted by Board. Staff has met internally regarding cash-flow projections and with FEMA on the 2017 Storm related system damage and believes financially we can proceed with the Swim Tank project immediately. Bidding is expected to occur in June.

Funding for the project is expected to be accomplished through low-interest loans, either from the State or Feds. WSC Engineering is reviewing options and will present a recommendation this summer.

~~SRF Application has been submitted to State in August. State has responded and staff is working to provide additional information.~~

#### 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 Engineering is reviewing options and will present a recommendation this summer.

## FELTON HEIGHTS WATER STORAGE TANK

Staff is working to obtain necessary easements on neighboring property. Design is expected for winter of 2016 with construction occurring in Spring 2017. ~~Project has been deferred while District applies for SRF funding.~~

Funding for the project is expected to be accomplished through low-interest loans, either from the State or Feds. WSC Engineering is reviewing options and will present a recommendation this summer.

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## 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

Q: Was the decision to not have a staff member attend the LADOC meetings a result of a SLVWD BoD vote?

A: Staff scheduling and assignments are the responsibility of the District Manager. DM did discuss attendance with President and Vice-President prior to making the decision.

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Q: Would it be possible to have the finance Manager attend an upcoming LADOC meeting to brainstorm with the committee regarding the design and implementation of the Lompico Assessment District monthly finance report?

A: Reports will be prepared by staff. Modifications to the reports may be made based on Board or committee comments.

Q: Would it be possible to have Director of Operations, Rick Rogers attend a LADOC meeting once a quarter to share status of the Lompico Assessment Projects?

A: Project status will be updated at either Board or Engineering Committee Meetings.

Q: Does the BoD assert that all of the invoices, time cards, etc. provided by SLVWD staff as informational material for the April 13 LADOC meeting agenda pertain to the Assessment District Projects and will be charged to the Lompico Assessment District fund?

A: The Board does not review invoices, time cards, etc. That is a staff function.

Q: Please explain [Rachael Munoz] role in supporting the Lompico Assessment District projects.

A: Ms. Munoz provided office support, project coordination and data entry/verification for the replacement of meters in the Lompico Service Area.



Q: Lydia Hammack and Toni Norton would like the BoD's authorization to attend the Monterey 7/19 CFCC Funding Fair.

A: Per the California Financing Coordination Committee (CFCC) flyer, the event is intended for, "city managers and planners, economic development and engineering professionals, officials from privately owned facilities, water and irrigation district managers, financial advisors and project consultants."

Q: Please advise whether or not there is a specified turn-around time for posting minutes to the SLVWD.com LADOC page from the time they are delivered to SLVWD Staff.

A: Minutes are posted as staff time permits.

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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: June 15, 2017

### RECOMMENDATION:

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

### BACKGROUND:

#### **BUDGET**

Budget numbers have been received back from managers and reviewed by the District manager. The original draft roll-up had an operating income of \$35K. During the review process there were some increases and decreases to department budgets, which fortunately resulted in increased savings in expenses. This revised draft roll-up has an operating income of \$127K. Given there is no scheduled rate increase factored into the operating revenue, it signals a healthier position. There will be an additional special BOD meeting sometime during the week of June 19<sup>th</sup> to have a more focused view of the budget. We are still on target to have an approved budget by the new fiscal year.

#### **RATE STUDY**

We have held multiple public workshops to go over the rate study process. We will continue to have this as an agenda item and keep constant feedback to the consultants. The last meeting had a focused rate structure proposed; we are now preparing more detailed information around this structure. There will be another public meeting and smaller workshop meetings to go over the proposed water rates.

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

Similar to the SRF loans we had received, this too will require a lot of tracking, gathering and submittal work. Our department will continue to be spread very thin since we will have FEMA, budget and rate study work all going on simultaneously.

### **CUSTOMER SERVICE SUPPORT**

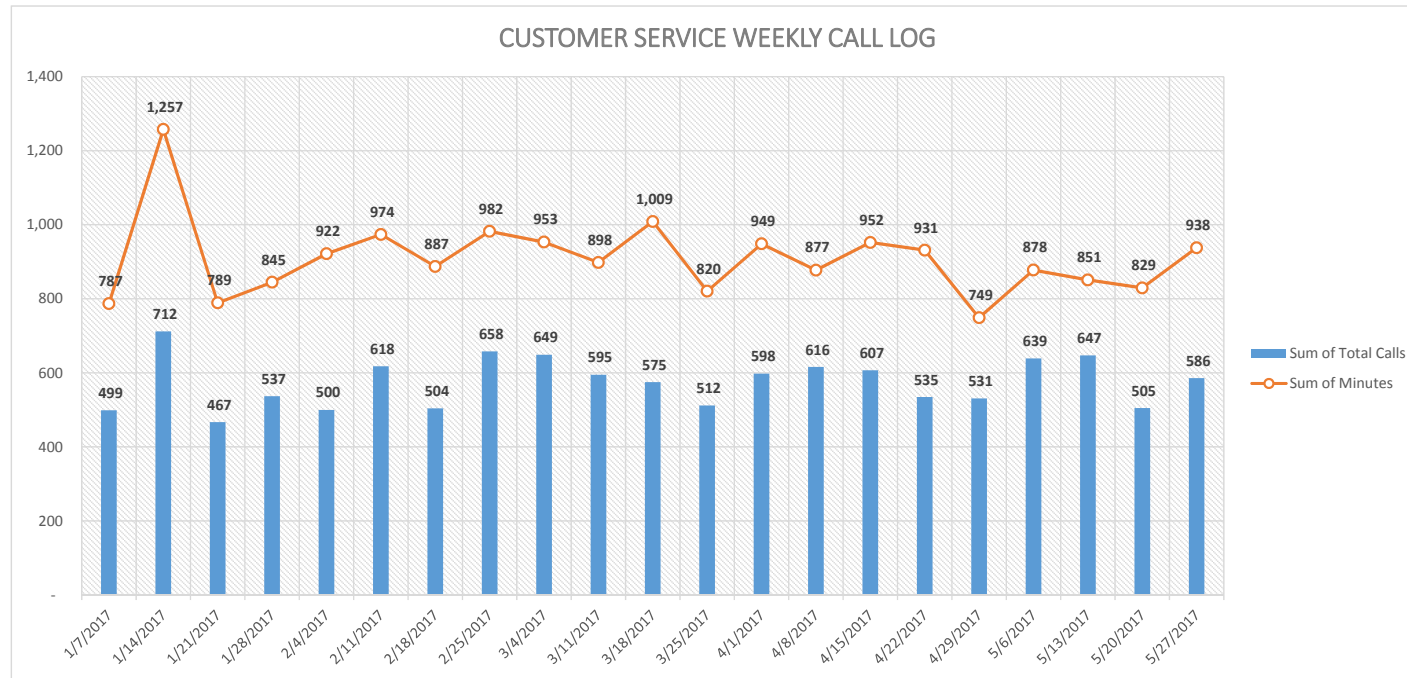
Customer Service stats and information is included in this status report for review.

### **BILL LIST**

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

### **FINANCIAL SUMMARY**

The April Financial Summary is included in this status report for review.



| Week Ending | Incoming Calls |         | Outgoing Calls |         | Total Calls |         |
|-------------|----------------|---------|----------------|---------|-------------|---------|
|             | # Calls        | Minutes | # Calls        | Minutes | # Calls     | Minutes |
| 1/7/2017    | 323            | 636     | 176            | 151     | 499         | 787     |
| 1/14/2017   | 443            | 938     | 269            | 320     | 712         | 1,257   |
| 1/21/2017   | 302            | 591     | 165            | 198     | 467         | 789     |
| 1/28/2017   | 347            | 681     | 190            | 164     | 537         | 845     |
| 2/4/2017    | 296            | 638     | 204            | 284     | 500         | 922     |
| 2/11/2017   | 389            | 723     | 229            | 251     | 618         | 974     |
| 2/18/2017   | 303            | 692     | 201            | 196     | 504         | 887     |
| 2/25/2017   | 419            | 741     | 239            | 242     | 658         | 982     |
| 3/4/2017    | 396            | 785     | 253            | 168     | 649         | 953     |
| 3/11/2017   | 362            | 707     | 233            | 191     | 595         | 898     |
| 3/18/2017   | 340            | 757     | 235            | 252     | 575         | 1,009   |
| 3/25/2017   | 270            | 610     | 242            | 211     | 512         | 820     |
| 4/1/2017    | 353            | 759     | 245            | 190     | 598         | 949     |
| 4/8/2017    | 359            | 678     | 257            | 200     | 616         | 877     |
| 4/15/2017   | 366            | 737     | 241            | 215     | 607         | 952     |
| 4/22/2017   | 288            | 591     | 247            | 340     | 535         | 931     |
| 4/29/2017   | 298            | 622     | 233            | 127     | 531         | 749     |
| 5/6/2017    | 359            | 699     | 280            | 178     | 639         | 878     |
| 5/13/2017   | 375            | 670     | 272            | 181     | 647         | 851     |
| 5/20/2017   | 283            | 570     | 222            | 260     | 505         | 829     |
| 5/27/2017   | 352            | 722     | 234            | 216     | 586         | 938     |

| Weekly Notes  |
|---|
| Tags, Main break: Redwood   |
| Turn offs, Main breaks: Bear Creek, Visitar & Brookdale                                 |
| Tags, Main breaks: River & Amity  |
| Turn offs, Main breaks: Pine & Hillcrest  |
| Tags, Main break: HW Y 9 Ben Lomond   |
| Turn offs, Main breaks: Fair view & Lomita, Booster outage: Lompico & Paso              |
| Tags, Main Breaks: Farmer & Bear Creek  |
| Turn offs, Main breaks: Love Creek, Monan, Chantrelle & Shiloh                          |
| Tags, Main break: San Lorenzo Way, Tank Leaking: Blair & Douglas Tanks                  |
| Turn offs, Main break: Vovler & Brookside   |
| Tags, Main Break: Brookside, Cliff View, Fairview & North st, Hydrant leak: Hillside dr |
| Turn offs   |
| Tags, Hydrant repair: Lockwood Lane,  |
| Turn offs, Main Break: Redwood, Mira flores, sylvan, bear creek, HWY 9, Russell         |
| Tags, Main Break: Logan Way   |
| Turn Offs, Main Break: Stewart Street   |
| Main Break: Kings Creek   |
| Tags  |
| Turn Offs, Main Break: Larkspur & Lake Blvd   |
| Tags, Main Break: Pine Drive, Crest Drive, Arbol, Coleman                               |
| Turn Offs, Main Break: Bear Creek Rd (2 leaks), Middleton Dr, Laurel St., Fernwood      |

## CUSTOMER SERVICE DEPT SUMMARY

|                | **     | **     |        |        |        |        | *      |        |        |        |
|----------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Monthly Stats: | 17-Apr | Mar-17 | Feb-17 | Jan-17 | Dec-16 | Nov-16 | Oct-16 | Sep-16 | Aug-16 | Jul-16 |
| Cut In/Outs    | 49     | 86     | 68     | 71     | 76     | 87     | 102    | 87     | 125    | 116    |
| Final Bills    | 47     | 62     | 36     | 28     | 36     | 59     | 44     | 54     | 70     | 62     |
| Tags           | 100    | 291    | 226    | 209    | 193    | 205    | 111    | 306    | 362    | 245    |
| Turn-offs      | 36     | 33     | 12     | 34     | 38     | 40     | 23     | 47     | 74     | 46     |

### Online / Going Green

As of 4/12/2017

|                 |       |       |       |       |       |       |       |       |       |       |
|-----------------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| Online Sign-ups | 3,115 | 3,038 | 2,985 | 2,929 | 2,880 | 2,826 | 2,772 | 2,712 | 2,640 | 2,585 |
| E-Bills         | 920   | 879   | 858   | 843   | 826   | 808   | 783   | 762   | 740   | 721   |
| Auto Pay        | 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

Printed: 6/6/2017 - 3:01 PM  
Date Type: JE Date  
Date Range: 05/13/2017 to 06/06/2017

### BILL LIST SUMMARY

Check Register Total : \$278,702.88  
AP Outstanding Total: \$50,635.97  
Payroll 05/24: \$106,210.12  
**TOTAL FOR ACCEPTANCE: \$435,548.97**



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                           |
|---|-----------|--------------|-----------------------|---------------|----------|---------------------------------------|
| 00001 - ROYAL WHOLESALE ELECTRIC                      |           |              |                       |               |          |                                       |
| 01-400-5300   | 6/5/2017  | 6/1/2017     | 615290                | 00032-12-2017 | 2,976.26 | MOTOR CONTROL PANEL (LOMPICO BOOSTER) |
| Task Label: EXP-1516004A                              |           | Type: E      | PO Number: 0000100876 |               |          |                                       |
| Total for Vendor 00001 - ROYAL WHOLESALE ELECTRIC:    |           |              |                       |               | 2,976.26 |                                       |
| 00009 - CITY OF SANTA CRUZ                            |           |              |                       |               |          |                                       |
| 01-500-5620   | 5/30/2017 | 5/15/2017    |                       | 00257-11-2017 | 214.92   | FIX-A-LEAK AD                         |
| Total for Vendor 00009 - CITY OF SANTA CRUZ:          |           |              |                       |               | 214.92   |                                       |
| 00020 - HARO, KASUNICH & ASSOCIATES                   |           |              |                       |               |          |                                       |
| 01-000-1565   | 5/16/2017 | 5/11/2017    | 4090-17050            | 00130-11-2017 | 894.30   | BLUE TANK SLIDE                       |
| 01-000-1565   | 5/16/2017 | 5/11/2017    | 4090-17050            | 00130-11-2017 | 920.00   | BLUE TANK SLIDE                       |
| Total for Vendor 00020 - HARO, KASUNICH & ASSOCIATES: |           |              |                       |               | 1,814.30 |                                       |
| 00027 - NORTH BAY FORD                                |           |              |                       |               |          |                                       |
| 01-400-5410   | 5/22/2017 | 5/18/2017    | 261230                | 00198-11-2017 | 13.78    | WINDSHIELD WIPER JETS                 |
| Total for Vendor 00027 - NORTH BAY FORD:              |           |              |                       |               | 13.78    |                                       |
| 00044 - STAPLES CREDIT PLAN                           |           |              |                       |               |          |                                       |
| 01-100-5600   | 6/5/2017  | 5/15/2017    | 051517                | 00031-12-2017 | 80.26    | P-TOUCH LABELER                       |
| 01-200-5600   | 6/5/2017  | 5/15/2017    | 051517                | 00031-12-2017 | 70.51    | CHAIR MAT_FINANCE                     |
| 01-300-5600   | 6/5/2017  | 5/15/2017    | 051517                | 00031-12-2017 | 141.03   | CHAIR MAT_WTP                         |
| 01-200-5600   | 6/5/2017  | 5/15/2017    | 051517                | 00031-12-2017 | 12.47    | MOUSE PAD                             |
| 01-400-5600   | 6/5/2017  | 5/15/2017    | 051517                | 00031-12-2017 | 141.03   | CHAIR MAT_OPS                         |
| Total for Vendor 00044 - STAPLES CREDIT PLAN:         |           |              |                       |               | 445.30   |                                       |
| 00047 - SOIL CONTROL LAB                              |           |              |                       |               |          |                                       |

Vendor

| Account Number                                    | JE Date      | Invoice Date | Invoice No | Journal Entry | Amount   | Description                           |
|---|--------------|--------------|------------|---------------|----------|---------------------------------------|
| 00047 - SOIL CONTROL LAB                          |              |              |            |               |          |                                       |
| 01-800-5202                                       | 5/15/2017    | 5/12/2017    | 7050319    | 00129-11-2017 | 145.00   | WATER ANALYSIS_GEN PHYSICAL           |
| Task Label:                                       |              | Type:        | PO Number: | 0000100864    |          |                                       |
| 01-800-5202                                       | 5/15/2017    | 5/12/2017    | 7050322    | 00129-11-2017 | 29.00    | WATER ANALYSIS_GEN PHYSICAL           |
| Task Label:                                       |              | Type:        | PO Number: | 0000100864    |          |                                       |
| 01-800-5202                                       | 5/18/2017    | 5/16/2017    | 7050320    | 00174-11-2017 | 37.00    | WATER ANALYSIS_MIRA FLORES            |
| Task Label:                                       |              | Type:        | PO Number: | 0000100864    |          |                                       |
| 01-800-5202                                       | 5/18/2017    | 5/17/2017    | 7050321    | 00174-11-2017 | 117.00   | WATER ANALYSIS_12788 HWY 9            |
| Task Label:                                       |              | Type:        | PO Number: | 0000100864    |          |                                       |
| 01-800-5202                                       | 5/22/2017    | 5/18/2017    | 7050525    | 00198-11-2017 | 145.00   | WATER ANALYSIS_CIRCLE DR              |
| Task Label:                                       |              | Type:        | PO Number: | 0000100864    |          |                                       |
| 01-800-5202                                       | 5/22/2017    | 5/18/2017    | 7050527    | 00198-11-2017 | 29.00    | WATER ANALYSIS_REDWOOD RD_LOMPICO     |
| Task Label:                                       | EXP-1617001A | Type: S      | PO Number: | 0000100864    |          |                                       |
| 01-800-5202                                       | 5/26/2017    | 5/26/2005    | 7050526    | 00243-11-2017 | 98.00    | WATER ANALYSIS_IRON, MANGANESE        |
| Task Label:                                       |              | Type:        | PO Number: | 0000100864    |          |                                       |
| 01-800-5202                                       | 6/1/2017     | 5/25/2017    | 7050526    | 00014-12-2017 | 98.00    | WATER ANALYSIS_IRON, MAGANESE         |
| Task Label:                                       |              | Type:        | PO Number: | 0000100864    |          |                                       |
| 01-800-5202                                       | 6/1/2017     | 5/30/2017    | 7050765    | 00014-12-2017 | 145.00   | WATER ANALYSIS_REYNOLDS & FERN        |
| Task Label:                                       |              | Type:        | PO Number: | 0000100864    |          |                                       |
| 01-800-5202                                       | 6/1/2017     | 5/30/2017    | 7050766    | 00014-12-2017 | 29.00    | WATER ANALYSIS_GEN PHYSICAL           |
| Task Label:                                       |              | Type:        | PO Number: | 0000100864    |          |                                       |
| Total for Vendor 00047 - SOIL CONTROL LAB:        |              |              |            |               | 872.00   |                                       |
| 00054 - PACIFIC GAS & ELECTRIC                    |              |              |            |               |          |                                       |
| 01-400-5500                                       | 6/5/2017     | 5/26/2017    | 052617     | 00031-12-2017 | 1,572.78 | ELECTRIC CHARGES_LOMPICO PUMP STATION |
| Task Label:                                       | EXP-1617001A | Type: E      | PO Number: |               |          |                                       |
| 01-800-5500                                       | 6/5/2017     | 5/30/2017    | 053017     | 00031-12-2017 | 231.58   | ELECTRIC CHARGES_19 SUMMIT AVE        |
| 01-400-5500                                       | 6/5/2017     | 5/30/2017    | 53017      | 00031-12-2017 | 51.44    | ELECTRIC CHARGES_1150 REBECCA         |
| Total for Vendor 00054 - PACIFIC GAS & ELECTRIC:  |              |              |            |               | 1,855.80 |                                       |
| 00080 - GRANITE CONSTRUCTION CO                   |              |              |            |               |          |                                       |
| 01-400-5300                                       | 6/1/2017     | 5/18/2017    | 44522921   | 00014-12-2017 | 125.31   | HOT MIX                               |
| 01-400-5300                                       | 6/1/2017     | 5/18/2017    | 44522924   | 00014-12-2017 | 129.50   | HOT MIX                               |
| 01-400-5300                                       | 6/1/2017     | 5/19/2017    | 44522933   | 00014-12-2017 | 250.64   | HOT MIX                               |
| Total for Vendor 00080 - GRANITE CONSTRUCTION CO: |              |              |            |               | 505.45   |                                       |
| 00082 - MID VALLEY SUPPLY                         |              |              |            |               |          |                                       |
| 01-100-5600                                       | 5/16/2017    | 5/12/2017    | 212245     | 00130-11-2017 | 73.44    | PAPER TOWELS_ADMIN                    |
| 01-800-5600                                       | 5/16/2017    | 5/12/2017    | 212245     | 00130-11-2017 | 73.44    | PAPER TOWELS_WT                       |
| 01-100-5600                                       | 5/26/2017    | 5/19/2017    | 212644     | 00243-11-2017 | 240.82   | PAPER PRODUCTS, SOAP                  |
| 01-100-5600                                       | 5/26/2017    | 5/23/2017    | 212754     | 00243-11-2017 | 151.99   | PAPER PRODUCTS                        |

| Vendor  | Account Number | JE Date   | Invoice Date | Invoice No  | Journal Entry | Amount | Description                        |
|---|----------------|-----------|--------------|-------------|---------------|--------|------------------------------------|
| Total for Vendor 00082 - MID VALLEY SUPPLY:           |                |           |              |             |               | 539.69 |                                    |
| 00118 - FARMER BROTHERS COFFEE                        | 01-400-5600    | 6/1/2017  | 5/31/2017    | 65401361    | 00014-12-2017 | 122.57 | COFFEE & SUPPLIES                  |
| Total for Vendor 00118 - FARMER BROTHERS COFFEE:      |                |           |              |             |               | 122.57 |                                    |
| 00204 - FEDERAL EXPRESS CORP                          | 01-400-5200    | 6/1/2017  | 5/26/2017    | 5-815-32693 | 00014-12-2017 | 29.25  | SHIPPING FEES                      |
| Total for Vendor 00204 - FEDERAL EXPRESS CORP:        |                |           |              |             |               | 29.25  |                                    |
| 00220 - BAY BUILDING JANITORIAL,INC                   | 01-100-5420    | 5/16/2017 | 5/15/2017    | 29803       | 00130-11-2017 | 424.42 | JANITORIAL SERVICES FOR MAY        |
|   | Task Label:    |           | Type:        | PO Number:  | 0000100672    |        |                                    |
| Total for Vendor 00220 - BAY BUILDING JANITORIAL,INC: |                |           |              |             |               | 424.42 |                                    |
| 00234 - CITY OF SCOTTS VALLEY                         | 01-800-5300    | 5/26/2017 | 5/19/2017    | 051917      | 00242-11-2017 | 79.00  | SEWER CHARGES_3/15 - 3/15/17       |
| Total for Vendor 00234 - CITY OF SCOTTS VALLEY:       |                |           |              |             |               | 79.00  |                                    |
| 00263 - RAYNE WATER CONDITIONING                      | 01-800-5200    | 6/5/2017  | 5/31/2017    | 053117      | 00033-12-2017 | 37.67  | WATER CONDITIONER SVC_6/1 -6/30/17 |
|   | Task Label:    |           | Type:        | PO Number:  | 0000100703    |        |                                    |
| Total for Vendor 00263 - RAYNE WATER CONDITIONING:    |                |           |              |             |               | 37.67  |                                    |
| 00283 - CHRIS CURRIER                                 | 01-400-5410    | 6/1/2017  | 5/26/2017    | 052617      | 00014-12-2017 | 108.26 | OIL & FILTER_V#340                 |
| Total for Vendor 00283 - CHRIS CURRIER:               |                |           |              |             |               | 108.26 |                                    |
| 00285 - GEORGE H. WILSON, INC                         | 01-800-5200    | 6/1/2017  | 5/23/2017    | 000120191   | 00014-12-2017 | 405.00 | DIAGNOSE LWTP EXHAUST FAN          |
| Total for Vendor 00285 - GEORGE H. WILSON, INC:       |                |           |              |             |               | 405.00 |                                    |
| 00332 - SANTA CRUZ SOLAR                              | 01-800-5200    | 5/18/2017 | 5/16/2017    | 6718        | 00174-11-2017 | 740.00 | KIRBY SOLAR SERVICE                |

Vendor

| Account Number                                | JE Date   | Invoice Date | Invoice No | Journal Entry | Amount   | Description                      |
|---|-----------|--------------|------------|---------------|----------|----------------------------------|
| Total for Vendor 00332 - SANTA CRUZ SOLAR:    |           |              |            |               | 740.00   |                                  |
| 00342 - BRASS KEY LOCKSMITH                   |           |              |            |               |          |                                  |
| 01-400-5200                                   | 5/18/2017 | 5/12/2017    | 946689     | 00174-11-2017 | 34.77    | FM-2 KEYS                        |
| 01-100-5200                                   | 6/1/2017  | 5/19/2017    | 946757     | 00014-12-2017 | 145.38   | ADJUST STRIKE ON REAR DOOR/ADMIN |
| Total for Vendor 00342 - BRASS KEY LOCKSMITH: |           |              |            |               | 180.15   |                                  |
| 00367 - INFOSEND, INC                         |           |              |            |               |          |                                  |
| 01-200-5200                                   | 5/26/2017 | 4/28/2017    | 120272     | 00242-11-2017 | 1,168.14 | MAILING SERVICE FEES             |
| 01-200-5650                                   | 5/26/2017 | 4/28/2017    | 120272     | 00242-11-2017 | 2,675.55 | POSTAGE FEES                     |
| Total for Vendor 00367 - INFOSEND, INC:       |           |              |            |               | 3,843.69 |                                  |
| 00378 - BANK OF THE WEST                      |           |              |            |               |          |                                  |
| 01-300-5600                                   | 6/5/2017  | 5/28/2017    | 050117     | 00031-12-2017 | 150.80   | COPIER PAPER                     |
| 01-400-5630                                   | 6/5/2017  | 5/28/2017    | 050217     | 00031-12-2017 | 74.52    | RENTAL CAR FUEL, BAG FEES        |
| 01-100-5200                                   | 6/5/2017  | 5/28/2017    | 050317     | 00031-12-2017 | 158.40   | CLOUD SERVICES                   |
| 01-800-5401                                   | 6/5/2017  | 5/28/2017    | 050417     | 00031-12-2017 | 72.25    | SAFETY SIGNS                     |
| 01-200-5600                                   | 6/5/2017  | 5/28/2017    | 050517     | 00031-12-2017 | 89.29    | MONITOR CABLES                   |
| 01-400-5311                                   | 6/5/2017  | 5/28/2017    | 050617     | 00031-12-2017 | 141.04   | DRILL                            |
| 01-100-5632                                   | 6/5/2017  | 5/28/2017    | 050717     | 00031-12-2017 | 11.77    | BOOK                             |
| 01-100-5640                                   | 6/5/2017  | 5/28/2017    | 050817     | 00031-12-2017 | 229.00   | ADVERTISING                      |
| 01-100-5630                                   | 6/5/2017  | 5/28/2017    | 050917     | 00031-12-2017 | 24.85    | LUNCHEON MEETING                 |
| 01-200-5600                                   | 6/5/2017  | 5/28/2017    | 051017     | 00031-12-2017 | 367.02   | OFFICE SUPPLIES                  |
| 01-100-5200                                   | 6/5/2017  | 5/28/2017    | 051117     | 00031-12-2017 | 50.00    | MAIL CHIMP                       |
| 01-200-5600                                   | 6/5/2017  | 5/28/2017    | 051217     | 00031-12-2017 | 39.60    | HEAD SET (TO BE RETURNED)        |
| Total for Vendor 00378 - BANK OF THE WEST:    |           |              |            |               | 1,408.54 |                                  |
| 00380 - SEA BERG                              |           |              |            |               |          |                                  |
| 01-400-5300                                   | 5/24/2017 | 5/22/2017    | 17940      | 00228-11-2017 | 71.94    | MIRAFLORES GATE REPAIR           |
| Total for Vendor 00380 - SEA BERG:            |           |              |            |               | 71.94    |                                  |
| 00399 - VISION SERVICE PLAN - (CA)            |           |              |            |               |          |                                  |
| 01-100-5142                                   | 6/5/2017  | 5/17/2017    | JUNE 2017  | 00031-12-2017 | 37.82    | VISION INSURANCE_ADMIN           |
| 01-300-5142                                   | 6/5/2017  | 5/17/2017    | JUNE 2017  | 00031-12-2017 | 10.92    | VISION INSURANCE_ENG             |
| 01-500-5142                                   | 6/5/2017  | 5/17/2017    | JUNE 2017  | 00031-12-2017 | 16.96    | VISION INSURANCE_ENV             |
| 01-200-5142                                   | 6/5/2017  | 5/17/2017    | JUNE 2017  | 00031-12-2017 | 169.40   | VISION INSURANCE_FINANCE         |
| 01-800-5142                                   | 6/5/2017  | 5/17/2017    | JUNE 2017  | 00031-12-2017 | 128.32   | VISION INSURANCE_WTP             |

Vendor

| Account Number  | JE Date   | Invoice Date | Invoice No | Journal Entry | Amount   | Description                                   |
|---|-----------|--------------|------------|---------------|----------|---|
| 00399 - VISION SERVICE PLAN - (CA)                      |           |              |            |               |          |   |
| 01-400-5142   | 6/5/2017  | 5/17/2017    | JUNE 2017  | 00031-12-2017 | 296.06   | VISION INSURANCE_OPS                          |
| Total for Vendor 00399 - VISION SERVICE PLAN - (CA):    |           |              |            |               | 659.48   |   |
| 00441 - MISSION COMMUNICATIONS,LLC                      |           |              |            |               |          |   |
| 01-800-5200   | 5/18/2017 | 5/10/2017    | 1008404    | 00174-11-2017 | 1,032.94 | SCADA CONTROLS_WT                             |
| 01-800-5200   | 5/18/2017 | 5/10/2017    | 1008404    | 00174-11-2017 | 2,817.00 | SCADA CONTROLS_LOMPICO                        |
| Task Label: EXP-1617001A                                |           | Type: S      | PO Number: |               |          |   |
| 01-400-5200   | 5/18/2017 | 5/10/2017    | 1008404    | 00174-11-2017 | 1,361.57 | SCADA CONTROLS_DISTRIBUTION                   |
| Total for Vendor 00441 - MISSION COMMUNICATIONS,LLC:    |           |              |            |               | 5,211.51 |   |
| 00444 - COSTCO-CAPITAL ONE COMMERCIAL                   |           |              |            |               |          |   |
| 01-100-5600   | 6/5/2017  | 5/26/2017    | 052617     | 00031-12-2017 | 165.26   | OFFICE SUPPLIES_ADMIN                         |
| 01-200-5600   | 6/5/2017  | 5/26/2017    | 052617     | 00031-12-2017 | 165.98   | OFFICE SUPPLIES_FINANCE                       |
| Total for Vendor 00444 - COSTCO-CAPITAL ONE COMMERCIAL: |           |              |            |               | 331.24   |   |
| 00450 - EUROFINS EATON ANALYTICAL, INC                  |           |              |            |               |          |   |
| 01-800-5202   | 5/15/2017 | 5/10/2017    | 321091     | 00119-11-2017 | 2,100.00 | WATER ANALYSIS_LEWIS WELL                     |
| Task Label: EXP-1617001A                                |           | Type: E      | PO Number: | 0000100701    |          |   |
| 01-800-5202   | 5/15/2017 | 5/11/2017    | 321278     | 00129-11-2017 | 20.00    | WATER ANALYSIS_FALL CREEK                     |
| Task Label:   |           | Type:        | PO Number: | 0000100701    |          |   |
| 01-800-5202   | 5/15/2017 | 5/8/2017     | 620508     | 00119-11-2017 | 60.00    | WATER ANALYSIS_PASO, BOB'S LN                 |
| Task Label:   |           | Type:        | PO Number: | 0000100701    |          |   |
| 01-800-5202   | 5/19/2017 | 5/18/2017    | 322904     | 00180-11-2017 | 60.00    | WATER ANALYSIS_PASO, BOB'S LN                 |
| Task Label:   |           | Type:        | PO Number: | 0000100701    |          |   |
| 01-800-5202   | 5/19/2017 | 5/18/2017    | 322906     | 00180-11-2017 | 75.00    | WATER ANALYSIS                                |
| Task Label:   |           | Type:        | PO Number: | 0000100701    |          |   |
| 01-800-5202   | 5/19/2017 | 5/18/2017    | 322907     | 00180-11-2017 | 75.00    | WATER ANALYSIS                                |
| Task Label:   |           | Type:        | PO Number: | 0000100701    |          |   |
| 01-800-5202   | 5/19/2017 | 5/18/2017    | 322909     | 00180-11-2017 | 75.00    | WATER ANALYSIS                                |
| Task Label:   |           | Type:        | PO Number: | 0000100701    |          |   |
| 01-800-5202   | 5/19/2017 | 5/18/2017    | 322910     | 00180-11-2017 | 75.00    | WATER ANALYSIS                                |
| Task Label:   |           | Type:        | PO Number: | 0000100701    |          |   |
| 01-800-5202   | 5/19/2017 | 5/18/2017    | 322911     | 00180-11-2017 | 45.00    | WATER ANALYSIS                                |
| Task Label:   |           | Type:        | PO Number: | 0000100701    |          |   |
| 01-800-5202   | 5/19/2017 | 5/8/2017     | 322912     | 00180-11-2017 | 45.00    | WATER ANALYSIS                                |
| Task Label:   |           | Type:        | PO Number: | 0000100701    |          |   |
| 01-800-5202   | 5/19/2017 | 5/18/2017    | 322913     | 00180-11-2017 | 30.00    | WATER ANALYSIS                                |
| Task Label:   |           | Type:        | PO Number: | 0000100701    |          |   |
| 01-800-5202   | 5/19/2017 | 5/18/2017    | 322914     | 00180-11-2017 | 60.00    | WATER ANALYSIS_HWY 9, MARION, CRESCENT, RIVER |
| Task Label:   |           | Type:        | PO Number: | 0000100701    |          |   |



Vendor

| Account Number   | JE Date      | Invoice Date | Invoice No | Journal Entry | Amount     | Description                            |
|--|--------------|--------------|------------|---------------|------------|--|
| 00450 - EUROFINS EATON ANALYTICAL, INC                   |              |              |            |               |            |  |
| 01-800-5202  | 6/1/2017     | 5/31/2017    | 324949     | 00014-12-2017 | 60.00      | WATER ANALYSIS_PASO, BOB'S LANE        |
| Task Label:  |              | Type:        | PO Number: | 0000100701    |            |  |
| 01-800-5202  | 6/5/2017     | 6/2/2017     | 325498     | 00033-12-2017 | 400.00     | WATER ANALYSIS_CREEKWOOD/LAKE BLVD     |
| Task Label:  | EXP-1617001A | Type:        | E          | PO Number:    | 0000100701 |  |
| 01-800-5202  | 6/5/2017     | 6/2/2017     | 625439     | 00033-12-2017 | 400.00     | WATER ANALYSIS_VIEW CIRCLE, 7301 HWY 9 |
| Task Label:  |              | Type:        |            | PO Number:    | 0000100701 |  |
| Total for Vendor 00450 - EUROFINS EATON ANALYTICAL, INC: |              |              |            |               | 3,580.00   |  |
| 00566 - C S S C  |              |              |            |               |            |  |
| 01-400-5510  | 6/1/2017     | 5/22/2017    | 17050      | 00014-12-2017 | 340.32     | ANSWERING SERVICE                      |
| Task Label:  |              | Type:        | PO Number: | 0000100705    |            |  |
| Total for Vendor 00566 - C S S C:                        |              |              |            |               | 340.32     |  |
| 00574 - VINCENT SEIFERT                                  |              |              |            |               |            |  |
| 01-100-5420  | 6/5/2017     | 6/1/2017     | 461080     | 00033-12-2017 | 140.00     | JOHNSON PROPERTY MAINTENANCE           |
| Total for Vendor 00574 - VINCENT SEIFERT:                |              |              |            |               | 140.00     |  |
| 00608 - LLOYD'S TIRE SERVICE, INC                        |              |              |            |               |            |  |
| 01-400-5410  | 5/24/2017    | 5/22/2017    | 325562     | 00228-11-2017 | 1,582.26   | TIRES_V #480                           |
| Total for Vendor 00608 - LLOYD'S TIRE SERVICE, INC:      |              |              |            |               | 1,582.26   |  |
| 00727 - ULINE SHIPPING SUPPLIES                          |              |              |            |               |            |  |
| 01-400-5401  | 5/30/2017    | 5/19/2017    | 87156448   | 00257-11-2017 | 181.77     | SAFETY GLASSES, GOJO SOAP              |
| Total for Vendor 00727 - ULINE SHIPPING SUPPLIES:        |              |              |            |               | 181.77     |  |
| 00729 - ALPHA ANALYTICAL LABS                            |              |              |            |               |            |  |
| 02-600-5202  | 5/18/2017    | 5/16/2017    | 7052123    | 00174-11-2017 | 926.00     | BCEWW MONITORING                       |
| Task Label:  |              | Type:        | PO Number: | 0000100700    |            |  |
| Total for Vendor 00729 - ALPHA ANALYTICAL LABS:          |              |              |            |               | 926.00     |  |
| 00768 - USA BLUEBOOK                                     |              |              |            |               |            |  |
| 01-800-5300  | 5/18/2017    | 5/12/2017    | 257573     | 00174-11-2017 | 237.92     | CHARTS FOR RECORDERS                   |
| 01-800-5300  | 6/1/2017     | 5/22/2017    | 264827     | 00014-12-2017 | 864.35     | DRUM PUMP                              |
| Task Label:  |              | Type:        | PO Number: | 0000100893    |            |  |
| Total for Vendor 00768 - USA BLUEBOOK:                   |              |              |            |               | 1,102.27   |  |

Vendor

| Account Number  | JE Date   | Invoice Date | Invoice No            | Journal Entry | Amount   | Description                      |
|---|-----------|--------------|-----------------------|---------------|----------|----------------------------------|
| 00775 - NORTHERN SAFETY CO.,INC.                      |           |              |                       |               |          |                                  |
| 01-400-5401   | 6/1/2017  | 5/19/2017    | 902436998             | 00014-12-2017 | 116.19   | EAR PROTECTION                   |
| 01-000-2130   | 6/1/2017  | 5/19/2017    | 902436998             | 00014-12-2017 | -8.53    | TAX WITHHOLDING                  |
| 01-400-5401   | 6/1/2017  | 5/19/2017    | 902436998             | 00014-12-2017 | 8.53     | TAX                              |
| Total for Vendor 00775 - NORTHERN SAFETY CO.,INC.:    |           |              |                       |               | 116.19   |                                  |
| 00781 - UTILITY SERVICES ASSOCIATES                   |           |              |                       |               |          |                                  |
| 01-400-5200   | 6/1/2017  | 5/24/2017    | 125405                | 00014-12-2017 | 4,047.60 | LEAK DETECTION SERVICE           |
| Task Label: EXP-1516004A                              |           | Type: S      | PO Number:            |               |          |                                  |
| Total for Vendor 00781 - UTILITY SERVICES ASSOCIATES: |           |              |                       |               | 4,047.60 |                                  |
| 00788 - COMCAST                                       |           |              |                       |               |          |                                  |
| 01-800-5510   | 6/5/2017  | 5/26/2017    | 052617                | 00031-12-2017 | 151.12   | INTERNET_195 KIRBY ST            |
| Total for Vendor 00788 - COMCAST:                     |           |              |                       |               | 151.12   |                                  |
| 00944 - PHIL NEUMAN PDN CONSULTING                    |           |              |                       |               |          |                                  |
| 01-100-5200   | 6/5/2017  | 6/1/2017     | 2329                  | 00033-12-2017 | 415.00   | MONTHLY SERVER BACKUP            |
| 01-100-5200   | 6/5/2017  | 6/1/2017     | 2343                  | 00033-12-2017 | 31.25    | FIELD TECH SERVICES_RESTORE FILE |
| Total for Vendor 00944 - PHIL NEUMAN PDN CONSULTING:  |           |              |                       |               | 446.25   |                                  |
| 01004 - CHADWICK PRICE                                |           |              |                       |               |          |                                  |
| 01-800-5200   | 5/16/2017 | 5/15/2017    | 051517                | 00130-11-2017 | 8,111.39 | LYON PLANT BACKFLOW REPLACEMENT  |
| Task Label:   |           | Type:        | PO Number: 0000100814 |               |          |                                  |
| Total for Vendor 01004 - CHADWICK PRICE:              |           |              |                       |               | 8,111.39 |                                  |
| 10001 - RUTAN & TUCKER, LLP                           |           |              |                       |               |          |                                  |
| 01-100-5210   | 5/24/2017 | 5/17/2017    | 777457                | 00228-11-2017 | 6,557.54 | PROFESSIONAL FEES                |
| Total for Vendor 10001 - RUTAN & TUCKER, LLP:         |           |              |                       |               | 6,557.54 |                                  |
| 10018 - HOLLY MORRISON                                |           |              |                       |               |          |                                  |
| 01-100-5630   | 6/5/2017  | 5/24/2017    | 052417                | 00032-12-2017 | 225.84   | TRAVEL & MEETING EXPENSES        |
| Total for Vendor 10018 - HOLLY MORRISON:              |           |              |                       |               | 225.84   |                                  |
| 10114 - RICE LAKE WEIGHING SYSTEMS                    |           |              |                       |               |          |                                  |
| 01-800-5200   | 6/1/2017  | 5/30/2017    | 4410341               | 00014-12-2017 | -23.55   | TAX WITHHOLDING                  |
| 01-800-5200   | 6/1/2017  | 5/30/2017    | 4410341               | 00014-12-2017 | 23.55    | TAX                              |

**Vendor**

| Account Number                                       | JE Date  | Invoice Date | Invoice No | Journal Entry | Amount    | Description         |
|--|----------|--------------|------------|---------------|-----------|---------------------|
| 10114 - RICE LAKE WEIGHING SYSTEMS                   |          |              |            |               |           |                     |
| 01-800-5200  | 6/1/2017 | 5/30/2017    | 4410341    | 00014-12-2017 | 227.00    | CALIBRATION WEIGHTS |
| Task Label:  |          | Type:        | PO Number: | 0000100885    |           |                     |
| Total for Vendor 10114 - RICE LAKE WEIGHING SYSTEMS: |          |              |            |               | 227.00    |                     |
| UB*00277 - EAST INK                                  |          |              |            |               |           |                     |
| 01-000-2100  | 6/2/2017 | 6/2/2017     |            | 00019-12-2017 | 10.20     | Refund Check        |
| Task Label:  |          | Type:        | PO Number: |               |           |                     |
| Total for Vendor UB*00277 - EAST INK:                |          |              |            |               | 10.20     |                     |
| Report Total:  |          |              |            |               | 50,635.97 |                     |

# Accounts Payable

## Checks by Date - Detail by Check Number

User: KendraNegro  
Printed: 6/6/2017 3:02 PM



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

| Check No | Vendor No<br>Invoice No                                 | Vendor Name<br>Description  | Check Date<br>Reference | Void Checks | Check Amount                                 |
|----------|---|---|-------------------------|-------------|--|
| 12934    | 00162<br>28103933                                       | ANTHEM BLUE CROSS<br>RETIRED EMP MEDICAL_6/1 - 6/30/17                                      | 05/17/2017              |             | 316.02                                       |
|          |   | Total for Check Number 12934:   |                         | 0.00        | 316.02                                       |
| 12935    | 00767<br>942189191                                      | ANTHEM BLUE CROSS<br>MEDICARE RX_RETIREED EMPLOYEE  | 05/17/2017              |             | 159.80                                       |
|          |   | Total for Check Number 12935:   |                         | 0.00        | 159.80                                       |
| 12936    | 00687<br>050517<br>050617                               | AT&T U-VERSE<br>INTERNET_13057 HWY 9<br>INTERNET_MANANA WOODS                               | 05/17/2017              |             | 70.00<br>80.00                               |
|          |   | Total for Check Number 12936:   |                         | 0.00        | 150.00                                       |
| 12937    | 01050<br>0412391  | COLONIAL LIFE - BCN E4377735<br>SUPPLEMENTAL INS_4/12/17, 4/26/17                           | 05/17/2017              |             | 343.70                                       |
|          |   | Total for Check Number 12937:   |                         | 0.00        | 343.70                                       |
| 12938    | 00788<br>050617<br>050717<br>050817                     | COMCAST<br>INTERNET_295 EAST RD<br>INTERNET_15819 FOREST HILL DR<br>INTERNET_17277 HWY 9    | 05/17/2017              |             | 170.19<br>170.19<br>170.19                   |
|          |   | Total for Check Number 12938:   |                         | 0.00        | 510.57                                       |
| 12939    | 00729<br>7043102<br>7043103<br>7051383                  | ALPHA ANALYTICAL LABS<br>BCEWW MONITORING<br>BCEWW MONITORING<br>BCEWW MONITORING           | 05/19/2017              |             | 1,205.00<br>1,205.00<br>390.00               |
|          |   | Total for Check Number 12939:   |                         | 0.00        | 2,800.00                                     |
| 12940    | 10025<br>80011892                                       | BADGER METER, INC<br>BEACON SERVICES_APRIL  | 05/19/2017              |             | 556.25                                       |
|          |   | Total for Check Number 12940:   |                         | 0.00        | 556.25                                       |
| 12941    | 00609<br>216018-0417                                    | BALANCE HYDROLOGICS, INC<br>STREAM GAGING   | 05/19/2017              |             | 3,582.50                                     |
|          |   | Total for Check Number 12941:   |                         | 0.00        | 3,582.50                                     |
| 12942    | 00378<br>042817<br>042817<br>042817<br>042817<br>042817 | BANK OF THE WEST<br>TRUCK MIRROR<br>AMMS TRAINING<br>MAIL CHIMP<br>GO DADDY.COM<br>LUNCHEON | 05/19/2017              |             | 185.67<br>590.32<br>50.00<br>139.98<br>55.74 |

| Check No | Vendor No<br>Invoice No                                 | Vendor Name<br>Description  | Check Date<br>Reference       | Void Checks | Check Amount                                |
|----------|---|---|-------------------------------|-------------|---|
|          | 042817  | SIGN_WT   |                               |             | 222.00                                      |
|          | 042817  | AMMS TRAINING   |                               |             | 104.70                                      |
|          | 042817  | CLOUD SERVICE   |                               |             | 472.77                                      |
|          | 042817  | SONIC WALL SUPPORT  |                               |             | 1,433.50                                    |
|          | 042817  | FACILITY LABELS   |                               |             | 154.95                                      |
|          | 042817  | AMMS TRAINING   |                               |             | 590.33                                      |
|          | 042817  | AMMS TRAINING   |                               |             | 104.70                                      |
|          | 042817  | GATE OPENERS  |                               |             | 119.99                                      |
|          | 042817  | SONIC WALL SUPPORT  |                               |             | 1,433.50                                    |
|          | 042817  | GFOA MEMBERSHIP   |                               |             | 160.00                                      |
|          | 042817  | AD  |                               |             | 229.00                                      |
|          | 042817  | LUNCH   |                               |             | 35.86                                       |
|          | 042817  | FEMA LUNCH  |                               |             | 57.06                                       |
|          | 042817  | EAGLE MT FLAG   |                               |             | 59.59                                       |
|          | 042817  | VEHICLE REPAIR  |                               |             | 989.79                                      |
|          |   |   | Total for Check Number 12942: | 0.00        | 7,189.45                                    |
| 12943    | 00342<br>946600   | BRASS KEY LOCKSMITH<br>RIVERSIDE GROVE BOOSTER KEY  | 05/19/2017                    |             | 135.50                                      |
|          |   |   | Total for Check Number 12943: | 0.00        | 135.50                                      |
| 12944    | 00124<br>0092388-IN<br>0092415-IN                       | BRUCE BARTON PUMP<br>VFD FOR LOMPICO BOOSTER #2<br>PANEL, MOUNTING KIT LOMPICO BOOST                  | 05/19/2017                    |             | 2,718.72<br>131.61                          |
|          |   |   | Total for Check Number 12944: | 0.00        | 2,850.33                                    |
| 12945    | 10106<br>5904   | CEL ANALYTICAL, INC<br>LT2 MONITORING FOR CRYPTOSPORIDIUM   | 05/19/2017                    |             | 409.00                                      |
|          |   |   | Total for Check Number 12945: | 0.00        | 409.00                                      |
| 12946    | 00213<br>107254<br>107254                               | CHESTNUT IDENTITY<br>UNIFORMS_WT<br>UNIFORMS_OPS  | 05/19/2017                    |             | 97.15<br>118.77                             |
|          |   |   | Total for Check Number 12946: | 0.00        | 215.92                                      |
| 12947    | 00265<br>2397   | COMMUNITY TELEVISION<br>MEETING COVERAGE_3/16/17  | 05/19/2017                    |             | 295.00                                      |
|          |   |   | Total for Check Number 12947: | 0.00        | 295.00                                      |
| 12948    | 00273<br>81793828<br>81793828                           | CORELOGIC, INC.<br>REALQUEST_ENG<br>REALQUEST_FIN   | 05/19/2017                    |             | 93.75<br>93.75                              |
|          |   |   | Total for Check Number 12948: | 0.00        | 187.50                                      |
| 12949    | 00703<br>210257<br>210258<br>210280<br>210281<br>210361 | DATAFLOW BUSINESS SYSTEMS, INC<br>MAINTENANCE<br>MAINTENANCE<br>MAINTENANCE<br>MAINTENANCE<br>FREIGHT | 05/19/2017                    |             | 32.44<br>259.48<br>616.93<br>175.47<br>7.50 |
|          |   |   | Total for Check Number 12949: | 0.00        | 1,091.82                                    |
| 12950    | 00212<br>IN0083573                                      | COUNTY OF SANTA CRUZ ENVIRONM<br>LOMPICO HEALTH PERMIT  | 05/19/2017                    |             | 602.00                                      |



| Check No | Vendor No<br>Invoice No | Vendor Name<br>Description         | Check Date<br>Reference       | Void Checks | Check Amount |
|----------|-------------------------|------------------------------------|-------------------------------|-------------|--------------|
|          | IN0083579               | ADMIN BDLG_HAZ MAT PERMIT          |                               |             | 752.00       |
|          |                         |                                    | Total for Check Number 12950: | 0.00        | 1,354.00     |
| 12951    | 00076                   | ERNIE'S AUTO CENTER                | 05/19/2017                    |             |              |
|          | 695838                  | HITCH PIN                          |                               |             | 3.08         |
|          | 695847                  | HITCH PIN                          |                               |             | 25.94        |
|          | 696354                  | TAIL LIGHT LENS                    |                               |             | 27.22        |
|          |                         |                                    | Total for Check Number 12951: | 0.00        | 56.24        |
| 12952    | 00343                   | ERNIE'S SERVICE CENTER             | 05/19/2017                    |             |              |
|          | 58933                   | SERVICE & DIAGNOSE FOR DEAD BATTER |                               |             | 562.77       |
|          |                         |                                    | Total for Check Number 12952: | 0.00        | 562.77       |
| 12953    | 00525                   | ESRI, INC.                         | 05/19/2017                    |             |              |
|          | 93284309                | ENGINEERING GIS SOFTWARE 2017      |                               |             | 10,000.00    |
|          |                         |                                    | Total for Check Number 12953: | 0.00        | 10,000.00    |
| 12954    | 00118                   | FARMER BROTHERS COFFEE             | 05/19/2017                    |             |              |
|          | 65401060                | COFFEE & SUPPLIES                  |                               |             | 298.40       |
|          |                         |                                    | Total for Check Number 12954: | 0.00        | 298.40       |
| 12955    | 00210                   | FISHER SCIENTIFIC                  | 05/19/2017                    |             |              |
|          | 9729285                 | LAB/CLEANING SUPPLIES              |                               |             | 303.40       |
|          |                         |                                    | Total for Check Number 12955: | 0.00        | 303.40       |
| 12956    | 00365                   | FREITAS + FREITAS                  | 05/19/2017                    |             |              |
|          | 14012                   | SWIM TANK REPLACEMENT PROJECT      |                               |             | 750.00       |
|          |                         |                                    | Total for Check Number 12956: | 0.00        | 750.00       |
| 12957    | 00080                   | GRANITE CONSTRUCTION CO            | 05/19/2017                    |             |              |
|          | 1144446                 | AGG BASE_CARROL RD                 |                               |             | 51.95        |
|          | 1145475                 | AGG BASE_LYON ACCESS RD            |                               |             | 69.33        |
|          | 1147194                 | AGG BASE_LYON ACCESS RD            |                               |             | 69.53        |
|          | 1147890                 | AGG BASE_LYON ACCESS RD            |                               |             | 79.10        |
|          | 1148445                 | AGG BASE_QUAIL BINS                |                               |             | 104.16       |
|          | 1150482                 | FILL SAND_QUAIL BINS               |                               |             | 56.98        |
|          |                         |                                    | Total for Check Number 12957: | 0.00        | 431.05       |
| 12958    | 00016                   | GREENWASTE RECOVERY, INC           | 05/19/2017                    |             |              |
|          | 2741280                 | TRASH/RECYCLE/YARDWASTE SERVICE    |                               |             | 332.40       |
|          |                         |                                    | Total for Check Number 12958: | 0.00        | 332.40       |
| 12959    | 00550                   | HACH COMPANY                       | 05/19/2017                    |             |              |
|          | 10434335                | OPERATING SUPPLIES                 |                               |             | 529.93       |
|          |                         |                                    | Total for Check Number 12959: | 0.00        | 529.93       |
| 12960    | 00058                   | IHWY, INC.                         | 05/19/2017                    |             |              |
|          |                         | BUSINESS HOSTING                   |                               |             | 25.00        |
|          |                         |                                    | Total for Check Number 12960: | 0.00        | 25.00        |
| 12961    | 00367                   | INFOSEND, INC                      | 05/19/2017                    |             |              |
|          | 119943                  | POSTAGE                            |                               |             | 894.70       |

