



**BOARD OF DIRECTORS  
SAN LORENZO VALLEY WATER DISTRICT  
AGENDA  
August 4, 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, August 4, 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. Oral Communications:

*This portion of the agenda is reserved for Oral Communications by the public for items which are on the Closed Session portion of the Agenda. Any person may address the Board of Directors at this time, on Closed Session items. Normally, presentations must not exceed three (3) minutes in length, and individuals may only speak once during Oral Communications. No actions may be taken by the Board of Directors on any Oral Communications presented; however, the Board of Directors may request that the matter be placed on a future agenda. Please state your name and town/city of residence at the beginning of your statement for the record.*

4. Adjournment to Closed Session:  
*At any time during the regular session, the Board may adjourn to Closed Session in compliance with, and as authorized by, California Government Code Section 54956.9 and Brown Act, Government Code Section 54950. Members of the public will be given the opportunity to address any scheduled item prior to adjourning to closed session.*
  - a. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION  
Government Code Section 54956.9(d)(1)  
Case Number CV180394-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.
  - b. CONFERENCE WITH LEGAL COUNSEL-EMPLOYEE NEGOTIATIONS  
Government Code Section 54957.6  
Agency Designated Representative: Brian C. Lee  
Employee Organizations: AFSCME and Management, Supervisory and Confidential Bargaining Unit
5. Convene to Open Session at 7:00 p.m. (time certain)
6. Report of Actions Taken
7. 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).*
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, presentations must not exceed three (3) minutes in length, and individuals may only speak once during Oral Communications. Any Director may request that the matter be placed on a future agenda or staff may be directed to provide a brief response.*
9. Written Communications:
  - a. CITY OF SANTA CRUZ - NOTICE OF PUBLIC HEARING ON 2015 URBAN WATER MANAGEMENT PLAN
10. 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 JULY 21, 2016  
Consideration and possible action by the Board to approve minutes for the July 21, 2016 Board of Directors meeting.
- b. BILL LIST FOR PERIOD ENDNG AUGUST 4, 2016  
Consideration and possible action by the Board to approve the Bill List for the period ending July 21, 2016.
- c. PROPOSITION 218 POLICY  
Consideration and possible action by the Board regarding the Prop 218 Policy.

11. 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 agendum.*

12. 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 agendum.*

- a. CAROL CARSON RESOLUTION OF APPRECIATION  
Discussion and possible action by the Board regarding a Resolution of Appreciation for Carol Carson.
- b. SAN LORENZO VALLEY WATER DISTRICT 75<sup>TH</sup> ANNIVERSARY  
Discussion and possible action by the Board regarding the 75<sup>th</sup> Anniversary of SLVWD.
- c. CANNABIS CULTIVATION COMMENT LETTER  
Consideration and possible action by the Board regarding a Cannabis Cultivation Comment letter.

13. 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) Administration/Engineering
  - (iii) Environmental

b. COMMITTEE/DIRECTOR REPORTS:

- (1) Future Committee Agenda Items
- (2) Committee Meeting Notes
  - (i) Administration Committee - 7.12.16 and 7.26.16

14. Informational Material: None

15. Adjournment

**Certification of Posting**

I hereby certify that on July 29, 2016 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 July 29, 2016

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



WATER DEPARTMENT

RECEIVED  
JUL 27 2016  
SAN LORENZO VALLEY  
WATER DISTRICT  
*For Board  
8/4*

212 Locust Street, Santa Cruz, CA 95060 • (831) 420-5200 • Fax (831) 420-5201 • [www.cityofsantacruz.com](http://www.cityofsantacruz.com)

July 22, 2016

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

SUBJECT: 2015 Urban Water Management Plan Update

Dear Mr. Lee:

This letter is to notify you that the City of Santa Cruz has recently completed an update of its 2015 Urban Water Management Plan. The draft plan is available online at the City's website for your review: [www.cityofsantacruz.com/2015UWMP](http://www.cityofsantacruz.com/2015UWMP). We welcome your comments and encourage your participation in development of the proposed plan.

The Santa Cruz Water Commission will review and discuss the plan at its meeting on Monday, August 1, 2016 at 7:00 p.m. in the City Council Chambers.

Pursuant to section 10642 and 10608.2 of the California Water Code, a public hearing to receive comments and input from the community and other public agencies on the proposed plan has been scheduled for **Tuesday, August 9, 2016 at 2:30 p.m.** or shortly thereafter in the **City Council Chambers at Santa Cruz City Hall, 809 Center Street, Santa Cruz, California**. We anticipate the plan will be brought back to City Council at its following meeting August 23, 2016 for adoption as prepared, or as modified after the hearing, barring any major modifications.

Written comments on the plan may be received up to the date of the public hearing and should be sent to:

Santa Cruz Water Department  
Attn: Mr. Toby Goddard  
212 Locust Street, Suite B  
Santa Cruz, CA 95060

Please contact Toby Goddard, Administrative Services Manager at 420-5232, or via email [tgoddard@cityofsantacruz.com](mailto:tgoddard@cityofsantacruz.com) if you have any questions or wish to discuss the information contained in report.

Sincerely,

Rosemary Menard  
Water Director

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

July 21, 2016

6:00 p.m.

**CONVENE MEETING/ROLL CALL:**

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

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

**ORAL COMMUNICATION:** None

**ADJOURNMENT TO CLOSED SESSION:**

President Brown adjourned to closed session at 6:05 p.m.

**RECONVENE TO OPEN SESSION:**

Pres. Brown reconvened the meeting to open session at 7:00 p.m.

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

**REPORT ACTIONS TAKEN IN CLOSED SESSION:**

President Brown said that the Board had no actions to report.

**ADDITIONS AND DELETIONS TO AGENDA:**

District Manager Lee requested that item 12a Lompico Oversight Committee be moved up on the agenda.

Director Hammer made the motion to move item 12a up on the agenda.

**ORAL COMMUNICATIONS:** None

**WRITTEN COMMUNICATION:**

President Brown noted the two pieces of written communication.

DM Lee noted that the assumption by the customer in the second piece of written communication is incorrect, the District has not received any negative comments from the Lompico residents.

**NEW BUSINESS:**

12a LOMPICO OVERSIGHT COMMITTEE

DM Lee described this item. He suggested that the Board list their top 5 candidates and go from there to choose the five charter members of the committee. Several of the applicants were present so they were offered the opportunity to address the Board.

John Grunow, long time Lompico resident, said that he was on the Board in the '80's and has seen many changes. He is familiar with the system and would like to donate his time help the assimilation to SLV to be as smooth as possible.

Lydia Hammack, 2 years as a resident, has been on a planning commission. Her background is financial and she was interested in the tracking of Lompico expenses. She considers it her civic duty to participate in her community.

Ruth Shaw, said that she worked hard to assist her neighbors in voting for the merger. She wants to help make this assessment district work.

Director Bruce asked what they think are the most pressing issues for the Lompico customers.

Ms. Hammack said that she thinks that flushing all of the lines, upgrading the water meters and the quality of the water are the most pressing issues.

Ms. Shaw agreed with Ms. Hammack.

Mr. Grunow said that fixing the lines between the mains and the meters, water filtration and general maintenance are the most important issues.

Toni Norton, an additional Lompico customer and applicant arrived.

Ms. Norton said that she served on the Lompico Citizens Advisory Commission. She added that the water is already better than it was. As a member of the Lompico Ladies Social Club she plans to share information with the community.

DM Lee anticipates that the committee will meet on a monthly basis in the beginning but will probably move to quarterly as everyone gets comfortable with the how things are going. The committee will last as long as it is needed. The term for a Lompico committee member will be one year but they will reapply yearly to stay on the committee.

Dir. Hammer asked the applicants how they will handle the negative feedback from the community.

Ms. Hammack said she would show them the facts.

Ms. Shaw said that she would listen to them.

Mr. Grunow said that he knows people on both sides of the merger and he will continue to listen to both sides.

Ms. Norton said that her background is as a go between and she said that she will share information with her many contacts.

DM Lee said that the Committee will meet at the Lompico office.

Director Hammer made a motion to approve the 4 applicants that are present for the committee.

**ROLL CALL:**

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

Director Ratcliffe made a motion to approve April Crittendon as the 5<sup>th</sup> member of the Committee.

**ROLL CALL:**

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

John Fasolas, Felton, said that he is very happy that this meeting is happening. He welcomed the Lompico folks to all of our meetings.

Mr.Grunow requested a tour of the District.

DM Lee said that there will be an orientation for the new Committee in August.

**CONSENT AGENDA:**

10a MINUTES FROM JUNE 16, 2016 BoD

10b BILL LIST FOR PERIOD ENDNG JULY 21, 2016

10c MULTIPLE USER VARIANCE RENEWAL FOR 2016/17

10d FINANCIAL SUMMARY FOR PERIOD ENDING MAY 31, 2016



- 10e QUARTERLY LEAK ADJUSTMENT
- 10f ACCEPTANCE OF WATER DISTRIBUTION IMPROVEMENTS
- 10g OFFICIAL NOTICE OF INTENT-2015 UWMP
- 10h SWIM TANK REPLACEMENT-PUBLIC COMMENT PERIOD NOTICE
- 10i CLASSIC WATERSHED EDU GRANT - FINAL REPORTS
- 10j REQUEST FOR COUNTY ELECTIONS
- 10k BANK OF THE WEST CREDIT CARDS

Dir.Ratcliffe made a motion to approve the Consent Agenda.

**ROLL CALL:**

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

**UNFINISHED BUSINESS:**

- 11a OLYMPIA WATERSHED INVASIVE SPECIES MANAGEMENT PLAN

Environmental Programs Manager Michelsen introduced Suzanne Schettler, author of the Plan to Control Invasive Brooms and Acacia at the Olympia Wellfield. Ms. Schettler shared highlights from her report (see BoD agenda 7.21.16).

Dir. Hammer said that they have discussed this plan in the EEP meeting, they said that there was some opposition to the use of Roundup. He would like to look at grants, use of AmeriCorps and CCC. He said that he likes the plan for ridding the watershed of invasive species but would like more discussion but he wants caution with spending limited resources.

Dir. Ratcliffe questioned the calculation of steep slopes in the cost of the project.

Ms. Schettler said that most of the work on the steep slopes will be at the base of the slope and used as a buffer. She added that Priority Zone 1 has the fewest plants.

Pres. Brown said that he is not a fan of the chemical approach. He asked for clarification regarding the goal of the report and the funding plan.

Environmental Programs Mgr. Michelsen said that there are enough funds in the budget to complete Priority Zone 1. She recommended that we start with the cutting below the surface technique in Priority Zone 1 to see if it works.

Dir. Ratcliffe said that she has worked on a similar project. She said that she thinks that the high priority method is the right approach. She said that the herbicide use can work with proper qualifications and in limited use.

Dir. Baughman said that he completely agrees with Dir. Ratcliffe. He thanked Ms. Schettler for coming up with the plan.

Dir. Ratcliffe noted that data collecting on this project will be good for grant applications.

DM Lee noted that this area is unique in the world. We are charged with the stewardship of this property, not just for the District, but for the entire world. It is a never-ending project. We can reach out to the rest of the world for assistance with the funding of this project.

Mgr. Michelsen agreed that this is a unique habitat. "Let's Pull Together" is a possible funding source. They have grants that are available annually. She also asked that the Board consider an internship program for this project.

Rick Moran, EEP Committee member, said that phosphate has been classified as possible carcinogenic. California EPA intends to list phosphate as probably carcinogenic. The Marin Municipal Water District voted unanimously to stop using herbicides.

Pres. Brown questioned if we can start the project without the herbicide component.

Dir. Hammer said that he would like to see the Board consider a policy on chemical use. He made a motion to accept the recommendations so that staff can come back to the Board with implementation recommendations.

Ms. Schettler said that the seed production could be greatly reduced if we just went in and cut all plants down to just 1 ft.

**ROLL CALL:**

Ayes: Bruce, Brown, Baughman, Ratcliffe, Hammer

Noes:

Abstain:

Absent:

**NEW BUSINESS:**

**12b OLYMPIA PATROLLING REPORT**

Mgr. Michelsen introduced this item and Ginger Wojciechowski, Access Coordinator, Land Trust of Santa Cruz County.

Ms. Wojciechowski shared highlights from her report. She said that she has been patrolling Olympia for 3 years now and this year has had a very low occurrence of trespassing/vandalism.

Dir. Hammer thanked Ms. Wojciechowski for her report.

Dir. Baughman questioned if there are cameras in the area.

Mgr. Michelsen said that there are 3 wildlife trapping cameras.

## 12c AUTHORIZATION TO PURCHASE EQUIPMENT FOR WASTEWATER TREATMENT

DM Lee explained this item. The State requires that the system be brought into compliance. The equipment necessary includes a blower and alkalinity booster.

Dir. Hammer made a motion to authorize the purchase of equipment not to exceed \$35,000.

### ROLL CALL:

Ayes: Bruce, Brown, Baughman, Ratcliffe, Hammer

Noes:

Abstain:

Absent:

## 12d CONTRACT WITH MWH ENGINEERING SERVICES

DM Lee explained this item.

Dir. Bruce said that Nick Johnson is incredibly valuable to the District. She made a motion to approve the contract with MWH.

### ROLL CALL:

Ayes: Hammer, Brown, Baughman, Ratcliffe, Bruce

Noes:

Abstain:

Absent:

## **DISTRICT MANAGER REPORTS:**

### Admin

DM Lee shared highlights from the Admin Status Report

Dir. Bruce questioned the status of Graham Hill Road.

DM Lee said that there is nothing to report at that time.

### Environmental

Environmental Program Manager Michelsen shared highlights from the Environmental Status Report.

Pres. Brown said that he would like to see more with Bull Bennett and less on Fall Creek.

Dir. Hammer said that he would like to see the policy for herbicides go to the EEP Committee for a policy discussion.

John Fasolas questioned if the steam machine he uses to bend wood would work on the invasive species instead of using a torch.

Suzanne Schettler thought that was a brilliant idea.

DM Lee suggested that Water for Cannabis be agendized for the next EEP meeting.

Finance

DM Lee shared highlights from the Finance Status Report.

Operations

Director of Operations Rogers shared highlights from the Operations Status Report,

**INFORMATIONAL MATERIAL:**

Dir. Bruce said that she and Pres. Brown have registered their candidacy for re-election to the SLVWD Board with the County. She also said that she will not be able to attend the August 4, 2016 BoD meeting.

**ADJOURNMENT:**

President Brown adjourned the meeting at 9:03 p.m.

# Accounts Payable

## Outstanding Invoices

User: KendraNegro  
 Printed: 7/27/2016 - 4:21 PM  
 Date Type: JE Date  
 Date Range: 07/07/2016 to 07/27/2016

## BILL LIST SUMMARY

Check Register Total : \$624,738.42  
 AP Outstanding Total: \$257,555.08  
 Payroll 7/20: \$92,817.89  
 TOTAL FOR APPROVAL: \$975,111.39



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>00001 - ROYAL WHOLESALE ELECTRIC</b>						
01-400-5300	7/26/2016	6/24/2016	605307	00150-01-2017	254.59	CONDUIT, MISC WIRING, FITTINGS
Task Label: EXP-1516004A		Type: E	PO Number: 0000100684			
Total for Vendor 00001 - ROYAL WHOLESALE ELECTRIC:					254.59	
<b>00011 - VERIZON WIRELESS</b>						
01-300-5510	7/26/2016	7/13/2016	9768698346	00153-01-2017	85.46	CELL PHONE CHARGES_ENG
01-100-5510	7/26/2016	7/13/2016	9768698346	00153-01-2017	85.46	CELL PHONE CHARGES_ADMIN
01-800-5510	7/26/2016	7/13/2016	9768698346	00153-01-2017	314.21	CELL PHONE CHARGES_WTP
01-400-5510	7/26/2016	7/13/2016	9768698346	00153-01-2017	648.84	CELL PHONE CHARGES_OPS
01-400-5510	7/26/2016	7/13/2016	9768698348	00153-01-2017	325.71	TABLET CHARGES
Total for Vendor 00011 - VERIZON WIRELESS:					1,459.68	
<b>00040 - SANTA CRUZ SENTINEL</b>						
01-000-1565	7/26/2016	7/14/2016	5773156	00148-01-2017	149.49	LEAGL AD CORRECTION FOR SWIM TANK
Task Label: CAP-1516003A		Type: E	PO Number:			
Total for Vendor 00040 - SANTA CRUZ SENTINEL:					149.49	
<b>00046 - RED WING SHOE STORE</b>						
01-400-5171	7/26/2016	7/15/2016	2838	00148-01-2017	207.69	SAFETY BOOTS FOR #217
Task Label:		Type:	PO Number: 0000100667			
Total for Vendor 00046 - RED WING SHOE STORE:					207.69	
<b>00057 - AFSCME COUNCIL 57</b>						
01-000-2205	7/21/2016	7/13/2016	AUG 2016	00154-01-2017	855.20	UNION DUES_AUG 2016
Total for Vendor 00057 - AFSCME COUNCIL 57:					855.20	
<b>00061 - DHS PUBLIC HEALTH LAB</b>						

**Vendor**

Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
00061 - DHS PUBLIC HEALTH LAB						
01-800-5200	7/26/2016	6/30/2016	1008	00150-01-2017	31.00	TICK ANALYSIS_J GUIVER
Total for Vendor 00061 - DHS PUBLIC HEALTH LAB:					31.00	
00076 - ERNIE'S AUTO CENTER						
01-400-5410	7/26/2016	6/30/2016	664263	00150-01-2017	166.76	BATTERY
Task Label:		Type:		PO Number: 0000100657		
01-400-5410	7/26/2016	7/6/2016	664962	00148-01-2017	11.31	TRUCK 222/BATTERY
Task Label:		Type:		PO Number: 0000100680		
Total for Vendor 00076 - ERNIE'S AUTO CENTER:					178.07	
00080 - GRANITE CONSTRUCTION CO						
01-400-5300	7/26/2016	6/28/2016	1002401	00150-01-2017	908.20	HOT MIX
Task Label:		Type:		PO Number: 0000100662		
01-400-5300	7/26/2016	6/29/2016	1004792	00150-01-2017	214.65	HOT MIX
01-400-5300	7/26/2016	7/13/2016	1011681	00148-01-2017	172.75	HOT MIX
Task Label:		Type:		PO Number: 0000100675		
01-400-5300	7/26/2016	6/21/2016	998831	00150-01-2017	64.99	HOT MIX
Task Label:		Type:		PO Number: 0000100663		
Total for Vendor 00080 - GRANITE CONSTRUCTION CO:					1,360.59	
00099 - JOEL BUSA						
01-100-5147	7/21/2016	7/13/2016	AUG 2016	00154-01-2017	125.00	CALPERS MEDICAL
Total for Vendor 00099 - JOEL BUSA:					125.00	
00115 - ATKINSON-FARASYN						
01-100-5210	7/21/2016	7/13/2016	AUG 2016	00154-01-2017	3,500.00	LEGAL SERVICES
01-100-5210	7/26/2016	6/5/2016	071516A	00150-01-2017	8,938.39	LEGAL SERVICES THROUGH 6/27/16
01-100-5210	7/26/2016	6/5/2016	071516B	00150-01-2017	431.25	LEGAL SERVICES THROUGH 05/31/16
Total for Vendor 00115 - ATKINSON-FARASYN:					12,869.64	
00118 - FARMER BROTHERS COFFEE						
01-400-5600	7/26/2016	6/29/2016	64197800	00150-01-2017	216.59	COFFEE & SUPPLIES
01-200-5600	7/26/2016	6/29/2016	64197801	00150-01-2017	49.50	COFFEE & SUPPLIES
Total for Vendor 00118 - FARMER BROTHERS COFFEE:					266.09	
00124 - BRUCE BARTON PUMP						

