



**BOARD OF DIRECTORS  
SAN LORENZO VALLEY WATER DISTRICT  
AGENDA  
January 7, 2016**

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

Notice is hereby given that a regular meeting of the Board of Directors of the San Lorenzo Valley Water District will be held on **Thursday, January 7, 2016 at 6:00 p.m.**, at the Operations Building, 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 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. 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. PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
Government Code Section 54957  
Title: District Manager

- b. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION  
Government Code Section 54956.9(d)(1)  
Case Number CV180394(a)-Bruce Holloway, Plaintiff, v. Terry Vierra; San Lorenzo Valley Water District; Showcase Realty Agents, Inc.; Gregory Dildine; Edwige Dildine; and Does 1 to 25, Defendants.
- c. CONFERENCE WITH LEGAL COUNSEL- ANTICIPATED LITIGATION  
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Government Code Section 54956.9  
One potential case

4. Convene to Open Session at 7:00 p.m.

5. Report of Actions Taken

6. Oral Communications:

*This portion of the agenda is reserved for Oral Communications by the public for items which are not on the Agenda. Any person may address the Board of Directors at this time, on any subject that lies within the jurisdiction of the District. 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.*

7. Written Communications:

- a. LETTER TO THE BOARD FROM B. STIVERS

8. 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 OF THE BOARD OF DIRECTORS MEETING FROM DECEMBER 17, 2015

Consideration and possible action by the Board to approve minutes for the December 17, 2015 Board of Directors meeting.

- b. BILL LIST FOR PERIOD ENDNG JANUARY 7, 2016

Consideration and possible action by the Board regarding the Bill List for the period ending January 7, 2016.

- c. INVESTMENT POLICY 2016

Discussion and possible action by the Board regarding Investment Policy 2016.

9. Unfinished Business: None  
*Members of the public will be given the opportunity to address each scheduled item prior to Board action. The Chairperson of the Board may establish a time limit for members of the public to address the Board on agenda.*
10. New Business:  
*Members of the public will be given the opportunity to address each scheduled item prior to Board action. The Chairperson of the Board may establish a time limit for members of the public to address the Board on agenda.*
  - a. WATERSHED GRANT COMPLETION REPORT  
Discussion and possible action regarding the Watershed Grant Completion Report.
  - b. RATES AND CHARGES DOCUMENT  
Discussion and possible action regarding the Rates and Charges Document.
11. District Manager Reports:  
*Information reports by the District Manager, Staff, Committee and Board of Directors.*
  - a. MANAGER
    - (1) Department Status Reports  
Receipt and consideration by the Board of Department Status Reports regarding ongoing projects and other activities.
      - (i) Q & A from prior Board Meetings
      - (ii) Admin/Engineering (to be delivered at meeting)
      - (iii) Environmental
  - b. COMMITTEE/DIRECTOR REPORTS:
    - (1) Future Committee Agenda Items
12. Informational Material:
  - a. THREE PUBLIC MEMBER COMMITTEE POSITIONS - Press Banner 12/18/15.
13. Adjournment

**Certification of Posting**

I hereby certify that on December 30, 2015 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 December 30, 2015

\_\_\_\_\_  
Holly B. Morrison, District Secretary  
San Lorenzo Valley

## Holly Morrison

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**From:** Bill Stivers <stiversb@gmail.com>  
**Sent:** Friday, December 25, 2015 10:09 PM  
**To:** Customer Service  
**Cc:** Board of Directors  
**Subject:** Account [REDACTED]000 - Billing Issue

Dear Sir or Madam:

Could you please explain to me, why we've received only one bill, just on Wednesday, in our lockable, secure mailbox since June, and further, where on earth a charge for 150 factors into our situation?

You aren't sending bills to our address, when every single other bill from every single other creditor or seller has gotten here on time.

We're sick of this wild inconsistency.

At a point, you all posted a shutoff notice, and on that very day I paid the bill via my electronic banking setup, and called the office to inform you that the money was on its way. I was told by the individual who answered me that that was just fine, she'd note it on my account, and that there would be no shutoff. I ask again to make sure I don't need to come on down to the office. I'm assured again: No problem! Everything's fine!

Instead, you shut us off anyway, even though I was able to verify cancellation on the check the bank sent out for the very next day, which means it was already in your office that day. Now we see a charge for a deposit, that was also not noted in any bill, because there was no bill in November.

We have, according to the website, a completely clean payment history for the 18 months you've recorded from January of 2014 to June of 2015... We paid every bill that we received on time, until we stopped receiving them, and we've responded to every notice we've ever gotten immediately...

So why don't you tell us, what on earth is going on here?

Why are you not billing us in a timely and accurate fashion?

Why are you saying one thing about your policy and procedure, then ignoring it and cutting us off?

Why are you executing on these policies even more stringently than you were when we were on two month billing? In any other line of work or business, you get closer to 90 days.. but also, in any other line of work they actually send you notices in a timely fashion.

We're completely boggled by this. Any other good or service: You get your bill. You pay it. Things are fine. If you don't hit it on time, there's a procedure, it gets followed the same way by both parties, everything is fine.

18 months of perfect payments documented... and then you send only one statement in 6 months.. How on earth is it our problem that you're not doing the job of getting this information to us?

Do we need to come down to the office every month to pay manually? To get a statement? Ask nicely every day via phone? Do a dance? Tell jokes?

We're at our wit's end.

What do we need to do to succeed in this perverse game you are playing with your customers?

—

B. Stivers

J. Kendall

Ben Lomond, California



P. S.: We're thrilled at your ethics certifications, Board Members. How about: "Actually knowing how to render a bill" certification, next? We were wrong to vote out Cal Am.

**SAN LORENZO VALLEY WATER DISTRICT  
BOARD MEETING MINUTES  
December 17, 2015  
6:00 p.m.**

**CONVENE MEETING/ROLL CALL:**

President Brown convened the meeting at 6:05 p.m.

Roll call showed Dirs. Hammer, Bruce and Baughman were present. District Manager Lee, Director of Operations Rogers and Legal Counsel Hynes were also present.

**ADJOURNMENT TO CLOSED SESSION:**

President Bruce adjourned to closed session at 6:15 p.m.

**RECONVENE TO OPEN SESSION:**

Pres. Brown reconvened the meeting to open session at 7:00 p.m. and read the SLVWD Mission Statement.

Roll call showed President Brown, Dirs. Hammer, Baughman and Bruce were present. District Manager Lee, Director of Operations Rogers, Finance Manager Hill and Legal Counsel Hynes were also present.

President Brown made a motion to excuse Director Ratcliffe due a death in her family.

**ROLL CALL:**

Ayes: Hammer, Bruce, Baughman, Brown

Noes:

Abstain:

Absent: Ratcliffe

**REPORT ACTIONS TAKEN IN CLOSED SESSION:**

President Brown announced no reportable actions.

**ADDITIONS AND DELETIONS TO AGENDA:** None

**ORAL COMMUNICATIONS:**

Julie Hendricks, Boulder Creek, said that she recently read that the District is renting fuel tanks. She added that the property that was bought by the District was meant to house the full staff, ADA compliant and have fuel storage. She said that the watchdogs

stopped the project with lies. Now the District is throwing away money by renting. She said that she would like the Board to look at the project again.

Director Hammer shared the he was judge for 4<sup>th</sup> grade student water conservation projects at Union School District. He would like to get more involved with the youth in San Lorenzo Valley.

Director Bruce share actions taken by the California Public Utilities Commission that impacts future energy costs.

1. Bill passed against net metering proposal for solar power
2. Exit fee was passed by the PUC - for people leaving PGE
3. The investment tax credit will be available for an additional 5 years

President Brown said that he went to an ACWA Conference with Director Ratcliffe. He noted that people are “getting” that we have to conserve.

#### **WRITTEN COMMUNICATION:**

President Brown noted that there is a letter from the Sunnycroft Neighborhood in the packet. He thanked District Manager Lee for being proactive on this issue.

#### **CONSENT AGENDA:**

- 8a. MINUTES OF THE BOARD OF DIRECTORS MEETING FROM DECEMBER 9, 2015
- 8b. LAZARUS PERMIT APPLICATION
- 8c. BILL LIST FOR PERIOD ENDNG DECEMBER 17, 2015

Director Baughman requested that item 8a be pulled from Consent Agenda.

Director Hammer made a motion to approve items 8b & 8c.

#### **ROLL CALL:**

Ayes: Bruce, Baughman, Brown, Hammer  
Noes:  
Abstain:  
Absent: Ratcliffe

Director Baughman noted that the minutes regarding the selection of committee members should not have listed him as an alternate.

Director Bruce made a motion to accept the minutes of the BoD meeting from December 9, 2015 with the omission of the work “alternate” for the Santa Margarita Groundwater Basin Advisory Committee.



ROLL CALL:

Ayes: Hammer, Baughman, Brown, Bruce

Noes:

Abstain:

Absent: Ratcliffe

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

10a AUDITORS' REPORT FOR JUNE 30, 2015

Chris Brown, Fedak & Brown LLP, gave a presentation of the Financial Audit 2015. The onsite auditors said the audit went very well. He described the process for the audit.

A single audit was performed on the grant projects and compliance was achieved. Fedak & Brown will be submitting the audit to the federal clearing house.

There are 3 reports that have been delivered:

1. The Auditor's Opinion (pg. 57 in Board packet)-clean opinion
2. Internal Control (pg. 107 in packet)
3. Management Report - communication to the Board

Mr. Brown explained the GASB 68 & 71 - liability for pensions on the books. This is government accounting catching up with private sector accounting.

Director Bruce questioned where the actuarial review comes from

Finance Manager Hill said that the report comes from CalPERS. It is ordered by the District and costs \$850.

Bruce Holloway, Boulder Creek, questioned the operating loss of \$1 million on pg. 69 of the Board packet.

Chris Brown explained that the loss is due to the application of depreciation expense.

President Brown noted that this is historically normal.

Mark Lee, Ben Lomond, asked for an explanation of Cash Flow on pg. 71.

Chris Brown explained that it is actual cash flow in and out of the District.

Director Hammer questioned the operating loss on pg. 69, is this typical?

Chris Brown explained that reduced revenue due to drought caused the operating loss.

John Fasolas, Felton, questioned what items are in depreciation.

Chris Brown said that the rate structure is based on Capital Improvement Program that is self-sustaining.

Director Hammer made a motion to approve Resolution 28 (15-16) the Auditor's Report for June 30, 2015.

