



**BOARD OF DIRECTORS  
SAN LORENZO VALLEY WATER DISTRICT  
AGENDA  
February 20, 2020**

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

Notice is hereby given that a meeting of the Board of Directors of the San Lorenzo Valley Water District will be held on **Thursday, February 20, 2020 at 5:30 p.m.**, SLVWD, 13057 Highway 9, Boulder Creek, CA 95006.

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

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

**1. Convene Meeting/Roll Call**

**2. Additions and Deletions to Closed Session Agenda:**

*Additions to the Agenda, if any, may only be made in accordance with California Government Code Section 54954.2 (Ralph M. Brown Act) which includes, but is not limited to, additions for which the need to take action is declared to have arisen after the agenda was posted, as determined by a two-thirds vote of the Board of Directors (or if less than two-thirds of the members are present, a unanimous vote of those members present).*

**3. Oral Communications Regarding Items in Closed Session:**

*This portion of the agenda is reserved for Oral Communications by the public for items which are on the Closed Session portion of the Agenda. Any person may address the Board of Directors at this time, on Closed Session items. Normally, presentations must not exceed five (5) 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 REAL PROPERTY NEGOTIATORS  
Property: APN 078-233-05, located along Scenic Way in Ben Lomond  
Agency negotiator: Rick Rogers, District Manager and Gina Nicholls, District Counsel  
Negotiating party: Nick Naccari  
Under negotiation: Price and terms of payment
- b. PUBLIC EMPLOYEE ANNUAL PERFORMANCE EVALUATION  
Government Code Section 54957  
Title: District Manager
- c. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION  
Significant exposure to litigation pursuant to Section 54956.9(d)(2): One case

Closed Session Note:

**The Brown Act prohibits the disclosure of confidential information acquired in a closed session by any person present and offers various remedies to address willful breaches of confidentiality. These include injunctive relief, disciplinary action against an employee, and referral of a member of the legislative body to the grand jury. It is incumbent upon all those attending lawful closed sessions to protect the confidentiality of those discussions. Only the legislative body acting as a body may agree to divulge confidential closed session information; regarding attorney/client privileged communications, the entire body is the holder of the privilege and only a majority vote of the entire body can authorize the waive of the privilege.**

5. Convene to Open Session at 6:30 p.m.

6. Report of Actions Taken in Closed Session

7. Roll Call (Open Session):

8. Additions and Deletions to Open Session:

*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).*

9. Oral Communications:

*This portion of the agenda is reserved for Oral Communications by the public for items which are not on the agenda. Please understand that California law (The Brown Act) limits what the Board can do regarding issues raised during Oral Communication. No action or discussion may occur on issues outside of those already listed on today's agenda.*

*Any person may address the Board of Directors at this time, on any subject that lies within the jurisdiction of the District. Normally, communication must not exceed five (5) minutes in length, and individuals may only speak once during Oral Communications.*

*Any Director may request that a matter raised during Oral Communication be placed on a future agenda.*

10. Unfinished Business:

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

- a. FALL CREEK FISH LADDER CONSTRUCTION  
Discussion and possible action by the Board regarding Fall Creek Fish Ladder construction designs, monitoring and final environmental permits.

11. New Business:

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

- a. LOMPICO ASSESSMENT DISTRICT OVERSIGHT COMMITTEE ANNUAL REPORT  
Discussion and possible action by the Board regarding the LADOC Annual Report.
- b. BUDGET PROCESS FOR FISCAL YEAR 2020-21 - PRESENTATION  
Discussion and possible action by the Board regarding a presentation by the Director of Finance and Business Services on the budget process for FY 20-21.
- c. AWARD OF BID FOR CONSTRUCTION CONTRACT ON THE LOMPICO TANKS REPLACEMENT PROJECT  
Discussion and possible action by the Board regarding the award of construction contract for the Lompico Tanks Replacement Project.
- d. AWARD OF BID FOR THE CONSTRUCTION MANAGEMENT CONTRACT FOR THE LOMPICO TANKS REPLACEMENT PROJECT  
Discussion and possible action by the Board regarding the award of contract for Construction Management Lompico Tanks Replacement Project.

- e. ENVIRONMENTAL MONITORING AND REPORTING CONSULTING SERVICES FOR THE LOMPICO TANKS PROJECT  
Discussion and possible action by the Board related to Environmental Monitoring and Reporting Consulting Services for the Lompico Tank Project.
- f. SURPLUS OF FELTON ACRES TANK  
Discussion and possible action by the Board regarding leftover remnants of the Felton Acres redwood tank.
- g. PROPOSED JOINT MEETING BETWEEN SAN LORENZO VALLEY WATER DISTRICT AND SCOTTS VALLEY WATER DISTRICT  
Discussion and possible action by the Board regarding a proposed informational meeting with SLVWD & SVWD for mutually beneficial discussion.

12. Consent Agenda:

*The Consent Agenda contains items which are considered to be routine in nature and will be adopted by one (1) motion without discussion. Any item on the consent agenda will be moved to the regular agenda upon request from individual Directors or a member of the public.*

- a. MINUTES FROM BOARD OF DIRECTORS MEETING FEBRUARY 6, 2020

13. District Reports:

*No action will be taken and discussion may be limited at the President's discretion. The District encourages that questions be submitted in writing ([bod@slvwd.com](mailto:bod@slvwd.com)) on items listed in the District Reports. Questions submitted, if any, will be posted in the next available District Reports, along with a reply.*

- DEPARTMENT STATUS REPORTS  
Receipt and consideration by the Board of Department Status Reports regarding ongoing projects and other activities.
  - Engineering
  - Finance & Business
  - Legal
  - Operations
- COMMITTEE REPORTS
  - Future Committee Agenda Items
  - Committee Meeting Notes/Minutes
    - Environmental Committee Minutes - 1.15.20
    - Admin Committee Minutes - 1.21.20
    - Engineering Committee Minutes - 1.22.20
    - SMGWA Meeting Summary - 1.23.20
    - B & F Committee Minutes - 1.24.20
    - B & F Committee Minutes - 2.4.20
    - Admin Committee Minutes - 2.5.20



- Engineering Committee Minutes - 2.6.20

- DIRECTORS REPORTS

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

14. Written Communication:

- Email from M. Bray - 2.12.20

15. Informational Material: none

16. Adjournment

**Certification of Posting**

I hereby certify that on February 14, 2020 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 February 14, 2020.

\_\_\_\_\_  
Holly Hossack, District Secretary

## MEMO

TO: Board of Directors

FROM: District Manager

PREPARED BY: Environmental Planner

SUBJECT: Professional Services Contracts for Fall Creek Fish Ladder – 100% Construction Designs, Monitoring, and Final Environmental Permits

DATE: February 20, 2020

### RECOMMENDATION:

It is recommended that the Board of Directors review and authorize the District Manager to enter into contract with Waterways Consulting, Inc., amend the RCDs contract and contract Mike Podlech; fisheries biologist.

### BACKGROUND

The District operates a water diversion facility on Fall Creek, a tributary to the San Lorenzo River. The diversion facility includes a fish ladder constructed in 1974. According to the *Fall Creek Reconnaissance-Level Assessment of Channel Characteristics* (Assessment) (Podlech, 2018), vertical drop heights in the ladder are approximately 18-24 inches. As part of the permitting process for the 2013 ladder improvement project, the District agreed to design and construct further modification to the ladder to meet passage criteria for all salmonid life stages.

The proposed design includes reducing the vertical drops from 18-24 inches to 12 inches with a series of step pools separated by weirs with V-notches. NMFS' Guidelines for Salmonid Passage at Stream Crossings includes a maximum hydraulic drop between water surfaces of 6 inches for juveniles and 12 inches for adults, so the proposed design varies from the juvenile height criterion<sup>1</sup>.

- – Fish and Game Code section 5935 states that “[t]he owner of any dam upon which a fishway has been provided shall keep the fishway in repair and open and free from obstructions to the passage of fish at all times.”

On April 19, 2019 the San Lorenzo Valley Water District received an approval of NMFS Design Variance, Maximum Hydraulic Drop Criterion. This Variance should reduce the cost of construction and reduce and amount of maintenance needed for the future of the ladder.

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<sup>1</sup> Guidelines for Salmonid Passage at Stream Crossings, September 2001.  
<http://swr.nmfs.noaa.gov/hcd/NMFSSCG.PDF>

## Next Steps

1. Approve and Submit Biological Opinion to NMFS on Revised Designs, Bypass Flows, & Maintenance of fish ladder.
2. Acquire Environmental Permits based on 65% design (RCD is on contract to assist District with these permits). An amendment is needed to include pre-construction and post-construction tasks. (See exhibit A).
3. Bid the Project
4. Contract with WaterWays Consulting INC., to complete final 100% design and construction management (Exhibit B)
5. Contract with Mike Podlech to complete the fishery monitoring and relocation in accordance with applicable permit terms. (See exhibit C).
6. Project Construction (WaterWays Consulting, INC., completed the Engineer's estimate 2/6/2020) (See exhibit D)

Total estimated cost: \$850,512.64 = \$734,541 (Construction costs) + \$15,045.64 (ENV Consultants) + \$90,013 (Final design & construction management) + \$10,913 (County & State permitting fees)

*\*these costs do not reflect previous design or RCD contract costs*

### 2015 STRATEGIC PLAN:

Strategic Element 1.0 – Water Supply Management

Strategic Element 2.0 – Watershed Stewardship

### FISCAL IMPACT:

Department: 01 – Capital Improvement

**FALL CREEK FISH LADDER PROJECT FISH EXCLUSION AND RELOCATION  
SCOPE OF WORK AND COST ESTIMATE**

**Task 1: Pre-Construction Survey, Fish Relocation Support, Workers Education, and Construction Oversight**

The RCD will conduct pre-construction surveys and workers education as required in permits prior to construction, provide fish relocation support to Mike Podlech (SOW submitted separately), and provide construction oversight for permit compliance assuming no more frequently than 2 times per week for 8 wks.

**Task 2: Post Construction Reports -Year 1**

The RCD will prepare post construction reports to be submitted to the permitting agencies on behalf of SLVWD. In addition, the RCD will prepare a reporting template for SLVWD use for reporting in years 2 through 5, if required by the permitting agencies.

**Task 3: Project Management**

This task will include correspondence, invoicing, reporting, and other administrative tasks.

SLVWD Fish Ladder Construction Oversight and Reporting			TOTAL BUDGET
			\$9,615.64
TASK / DESCRIPTION	HOURS/ MILES	RATE	TOTAL BUDGET
<b>Task 1. Pre-Construction Surveys/Fish Relocation/Workers Education/Construction Oversight</b>			
Technical Program Director	35.00	\$130.00	\$4,550.00
<b>Task 2 - Post-Construction Reports-Year 1</b>			
Technical Program Director	15.00	\$130.00	\$1,950.00
<b>Task 3 - Project Management</b>			
Executive Assistant	5.00	\$59.40	\$297.00
Grant Manager	10.00	\$79.99	\$799.90
Mileage (Technical Director	288.00	\$0.58	\$167.04
			<b>\$1,263.94</b>
<b>Indirect</b>			
RCD- Indirect Costs			\$1,851.70