| Check No | Vendor No<br>Invoice No                           | Vendor Name<br>Description  | Check Date<br>Reference       | Void Checks | Check Amount                         |
|----------|---|---|-------------------------------|-------------|--------------------------------------|
|          | 119943  | MAILING FEES  |                               |             | 663.27                               |
|          |   |   | Total for Check Number 12961: | 0.00        | 1,557.97                             |
| 12962    | 00336<br>2017-3.31                                | LAND TRUST OF SANTA CRUZ CNTY<br>OLYMPIA PATROL SERVICE   | 05/19/2017                    |             | 1,371.23                             |
|          |   |   | Total for Check Number 12962: | 0.00        | 1,371.23                             |
| 12963    | 00296<br>417004                                   | MESITI-MILLER ENGINEERING,INC<br>PROBATIO TANK - FINAL DESIGN   | 05/19/2017                    |             | 1,512.50                             |
|          |   |   | Total for Check Number 12963: | 0.00        | 1,512.50                             |
| 12964    | 00539<br>0417SLV                                  | MILLER MAXFIELD, INC<br>PUBLIC OUTREACH CONSULTING SERVIC   | 05/19/2017                    |             | 11,506.25                            |
|          |   |   | Total for Check Number 12964: | 0.00        | 11,506.25                            |
| 12965    | 01075<br>7848                                     | MPRESS DIGITAL, INC<br>ADVERTISING  | 05/19/2017                    |             | 1,705.53                             |
|          |   |   | Total for Check Number 12965: | 0.00        | 1,705.53                             |
| 12966    | 00944<br>2296<br>2310                             | PHIL NEUMAN PDN CONSULTING<br>MONTHLY BACKUP & ANTI-VIRUS<br>SERVER MAINTENANCE   | 05/19/2017                    |             | 415.00<br>312.50                     |
|          |   |   | Total for Check Number 12966: | 0.00        | 727.50                               |
| 12967    | 00302<br>73209<br>74453                           | POLLARDWATER.COM<br>REPLACEMENT PARTS FOR FLUSHING<br>REPLACEMENT PARTS FOR FLUSHING  | 05/19/2017                    |             | 112.86<br>456.48                     |
|          |   |   | Total for Check Number 12967: | 0.00        | 569.34                               |
| 12968    | 00263   | RAYNE WATER CONDITIONING<br>WATER CONDITIONER SVC   | 05/19/2017                    |             | 33.33                                |
|          |   |   | Total for Check Number 12968: | 0.00        | 33.33                                |
| 12969    | 10001<br>774585                                   | RUTAN & TUCKER, LLP<br>LEAGL SERVICES   | 05/19/2017                    |             | 18,239.75                            |
|          |   |   | Total for Check Number 12969: | 0.00        | 18,239.75                            |
| 12970    | 00040<br>5938964<br>5938966<br>5939685<br>5943594 | SANTA CRUZ SENTINEL<br>FLUSHING AD_4/22, 4/23<br>FLUSHING AD_4/22, 23<br>ADVERTISING PROBATION TANK PROJEC<br>FLUSHING AD_5/2,3,4 | 05/19/2017                    |             | 297.60<br>248.00<br>149.49<br>248.00 |
|          |   |   | Total for Check Number 12970: | 0.00        | 943.09                               |
| 12971    | 00032<br>ZA17018475                               | SENSUS USA, INC<br>EQUIPMENT MAINTENANCE  | 05/19/2017                    |             | 368.76                               |
|          |   |   | Total for Check Number 12971: | 0.00        | 368.76                               |
| 12972    | 10105<br>10015137<br>10045945                     | SIERRA CHEMICAL CO.<br>CL2 DRUM CREDIT<br>CL2 FOR WATER TREATMENT   | 05/19/2017                    |             | -1,200.00<br>3,194.18                |

| Check No | Vendor No<br>Invoice No | Vendor Name<br>Description          | Check Date<br>Reference       | Void Checks | Check Amount |
|----------|-------------------------|-------------------------------------|-------------------------------|-------------|--------------|
|          |                         |                                     | Total for Check Number 12972: | 0.00        | 1,994.18     |
| 12973    | 00047                   | SOIL CONTROL LAB                    | 05/19/2017                    |             |              |
|          | 7040427                 | WATER ANALYSIS_ARESENIC,MANGANES    |                               |             | 74.00        |
|          | 7040640                 | WATER ANALYSIS_CANEPA & ELENA       |                               |             | 145.00       |
|          | 7040808                 | WATER ANALYSIS_BLUE RIDGE           |                               |             | 145.00       |
|          | 7050119                 | WATER ANALYSIS_CANEPA & ELENA       |                               |             | 145.00       |
|          |                         |                                     | Total for Check Number 12973: | 0.00        | 509.00       |
| 12974    | 00241                   | U S PLASTIC CORP                    | 05/19/2017                    |             |              |
|          | 5098479                 | POLY CHEM BARREL_LYON PLANT         |                               |             | 264.40       |
|          |                         |                                     | Total for Check Number 12974: | 0.00        | 264.40       |
| 12975    | 00727                   | ULINE SHIPPING SUPPLIES             | 05/19/2017                    |             |              |
|          | 91892559                | LATEX GLOVES                        |                               |             | 98.31        |
|          |                         |                                     | Total for Check Number 12975: | 0.00        | 98.31        |
| 12976    | 00721                   | UNITED SITE SVCS.,INC               | 05/19/2017                    |             |              |
|          | 114-5257732             | PORTO-TOILET                        |                               |             | 165.21       |
|          |                         |                                     | Total for Check Number 12976: | 0.00        | 165.21       |
| 12977    | 00768                   | USA BLUEBOOK                        | 05/19/2017                    |             |              |
|          | 234810                  | BCEWW PUMP"2B"                      |                               |             | 999.35       |
|          | 246846                  | BEAR CREEK WASTEWATER               |                               |             | 9,985.14     |
|          |                         |                                     | Total for Check Number 12977: | 0.00        | 10,984.49    |
| 12978    | 00209                   | ZEE MEDICAL, INC                    | 05/19/2017                    |             |              |
|          | 66 287292               | FIRST AID SUPPLIES                  |                               |             | 110.29       |
|          |                         |                                     | Total for Check Number 12978: | 0.00        | 110.29       |
| 12979    | 00545                   | AFLAC                               | 05/19/2017                    |             |              |
|          | 448519                  | SUPPLEMENTAL INSURANCE_MAY          |                               |             | 377.30       |
|          |                         |                                     | Total for Check Number 12979: | 0.00        | 377.30       |
| 12980    | 00080                   | GRANITE CONSTRUCTION CO             | 05/19/2017                    |             |              |
|          | 31560481                | TAX DUE ON INVOICES                 |                               |             | 29.04        |
|          | 31560486                | TAX DUE ON INVOICES                 |                               |             | 2.64         |
|          | 31560494                | TAX DUE ON INVOICES                 |                               |             | 27.04        |
|          | 31560626                | TAX DUE ON INVOICES                 |                               |             | 3.87         |
|          | 31560627                | TAX DUE ON INVOICES                 |                               |             | 3.11         |
|          | 31560628                | TAX DUE ON INVOICES                 |                               |             | 4.86         |
|          |                         |                                     | Total for Check Number 12980: | 0.00        | 70.56        |
| 12981    | UB*00275                | Stacey Nelson                       | 05/19/2017                    |             |              |
|          |                         | Refund Check                        |                               |             | 80.84        |
|          |                         |                                     | Total for Check Number 12981: | 0.00        | 80.84        |
| 12982    | 00293                   | COUNTY OF SANTA CRUZ                | 05/23/2017                    |             |              |
|          | 052317                  | NOTICE OF DETERMINATION_ FILING FEE |                               |             | 2,266.25     |
|          |                         |                                     | Total for Check Number 12982: | 0.00        | 2,266.25     |
| 12983    | 00362                   | ACCELA, INC #774375                 | 05/24/2017                    |             |              |

| Check No                      | Vendor No<br>Invoice No  | Vendor Name<br>Description   | Check Date<br>Reference | Void Checks | Check Amount  |
|-------------------------------|--|--|-------------------------|-------------|---|
|                               | ACC30259   | SERVICE FEE  |                         |             | 185.00  |
|                               | ACC30259   | BANK FEE   |                         |             | 2,130.00  |
| Total for Check Number 12983: |  |  |                         | 0.00        | 2,315.00  |
| 12984                         | 00589<br>7330  | ALLARD'S SEPTIC<br>HOLDING TANK / HAUL AWAY  | 05/24/2017              |             | 300.00  |
| Total for Check Number 12984: |  |  |                         | 0.00        | 300.00  |
| 12985                         | 00309<br>051117<br>051117<br>051117  | AT&T IP SERVICES<br>IP SERVICES_ADMIN<br>IP SERVICES_WT<br>IP SERVICES_OPS   | 05/24/2017              |             | 258.25<br>258.25<br>258.25  |
| Total for Check Number 12985: |  |  |                         | 0.00        | 774.75  |
| 12986                         | 00687<br>050717<br>050817<br>051517  | AT&T U-VERSE<br>INTERNET_345 QUAIL TERRACE<br>INTERNET_365 MADRONE<br>INTERNET_365 MADRONE   | 05/24/2017              |             | 70.00<br>228.17<br>57.00  |
| Total for Check Number 12986: |  |  |                         | 0.00        | 355.17  |
| 12987                         | 00178<br>JUNE 2017<br>JUNE 2017<br>JUNE 2017<br>JUNE 2017<br>JUNE 2017<br>JUNE 2017<br>JUNE 2017<br>JUNE 2017<br>JUNE 2017 | CALPERS<br>MEDICAL INSURANCE_ADMIN<br>MEDICAL INSURANCE_ENV<br>MEDICAL INSURANCE_FINANCE<br>MEDICAL INSURANCE_DEPENDENT<br>MEDICAL INSURANCE_WT<br>MEDICAL INSURANCE_OPS<br>MEDICAL INSURANCE_ADMIN FEE<br>MEDICAL INSURANCE_ENG<br>MEDICAL INSURANCE_RETIRED EMPLOY | 05/24/2017              |             | 2,820.46<br>2,037.00<br>8,053.98<br>3,106.61<br>8,698.86<br>20,431.20<br>152.00<br>733.39<br>600.00 |
| Total for Check Number 12987: |  |  |                         | 0.00        | 46,633.50   |
| 12988                         | 00265<br>2405  | COMMUNITY TELEVISION<br>MEETING COVERAGE_4/20/17   | 05/24/2017              |             | 383.50  |
| Total for Check Number 12988: |  |  |                         | 0.00        | 383.50  |
| 12989                         | 00306<br>4350-8253   | CONTROL SYSTEMS WEST,INC<br>KWTP PROGRAMMING SERVICES  | 05/24/2017              |             | 1,956.00  |
| Total for Check Number 12989: |  |  |                         | 0.00        | 1,956.00  |
| 12990                         | 00037<br>31726   | COUNTY OF SANTA CRUZ<br>DISPOSAL FEES  | 05/24/2017              |             | 26.00   |
| Total for Check Number 12990: |  |  |                         | 0.00        | 26.00   |
| 12991                         | 10120<br>106   | CREDIT BUREAU ASSOCIATES<br>COLLECTION FEES  | 05/24/2017              |             | 25.59   |
| Total for Check Number 12991: |  |  |                         | 0.00        | 25.59   |
| 12992                         | 00061<br>1492<br>1492  | DHS PUBLIC HEALTH LAB<br>TICK ANALYSIS_BEASLEY<br>TICK ANALYSIS_CUST SERVICE   | 05/24/2017              |             | 31.00<br>31.00  |
| Total for Check Number 12992: |  |  |                         | 0.00        | 62.00   |

| Check No                      | Vendor No<br>Invoice No | Vendor Name<br>Description          | Check Date<br>Reference | Void Checks | Check Amount |
|-------------------------------|-------------------------|-------------------------------------|-------------------------|-------------|--------------|
| 12993                         | 00080                   | GRANITE CONSTRUCTION CO             | 05/24/2017              |             |              |
|                               | 1153812                 | ASPHALT_8903 E ZAYANTE SERVICE      |                         |             | 125.32       |
|                               | 1154767                 | ASPHALT_BLUE RIDGE PAVING           |                         |             | 125.32       |
| Total for Check Number 12993: |                         |                                     |                         | 0.00        | 250.64       |
| 12994                         | 00550                   | HACH COMPANY                        | 05/24/2017              |             |              |
|                               | 10439148                | OPERATING SUPPLIES_FORMAZIN TURB S  |                         |             | 274.21       |
| Total for Check Number 12994: |                         |                                     |                         | 0.00        | 274.21       |
| 12995                         | 00336                   | LAND TRUST OF SANTA CRUZ CNTY       | 05/24/2017              |             |              |
|                               | 2017-4                  | OLYMPIA PATROL SERVICE              |                         |             | 678.90       |
| Total for Check Number 12995: |                         |                                     |                         | 0.00        | 678.90       |
| 12996                         | 00181                   | LAS ANIMAS CONCRETE                 | 05/24/2017              |             |              |
|                               | 125539                  | SLURRY_8093 ZAYANTE SERVICE INSTALI |                         |             | 620.90       |
| Total for Check Number 12996: |                         |                                     |                         | 0.00        | 620.90       |
| 12997                         | 00245                   | DONALD F. LONG, JR                  | 05/24/2017              |             |              |
|                               | 052217                  | MEAL REIMBURSEMENT_OT               |                         |             | 13.74        |
| Total for Check Number 12997: |                         |                                     |                         | 0.00        | 13.74        |
| 12998                         | 00643                   | MANCO, INC                          | 05/24/2017              |             |              |
|                               | 534829                  | Flow Meter Replacement              |                         |             | 3,775.93     |
| Total for Check Number 12998: |                         |                                     |                         | 0.00        | 3,775.93     |
| 12999                         | 10139                   | NATIONAL METER AUTOMATION           | 05/24/2017              |             |              |
|                               | S1059927.007            | BEACON ENGE GEMANT FEE              |                         |             | 3,750.00     |
| Total for Check Number 12999: |                         |                                     |                         | 0.00        | 3,750.00     |
| 13000                         | 10067                   | NBS                                 | 05/24/2017              |             |              |
|                               | 41700101                | WATER RATE STUDY CONSULTING SERVIC  |                         |             | 16,867.00    |
| Total for Check Number 13000: |                         |                                     |                         | 0.00        | 16,867.00    |
| 13001                         | 00350                   | HOWARD OLIPHANT                     | 05/24/2017              |             |              |
|                               | 051517                  | UNIFORM REIMBURSEMENT               |                         |             | 192.76       |
| Total for Check Number 13001: |                         |                                     |                         | 0.00        | 192.76       |
| 13002                         | 10004                   | PETTY CASH - CHELSEA SLADWICK       | 05/24/2017              |             |              |
|                               | 051717                  | BATTERIES                           |                         |             | 14.00        |
|                               | 051717                  | "FIX-A- FLAT"                       |                         |             | 10.81        |
|                               | 051717                  | OT MEAL                             |                         |             | 10.73        |
|                               | 051717                  | CHISEL                              |                         |             | 10.84        |
|                               | 051717                  | POSTAGE_2 DAY                       |                         |             | 23.75        |
| Total for Check Number 13002: |                         |                                     |                         | 0.00        | 70.13        |
| 13003                         | 01004                   | CHADWICK PRICE                      | 05/24/2017              |             |              |
|                               | 050317                  | CHECK VALVE SERVICE                 |                         |             | 593.00       |
| Total for Check Number 13003: |                         |                                     |                         | 0.00        | 593.00       |
| 13004                         | 00095                   | SUZANNE SCHETTLER                   | 05/24/2017              |             |              |
|                               | 52317                   | FIANL 10%_INVASIVE BROOM SPECIES GF |                         |             | 540.00       |

| Check No | Vendor No<br>Invoice No         | Vendor Name<br>Description  | Check Date<br>Reference       | Void Checks | Check Amount     |
|----------|---------------------------------|---|-------------------------------|-------------|------------------|
|          |                                 |   | Total for Check Number 13004: | 0.00        | 540.00           |
| 13005    | 00769<br>051117                 | SR.CITIZENS ORG.OF SLV,INC.<br>PERMIT FOR USE OF FACILITIES             | 05/24/2017                    |             | 225.00           |
|          |                                 |   | Total for Check Number 13005: | 0.00        | 225.00           |
| 13006    | 10140<br>050517                 | GREG UNGER<br>CAR RENTAL REIMBURSEMENT                                  | 05/24/2017                    |             | 133.24           |
|          |                                 |   | Total for Check Number 13006: | 0.00        | 133.24           |
| 13007    | 00129<br>146264364-002          | UNITED RENTALS NORTHWEST INC<br>COMPRESSOR RENTAL                       | 05/24/2017                    |             | 180.92           |
|          |                                 |   | Total for Check Number 13007: | 0.00        | 180.92           |
| 13008    | 00768<br>250299                 | USA BLUEBOOK<br>KIRBY PLANT CHART RECORDER                              | 05/24/2017                    |             | 1,395.72         |
|          |                                 |   | Total for Check Number 13008: | 0.00        | 1,395.72         |
| 13009    | 00209<br>66 287314<br>66 287314 | ZEE MEDICAL, INC<br>REFILL FIRST AID KIT_WT<br>REFILL FIRST AID KIT_OPS | 05/24/2017                    |             | 225.57<br>225.57 |
|          |                                 |   | Total for Check Number 13009: | 0.00        | 451.14           |
| 13010    | 00313                           | MET LIFE  | 05/26/2017                    |             |                  |
|          | MAY 2017                        | DISABILITY INSURANCE_ENV  |                               |             | 46.45            |
|          | MAY 2017                        | LIFE INSURANCE_ENG  |                               |             | 16.65            |
|          | MAY 2017                        | DISABILITY INSURANCE_OPS  |                               |             | 413.12           |
|          | MAY 2017                        | DENTAL INSURANCE_FINANCE  |                               |             | 817.45           |
|          | MAY 2017                        | DENTAL INSURANCE_WT   |                               |             | 1,102.75         |
|          | MAY 2017                        | LIFE INSURANCE_ADMIN  |                               |             | 33.30            |
|          | MAY 2017                        | DISABILITY INSURANCE_ADMIN  |                               |             | 84.83            |
|          | MAY 2017                        | LIFE INSURANCE_OPS  |                               |             | 219.78           |
|          | MAY 2017                        | DENTAL INSURANCE_ENG  |                               |             | 60.75            |
|          | MAY 2017                        | DISABILITY INSURANCE_ENG  |                               |             | 41.45            |
|          | MAY 2017                        | LIFE INSURANCE_WT   |                               |             | 146.52           |
|          | MAY 2017                        | LIFE INSURANCE_FIN  |                               |             | 99.90            |
|          | MAY 2017                        | DISABILITY INSURANCE_WT   |                               |             | 320.28           |
|          | MAY 2017                        | DENTAL INSURANCE_ENV  |                               |             | 125.80           |
|          | MAY 2017                        | DENTAL INSURANCE_OPS  |                               |             | 2,078.79         |
|          | MAY 2017                        | DISABILITY INSURANCE_FIN  |                               |             | 189.11           |
|          | MAY 2017                        | LIFE INSURANCE_ENV  |                               |             | 16.65            |
|          | MAY 2017                        | DENTAL INSURANCE_ADMIN  |                               |             | 250.80           |
|          |                                 |   | Total for Check Number 13010: | 0.00        | 6,064.38         |
| 13011    | 10141<br>065-261-11             | LISA GRILLOS<br>INSTALL REFUND_ACCT#014567-000                          | 05/30/2017                    |             | 5.87             |
|          |                                 |   | Total for Check Number 13011: | 0.00        | 5.87             |
| 13012    | 10142<br>073-031-10             | MICHAEL HILL<br>INSTALL REFUND_ACCT #014503-000                         | 05/30/2017                    |             | 335.84           |
|          |                                 |   | Total for Check Number 13012: | 0.00        | 335.84           |
| 13013    | 10058                           | RICK HOCHLER  | 05/30/2017                    |             |                  |

| Check No | Vendor No<br>Invoice No | Vendor Name<br>Description             | Check Date<br>Reference       | Void Checks | Check Amount |
|----------|-------------------------|--|-------------------------------|-------------|--------------|
|          | 067-041-37              | INSTALL REFUND_ACCT #014595-000        |                               |             | 165.57       |
|          | 067-041-38              | INSTALL REFUND_ACCT #014596-000        |                               |             | 136.22       |
|          | 067-041-39              | INSTALL REFUND_ACCT #005192-000        |                               |             | 27.05        |
|          |                         |  | Total for Check Number 13013: | 0.00        | 328.84       |
| 13014    | 10143                   | JOHN SCOGGINS                          | 05/30/2017                    |             |              |
|          | 087-182-33              | INSTALL REFUND_ACCT #008127-000        |                               |             | 1,713.93     |
|          |                         |  | Total for Check Number 13014: | 0.00        | 1,713.93     |
| 13015    | 00057                   | AFSCME COUNCIL 57                      | 06/01/2017                    | VOID        |              |
|          | JUN 2017                | UNION DUES_JUNE 2017                   |                               | 983.48      |              |
|          |                         |  | Total for Check Number 13015: | 983.48      | 0.00         |
| 13016    | 00115                   | ATKINSON-FARASYN                       | 06/01/2017                    |             |              |
|          | JUN 2017                | LEGAL SERVICES_JUNE 2017               |                               |             | 3,500.00     |
|          |                         |  | Total for Check Number 13016: | 0.00        | 3,500.00     |
| 13017    | 10113                   | BANK MIDWEST                           | 06/01/2017                    |             |              |
|          | JUN 2017                | SOLAR LOAN_INTEREST                    |                               |             | 955.94       |
|          | JUN 2017                | SOLAR LOAN_PRINCIPAL                   |                               |             | 2,293.96     |
|          |                         |  | Total for Check Number 13017: | 0.00        | 3,249.90     |
| 13018    | 00099                   | JOEL BUSA                              | 06/01/2017                    |             |              |
|          | JUN 2017                | CALPERS MEDICAL                        |                               |             | 125.00       |
|          |                         |  | Total for Check Number 13018: | 0.00        | 125.00       |
| 13019    | 00415                   | CA BANK & TRUST/GOV SVC DEPT           | 06/01/2017                    |             |              |
|          | JUN 2017                | 1976 SAFE DRINKING WATER BOND          |                               |             | 15,581.43    |
|          |                         |  | Total for Check Number 13019: | 0.00        | 15,581.43    |
| 13020    | 00662                   | JAMES A. MUELLER                       | 06/01/2017                    |             |              |
|          | JUN 2017                | CALPERS MEDICAL                        |                               |             | 50.00        |
|          |                         |  | Total for Check Number 13020: | 0.00        | 50.00        |
| 13021    | 00722                   | SWRCB                                  | 06/01/2017                    |             |              |
|          | LW-1010892              | WATER SYSTEM FEES_FELTON               |                               |             | 7,242.50     |
|          | LW-1010897              | WATER SYSTEM FEES_NORTH                |                               |             | 21,736.00    |
|          | SM-1010898              | WATER SYSTEM FEES_LOMPICO              |                               |             | 3,000.00     |
|          |                         |  | Total for Check Number 13021: | 0.00        | 31,978.50    |
| 13022    | 00216                   | KATHLEEN GERRITY                       | 06/02/2017                    |             |              |
|          | 95198                   | TAMPER REPAIR_EQ 00754                 |                               |             | 4.46         |
|          | 95365                   | WIPER BLADES_V#155                     |                               |             | 23.60        |
|          | 95545                   | OIL FOR V#338                          |                               |             | 6.06         |
|          |                         |  | Total for Check Number 13022: | 0.00        | 34.12        |
| 13023    | 00711                   | ROBERTS & BRUNE CO.                    | 06/02/2017                    |             |              |
|          | S1646601.001            | 6101-004 FIRE HYDRANT (YW) 4-1/2" - 2- |                               |             | 10,756.50    |
|          | S1647370.001            | 6102-020 LB400E CLOW HYDRANT           |                               |             | 1,554.90     |
|          | S1647370.001            | 6102-033 HYDRANT BURY MJXFLG 6" X 30'  |                               |             | 273.70       |
|          | S1647370.001            | 6102-030 HYDRANT BURY MJXFLG 6" X 24   |                               |             | 267.32       |
|          | S1647370.002            | 6102-030 HYDRANT BURY MJXFLG 6" X 24   |                               |             | 801.95       |

| Check No | Vendor No<br>Invoice No | Vendor Name<br>Description              | Check Date<br>Reference       | Void Checks | Check Amount |
|----------|-------------------------|---|-------------------------------|-------------|--------------|
|          | S1647370.002            | 6102-020 LB400E CLOW HYDRANT            |                               |             | 4,664.70     |
|          | S1647370.002            | 6102-033 HYDRANT BURY MJXFLG 6" X 30'   |                               |             | 821.11       |
|          | S1647857.001            | 6002-312 REPAIR CLAMP *3.96 - 4.25*     |                               |             | 289.68       |
|          | S1649658.001            | 6004-011 FLEX COUPLING 2" X 5" OD 2.37: |                               |             | 883.95       |
|          |                         |   | Total for Check Number 13023: | 0.00        | 20,313.81    |
| 13024    | 00001                   | ROYAL WHOLESALE ELECTRIC                | 06/02/2017                    |             |              |
|          | 614989                  | Multi-Meter For 218                     |                               |             | 408.74       |
|          |                         |   | Total for Check Number 13024: | 0.00        | 408.74       |
| 13025    | 00142                   | SAN LORENZO LUMBER                      | 06/02/2017                    |             |              |
|          | 62885                   | PLANTS_MIRAFLORES SLIDE                 |                               |             | 196.03       |
|          | 91354                   | CXOMBINED SPRINGS                       |                               |             | 18.89        |
|          | 92043                   | MISC TOOLS_COMBINED SPRINGS             |                               |             | 69.25        |
|          | 92222                   | SCAFFOLD FOR KIRBY INSULATION REPA      |                               |             | 29.32        |
|          |                         |   | Total for Check Number 13025: | 0.00        | 313.49       |
| 13026    | 00125                   | SCARBOROUGH LUMBER                      | 06/02/2017                    |             |              |
|          | 290080                  | DRILL BITS                              |                               |             | 101.62       |
|          | 290107                  | DISTILLED H2O FOR KWTP                  |                               |             | 10.69        |
|          | 290141                  | WIRE WHEEL                              |                               |             | 7.72         |
|          | 290167                  | OIL FOR BORE TOOL                       |                               |             | 9.65         |
|          | 290756                  | KWTP SUPPLIES                           |                               |             | 27.05        |
|          | 291462                  | TAMPER REPAIR_EQ-00754                  |                               |             | 10.79        |
|          | 291468                  | BENNETT CL2 REPAIR                      |                               |             | 218.27       |
|          | 291501                  | BENNETT CHLORINE REPAIR                 |                               |             | 19.80        |
|          | 291629                  | BENNETT CHLORINE REPAIR                 |                               |             | 27.10        |
|          | 291667                  | KWTP MAINTENANCE                        |                               |             | 6.43         |
|          | 291668                  | BENNETT CHLORINE REPAIR                 |                               |             | 32.20        |
|          | 291689                  | VALVE PACKING                           |                               |             | 3.90         |
|          | 291697                  | MADRONE BOOSTER SHELVING                |                               |             | 16.96        |
|          | 366352                  | MIRAFLORES SLIDE                        |                               |             | 5.12         |
|          | 366355                  | MIRAFLORES SLIDE                        |                               |             | 24.77        |
|          | 366847                  | MIRAFLORES SLIDE                        |                               |             | 11.31        |
|          | 557593                  | HOLE SAW/BUSHINGS                       |                               |             | 18.12        |
|          | 557599                  | HOLE SAW/BUSHINGS_CREDIT RETURN         |                               |             | -12.55       |
|          | 557715                  | CONCRETE MATERIAL/ TOOLS                |                               |             | 53.14        |
|          | 557988                  | HEX PLUG                                |                               |             | 6.43         |
|          | 558156                  | KWTP SUPPLIES                           |                               |             | 34.16        |
|          | 558238                  | EXT CORD                                |                               |             | 9.65         |
|          | 558292                  | MISC PARTS_MIRAFLORES                   |                               |             | 21.44        |
|          | 558445                  | PAVING TOOLS                            |                               |             | 75.17        |
|          | 558446                  | PROPANE                                 |                               |             | 11.28        |
|          | 558619                  | BENNETT CHLORINE REPAIR                 |                               |             | 83.71        |
|          | 558620                  | BLOWER/TRIMMER SERVICE                  |                               |             | 32.20        |
|          | 558670                  | BENNETT CHLORINE REPAIR                 |                               |             | 59.06        |
|          | 558701                  | ECHO TANK LEAK REPAIR                   |                               |             | 32.05        |
|          | K17054                  | PUMP GREASE_LWTP                        |                               |             | 36.86        |
|          |                         |   | Total for Check Number 13026: | 0.00        | 994.10       |
| 13027    | 00168                   | SCOTTS VALLEY SPRINKLER                 | 06/02/2017                    |             |              |
|          | 147641                  | BENNETT CHLORINE REPAIR                 |                               |             | 85.01        |
|          | 147644                  | MIRAFLORES SLIDE                        |                               |             | 35.78        |
|          |                         |   | Total for Check Number 13027: | 0.00        | 120.79       |
| 13028    | 00057                   | AFSCME COUNCIL 57                       | 06/02/2017                    |             |              |



| Check No | Vendor No<br>Invoice No                         | Vendor Name<br>Description   | Check Date<br>Reference       | Void Checks | Check Amount                         |
|----------|---|--|-------------------------------|-------------|--------------------------------------|
|          | JUNE 2017                                       | UNION DUES_JUNE 2017   |                               |             | 940.72                               |
|          |   |  | Total for Check Number 13028: | 0.00        | 940.72                               |
| 13029    | 00055<br>831 335-5273                           | AT&T<br>TELEPHONE SERVICE_FELTON ACRES   | 06/02/2017                    |             | 92.68                                |
|          |   |  | Total for Check Number 13029: | 0.00        | 92.68                                |
| 13030    | 00309<br>7087086300<br>7087086300<br>7087086300 | AT&T IP SERVICES<br>IP SERVICES_OPS<br>IP SERVICES_ADMIN<br>IP SERVICES_WT                                   | 06/02/2017                    |             | 407.20<br>407.21<br>407.20           |
|          |   |  | Total for Check Number 13030: | 0.00        | 1,221.61                             |
| 13031    | 00686<br>051317<br>051317<br>051317             | AT&T LONG DISTANCE<br>LONG DISTANCE_ADMIN<br>LONG DISTANCE_OPS<br>LONG DISTANCE_WT                           | 06/02/2017                    |             | 17.06<br>4.18<br>363.47              |
|          |   |  | Total for Check Number 13031: | 0.00        | 384.71                               |
| 13032    | 00687<br>1323382993                             | AT&T U-VERSE<br>INTERNET_GRAHAM HILL RD  | 06/02/2017                    |             | 70.00                                |
|          |   |  | Total for Check Number 13032: | 0.00        | 70.00                                |
| 13033    | 00115<br>050517                                 | ATKINSON-FARASYN<br>LEGAL SERVICES_MARCH, APRIL  | 06/02/2017                    |             | 1,465.50                             |
|          |   |  | Total for Check Number 13033: | 0.00        | 1,465.50                             |
| 13034    | 00145<br>314-320037                             | BATTERIES PLUS<br>BATTERIES  | 06/02/2017                    |             | 19.60                                |
|          |   |  | Total for Check Number 13034: | 0.00        | 19.60                                |
| 13035    | 00642<br>050917                                 | STEVEN M. BUTLER,R.P.F.<br>SUPPLY LINES, RAW WATER SUPPLY  | 06/02/2017                    |             | 7,115.85                             |
|          |   |  | Total for Check Number 13035: | 0.00        | 7,115.85                             |
| 13036    | 00363<br>053017                                 | CINCINNATI LIFE INSURANCE CO<br>LIFE INSURANCE   | 06/02/2017                    |             | 28.00                                |
|          |   |  | Total for Check Number 13036: | 0.00        | 28.00                                |
| 13037    | 00788<br>051117<br>051517<br>051817<br>051917   | COMCAST<br>INTERNET_23 SUMMIT AVE<br>INTERNET_200 ANNIE'S WAY<br>INTERNET_264 ORCHARD<br>INTERNET_7400 HWY 9 | 06/02/2017                    |             | 141.12<br>170.19<br>136.12<br>141.12 |
|          |   |  | Total for Check Number 13037: | 0.00        | 588.55                               |
| 13038    | 00505<br>10165039668                            | DELL MARKETING LP<br>Finance Computer  | 06/02/2017                    |             | 1,628.46                             |
|          |   |  | Total for Check Number 13038: | 0.00        | 1,628.46                             |
| 13039    | 00409<br>051117                                 | EASYPERMIT POSTAGE<br>REFILL POSTAGE MACHINE   | 06/02/2017                    |             | 500.00                               |

| Check No | Vendor No<br>Invoice No   | Vendor Name<br>Description  | Check Date<br>Reference       | Void Checks | Check Amount  |
|----------|---|---|-------------------------------|-------------|---|
|          |   |   | Total for Check Number 13039: | 0.00        | 500.00  |
| 13040    | 00343<br>59680  | ERNIE'S SERVICE CENTER<br>REPAIR REAR DIFFERENTIAL COVER  | 06/02/2017                    |             | 224.46  |
|          |   |   | Total for Check Number 13040: | 0.00        | 224.46  |
| 13041    | 00450<br>321277   | EUROFINS EATON ANALYTICAL, INC<br>WATER ANALYSIS_PEAVINE, CLEAR CREE  | 06/02/2017                    |             | 60.00   |
|          |   |   | Total for Check Number 13041: | 0.00        | 60.00   |
| 13042    | 00204<br>5-799-67915  | FEDERAL EXPRESS CORP<br>SHIPPING FEE  | 06/02/2017                    |             | 95.39   |
|          |   |   | Total for Check Number 13042: | 0.00        | 95.39   |
| 13043    | 10005<br>102369500  | ICMA RETIREMENT C/O M & T RETIRI<br>RETIREMENT WITHHOLDING  | 06/02/2017                    |             | 2,644.00  |
|          |   |   | Total for Check Number 13043: | 0.00        | 2,644.00  |
| 13044    | 00054<br>052417   | PACIFIC GAS & ELECTRIC<br>ELECTRIC CHARGES_FELTON ACRES   | 06/02/2017                    |             | 108.01  |
|          |   |   | Total for Check Number 13044: | 0.00        | 108.01  |
| 13045    | 00183<br>AD1617006955   | SDRMA<br>ATUO LIABILITY DEDUCTABLE  | 06/02/2017                    |             | 1,000.00  |
|          |   |   | Total for Check Number 13045: | 0.00        | 1,000.00  |
| 13046    | 00480<br>4771   | MARY TOPLIFF<br>PROFESSIONAL SERVICES THROUGH APR   | 06/02/2017                    |             | 210.00  |
|          |   |   | Total for Check Number 13046: | 0.00        | 210.00  |
| 13047    | 00011<br>9785741952<br>9785741952<br>9785741952<br>9785741952<br>9785741953<br>9785741953 | VERIZON WIRELESS<br>CELL PHONE_OPS<br>CELL PHONE_ADMIN<br>CELL PHONE_ENG<br>CELL PHONE_WT<br>TABLET CHARGES_OPS<br>TABLET CHARGES_ENG | 06/02/2017                    |             | 608.53<br>85.43<br>43.87<br>355.60<br>295.66<br>56.22 |
|          |   |   | Total for Check Number 13047: | 0.00        | 1,445.31  |
| 13048    | UB*00276  | Alex Watson<br>Refund Check<br>Refund Check   | 06/02/2017                    |             | 3.11<br>0.81  |
|          |   |   | Total for Check Number 13048: | 0.00        | 3.92  |
|          |   |   | Report Total (115 checks):    | 983.48      | 278,702.88  |

0087 A87P-7177 San Lorenzo Valley Water District

**CASH REQUIREMENTS**

**THIS REPORT SUMMARIZES YOUR PAYROLL TRANSACTIONS FOR THE CHECK DATE 05/24/17. 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<br/>&amp; OTHER TOTALS</b> |
|--|----------------------|-----------------------|--------------------|---------------------------|------------------|--|
| 05/24/17   | WELLS FARGO BANK, NA | xxxxxx1358            | Direct Deposit     | Net Pay Allocations       | 51,339.11        | 51,339.11  |
| 05/24/17   | WELLS FARGO BANK, NA | xxxxxx1358            | Taxpay®            | Employee Withholdings     |                  |  |
|  |                      |                       |                    | Social Security           | 6,743.46         |  |
|  |                      |                       |                    | Medicare                  | 1,577.09         |  |
|  |                      |                       |                    | Fed Income Tax            | 12,544.00        |  |
|  |                      |                       |                    | CA Income Tax             | 3,907.46         |  |
|  |                      |                       |                    | CA Disability             | 978.90           |  |
|  |                      |                       |                    | <b>Total Withholdings</b> | <b>25,750.91</b> |  |
|  |                      |                       |                    | Employer Liabilities      |                  |  |
|  |                      |                       |                    | Social Security           | 6,743.39         |  |
|  |                      |                       |                    | Medicare                  | 1,577.09         |  |
|  |                      |                       |                    | <b>Total Liabilities</b>  | <b>8,320.48</b>  | <b>34,071.39</b>                                 |
| 05/24/17   | WELLS FARGO BANK, NA | xxxxxx1358            | 401(k) Traditional | PXROTH 401 EEPO           |                  |  |
|  |                      |                       |                    | PX401 ERMTCH              |                  |  |
|  |                      |                       |                    | PXROTH 401 EECU           |                  |  |
|  |                      |                       |                    | PX401 EECU                |                  |  |
|  |                      |                       |                    | PX401 ERCUM               |                  |  |
|  |                      |                       |                    | PX401 EEPRE               | 1,033.91         | 1,033.91   |
| 05/24/17   | WELLS FARGO BANK, NA | xxxxxx1358            | Section 125        | PXUME EE PRE              | 207.70           |  |
|  |                      |                       |                    | PXDCA EE PRE              | 384.62           | 592.32   |
| <b>EFT FOR 05/24/17</b>                                    |                      |                       |                    |                           |                  | <b>87,036.73</b>                                 |
| <b>TOTAL EFT (Does not reflect administrative charges)</b> |                      |                       |                    |                           |                  | <b>87,036.73</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>     |
|--------------------------------|----------------------|-----------------------|----------------|--------------------|-----------|------------------|
| 05/24/17                       | WELLS FARGO BANK, NA | xxxxxx1358            | Payroll        | Check Amounts      | 19,173.39 |                  |
| <b>TOTAL NEGOTIABLE CHECKS</b> |                      |                       |                |                    |           | <b>19,173.39</b> |

0087 A87P-7177 San Lorenzo Valley Water District

# CASH REQUIREMENTS

THIS REPORT SUMMARIZES YOUR PAYROLL TRANSACTIONS FOR THE CHECK DATE 05/24/17. 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>     |
|--------------------|---|-----------------------|----------------|-------------------------|------------------|
| 05/24/17           | Refer to your records for account Information |                       | Payroll        | Employee Deductions     |                  |
|                    |   |                       |                | Advance                 | 0.33             |
|                    |   |                       |                | Aflc/Col Post           | 66.65            |
|                    |   |                       |                | Aflc/Col Pre            | 260.35           |
|                    |   |                       |                | Calper 457              | 525.00           |
|                    |   |                       |                | DPer                    | 6,779.57         |
|                    |   |                       |                | Health                  | 1,576.80         |
|                    |   |                       |                | ICMA                    | 2,694.00         |
|                    |   |                       |                | Life Ins                | 14.00            |
|                    |   |                       |                | Union dues              | 521.04           |
|                    |   |                       |                | <b>Total Deductions</b> | <b>12,437.74</b> |

**TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES (Does not reflect administrative charges)** **12,437.74**

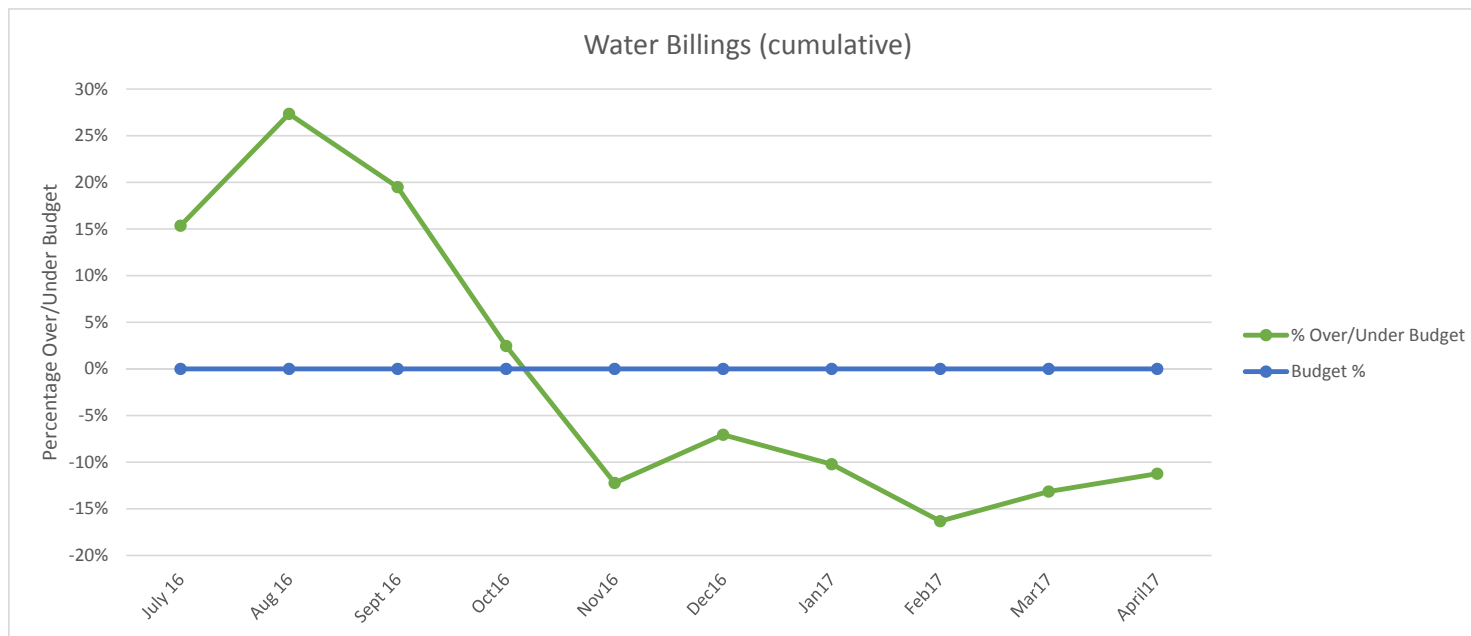
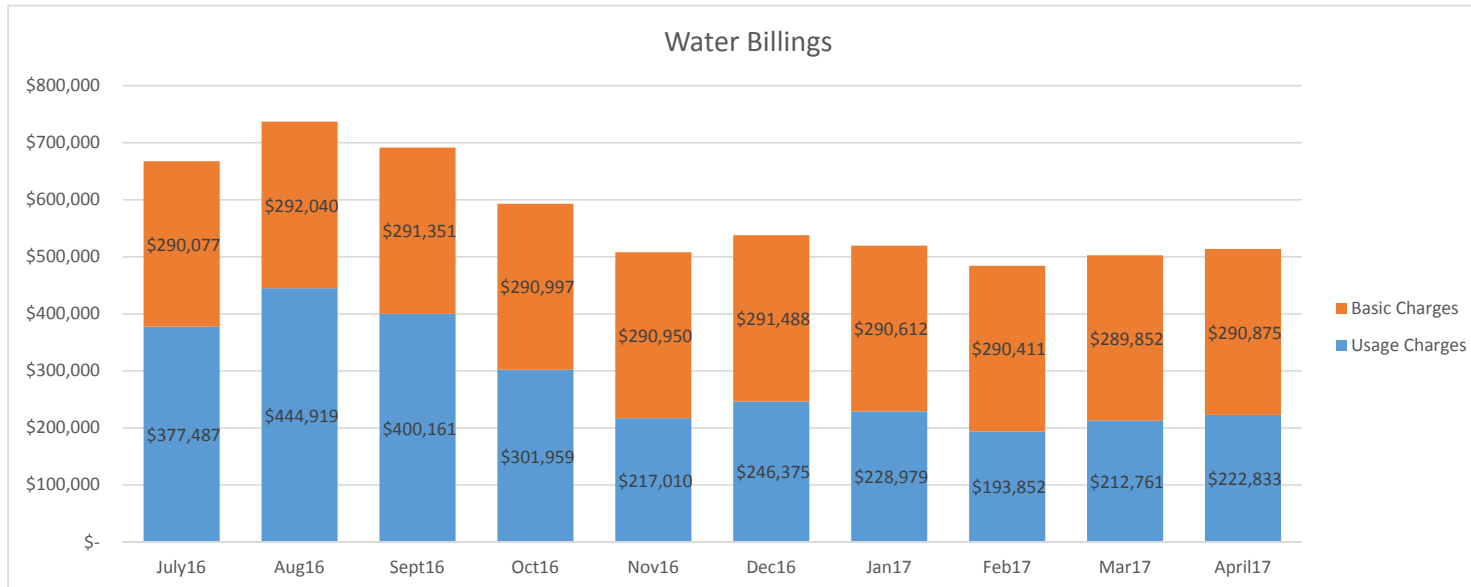
**PAYCHEX WILL MAKE THESE TAX DEPOSIT(S) ON YOUR BEHALF** - This information serves as a record of payment.

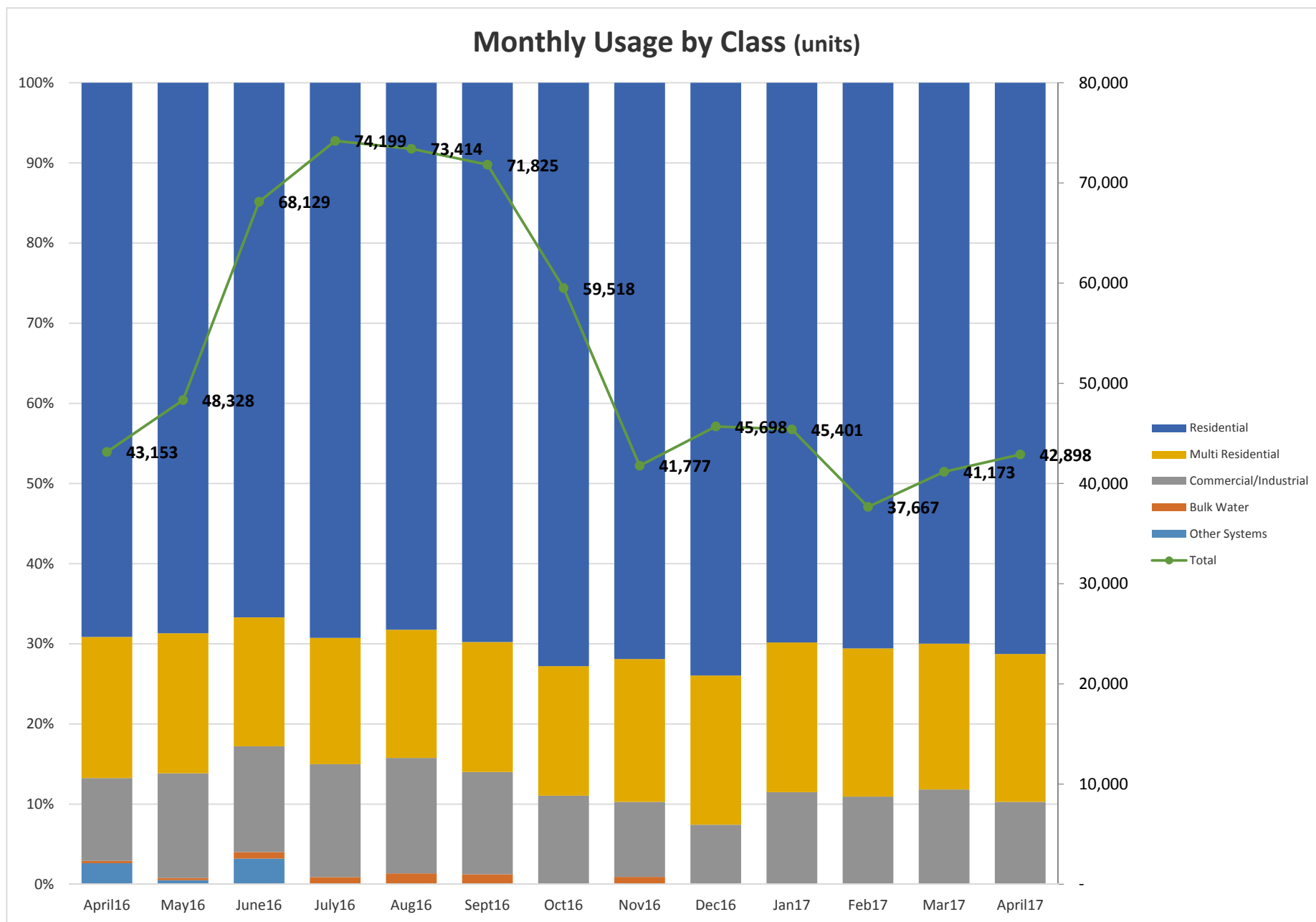
| <u>DUE DATE</u> | <u>PRODUCT</u> | <u>DESCRIPTION</u> |           |
|-----------------|----------------|--------------------|-----------|
| 06/01/17        | Taxpay®        | FED IT PMT Group   | 29,185.03 |
| 06/01/17        | Taxpay®        | CA IT PMT Group    | 4,886.36  |

**OPERATING ANALYSIS [A]**

|                                      | JULY           | AUGUST         | SEPTEMBER        | OCTOBER        | NOVEMBER       | DECEMBER         | JANUARY        | FEBRUARY       | MARCH            | APRIL          | YTD              | ANNUAL<br>BUDGET   | % of<br>Budget |
|--------------------------------------|----------------|----------------|------------------|----------------|----------------|------------------|----------------|----------------|------------------|----------------|------------------|--------------------|----------------|
| <b>OPERATING REVENUE</b>             |                |                |                  |                |                |                  |                |                |                  |                |                  |                    |                |
| Water Basic                          | 290,077        | 292,040        | 291,351          | 290,997        | 290,950        | 291,488          | 290,612        | 290,411        | 289,852          | 290,875        | 2,908,654        |                    |                |
| Water Usage                          | 377,487        | 444,919        | 400,161          | 301,959        | 217,010        | 246,375          | 228,979        | 193,852        | 212,761          | 222,833        | 2,846,336        |                    |                |
| Water Fees                           | 7,100          | 6,325          | 6,660            | 2,435          | 4,600          | 4,680            | 6,060          | 5,565          | 7,830            | 3,375          | 54,630           |                    |                |
| Water Misc                           | 6,452          | 8,697          | 13,185           | 1,397          | 2,949          | 3,302            | 3,281          | 1,773          | (21,242)         | 4,372          | 24,166           |                    |                |
| Sewer                                | 8,046          | 8,046          | 8,046            | 7,897          | 8,026          | 11,975           | 8,344          | 8,344          | 8,344            | 8,344          | 85,412           |                    |                |
| Sewer Misc                           | -              | -              | -                | -              | -              | -                | -              | -              | -                | -              | -                |                    |                |
| <b>TOTAL OPERATING REVENUE</b>       | <b>689,162</b> | <b>760,027</b> | <b>719,403</b>   | <b>604,684</b> | <b>523,535</b> | <b>557,820</b>   | <b>537,276</b> | <b>499,945</b> | <b>497,545</b>   | <b>529,799</b> | <b>5,919,197</b> | <b>6,944,640</b>   | <b>85.2%</b>   |
| <b>OPERATING EXPENSES:</b>           |                |                |                  |                |                |                  |                |                |                  |                |                  |                    |                |
| Salaries & Benefits                  | 577,959        | 375,342        | 284,121          | 396,642        | 276,479        | 276,380          | 288,360        | 302,002        | 437,239          | 256,067        | 3,470,591        |                    |                |
| Materials & Services                 | 13,725         | 280,631        | 657,675          | 198,655        | 229,919        | 578,756          | 189,918        | 186,835        | 655,431          | 165,854        | 3,157,396        |                    |                |
| <b>TOTAL OPERATING EXPENSES</b>      | <b>591,683</b> | <b>655,973</b> | <b>941,796</b>   | <b>595,297</b> | <b>506,398</b> | <b>855,135</b>   | <b>478,278</b> | <b>488,837</b> | <b>1,092,669</b> | <b>421,921</b> | <b>6,627,987</b> | <b>8,365,760</b>   | <b>79.2%</b>   |
| <b>TOTAL OPERATING INCOME (LOSS)</b> | <b>97,479</b>  | <b>104,054</b> | <b>(222,393)</b> | <b>9,388</b>   | <b>17,137</b>  | <b>(297,315)</b> | <b>58,998</b>  | <b>11,108</b>  | <b>(595,124)</b> | <b>107,878</b> | <b>(708,790)</b> | <b>(1,321,151)</b> | <b>53.6%</b>   |

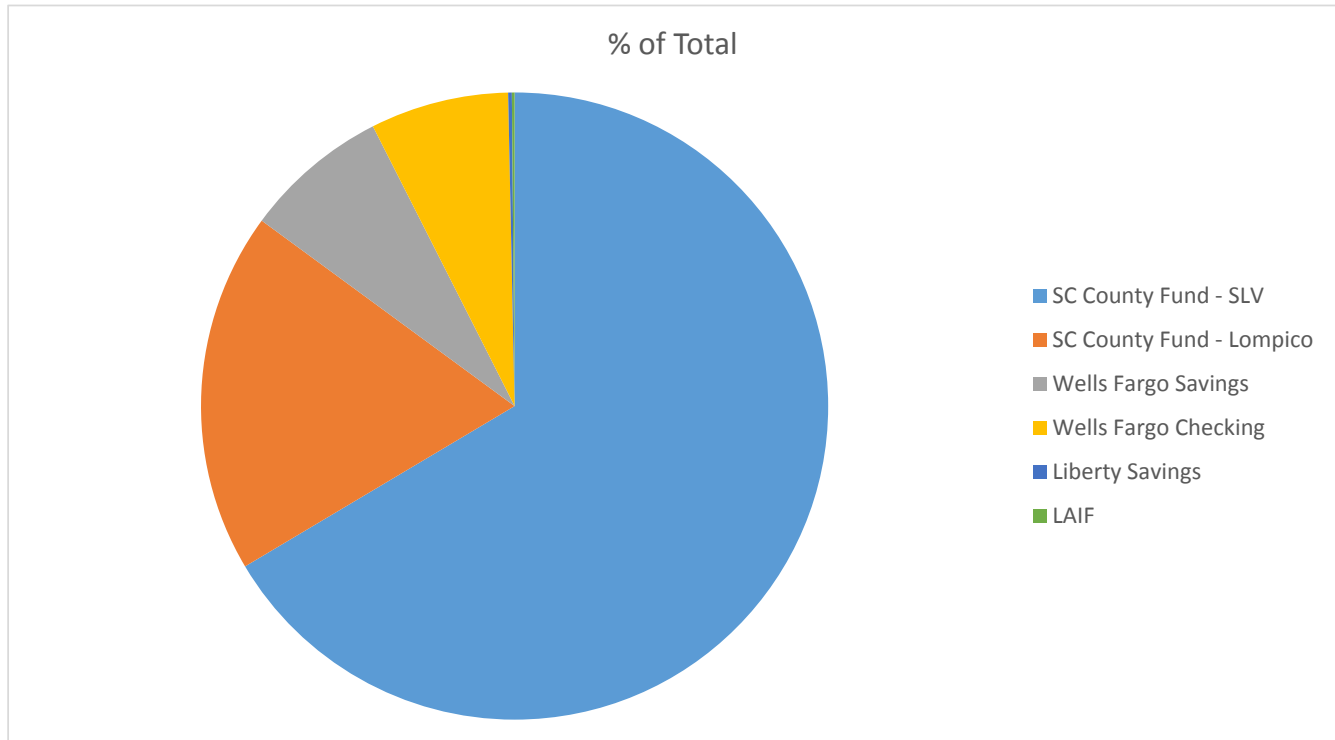
[A] As mentioned previously, monthly data can appear skewed due to the nature of entries. For example, estimated depreciation is booked quarterly on the last day of the quarter. Fiscal year end accruals and reversals are performed at once and may not coincide with the month the expense came in.