ROLL CALL:

Ayes: Bruce, Baughman, Brown, Hammer

Noes:

Abstain:

Absent: Ratcliffe

10b ORDINANCE 8 - RULES & REGULATIONS/POLICIES & PROCEDURES

District Manager Lee requested that we start the discussion on the recension of Ordinance 8 but to defer action until Director Radcliffe's return. He then explained the overall approach for this item.

Ordinance 8 will be revised into 3 different documents:

- Rules and Regulations - changed by Ordinance
- Policies and Procedures - changed by Resolution
- Rates and Charges

President Brown noted that Article 19 and Section 16 are not tackled in this document.

Director Baughman asked for clarification on the missing Article 19 and Section 16.

Dist. Mgr. Lee explains that nothing in the document has been changed. He has simply removed specific items to either Rules & Regs or Policies & Procedures. It will then be edited in pieces for the next year.

Peter Lang, Boulder Creek, said that this is a tremendous improvement but suggested that the District look at what other Districts have done.

District Mgr. Lee suggested that this be brought back to the Board at the January 21, 2016 meeting.

## 11c FINANCIAL SUMMARY FOR OCTOBER 2015

Finance Manager Hill presented her evolving Financial Summary for October 2015.

### **GENERAL MANAGER REPORTS:**

11a1ii Finance Manager Hill shared highlights from the Finance Status Report.

Bruce Holloway, Boulder Creek, questioned the loan from Scotts Valley.

President Brown requested that Finance Manager Hill update that information until it is paid. He also asked when the pipeline project will be complete.

District Manager Lee said it will be complete within 60 days.

11a1iii Director of Operations Rogers shared highlights from the Operations Status Report.

President Brown questioned stream monitoring.

Dir. of Ops Rogers said that we are in compliance. The state is requiring more and more information.

Bruce Holloway, Boulder Creek, questioned a statement made by District Manager Lee, regarding if there was a policy or procedure that was not in compliance with the state, the District would conform to state requirements. Mr. Holloway asked if there might be a time in the future when the District would be in compliance with state water rules.

President Brown explained that the District is working with the state.

### **COMMITTEE/DIRECTOR REPORTS:** None

District Manager Lee encouraged Board members to add items they are interested in to the agendas.

Director Hammer suggested that the Environmental Committee look into surplus water for medical cannabis.

Peter Lang, Boulder Creek, suggested that the District start growing medical cannabis.

### **ADJOURNMENT:**

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

# Accounts Payable

## Outstanding Invoices

User: KendraNegro  
 Printed: 12/30/2015 - 7:47 AM  
 Date Type: JE Date  
 Date Range: 12/12/2015 to 12/30/2015

**BILL LIST SUMMARY**  
 Check Register Total : \$755,498.06  
 AP Outstanding Total: \$34,843.08  
 Payroll 12/23: \$89,670.51  
**TOTAL FOR APPROVAL: \$880,011.65**



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
<b>00006 - MATHESON TRI-GAS, INC.</b>						
01-400-5311	12/29/2015	12/4/2015	12462782	00154-06-2016	93.54	WELDING PARTS---WELDING TIPS AND WIRE
Task Label:		Type:	PO Number:	0000100136		
Total for Vendor 00006 - MATHESON TRI-GAS, INC.:					93.54	
<b>00022 - JOHNS ELECTRIC MOTOR</b>						
01-400-5200	12/29/2015	12/10/2015	12880	00154-06-2016	45.00	PUMP REPAIR - SOUTH BOOSTER
Task Label:		Type:	PO Number:	0000100197		
Total for Vendor 00022 - JOHNS ELECTRIC MOTOR:					45.00	
<b>00047 - SOIL CONTROL LAB</b>						
01-800-5202	12/29/2015	12/8/2015	5120139	00154-06-2016	145.00	GENERAL PHYSICAL
01-800-5202	12/29/2015	12/8/2015	5120141	00154-06-2016	37.00	METALS DIGESTION, TOTAL MAGANESE
01-800-5202	12/29/2015	12/8/2015	5120408	00154-06-2016	145.00	GENERAL PHYSICAL
01-800-5202	12/29/2015	12/8/2015	5120410	00154-06-2016	37.00	METALS DIGESTION, MANGANESE
01-800-5202	12/29/2015	12/21/2015	5120630	00154-06-2016	145.00	GENERAL PHYSICAL
Total for Vendor 00047 - SOIL CONTROL LAB:					509.00	
<b>00080 - GRANITE CONSTRUCTION CO</b>						
01-400-5300	12/29/2015	12/2/2015	914850	00154-06-2016	586.24	QUAIL BINS - SAND, BASE ROCK, COLD MIX
Task Label:		Type:	PO Number:	0000100200		
01-400-5300	12/29/2015	12/9/2015	917196	00154-06-2016	45.25	QUAIL BINS - QUAIL 5 YARD
Task Label:		Type:	PO Number:	0000100200		
01-400-5300	12/29/2015	12/14/2015	918820	00154-06-2016	710.50	QUAIL BINS - SAND, BASE, COLDMIX, MATERIALS
Task Label:		Type:	PO Number:	0000100206		
01-400-5300	12/29/2015	12/16/2015	919766	00154-06-2016	330.16	QUAIL BINS - BIN MATERIAL
Task Label:		Type:	PO Number:	0000100205		
Total for Vendor 00080 - GRANITE CONSTRUCTION CO:					1,672.15	

**Vendor**

Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
00082 - MID VALLEY SUPPLY						
01-800-5600	12/29/2015	12/15/2015	191211	00154-06-2016	110.42	OFFICE SUPPLIES
Task Label:		Type:	PO Number:	0000100186		
01-100-5600	12/29/2015	12/15/2015	191221	00154-06-2016	110.41	OFFICE SUPPLIES
Task Label:		Type:	PO Number:	0000100186		
Total for Vendor 00082 - MID VALLEY SUPPLY:					220.83	
00118 - FARMER BROTHERS COFFEE						
01-400-5600	12/29/2015	12/16/2015	63308602	00154-06-2016	180.58	OPPS COFFEE SUPPLIES - COFFEE
Task Label:		Type:	PO Number:	0000100190		
Total for Vendor 00118 - FARMER BROTHERS COFFEE:					180.58	
00129 - UNITED RENTALS NORTHWEST INC						
01-400-5300	12/29/2015	12/8/2015	133296423-001	00154-06-2016	2,749.26	FUEL STORAGE TANKS
Task Label:		Type:	PO Number:	0000100108		
Total for Vendor 00129 - UNITED RENTALS NORTHWEST INC:					2,749.26	
00141 - B & B SMALL ENGINE						
01-400-5311	12/29/2015	12/16/2015	339756	00154-06-2016	78.95	MISC. PARTS - CHAIN SAW
Task Label:		Type:	PO Number:	0000100189		
Total for Vendor 00141 - B & B SMALL ENGINE:					78.95	
00145 - BATTERIES PLUS						
01-400-5300	12/29/2015	12/14/2015	314-293158	00154-06-2016	570.89	ECHO BOOSTER - BATTERY BACK UP - REPLACEMENT
Task Label:		Type:	PO Number:	0000100198		
01-400-5300	12/29/2015	12/17/2015	314-293349	00154-06-2016	215.30	BATTERIES - BOOSTERS: BLKSTONE, SPRINGTNK
Task Label:		Type:	PO Number:	0000100194		
Total for Vendor 00145 - BATTERIES PLUS:					786.19	
00164 - FIRST ALARM						
01-400-5200	12/29/2015	12/15/2015	883006	00154-06-2016	90.06	ALARM SERVICE
01-800-5200	12/29/2015	12/15/2015	883106	00154-06-2016	227.94	ALARM SERVICE
01-400-5200	12/29/2015	12/15/2015	883200	00154-06-2016	605.40	ALARM SERVICE
02-600-5200	12/29/2015	12/15/2015	884789	00154-06-2016	333.57	ALARM SERVICE
01-800-5200	12/29/2015	12/15/2015	884790	00154-06-2016	279.24	ALARM SERVICE
01-400-5200	12/29/2015	12/15/2015	884791	00154-06-2016	162.30	ALARM SERVICE
01-800-5200	12/29/2015	12/15/2015	884792	00154-06-2016	207.30	ALARM SERVICE

Vendor	Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
Total for Vendor 00164 - FIRST ALARM:						1,905.81	
00217 - COUNTY OF SANTA CRUZ							
	01-000-1565	12/29/2015	12/29/2015	122915	00155-06-2016	513.82	INTERTIE 3 & 4
Total for Vendor 00217 - COUNTY OF SANTA CRUZ:						513.82	
00220 - BAY BUILDING JANITORIAL,INC							
	01-100-5420	12/29/2015	12/15/2015	27909	00154-06-2016	424.42	JANITORIAL SERVICE - DEC 2015
Total for Vendor 00220 - BAY BUILDING JANITORIAL,INC:						424.42	
00268 - WATTS ON							
	01-400-5200	12/29/2015	12/19/2015	11627	00154-06-2016	1,134.49	GENERATOR - SERVICE FUEL POLISHING AND SERVICE FOR GT-670
	Task Label:		Type:		PO Number: 0000100207		
	01-400-5200	12/29/2015	12/19/2015	11628	00154-06-2016	1,297.45	GENERATOR - SERVICE FUEL POLISHING AND SERVICE FOR GT-740
	Task Label:		Type:		PO Number: 0000100207		
Total for Vendor 00268 - WATTS ON:						2,431.94	
00362 - ACCELA, INC #774375							
	01-200-5200	12/29/2015	11/30/2015	INV32220	00154-06-2016	3,442.00	CONTRACT SERVICES
Total for Vendor 00362 - ACCELA, INC #774375:						3,442.00	
00407 - UNIVAR USA							
	01-800-5300	12/29/2015	12/16/2015	SJ394136	00154-06-2016	-80.00	CREDIT
	01-800-5300	12/29/2015	12/8/2015	SJ720533	00154-06-2016	3,674.65	CHLORINE-TREATMENT
	Task Label:		Type:		PO Number: 0000100173		
Total for Vendor 00407 - UNIVAR USA:						3,594.65	
00450 - EUROFINS EATON ANALYTICAL, INC							
	01-800-5202	12/29/2015	12/10/2015	243939	00154-06-2016	80.00	WATER ANALYSIS - ARSENIC TOTALICAP/MS
Total for Vendor 00450 - EUROFINS EATON ANALYTICAL, INC:						80.00	
00478 - MWH AMERICAS							
	01-100-5200	12/29/2015	12/14/2015	1700865	00154-06-2016	1,762.50	CONTRACT SERVICES
Total for Vendor 00478 - MWH AMERICAS:						1,762.50	