Task No.	Task Description	WSC						J. Calton Engineering		ALL FIRMS			
		Principal-in-Charge	Project Manager	Project Engineer	CAD Technician	Administration	WSC Labor Fee	Labor Hours	Labor Fee	Total Labor Hours	Total Labor Fee	Expenses	Total Fee
	<i>Billing rates, \$/hr</i>	Dylan Wade \$265	Christopher Malejan \$215	Adam Rianda \$175	Christopher Durbin \$125	Kay Merrill \$125							
<b>1</b>	<b>General Project Management</b>												
1.1	Project Management and Administration	4	8	8	12	12	\$ 4,280	\$ 1,064	29	\$ 5,344	\$ 200	\$ 5,544	
1.2	Conference Call with District	2	2	2			\$ 780		4	\$ 780	-	\$ 780	
	<b>SUBTOTAL</b>	<b>4</b>	<b>10</b>	<b>2</b>	<b>0</b>	<b>12</b>	<b>\$ 5,060</b>	<b>\$ 1,064</b>	<b>33</b>	<b>\$ 6,124</b>	<b>\$ 200</b>	<b>\$ 6,324</b>	
<b>2</b>	<b>Data Review</b>												
2.1	Review Plans and Specifications			2			\$ 350		2	\$ 350	-	\$ 350	
2.2	Update Plans with New Survey Basefile				2		\$ 250		2	\$ 250	-	\$ 250	
	<b>SUBTOTAL</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>\$ 600</b>	<b>\$ -</b>	<b>4</b>	<b>\$ 600</b>	<b>\$ -</b>	<b>\$ 600</b>	
<b>3</b>	<b>Update Design Drawings</b>												
3.1	Prepare Draft Design Documents	4	4	16	10		\$ 4,910	\$ 1,915	39	\$ 6,825	\$ 200	\$ 7,025	
3.2	Prepare Final Design Documents	4	4	16	8		\$ 4,660	\$ 638	31	\$ 5,298	\$ 200	\$ 5,498	
	<b>SUBTOTAL</b>	<b>0</b>	<b>8</b>	<b>32</b>	<b>18</b>	<b>0</b>	<b>\$ 9,570</b>	<b>\$ 2,553</b>	<b>70</b>	<b>\$ 12,123</b>	<b>\$ 400</b>	<b>\$ 12,523</b>	
<b>4</b>	<b>Bidding Services</b>												
4.1	Bid Phase Services	2	12	12	4		\$ 5,710	\$ 426	32	\$ 6,136	\$ 200	\$ 6,336	
	<b>SUBTOTAL</b>	<b>2</b>	<b>12</b>	<b>12</b>	<b>4</b>	<b>0</b>	<b>\$ 5,710</b>	<b>\$ 426</b>	<b>32</b>	<b>\$ 6,136</b>	<b>\$ 200</b>	<b>\$ 6,336</b>	
<b>5</b>	<b>Construction Phase Services</b>												
5.1	Pre-Construction Conference			14			\$ 2,450		14	\$ 2,450	\$ 100	\$ 2,550	
5.2	Submittal Review		21	63			\$ 15,540	\$ 7,234	34	\$ 22,774	\$ 600	\$ 23,374	
5.3	RFC/RFI Responses	2	5	15	8		\$ 5,230	\$ 1,277	36	\$ 6,507	\$ 200	\$ 6,707	
5.4	Progress Meetings			4			\$ 700	\$ 851	8	\$ 1,551	\$ -	\$ 1,551	
5.5	Change Order Review	2	4	4			\$ 2,090	\$ 851	14	\$ 2,941	\$ 100	\$ 3,041	
5.6	Substantial Completion Inspection			12			\$ 2,100	\$ 638	15	\$ 2,738	\$ 100	\$ 2,838	
5.7	Final Completion			12			\$ 2,100		12	\$ 2,100	\$ 100	\$ 2,200	
5.8	Prepare Final Record Drawings	4	30	136	24		\$ 4,100	\$ 1,702	36	\$ 5,802	\$ 200	\$ 6,002	
	<b>SUBTOTAL</b>	<b>4</b>	<b>30</b>	<b>136</b>	<b>24</b>	<b>0</b>	<b>\$ 34,310</b>	<b>\$ 12,552</b>	<b>253</b>	<b>\$ 46,862</b>	<b>\$ 1,400</b>	<b>\$ 48,262</b>	
<b>6</b>	<b>Periodic Inspection</b>												
6.1	Periodic Site Visits			48			\$ 8,400	\$ 7,268	80	\$ 15,668	\$ 300	\$ 15,968	
	<b>SUBTOTAL</b>	<b>0</b>	<b>0</b>	<b>48</b>	<b>0</b>	<b>0</b>	<b>\$ 8,400</b>	<b>\$ 7,268</b>	<b>80</b>	<b>\$ 15,668</b>	<b>\$ 300</b>	<b>\$ 15,968</b>	
	<b>COLUMN TOTALS</b>	<b>10</b>	<b>60</b>	<b>232</b>	<b>48</b>	<b>12</b>	<b>\$ 63,650</b>	<b>\$ 23,863</b>	<b>472</b>	<b>\$ 87,513</b>	<b>\$ 2,500</b>	<b>\$ 90,013</b>	

Mike Podlech  
Aquatic Ecologist  
4474 Cortez Drive  
Soquel, CA 95073  
(831) 239-6750  
mpodlech@sbcglobal.net

February 5, 2020

San Lorenzo Valley Water District  
c/o Darren Langfield  
13060 Highway 9  
Boulder Creek, CA 95069

Subject: *Proposal – Fall Creek Fish Ladder Project Fish Exclusion & Relocations and As-Needed Fisheries Support*

Darren,

I am pleased to submit my proposal for fish exclusion and relocation services for the Fall Creek Fish Ladder Project.

Please feel free to contact me with any questions you may have.

Yours truly,



Mike Podlech,  
Aquatic Ecologist

## **FALL CREEK FISH LADDER PROJECT FISH EXCLUSION AND RELOCATION**

### **SCOPE OF WORK AND COST ESTIMATE**

#### Task 1: Fish relocation and dewatering

Prior to the start of dewatering and instream construction activities, block nets with a 1/8-inch diameter maximum mesh size will be installed upstream and downstream of the approximately 200-ft work area. The lead-line (bottom) of the nets will be completely secured to the channel bed to prevent fish from reentering the work area. The block nets will be placed in areas of low water velocity to minimize fish impingement and will extend onto the adjacent banks to prevent them from being bypassed if water surface elevations should rise unexpectedly (e.g., backwatering effect of coffer dam or early season precipitation). The block nets will remain in place for the duration of the construction period and will only be removed once the dewatering system has been removed and stream flows within the re-watered reach have stabilized.

Due to the relatively shallow water depths expected to be present within the majority (i.e., upstream and downstream of the fish ladder) of the construction site during the construction season, standard electrofishing methods will be used to capture and relocate fish from the construction area. Depending on water depths within fish ladder bays, a combination of electrofishing and seining may be used. All fish capture and relocations will be performed within in accordance with applicable permit terms.

The initial phase of construction, including the installation of sediment controls, coffer dams, and bypass systems, as well as dewatering activities and initial channel disturbance, will be monitored during the first day of construction. The purpose of this task is to assure that protective measures are implemented in accordance with applicable permit requirements, dewatering is monitored closely to assure that fish that eluded capture during are relocated, and the efficacy of sediment controls and other protective measures are ascertained.

Please note that the cost estimate for this task does NOT include the cost for a field assistant, as it is my understanding the Resource Conservation District of Santa Cruz County (RCDSCC) will be providing a field assistant for this task.

#### Task 2: Construction Monitoring

Subsequent to the completion of Task 1, on-call biological monitoring services will be provided for the duration of the construction period to assist in the resolution of unforeseen circumstances that may arise (e.g., listed species occurrences, leaking coffer dam, etc.). After project construction has been completed, the removal of the coffer dam and gradual re-watering of the stream channel will be monitored to assure that protective measures are implemented in accordance with applicable permit requirements.

#### Task 3: Project Coordination and Reporting

Project coordination will be provided as needed. The results of the fish capture and relocation effort, photo documentation of initial channel disturbance, and noteworthy occurrences will be summarized in a post-construction letter report in support of applicable permit reporting requirements.

Task	Task Description	Hours	Rate	Cost
1	Fish relocations & dewatering	20	\$135.00	\$2,700.00
2	On-call construction monitoring	10	\$135.00	\$1,350.00
3	Project coordination & reporting	8	\$135.00	\$1,080.00
<b>Subtotal</b>	<b>Labor</b>	<b>38</b>		<b>\$5,130.00</b>
Equipment	Electrofisher, cooler, aerator, etc.	2 days	\$100.00	\$200.00
Supplies	Block nets, etc.		\$100.00	\$100.00
<b>Subtotal</b>	<b>Direct Costs</b>			<b>\$300.00</b>
	<b>TOTAL NOT-TO-EXCEED</b>			<b>\$5,430.00</b>





**ENGINEER'S ESTIMATE OF PROBABLE CONSTRUCTION COSTS  
FALL CREEK FISH LADDER IMPROVEMENT PLAN**

**PRELIMINARY - BASED ON CONCEPT LEVEL DESIGN**

2/6/2020

PAY ITEM	SPEC. SECTION	ITEM DESCRIPTION	UTILITY	ESTIMATED QUANTITY <sup>1</sup>	UNIT	UNIT PRICE <sup>2</sup>	AMOUNT
1	15000	MOBILIZATION		1	LS	\$48,800	\$48,800
3	02050	DEMOLITION		1	LS	\$43,150	\$43,150
4	311100	CLEARING AND GRUBBING		1	LS	\$2,000	\$2,000
5	02140	DEWATERING		1	LS	\$35,000	\$35,000
6	02201	SLOPE PROTECTION FABRIC		1	LS	\$2,850	\$2,850
7	02222	UNCLASSIFIED EXCAVATION		360	CY (F)	\$100	\$36,000
8	02222	ROCK EXCAVATION		1	LS	\$5,750	\$5,750
9	02270	RSP (1/4 TON)		88	CY (F)	\$371	\$32,664
10	15713	TEMPORARY EROSION CONTROL AND BMP'S		1	LS	\$5,500	\$5,500
11	02378	SILT FENCE		1	LS	\$700	\$700
12	02379	FIBER ROLL (STRAW)		1	LS	\$2,500	\$2,500
13	2932	HAND SEEDING		1	LS	\$2,500	\$2,500
14	03300	CAST IN PLACE CONCRETE		1	LS	\$173,804	\$173,804
15		FLASHBOARDS		1	LS	\$15,900	\$15,900
16		MANHOLE STEPS		1	LS	\$10,000	\$10,000
17		ACCESS STAIRS		1	LS	\$25,000	\$25,000
18		6 INCH PIPE RELOCATION		1	LS	\$25,000	\$25,000
19		TEMPORARY PUMPING		1	LS	\$20,000	\$20,000
20		PUMP RELOCATION		1	LS	\$125,000	\$125,000
						SUBTOTAL	\$612,118
						CONTINGENCY	20%
						TOTAL	\$734,541

**Notes:**

- Quantities shown are approximate only; the Contractor shall be responsible for all work indicated on the Drawings and prescribed in the Specifications.
- In the event that the product of a unit price and an estimated quantity does not equal the extended amount stated, the unit price will govern and the correct product of the unit price and the estimated quantity shall be deemed to be the bid amount.
- Earthwork estimate assumes excess soil will be off-hauled and disposed of off-site. Refer to Drawings and Geotechnical Report for compaction factor associated with fill.
- Optional bid items are not shown on the Drawings, but may be required due to unforeseen circumstances at the discretion of the Engineer.

## MEMO

TO: BOARD OF DIRECTORS  
FROM: DISTRICT MANAGER  
SUBJECT: ANNUAL REVIEW - LADOC ANNUAL REPORT  
DATE: FEBRUARY 20, 2020

### RECOMMENDATION:

It is recommended that the Board of Director's review this memo regarding the Lompico Assessment District Oversight Committee (LADOC) Annual Report and;

- Receive and Accept the Annual Report from the LADOC Committee Chair
- Post the Report on the LADOC Page of the District's Website
- Hold Questions & Answers Discussion
- Consider Joint Meeting with LADOC and the Board for the Purpose of Further Discussion of the Annual Report

### Background

The District established the Lompico Assessment District Oversight Committee, (LADOC), in accordance with LAFCO resolution 953-A.

The purpose of the Committee is to review and oversee income and expenses related to construction projects in the Engineering Report Assessment District AD-16, to serve as liaison for customers residing within the Assessment District boundaries of the former Lompico County Water District, and to inform the Board and public at least annually concerning the revenue and expenditure of assessment district proceeds and on projects approved by the voters of Lompico within AD-16, by issuing a written report.

As stated in the Charter the Committee is committed to applying the highest standards to public outreach, research and reporting, with excellent representation on behalf of AD-16 property owners, exemplifying the District's commitment to transparency and support

One of the duties of the committee is to prepare and present to the Board an annual written report which includes the following information:

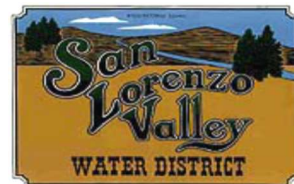
- A statement indicating whether the proposed Assessment District expenditures are in compliance with the requirements as set forth in the Assessment District ballot measure Engineer's Report
- A statement indicating whether the prior fiscal year Assessment District expenditures have been reviewed by the Committee and are in compliance with the requirements as set forth in the Assessment District ballot measure

Engineer's Report. Said statement shall include an itemization and summary of the prior fiscal year Assessment District revenues and expenditures. Included in the itemization and summary shall be information on loans related to AD-16, if any, including terms, interest, and balances.

- Any other information the Committee deems is useful for furthering understanding of Assessment District revenue and expenses, projects, funding, history, or purpose.
- The Annual Report shall be based on the District Fiscal Year, and will be completed as soon as possible after June 30 each year, presented using preliminary financial data.

The Committee worked long and hard in preparing this report. Extensive research and long hours are demonstrated with the thoroughness of this report, and the Committee should be commended for their hard work.

Depending on review tonight the Board/LADOC Committee may want to schedule a joint Board meeting for the purpose of further discussion. This could be a public-workshop style discussion with questions & answers.



*The Lompico Assessment District Oversight Committee (LADOC), with the approval of the San Lorenzo Valley Water District (SLVWD) Board of Directors (BoD) is pleased to present the LADOC 2019 First Annual Report.*

**LOMPICO  
ASSESSMENT  
DISTRICT  
OVERSIGHT  
COMMITTEE-  
LADOC**

*Toni Norton-  
Chair, Mary Ann  
LoBalbo-Vice  
Chair, Debra  
Loewen and  
Norm Hagen*



# LOMPICO ASSESSMENT DISTRICT ANNUAL REPORT

## 2019

This report covers the time period from inception June 1, 2016 through June 30, 2019

## TABLE OF CONTENTS

TABLE OF CONTENTS.....	1
LADOC CHARTER: .....	2
LADOC CHARTER .....	3
BALANCE SHEET AND PROJECT STATUS.....	4
LETTER FROM THE LADOC CHAIR.....	5
BRIEF HISTORY of LOMPICO COUNTY WATER DISTRICT .....	6
WHAT IS AN ASSESSMENT DISTRICT? * .....	7
ENGINEER’S REPORT FOR LOMPICO ASSESSMENT DISTRICT .....	8
LOMPICO ASSESSMENT DISTRICT PROJECTS .....	9
DISTRICT MANAGER’S REPORT .....	11
LOMPICO ASSESSMENT DISTRICT FINANCIAL REPORT BUDGET & EXPENSES.....	13
SLVWD Capital Budgets – Lompico Projects .....	15
SERVICE LINE REPLACEMENTS .....	17
COMMITTEE ANALYSIS AND RECOMMENDATIONS.....	18
FREQUENTLY ASKED QUESTIONS.....	19
LOMPICO CITIZEN OVERSIGHT COMMITTEE - A HISTORY .....	21
2017-18 GRAND JURY FINDINGS And RECOMMENDATIONS .....	23
PREVIOUS BOARD RESPONSE AUG 22, 2018 .....	25
INVESTIGATION.....	27
TIMELINE REFERENCES AND RESOURCES .....	29





This report covers the time period from 6/1/2016 through 6/30/2019.