AS OF 4/30/17

| <b>LIQUID ASSETS</b>     | <b>\$ Amount</b>    | <b>% of<br/>Total</b> | <b>Ave<br/>Interest<br/>Rate</b> |
|--------------------------|---------------------|-----------------------|----------------------------------|
| Wells Fargo Checking     | 171,690             | 7.1%                  | 0.100%                           |
| Wells Fargo Savings      | 179,755             | 7.5%                  | 0.150%                           |
| Liberty Savings          | 4,502               | 0.2%                  | 0.150%                           |
| SC County Fund - SLV     | 1,599,501           | 66.5%                 | 0.907%                           |
| SC County Fund - Lompico | 447,887             | 18.6%                 | 0.907%                           |
| LAIF                     | 3,385               | 0.1%                  | 0.780%                           |
|                          | <u>\$ 2,406,720</u> | <u>100%</u>           |                                  |





**G/L Balances**

Criteria: As Of = 4/30/2017; Fund = 76530, 76531, 35115

| G/L Account                               | Title                          | Beginning Balance | Year-To-Date<br>Debits | Year-To-Date<br>Credits | End Balance    |
|---|--------------------------------|-------------------|------------------------|-------------------------|----------------|
| Fund 76530 -- SLV-LOMPICO WTR, EFF 6/2/16 |                                |                   |                        |                         |                |
| 101                                       | EQUITY IN POOLED CASH          | 217,734.66        | 218,558.12             | (711.00)                | 435,581.78     |
| 102                                       | IMPREST CASH                   | 250.00            | 0.00                   | 0.00                    | 250.00         |
| 124                                       | INVENTORIES                    | 17,497.00         | 0.00                   | 0.00                    | 17,497.00      |
| 150                                       | BOND ISSUANCE COST             | 2,125.00          | 0.00                   | 0.00                    | 2,125.00       |
| 161                                       | LAND                           | 34,820.00         | 0.00                   | 0.00                    | 34,820.00      |
| 162                                       | STRUCTURES AND IMPROVEMENTS    | 3,658,470.00      | 0.00                   | 0.00                    | 3,658,470.00   |
| 163                                       | ACCUM. DEPR - STRUCT & IMP     | (2,579,523.00)    | 0.00                   | 0.00                    | (2,579,523.00) |
| 164                                       | EQUIPMENT                      | 75,283.00         | 0.00                   | 0.00                    | 75,283.00      |
| 201                                       | VOUCHERS PAYABLE (VENDOR)      | 0.00              | 26.70                  | (26.70)                 | 0.00           |
| 208                                       | COMPENSATED ABSENCES           | (7,232.05)        | 0.00                   | 0.00                    | (7,232.05)     |
| 232                                       | BONDS OUTSTANDING              | (361,000.00)      | 0.00                   | 0.00                    | (361,000.00)   |
| 234                                       | OTHER LONG-TERM LIABILITIES    | (110,789.96)      | 0.00                   | 0.00                    | (110,789.96)   |
| 240                                       | STALE DATED WARRANTS LIABILITY | (1,337.20)        | 0.00                   | (26.70)                 | (1,363.90)     |
| 302                                       | FUND BAL-NONSPENDABLE INVENTOR | (17,497.00)       | 0.00                   | 0.00                    | (17,497.00)    |
| 341                                       | FUND BAL-NONSPENDABLE          | (250.00)          | 0.00                   | 0.00                    | (250.00)       |
| 343                                       | FUND BAL-ASSIGNED              | (2,191.57)        | 0.00                   | 0.00                    | (2,191.57)     |
| 344                                       | FUND BALANCE                   | (139,298.88)      | 711.03                 | (218,531.45)            | (357,119.30)   |
| 349                                       | INVESTMENT IN PROPRIETARY FIXE | (787,060.00)      | 0.00                   | 0.00                    | (787,060.00)   |
| Total Fund 76530                          |                                | 0.00              | 219,295.85             | (219,295.85)            | 0.00           |
| Fund 76531 -- SLV-LOMPICO WATER-DWR RES   |                                |                   |                        |                         |                |
| 101                                       | EQUITY IN POOLED CASH          | 12,305.00         | 0.00                   | 0.00                    | 12,305.00      |
| 344                                       | FUND BALANCE                   | (12,305.00)       | 0.00                   | 0.00                    | (12,305.00)    |
| Total Fund 76531                          |                                | 0.00              | 0.00                   | 0.00                    | 0.00           |

## G/L Balances

Criteria: As Of = 4/30/2017; Fund = 76644

| G/L Account                                  | Title                 | Beginning Balance | Year-To-Date<br>Debits | Year-To-Date<br>Credits | End Balance    |
|--|-----------------------|-------------------|------------------------|-------------------------|----------------|
| Fund 76644 -- SAN LORENZO VALLEY WATER TRUST |                       |                   |                        |                         |                |
| 101  | EQUITY IN POOLED CASH | 828,328.63        | 777,316.63             | (6,144.00)              | 1,599,501.26   |
| 220  | DEFERRED CREDITS      | (500,000.00)      | 0.00                   | 0.00                    | (500,000.00)   |
| 344  | FUND BALANCE          | (328,328.63)      | 6,144.26               | (777,316.89)            | (1,099,501.26) |
| Total Fund 76644                             |                       | 0.00              | 783,460.89             | (783,460.89)            | 0.00           |

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

[www.treasurer.ca.gov/pmia-  
laif/laif.asp](http://www.treasurer.ca.gov/pmia-laif/laif.asp)  
June 07, 2017

SAN LORENZO VALLEY WATER DISTRICT

DISTRICT MANAGER  
13060 HIGHWAY 9  
BOULDER CREEK, CA 95006

[PMIA Average Monthly Yields](#)

[Tran Type Definitions](#)

April 2017 Statement

| Effective<br>Date | Transaction<br>Date | Tran<br>Type | Confirm<br>Number | Authorized Caller | Amount |
|-------------------|---------------------|--------------|-------------------|-------------------|--------|
| 4/14/2017         | 4/13/2017           | QRD          | 1533625           | SYSTEM            | 6.46   |

**Account Summary**

|                   |      |                    |          |
|-------------------|------|--------------------|----------|
| Total Deposit:    | 6.46 | Beginning Balance: | 3,378.12 |
| Total Withdrawal: | 0.00 | Ending Balance:    | 3,384.58 |

## M E M O

TO: Board of Directors

FROM: District Manager

PREPARED BY: Environmental Programs Manager

SUBJECT: Environmental Status Report

DATE: June 15, 2017

### RECOMMENDATION:

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

### CLASSIC WATERSHED EDUCATION GRANTS

Staff received 11 applications for Classic Watershed Education Grants. The Education Commission reviewed all the applications and met at a public meeting on March 28<sup>th</sup> at 7:00 PM to discuss the applications and voted on 7 applications to recommend for funding to your board. More information was included on the Agenda Packet for April 20 2017 but was delayed until the May 25, Board Meeting at which the Board approved the 7 recommended grants. Staff has sent out the contracts to all but one of the grant recipients and will continue to administer the grant awards throughout the year.

### WATER RESOURCE STRATEGIC PLANNING

#### ENVIRONMENTAL DEPARTMENT ACTION PLAN

Staff is working on an Environmental Department Action Plan which forms the fiscal year work program and includes all of the projects and key initiatives prioritized according to the Watershed Management Plan's Part II: Goals, Objectives and Policies and the District's 2015 Strategic Plan. The plan identifies areas which the Department will pursue and for which it will dedicate staff and financial resources. Significant staff resources have been focused on environmental compliance for capital improvement, operations, and state mandated requirements. The Environmental Department Action Plan was introduced to the Environmental Committee in January & February, and was discussed in further detail at the June Environmental Committee meeting and will be included in the Environmental Status Reports as soon as the draft is finalized.

#### CONJUNCTIVE USE PLANNING GRANT AWARDED

In a collaborative effort with the County of Santa Cruz a Prop 1 Planning Grant was awarded in the amount of \$330,000: The award will fund 1. Further scientific analysis to improve stream flow and fish habitat in the upper San Lorenzo River, Fall Creek and Lompico Creek during dry periods, 2. Create an Operations Plan with metrics that will indicate when to divert surface water and when to pump groundwater, 3. Address the intermittent violation of the Fall Creek diversion permit 4. Support the Sustainable

Groundwater Management Plan being developed by the Santa Margarita Groundwater Management Agency, and 5. CEQA permitting for the operation of the interties for expanded conjunctive use. This effort will help the San Lorenzo Valley utilize water resources sustainably and will make the water system more climate resilient. The Board will consider approving a sub-grantee contract with the county at the June 15<sup>th</sup> Board Meeting.

## **ENVIRONMENTAL COMPLIANCE**

### **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 been reviewed by US Fish and Wildlife Service but is sitting in Sacramento awaiting submission to the Federal Register. Timelines for Federal Register have been slow due to the new Federal Administration.

Staff is also working with USFWS and the Land trust of Santa Cruz County and Jodi McGraw to finalize the language for the Conservation Bank Easement. Language for the Easement has been submitted to the USFWS and we are awaiting comment. CEQA has been completed. Following the Public Hearing held on May 18<sup>th</sup>, a Notice of Determination was submitted to the County.

### **SWIM TANKS MITIGATED NEGATIVE DECLARATION**

Environmental compliance (CEQA) requirements for the Swim Tank Replacement Project are complete. The project is currently awaiting funding for construction.

## **WATERSHED MANAGEMENT**

### **BROOM MANAGEMENT ON OLYMPIA WELLFIELD**

Staff has scoped the effort for Broom eradication on the Olympia wellfield, and has been in communication with multiple habitat restoration consultants to begin conducting broom eradication in the highest priority areas of the Olympia Wellfield. It is a very busy time of year for most restoration consultants, and it has been difficult to find someone who is available immediately. As soon as a consultant is available, we are ready to mobilize the effort within our limited budget constraints.

### **KIRBY TREATMENT PLANT RIPARIAN RESTORATION / FELTON LIBRARY OUTDOOR EDUCATION ZONE**

Staff is part of the Felton Library Design Team. A portion of the District property at the Kirby Treatment Plant in Felton, which is not useful for water operations, has been requested for use as part of the outdoor education zone as well as onsite mitigation for the riparian impacts. Staff is coordinating with county officials & resource agency staff to secure permits and an easement. A survey of the District parcel was completed in April, and is being used for the design specification.

### **Tentative Schedule:**

August 2016 CCC crews stripped and prepared blackberry hybrid for root extraction.

March 2017 AmeriCorps conducted root extraction of the blackberry.

February 2017 a survey of Kirby parcel was completed.  
Spring 2017 District to move fence back to open riparian area to expand the outdoor education area.  
Early Summer 2017: Easement Agreement with County for access to District Property.

### **MEETINGS OF NOTE:**

Staff met with the Docents at Henry Cowell State Park on May 10th to discuss upcoming District projects, and answer community questions regarding the water district and environmental challenges in the San Lorenzo Valley. About 30 docents were present and were very curious about various topics related to District operations.

Staff met with the Rotary club on May 17<sup>th</sup> to discuss challenges the District faces as we move into the future. There were many questions regarding capital improvement, broom management, and financial aspects of the District.

### **ENVIRONMENTAL REVIEW**

#### **COUNTY ORDINANCE ON CANNABIS CULTIVATION**

The Environmental Impact Report for the Cannabis Ordinance is being prepared by the County of Santa Cruz. The EIR is scheduled to be available for public review in June 2017. The District has been involved in the Cannabis Cultivation Ordinance due to the potential impacts on water resources and water quality in the San Lorenzo Watershed.

#### **MT. HERMON ADVENTURE PARK**

Staff has been notified by the County Planning Department that the Environmental Impact Report for the Mount Hermon Adventure Bike Park will be available for public review in Spring 2017.

### **STREAM HABITAT ENHANCEMENT**

#### **ZAYANTE LARGE WOOD PROJECT - UPDATE**

Staff continues to participate on the Technical Advisory Team for the Stream Enhancement Program on Zayante Creek. Though the project did not receive funding through the SLR 2025 Watershed Restoration Grant Suite to CDFW. A grant application has been submitted to the Wildlife Conservation Board.

The Large Wood Project, which will include habitat restoration on both SLVWD and City of Santa Cruz Water Department property in the upper Zayante Watershed. An Integrated Watershed Restoration Program Grant is funding the planning phase of the project in which is underway.

### **WATER CONSERVATION**

Stage 2 water restrictions are still in effect. The District continues to ask customers to Conserve Water as a way of life. The District Manager has determined that this summer

customers will not be asked to water on assigned days, but can water any day of the week provided that it is only 2 days per week, and not between the hours of 10AM - 5PM and only 15 minutes per irrigation station. Hand watering may happen as frequently as necessary and food gardens are exempt.

Staff is going to be interviewing candidates for the Water Conservation Specialist position who will start in July.

## COMMUNICATIONS

Staff met with the Santa Cruz Sentinel for articles regarding broom management at Olympia Wellfield. Articles were published in the Sentinel on 4/22/17 & 5/22/17.

Our monthly e-newsletters include information regarding District operations, general news and notifications and events. E newsletters have been set out to our customer list on 5/10/2017 & 6/8/2017.

Staff produces multiple posts on Facebook every week focused on various District business.

## PUBLIC OUTREACH/ DROUGHT OUTREACH - UPDATE

- 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).
- Media Alerts have been published in local papers regarding:

## 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 MAY  
2017

DATE: June 8, 2017

### RECOMMENDATION:

It is recommended that the District Manager review and file the Operations Department Project Status Report for the month of May 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 District contracted the services of Martin B. Feeney, Consulting Hydrogeologist to evaluate existing conditions of the well. Included in this report is the well assessment. Conclusions and Recommendations from the report are as follows;

“Based on the recent history, the Pasatiempo Well No. 6 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. This service life has been shortened by aggressive water quality and galvanically-accelerated corrosion due to the use of dissimilar metals (stainless steel screens and mild steel blank) in the well construction”. Staff will be moving forward with a recommendation for replacement of the well. Replacement is estimated at \$600,000.

#### FIRE HYDRANT REPAIRS/REPLACEMENT

During the reporting two fire hydrants were struck by vehicles in the Boulder Creek area. Both hydrants were hit and run occurrences. The first hydrant located in downtown Boulder Creek has been replaced and back in service. The second hydrant at the intersection of Big Basin Way and Brook Lane will be completed and back in service by June 09, 2017. Both hydrants experience damage at the water main and required complete replacement.

## NEW WATER SERVICE EAST ZAYANTE ROAD

Staff installed a new water service off East Zayante Road to an existing home with a failing water source. Customer's well failed and has been hauling water.

## BLUE TANK MANANA WOODS SLIDE

During the reporting period staff removed approximately 20 yards of debris that slid from the District's Blue Tank facility in Manana Wood. It is possible that a leak on a 4" water main at the tank contributed to the slide. The material slid into a garden area of the resident adjacent to the tank. Geotechnical review is in process and it has been determined that the slide has not impacted the stability of the water storage tank.

## LOMPICO WATER SERVICE LINE REPLACEMENTS

Staff responded to five service line leaks in Lompico over the reporting period that required line replacement. Lompico service lines have been identified requiring replacement as part of the system consolidation.

## REDWOOD MOUNTAIN FAIR

During the reporting period staff prepared the bulk water tank and equipment for the annual Redwood Mountain Fair. Every year the District provides bulk drinking and standby power for the fair.

## 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 are 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 next corrective action to take will be replacing the data concentrator which collects and sorts data. Equipment has been order and will be shipped directly to the SCADA manufacture for programing then installed at the District. At this time it is projected that late July for delivery/installation of the data concentrator.

Rick Rogers  
Director of Operations

June 1, 2017

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

Attention: Rick Rodgers – Director of Operations

Subject: Pasatiempo Well No. 6 Assessment

Dear Mr. Rodgers:

Presented in this letter-report is an assessment of the San Lorenzo Water District's (District) Pasatiempo Well No. 6. The well has recently had a series of operational issues resulting in attempted repairs that have been unsuccessful leaving the well inoperable. This letter-report provides a review of the well history, the attempted repairs, an assessment of the general condition of the well, and recommendations for moving forward.

### **Information Reviewed:**

In preparing this report the following resources were utilized:

- Original Well Drillers' Log - DWR#339584
- Video Surveys performed by Newman Well Surveys - May 2009 and August 2016
- Discussions with Craig Newman of Newman Well Surveys
- Discussions with Mike Maggiora of Maggiora Brothers Drilling
- Discussions with Rick Rodgers and Detlef Adam with the District

### **Well Construction:**

Pasatiempo Well No. 6 was drilled in June 1990 by Maggiora Brothers Drilling, Inc. of Watsonville, California. The well is 12-inches in diameter and constructed to a depth of 790 feet. The blank sections of the well are mild-steel and screen sections are stainless steel wire-wrapped screen with a 0.050-inch aperture. As reported on the drillers' log the well is perforated between depths of 560-580, 600-620, and 710-770 feet.

### **Recent Well History:**

Since the time of its construction, Pasatiempo Well No. 6 has provided the District with a significant percentage of its groundwater supply for this portion of their system. However, in the last several years the well started having structural problems that impacted operations. These problems, in approximate chronologic order, and their repairs are summarized below.

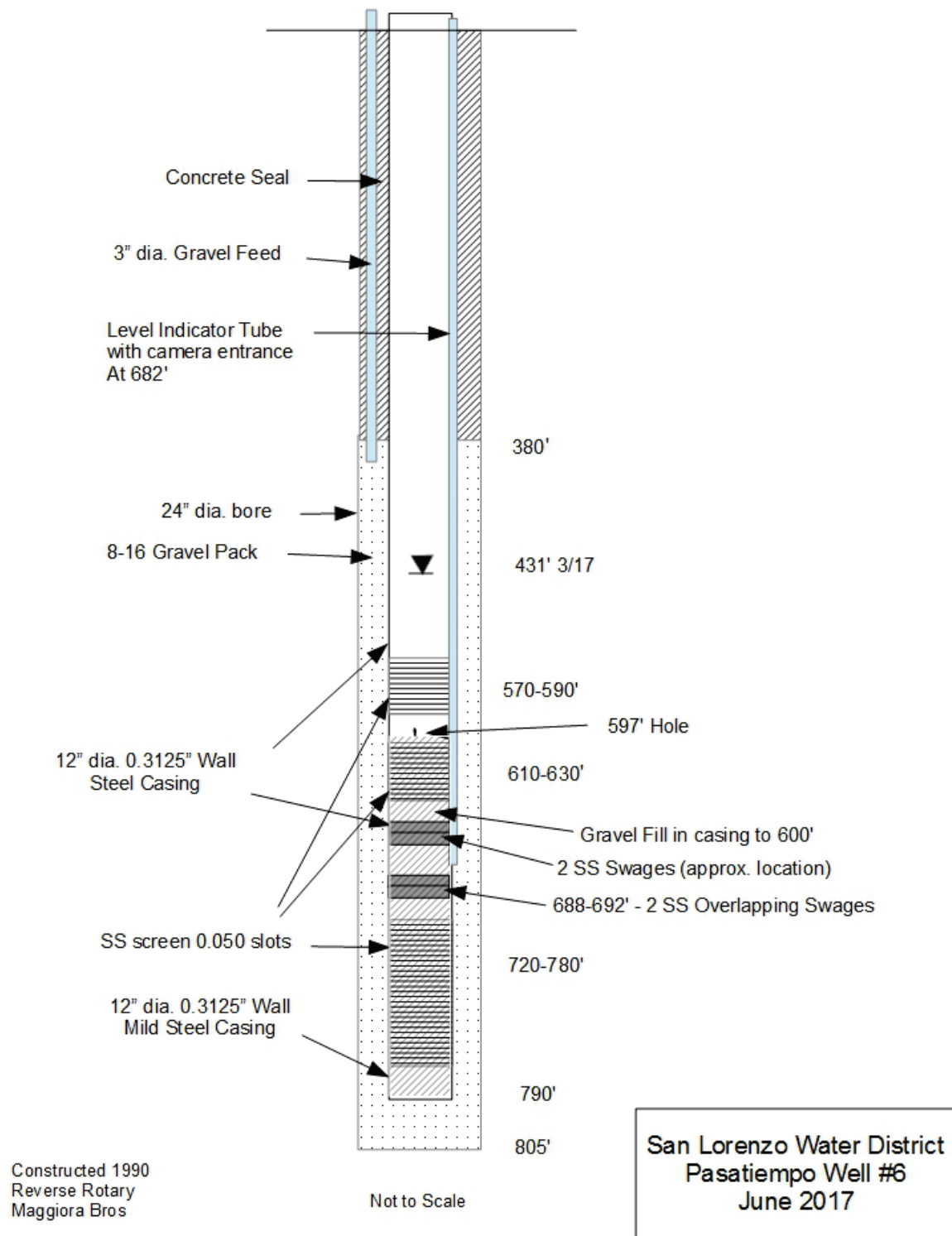
- Approximately 2 years ago, the well started pumping gravel pack. The well was video surveyed, and it was revealed that a hole in the drop pipe resulted in a high-pressure jet that eroded a hole in the mild steel casing at a depth of approximately 690 feet.
- An approximately 5-foot long stainless swage was installed by Welenco to cover the hole. However, subsequent video inspection revealed that the swage was installed at the wrong location and was not completely flattened. A second swage was installed overlapping the original. A video survey was performed by Newman Well Services in August 2016. That video documents:

06/02/17

- Stainless steel well screens to be in good shape, clean, open with gravel pack visible.
  - All screens are 5-10 +/- foot deeper than described on driller log. This is likely a reference point issue.
  - There are two overlapping stainless steel swages between depths of 688-697.6 feet.
  - The upper edge of the shallowest swage is not flush with the casing and is accumulating material
  - There appears to be a hole, or the beginning of hole at a depth of 597 feet.
  - The blank mild steel interval between 590 and 610 feet (and between two stainless screen sections) appears to have significant corrosion.
- The well was put back into service but soon started pumping gravel again. The well was video surveyed again and an additional hole was identified between the bottom and middle screens. A third swage was installed to cover the hole, but the installation of this swage split the casing and a fourth swage was installed to cover the split.
  - The well was put back in service but again quickly started pumping gravel. Maggiora Brothers was contracted to remove gravel but found the well filled with gravel to 600 feet. They attempted to air-lift out the gravel but could not advance more than 20 feet and then the hole would fill again to 600 feet. This suggests that the hole identified in the August 2016 video was now leaking gravel from the hole at 597 feet and that attempts to remove gravel to assess the problems at greater depth will be challenging.
  - Currently, the well is idle and full of gravel to 600 feet.

A graphic showing the current condition of the well based on available information is presented as Figure 1 – Pasatiempo Well No. 6 - Current Condition.

Figure 1 – Pasatiempo Well No. 6 – Current Condition



06/02/17

## DISCUSSION

### General Statement

The recent history of the well captures a sequence of failures of the blank casing. These have been in the form of holes which allow gravel pack and sand to enter the well and failure of the casing. These holes and failures have developed as a result of age, due to failure of weakened casing when attempting the repair of holes, and the perforation of the casing through hydraulic action from a hole in the pump column. All of these failures point to significant corrosion of the casing.

### Corrosion in Wells

Corrosion of metallic materials in a conductive fluid is a complicated process affected by many factors. The most important of these in a water well is the composition of the casing and screen materials, the water quality and the age of the materials.

**Age:** Average service life for a well constructed of carbon steel casing is 30 years. The corrosion rate of carbon steel has been found to be between 0.1 and 0.2 mm/yr<sup>1</sup>. Pasatiempo Well No. 6 is 27 years old and the blank sections are constructed with carbon steel casing with a wall thickness of 0.3125 inches (7.93 mm). Given the cited average corrosion rate of 0.15 mm/yr, the blank casing may have lost more than half its total thickness (27 years x 0.15mm/yr=4.05mm). This is an average corrosion rate, with some portions of the steel corroding faster, some slower, due to other contributing factors.

**Water Quality:** As mentioned above, the amount and rate of corrosion is influenced by the quality of the water that is within the aquifer and the well. There are various methods of estimating the corrosivity of a water. The most common measures are the Ryznar Stability Index (RSI)<sup>2</sup> and Langelier Saturation Index (LSI)<sup>3</sup>. These indexes were developed to measure the tendency of a water to develop a calcium-carbonate scale. As such, these indexes only indirectly measure corrosivity, in that they only determine whether or not a water is likely to form a protective scale. By inference, a water that does not develop a protective scale is corrosive. Additionally, there are some other limitations in using these indexes in that they do not include factors such as biologically-mediated corrosion, persistence of scaling, and interaction of calcium and carbonate with other compounds. Regardless of these limitations, these indexes can be useful, when used with other considerations, in assessing the aggressiveness of a given water. The indexes can be calculated as follows:

$$RSI = 2 (pH_s) - pH \quad (\text{http://www.lenntech.com/calculators/ryznar/index/ryznar.htm})$$

Where: pH = The measured pH of the water, (dimensionless)

pH<sub>s</sub> = The pH of the system if saturated with CaCO<sub>3</sub> at the measured calcium and alkalinity value

$$LSI = pH - pH_s \quad (\text{http://www.lenntech.com/calculators/langelier/index/langelier.htm})$$

Where: LSI = Langelier Saturation Index, (dimensionless)

pH = The measured (actual) pH of the water, (dimensionless)

pH<sub>s</sub> = The pH of the system if saturated with CaCO<sub>3</sub> at the measured calcium and alkalinity value, (dimensionless)

<sup>1</sup> Hydraulics of Wells: Design, Construction, Testing, and Maintenance of Water Well Systems Task Committee on Hydraulics of Wells; Edited by Nazeer Ahmed, P.E., M.ASCE; Stewart W. Taylor, Ph.D., P.E., M.ASCE; and Zhuping Sheng, P.E., M.ASCE MOP 127 . 2014

<sup>2</sup> Ryznar, J.W. (1944). "A New Index For Determining Amount Of Calcium Carbonate Scale Formed By Water", Journal American Water Works Association, 36(4): 472-483.

<sup>3</sup> Langelier, W.F. (1936) "The Analytical Control Of Anti-Corrosion Water Treatment", Journal American Water Works Association, 28(10):1500-1521

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Using available water quality data from Well No. 6 that is in our files (pH=7.4, TDS=133 mg/l, Ca=28 mg/l, HCO<sub>3</sub>=28 mg/l, T=68°F) the following values for the indexes can be calculated.

#### **RSI – 8.7**

The Ryznar Stability Index can be interpreted as follows:

- RSI < 6 The tendency to scale increases as the index decreases
- RSI = 7 Calcium carbonate formation unlikely to form protective corrosion inhibitor film
- RSI > 8 Mild steel corrosion becomes an increasing problem

#### **LSI – -1.3**

In general LSI can be interpreted as:

- LSI < 0 No potential to scale, the water will dissolve calcium carbonate and is aggressive
- LSI > 0 Scale can form and calcium carbonate can precipitate
- LSI ~ 0 Borderline scale potential – other factors become more important.

Both of the indexes show the water to be aggressive and corrosive.

**Dissimilar Metals:** The subject well is of a hybrid design with stainless steel screens and carbon steel blank casing. The presence of dissimilar metals in a conductive fluid sets up galvanic cells with the nobler material (the stainless steel) becoming the cathode and the less noble material (the carbon steel) becoming the sacrificial anode. The resulting rate of corrosion is a function of the water quality and the ratio of surface area between the dissimilar metals. In the subject well, the section of casing observed to be in the worse condition is the 20 foot section of carbon steel between 590 and 610 feet. This section is flanked above and below by two 20 foot stainless steel sections. The presence of dissimilar metal galvanic corrosion will significantly increase average corrosion rates discussed above.

The use of hybrid designs using differing steels was common practice in the 1980 and 1990's due to cost considerations. Experience with these designs has shown similar dissimilar metal corrosion problems after 15-20 years. This author has recently worked on similar problems for Soquel Creek Water District and Aromas Water District.

The original well design aside, the use of stainless steel swages to patch holes in the carbon steel casing, likely has, or will further accelerate, the galvanic corrosion, although these swages are currently buried in fill and are not available for inspection.

**Other Factors:** Although there is no evidence suggesting this, a commonly missed factor in accelerated well corrosion is the presence of stray electrical currents from switch gear utilizing the well as a ground. Whether this is a factor in this case is unknown.



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## CONCLUSIONS AND RECOMMENDATIONS

Based on the recent history, the Pasatiempo Well No. 6 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. This service life has been shortened by aggressive water quality and galvanically-accelerated corrosion due to the use of dissimilar metals (stainless steel screens and mild steel blank) in the well construction.

### Approach forward

- The well has reached the end of its service life and needs to be replaced. Replacement of the well will have logistical and permitting challenges, but it will not get any easier to replace in the future. For budgetary purposes the cost of a replacement well of similar depth and diameter completed with stainless steel blank and screens is estimated at \$400,000, exclusive of bonding, environmental permitting/mitigation, engineering, construction supervision and assuming no significant logistical challenges to construction activities.

### Alternatives to Replacement

Acknowledging that the well is an important part of the supply system, a couple of alternatives are advanced that could allow the well to operate at a reduced discharge rate while planning for a new well.

- Install stainless steel swages in the 20 foot blank section between two upper stainless steel screens covering the hole and the corroded section, air-lift the well clean to 630 feet, and abandon bottom of well. This will likely require 5 or more overlapping swages, estimated cost of this work would be \$30,000 dollars. Cleaning out the well and replacing the pump with a smaller pump would be in addition to this cost. This would provide the well with 40 feet of screen or 40% of the original screen length. It is unknown what the contribution of the lower screen section was to the total flow, but abandoning it would result in some reduction in discharge rate.
- A less expensive alternative would be to fill the well with material to the bottom of the upper screen. This would leave the well with only 20 feet of screen and would produce significantly less water than the alternative above.

Either of these alternatives might allow the District to operate well at a reduced rate and provide some limited redundancy while planning for a new well.

The opportunity to provide service is appreciated. Please contact me if you have any questions.

Sincerely,



Martin Feeney

## SAN LORENZO VALLEY WATER DISTRICT PRODUCTION COMPARRISON

| Source                                  | May-17            | April-17          | May-13            | Difference<br>This Year To<br>2013 |
|---|-------------------|-------------------|-------------------|------------------------------------|
| <b>North System</b>                     |                   |                   |                   |                                    |
| <b>Surface Water Sources</b>            |                   |                   |                   |                                    |
| Foreman Creek                           | 33,820,360        | 39,765,727        | 21,521,000        |                                    |
| Peavine Creek + Hydro                   | 5,505,640         | 0                 | 4,149,000         |                                    |
| Clear Creek                             | 0                 | 164               | 0                 |                                    |
| Sweetwater Creek                        | 0                 | 109               | 0                 |                                    |
| <b>Sub-Total (Streams)</b>              | <b>39,326,000</b> | <b>39,766,000</b> | <b>25,670,000</b> | 53.20%                             |
| <b>Wells (North)</b>                    |                   |                   |                   |                                    |
| Olympia No. 2                           | -                 | 893,000           | 4,254,000         |                                    |
| Olympia No. 3                           | -                 | -                 | 8,646,000         |                                    |
| Quail Well No. 4-A                      | 2,678,000         | 77,000            | 14,783,000        |                                    |
| Quail Well No. 5-A                      | 1,662,400         | 224,500           | 1,985,200         |                                    |
| <b>Sub Total North Wells</b>            | <b>4,340,400</b>  | <b>1,194,500</b>  | <b>29,668,200</b> | -85.37%                            |
| <b>South System Wells</b>               |                   |                   |                   |                                    |
| Pasatiempo 5A                           | 11,190,900        | 3,071,600         | N/A               |                                    |
| Pasatiempo 6                            | -                 | -                 | 9,548,000         |                                    |
| Pasatiempo 7                            | -                 | -                 | 3,016,000         |                                    |
| <b>Sub Total Pasatiempo Wells</b>       | <b>11,190,900</b> | <b>3,071,600</b>  | <b>12,564,000</b> | -10.93%                            |
| <b>North South All Sources Combined</b> | <b>54,857,300</b> | <b>44,032,100</b> | <b>67,902,200</b> | -19.21%                            |
| <b>Felton System - Surface Water</b>    |                   |                   |                   |                                    |
| Fall Creek                              | 4,479,894         | 358,133           | 10,571,789        |                                    |
| Bennett Spring                          | 5,649,372         | 8,587,538         | 0                 |                                    |
| Bull 1 & 2                              | 2,654,173         | 2,985,184         | 0                 |                                    |
| <b>Total Felton System Sources</b>      | <b>12,783,439</b> | <b>11,930,855</b> | <b>10,571,789</b> | 20.92%                             |
| <b>Manana Woods System</b>              |                   |                   |                   |                                    |
| Well 1                                  | -                 | -                 | 0                 |                                    |
| <b>Total Manana Woods Sources</b>       | <b>-</b>          | <b>-</b>          | <b>0</b>          |                                    |
| <b>Sub - Total Production</b>           |                   |                   |                   |                                    |
| <b>North / Felton / Manana</b>          | <b>67,640,739</b> | <b>55,962,955</b> | <b>78,473,989</b> | -13.80%                            |
| <b>Surface</b>                          | <b>52,109,439</b> | <b>51,696,855</b> | <b>36,241,789</b> | 43.78%                             |
| <b>Wells</b>                            | <b>15,531,300</b> | <b>4,266,100</b>  | <b>42,232,200</b> | -63.22%                            |
| <b>Total Surface Water Percentage</b>   | <b>77.04</b>      | <b>92.38</b>      | <b>46.18</b>      | 66.81%                             |
| <b>Total Wells Percentage</b>           | <b>22.96</b>      | <b>7.62</b>       | <b>53.82</b>      | -57.33%                            |

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

|  |                   |
|--|-------------------|
| <b>North System All Sources</b>        | <b>54,857,300</b> |
| <b>Interties IN +</b>                  | <b>483,333</b>    |
| <b>Interties OUT -</b>                 | <b>3,868,374</b>  |
| <b>TOTAL NORHT SYSTEM</b>              | <b>51,472,259</b> |
| <b>Felton Water system All Sources</b> | <b>12,783,439</b> |
| <b>Interties IN +</b>                  | <b>657,560</b>    |
| <b>Interties OUT -</b>                 | <b>0</b>          |
| <b>TOTAL FELTON SYSTEM</b>             | <b>13,440,999</b> |
| <b>Manana Woods System</b>             |                   |
| <b>Manana Woods Well 1</b>             | <b>0</b>          |
| <b>Interties IN +</b>                  | <b>1,026,403</b>  |
| <b>TOTAL MANANA WOODS</b>              | <b>1,026,403</b>  |

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

**INTERTIE 2**

SLVWD to SVWD 0

SVWD to SLVWD 0

**INTERTIE 3**

SLV SOUTH to SLV NORTH 483,333

SLV NORTH to SLV SOUTH -

**INTERTIE 4**

SLVWD to MHWD 0

MHWD to SLVWD 0

**INTERTIE 6**

SLV NORTH to SLV FELTON 657,560

SLV FELTON to SLV NORTH -

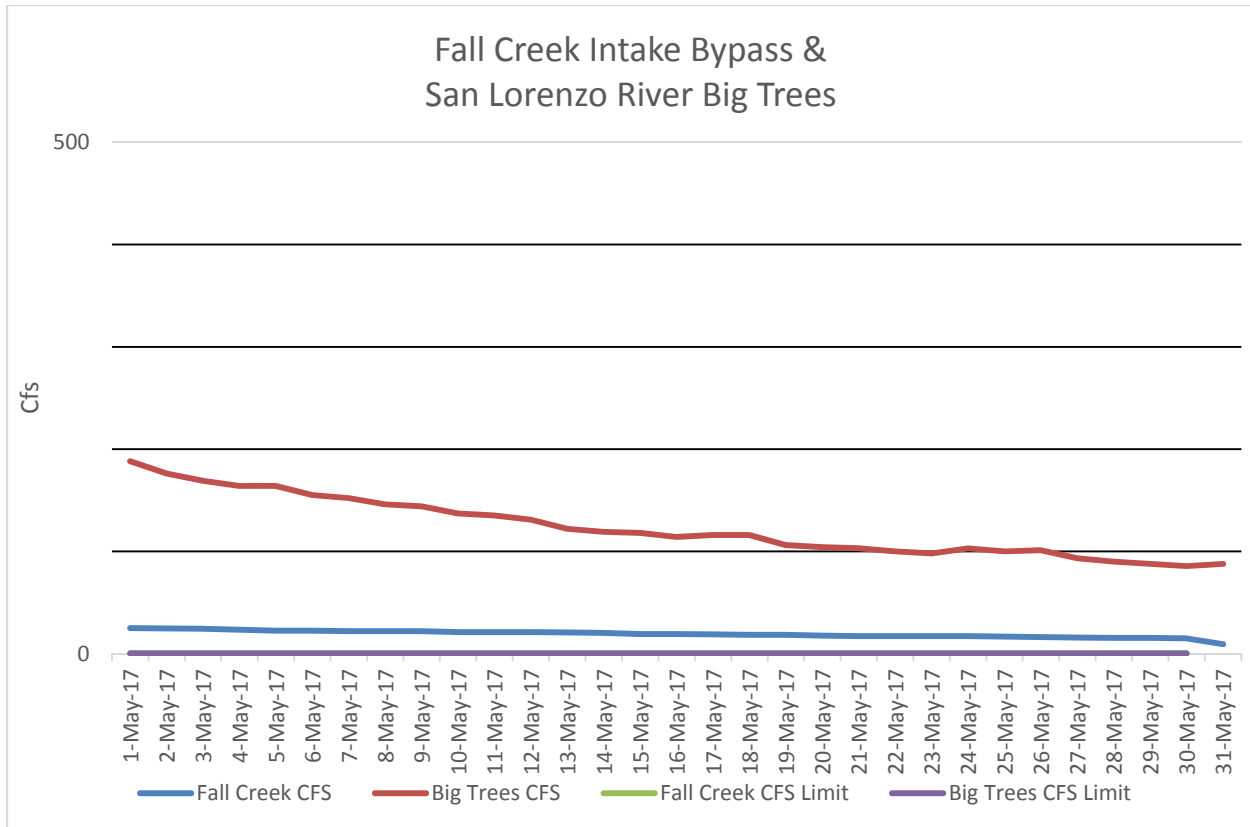
**LOMPICO INTERTIE**

SLV NORTH to LOMPICO 2,184,411

**MANANA WOODS INTERTIE**

SLVWD to MANANA WOODS 1,026,403

## Fall Creek Intake May 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 0.75 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 May 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: 6.15.17             |                   |          |        |                               |                   |  |                                    |                                   |                         |  |   |           |
|                             | Month:            | May      |        | Year:                         | 2017              | Big Trees > 26,500 Acre-ft Oct-Feb Normal Yr |                                    |                                   |                         | X  | Big Trees <26,500 Acre-ft Oct-Feb Dry Yr                                |           |
| Date                        | Time              | Initials | Pump # | Fall Cr. GPM into Kirby plant | Weir Board Height | Weir Height Measurement                      | Fall Creek (Cubic Feet per Second) | Big Trees (Cubic Feet per Second) | Rainfall (Felton gauge) | Met Fall Cr, Bypass Requirement: Normal Year April 1 - Oct 31 1.0 cfs Dry Year April 1- Oct 31 0.5 cfs Nov. 1 - March 31 0.75 cfs (yes/no) | Met Big Trees Requirement Nov-May 21cfs Sept 11 cfs Oct 26 cfs (yes/no) | Notes     |
| 1                           | 12:00             | jt       | 1      | 0                             | 25.0              | 49.13  | 24.80                              | 188                               | 0                       | Yes  | Yes   | Plant Off |
| 2                           | 15:30             | db       | 1      | 251                           | 25.0              | 49.1   | 24.49                              | 176                               | 0                       | Yes  | Yes   |           |
| 3                           | 14:15             | ho       | 1      | 283                           | 25.0              | 48.93  | 24.19                              | 169                               | 0                       | Yes  | Yes   |           |
| 4                           | 11:55             | ho       | 1      | 300                           | 25.0              | 48.52  | 23.29                              | 164                               | 0                       | Yes  | Yes   |           |
| 5                           | 9:25              | ho       | 1      | 175                           | 25.0              | 48.16  | 22.41                              | 164                               | 0                       | Yes  | Yes   |           |
| 6                           | 7:55              | ho       | 1      | 175                           | 25.0              | 48.16  | 22.41                              | 155                               | 0                       | Yes  | Yes   |           |
| 7                           | 8:25              | ho       | 1      | 198                           | 25.0              | 47.97  | 21.83                              | 152                               | 0                       | Yes  | Yes   |           |
| 8                           | 12:00             | ho       | 1      | 249                           | 25.0              | 47.97  | 21.83                              | 146                               | 0                       | Yes  | Yes   |           |
| 9                           | 8:35              | ho       | 1      | 241                           | 25.0              | 47.97  | 21.83                              | 144                               | 0                       | Yes  | Yes   |           |
| 10                          | 14:20             | ho       | 1      | 204                           | 25.0              | 47.6   | 20.98                              | 137                               | 0                       | Yes  | Yes   |           |
| 11                          | 9:40              | ho       | 1      | 172                           | 25.0              | 47.58  | 20.98                              | 135                               | 0                       | Yes  | Yes   |           |
| 12                          | 11:43             | ho       | 1      | 78                            | 25.0              | 47.58  | 20.98                              | 131                               | 0                       | Yes  | Yes   |           |
| 13                          | 8:40              | ks       | 1      | 49                            | 25.0              | 47.40  | 20.6                               | 122                               | 0                       | Yes  | Yes   |           |
| 14                          | 7:15              | ks       | 1      | 34                            | 25.0              | 47.20  | 20.2                               | 119                               | 0                       | Yes  | Yes   |           |
| 15                          | 8:00              | ho       | 1      | 20                            | 25.0              | 46.81  | 19.08                              | 118                               | 0                       | Yes  | Yes   |           |
| 16                          | 9:40              | db       | 1      | 0                             | 25.0              | 46.81  | 19.08                              | 114                               | 0                       | Yes  | Yes   |           |
| 17                          | 10:25             | ho       | 1      | 100                           | 25.0              | 46.62  | 18.82                              | 116                               | 0                       | Yes  | Yes   |           |
| 18                          | 9:45              | ho       | 1      | 108                           | 25.0              | 46.43  | 18.30                              | 116                               | 0                       | Yes  | Yes   |           |
| 19                          | 13:05             | db       | 1      | 86                            | 25.0              | 46.4   | 18.30                              | 106                               | 0                       | Yes  | Yes   |           |
| 20                          | 6:05              | jg       | 1      | 148                           | 25.0              | 46.04  | 17.54                              | 104                               | 0                       | Yes  | Yes   |           |
| 21                          | 9:30              | jg       | 1      | 152                           | 25.0              | 45.85  | 17.05                              | 103                               | 0                       | Yes  | Yes   |           |
| 22                          | 10:50             | db       | 1      | 150                           | 25.0              | 45.8   | 17.05                              | 100                               | 0                       | Yes  | Yes   |           |
| 23                          | 9:50              | db       | 1      | 138                           | 25.0              | 45.7   | 17.05                              | 97.9                              | 0                       | Yes  | Yes   |           |
| 24                          | 14:55             | db       | 1      | 95                            | 25.0              | 45.8   | 17.05                              | 103                               | 0                       | Yes  | Yes   |           |
| 25                          | 8:20              | db       | 1      | 100                           | 25.0              | 45.5   | 16.56                              | 100                               | 0                       | Yes  | Yes   |           |
| 26                          | 9:20              | db       | 1      | 113                           | 25.0              | 45.3   | 16.08                              | 101                               | 0                       | Yes  | Yes   |           |
| 27                          | 7:00              | ks       | 1      | 125                           | 25.0              | 45.07  | 15.66                              | 93.3                              | 0                       | Yes  | Yes   |           |
| 28                          | 6:10              | ks       | 1      | 132                           | 25.0              | 44.88  | 15.30                              | 90.0                              | 0                       | Yes  | Yes   |           |
| 29                          | 7:00              | ks       | 1      | 169                           | 25.0              | 44.88  | 15.30                              | 87.8                              | 0                       | Yes  | Yes   |           |
| 30                          | 9:20              | db       | 1      | 156                           | 25.0              | 44.7   | 14.91                              | 85.6                              | 0                       | Yes  | Yes   |           |
| 31                          | 9:25 <sup>6</sup> | ho       | 1      | 170                           | 25.0              | 41.21  | 9.17                               | <sup>14</sup> 87.8                | 0                       | Yes  | Yes   |           |

San Lorenzo Valley Water District  
Loch Lomond Water Supply  
May 2017

Loch Lomond Water Level



**Week ending 6/07/2017**

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

|                      |          |
|----------------------|----------|
| Currently:           | 576.60ft |
| Percent of capacity: | 98.5%    |

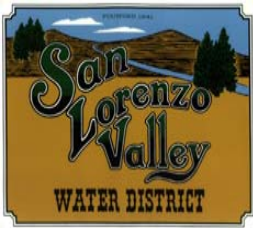
In 1958 SLVWD sold 2,500 acres of property in the vicinity of the Newell Creek Watershed to the City of Santa Cruz, with the agreement that SLVWD would be entitled to purchase 12 ½ percent of the annual safe yield from a future Newell Creek reservoir, up to a maximum of 500 AF/yr. Based on the 1958 agreement,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

Production Loch Lomond to SLVWD

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

Last time District used Loch Lomond water was June 1977



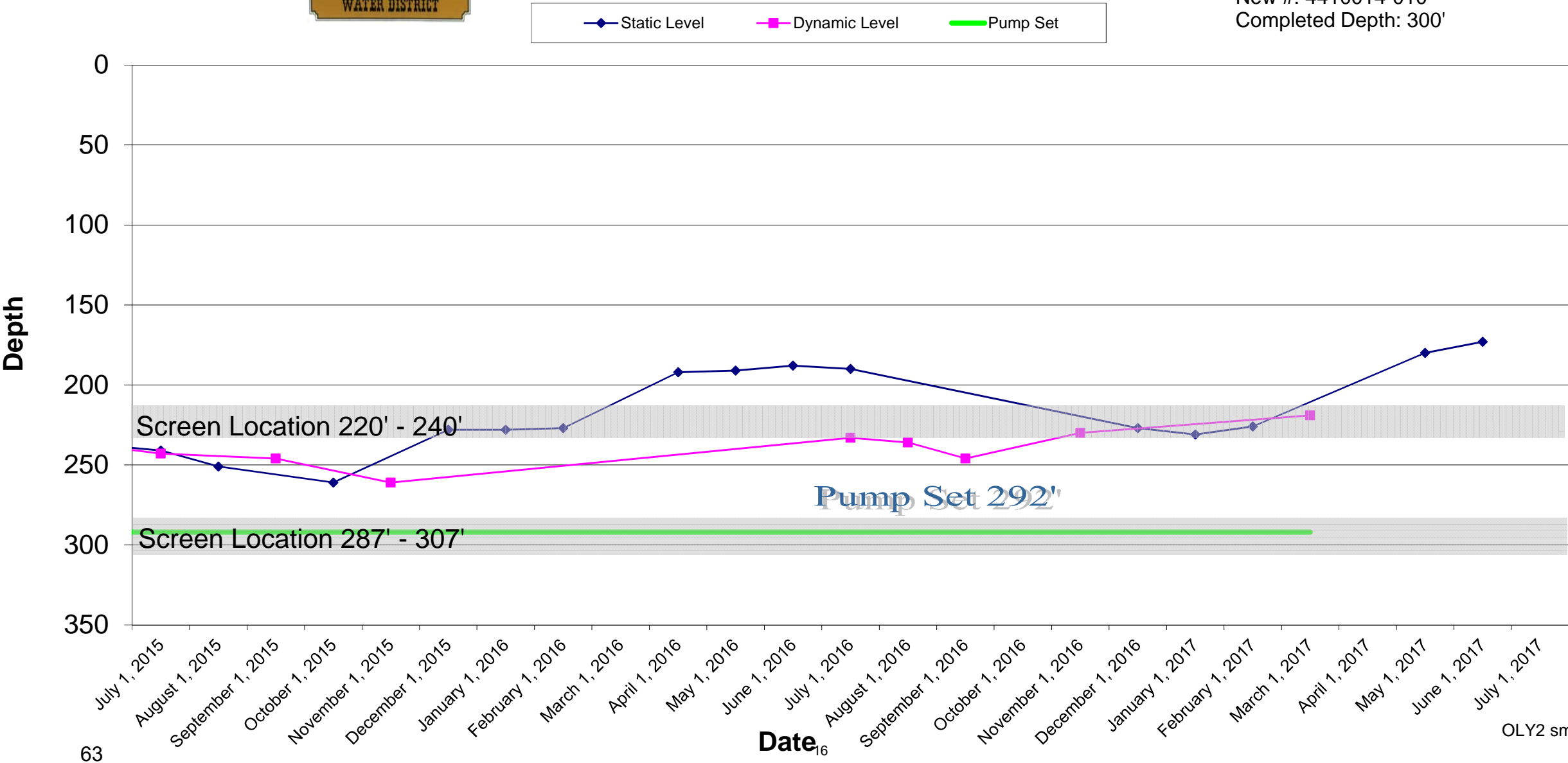


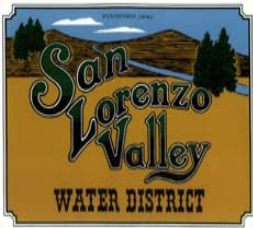
# SAN LORENZO VALLEY WATER DISTRICT

## Well Drawdown Report

### Olympia 2

Location: 7701 E. Zayante Rd.  
Elevation: 525'  
Installed: April 28, 1980  
State Well #:10S/O2W-11P01  
New #: 4410014-010  
Completed Depth: 300'