Vendor	Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
00505 - DELL MARKETING LP	01-800-5310	12/29/2015	12/8/2015	XJTW64NC1	00154-06-2016	103.89	WIRELESS MOUSE
	Task Label:		Type:	PO Number:	0000100130		
Total for Vendor 00505 - DELL MARKETING LP:						103.89	
00539 - MILLER-MAXFIELD, INC	01-100-5200	12/29/2015	11/30/2015	1115SLV	00154-06-2016	2,431.25	CONSULTING SERVICES - NOV 2015
Total for Vendor 00539 - MILLER-MAXFIELD, INC:						2,431.25	
00608 - LLOYD'S TIRE SERVICE, INC	01-400-5410	12/29/2015	12/17/2015	296216	00154-06-2016	860.43	TRUCK 275 - NEW TIRES
	Task Label:		Type:	PO Number:	0000100209		
Total for Vendor 00608 - LLOYD'S TIRE SERVICE, INC:						860.43	
00609 - BALANCE HYDROLOGICS, INC	01-500-5200	12/29/2015	12/10/2015	215018-1115	00154-06-2016	8,260.43	STREAM GAGING
Total for Vendor 00609 - BALANCE HYDROLOGICS, INC:						8,260.43	
00729 - ALPHA ANALYTICAL LABS	02-600-5202	12/29/2015	12/16/2015	5122138	00154-06-2016	788.00	WATER ANALYSIS - BCE
Total for Vendor 00729 - ALPHA ANALYTICAL LABS:						788.00	
00942 - TRIAD ELECTRIC	01-400-5420	12/29/2015	12/11/2015	82289	00154-06-2016	697.29	OPERATIONS ELECTRICAL - LAMP REPAIR, SENSOR
	Task Label:		Type:	PO Number:	0000100195		
Total for Vendor 00942 - TRIAD ELECTRIC:						697.29	
01086 - DIXON AND SON TIRE INC	01-400-5410	12/29/2015	12/18/2015	196692	00154-06-2016	931.30	FERMEC LOADER TIRES - NEW FRONT TIRES FOR VE-320
	Task Label:		Type:	PO Number:	0000100212		
Total for Vendor 01086 - DIXON AND SON TIRE INC:						931.30	
10009 - DAVID STEIN	01-000-1200	12/23/2015	12/22/2015	007459-000	00130-06-2016	18.70	CUSTOMER REFUND

Vendor	Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
Total for Vendor 10009 - DAVID STEIN:						18.70	
10040 - SOLUTION STAR	01-000-1200	12/23/2015	12/22/2015	07055-000	00130-06-2016	78.06	CUSTOMER REFUND
Total for Vendor 10040 - SOLUTION STAR:						78.06	
10041 - KEVIN MC CLISH	01-000-1200	12/23/2015	12/23/2015	009376-000	00130-06-2016	66.59	CUSTOMER REFUND
Total for Vendor 10041 - KEVIN MC CLISH:						66.59	
10042 - CHRISTINA TAYLOR	01-000-1200	12/23/2015	12/23/2015	010607-000	00130-06-2016	18.38	CUSTOMER REFUND
Total for Vendor 10042 - CHRISTINA TAYLOR:						18.38	
10043 - BOBBY MAY	01-000-1200	12/23/2015	12/23/2015	010837-000	00130-06-2016	69.89	CUSTOMER REFUND
Total for Vendor 10043 - BOBBY MAY:						69.89	
10044 - MARIA WALLEN	01-000-1200	12/23/2015	12/23/2015	012709-000	00130-06-2016	6.78	CUSTOMER REFUND
Total for Vendor 10044 - MARIA WALLEN:						6.78	
10045 - PATRICIA BRANGES	01-000-1200	12/23/2015	12/23/2015	011533-000	00130-06-2016	21.45	CUSTOMER REFUND
Total for Vendor 10045 - PATRICIA BRANGES:						21.45	
Report Total:						34,843.08	



# Accounts Payable

## Checks by Date - Detail by Check Number

User: KendraNegro  
Printed: 12/30/2015 7:47 AM



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

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
10428	00055	AT&T	12/17/2015		
	120115	TELEPHONE SERVICE - WTP			1,412.30
	120115	TELEPHONE SERVICE - BCE			306.53
	120115	TELEPHONE SERVICE - OPS			3,119.97
	120115	TELEPHONE SERVICE - ADMIN			120.55
Total for Check Number 10428:				0.00	4,959.35
10429	00687	AT&T U-VERSE	12/17/2015		
	120515	INTERNET SERVICE - OPS			69.00
	120515	INTERNET SERVICE - QUAIL TERRACE			76.00
	120515	INTERNET SERVICE - QUAIL TERRACE			67.00
	120615	INTERNET SERVICE - MANANA WOODS			86.00
Total for Check Number 10429:				0.00	298.00
10430	10025 80004467	BADGER METER, INC PROFESSIONAL SERVICES	12/17/2015		
Total for Check Number 10430:				0.00	65.86
10431	00216 69487 69833	BOULDER CREEK AUTO PARTS NEW BATTERY--TRUCK 340 EMERGENCY TRAILER-NEW DEEP CYCLE	12/17/2015		
Total for Check Number 10431:				0.00	382.48
10432	00130 16660	BOULDER CREEK HARDWARE CHAINSAW SHARPENING, CHAINSAW FIL	12/17/2015		
Total for Check Number 10432:				0.00	45.02
10433	00415 DEC 2015 DEC 2015 DEC 2015 NOV 2015 NOV 2015 NOV 2015	CA BANK & TRUST/GOV SVC DEPT 1976 SAFE DRINKING WATER BOND 1976 SAFE DRINKING WATER BOND - BA 1976 SAFE DRINKING WATER BOND - IN1 1976 SAFE DRINKING WATER BOND - BA 1976 SAFE DRINKING WATER BOND - 1976 SAFE DRINKING WATER BOND - IN1	12/17/2015		
Total for Check Number 10433:				0.00	31,162.86
10434	00663 17513033882	CORIX WATER PRODUCTS 6101-004 HYDRANT (YW) 4-1/2"- 2-1/2"	12/17/2015		
Total for Check Number 10434:				0.00	1,937.68
10435	00397 1126713 1126713 1126713	FERGUSON ENTERPRISES, INC 1014-390 1014-384 3008-034	12/17/2015		
Total for Check Number 10435:				0.00	21.11 17.05 72.09

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	1126713	2108-085			308.51
	1126713	1014-396			36.54
	1126713	2108-089			796.72
	1126713	1102-440			90.93
	1126713	2101-074			2,717.08
	1126713	1015-220			26.79
	1126713	1014-204			5.52
	1126713	3007-030			77.61
	1126713-1	3010-042			113.66
	1126713-1	5007-094			183.75
	1126713-1	8005-221			192.14
	1126713-1	6001-024			25.98
	1126713-1	6001-051			24.79
	1126713-1	5003-080			75.02
	1126713-1	6001-013			170.49
	1126713-1	2103-002			231.87
	1126713-1	8005-223			249.79
	1126713-1	6001-052			173.15
	1126713-1	3009-038			137.69
	1126713-1	6001-025			69.28
	1126713-1	2003-312			734.80
	1126713-1	2001-301			414.71
	1126713-1	3008-034			72.09
	1126713-1	3010-044			259.80
	1126713-1	5007-096			441.17
	1126713-2	8007-073			84.11
	1126713-2	2005-320			392.89
	1126713-2	2203-093			108.79
	1126713-2	2005-322			334.06
	1126713-2	6001-051			12.39
	1133230	5003-080 CORP PIPE - PIPE IP 1"			75.02
	1133230	6102-036 HYDRNT BURY MJXFLG 6" X 36"			202.97
	1133230	2204-096 SVC VALVE PIPE - PIPE STRT 3/4"			323.94
	1133230	2003-310 MTR VLV COPR - MTR ANG 3/4			379.96
			Total for Check Number 10435:	0.00	9,654.26
10436	00181	LAS ANIMAS CONCRETE	12/17/2015		
	114291	SLURRY- HUD LINE			582.90
			Total for Check Number 10436:	0.00	582.90
10437	00402	PAPE MACHINERY, INC	12/17/2015		
	168986				1,183.17
			Total for Check Number 10437:	0.00	1,183.17
10438	00711	ROBERTS & BRUNE CO.	12/17/2015		
	S1516756.001	SUNNYCROFT - LB 400 HYDRANT BURRY			3,009.35
	S1517537.002	6004-003			361.24
	S1517537.002	6004-001			72.87
	S1517537.002	6002-333			136.11
	S1517537.002	6007-067			41.81
	S1517537.002	6002-312			67.30
	S1517537.002	6002-331			255.29
	S1517537.002	6004-019			141.07
	S1517537.002	6002-327			151.55
	S1517537.002	6002-206			162.73
	S1521817.001	6004-003			1,201.58
	S1521817.001	6004-003			554.24