LADOC will strive to deliver the report each remaining year of the Assessment District term, which is scheduled to continue through June of 2025.

We are committed to meeting the following Annual Report guidelines as specified in the:

## **LADOC CHARTER:**

1. A statement indicating whether the proposed Assessment District expenditures are in compliance with the requirements as set forth in the Assessment District ballot measure Engineer's Report.
2. A statement indicating whether the prior fiscal year Assessment District expenditures have been reviewed by LADOC and are in compliance with the requirements as set forth in the Assessment District ballot measure Engineer's Report. Said statement shall include an itemization and summary of the prior fiscal year Assessment District revenues and expenditures. Included in the itemization and summary shall be information about any loans related to completing the Assessment District projects (i.e., terms, interest and balances.)
3. Any other information LADOC deems as useful for furthering understanding of Assessment District revenue and expenses, projects, funding, history or purpose.
4. The Annual Report shall be based on the District Fiscal Year and will be completed as soon as possible after June 30, each year, using preliminary data.

The Lompico Assessment Oversight Committee, as of publishing date: February 2020

Toni Norton-Chair, Mary Ann LoBalbo-Vice Chair, Debra Loewen and Norm Hagen

Questions regarding the Annual Report may be directed to: [LADOC@SLVWD.com](mailto:LADOC@SLVWD.com)

Staff Support: District Manager-Rick Rogers, Finance Manager-Stephanie Hill and District Secretary Holly Hossack.

San Lorenzo Valley Water District, 13080 Highway Nine, Boulder Creek, CA 95006

Board of Directors: Lois Henry-President, Bob Fultz-VP, Lew Farris-Director, Steve Swan-Director, Rick Moran-Director





## LADOC CHARTER

### LADOC MISSION STATEMENT

To serve as a Liaison between the Lompico Assessment District customers and the District. To strive to advocate for the community and obtain answers to questions and concerns regarding Lompico Assessment District expenditures and projects. Commitment to Excellence. LADOC is committed to applying the highest standards to public outreach, research and reporting, with excellent representation on behalf of AD-16 property owners, exemplifying the District's commitment to transparency and support.

### LADOC PURPOSE

The purpose of the Committee is to review and oversee income and expenses related to construction projects in the Assessment District AD-16 Engineer's Report, to serve as liaison for customers residing within the Lompico Assessment District boundaries, and to inform the Board and public at least annually concerning the revenue and expenditure of assessment district proceeds and projects approved by the voters of Lompico on March 6, 2015, by issuing a written report.

### COMMITTEE ESTABLISHED

The Board of Directors (the "Board") of San Lorenzo Valley Water District (the "District") established the Lompico Assessment District Oversight Committee (LADOC, or the "Committee"), in accordance with Local Agency Formation Commission (LAFCO) resolution 953-A for annexation, also called the "merger" agreement. On May 4, 2016, Lompico property owners voted in favor of a 10-year assessment district (AD 2016-1) to generate \$2.75 million in revenue to repair, replace and upgrade infrastructure in the Lompico service area, as requirement for joining the District. The resolution was amended from a "bond" to an "assessment" for the revenue source and went into effect on June 1, 2016. The first five members of the Lompico Oversight Committee were seated on July 21, 2016 by Board action, in accordance with provisions of amendment to Section 15 of the Board Procedure Manual (May 19, 2016) and duties as amended on January 28, 2019 in an updated charter. Many of these changes were initiated due to recommendations outlined in the Grand Jury Report "Encouraging the Flow of Information to the Public" published May 31, 2018.

To view entire charter at:

[http://www.slvwd.com/lompico/FINAL%20LADOC%20Charter\\_Aproved%20by%20BoD.pdf](http://www.slvwd.com/lompico/FINAL%20LADOC%20Charter_Aproved%20by%20BoD.pdf)

## BALANCE SHEET AND PROJECT STATUS

LOMPICO ASSESSMENT DISTRICT BALANCE SHEET					
<b>Running Totals Since Inception</b>	<b>TOTAL</b>	<b>FY1819</b>	<b>FY1718</b>	<b>FY1617</b>	<b>FY1516</b>
<b>ASSESSMENT REVENUE</b>	\$922,013	\$309,126	\$301,377	\$282,580	\$28,930
<b>EXPENSES</b>					
<b>METER PROGRAM</b>	-\$197,888			-\$197,888	
<b>SCADA</b>	-\$19,540			-\$19,540	
<b>SCADA SURVEY</b>	-\$8,257	-\$8,257			
<b>SERVICE LINES</b>	-\$43,982	-\$19,694	-\$24,288		
<b>MAIN PRV</b>	-\$36,820	-\$30,292	-\$6,528		
<b>Lewis Tank</b>	-\$23,242	-\$23,242			
<b>Madrone Tank</b>	-\$23,242	-\$23,242			
<b>Kaski Tank</b>	-\$23,242	-\$23,242			
<b>NBS Administration Services*</b>		-\$4,593	-\$10,920		
	<b>-\$391,725</b>				
<b>CASH BALANCE</b>	<b>\$530,288</b>				
*Company that provides administrative services for Assessment Districts					
LOMPICO ASSESSMENT DISTRICT PROJECTS AND EXPENSES*					
ASSESSMENT DISTRICT PROJECTS	STATUS	Assessment Estimate	BID	Prelim work Total	
Install 3 New Bolted Steel Tanks		\$ 682,500			
Lewis Tank(s) – replace two	Engineering and consulting completed-awaiting RFQ response			\$ 23,242	
Madrone Tank(s) – replace two	Engineering and consulting completed			\$ 23,242	
Kaski Tank(s) -replace two	Engineering and consulting completed			\$ 23,242	
Refurbish Mill Creek WTP	Project cancelled - see details	\$ 105,000		\$ -	
<b>Service Line and Meter Replacements</b>		<b>\$ 862,500</b>			
Meter Program	Complete			\$ 197,888	
Service Line/Lateral	Ongoing - 38 replaced - see details			\$ 43,982	
Distribution System Interconnect	Ongoing - see details	\$ 301,000		\$ -	
SCADA System	Temporary- see details	\$ 441,000		\$ 27,797	
Remove and Replace Existing PRVs	In progress	\$ 358,000		\$	
6 PRV units on water mains	Expenses for consulting work. Awarded Bid for all \$468k Feb		x	\$ 36,820	

\* Represents all Assessment revenue and expenses since inception of Lompico Assessment District. Please see Assessment District AD-16 Engineer's Report included for additional details regarding estimates



## LETTER FROM THE LADOC CHAIR

Dear Residents of the Lompico Assessment District and Customers of SLVWD,

It's been a tough three years, but finally we are on track for meeting our goal to deliver safe, reliable, clean water to the taps of Lompico Assessment District homes.

- Thanks to a grant provided by the State of California, we have an Intertie connected to SLVWD that consistently delivers the safe, clean water we need and deserve. As the District Manager will explain in his report, updates to the Intertie are still required to meet future flow requirements.
- Finally, there are specific plans and timelines in place to address all of the projects listed in the Assessment District Engineer's Report. You'll read the details in the District Manager report
- We have a District Manager that is extremely knowledgeable about the specific water needs of the entire San Lorenzo Valley, including Lompico. He is dedicated to completing the Assessment projects as quickly and efficiently as possible always with an eye to cost savings. DM Rick Rogers is also accessible, responsive and quick in addressing our concerns.
- Your LADOC Committee now has standing quarterly meetings with SLVWD Finance Director, Stephanie Hill and District Manager, Rick Rogers where we are provided with detailed financial reports updating us on the expenditures of the Assessment District funds and status regarding the Assessment Engineering Report projects. Under the direction of the previous District Manager, we were allowed minimal interaction with the SLVWD Finance Department, and were provided minimal financial information.
- We now have a SLVWD Board in place that understands and supports the terms of the Merger Agreement's requirement for an Oversight Committee. They willingly give us access to information, assistance from their staff and support our desire and responsibility to report back to the Lompico Assessment District Community.
- With the full support and approval of the Board, with no restrictions, our committee published both the Lompico Assessment District Oversight Committee (LADOC) Charter and the Assessment District First (ever!) Annual Report.

While I can't say all the recommended steps to support the Lompico Assessment District Oversight Committee (LADOC) listed in last year's May 2018 Grand Jury have been fulfilled, many have and I have confidence that we'll get there soon.

We welcome both the residents living in the Lompico Assessment District and all customers of San Lorenzo Valley Water District to attend our Quarterly Meetings that are held currently at the SLVWD Operations Building. We schedule additional meetings, as needed and try to hold them at the Zayante Fire Station, if the space is available. All meetings are posted on the SLVWD.com website and the public is always welcome.

I am certain you all join in our hope that the projects will be successfully completed, Lompico's Infrastructure will be safe and sound and the LADOC's responsibilities will be fulfilled!

Sincerely,

Toni Norton

Lompico Resident and LADOC Chair



## **BRIEF HISTORY of LOMPICO COUNTY WATER DISTRICT**

Lompico County Water District was formed in 1963 by the community of Lompico Canyon, located within the watershed of San Lorenzo River in the Santa Cruz Mountains. In 1964, the 70 registered voters in Lompico approved a 1.5 million dollar water infrastructure bond. In 1974 the State of California set a moratorium limiting customer hookups to no more than 500, based on a limited water supply. The system was completed in 1978, and the last of the four series of 40-year bonds paid off in 2018.

The district's water sources were from Lompico Creek, a federally protected steelhead trout habitat, and half a dozen wells located in the low-yield Monterey aquifer.

After several earlier attempts, in response to recommendations by State and County agencies, Lompico resumed talks in 2010 with larger neighboring water district SLVWD as to the possibility of a merger. In 2015 Lompico County Water District (LCWD) was named by the State as one of 17 small water systems in danger of running out of water resources during the drought.



Thanks to an emergency grant from the State of California, an intertie was installed connecting LCWD to SLVWD. The emergency intertie has been converted to a full-time water supply for Lompico Canyon residents. Future upgrades will be funded via the Assessment District funds which became available, after a successful annexation and Assessment vote was completed in 2016.

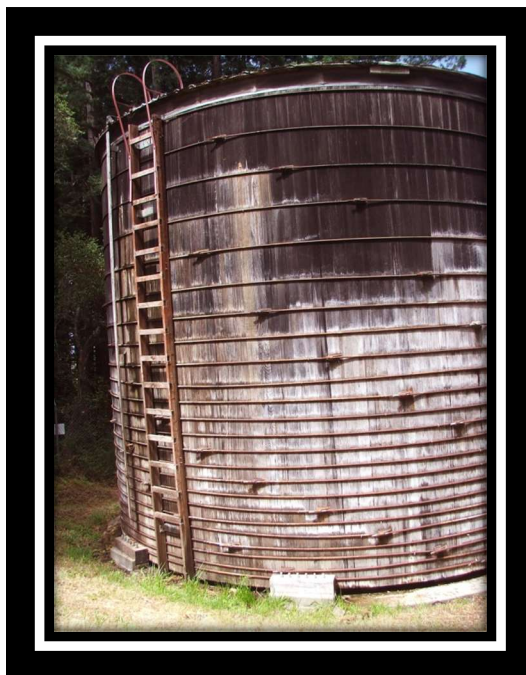
## WHAT IS AN ASSESSMENT DISTRICT? \*

.....and how much do we pay and for how long?

“Assessment districts have been in use in California for the past 150 years. Local agencies, including cities, counties, and special districts, may establish assessment districts for the purposes of financing all or a portion of the cost of certain public improvements and services. Each property within an assessment district is assessed an amount sufficient to cover the proportional cost of the special benefit that it receives from the improvements or services that are paid for by the assessment.”

“The proposed assessment must be supported by a detailed engineer’s report prepared by a registered professional engineer, which would, under Proposition 218 ... include identifying the parcels that will receive a special benefit from the improvements or services to be funded by the assessment, determining the proportionality of the special benefit among the parcels, and making certain the assessment levied upon a parcel is not greater than its proportionate share of the costs of the special benefit received.” \*From the California Debt and Investment Advisory Commission, State Treasurer’s Office, [www.treasurer.ca.gov/cdiac/](http://www.treasurer.ca.gov/cdiac/)

The Assessment amount for each improved parcel having a water meter in Lompico is \$587 a year for ten years, per the Engineer’s Report, calculated at 500 service connections. In addition, the Assessment District allowed the County to add a small fee to collect the revenue on property taxes, initially up to 2% of the annual installment.