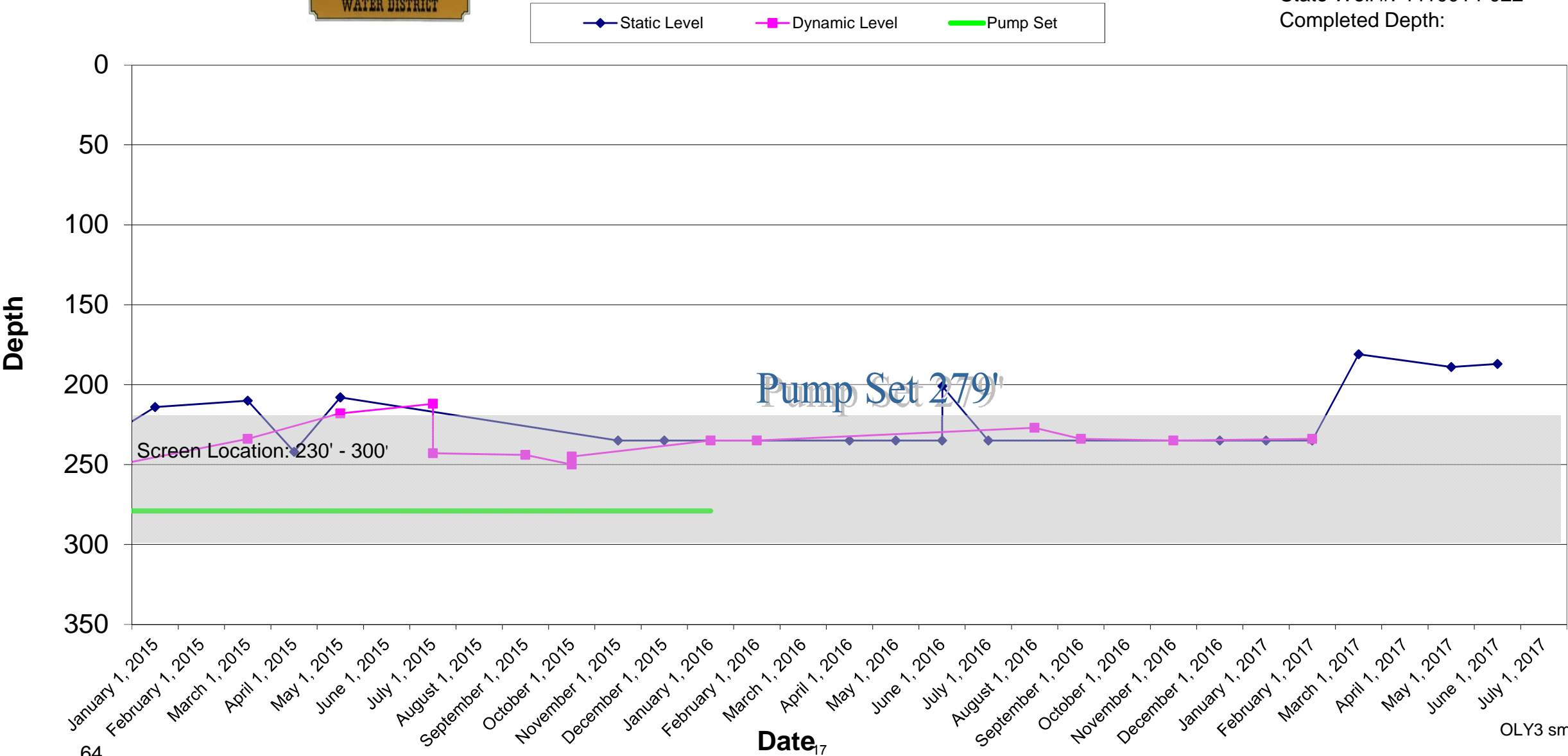


# SAN LORENZO VALLEY WATER DISTRICT

## Well Drawdown Report

### Olympia 3

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



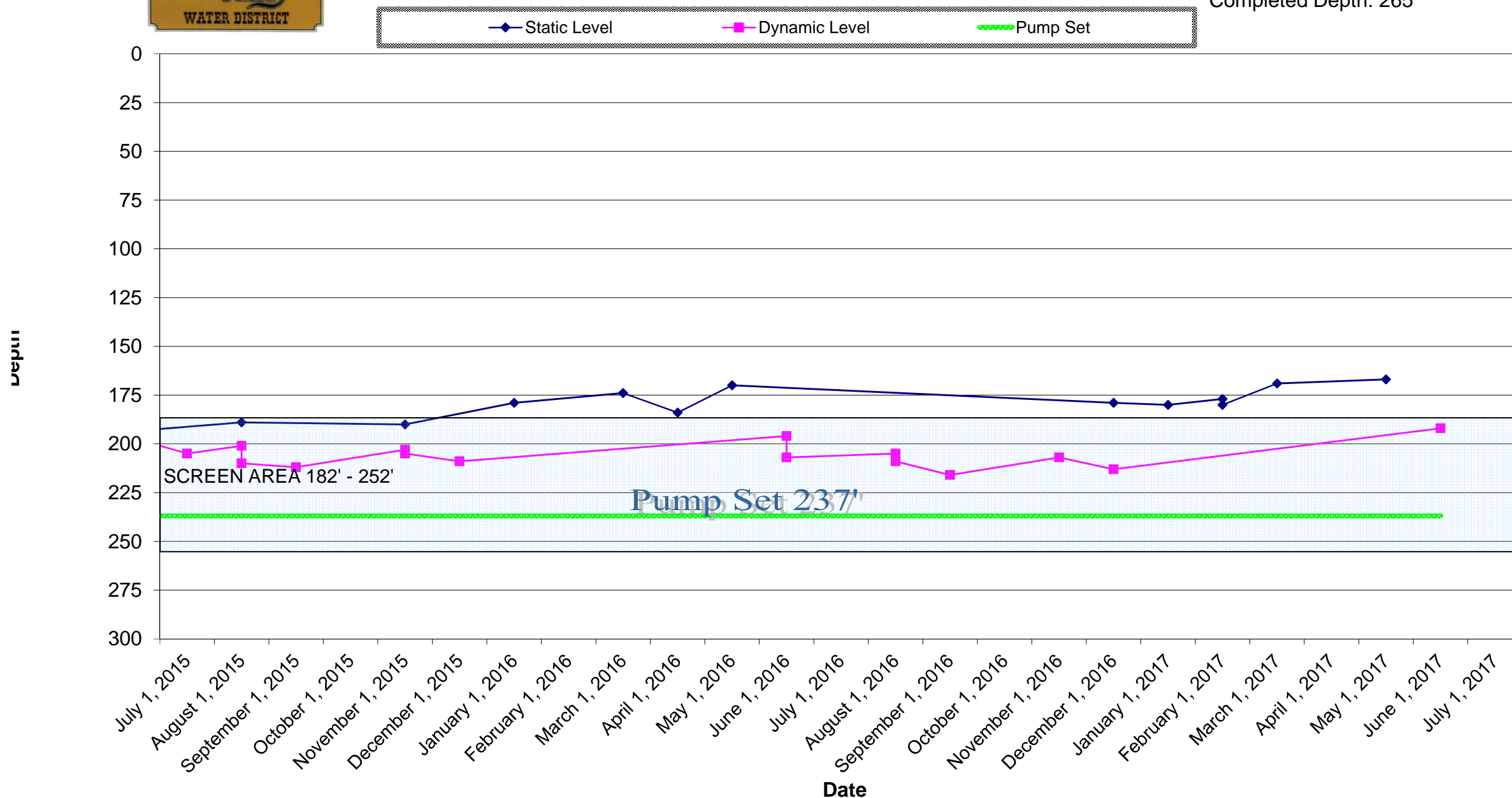


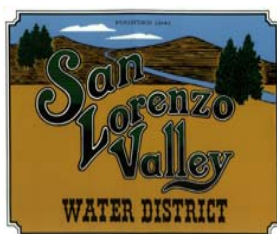
# SAN LORENZO VALLEY WATER DISTRICT

## Well Drawdown Report

### Quail Well 4-A

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



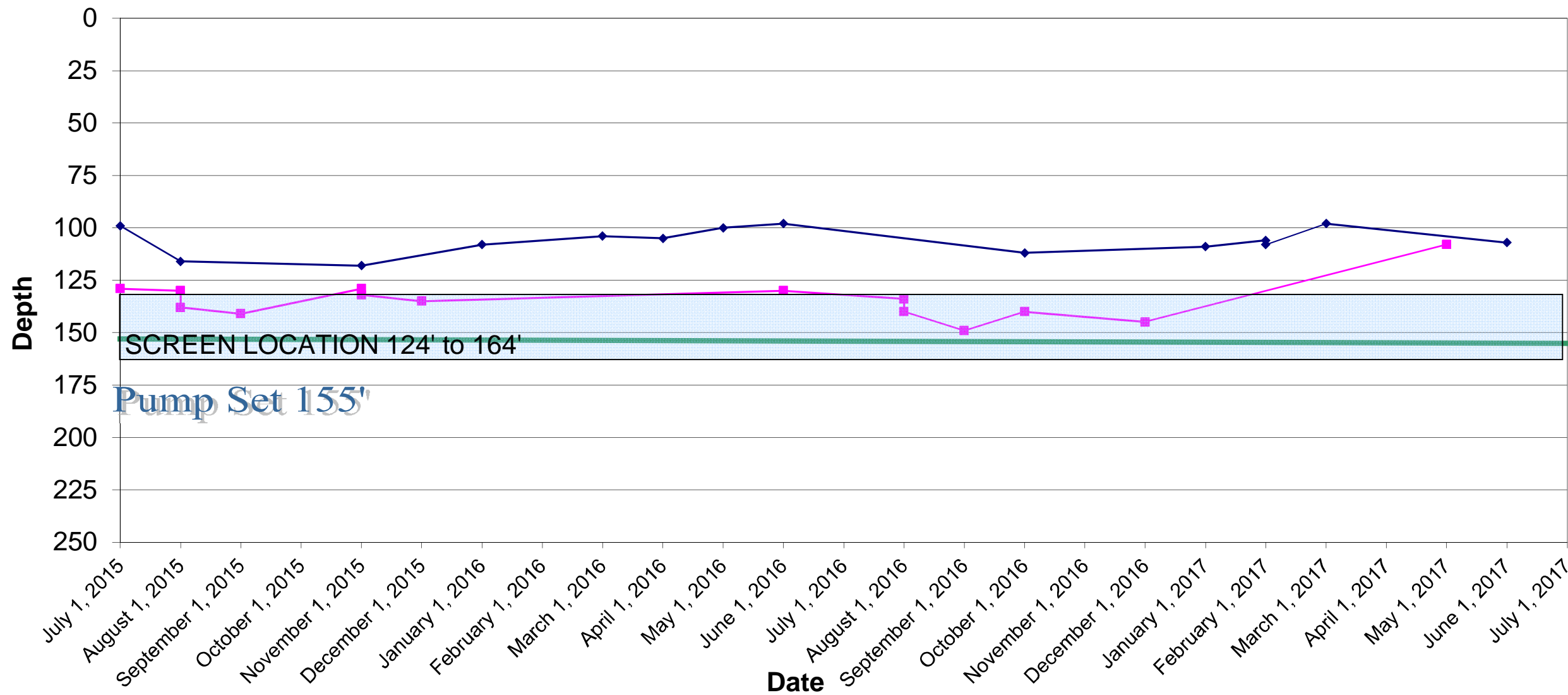


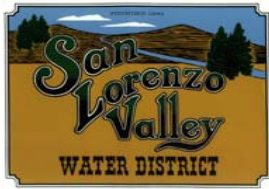
# SAN LORENZO VALLEY WATER DISTRICT

## Well Drawdown Report

### Quail Well 5-A

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



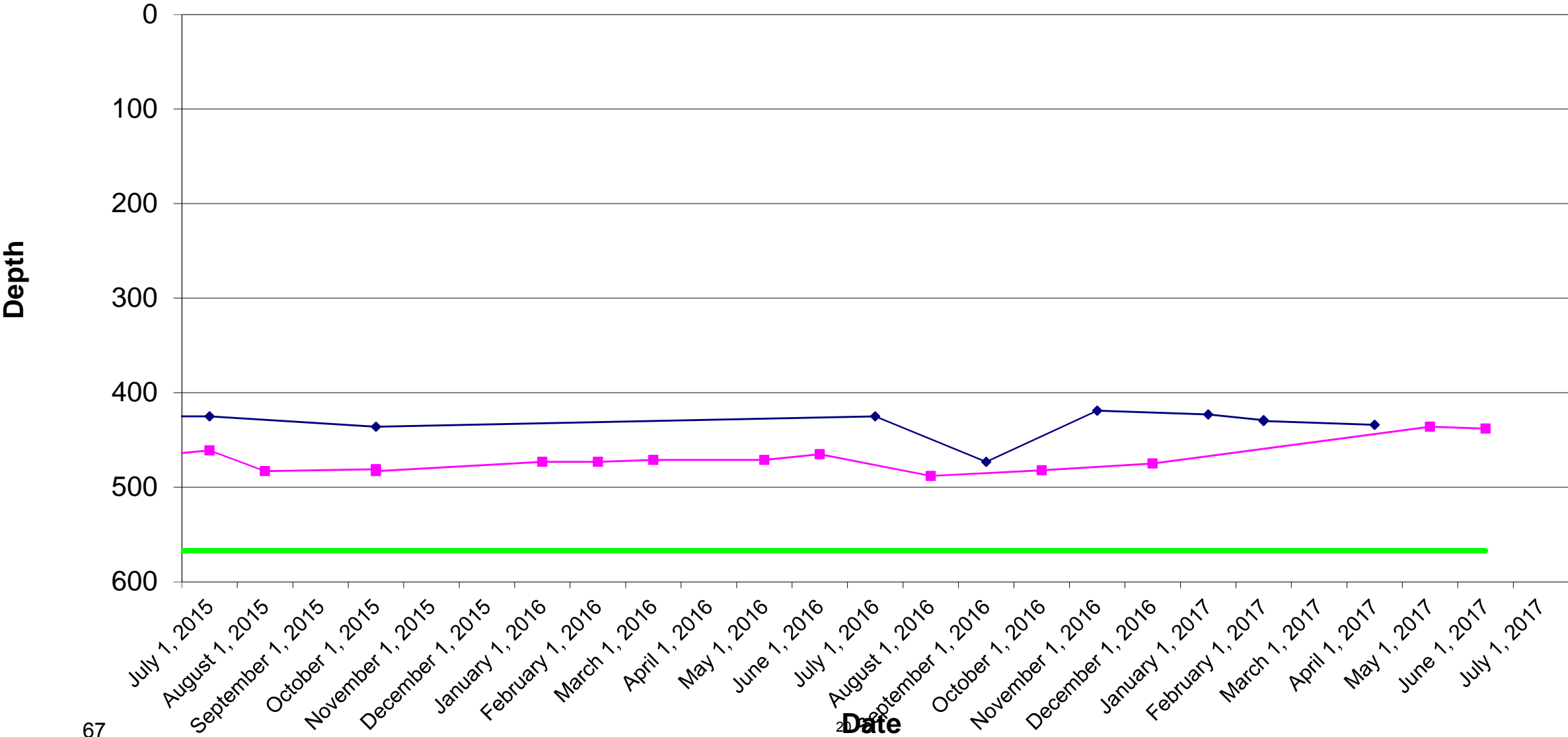


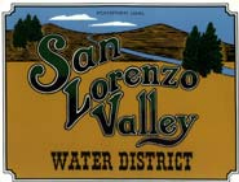
# ***SAN LORENZO VALLEY WATER DISTRICT***

## ***Well Drawdown Report***

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

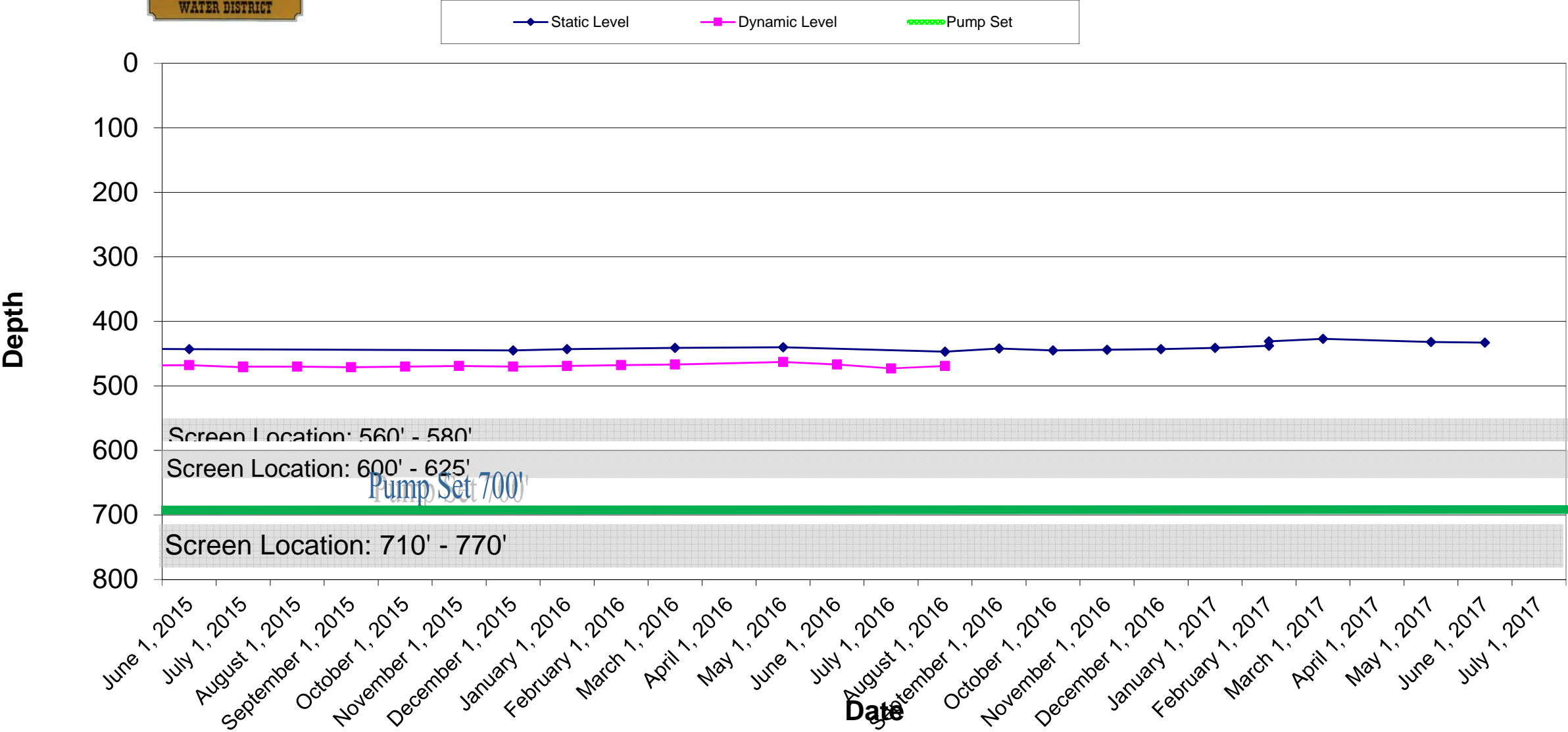
Location: So. Of 3650 Graham Hill Rd  
Elevation: 752'  
Installed 1-1-14  
State Well #:4410014-014  
Completed Depth: 710'





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

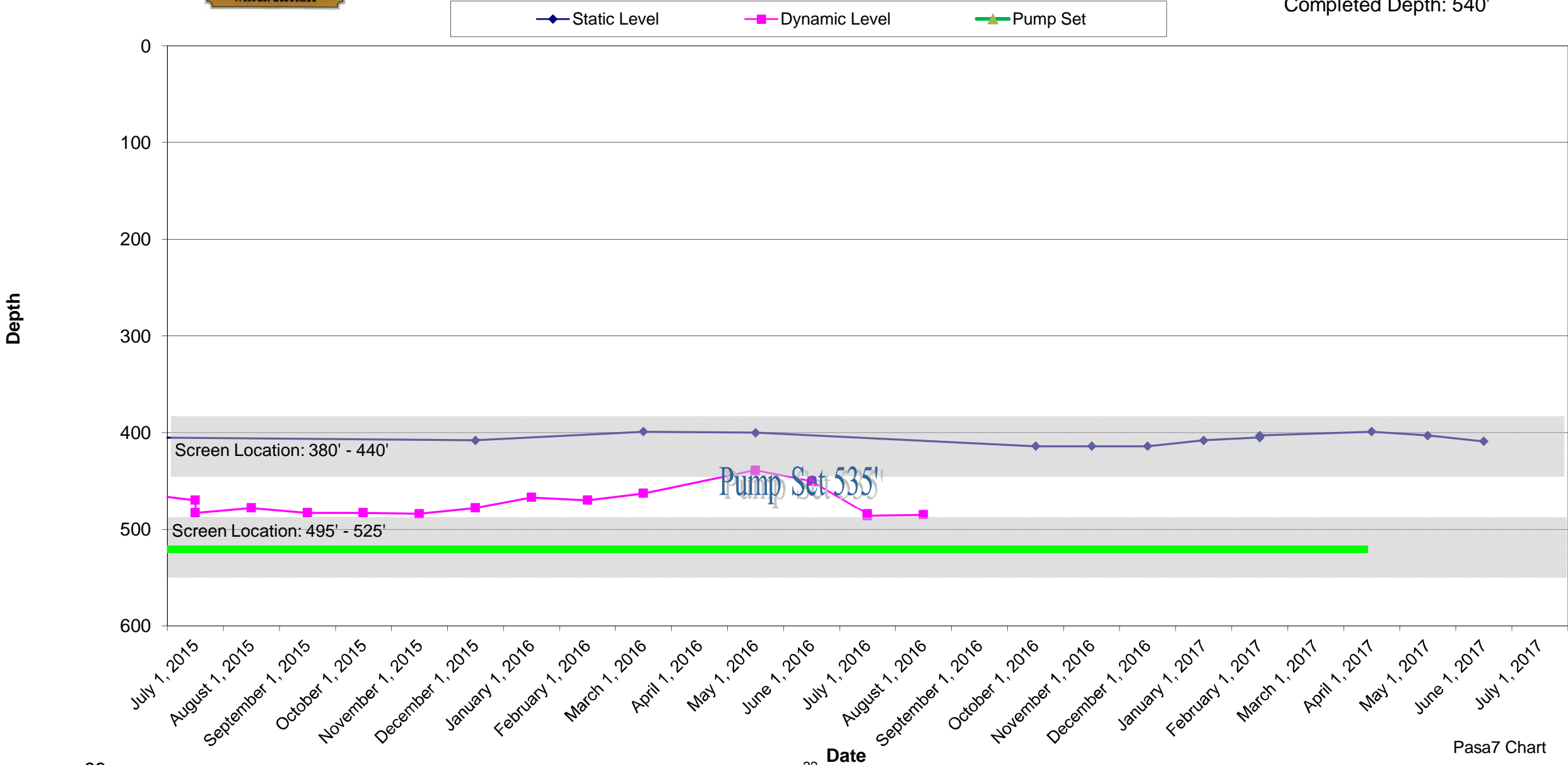
Location: Behind 3650 Graham Hill Rd.  
Elevation: 775'  
Installed: 5-30-91  
State Well #: 4410014-023





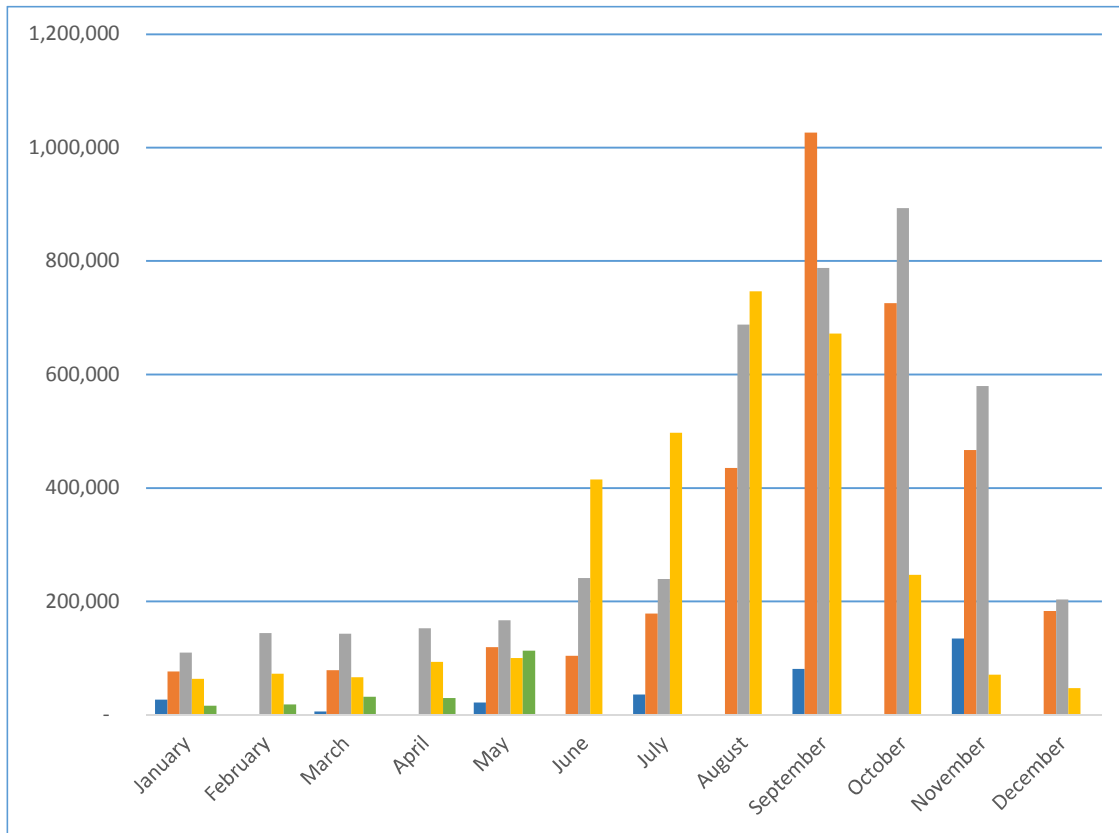
**SAN LORENZO VALLEY WATER DISTRICT**  
**Well Drawdown Report**  
**Pasatiempo 7**

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



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

Agenda: 6.15.17  
Item: 9a4



| 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   |         |
| July      | 35,904  | 178,772   | 239,360   | 497,420   |         |
| August    |         | 435,336   | 688,160   | 746,504   |         |
| September | 81,352  | 1,026,256 | 787,644   | 672,183   |         |
| 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 | 210,188 |



SAN LORENZO VALLEY WATER DISTRICT  
MONTHLY LEAK REPORT  
May 2017

Agenda: 6.15.17  
Item: 9a4

**NORTH SYSTEM**

| Leak Type               | Location                          | Town          | Gallons Lost |
|-------------------------|-----------------------------------|---------------|--------------|
| 400 MAIN LEAKING        | IN FRONT OF 632 & 636 CREST DRIVE | BEN LOMOND    | 113          |
| 400 MAIN LEAKING        | 160 Willowbrook Dr                | BEN LOMOND    | 600          |
| 420 HYDRANT LEAK/REPAIR | 13230 CENTRAL AVE.                | BOULDER CREEK | 32,000       |
| 400 MAIN LEAKING        | REEK ROAD ACROSS FROM HARMON G    | BOULDER CREEK | 14,400       |
| 400 MAIN LEAKING        | 14920 Bear Creek Rd               | BOULDER CREEK | 1,080        |
| 400 MAIN LEAKING        | 13181 Laurel St.                  | BOULDER CREEK | 2,400        |
| 400 MAIN LEAKING        | 240 LARKSPUR ST.                  | BROOKDALE     | 5,760        |
| 400 MAIN LEAKING        | 10901 LAKE BLVD                   | LOMPICO       | 1,200        |
| 400 MAIN LEAKING        | 11140 COLEMAN AVE                 | LOMPICO       | 360          |
| 400 MAIN LEAKING        | 561 ARBOL ST.                     | LOMPICO       | 1,080        |
| Total North System      |                                   |               | 58,993       |

**FELTON SYSTEM**

|                             |                  |        |        |
|-----------------------------|------------------|--------|--------|
| 412 TANK LEAKING            | 7204 HWY 9       | FELTON | 2,520  |
| 412 TANK LEAKING            | OUR TANK         | FELTON | 69,120 |
| 400 MAIN LEAKING            | 840 PINE DR.     | FELTON | 360    |
| 400 MAIN LEAKING            | 5969 HILLSIDE DR | FELTON | 2,160  |
|                             |                  |        |        |
| Felton System Total Gallons |                  |        | 74,160 |

**MANANA WOODS**

Manana Woods Total Gallons 0

**Total All Systems 133,153**

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

Agenda: 6.15.17  
Item: 9a4

|                                  |          |               |
|----------------------------------|----------|---------------|
| <u>North System</u>              |          | Monthly Total |
| Mainline Flushing                |          | 75,740        |
| Tank Leakage                     |          | 93,744        |
| Probation                        | 1.0 gpm  | 44,640        |
| Upper Swim                       | 0.3 gpm  | 13,392        |
| Blue Ridge                       | 0.4 gpm  | 17,856        |
| Echo                             | 0.1 gpm  | 4,464         |
| Highland                         | 0.3 gpm  | 13,392        |
| Process Water                    |          | 95,976        |
| Lyon cL2 Analyzer                | 0.02 gpm | 893           |
| Quail 5 cL2 Analyzer             | 0.11 gpm | 4,910         |
| Olympia cL2 Analyzer             | 1.32 gpm | 58,925        |
| Paso cL2 Analyzer                | 0.7 gpm  | 31,248        |
| Firefighting                     |          | 0             |
| Tank Overflow                    |          | 60,000        |
| Waste Water                      |          | 0             |
| Sub Total North                  |          | 325,460       |
| <u>Felton Water System</u>       |          |               |
| Mainline Flushing                |          |               |
| Tank Leakage                     |          | 4,464         |
| El Solyo                         | 0.1 gpm  | 4,464         |
| Process Water                    |          |               |
| Kirby WTP cL2 Analyzers          | 0.8 gpm  | 35,712        |
| Firefighting                     |          | 0             |
| Tank Overflow                    |          | 0             |
| Waste Water                      |          | 0             |
| Sub Total Felton                 |          | 40,176        |
| <u>Manana Woods Water System</u> |          |               |
| Mainline Flushing                |          | -             |
| Tank Leakage                     |          |               |
| Process Water                    |          |               |
| Firefighting                     |          |               |
| Tank Overflow                    |          |               |
| Waste Water                      |          |               |
| Sub Total Manana Woods           |          | 0             |
| <u>Lompico Water System</u>      |          |               |
| Kaski Tank                       | 0.1 gpm  | 4,464         |
| Lewis Tank                       | 0.3 gpm  | 13,392        |
| Sub Total Lompico                |          | 17,856        |
| Total All Systems                |          | 383,492       |

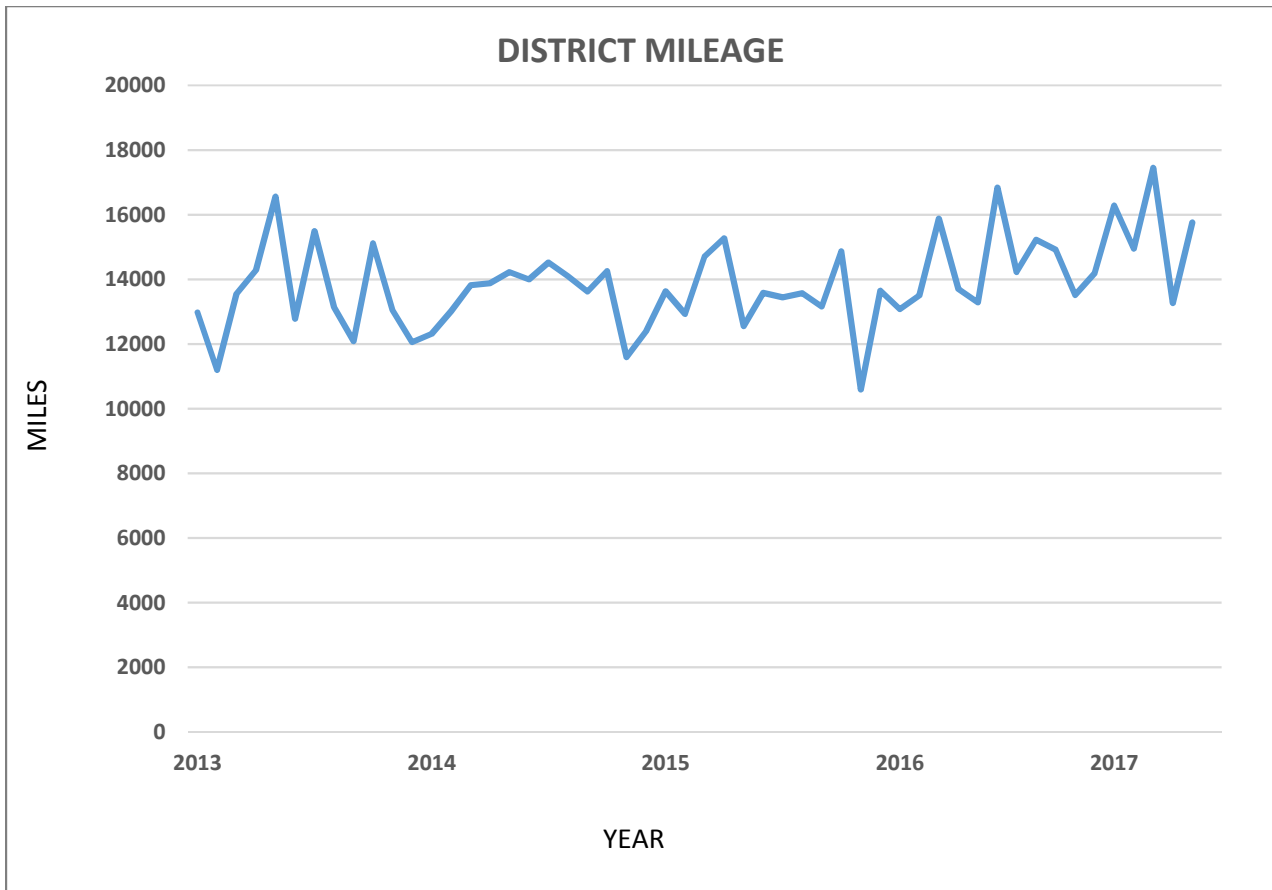
|               |                   |       |                         | Water Quality Complaint List         |                        |                         |                                      |                 |   |        |
|---------------|-------------------|-------|-------------------------|--------------------------------------|------------------------|-------------------------|--------------------------------------|-----------------|---|--------|
| Date Received | Type Of Complaint |       |                         |                                      |                        |                         |                                      | Address         | Conclusion  | System |
|               | Taste/<br>Odor    | Color | Turbidity/<br>Particles | Worms/<br>Other Visible<br>Organisms | Pressure<br>(High/Low) | Illness<br>(Waterborne) | Other<br>(Specify)                   |                 |   |        |
| 5/12/2017     | X                 |       |                         |                                      |                        |                         | Customer reported bad odor to water. | 244 Redwood Dr. | Upon field investigation by SLVWD, water quality results appeared to be normal and within range. Free chlorine was 0.8 mg/L and no odor was observed. A general physical sample was collected and sent to our contract lab for analysys. Lab results were <1 for TON. Informed customer of results- will call back if problem persists. | SLVWD  |
|               |                   |       |                         |                                      |                        |                         |                                      |                 |   |        |

# SAN LORENZO VALLEY WATER DISTRICT

## VEHICLE MILEAGE

### May 2017

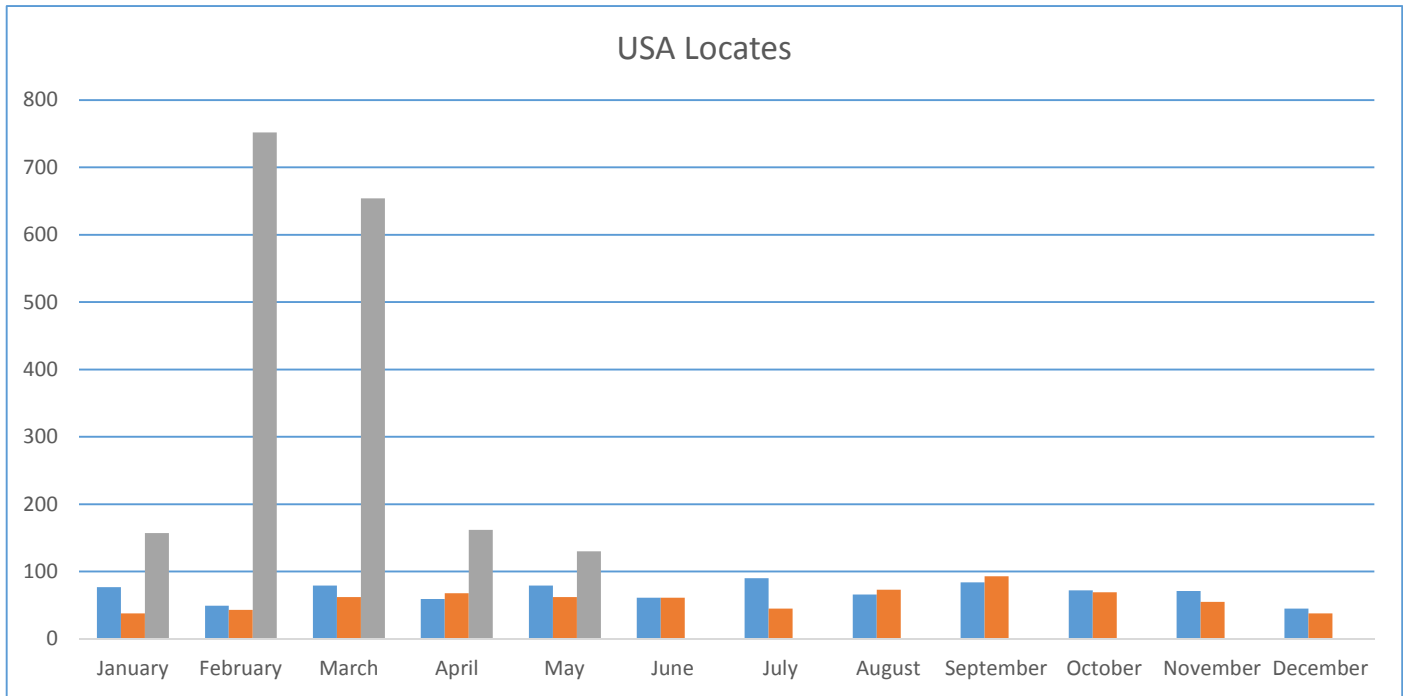
Agenda: 6.15.17  
Item: 9a4



| 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  |        |
| July      | 15,497  | 14,519  | 13,441  | 14,228  |        |
| August    | 13,136  | 14,096  | 13,569  | 14,923  |        |
| September | 12,087  | 13,622  | 13,137  | 15,229  |        |
| 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 | 77,709 |

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

Agenda: 6.15.17  
Item: 9a4



| <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          |              |
| July                 | 90          | 45          |              |
| August               | 66          | 73          |              |
| September            | 84          | 93          |              |
| October              | 72          | 69          |              |
| November             | 71          | 55          |              |
| December             | 45          | 38          |              |
| <b>Total to Date</b> | <b>832</b>  | <b>707</b>  | <b>1,855</b> |



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

## M E M O

TO: Board of Directors

FROM: Brian Lee, District Manager

SUBJECT: 2017 ELECTION SDRMA BOARD OF DIRECTORS

DATE: June 15, 2017

### RECOMMENDATION:

It is recommended that the Board of Directors review the attached information in order to select a candidate for the Special Districts Risk Management Authority Board of Directors.

### BACKGROUND:

On May 22, 2017 the District received notice of the upcoming election for the SDRMA Board Elections (attached).

The deadline to submit is August 29, 2017.

### FISCAL IMPACT:

None

### 2013 STRATEGIC PLAN:

Strategic Element 5.1 - Develop Strategic Partnerships with other agencies

RECEIVED

MAY 22 2017

SAN LORENZO VALLEY  
WATER DISTRICT

## SDRMA'S BOARD OF DIRECTORS ELECTION BALLOT INSTRUCTIONS

Notification of nominations for four (4) seats on the Special District Risk Management Authority's (SDRMA's) Board of Directors was mailed to the membership in February 2017.

On May 11, 2017, SDRMA's Election Committee reviewed the nomination documents submitted by the candidates in accordance with SDRMA's Policy No. 2017-03 Establishing Guidelines for Director Elections. The Election Committee confirmed that seven (7) candidates met the qualification requirements and those names are included on the Official Election Resolution Ballot.

Enclosed is the Official Election Resolution Ballot along with a Statement of Qualifications as submitted by each candidate. Election instructions are as follows:

1. The enclosed combined Official Election Resolution Ballot must be used to ensure the integrity of the balloting process.
2. After selecting up to four (4) candidates, your agency's governing body must approve the enclosed Official Election Resolution Ballot. **Ballots containing more than four (4) candidate selections will be considered invalid and not counted.**
3. The signed Official Election Resolution Ballot **MUST** be sealed and received by mail or hand delivery at SDRMA's office on or before 4:30 p.m. on Tuesday, August 29, 2017 to the address below. Faxes or electronic transmissions are NOT acceptable. A self-addressed, stamped envelope is enclosed.

Special District Risk Management Authority  
Election Committee  
1112 "I" Street, Suite 300  
Sacramento, California 95814

5. The four-year terms for newly elected Directors will begin on January 1, 2018 and terminate on December 31, 2021.
6. Important balloting and election dates are:

**August 29, 2017 - Deadline for members to return the signed Official Election Resolution Ballot**

August 30, 2017 - Ballots are opened and counted

August 31, 2017 - Election results are announced and candidates notified

September 27, 2017 - Newly elected Directors are introduced at the SDRMA Annual Breakfast to be held in Monterey at the CSDA Annual Conference

November 1-2, 2017 - Newly elected Directors are invited to attend SDRMA board meeting (Sacramento)

January 2018 - Newly elected Directors are seated and Board officer elections are held

Please do not hesitate to call SDRMA's Chief Operating Officer Paul Frydendal at 800.537.7790 if you have any questions regarding the election and balloting process.

**RESOLUTION NO. 29 (16-17)**

**A RESOLUTION OF THE GOVERNING BODY OF THE  
San Lorenzo Valley Water District  
FOR THE ELECTION OF DIRECTORS TO THE SPECIAL DISTRICT  
RISK MANAGEMENT AUTHORITY BOARD OF DIRECTORS**

**WHEREAS**, Special District Risk Management Authority (SDRMA) is a Joint Powers Authority formed under California Government Code Section 6500 et seq., for the purpose of providing risk management and risk financing for California special districts and other local government agencies; and

**WHEREAS**, SDRMA's Sixth Amended and Restated Joint Powers Agreement specifies SDRMA shall be governed by a seven member Board of Directors nominated and elected from the members who have executed the current operative agreement and are participating in a joint protection program; and

**WHEREAS**, SDRMA's Sixth Amended and Restated Joint Powers Agreement Article 7 - Board of Directors specifies that the procedures for director elections shall be established by SDRMA's Board of Directors; and

**WHEREAS**, SDRMA's Board of Directors approved Policy No. 2017-03' Establishing Guidelines for Director Elections specifies director qualifications, terms of office and election requirements; and

**WHEREAS**, Policy No. 2017-03 specifies that member agencies desiring to participate in the balloting and election of candidates to serve on SDRMA's Board of Directors must be made by resolution adopted by the member agency's governing body.

**NOW, THEREFORE, BE IT RESOLVED** that the governing body of the San Lorenzo Valley Water District selects the following candidates to serve as Directors on the SDRMA Board of Directors:

(continued)





**OFFICIAL 2017 ELECTION BALLOT**  
**SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY**  
**BOARD OF DIRECTORS**

**VOTE FOR ONLY FOUR (4) CANDIDATES**

Mark each selection directly onto the ballot, voting for no more than four (4) candidates. Each candidate may receive only one (1) vote per ballot. A ballot received with more than four (4) candidates selected will be considered invalid and not counted. All ballots must be sealed and received by mail or hand delivery in the enclosed self-addressed, stamped envelope at SDRMA on or before 4:30 p.m., Tuesday, August 29, 2017. Faxes or electronic transmissions are NOT acceptable.

- ☐ **TIMOTHY UNRUH**  
District Manager, Kern County Cemetery District No. 1
- ☐ **JAMES M. HAMLIN (Jim)**  
Board Director, Burney Water District
- ☐ **MIKE SCHEAFER (INCUMBENT)**  
Director/President, Costa Mesa Sanitary District
- ☐ **MICHAEL J. KAREN**  
Board Director, Apple Valley Fire Protection District
- ☐ **DAVID ARANDA (INCUMBENT)**  
General Manager, Mountain Meadows Community Services District
- ☐ **CINDI BEAUDET**  
General Manager, Temecula Public Cemetery District
- ☐ **JEAN BRACY, SDA (INCUMBENT)**  
Deputy Director – Administration, Mojave Desert Air Quality Management District

ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2017 by the San Lorenzo Valley Water District by the following roll call votes listed by name:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ATTEST:

APPROVED:

\_\_\_\_\_

\_\_\_\_\_

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.**

Nominee/Candidate Timothy Unruh  
District/Agency Kern County Cemetery District No.1  
Work Address 18662 Santa Fe Way, PO Box 354, Shafter, CA 93263  
Work Phone 661-746-3921 Home Phone 661-746-6725

**Why do you want to serve on the SDRMA Board of Directors? (Response Required)**

The work of SDRMA is critical to the everyday operations of a Special District. Knowing that the district and the board is protected gives a 'Peace of Mind' to our daily operations. Sitting on this Board will give me an opportunity to give back to SDRMA and its membership. As a manager of a moderate sized Special District, I am especially interested in maintaining an involvement from that small district perspective. It is imperative that SDRMA maintains cost effective service to the Special District community and it's important that smaller districts have a voice in their insurance needs.

**What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)**

I spent three years as a Director for CSDA including one year as Legislation Committee Chairman. I currently sit on the CSDA Legislation Committee and am a Special District Administrator (SDA). Our District is in its fourth term as a District of Distinction which now includes the Transparency Certification. I currently sit as a Director with a city appointment on Kern Mosquito and Vector board. I have been a Director of the California Association of Public Cemeteries for 15 years and currently am Chairman of the Legislation Committee. I have been involved with the Kern County Special Districts Association since 1995 from when we worked to obtain LAFCo representation for Special Districts.

Most importantly, I have been a manager for the Kern County Cemetery District for 30 years and work daily to keep our cemetery district strong and effective in our community. To that end, I have the SDRMA General Safety Specialist Certification and with that training I work for a compliant, safe and healthy working relationship with our staff.

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?  
(Response Required)**

I feel that community history is very important and am a volunteer with the local Historical Society. I also have sat on the local school board and have been involved with our youth through our church as well as our community through sports and especially by giving our young people a safe and entertaining place to visit after our home football games.

This being said, I feel that I am a committed and thorough person who knows that to get things done you must be involved and be able to think out of the box in difficult situations. You must listen to those around you and sometimes that means keeping one's mouth shut.

I have worked as a Manager for many years and understand the needs of special districts. What SDRMA offers is an integral part of special district operations and I feel that I can bring a passion for the practical needs of Special Districts.

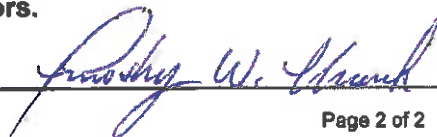
**What is your overall vision for SDRMA? (Response Required)**

SDRMA has shown great concern for the Special Districts in California as is seen in their commitment to meeting our insurance needs. This is done by listening to the membership and continuing to work on being a better and complete insurance stop. I feel that the Health Insurance part of their programs will be the next large growth area. As we deal with PERB's and the needs of our work force, this area will help to meet the needs of our agencies.

Their education is excellent and they have defined their role in local government very well. It will be necessary to maintain this role and work to educate the membership. SDRMA's commitment to be a cost-effective insurance provider has work well in the past and will continue to do so as long as the Board and staff work together to fulfill their mission statement.

**I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.**

Candidate Signature



Date: April 24, 2017

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – **no attachments will be accepted**. No statements are endorsed by SDRMA.

|                   |  |
|-------------------|--|
| Nominee/Candidate | <u>James M. Hamlin (Jim)</u>                           |
| District/Agency   | <u>Burney Water &amp; Sewer District</u>               |
| Work Address      | <u>20541 Burney Court, Burney, Ca. 96013</u>           |
| Work Phone        | <u>(530) 335-2040</u> Home Phone <u>(530) 335-2040</u> |

**Why do you want to serve on the SDRMA Board of Directors? (Response Required)**

Able to look at actuarial evidence. Being able to set adequate rates for both  
Insurance program and districts. SDRMA needs to operate as a business.

**What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)**

Served on hospital district for 24 1/2 years, California Hospital District board  
for 8 years, Burney water Sewer board for three years. I had my own insurance  
brokerage for 43 years. I did not have an E & O Claim.

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?**  
**(Response Required)**

see previous question

**What is your overall vision for SDRMA? (Response Required)**

SDRMA must operate as a viable business. Many district carriers and board members are reluctant to raise rates. When I served on Ca. Hospital Board, many of the board members were not willing to operate as a business because it would affect their hospitals bottom line.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature

*James M. Hamel* Date *4-1-2017*

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.**

Nominee/Candidate **MIKE SCHEAFER**  
District/Agency **COSTA MESA SANITARY DISTRICT**  
Work Address **1551-B BAKER ST, COSTA MESA, CA 92626**  
Work Phone **714-435-0300** Home Phone **714-552-9858**

**Why do you want to serve on the SDRMA Board of Directors? (Response Required)**

As an incumbent on the SDRMA Board I wish to continue providing the service and knowledge that I have been consistent with during my current term. As an insurance professional for over 44 years I bring the experience needed to manage the risks Districts are faced with. Over my term I have consistently made decisions to provide the protections necessary at the most affordable cost. Districts continue to encounter new challenges to their risk management programs. My years of experience, my continued involvement in insurance education and my desire to protect make me a sound choice to continue on the Board of SDRMA.

**What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)**

Current SDRMA Board Member. President Costa Mesa Sanitary District Board of Directors. Former City Councilmember for the City of Costa Mesa. Former Parks and Recreation Commissioner for the City of Costa Mesa.

Leadership positions, including Board President for the following: Little League Baseball, Boys and Girls Club of the Harbor Area, Costa Mesa Senior Center, The Albert Dixon Memorial Foundation (non profit providing funds for other non-profit agencies).

Over 30 years experience with Lions Clubs International. Served as District Governor, Club President several times. Chaired the California Convention Committee several times. Membership in the organization continues.

My leadership role in all these organizations gave, and give, me experience in the risks that face each. My insurance experience helps me make prudent decisions when challenged with those risks.

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?  
(Response Required)**

Many of the organizations that I have either been elected to or volunteered for quickly put me in a leadership role. They recognized my ability to handle the risks and challenges the organizations meet. I was able to steer those organizations in a clear path to minimize the risk.

I continue to hold a teaching credential in Insurance Education with the local community college District. Additionally I was a professor of Insurance Continuing Education for many years. I have a passion for passing on the knowledge I have acquired over my career.

I have always faced the risk management challenges of any organization with the confidence that the desired outcomes would be realized. +

**What is your overall vision for SDRMA? (Response Required)**

My vision is to continue providing the protection and service to the Special Districts that make them strong in their risk management efforts. I will continue to work for those ends while keeping strong my conviction that rates need to be adequate yet affordable for the Districts.

New technologies, changes in legislation, make it extremely difficult for Districts to keep up with the factors posing new challenges to risk management, insurance, etc. My experience in those areas, my position as an elected official, make me keenly aware of how to protect the Districts.

I will continue to be committed to making SDRMA the leader in protecting the risk management needs of our Special Districts.

**I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.**

Candidate Signature \_\_\_\_\_



Date \_\_\_\_\_

4/25/17

## Special District Risk Management Authority Board of Directors Candidate's Statement of Qualifications

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Nominee/Candidate Michael J. Karen  
District/Agency Apple Valley Fire Board  
Work Address N/A  
Work Phone N/A Home Phone 760-713-3273

### Why do you want to serve on the SDRMA Board of Directors? (Response Required)

I would be honored to serve on the SDRMA Board of Directors because I am interested in not only risk management, but insurance as well. I have run my own company and have seen first hand how accidents can affect the bottom line.

### What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

I was appointed to the Apple Valley Fire Board in February of 2016. I was re-elected the same year. During my time on the board, I have already been a part of many great things. The board and I helped to pass Measure A which funds our district in perpetuity. We also passed and have streamlined the budget. I have also been a part of evaluations as well.



I have been a business owner, and I am a Veteran of Desert Strike/Desert Storm. I am a member of the Apple Valley Chamber of Commerce, Victor Valley Republican, and the Community Emergency Response Team (CERT). I am an elected member of the Republican Central Committee as well as a Director for the Apple Valley Fire District. I have donated my time to seniors, the needy, and Salvation Army. I was also a Man About Town nominee for the High Desert Phoenix Foundation.

As a Director, I would work to promote education in the districts. I would also build coalitions to keep the rates competitive. I hope to work with the board on any and all issues facing all of our districts. I would love to be elected to such a distinguished team!

12

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – **no attachments will be accepted.** No statements are endorsed by SDRMA.

Nominee/Candidate David Aranda  
District/Agency Mountain Meadows Community Services District  
Work Address 17780 Highline Rd - Tehachapi CA 93561  
Work Phone 661-822-7616 Home Phone 661-300-1231

**Why do you want to serve on the SDRMA Board of Directors? (Response Required)**

Working with six other board members and the staff,  
as a team is challenging and rewarding.

Over the years of my service on the SDRMA Board  
I hope the members have found my input to be  
beneficial and it is my desire to continue to look  
after the members receiving the best service at a  
fair cost.

**What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)**

Service on SDRMA  
Service on SQUCA - I was part of the group that  
consolidate two entities into one entity which was  
very cost effective.  
Service on SDLF  
Past Service on CSDA - current Education Committee member

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?**  
**(Response Required)**

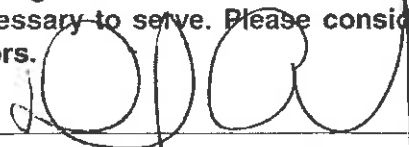
Serving as a General Manager over the past twenty plus years and serving as a Board Member assists me in understanding the proper process that benefits the operation of SDRMA. Eighteen years of experience with SDRMA provides a good knowledge base to benefit the members.

**What is your overall vision for SDRMA? (Response Required)**

- 1) Continue to provide excellent service
- 2) Continue the balance of a financially strong pool that provides great policy coverage at the best pricing possible.
- 3) Serve the members with cutting edge software, customer service, motivated employees and a Board that remembers who we are serving!

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature



Date

4-20-17

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

|                   |                                   |
|-------------------|-----------------------------------|
| Nominee/Candidate | Cindi Beaudet                     |
| District/Agency   | Temecula Public Cemetery District |
| Work Address      | 41911 C Street, Temecula CA 92592 |
| Work Phone        | (951)699-1630                     |
| Home Phone        | (951)541-8736                     |

**Why do you want to serve on the SDRMA Board of Directors? (Response Required)**

As a member of SDRMA, I've learned first hand the risk and challenges that comes with my type of Special District. I think it is important to have an active and knowledgeable voice representing our industry and districts and that understands the role special districts play and their importance. I will bring sound policy principles to the table and work with my fellow board members in the spirit of collaboration to ensure SDRMA continues to be a cost effective, high quality risk management service.

**What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)**

I have played an active role in the cemetery industry in both the private sector and with special districts for almost two decades and was elected in 2006 to the Board of California Association of Public Cemeteries (CAPC). While on the Board for CAPC one of my roles was Education Committee Chair, working with executive staff to identify learning and certification opportunities for our members. This experience has provided me with the skills and knowledge of board development, procedures, protocol and policy development.

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?  
(Response Required)**

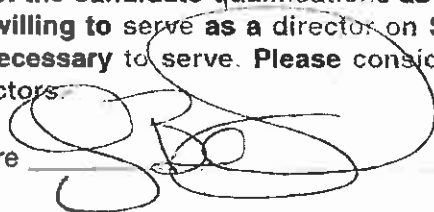
Since 2004 I have served as General Manager to the Temecula Public Cemetery District. I consider myself to be well versed in cemetery leadership, risk mitigation, best management practices and risk reduction. I hold a life insurance license from the State of California. I am an advocate for the cemetery profession, serving as a formal mentor for CAPC. I am engaged and involved heavily in my community and understand first hand the challenges and risk associated with cemetery operations and management.

**What is your overall vision for SDRMA? (Response Required)**

My overall vision for SDRMA is that it appropriately and accurately addresses the risk and mitigation needs of all its members in a thoughtful and deliberate manner, considering the size, scope and nuances of each type of public agency. This thoughtful consideration will provide better service to our members while maintaining the cost effective quality programs SDRMA continues to offer.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature



Date

4/27/17

## **Special District Risk Management Authority Board of Directors Candidate's Statement of Qualifications**

**This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.**

Nominee/Candidate    Jean Bracy, SDA  
District/Agency        Mojave Desert Air Quality Management District  
Work Address            14306 Park Ave., Victorville, CA 92392  
Work Phone              760-245-1661

### **Why do you want to serve on the SDRMA Board of Directors?**

I have served on the SDRMA Board of Directors since 2010. In 2017 I was elected by the Board to be the **Board President**. The Board strives to provide a variety of avenues for members to be successful and has adopted many important programs and policies aimed to provide members **cost effective coverage**. Each year, the Board **carefully considered** rates for services and from 2009 to 2016 voted to hold rates flat for the property/liability program. Through strategic planning SDRMA has a **strong financial base**. SDRMA has included **Cyber Coverage**; provided a **FREE Law Legal Hotline**; established a **multiple-policy discount (5%)** for each member who belongs to both the property/liability and the workers compensation programs; shares investment earnings with members through a **longevity distribution**; established the **loss prevention allowance funds** which reimburses members for safety-related costs up to \$1,000; launched and enhanced the SDRMA **interactive website**; provided **FREE online training** through Target Solutions; launched a **Safety Specialist Certificate** program; and contracted with Company Nurse to provide **FREE screening services** for work-related injury cases. I have worked closely with **SDRMA for 17 years**. I am attracted to its member-focused, pro-active, and positive mission. I would like to see – and be a part of – SDRMA continue this member-centric approach.

### **What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization)**

I am serving my eighth year on the **SDRMA Board of Directors** and in 2017 I am the Board President. I am serving my fifth year on the Board of Directors for the **Special District Leadership Foundation (SDLF)** and I am the Board Secretary. On this Board I have been part of the continuing expansion of the SDLF programs, including the premier program, **District of Distinction**, also the Special District Administrator Certificate, the Recognition of Special District Governance, and the District Transparency Certificate of Excellence.

My career experience with special districts has helped me to understand the issues specific to smaller organizations. I have learned what it really means for an organization to do more with less. I have also learned that political realities for special districts are distinct from other forms of governments. As the Deputy Director – Administration for the Mojave Desert Air Quality Management District, I am the staff representative to the Governing Board Committees for Budget and Personnel. I am a member of and have chaired the California Air Pollution Control Officers Association (CAPCOA), statewide committees for Fiscal and Human Resource officers. I organized and have chaired the Alternate Fuel Task Force for the Mojave Desert air basin; I have represented the District in the Antelope Valley Clean Cities Coalition.

My working opportunities have crossed several public service types. I served as the Victorville city representative to the Technical Advisory Committee for the Victor Valley Transit Authority and as the City representative and officer on the Executive Committee of the Regional Economic Development Authority. I volunteered four years on the Board of Directors of the Victor Valley Federal Credit Union. For six years, I worked as an adjunct professor at Victor Valley Community College teaching Public Works Administration.

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?**

As professional and as a volunteer, I have a wide range of experiences with organizational structures, long term and vision planning, development of staff and volunteers, and resource and program management. My experience of leading organizational activities and implementing change for growth includes bringing together intergenerational and multicultural groups to achieve common goals.