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	S1523854.001				740.43
	S1523854.001				1,688.70
	S1524300.001	1010-136 ELL 45 GALV 2"			43.12
	S1524300.001	1014-194 NIPPLE GALV 1/2" X 4"			0.89
	S1524300.001	1006-608 TEE GALV 1-1/2"			20.00
	S1524300.001	6004-033 FLEX CPLG 6.60 - 6.91			191.99
	S1524300.001	1014-194 NIPPLE GALV 1" X 3"			8.12
	S1524300.002	6002-328 FULL CIRCLE 5.95 - 6.35 12.50"			131.63
	S1528242.001	MISC GASKETS-VARIOUS SIZE FLANGE G.			562.07
			Total for Check Number 10438:	0.00	9,542.09
10439	00001 7719-598892	ROYAL WHOLESALE ELECTRIC TURBIDIMETER INSTALL-LYON PLANT	12/17/2015		222.72
			Total for Check Number 10439:	0.00	222.72
10440	00142 61-0059433 61-0060449	SAN LORENZO LUMBER DEMO HAMMER BITS---BITS FOR NEW DE DEMO HAMMER BITS---BITS FOR NEW DE	12/17/2015		220.67 -68.19
			Total for Check Number 10440:	0.00	152.48
10441	00125 261585 540190 540547 541010	SCARBOROUGH LUMBER VALVE BOX REPAIR --LA QUESTA VALVE F SMALL TOOLS-- CHAIN, WEED TRIMMER HIGHLAND TANK--FACILITY MAINTENAN CHAINSAW MIX AND SCREEN MATERIAL	12/17/2015		70.16 92.09 5.83 23.79
			Total for Check Number 10441:	0.00	191.87
10442	00262 121015	TREBCO HEATING & AIR COND. HVAC SYSTEM - ADMIN	12/17/2015		21,070.00
			Total for Check Number 10442:	0.00	21,070.00
10443	10027 155	VERN LUSK STRUCTURAL DOCUMENTATION OF EAST	12/17/2015		657.00
			Total for Check Number 10443:	0.00	657.00
10444	01053 11615	WATERWAYS CONSULTING, INC. FALL CREEK FISH LADDER PROJECT	12/17/2015		17,565.36
			Total for Check Number 10444:	0.00	17,565.36
10445	00599 43173998 43173998 43173998 43173998 43173998	WEX BANK FUEL - OPS FUEL - ENG FUEL - WTP FUEL - WTP FUEL - OPS	12/17/2015		2,490.52 36.15 918.83 927.10 2,998.97
			Total for Check Number 10445:	0.00	7,371.57
10446	00589 7059 7059	ALLARD'S SEPTIC MAINTENANCE MAINTENANCE	12/18/2015		300.00 -75.00
			Total for Check Number 10446:	0.00	225.00
10447	00359	ALLIED ELECTRONICS	12/18/2015		

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	9005277756	ON - DELAY RELAY FOR FILTERS -- KIRBY			71.77
			Total for Check Number 10447:	0.00	71.77
10448	00729	ALPHA ANALYTICAL LABS	12/18/2015		
	5090867	WASTEWATER MONITORING			858.00
	5110736	WASTEWATER MONITORING			362.00
	5112224	WASTEWATER MONITORING			857.00
	5121429	WASTEWATER MONITORING			926.00
			Total for Check Number 10448:	0.00	3,003.00
10449	00342	BRASS KEY LOCKSMITH	12/18/2015		
	943425	VEHICLE KEYS---TRUCK 155			54.77
	943514	JOHNSON BUILDING---BUILDING LOCK RI			298.90
	943522	VE-309 F250 4X4 --KEYS (TRUCK 309)			111.45
			Total for Check Number 10449:	0.00	465.12
10450	00566	C S S C	12/18/2015		
	59110	ANSWERING SERVICE			239.41
			Total for Check Number 10450:	0.00	239.41
10451	00067	CALIFORNIA SPECIAL DISTRICT	12/18/2015		
	120815	MEMBERSHIP DUES			6,089.00
			Total for Check Number 10451:	0.00	6,089.00
10452	00750	CHARLES Z FEDAK & CO.	12/18/2015		
	113015	PROFESSIONAL SERVICES - NOV 215			1,800.00
			Total for Check Number 10452:	0.00	1,800.00
10453	00213	CHESTNUT IDENTITY	12/18/2015		
	101791	UNIFORM/CLOTHING - ADAM DETLEF			175.15
			Total for Check Number 10453:	0.00	175.15
10454	10006	COLUMBUS BANK & TRUST - ACCT #.	12/18/2015		
	120915	SECTION 125 PLAN - 12/9/15			192.92
			Total for Check Number 10454:	0.00	192.92
10455	00788	COMCAST	12/18/2015		
	110315	INTERNET SERVICE			146.69
	120315	INTERNET SERVICE			154.70
	120315				146.69
			Total for Check Number 10455:	0.00	448.08
10456	00265	COMMUNITY TELEVISION OF	12/18/2015		
	2238	CONTRACT SERVICES			375.00
			Total for Check Number 10456:	0.00	375.00
10457	00290	CONTRACTOR COMPLIANCE & MONI	12/18/2015		
	6457	INTERTIE #3 PROJECT			1,250.00
	6457	INTERTIE #4 PROJECT			1,250.00
	6457	INTERTIE #2 PROJECT			1,250.00
			Total for Check Number 10457:	0.00	3,750.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
10458	00273 81637848 81637848	CORELOGIC, INC. REALQUEST SERVICES REALQUEST SERVICES	12/18/2015		
					93.75 93.75
			Total for Check Number 10458:	0.00	187.50
10459	00212 IN0076394	COUNTY OF SANTA CRUZ HEALTH PERMIT	12/18/2015		
					2,728.00
			Total for Check Number 10459:	0.00	2,728.00
10460	00703 168990 169483	DATAFLOW BUSINESS SYSTEMS, INC TONER CARTRIDGE CANON IMAGERUNNER 2525 COPIER	12/18/2015		
					7.50 211.23
			Total for Check Number 10460:	0.00	218.73
10461	00076 635697	ERNIE'S AUTO CENTER RADIATOR COOLANT--VEHICLE SUPPLIES	12/18/2015		
					32.45
			Total for Check Number 10461:	0.00	32.45
10462	00450 239554 239743 240741 241605 242462 242917 243128 243129 243130	EUROFINS EATON ANALYTICAL, INC ARSENIC TOTAL ICA/MS ARSENIC TOTAL ICAP/MS ARSENIC TOTAL ICAP/MS ARSENIC TOTAL ICAP/MS MONTHLY ARSENIC WEEKLY ARSENIC STAGE 2 DBP - MANANA WOODS STAGE 2 DBP - FELTON STAGE 2 DBP - SLVWD	12/18/2015		
					80.00 80.00 80.00 80.00 100.00 80.00 200.00 400.00 800.00
			Total for Check Number 10462:	0.00	1,900.00
10463	00118 62902295	FARMER BROTHERS COFFEE COFFEE SUPPLIES OP--COFFEE & SUPPLIE	12/18/2015		
					203.89
			Total for Check Number 10463:	0.00	203.89
10464	00577 I-049651	GOLDEN STATE FLOW 8001-129 MODEL 520R MXU - 1 PORT	12/18/2015		
					2,208.40
			Total for Check Number 10464:	0.00	2,208.40
10465	00080 901160 906164 907438 912018	GRANITE CONSTRUCTION CO COLD MIX-QUAIL 5 YARD PROBATION ACCESS ROAD REP--ACCSEE HOT MIX--MAIN LEAK REPAIRS QUAIL BINS---BASE ROCK AND SAND	12/18/2015		
					385.37 253.99 182.15 47.52
			Total for Check Number 10465:	0.00	869.03
10466	00550 9660883 9680864	HACH COMPANY CHLORINE REAGENT TURBIDIMETER INSTALL EXTENSION PLU	12/18/2015		
					883.32 207.23
			Total for Check Number 10466:	0.00	1,090.55
10467	10005 120915	ICMA RETIREMENT C/O M & T RETIRI WITHHOLDING- RETIREMENT	12/18/2015		
					1,085.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 10467:	0.00	1,085.00
10468	00236 295182932	IDEXX DISTRIBUTION CORP BACTEE BOTTLES	12/18/2015		150.58
			Total for Check Number 10468:	0.00	150.58
10469	00367 99553 99553	INFOSEND, INC POSTAGE - BILLING CONTRACT SERVICES	12/18/2015		2,691.83 1,122.13
			Total for Check Number 10469:	0.00	3,813.96
10470	00756 97204 97204 97204	KENNEDY/JENKS CONSULTANTS INTERTIE #4 PROJECT INTERTIE #3 PROJECT INTERTIE # 2 PROJECT	12/18/2015		9,396.67 39,589.65 11,849.71
			Total for Check Number 10470:	0.00	60,836.03
10471	00336 NOV 2015	LAND TRUST OF SANTA CRUZ CNTY OLYMPIA PATROL	12/18/2015		1,008.45
			Total for Check Number 10471:	0.00	1,008.45
10472	00608 293022 295357	LLOYD'S TIRE SERVICE, INC NEW TIRES-- TRUCK 325 TIRES--TRUCK 155	12/18/2015		709.44 981.49
			Total for Check Number 10472:	0.00	1,690.93
10473	00296 1115030	MESITI-MILLER ENGINEERING,INC PROBATION TANK PROJECT	12/18/2015		7,891.40
			Total for Check Number 10473:	0.00	7,891.40
10474	00640 936-113015	MONTEREY BAY UNIFIED AIR ANNUAL GENERATOR PERMITS---AIR POL	12/18/2015		2,500.00
			Total for Check Number 10474:	0.00	2,500.00
10475	00782 11-20	MONTEREY PENINSULA ENGINEERIN INTERTIES 2,3,4	12/18/2015		462,351.95
			Total for Check Number 10475:	0.00	462,351.95
10476	01075 5638	MPRESS DIGITAL, INC WATESHED BROCHURE	12/18/2015		96.79
			Total for Check Number 10476:	0.00	96.79
10477	00054	PACIFIC GAS & ELECTRIC ELECTRIC CHARGES - ELENA CT	12/18/2015		10.18
			Total for Check Number 10477:	0.00	10.18
10478	00409 111115	PURCHASE POWER POSTAGE	12/18/2015		201.20
			Total for Check Number 10478:	0.00	201.20
10479	00263	RAYNE WATER CONDITIONING	12/18/2015		

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	113015				31.75
			Total for Check Number 10479:	0.00	31.75
10480	10001 734079	RUTAN AND TUCKER, LLP LEGAL SERVICES	12/18/2015		102.00
			Total for Check Number 10480:	0.00	102.00
10481	00396 3199	SALMONID RESTORATION FED. MEMBERSHIP	12/18/2015		500.00
			Total for Check Number 10481:	0.00	500.00
10482	10019 151204-1	SCHWARZBACH ASSOCIATES, INC. JOHNSON BUILDING MAINTENANCE	12/18/2015		1,048.35
			Total for Check Number 10482:	0.00	1,048.35
10483	00047 5100915 5110211 5110426 5110427 5110580 5110581 5110719	SOIL CONTROL LAB TOTAL PHOSPHATE TOTAL PHOSPHATE GENERAL PHYSICAL TOTAL PHOSPHATE GENERAL PHYSICAL TOTAL PHOSPHATE GENERAL PHYSICAL	12/18/2015		117.00 117.00 145.00 78.00 145.00 78.00 145.00
			Total for Check Number 10483:	0.00	825.00
10484	00298 121115	STATE OF CALIFORNIA CASE #557151242	12/18/2015		75.00
			Total for Check Number 10484:	0.00	75.00
10485	00219 K11943	TOYOTA MATERIAL HANDLING FORKLIFT - REPAIR ADMIN LIFT	12/18/2015		384.77
			Total for Check Number 10485:	0.00	384.77
10486	00721 114-3507729	UNITED SITE SVCS.,INC RENTAL - QUAIL FACILITY	12/18/2015		148.15
			Total for Check Number 10486:	0.00	148.15
10487	00398 8424698	WATSONVILLE METAL CO.,INC MAINTENANCE - ZAYANTE RD	12/18/2015		600.00
			Total for Check Number 10487:	0.00	600.00
10488	00268 11585 11586 11587 11602 11603 11608 11609	WATTS ON BEAR CREEK WATER WRKS- GENERATOR MITCHELL BOOSTER GENSET--GENERATC BLUE RIDGE BOOSTER-GENERATOR SERV GENERATOR SERVICE---KIRBY PLANT GENERATOR SERVICE---SCENIC-REDWOO GENERATOR SERVICE---LYON PLANT GENERATOR SERVICE---FELTON ACRES	12/18/2015		2,612.88 385.56 481.45 250.00 407.53 1,183.08 275.00
			Total for Check Number 10488:	0.00	5,595.50
10489	00545	AFLAC	12/23/2015		