**Vendor**

Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
<b>00124 - BRUCE BARTON PUMP</b>						
01-400-5300	7/26/2016	7/12/2016	0089174	00148-01-2017	314.60	LOMPICO BOOSTER PUMP SEAL KIT
Task Label: EXP-1516004A		Type: E	PO Number: 0000100686			
Total for Vendor 00124 - BRUCE BARTON PUMP:					314.60	
<b>00129 - UNITED RENTALS NORTHWEST INC</b>						
01-100-5320	7/26/2016	6/6/2016	137844576-001	00150-01-2017	2,610.22	MOUNTAIN FAIR - GEN RENT
Task Label:		Type:	PO Number: 0000100669			
01-400-5300	7/26/2016	6/27/2016	138449125-001	00150-01-2017	526.64	TRENCHER RENTAL FOR 220 PROSPECT SERVICE
Task Label:		Type:	PO Number: 0000100695			
01-400-5320	7/26/2016	6/28/2016	138498598-001	00150-01-2017	351.82	ROLLER RENTAL
Task Label:		Type:	PO Number: 0000100670			
Total for Vendor 00129 - UNITED RENTALS NORTHWEST INC:					3,488.68	
<b>00164 - FIRST ALARM</b>						
01-800-5200	7/26/2016	6/29/2016	937174	00150-01-2017	804.25	KIRBY FIRE ALARM INSTALLATION
01-800-5200	7/26/2016	6/29/2016	937176	00150-01-2017	2,445.00	KIRBY FIRE ALARM INSTALLATION
01-800-5200	7/26/2016	6/29/2016	937185	00150-01-2017	24.98	KIRBY ACTIVITY REPORT_6/17 - 6/30/16
Total for Vendor 00164 - FIRST ALARM:					3,274.23	
<b>00174 - CARUS PHOSPHATES, INC</b>						
01-800-5300	7/26/2016	6/29/2016	10051021	00150-01-2017	3,209.65	PHOSPHATE
Task Label:		Type:	PO Number: 0000100656			
Total for Vendor 00174 - CARUS PHOSPHATES, INC:					3,209.65	
<b>00181 - LAS ANIMAS CONCRETE</b>						
01-400-5300	7/26/2016	6/24/2016	118855	00150-01-2017	619.19	SLURRY
01-400-5300	7/26/2016	7/11/2016	119219	00148-01-2017	340.74	NEW SERVICE/429 HILLVIEW
Task Label:		Type:	PO Number: 0000100682			
Total for Vendor 00181 - LAS ANIMAS CONCRETE:					959.93	
<b>00184 - CALIFORNIA SURVEYING</b>						
01-300-5200	7/26/2016	6/23/2016	207639/2	00150-01-2017	379.67	PLOTTER REPAIR
Task Label:		Type:	PO Number: 0000100655			
Total for Vendor 00184 - CALIFORNIA SURVEYING:					379.67	
<b>00190 - UNDERGROUND SERVICE ALERT</b>						
01-300-5631	7/26/2016	7/20/2016	16070742	00148-01-2017	646.02	ANNUAL DUES

Vendor	Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
Total for Vendor 00190 - UNDERGROUND SERVICE ALERT:						646.02	
00204 - FEDERAL EXPRESS CORP							
	01-400-5200	7/26/2016	6/24/2016	87562	00150-01-2017	19.46	SHIPPING CHARGES
	Task Label:		Type:	PO Number:	0000100658		
	01-400-5200	7/26/2016	6/10/2016	89068	00150-01-2017	58.23	SHIPPING CHARGES
	Task Label:		Type:	PO Number:	0000100659		
Total for Vendor 00204 - FEDERAL EXPRESS CORP:						77.69	
00213 - CHESTNUT IDENTITY							
	01-800-5171	7/26/2016	6/29/2016	104418	00150-01-2017	357.22	UNIFORM_K SWEDMARK
	01-400-5171	7/26/2016	6/29/2016	104418	00150-01-2017	340.99	UNIFORM_T TOCCALINO
	01-400-5171	7/26/2016	6/29/2016	104418	00150-01-2017	340.99	UNIFORM_R VILLA
Total for Vendor 00213 - CHESTNUT IDENTITY:						1,039.20	
00216 - BOULDER CREEK AUTO PARTS							
	01-400-5410	7/26/2016	7/11/2016	79830,33	00148-01-2017	181.57	TRUCK 325/ BATTERY
	Task Label:		Type:	PO Number:	0000100679		
Total for Vendor 00216 - BOULDER CREEK AUTO PARTS:						181.57	
00235 - MICROWEST SOFTWARE SYSTEMS,INC							
	01-400-5200	7/26/2016	7/1/2016	24603	00148-01-2017	1,810.00	AMS MAINTENANCE/SUPPORT_7/1/16 - 6/30/17
Total for Vendor 00235 - MICROWEST SOFTWARE SYSTEMS,INC:						1,810.00	
00236 - IDEXX DISTRIBUTION CORP							
	01-800-5300	7/26/2016	6/23/2016	3004172106	00150-01-2017	2,993.72	LAB SUPPLIES
	Task Label:		Type:	PO Number:	0000100664		
	01-800-5300	7/26/2016	6/27/2016	3004317474	00150-01-2017	218.48	QC ORGANISMS
	Task Label:		Type:	PO Number:	0000100665		
Total for Vendor 00236 - IDEXX DISTRIBUTION CORP:						3,212.20	
00256 - JESSE GUIVER							
	01-400-5300	7/26/2016	7/6/2016	070616	00153-01-2017	38.05	CELL COVER
	Task Label:		Type:	PO Number:	0000100678		
Total for Vendor 00256 - JESSE GUIVER:						38.05	
00265 - COMMUNITY TELEVISION OF							



**Vendor**

Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
00265 - COMMUNITY TELEVISION OF						
01-100-5200	7/26/2016	7/18/2016	2309	00150-01-2017	225.00	BOARD COVERAGE_6/2/16
01-100-5200	7/26/2016	7/18/2016	2309	00150-01-2017	150.00	BOARD COVERAGE_6/16/16
Total for Vendor 00265 - COMMUNITY TELEVISION OF:					375.00	
00268 - WATTS ON						
01-800-5200	7/26/2016	7/5/2016	11768	00148-01-2017	3,032.01	KIRBY TRAILER REPAIR
Total for Vendor 00268 - WATTS ON:					3,032.01	
00273 - CORELOGIC, INC.						
01-400-5200	7/26/2016	6/30/2016	81705535	00150-01-2017	93.75	REALQUEST SERVICES_ENG
01-200-5200	7/26/2016	6/30/2016	81705535	00150-01-2017	93.75	REALQUEST SERVICES_FINANCE
Total for Vendor 00273 - CORELOGIC, INC.:					187.50	
00290 - CONTRACTOR COMPLIANCE & MONIT						
01-000-1565	7/26/2016	6/29/2016	7257	00150-01-2017	9.17	PHASE 2_INTERTIE 3
01-000-1565	7/26/2016	6/29/2016	7257	00150-01-2017	9.17	PHASE 2_INTERTIE4
01-000-1565	7/26/2016	6/29/2016	7257	00150-01-2017	9.16	PHASE 2_INTERTIE 2
Total for Vendor 00290 - CONTRACTOR COMPLIANCE & MONIT:					27.50	
00296 - MESITI-MILLER ENGINEERING,INC						
01-000-1565	7/26/2016	6/30/2016	0616031	00150-01-2017	3,668.61	PROBATION TANK PROJECT
Task Label: CAP-1516002A		Type: E	PO Number:			
Total for Vendor 00296 - MESITI-MILLER ENGINEERING,INC:					3,668.61	
00319 - ECOLOGY ACTION OF SANTA CRUZ						
01-500-5620	7/26/2016	6/30/2016	65135	00150-01-2017	557.28	WATER COALITION 10/16/15 -6/30/16
Total for Vendor 00319 - ECOLOGY ACTION OF SANTA CRUZ:					557.28	
00336 - LAND TRUST OF SANTA CRUZ CNTY						
01-500-5200	7/26/2016	6/30/2016	JUNE 2016	00150-01-2017	509.40	OLYMPIA PATROL SERVICES
Total for Vendor 00336 - LAND TRUST OF SANTA CRUZ CNTY:					509.40	
00342 - BRASS KEY LOCKSMITH						
01-400-5200	7/26/2016	7/15/2016	944889	00148-01-2017	178.60	MASTER LOCKS AND KEYS
Task Label:		Type:	PO Number: 0000100673			

Vendor	Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
Total for Vendor 00342 - BRASS KEY LOCKSMITH:						178.60	
00362 - ACCELA, INC #774375							
	01-100-5200	7/26/2016	6/28/2016	2375	00150-01-2017	3,145.00	CONVERSION FEES
	Task Label: EXP-1516004A		Type: S	PO Number:			
Total for Vendor 00362 - ACCELA, INC #774375:						3,145.00	
00367 - INFOSEND, INC							
	01-200-5650	7/26/2016	6/30/2016	107590	00150-01-2017	2,744.33	POSTAGE
	01-200-5200	7/26/2016	6/30/2016	107590	00150-01-2017	2,117.12	MAILING SERVICE
Total for Vendor 00367 - INFOSEND, INC:						4,861.45	
00398 - WATSONVILLE METAL CO.,INC							
	01-800-5200	7/26/2016	7/7/2016	8424734	00148-01-2017	600.00	SPOIL REMOVAL_7710 E ZAYANTE RD
Total for Vendor 00398 - WATSONVILLE METAL CO.,INC:						600.00	
00407 - UNIVAR USA							
	01-800-5300	7/26/2016	6/23/2016	SJ6398402	00148-01-2017	-800.00	DRUM DEPOSIT CREDIT
	01-800-5300	7/26/2016	7/12/2016	SJ757767	00148-01-2017	2,261.86	CHLORINATION
	Task Label:		Type:	PO Number: 0000100694			
Total for Vendor 00407 - UNIVAR USA:						1,461.86	
00410 - ANDI O'NEAL							
	01-200-5630	7/26/2016	7/19/2016	071916	00153-01-2017	150.76	EMP REIMBURSEMENT_COMPANY BREAKFAST
Total for Vendor 00410 - ANDI O'NEAL:						150.76	
00418 - DATCO SERVICES CORP							
	01-400-5200	7/26/2016	7/1/2016	123906	00153-01-2017	25.50	QUARTERLY SERVICE FEE_JULY-SEPT
Total for Vendor 00418 - DATCO SERVICES CORP:						25.50	
00441 - MISSION COMMUNICATIONS,LLC							
	01-800-5200	7/26/2016	6/8/2016	1002599	00148-01-2017	1,690.20	SERVICE PACKAGE_7/1/16-6/30/17
Total for Vendor 00441 - MISSION COMMUNICATIONS,LLC:						1,690.20	
00478 - MWH AMERICAS							

Vendor	Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
00478 - MWH AMERICAS	01-100-5200	7/26/2016	6/27/2016	1716087	00150-01-2017	1,961.25	CONSULTING SERVICES_4/16 - 6/16
Total for Vendor 00478 - MWH AMERICAS:						1,961.25	
00505 - DELL MARKETING LP	01-100-5600	7/27/2016	6/24/2016	XJXTKFTT5	00152-01-2017	1,542.40	WIFI ROUTER
	Task Label:		Type:		PO Number: 0000100637		
	01-100-5600	7/27/2016	6/27/2016	XJXW15C76	00152-01-2017	949.29	24PORT POE SWITCH
	Task Label:		Type:		PO Number: 0000100637		
Total for Vendor 00505 - DELL MARKETING LP:						2,491.69	
00530 - JAMES FURTADO	01-400-5171	7/26/2016	7/18/2016	071816	00153-01-2017	173.21	UNIFORM REIMBURSEMENT FOR 208
	Task Label:		Type:		PO Number: 0000100677		
Total for Vendor 00530 - JAMES FURTADO:						173.21	
00539 - MILLER-MAXFIELD, INC	01-100-5200	7/26/2016	5/31/2016	0516SLV	00150-01-2017	1,356.25	PUBLIC OUTREACH SERVICES FOR MAY
	01-100-5200	7/26/2016	6/30/2016	0616SLV	00150-01-2017	2,506.25	PUBLIC OUTREACH SERVICES FOR JUNE
Total for Vendor 00539 - MILLER-MAXFIELD, INC:						3,862.50	
00555 - STORDOK	01-200-5200	7/26/2016	7/13/2016	5353038	00148-01-2017	45.00	DOCUMENT SHREDDING
Total for Vendor 00555 - STORDOK:						45.00	
00659 - SANTA CRUZ FIRE EQUIP CO	01-800-5200	7/26/2016	7/13/2016	99370	00148-01-2017	1,118.23	FIRE EXTINGUISHER SERVICE
	Task Label:		Type:		PO Number: 0000100685		
	01-400-5200	7/26/2016	7/13/2016	99370	00148-01-2017	1,118.23	FIRE EXTINGUISHER SERVICE
	Task Label:		Type:		PO Number: 0000100685		
Total for Vendor 00659 - SANTA CRUZ FIRE EQUIP CO:						2,236.46	
00662 - JAMES A. MUELLER	01-100-5147	7/21/2016	7/13/2016	AUG 2016	00154-01-2017	50.00	CALPERS MEDICAL
Total for Vendor 00662 - JAMES A. MUELLER:						50.00	

Vendor	Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
00695 - PAUL JENSEN	01-100-5200	7/26/2016	5/27/2016	052716	00150-01-2017	630.00	MANANA WOODS SURVEY WORK REVIEW
Total for Vendor 00695 - PAUL JENSEN:						630.00	
00703 - DATAFLOW BUSINESS SYSTEMS, INC	01-100-5200	7/26/2016	12/21/2015	10460	00150-01-2017	-44.54	CREDIT
	01-200-5200	7/26/2016	6/29/2016	187475	00150-01-2017	93.07	MAINTENANCE_FINANCE_4/1 - 6/30/16
	01-800-5200	7/26/2016	6/30/2016	187507	00150-01-2017	30.87	MAINTENANCE_WTP_4/1 - 6/30/16
	01-100-5200	7/26/2016	6/30/2016	187623	00150-01-2017	1,176.23	MAINTENANCE_ADMIN_4/1 - 6/30/16
	01-200-5200	7/26/2016	7/1/2016	187683	00150-01-2017	166.68	MAINTENANCE_FINANCE_4/1 - 6/30/16
	01-400-5200	7/26/2016	7/1/2016	187726	00150-01-2017	74.35	MAINTENANCE_OPS_4/1 - 6/30/16
	01-800-5200	7/26/2016	7/11/2016	188144	00150-01-2017	172.73	MAINTENANCE_WTP_4/1 - 6/30/16
Total for Vendor 00703 - DATAFLOW BUSINESS SYSTEMS, INC:						1,669.39	
00721 - UNITED SITE SVCS.,INC	01-400-5200	7/26/2016	6/30/2016	4189772	00148-01-2017	306.51	GRAHAM HILL SERVICE_THROUGH 7/25/16
Total for Vendor 00721 - UNITED SITE SVCS.,INC:						306.51	
00729 - ALPHA ANALYTICAL LABS	02-600-5202	7/26/2016	6/16/2016	6070922	00150-01-2017	390.00	WASTEWATER MONITORING
Total for Vendor 00729 - ALPHA ANALYTICAL LABS:						390.00	
00756 - KENNEDY/JENKS CONSULTANTS	01-000-1565	7/26/2016	7/8/2016	102991	00150-01-2017	4,843.07	INTERTIE #4 PROJECT
	01-000-1565	7/26/2016	7/8/2016	102991	00150-01-2017	10,181.31	INTERTIE #3 PROJECT
	01-000-1565	7/26/2016	7/8/2016	102991	00150-01-2017	6,511.66	INTERTIE #2 PROJECT
Total for Vendor 00756 - KENNEDY/JENKS CONSULTANTS:						21,536.04	
00767 - ANTHEM BLUE CROSS	01-100-5147	7/26/2016	7/8/2016	928128321	00153-01-2017	132.00	MEDICARERX_RETIRED EMPLOYEE
Total for Vendor 00767 - ANTHEM BLUE CROSS:						132.00	
00782 - MONTEREY PENINSULA ENGINEERING	01-000-1565	7/26/2016	6/30/2016	06-05 RET	00150-01-2017	36,920.38	INTERTIE #2
	01-000-1565	7/26/2016	6/30/2016	06-05 RET	00150-01-2017	36,920.38	INTERTIE #3
	01-000-1565	7/26/2016	6/30/2016	06-05 RET	00150-01-2017	36,920.38	INTERTIE #4

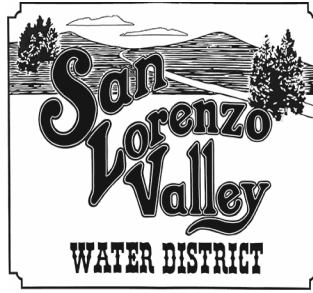
Vendor	Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
Total for Vendor 00782 - MONTEREY PENINSULA ENGINEERING:						110,761.14	
00788 - COMCAST	01-800-5510	7/26/2016	7/16/2016	071616	00153-01-2017	136.08	INTERNET_264 ORCHARD
Total for Vendor 00788 - COMCAST:						136.08	
00953 - THE HOSE SHOP	01-400-5410	7/26/2016	7/13/2016	389012	00148-01-2017	204.80	HYDRAULIC HOSE
	Task Label:		Type:	PO Number:	0000100681		
Total for Vendor 00953 - THE HOSE SHOP:						204.80	
01004 - PRO FLOW PLUMBING	01-800-5200	7/26/2016	7/14/2016	071416	00148-01-2017	215.00	BACKFLOW TESTING
Total for Vendor 01004 - PRO FLOW PLUMBING:						215.00	
01039 - ERA - A WATERS COMPANY	01-800-5300	7/26/2016	7/11/2016	797460	00148-01-2017	298.77	LAB SUPPLIES
Total for Vendor 01039 - ERA - A WATERS COMPANY:						298.77	
10025 - BADGER METER, INC	01-400-5200	7/26/2016	6/30/2016	8000361	00150-01-2017	83.66	ORION CELLULAR SERVICE
Total for Vendor 10025 - BADGER METER, INC:						83.66	
10067 - NBS	01-100-5200	7/26/2016	7/6/2016	61600375	00150-01-2017	2,315.00	COST OF SERVICE STUDY THROUGH 6/30/16
	Task Label: EXP-1516002A		Type: E	PO Number:			
	01-100-5200	7/26/2016	7/12/2016	61600400	00148-01-2017	1,250.00	OLY MUTUAL_CONSULTING SVCS THROUGH 9/30/16
	Task Label: EXP-1516003A		Type: S	PO Number:			
Total for Vendor 10067 - NBS:						3,565.00	
10072 - WATER SYSTEMS CONSULTING, INC	01-000-1565	7/26/2016	6/30/2016	2075	00150-01-2017	1,492.50	UWMP_6/1 - 6/30/16
Total for Vendor 10072 - WATER SYSTEMS CONSULTING, INC:						1,492.50	
10081 - INFRASTRUCTURE ENGINEERING CORP.							