Current Lewis Tank

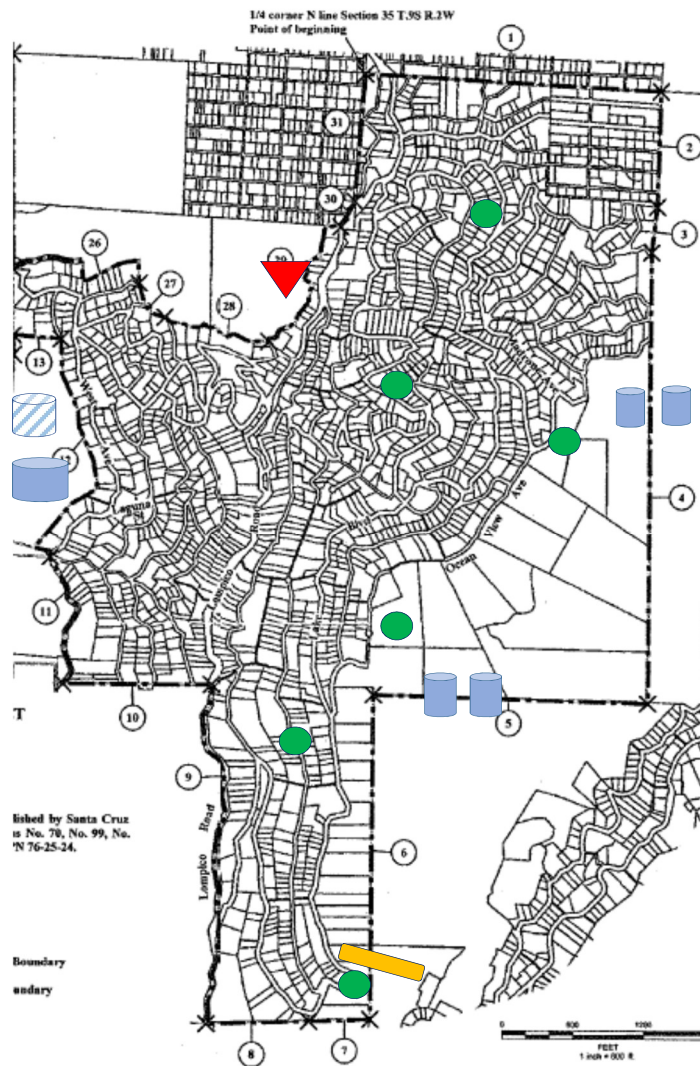


## ENGINEER'S REPORT FOR LOMPICO ASSESSMENT DISTRICT

The Assessment required an Engineer's Report, describing its specific purpose:

Established a fund for construction projects in Lompico Six projects:

Replacement of 6 redwood tanks	\$682,500	3 sites	
Refurbish Mill Creek treatment plant	\$105,000		
Service line and meter replacement	\$862,500	System wide	
Distribution system Interconnection	\$301,000		
SCADA ( <i>automated control system</i> )	\$441,000	System wide	
Replace PRVs ( <i>pressure reducing valves</i> )	\$358,000	6 sites	
<b>Total Construction</b>	<b>\$2,750,000</b>		
Loan Interest	\$183,734		
<b>Total Assessment</b>	<b>\$2,933, 734</b>		



## LOMPICO ASSESSMENT DISTRICT PROJECTS

Lompico Assessment District Projects Overview (Information provided by District Manager Rick Rogers)



### Water Storage Tanks

Lompico currently has five redwood tanks in operation, for a total of 340,000 gallons of water in storage. Just prior to the merger a sixth redwood tank (Lewis 2) was taken out of service due to leakage. The assessment district provided funding for replacement of all six tanks. The tank locations are Kaski, Madrone, and Lewis. Capacity of the tanks at each location will be determined by computer modeling of the water system to ensure adequate water storage for fire or disaster. Total capacity for the six tanks will be at least 440,000 gallons of stored water. The redwood tanks will be replaced with steel nut & bolt design.



### Mill Creek Water Treatment Plant



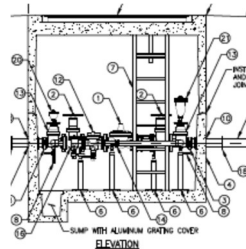
The assessment district provides funding for upgrading and repairs to the Mill Creek Water Treatment plant. The treatment plant is a MEMCOR pressurized, pre-engineered membrane system package water treatment plant. During pre-merger inspections the system was off line due to drought conditions, basically there was no water in Lompico Creek. The system also experienced maintenance and electrical control issues requiring extensive staff time.

Initial pre-merger planning was operating Lompico as a stand-alone water system requiring the use of all Lompico sources of supply. By the time the merger was finalized operations changed to operating Lompico as pressure zone, part of the North System and not utilizing Lompico sources of supply. Under these circumstances the treatment plant will not be needed.



### Service Lines and Meters

The assessment district provides funding for replacing all (approximately 500) of Lompico Water meters and service lines. Existing service lines have been failing due to a poor quality Polybutylene material service lines. Polybutylene is a form of plastic resin that was used extensively in the manufacture of water supply piping from 1978 until 1995. We believe it was installed in at least 6 million homes. Due to the low cost of the material and ease of installation, polybutylene piping systems were viewed as "the pipe of the future" and were used as a substitute for traditional copper piping. It is believed that oxidants in the public water supplies, such as chlorine, react with the polybutylene piping and acetyl fittings causing them to scale and flake becoming brittle and resulting in failure. At the time of the merger it was estimated that 68 service lines had been replaced by Lompico Staff. The domestic water meters need to be replaced due to age and ability to retrofit to the District's meter reading software. The District selected the new Badger Meter with "Eye on Water" software that lets you connect to customer's water account to you see how much water you're using and can even alert you to possible leaks on your property. This can be done while you're on vacation using your smart phone.

	<p><b>Interconnection</b></p> <p>The assessment district provides for upgrading the existing Lompico/SLVWD Interconnection located at the end of Zayante Drive. During the planning stages of the merger an interconnection was required due to the ongoing lack of water supply in Lompico. The 2014 drought exacerbated already difficult water supply conditions for Lompico. Lompico Water was one of 17 water systems identified in California that could run out of water in 60-120 days. Funding assistance from the Governor’s Office of Emergency Services was requested and approved to fund the construction of an emergency interconnection. The temporary intertie was only able to produce 80 gallons per minute instead of the engineered 150 gallons per minute, at a bare minimum, as funded to keep Lompico in water. The assessment district project provides funding for upgrading the booster pump to 150 GPM and replace existing undersized (2 inch) main line along Zayante Drive supplying water to the booster pump.</p>
	<p><b>Supervisory Control and Data Acquisition (SCADA)</b></p> <p>SCADA is a computer system for gathering and analyzing real time data. SCADA systems are used to monitor and control water tank levels, high/low level alarms, start/stop pumps or equipment with remote monitoring. Lompico’s existing SCADA system had reached its life expectancy and was no longer functioning at the time of the merger. Staff was required to run the system by manual operations driving to each individual tank checking water levels several time a day. As part of the merger SLVWD purchased and installed a temporary SCADA system to reduce staff time operating the water system. The assessment district provides funding for a complete comprehensive SCADA system which would integrate into the District’s main SCADA system. To reduce costs district staff have re-evaluated the temporary SCADA system and determined that this system will integrate into the District Main SCADA system and not require replacement. This is a substantial cost savings.</p>
	<p><b>Pressure Reducing Valve Stations (PRVs)</b></p> <p>Due to the step topography of the Lompico Canyon water pressure must be regulated to avoid high water pressure damage to mainlines, fire hydrants and customer plumbing. To provide water pressure throughout the Lompico Canyon are eight PRV Stations. The existing stations have reached their life expectancy and are no longer regulating pressure resulting in pressure spikes in excess of 150 PSI. With a change in the water tank replacement locations and increasing storage at key locations, one of the PRV stations will not be required, reducing the number of stations to be replaced to seven. The PRV sites are on Coleman Ave, Van Allen Rd, Edgewood Dr, Visitar St, Lake Blvd and Lakeview Ave.</p>



## DISTRICT MANAGER'S REPORT



### 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)

January 24, 2020

#### Lompico Assessment District Customers

After a long, tireless campaign by dedicated Lompicans concerned with water quality and quantity, on May 4, 2016, Lompico property owners voted approval of a 10-year assessment district (AD-2016-1) to generate \$2.75 million in revenue to repair, replace and upgrade infrastructure in Lompico and to consolidate with the San Lorenzo Valley Water District.

On June 1, 2016, the consolidation of Lompico County Water District (LCWD) was finalized and the San Lorenzo Valley Water District took over ownership and operations of the Lompico water district. Shortly after, as required by the assessment, on July 21, 2016, the District's Board of Directors created the Lompico Oversight Committee.

San Lorenzo Valley Water District, working with a group of LCWD Board of Directors and property owners facilitated a list of Capital Projects that the district required for a successful transition. The \$2.75 million project list consisted of the following projects:

- Replacement of all water storage tanks; Lewis, Kaski, and Madrone
- Repair and upgrade to the Mill Creek Surface Water Treatment Plant
- Replacement of all water meters and service lines
- Replacement of all SCADA Controls
- Upgrade of transmission water main to the Lompico Booster (SLV side)
- Replacement of all Pressure Regulating Stations (PRV valves)

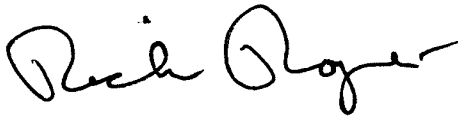
When the list of projects was developed the District was looking to operate the system as "stand-alone" with a separate water supply permit. As time went on circumstances changed and it was determined that we could consolidate Lompico into the San Lorenzo Valley Water District and operate as a pressure zone saving substantial operational costs, reducing the operational surcharge, and eliminating the need to repair and upgrade the Mill Creek Surface Water Treatment Plant.

Before consolidation and the last year of Lompico ownership, the San Lorenzo Valley Water Operational Staff worked very closely with Lompico staff learning operations. It needs to be stated that the Lompico Board of Directors and staff operated the Lompico system with pride and professionalism under circumstances that were not ideal. Field staff worked 7 days a week and Board members were performing as staff.

When SLVWD took over ownership the priorities were water quality and quantity. The District performed an aggressive main line flushing program which involved cleaning mainlines and removing sediment which was causing degraded water quality and not meeting state water quality standards. All Lompico water sources which were producing objectionable water quality were shut down. To ensure maximum water storage and monitoring alarms the District installed a temporary SCADA system within the first six months. Additionally, all water meters were changed out to configure into the District billing system.

The District is moving forward with the construction of projects. The PRV valve station will be completed by February 2020, and water tank replacement projects (6 tanks) is anticipated to begin construction Spring of 2020. After the total construction costs of the Lompico Tanks project are known, and the costs of the projects completed to date, the District and the Lompico Assessment District Oversight Committee will reevaluate total funds remaining and discuss moving forward with the methodology to complete the remaining projects. It is the goal of the District to complete the remaining assessment District projects by the end of the calendar year 2022.

The District has always believed that Lompico is part of the San Lorenzo Valley and belongs to be with the San Lorenzo Valley Water District. You are valued customers of the District and we look forward to providing you with exceptional water quality, quantity, and customer service.



Rick Rogers, District Manager  
San Lorenzo Valley Water District



## **LOMPICO ASSESSMENT DISTRICT FINANCIAL REPORT BUDGET & EXPENSES**

### TRACKING ASSESSMENT FUNDS

Revenue is collected from Lompico property taxes by the County and held in a special account. Assessment funds may not be used for any purpose other than described in the Lompico projects AD-16 in the Engineer's Report.

### SOURCE OF REPORT DATA

LADOC meets with the SLVWD Finance Director who presents a Quarterly Finance Report. Included is an itemization of revenue per quarter and to date with an itemization of ongoing expenses per project, including labor and materials. Reports may also include receipts and labor timecards. The LADOC charter allows committee members to request and review all relevant data sources.

Assessment Collection Management is contracted by SLVWD to a consultant, NBS Government Finance Group via their Special Finance District (SFD) Administration service, for tasks not included by the County when collecting the Assessment on property taxes. The cost for this service has been about \$1,150.00 per quarter, charged to the Assessment District.

### NBS ADMINISTRATIVE SERVICES

Following Information provided upon request by SLVWD Finance Director: Main Assessment District Administration Services Provided by NBS:

### DATA COLLECTION

NBS will gather and review data relevant to the administration of the district. Data will be obtained from various sources, including Water District records, Assessor's parcel maps, and County Assessor information and establish a database for the assessment district.

### COST RECOVERY

NBS will identify all costs associated with the administration of the Assessment District and recover those costs through the levy process as outlined in §8682 and §8682.1 of the California Streets and Highways Code. These costs may include, but not be limited to Registrar/Transfer/Paying Agent fees, Arbitrage Rebate calculation fees, bank fees, and expenses of the Water District and its consultants related to the administration of the district.

### ANNUAL ASSESSMENT LEVY

NBS will calculate the annual assessment levy for each parcel in the district and submit the amount for each parcel to the County in the format and medium (i.e. tape, diskette) required by the County Auditor-Controller.

### RESUBMISSION OF REJECTS

NBS will research the status of any parcels rejected by the County Auditor-Controller, and resubmit corrected data for collection on the County Tax Roll. Any parcels that are not accepted by the County for collection will be invoiced directly, with payment directed to the Water District.

### MAINTAIN ASSESSMENT DISTRICT DATA

NBS will annually track all parcel changes to ensure that all changes are documented. Historical parcel change and assessment apportionment data will be maintained by NBS.

### ANNUAL REPORT

NBS will provide a comprehensive Annual Report that will show a detailed listing of the amounts submitted to the County or directly billed for collection, details of delinquent assessments, fund analysis, paid off parcels and release of liens, all bond call activity, and assessed valuation information.

### DELINQUENCY MONITORING

NBS will provide the Water District with a comprehensive list of delinquencies after each installment becomes due. This report will show delinquency percentage as well as a detailed list of each delinquent parcel.

### PREPAYMENT CALCULATION/AMORTIZATION SCHEDULE

NBS will provide assessment prepayment calculations and amortization schedules to interested parties. The requester will pay the cost of this service; however, there will be no charge to the Water District or property owners.