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	100734	SUPPLEMENTAL INSURANCE - DEC 2015			515.38
			Total for Check Number 10489:	0.00	515.38
10490	00309 121115	AT&T IP SERVICES IP SERVICES - ADMIN	12/23/2015		718.52
			Total for Check Number 10490:	0.00	718.52
10491	00686 121315 121315	AT&T LONG DISTANCE LONG DISTANCE - OPS LONG DISTANCE - WTP	12/23/2015		4.54 30.61
			Total for Check Number 10491:	0.00	35.15
10492	10010 1080050061	BANK OF AMERICA ACCOUNT ANALY BANK CHARGES	12/23/2015		106.57
			Total for Check Number 10492:	0.00	106.57
10493	UB*00068	PATRICIA BRANGES Refund Check	12/23/2015		21.45
			Total for Check Number 10493:	0.00	21.45
10494	00234 121615	CITY OF SCOTTS VALLEY SEWER CHARGES - 09/15/15-11/15/15	12/23/2015		86.90
			Total for Check Number 10494:	0.00	86.90
10495	10006 122315	COLUMBUS BANK & TRUST - ACCT # SECTION 125 PLAN - 12/23/15	12/23/2015		192.92
			Total for Check Number 10495:	0.00	192.92
10496	00788 121615	COMCAST INTERNET SERVICE - WTP	12/23/2015		138.67
			Total for Check Number 10496:	0.00	138.67
10497	10028 15-176710	FLYERS ENERGY LLC VEHICLE FUEL DELIVERY 500 GAS, 482 DI	12/23/2015		2,688.37
			Total for Check Number 10497:	0.00	2,688.37
10498	10031 120315	GENE RATCLIFFE REIMBURSEMENT - CONFERENCE	12/23/2015		760.00
			Total for Check Number 10498:	0.00	760.00
10499	10030 122115	HARNETT JAMES CUSTOMER DEPOSIT REFUND	12/23/2015		1,046.60
			Total for Check Number 10499:	0.00	1,046.60
10500	10005 122315	ICMA RETIREMENT C/O M & T RETIRI WITHHOLDING - RETIREMENT	12/23/2015		1,085.00
			Total for Check Number 10500:	0.00	1,085.00
10501	UB*00063	BOBBY MAY Refund Check	12/23/2015		69.89



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 10501:	0.00	69.89
10502	UB*00065	KEVIN MCCLISH Refund Check Refund Check	12/23/2015		49.23 17.36
			Total for Check Number 10502:	0.00	66.59
10503	00240 JAN 2015	NEW RESOURCE BANK SOLAR LEASE	12/23/2015		2,380.00
			Total for Check Number 10503:	0.00	2,380.00
10504	10046 122115	PAUL EATON MAINTENANCE	12/23/2015		1,900.00
			Total for Check Number 10504:	0.00	1,900.00
10505	00785 SLVWD-Lompico-1	REGIONAL WATER MANAGEMENT OLYMPIA CONSOLIDATION PROJECT	12/23/2015		6,337.49
			Total for Check Number 10505:	0.00	6,337.49
10506	01052 122115	SCOTT MATTOCH REIMBURSEMENT - FLASHLIGHTS BATTE	12/23/2015		292.67
			Total for Check Number 10506:	0.00	292.67
10507	00171 0000003	SCOTTS VALLEY WATER DISTRICT QUARTERLY INTEREST - 10/01/15- 12/31/15	12/23/2015		5,000.00
			Total for Check Number 10507:	0.00	5,000.00
10508	10029 122115	BARNEY SHERMAN CUSTOMER DEPOSIT REFUND	12/23/2015		1,090.99
			Total for Check Number 10508:	0.00	1,090.99
10509	UB*00064	SOLUTION STAR Refund Check	12/23/2015		78.06
			Total for Check Number 10509:	0.00	78.06
10510	UB*00066	DAVID STEIN Refund Check	12/23/2015		18.70
			Total for Check Number 10510:	0.00	18.70
10511	UB*00067	CHRISTINA TAYLOR Refund Check	12/23/2015		18.38
			Total for Check Number 10511:	0.00	18.38
10512	00011 121315 121315 121315 121315 121315	VERIZON WIRELESS CELL PHONE CHARGES -WTP CELL PHONE CHARGES - ADMIN CELL PHONE CHARGES - OPS CELL PHONE CHARGES - ENG TABLET CHARGES	12/23/2015		269.23 85.40 656.95 85.40 369.90
			Total for Check Number 10512:	0.00	1,466.88

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
10513	UB*00062	MARIA WALLEN Refund Check	12/23/2015		6.78
				Total for Check Number 10513:	0.00 6.78
10515	00309	AT&T IP SERVICES	12/29/2015		
	121915A	IP SERVICES - ADMIN			378.26
	121915B	IP SERVICES - OPS			378.26
	121915C	IP SERVICES - WTP			378.25
				Total for Check Number 10515:	0.00 1,134.77
10516	00686	AT&T LONG DISTANCE	12/29/2015		
	121915	LONG DISTANCE - FELTON ACRES			77.31
				Total for Check Number 10516:	0.00 77.31
10517	00687	AT&T U-VERSE	12/29/2015		
	121515A	INTERNET SERVICE - MADRONE AVE			123.00
	121515B	INTERNET SERVICE - GRAHAM HILL			143.00
				Total for Check Number 10517:	0.00 266.00
10518	00178	CALPERS	12/29/2015		
	1918	MEDICAL INSURANCE - W.SHED			1,713.47
	1918	MEDICAL INSURANCE - WTP			3,093.27
	1918	MEDICAL INSURANCE - RETIRED EMPLOY			613.34
	1918	MEDICAL INSURANCE - OPS			18,308.00
	1918	MEDICAL INSURANCE - ENGINEERING			1,364.35
	1918	MEDICAL INSURANCE - FINANCE			5,663.06
	1918	MEDICAL INSURANCE - ADMIN			3,124.49
	1918	MEDICAL INSURANCE - DEPENDENT			3,676.89
				Total for Check Number 10518:	0.00 37,556.87
10519	00788	COMCAST	12/29/2015		
	121915	INTERNET - 7400 HWY 9			143.67
				Total for Check Number 10519:	0.00 143.67
10520	00703	DATAFLOW BUSINESS SYSTEMS, INC	12/29/2015		
	149682	KOYCERA FS C2626 MPP COPIER LYON W1			881.99
				Total for Check Number 10520:	0.00 881.99
10521	04005	JESSICA BRISCOE	12/29/2015		
	08718109	REISSUE NBC CK			457.76
				Total for Check Number 10521:	0.00 457.76
10522	00313	MET LIFE	12/29/2015		
	JAN 2016	LIFE INSURANCE - ENGINEERING			16.65
	JAN 2016	LIFE INSURANCE - ADMIN			89.88
	JAN 2016	LIFE INSURANCE - W.SHED			8.33
	JAN 2016	LIFE INSURANCE -WTP			114.96
	JAN 2016	DENTAL INSURANCE - FINANCE			709.96
	JAN 2016	DENTAL INSURANCE - WTP			415.07
	JAN 2016	LIFE INSURANCE -W.SHED			19.32
	JAN 2016	LIFE INSURANCE - WTP			63.27
	JAN 2016	DENTAL INSURANCE - W.SHED			59.29
	JAN 2016	DENTAL INSURANCE - ADMIN			414.27
	JAN 2016	LIFE INSURANCE - OPS			318.25

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
JAN 2016		DENTAL INSURANCE - OPS			1,762.23
JAN 2016		LIFE INSURANCE - ADMIN			41.63
JAN 2016		LIFE INSURANCE - OPS			203.13
JAN 2016		LIFE INSURANCE - ENGINEERING			30.27
JAN 2016		DENTAL INSURANCE - ENGINEERING			108.33
JAN 2016		LIFE INSURANCE - FINANCE			134.98
JAN 2016		LIFE INSURANCE - FINANCE			83.25
Total for Check Number 10522:				0.00	4,593.07
Report Total (94 checks):				0.00	755,498.06

# CASH REQUIREMENTS

THIS REPORT SUMMARIZES YOUR PAYROLL TRANSACTIONS FOR THE CHECK DATE 12/23/15. IT DOES NOT REFLECT MISCELLANEOUS ADMINISTRATIVE CHARGES. PLEASE REFER TO YOUR INVOICE(S) FOR THE TOTAL CASH REQUIRED FOR THIS CHECK DATE.

## TRANSACTION DETAIL

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

<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>		<b>BANK DRAFT AMOUNTS &amp; OTHER TOTALS</b>
12/22/15	WELLS FARGO BANK, NA	xxxxxx1358	Direct Deposit	Net Pay Allocations	38,846.21	<b>38,846.21</b>
12/22/15	WELLS FARGO BANK, NA	xxxxxx1358	Taxpay®	Employee Withholdings		
				Social Security	4,868.18	
				Medicare	1,328.80	
				Fed Income Tax	11,418.28	
				CA Income Tax	3,895.01	
				CA Disability	574.58	
				<b>Total Withholdings</b>	<b>22,084.85</b>	
				Employer Liabilities		
				Social Security	4,868.15	
				Medicare	1,328.80	
				Fed Unemploy	8.02	
				<b>Total Liabilities</b>	<b>6,204.97</b>	<b>28,289.82</b>
				<b>EFT FOR 12/22/15</b>		<b>67,136.03</b>
				<b>TOTAL EFT (Does not reflect administrative charges)</b>		<b>67,136.03</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>
12/23/15	WELLS FARGO BANK, NA	xxxxxx1358	Payroll	Check Amounts	22,534.48	
				<b>TOTAL NEGOTIABLE CHECKS</b>		<b>22,534.48</b>

**REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES** - Paychex does not remit these funds. You must ensure accurate and timely payment of applicable items.