Vendor	Account Number	JE Date	Invoice Date	Invoice No	Journal Entry	Amount	Description
10081 - INFRASTRUCTURE ENGINEERING CORP.							
	01-000-1565	7/26/2016	5/27/2016	9041	00150-01-2017	2,941.44	BCEWW IMPROVEMENTS
	01-000-1565	7/26/2016	6/30/2016	9139	00150-01-2017	15,801.44	BCEWW IMPROVEMENTS
Total for Vendor 10081 - INFRASTRUCTURE ENGINEERING CORP.:						18,742.88	
10087 - INLAND POTABLE SERVICES, INC							
	01-800-5200	7/26/2016	6/23/2016	A82-062016	00150-01-2017	21,712.00	POTABLE WATER TANK INSPECTION
Total for Vendor 10087 - INLAND POTABLE SERVICES, INC:						21,712.00	
10088 - NICHOLS CONSULTING ENGINEERS							
	01-000-1565	7/26/2016	6/29/2016	852015501	00150-01-2017	7,900.00	SERVICES THROUGH 6/24/16_INTERTIE #3
Total for Vendor 10088 - NICHOLS CONSULTING ENGINEERS:						7,900.00	
10091 - SPRINGBROOK NATIONAL USER GROUP							
	01-200-5630	7/26/2016	7/14/2016	071416	00148-01-2017	100.00	MEMBERSHIP FEE
Total for Vendor 10091 - SPRINGBROOK NATIONAL USER GROUP:						100.00	
Report Total:						257,555.08	

# Accounts Payable

## Checks by Date - Detail by Check Number

User: KendraNegro  
Printed: 7/27/2016 4:20 PM



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

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
11422	00057 JUL 16	AFSCME COUNCIL 57 UNION DUES_JULY 2016	07/07/2016		855.20
				Total for Check Number 11422:	0.00 855.20
11423	00115 JUL 16	ATKINSON-FARASYN LEGAL SERVICES	07/07/2016		3,500.00
				Total for Check Number 11423:	0.00 3,500.00
11424	00099 JUL 16	JOEL BUSA CALPERS MEDICAL	07/07/2016		125.00
				Total for Check Number 11424:	0.00 125.00
11425	00560 JUL 16	COSTCO WHOLESALE MEMBERSHIP - JULY 2016	07/07/2016		110.00
				Total for Check Number 11425:	0.00 110.00
11426	00164 930328 930522 930620 930714 932327 932329 932330	FIRST ALARM ALARM SERVICE - 232 KINGS VILLAGE ALARM SERVICE - OPS ALARM SERVICE - MADRONE DR ALARM SERVICE - QUAIL HOLLOW ALARM SERVICE - BCEWW ALARM SERVICE - 600 SAN LORENZO ALARM SERVICE - 195 KIRBY ST	07/07/2016		279.24 90.06 115.38 511.59 333.57 162.30 159.00
				Total for Check Number 11426:	0.00 1,651.14
11427	00662 JUL 16	JAMES A. MUELLER CALPERS MEDICAL	07/07/2016		50.00
				Total for Check Number 11427:	0.00 50.00
11428	00266 1617	TERMINIX PEST CONTROL - 8/1/16 - 8/31/17	07/07/2016		279.00
				Total for Check Number 11428:	0.00 279.00
11429	00679 4006 50569	WATERTRAX ANNUAL WATERTRAX LICENSE	07/07/2016		8,697.68
				Total for Check Number 11429:	0.00 8,697.68
11433	10089 070616 070616B	APPRIVER CLOUD SERVICE_JUNE '16 CLOUD SERVICE_JULY '16	07/18/2016		154.71 154.71
				Total for Check Number 11433:	0.00 309.42

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
11434	00378	BANK OF THE WEST	07/18/2016		
	062816	CELL PHONE - TOCCALINO			279.84
	062816	ADMIN TOILET			167.91
	062816	MEMBERSHIP/DUES			50.00
	062816	LUNCHEON MEETING			21.15
	062816	LOMPICO LEWIS TANK FLOAT			216.88
	062816	POSTAGE			1.00
	062816	BUILDING MAINTENANCE			227.00
	062816	MAIL CHIMP CONTRACT SERVICES			50.00
	062816	SC COUNTY RECORDER'S FEE			44.50
	062816	SQUEEZE OFF TOOLS			1,481.83
	062816	MEETING			22.50
	062816	LOMPICO CELL PHONE			183.28
	062816	LUNCHEON MEETING			69.74
	062816	TOOLS			681.49
	062816	LUNCHEON MEETING			38.40
	062816	MEETING			8.64
	062816	LUNCHEON MEETING			149.92
			Total for Check Number 11434:	0.00	3,694.08
11435	00342	BRASS KEY LOCKSMITH	07/18/2016		
	944623	DISTRICT LOCKS			192.00
	944766	DUPLICATE KEYS-TRK 226 LOMPICO			21.14
			Total for Check Number 11435:	0.00	213.14
11436	01050	COLONIAL LIFE	07/18/2016		
	0608778	SUPPLEMENTEL INSURANCE -6/6, 6/22/16			343.70
			Total for Check Number 11436:	0.00	343.70
11437	00560	COSTCO WHOLESALE	07/18/2016		
	062616	OFFICE SUPPLIES			333.35
			Total for Check Number 11437:	0.00	333.35
11438	00397	FERGUSON ENTERPRISES, INC	07/18/2016		
	1183897	FLEX CPLG HYMAX 12.40-13.66			1,340.31
			Total for Check Number 11438:	0.00	1,340.31
11439	00365	FREITAS + FREITAS	07/18/2016		
	15011	SERVICES PERFORMED 4/1 - 5/31/16 FOR M			5,304.50
	16009	LOMPICO MAIN REPLACEMENT_6/1 - 6/31/			7,615.15
	16009A	LOMPICO MAIN REPLACEMENT_5/1 -5/31/			4,900.65
			Total for Check Number 11439:	0.00	17,820.30
11440	00329	GRAINGER	07/18/2016		
	9127383819	SAMPLE SUPPLIES			580.27
	9145113925	TRIPOD FOR SOLAR MAST			77.80
			Total for Check Number 11440:	0.00	658.07
11441	00367	INFOSEND, INC	07/18/2016		
	104762	FLUSHING MAILERS			237.59
			Total for Check Number 11441:	0.00	237.59
11442	00208	LEONARD KUHNLEIN	07/18/2016		
	071116	EMPLOYEE REIMBURSEMENT			50.00



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 11442:	0.00	50.00
11443	00231	JODI McGRAW, Ph.D	07/18/2016		
	011016A	INTERTIE #2 PROJECT			12,540.98
	011016B	INTERTIE #3 PROJECT			22,226.47
	040816A	INTERTIE #2 PROJECT			1,955.30
	040816B	INTERTIE #3 PROJECT			1,388.35
	091015	PASATIEMPO WELL PROJECT			4,329.29
			Total for Check Number 11443:	0.00	42,440.39
11444	10018	HOLLY MORRISON	07/18/2016		
	071116	EMPLOYEE REIMBURSEMENT			246.37
			Total for Check Number 11444:	0.00	246.37
11445	00625	OFFICE DEPOT	07/18/2016		
	847728594001	OFFICE SUPPLIES			17.52
	847728594002	OFFICE SUPPLIES			18.18
			Total for Check Number 11445:	0.00	35.70
11446	00054	PACIFIC GAS & ELECTRIC	07/18/2016		
	062716	GAS/ELECTRIC CHARGES_ADMIN			900.67
	062716	GAS/ELECTRIC CHARGES_OPS			8,883.96
	062716	GAS/ELECTRIC CHARGES_BCEWW			4,112.82
	062716	GAS/ELECTRIC CHARGES_WTP			11,375.15
	062816	ELECTRIC CHARGES - 19 SUMMIT AVE			368.26
	062816B	ELECTRIC CHARGES - 1150 REBECCA DR			58.38
			Total for Check Number 11446:	0.00	25,699.24
11447	00001	ROYAL WHOLESALE ELECTRIC	07/18/2016		
	605022	FIREHOUSE BOOSTER-ELECTRICAL PART:			157.55
			Total for Check Number 11447:	0.00	157.55
11448	00624	SECURITY SHORING &	07/18/2016		
	149040	SUNNYCROFT MAIN EXTENSION			1,338.00
			Total for Check Number 11448:	0.00	1,338.00
11449	00044	STAPLES	07/18/2016		
	070816	LATE FEE			17.00
			Total for Check Number 11449:	0.00	17.00
11450	00599	WEX BANK	07/18/2016		
	46002675	FUEL - OPS			3,467.39
	46002675	FUEL - WTP			1,417.76
			Total for Check Number 11450:	0.00	4,885.15
11451	10023	AT & T CAPITAL SERVICES, INC	07/18/2016		
	2990743	V2 SYSTEM MAINTENANCE			396.07
			Total for Check Number 11451:	0.00	396.07
11452	00055	AT&T	07/18/2016		
	070116	TELEPHONE CHARGES_OPS			3,184.11
	070116	TELEPHONE CHARGES_WTP			1,588.74

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	070116	TELEPHONE CHARGES_ADMIN			136.79
	070116	TELEPHONE CHARGES_BCEWW			320.13
					<hr/>
Total for Check Number 11452:				0.00	5,229.77
11453	00415	CA BANK & TRUST/GOV SVC DEPT	07/18/2016		
	JULY 2016	1976 SAFE DRINKING WATER BANK FEE			15.00
	JULY 2016	1976 SAFE DRINKING WATER INTEREST			3,635.46
	JULY 2016	1976 SAFE DRINKING WATER PRINCIPAL			11,930.97
					<hr/>
Total for Check Number 11453:				0.00	15,581.43
11454	00788	COMCAST	07/18/2016		
	062616	INTERNET SVC_7/1 - 7/31/16			151.08
	070316	INTERNET SVC_7/6 - 8/5/16			162.12
					<hr/>
Total for Check Number 11454:				0.00	313.20
11455	00212	COUNTY OF SANTA CRUZ	07/18/2016		
	79326	PERMIT_KWTP			937.00
					<hr/>
Total for Check Number 11455:				0.00	937.00
11456	UB*00152	KRIS FRANCIS Refund Check	07/18/2016		
					<hr/>
Total for Check Number 11456:				0.00	37.32
11457	UB*00153	ROY HENLEY Refund Check	07/18/2016		
					<hr/>
Total for Check Number 11457:				0.00	35.33
11458	10005	ICMA RETIREMENT C/O M & T RETIRI	07/18/2016		
	070516	RETIREMENT WITHHOLDING			1,635.00
					<hr/>
Total for Check Number 11458:				0.00	1,635.00
11459	00058	IHWY, INC.	07/18/2016		
	12206				25.00
					<hr/>
Total for Check Number 11459:				0.00	25.00
11460	UB*00151	Kim Kison Refund Check	07/18/2016		
					<hr/>
Total for Check Number 11460:				0.00	55.46
11461	00054	PACIFIC GAS & ELECTRIC	07/18/2016		
	070516	ELECTRIC CHARGES_140 ELENA CT			10.51
					<hr/>
Total for Check Number 11461:				0.00	10.51
11462	00183	SDRMA	07/18/2016		
	53891	PROPERTY/LIABILITY INSURANCE			52,282.61
	53894	WORKER'S COMP_ADMIN			1,926.19
	53894	WORKER'S COMP_OPS			74,666.09
	53894	WORKER'S COMP_WTP			61,671.92
	53894	WORKER'S COMP_W.SHED			1,004.05
	53894	WORKER'S COMP_FINANCE			5,373.44
	53894	WORKER'S COMP_ENG			798.46

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 11462:	0.00	197,722.76
11463	UB*00154	Tobias Seltsam	07/18/2016		
		Refund Check			5.57
		Refund Check			21.94
		Refund Check			1.16
			Total for Check Number 11463:	0.00	28.67
11464	00399	VISION SERVICE PLAN	07/18/2016		
	JULY 2016	VISION INSURANCE_FINANCE			142.50
	JULY 2016	VISION INSURANCE_ADMIN			43.86
	JULY 2016	VISION INSURANCE_OPS			275.95
	JULY 2016	VISION INSURANCE_WTP			121.53
	JULY 2016	VISION INSURANCE_W.SHED			16.96
			Total for Check Number 11464:	0.00	600.80
11465	00240	NEW RESOURCE BANK	07/19/2016		
	JULY 2016	SOLAR LEASE_JULY 2016			2,380.00
			Total for Check Number 11465:	0.00	2,380.00
11466	00183	SDRMA	07/19/2016		
	53891	PROPERTY/LIABILITY_16/17			6,000.00
			Total for Check Number 11466:	0.00	6,000.00
11467	00054	PACIFIC GAS & ELECTRIC	07/21/2016		
	071116	ELECTRIC CHARGES_END OF WEST DR_F			70.04
	071116	ELECTRIC CHARGES_CARROL AVE_FY 15/			20.86
	071116	ELECTRIC CHARGES_11255 LOMPICO RD_			226.09
	071116	ELECTRIC CHARGES_11590 LAKESHORE_			184.83
			Total for Check Number 11467:	0.00	501.82
11468	00309	AT&T IP SERVICES	07/21/2016		
	071116	IP SERVICE_ADMN			242.20
	071116	IP SERVICE_WTP			242.20
	071116	IP SERVICE_OPS			242.20
			Total for Check Number 11468:	0.00	726.60
11469	00687	AT&T U-VERSE	07/21/2016		
	070516	INTERNET SERVICE - 13057 HWY 9			70.00
	070616				80.00
	070716	INTERNET SERVICE - 345 QUAIL TERRACE			70.00
			Total for Check Number 11469:	0.00	220.00
11470	00178	CALPERS	07/21/2016		
	AUG 2016	MEDICAL INSURANCE_W.SHED			1,713.47
	AUG 2016	MEDICAL_RETIRED EMPLOYEE			613.35
	AUG 2016	MEDICAL INSURANCE_WTP			7,462.20
	AUG 2016	DEPENDENT WITHHOLDING			3,909.40
	AUG 2016	MEDICAL INSURANCE_OPS			18,111.37
	AUG 2016	MEDICAL INSURANCE_FINANCE			5,663.06
	AUG 2016	MEDICAL INSURANCE_ADMIN			3,082.78
			Total for Check Number 11470:	0.00	40,555.63

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
11471	10017 071516	JEN MICHELSEN EMPLOYEE REIMBURSEMENT	07/21/2016		70.60
Total for Check Number 11471:				0.00	70.60
11472	00313	MET LIFE	07/21/2016		
	AUG 2016	DISABILITY INSURANCE_FINANCE			145.24
	AUG 2016	DENTAL INSURANCE_WTP			1,159.57
	AUG 2016	DENTAL INSURANCE_W.SHED			122.14
	AUG 2016	LIFE INSURANCE_OPS			253.08
	AUG 2016	LIFE INSURANCE_WTP			163.17
	AUG 2016	DISABILITY INSURANCE_ADMIN			75.95
	AUG 2016	DISABILITY INSURANCE_OPS			415.26
	AUG 2016	DENTAL INSURANCE_ADMIN			243.49
	AUG 2016	DISABILITY INSURANCE_W.SHED			41.61
	AUG 2016	LIFE INSURANCE_ADMIN			33.30
	AUG 2016	DENTAL INSURANCE_FINANCE			731.26
	AUG 2016	DISABILITY INSURANCE_WTP			316.25
	AUG 2016	LIFE INSURANCE_FINANCE			83.25
	AUG 2016	LIFE INSURANCE_W.SHED			16.65
	AUG 2016	DENTAL INSURANCE_OPS			2,179.92
Total for Check Number 11472:				0.00	5,980.14
11473	UB*00156	Liza Brownstone	07/21/2016		
		Refund Check			30.33
		Refund Check			4.46
		Refund Check			16.99
Total for Check Number 11473:				0.00	51.78
11474	UB*00158	SHANE HOLMES	07/21/2016		
		Refund Check			5.03
		Refund Check			19.15
		Refund Check			22.79
Total for Check Number 11474:				0.00	46.97
11475	UB*00155	Cher & Albert LaFreniere	07/21/2016		
		Refund Check			235.21
Total for Check Number 11475:				0.00	235.21
11476	UB*00157	Amanda Vincente	07/21/2016		
		Refund Check			13.89
		Refund Check			3.65
		Refund Check			41.32
Total for Check Number 11476:				0.00	58.86
11477	00511 103480	MUNIQUEIP, LLC SCADA SOLAR KITS	07/22/2016		1,691.07
Total for Check Number 11477:				0.00	1,691.07
11478	00589 7164	ALLARD'S SEPTIC KIRBY WTP HOLDING TANK	07/22/2016		300.00
Total for Check Number 11478:				0.00	300.00
11479	00729 6062196	ALPHA ANALYTICAL LABS WASTEWATER MONITORING	07/22/2016		926.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	6063170	WASTEWATER MONITORING			330.00
	6063280	WASTEWATER MONITORING			330.00
			Total for Check Number 11479:	0.00	1,586.00
11480	00220 28588	BAY BUILDING JANITORIAL,INC JANITORIAL SERVICE FOR JUNE	07/22/2016		424.42
			Total for Check Number 11480:	0.00	424.42
11481	00124 88959	BRUCE BARTON PUMP BOOSTER PUMP	07/22/2016		8,109.22
			Total for Check Number 11481:	0.00	8,109.22
11482	00703 186052	DATAFLOW BUSINESS SYSTEMS, INC SHIP FEE - TONER	07/22/2016		7.50
			Total for Check Number 11482:	0.00	7.50
11483	00147 9060377 9060427	EMERSON PROCESS MANAGEMENT LYON PLANT HARDWARE UPG - PCPI, PCF PRESSURE TRANSMITTERS	07/22/2016		88,681.24 4,217.10
			Total for Check Number 11483:	0.00	92,898.34
11484	00450 267753 269873 269874 270834	EUROFINS EATON ANALYTICAL, INC 6/2 PASO ARSENIC TOTALS 6/8 PASO ARSENIC TOTALS 6/16 PASO ARSENIC TOTALS MANANA WOODS TESTING	07/22/2016		80.00 60.00 60.00 30.00
			Total for Check Number 11484:	0.00	230.00
11485	00738 115354	GOLDAK, INC LOCATOR REPAIR	07/22/2016		143.63
			Total for Check Number 11485:	0.00	143.63
11486	00329 9136708188	GRAINGER BLUE MARKING FLAGS	07/22/2016		113.47
			Total for Check Number 11486:	0.00	113.47
11487	00550 9964613	HACH COMPANY LAB SUPPLIES	07/22/2016		850.93
			Total for Check Number 11487:	0.00	850.93
11488	00581 S1072338.001 S1072388.003	NATIONAL METER & AUTOMATION LOMPICO METERS - 1" LOMPICO METERS - 5/8"	07/22/2016		4,230.20 107,982.63
			Total for Check Number 11488:	0.00	112,212.83
11489	10067 61600028	NBS CONSULTING SERVICES	07/22/2016		1,250.00
			Total for Check Number 11489:	0.00	1,250.00
11490	10086 24937	PPD MULTIMEDIA, INC. METRO BUS ADS	07/22/2016		389.70