I am an effective manager with expertise in efficient and productive management implementing process improvements in finance, human resources, risk management, and a wide variety of related administrative and organizational functions. I have led highly skilled teams to support the achievement of overall agency goals and objectives.

I earned a Master's Degree in Public Administration from California State University, San Bernardino

I earned the Special District Administrator Certification from the Special Districts Leadership Foundation

I earned the Recognition of Special District Governance from the Special Districts Leadership Foundation

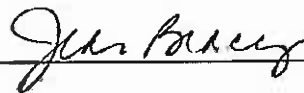
I earned the Masters Certification in Labor Relations from the California Public Employers Labor Relations Association (CALPELRA)

**What is your overall vision for SDRMA?**

I want to continue contributing my experience and expertise to SDRMA's overall function to further strengthen and enhance the lines of services provided by SDRMA. I want to see members educated to be wise in their management to reduce costs and deliver their very important missions to their communities. I want to be part of the mission to enhance the member's experience through claims management and education that leads to loss prevention.

**I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.**

Candidate Signature



Date

2-27-17

JUN 07 2017

Hello, **SAN LORENZO VALLEY  
WATER DISTRICT**

My name is Tim Unruh, SDA and I am running for a seat in the 2017 SDRMA Board of Directors election. I have been the District Manager of the Kern County Cemetery District for the past 30 years which consists of two cemeteries, including Shafter Memorial Park and Wasco Memorial Park. I am also a Director for the Kern Mosquito and Vector Control District which covers 1,657 square miles of Kern County. My education includes a B.A. in Ag-Business with an emphasis in Economics from Tabor College with postgraduate work in Business from Cal State – Bakersfield.



Previously, I was a representative for what is now Network 4 when I was elected to the CSDA Board of Directors in 2002. I chaired the CSDA Legislation Committee for 2003 and currently sit on the Legislation Committee.

In 2015, our District was the recipient of the SDRMA Earl Sayre "Excellence in Safety" award. This was accomplished through hard work and training. My desire is to take that same hard work and commitment to work for all special districts as a Director on the SDRMA board.

What I will contribute as a SDRMA Director is to be actively involved by advocating for special districts in California. Each of our districts, whether small or large, have insurance needs that impact us. These needs must be listened to and I want to work through SDRMA to do just that. Together, our involvement in SDRMA has created the ability to work as a cohesive body that can help special districts with their insurance. As a group, this allows for a greater impact to work for the issues of special districts. I understand what it means to wear multiple hats as both a General Manager and a Director. I know the difficulties that face special districts every day. I feel I can add a dimension to the SDRMA board that will help with the decisions this board will consider.

I also understand the need for continuing education for districts to stay on top of the legislation and requirements that come out of Sacramento. I have a General Safety Specialist Certification from SDRMA and a Special District Administrator Certification from CSDA. I have taken advantage of various education programs. I have seen the positive results from education and will be involved to promote more district participation in what SDRMA offers.

I want to encourage you to vote in this SDRMA election and to thank you for your vote for me as well as the opportunity to work for your special district on the SDRMA Board of Directors.

Respectfully Submitted,

Tim Unruh  
General Manager  
Kern County Cemetery District



## M E M O

TO: Board of Directors  
FROM: District Manager  
SUBJECT: DRAFT BUDGET  
DATE: June 15, 2017

### RECOMMENDATION:

It is recommended that the Board of Directors review the draft budget numbers.

### BACKGROUND:

The District goes through an annual budget process where we gather information from managers and forecast revenues and expenditures for an anticipated fiscal budget.

Revenues will be budgeted relatively flat compared to the current year as there are no scheduled rate increases and customer consumption has been relatively consistent. If a rate increase is approved, a budget amendment will be proposed.

Expenses show a full years' worth of FY1617 new hires. There are no new hires planned for the FY1718 budget.

Operating revenue is \$7.3M with operating expenses of \$7.2M, this results in an operating income of \$127,457 for FY1718.

The numbers are firm at this point from an internal standpoint. There are still some tables and explanations being worked on. We will have a final draft provided soon, with a special BOD meeting to go over sometime during the week of 6/19.

STRATEGIC PLAN: 5.1 Fiscal Plan for support of Strategy

FISCAL IMPACT: none

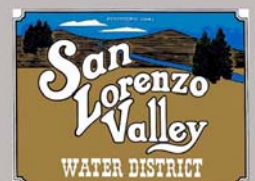
# BUDGET

## FY 2017/18

### SAN LORENZO VALLEY WATER DISTRICT



BOULDER CREEK, CA



## MISSION & CONTACT INFORMATION

### OUR MISSION

Our mission is to provide our customers and all future generations with reliable, safe and high quality water at an equitable price; to create and maintain outstanding customer service; 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.

### BOARD OF DIRECTORS

| Name             | Title          | Elected/Appointed | Term Expires  |
|------------------|----------------|-------------------|---------------|
| Gene Ratcliffe   | President      | Elected           | December 2018 |
| Charles Baughman | Vice President | Elected           | December 2018 |
| Margaret Bruce   | Director       | Elected           | December 2020 |
| Eric Hammer      | Director       | Elected           | December 2018 |
| Bill Smallman    | Director       | Elected           | December 2020 |

### DISTRICT CONTACT INFORMATION

District Manager : Brian Lee

Address: 13060 Highway 9 Boulder Creek, California 95006

Phone: (831) 338-2153 Website: [www.slvwd.com](http://www.slvwd.com)

Office Hours: 8AM – 5PM Monday – Friday

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## BUDGET OVERVIEW

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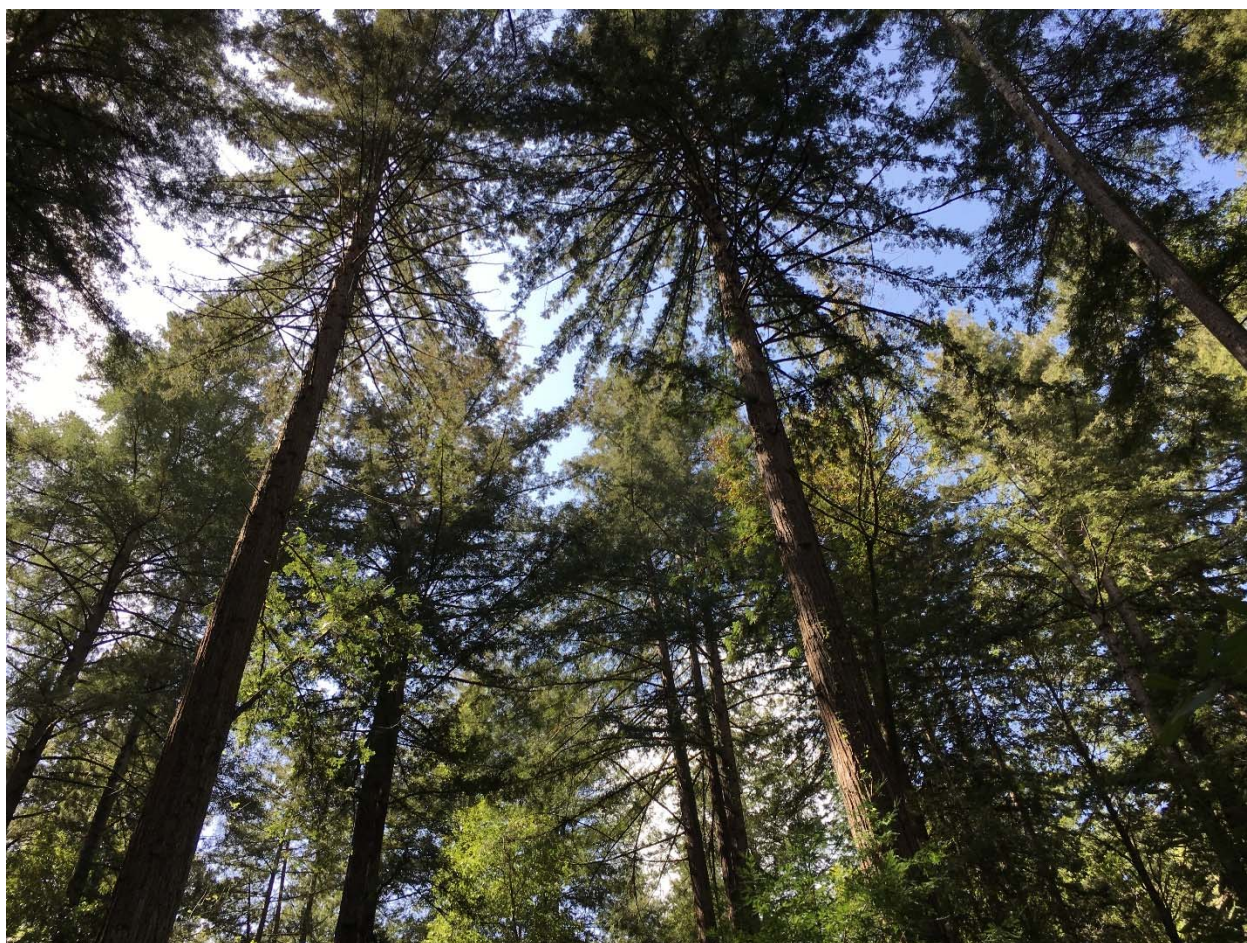
### *TRANSMITTAL LETTER*



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## *ABOUT THE COMMUNITY*

The San Lorenzo Valley is located in the Santa Cruz mountains in Santa Cruz County, California. The area was once heavy in the logging industry, especially during the rebuilding of San Francisco after the 1906 earthquake. More recently, the growth in Silicon Valley has made the area more desirable and slightly more affordable. The San Lorenzo Valley contains multiple State parks, golf courses and an active railroad attraction. Over the years, the District's service area has changed from rural and vacation cabins to a more urbanized, year-round water-use area. It is home to over 35,000 people. The District's service area covers the towns of Ben Lomond, Felton, Brookdale, Boulder Creek and parts of the City of Scotts Valley.



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## *ABOUT THE DISTRICT*

The San Lorenzo Valley Water District was established in 1941 as an independent special district. The District is governed by a five-member Board of Directors, elected at-large from within the District's service area. The San Lorenzo Valley Water District employs a full-time staff of 33 employees.

The District's boundaries comprise approximately 60 square miles and 170 miles of pipeline. The District currently provides service to approximately 7,900 residential, commercial, and institutional connections. The District relies on both surface water and groundwater resources, including nine currently active stream diversions, one groundwater spring, and eight active groundwater wells. The District owns, operates, and maintains four water systems from separate water sources. These sources are derived solely from rainfall within the San Lorenzo River watershed.

The District owns, operates, and maintains a wastewater system in Boulder Creek's Bear Creek Estates, which serves approximately 56 homes.





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## ABOUT THE BUDGET PROCESS

Budgets are a fiscally responsible instrument for local government agencies, to help plan, prepare and forecast the financial and operational objectives of the District. The District operates as an enterprise fund with a fiscal year that begins July 1 and ends June 30. For financial reporting, the District follows Generally Accepted Accounting Principles (GAAP), of which we follow accrual based accounting, meaning revenues are recognized in the period in which they were earned and expenses when incurred. For the most part, the budget is prepared by the same accrual based method. Non-cash expense items such as depreciation expense for fixed assets and accrued compensated absences are excluded from the budget, but included later on as additional information to help bridge a comparison to the audited financials.

The budget planning and preparation process is an important District activity and provides opportunity for the Board of Directors, management and staff to reassess goals and objectives for the upcoming and future years:

- This process typically begins in January internally as templates and initial forecasts for the current year are prepared. Any budget assumptions, procedures and changes from the prior year's budget are discussed in a management kick-off meeting in February.
- Management begins to prepare departmental operating and capital expenditure forecasts. Finance compiles a consolidated budget package and begins comparative analysis to identify any anomalies or outliers that need further explanation.
- Finance will forecast revenue expectations based on active rate schedules in connection with historic and anticipated future consumption levels.
- Meetings typically begin at the Budget & Finance Committee during end of March and then escalate to the full Board of Directors. The budget continues to be a regular discussion as it is updated throughout the process.
- The budget will typically go back to the Board of Directors 2 – 3 times during the process to allow optimal discussion and public discussion. The budget is intended to be approved prior to the beginning of the new fiscal year.

A budget should be balanced with current revenues equal to or greater than current expenditures. The District may elect to utilize reserves to attain a balanced budget. In the event a budget is not balanced, an action plan should be put in place to explain the shortfall and how the District plans to remedy.

---

*BUDGET DEFINITIONS*

## OVERALL BUDGET SUMMARY

### OVERALL SUMMARY

District operating income is \$127,457 for the FY1718 budget. Change in net income is \$1.1M, which does not factor in debt payments nor cash required for capital improvements.

[wanted to get summary table in here, still working on better description and adding in debt and capital needs]

**Table X: Revenue & Expenses Change in Net Position**

|                                 | FY1718 Proposed     | FY1617 Adopted      | FY1617 Est.         | Variance to         |             | Variance to         |             |
|---------------------------------|---------------------|---------------------|---------------------|---------------------|-------------|---------------------|-------------|
| Operating Revenue               | Budget              | Budget              | Actuals             | FY1617 Budget       |             | FY1617 Est.         |             |
| Water Basic                     | \$ 3,540,000        | \$ 3,326,000        | \$ 3,625,000        | \$ 214,000          | 6%          | \$ (85,000)         | -2%         |
| Water Usage                     | 3,550,000           | 3,521,640           | 3,450,000           | 28,360              | 1%          | 100,000             | 3%          |
| Sewer Fund                      | 100,000             | 100,000             | 100,000             | -                   | 0%          | -                   | 0%          |
| Sale of Meters                  | 50,000              | 25,000              | 50,000              | 25,000              | 100%        | -                   | 0%          |
| Miscellaneous Fees              | 60,000              | 72,000              | 62,000              | (12,000)            | -17%        | (2,000)             | -3%         |
| <b>Total Operating Revenue</b>  | <b>\$ 7,300,000</b> | <b>\$ 7,044,640</b> | <b>\$ 7,287,000</b> | <b>\$ 255,360</b>   | <b>4%</b>   | <b>\$ 13,000</b>    | <b>0%</b>   |
| <b>Operating Expenses</b>       |                     |                     |                     |                     |             |                     |             |
| Salaries & Benefits             | \$ 4,531,632        | \$ 4,097,927        | \$ 4,276,926        | \$ 433,705          | 11%         | \$ 254,706          | 6%          |
| Contract/Professional           | 1,206,061           | 1,236,483           | 1,185,055           | (30,422)            | -2%         | 21,006              | 2%          |
| Facilities                      | 510,300             | 536,100             | 513,552             | (25,800)            | -5%         | (3,252)             | -1%         |
| Gen. & Admin.                   | 377,450             | 391,750             | 304,858             | (14,300)            | -4%         | 72,592              | 24%         |
| Operating Expenses              | 373,100             | 390,000             | 431,587             | (16,900)            | -4%         | (58,487)            | -14%        |
| Maintenance                     | 174,000             | 157,500             | 123,900             | 16,500              | 10%         | 50,100              | 40%         |
| <b>Total Operating Expenses</b> | <b>\$ 7,172,543</b> | <b>\$ 6,809,760</b> | <b>\$ 6,835,878</b> | <b>\$ 362,783</b>   | <b>5%</b>   | <b>\$ 336,665</b>   | <b>5%</b>   |
| <b>OPERATING INCOME (LOSS)</b>  | <b>\$ 127,457</b>   | <b>\$ 234,880</b>   | <b>\$ 451,122</b>   | <b>\$ (107,423)</b> | <b>-46%</b> | <b>\$ (323,665)</b> | <b>-72%</b> |
| Non-Operating Revenue           | \$ 1,143,600        | \$ 1,051,800        | \$ 1,132,600        | \$ 91,800           | 9%          | \$ 11,000           | 1%          |
| Interest Expense                | \$ 156,915          | \$ 170,250          | \$ 168,330          | \$ (13,335)         | -8%         | \$ (11,415)         | -7%         |
| <b>CHANGE IN NET INCOME</b>     | <b>\$ 1,114,142</b> | <b>\$ 1,116,430</b> | <b>\$ 1,415,392</b> | <b>\$ (2,287)</b>   | <b>0%</b>   | <b>\$ (301,250)</b> | <b>-21%</b> |

[Want to create Statement of Revenue, Expenses & Changes in Reserves. It will need to factor in current reserves and cash needed for debt payments and capital expenditures to see if there is a cash shortfall. If there is, it means certain projects will need to be funded or postponed]

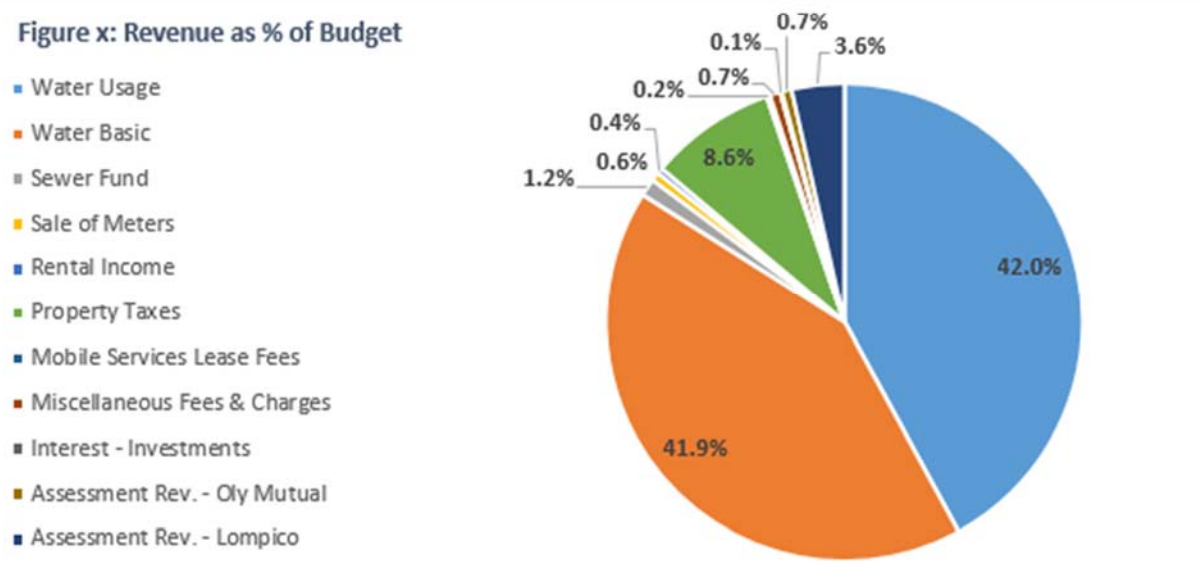
## REVENUE SUMMARY

Overall District revenue is budgeted to be \$8.4M for FY1718. Revenues have increased \$347,160 or 4% compared to the prior year budget. Revenues are expected to remain relatively flat compare to the prior year actuals, there is no anticipated change in consumption or rates.

Table X: Revenue Budget

|                                    | FY1718<br>Proposed<br>Budget | FY1617<br>Adopted<br>Budget | FY1617 Est.<br>Actuals | Variance to FY1617<br>Budget |           | Variance to FY1617<br>Est. Actuals |           |
|------------------------------------|------------------------------|-----------------------------|------------------------|------------------------------|-----------|------------------------------------|-----------|
| <b>Operating Revenue</b>           |                              |                             |                        |                              |           |                                    |           |
| Water Basic                        | \$ 3,540,000                 | \$ 3,326,000                | \$ 3,625,000           | \$ 214,000                   | 6%        | \$ (85,000)                        | -2%       |
| Water Usage                        | 3,550,000                    | 3,521,640                   | 3,450,000              | 28,360                       | 1%        | 100,000                            | 3%        |
| Sewer Fund                         | 100,000                      | 100,000                     | 100,000                | -                            | 0%        | -                                  | 0%        |
| Sale of Meters                     | 50,000                       | 25,000                      | 50,000                 | 25,000                       | 100%      | -                                  | 0%        |
| Miscellaneous Fees & Charges       | 60,000                       | 72,000                      | 62,000                 | (12,000)                     | -17%      | (2,000)                            | -3%       |
| <b>Total Operating Revenue</b>     | <b>\$ 7,300,000</b>          | <b>\$ 7,044,640</b>         | <b>\$ 7,287,000</b>    | <b>\$ 255,360</b>            | <b>4%</b> | <b>\$ 13,000</b>                   | <b>0%</b> |
| <b>Non-operating Revenue</b>       |                              |                             |                        |                              |           |                                    |           |
| Property Taxes                     | \$ 725,000                   | \$ 600,000                  | \$ 665,000             | \$ 125,000                   | 21%       | \$ 60,000                          | 9%        |
| Assessment Rev. - Oly Mutual       | 56,000                       | 57,600                      | 56,000                 | (1,600)                      | -3%       | -                                  | 0%        |
| Assessment Rev. - Lompico          | 300,000                      | 302,400                     | 300,000                | (2,400)                      | -1%       | -                                  | 0%        |
| Mobile Services Lease Fees         | 20,000                       | 15,800                      | 25,000                 | 4,200                        | 27%       | (5,000)                            | -20%      |
| Rental Income                      | 32,600                       | 36,000                      | 32,600                 | (3,400)                      | -9%       | -                                  | 0%        |
| Reimb. For Manana Woods            | -                            | 35,000                      | 46,000                 | (35,000)                     | -100%     | (46,000)                           | -100%     |
| Interest - Investments             | 10,000                       | 5,000                       | 8,000                  | 5,000                        | 100%      | 2,000                              | 25%       |
| <b>Total Non-Operating Revenue</b> | <b>\$ 1,143,600</b>          | <b>\$ 1,051,800</b>         | <b>\$ 1,132,600</b>    | <b>\$ 91,800</b>             | <b>9%</b> | <b>\$ 11,000</b>                   | <b>1%</b> |
| <b>TOTAL REVENUE</b>               | <b>\$ 8,443,600</b>          | <b>\$ 8,096,440</b>         | <b>\$ 8,419,600</b>    | <b>\$ 347,160</b>            | <b>4%</b> | <b>\$ 24,000</b>                   | <b>0%</b> |

Figure x: Revenue as % of Budget



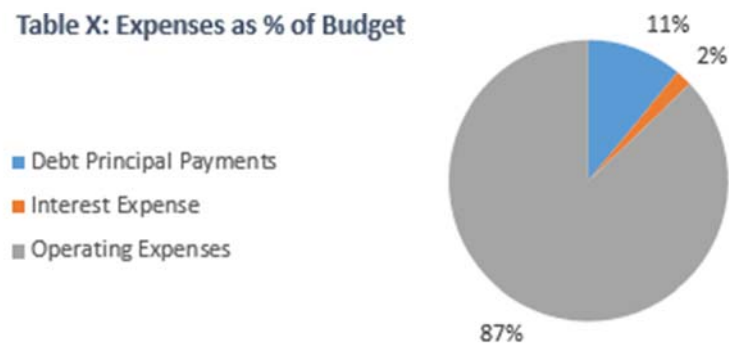
## EXPENSE SUMMARY

Overall District expenses are budgeted to be \$8.2M for FY1718. Expenses have increased \$407,980 or 5% compared to the prior year budget. Expenses have increased \$440,555 or 6% compared to the prior year actuals. The main cause for the increase in both scenarios are increases to operating expenses, detailed out later in the budget.

**Table X: Expense Budget**

|                                     | <b>FY1718<br/>Proposed<br/>Budget</b> | <b>FY1617<br/>Adopted<br/>Budget</b> | <b>FY1617 Est.<br/>Actuals</b> | <b>Variance to<br/>FY1617 Budget</b> |            | <b>Variance to<br/>FY1617 Est.<br/>Actuals</b> |            |
|-------------------------------------|---------------------------------------|--------------------------------------|--------------------------------|--------------------------------------|------------|--|------------|
| <b>Operating Expenses</b>           |                                       |                                      |                                |                                      |            |  |            |
| Salaries & Benefits                 | \$ 4,531,632                          | \$ 4,097,927                         | \$ 4,276,926                   | \$ 433,705                           | 11%        | \$ 254,706                                     | 6%         |
| Contract/Professional Services      | 1,206,061                             | 1,236,483                            | 1,185,055                      | (30,422)                             | -2%        | 21,006   | 2%         |
| Facilities                          | 510,300                               | 536,100                              | 513,552                        | (25,800)                             | -5%        | (3,252)  | -1%        |
| Gen. & Admin.                       | 377,450                               | 391,750                              | 304,858                        | (14,300)                             | -4%        | 72,592   | 24%        |
| Operating Expenses                  | 373,100                               | 390,000                              | 431,587                        | (16,900)                             | -4%        | (58,487)                                       | -14%       |
| Maintenance                         | 174,000                               | 157,500                              | 123,900                        | 16,500                               | 10%        | 50,100   | 40%        |
| <b>Total Operating Expenses</b>     | <b>\$ 7,172,543</b>                   | <b>\$ 6,809,760</b>                  | <b>\$ 6,835,878</b>            | <b>\$ 362,783</b>                    | <b>5%</b>  | <b>\$ 336,665</b>                              | <b>5%</b>  |
| <b>Interest Expense</b>             |                                       |                                      |                                |                                      |            |  |            |
| Refunding Bond                      | \$ 60,680                             |                                      |                                |                                      |            |  |            |
| Felton Loan                         | 40,771                                |                                      |                                |                                      |            |  |            |
| Olympia SRF Loan                    | 41,116                                |                                      |                                |                                      |            |  |            |
| Solar Lease                         | 10,918                                |                                      |                                |                                      |            |  |            |
| Vehicle Lease                       | 3,430                                 |                                      |                                |                                      |            |  |            |
| <b>Total Interest Expense</b>       | <b>\$ 156,915</b>                     | <b>\$ 170,250</b>                    | <b>\$ 168,330</b>              | <b>\$ (13,335)</b>                   | <b>-8%</b> | <b>\$ (11,415)</b>                             | <b>-7%</b> |
| <b>Debt Principal Payments</b>      |                                       |                                      |                                |                                      |            |  |            |
| Refunding Bond                      | \$ 146,026                            |                                      |                                |                                      |            |  |            |
| Felton Loan                         | 649,030                               |                                      |                                |                                      |            |  |            |
| Olympia SRF Loan                    | 63,117                                |                                      |                                |                                      |            |  |            |
| Solar Lease                         | 28,081                                |                                      |                                |                                      |            |  |            |
| Vehicle Lease                       | 21,779                                |                                      |                                |                                      |            |  |            |
| <b>Total Debt Payments</b>          | <b>\$ 908,033</b>                     | <b>\$ 849,500</b>                    | <b>\$ 792,728</b>              | <b>\$ 58,533</b>                     | <b>7%</b>  | <b>\$ 115,305</b>                              | <b>15%</b> |
| <b>Total Non-operating Expenses</b> | <b>\$ 1,064,947</b>                   | <b>\$ 1,019,750</b>                  | <b>\$ 961,058</b>              | <b>\$ 45,197</b>                     | <b>4%</b>  | <b>\$ 103,890</b>                              | <b>11%</b> |
| <b>TOTAL EXPENSES</b>               | <b>\$ 8,237,490</b>                   | <b>\$ 7,829,510</b>                  | <b>\$ 7,796,936</b>            | <b>\$ 407,980</b>                    | <b>5%</b>  | <b>\$ 440,555</b>                              | <b>6%</b>  |

**Table X: Expenses as % of Budget**



## OPERATING BUDGET

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### *SUMMARY*

## OPERATING REVENUE SUMMARY

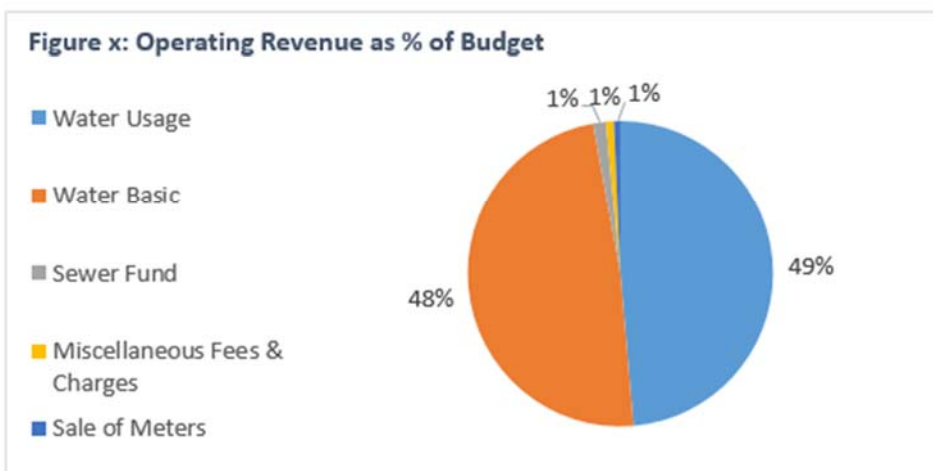
Operating revenues are budgeted to be \$7.3M, relatively flat with FY1617. Operating revenues make up the District's largest source of revenue, being 86.5% of overall revenue. Of the operating revenue, the water basic and water usage fees generate 97% of the operating revenue.

Water usage is estimated to be similar to the prior year. Even though the area is still in a groundwater emergency, given the heavy rainfall this year it is possible to see slightly higher usage this FY1718. However, the District is going to continue to stress the importance of water conservation.

Rates will remain unchanged from the prior year as a result of no scheduled rate increases. The District currently is in the process of a rate study, but results from the study have not been determined yet. If there is a significant change from the rate study, a revised budget amendment will be proposed.

**Table X: Operating Revenue Budget**

| Operating Revenue              | FY1718<br>Proposed<br>Budget | FY1617<br>Adopted<br>Budget | FY1617 Est.<br>Actuals | Variance to FY1617<br>Budget | Variance to FY1617<br>Est. Actuals |
|--------------------------------|------------------------------|-----------------------------|------------------------|------------------------------|------------------------------------|
| Water Basic                    | \$ 3,540,000                 | \$ 3,326,000                | \$ 3,625,000           | \$ 214,000 6%                | \$ (85,000) -2%                    |
| Water Usage                    | 3,550,000                    | 3,521,640                   | 3,450,000              | 28,360 1%                    | 100,000 3%                         |
| Sewer Fund                     | 100,000                      | 100,000                     | 100,000                | - 0%                         | - 0%                               |
| Sale of Meters                 | 50,000                       | 25,000                      | 50,000                 | 25,000 100%                  | - 0%                               |
| Miscellaneous Fees & Charges   | 60,000                       | 72,000                      | 62,000                 | (12,000) -17%                | (2,000) -3%                        |
| <b>Total Operating Revenue</b> | <b>\$ 7,300,000</b>          | <b>\$ 7,044,640</b>         | <b>\$ 7,287,000</b>    | <b>\$ 255,360 4%</b>         | <b>\$ 13,000 0%</b>                |



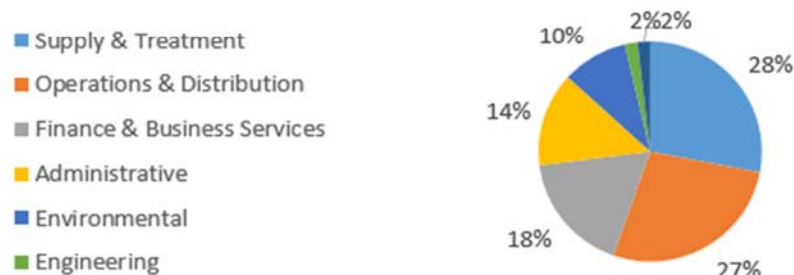


## OPERATING EXPENSE SUMMARY

**Table X: Operating Expense Budget by Department**

|                                       | FY1718<br>Proposed<br>Budget | FY1617<br>Adopted<br>Budget | FY1617 Est.<br>Actuals | Variance to<br>FY1617 Budget |           | Variance to<br>FY1617 Est.<br>Actuals |           |
|---------------------------------------|------------------------------|-----------------------------|------------------------|------------------------------|-----------|---------------------------------------|-----------|
| Administrative                        | \$ 990,497                   | \$ 1,031,838                | \$ 1,212,541           | \$ (41,341)                  | -4%       | \$ (222,044)                          | -18%      |
| Finance & Business Services           | 1,265,371                    | 707,048                     | 955,434                | 558,323                      | 79%       | 309,937                               | 32%       |
| Engineering                           | 131,032                      | 179,531                     | 54,315                 | (48,499)                     | -27%      | 76,717                                | 141%      |
| Operations & Distribution             | 1,959,315                    | 2,104,498                   | 2,164,370              | (145,183)                    | -7%       | (205,055)                             | -9%       |
| Environmental                         | 685,032                      | 619,421                     | 471,927                | 65,611                       | 11%       | 213,105                               | 45%       |
| Supply & Treatment                    | 2,010,965                    | 2,051,706                   | 1,831,351              | (40,741)                     | -2%       | 179,614                               | 10%       |
| Sewer Fund                            | 130,331                      | 115,718                     | 145,940                | 14,613                       | 13%       | (15,609)                              | -11%      |
| <b>Total Operating by Departments</b> | <b>\$ 7,172,543</b>          | <b>\$ 6,809,760</b>         | <b>\$ 6,835,878</b>    | <b>\$ 362,783</b>            | <b>5%</b> | <b>\$ 336,665</b>                     | <b>5%</b> |

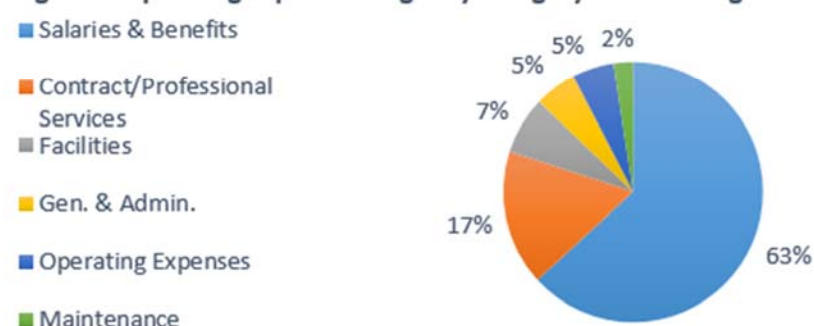
**Figure x: Operating Expense Budget by Department as % of Budget**



**Table X: Operating Expense Budget by Expense Category**

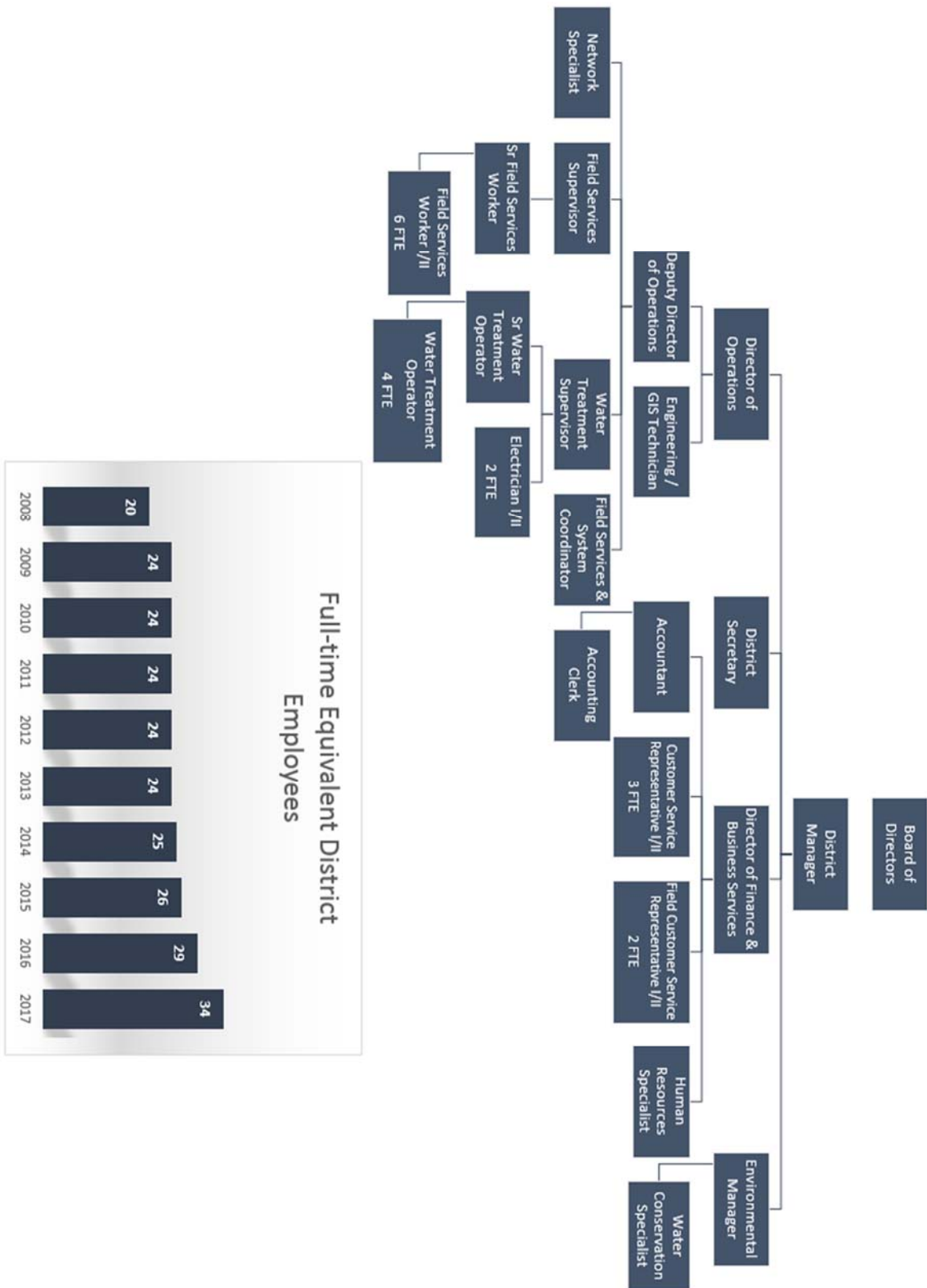
|                                    | FY1718<br>Proposed<br>Budget | FY1617<br>Adopted<br>Budget | FY1617 Est.<br>Actuals | Variance to FY1617<br>Budget |           | Variance to FY1617<br>Est. Actuals |           |
|------------------------------------|------------------------------|-----------------------------|------------------------|------------------------------|-----------|------------------------------------|-----------|
| Salaries & Benefits                | \$4,531,632                  | \$4,097,927                 | \$4,276,926            | \$433,705                    | 11%       | \$254,706                          | 6%        |
| Contract/Professional Services     | 1,206,061                    | 1,236,483                   | 1,185,055              | (30,422)                     | -2%       | 21,006                             | 2%        |
| Facilities                         | 510,300                      | 536,100                     | 513,552                | (25,800)                     | -5%       | (3,252)                            | -1%       |
| Gen. & Admin.                      | 377,450                      | 391,750                     | 304,858                | (14,300)                     | -4%       | 72,592                             | 24%       |
| Operating Expenses                 | 373,100                      | 390,000                     | 431,587                | (16,900)                     | -4%       | (58,487)                           | -14%      |
| Maintenance                        | 174,000                      | 157,500                     | 123,900                | 16,500                       | 10%       | 50,100                             | 40%       |
| <b>Total Operating by Category</b> | <b>\$ 7,172,543</b>          | <b>\$ 6,809,760</b>         | <b>\$ 6,835,878</b>    | <b>\$ 362,783</b>            | <b>5%</b> | <b>\$ 336,665</b>                  | <b>5%</b> |

**Figure x: Operating Expense Budget by Category as % of Budget**





## ORGANIZATIONAL CHART



## PERSONNEL

Overall the largest operating expense of the District are the salary & benefits portion, making up approximately 64% of the overall operating expense. The FY2017/18 budget consists of 34 full-time equivalent (FTE) employees, with over 65% of them typically being out in the field. District employees are what make our mission to provide our customers and all future generations with reliable, safe and high quality water possible.

### REQUESTED NEW HIRES

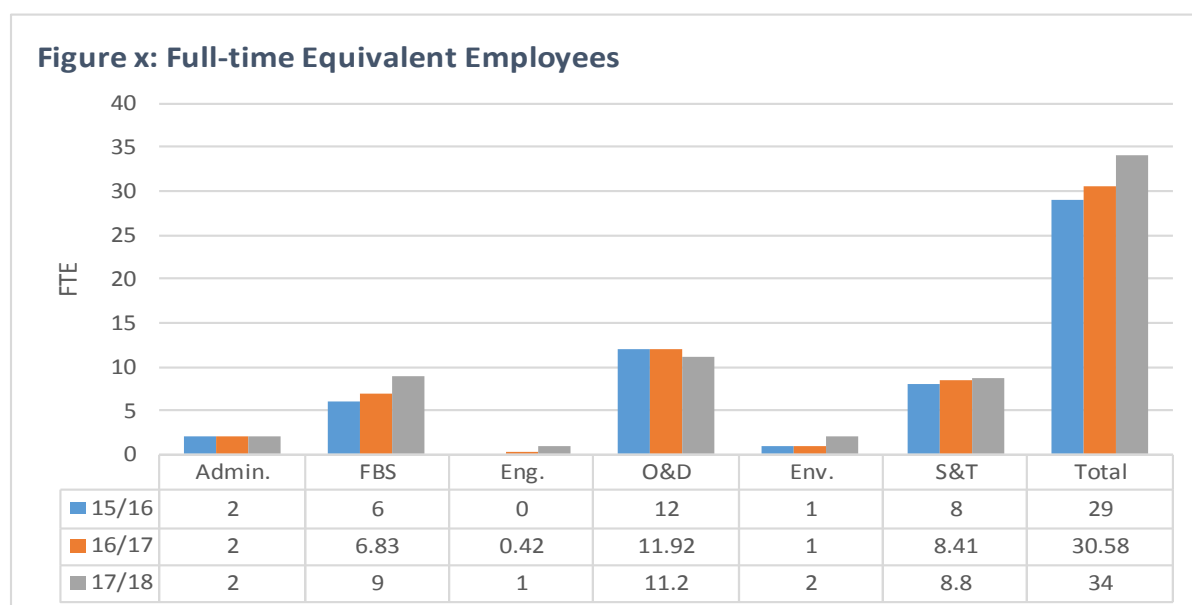
There are no new hire positions planned for this fiscal year budget.

### VARIANCE TO PRIOR YEAR BUDGET:

Expenses have increased \$433,705 or 11% compared to the prior year budget. This is due to recognizing the full year expenses of new hires hired during the year and any increases to current employee salaries, health and retirement benefits.

### VARIANCE TO PRIOR YEAR ESTIMATED ACTUALS:

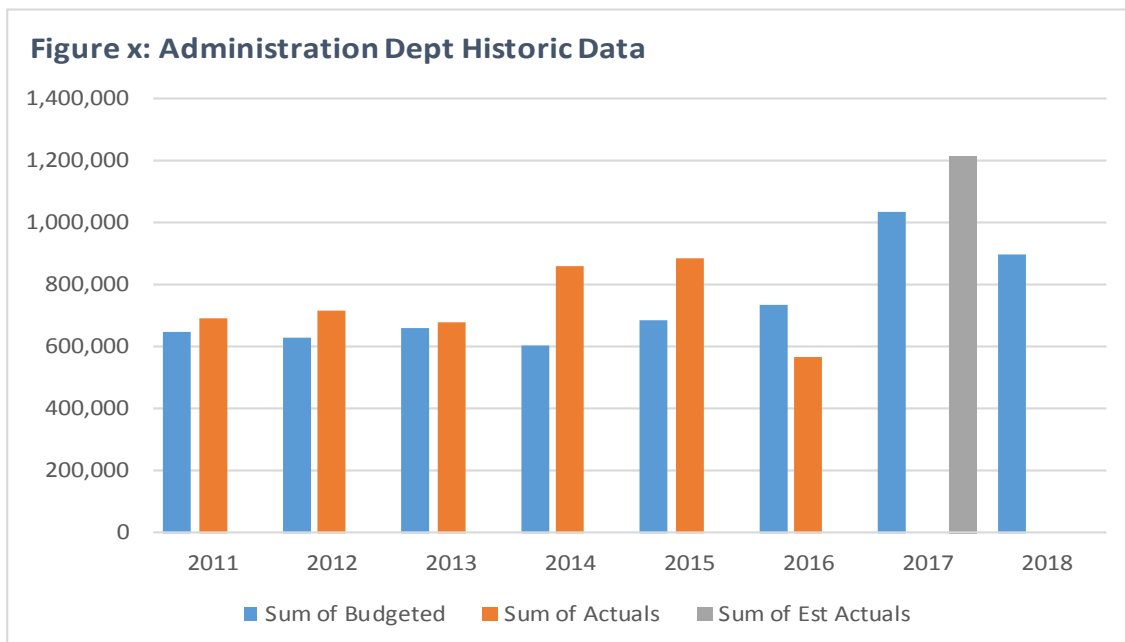
Expenses have increased \$254,706 or 6% compared to the estimated prior year actuals. This is due to recognizing the full year expenses of new hires hired during the year. In addition, the prior year actuals include a one-time payment to pay off a portion of the unfunded pension liability.



## ADMINISTRATION DEPARTMENT

The Administration department is responsible for maintaining communications, coordinating meetings and providing requested support to the public and the Board of Directors. The department assists in developing policies and procedures, rules and regulations and the overall strategic plan of the District. There are 2 FTE employees.

- The District Manager is appointed by the Board of Directors and is responsible for exercising overall supervision of District staff. The District Manager is responsible for the execution of contracts and other documents on behalf of the District to the extent provided by the Board of Directors.
- The District Secretary prepares Board agenda packets for all Board meetings, documents the notes from the meetings, maintains insurance policies and claims and public outreach communication with our third party consultant.
- This department also contains the direct expenses of the Board of Directors.



## ADMINISTRATIVE DEPARTMENT

### Administration by Expense Category

|                                | <b>FY1718<br/>Proposed<br/>Budget</b> | <b>FY1617<br/>Adopted<br/>Budget</b> | <b>FY1617 Est.<br/>Actuals</b> | <b>Variance to<br/>FY1617 Budget</b> |            | <b>Variance to<br/>FY1617 Est.<br/>Actuals</b> |             |
|--------------------------------|---------------------------------------|--------------------------------------|--------------------------------|--------------------------------------|------------|--|-------------|
| Salaries & Benefits            | \$ 429,397                            | \$ 422,938                           | \$ 527,235                     | \$ 6,459                             | 2%         | \$ (97,838)                                    | -19%        |
| Contract/Professional Services | 359,400                               | 365,200                              | 515,000                        | (5,800)                              | -2%        | (155,600)                                      | -30%        |
| Gen. & Admin.                  | 148,200                               | 197,700                              | 130,350                        | (49,500)                             | -25%       | 17,850   | 14%         |
| Facilities                     | 28,000                                | 30,000                               | 24,252                         | (2,000)                              | -7%        | 3,748  | 15%         |
| Maintenance                    | 24,500                                | 15,000                               | 14,538                         | 9,500                                | 63%        | 9,962  | 69%         |
| Operating Expenses             | 1,000                                 | 1,000                                | 1,166                          | -                                    | 0%         | (166)  | -14%        |
| <b>Total Operating Expense</b> | <b>\$ 990,497</b>                     | <b>\$ 1,031,838</b>                  | <b>\$ 1,212,541</b>            | <b>\$ (41,341)</b>                   | <b>-4%</b> | <b>\$ (222,044)</b>                            | <b>-18%</b> |

### VARIANCE TO PRIOR YEAR BUDGET:

Expenses have decreased \$41,341 or (4%) compared to the prior year budget. The decrease is due to less outside consultant and professional services expenditures.

### VARIANCE TO PRIOR YEAR ESTIMATED ACTUALS:

Expenses have decreased \$222,044 or (18%) compared to the estimated prior year actuals. The decrease is due to a one-time CalPERS pension payment during FY1617 and a decrease in budgeted legal fees.

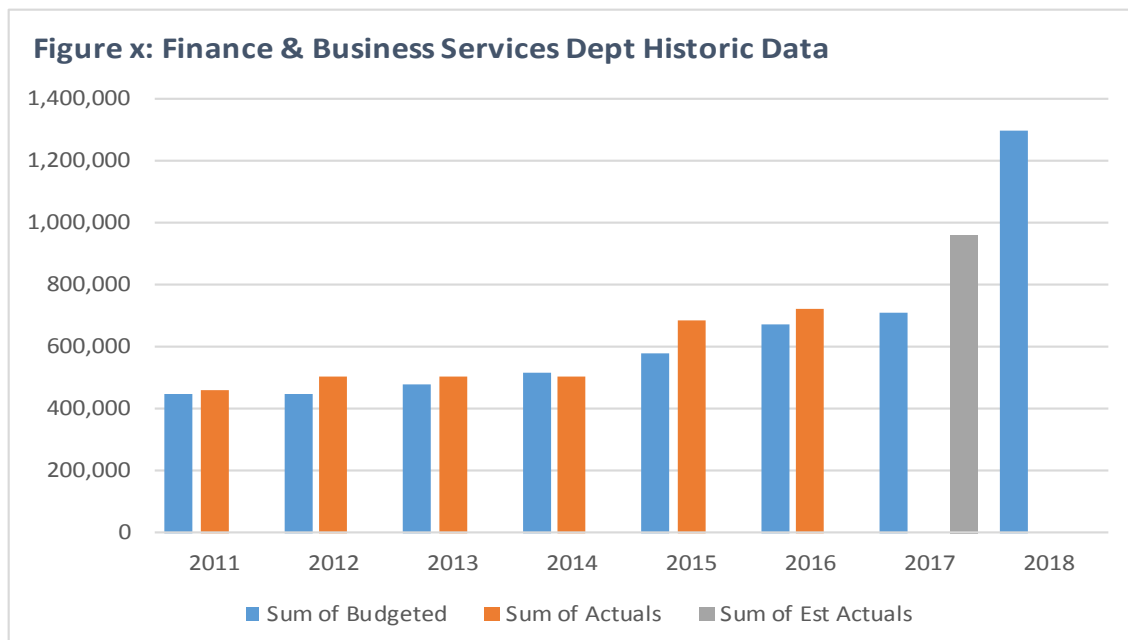
### FY1718 BUDGET EXPENDITURES TO NOTE:

There is an expected \$140,400 expenditure for the Joint Powers Authority Santa Margarita Basin Groundwater Sustainability Agency. This represents the District's shared portion of the estimated \$360,000 overall cost. This is budgeted in the Contract/Professional Services account.

## FINANCE & BUSINESS SERVICES DEPARTMENT

The Finance & Business Services (FBS) department is responsible for District's accounting and financial duties, customer service, field customer service and human resources needs. The department has the responsibility to oversee the general day-to-day business of the District, meeting short and long term financial objectives, as well as ensuring all financial reporting requirements are being met. There are 9 FTE employees.

- The customer service team is responsible for customer accounts, billing, processing payments, customer inquiries and assigning customer service orders.
- The field customer service team is responsible for reading and maintaining meters, investigating high or low usage, turning service on/off, customer rebate program field review and other service orders as assigned.
- Human resources (HR) provides administrative and operational support to District employees and retirees on benefit administration, recruitment, training and other essential HR functions.
- The finance team is responsible for finance and accounting duties to support all departments, ensure adequate internal controls, prepare and analyze annual financial and budget reports of the District. The department also maintains the general ledger, accounts payable/receivable, capital project accounting, grant accounting, payroll, inventory management and purchasing.



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*FINANCE & BUSINESS SERVICES DEPARTMENT*

**Finance & Business Services by Expense Category**

|                                | <b>FY1718<br/>Proposed<br/>Budget</b> | <b>FY1617<br/>Adopted<br/>Budget</b> | <b>FY1617 Est.<br/>Actuals</b> | <b>Variance to<br/>FY1617 Budget</b> |            | <b>Variance to<br/>FY1617 Est.<br/>Actuals</b> |            |
|--------------------------------|---------------------------------------|--------------------------------------|--------------------------------|--------------------------------------|------------|--|------------|
| Salaries & Benefits            | \$ 997,621                            | \$ 494,748                           | \$ 686,445                     | \$ 502,873                           | 102%       | \$ 311,176                                     | 45%        |
| Contract/Professional Services | 114,000                               | 106,000                              | 126,059                        | 8,000                                | 8%         | (12,059)                                       | -10%       |
| Gen. & Admin.                  | 145,750                               | 106,300                              | 141,876                        | 39,450                               | 37%        | 3,874  | 3%         |
| Maintenance                    | 7,500                                 | -                                    | -                              | 7,500                                | 0%         | 7,500  | 0%         |
| Operating Expenses             | 500                                   | -                                    | 1,054                          | 500                                  | 0%         | (554)  | -53%       |
| <b>Total Operating Expense</b> | <b>\$ 1,265,371</b>                   | <b>\$ 707,048</b>                    | <b>\$ 955,434</b>              | <b>\$ 558,323</b>                    | <b>79%</b> | <b>\$ 309,937</b>                              | <b>32%</b> |

**VARIANCE TO PRIOR YEAR BUDGET:**

Expenses have increased \$558,323 or 79% compared to the prior year budget. The increase is due to a full year of new hire expenses, changes from department reorganization and the shift of two Field Customer Service Representatives from the O&D department to here. Other increases are due to shifts of HR expenses from the Administration department, maintenance of vehicles and increased banking fees as more customers are utilizing electronic payments.

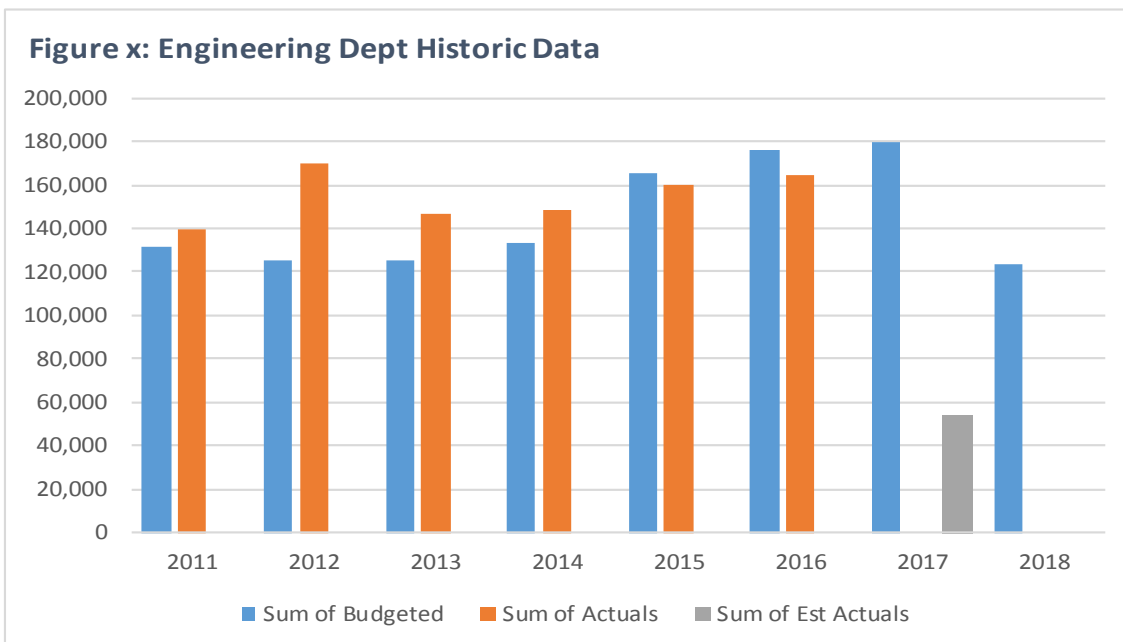
**VARIANCE TO PRIOR YEAR ESTIMATED ACTUALS:**

Expenses have increased \$309,937 or 32% compared to the estimated prior year actuals. The increase is due to a full year of new hire expenses, changes from department reorganization and the shift of two Field Customer Service Representatives from the O&D department to here.