<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>		<u>TOTAL</u>
12/23/15	Refer to your records for account	Information	Payroll	Employee Deductions		
				Advance	931.87	
				Aflc/Col Post	44.95	
				Aflc/Col Pre	339.75	
				Calper 457	125.00	
				DPer	5,632.51	
				FSA	192.92	
				Health	1,202.38	
				ICMA	1,085.00	
				Life Ins	14.00	

# CASH REQUIREMENTS

THIS REPORT SUMMARIZES YOUR PAYROLL TRANSACTIONS FOR THE CHECK DATE 12/23/15. IT DOES NOT REFLECT MISCELLANEOUS ADMINISTRATIVE CHARGES. PLEASE REFER TO YOUR INVOICE(S) FOR THE TOTAL CASH REQUIRED FOR THIS CHECK DATE.

**REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES (cont.)** - Paychex does not remit these funds. You must ensure accurate and timely payment of applicable items.

<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	<u>TOTAL</u>
12/23/15	Refer to your records for account	Information	Payroll	Employee Deductions (cont.)	
				Union dues	342.21
				<b>Total Deductions</b>	<b>9,910.59</b>
<b>TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES (Does not reflect administrative charges)</b>					<b>9,910.59</b>

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

<u>DUE DATE</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	
12/30/15	Taxpay®	FED IT PMT Group	23,812.21
12/30/15	Taxpay®	CA IT PMT Group	4,469.59

## MEMO

TO: Board of Directors  
FROM: District Manager  
SUBJECT: Resolution to Adopt the District's Investment Policy for 2016  
DATE: January 7, 2016

### **RECOMMENDATION:**

It is recommended that the Board of Directors review this memo, review the attached draft Investment Policy for 2016 document, and by Resolution adopt the District's Investment Policy for 2016 document.

### **BACKGROUND:**

On December 9, 2015 staff present the Board with an outdated Investment Policy for consideration and adoption. Staff was not aware that a new policy had been adopted by the Board on February 20, 2014.

Staff is presenting a draft of the Investment Policy as adopted on February 20, 2014 for Board consideration as the Investment Policy for 2016. For comparison, staff is also presenting the Investment Policy adopted by the Board on December 9, 2015.

### **STRATEGIC PLAN:**

Element 5.0 - Fiscal Planning

### **FISCAL IMPACT:**

No impact to current budget year

SAN LORENZO VALLEY WATER DISTRICT  
INVESTMENT POLICY 2016

INTRODUCTION

The purpose of this document is to establish formal policies for the prudent investment of the District's unexpended cash. The main objective of this policy is the establishment of guidelines for the investment of all San Lorenzo Valley Water District funds or funds in the custody of the District, in a manner which conforms to all state and local statutes governing the investment of public funds and provides for an optimal combination of safety, liquidity and yield. This policy is in compliance with the provisions of California Government Code Section 53600, et seq.

BASIC POLICIES

1. PRUDENCE: San Lorenzo Valley Water District funds shall be invested under the "prudent investor standard" (~~California Civil Code, Section 2261, et seq.~~ California Government Code Section 27000.3) which essentially states that all investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment considering the probable safety of their capital as well as the probable income to be derived.
2. DELEGATION OF AUTHORITY: Authority to manage the San Lorenzo Valley Water District investment program is delegated to the District Manager. This authority is derived from Resolution 79 (87-88) adopted February 1, 1988 by the San Lorenzo Valley Water District Board of Directors which by reference is attached hereto and incorporated herein. The District Manager shall establish written procedures for the operation of the investment program consistent with this investment policy. No person may engage in an investment transaction except as provided under the term of this policy and the procedures established by the District Manager.
3. OBJECTIVES: The primary objectives of the San Lorenzo Valley Water District's investment activities in priority order shall be as follows:
  - A. SAFETY – Safety of principal is the foremost objective of the investment program. The District's investment portfolio shall be designed and undertaken in a manner that seeks to ensure the preservation of the principal invested.
  - B. LIQUIDITY – The District's investment portfolio shall be designed to remain sufficiently liquid to enable the District to meet all operating requirements which might be reasonably anticipated. The liquid needs of the District shall be commensurate with the constraints of anticipated cash flow requirements.
  - C. RETURN ON INVESTMENTS – The District's investment portfolio shall be designed with the objective of attaining the maximum possible rate of return

commensurate with the District's investment risk constraints and the cash flow characteristics of the portfolio.

4. PERFORMANCE STANDARDS: Investments shall only be made as allowable by law with specific reference to California Government Code Section 53600, et seq., and any other applicable provisions of law.
5. AUTHORIZED AND ACCEPTABLE INVESTMENTS: District funds shall be invested only in the following investment instruments and within any limits indicated.
  - A. LAIF – The Local Agency Investment Fund (LAIF) was created by California Government Code Section 16429.1 through 16429.3. LAIF is an investment pool established and controlled by the State of California to afford smaller agencies the benefits of a large investment portfolio, such as higher interest rates and greater diversification. ~~Deposits are limited to \$30,000,000 per account.~~ Funds are completely liquid except for a limitation of ten (10) transactions per month.
  - B. COUNTY OF SANTA CRUZ INVESTMENT POOL – The County of Santa Cruz Investment Pool is a local government investment pool established and controlled by the County of Santa Cruz to afford smaller agencies the benefits of a larger investment portfolio, such as higher interest rates and greater diversification. Authority for the County of Santa Cruz Investment Pool is delegated to the County of Santa Cruz Treasurer.
  - ~~B.C.~~ CERTIFICATES OF DEPOSIT – These are receipts for funds deposited in a bank, or savings and loan, or broker deposits for a specific term and rate of interest. The principal and accrued shall be insured by the Federal Deposit Insurance Corporation (FDIC). The principle and insured interest in any one insured depository institution shall not exceed the limit amount insured by FDIC.
  - ~~C.D.~~ PASSBOOK SAVINGS ACCOUNTS – This is a regular liquid savings account. The principal and accrued shall be insured by the Federal Deposit Insurance Corporation (FDIC). The principle and insured interest in any one insured depository institution shall not exceed the limit amount insured by FDIC.
  - ~~D.E.~~ U.S. TREASURY AND AGENCY SECURITIES OBLIGATIONS – These are negotiable debt obligations of the U.S. Government which guarantee that all interest and principle payments will be paid on time. Government securities and debt obligations issued by the US Government or its agencies which are secured by the federal government. Among these are Treasury Bills and Notes. ~~Government National Mortgage Association (Ginnie Mae); Federal National Mortgage Association (Fannie Mae); Federal Land Bank (FLB) and Federal Farm Credit Banks (FFCB).~~
  - F. GOVERNMENT SPONSORED ENTERPRISES – Government sponsored enterprises are privately held corporations with public purposes created by the U.S. Government, which carry the implicit backing of the U.S. Government, but are not



a direct obligation of the U.S. Government. Among these are Government National Mortgage Association (Ginnie Mae); Federal National Mortgage Association (Fannie Mae); Federal Land Bank (FLB) and Federal Farm Credit Banks (FFCB).

6. DIVERSIFICATION: The purpose of diversification is to reduce overall portfolio risks while attaining market yields. The District will diversify its investments by security type and institution, especially when there is no decrease in yield. Pursuant to California Government Code Section 53601(i) certificates of deposit invested outside of an authorized pool shall not exceed thirty percent (30%) of the District's total investment portfolio. Current certificates of deposits exceed this limitation. It is the intent of the District to move toward compliance with said limitation. Whenever certificates of deposit purchased prior to the date of this policy mature or are called, the District shall invest in authorized investment instruments other than certificates of deposit until such time compliance has been achieved. The District shall not exceed fifty percent (50%) of the District's total investment portfolio in any one (1) authorized investment type, with the exception of the following; LAIF and County of Santa Cruz Investment Pool. Current Government Sponsored Enterprises investments exceed this limitation. It is the intent of the District to move toward compliance with said limitation. Whenever Government Sponsored Enterprise issuances purchased prior to the date of this policy mature or are called, the District shall invest in authorized investment instruments other than Government Sponsored Enterprises until such time compliance has been achieved.

7. MATURITY OF INVESTMENTS: In order to minimize the impact of market risk, generally it is intended, that all investments will be held until maturity. Projected cash flow requirements are the primary factor to be used in determining investment maturity terms. After cash flow needs have been met, yield considerations will be the next factor in determining maturity terms, with the expectations that longer maturity periods will generally yield greater returns on investments. Investments may be sold before maturity if required for cash flow or appreciation purposes.

The maximum maturity term of any ~~fixed rate~~ investment shall not exceed five (5) years. ~~seven (7) years. However, callable investments that increase ("step-up") at regular intervals may have a maturity term which exceeds seven (7) years.~~ The District will diversify its investment by maturity date in order to avoid over concentration in any one specific maturity sector.

8. REPORTING: The District's Board of Directors shall receive investment reports at least quarterly. The District Manager shall provide to the Board of Directors quarterly investment reports which provide a clear picture of the status of the current investment portfolio as required by law (California Government Code Section 53646).
9. ETHICS AND CONFLICTS OF INTEREST: Officers and employees involved in the District's investment process shall not conduct personal business activity that could conflict with proper execution of the investment program or which could impair their ability to make impartial investment decisions. Officers and employees involved in the District's investment process shall disclose to the District Secretary any material financial interests in financial institutions that conduct business within the jurisdiction of the San Lorenzo

Valley Water District and they shall further disclose any large personal financial/investment positions that could be related to the performance of the District's investment portfolio.

10. INVESTMENT POLICY ADOPTION: The District's investment policy shall be adopted by resolution of the San Lorenzo Valley Water District's Board of Directors. The District's investment policy shall be reviewed annually thereafter, and any modifications made thereto must be approved by the Board of Directors. The District's Statement of Investment Policy shall be adopted annually by resolution of the Board of Directors at a public meeting.