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 11490:	0.00	389.70
11491	00785 IRWM CS MEANS 1	REGIONAL WATER MANAGEMENT WATER RESOURCE STRATEGY DEVELOPM	07/22/2016		7,435.00
			Total for Check Number 11491:	0.00	7,435.00
11492	00047 6060185 6060186 6060187 6060188 6060396 6060397 6060475 6060751 6060752 6060753 6060754 6060755	SOIL CONTROL LAB WATER ANALYSIS - GEN PHYSICAL WATER ANALYSIS - TOTAL PHOSPHATE WATER ANALYSIS - HARDNESS WATER ANALYSIS - ALKALINITY, GEN PH WATER ANALYSIS - GEN PHYSICAL WATER ANALYSIS -TOTAL PHOSPHATE WATER ANALYSIS - SEMI-ANNUAL GROU WATER ANALYSIS - GEN PHYSICAL WATER ANALYSIS - METALS DIGESTION, M WATER ANALYSIS - TOTAL PHOSPHATE WATER ANALYSIS - TOTAL PHOSPHATE WATER ANALYSIS - GEN PHYSICAL	07/22/2016		145.00 39.00 40.00 430.00 145.00 39.00 510.00 145.00 37.00 117.00 39.00 87.00
			Total for Check Number 11492:	0.00	1,773.00
11493	00148 1495911	SOQUEL CREEK WATER DIST SHARED PSA ADS	07/22/2016		800.00
			Total for Check Number 11493:	0.00	800.00
			Report Total (69 checks):	0.00	624,738.42

# CASH REQUIREMENTS

THIS REPORT SUMMARIZES YOUR PAYROLL TRANSACTIONS FOR THE CHECK DATE 07/20/16. 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>
07/19/16	WELLS FARGO BANK, NA	xxxxxx1358	Direct Deposit	Net Pay Allocations	41,813.90	41,813.90
07/19/16	WELLS FARGO BANK, NA	xxxxxx1358	Taxpay@	Employee Withholdings		
				Social Security	5,454.64	
				Medicare	1,364.97	
				Fed Income Tax	10,365.43	
				CA Income Tax	3,120.56	
				CA Disability	787.75	
				<b>Total Withholdings</b>	<b>21,093.35</b>	
				Employer Liabilities		
				Social Security	5,454.64	
				Medicare	1,364.97	
				Fed Unemploy	30.18	
				<b>Total Liabilities</b>	<b>6,849.79</b>	<b>27,943.14</b>
07/19/16	WELLS FARGO BANK, NA	xxxxxx1358	401(k) Traditional	PXROTH 401 EEPO	956.88	
				PX401 EECU		
				PX401 ERMTCH		
				PXROTH 401 EECU		
				PX401 ERCUM		
				PX401 EEPRE	898.56	<b>1,855.44</b>
07/19/16	WELLS FARGO BANK, NA	xxxxxx1358	Section 125	PXDCA EE PRE	443.16	
				PXUME EE PRE	350.00	<b>793.16</b>
				<b>EFT FOR 07/19/16</b>		<b>72,405.64</b>
				<b>TOTAL EFT (Does not reflect administrative charges)</b>		<b>72,405.64</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>
07/20/16	WELLS FARGO BANK, NA	xxxxxx1358	Payroll	Check Amounts	20,412.25	
				<b>TOTAL NEGOTIABLE CHECKS</b>		<b>20,412.25</b>

# CASH REQUIREMENTS

**THIS REPORT SUMMARIZES YOUR PAYROLL TRANSACTIONS FOR THE CHECK DATE 07/20/16. 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>
07/20/16	Refer to your records for account	Information	Payroll	Employee Deductions	
				Advance	580.58
				Aflc/Col Post	55.11
				Aflc/Col Pre	302.75
				Calper 457	125.00
				DPer	6,123.73
				Health	2,007.78
				ICMA	1,635.00
				Life Ins	14.00
				Union dues	427.60
				<b>Total Deductions</b>	<b>11,271.55</b>
<b>TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES (Does not reflect administrative charges)</b>					<b>11,271.55</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>	
07/27/16	Taxpay®	FED IT PMT Group	24,004.65
07/27/16	Taxpay®	CA IT PMT Group	3,908.31



M E M O

**TO:** Board of Directors

**FROM:** District Manager

**SUBJECT:** DISCUSSION AND POSSIBLE ACTION REGARDING RESOLUTION NO. 5 (16-17), POSSIBLE ADOPTION OF 'ARTICLE V - ELECTIONS AND PUBLIC VOTING' OF THE DISTRICTS POLICIES AND PROCEDURES

**DATE:** August 4, 2016

RECOMMENDATION:

The Board adopt Resolution No. 5 (16-17), adding 'Article V - Elections and Public Voting' to the District's Policies and Procedures.

BACKGROUND:

On August 20, 2015 the Board approved Ordinance 107, codifying the District's policy regarding the 218 process (attached).

On February 4, 2016 the Board approved Ordinance 108 repealing Ordinance 8 in its entirety and all Ordinances amending Ordinance 8, effectively repealing Ordinance 107.

Also on February 4, 2016 the Board approved Resolution 27 adopting the District's Policies and Procedures, a successor of Ordinance 8.

When adopting the District's new Policies and Procedures back in February 2016 it was known that there would be gaps that would need to be added back into the Policies and Procedures of the District.

Staff has formatted the attached draft "Section 5.01, Conducting Proposition 218 Property Related Fees and Charges Proceedings", of the Policies and Procedures Manual to reinstate into the Policies and Procedures of the District the language approved by the Board through the repealed Ordinance 107.

STRATEGIC PLAN:

Element 9.0 - Update Ordinance 8

FISCAL IMPACT:

None.

**SAN LORENZO VALLEY WATER DISTRICT  
RESOLUTION NO. 5 (16-17)**

**ADOPTION OF ARTICLE V OF THE SAN LORENZO VALLEY WATER DISTRICT POLICIES  
AND PROCEDURES**

WHEREAS, the San Lorenzo Valley Water District follows certain rules, regulations, policies and procedures; and

WHEREAS, it is appropriate that a regular review of the District's Rules, Regulations, Policies and Procedures be conducted, allowing for revisions as determined by the Board; and

WHEREAS, the Board has reviewed the draft Policies and Procedures of the San Lorenzo Valley Water District, Article V; Elections and Public Voting, as provided; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the San Lorenzo Valley Water District that the Board adopts Policies and Procedures of the San Lorenzo Valley Water District, Article V; Elections and Public Voting, as attached to the report of the District Manager dated August 4, 2016;

AND THEREFORE, The Board directs the District Manager to take all action necessary to put into effect the intent of this Resolution.

\*\*\*\*\*

PASSED AND ADOPTED by the Board of Directors of the San Lorenzo Valley Water District, County of Santa Cruz, State of California, on the 4th day of August 2016, by the following vote of the members thereof:

**ROLL CALL:**

AYES:

NOES:

ABSTAIN:

ABSENT:

---

Holly B. Morrison  
District Secretary

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## Article V. ELECTIONS AND PUBLIC VOTING

### Section 5.01 Conducting Proposition 218 Property Related Fees and Charges Proceedings

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~~Section 5.01(a)~~ -Statement of Legislative Intent. It is the Board's intent to adopt procedures for property related fees and charges proceedings which are consistent and in compliance with Articles XIIC and XIID of the California Constitution and, with the Proposition 218 Omnibus Implementation Act (Government Code sections 53750 through 53754). It is not the intent of the Board to vary in any way from the requirements of Articles XIIC and XIID or the Proposition 218 Omnibus Implementation Act.

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~~(a) Definition of Property Related Fees and Charges. Proposition 218 defines "property related fees and charges" as "any levy other than an ad valorem tax, a special tax, or an assessment imposed by an agency upon a parcel or upon a person as an incident of property ownership, including user fees or charges for a property related service."~~

Commented [MB2]: I suggest adding a 'break out box' with a few examples of "property related fees and charges" and an example of something that is NOT.

~~(b) Procedures for new or Increased Property Related Fees and Charges. The District shall apply the following procedures for the establishment of new or increased property related fees or charges, such as, for example, increases to water use rates or, changes in the water use rate structures. Said procedures follow the requirements of Article XIID, section 6 of the California Constitution:~~

Commented [BL3]: Suggest removing entirely. We are reinventing the wheel. Simply refer to CA Constitution Definition.

~~(e)(i)~~ The District shall identify each parcel upon which new or increased property related fees or charges are proposed for imposition.

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~~(i)(ii)~~ The District shall calculate the amount of any proposed property related fees or charges.

~~(iii)~~ The District shall provide written notice by mail of any proposed property related fees or charges to:

~~1. the record owner(s) and/or District account holders of record of each identified parcel upon which the fees or charges are proposed for imposition and~~

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~~2. the property mailing address of record for each identified parcel upon which the fees or charges are proposed for imposition,~~

~~(iv) Such written notice shall contain, as a minimum,~~

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~~1. the amount of the proposed property related fees or charges to be imposed upon each parcel, and~~

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~~2. the basis upon which the amount of the proposed property related fees or charges were calculated, and~~

~~3. the reason for the proposed property related fees or charges, and~~

~~4.4. together with~~ the date, time and location for a public hearing on the proposed property related fees or charges.

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~~2.(c)~~ –Notice of Proposed Property Related Fees or Charges. ~~–The District shall apply the following procedures to provide property owner(s) with a notice of proposed property related fees or charges.~~

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(i) The record owner(s) and property mailing address of record of each parcel upon which new or increased property related fees or charges are proposed shall be determined from the last equalized secured property tax assessment roll. If the property tax roll indicates more than one owner, each owner shall receive notice.

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~~(ii) Account holders of record (e.g. tenants responsible for water bills) shall be identified according to District account records.~~

~~(iii)(ii) Said notice shall be mailed at least forty-five (45) calendar days prior to the date set for a public hearing on the proposed property related fees or charges. The mailing address of recorder owner(s) shall be determined from the last secured property tax assessment roll. The mailing address of account holders of record shall be determined from District account records. Notices will be sent to both property owners and account holders of record where these are separate entities. Owner(s) who are also account holders of record will receive duplicate notices.~~

~~(iv)(iii) The notice provided by this section and in accordance with Article XIID, section 6 of the California Constitution shall supersede and be in lieu of any other statute requiring notice relative to the imposition or increase of any property related fees or charges, including but not limited to the notices required by California Government Code sections 53753(d) and 54954.6.~~

~~(v)(iv) Failure of any person to receive notice shall not invalidate the proceedings.~~

~~(vi)(v) The cost of providing notice may be included as a cost of the property related fees and charges.~~

~~(vii)(d) –Public Hearing. –The District shall apply the following procedures pursuant to a public hearing for proposed property related fees or charges:~~

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~~(e)(i) The Board shall conduct a public hearing relative to any new or increased of property related fees or charges.~~

~~(ii) Said public hearing shall be conducted not less than forty-five (45) calendar days after mailing the notice of proposed property related fees or charges to the record owner(s) of each identified parcel upon which the fees or charges are proposed for imposition.~~

~~(iii) At the public hearing, the Board shall hear and consider all public testimony regarding the proposed property related fees or charges and, shall accept written protests against the proposed property related fees or charges from the record owner(s) of each identified parcel upon which the fees or charges are proposed for imposition until the close of the public testimony portion of the public hearing.~~

~~(iv) The Board may impose reasonable time limits on both the length of the entire hearing and the length of each speaker's testimony.~~

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~~(iv)(e)~~ Property Related Fees and Charges Requiring a Protest Vote (NO vote only).  
Protest Proceedings. The District shall apply the following procedures to protest pursuant to property related fees or charges requiring a protest vote.

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(i) Upon establishing the date for a public hearing, the Board will appoint an individual or group to act as an impartial arbiter to present the final protest tabulation to the Board, determine acceptability of received protests and determine the lawful tenancy of any protests received. No sitting Board Member may be appointed arbiter.

(ii) At the conclusion of the public testimony portion of the public hearing, the arbiter shall finalize tabulation of the written protests received, including those received during the public hearing.

(iii) If it is not possible to tabulate the written protests on the day of the public hearing, or if additional time is necessary for public testimony, the Board may continue the public hearing to a later date to receive additional testimony, or to finish tabulating the written protests.

(iv) The arbiter shall provide the Board with a final tabulation of written protests.

(v) Upon final tabulation of written protests, if written protests against the proposed property related fees or charges are presented by a majority of the properties upon which the fee or charge would be imposed (50% + 1), the Board shall not impose the property related fees or charges.

~~(v)(vi)~~ All protests must be in writing and returned by mail or hand delivered to the District at the address indicated on the Notice of Proposed Property Related Fees or Charges, or hand delivery to the ~~District Secretary~~ arbiter at the public hearing. Protests must be received by the District not later than the close of the public testimony portion of the public hearing on the proposed property related fees or charges.

(vii) All written protests must be dated, contain a description of the property such as physical address and/or Assessor's Parcel Number, and be signed by the owner or account holder of record.

(viii) An account holder of record includes lawful tenants occupying the property and holding an account in good standing with the District for the property in question. The District reserves the right to require that the account holder of record provide proof of lawful tenancy of the property in question. Said proof may include a copy of a legal rental contract or a utility bill other than water or sewer. Other proof of lawful tenancy may be allowed, at the arbiter's discretion. In these proceedings the arbiter's decision regarding lawful tenancy is final.

~~(vi)(ix)~~ Protest ballots may be made using the template provided by the District. As long as the protest ballot contains all of the specified information it does not need to be on the District-provided template.

~~(vii)~~ A tenant of real property shall not, solely by virtue of such tenancy, have the power or authority to submit a protest.

~~(viii)(x)~~ Only one (1) written protest shall be counted for each individual parcel.

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(ix)(xi) All written protest are a "public record" as that phrase is defined by the California Public Records Act (Government Code, §6252) and shall be open to public inspection after final tabulation of the written protest.

(f) Property Related Fees or Charges Requiring a Ballot Proceeding (YES or NO vote).

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(e) Procedures Pursuant to Article XIID, section 6 (c), of the California Constitution, whenever proposed property related fees or charges are required to be submitted and approved by ballot proceedings, the District shall apply the following procedures:

Commented [MB4]: It would be helpful to provide one or two examples of these situations: e.g. establishing a special assessment district.

Commented [MB5]: A flow chart illustrating this process would be helpful.

1. The District shall conduct a ballot proceeding when required by Article XIID, section 6(c), of the California Constitution.
- ~~1. Ballot proceedings required by Article XIID, section 6(c) shall be conducted not less than forty-five (45) calendar days after completion of the public hearing conducted pursuant to Section 5 of this resolution.~~
2. Ballots shall be mailed to all property owners of record of each identified parcel upon which property related fees or charges are proposed for imposition at least forty-five (45) calendar days prior to the date for a public hearing on the ballot proceedings. The ballot shall comply with California Government Code Section 53753(c). The mailing address of record owner(s) shall be determined from the last equalized secured property tax assessment roll.
3. The Board shall conduct a public hearing on the ballot proceedings. The public hearing shall be conducted not less than forty-five (45) calendar days after mailing the ballots to record owner(s) of each identified parcel upon which the fees or charges are proposed for imposition. At the public hearing, the District shall consider public testimony and tabulate the written ballots.
4. The District shall not impose property related fees or charges if there is a majority protest. A majority protest exists if, upon the conclusion of the public hearing, written ballots submitted and not withdrawn, in opposition to the property related fees or charges exceeds the written ballots submitted, and not withdrawn, in favor of the property fees or charges.
5. All ballots must be returned by mail to the District at the address indicated on the ballot, or hand delivered to the District Secretary at the ballot proceedings public hearing. Ballots must be received by the District not later than the close of the public testimony portion of the public hearing on the ballot proceedings. Ballots must be sealed in the envelope provided by the District.

~~6.(i)~~ Each ballot must be signed ~~by the signed~~ by the owner of record under penalty of perjury.

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(ii) A tenant of real property shall not, solely by virtue of such tenancy, have the power or authority to submit a ballot.

(iii) If a parcel has multiple owners, any owner may request a proportional ballot. If the ownership interest of the owner is not shown on the last secured property tax

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assessment roll, such request must include evidence satisfactory to the ~~District~~arbitrator, of the owner's proportional rights to the parcel. The District will provide the proportional ballot to the owner at the address shown on the last equalized secured property tax assessment roll. Any request for a ballot to be mailed to another location must be made in writing and, must include evidence satisfactory to the ~~District~~arbitrator, of the identity of the person requesting the ballot. Each proportional ballot will be marked to show the date on which the ballot was issued, to identify it as a proportional ballot, and to indicate the owner's proportional rights in the parcel. The District will keep a record of each proportional ballot provided to an owner.

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(iii)(iv) The District will accept only official ballots with original signatures. Photocopies will not be accepted.

(iv)(v) Upon receipt of a written request, signed by the owner and delivered to the District ~~Secretary~~, the District may issue a duplicate ballot to any property owner whose original ballot was ~~lost~~, withdrawn, destroyed, or never received. The duplicate ballot will be marked to show the date on which it was issued, and to identify it as a duplicate ballot or a duplicate proportional ballot. The above procedure also applies to duplicate ballots or duplicate proportional ballots that are lost, withdrawn, destroyed or never received.