### RELEASE OF LIENS

NBS will prepare all documents required to release the liens of parcels that have prepaid the assessment.



## SLVWD Capital Budgets – Lompico Projects

Capital Project Summary						
Fiscal Year 16-17	Planning /Design (8%)	CEQA(2%)	Construction (80%)	Contingency (10%)	2016-17 Total	Overall Project Total
Lompico Service Area			\$ 168,000	\$ 16,800	\$ 184,800	\$ 184,800
Lompico Service Area Tank Replacement	\$ 75,000				\$ 75,000	\$ 75,000
Lompico SCADA	\$ 2,500		\$ 25,000	\$ 2,750	\$ 30,250	\$ 30,250
<b>Fiscal Year 2016/2017</b>						
Water Enterprise Fund	\$ 3,025,850					
Lompico Assessment District	\$ 354,050					
Sewer Enterprise Fund	\$ 400,000					
Total	\$ 3,779,900					

#	Project	Funding Type	Spent in Prior FY	FY 17/18 Budget	Future FY Projection	Project Cost
20	Lompico Lewis Tank Replacement	Assessment District	\$ -	\$ 25,000	\$ 175,000	\$ 200,000
21	Lompico PRV Replacements	Assessment District	\$ -	\$ 50,000	\$ 150,000	\$ 200,000

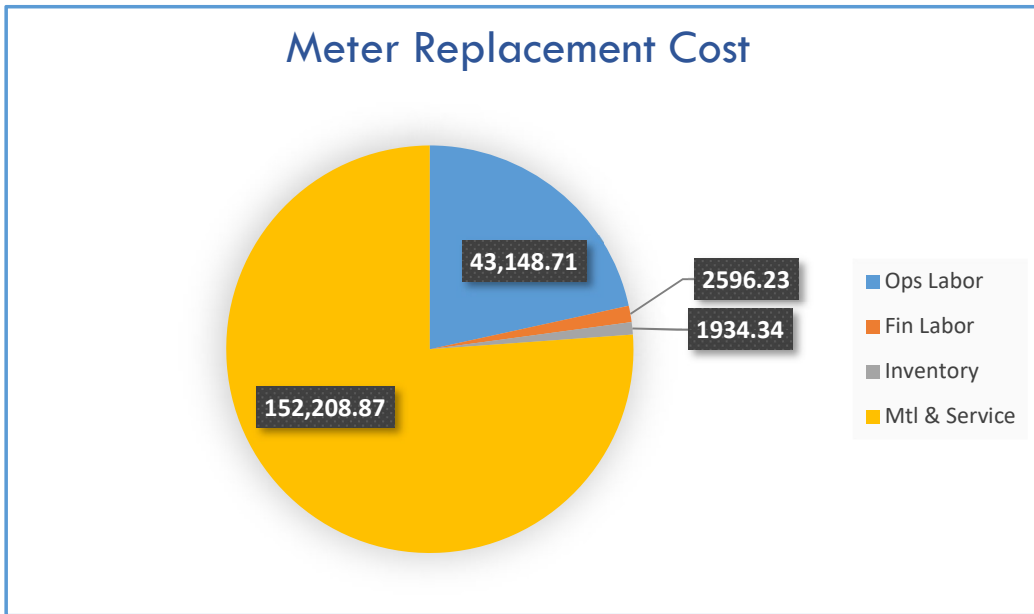
#	Project	Funding Type	Spent in Prior FY	FY 18/19 Budget	Future FY Projection	Total Project Cost
30	Service Line Replacements	Lompico AD	\$25,000	\$150,000	\$489,600	\$664,600
31	PRV's	Lompico AD	\$50,000	\$90,000	\$218,000	\$358,000
32	Interconnection Booster	Lompico AD		\$45,000	\$256,000	\$301,000
33	Lewis Tank	Lompico AD		\$34,000	\$193,334	\$227,334
			\$75,000	\$319,000	\$1,156,934	\$1,550,934



Loch Lomond

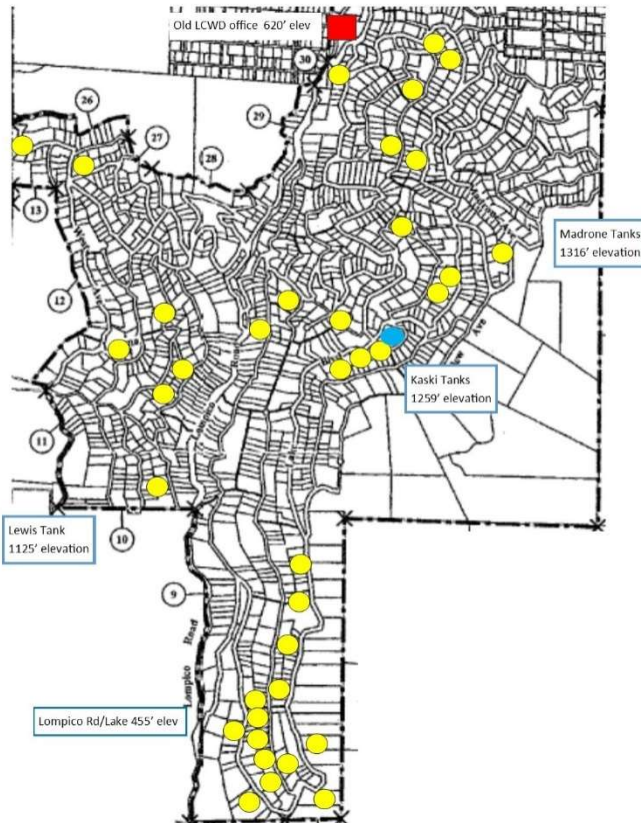
LOMPICO METER CHANGEOUT WORK ORDER #129

Labor & Overhead 22%	\$43,744.94	Operations Dept \$41,148.71	Payroll \$ total per 5- pay periods Aug 17 to Oct 26, 2017 Labor \$27,728.24 OH \$13,420.47
		Finance Dept \$2,596.23	80 hrs @ \$23.88 Labor \$1,910.40; OH \$685.83
Materials 78%	\$154,143.21	\$1,934.34	Inventory
		\$152,208.87	Materials and Service: Rent vac truck \$1,843.94 5/8 meter w/lid approx. \$230 ea
<b>TOTAL</b>	<b>197,888.15</b>	<b>Average cost each</b>	<b>Installed at 500 meters is +-\$396.</b>





## SERVICE LINE REPLACEMENTS



### Original material replaced:

- Blue poly pipe - 36
- Copper pipe - 2

### Locations

- West side - 8
- East side - 30
- 38% (14) are in Kaski zone (Visitar/Lake)

### Cost:

Range of cost to replace ea.- \$635 to \$1610

Total cost for 38 replacements - \$43,982

=Average cost each \$1157



Clearwater Tank

## **COMMITTEE ANALYSIS AND RECOMMENDATIONS**

Assessment District expenditures have been reviewed by LADOC and, to the best of our knowledge, are in compliance with the requirements as set forth in the Assessment District ballot measure Engineer's Report. The Annual Report presented includes an itemization and summary of all prior fiscal year Assessment District revenues and expenditures as provided by the district, from June 1, 2016 to June 30, 2019. For the time period of this report, no loans have been taken out for Assessment District projects.

### Committee Recommendations:

- Committee and district are in agreement that a third party expert in Assessment Districts is needed, as well as training on assessments and oversight for members, staff and the board.
- That the district move forward on securing a loan, as recommended in the Assessment Engineer's Report, to expedite all projects being completed in a timely manner.
- SLVWD website includes an area for the AD with details on projects and ongoing updates on progress and expenses, per Grand Jury recommendation [district website in process of being redesigned]
- More frequent district website public reports or posts on AD finances, in addition to Annual Report.

### Committee Commends:

- Current SLVWD staff and board for their support.
- Thank You to the 2017-18 Grand Jury for their investigation and recommendations, which have been instrumental in defining and supporting LADOC duties.



## FREQUENTLY ASKED QUESTIONS

Following are responses from the District Manager (DM) posed by the committee and members of the public.

### FAQ

1. What is the process for changing or removing projects from the Engineer's Report list?

Response from District Manager (DM): DM will recommend to SLVWD Board of Directors (BoD) that a change be made to Board Manual indicating SLVWD Staff will meet with the current LADOC for discussion and consideration before any decisions are made to change or update AD projects. *Committee note: answer subject to research findings on Assessment District management.*

2. Is there a possibility of reducing Assessment District collections in later years?

DM: "Doubtful based on current cost expectations"

3. Is there a possibility ending the Assessment District early?

DM: "Doubtful based on current cost expectations"

4. Is the AD is collecting interest on a future loan?

DM: "The Engineering cost estimates for Assessment District funding includes a line item titled SLVWD estimated loan interest. The amount is \$183,734. The District fully intends to take out one or more loans to complete the Assessment Projects and will make use of these funds."

\*Loan has been obtained as of late 2019\*

5. Do you anticipate returning any unused funds to the ratepayers?

DM: "Doubtful based on current cost expectations."

6. Do you anticipate postponing the completion of Assessment District capital projects beyond ten years?

DM: "We have every expectation that the Projects will be completed by the end of 2022."

7. Will SLVWD come back to Lompico ratepayers for more money if the original assessment no longer covers the cost to complete projects in the original plan?

DM: "No. There are no plans to ask the AD customers to cover any additional costs. That would require another vote by the Assessment District."

8. Can projects be dropped from the original Engineers report list? What is the process, and what happens to those funds?

DM: "SLVWD will consider all Engineering Report recommendations, but will make adjustments based on current needs and costs. However, all AD revenues will be spent solely for the benefit of the Lompico Service Area." *Committee note: answer subject to research findings on Assessment District management.*

9. If SLVWD does not intend to use the treatment plants, can they be sold and the money used for Assessment District projects, or returned to Lompico ratepayers?:

DM: District Manager recommends that any revenues generated by the sale of the former Lompico property be added to the Assessment District funds.

10. Will the district plan to sell the old growth redwood from replaced tanks?

DM: "No. The demolition and salvage value of the existing redwood tanks are part of the construction contract and will be the responsibility of the contractor."

11. Is the metal recycle payback value of removed materials (old meters, fittings, etc) being put back in the Assessment District fund?

DM: District Manager recommends any revenue generated by the sale of the old materials be added to Assessment District funds.

12. Does the present intertie meet flow requirements of the State? (ref BOD agenda 9.20.18 item 13.1(page 229) Permit Change and Report from State Water Resources)

DM: "No, not currently. However, once the Lompico Tanks are replaced, which have an anticipated project completion date by the end of 2020 summer, Lompico will have the combined resource of the intertie, plus the fully utilized, completely updated, steel, non-leaking tanks. The present intertie mainline replacement is scheduled to be replaced summer of 2021."



Lewis Tank, Wood Stave Condition



## **LOMPICO CITIZEN OVERSIGHT COMMITTEE - A HISTORY**

A Lompico Citizens Oversight Committee was an element proposed and approved by SLVWD to be included in LAFCO "merger" Resolution 953-A. The SLVWD board reviewed applications and appointed the first five Lompico members in July of 2016. The first meeting was held at the old LCWD office in August. The original description/purpose of the committee written by SLVWD staff and published in the SLVWD stated "The Committee shall be responsible to review matters of stewardship, design, construction, replacement, and repair of the Assessment District facilities and property". This was revised in 2017 to include only assessment district fund and project oversight, and the name changed to LADOC, for Lompico Assessment District Oversight Committee.

The committee faced challenges of district support throughout 2017. At the October 19, 2017, meeting the District Manager proposed making the following changes to the Board of Directors Policy Manual impacting LADOC: redefine and differentiate LADOC as a "Public Committee" whose only purpose is to deliver and receive information, who therefore will have no need to produce and publish minutes, who will meet once annually at the time and place specified by the Board, the Board will appoint the Chair and Vice Chair of the LADOC. Fortunately, the October 19, 2017 meeting was well attended. Three LADOC members attended the meeting and spoke out against these egregious changes. Many members of public and all three public members of the other SLVWD Committees spoke out against the changes. Only one member of the Board spoke in favor of the changes and she also admitted that she had assisted the District Manager in preparing the recommendation. No action was taken on the proposal.

In the meantime, months earlier LADOC had approached and met with members of the Finance Committee to request assistance in developing the Finance Report which had been promised by the District Manager since the very first meeting. The Chair of LADOC met with the Chair of the Finance Committee (also a Board Director) and an agreement was struck for the LADOC to hold a meeting once Quarterly at the Boulder Creek Operations Building with both the Finance Director and a Board Member (preferably the Chair) in attendance to present the Lompico Assessment District Quarterly Finance Report. It was also agreed that LADOC could continue to meet as often as they deemed necessary to meet their obligations.

A series of resignations throughout 2018 resulted in lack of a quorum and irregular meetings. With the exception of one missed meeting, due to the lack of a quorum, LADOC has met regularly on a quarterly basis since November 2017, with greatly improved district support under the new District Manager and board of directors.

A new Charter was written by the committee in January 2019, and adopted by the Board, to meet the recommendations of a Grand Jury investigation and report released May 2018.