\*\*\* END \*\*\*

## **SAN LORENZO VALLEY WATER DISTRICT STATEMENT OF INVESTMENT POLICY 2016**

**Adopted: December 9, 2015  
Resolution No. 25 (15-16)**

### **INTRODUCTION**

The purpose of this document is to establish formal policies for the prudent investment of the District's unexpended cash. The main objective of this policy is the establishment of guidelines for the investment of all San Lorenzo Valley Water District funds or funds in the custody of the District, in a manner which conforms to all state and local statutes governing the investment of public funds and provides for an optimal combination of safety, liquidity and yield. This policy is in compliance with the provisions of California Government Code Section 53600, et seq.

### **BASIC POLICIES**

1. **PRUDENCE:** San Lorenzo Valley Water District funds shall be invested under the "prudent investor standard" (California Civil Code, Section 2261, et seq.) which essentially states that all investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment considering the probable safety of their capital as well as the probable income to be derived.
2. **DELEGATION OF AUTHORITY:** Authority to manage the San Lorenzo Valley Water District investment program is delegated to the District Manager. This authority is derived from Resolution 79 (87-88) adopted February 1, 1988 by the San Lorenzo Valley Water District Board of Directors which by reference is attached hereto and incorporated herein. The District Manager shall establish written procedures for the operation of the investment program consistent with this investment policy. No person may engage in an investment transaction except as provided under the term of this policy and the procedures established by the District Manager.
3. **OBJECTIVES:** The primary objectives of the San Lorenzo Valley Water District's investment activities in priority order shall be as follows:
  - A. **SAFETY** – Safety of principal is the foremost objective of the investment program. The District's investment portfolio shall be designed and undertaken in a manner that seeks to ensure the preservation of the principal invested.
  - B. **LIQUIDITY** – The District's investment portfolio shall be designed to remain sufficiently liquid to enable the District to meet all operating requirements which might be reasonably anticipated. The liquid needs of the District shall be commensurate with the constraints of anticipated cash flow requirements.

- C. RETURN ON INVESTMENTS – The District’s investment portfolio shall be designed with the objective of attaining the maximum possible rate of return commensurate with the District’s investment risk constraints and the cash flow characteristics of the portfolio.
- 4. PERFORMANCE STANDARDS: Investments shall only be made as allowable by law with specific reference to California Government Code Section 53600, et seq., and any other applicable provisions of law.
  - 5. AUTHORIZED AND ACCEPTABLE INVESTMENTS: District funds shall be invested only in the following investment instruments and within any limits indicated.
    - A. LAIF – The Local Agency Investment Fund (LAIF) was created by California Government Code Section 16429.1 through 16429.3. LAIF is an investment pool established and controlled by the State of California to afford smaller agencies the benefits of a large investment portfolio such as higher interest rates and greater diversification. Deposits are limited to \$30,000,000 per account. Funds are completely liquid except for a limitation of ten (10) transactions per month.
    - B. CERTIFICATES OF DEPOSIT – These are receipts for funds deposited in a bank, or savings and loan, or broker deposits for a specific term and rate of interest. The principal and accrued shall be insured by the Federal Deposit Insurance Corporation (FDIC). The principle and insured interest in any one insured depository institution shall not exceed the limit amount insured by FDIC.
    - C. PASSBOOK SAVINGS ACCOUNTS – This is a regular liquid savings account. The principal and accrued shall be insured by the Federal Deposit Insurance Corporation (FDIC). The principle and insured interest in any one insured depository institution shall not exceed the limit amount insured by FDIC.
    - D. U.S. TREASURY AND AGENCY SECURITIES - Government securities and debt obligations issued by the US Government or its agencies which are secured by the federal government. Among these are Treasury Bills and Notes; Government National Mortgage Association (Ginnie Mae); Federal National Mortgage Association (Fannie Mae); Federal Land Bank (FLB) and Federal Farm Credit Banks (FFCB).
  - 6. DIVERSIFICATION: The purpose of diversification is to reduce overall portfolio risks while attaining market yields. The District will diversify its investments by security type and institution, especially when there is no decrease in yield. Pursuant to California Government Code Section 53601(i) certificates of deposit invested outside of an authorized pool shall not exceed thirty percent (30%) of the District’s total investment portfolio. Current certificates of deposits exceed this limitation. It is the intent of the District to move toward compliance with said limitation. Whenever certificates of deposit purchased prior to the date of this policy mature or are called, the District shall invest in authorized investment instruments other than certificates of deposit until such time compliance has been achieved.

7. **MATURITY OF INVESTMENTS:** In order to minimize the impact of market risk, generally it is intended, that all investments will be held until maturity. Projected cash flow requirements are the primary factor to be used in determining investment maturity terms. After cash flow needs have been met, yield considerations will be the next factor in determining maturity terms, with the expectations that longer maturity periods will generally yield greater returns on investments. Investments may be sold before maturity if required for cash flow or appreciation purposes.

The maximum maturity term of any fixed rate investment shall not exceed seven (7) years. However, callable investments that increase (“step-up”) at regular intervals may have a maturity term which exceeds seven (7) years. The District will diversify its investment by maturity date in order to avoid over concentration in any one specific maturity sector.

8. **REPORTING:** The District’s Board of Directors shall receive investment reports at least quarterly. The District Manager shall provide to the Board of Directors quarterly investment reports which provide a clear picture of the status of the current investment portfolio as required by law (California Government Code Section 53646).
9. **ETHICS AND CONFLICTS OF INTEREST:** Officers and employees involved in the District’s investment process shall not conduct personal business activity that could conflict with proper execution of the investment program or which could impair their ability to make impartial investment decisions. Officers and employees involved in the District’s investment process shall disclose to the District Secretary any material financial interests in financial institutions that conduct business within the jurisdiction of the San Lorenzo Valley Water District and they shall further disclose any large personal financial/investment positions that could be related to the performance of the District’s investment portfolio.
10. **INVESTMENT POLICY ADOPTION:** The District’s investment policy shall be adopted by resolution of the San Lorenzo Valley Water District’s Board of Directors. The District’s investment policy shall be reviewed annually thereafter, and any modifications made thereto must be approved by the Board of Directors. The District’s Statement of Investment Policy shall be adopted annually by resolution of the Board of Directors at a public meeting.

—END—

**SAN LORENZO VALLEY WATER DISTRICT  
RESOLUTION NO. 25 (15-16)**

SUBJECT: INVESTMENT POLICY 2016

WHEREAS, on February 20, 2014 the Board adopted Resolution No. 23 (13-14) which established the Investment Policy for 2014; and

WHEREAS, said Investment Policy should be reviewed and adopted annually by resolution of the Board; and

WHEREAS, the Board of Directors of the San Lorenzo Valley Water District has reviewed and considered the Investment Policy for 2016, a copy of which is attached;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the San Lorenzo Valley Water District that the San Lorenzo Valley Water District Investment Policy for 2016 is hereby adopted.

\*\*\*\*\*

PASSED AND ADOPTED by the Board of Directors of the San Lorenzo Valley Water District, County of Santa Cruz, State of California, on the 7th day of January 2016, by the following vote of the members thereof:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

---

Holly B. Morrison  
District Secretary

## MEMO

To: Board of Directors  
From: District Manager  
SUBJECT: 2015 CLASSIC WATERSHED EDUCATION GRANT PROGRAM  
BANANA SLUG STRING BAND FINAL REPORT  
DATE: January 7, 2016

### RECOMMENDATION

It is recommended that the Board of Directors review this memo and accept the 2015 Final Report (Attachment 1) for "Banana Slug String Band."

### BACKGROUND

On June 4, 2015 your Board awarded a Classic Watershed Education Grant in the amount of \$3,000 to the Banana Slug String Band.

The Banana Slugs String Band performed at assemblies at three schools in the San Lorenzo Valley plus an additional free public show at Mountain Feed Co. in Ben Lomond. In total, approximate 775 children and adults were in attendance at the four shows combined. Students and their teachers enthusiastically received the school shows, and by the end of the shows, the students learned a lot about the San Lorenzo River watershed, and were motivated to take care of it.

Staff attended the free show at Mountain Feed and was delighted to see a great attendance. Everybody in the audience was dancing and engaged with the performers. Through their "We All Live Down Stream" watershed education shows, the Banana Slugs delivered a clear and fun message to protect the watershed and the environment. Pictures are attached on the next page.

In December, the San Lorenzo Valley Water District received the final report. It is recommended that your Board receive and accept the 2015 Final Report for "Banana Slug String Band"

FISCAL IMPACT:  
\$3,000

STRATEGIC PLAN:  
Strategic Element 2.4 Watershed Stewardship - Environmental Education Program





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

Dear Jennifer,

The Banana Slug String Band performed 4 , We all Live Downstream, Watershed education shows. There was 3 School Shows:

- Oct 23, 2015 @ San Lorenzo Valley elem.- 275 Students
- Oct 23, 2015 @ Boulder Creek Elem.- 250 Students
- Nov. 6, 2015 @ San Lorenzo Charter School- 50 Students
- and 1 public show at:
- Dec. 12, 2015 @ Mountain Feed Co. in Ben Lomond- Approx. 200 people

Students and their teachers enthusiastically received the school shows. I believe, by the end of the shows, the students learned a lot about the San Lorenzo watershed, and were motivated to take care of it. The Shows ended with Hundreds of kids singing "Get to know your Watershed".

The Public show in Ben Lomond was a fantastic Holiday Watershed celebration, culminating with the appearance of Santa, the deepest Ecologist we know...no fossil fuels, only reindeer powered transportation!!

It was our pleasure to work in the San Lorenzo Valley, and share our EcoSlug Watershed Education Show. I think the consciousness was raised.

Thanks!

airy larry  
Co-Manager  
Banana Slug String Band

## MEMO

TO: Board of Directors  
FROM: District Manager  
SUBJECT: Establishment of a District Rates and Charges Document  
DATE: January 7, 2016

### **RECOMMENDATION:**

It is recommended that the Board of Directors review this memo, review the attached draft San Lorenzo Valley Monthly Rates and Charges document, and by Resolution adopt the District's Monthly Rates and Charges document.

### **BACKGROUND:**

Historically, the District's rates and charges have been codified in Ordinance 8. This is cumbersome and administratively confusing. Ordinance 8 allows for rates and charges to be adopted by resolution. However, it is appropriate that changes to Ordinance 8 should be done by ordinance. Additionally, when ordinances are passed by the Board, they must be published in their entirety in a local paper. This adds unnecessary cost and administrative effort.