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## ENGINEERING DEPARTMENT

The Engineering department coordinates and inspect the efforts of projects to expand the water system. Projects can include contracted out projects or internal meter reviews for individual parcels coming on to the water system. Engineering also maintains the District infrastructure drawings and maps. The Engineering department is responsible for Geographic Information Systems (GIS) and the development of valuable tools for more efficient and effective access, linking, analysis, and maintenance of information for and about the District and its service connections. There is 1 FTE.



## ENGINEERING DEPARTMENT

### Engineering by Expense Category

|                                | <b>FY1718<br/>Proposed<br/>Budget</b> | <b>FY1617<br/>Adopted<br/>Budget</b> | <b>FY1617 Est.<br/>Actuals</b> | <b>Variance to<br/>FY1617 Budget</b> |             | <b>Variance to<br/>FY1617 Est.<br/>Actuals</b> |             |
|--------------------------------|---------------------------------------|--------------------------------------|--------------------------------|--------------------------------------|-------------|--|-------------|
| Salaries & Benefits            | \$ 101,632                            | \$ 154,831                           | \$ 47,701                      | \$ (53,199)                          | -34%        | \$ 53,931                                      | 113%        |
| Contract/Professional Services | 25,000                                | 10,000                               | 4,748                          | 15,000                               | 150%        | 20,252   | 427%        |
| Gen. & Admin.                  | 3,200                                 | 3,700                                | 969                            | (500)                                | -14%        | 2,231  | 230%        |
| Facilities                     | 1,200                                 | 3,000                                | 897                            | (1,800)                              | -60%        | 303  | 34%         |
| Maintenance                    | -                                     | 2,000                                | -                              | (2,000)                              | -100%       | -  | 0%          |
| Operating Expenses             | -                                     | 6,000                                | -                              | (6,000)                              | -100%       | -  | 0%          |
| <b>Total Operating Expense</b> | <b>\$ 131,032</b>                     | <b>\$ 179,531</b>                    | <b>\$ 54,315</b>               | <b>\$ (48,499)</b>                   | <b>-27%</b> | <b>\$ 76,717</b>                               | <b>141%</b> |

### VARIANCE TO PRIOR YEAR BUDGET:

Expenses have decreased \$48,499 or (27%) compared to the prior year budget. The decrease from prior year budget is due to employee changeover.

### VARIANCE TO PRIOR YEAR ESTIMATED ACTUALS:

Expenses have increased \$76,717 or 127% compared to the estimated prior year actuals. The increase from prior year estimated actuals is due to the filling of a vacant position.

### FY1718 BUDGET EXPENDITURES TO NOTE:

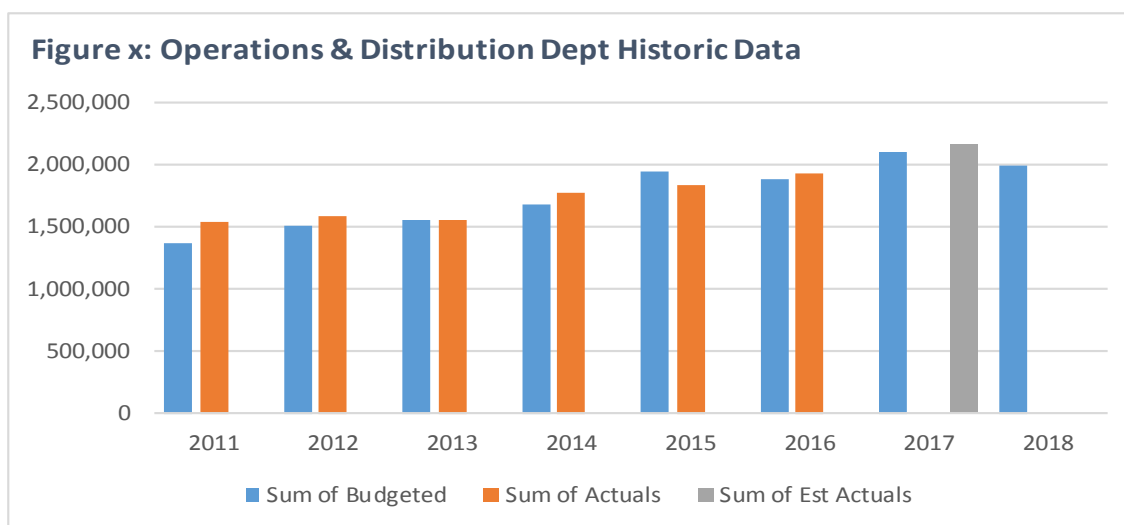
Towards the end of FY1617, the Board approved \$60K for contracting an engineering firm to assist in project design and management for upcoming projects. Only a small portion is in the Contract/Professional Services account, as the majority of these expenses are expected to be capitalized with the related projects.



## OPERATIONS & DISTRIBUTION DEPARTMENT

The Operations & Distribution department is responsible for the District's operations and maintenance of the water system infrastructure, wastewater system, facilities security and emergency preparedness programs. In addition to complying with all applicable environmental regulations; performing preventive and corrective fleet, facilities and right of way maintenance; managing computerized controls equipment and monitoring and maintaining infrastructure assets. The operations team operates the water system and facilities 24-hour a day, 7 days a week. There are 11.2 FTE employees.

- Upper management consists of the Director of Operations and the Deputy Director of Operations, which oversee all staff within the Operations & Distribution and Supply & Treatment departments. The Director of Operations also oversees the Engineering department.
- The Field Services Supervisor oversees the Field Service Worker staff and are responsible for the daily operation and maintenance of the systems, repairing and replacing service lines, distribution mains and valves, annual flushing to maintain water quality and locating services from Dial 811.
- Field Services & System Coordinator provides administrative support to the Director of Operations, and performs a variety of field work relative to the operations and maintenance of water and wastewater systems.
- The Network Specialist performs administrative and technical work maintaining servers, computers and peripherals; maintains and prepares records and reports; monitors SCADA systems to report alarms; develops and maintains the District website, email and security systems.



## OPERATIONS & DISTRIBUTION DEPARTMENT

### Operations & Distribution by Expense Category

|                                | <b>FY1718<br/>Proposed<br/>Budget</b> | <b>FY1617<br/>Adopted<br/>Budget</b> | <b>FY1617 Est.<br/>Actuals</b> | <b>Variance to<br/>FY1617 Budget</b> |            | <b>Variance to<br/>FY1617 Est.<br/>Actuals</b> |            |
|--------------------------------|---------------------------------------|--------------------------------------|--------------------------------|--------------------------------------|------------|--|------------|
| Salaries & Benefits            | \$ 1,447,440                          | \$ 1,585,498                         | \$ 1,617,256                   | \$ (138,058)                         | -9%        | \$ (169,816)                                   | -11%       |
| Contract/Professional Services | 100,000                               | 120,000                              | 100,000                        | (20,000)                             | -17%       | -  | 0%         |
| Gen. & Admin.                  | 12,000                                | 13,500                               | 9,191                          | (1,500)                              | -11%       | 2,809  | 31%        |
| Facilities                     | 176,000                               | 177,000                              | 175,149                        | (1,000)                              | -1%        | 851  | 0%         |
| Maintenance                    | 100,500                               | 96,000                               | 76,500                         | 4,500                                | 5%         | 24,000   | 31%        |
| Operating Expenses             | 135,000                               | 112,500                              | 198,273                        | 22,500                               | 20%        | (63,273)                                       | -32%       |
| Allocations                    | (11,625)                              | -                                    | (12,000)                       | (11,625)                             | 0%         | 375  | -3%        |
| <b>Total Operating Expense</b> | <b>\$ 1,959,315</b>                   | <b>\$ 2,104,498</b>                  | <b>\$ 2,164,370</b>            | <b>\$ (145,183)</b>                  | <b>-7%</b> | <b>\$ (205,055)</b>                            | <b>-9%</b> |

### VARIANCE TO PRIOR YEAR BUDGET:

Expenses have decreased \$145,183 or (7%) compared to the prior year budget. The majority of the decrease was due to the move of two Field Customer Service Representatives to the FBS department. This was offset by the full year impact of prior year new hires.

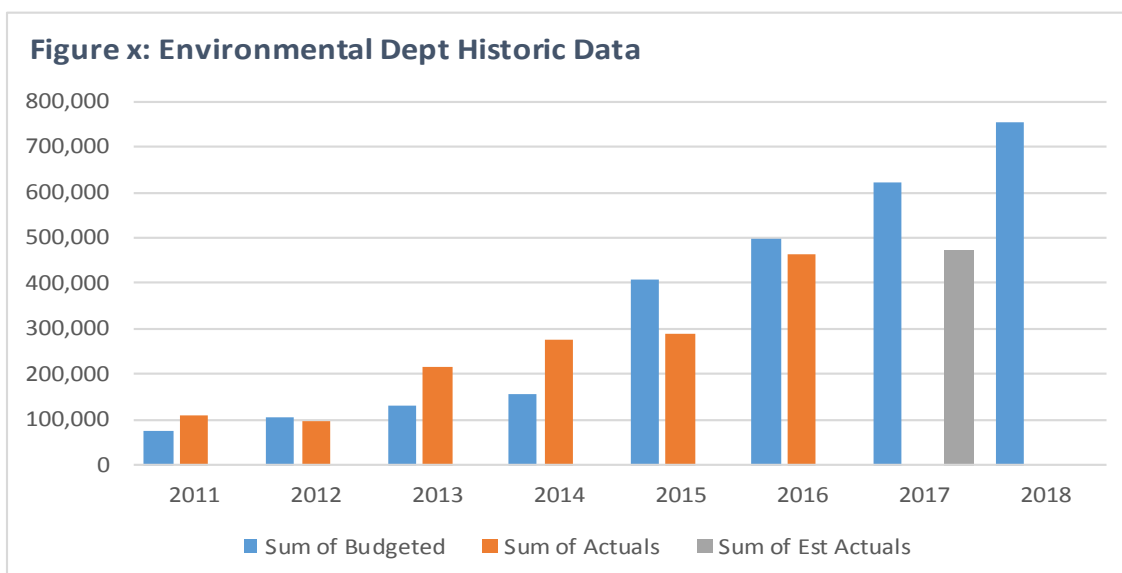
### VARIANCE TO PRIOR YEAR ESTIMATED ACTUALS:

Expenses have decreased \$205,055 or (9%) compared to the estimated prior year actuals. The majority of the decrease was due to the move of two Field Customer Service Representatives to the FBS department. This was offset by the full year impact of prior year new hires and a decrease in one-time operating expenses experienced in the prior year from the Lompico merger.

## ENVIRONMENTAL DEPARTMENT

The Environmental department oversees an array of strategies and programs related to increasing public awareness of the District's efforts investments to provide a safe and reliable water supply. There is 1 current FTE, with an additional 1 FTE approved and in the hiring process.

- Facilitates programs to encourage water users to improve or maintain long-term water-use efficiency.
- Helps identify current or potential drought conditions to help the District increase water conservation guidelines to meet demand or regulatory requirements.
- Identifies potential grant funding, prepares applications, coordinates with other agencies for collaborative grants and coordinates any grant implementation.
- Conducts California Environmental Quality Act (CEQA) review of District projects and determines potential impact.



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## ENVIRONMENTAL DEPARTMENT

### Environmental by Expense Category

|                                | <b>FY1718<br/>Proposed<br/>Budget</b> | <b>FY1617<br/>Adopted<br/>Budget</b> | <b>FY1617<br/>Est. Actuals</b> | <b>Variance to<br/>FY1617 Budget</b> |            | <b>Variance to FY1617<br/>Est. Actuals</b> |            |
|--------------------------------|---------------------------------------|--------------------------------------|--------------------------------|--------------------------------------|------------|--|------------|
| Salaries & Benefits            | \$ 253,271                            | \$ 192,288                           | \$ 155,743                     | \$ 60,983                            | 32%        | \$ 97,528                                  | 63%        |
| Contract/Professional Services | 357,661                               | 347,283                              | 290,000                        | 10,378                               | 3%         | 67,661                                     | 23%        |
| Gen. & Admin.                  | 61,300                                | 63,050                               | 21,135                         | (1,750)                              | -3%        | 40,165                                     | 190%       |
| Facilities                     | 300                                   | 300                                  | -                              | -                                    | 0%         | 300  | 0%         |
| Maintenance                    | 10,000                                | 15,000                               | 5,000                          | (5,000)                              | -33%       | 5,000                                      | 100%       |
| Operating Expenses             | 2,500                                 | 1,500                                | 49                             | 1,000                                | 67%        | 2,451                                      | 4986%      |
| <b>Total Operating Expense</b> | <b>\$ 685,032</b>                     | <b>\$ 619,421</b>                    | <b>\$ 471,927</b>              | <b>\$ 65,611</b>                     | <b>11%</b> | <b>\$ 213,105</b>                          | <b>45%</b> |

### VARIANCE TO PRIOR YEAR BUDGET:

Expenses have increased \$65,611 or 11% compared to the prior year budget. The increase is due to the full year of a new hire position in the process of being filled and an increase in water conservation/education expenses.

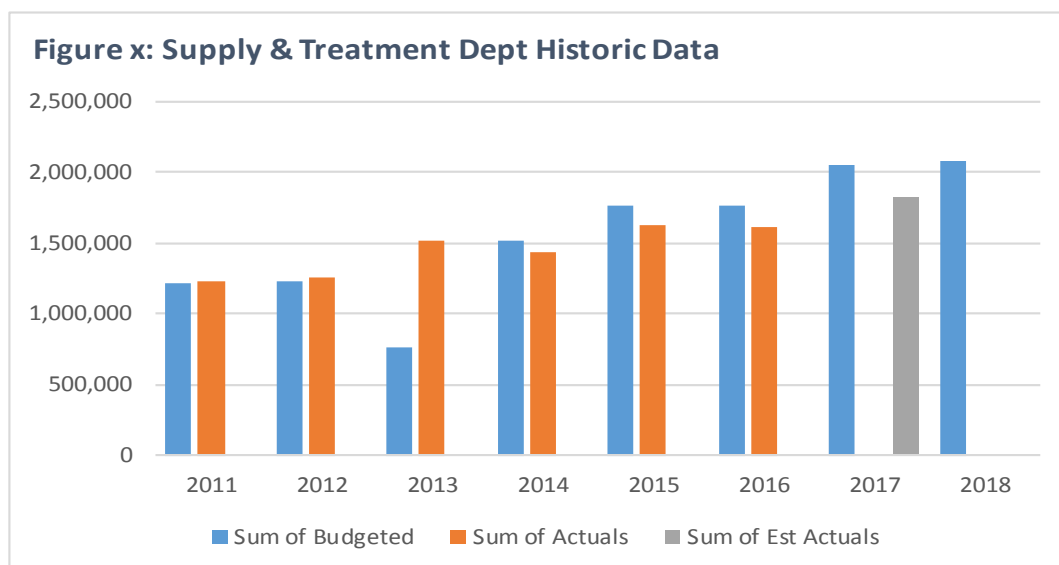
### VARIANCE TO PRIOR YEAR ESTIMATED ACTUALS:

Expenses have increased \$213,105 or 45% compared to the estimated prior year actuals. The increase is due to the full year of a new hire position in the process of being filled and FY1617 budgeted items that have been pushed into this FY1718 budget.

## SUPPLY & TREATMENT DEPARTMENT

The Supply & Treatment department receives raw water from multiple surface and groundwater sources. The department treats the water utilizing full conventional treatment technologies to meet all state and federal potable water standards and performs all chemical and biologic analyses required by the California Department of Public Health and the U.S. Environmental Protection Agency. There are 8.8 FTE employees.

- The Water Treatment Supervisor plans, organizes, and participates in the operation, maintenance and repair of equipment used in the operation of the water and wastewater treatment systems, including wells, pumps, valves, reservoirs and treatment plants. Plans and implements a comprehensive water quality monitoring program.
- Water Treatment Operator staff inspect stream intakes, water production, treatment and storage facilities, and wastewater collection, transmission and treatment facilities. Collects water and wastewater samples at various locations, performs routine laboratory analysis and records and reports results.
- Electrician staff perform a variety of skilled work related to the installation, maintenance and repair of industrial high voltage electrical motors, motor controls and equipment used in water and wastewater facilities; installs, maintains, calibrates, repairs and operates electrical, pneumatic and mechanical instrumentation, controls, and equipment associated with the Supervisor Control and Data Acquisition (SCADA) system.



## SUPPLY & TREATMENT DEPARTMENT

### Supply & Treatment by Expense Category

|                                | <b>FY1718<br/>Proposed<br/>Budget</b> | <b>FY1617<br/>Adopted<br/>Budget</b> | <b>FY1617 Est.<br/>Actuals</b> | <b>Variance to<br/>FY1617 Budget</b> |            | <b>Variance to<br/>FY1617 Est.<br/>Actuals</b> |            |
|--------------------------------|---------------------------------------|--------------------------------------|--------------------------------|--------------------------------------|------------|--|------------|
| Salaries & Benefits            | \$ 1,273,271                          | \$ 1,228,206                         | \$ 1,222,546                   | \$ 45,065                            | 4%         | \$ 50,725                                      | 4%         |
| Contract/Professional Services | 195,000                               | 225,000                              | 65,648                         | (30,000)                             | -13%       | 129,352  | 197%       |
| Gen. & Admin.                  | 7,000                                 | 7,500                                | 1,337                          | (500)                                | -7%        | 5,663  | 424%       |
| Facilities                     | 295,000                               | 315,000                              | 304,817                        | (20,000)                             | -6%        | (9,817)  | -3%        |
| Maintenance                    | 31,000                                | 28,500                               | 27,862                         | 2,500                                | 9%         | 3,138  | 11%        |
| Operating Expenses             | 212,600                               | 247,500                              | 212,142                        | (34,900)                             | -14%       | 458  | 0%         |
| Allocations                    | (2,906)                               | -                                    | (3,000)                        | (2,906)                              | 0%         | 94   | -3%        |
| <b>Total Operating Expense</b> | <b>\$ 2,010,965</b>                   | <b>\$ 2,051,706</b>                  | <b>\$ 1,831,351</b>            | <b>\$ (40,741)</b>                   | <b>-2%</b> | <b>\$ 179,614</b>                              | <b>10%</b> |

### VARIANCE TO PRIOR YEAR BUDGET:

Expenses have decreased \$40,741 or (2%) compared to the prior year budget. The decrease is due to tightened expenditure budgeting, partially off-set by the increase for recognizing a full year of new hires.

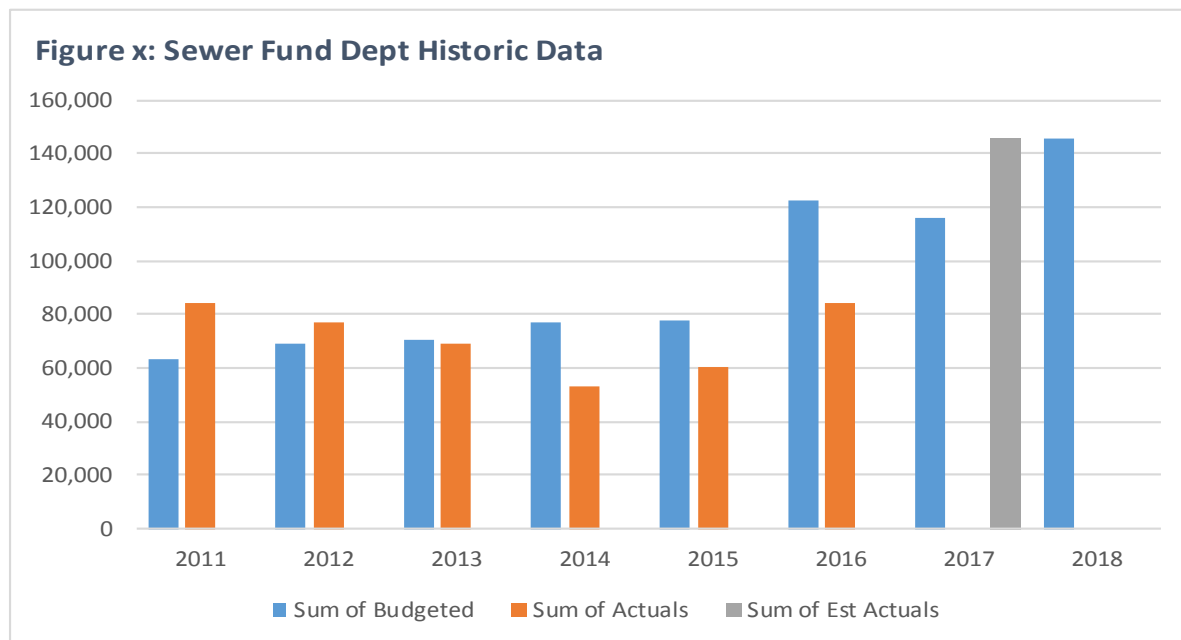
### VARIANCE TO PRIOR YEAR ESTIMATED ACTUALS:

Expenses have increased \$179,614 or 10% compared to the estimated prior year actuals. The increase is due to the full year of a new hire position and one-time expenses from the Lompico merger.

## SEWER FUND

The District owns, operates and maintains a wastewater system in Boulder Creek's Bear Creek Estates, which serves approximately 56 homes. The system is operating on a routine or as needed basis with staff being allocated from the Operations & Distribution or Supply & Treatment departments.

- The system collects and treats domestic wastewater flow.
- The existing collection system consists of 19 manholes, 2 cleanouts, approximately 3,600 linear feet of gravity sewer, 2,600 linear feet of force mains, 2 sewer pump stations and 56 laterals.
- Initially constructed in 1985, it consisted of two (2) cast-in-place, underground concrete tanks, an influent pump station and an effluent pump station discharging treated effluent to a subsurface 2.3-acre leach field.
- From 2005 through 2013, the District completed several modifications aimed at achieving regulatory compliance and improved nitrogen removal efficiency. This resulted in the existing treatment septic system being modified to incorporate a 3-stage trickling filter system, new internal recirculation/splitter/ball valves, and new air blowers with high capacity disc diffusers in the clarifier tanks.
- Due to higher regulatory requirements, there is still significant improvements needed for the wastewater system.



## SEWER FUND

### Sewer Fund by Expense Category

|                                | <b>FY1718<br/>Proposed<br/>Budget</b> | <b>FY1617<br/>Adopted<br/>Budget</b> | <b>FY1617<br/>Est. Actuals</b> | <b>Variance to<br/>FY1617 Budget</b> |            | <b>Variance to<br/>FY1617 Est.<br/>Actuals</b> |             |
|--------------------------------|---------------------------------------|--------------------------------------|--------------------------------|--------------------------------------|------------|--|-------------|
| Salaries & Benefits            | \$ 29,000                             | \$ 19,418                            | \$ 20,000                      | \$ 9,582                             | 49%        | \$ 9,000                                       | 45%         |
| Contract/Professional Servi    | 55,000                                | 63,000                               | 83,600                         | (8,000)                              | -13%       | (28,600)                                       | -34%        |
| Facilities                     | 9,800                                 | 10,800                               | 8,438                          | (1,000)                              | -9%        | 1,362  | 16%         |
| Maintenance                    | 500                                   | 1,000                                | -                              | (500)                                | -50%       | 500  | 0%          |
| Operating Expenses             | 21,500                                | 21,500                               | 18,902                         | -                                    | 0%         | 2,598  | 14%         |
| Allocations                    | 14,531                                | -                                    | 15,000                         | 14,531                               | 0%         | (469)  | -3%         |
| <b>Total Operating Expense</b> | <b>\$ 130,331</b>                     | <b>\$ 115,718</b>                    | <b>\$ 145,940</b>              | <b>\$ 14,613</b>                     | <b>13%</b> | <b>\$ (15,609)</b>                             | <b>-11%</b> |

### VARIANCE TO PRIOR YEAR BUDGET:

Expenses have increased \$14,613 or 13% compared to the prior year budget. The increase is due to additional staffing and expense needs to maintain the system.

### VARIANCE TO PRIOR YEAR ESTIMATED ACTUALS:

Expenses have decreased \$15,609 or (11%) compared to the estimated prior year actuals due to restricting expenditures until there is enough revenue to cover additional expenditures.



## NON-OPERATING REVENUE & EXPENSES

### NON-OPERATING REVENUE

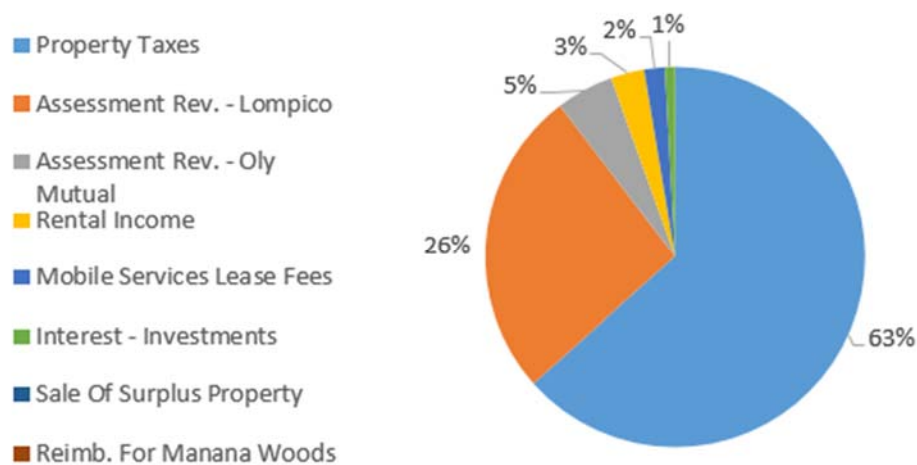
The District receives a large portion of non-operating revenue from the District's share of property taxes levied by the County on certain parcels within the District. Property tax revenue is typically designated to help pay any debt or fund reserves. Given the strong real estate trends, there is an anticipated 9% increase to property tax revenue.

There is a portion of non-operating revenue received by two assessment districts, Olympia Mutual and Lompico. These are considered restricted funds, as they are specifically earmarked to repay debt from past projects or fund future projects.

**Table X: Non-Operating Revenue Budget**

|                                    | FY1718<br>Proposed<br>Budget | FY1617<br>Adopted<br>Budget | FY1617 Est.<br>Actuals | Variance to<br>FY1617 Budget |           | Variance to<br>FY1617 Est.<br>Actuals |           |
|------------------------------------|------------------------------|-----------------------------|------------------------|------------------------------|-----------|---------------------------------------|-----------|
| <b>Non-operating Revenue</b>       |                              |                             |                        |                              |           |                                       |           |
| Property Taxes                     | \$ 725,000                   | \$ 600,000                  | \$ 665,000             | \$125,000                    | 21%       | \$60,000                              | 9%        |
| Assessment Rev. - Oly Mutual       | 56,000                       | 57,600                      | 56,000                 | (1,600)                      | -3%       | -                                     | 0%        |
| Assessment Rev. - Lompico          | 300,000                      | 302,400                     | 300,000                | (2,400)                      | -1%       | -                                     | 0%        |
| Mobile Services Lease Fees         | 20,000                       | 15,800                      | 25,000                 | 4,200                        | 27%       | (5,000)                               | -20%      |
| Rental Income                      | 32,600                       | 36,000                      | 32,600                 | (3,400)                      | -9%       | -                                     | 0%        |
| Reimb. For Manana Woods            | -                            | 35,000                      | 46,000                 | (35,000)                     | -100%     | (46,000)                              | -100%     |
| Interest - Investments             | 10,000                       | 5,000                       | 8,000                  | 5,000                        | 100%      | 2,000                                 | 25%       |
| <b>Total Non-Operating Revenue</b> | <b>\$1,143,600</b>           | <b>\$1,051,800</b>          | <b>\$1,132,600</b>     | <b>\$ 91,800</b>             | <b>9%</b> | <b>\$11,000</b>                       | <b>1%</b> |

**Figure x: Non-operating Revenue as % of Budget**



## NON-OPERATING EXPENSES

The main component of non-operating expenses are interest payments on debt owed.

For budgetary purposes, the District includes principal payments of debt as part of the non-operating expenses. Principal payments are a cash transaction, therefore deemed appropriate to be displayed in the budget as a non-operating expense. For regular financial purposes, principal debt payments would be shown as a cash payment and reduction on the balance sheet to reduce the debt liability.

**Table X: Non-Operating Expenses**

| <b>Interest Expense</b>       | <b>FY1718</b>     |
|-------------------------------|-------------------|
| Refunding Bond                | \$ 60,680         |
| Felton Loan                   | 40,771            |
| Olympia SRF Loan              | 41,116            |
| Solar Lease                   | 10,918            |
| Vehicle Lease                 | 3,430             |
| <b>Total Interest Expense</b> | <b>\$ 156,915</b> |

|                                |                   | <b>Additional Debt Information</b> |                   |             |
|--------------------------------|-------------------|------------------------------------|-------------------|-------------|
|                                |                   | <b>FY1718</b>                      | <b>Interest</b>   |             |
| <b>Debt Principal Payments</b> | <b>FY1718</b>     | <b>Balance</b>                     | <b>Term. Date</b> | <b>Rate</b> |
| Refunding Bond                 | \$ 146,026        | \$ 1,506,185                       | Ends 09/21        | 2.60%       |
| Felton Loan                    | 649,030           | 1,845,823                          | Ends 07/27        | 2.42%       |
| Olympia SRF Loan               | 63,117            | 1,559,110                          | Ends 01/37        | 2.57%       |
| Solar Lease                    | 28,081            | 281,990                            | Ends 11/26        | 3.67%       |
| Vehicle Lease                  | 21,779            | 92,524                             | Ends 05/22        | 3.29%       |
| <b>Total Debt Payments</b>     | <b>\$ 908,033</b> | <b>\$ 5,285,632</b>                |                   |             |

## CAPITAL PROJECTS

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### *SUMMARY*

The Capital Improvement Projects (CIP) section is a component of the non-operating expense section of the budget. The CIP budget includes expenditures for fixed asset/equipment purchases as well as the accumulation of expenditures associated with construction projects undertaken by the District. Whenever a project is done in-house, the related labor costs will be allocated to the project and off-set the operating expense

The District typically funds capital projects by funding internally from cash reserves, grants awarded, individual assessments or debt financing.

The Capital Project Listing will list out project titles, anticipated funding, any monies spent in prior years, expected to be spent in the current budget year and any future spending. Each project will be described in further detail in the Capital Project Description sections.

### **FY1718 CAPITAL PROJECTS ADDITIONAL NOTES:**

The District recently incurred storm damage severe winter storms spanning December 2016-February 2017. The President of the United States has declared three major disasters making federal disaster aid available to 34 counties in the State of California, including Santa Cruz County. The District is currently working with FEMA on our qualified projects to receive an estimated 75% funding from FEMA.

## CAPTIAL PROJECT LISTING

| #                                      | Project                        | Funding Type                  | Spent in<br>Prior FY | FY1718<br>Budget | Future FY<br>Projection | Project<br>Cost  |
|--|--------------------------------|-------------------------------|----------------------|------------------|-------------------------|------------------|
| <b>General Water System:</b>           |                                |                               |                      |                  |                         |                  |
| 1                                      | Swim Tanks Replacement         | Loans                         | 84,000               | 594,000          |                         | 678,000          |
| 2                                      | Probation Tank Replacement     | Loans                         | 199,000              | 590,000          | 951,000                 | 1,740,000        |
| 3                                      | Upper Paso Tank Fence          | Reserves                      |                      | 8,000            |                         | 8,000            |
| 4                                      | Elsolyo Tank Fence             | Reserves                      |                      | 6,000            |                         | 6,000            |
| 5                                      | Lyon WTP Filter Painting       | Reserves                      |                      | 190,000          |                         | 190,000          |
| 6                                      | District Radio Replacement     | Reserves                      |                      | 15,000           |                         | 15,000           |
| 7                                      | Emersion 64 Bit 7 Licensing    | Reserves                      |                      | 26,000           |                         | 26,000           |
| 8                                      | Water Quality Vehicle          | Reserves                      |                      | 32,000           |                         | 32,000           |
| 9                                      | Felton Heights Mutual          | Partial customer,<br>reserves |                      | 35,000           | 127,500                 | 162,500          |
| 10                                     | SCADA HMI Software upgrade     | Reserves                      |                      | 105,000          |                         | 105,000          |
| 11                                     | Pasatiempo Well 6 Repairs      | Reserves                      |                      | 45,000           |                         | 45,000           |
| 12                                     | Pasatiempo Well 7 Rehab        | Reserves                      |                      | 65,000           |                         | 65,000           |
| 13                                     | Firehouse Booster Electrical   | Reserves                      |                      | 75,000           |                         | 75,000           |
| 14                                     | Meter Replacement              | Reserves                      |                      | 220,000          |                         | 220,000          |
| 15                                     | Operations Building Gate Opene | Reserves                      |                      | 8,000            |                         | 8,000            |
| 16                                     | Operations Replacement Vehicle | Reserves                      |                      | 36,000           |                         | 36,000           |
| 17                                     | Manana Woods Treatment Facili  | Reserves                      |                      | 25,000           | 225,000                 | 250,000          |
| 18                                     | Glen Arbor Bridge Replacement  | Reserves                      |                      | 60,000           |                         | 60,000           |
| 19                                     | Fall Creek Fish Ladder         | Grant Funding & Loans         | 360,000              | 60,000           | 740,000                 | 1,160,000        |
| <b>Lompico Assessment District</b>     |                                |                               |                      |                  |                         |                  |
| 20                                     | Lompico Lewis Tank Replacemer  | Assessment District           |                      | 25,000           | 175,000                 | 200,000          |
| 21                                     | Lompico PRV Replacements       | Assessment District           |                      | 50,000           | 150,000                 | 200,000          |
| <b>Storm Damage 2017 FEMA</b>          |                                |                               |                      |                  |                         |                  |
| 22                                     | Highway 9 Western Ave 6"       | 75% FEMA, Reserves            |                      | 300,000          |                         | 300,000          |
| 23                                     | Bear Creek Road 8"             | 75% FEMA, Reserves            | 10,000               | 190,000          |                         | 200,000          |
| 24                                     | Lyon Tank Access Road Repair   | 75% FEMA, Reserves            | 7,000                | 75,000           | 1,418,000               | 1,500,000        |
| 25                                     | Small Main Repairs             | 75% FEMA, Reserves            |                      | 40,000           |                         | 40,000           |
| 26                                     | Bull/Bennett Supply Line       | 75% FEMA, Reserves            | 20,000               | 35,000           |                         | 55,000           |
| 27                                     | Fall Creek Intake              | 75% FEMA, Reserves            |                      | 55,000           |                         | 55,000           |
| 28                                     | Alta Via 4"                    | 75% FEMA, Reserves            |                      | 35,000           |                         | 35,000           |
| 29                                     | Bear Creek Tank SCADA          | 75% FEMA, Reserves            |                      | 35,000           |                         | 35,000           |
| 30                                     | Foreman Creek Intake           | 75% FEMA, Reserves            |                      | 25,000           |                         | 25,000           |
| 31                                     | Raw Water Supply Lines Repairs | 75% FEMA, Reserves            |                      | 40,000           |                         | 40,000           |
|  |                                |                               | <b>680,000</b>       | <b>3,100,000</b> | <b>3,786,500</b>        | <b>7,566,500</b> |
| Expected funding from non-debt sources |                                |                               |                      | (757,500)        |                         |                  |
| Expected funding from debt sources     |                                |                               |                      | (1,184,000)      |                         |                  |
| <b>Ending cash reserves required</b>   |                                |                               |                      | <b>1,158,500</b> |                         |                  |

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## CAPTIAL PROJECT DESCRIPTION

### SWIM TANK REPLACEMENT

The Swim Water Storage tanks, located off Scenic Way in Ben Lomond, is part of the original water distribution system acquired by the District in 1965 from Citizens Utilities Company. This facility provides water service to approximately one hundred twenty five (125) connections. The existing redwood storage tank consists of two 20,000 gallon redwood storage tanks located off a steep embankment with no vehicular access. The existing redwood tanks require ongoing maintenance to control leakage. In 2015 the lower tank was lined to stop excessive leakage. The tanks are undersized for the service area.

#### Project Description:

Construction of a new 64,000 gallon bolted steel water tank located at the same location. The project includes, but is not limited to construction of a new bolted steel water tank, SCADA control, fencing and retaining walls.

| Spent in Prior FY | FY1718 Budget | Future FY Proj. | Total Project Cost |
|-------------------|---------------|-----------------|--------------------|
| 84,000            | 594,000       |                 | 678,000            |





## CAPTIAL PROJECT DESCRIPTION

### PROBATION TANK REPLACEMENT

The probation water storage tank is a 100,000 gallon redwood tank located directly behind the Santa Cruz County Juvenile Probation Center off Graham Hill Road in Scotts Valley. This facility provides water service to approximately four-hundred sixty (460) connections in the area of Lockwood Lane and Whispering Pines Drive, in Scotts Valley. The Probation Tank is approximately 50 years old and has reached its life expectancy, requires ongoing leakage repair and is undersized. The surrounding area contains sensitive environmental habitat.

#### Project Description:

Construction of a new 500,000 gallon welded steel water storage tank in the Probation Zone. This project will replace the existing Redwood tank. The project includes but is not limited to, temporary water storage for customers, new water tank, SCADA control, fencing, and environmental permitting.

| Spent in Prior FY | FY1718 Budget | Future FY Proj. | Total Project Cost |
|-------------------|---------------|-----------------|--------------------|
| 199,000           | 590,000       | 951,000         | 1,740,000          |



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## **CAPTIAL PROJECT DESCRIPTION**

### **UPPER PASO TANK FENCE**

The Upper Pasatiempo Tank is a 100,000 gallon concrete water storage tank located in Scotts Valley. The water tank supplies water to Manana Wood and Hidden Glen subdivisions approximately two hundred (200) service connections. Currently there is no security fencing at this facility. Trespass and homeless encampments are problematic at this facility.

#### **Project Description**

Installation of approximately 200 lineal feet of 6 feet high chain line fencing and gates.

| <b>Spent in Prior FY</b> | <b>FY1718<br/>Budget</b> | <b>Future FY Proj.</b> | <b>Total Project<br/>Cost</b> |
|--------------------------|--------------------------|------------------------|-------------------------------|
|                          | 8,000                    |                        | 8,000                         |

### **EL SOLYO HEIGHTS TANK FENCING**

The El Solyo Heights Water Storage Tank is a 20,000 gallon redwood water storage tank located in Felton. The water tank supplies water to the El Solyo Heights area approximately one hundred and fifty (150) service connections. Currently there is no security fencing at this facility.

#### **Project Description**

Installation of approximately 160 lineal feet of 6 feet high chain line fencing and gates.

| <b>Spent in Prior FY</b> | <b>FY1718<br/>Budget</b> | <b>Future FY Proj.</b> | <b>Total Project<br/>Cost</b> |
|--------------------------|--------------------------|------------------------|-------------------------------|
|                          | 6,000                    |                        | 6,000                         |

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## CAPTIAL PROJECT DESCRIPTION

### LYON WATER TREATMENT PLANT - TREATMENT BAYS PAINTING & COATINGS

The Districts Lyon Surface Water Treatment Plant located in Boulder Creek was constructed in 1994. As part of the treatment process there are three treatment bays that contain media that treat the water. Two of the three treatment bays have significant signs of rust and corrosion at the base of the steel bays.

#### Project Description

Painting, coatings inside/outside and media replacement of two treatment bays.

| Spent in Prior FY | FY1718<br>Budget | Future FY Proj. | Total Project<br>Cost |
|-------------------|------------------|-----------------|-----------------------|
|                   | 190,000          |                 | 190,000               |

### DISTRICT RADIO REPLACEMENT

The District operates a licensed two-way radio system for communicating between staff. The Administration, Operations, Water Treatment Facilities and all District vehicles are equipment with radios. District Radios are key during emergencies and where cell phone coverage is nonexistence.

#### Project Description

Radios are being changed out to a different frequency to improve coverage into areas of the District such as North Boulder Creek, Felton and Lompico.

| Spent in Prior FY | FY1718<br>Budget | Future FY Proj. | Total Project<br>Cost |
|-------------------|------------------|-----------------|-----------------------|
|                   | 45,000           |                 | 45,000                |



## CAPTIAL PROJECT DESCRIPTION

### EMERSION 64 BIT 7 LICENSING

The Districts main SCADA system is proprietary and requires software licensing.

Project Description:

Upgrade of SCADA software at Lyon, Kirby Water Treatment Plant, and Operations Building

| Spent in Prior FY | FY1718<br>Budget | Future FY Proj. | Total Project<br>Cost |
|-------------------|------------------|-----------------|-----------------------|
|                   | 26,000           |                 | 26,000                |

### VEHICLE REPLACEMENTS

To perform operations and maintenance the District maintains a fleet of various types of vehicles. With the increase in staff and replacement of existing vehicles that have reached their life expectancy additional vehicles are needed. The fleet is evaluated annually for replacement.

Project Description:

Replacement of two vehicles, one Water Quality and one Distribution.

| Spent in Prior FY | FY1718<br>Budget | Future FY Proj. | Total Project<br>Cost |
|-------------------|------------------|-----------------|-----------------------|
|                   | 68,000           |                 | 68,000                |



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## CAPTIAL PROJECT DESCRIPTION

### FELTON HEIGHTS MUTUAL

In 2013 the District took ownership of Felton Heights Mutual located in Felton. The 21 water connections were receiving water from the District through a single master water meter. As a requirement for the transfer of ownership is to replace existing undersized water storage tank with a 60,000 gallon water tank. The twenty-one homes are responsible for a portion of the project.

#### Project Description:

The project includes but is not limited to property acquisition by easement, engineering, and water tank construction.

| Spent in Prior<br>FY | FY1718<br>Budget | Future FY Proj. | Total Project<br>Cost |
|----------------------|------------------|-----------------|-----------------------|
|                      | 35,000           | 127,500         | 162,500               |



## CAPTIAL PROJECT DESCRIPTION

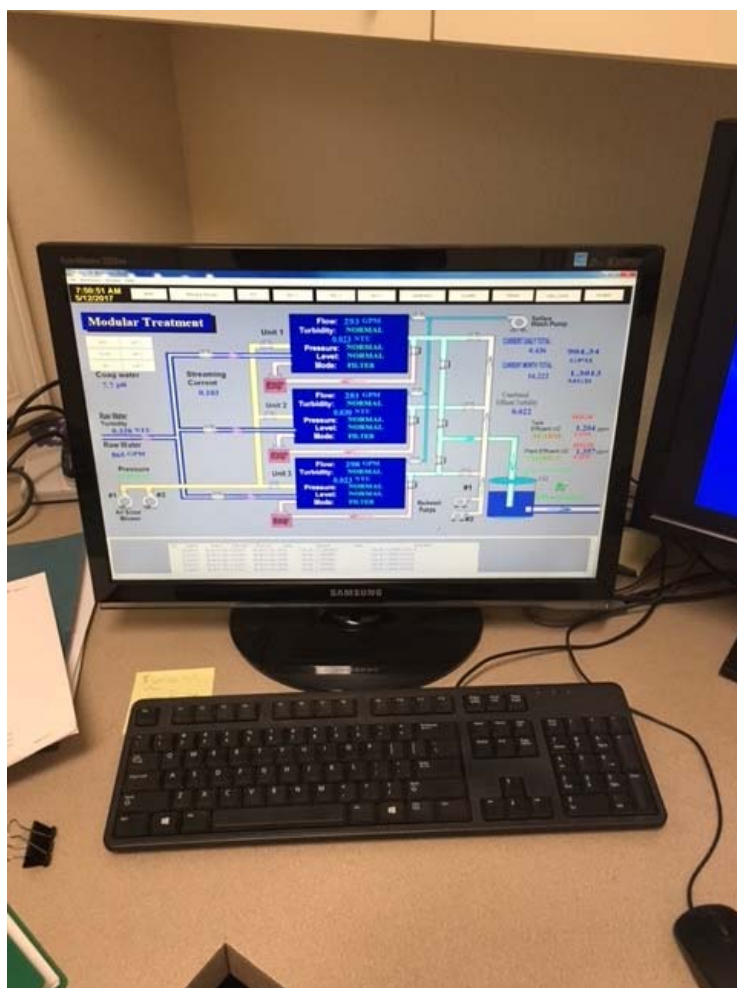
### SCADA HMI SOFTWARE UPGRADE

The District utilizes a Supervisory Control and Data Acquisition system (SCADA) to operate and monitor the water system. The system consist of field hardware, main SCADA central computer. The system collects data from the water system and software is used for the Human Machine Interface (HMI). This software is outdated and requires upgrading.

Project Description:

Replacement/upgrade of HMI software.

| Spent in Prior FY | FY1718 Budget | Future FY Proj. | Total Project Cost |
|-------------------|---------------|-----------------|--------------------|
|                   | 105,000       |                 | 105,000            |



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## CAPTIAL PROJECT DESCRIPTION

### PASATIEMPO WELL 6 REPAIRS

The District's Pasatiempo Well 6 was constructed in 1990 located in Scotts Valley. The well supplies water to customers in the District's South System. The well has developed a hole in the casing allowing for gravel pack to enter into the well. Attempts to repair the well by placing a hydraulic swage have failed.

Project Description:

Consultant to review the damage and attempted repairs, develop a plan for repairs to the well casing.

| Spent in Prior FY | FY1718<br>Budget | Future FY Proj. | Total Project<br>Cost |
|-------------------|------------------|-----------------|-----------------------|
|                   | 45,000           |                 | 45,000                |

### PASATIEMPO WELL 7 REHABILITATION

The District's Pasatiempo Well 7 was constructed in 1990 located in Scotts Valley. The well supplies water to customers in the District's South System. The performance of the well has declined and, based on past history, is assumed well is impacted by a build-up of iron bacteria biofilms that have plugged the screens. The occurrence of iron bacteria in wells in the Scotts Valley area is not unusual and many wells have chronic problems with this condition.

Project Description:

Rehabilitation of well, work plan is anticipated to include removal of pump, pre-rehabilitation video, mechanical cleaning, chemical treatment, post-chemical cleaning, disinfection, test pumping and post-rehabilitation video.

| Spent in Prior FY | FY1718<br>Budget | Future FY Proj. | Total Project<br>Cost |
|-------------------|------------------|-----------------|-----------------------|
|                   | 65,000           |                 | 65,000                |

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## *CAPTIAL PROJECT DESCRIPTION*

### **FIREHOUSE BOOSTER ELECTRICAL REPLACEMENT**

The Firehouse Booster Pump Station is an existing duplex water booster pump station located in an underground vault adjacent to the Boulder Creek Fire Station. The pump station provides water to approximately 1,630 service connections in North Boulder Creek. This facility was constructed in 1992 in conjunction with the Redwood Elementary School Project. In late 2017 the pump broke flooding the pumping station damaging electrical and SCADA control equipment located in the underground vault.

Project Description:

Replace and relocate electrical and SCADA controls outside of the pump station to avoid future flooding.

| <b>Spent in Prior FY</b> | <b>FY1718<br/>Budget</b> | <b>Future FY Proj.</b> | <b>Total Project<br/>Cost</b> |
|--------------------------|--------------------------|------------------------|-------------------------------|
|                          | 75,000                   |                        | 75,000                        |

### **METER REPLACEMENTS**

The District maintains a meter replacement program. Meters should be replaced every 10-15 years. Meters that are greater than 15 years old have a higher tendency to under-report water use or fail all together. Failing meters are identified in the meter reading process and replaced as needed. There should be approximately 500 meters replaced annually to maintain the meters.

Project Description:

Replace approximately 500 meters in the District.

| <b>Spent in Prior FY</b> | <b>FY1718<br/>Budget</b> | <b>Future FY Proj.</b> | <b>Total Project<br/>Cost</b> |
|--------------------------|--------------------------|------------------------|-------------------------------|
|                          | 220,000                  |                        | 220,000                       |

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## CAPTIAL PROJECT DESCRIPTION

### OPERATIONS BUILDING GATE ACTUATORS

The District operations building located in Boulder Creek utilizes electric gate actuators to open and close driveway gates. The exiting actuators were installed in 1995 and have reached their life expectancy and require replacement.

Project Description:

Replace both actuators.

| Spent in Prior FY | FY1718<br>Budget | Future FY Proj. | Total Project<br>Cost |
|-------------------|------------------|-----------------|-----------------------|
|                   | 8,000            |                 | 8,000                 |

### MANANA WOODS WATER TREATMENT FACILITY

The Manana Woods Water Treatment Facility was designed to treat water contaminated with petroleum hydrocarbons and gasoline additives. In 2016 the Regional Water Quality Control Board determined the contamination was no longer present in the water supply. In addition to the petroleum hydrocarbons and gasoline additives the treatment facility removes iron and manganese.

Project Description:

Redesign the treatment facility removing the granular activated carbon pressure filter witch removes the petroleum products and upgrading iron and manganese removal. This will be a two year project with the first year design and State Drinking Water Board approval and construction in 2018-1019.

| Spent in Prior<br>FY | FY1718<br>Budget | Future FY Proj. | Total Project<br>Cost |
|----------------------|------------------|-----------------|-----------------------|
|                      | 25,000           | 225,000         | 250,000               |

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## CAPTIAL PROJECT DESCRIPTION

[need glen arbor bridge]

### FALL CREEK FISH LADDER

The Fall Creek Diversion Facility, located off Fall Creek Road in Felton, is part of the water system acquired by the District in 2007 from the California-American Water Company. This facility supplies raw water from Fall Creek to the Kirby Water Treatment Plant in Felton. The Diversion Facility includes a series of weirs, pools and jumps used by salmon for upstream and downstream travel. The facility has needed upgrading since before the District acquired it. Upgrades will include reducing the jump height between the pools for fish travel, as required by State and Federal regulations and improvements to the intakes.

| Spent in Prior FY | FY1718<br>Budget | Future FY Proj. | Total Project<br>Cost |
|-------------------|------------------|-----------------|-----------------------|
| 360,000           | 60,000           | 740,000         | 1,160,000             |



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## CAPTIAL PROJECT DESCRIPTION

### LOMPICO LEWIS WATER TANK REPLACEMENT

As part of the consolidation of Lompico County Water into the District, the residents of Lompico are required to replace the Lewis Water Tank. The 100,000 gallon tank supplies water service to approximately 240 service connections and has reached its life expectancy requiring replacement. The location of this tank is in sensitive habitat and will require permitting from Federal Fish & Wildlife which is expected to take 18 months to obtain.

#### Project Description:

This project will replace the existing Redwood tank. The project includes but is not limited to, temporary water storage for customers, new water tank, SCADA control, fencing, and environmental permitting.

| Spent in Prior<br>FY | FY1718<br>Budget | Future FY Proj. | Total Project<br>Cost |
|----------------------|------------------|-----------------|-----------------------|
|                      | 25,000           | 175,000         | 200,000               |





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*CAPTIAL PROJECT DESCRIPTION*

**LOMPICO PRESSURE REGULATOR VALVES (PRV) REPLACEMENTS**

As part of the consolidation of Lompico County Water into the District, the residents of Lompico are required to replace eight (8) mainline pressure regular valves. The existing valves have reached their life expectancy and require replacement.

Project Description:

Engineering, design and replacement of eight (8) pressure regulator valves.

| Spent in Prior<br>FY | FY1718<br>Budget | Future FY Proj. | Total Project<br>Cost |
|----------------------|------------------|-----------------|-----------------------|
|                      | 50,000           | 150,000         | 200,000               |



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*CAPTIAL PROJECT DESCRIPTION*

**HIGHWAY 9 & WESTERN AVE 6" (STORM DAMAGE)**

North Bound lane of Highway 9 dropped off into the San Lorenzo River damaging approximately 500 lineal feet of six-inch water main.

Project Description:

Replacement/relocation of approximately 500 lineal feet of six-inch water main along Highway 9.

| Spent in Prior FY | FY1718<br>Budget | Future FY Proj. | Total Project<br>Cost |
|-------------------|------------------|-----------------|-----------------------|
|                   | 300,000          |                 | 300,000               |





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*CAPTIAL PROJECT DESCRIPTION*

**BEAR CREEK ROAD MAIN REPLACEMENT/RELOCATION (STORM DAMAGE)**

Roadway failure damaged 8" waterline.

Project Description:

Installation of approximately 400 LF of 8" Ductile Iron Pipe waterline in Bear Creek Road.

| <b>Spent in Prior FY</b> | <b>FY1718<br/>Budget</b> | <b>Future FY<br/>Proj.</b> | <b>Total Project<br/>Cost</b> |
|--------------------------|--------------------------|----------------------------|-------------------------------|
| 10,000                   | 190,000                  |                            | 200,000                       |





## CAPTIAL PROJECT DESCRIPTION

### LYON WATER TREATMENT PLANT ACCESS ROAD REPAIRS (STORM DAMAGE)

The access road to the Lyon Water Treatment Facility was severely damaged in two locations during storm events.

Project Description:

Stabilize and repair access road in two locations. Replace asphalt paving.

| Spent in Prior FY | FY1718 Budget | Future FY Proj. | Total Project Cost |
|-------------------|---------------|-----------------|--------------------|
| 7,000             | 75,000        | 1,418,000       | 1,500,000          |





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## CAPTIAL PROJECT DESCRIPTION

### BULL/BENNET SUPPLY LINE REPLACEMENT (STORM DAMAGE)

The Districts Bull/Bennet raw water supply line in the Felton Water System was damaged during winter storms. Approximately 2,000 lineal feet was damaged and another 1,000 lineal feet requires relocation.

#### Project Description:

Replace and relocate approximately 2,000 lineal feet of damaged water line with 8" HDPE, and relocate and replace additional 1,000 lineal feet of 8" HDPE. The pipe line will be relocated out of the creek bed and buried in the roadway.

| Spent in Prior FY | FY1718 Budget | Future FY Proj. | Total Project Cost |
|-------------------|---------------|-----------------|--------------------|
| 20,000            | 35,000        |                 | 55,000             |



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*CAPTIAL PROJECT DESCRIPTION*

**FALL CREEK INTAKE (STORM DAMAGE)**

The Districts Fall Creek Surface Water Intake located off Fall Creek Road in Felton experienced large amount of debris covering the intake and blocking the stream channel and damage to flow instrumentation from winter storms.