Members of the Committee 2016 to present:

April Crittenden	July 2016 – Feb 2018	Secretary 2016-2018
John Grunow	July 2016 – April 2018	
Lydia Hammack	July 2016 – June 2018	Chair Jan 2018-June 2018
*name withheld at member request	July 2016 – June 2018	Vice chair Jan 2018-June 2018
Toni Norton	July 2016 to present	Chair July 2016-Jan 2018; Nov 2018 to present
Andrew Rippert	April 2018 – June 2018	
Mary Ann LoBalbo	April 2018 to present	Vice Chair Nov 2018 to present
Jennifer Gomez	Sept 2018 to April 2019	
Dennis Lynch	Sept 2018 – Oct 2018	
John Wright	Sept 2018 to April 2019	
Debra Loewen	January 2019 to present	
Norm Hagen	August 2019 to present	



## **2017-18 GRAND JURY FINDINGS And RECOMMENDATIONS**

San Lorenzo Valley Water District

“Encouraging the Flow of Information to the Public”

Published May 31, 2018

### Summary

“Since mid-2016 the San Lorenzo Valley Water District (SLVWD or District) has struggled to address public concerns about a number of controversial issues. The administration of the Lompico surcharge and capital projects, use of glyphosate in the watershed, and a lawsuit involving a former Board member, were among the issues that drew sharp criticism from citizen groups and the press. The criticisms tested the capacity of the District’s representatives to maintain productive and civil interactions with the community and, at times, with one another. Although the Lompico surcharge has now been eliminated, other disputes and communication challenges remain. Issues such as the District’s handling of legal matters, management of the Lompico Assessment District and capital projects, and support for the Lompico citizen oversight committee continue to be divisive. In addition, District changes to meeting practices in 2017 have reduced public access to the debate and decision-making process and compromised the community’s understanding of the issues.”

“Better communication on difficult matters, an informed and effective Assessment District oversight committee, and an unwavering commitment to public access, will enable greater transparency and may restore trust and foster better relationships within the SLVWD community.”

Three Findings and Four Recommendations regarding Lompico

See the complete Grand Jury Report Online:

[www.co.santa-cruz.ca.us/Portals/0/County/GrandJury/GJ2018\\_final/SLVWDAndThePublic.pdf](http://www.co.santa-cruz.ca.us/Portals/0/County/GrandJury/GJ2018_final/SLVWDAndThePublic.pdf)



Madrone Tank Detail



F1	The lack of effective communication between the District and the community concerning the administration of the Assessment District has caused public concern regarding the timing and implementation of the Assessment District projects.
F2	The District has not provided adequate authority, guidance, training or support to the Lompico Assessment District Oversight Committee (LADOC) to ensure that the committee can fulfill its assessment district oversight responsibilities, thus reducing transparency and accountability to the public.
F3	Lack of effective District communication practices has reduced public access to the decision-making process and contributed to acrimony and on-going relationship challenges with the community, causing stress on elected officials and staff, as well as frustration among ratepayers.
R1	LADOC should produce an annual report detailing the status of the Assessment District revenues and expenditures (F1, F2)
R2	The District should schedule annual public study sessions or workshops to review the LADOC annual report and discuss the administration of the Assessment District (AD), in order to provide in-depth information to the public about the timing, funding, and execution of the AD projects. (F1, F3)
R3	The Board and LADOC should work in concert to create a charter for LADOC that describes in detail the committee’s responsibilities and its authority to fulfill its oversight role (F2, F2)
R4	The Board should ensure that LADOC receives adequate professional, technical and administrative support from the District, as well as the authority to carry out its oversight responsibilities (F2)
R5	The District should provide formal training for all LADOC citizen committee members in governance, meeting management and the Brown Act. (F2)



Madrone Tank

## **PREVIOUS BOARD RESPONSE AUG 22, 2018**

F1-2-3 Cites "...confusion about the mechanics of the assessment district and unaligned expectations" and "...commonly held misconceptions about assessment districts generally..." leading to poor communications.

R1 "staff will help jump start the process... by generating a template to help facilitate the first annual report" within 6 months.

R2 "We believe it is important to note that comments and questions about the implementation of AD-16 projects, including priority, timeline, bidding and design considerations etc., are within the purview of the Engineering Committee and ultimately the Board. We encourage members of the public to bring these types of issues to the Engineering Committee rather than LADOC."

R3 Within 6 months we will revise the LADOC Charter to replace its current Charter. A draft will be presented to LADOC for its review and comment and to the Board for approval.

R4 We "believe the district has professional expertise up to the task of locating appropriate resources..." Within 6 months, we will make governance, meeting management, and Brown Act training available to all members of the Board and the District's public committee members. Within a year, we will evaluate and select a means of making such training available on a recurring or ongoing basis. For example, staff may consider creating tailored training materials for in-house use and reproduction versus hiring consultants and/or procuring online subscriptions, etc.

R6 "training on key topics" We believe the District has professional expertise up to the task of locating or adapting existing training, or creating new materials as necessary.

Committee comment: While an Ad Hoc committee of two board members was created June 27, 2018 for the above, no actions were taken beyond writing the initial response to the Grand Jury.

Excerpts from Grand Jury report. Footnote [#] references are found in the Grand Jury report.

### LCWD-SLVWD Merger

Financial problems, an aging infrastructure, and the threat of state intervention obliged the Lompico County Water District (LCWD) to look to SLVWD for help in 2013. After two years of complex negotiations, SLVWD agreed to annex LCWD if Lompico ratepayers would pass a bond issue to fund infrastructure improvements, and agree to pay a surcharge to cover extra costs related to integrating Lompico operations into SLVWD. The conditions were laid out formally in Resolution 953-A, which all parties refer to as the "merger agreement." Similarly, while the transaction is more correctly termed an annexation, all parties refer to it as the "merger."

A bond issue to provide SLVWD with immediate funding for the Lompico infrastructure projects failed by a narrow margin in 2015. The parties then agreed to the formation of an assessment district as a "similar revenue instrument" which would collect the required funds over a 10-year period. In addition, the parties retained the requirement that SLVWD would create a "Lompico oversight committee." [3] The assessment district passed in a new ballot measure in March 2016, clearing the way for the merger on June 1, 2016.

Another condition of the merger, the 10-year Assessment District, provided \$2.75 million to fund a set of capital improvement projects specified in the accompanying Engineer's Report.[12] It also provided for the collection of an additional \$183,000 for interest payments on anticipated loans taken against future Assessment District collections. The Engineer's Report lists the Lompico capital improvement projects and the estimated cost of each project. It contains few other details about the projects or their implementation.

Since the merger, District representatives and members of the public have raised financial issues not addressed in either the merger agreement or the Engineer's Report. These concerns include questions about what adjustments are possible under the Assessment District (AD) if some projects come in substantially over or under budget, or if the District obtains grants to fund any of the listed projects.[13] [14] Other questions have focused on the disposition of the funds collected over the years for loan interest if no loans are obtained.[15] Still other financial concerns are centered on what would happen

with the designated AD funds if a listed project is later determined to be unnecessary.[16]

The construction timeline has been another area of concern. Public discussions and presentations before the merger had laid out the District's plans to start the Lompico projects shortly after the merger, with funding coming from loans taken out against the AD.[17] [18] After the merger however, the District staff investigated loan funding and reported back that it found fewer acceptable loan opportunities than it had anticipated. Instead, the District opted for pay-as-you-go construction funding for most years, with a possible bridge loan in years four through seven.[19] [20]

Lompico ratepayers have expressed their concerns that the lower priority ranking of the Assessment District projects might lead to delays and higher construction costs, with a possible consequence that some of the AD projects might not be done.

SLVWD updated its policy manual to add the new oversight committee.[23] It then solicited applicants.[24] The policy manual described the committee's role in broad terms: The Committee shall be responsible to review matters of stewardship, design, construction, replacement, and repair of the District facilities and property directly related to Assessment District 2016-1, the Lompico Service Area.[25]

LADOC's opening meeting was August 23, 2016. At its second meeting, held on October 6, 2016, the committee decided to pursue several open questions and issues that appeared to fall under its purview. Less than two weeks later, at the October 16, 2016 Board of Directors meeting, the Board debated the reduction of LADOC's duties,[26] by changing the description of its role to one which it said more closely

resembled the wording of the merger agreement.[27] At the next Board meeting, the SLVWD policy manual was amended to read: The Committee shall be responsible to review matters of revenue and expenses directly related to Assessment District 2016-1 projects.[28] [29] District representatives refer to this one sentence description of the responsibilities of LADOC as the LADOC "charter." [30] The responsibilities of LADOC continue to be the subject of discussion and disagreement.[31]

## **INVESTIGATION**

### Assessment District 2016-1

In its investigation of the Assessment District (AD), the Grand Jury found notable differences in understanding among District representatives regarding the construction strategy for the AD's projects, including District plans in the event of project delays, cost differences, or possible changes in projects undertaken.

While the District recognizes that AD funds may be used only for the benefit of Lompico, understandings differ among decision makers on what flexibility exists under the AD as written. Varying interpretations of the Assessment District terms have, in several cases, led to conflicting assertions made to the Grand Jury or to the public, about:

- the process for changing or removing projects from the Engineer's Report list[36]
- the possibility of reducing Assessment District collections in later years[37]
- ending the Assessment District early[38] [39] [40]
- whether the AD is collecting interest on a future loan[41]
- whether obtaining a loan against the AD is required[42]
- using the \$183,000 collected for loan interest for other AD expenses[43]
- returning unused funds to the ratepayers[44] [45]
- postponing the completion of Assessment District capital projects beyond ten years[46]

The Grand Jury has found that, nearly two years after the merger, District representatives still communicate differing views of the AD and its projects. The varying interpretations have caused public concern, and warrant serious and sustained discussion.

The District-wide Capital Improvement Program introduced in November 2017 has presented another communication challenge. The District used a priority rating system to rank each capital project, which resulted in a timetable for the execution of each project on the list. The CIP assumes, however, that there are no differences between Lompico and non-Lompico projects except for the funding source; that is, that the projects for which Lompico ratepayers pay an extra assessment have no special status.

In contrast, Lompico ratepayers contend that they gave their vote to accept the Assessment District in exchange for the District's promise to complete the specific projects listed in the Engineer's Report in an expeditious manner.[47]

At minimum, adequate guidance and support for LADOC would include:

- Comprehensive orientation prior to beginning work
- Members handbook of key documents, including items such as a LADOC charter (description of duties), the Engineer's Report, relevant resolutions,[75] [76] [77] [78] relevant District policies and procedures, project descriptions, budgets and schedules, financial reports, minutes of prior meetings, guides to Brown Act and parliamentary procedures
- Regular meeting schedule, at least quarterly



Expected duties of the oversight committee would include:

- Tracking expenditures of assessment proceeds back to the capital improvement plan
- Actively reviewing and reporting on the proper expenditure of assessment money for the Lompico construction and replacement projects listed in the Engineer's Report
- Maintaining a committee webpage with (1) detailed information about the progress of each project, (2) committee minutes, and (3) materials it has received
- Preparing and publishing an annual report for ratepayers

Expected duties of the District would include:

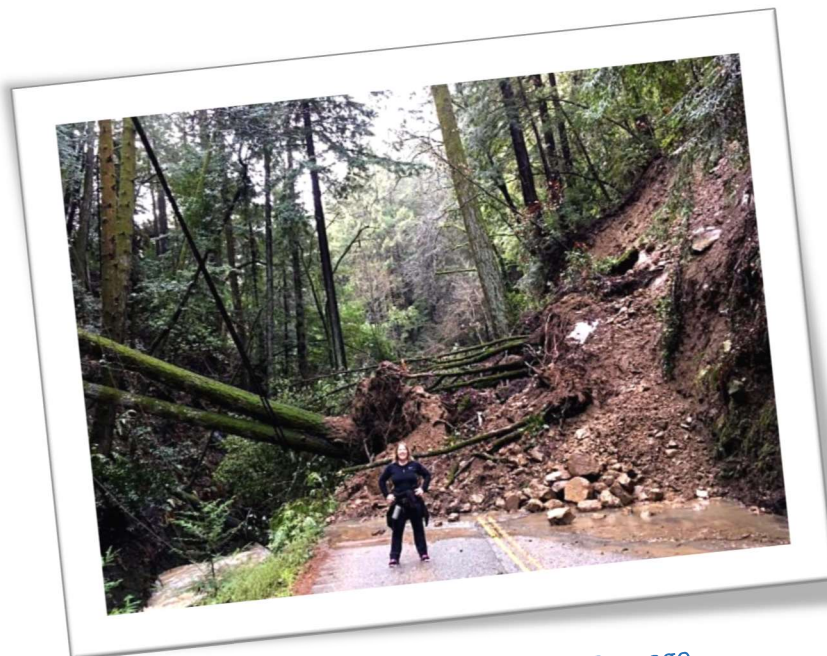
- Providing timely, comprehensive data to the oversight committee, including financial reports that display original budget, current budget, actual expenditures, budget balance, and approved commitments to projects to date across all fiscal years
- Providing technical and administrative assistance

LADOC meeting notes and internal emails from

April 2017, and subsequent Grand Jury interviews, confirm that LADOC sought more support from the Board and staff, but the District did not have the resolve to provide effective support.[81] [82] [83]