(v)(vi) A ballot proceeding relative to property related fees or charges is not an election.

(vi)(vii) All ballots are a "public record" as that phrase is identified by the California Public Records Act (Government Code, §6252) and shall be open to public inspection after final tabulation of the ballots.

(vii)(viii) To complete a ballot, a person must:

(viii)1. Mark the appropriate box supporting or opposing the proposed property related fees or charges; and

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1.2. Sign, under penalty of perjury, the statement on the ballot that the person completing the ballot is the owner of the parcel or the owner's authorized representative.

2. Only one box may be stamped or marked on each ballot. All incomplete or improperly marked ballots shall be disqualified from balloting. The District ~~Secretary~~ shall retain all disqualified ballots.

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(ix) After submitting a ballot to the District the person who signed the ballot may withdraw the ballot by submitting a written statement to the District ~~Secretary~~ directing the District ~~Secretary~~ to withdraw the ballot. Such statement must be received by the District ~~Secretary~~ prior to close of the public testimony portion of the ballot proceedings public hearing. When ballots for the proposed property related fees or charges are tabulated, the District ~~Secretary~~ shall segregate withdrawn ballots from all other submitted ballots. The District ~~Secretary~~ shall retain all withdrawn ballots and shall indicate on the face of such withdrawn ballots that they have been withdrawn.

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(x)(x) In order to change the contents of a ballot that has been submitted, the person who submitted the ballot must:

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~~(x)~~1. Request that such ballot be withdrawn; and

~~4-2.~~ Request that a duplicate ballot be issued and return the duplicate ballot fully completed.

2. Each of these steps must be completed according to the procedures set forth herein.

(xi) Tabulating Ballots. Pursuant to Article XIID, section 6(c), of the California Constitution, whenever proposed property related fees or chargers are required to be submitted and approved by ballot proceedings, the District shall apply the following procedures:

(xii) The Board will appoint an individual or group to act as an impartial arbiter to present the final ballot tabulation to the Board, determine acceptability of received ballots and settle disputes regarding ballots received. No sitting Board Member may be appointed arbiter.

~~(xii)(xiii)~~ The District Secretary is hereby designated as the impartial person to tabulate ballots. The District Secretaryarbiter shall determine the validity of all ballots. All ballots submitted, and not withdrawn, shall be accepted as valid except those in the following categories:

~~(xii)~~1. A photocopy of a ballot;

~~4-2.~~ A ballot that does not contain an original signature;

~~2-3.~~ A letter or other form of a ballot that is not an official ballot provided by the District;

~~3-4.~~ An unsigned ballot, or ballot signed by an unauthorized individual;

~~4-5.~~ A ballot that lacks an identifiable mark in the box of a "yes" or "no" vote or, with more than one box marked;

~~5-6.~~ A ballot not sealed in the envelope provided by the District.

~~6-7.~~ A ballot received after the close of the balloting time period;

~~7-8.~~ A ballot that appears tampered with or otherwise invalid based upon its appearance or method of delivery or other circumstances.

8. The decision of the District Secretaryarbiter, after consultation with legal counsel, that a ballot is invalid shall be final and may not be appealed to the Board.

(xiv) In the event of a dispute regarding whether the signer of a ballot is the owner of the parcel to which the ballot applies the District Secretaryarbiter will make such determination from the last equalized secured property tax assessment roll and any evidence of ownership submitted to the District prior to the close of the public testimony portion of the ballot proceeding public hearing. The District Secretaryarbiter will be under no duty to obtain or consider any other evidence as to ownership of the property. Determination of ownership by the District Secretaryarbiter will be final and conclusive.

San Lorenzo Valley Water District  
Policies and Procedures

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~~(xiii)~~(xv) In the event of a dispute regarding whether the signer of a ballot is an authorized representative of the owner of the parcel, the ~~District Secretary~~arbitrator may rely on the statement on the ballot signed under penalty of perjury that the person completing the ballot is the owner's authorized representative and any evidence submitted to the District prior to close of the public testimony portion of the ballot proceedings public hearing. The ~~District Secretary~~arbitrator will be under no duty to obtain or consider any other evidence as to whether the signer of the ballot is an authorized representative of the owner(s). Determination of an authorized representation by the ~~District Secretary~~arbitrator will be final and conclusive.

~~(xiv)~~(xvi) For properties with more than one owner of record, ballots will be accepted from each owner of record. In the event that more than one of the record owners of a parcel submits a ballot, each ballot shall be tabulated in proportion to the respective record of ownership, established to the satisfaction of the District, by documentation provided by those record owners. If only one owner of record votes, that vote shall be tabulated on behalf of the entire parcel.

~~(xv)~~(xvii) A property owner's failure to receive a ballot shall not invalidate the ballot proceedings conducted pursuant to this resolution and Article XIID, section 6(c) of the California Constitution.

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## 16.10 – PROCEDURES FOR CONDUCTING PROPOSITION 218 PROPERTY RELATED FEES AND CHARGES PROCEEDING

16.10.1 - Statement of Legislative Intent. It is the Board's intent to adopt procedures for property related fees and charges proceedings which are consistent and in compliance with Articles XIIC and XIID of the California Constitution and, with the Proposition 218 Omnibus Implementation Act (Government Code sections 53750 through 53754). It is not the intent of the Board to vary in any way from the requirements of Articles XIIC and XIID or the Proposition 218 Omnibus Implementation Act.

16.10.2 - Procedures for new or Increased Property Related Fees and Charges. The District shall apply the following procedures for the establishment of new or increased property related fees or charges, such as, for example, increases to water use rates or, changes in the water use rate structures. Said procedures follow the requirements of Article XIID, section 6 of the California Constitution:

- A. The District shall identify each parcel upon which new or increased property related fees or charges are proposed for imposition.
- B. The District shall calculate the amount of any proposed property related fees or charges.
- C. The District shall provide written notice by mail of any proposed property related fees or charges to:
  1. the record owner(s) of each identified parcel upon which the fees or charges are proposed for imposition and
  2. the property mailing address of record for each identified parcel upon which the fees or charges are proposed for imposition,
- D. Such written notice shall contain, as a minimum,
  1. the amount of the proposed property related fees or charges to be imposed upon each parcel, and
  2. the basis upon which the amount of the proposed property related fees or charges were calculated, and
  3. the reason for the proposed property related fees or charges, and
  4. the date, time and location for a public hearing on the proposed property related fees or charges.

16.10.3 Notice of Proposed Property Related Fees or Charges. The District shall apply the following procedures to provide property owner(s) with a notice of proposed property related fees or charges.

- A. The record owner(s) and property mailing address of record of each parcel upon which new or increased property related fees or charges are proposed shall be determined from the last equalized secured property tax assessment roll. If the property tax roll indicates more than one owner, each owner shall receive notice.
- B. Said notice shall be mailed at least forty-five (45) calendar days prior to the date set for a public hearing on the proposed property related fees or charges.
- C. The notice provided by this section and in accordance with Article XIID, section 6 of the California Constitution shall supersede and be in lieu of any other statute requiring notice relative to the imposition or increase of any property related fees or charges, including but not limited to the notices required by California Government Code sections 53753(d) and 54954.6.

- D. Failure of any person to receive notice shall not invalidate the proceedings.
- E. The cost of providing notice may be included as a cost of the property related fees and charges.

16.10.4 Public Hearing. The District shall apply the following procedures pursuant to a public hearing for proposed property related fees or charges:

- A. The Board shall conduct a public hearing relative to any new or increased of property related fees or charges.
- B. Said public hearing shall be conducted not less than forty-five (45) calendar days after mailing the notice of proposed property related fees or charges to the record owner(s) of each identified parcel upon which the fees or charges are proposed for imposition.
- C. At the public hearing, the Board shall hear and consider all public testimony regarding the proposed property related fees or charges and, shall accept written protests against the proposed property related fees or charges from the record owner(s) of each identified parcel upon which the fees or charges are proposed for imposition until the close of the public testimony portion of the public hearing.
- D. The Board may impose reasonable time limits on both the length of the entire hearing and the length of each speaker's testimony.

16.10.5 Property Related Fees and Charges Requiring a Protest Vote (NO vote only). The District shall apply the following procedures to protest pursuant to property related fees or charges requiring a protest vote.

- A. Upon establishing the date for a public hearing, the Board will appoint an individual or group to act as an impartial arbiter to present the final protest tabulation to the Board, determine acceptability of received protests and determine the lawful tenancy of any protests received. No sitting Board Member may be appointed arbiter.
- B. At the conclusion of the public testimony portion of the public hearing, the arbiter shall finalize tabulation of the written protests received, including those received during the public hearing.
- C. If it is not possible to tabulate the written protests on the day of the public hearing, or if additional time is necessary for public testimony, the Board may continue the public hearing to a later date to receive additional testimony, or to finish tabulating the written protests.
- D. The arbiter shall provide the Board with a final tabulation of written protests.
- E. Upon final tabulation of written protests, if written protests against the proposed property related fees or charges are presented by a majority of the properties upon which the fee or charge would be imposed (50% + 1), the Board shall not impose the property related fees or charges.
- F. All protests must be in writing and returned by mail or hand delivered to the District at the address indicated on the Notice of Proposed Property Related Fees or Charges, or hand delivery to the arbiter at the public hearing. Protests must be received by the District not later than the close of the public testimony portion of the public hearing on the proposed property related fees or charges.

- G. All written protests must be dated, contain a description of the property such as physical address and/or Assessor's Parcel Number, and be signed by the owner or account holder of record.
- H. An account holder of record includes lawful tenants occupying the property and holding an account in good standing with the District for the property in question. The District reserves the right to require that the account holder of record provide proof of lawful tenancy of the property in question. Said proof may include a copy of a legal rental contract or a utility bill other than water or sewer. Other proof of lawful tenancy may be allowed, at the arbiter's discretion. In these proceedings the arbiter's decision regarding lawful tenancy is final.
- I. Protest ballots may be made using the template provided by the District. As long as the protest ballot contains all of the specified information it does not need to be on the District-provided template.
- J. Only one (1) written protest shall be counted for each individual parcel.
- K. All written protest are a "public record" as that phrase is defined by the California Public Records Act (Government Code, §6252) and shall be open to public inspection after final tabulation of the written protest.

16.10.6 Property Related Fees or Charges Requiring a Ballot Proceeding (YES or NO vote).

16.10.6.1 - Proceudres Pursuant to Article XIID, section 6 (c), of the California Constitution, whenever proposed property related fees or charges are required to be submitted and approved by ballot proceedings, the District shall apply the following procedures:

- A. The District shall conduct a ballot proceeding when required by Article XIID, section 6(c), of the California Constitution.
- B. Ballots shall be mailed to all property owners of record of each identified parcel upon which property related fees or charges are proposed for imposition at least forty-five (45) calendar days prior to the date for a public hearing on the ballot proceedings. The ballot shall comply with California Government Code Section 53753(c). The mailing address of record owner(s) shall be determined from the last equalized secured property tax assessment roll.
- C. The Board shall conduct a public hearing on the ballot proceedings. The public hearing shall be conducted not less than forty-five (45) calendar days after mailing the ballots to record owner(s) of each identified parcel upon which the fees or charges are proposed for imposition. At the public hearing, the District shall consider public testimony and tabulate the written ballots.
- D. The District shall not impose property related fees or charges if there is a majority protest. A majority protest exists if, upon the conclusion of the public hearing, written ballots submitted and not withdrawn, in opposition to the property related fees or charges exceeds the written ballots submitted, and not withdrawn, in favor of the property fees or charges.
- E. All ballots must be returned by mail to the District at the address indicated on the ballot, or hand delivered to the District Secretary at the ballot proceedings public hearing. Ballots must be received by the District not later than the close of the public testimony portion of the public hearing on the ballot proceedings. Ballots must be sealed in the envelope provided by the District.
- F. Each ballot must be signed by the owner of record under penalty of perjury.

- G. A tenant of real property shall not, solely by virtue of such tenancy, have the power or authority to submit a ballot.
- H. If a parcel has multiple owners, any owner may request a proportional ballot. If the ownership interest of the owner is not shown on the last secured property tax assessment roll, such request must include evidence satisfactory to the arbiter, of the owner's proportional rights to the parcel. The District will provide the proportional ballot to the owner at the address shown on the last equalized secured property tax assessment roll. Any request for a ballot to be mailed to another location must be made in writing and, must include evidence satisfactory to the arbiter, of the identity of the person requesting the ballot. Each proportional ballot will be marked to show the date on which the ballot was issued, to identify it as a proportional ballot, and to indicate the owner's proportional rights in the parcel. The District will keep a record of each proportional ballot provided to an owner.
- I. The District will accept only official ballots with original signatures. Photocopies will not be accepted.
- J. Upon receipt of a written request, signed by the owner and delivered to the District, the District may issue a duplicate ballot to any property owner whose original ballot was last, withdrawn, destroyed, or never received. The duplicate ballot will be marked to show the date on which it was issued, and to identify it as a duplicate ballot or a duplicate proportional ballot. The above procedure also applies to duplicate ballots or duplicate proportional ballots that are lost, withdrawn, destroyed or never received.
- K. A ballot proceeding relative to property related fees or charges is not an election.
- L. All ballots are a "public record" as that phrase is identified by the California Public Records Act (Government Code, §6252) and shall be open to public inspection after final tabulation of the ballots.
- M. To complete a ballot, a person must:
  - a. Mark the appropriate box supporting or opposing the proposed property related fees or charges; and
  - b. Sign, under penalty of perjury, the statement on the ballot that the person completing the ballot is the owner of the parcel or the owner's authorized representative.

Only one box may be stamped or marked on each ballot. All incomplete or improperly marked ballots shall be disqualified from balloting. The District shall retain all disqualified ballots.
- N. After submitting a ballot to the District the person who signed the ballot may withdraw the ballot by submitting a written statement to the District directing the District to withdraw the ballot. Such statement must be received by the District prior to close of the public testimony portion at the ballot proceedings public hearing. When ballots for the proposed property related fees or charges are tabulated, the District shall segregate withdrawn ballots from all other submitted ballots. The District shall retain all withdrawn ballots and shall indicate on the face of such withdrawn ballots that they have been withdrawn.
- O. In order to change the contents of a ballot that has been submitted, the person who submitted the ballot must:

- a. Request that such ballot be withdrawn; and
- b. Request that a duplicate ballot be issued and return the duplicate ballot fully completed.

Each of these steps must be completed according to the procedures set forth herein.

16.10.6.2 Tabulating Ballots. Pursuant to Article XIID, section 6(c), of the California Constitution, whenever proposed property related fees or chargers are required to be submitted and approved by ballot proceedings, the District shall apply the following procedures:

- A. The Board will appoint an individual or group to act as an impartial arbiter to present the final ballot tabulation to the Board, determine acceptability of received ballots and settle disputes regarding ballots received. No sitting Board Member may be appointed arbiter.
- B. The arbiter shall determine the validity of all ballots. All ballots submitted, and not withdrawn, shall be accepted as valid except those in the following categories:
  - 1. A photocopy of a ballot;
  - 2. A ballot that does not contain an original signature;
  - 3. A letter or other form of a ballot that is not an official ballot provided by the District;
  - 4. An unsigned ballot, or ballot signed by an unauthorized individual;
  - 5. A ballot that lacks an identifiable mark in the box of a "yes" or "no" vote or, with more than one box marked;
  - 6. A ballot not sealed in the envelope provided by the District.
  - 7. A ballot received after the close of the balloting time period;
  - 8. A ballot that appears tampered with or otherwise invalid based upon its appearance or method of delivery or other circumstances.

The decision of the arbiter, after consultation with legal counsel, that a ballot is invalid shall be final and may not be appealed to the Board.

- C. In the event of a dispute regarding whether the signer of a ballot is the owner of the parcel to which the ballot applies the arbiter will make such determination from the last equalized secured property tax assessment roll and any evidence of ownership submitted to the District prior to the close of the public testimony portion of the ballot proceeding public hearing. The arbiter will be under no duty to obtain or consider any other evidence as to ownership of the property. Determination of ownership by the arbiter will be final and conclusive.
- D. In the event of a dispute regarding whether the signer of a ballot is an authorized representative of the owner of the parcel, the arbiter may rely on the statement on the ballot signed under penalty of perjury that the person completing the ballot is the owner's authorized representative and any evidence submitted to the District prior to close of the public testimony portion of the ballot proceedings public hearing. The arbiter will be under no duty to obtain or consider any other evidence as to whether the signer of the ballot is an authorized representative of the owner(s). Determination of an authorized representation by the arbiter will be final and conclusive.
- E. For properties with more than one owner of record, ballots will be accepted from each owner of record. In the event that more than one of the record owners of a parcel submits a ballot, each ballot shall be tabulated in proportion to the respective record of ownership,

established to the satisfaction of the District, by documentation provided by those record owners. If only one owner of record votes, that vote shall be tabulated on behalf of the entire parcel.

- F. A property owner's failure to receive a ballot shall not invalidate the ballot proceedings conducted pursuant to this resolution and Article XIID, section 6(c) of the California Constitution.

## MEMO

To: Board of Directors

From: District Manager

Prepared by: Environmental Programs Manager

SUBJECT: DISCUSSION AND POSSIBLE ACTION REGARDING RESOLUTION OF APPRECIATION FOR CAROL CARSON

DATE: AUGUST 4, 2016

### RECOMMENDATION

It is recommended that the Board of Directors review this memo and adopt the attached Resolution No. 6 (16-17).

### BACKGROUND

For the last seven years, Carol Carson received Classic Watershed Education Grants from the SLVWD for a series of six Watershed Nature Walks annually that were free and open to the public. The goal was to make the educational outreach program financially and physically accessible to visitors and residents and to involve the public in the protection of the Valley's unique natural resources. Participants learned from expert local guides and were able to ask questions and have in depth discussions about the watershed and its unique value. Walks were always well attended with up to 50 people in attendance. The effort required to organize such quality events was significant and Carol always performed with grace and enthusiasm.

This year Carol announced she would retire from the Watershed Walks stating, "This has certainly been an important chapter in my life and I'm so happy I could share it with all of you and all the great guides. I'll be walking into the sunset remembering the days of sunshine (mostly) with all of you on the trail.

A quote that has always guided Carol is:

*"In the end, we will conserve only what we love; We will love only what we understand; And, we will understand only what we are taught."*

Baba Dioum, Senegalese ecologist

Carol has offered an invaluable service to the community in the San Lorenzo Valley and we recommend that the Board consider honoring Carol Carson with a Resolution of Appreciation.