Project description:

Reestablish the stream channel and clear intake structure, replace stream flow instrumentation.

| Spent in Prior FY | FY1718<br>Budget | Future FY Proj. | Total Project<br>Cost |
|-------------------|------------------|-----------------|-----------------------|
|                   | 55,000           |                 | 55,000                |



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## **CAPTIAL PROJECT DESCRIPTION**

### **ALTA VIA 4" WATERLINE REPLACEMENT (STORM DAMAGE)**

Alta Via Road in Brookdale experience a mudslide damaging 300 lineal feet of water main.

Project Description:

Replace approximately 300 lineal feet of 4" water main.

| <b>Spent in Prior FY</b> | <b>FY1718<br/>Budget</b> | <b>Future FY Proj.</b> | <b>Total Project<br/>Cost</b> |
|--------------------------|--------------------------|------------------------|-------------------------------|
|                          | 35,000                   |                        | 35,000                        |

### **BEAR CREEK ESTATES WATER SCADA REPLACEMENT (STORM DAMAGE)**

The Districts Bear Creek Estates Water Tank SCADA transmitter experience water damage during winter storms requiring replacement. The transmitter sends water tank levels through SCADA and controls the water service pump and alarms.

Project Description

Replacement of the SCADA transmitter at the Bear Creek Estates Water Tank.

| <b>Spent in Prior FY</b> | <b>FY1718<br/>Budget</b> | <b>Future FY Proj.</b> | <b>Total Project<br/>Cost</b> |
|--------------------------|--------------------------|------------------------|-------------------------------|
|                          | 35,000                   |                        | 35,000                        |

### **FOREMAN CREEK INTAKE (STORM DAMAGE)**

The Districts Foreman Creek Surface Water Intake located off Big Basin Way in Boulder Creek experienced large amount of debris covering the intake and blocking the stream channel from winter storms.

Project description:

Reestablish the stream channel and clear intake structure.

| <b>Spent in Prior FY</b> | <b>FY1718<br/>Budget</b> | <b>Future FY Proj.</b> | <b>Total Project<br/>Cost</b> |
|--------------------------|--------------------------|------------------------|-------------------------------|
|                          | 25,000                   |                        | 25,000                        |



## CAPTIAL PROJECT DESCRIPTION

### SMALL MAIN REPAIRS

There were multiple small main break that need repair in different areas of the District.

| Spent in Prior FY | FY1718 Budget | Future FY Proj. | Total Project Cost |
|-------------------|---------------|-----------------|--------------------|
|                   | 40,000        |                 | 40,000             |

### RAW WATER SUPPLY LINES REPAIRS (STORM DAMAGE)

The Districts Peavine and 5-mile Raw Water Supply Lines are located crossing the Ben Lomond Mountain. During heavy rainfall events several trees uprooted and small landslides damaged the supply lines at multiple locations.

Project Description:

Repairs to multiple locations along supply lines.

| Spent in Prior FY | FY1718 Budget | Future FY Proj. | Total Project Cost |
|-------------------|---------------|-----------------|--------------------|
|                   | 40,000        |                 | 40,000             |





## ADDITIONAL SUPPORT & INFORMATION

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### *CASH FLOW*

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*FUND SUMMARY*

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*PRO FORMA FINANCIALS WITH DEPRECIATION*

## MEMO

TO: Board of Directors

FROM: District Manager

PREPARED BY: Finance Department

SUBJECT: MULTIPLE USER VARIANCE RENEWALS FOR 2017/2018

DATE: June 15, 2017

### RECOMMENDATION:

It is recommended that the Board of Directors review this memo and approve a one-year variance from Multiple User Status for the following property owners:

|            |            |            |
|------------|------------|------------|
| 005855-000 | 006855-000 | 012286-000 |
| 006282-000 | 006901-000 | 012426-000 |
| 006304-000 | 006966-000 | 013744-000 |
| 006309-000 | 006979-000 | 013174-00  |
| 006337-000 | 007223-000 | 006933-000 |
| 006497-000 | 007704-000 | 006196-001 |
| 006498-000 | 007913-000 | 006934-000 |
| 006512-000 | 008357-000 | 007194-000 |
| 006560-000 | 008684-000 | 006179-000 |
| 006643-000 | 009988-000 | 014614-000 |
| 006432-000 | 010183-000 | 013523-000 |
| 006659-000 | 010856-000 | 013855-000 |
| 006838-000 | 010935-000 | 007114-000 |
| 006823-000 | 011089-000 |            |

### BACKGROUND:

The Customer Service Department has completed its annual review of the accounts that have been given a variance from Multiple User Status, as provided in Ordinances 43 and 47. Those who qualify for the exemption are charged the \$34.00 monthly basic fee as a single-family dwelling, while those who are multiple users are charged \$56.50 monthly basic service fee.

Four (4) accounts were removed from the variance list because the property changed ownership, the unit was found to be a permanent single-family dwelling both units are occupied, or because the owner failed to send back the necessary compliance form. It is recommended that the accounts listed above and on the attached list be approved for a one-year variance from Multiple User Status. A resolution is attached.

### STRATEGIC PLAN:

Element 1.0 – Water Supply Management

### FISCAL IMPACT:

Less than \$11,000

**SAN LORENZO VALLEY WATER DISTRICT**

**RESOLUTION NO. 30 (16-17)**

**SUBJECT: MULTIPLE USER VARIANCE RENEWALS FOR 2016/2017**

WHEREAS, the Customer Service Department has completed its annual review of the accounts that have been given a variance from multiple user status as provided in Ordinance 43 and 47; and

WHEREAS, those accounts who qualify for the exemption are charged the \$34.00 monthly basic fee as a single family dwelling, while those who are multiple users are charged a \$56.50 monthly basic service fee; and

WHEREAS, the Board of Directors has reviewed the multiple users variance list and desires to grant approval of a one-year variance from multiple user status;

NOW THEREFORE BE IT RESOLVED by the Board of Directors of the San Lorenzo Valley Water District that the accounts listed on the attached multiple user variance list be granted approval of a one-year variance from multiple user status.

\* \* \* \* \*

PASSED AND ADOPTED by the Board of Directors of the San Lorenzo Valley Water District, County of Santa Cruz, State of CA, on the 15th day of June, 2017 by the following vote of the members thereof:

AYES:

NOES:

ABSTAIN:

ABSENT:

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Holly Morrison, District Secretary  
San Lorenzo Valley Water District

## MEMO

TO: Board of Directors

FROM: District Manager

PREPARED BY: Environmental Manager

SUBJECT: WILDLIFE CONSERVATION BOARD- STREAM FLOW ENHANCEMENT GRANT; SUB GRANTEE AGREEMENT BETWEEN COUNTY OF SANTA CRUZ & SLVWD.

DATE: JUNE 15, 2017

### **RECOMMENDATION:**

It is recommended that your Board review this memo and authorize staff, following legal review to finalize the sub contract between the County of Santa Cruz & the San Lorenzo Valley Water District.

### **BACKGROUND:**

The County of Santa Cruz Water Resources Division in partnership with the San Lorenzo Valley Water District applied for - and was awarded a grant from the Wildlife Conservation Board in the amount of \$330,000.

This project will develop a *San Lorenzo Watershed Conjunctive Use and Baseflow Enhancement Plan* (Plan) to improve water resource efficiency, benefiting essential local fisheries, and residents. The Plan will provide guidance for diverting excess winter surface flow in the San Lorenzo River Watershed to meet water supply needs, resting groundwater wells and also providing groundwater recharge. During the dry season, the augmented groundwater will then be used to meet supply demands and reduce stream diversions. It is anticipated that conjunctive use of surface and groundwater will lead to increased stream baseflow during summer and other critical times benefitting fisheries, and will also contribute to increased storage, recovery, and sustainable management of the municipal supply of the Santa Margarita Groundwater Basin.

The Plan will be based on system modeling, operational procedures and environmental analysis necessary to select the optimal management alternatives. If the modeling shows that the current wells, water diversions, and/or treatment facilities are not sufficient to meet conjunctive use needs, new infrastructure requirements will be identified as well. The final product will be a comprehensive management plan to specify changes in operations to optimize the system and ensure SLVWD is managing water resources sustainably. It will also include accompanying CEQA review and water rights filings, as well a list of recommended infrastructure upgrades. The primary entity taking action to implement the Plan will be the San Lorenzo Valley Water District, with partnership and participation from the County, the Scotts Valley Water District, and the City of Santa Cruz Water Department.

The County of Santa Cruz has prepared a Sub-Grantee Agreement Between the County of Santa Cruz & the San Lorenzo Valley Water District, for the project entitled: San Lorenzo Watershed Conjunctive Use Plan. It is recommended that your Board review the sub-grantee agreement and the Grant Agreement between the Wildlife Conservation Board & the County of Santa Cruz for the San Lorenzo Watershed Conjunctive use plan, and direct staff, following review by legal council, to finalize the sub-grant with the County of Santa Cruz.

FISCAL IMPACT:  
FY 17/18 & 18/19 Budget + 330,450.87 Grant Award

2015 STRATEGIC PLAN:  
Strategic Element 1.0 - Water Supply Management  
Strategic Element 2.0 - Watershed Stewardship  
Strategic Element 3.0 - Capital Facilities

**Wildlife Conservation Board – Streamflow Enhancement Grant  
Sub-Grantee Agreement Between  
County of Santa Cruz  
(referred to herein as “Grantee”)  
and San Lorenzo Valley Water District  
(referred to herein as “Sub-Grantee”)  
For the Project Entitled:  
San Lorenzo Watershed Conjunctive Use Plan**

**Recitals**

- A.** Grantee has entered into an agreement to receive grant funding with the California Wildlife Conservation Board (referred to herein as “WCB”) pursuant to that certain Streamflow Enhancement Grant, Grant Agreement No, WC-1649MM (referred to herein as “Grant Agreement”). The Grant Agreement, and any subsequent amendments thereto, are incorporated herein by reference and the Grant Agreement is attached hereto is as Attachment A to this Agreement.
- B.** Grantee will contract with San Lorenzo Valley Water District (referred to herein as “Sub-Grantee”) intended to receive grant funding and perform work pursuant to said Grant Agreement. All of the work to be completed by Sub-Grantee and sub-contractors is referred to in this Agreement as “Task(s).”
- C.** The parties acknowledge that Grantee will administer the distribution of grant funds to Sub-Grantee pursuant to the Grant Agreement and Sub-Grantee is to be responsible for all other aspects of its Component(s) in a manner to insure Grantee’s compliance with the Grant Agreement.
- D.** The parties desire to set forth the terms and conditions under which Sub-Grantee is to complete the work and receive grant funds from Grantee.

**Agreement**

- 1.** The above recitals are incorporated herein by reference.
- 2.** Sub-Grantee shall perform the work and provide the documentation required of Grantee or Sub-Grantees pertinent to Sub-Grantee’s Task(s) in a timely manner as set forth, without limitation, in the portions of the Grant Agreement attributed to San Lorenzo Valley Water District in Exhibit B and D of the Grant Agreement. Notwithstanding the foregoing, any documents or information required to be submitted to the WCB, agents of the WCB, or particular websites, shall be submitted by Sub-Grantee to Grantee for submittal by Grantee to the appropriate party designated in the Grant Agreement.
- 3.** Subject to receipt of grant funds from WCB as a result of a particular request for disbursement of grant funds by Sub-Grantee and subject to the other terms and conditions set forth herein, Grantee shall remit to Sub-Grantee such disbursement it receives from WCB as a result of such request, up to a total amount not to exceed \$17,300.

4. In order to receive disbursement of grant funds, Sub-Grantee shall submit to Grantee quarterly invoices for eligible expenses in a form required by Grantee. Supporting documentation as described in Section 4 and Exhibit C of the Grant Agreement shall accompany each invoice. The documentation required by this paragraph shall be sent to:

Sierra Ryan  
Environmental Health Division  
701 Ocean Street, Room 312  
Santa Cruz, CA, 95060

or such other address as Grantee may provide.

5. Sub-Grantee shall not request disbursement for any cost until such cost has been incurred and has been (i) paid by or (ii) is due and payable by Sub-Grantee. All grant disbursements received by Sub-Grantee shall be paid to applicable contractors and vendors within thirty (30) days from receipt of the funds by Sub-Grantee from Grantee. In the event that Sub-Grantee fails to disburse grant funds to contractors or vendors within such thirty (30) day period, Sub-Grantee shall immediately return such funds to Grantee. In such event, interest shall accrue on such funds from the date of disbursement from the WCB to Grantee through the date of mailing of such funds to the WCB by Grantee, which Grantee shall do as soon as it feasibly can after Grantee receives such funds from Sub-Grantee. In addition, if Sub-Grantee held such funds in interest-bearing accounts, any and all interest earned on the funds shall be due and payable to Grantee. Sub-Grantee agrees to indemnify and hold harmless Grantee and Grantee's officers, directors, agents, and employees (each, an "Indemnified Person") from and against any and all judgments, losses, claims, damages or liabilities, joint or several, to which any Indemnified Person may become subject which relate to or arise out of Sub-Grantee's failure to immediately return any funds as required by this paragraph 5.
6. Notwithstanding any other provision of this Agreement, no disbursement shall be required to be made by Grantee at any time or in any manner which is in violation of, or in conflict with, federal or state laws, rules, or regulations, or which may require any rebates to the Federal Government, or any loss of tax-free status on state bonds, pursuant to any Federal statute or regulation.
7. Sub-Grantee acknowledges the provisions of Section 4.4 of the Grant Agreement and that disbursement of grant funds may be withheld by Grantee to satisfy the retention requirements set forth therein.
8. Sub-Grantee shall not be entitled to, and Grantee shall have no obligation to make any, disbursement of grant funds as set forth herein if Grantee does not receive grant funds from the WCB in connection with Sub-Grantee's request for disbursement. Further, if Grantee is required to refund any disbursement made to Sub-Grantee to the WCB due to a violation of the Grant Agreement by Sub-Grantee, Sub-Grantee shall refund to Grantee such disbursement amount plus any interest or penalties required to be paid by Grantee to the WCB in connection with such refund.



9. Sub-Grantee acknowledges that it is required to expend matching funds for its Task(s), in an amount not less than \$284,700, consistent with the appropriate provisions of Exhibit B of the Grant Agreement, and Sub-Grantee hereby agrees to expend such funds in a timely manner, and provide documentation of such expenditures.
10. Sub-Grantee agrees to provide all required reports as specified in the Grant Agreement, according to a format and schedule as specified by the Grantee and the Grant Administrator.
11. Sub-Grantee agrees to be bound, perform and abide by all of the provisions applicable to Grantee or any Sub-Grantee set forth in the Grant Agreement as if Sub-Grantee had signed the Grant Agreement in the place and stead of Grantee, and with respect to Sub-Grantee, Grantee shall have all rights of the WCB, "State," or "Division" conferred thereunder.
12. Sub-Grantee hereby makes, for the benefit of Grantee, all of the warranties, representations, covenants, and certifications with respect to its Task(s) that are made by Grantee and with respect to the "Project" set forth in the Grant Agreement.
15. Sub-Grantee acknowledges that Grantee is relying on Sub-Grantee's performance hereunder in entering into the Grant Agreement and undertaking its obligations as set forth in the Grant Agreement. Accordingly, in the event Sub-Grantee fails to perform any of its obligations hereunder, Sub-Grantee agrees to indemnify, defend, and hold all Indemnified Person (as defined in paragraph 5 above) harmless from and against any and all judgments, losses, claims, damages or liabilities, joint or several, to which any Indemnified Person may become subject which relate to or arise out of any such failure by Sub-Grantee.
16. In the event Sub-Grantee violates any provision of this Agreement that, in Grantee's judgment, could result in a violation of the Grant Agreement, Grantee may take any and all appropriate measures to attempt to prevent any such violation or to mitigate any damages Grantee would incur as a result thereof, including but not limited to performing any work required of Sub-Grantee hereunder, and in such case, Sub-Grantee shall be liable for any costs of Grantee incurred in connection with such measures.
17. To enable Grantee to confirm Sub-Grantee's compliance with this Agreement, upon request by Grantee, Sub-Grantee shall provide Grantee with: (i) any requested documentation; and (ii) access to any work sites or other areas associated with Sub-Grantee's Component(s) for the purpose of making observations or conducting any necessary tests or studies.
18. The parties may, pursuant to mutual agreement, expand the scope of work to be performed by Sub-Grantee hereunder, but in any event modifications to the terms of this Agreement shall be valid only if made in writing and executed by Grantee and Sub-Grantee.
19. Sub-Grantee shall not assign, delegate or otherwise transfer any of its duties, obligations, rights or interest under this Agreement without prior written consent of Grantee, which consent may be given or withheld by Grantee in its reasonable discretion. Any attempted assignment or transfer without such consent shall be void.

20. Subject to the provisions of paragraph 19 above, all terms and conditions of this Agreement shall be binding upon, inure to the benefit of, and be enforceable by, Grantee and Sub-Grantee and their respective legal representatives, successors and permitted assigns.
21. A waiver of any provision of this Agreement in any given instance shall not constitute a waiver of (i) such provision in future instances or (ii) any other provision of this Agreement.
22. This Agreement, together with the other agreement specifically referred to herein, constitutes the entire understanding of Grantee and Sub-Grantee concerning the subject matter hereof and supersedes all prior and contemporaneous agreements, correspondence, representations or understandings between Grantee and Sub-Grantee relating to the subject matter hereof, whether written or oral.
23. This Agreement may be executed in counterparts, each of which when taken together shall constitute the entire Agreement.
24. This Agreement shall be governed by and construed in accordance with the laws of the State of California. In the event any dispute arises between the parties to this agreement concerning the matters contained in this agreement, the parties agree to pursue mediation as a means to settle the dispute.
25. The grant term shall begin on the date upon which the authorized representative of WCB signs the Grant Agreement and end December 31, 2019, or on a later date if the term of the Grant Agreement is extended.
26. Whenever it is provided in this Agreement that Grantee or Sub-Grantee shall give notice to the other, said notice shall be given by delivering a copy of said notice to the other party personally, or by mailing first class mail, postage prepaid, through the U.S. Postal Service, or by a nationally-recognized overnight courier, a copy of said notice at the following addresses:
  - A. Address for Sub-Grantee:  
San Lorenzo Valley Water District  
13060 Hwy 9  
Boulder Creek, Ca, 95006
  - B. Address for Grantee:  
County of Santa Cruz  
Health Services Agency  
Environmental Health Division  
701 Ocean Street, Room 312  
Santa Cruz, CA 95060

IN WITNESS WHEREOF Grantee and Sub-Grantee have executed this Agreement the day and year first written below by their duly authorized representatives, having full authority to so act for and on behalf of the parties hereto.

**County of Santa Cruz (Grantee)**

By: \_\_\_\_\_  
Giang T. Nguyen  
Health Services Agency Director

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

**San Lorenzo Valley Water District (Sub-Grantee)**

By: \_\_\_\_\_  
President

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

**Approved as to Form:**

\_\_\_\_\_  
County Counsel

**CALIFORNIA WILDLIFE CONSERVATION BOARD**

**GRANT AGREEMENT**

**Between**

**STATE OF CALIFORNIA, WILDLIFE CONSERVATION BOARD**

**and**

**COUNTY OF SANTA CRUZ**

**for**

**SAN LORENZO WATERSHED CONJUNCTIVE USE PLAN**

**SANTA CRUZ COUNTY, CALIFORNIA**

**WC-1649MM**

**State of California  
Natural Resources Agency  
Department of Fish and Wildlife  
Wildlife Conservation Board**

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**GRANTEE:** County of Santa Cruz  
701 Ocean Street, Room 312  
Santa Cruz, California 95060  
Attn.: John Ricker  
Phone: (831) 454-2750  
E-mail: john.ricker@santacruzcounty.us

**GRANTOR:** Wildlife Conservation Board  
1700 9<sup>th</sup> Street, 4<sup>th</sup> Floor  
Sacramento, California 95811  
Attn.: Margaret Massie, State Representative  
Phone: (916) 445-0367  
E-mail: margaret.massie@wildlife.ca.gov

**Grant Agreement No.:** WC-1649MM

**Board Approval Date:** March 9, 2017


**Projected Completion Date:** December 31, 2019

**Terms of Agreement:** Notice to Proceed Date ( ) through  
December 31, 2019

**Project ID:** 2017025

#### FUNDING CERTIFICATION

I hereby certify that (a) the following funds will be encumbered on behalf of Grantor; and  
(b) Grant Funds shall not be disbursed unless and until sufficient proceeds from the  
source identified below become available to Grantor to disburse.

  
Fiscal Officer

4/3/17  
Date:

**Grant Amount:** \$330,451.00

**Fund Source:** Water Quality, Supply and Infrastructure Improvement Fund of  
2014, Section 79733

**Appropriation Item:** Chapter 10, Statutes of 2015

**Line Item:** 3640-101-6083

**Expenditure Code:** 16-1000-702-45000

## **1. SCOPE OF AGREEMENT**

Pursuant to the Wildlife Conservation Law of 1947, Chapter 4.0 of Division 2, commencing with Section 1300, of the California Fish and Game Code; the Water Quality, Supply, and Infrastructure Improvement Act of 2014 (Proposition 1), California Water Code Section 79700 et seq.; and the approval granted by the Wildlife Conservation Board on March 09, 2017, the Wildlife Conservation Board (Grantor) hereby grants to the County of Santa Cruz (Grantee), a sum not to exceed three hundred thirty thousand four hundred fifty one dollars (\$330,451.00) (Grant Funds), upon and subject to the terms and conditions of this Grant Agreement (Agreement).

## **2. PURPOSES OF GRANT**

Grantor is entering into this Agreement, and the Grant Funds shall be used, only for the purpose of assisting Grantee with the project described within the grant application San Lorenzo Watershed Conjunctive Use and Baseflow Enhancement Plan submitted for the California Stream Flow Enhancement Program by County of Santa Cruz for the solicitation which closed August 31, 2016 and is generally described as: to provide guidance for diverting excess winter surface flow in the San Lorenzo River Watershed to meet water supply needs, and provide active groundwater recharge (Project) on the southern portions of the San Lorenzo River Watershed, including Fall Creek, Bull Creek, Bennett Creek, Boulder Creek, Bean Creek and Zayante Creek, located in Santa Cruz County, California (Property). The Property is generally shown on the attached Exhibit A - LOCATION MAP.

## **3. CONDITIONS OF GRANT**

Grantor's obligation to disburse Grant Funds under this Agreement is conditioned upon and subject to the satisfactory completion of all of the following conditions:

- 3.1 Grantor shall have reviewed and approved all documents pertaining to the Project, including, without limitation, feasibility and planning studies, designs, plans, budgets, cost estimates, timelines and agreements. Such review and approval by Grantor will be for compliance with this Agreement as well as funding and other requirements applicable to Grantor, and shall not be unreasonably withheld.
- 3.2 Grantor shall have reviewed and approved a certified resolution or other appropriate action of the governing board or governing body of Grantee, authorizing the execution and performance of this Agreement and the carrying out of the Project by Grantee.
- 3.3 Grantee shall have disclosed all funding sources for the Project, including all amounts applied for or obtained from sources other than Grantor. These amounts shall be reflected in the attached Exhibit B – BUDGET (Budget) by Budget category. As between Grantor and Grantee, Grantee shall be

responsible for any and all Project costs that exceed the amount of the Grant Funds provided under this Agreement.

- 3.4 For construction projects applicants shall have consulted with the California Conservation Corps (CCC) and a certified local conservation corps as to the feasibility of using their services as defined in section 14507.5 of the Public Resources Code to implement projects (CWC § 79734). Where feasible, participation by the CCC will occur.
- 3.5 The Project shall have been approved by the Wildlife Conservation Board at a public meeting. This Agreement shall have been fully executed by Grantor and Grantee, and Grantee shall have received a written "Notice to Proceed" from Grantor. The approval of the Project by the Wildlife Conservation Board on March 09, 2017, shall not constitute authorization for the commencement of the Project or expenditure of Grant Funds. No expenditure made or activity initiated prior to Grantee's receipt of a written Notice to Proceed from Grantor will be eligible for reimbursement by Grantor.

#### **4. DISBURSEMENTS**

- 4.1 Upon satisfaction of all of the Conditions of Grant set forth in Section 3, above, and so long as Grantee is not in breach or default under this Agreement, Grantor agrees to disburse the Grant Funds to Grantee, in arrears, in installments as set forth in this Section 4. Disbursements shall be made not more frequently than monthly and disbursements of less than \$5000.00 should be made not more frequently than quarterly. All disbursements shall be subject to the availability of funds for purposes of the Project as provided in Section 4.8.
- 4.2 Grantee shall request disbursement of Grant Funds by submitting a disbursement request to Grantor for approved budgeted work performed on the Project in accordance with Section 4.3. Disbursement shall be contingent upon approval of the disbursement request by Grantor.
- 4.3 The disbursement request must be submitted on Grantee's letterhead, signed by an authorized representative of Grantee, and include a written description of the work completed during the period of the disbursement request. Requests for disbursement must be itemized using the same categories included in the attached Budget. Exhibit C – DISBURSEMENT REQUEST TEMPLATE provides the format to use for submitting disbursement requests to Grantor. Each disbursement request shall contain supporting or back-up documentation for all amounts shown on the request, including receipts for all materials and supplies, all Grantee staff time shown by number of hours worked and hourly rate, and all contractor or sub-contractor services.



- 4.4 Grantor may withhold ten percent (10%) of the total approved amount from each disbursement (Retained Grant Funds) until Grantor has approved the completion of the Project, the final report required by Section 6.4, and the final request for disbursement.
- 4.5 Upon completion of Project activities, Grantee may request disbursement of the Retained Grant Funds. Grantee shall submit this request no later than thirty (30) days after the Projected Completion Date (as defined in Section 6.1).
- 4.6 Please submit disbursement requests electronically to WCB at [WCBCLerical@wildlife.ca.gov](mailto:WCBCLerical@wildlife.ca.gov) and WCB Project Manager Margaret Massie ([margaret.massie@wildlife.ca.gov](mailto:margaret.massie@wildlife.ca.gov)) with "Project ID \_\_\_\_ Invoice No. \_\_\_\_" in the subject line.  
Alternatively, hard copy requests for disbursement can be sent to:

Wildlife Conservation Board  
1416 9<sup>th</sup> Street, Room 1266  
Sacramento, California 95814  
Attn: Margaret Massie

- 4.7 Grantee shall reimburse Grantor for any erroneous disbursement of Grant Funds under this Agreement. Reimbursement shall occur within 30 days of written demand by Grantor. Interest shall accrue at the highest rate allowed by law from the time that reimbursement becomes due and owing until received by Grantor.
- 4.8 Despite any contrary provision of this Agreement, Grantor shall not be obligated to disburse any remaining unpaid portion of the Grant Funds unless and until sufficient funds identified for allocation to the Project (as further specified in the Funding Certification attached to this Agreement) are released by the State Treasurer's Office to Grantor for expenditure for this grant. No request for disbursement submitted prior to the release of such funds to Grantor shall be effective.

## 5. BUDGET

The attached Budget is an estimate of the Grantee's anticipated costs for the Project and discloses all funding sources for the Project, including all amounts applied for or obtained from sources other than Grantor. Should the Budget not disclose all funding sources for the Project, Grantor may refer this grant to the Department of Finance for a Project audit. Grantee may seek additional funding from sources other than Grantor, with Grantor's approval, to cover cost increases or to reduce Grantor's cost share. Should Grantee obtain additional funds from sources other than Grantor, Grantee shall promptly notify Grantor of

the amounts and sources of the additional funding and submit a proposed new budget reflecting any changes to Grantor for its approval.

When actual Project costs indicate that the costs of certain Budget categories payable by Grantor are higher than estimated, and these higher costs are offset by lower costs in other Budget categories payable by Grantor, the Grantee may submit a written request to Grantor to shift funds between such Budget categories. Contingencies shall be used only upon written approval by Grantor. Grantor shall approve or deny a requested Budget revision or use of contingencies in writing within 10 business days of receipt of Grantee's written request.

## **6. GRANTEE'S COVENANTS**

In consideration of this Agreement, Grantee hereby covenants and agrees as follows:

- 6.1. Grantee will complete or cause to be completed all Project activities in accordance with Grantee's proposed design and specifications submitted to Grantor, a copy of which is attached as Exhibit D - WORK PLAN and incorporated herein by this reference, on or before December 31, 2019. The Project will be considered complete when all Project activities have been completed and Grantor has approved the completion of the Project, the final report required by Section 6.4, and the final request for disbursement.
- 6.2. Grantee is responsible for obtaining all necessary permits and approvals for the Project (including its construction, management, monitoring, operation, use and maintenance), and complying with all federal, state and local statutes, laws, regulations, ordinances, orders and other governmental and quasi-governmental requirements that apply to the Project (including its construction, management, monitoring, operation, use and maintenance).
- 6.3. Grantee shall recognize the cooperative nature of the Project and shall provide credit to the Grantor on signs, demonstrations, promotional materials, advertisements, publications and exhibits prepared or approved by Grantee referencing the Project. Any sign installed on the Property referencing the Project shall be subject to the mutual agreement of Grantor, Grantee and Landowner regarding text, design and location and shall display the logo of Grantor.
- 6.4. The Grantee will provide progress reports with each invoice and a final report upon Project completion.
- 6.5. Not later than 30 days following the completion of all Project activities Grantee will submit one hard copy and one digital copy of a final report of



accomplishments, including project cost totals, pre- and post-Project photographs and a final design or site plan of the Project, to Grantor.

- 6.6 The Grantee and Landowner(s) will obtain signed Private Property Access agreements prior to any work commencing on landowner's property as required for project activities.
- 6.7 Pursuant to Governor Brown's April 25, 2014 Executive Order proclaiming a continued State of Emergency due to water shortage and drought conditions, Grantee shall have appropriate water conservation and efficiency programs in place. Grantee hereby certifies that it has, and will keep, such programs in effect. Upon request by Grantor, Grantee shall provide information regarding its water conservation and efficiency program(s) to Grantor.

## **7. BREACH AND REMEDIES**

- 7.1 In the event of a breach of Grantee's obligations under this Agreement, Grantor shall give notice to Grantee describing the breach. If Grantee does not cure the breach described in the Grantor's notice within 90 days after the date of Grantor's notice or, if the breach cannot reasonably be cured within 90 days, Grantee does not commence the cure within the 90-day period and diligently pursue it to completion, then Grantee shall be in default of this Agreement.
- 7.2 In the event of a default by Grantee *before* the Project is complete then, in addition to any and all other remedies available at law or in equity, Grantor may seek specific performance of this Agreement. Grantee agrees that specific performance is an appropriate remedy because the benefits to Grantor from Grantee's completion of the Project in accordance with this Agreement, as described in Section 2 (Purposes of Grant), are unique and damages would not adequately compensate Grantor for the loss of such benefits.
- 7.3 In the event of a default by Grantee, in addition to any and all other remedies available under this Agreement, at law or in equity, Grantor may require Grantee to reimburse the Grant Funds to Grantor in an amount determined by application of the following Reimbursement Formula:

### "Reimbursement Formula"

Formula: Dollar amount of Grant Funds divided by Project Life, times the number of years remaining in the Project Life.

Example: Grantor grants \$50,000.00 to Grantee for the restoration and enhancement of wetland and riparian habitat, and the Project Life is 25 years. With 10.5 years remaining on the Project Life, the Grantee is in default under the Agreement. The reimbursement amount would be \$21,000, calculated as follows:

$$(\$50,000.00 \div 25 \text{ years}) \times 10.5 \text{ years} = \$21,000$$

Reimbursement shall be due from Grantee immediately upon written demand by Grantor. Interest shall accrue at the highest rate allowed by law from the time that the reimbursement becomes due until it is actually received by Grantor.

- 7.4 Any costs incurred by Grantor, where Grantor is the prevailing party, in enforcing the terms of this Agreement, including but not limited to costs of suit, attorneys' and experts' fees, at trial and on appeal, and costs of enforcing any judgment, shall be borne by Grantee.
- 7.5 Waiver of any breach or default by Grantee shall not be deemed to be a waiver of any subsequent breach or default, nor shall it constitute a modification of this Agreement.

## **8. ADDITIONAL TERMS AND CONDITIONS**

### **8.1 Grantee Responsible for Project**

While the Grantor undertakes to assist the Grantee with the Project by providing a grant pursuant to this Agreement, the Project itself remains the sole responsibility of the Grantee. Grantor undertakes no responsibilities to the Grantee, the Landowner, or any third party, other than as expressly set out in this Agreement. The responsibility for implementing the Project is solely that of the Grantee, as is the responsibility for any claim or suit of any nature by any third party related in any way to the Project.

### **8.2 Contracts**

All agreements between Grantee and any third party related to the Project must be in writing and contain language that establishes the right of the auditors of the State of California to examine the records of the third party relative to the goods, services, equipment, materials, supplies or other assistance provided to Grantee for the Project. Grantee shall provide a complete copy of each agreement over \$10,000.00 to Grantor prior to commencing work.

### **8.3 Indemnification**

To the fullest extent permitted by law, Grantee shall indemnify, protect, and hold harmless the Wildlife Conservation Board and the State of California, and their respective members, officers, agents, employees and representatives, from and against any and all claims, demands, damages, losses, costs (including attorneys' fees), expenses, and liability of any nature (Claims) arising out of or incident to the Project, Grantee's entry upon and use of the Property, and the performance of, or failure to observe or perform, any obligations of the Grantee under this Agreement. The obligations of Grantee under this Section 8.3 include, without limitation, Claims resulting from the generation, use, storage, disposal, release or threatened release of any hazardous or toxic substance, material or waste; petroleum or petroleum products and other substances that present a threat to human health or the environment.

### **8.4 Amendment; Severability**

This Agreement may be modified only by a written amendment signed by Grantor and Grantee. No oral or written understanding or agreement not incorporated in this document shall be binding on the parties.

If any provision of this Agreement or the application thereof to any person or circumstance is held to be invalid or unenforceable, that shall not affect any other provision of this Agreement or applications of the Agreement that can be given effect without the invalid provision or application. To this end the provisions of this Agreement are severable.

### **8.5 Independent Capacity of Grantee; Withholding and Payments**

Grantee, its members, officers, directors, employees, agents and representatives, is each acting in an independent capacity in entering into and carrying out this Agreement, and not as a partner, member, officer, agent, employee or representative of Grantor. Grantee is responsible for withholding and paying employment taxes, insurance and deductions of any kind required by federal, state or local laws.

### **8.6 No Assignment or Transfer**

This Agreement is not assignable or transferable by Grantee, either in whole or in part, without the prior written consent of Grantor which Grantor may grant or withhold in Grantor's discretion.

### **8.7 Accounting/Records/Audits**

Grantee shall maintain complete and accurate records of its actual Project costs, in accordance with generally accepted accounting principles and practices, and



shall retain said records for at least three years after final disbursement by Grantor. During such time, Grantee shall make said records available (or cause them to be made available) to the State of California for inspection and audit purposes during normal business hours. Expenditures not documented, and expenditures not allowed under this Agreement or otherwise authorized in writing by Grantor shall be borne by Grantee. The audit shall be confined to those matters connected with this Agreement, including but not limited to administration and overhead costs.

The Grantee shall utilize the Bond Accountability and Audits Guide, provided by the California Department of Finance, Office of State Audits and Evaluations (OSAE) to ensure that Project expenditures are in compliance with applicable laws, regulations, and established criteria and that appropriate record keeping is maintained. The Guide is available at the following OSAE website:

[http://www.dof.ca.gov/osae/prior\\_bond\\_audits/documents/BondAccountabilityandAudits.pdf](http://www.dof.ca.gov/osae/prior_bond_audits/documents/BondAccountabilityandAudits.pdf)

#### **8.8 Use of Grant Funds to Secure Additional Funding**

Grantee agrees that the funding provided under this Agreement shall not be used as matching funds for other grants, or to secure loans or other monetary awards without written approval from the Executive Director, Wildlife Conservation Board. Such approval shall not be unreasonably withheld as long as the purposes for which the grant was awarded are maintained.

#### **8.9 Termination or Suspension of Agreement**

At any time before Grantee has started Project activities Grantor may terminate this Agreement for any reason by providing Grantee not less than 30 days written notice of termination. In addition, Grantor may suspend this Agreement at any time upon written notice to Grantee. In either case, Grantee shall immediately stop work under this Agreement and take all reasonable measures to prevent further costs to Grantor. The Grantor shall be responsible for reasonable and non-refundable obligations or expenses incurred by the Grantee under this Agreement prior to the date of the notice to terminate or suspend, but only up to the undisbursed balance of funding authorized in this Agreement. Any notice suspending work under this Agreement shall remain in effect until Grantor authorizes work to resume by giving further written notice to Grantee.

#### **8.10 Resolution of Disputes**

The State Project Representative is identified on Page i of this Agreement. The State Project Representative has initial jurisdiction over each controversy arising under or in connection with the interpretation or performance of this Agreement or disbursement of Grant Funds. The Grantee will diligently pursue with the State Project Representative a mutually agreeable settlement of any such

controversy.

If the controversy cannot be resolved between Grantee and the State Project Representative, the Grantee must direct the grievance together with any evidence, in writing, to the Executive Director of the Wildlife Conservation Board. The grievance must state the issues in the dispute, the legal authority or other basis for the Grantee's position and the relief sought.

The Executive Director or designee shall meet with a representative of the Grantee to review the issues. A written decision signed by the Executive Director or designee shall be returned to the Grantee within twenty (20) working days of the conclusion of this meeting.

### **8.11 Drug-Free Workplace Certification**

By signing this Agreement, Grantee hereby certifies under penalty of perjury under the laws of the State of California that Grantee will comply with the requirements of the Drug-Free Workplace Act of 1990 (Government Code Section 8350 et seq.) and will provide a drug-free workplace by taking the following actions:

- 8.11.1 Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations, as required by Government Code Section 8355(a).
- 8.11.2 Establish a Drug-Free Awareness Program as required by Government Code Section 8355(b) to inform employees about all of the following:
  - a) the dangers of drug abuse in the workplace;
  - b) the person's or organization's policy of maintaining a drug-free workplace;
  - c) any available counseling, rehabilitation and employee assistance programs; and,
  - d) penalties that may be imposed upon employees for drug abuse violations.
- 8.11.3 Provide, as required by Government Code Section 8355(c), that every employee who works on the proposed Project:
  - a) will receive a copy of the company's drug-free policy statement; and,
  - b) will agree to abide by the terms of the company's statement as a condition of employment on the Project.

Failure to comply with these requirements may result in suspension of



disbursements under this Agreement or termination of the Agreement or both and Grantee may be ineligible for award of any future state contracts and grants if the Grantor determines that any of the following has occurred: (1) Grantee has made false certification, or (2) Grantee violates the certification by failing to carry out the requirements as noted above.

### **8.12 Union Organizing**

By signing this Agreement the Grantee hereby acknowledges the applicability to this Agreement of Government Code Sections 16645 through 16649, and certifies that:

- 8.12.1 No state funds disbursed by this grant will be used to assist, promote or deter union organizing;
- 8.12.2 Grantee shall account for state funds disbursed for a specific expenditure by this grant, to show those funds were allocated to that expenditure;
- 8.12.3 Grantee shall, where state funds are not designated as described in 8.12.2 above, allocate, on a pro-rata basis, all disbursements that support the grant program; and
- 8.12.4 If Grantee makes expenditures to assist, promote or deter union organizing, Grantee will maintain records sufficient to show that no state funds were used for those expenditures, and that Grantee shall provide those records to the Attorney General upon request.

### **8.13 Labor Code Requirements; Prevailing Wage**

State grants may be subject to California Labor Code requirements, which include prevailing wage provisions. Certain State grants administered by the California Wildlife Conservation Board and the California Department of Fish and Wildlife are not subject to Chapter 1 (commencing with Section 1720) of Part 7 of Division 2 of the Labor Code. For more details, please refer to California Fish and Game Code Section 1501.5 and to the Department of Industrial Relations (DIR) website at <http://www.dir.ca.gov>. Grantee shall pay prevailing wage to all persons employed in the performance of any part of the Project if required by law to do so.

### **8.14 Informational Products**

The Exhibit D – WORK PLAN includes a list of project-specific performance measures that are to be used to evaluate the effectiveness of the Project in achieving the stated objectives. By entering into this Grant, the Grantee commits to disclosing how information will be collected, stored, and disseminated to participants, stakeholders, public, and the State. Public information may include,



but is not limited to technical designs, feasibility studies, reports, and data gathered during any phase of development, including planning, design, construction, operation, and monitoring.

#### 8.14.1 Data Management (all grants, as applicable):

Data management activities will be coordinated by the Grantee. Grantee shall be responsible for verifying the quality of the data in accordance with applicable Quality Assurance/Quality Control guidelines. Grantee shall prepare and submit to the Grant Manager all data generated by the project. Geospatial data will be delivered in an industry-standard spatial data format (ESRI-readable) where applicable and documented with metadata in accordance with the CDFW Minimum Data Standards (<http://www.dfg.ca.gov/biogeodata/bios/metadata.asp>).

*For projects that involve wetland or riparian restoration activities, include the following:* Grantee shall upload project information (including project names, project proponent/contact, project boundary shapefile [polygon]), Proposition 1 funding details, pertinent dates, activity type, and habitat types and amounts) to Project Tracker (<http://ptrack.ecoatlas.org/>) in EcoAtlas (<http://www.ecoatlas.org/>).

*For projects that will generate surface water quality data, include the following:* Water quality data generated by the project will be collected in a manner that is compatible and consistent with the California Environmental Data Exchange Network (CEDEN, <http://www.ceden.org/>). The Grantee shall upload relevant data to CEDEN and provide a receipt of successful data submission, generated by CEDEN, to the Grant Manager prior to submitting a final invoice.

*For projects that will generate groundwater monitoring data, include the following:* Groundwater monitoring data generated by the project will be collected and reported in a manner that is compatible and consistent with the groundwater data systems administered by the State Water Resources Control Board. The Grantee shall upload relevant data to GeoTracker GAMA (<http://www.waterboards.ca.gov/gama/>) and provide proof of successful data submission prior to submitting a final invoice.

#### 8.15 Non-Discrimination

During the performance of this Agreement, Grantee shall not unlawfully discriminate against, harass, or allow harassment against any employee or applicant for employment because of race, religion, color, national origin, ancestry, physical disability (including HIV and AIDS), mental disability, medical condition, marital status, age (over 40), sex, sexual orientation, or use of family-care leave, medical-care leave, or pregnancy-disability leave. Grantee shall take affirmative action to ensure that the evaluation and treatment of its employees and applicants for employment are free of such discrimination and harassment.

Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Grantee shall comply with the provisions of the Fair Employment and Housing Act (Government Code Section 12900 (a-f) *et seq.*), and applicable regulations (California Code of Regulations, Title 2, Section 7285 *et seq.*). The regulations of the Fair Employment and Housing Commission regarding Contractor Nondiscrimination and Compliance (Chapter 5 of Division 4 of Title 2 of the California Code of Regulations) are incorporated by reference into this Agreement. Grantee shall give written notice of its obligations under this non-discrimination clause to labor organizations with which Grantee has a collective bargaining or other agreement, and shall post in conspicuous places available to employees and applicants for employment, notice setting forth the provisions of this section. Grantee shall also include the nondiscrimination and compliance provisions of this Agreement in all contracts related to the Project.

## **9. AUTHORIZATION**

The signature of the Executive Director certifies that at the meeting of the Wildlife Conservation Board held on March 09, 2017 the Board authorized the award of a grant of up to \$330,451.00 to Grantee for the Project.

## **10. EFFECTIVENESS OF AGREEMENT**

This Agreement shall be deemed executed and effective when fully signed by authorized representative(s) of both Grantor and Grantee. Each party shall sign two original counterparts of this Agreement. Each fully executed counterpart shall be deemed an original. Grantee shall receive one fully executed original and Grantor shall receive one fully executed original.

## **11. EXHIBITS**

Each of the Exhibits referenced in this Agreement is incorporated by reference as though set forth in full herein. The following Exhibits are attached to this Agreement:

- Exhibit A** – Location Map
- Exhibit B** – Budget
- Exhibit C** – Disbursement Request Template
- Exhibit D** – Work Plan

**IN WITNESS WHEREOF**, the undersigned parties have executed this Agreement.

**GRANTOR**

STATE OF CALIFORNIA  
WILDLIFE CONSERVATION BOARD

By: \_\_\_\_\_ Date: \_\_\_\_\_  
John P. Donnelly  
Executive Director

**GRANTEE**

COUNTY OF SANTA CRUZ

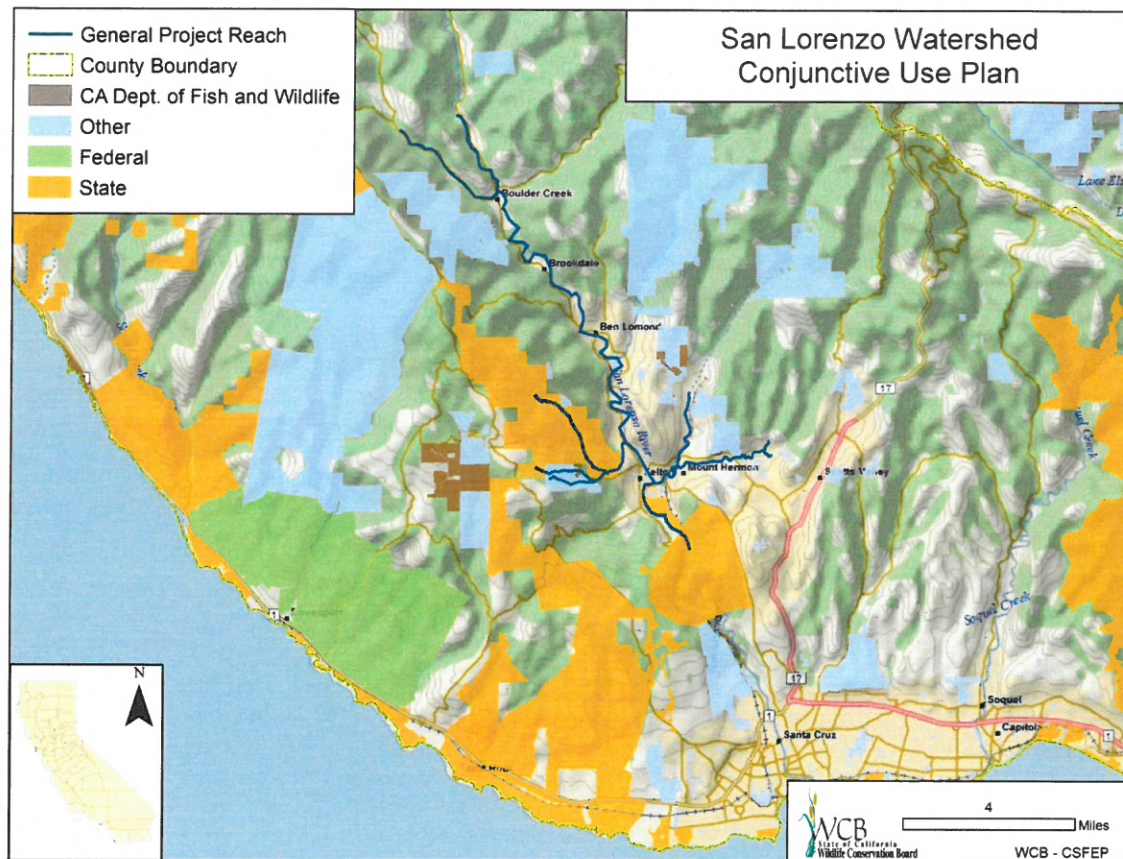
By: \_\_\_\_\_ Date: \_\_\_\_\_  
Giang Nguyen  
Director of Health Services



San Lorenzo Watershed Conjunctive Use Plan, Santa Cruz County  
Grant Agreement Number: WC-1649MM  
Project ID: 2017025

**EXHIBIT A**

**EXHIBIT A – LOCATION MAP**



San Lorenzo Watershed Conjunctive Use Plan, Santa Cruz County  
Grant Agreement Number: WC-1649MM  
Project ID: 2017025

**EXHIBIT B**

## BUDGET

| Project Task                              | WCB              | San Lorenzo Valley Water District | Total Cost Per Task |
|---|------------------|-----------------------------------|---------------------|
| Project Management                        | \$61,511         | \$4,700                           | \$61,511            |
| Permitting and Fees                       | \$4,110          | ---                               | \$4,110             |
| Indirect                                  | \$11,530         | ---                               | \$11,530            |
| Data Collection, Modeling, and Analysis   | \$168,300        | \$100,000                         | \$268,300           |
| Water Rights and Environmental Compliance | \$85,000         | ---                               | \$85,000            |
| Infrastructure Improvements               | ---              | \$180,000                         | \$180,000           |
| <b>TOTAL</b>                              | <b>\$330,451</b> | <b>\$284,700</b>                  | <b>\$615,151</b>    |

**DISBURSEMENT REQUEST TEMPLATE**

**Letterhead (include Name, address, telephone, contact person name)**

Invoice Date: \_\_\_\_\_  
Invoice No: \_\_\_\_\_

**Project Name:** Name on Grant Document  
**Agreement Number:** WCB Grant Agreement No.  
**Term of Project:** Beginning and End dates  
**Invoice Period Covered:** Beginning and End Date  
**Amendments:** describe if any, along with date  
**WCB Project Manager:**

| PROJECT TASK  | TOTAL COST  | TOTAL NON-WCB INVOICES   | WCB ALLOCATION   | WCB PRIOR INVOICED AMOUNT   | CURRENT INVOICE                                | Remaining Balance of WCB allocation available for expenditure on this task |
|---|---|--|--|---|--|--|
| Describe in a separate row each project task in the Budget approved by the WCB - Must be identical to those shown in the approved budget unless amended | Show the total cost for each task. Must be identical to those shown in the approved budget unless amended | Total of all other invoices or charges for the task item, attributed to another funding source/ partner e.g. non-WCB invoices/charges to this task | Show the total WCB allocated costs for each task. Must be identical to those shown in the approved budget unless amended | Sum all invoices already submitted to the WCB for payment on this task (includes amounts retained by WCB) | Amount of current invoice applied to this task | Remaining Balance of WCB allocation available for expenditure on this task |
| Task 1 (describe)   |   |  |  |   |  |  |
| Task 2 (describe)   |   |  |  |   |  |  |
| Task 3 (describe)   |   |  |  |   |  |  |
| Task 4 (describe)   |   |  |  |   |  |  |
| Task 5 (describe)   |   |  |  |   |  |  |
| ...   |   |  |  |   |  |  |
| TOTAL   | Sum of all items  | Sum of all items   | Sum of all items   | Sum of all items  | Sum of all items                               | Sum of all items   |
| Total Current Invoice:  |   |  |  |   | \$   |  |
| Less Retention*:  |   |  |  |   | \$ ( )   |  |
| TOTAL PAYMENT DUE:  |   |  |  |   | \$   |  |

CURRENT RETENTION \$  
PREVIOUS RETENTION \$  
TOTAL RETENTION WITHHELD TO DATE: \$  
Approved for Payment By: \_\_\_\_\_ Printed Name \_\_\_\_\_ Date \_\_\_\_\_

\*Retention: Unless otherwise approved in advance by WCB, 10% of total current invoice will be retained by WCB until the end of the project. Each invoice should be accompanied by the following:  
1. A detailed statement of services for the period covered by the invoice (photos may also be included if appropriate).  
2. Supporting or back-up documentation for all charges on the invoice, including receipts for all materials and supplies, all Grantee staff time shown by number of hours worked and hourly rate, and all sub-contractor services.  
3. Clearly reconcile all supporting documents and identify them with the charges reflected in the invoice. If the attached supporting document includes a charge that will be reimbursed in part by the WCB and another funding source, clearly indicate the portion being paid by the WCB, and reconcile this amount with the invoice.

## WORK PLAN

This project will develop a *San Lorenzo Watershed Conjunctive Use Plan* (Plan) to improve water resource efficiency, benefiting essential local fisheries, and residents. The Plan will incorporate scheduled infrastructure improvements by the San Lorenzo Valley Water District (SLVWD), will provide guidance for diverting excess winter surface flow in the San Lorenzo River Watershed to meet water supply needs, reducing the use of groundwater wells, and provide active groundwater recharge. During the dry season, the augmented groundwater will be used to meet supply demands and reduce stream diversions.

This project will result in a comprehensive management plan to outline the path for conjunctive use management in the San Lorenzo River Watershed. The final product will be the Plan with accompanying CEQA review and water rights filings, as well a list of additional recommended infrastructure upgrades. The primary entity taking action to implement the Plan will be the SLVWD, with partnership and participation from Santa Cruz County (County), the Scotts Valley Water District (SVWD), and the City of Santa Cruz Water Department.

The Plan will involve the following tasks and deliverables:

**Grant Administration:** Subcontracting, invoicing and reporting will be done by staff at the County.

*Deliverables:* Quarterly invoicing and reporting, and subcontracts.

**Winter Surface Water Availability:** Staff from the County, SLVWD, and a surface flow consultant will assess availability of divertible winter surface flow from Bull Creek, Bennett Spring, Fall Creek, Loch Lomond, and other sources for in lieu and active recharge. Tasks include:

- a. Assess capacity of diversion works, existing treatment plant and interties to collect, treat, and deliver surface water to all service areas.
- b. Calculate amount of excess winter water that could be diverted based on historic record and anticipated climate impacts, while maintaining needed downstream releases.
- c. Identify any needed infrastructure improvements/developments and how much additional divertible flow could be provided by such improvements.

*Deliverables:* Summary of findings, results incorporated into final Plan.

**Groundwater Availability:** Staff from the County, SLVWD, and a groundwater-modeling consultant will evaluate groundwater supply and examine the potential to pump and deliver groundwater to areas presently served by surface water during summer months and extended drought periods. Tasks include:

- a. Model effects on groundwater basin of in lieu recharge and increased dry



season pumping.

- b. Evaluate potential impact of active recharge of winter surface water to restore and balance the groundwater basin.
- c. Evaluate current well pumping capacity and identify any additional infrastructure needs to deliver additional groundwater to areas presently served by surface water.
- d. Identify and evaluate new well sites that could be used to offset stream diversions during summer and low flow periods.

*Deliverables:* Summary of findings, results incorporated into final Plan.

**Evaluate Flows for Fish:** Staff from the County and a fisheries consultant will evaluate flow availability relative to fishery needs to ensure the final plan provides measureable flow enhancement for needs of coho and steelhead.

Tasks include:

- a. Describe current and unimpaired flows potentially available to support fishery needs downstream of surface diversions in the SLR and tributaries. This process has been started in Fall Creek, and other streams affected by SLVWD diversions.
- b. Evaluate current data on relationships between fish habitat, flow and temperature to identify additional data needs.
- c. Complete additional fieldwork and assessments to fill identified data gaps.

*Deliverables:* Summary of findings, results incorporated into final Plan.

**Evaluate Municipal needs:** The San Lorenzo Valley Water District will evaluate municipal needs and projections into the future for both the San Lorenzo Valley and Scotts Valley areas. Tasks include:

- a. Review Urban Water Management Plans for current seasonal water use and projected future demand.
- b. Review existing calculations of the amount of in lieu recharge provided by supplying winter demand, and amount of groundwater pumping required to meet summer demands.