*Lompico Park April 2006*



*2017 Lompico Road Storm Damage*



## TIMELINE REFERENCES AND RESOURCES

\*\*\*Links listed valid as of Dec 2019 due to SLVWD updating website

1964 June 7	<p>“\$1.5 Million Water Bond Issue Before Lompico's 70 Voters” <i>Santa Cruz Sentinel</i>; Library clipping file: <a href="#">Lompico</a>; Viewed on microfiche, California Room. Also may be found by title on <a href="https://cdnc.ucr.edu">https://cdnc.ucr.edu</a> UCR Center for Bibliographical Studies and Research, California Digital Newspaper Collection.</p>
2010 May	<p>“Up a Creek without a Financial Paddle: The Lompico County Water District”, Grand Jury Report 2009-10.  <a href="http://www.co.santa-cruz.ca.us/Portals/0/County/GrandJury/GJ2010_final/Up_the_Creek.pdf">http://www.co.santa-cruz.ca.us/Portals/0/County/GrandJury/GJ2010_final/Up_the_Creek.pdf</a></p>
2010 July	<p>Beginning of merger discussion between districts:          SLVWD District Manager Jim Mueller; BOD consists of Jim Rapoza, Terry Vierra, ;          Lompico County Water District board: Lois Henry, Bill Smallman, Rick Harrington, Chris Kilgus, and Rob Hansel.</p>
2010 July 8	<p>“Lompico Summary of Costs”, SLVWD announcement. “On July 8, 2010 Lompico County Water District held a meeting with representatives from the San Lorenzo Valley Water District to discuss and provide information relative to potential merger options for Lompico County Water District at the Zayante Fire Station.”  <a href="http://www.slvwd.com/agendas/OTHER/2010/Lompico/Lompico%20July%208%202010.pdf">http://www.slvwd.com/agendas/OTHER/2010/Lompico/Lompico%20July%208%202010.pdf</a></p>
2010 July 15	<p>“Lompico Water considers merger with SLV”, <i>Press Banner</i>. “Jim Mueller, San Lorenzo Valley Water District’s general manager, presented his district’s evaluation of Lompico, including what a merger would cost customers.”  <a href="http://www.goldenstatenewspapers.com/press_banner/news/lompico-water-considers-merger-with-slv/article_433d800b-7aa1-561f-bf80-fa6947c3abf2.html">http://www.goldenstatenewspapers.com/press_banner/news/lompico-water-considers-merger-with-slv/article_433d800b-7aa1-561f-bf80-fa6947c3abf2.html</a></p>
2011 July 13	<p>“Cash strapped Lompico to consider increases to water rates”, <i>Santa Cruz Sentinel</i>.          “Meanwhile, talks are continuing with the larger San Lorenzo Valley Water District, which serves 7,300 connections. Lompico, which has approximately 500 connections, is seeking members of the community to sit on a citizen’s advisory committee to research and prepare information related to the potential merger, with those members chosen at next week's meeting. <a href="https://www.santacruzsentinel.com/2011/07/13/cash-strapped-lompico-to-consider-increases-to-water-rates/">https://www.santacruzsentinel.com/2011/07/13/cash-strapped-lompico-to-consider-increases-to-water-rates/</a></p>
2012 April 20	<p>“SLV Water to assist Lompico”, <i>SLV news</i> <a href="http://slvnews.net">slvnews.net</a> “The San Lorenzo Valley Water District Board voted 5-0 to assist the Lompico County Water District by providing technical and contract management assistance for a pair of studies that will help determine the costs to replace tanks and install a connection between the two systems”  <a href="http://slvnews.blogspot.com/">http://slvnews.blogspot.com/</a></p>

2012, June 28	<p>“Protecting Our Special Districts – is there any oversight?”, <i>Grand Jury 2011-12 final report</i>.  “Using the Lompico County Water District’s (LCWD) troubled history as a backdrop, the Grand Jury explored the boundaries and scope of oversight for independent special districts in Santa Cruz County.”  <a href="https://www.co.santa-cruz.ca.us/Portals/0/County/GrandJury/GJ2012_final/Protecting_Our_Special_Districts.pdf">https://www.co.santa-cruz.ca.us/Portals/0/County/GrandJury/GJ2012_final/Protecting_Our_Special_Districts.pdf</a>  and 2011-12 continuity report follow-up “ LAFCO states that it lacks the funding and personnel to exercise the more “proactive” oversight, even for problem districts”  <a href="https://www.co.santa-cruz.ca.us/Portals/0/County/GrandJury/GJ2012_final/LAFCO-continuity.pdf">https://www.co.santa-cruz.ca.us/Portals/0/County/GrandJury/GJ2012_final/LAFCO-continuity.pdf</a></p>
2012 Aug 8	<p>“For tiny Lompico County Water District, a huge retirement bill”, <i>Santa Cruz Sentinel</i>.  “The 494-hookup district has navigated years of rocky waters and criticism of sky-high water bills. Its former district manager was charged with falsifying water reports, and since his firing the district has operated with a secretary and three technicians, one part-time. Its annual payroll is a threadbare \$130,000.”  <a href="https://www.santacruzsentinel.com/2012/08/08/for-tiny-lompico-county-water-district-a-huge-retirement-bill/">https://www.santacruzsentinel.com/2012/08/08/for-tiny-lompico-county-water-district-a-huge-retirement-bill/</a></p>
2013 July 25	<p>“Potential Consolidation of Lompico and San Lorenzo Valley water districts”. <i>Letter of Recommendation to Board of Supervisors from Health Services</i>, Santa Cruz County.  “Operation of the District has been subject to many challenges, including: inadequate water supply, lack of any potential new water sources, aging infrastructure, leaking water tanks, inadequate treatment facilities, management issues, and disagreements among the community about how best to govern. Lompico has the highest water rates in the County, which has posed a challenge to the many low and moderate income residents of the community.”  <a href="http://sccounty01.co.santa-cruz.ca.us/BDS/Govstream2/Bdsvdata/non_legacy_2.0/Minutes/2013/20130625-599/PDF/067-1.pdf">http://sccounty01.co.santa-cruz.ca.us/BDS/Govstream2/Bdsvdata/non_legacy_2.0/Minutes/2013/20130625-599/PDF/067-1.pdf</a></p>
2013 Sept 23	<p>Water board President of the Year, California Special Districts Association, awarded to Lois Henry, Lompico County Water District: <i>County Press Release</i>  <a href="https://patch.com/california/scottsvally/lompico-water-board-president-wins-state-honor">https://patch.com/california/scottsvally/lompico-water-board-president-wins-state-honor</a></p>
2013 Dec 4	<p>Public Meeting at Zayante Fire Station, Presentation of Merger Options SLVWD-LCWD  <a href="http://www.santacruzlafco.org/wp-content/uploads/2015/09/Lompico-Merger-Options.pdf">http://www.santacruzlafco.org/wp-content/uploads/2015/09/Lompico-Merger-Options.pdf</a></p>
2014- 2016	<p>Santa Cruz Local Agency Formation Commission (LAFCo) containing reports on Lompico County Water District. <a href="https://www.santacruzlafco.org/reports/">https://www.santacruzlafco.org/reports/</a> and links.  Feb 2014 presentation on draft merger options:  <a href="http://santacruzlafco.org/Library/Lompico%20Merger%20Options%20Dec%2005.pdf">http://santacruzlafco.org/Library/Lompico%20Merger%20Options%20Dec%2005.pdf</a></p>
2014 Jan 30	<p>“California drought: communities at risk of running dry”, <i>San Francisco Chronicle</i>.  State Department of Public Health lists Lompico County Water District among 17 small communities throughout the State likely to run out of water within 100 days; requirements to cut water use by 30% during the drought. <a href="https://www.sfgate.com/news/article/California-drought-communities-at-risk-of-5184906.php">https://www.sfgate.com/news/article/California-drought-communities-at-risk-of-5184906.php</a></p>

2014 Feb 4	“What happens when a town runs out of water?”, <i>Newsweek</i> . “For now, Lompico has enough water to limp by. But [LCWD Chair Lois] Henry says one of the town’s three wells has recently been cutting out, reducing even further the approximately 35 gallons per minute the district is able to pump to its 494 water hookups. The water supply is so precarious that, Henry says, Lompico is one water main break or major fire away from disastrously low levels.” <a href="https://www.newsweek.com/what-happens-when-town-runs-out-water-227929">https://www.newsweek.com/what-happens-when-town-runs-out-water-227929</a>
2014 Feb 14	SLVWD-Lompico Intertie Agreement. Board of Directors agenda packet Feb 20, 2014. <a href="http://slvwd.com/agendas/Full/2014/02-20-2014/Item%208b.pdf">http://slvwd.com/agendas/Full/2014/02-20-2014/Item%208b.pdf</a>
2014 April 18	“Bad week as Lompico loses two of its three water wells to motor damage” <i>KION news</i> . “Not only is Lompico in a phase three rationing stage-- which means no water use between specified hours and no outdoor irrigation-- but with two out of their three wells went down.. ,it means we have a lot of work to do’ ” <a href="https://www.kion546.com/news/santa-cruz-county/bad-week-as-lompico-loses-two-of-its-three-water-wells-to-motor-damage/66224358">https://www.kion546.com/news/santa-cruz-county/bad-week-as-lompico-loses-two-of-its-three-water-wells-to-motor-damage/66224358</a>
2014 May 4	“Lompico emergency pipeline completed fears eased “, <i>Santa Cruz Sentinel</i> . <a href="http://www.santacruzsentinel.com/general-news/20140504/lompico-emergency-pipeline-completed-fears-eased">http://www.santacruzsentinel.com/general-news/20140504/lompico-emergency-pipeline-completed-fears-eased</a>
2015 Feb	Measure N: Bond Issue, Parcel Tax and Appropriations Limit Increase, Santa Cruz Community Facilities District No. 2 <a href="https://ballotpedia.org">https://ballotpedia.org</a>
2015 Feb 27	“Lompico water bond fails by one vote”, <i>Santa Cruz Sentinel</i> . “Of the 516 votes, 343 backed the measure — 66.47 percent — and 173 voted against it — 33.53 percent.” Total voter turnout was 69%, “which is a good turnout when it comes to elections but what happened to the other 31 percent of the people?”- Gail Pellerin, County Clerk, on why every vote counts. <a href="http://www.santacruzsentinel.com/20150227/lompico-water-bond-fails-by-one-vote">http://www.santacruzsentinel.com/20150227/lompico-water-bond-fails-by-one-vote</a>
2015 Aug 20	SLVWD board memo to approve Lompico Assessment District and recommitting to merger. Board agenda packet. <a href="http://www.slvwd.com/agendas/Full/2015/8-20-2015/10c.pdf">http://www.slvwd.com/agendas/Full/2015/8-20-2015/10c.pdf</a>
2015 Aug 24	Commentary on SLVWD-Lompico merger, <i>Fifth District Supervisor Bruce McPherson</i> on change to Assessment District for funding mechanism <a href="http://supervisorbruceemcpherson.org/san-lorenzo-valley-water-district-to-merge-with-the-lompico-water-district/">http://supervisorbruceemcpherson.org/san-lorenzo-valley-water-district-to-merge-with-the-lompico-water-district/</a>
2015 Nov 25	County Board of Supervisors approve Lompico Assessment District With letter of recommendation from County Health Services, after failure of bond vote and granting of one year extension by LAFCo: “LCWD now proposes to form an assessment district within its boundaries, in order to finance the infrastructure upgrades required to complete the annexation to SLVWD. This financing method has broader support in the community than the CFD had, and is expected to be approved by Lompico property owners.” <a href="http://sceeh.com/Portals/6/Env_Health/water_resources/WAC/WAC%20Meeting%202015%2012%2009/J5.pdf">http://sceeh.com/Portals/6/Env_Health/water_resources/WAC/WAC%20Meeting%202015%2012%2009/J5.pdf</a>
2016 Jan 16	The Board of Directors of the Lompico County Water District, Felton California accepts Preliminary Engineer's Report and Assessment. Link to Engineers Report: <a href="http://www.slvwd.com/lompico/EngineersReport3-22-16.pdf">http://www.slvwd.com/lompico/EngineersReport3-22-16.pdf</a>

2016 Feb 15	Link to Measure N Voters Pamphlet-includes Pros and Cons of Merger <a href="https://www.votescount.com/Portals/16/feb15/mean.pdf">https://www.votescount.com/Portals/16/feb15/mean.pdf</a>
2016 March 16	Assessment District mail-in vote deadline
2016 March 17	“Assessment District vote count delayed”, <i>Santa Cruz Sentinel</i> . <a href="https://www.santacruzsentinel.com/2016/03/17/lompico-water-vote-count-stalled-until-may-4/">https://www.santacruzsentinel.com/2016/03/17/lompico-water-vote-count-stalled-until-may-4/</a>
2016 May 5	“Lompico votes for merger with San Lorenzo Valley Water District” <i>Santa Cruz Sentinel</i> . “Dealing with increasing stringent state regulations was a challenge for Lompico, limited in revenue with 500 customers compared to 8,800 in the San Lorenzo Valley Water District.” “This is terrific, a tremendous ending to a three-year process,” said county Supervisor Bruce McPherson.” <a href="https://www.santacruzsentinel.com/2016/05/05/lompico-votes-for-merger-with-san-lorenzo-valley-water-district/">https://www.santacruzsentinel.com/2016/05/05/lompico-votes-for-merger-with-san-lorenzo-valley-water-district/</a>
2016 June 1	“Lompico merger with San Lorenzo Valley Water District is complete”, <i>Santa Cruz Sentinel</i> . The Assessment District was “ <u>approved</u> by voters 287-74 on May 4...Lompico residents with one hookup will pay \$5,786 over 10 years, about \$48 per month, paying in property tax bills mailed twice a year.” “Applications are being sought for the five-member Lompico Oversight Committee.” <a href="http://www.santacruzsentinel.com/article/NE/20160601/NEWS/160609982">http://www.santacruzsentinel.com/article/NE/20160601/NEWS/160609982</a>
2016 June 2	“Merger Official after Assessment District vote”, <i>Santa Cruz County Press Release</i> . “In May, 79.5 percent of District customers voted in favor of a merger.” <a href="http://www.co.santa-cruz.ca.us/Portals/0/County/CAO/press%20releases/06022016Lompico.pdf">http://www.co.santa-cruz.ca.us/Portals/0/County/CAO/press%20releases/06022016Lompico.pdf</a>
2017 Mar 11	“SLV water should drop unfair Lompico surcharge”, <i>Press Banner Commentary</i> by B. Holloway. <a href="http://www.goldenstatenewspapers.com/press_banner/slv-water-should-drop-unfair-lompico-surcharge/article_1143a73e-06ef-11e7-b2f8-c773d6a70fd2.html">http://www.goldenstatenewspapers.com/press_banner/slv-water-should-drop-unfair-lompico-surcharge/article_1143a73e-06ef-11e7-b2f8-c773d6a70fd2.html</a>
2017 May 11	District Manager Brian Lee informs LADOC he will no longer attend meetings, and says all further questions must be in writing to the board of directors. LADOC drafts first list of questions, included a request for a meeting with the Finance Manager to work together to design a monthly Finance Report and a quarterly meeting with Rick Rogers, the Director of Operations to obtain updates on Lompico Projects.
2017 Sept 7	“San Lorenzo Valley residents to pay most for water after rate increase”, <i>Santa Cruz Sentinel</i> . “According to water district staff, the increase is necessary to fund long-overdue replacement and repair of pipes, pumps and tanks throughout the widespread rural region. The district estimates the work to cost \$30 million over the next 10 years.” <a href="http://www.santacruzsentinel.com/environment-and-nature/20170927/san-lorenzo-valley-residents-to-pay-most-for-water-after-rate-increase">http://www.santacruzsentinel.com/environment-and-nature/20170927/san-lorenzo-valley-residents-to-pay-most-for-water-after-rate-increase</a>
2017 Oct	LADOC chair memo to the Board of Directors: “The committee has been meeting for fifteen months and has not yet been provided with a report that would assist us in this task [review of expenses].”