**STRATEGIC PLAN:** Element 6.2 - Increase Civic Understanding and Engagement

**FISCAL IMPACT:** None



## SAN LORENZO VALLEY WATER DISTRICT

### RESOLUTION NO. 6 ( 16-17 )

#### APPRECIATION FOR WATERSHED EDUCATOR CAROL CARSON

WHEREAS, Carol Carson organized 42 watershed walks; and

WHEREAS, her hard work helped to educate more than 1,000 residents and visitors in the San Lorenzo Valley on the value and uniqueness of our watershed;

WHEREAS, the District values the energy, interest, and participation of individuals to increase civic understanding and engagement;

WHEREAS, the mission of the Education Grant Program is to provide funding for educational and other projects that enhance the understanding of the San Lorenzo River watershed or improve the watershed's environmental health.

WHEREAS, on June 11, 2016 the last watershed walk was held in Fall Creek State Park and led by Bryan Largay;

BE IT THEREFORE RESOLVED by the Board of Directors of the San Lorenzo Valley Water District as follows:

The San Lorenzo Valley Water District would like to express its appreciation to Carol Carson for her seven years of service to the San Lorenzo Valley Water District and to the community in the San Lorenzo Valley by providing watershed education to people of all walks of life and inspiring residents and visitors to protect, conserve and love our natural resources.

\*\*\*\*\*

PASSED AND ADOPTED by the Board of Directors of the San Lorenzo Valley Water District, County of Santa Cruz, State of California, on the 4<sup>th</sup> day of August 2016, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

---

Holly Morrison, District Secretary  
San Lorenzo Valley Water District

M E M O

**TO:** Board of Directors

**FROM:** District Manager

**SUBJECT:** DISCUSSION AND POSSIBLE ACTION REGARDING RESOLUTION NO. 7 (16-17), A PROCLAMATION FOR THE 75<sup>TH</sup> ANNIVERSARY OF THE SAN LORENZO VALLEY WATER DISTRICT

**DATE:** August 4, 2016

RECOMMENDATION:

The Board adopt Resolution No. 7 (16-17), A Proclamation for the 75<sup>th</sup> anniversary of the San Lorenzo Valley Water District.

BACKGROUND:

In 1939 a campaign was initiated to form the 'San Lorenzo Valley County Water District', pursuant to the Water District Act of 1913. The procedure for formation starts with a petition of formation describing the proposed boundaries. It was required that the petition be signed by at least 10 percent of the registered voters within the boundaries of the proposed district. This first attempt in 1939 for formation of the San Lorenzo Valley County Water District included the town of Felton and was defeated by a vote of 364 for and 594 against.

In late 1940, a second campaign was undertaken for formation of the San Lorenzo Valley County Water District, excluding Felton. In April 1941 a second election was conducted. The San Lorenzo Valley County Water District was approved 262 to 182.

The first Board of Directors meeting of the San Lorenzo Valley County Water District was held on July 21, 1941 - 75 years ago.

Since its formation the San Lorenzo Valley Water District has provided top quality service and drinking water to the customers of San Lorenzo Valley. The District has grown over the years in population and through mergers with neighboring Districts.

In 2008, the Town of Felton successfully ousted California American Water, a private company then controlling the Town's water system, and joined the District, almost 70 years after the first failed vote.

Most recently (June of 2016) we grew again, welcoming the residence of Lompico County Water District and increasing our customer base to around 8,300 connections.

It remains an honor and privilege to serve the residence of the San Lorenzo Valley. Staff looks forward to the next 75 years, and beyond.

STRATEGIC PLAN:

Element 6.0 - Public Affairs

FISCAL IMPACT:

None.

SAN LORENZO VALLEY WATER DISTRICT

RESOLUTION NO. 7 (16-17)

PROCLAMATION FOR THE 75<sup>TH</sup> ANNIVERSARY OF SAN LORENZO VALLEY  
WATER DISTRICT

WHEREAS, the San Lorenzo Valley County Water District was formed on April 6, 1941;  
and

WHEREAS, the first Board of Directors meeting of the San Lorenzo Valley County  
Water District was held on July 21, 1941; and

WHEREAS, clean water and the proper care and management of the precious natural  
resources of the San Lorenzo Valley is an essential foundation for life; and

WHEREAS, since 1941 San Lorenzo Valley Water District has provided for the  
management and delivery of a reliable, high quality water supply; and

WHEREAS, since 1941 San Lorenzo Valley Water District has protected and managed  
the natural resources of the San Lorenzo Valley; and

WHEREAS, for 75 years San Lorenzo Valley Water District has provided a valuable  
service to the communities and people of the area,

NOW THEREFORE BE IT RESOLVED that the Board of Directors of the San Lorenzo  
Valley Water District hereby proclaim that we commemorate and celebrate the first 75  
years of our history, and that we will continue providing water service for the next 75  
years and beyond, with responsiveness, caring, innovation and vision.

\*\*\*\*\*

PASSED AND ADOPTED by the Board of Directors of the San Lorenzo Valley Water  
District, County of Santa Cruz, State of California, on the 4th day of August 2016, by the  
following vote of the members thereof:

**ROLL CALL:**

AYES:

NOES:

ABSTAIN:

ABSENT:

---

Holly B. Morrison  
District Secretary

MINUTE 23 OF THE SAN LORENZO VALLEY WATER DISTRICT DIRECTORS MEETING, No ONE

July, 21, 1941.

The organization meeting of the Directors came to order at 3 P. M.

Mr. Parish was asked to preside as temporary chairman, which he did.

The first order of business to come up before the meeting was the selection of a president for the board.

Nominations being in order Mr. Stiles Nominated Earl Lyon as president, and the nomination was seconded by Geo. Fent.

A motion was made by Fent seconded by Hayes and passed that the nominations for president be closed.

Acting Chairman Parish asked for a roll call vote and Earl Lyon was unanimously elected president.

President Lyon took the chair and Hayes was appointed to act as temporary Secretary.

It was regularly moved by Hayes seconded by Stiles and passed by roll call that the meetings be held alternately between Pen Lomond and Boulder Creek.

It was decided by the Board that regular meetings would be held at 7.30 P. M. on the second Monday of each Calendar Month.

Special meetings may be called by the President or Secretary on request of two or more members. Notices for special meetings to be mailed to each director stating time, place, date and reason of the meeting.

Special meetings shall be conducted same as the regular meetings.

A drawing was held to decide which ones would hold office for four years and which two would hold office for two years. The results were.

J. Parish	-----	four years
Geo Fent	-----	four years
J. Hayes	-----	four years
Earl Lyon	-----	Two years
Dr. Stiles	-----	Two years

The selection of a Secretary was discussed but no action was taken.

A report was made that suitable maps for our preliminary survey could be obtained on two different sizes Ten and twenty chain scale for \$28.50 and \$38.00 respectfully.

A communication from Attorney Bonnett regarding compensation for services was read and filed.

Mr. Lyon was instructed to write Bonnett concerning the legality of his certification of Bond issue.

Mr. Parish reported on the study of finances with the Bank of America, stating that the Bank was willing to co-operate with the District; but asked for more time to write Bank concerning legal borrowing by the district.

Mr. Lyons reported on Farmer's and Merchants' stating the Bank would have to consult their attorney before giving a definite answer.

It was Moved by Fent seconded by Stiles and carried by roll call that a letter be written to Attorney Bonnett asking him to forward the legal status of the Districts borrowing power, to the Bank of America as they have asked.

President Lyon was instructed to proceed with negotiations at the Banks

until a successful conclusion was reached.

President Lyon was instructed to contact Engineer Foss regarding a trip of inspection to the District Holdings and Dam Sites.

There being no further business the meeting adjourned 9.25 PM

Respectfully submitted,  
J. Hayes Sect. Pro. Gen.

Approved by \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Directors

**FILED**

In the office of the Secretary of State  
of the State of California

APR 9 - 1941

PAUL PEEK, Secretary of State

By *Chas. Gray*  
Deputy

I, PAUL PEEK, Secretary of State of the State of California, do hereby certify:

That on the 9th day of April, 1941, a Certificate of the County Clerk of the County of Santa Cruz, in said State, was filed in my office which set forth facts and proceedings relative to the adoption of a proposition to organize and incorporate the

**SAN LORENZO VALLEY COUNTY WATER DISTRICT**

under the provisions of the County Water District Act of 1913, as amended, being Act 9124 of Deering's General Laws.

I further certify that it appeared from the said Certificate that such proposition to organize and incorporate was adopted by the electors of the proposed district at an election held therein on the 3rd day of April, 1941, and that the Resolution of the Board of Supervisors of said Santa Cruz County, duly passed and adopted on the 7th day of April, 1941, set forth the organization of such district, as required by said act, now therefore I do further certify:

That the **SAN LORENZO VALLEY COUNTY WATER DISTRICT** has been duly incorporated according to the laws of the State of California.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Great Seal of the State of California this 9th day of April, 1941.

*Paul Peek*  
SECRETARY OF STATE

By *Chas. Gray*  
DEPUTY

STATE OF CALIFORNIA, )  
                          ) ss.  
COUNTY OF SANTA CRUZ. )

I, H. E. MILLER, County Clerk of the County of Santa Cruz, State of California, do hereby certify that an election was held, pursuant to law and the order of the Board of Supervisors of the said County of Santa Cruz, on the 3rd day of April, 1941, in the territory within the boundaries of the proposed San Lorenzo Valley County Water District in said County, and the votes cast at said election were duly canvassed by said Board of Supervisors on this, the 7th day of April, 1941, with the result that it was found that the majority of votes cast were in favor of the organization of said County Water District.

I do further certify that, upon completion of the canvass of said votes, the said Board of Supervisors adopted and caused to be entered upon its Minutes, a Resolution and Order declaring the said SAN LORENZO VALLEY COUNTY WATER DISTRICT in said County to be duly organized.

I do further certify that the annexed is a true and correct copy of the Resolution and Order so adopted and entered in the Minutes of said Board of Supervisors.

IN WITNESS WHEREOF, I have hereunto affixed my Official Seal, at my office, at Santa Cruz, this 7th day of April, A.D. 1941.

H. E. Miller  
County Clerk of said County of Santa Cruz.

By Emma Rodhouse  
Deputy Clerk.



On motion of Supervisor Pinkham,  
duly seconded by Supervisor Maddock,  
the following resolution is adopted:

IT IS HEREBY RESOLVED AND ORDERED By the Board of Super-  
visors of the County of Santa Cruz, as follows:

That, WHEREAS, An election has been held, pursuant to  
law and the order of this Board of Supervisors, on the 3rd day of  
April, 1941, in the territory within the boundaries of the pro-  
posed SAN LORENZO VALLEY COUNTY WATER DISTRICT in this County, and  
the votes cast at said election have been this day canvassed by  
this Board, with the result that of a total of four hundred forty-  
four (444) votes cast, two hundred sixty-two (262) of said votes  
were found to be cast in favor of the organization of said County  
Water District, and one hundred eight-two (182) of said votes  
were cast against the formation of said County Water District,

IT IS HEREBY ORDERED AND DECLARED That all that certain  
territory, hereinafter described, is duly organized as a County  
Water District under the name of SAN LORENZO VALLEY COUNTY WATER  
DISTRICT.

IT IS FURTHER ORDERED AND DECLARED That said County  
Water District comprises all of the territory within said Santa  
Cruz County within the boundaries described as follows, to wit:

BEGINNING at the Section Corner com-  
mon to Sections 15, 19, 26 and 31 of Town-  
ship 9 South, Range 2 West, M. D. B.  
& M., running thence South along the  
Section line between Sections 26 and 31  
and between Sections 34 and 35 to the  
Section Corner between said Sections 34  
and 35 on the Township line between  
Townships 9 and 10 South, M.D.B. & M.;  
thence easterly 417 feet, more or less,  
to the Section Corner between Sections  
2 and 8 on said Township line; thence  
southerly along said Section line to the  
quarter section corner between said Sec-  
tions 2 and 8; thence westerly along  
the quarter section line to the center  
of said Section 2; thence southerly along  
the quarter section line of Section 2 and  
Section 10 to the northerly boundary of  
Zayante Rancho; thence continuing south-  
erly on the above line produced into  
Zayante Rancho about three-quarters of a  
mile to the projected quarter section cor-  
ner of said section 10, and projected  
section 16 said point being on the north-  
erly boundary of the Felton Public School  
District; thence westerly along said Felton  
Public School District boundary, a dis-  
tance of about three miles to the quarter  
section corner between Sections 7 and  
18, Township 10 South, Range 2 West,  
M. D. B. & M.; thence North along quarter  
Section line across Section 7 to quarter  
at Section 6, Township 10 South, Range 2  
West; thence West along Section line  
between Sections 6 and 7, and sections  
1 and 12, Township 10 South, Range 2  
West, to quarter point; Sections 1 and  
12, Township 10 South, Range 2 West;

thence North along Southeast quarter of  
Southwest quarter to line of Southeast  
quarter and Northeast quarter of South-  
west quarter, Section 1, Township 10  
South, Range 2 West; thence West along  
said line to center Southeast quarter,  
Section 1, Township 10 South, Range 2  
West; thence North to Northeast corner of  
Northwest quarter of Southwest quarter,  
Section 1, Township 10 South, Range 2  
West; thence West to Section line be-  
tween Sections 2 and 8, Township 10 South,  
Range 2 West; across San Vicente Creek  
into Rancho San Vicente by section lines  
extended as shown on County Surveyor's  
Section Maps; thence North along ex-  
tended Section line to Township line and  
Corner 34 and 35, Township 9 South, Range  
2 West, and Sections 2 and 3, Town-  
ship 10 South, Range 2 West; thence  
East along said Township line to quar-  
ter Point Section 35, Township 9 South,  
Range 2 West; thence North along quar-  
ter Section line across Sections 35 and  
26, Township 9 South, Range 2 West to  
North-east boundary of Rancho San Vi-  
cente; thence in a Northwesterly direction  
along said boundary to Northerly corner of  
said Rancho; thence to Section corner  
common to Sections 15, 16, 21 and 22,  
Township 9 South, Range 2 West; thence  
North along Section line 15 and 16 to  
Section Corner 9, 10, 15 and 16, Town-  
ship 9 South, Range 2 West; thence West  
along said Section line, 9 and 16 to  
quarter point; thence North along quarter  
line through Section 9 and 4, Township  
10 South, Range 2 West, and Section 35,  
Township 9 South, Range 2 West to  
headwaters of Butano Creek; thence  
Northwest down Butano Creek to San

Mateo-Santa Cruz County line at quarter  
Point Section 29, Township 8 South,  
Range 2 West; thence East along said  
county line to Section Corner 23, 24,  
25 and 26, Township 8 South, Range 2  
West; thence North to Section Corner  
13, 14, 23 and 24, Township 8 South,  
Range 2 West; thence East along Section  
line between Sections 18 and 24, Town-  
ship 8 South, Range 2 West to Township  
boundary, Range 2 and 3; thence South  
along said Township line to Section Cor-  
ner 24 and 26, Township 8 South, Range  
2 West, and 19 and 30 Township 8 South,  
Range 2 West; thence East along Section  
line to section Corner 19, 20, 29 and 30,  
Township 8 South, Range 2 West; thence  
South along Section line Sections 29 and  
30, Township 8 South, Range 2 West, to  
quarter point; thence East to quarter  
Section Corner Sections 23 and 24, Town-  
ship 8 South, Range 2 West; thence South  
to Section corner 23, 25, 32 and 33,  
Township 8 South, Range 2 West; thence  
East to Section Corner 27, 28, 35 and  
34, Township 8 South, Range 2 West;  
thence South along Section line between  
Sections 33 and 34 to Section Corner 33  
and 34, Township 8 South, Range 2  
West and 3 and 4, Township 9 South,  
Range 2 West on Township line; thence  
East along said Township line to Section  
Corner 34 and 35, Township 8 South,  
Range 2 West, and 2 and 3, Township 9  
South, Range 2 West; and thence South  
along Section line to Section Corner 22,  
23, 26 and 27, Township 9 South, Range  
2 West, to the point of beginning.

IT IS FURTHER RESOLVED AND ORDERED that the foregoing be entered on the minutes of this Board and that the Clerk of this Board shall immediately cause to be filed with the Secretary of the State of California, and shall cause to be recorded in the office of the County Recorder of said County of Santa Cruz, a Certificate stating that the proposition to organize said SAN LORENZO VALLEY COUNTY WATER DISTRICT has been adopted at said election and that such District has been duly organized.

Passed by the board of supervisors of the county of Santa Cruz, state of California this 7th day of April, 1941, by the following vote:

Ayes: Supervisors Lewis, Maddock, Pinkham, Rostron and Morgan.

Noes: Supervisors None.

Absent: Supervisors None.

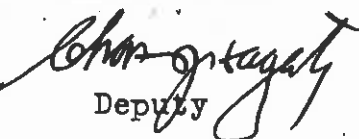
Geo. A. Morgan  
Chairman of said board.

Attest: H. E. Miller  
Clerk of said board.

FILED in the office of the Secretary of State  
of the State of California

APR 9 1941

PAUL PEEK  
Secretary of State

By   
Deputy

## MEMO

TO: Board of Directors

FROM: District Manager  
PREPARED BY: Environmental Programs Manager

SUBJECT: Draft Commercial Cultivation of Medical Cannabis Ordinance

DATE: August 4, 2016

### RECOMMENDATION

It is recommended that the Board review this memo, the letter to the Board of Supervisors from the District on the Draft Commercial Cultivation of Medical Cannabis Ordinance and discuss the Districts strategy and next steps regarding actions in the process.

### BACKGROUND

In 1992 the voters of the County of Santa Cruz enacted Measure "A", adding Chapter 7.122 to the Santa Cruz County Code which declared support for making cannabis available for medical use;

In 1996, the voters of the State of California approved Proposition 215 (codified as California Health and Safety Code section 11362.5, and entitled "The Compassionate Use Act of 1996") the intent of Proposition 215 was to enable persons who are in need of cannabis for medical purposes to use it without fear of criminal prosecution under limited, specified circumstances; the ballot arguments supporting Proposition 215 expressly acknowledged that "Proposition 215 does not allow unlimited quantities of cannabis to be grown anywhere".

The Board of Supervisors added Chapter 7.124 to the Santa Cruz County Code which implemented provisions of Proposition 215 by establishing a medical cannabis identification card program operated by the County.

In 2004, the Legislature enacted Senate Bill 420 (codified as California Health and Safety Code sections 11362.7 *et seq.*) to clarify the scope of Proposition 215, and to provide qualifying patients and primary caregivers who cultivate cannabis for medical purposes with a limited defense to certain specified State criminal statutes; and Health and Safety Code section 11362.83 expressly allows cities and counties to adopt and enforce ordinances that are consistent with Senate Bill 420;

Following enactment of Senate Bill 420, the Board of Supervisors amended Chapter 7.124 to establish local guidelines consistent with the new State law for the possession and cultivation of medical cannabis used by qualified patients and caregivers.