*Deliverables:* Summary of findings, results incorporated into final Plan.

**Develop Plan:** Staff from the County, the SLVWD, SVWD, and a Plan development consultant will develop optimal management scenarios and produce the Plan. Tasks include:

- a. Conduct system modelling to evaluate potential conjunctive use operation scenarios based on above information and select the alternative with the most favorable results.
- b. Project potential changes in dry season streamflow resulting from conjunctive use scenarios.
- c. Develop the Conjunctive Use and Baseflow Enhancement Plan. The plan will include: operation plans and procedures, including potential for phased

implementation; needed agreements among agencies; infrastructure improvements needed; costs and financing for preferred scenarios.

**Deliverables:** Completed San Lorenzo Watershed Conjunctive Use and Baseflow Enhancement Plan that incorporates the alternative scenarios and outcomes of the modeling, the results from the tasks listed above, and includes guidelines for implementation.

**Water Rights:** Staff from the County, the SLVWD, and a water rights consultant will evaluate the required changes to water rights.

a. Describe existing water rights and limitations for Fall Creek and other surface sources.

b. Identify new water rights or modifications necessary to implement conjunctive use. This will include a change in place of use for water from Fall Creek, Bennet Creek, and a change in criteria for the seasonality of diversions.

c. File for necessary water right changes and prepare to construct additional infrastructure as needed for expanded implementation.

**Deliverables:** Memo describing existing water rights and filing for necessary water right changes with the State Water Resources Control Board for changes.

**CEQA compliance:** Conduct environmental analysis in compliance with CEQA. Due to the level of review going into the Plan, the expected outcome is a Mitigated Negative Declaration.

**Deliverables:** Completed and approved CEQA document.

**Public outreach:** The SLVWD will provide ongoing outreach to community about the need for conjunctive use and the benefits to the process.

**Deliverables:** One public meeting about the Plan during its development, one bill insert about the benefits of conjunctive use, updated content including final plan available on the website.

## MEMO

To: Board of Directors  
From: District Manager  
Subject: DISTRICT MANAGERS YEARLY PERFORMANCE REVIEW  
Date: June 15, 2017

### **RECOMMENDATION:**

Staff has no recommendation.

### **BACKGROUND:**

District Manager's contract states,

“Effective January 1, 2016, and each January 1<sup>st</sup> thereafter, the Manager shall be entitled to an annual cost of living adjustment, or its equivalent, given to District employees at the discretion of the Board of Directors based upon a satisfactory performance rating from the Board of Directors. The Manager shall receive a written evaluation which relates to achievement of mutually defined goals and objectives at least once a year from the Board of Directors. At the discretion of the Board, Manager will also be eligible for up to a yearly five percent (5%) merit increase based on performance.”

Since January 2017 the Board agenda has included a closed session discussion item to conduct the District Manager's evaluation. Regrettably, due to time constraints the Board was never able to begin the evaluation process in January, February or March. At the Board's request a special meeting was held on March 22<sup>nd</sup> specifically for the evaluation of the Manager's performance. During closed session at the March 22<sup>nd</sup> meeting the Board concluded that the Manager had achieved at least a satisfactory performance, as per contract. Actual discussion of the Manager's performance related to eligibility of a merit increase was scheduled for the regularly scheduled April 20<sup>th</sup> Board Meeting.

Tonight, the Board is scheduled to measure accomplishments of the Manager's Goals and Objectives for 2016 (attached) and other considerations.

### **STRATEGIC PLAN:**

Element 8.0 - Organizational Health/Personnel

### **FISCAL IMPACT:**

Up to a 5% increase in DM compensation (\$9,160 per year).

**San Lorenzo Valley Water District  
2016 Manager Performance Goals and Objectives**

The Board of Directors expects that the following specific projects will be substantially completed within the next year:

2015 Urban Water Management Plan

Re-framing and updating “Rules and Regulations”, “Policies and Procedures” and “Rates and Fees”

Cost of Service and Staffing Study

Rate Study and Plan

The Board will also evaluate progress on the following items:

GSA and GSP Development

Use of Loch Lomond rights

Infrastructure Improvements, with special emphasis on the Felton system

CIP Formalization

Ongoing projects, including Fall Creek Fish Ladder, tank replacements, and integration of interties into SLVWD system

Other goals contained within the District’s Strategic Plan.

Increased involvement in inter-agency, neighborhood, and regional relations

The following qualities will be considered as part of the evaluation process:

Leadership

Transparency

Positive relations with Staff

Pro-activity

Creative problem solving.

It is the intention of the Board of Directors to “check in” on the above goals and objectives at the six month mark and adjust or refine the list with input from the District Manager.

  
Brian Lee, District Manager

  
Randall Brown, Board President

2/5/16  
Date

## District Manager's Goals and Objectives Review for the year 2016.

### Completed or Substantially Completed:

- 2105 Urban Water Management Plan (and the 2010 UWMP)
- Re-framing and updating the "Rules and Regulations", "Policies and Procedures" and "Rates and Fees".
- Cost of Service and Staffing Study

### Started but not Completed or Substantially Completed:

- Rate Study and Plan

### Continued Forward Progress:

- GSA and GSP Development
- CIP Formalization
- Ongoing projects, including... integration of interties into SLVWD system.
- Increased involvement in inter-agency, neighborhood and regional relations
- Reviewed and rewrote the Strategic Plan to be a better 'living' document
- 2.0 Watershed Stewardship – 2.4 Education Program (annually)
- 5.0 Fiscal Planning – 5.1 Fiscal Plan for Support of Strategy (annually)
- 5.0 Fiscal Planning – 5.3 Provide Support for Applying for and Securing Grants (annually)
- 5.0 Fiscal Planning – 5.5 Annual Review of Reserve Fund Policy (annually)
- 5.0 Fiscal Planning – 5.6 Fiscal Transparency (ongoing)
- 6.0 Public Affairs – 6.2 Increase Civic Understanding and Engagement (annually)
- 6.0 Public Affairs – 6.4 SDLF Certificate of Transparency (2015)
- 8.0 Organizational Health/Personnel – 8.1 Staffing Plan (annually)
- 8.0 Organizational Health/Personnel – 8.3 FLSA Audit (2016)

### Limited Forward Progress on:

- Use of Loch Lomond rights
- Infrastructure Improvements, with special emphasis on the Felton System
- 2.0 Watershed Management Plan – 2.2 Environmental Review of Impacts to San Lorenzo River Watershed (annually)
- 2.0 Watershed Management Plan – 2.3 Climate Action Plan (annually)
- 3.0 Capital Facilities – 3.1 Capital Improvement Program (annually)
- 5.0 Fiscal Planning – 5.2 Funding Infrastructure Replacements (annually)
- 6.0 Public Affairs – 6.3 Technology Plan (annually)

## MEMO

TO: Board of Directors

FROM: District Manager

PREPARED BY: Environmental Manager

SUBJECT: Fish Monitoring in the San Lorenzo River

DATE: June 15, 2017

### **RECOMMENDATION:**

It is recommended that the Board review this memo and continue to support monitoring efforts in the San Lorenzo River Watershed in partnership with the County of Santa Cruz and other partner agencies.

### **BACKGROUND:**

For 20 years, the San Lorenzo Valley Water District has supported the effort to monitor fish in the San Lorenzo River Watershed. As a community who depends on ecosystem services for water production, the San Lorenzo Valley Water District Board has long supported the effort to monitor impacts on fish, wildlife and habitat resources, and where feasible support restoration efforts to sustain and improve ecosystem services for future generations.

Ecosystem Services such as forest ecosystems and aquatic ecosystems provide clean drinking water, the decomposition of wastes, regulation of climate and disease and provide recreational, cultural and spiritual benefits to our community. These ecosystem services are now being assigned economic values and the numbers in Santa Cruz County are staggering. Ecosystem services are valued to provide between \$800 million to \$2.2 billion to the local and regional economy every year. (Healthy Lands & Healthy Economies: Nature's Value in Santa Cruz County; Resource Conservation District of Santa Cruz County, 2015: <http://www.rcdsantacruz.org/publications>) If the San Lorenzo Valley is to remain a vibrant and attractive community we must continue to invest in our ecosystem services.

One way to invest in ecosystem services is through flow, temperature and fish monitoring programs. In an effort to coordinate the fish monitoring efforts county wide, in 2006, the County of Santa Cruz Water Resources Program, in partnership with local agencies, began managing the contract for the monitoring stream habitat and juvenile steelhead in four Santa Cruz County watersheds: San Lorenzo, Soquel, Aptos and Corralitos. Local agencies - San Lorenzo Valley Water District, Soquel

Creek Water District, City of Santa Cruz, City of Capitola and City of Watsonville contribute funding to implement this monitoring program.

The primary goal of this monitoring program is to track habitat conditions and site densities of juvenile steelhead in multiple watersheds throughout Santa Cruz County. This information has been used to track steelhead spawning and rearing habitat conditions, prioritize restoration and conservation efforts, and inform land and water use decisions. This information has provided habitat and juvenile steelhead density information for permitting, monitoring, restoration and public works projects.

Over the past few years partner agencies have been working toward the creation of a database with which the data can be analyzed and queried in order to better guide and prioritize conservation efforts and hopefully lead to the recovery of steelhead and coho salmon in the San Lorenzo River Watershed and other watersheds in our county.

DW Alley and Associates has supported San Lorenzo Valley Water District with other ongoing monitoring efforts as well. Those efforts include: 1. Stream Flow and Water Temperature Monitoring, an effort to identify how SLVWD surface diversions impact stream flow and water temperature in the mainstem of the San Lorenzo River. 2. Fish passage study in Fall Creek to determine minimum flow requirements for fish migration associated with the Fall Creek Diversion. And proposed for 2017/18 is a Fish Passage Study for Boulder Creek. DW Alley and Associates has conducted an estimated \$80,000 - \$100,000 annually for the District in monitoring efforts and has been one of the primary ways SLVWD supports ecosystem services in our watershed.

## RECOMMENDATION

It is recommended that the Board continue to support the fish monitoring programs for the 2017-2018 year.

### *D.W. Alley 16/17 Budget:*

Fish Monitoring in SLR: \$22,197

Stream Flow & Water Temperature Monitoring: \$37,132

Fall Creek Critical Riffle Study: \$23,420

### *D.W. Alley Proposed 17/18 Budget:*

2017/18 Fish Monitoring in SLR: \$24,860

Stream Flow & Water Temperature: \$35,778.24

Boulder Creek Critical Riffle Study: \$36,756

## 2015 STRATEGIC PLAN:

Strategic Element 1.0 - Water Supply Management

Strategic Element 2.0 - Watershed Stewardship



**Holly Morrison**

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**From:** Bruce Ashley <ba@phot.com>  
**Sent:** Monday, May 08, 2017 11:33 AM  
**To:** Board of Directors  
**Subject:** Defunding of Fish Biologist's Summary

Dear San Lorenzo Valley Water District Board,

As a Santa Cruz city small business owner, resident, sport fisherman and conservation activist, I have a topic that I would like to bring to the attention of Santa Cruz City Council, County of Santa Cruz Supervisors and the local water agencies. The issue is the proposed defunding of the Annual report of juvenile steelhead densities and habitat conditions in our local watersheds by the fishery biologist who does the actual sampling. This sampling and reporting program began in the mid-1990's and is being funded by the local water departments/agencies, 3 cities and County Environmental Health Department. I have witnessed the alarming decline of steelhead and other salmon throughout California and the San Lorenzo River in my lifetime. The data and insights gained from the comprehensive fish sampling program and reporting that our local fishery biologist, Donald Alley, has implemented over the past 20 years are critical to recovery of Threatened and Endangered fish species in our watersheds.

These fishery reports have contained the data gathered on steelhead abundance and habitat conditions and trends over the past 20 years in our local watersheds and include management recommendations. It is my understanding that the county is preparing a database of all data collected that will be available to the public, which is good. However, an annual report is necessary from the experienced fishery biologist who has accumulated years of experience. I find the annual summary report especially valuable in that it represents a scientific, quantified history of the fishery and the unique insights of the scientist doing the field work in the streams. Those insights include the on-the-ground observations of barriers to fish migration and the integration of steelhead density data with winter stormflow patterns, summer baseflow and habitat change to assign causal factors for the densities measured. The relational conclusions are not necessarily obvious from the raw data, and the experience and intuition of the scientist is, in my opinion, invaluable if we are serious about maintaining the environment for ocean-going salmonids and helping the populations of these animals to recover from Endangered Status. The plans for new water sources now under discussion will, especially in drought conditions, need to take fish habitat issues discussed in these valuable reports into account.

I would also like to encourage the funding agencies to make the annual report by the fisheries biologist easily available online. This is not currently the case. The last summary report I could find on the County Web Site was for 2011.

I don't think this defunding of the fishery biologist's reporting is a matter of cost because when the funding is split between multiple agencies, it cannot be much savings. I believe that if the county, a

co-funder, plans to take over the report writing and that portion of the budget, it will lack the skilled methods of reporting and assignment of causal factors that a professional fishery biologist, familiar with the watersheds, would provide. The county has its own plans regarding water management to provide water to an expanding human population and dealing with potential fishery impacts from its plans. The best way to obtain an unbiased, complete report that focuses on fish requirements is to continue the established 20-year pattern of having the independent fishery biologist continue to report his annual findings. The only reason I can think of for discontinuing the fishery biologist's reporting is that his conclusions may raise red flags with implementing the various water management scenarios that are out there. Instead of reducing the independent fishery biologist's involvement in analyzing data, we should be increasing the fishery biologist's input in water management issues.

The question to be answered is simple: Do we really want to make a serious effort to maintain the public trust and do the right thing for steelhead and coho salmon in our local waterways? Or do we want to continue the sidestepping of the serious issues of water use and development that are the critical factors inhibiting their recovery?

Sincerely,  
Bruce Ashley

## Holly Morrison

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**From:** jen@jmparks.com  
**Sent:** Wednesday, May 17, 2017 7:51 PM  
**To:** Board of Directors  
**Subject:** Fish monitoring and analysis

Dear Board Members,

I would like to express my strong desire to please have Don Ally not only continue monitoring the fish, but doing the analysis, comparing past and present, evaluating the data and its relevance to planning and decision-making, as well. This is extremely valuable data!

A proposal to only fund data collection and not analysis is very dangerous to our community, which relies on the health our fish and streams.

Our beautiful environment in the SLV is already under attack from many pressures - please assure that this analysis AND monitoring continues.

Thank you for doing the right thing for our community and preserving it for future generations!

Jennifer Parks  
San Lorenzo Valley resident  
Member Valley Women's Club Environmental Committee

831-331-0113



# County of Santa Cruz

## HEALTH SERVICES AGENCY

701 OCEAN STREET, ROOM 312, SANTA CRUZ, CA 95060-4073

(831) 454-2022 FAX: (831) 454-3128 TDD/TTY – Call 711

[www.sceeh.com](http://www.sceeh.com)

### ENVIRONMENTAL HEALTH

May 17, 2017

Dear San Lorenzo Valley Water District,

We are writing to clarify some points regarding the letter sent to you by the Valley Women's Club regarding the Fish Monitoring Program.

In 2006, the County of Santa Cruz Water Resources Program (Environmental Health, Health Services Agency) offered to manage a coordinated fish monitoring program. This partnership of seven agencies has been very successful in collecting information on fish and stream conditions in four watersheds: San Lorenzo, Soquel, Aptos and Pajaro watersheds. DW ALLEY & Associates collect high quality field data at up to 38 sites each year and have provided valuable data and data analysis over the past 10 years. Don's analysis has identified important patterns and trends for juvenile salmonids including areas of high quality habitat, growth potential in different parts of the watershed and passage conditions. His reports have contributed greatly to our understanding of local steelhead populations and limiting factors.

Over the past 6 years, County staff have worked to develop a database for the monitoring program. The goals of the database are to: (1) preserve the value of the data by collecting it into an electronic database; (2) develop the ability to show and analyze the data in new ways, and (3) increase the audience by providing the information on-line and with options to facilitate understanding for partners, agencies, public, teachers and students.

With the past 10 years of monitoring and the additional years of monitoring from 1981-2005, some locations now have 20 years of data. With the maturity of the monitoring program, both the partner agencies and other agency reviewers think that the reporting can be simplified and does not need to include an in-depth analysis each year. In addition, we will soon have the ability to explore the data in new ways that we hope will guide and prioritize conservation efforts for steelhead and coho salmon. For example, the database will provide the opportunity to examine

juvenile densities at one site over time. In addition, a tremendous amount of habitat data have been collected that have not been analyzed over the long term. We intend to focus on understanding larger trends and general patterns and less on year-to-year analysis.

The development of the website and database has been identified as a high priority action for the fish monitoring program. For the 2016 contract, the County of Santa Cruz dedicated our annual funding (\$12,000 plus program management) to completing three critical components of the database: fish densities, site habitat conditions and the presence and absence of fish and wildlife species. We plan to share the new website and database with the partner agencies at our annual meeting in June. For 2016-17, Don Alley signed a contract with the County that did not include the preparation of reports in order to provide his expertise and time to help complete these database components. In the end, there was some funding left from the fieldwork tasks for Don to complete multiple reports. For the coming year, the County again intends to dedicate our annual funding to further the database with a focus on stream habitat conditions and the stream wood inventories. In addition, staff will work on the website to complete the report library and resources for students and teachers. After the fieldwork and data submissions have been completed, we will look at the remaining budget and discuss database needs and reports that will be prepared.

We hope that the San Lorenzo Valley Water District will continue to partner with the monitoring program for the 2017-18 year. We look forward to sharing the website and on-line database with your staff and board soon.

Thank you for your consideration,



John A. Ricker,  
Water Resources Division Director  
Environmental Health, Health Services Agency  
County of Santa Cruz  
701 Ocean Street, Room 312  
Santa Cruz, CA 95060

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

May 24, 2017  
6:00 p.m.

**CONVENE MEETING/ROLL CALL:**

President Ratcliffe convened the meeting at 6:03 p.m.

Drs. Hammer, Ratcliffe, Bruce, Smallman and Baughman were present. District Manager Lee, Director of Operations Rogers and Director of Finance and Business Services were also present.

A motion was made to move Oral Communications to the end of the meeting. All voted in favor.

**UNFINISHED BUSINESS:**

SAN LORENZO VALLEY WATER DISTRICT RATE STUDY-PRESENTED BY NBS

G. Clumpner and C. Narayana, with NBS, presented the Rate Study.

L. Farris, Felton, unidentified man #1, man #2, man #3, J. Hayes, Felton, addressed the Board.

A motion was made to move forward with the staff recommendation for water rates:

- Option 4 - Phased in CIP
- Rate 3 - 30% Fixed/70% Variable
- Rate Stabilization Component
- 1 Tier

S. Yergovich, Boulder Creek, M. Lee, Ben Lomond, L. Farris, Felton

Director Smallman left the meeting at approx. 8:15 p.m.

All present voted in favor of the motion.

A motion was made to move forward with the staff recommendation for the sewer rates and to begin the 218 process:

- Option 2 - 30% increase of 3 years, less for last 2 years

All present voted in favor of the motion.

A motion was made to hold a public hearing, regarding the Capacity Charge, during the July 20, 2017 regular Board of Directors meeting.

All present voted in favor of the motion.

**ORAL COMMUNICATIONS:**

B. Holloway, Boulder Creek, addressed the Board.

**ADJOURNMENT:**

President Ratcliffe adjourned the meeting at 8:38 p.m.



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

May 25, 2017

5:00 p.m.

**CONVENE MEETING/ROLL CALL:**

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

Drs. Smallman, Baughman, Ratcliffe, Hammer and Baughman were present. District Manager Lee, Director of Operations Rogers and District Counsel Hynes were also present.

**ORAL COMMUNICATIONS:**

B. Holloway, Boulder Creek, addressed the Board.

**ADJOURNMENT TO CLOSED SESSION:**

President Ratcliffe adjourned to closed session at 5:10 p.m.

**RECONVENE TO OPEN SESSION:**

Pres. Ratcliffe reconvened the meeting to open session at 6:32 p.m.

**REPORT ACTIONS TAKEN IN CLOSED SESSION:**

President Ratcliffe reported the following:

4a Conference with Legal Counsel-Liability Claims - Ballard  
A motion was made to deny the claim in full. The motion passed.

4d Conference with Legal Counsel-Liability Claims - DeBert  
A motion was made to deny the claim. The motion passed unanimously.

A motion was made to move Oral Communications to the end of the meeting. All voted in favor.

**DISTRICT MANAGER REPORTS:**

**CONSENT AGENDA:**

Director Bruce requested that items 12a and 12f be pulled from the consent agenda because she was not present for those meetings.

A motion was made to approve items 12b, 12c, 12d and 12e. All Board members voted in favor.

A motion was made to approve items 12a and 12f. The motion passed with 4 Board members voting in favor and Dir. Bruce abstaining.

**UNFINISHED BUSINESS:**

**13a LOMPICO SURCHARGE**

R. Musitelli read a letter from Supervisor McPherson.

L. Hammack, L. Henry & D. Loewen, Lompico, and B. Holloway addressed the Board.

A motion was made to lower the Lompico Surcharge to \$18.50 beginning in June 2017 and to eliminate the surcharge on January 1, 2018. All Board Members voted in favor of the motion.

**13b FORMATION OF GROUNDWATER SUSTAINABILITY AGENCY JOINT POWERS AUTHORITY**

L. Hammack, B. Holloway, N. Moore, Felton and N. Macy, Boulder Creek, addressed the Board.

A motion was made to approve the JPA as presented. All Board Members voted in favor.

A motion was made to appoint Pres. Ratcliffe and Vice Pres. Baughman as the SLVWD members and Dir. Hammer as the alternate. All Board Member voted in favor.

A 10 minute recess was taken.

**NEW BUSINESS:**

**14a ADMINISTRATIVE COMMITTEE RECOMMENDATIONS FOR DISTRICT COUNSEL - PRESENTATIONS BY CANDIDATES**

B. Holloway addressed the Board.

A motion was made to engage and further negotiate with Nossaman.

R. Shaw, Lompico, addressed the Board.

The Board voted unanimously in favor of the motion.

**14b ON CALL AS NEEDED - ENGINEERING SERVICES**

A motion was made to approve up to \$60,000 for Water Systems Consulting, Inc. as on call as need engineering services,

D. Loewen addressed the Board.

The Board voted unanimously in favor of the motion.

**14c FISH MONITORING CONTRACT**

N. Macy, N. Moore, P. Norcutt, Felton, D. Alley, Ben Lomond and J. Ricker, SC County addressed the Board.

**14d 2017 CLASSIS WATERSHED EDUCATION GRANTS**

A motion to approve the recommendations of the Grants Commission and adopt Resolution No. 28 (16-17) was made. All in present voted in favor.

**14e LOWER PASO TANK FENCING**

No action was taken.

**14f PRELIMINARY 2017/18 BUDGET REVIEW**

No action was taken.

**14g DROUGHT SURCHARGE**

L. Hammack addressed the Board.

No action was taken.

**14h PASATIEMPO WELL 7 REHABILITATION**

A motion was made to approve a contract with Hydrogeological Services for rehabilitation of the Pasatiempo Well 7. All present voted in favor.

**ORAL COMMUNICATIONS:**

L. Hammack and B. Holloway addressed the Board.

**ADJOURNMENT:**

President Ratcliffe adjourned the meeting at 9:47 p.m.

## MEMO

To: Board of Directors

From: District Manager  
Prepared by: Environmental Programs Manager

SUBJECT: FINAL REPORT FOR CLASSIC WATERSHED EDUCATION GRANTS  
FOR 2015 - 2017.

DATE: June 15, 2017

### **RECOMMENDATION**

It is recommended that the Board of Directors review this memo and accept the Final Reports for Data Collection/Restoration Grants & Classic Watershed Education Grants including:

2015 Data Collection Restoration Grant: Wildlife of the Olympia Watershed Property  
2016 Classic Watershed Education Grant: SLVE Family Science Night  
2016 Classic Watershed Education Grant: SLVE Bobcat Club, Water & Environmental Awareness through Science Literacy: K-3 Science Enrichment at SLVE  
2017 Classic Watershed Education Grant: Fifth Graders to Science Camp

### **BACKGROUND**

June 2015 your Board awarded a Data Collection Grant in the amount of \$5,000 to San Lorenzo Valley High School for the "Environmental Monitoring" Program.

On June 7, 2016 your board awarded Classic Watershed Education Grants in the amount of \$2,500 to SLVE Family Science Night & \$2,500 to Water & Environmental Awareness through Science Literacy: K-3 Science Enrichment at the San Lorenzo Valley Elementary School to the SLVE Bobcat Club.

And on May 25, 2017 your Board awarded a Classic Watershed Education Grant in the amount of \$2,000 to Fifth Graders to Science Camp to the Boulder Creek Elementary Parent's Club.

In June 2017 the District received final reports for all 4 grants (attached). All of these grants successfully expanded environmental literacy in the San Lorenzo Valley community. It is recommended that your Board receive and accept all four final reports.

### **FISCAL IMPACT:**

\$12,000

### **STRATEGIC PLAN:**

Strategic Element 2.4 Watershed Stewardship - Environmental Education Program

## **I. Wildlife Monitoring at Olympia Watershed**

A.le Roux, N. Alisago, J. Rembao, Environmental Monitoring, June 6 2016

### **II. Purpose:**

To compare the mammal movement on high use recreational trails such as Olympia Watershed, to the Land Trust of Santa Cruz County's Laurel Curve trails (non-human impact) using Tanya and Ahiga's data.

### **III. Hypothesis:**

The high use recreational trails of Olympia Watershed will have less biodiversity and mammal movement than the non-impacted trails of the Santa Cruz County's Laurel Curve Trails because of human disturbance repelling wildlife.

### **IV. Materials:**

5x camera traps: - 3 Bushnell Aggressors(new)  
                          - 2 Orbuch Cameras (old)  
3x 16gb sd cards  
2x straps  
2x locks

### **V. Procedures:**

#### **A. Site Assessment**

1. Determine optimal camera location with different wildlife tracking methods such as prints, corridors, and excrement.
2. Find camera placement area that is optimal for visibility of the highest number of animals.

#### **B. Setting up Cameras**

1. Strap and lock camera to a tree, fence, bush, or post that provides good angle to catch animals.
2. Readjust camera for different angles for better shots of recurring animals
3. Check sensor ( cover with hands)

#### **C. Collecting Data**

1. Turn off camera and retrieve SD card.
2. Get photos off the camera SD card and transfer them into Excel.

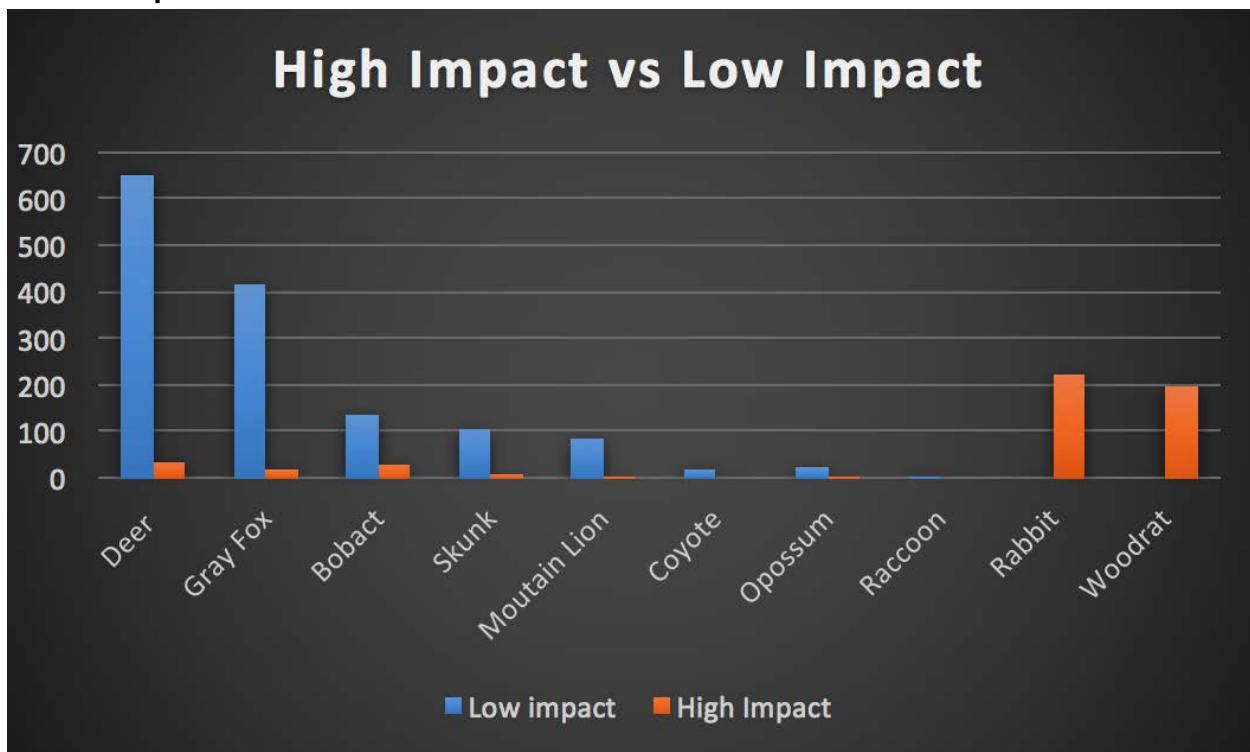
#### **D. Analyzing Data**

1. When entering data provide time, date, photo number, type of species, if juvenile, # of individuals, direction of travel, sex, moon phase, temperature, and any observations you have.
2. Look for patterns in behavior, breeding, and activity of the wildlife.

### **VI. Data Table:**

The Laurel Curve Trail compares to Olympia Watershed with bobcats 4.6 to 1, with deer 14 to 1, with grey fox 26 to 1, with mountain lion 86 to 1, with Opossum 4.4 to 1, and skunk 13 to 1. The Laurel Curve's species sightings count is as follows. There are 651 deer. There are 416 foxes. There are 133 bobcats. There are 84 mountain lions. There are 22 opossums. There are 104 skunk. The Olympia Watershed's species count is as follows. There are 34 deer. There are 16 foxes. There are 29 bobcats. There is one mountain lion. There are 2 opossums. There are 8 skunks. here are 416 foxes. There are 133 bobcats. There are 84 mountain lions. There are 22 opossums. There are 104 skunk. The Olympia Watershed's species sightings count is as follows. There are 34 deer. There are 16 foxes. There are 29 bobcats. There is one mountain lion. There are 2 opossums. There are 8 skunks.

#### VII. Graphs:



#### VIII. Quality Control:

We set up our cameras in areas of the Olympia Watershed Property where we found traces of animals or found features which might attract animals, as a means of ensuring that we would get an accurate representation of the wildlife in the area. Twice a month, our group revisited our site and carried out the photo collection procedure of recovering the SD cards from the cameras and uploading the photos onto a computer. We reset the cameras back to where they were prior, and we did our best to get the cameras facing the same direction. When we go through the data, we try to identify individuals, so as to not miscount the number of individuals counted. We also replace the batteries on the cameras to be sure we can get all sightings in an area. All of these formulaic procedures contributed to minimizing the impact that we have might have had on our data.

**IX. Conclusions:**

The Laurel Curve Trail compares to Olympia Watershed with bobcats 4.6 to 1, with deer 14 to 1, with grey fox 26 to 1, with mountain lion 86 to 1, with Opossum 4.4 to 1, and skunk 13 to 1. The Laurel Curve's species sightings count is as follows. There are 651 deer. There are 416 foxes. There are 133 bobcats. There are 84 mountain lions. There are 22 opossums. There are 104 skunk. The Olympia Watershed's species count is as follows. There are 34 deer. There are 16 foxes. There are 29 bobcats. There is one mountain lion. There are 2 opossums. There are 8 skunks. here are 416 foxes. There are 133 bobcats. There are 84 mountain lions. There are 22 opossums. There are 104 skunk. The Olympia Watershed's species sightings count is as follows. There are 34 deer. There are 16 foxes. There are 29 bobcats. There is one mountain lion. There are 2 opossums. There are 8 skunks.

**X. Improvement:**



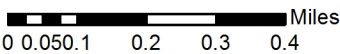
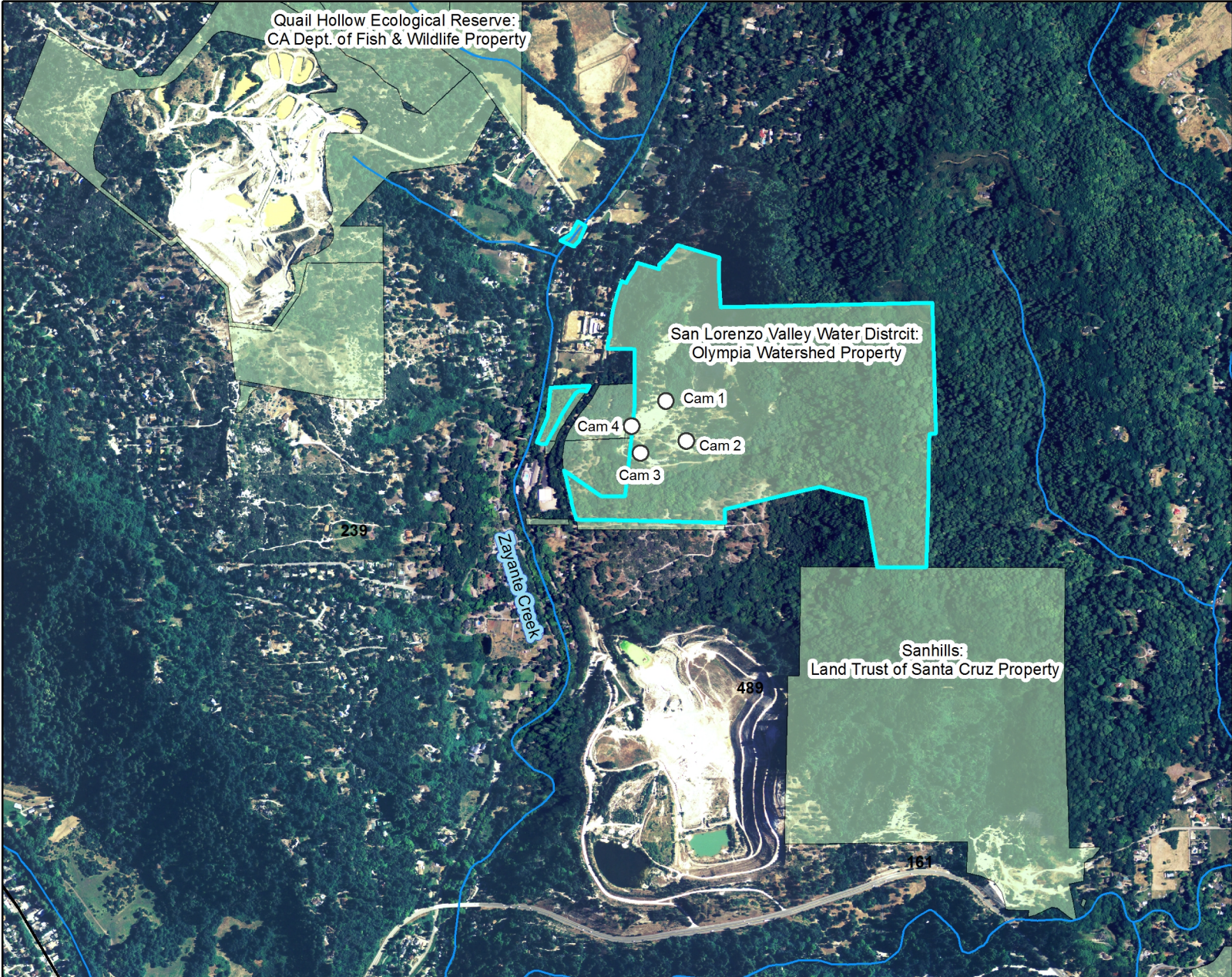
Our project suffered from an occasional breakdown of formal communication and planning. Often due to schedule conflicts, we sometimes struggled to maintain the routine of collecting data. Communication with our mentors, over the course of the year, was difficult being that they were not always reachable. Procrastination impacted some of our work, thus lowering the quality of some parts of our project, though they were often fixed and or improved after being graded or reprimanded by Mrs. Orbuch. Advice to future monitors would be to prevent procrastination at all costs on any of your monitoring work, find a reliable means of communication between your partners and mentors, and make sure to establish a strong routine early on in order to better keep yourselves in the habit of completing your project's duties.



Agenda: 6.15.17  
Item: 12c

# San Lorenzo Valley Water District: Olympia Watershed

## Wildlife Study Area & Camera Locations Map



**Legend**

Camera Monitoring Stations

Protected Lands

Map by:  
Student Research Team &  
Pathways for Wildlife





## 2016/17 Family Science Night Grant Report

San Lorenzo Valley Elementary School's first ever Family Science Night was a huge success by all measures! We thank the Water District from the bottom of our hearts for making it possible. As laid out in the proposal, family science night consisted of a Children's Discovery Museum Family Science Night Package and 3 hands on teacher created stations whose focus was water related science.

Our Family Science Night happened on October 6, 2016. Over 130 students attended the event, as evidenced by the number of worksheets passed out by the CDM staff. We conclude that including adults, our original estimate of 200 participants was met if not exceeded. We gathered 19 parent and teacher volunteers to run the different stations. The night was capped serendipitously with a SLVWD Board Meeting and public viewing of their new video about the Fall Creek Watershed.

The theme for the CDM package was "Adventures in Chemistry" and stations included activities like making sidewalk chalk, exploring the chemical reactions behind hot and cold packs, hydrophobic sand, how many drops of water can you hold on your finger, permanent pen diffusion and more. The room was packed for the entire hour and a half!

Three other stations were set up outside and in another room by event coordinators Jessica Curcio and Hilde Largay. These were:

1. Stream tables that allowed kids to play with diatomaceous earth and sand to explore the idea of erosion, what causes it and how to prevent it.
2. Microscopes with slides including different water samples to compare, along with other things to view up close. Students could choose to try their hand at scientific illustration using what they saw in the microscopes or other samples around the room.
3. What makes a good water filter with Mollie Behn of the Coastal Watershed Council where kids could try filtering dirty water through different types of filtering materials to see what could be most effective.

Expenses:

### ***Original Project Budget***

| Item  | Cost      |
|---|-----------|
| Family Science Night package from the Children's Discovery Museum of San Jose | \$1000.00 |

|   |           |
|---|-----------|
| Coordinator Stipends                                | \$700.00  |
| Supplies for 2 stream tables                        | \$400.00  |
| Consumables for the water related activity stations | \$400.00  |
| TOTAL   | \$2500.00 |

***Actual Expenditures***

| Item  | Cost     |
|---|----------|
| Family Science Night package from the Children's Discovery Museum of San Jose   | \$985.00 |
| Coordinator Stipend #1: Jessica Curcio  | \$350.00 |
| Coordinator Stipend #2: Hilde Largay  | \$350.00 |
| Two stream tables, NASCO  | \$276.95 |
| Consumables for the water related activity stations. Paper, pencils, sand, soil | \$319.51 |

|                          |             |
|--------------------------|-------------|
| 1 Elementary Microscopes | \$178.12    |
| TOTAL                    | \$2459.58** |

\*\*The overage of \$40.42 will be carried over into the science budget for next year, with the goal being more microscopes.

**Final Report Classic Watershed Education Grant 2017**  
**Boulder Creek Elementary Parent's Club**  
**Fifth Graders to Science Camp**

This year, thanks to the Classic Watershed Education Grant from the San Lorenzo Valley Water District all fifth grade students and three fifth grade teachers at Boulder Creek Elementary had the opportunity to attend YMCA Camp Campbell Outdoor Science Camp in Boulder Creek. These students and teachers were able to immerse themselves in the San Lorenzo River ecosystem. The students participated in a variety of hikes, night walks, and had the opportunity to study aquatic macroinvertebrates in the river, and visit the organic garden. All field teachers also focused on the overarching concepts of interdependence, adaptations, communities/habitats, and ecological responsibility. The support of the SLVWD is greatly appreciated by Boulder Creek Elementary Parents Club, students, staff and families of BCE. Due to the difficulties of reimbursing all the families this year, at such a late date, the funds SLVWD have generously granted us will be put towards 5th Grade Science Camp Fund for 2018. The Parent Club expects to make an future applications, therefore, and use the funds for the following year. This will avoid any issue with uncertainty, and the Parent Club can ensure that families receive the best reduction in cost we can provide.

**Photos of students at Camp Campbell May 23-26, 2017**



Students identifying organisms in the San Lorenzo River.



Students meeting the camp counselors.



Students observing a snake feeding.



Students smelling flowers in the life lab garden.



A camp instructor showing the students a snake, each student had an opportunity to hold the snake.

**Financial Report Classic Watershed Education Grant 2017**  
**Boulder Creek Elementary Parent's Club**  
**Fifth Graders to Science Camp**

| <b>Expense Item</b>                   | <b>Amount per Individual</b> | <b>Amount Due</b> |
|---------------------------------------|------------------------------|-------------------|
| 80 Students (cost before fundraising) | \$285                        | \$22,800          |
| Prorated Student for one night        | \$95                         | \$95              |
| Prorated Students for 2 nights        | \$190                        | \$380             |
| 3 Teachers                            | \$210                        | \$630             |
| <b>Total</b>                          |                              | <b>\$23,905</b>   |

| <b>Item</b>   | <b>Amount Paid</b> |
|---|--------------------|
| Deposit (paid for by fundraising)                                     | <b>\$500</b>       |
| Financial Assistance from YMCA Camp Campbell for student scholarships | <b>\$1,425</b>     |
| <b>Balance Due to YMCA Camp Campbell</b>                              | <b>\$21,770</b>    |

| <b>Item</b>  | <b>Amount per Individual</b> | <b>Amount per Class</b> | <b>Scholarships</b> | <b>Amount Paid</b> |
|--|------------------------------|-------------------------|---------------------|--------------------|
| Fundraising proceeds - used for teacher attendance and general fund contributions (less Deposit) | -                            | -                       | -                   | <b>\$5,955</b>     |
| <b>Family Contributions and additional family donations</b>                                      |                              |                         |                     |                    |
| Mrs. Thomsen's class- 34 students  | \$230                        | \$7,820                 | \$600               | <b>\$7,220</b>     |
| Mrs. Muirhead's class- 21 students   | \$230                        | \$4,830                 | \$600               | <b>\$4,280</b>     |
| Mrs. Peterson's class- 28 students   | \$230                        | \$6,440                 | \$600               | <b>\$5,840</b>     |
| <b>Total Family Contributions</b>  |                              |                         |                     | <b>\$17,340</b>    |



## Holly Morrison

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**From:** Lois Henry <lannhenry@comcast.net>  
**Sent:** Tuesday, May 30, 2017 3:26 PM  
**To:** Board of Directors  
**Subject:** The inter-tie

To President Ratcliffe and the Board of Directors.

At last Thursday's board meeting I thought I heard Director Hammer say that SLVWD paid for the inter-tie with Lompico but his voice is so soft I checked with others who were in attendance to find out if they heard the same thing. They also thought he said that SLVWD paid for the inter-tie. I would like to clarify in case there is confusion on who paid. Lompico was given a 100% grant for the inter-tie. Pretty much unheard of but it happened. Of course as you know one has to pay first then receive the grant money. SLVWD came to our rescue as they had many times in the past. SLVWD did the work and spent their money to get the work on the inter-tie done by the deadline. So in a way SLVWD paid for the inter-tie to meet the deadline but was reimbursed fully. Rick Rogers gave me all the bills I signed off on all of them and soon there was check in the mail to LCWD from the state. The day we got the check I took it down to the county so SLVWD was paid almost immediately. Long story short the state paid for the inter-tie. Lompico residents by assessment will be paying to improve the inter-tie.

I will always feel indebted to SLVWD for all the help they gave to a struggling LCWD. SLVWD was truly a good neighbor to us in so many ways. I don't think LCWD would have survived without SLVWD's generous spirit.

I hope that some day this board and manager will truly come to see the people of Lompico as a benefit to SLVWD.

Lois Henry

## Holly Morrison

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**From:** Mark Lee <markdlee4125@sbcglobal.net>  
**Sent:** Thursday, June 08, 2017 2:53 PM  
**To:** Brian Lee  
**Cc:** Board of Directors; Holly Morrison  
**Subject:** AB-401-Public-Notice-Affordable Water Rates Meeting hosted by Salinas June 27th 2017 6-8 pm  
**Attachments:** AB-401-Public-Notice-Round-2\_Final\_Amended-LA-Date.pdf

**From:** 'Mark Lee' <markdlee4125@sbcglobal.net>

**To:** Bryan Lee GM and SLVWD Board Members

**Sent:** Thursday, June 8, 2017 2:41 PM

**Subject:** AB-401-Public-Notice-Affordable Water meeting AB401 informational final seminar being hosted by State of California State Water Resources Control Board in Salinas June 27th 2017 6-8 pm

Good afternoon Mr. Lee.

Could you please place this upcoming meeting on the District's calendar and have a representative(s) assigned to attend the nearest **AB401** informational final seminar on **June 27th, 2017 from 6:00 pm until 8:00 pm** in Salinas, CA. See flyer below announcing the affordable water informational seminar under **AB401** implementing new State enabling legislation by public water districts by 2018 to provide policies and or mechanisms for affordable water rates to low income and retirees on fixed income,, so they can afford water and not be slowly forced out of the area due unmitigated water rate hikes over time. This valuable informational seminar is hosted by the State of California State Water Resources Control Board. Unfortunately the closest location to SLV is an hour away in Salinas.

Also it has come to my attention that there exists a rate policy exception that have been adopted implemented at the Santa Clara Valley Water District for years that essentially offering a lower water rate schedule, triggered and conditioned by an income test for low income rate payers making water costs more affordable to lower and fixed income ratepayers qualifying and served by the Santa Clara Valley Water District. So I think it would be advisable to pull that rate policy and discuss this and how we ratepayers within the SLVWD service area, could benefit from a similar rate relief regulation, at our next rate increase discussion at the Finance or Administration Committee prior to beginning the 218 process meeting before the full Board. I think out of fairness if the Board is proposing a revenue loss 25% trigger increase above and beyond the existing proposed new water rate schedule, could be devastating to fixed income retirees, there needs to be in place an equitable counter balancing rate policy provided by the SLVWD in perpetuity for the low and fixed income community so they are not priced out of the market long term. Brian this is about fairness and public health needs for those who have been here for years and retired on fixed low incomes and cannot possibly move away from the area.

Lets provide complete fairness for all ratepayers in this very tiny rural water district we are so lucky to be living in.

Salinas  
June 27, 2017  
6:00-8:00 pm



EDMUND G. BROWN JR.  
GOVERNOR



MATTHEW RODRIGUEZ  
SECRETARY FOR  
ENVIRONMENTAL PROTECTION

## State Water Resources Control Board

# PUBLIC NOTICE

The State Water Resources Control Board (State Water Board) will hold a second series of public meetings seeking input on program scenarios to provide affordable drinking water to low-income Californians as mandated by AB 401 (2015). The program scenarios and cost estimates are available on the Board's [website](#) under section 2017 Presentations: [UCLA 05/11/17](#).

Dates and locations of Public Meetings are listed below:

| Public Workshop | Scheduled Date & Time         | Location   |
|-----------------|-------------------------------|--|
| Riverside       | June 20, 2017<br>6:00-8:00 pm | Reid Park- Ruth Lewis Center<br>Reid Multi-Purpose Room<br>701 Orange St<br>Riverside, CA 92501                  |
| Salinas         | June 27, 2017<br>6:00-8:00 pm | Millennium Charter High School<br>Santa Lucia Room, 2 <sup>nd</sup> Fl<br>940 N Main Street<br>Salinas, CA 93906 |
| Oakland         | June 28, 2017<br>6:00-8:00 pm | Ira Jenkins Recreation Center<br>Meeting Room<br>9175 Edes Ave<br>Oakland, CA 94603                              |
| Sacramento      | July 10, 2017<br>4:30-6:30 pm | CalEPA Building<br>Klamath Room<br>1001 I St<br>Sacramento, CA 95814   |
| Los Angeles     | July 12, 2017<br>1:00-3:00 pm | Los Angeles City Hall<br>1070 Committee Room, 10 <sup>th</sup> Fl<br>200 N Spring St<br>Los Angeles, CA 90012    |



## Background

State law provides that every Californian has the right to safe, clean, affordable, and accessible water adequate for human consumption, cooking, and sanitary purposes. The State Water Resources Control Board is developing a plan for a statewide Low-Income Rate Assistance Program, which is required by A.B. 401 (2015, Dodd) to be released no later than February 1, 2018.

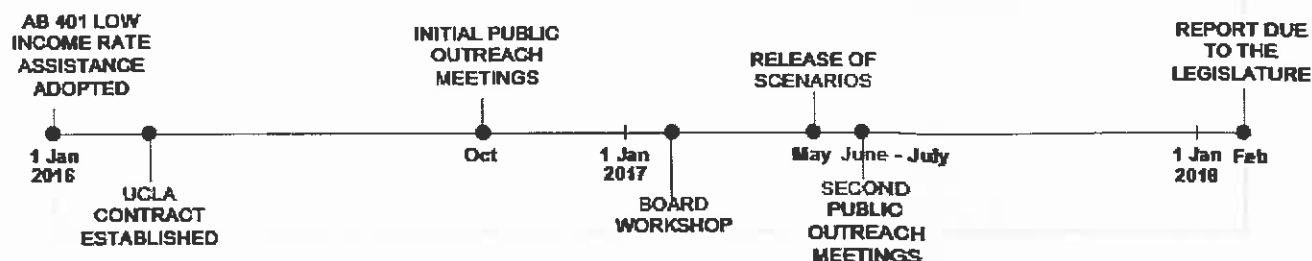


FELICIA MARCUS, CHAIR | THOMAS HOWARD, EXECUTIVE DIRECTOR

1001 I Street, Sacramento, CA 95814 | Mailing Address: P.O. Box 100, Sacramento, CA 95812-0100 | [www.waterboards.ca.gov](http://www.waterboards.ca.gov)



## AB 401 Low Income Rate Assistance TIMELINE



### Topics for Comment

#### Topics for Comment at Public Meetings Summer 2017

1. Which of the four scenarios presented by UCLA do you prefer, and why?

See slides 9 through 17, posted at:

[http://www.waterboards.ca.gov/water\\_issues/programs/conservation\\_portal/assistance/docs/acwa\\_051117\\_by\\_ucla.pdf](http://www.waterboards.ca.gov/water_issues/programs/conservation_portal/assistance/docs/acwa_051117_by_ucla.pdf)

2. Are the estimated costs shown on slide 17 for these four scenarios reasonable and acceptable? Note that they do not include estimated administrative costs, which will depend on the structure of the program and other factors. Note also that slide 19 presents costs for existing LIRA programs.
3. Should additional scenarios be considered, such as those shown on slide 23 at the above link?
4. Should the LIRA program be available to non-metered households such as multi-family apartments and mobile home parks?
  - a. If so, how would the program be administered since rates are not paid directly by the low-income households?
5. What state agency (or agencies) should be responsible for administering the LIRA program?

Also, comments are still welcome on the questions posed at the first series of public meetings, held during Fall 2016.

See page 2 at:

[http://www.waterboards.ca.gov/water\\_issues/programs/conservation\\_portal/docs/ab401\\_public\\_notice.pdf](http://www.waterboards.ca.gov/water_issues/programs/conservation_portal/docs/ab401_public_notice.pdf)

Comments already received are posted at:

[http://www.waterboards.ca.gov/water\\_issues/programs/conservation\\_portal/assistance/docs/summary\\_meetings\\_fall2016.pdf](http://www.waterboards.ca.gov/water_issues/programs/conservation_portal/assistance/docs/summary_meetings_fall2016.pdf)

### Submission of Comments

Please send written comments to Mary Yang at [Mary.Yang@waterboards.ca.gov](mailto:Mary.Yang@waterboards.ca.gov) or (916) 322-6507.

Comments on these scenarios will be accepted until July 31, 2017.

Santa Cruz Sentinel (<http://www.santacruzsentinel.com>)

## San Lorenzo Valley Water District to 'cut and dab' invasive French broom

### Super bloom threatens Olympia Watershed

*By Ryan Masters, Santa Cruz Sentinel*

Sunday, May 21, 2017



**ZAYANTE >>** A super bloom of 20,000 French broom plants is on the verge of casting more than 150 million seeds across the sandhills habitat of the Olympia Watershed.

In order to minimize the impact of the invasive plant on the rare and sensitive ecosystem, the San Lorenzo Valley Water District, which maintains 180 acres of sandhills in the Zayante area northeast of Felton, will begin employing a "cut stump method" for eradication.

"In order to prevent a new, massive seed bank that will threaten native endangered species, we must move immediately to cut and treat the French Bloom utilizing standard practices for local public agencies, as

approved by the U.S. Fish & Wildlife Service," said water district manager Brian Lee.

After extensive public discussion, the board of directors announced May 8 it will cut the French broom and carefully dab the brooms' stumps with the herbicide glyphosate.

This "cut stump method" is somewhat controversial due to concerns about the glyphosate. In 2015, the International Agency for Research on Cancer, a U.N.-sponsored scientific agency, declared that glyphosate probably causes cancer in high concentrations.

No spraying will be involved. It will be a supervised, certified direct application of the herbicide by trained professionals, according to Jen Michelsen, the water district's environmental programs manager.

To further minimize risk, the herbicide will not be used within 48 hours of forecasted rainfall, according to Michelsen.

The herbicide, which typically breaks down from sunlight within 48 hours, will not affect the district's water source — located approximately 200 feet beneath the surface of the ground, Michelsen said.

Finally, Monsanto products are banned and the non-Monsanto glyphosate product the water district uses will not include any other "additive" ingredients.

Michelsen said the eradication will begin as soon as the water district finds an ecological restoration consultant to coordinate the effort.

"Time is of the essence. French broom typically seeds between June and July, but some of their seed pods are already out, although they are not dry and viable yet," said Michelsen. "But we're seeing a really heavy load of seed on these plants right now."

Due to budget restrictions, the water district will only be able to address a portion of the French broom.

"It will be a significantly reduced effort from what the plan proposes," said Michelsen. "Instead we're going to focus on the priority areas where the broom is expanding out and taking out high quality habitat. At least we can keep the broom from expanding and encroaching."

Michelsen is unsure if a more thorough eradication will take place in 2018 as the water district board will not approve next year's budget until June.

The "cut stump method" is the only viable option. Pulling the broom would disturb federally endangered beetles. Cutting the French broom, but not applying an herbicide, would be an expensive, temporary fix. Allowing the French broom to flourish unmolested would eventually mean the end of the sandhills habitat.

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URL: <http://www.santacruzsentinel.com/environment-and-nature/20170521/san-lorenzo-valley-water-district-to-cut-and-dab-invasive-french-broom>

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