Staff proposes that the Board adopt a single document that contains all rates and charges (Basic Rates, Water Rates and Surcharge) that are subject to Proposition 218 requirements. Additional rates and charges not subject to 218 requirements (Meter Connection Fees and Installation Deposits) are also included on the draft document for completeness and ease of use. Future changes to the District's Rules and Regulations (currently known as Ordinance 8) can then simply reference the "current San Lorenzo Valley Water District Monthly Rates and Charges document".

### **STRATEGIC PLAN:**

Element 9.0 - Update Ordinance 8

### **FISCAL IMPACT:**

No impact to current budget year

# SAN LORENZO VALLEY WATER DISTRICT

## MONTHLY RATES AND CHARGES

Effective 01.01.2016

BASIC RATES	
Meter Size	Basic Charge
5/8	\$ 34.00
3/4	\$ 34.00
1	\$ 56.50
1.5	\$ 114.00
2	\$ 181.50
3	\$ 341.00
4	\$ 567.00
Surplus Water	\$ 114.00
Sewer	\$ 149.00
The above charges do not include any water usage.	

SURCHARGE
\$1 per unit of water
A drought recovery and water capital surcharge that increases the per-unit price by \$1 was implemented, effective 1/1/2016. The District Board of Directors approved the surcharge in November 2015 to make up a drought-caused revenue shortfall that impacts capital improvement projects already underway.

WATER RATES	
1 unit of water = 100 Cubic Feet	
100 Cubic Feet = 748 Gallons	
First 4 units	= \$3.81 a unit
5 - 15 units	\$ 4.97
16 - 50 units	\$ 5.96
Over 51 units	\$ 6.61
Flat Rate	\$ 4.64
Surplus Flat Rate	\$ 10.00

METER CONNECTION FEES	
Meter Size	Charge
5/8	\$ 4,966.00
3/4	\$ 4,966.00
1	\$ 9,932.00
1.5	\$ 19,864.00
2	\$ 39,728.00

INSTALLATION DEPOSIT	
5/8 or 3/4	\$ 2,500.00
1	\$ 2,500.00
Meter Drop In Charges	
5/8	\$ 90.00
3/4	\$ 110.00
1	\$ 155.00
Backflows	\$ 500.00
Deposit	\$ 75.00
Establishment Charge	\$ 20.00
Copies	\$ 0.15
Special Bill (in advance)	\$ 20.00
Meter Test Basic (in advance)	\$ 15.00
Meter Test 1" (in advance)	\$ 17.50

Rates and charges are set by the SLVWD Board of Directors.  
The Board meets the first and third Thursday of the month at 7:00 P.M. (time certain)  
Water rates effective 01/01/16 and basic rates effective 01/01/16, per Res. 10 (13-14).  
Sewer rate effective 07/01/10, per Res. 22 (07-08).  
Surplus water rates effective 5/1/2015, per Res. 42 (14-15)

**SAN LORENZO VALLEY WATER DISTRICT  
RESOLUTION NO. 29 (15-16)**

SUBJECT: RATES AND CHARGES DOCUMENT

WHEREAS, pursuant to California Water Code Sections 31007 and 31101, the Board of Directors of the San Lorenzo Valley Water District is authorized to fix and direct collection of water service rates in an amount sufficient to meet the operating expenses of the District, to provide for repairs and depreciation of the works and facilities of the District, to meet financial reserves for bonded indebtedness, and to obtain funds for capital projects needed to maintain service within the District; and

WHEREAS, the District desires to consolidate all current rates and charges subject to Proposition 218 requirements into a single document for ease of reference; and

WHEREAS, the attached San Lorenzo Valley Monthly Rates and Charges Document accurately reflects all current rates and charges that have previously been adopted though appropriate Proposition 218 requirements;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the San Lorenzo Valley Water District that the 'San Lorenzo Valley Water District Monthly Rates and Charges Document effective January 1, 2016' be approved effective January 7, 2016.

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PASSED AND ADOPTED by the Board of Directors of the San Lorenzo Valley Water District, County of Santa Cruz, State of California, on the 7th day of January 2016, by the following vote of the members thereof:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

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Holly Morrison  
Board Secretary  
San Lorenzo Valley Water District

## M E M O

TO: Board of Directors  
FROM: District Manager  
PREPARED BY: Environmental Programs Manager  
SUBJECT: Environmental Status Report  
DATE: January 7, 2015

### RECOMMENDATION:

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

### BACKGROUND:

#### HYDROLOGICAL ASSESSMENT

Staff has been working with Nick Johnson Principal Hydrogeologist, PhD, PG, CHg, to assess the current status of District groundwater and surface resources, in an effort to identify potential need for supplemental, optimized and more efficient water supply sources. Factors driving the District's efforts include the following:

- A substitute water supply for the Felton Service Area is needed when water-rights criteria restrict Fall Creek diversions (i.e., when San Lorenzo River flows are below seasonal thresholds).
- A supplemental water supply for the South System is needed to allow groundwater levels in the vicinity of the Pasatiempo wells to recover and stabilize following fairly steady declines over the past 25 years.
- Supplemental supplies are needed during drought periods, given the supply limitations experienced during recent years (e.g., minimal available diversions, Olympia wellfield drawdown).
- Supplemental supplies are potentially needed to meet the additional water demands associated with SLVWD's recent and expected annexation of other water supply systems (e.g., the Lompico Water District).
- Supplemental supplies, and/or increased optimization and efficiency of existing supplies, may be needed to offset potential future water-rights modifications that may limit stream diversions.

## WATERSHED MANAGEMENT

Staff is coordinating permits for the long term broom management on the Olympia Watershed. Staff will be issuing an RFP for CEQA documents to be developed following the finalization of the Management Plan.

## NOAA MULTISPECIES PUBLIC DRAFT RECOVERY PLAN: CENTRAL CALIFORNIA COAST STEELHEAD DPS

Staff is preparing comments on the NOAA Multispecies Recovery Plan. Comment period has been extended from December 4<sup>th</sup> to January 18, 2016. Don Alley is providing comments which will be discussed at the January Environmental Committee Meeting.

## 2015 URBAN WATER MANAGEMENT PLAN (UWMP)

Guidelines for the 2015 UWMP were released November 19<sup>th</sup>. Staff has reviewed the guidelines. An RFP for the 2015 UWMP is expected to be issued in January 2016.

## GRANT PROGRAMS

Staff is preparing for the 2016 Classic Watershed Education Grant series, which will begin February 2016.

## PROBATION TANK MITIGATION

Following unanimous board approval of the Draft HCP for the Probation tank replacement on August 20, 2015, it has been submitted to the United States Fish and Wildlife Service (USFWS) for review. USFWS has confirmed the receipt of the HCP and notified the District that they are backlogged and will not have an opportunity to review the HCP until December 2015. Staff will follow up with the USFWS at that time. Construction has not yet been set due to permitting constraints.

## WATER CONSERVATION

The first quarter of fiscal year 2015/16 proved to be extremely successful for the water conservation rebate program. So much that the budget of \$20,000 was expended and the Board voted to add an additional \$41,000 to the budget to cover the rebate applications already accepted and in process. On October 15<sup>th</sup> the board voted to suspend the Water Conservation Rebate program until fiscal year 2016/17. Nevertheless, customers have continued to contact the District requesting rebates, and are being asked to come back in July 2016. This will result in another flood of rebate applications in the first quarter of the coming fiscal year when the rebate program is reinstated.

2015 being the 4<sup>th</sup> consecutive year of drought, and the 7<sup>th</sup> year of drought in the past nine years, the District realized water resources in the Valley are extremely strained. Having the rebate program suspended for most of the year presents a missed opportunity in a time when our customers are highly motivated to use water efficiently, and are most prepared to invest in infrastructure improvements to see water savings in their homes.

On November 10<sup>th</sup> staff brought to the Environmental Committee a Commercial Water Conservation Rebate Program Proposal to offer an incentive to the District's largest

water consumers to reduce their water use. The proposal was to offer a rebate of \$5 per unit for a sustained 20% reduction of water usage after one year of demonstrated conservation up to \$2500 per facility. The proposal was tabled until a later date when the budget is more supportive.

Staff continues to work with Ecology Action on the commercial/institutional audit program to be focused on the top 15 water users. The Audit program has initiated and Staff will bring findings to the Board upon completion.

Staff continues to coordinate with the Water Conservation Coalition for a collaborative regional public outreach campaign. The District continues to support Cabrillo College water conservation/landscape course work. Spring classes are scheduled to begin in March. Registration deadline is February 29<sup>th</sup> at:  
<http://www.cabrillo.edu/services/extension/green.html>

#### FALL CREEK FISH LADDER

Staff is now managing the project, updating consultants, engineers, and agencies on the progress and ensuring milestones are met to ensure construction for the project will be summer 2016. District staff have reviewed the design plans and specs for the Fall Creek Fish Ladder and submitted plans to the Permit Coordination Program at RCD. A timeline has been established for the project. Staff is working with design consultants, permit coordinators, State, Local and Federal agencies to move the project through the permit phase. Construction is scheduled to begin June 15, contingent on wildlife surveys and may have to be delayed to August 1 if nesting birds are present on site.

#### PUBLIC OUTREACH/ DROUGHT OUTREACH

- eNewsletters are sent out to over 3000 customer email addresses monthly or bi-monthly.
- The District Facebook page and website are updated regularly (3-5 times per week).
- Media Alerts have been published in local papers regarding:
  1. Demolition of the Prosser Building
  2. Winter Preparedness
  3. RFP for Cost of Service Study
  4. Emergency Notification Sign-up Now!
  5. Online Bill Pay
  6. Expect to see rate increases from the 2013 rate increase as well as the Drought Surcharge on January bill

### **Three Public Member committee positions are open at San Lorenzo Valley Water District**

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

At its November 5 meeting, the Board of Directors established roles for Public Members on committees. The Board also consolidated the District's committees from seven to three: Finance; Administrative; and Environmental, Engineering & Planning.

Each committee may seat one Public Member for a term of up to one year, in addition to two board members. All Public Member committee positions are voluntary. Applicants must be residents of the SLVWD service area and/or customers of the SLVWD. The commitment includes preparing for and attending one meeting per month, on average.

Any person interested in filling a position on a committee as a Public Member must complete an application. Applications are available at: 13060 Hwy. 9, Boulder Creek, CA95006 or <http://slvwd.com/admin/Public%20Member%20Announcement12-2015.pdf>

The Board of Directors will make committee appointments based on applications received. Applications are due by January 2 and Board appointments will be made on January 21, 2016.

From the Press Banner December 18, 2015