The Federal Controlled Substances Act, 21 U.S.C. §§ 801 *et seq.*, classifies cannabis as a Schedule I Drug, which is defined as a drug or other substance that has a high potential for abuse, that has no currently accepted medical use in treatment in the United States, and that has not been accepted as safe for use under medical supervision; the Federal Controlled Substances Act makes it unlawful, under federal law, for any person to cultivate, manufacture, distribute or dispense, or possess with intent to manufacture, distribute or dispense, cannabis; and the Federal Controlled Substances Act contains no exemption for the cultivation, manufacture, distribution, dispensation, or possession of cannabis for medical purposes;

Proposition 215 and Senate Bill 420 primarily address criminal law issues, providing qualifying patients and primary caregivers with limited immunity from state criminal prosecution under certain identified statutes; and Proposition 215, Senate Bill 420, the relevant provisions of the Santa Cruz County Code, and the Attorney General's August 2008 Guidelines for the Security and Non-Diversion of Marijuana Grown for Medical Use adopted pursuant to Senate Bill 420 do not provide comprehensive civil regulation of cannabis cultivation facilities;

On May 6, 2013, the California Supreme Court unanimously ruled in *City of Riverside v. Inland Empire Patients Health and Wellness Center, Inc.* ("*Inland Empire*"), that California's medical cannabis laws do not preempt local ordinances that ban medical cannabis facilities; and the Court found that the local police power derived from Article XI, section 7, of the California Constitution includes broad authority to determine, for purposes of public health, safety, and welfare, the appropriate uses of land within a local jurisdiction's borders, and that "nothing in the CUA or the MMP expressly or impliedly limits the inherent authority of a local jurisdiction, by its own ordinances, to regulate the use of its land, including the authority to provide that facilities for the distribution of medical cannabis will not be permitted to operate within its borders".

The unregulated cultivation of cannabis in the unincorporated area of Santa Cruz County can adversely affect the health, safety, and well-being of the county and its residents; and comprehensive civil regulation of premises used for cannabis cultivation is proper and necessary to avoid the risks of criminal activity, degradation of the natural environment,

obnoxious smells, indoor electrical fire hazards that may result from unregulated cannabis cultivation and related risks; and

December 10, 2013, the Board of Supervisors adopted an ordinance deleting then reenacting Chapter 7.124 of the Santa Cruz County Code, which prohibited medical cannabis businesses, but also granted a limited immunity from enforcement for such businesses that did not violate the restrictions and limitations added by that Chapter; and

On February 25, 2014, the Board of Supervisors adopted an ordinance enacting Chapter 7.126 of the Santa Cruz County Code, which prohibited medical cannabis cultivation businesses, but also granted a limited immunity from enforcement for such businesses that did not violate the restrictions and limitations added by that Chapter; and after the enactment of Chapter 7.126, County staff identified a sharp rise in illegal cannabis cultivation sites that constitute a public nuisance by degrading the environment, improperly diverting natural resources, creating fire danger, and negatively impacting the quality of life for residents of Santa Cruz County;

On April 14, 2015, the Board of Supervisors adopted Ordinance No. 5201, which repealed existing Chapter 7.126 and adopted a new Chapter 7.126 prohibiting the commercial cultivation of cannabis in Santa Cruz County.

On June 17, 2015, the Santa Cruz County Clerk of Elections notified the Board of Supervisors that a County Referendum Against County Ordinance No. 5201 contained a sufficient number of qualified signatures to require further action on the part of the Board of Supervisors;

On August 18, 2015, the Board of Supervisors repealed Ordinance No. 5201, which had the effect of leaving the prior version of Chapter 7.126 in place;

September 11, 2015, the California Legislature approved Assembly Bill 266, Assembly Bill 243, and Senate Bill 643, together constituting the "Medical Marijuana Regulation and Safety Act" (hereinafter "MMRSA"); and

October 9, 2015, the Governor signed the MMRSA into law;

December 8, 2015, the Board of Supervisors enacted an ordinance adding Chapter 7.128 to the Santa Cruz County Code, which created an interim licensing scheme to regulate the commercial cultivation of medical cannabis; and cultivation of any amount of cannabis at locations within six hundred feet of a school or public park creates unique risks that the cannabis plants may be observed by juveniles, and therefore be especially

vulnerable to theft or recreational consumption by juveniles; (2) the potential for criminal activities associated with cannabis cultivation in such locations or premises poses heightened risks that juveniles will be involved or endangered; and (3) cultivation of any amount of cannabis in such locations or premises is especially hazardous to public safety and welfare, and to the protection of children and the person(s) cultivating the cannabis plants; and the limited right of qualified patients and their primary caregivers under state law to cultivate cannabis plants for medical purposes does not confer the right to create or maintain a public nuisance; and by adopting the regulations contained in this ordinance, Santa Cruz County will achieve a significant reduction in the aforementioned harms caused or threatened by the unregulated cultivation and dispensing of cannabis in the unincorporated area of the County.

It is the purpose and intent of the ordinance to implement State law by providing a means for regulating the cultivation of medical cannabis in a manner that is consistent with State law and which balances the needs of medical patients and their caregivers and promotes the health, safety, and welfare of the residents and businesses within the unincorporated territory of Santa Cruz County; and the intent and purpose of the ordinance is to establish reasonable regulations upon the manner in which medical cannabis may be cultivated, including restrictions on the location of cultivation activities and the amount of cannabis that may be cultivated in any location or premises, in order to protect the public health, safety, and welfare in Santa Cruz County; and

The Board of Supervisors has identified as its major policy goals concerning the cultivation of medical cannabis to be 1) an adequate supply of medical cannabis for local qualified patients; 2) protection of the environment; and 3) protection of neighborhood quality; and nothing in the ordinance shall be construed to allow the cultivation of cannabis for non-medical purposes, or allow any activity relating to the cultivation, distribution, or consumption of cannabis that is otherwise illegal under State or federal law.

### DISTRICT ACTIONS

The District's Environmental, Engineering and Planning Committee met on June 29<sup>th</sup> to discuss the draft letter, future actions and recommendations for the Draft Ordinance.

On July 24, 2016 staff toured a Cannabis Cultivation Site with members of the County Water Advisory Commission and the Fish and Wildlife Commission. Following extensive research and meetings with County

officials, Cal Fire, Santa Cruz Mountains Stewardship Network, Cultivators, and other interested stakeholders, staff prepared the SLVWD Comments on the Draft Commercial Cultivation of Medical Cannabis Ordinance (attached).

The Water Advisory Commission will meet on August 3<sup>rd</sup>, and the Fish and Wildlife Commission will meet on August 4<sup>th</sup>. Staff has distributed the letter to both commissions for consideration at those meetings.

At the July 21, 2016 Board Meeting, Director Baughman requested a Board level discussion regarding the Cannabis Ordinance and District Actions be brought to the August 4<sup>th</sup> Board Meeting.

### RECOMMENDATION

It is recommended that the Board review this memo and accept the letter to be sent to the Board of Supervisors for the September 1<sup>st</sup> meeting; and discuss future District participation and next steps in the process for Cannabis Cultivation Regulation.

### Strategic Plan:

Elements - 6.0 Public Affairs & 7.0 Strategic Partners

### Fiscal Impact:

None





**SAN LORENZO VALLEY WATER DISTRICT**

13060 Highway 9 • Boulder Creek, CA 95006-9119  
Office (831) 338-2153 • Fax (831) 338-7986  
Website: [www.slvwd.com](http://www.slvwd.com)

July 26, 2016

5<sup>th</sup> District Supervisor  
Bruce McPherson  
SC County Board of Supervisors  
701 Ocean Street, Rm. 500  
Santa Cruz, CA 95060

**RE: SLVWD Comments on the Santa Cruz County Draft Commercial Cultivation of Medical Cannabis Ordinance.**

Dear Supervisor McPherson,

The San Lorenzo Valley (SLV) Water District appreciates your efforts to incorporate environmental regulations and best management practices into the Draft Commercial Cultivation of Medical Cannabis Ordinance. Part of the District's mission is to manage and protect the environmental health of the aquifers and watersheds in the San Lorenzo Valley. Unique environmental conditions in the San Lorenzo Valley limit accessibility for most commercial agriculture, however the expanding, unregulated commercial cannabis cultivation industry in these mountains have resulted in significant environmental impacts. Water quality degradation, steep landscapes, landslides, fire, erosion, stream dewatering, narrow mountain roads, and deforestation pose unique threats to our community- therefore, there is a need for appropriate regulatory structure beyond what is required for non-cannabis commercial agriculture. The Draft Commercial Cultivation of Medical Cannabis Ordinance neglects to address many Best Management Practices (BMP) that should be required in the final ordinance in order to protect and enhance natural resources. We have compiled some recommendations that we encourage you to consider as you finalize the language in the Ordinance.

As the local jurisdiction for the San Lorenzo River Watershed, the San Lorenzo Valley Water District has an interest in ensuring best management are implemented and enforced for the expanding agricultural industry in our area practices to protect our

watershed. The District requests that a provision be declared in the County Ordinance that for any permit application which may impact the San Lorenzo River Watershed, that the District be notified and invited to take part in the inspection and determination of eligibility for the license. *The District asks the Board to consider amending the licensing process to include a required clearance from the SLVWD prior to the issuance of a license.*

Prior to the adoption of the Commercial Cultivation of Medical Cannabis Ordinance or any other ordinance related to cannabis cultivation *the District requests that a complete description of best management practices be expressly written to ensure environmental protections will be enforced.* BMPs should include but not limited to: Land Use, Water Use, Water Capture & Storage, Roads, Land Development, Site Maintenance, Protecting Land and Water from Erosion, Soil Health & Management, Fertilizer & Pest Management, Solid and Human Waste Disposal etc. Some of these topics are described in more detail below.

### **Sustainable Water Management**

The SLV Water District works to ensure that the production and distribution of water resources in the San Lorenzo Valley is done sustainably and responsibly. The District works closely with local, state and federal regulatory authorities to ensure that fish and wildlife are protected and habitat degradation is avoided or mitigated. We have a long history of monitoring and managing groundwater resources and are currently working collaboratively toward a Sustainable Groundwater Management Plan for our aquifer as required by the Sustainable Groundwater Management Act. The District is concerned that expanding agricultural land use in the Santa Cruz Mountains will have unknown, unmitigated, and poorly monitored impacts to water resources, specifically impacting water quality, aquifers and surface water resources.

Regarding item number 6. Water Restrictions. (a) “All water used for cultivation purposes must be obtained from an approved on-site source (except for water used in the case of emergencies).” We recognize that the intension, in part, for requiring on-site water sources, was to limit the number of parcels with access to water, therefore limiting the environmental impacts from widespread cannabis cultivation. However, as currently written, the Ordinance does not require that parcels approved for cultivation with onsite wells or riparian rights be responsible to ensure water resources are being sustainably managed. Therefore the SLVWD supports the following:

1. *Water may be purchased off-site only from local water districts to ensure sustainability of the resource.* It is not the Districts intension to promote greater impacts on environmental resources through wide-spread land use conversion from native habitat to cultivation sites due to the increased access to water

- through hauling, nor the impacts to climate change which would result in increased greenhouse gases from water hauling. Rather the District seeks only to ensure sustainability and stewardship of water resources in the watershed.
2. State regulatory compliance of surface diversions require a Streambed Alteration Agreement from the California Department of Fish and Wildlife. *In order to be in compliance with State law, it should be made clear that proof of valid water rights will be required and in addition, compliance with the Fish and Game code.*
  3. Commercial Cultivation requires increased irrigation during the dry/hot season when stream flows are lowest. *The ordinance should prohibit surface diversions when stream flows drop below established baseline criteria, which is when most streams are already over-appropriated and anadromous fish rearing (the most critical life stage) is occurring.* We support the CA Department of Fish and Wildlife's policy to store winter storm flows for summer water use as an alternative to summer diversions.
  4. Existing law (MMRSA) requires diversions of 10 acre-feet or more per year to install and maintain a meter capable of measuring the rate of direct diversion, rate of collection to storage, and rate of withdrawal or release from storage, and records of water used, if any, must be reported to the state board. *The District recommends required meters on all existing water sources and water use records to be required for an annual renewal license. Additionally, the District recommends a ban on all new wells for the purpose of agricultural use.* Monitoring water levels on surface diversions and groundwater will support Sustainable Groundwater Management Act (SGMA) efforts and help determine which wells have hydrologic connection to surface water.
  5. Region 1 of the the State Water Resources Control Board (SWRCB) (and likely our own Region 3 in the near future) require cultivation operations which are over 5,000 sq ft, or within 200 ft of a perennial stream or are on slopes over 35% have **water resource protection plans** which guide the cultivation operations and detail best practices to mitigate these operations' impacts on streams and aquatic biota.

### **Water Conservation**

With climate change deepening the effects of drought and evidence that decades-long droughts are the norm geologically speaking, it makes sense to get water conserving infrastructure and practices in place now to ensure present and future water sustainability. Agricultural permits should require water conservation strategies and best management practices. With proper infrastructure and planning, water resources can be protected and may result in enhanced stream flow supporting aquatic life, groundwater quality and quantity, and improved safety for people and wildlife.

The SLV Water District recommends the following BMP's be required during the

licensing and renewal process for agricultural uses within and adjacent to areas that impact water resources in the San Lorenzo Watershed:

- *Require preparation of a Conservation Plan, Farm Plan or Water Resource Protection Plan that addresses drainage and runoff, pesticides, herbicides and fertilizers, wildlife, water conservation and roads.*
- *Meters shall be installed on all wells, tanks, ponds and surface diversions and records of total water usage be submitted annually in order to obtain license renewal.*
- *Mulch*
- *Efficient Irrigation Practices*
- *Water Waste Prohibition*
- *Winter Storm Flow Catchment and Storage for use in dry period (for surface water rights)*
- *Rain Water Catchment*
- *Regular Inspection for Leaks in Irrigation System*
- *Moisture sensor shutoff controller*
- *When appropriate, greywater reuse & water recycling.*

### **Water Quality**

Many areas of Santa Cruz County such as the Santa Margarita Sandstone and associated Zayante soils have high percolation capacity. In 1986, nitrate levels in the Quail Hollow aquifer rose dramatically and rapidly towards the maximum drinking water standard. At that time, the District used the Quail Hollow aquifer for approximately 25% of its water supply. It was determined that the rapid spike in nitrate levels was due to heavy rains flushing nitrate, stored in the unsaturated zone, from the overlying development. Nitrate levels have since dropped and remain at low levels, and currently do not hinder the District's ability to supply clean water. That being said, the District wants to ensure that contamination of groundwater from fertilizers and pesticides is prevented.

SLVWD's watershed management plan restricts, and where feasible, excludes the use of pesticide or herbicide within SLVWD lands. *SLVWD also supports the minimal and restricted use of herbicides, pesticides and chemical fertilizers in the District's service area as well as the greater San Lorenzo River watershed. The District requests to be notified and included as part of the team who reviews and provides comment for the best management practices for the pesticides/fertilizer plan.*

### **Roads**

Erosion caused by regular use of steep, un-surfaced roads with poor drainage during winter months will have significant negative impacts on water resources. It

is anticipated that roads used for cannabis cultivation, especially those with greenhouses, are being used at all times of year, by relatively heavy traffic.

Due to year-round access and potential occupation of cultivation sites, chemicals present on site, farmers & children present, potential for fire and other hazards; *Commercial agricultural parcels need to comply with the County Road Ordinance. Rural roads should be required to meet County Design Standards, surfaced and out-sloped to prevent erosion.* Full sized fire trucks need access in case of emergency.

Alternatively, timber (logging) roads are subject to agency review whenever a Timber Harvest Plan (THP) is proposed. These roads must be maintained for three years following harvest operations then closed until another THP is approved. It is recommended that timber roads are not used year-round without required upgrades. While some have argued that large county roads will impact water resources, the impact is greatest when the infrastructure is not in place to support the use.

### **Zoning Requirements:**

The Draft Ordinance proposes to add Cannabis Cultivation to many of its current Zoning Designations including Timber Production (TP) 7.128.090 (F) License Categories. Timber Protection Zones should not be designated for agricultural for the following reasons:

1. Timber Land Conversions also known as Conversion Exemption LESS than 3 acres require a Registered Professional Forrester (RPF), an approved Conversion Permit from Cal Fire and confirmation from the County that the conversion is consistent with County Code. Uses for these conversions in the existing ordinance do not include agricultural cultivation. *The District does not support expanding the conversion exemption to include cultivation. Redwood forests should not be clear cut for agricultural purposes.* Redwood forest areas have high humidity which cause cannabis plants to mold, increased bird and mammal activity resulting in increased mammalicide and avicide uses which will have rippling effect to the ecosystem, reduced permeability for groundwater recharge, increased potential for water contamination from sediment, pesticides and fertilizers. Forest habitats are not appropriate for cannabis cultivation and should not be permitted.
2. Timber Land Conversions GREATER than 3 acres simultaneously require an EIR and a THP.
3. TPZ has a special tax structure similar to the Williamson Act, which was created to provide for the continued use of timberland for the production of trees for timber products and provided restrictions on the use of timberland to the production of timber products and compatible uses. This specialized tax

structure is to reduce tax liability on timberlands due to the long growth period required between harvests. Such a tax structure should not apply to crops with short growing period.

4. It goes against NOAA's California Central Coast Steelhead Recovery Plan: Maintain and expand California's working forestlands and forestlands held by the State, and prevent future conversion of forestlands to agriculture, rural residential, or other land uses.
5. California Government states: § 51110. (a) On or before September 1, 1976, the assessor shall assemble a list of all parcels, regardless of size, which as of the lien date in 1976, were assessed for growing and harvesting timber as the highest and best use of the land, including all such parcels or portions thereof under agricultural preserve contracts. - \*This is from the statute that created TPZ parcels.

### **7.128.110 License required.**

(A) Registration. (1) "In order to be eligible to apply for an original license for an existing or proposed cultivation site, the applicant must have participated in the County's 90-day registration process (including the completion of a registration form) and obtained acknowledgment of registration from the Licensing Official. The Licensing Official shall reject any application for an original license by an applicant who did not participate in the County's registration process."

The requirement to participate in 90-day registration process will disqualify future growers from obtaining a license. While this requirement has the potential to curb the expansion of legal cannabis cultivation around the County, it will not support a long-term legal pathway for cannabis cultivation in the future. This requirement will limit property sales of established cultivation sites, business sales, and will disincentivize legal cultivation practices including the costly environmental protections set in place by this ordinance.

### **Fees**

7.128.110 License required (2) Payment Of The Application Fee. "The purpose of any and all fees assessed under this Chapter is to pay for the costs of the MCCL Program." While the license program will be an important aspect of this ordinance, the District recommends that a portion of the fees be used for:

1. *Expanded environmental monitoring and management programs to assess environmental impacts that result from cannabis cultivation including but not limited to: Water quality (nitrate, pesticide and sediment), stream flow in tributaries where licensed cultivation exists, increased monitoring of base flows in the main stem of the San Lorenzo River & groundwater monitoring through agriculture wells.*

2. *Expanded code enforcement programs to ensure code compliance, effective stewardship of natural resources and public safety.*
3. *If the District provides a clearance as part of the licensing program, the District should be entitled to a portion of the fees sufficient to administer the program.*

We appreciate the opportunity to comment on this important action by the County of Santa Cruz. If you have any questions or concerns regarding our requests please contact Jen Michelsen, Environmental Programs Manager (831) 430-4627 or by email at [jmichelsen@slvwd.com](mailto:jmichelsen@slvwd.com).

Sincerely,

Brian Lee, District Manager  
San Lorenzo Valley Water District

Literature Cited:

Watershed Best Management Practices for Cannabis Growers and other Rural Gardeners. Mendocino County Resource Conservation District:

<http://mcrccd.org/publications/>

San Lorenzo Valley Water District Watershed Management Plan

[http://www.slvwd.com/watershed/10-](http://www.slvwd.com/watershed/10-CHAPTER%203%20Hydrology,%20Geomorphology%20and%20Water%20Quality,%20Final%20Version.pdf)

[CHAPTER%203%20Hydrology,%20Geomorphology%20and%20Water%20Quality,%20Final%20Version.pdf](http://www.slvwd.com/watershed/10-CHAPTER%203%20Hydrology,%20Geomorphology%20and%20Water%20Quality,%20Final%20Version.pdf)

Environmental Health Timber Harvest Review

<http://scceh.com/Home/Programs/WaterResources/WatershedandStreamHabitatProtection/TimberHarvestReview.aspx>

Department of Public Works Road Design Criteria Page 19.

<http://www.dpw.co.santa-cruz.ca.us/DESIGNCRITERIA.pdf>

SB 837 [http://www.leginfo.ca.gov/pub/15-16/bill/sen/sb\\_0801-0850/sb\\_837\\_bill\\_20160627\\_chaptered.htm](http://www.leginfo.ca.gov/pub/15-16/bill/sen/sb_0801-0850/sb_837_bill_20160627_chaptered.htm)

<http://www.scc4.us/Portals/20/pdfs/legislation/Medical-Marijuana-Regulation-and-Safety-Act-Summary%20by%20Judge%20Lubbell.pdf>

[http://www.waterboards.ca.gov/northcoast/water\\_issues/programs/cannabis/pdf/160614/FAQ-Cannabis\\_Cultivation\\_Waste\\_Discharge\\_Regulatory\\_Program.pdf](http://www.waterboards.ca.gov/northcoast/water_issues/programs/cannabis/pdf/160614/FAQ-Cannabis_Cultivation_Waste_Discharge_Regulatory_Program.pdf)

[http://www.waterboards.ca.gov/northcoast/board\\_decisions/adopted\\_orders/pdf/2015/15\\_0023\\_Cannabis\\_Order.pdf](http://www.waterboards.ca.gov/northcoast/board_decisions/adopted_orders/pdf/2015/15_0023_Cannabis_Order.pdf)



## MEMO

TO: Board of Directors  
FROM: District Manager  
SUBJECT: Administration/Engineering Departments Status Report  
DATE: August 4, 2016

### RECOMMENDATION:

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

### BACKGROUND:

#### MEETINGS OF NOTE

- ~~• June 22 the DM attended a Conjunctive Use Project Grant Opportunities Planning Session with County staff at the County Building~~
- ~~• July 15 the DM attended a Santa Margarita Groundwater Basin Advisory Committee subcommittee regarding GSA formation documents~~

#### ENTERPRISE WIDE COST-OF-SERVICE STUDY

- ~~• Senior staff have reviewed draft staffing study and provided feedback to consultant. Board-ready draft staffing study will be presented to Budget and Finance Committee on July 26.~~
- ~~• Staffing study is currently being reviewed by Budget and Finance Committee.~~
- ~~• Staff is scheduled to meet with the consultant on July 18 to wrap up the capital component of the cost-of-service study. Board-ready cost-of-service study draft expected to be presented to Budget and Finance Committee on August 9 or August 23.~~

The intent of this study is to determine what the true cost of providing water and sewer service includes; watershed protection, water rights management, infrastructure, staffing and administration. These issues will be studied both from a geographical and seasonal standpoint.

#### PROBATION TANK REPLACEMENT PROJECT

The 100% Plan Review is currently in progress. The Project's Habitat Conservation Plan (HCP) was approved by the Board in late summer.

Staff and consultant continue to work on final HCP requirements. We remain on track to obtain a permit in late Summer or Fall of 2016. Project is scheduled for bidding in late-

2016 and construction is expected to be completed in early 2017. Construction is expected to take 6 months

SRF Application has been drafted and should be submitted to State in August.

#### SWIM TANKS REPLACEMENT PROJECT

Plans and Specifications are complete and a Mitigated Negative Declaration is in the works. Project has been deferred a minimum of six months while District applies for SRF funding.

SRF Application has been drafted and should be submitted to State in August.

#### FALL CREEK FISH LADDER

100% plans and specifications are under staff review.

Staff recently was informed 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 will be submitting a request to the Army Corp of Civil Engineers. This new information will delay the project at least a year, if not longer.

#### INTERTIES 2, 3, 4

Primary project construction is finished. Testing is complete and the interties are fully functional and operational.

~~On June 22 a vehicle crashed and knocked out power along Graham Hill Road, taking our Pasatiempo Well Field off-line. District staff reacted quickly and initiated water transfers from Scotts Valley Water District, utilizing Intertie 2 into the District's south zone as a precautionary measure. Intertie 2 was used for less than an hour.~~

County has rejected all paving on Graham Hill Road. District is in discussions with County and contractor to resolve the paving issues.

#### FELTON HEIGHTS WATER STORAGE TANK

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

#### LOMPICO

The merger was completed on June 1, 2016. Since that time staff has flushed the entire Lompico system. Currently the Lompico Service Area is being provided water through the booster station (former intertie) and all local water sources are off-line while the District conducts assessments of the local Lompico source water, particularly for Lead and Copper Rule compliance.

~~SLVWD bills have gone out for the Lompico Service Area. Minor billing issues are being dealt with professionally by District front office staff. During the transfer of accounting data between the two Districts approximately 100 Lompico customers did not receive credit for their last payment to Lompico County Water District. The issue has been resolved.~~

~~New meters have been ordered and delivered for installation in the Lompico Service Area. New meters have arrived and staff has begun installation. To date new meters have been installed in approximately 25% of the Lompico service area (~125 out of 500). Staff has an aggressive schedule to complete replacement of all meters in the service area by the end of August.~~

~~A temporary SCADA system has been installed in the Lompico Service Area, saving approximately 6 labor hours daily in travel time.~~

## M E M O

TO: Board of Directors

FROM: District Manager

PREPARED BY: Environmental Programs Manager

SUBJECT: Environmental Status Report

DATE: August 4, 2016

### RECOMMENDATION:

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

### BACKGROUND:

#### COUNTY ORDINANCE ON CANNABIS CULTIVATION

Staff worked with the Environmental Engineering and Planning Committee to prepare a letter on behalf of the District requesting environmental Best Management Practices be required as part of the licensing program for the Cultivation of Medical Cannabis Ordinance. The letter has been distributed to the Commission on the Environment, the Water Advisory Commission and the Fish and Wildlife Advisory Commission. Staff will be meeting with the County Water Advisory Commission and the Fish and Wildlife Commission to discuss environmental impacts that will result from the Draft County Ordinance on Cannabis Cultivation. The letter has been provided in the August 4, 2016 Board Agenda for Board Discussion and possible action regarding next steps for District involvement in the process. Staff intends to submit the letter to the County Board of Supervisors pending any edits from the District Board following the August 4 meeting.

#### FELTON LIBRARY WEED MANAGEMENT

Staff met with Linda Skeff, who has offered her services to coordinate CCC crews to remove a hybrid blackberry from District property at the Kirby Treatment Plant. The weed removal is part of a joint effort with County Parks to improve riparian habitat along Bull Creek in preparation for an outdoor education site, adjacent to the Kirby Treatment Property, which is planned by the Friends of Felton Library. The Environmental, Engineering & Planning Committee discussed the effort at the June 29<sup>th</sup> meeting and decided to move forward with the plan to remove the blackberry, and heavily chip the area to prevent future growth. Initial work is expected to be conducted by CCC crews on August 22-23, 2016. Staff is working with County Officials on possible permit requirements.

#### SWIM TANKS MITIGATED NEGATIVE DECLARATION

The public comment period is open from July 14 through August 12 for a period of 30 days as required by CEQA. At that time the District will prepare responses to the comments provided. The public hearing to adopt the Mitigated Negative Declaration has been scheduled for October 6, 2016 at your regularly scheduled board meeting.

Following the adoption of the MND/IS, it will be submitted to the County Clerk for approval and permit to construct.

#### HYDROLOGICAL ASSESSMENT

Staff met with County officials and our hydrologist, Nick Johnson, to discuss possibilities for conjunctive use to balance our water needs to reduce overdraft on south system wells, while avoiding water right violations on Fall Creek. The county is taking the lead on a collaborative application for a planning grant that will address the following items: operation of the interties for expanded conjunctive use, improve efficiencies in the Felton System, provide a plan for sustainable groundwater management & improve fish habitat in Fall Creek and Lompico Creek.

#### FALL CREEK FISH LADDER- BIOLOGICAL ASSESSMENT

Staff is preparing an Initial Study to be submitted to the Army Corps of Engineers in August, which will begin the permit process to acquire a Biological Opinion and a permit to construct the Fall Creek Fish Ladder Improvement Project. We anticipate construction to begin construction in Summer 2017.

#### FALL CREEK FISH LADDER GRANT APPLICATION

As part of a collaborative effort led by San Lorenzo 2025, to enhance fish habitat in the San Lorenzo River Watershed, the District has participated in a multi-project grant to acquire funding to help with the construction of the Fish Ladder. Other projects to enhance fish habitat include:

1. Lagoon Drain to prevent breaching of the river mouth, and to reduce flooding.
2. Branciforte Creek Passage Projects
3. Zayante Large Wood Project

The Grant was submitted June 24, 2016. Staff will provide updates on the grant process as they come available.

#### 2015 URBAN WATER MANAGEMENT PLAN (UWMP)

Staff is working closely with Water Systems Consulting (WSC) to update the 2015 UWMP. Staff has transferred all requested data to WSC in order to prepare the document. Our primary contact at WSC recently took another job and we have transitioned to another staff member at WSC to handle our update. This may cause some delay in the process. On July 11, 2016 staff distributed notifications to all neighboring agencies with an official notice of preparation and intent to adopt the UWMP. It is expected a draft of the UWMP will be available for review in August 2016.

#### WATER CONSERVATION

Staff is working on public outreach to notify the customers that we are still in a Stage 2 Water Shortage Emergency. Water restrictions are still in effect. We have transitioned to a new water conservation message "Conserve to Preserve." Signs have been posted on two of the Hwy 9 (Route 35) bus lines. Soon new highway signs will be posted. Our monthly e-newsletters will be available in the coming week, Staff produces multiple posts on Facebook every week focused on various district business.

Rebates are Back! -Staff revised the Water Conservation Rebate program to include credits for water efficient clothes washers, greywater systems and irrigation controllers.

We are directing our customers to the State's rebates for lawn removal and toilet replacement.

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. <http://www.cabrillo.edu/services/extension/green.html>

Upcoming Water Conservation Coalition collaborative efforts include:

County Faire: September 14-18th

#### PUBLIC OUTREACH/ DROUGHT OUTREACH

- E Newsletters are sent out to over 3000 customer email addresses at least monthly.
- The District Facebook page and website are updated regularly (3-5 times per week).
- Two Hwy 9 Busses have Conserve to Preserve Message on the "Queen" Side.
- Highway signs and truck decals will be replaced in August.
- Media Alerts have been published in local papers regarding:
  1. Swim Tank Replacement Project Mitigated Negative Declaration Comment Period is Open.

**SAN LORENZO VALLEY WATER DISTRICT  
LEGISLATION COMMITTEE  
MINUTES**

Special Administration Committee of July 12, 2016  
And  
Regular Administration Committee of July 26, 2016

11:00 a.m.

**July 12, 2016 – Special Committee Meeting**

**CONVENE MEETING/ROLL CALL:**

District Manager Lee convened the meeting at 11:00a.m. Roll call showed Directors Brown and Bruce present, as well as Committee member Fultz and District Manager Lee.

**ORAL COMMUNICATIONS:**

No members of the public spoke.

**NEW BUSINESS:**

**a. CONSUMPTION BASED RATES Discussion and possible action by the Committee regarding Consumption Based Rates.**

This item was withdrawn from the agenda to ensure compliance with Brown Act (no ‘serial meetings’), as this is an item presently under review by the Finance committee.

**b. STATE REVOLVING FUND LOAN APPLICATIONS**

**Discussion and possible action by the Committee regarding SRF Loan Applications.**

District Manager Lee informed the committee that a consultant (Frietas) would be retained to assist with the SRF application process, which is paper-work intensive. The committee concurred on the use of resources for this purpose. DM Lee will bring this to the full board for concurrence.

**c. INJURY ILLNESS AND PREVENTION PROGRAM Discussion and possible action by the Committee regarding IIPP.**

This item was put forward to the next 'regular' meeting of the Administration Committee on July 26.

**d. BULK WATER FOR AGRICULTURAL USE Discussion and possible action by the Committee Bulk Water for Agricultural Use.**

Committee Chair Bruce mentioned that this issue touches slightly on the County's proposed medical marijuana cultivation ordinance and updated the committee on her comments to that proposed ordinance in her role on the County's Commission on the Environment; in particular that the use of bulk water should be considered as an acceptable water supply for agricultural uses, such as medical marijuana cultivation, so as to prevent illegal stream diversions or other inappropriate water resources uses and negative impacts.

Committee member Fultz expressed concerns over any potential liability the District might face given that marijuana cultivation remains a federal crime. The conclusion of the discussion was that we are selling bulk water to water delivery service providers. Their customers are not within our purview or control. And, further, providing bulk water prevents illegal stream diversions and other harmful activities.

**e. FORMALIZE CUSTOMER COMMENT PROCESS Discussion and possible action by the Committee regarding Formalizing the Customer Comment Process.**

In the context of prior work on the issue of Past Due and Shut Off Notices, Chair Bruce asked that DM Lee work with the District Secretary and IT manager to develop and implement a process that would inform District customers of proposed policy changes, provide a timeframe and a convenient on-line process by which comments could be submitted to the District on the proposed policy changes.

Committee member Fultz asked about how many customers this particular policy change might impact (how many are chronically late). DM Lee replied that it would be fewer than 100 customers District-wide.

Community Member Holloway commented that facilitating comments on policy changes might be an inefficient use of staff resources.

Chair Bruce noted that the goals are transparency and engagement.

**Old Business: Members of the public will be given the opportunity to address each scheduled item prior to Committee action. The Chairperson of the Committee may establish a time limit for members of the public to address the Committee on agenda items.**

**a. RULES & REGULATION, POLICIES & PROCEDURES Discussion and possible action by the Committee regarding Rules & Regulations – Policies & Procedures**

District Manager Lee had no new updates on this project. This item was put forward to the next committee meeting.



**b. MATRIX OF LEGAL NEEDS Discussion and possible action by the Committee regarding a Matrix Legal Needs.**

Committee member Brown and Chair Bruce contributed their categories of legal services, and key issues within each category. The members of the committee discussed the various possible ways and combinations by which these services could be provided: in-house, ad-hoc, on retainer, etc. The group discussed how the District's legal needs may have changed over time and how the District should prepare itself through diverse expertise to be 'best in class' concerning things such as water rights, JPA formation and participation, construction contracts and law, etc.

DM Lee concurred that the information from the committee members as well as the outcome of the group's discussion was sufficient for him to draft an RFP for legal services, which he would present at a near future Committee meeting.

There was no informational material.

The committee adjourned at 12:15pm

**July 26, 2016 – Regular Committee Meeting**  
**CONVENE MEETING/ROLL CALL:**

District Manager Lee convened the meeting at 11:00a.m. Roll call showed Directors Brown and Fultz present, and District Manager Lee. Vice Chair Brown conducted the meeting until Chair Bruce arrived at 11:15.

**ORAL COMMUNICATIONS:**

No members of the public spoke.

**OLD BUSINESS:**

- a) Draft RFP for Legal Services discussion  
This item was put forward to the next meeting.

**NEW BUSINESS:**

- a) Injury and Illness Prevention Plan (IIPP) – information and discussion item.

DM Lee shared the IIPP template from SDRMA. This is a bottom-up, not top-down program. Our forthcoming IIPP document and program will be customized based on our actual operations and experience.

Question: Committee member Fultz asked what level of staff support will be necessary. DM Lee noted that this “safety” role will likely be a 20% operations person and 20% admin person’s time. Committee member Fultz inquired about the possibility of sharing staff with Scotts Valley or another nearby Water District for this part-time function. DM Lee noted that while the probability of a safety incident occurring is low, the risk is high, and therefore having dedicated staff would be important. Chair Bruce noted the value of having an integrated member of the team having the safety role vs. having an outside ‘safety person’. Committee member Fultz noted the obverse; that the internal safety person could be shunned by their colleagues. Committee member Fultz asked if the employees are seeking or wishing they had better safety guidance. DM Lee noted that they were.

Committee member Brown asked if we could ask ACWA or other agencies for additional ‘water district specific’ IIPP guidance. DM Lee thought that would be helpful.

Committee member Fultz asked about the cost-benefit evaluation of having an out-sourced person, vs. having in-house person, vs. having a shared person could be done. Committee member Fultz’s concern is that regulatory obligations add costs and administrative burdens and in light of their disproportionate burden on small organizations such as the District, wants to explore what would be the most cost and time effective means for achieving compliance.

DM Lee remarked that the IIPP should be thought of as an insurance program.

**Informational Material: None.**

Chair Bruce reminded the group that the Next Regular Committee meeting will be on August 23, 2016 at 11:00 am. Based on summary comments regarding outstanding items, the agenda items for the next meeting are to include:

1. Draft RFP for Legal Services
2. Policy/Procedure updates -
  - a) 48 hour tags and shut offs policy
  - b) Past Due policy discussion
  - c) Review long list of policy items, prioritize and schedule review and updates.

Brian has committed to having the completed Prop 218 policy, the Investment policy and the Reserve funds policy official resolutions to the board at the next board meeting on August 4<sup>th</sup>.

The committee meeting adjourned at 12:00pm.