2017 Oct 19	BOD meeting. District Manager and director Margaret Bruce propose to either eliminate the Lompico Assessment District Oversight Committee (LADOC) or reduce it to meeting “no more than once a year”.
2017 Nov	The first Lompico Assessment District Finance Report was delivered to the LADOC at the 11/15/2017 meeting and presented by Stephanie Hill the SLVWD Finance Director. The Board president Chuck Baughman was also in attendance to address LADOC questions and concerns.
2018 Jan	First financial reports received by LADOC at a meeting: included water meter changeouts completed in June 2016, and a temporary SCADA (control system) installed in August of 2016.
2015, Feb 18	“Measured Hope”, <i>Good Times</i> “To bring the district back to good standing and make all necessary repairs to bring the water district’s equipment up to state requirements, the Santa Cruz County Board of Supervisors created a special all-mail ballot election to vote on a \$3.2 million bond measure, Measure N. The last day to vote is Tuesday, Feb. 24.” <a href="http://goodtimes.sc/santa-cruz-news/measured-hope/">http://goodtimes.sc/santa-cruz-news/measured-hope/</a>
2018 May 31	“Encouraging the Flow of Information to the Public”, <i>Santa Cruz County Grand Jury report</i> <a href="http://www.co.santacruz.ca.us/Portals/0/County/GrandJury/GJ2018_final/SLVWDAndThePublic.pdf">http://www.co.santacruz.ca.us/Portals/0/County/GrandJury/GJ2018_final/SLVWDAndThePublic.pdf</a>
2018 May 31	“San Lorenzo Valley Water District challenged by grand jury findings”, <i>Santa Cruz Sentinel</i> . “The San Lorenzo Valley Water District since 2016 has struggled to address divisive issues, management of Lompico Assessment District capital projects and support for the Lompico Citizen Oversight Committee, the <u>Santa Cruz County civil grand jury</u> reported Thursday.” <a href="https://www.santacruzsentinel.com/2018/05/31/san-lorenzo-valley-water-district-challenged-by-grand-jury-findings/">https://www.santacruzsentinel.com/2018/05/31/san-lorenzo-valley-water-district-challenged-by-grand-jury-findings/</a>
2018 June 27	Special meeting: SLVWD BOD agenda item 3a (pgs 4-43) Presentation of Grand Jury report to the board and formation of an Ad Hoc committee of directors Baughman and Hayes, to draft a board response to the Grand Jury; Ad Hoc amended to fulfill changes proposed. <a href="https://www.slvwd.com/agendas/OTHER/2018/SpecBoDAgenda%206.27.18%20with%20Closed%20Session.pdf">https://www.slvwd.com/agendas/OTHER/2018/SpecBoDAgenda%206.27.18%20with%20Closed%20Session.pdf</a>
2018 Aug 22	SLVWD board grand jury response. The board “agreed” with all findings and responded to all recommendations with “has not been implemented but will be implemented in the future”. <a href="http://www.co.santa-cruz.ca.us/Portals/0/County/GrandJury/GJ2018_final/SLVWDAndThePublic_BoD_Response.pdf">http://www.co.santa-cruz.ca.us/Portals/0/County/GrandJury/GJ2018_final/SLVWDAndThePublic_BoD_Response.pdf</a>
2018 Sept 20	BOD regular meeting, agenda item 13.1 SWRCB Permit Amendment [adding Lompico and Manana Woods to SLVWD system] and Supplemental Engineering Report on conditions in Lompico re: redwood tank replacements, water testing, minimum flow requirements of intertie. <a href="https://www.slvwd.com/agendas/Full/2018/9-20-2018/BoD%20MEETING%20AGENDA%209.20.18.pdf">https://www.slvwd.com/agendas/Full/2018/9-20-2018/BoD%20MEETING%20AGENDA%209.20.18.pdf</a>
2018 Oct 25	“Familiar face to lead SLV”, <i>Press Banner</i> ; on appointment of Rick Rogers as District Manager, after serving as interim manager since Brian Lee resigned in August. <a href="http://www.goldenstatenewspapers.com/press_banner/news/a-familiar-face-to-lead-slvwd/article_1259c7e6-d87d-11e8-b959-6b5557a6560d.html">http://www.goldenstatenewspapers.com/press_banner/news/a-familiar-face-to-lead-slvwd/article_1259c7e6-d87d-11e8-b959-6b5557a6560d.html</a>



<p>2018 Nov 29</p>	<p>“Fultz, Henry, Swan elected to SLVWD BoD”, <i>Press Banner</i>. “[Lois] Henry, long-time resident of Lompico,”...”served eight years on the board of directors of the Lompico Water District from 2008 to 2016 through the merger with SLVWD.  <a href="http://www.goldenstatenewspapers.com/press_banner/news/fultz-henry-swan-elected-to-slvwd-bod/article_65fca5ec-f409-11e8-bbb2-5773f02afbb4.html">http://www.goldenstatenewspapers.com/press_banner/news/fultz-henry-swan-elected-to-slvwd-bod/article_65fca5ec-f409-11e8-bbb2-5773f02afbb4.html</a></p>
<p>2019 Jan- Feb</p>	<p>LADOC new charter detailing duties of the committee and district support was written by the committee in a series of workshops; approved and adopted by the Board on March 21. BOD agenda 3.21.19, New Business, item 5B (pages 118-125).  <a href="http://www.slvwd.com/agendas/Full/2019/3-21-2019/BoD%20MEETING%20AGENDA%203.21.19%20with%20backup.pdf">http://www.slvwd.com/agendas/Full/2019/3-21-2019/BoD%20MEETING%20AGENDA%203.21.19%20with%20backup.pdf</a></p>
<p>2019 April- July</p>	<p>LADOC workshops on preparation of first Annual Report. Approved by the board on –          [link]</p>



Used valve from PRV station



Redwoods



Memcor treatment plant Valve detail

## **GREETINGS LOMPICO ASSESSMENT DISTRICT CUSTOMERS**

The very first Annual Report has finally been published to provide you with details of the progress and expenditures of your annual financial contributions to the Lompico Assessment District infrastructure projects. This report covers the time period from inception, June 1, 2016 through June 30, 2019.

On the flip side of this page is a one page Balance Sheet/Project Status summary. For many more details, including: an explanation of why it took so long to deliver an annual report, a letter from the SLVWD District Manager providing details of the great recent progress made toward completion of Lompico projects, **VIEW THE ENTIRE ANNUAL REPORT AT: [slvwd.com/\\_Lompico.htm](http://slvwd.com/_Lompico.htm)**

THANK YOU!!!

### **Your Current Lompico Assessment Oversight Committee:**

Toni Norton-Chair, Mary Ann LoBalbo-Vice Chair, Deb Loewen and Norm Hagen

## BALANCE SHEET AND PROJECT STATUS

LOMPICO ASSESSMENT DISTRICT BALANCE SHEET					
Running Totals Since Inception	TOTAL	FY1819	FY1718	FY1617	FY1516
ASSESSMENT REVENUE	\$922,013	\$309,126	\$301,377	\$282,580	\$28,930
<b>EXPENSES</b>					
METER PROGRAM	-\$197,888			-\$197,888	
SCADA	-\$19,540			-\$19,540	
SCADA SURVEY	-\$8,257	-\$8,257			
SERVICE LINES	-\$43,982	-\$19,694	-\$24,288		
MAIN PRV	-\$36,820	-\$30,292	-\$6,528		
Lewis Tank	-\$23,242	-\$23,242			
Madrone Tank	-\$23,242	-\$23,242			
Kaski Tank	-\$23,242	-\$23,242			
NBS Administration Services*		-\$4,593	-\$10,920		
	<u>-\$391,725</u>				
CASH BALANCE	\$530,288				
*Company that provides administrative services for Assessment Districts					
LOMPICO ASSESSMENT DISTRICT PROJECTS AND EXPENSES*					
ASSESSMENT DISTRICT PROJECTS	STATUS	Assessment Estimate	BID	Prelim work Total	
Install 3 New Bolted Steel Tanks		\$ 682,500			
Lewis Tank(s) – replace two	Engineering and consulting completed-awaiting RFQ response			\$ 23,242	
Madrone Tank(s) – replace two	Engineering and consulting completed			\$ 23,242	
Kaski Tank(s) -replace two	Engineering and consulting completed			\$ 23,242	
Refurbish Mill Creek WTP	Project cancelled - see details	\$ 105,000		\$ -	
Service Line and Meter Replacements		\$ 862,500			
Meter Program	Complete			\$ 197,888	
Service Line/Lateral	Ongoing - 38 replaced - see details			\$ 43,982	
Distribution System Interconnect	Ongoing - see details	\$ 301,000		\$ -	
SCADA System	Temporary- see details	\$ 441,000		\$ 27,797	
Remove and Replace Existing PRVs	In progress	\$ 358,000		\$	
6 PRV units on water mains	Expenses for consulting work. Awarded Bid for all \$468k Feb		x	\$ 36,820	

\* Represents all Assessment revenue and expenses since inception of Lompico Assessment District. Please see Assessment District AD-16 Engineer's Report included for additional details regarding estimates

Contact us at: [ladoc@slvwd.com](mailto:ladoc@slvwd.com)

MEMO

To: Board of Directors  
From: District Manager  
Prepared by: District Manager/Engineering Manager  
Subject: Discussion and Possible Action Related to the Bid Received for the Construction of the Lompico Tanks.  
Date: February 20, 2020

Recommendation:

It is recommended that the Board of Directors direct the District Manager to enter into a contract for the Lompico Tanks Project with Anderson Pacific in the amount of \$2,212,250 and discuss supplementing Lompico Assessment District (AD-2016-1) funds \$975,734.00 dollars from Revenue Certificates of Participation Projects or other revenue sources.

Background

On December 15, 2019 the San Lorenzo Valley Water District (District) advertised a Notice Inviting Bids for the construction of the Lompico Tanks Project. At 3:00pm on February 6, 2020, two proposals were received. The following firms submitted proposals:

- Anderson Pacific \$2,212,250
- RSH Construction \$2,989,500

District staff referred the bids to the Design Engineer, Andrew Sterbenz from the firm Schaaf and Wheeler, for evaluation. One area of concern is the price difference between the Design Engineer's project estimate and the low bid. Attached for your review is his report including a discussion of the engineer's estimate in relation to the bids. In summary no irregularities were found in the Anderson Pacific bid.

The following is an accounting of the different project costs associated with the construction of the Lompico Tanks Project:

- |   |                  |
|---|------------------|
| 1. Construction Contract - Anderson Pacific | \$2,212,250      |
| 2. Construction Management - MME            | \$ 255,358       |
| 3. Environmental Monitoring - Jodi McGraw   | <u>\$ 73,802</u> |

Total \$2,541,409

## OVERVIEW

on May 4, 2016 Lompico property owners voted approval of a 10-year assessment district (AD-2016-1) to generated \$2.75 million in revenue to repair replace and upgrade infrastructure in Lompico and to consolidate with the San Lorenzo Valley Water District.

On June 1, 2016 the consolidation of Lompico County Water District was finalized and the San Lorenzo Valley Water District took over ownership and operations of the water district.

San Lorenzo Valley Water District working with a group of Lompico Water Board of Directors and property owners facilitated a list of Capital Projects that the district required for a successful transition. The 2.75 million project list consisted of the following projects;

- Replacement of all water storage tanks; Lewis, Kaski, and Madrone - received bids
- Repair and upgrade to the Mill Creek Surface Water Treatment Plant - removed from project list.
- Replacement of all water meters and service lines - Water meters have been replaced and service lines are being replaced as needed case by case.
- Replacement of all SCADA Controls - Completed
- Upgrade of transmission water main to the Lompico Booster (SLV side) Summer 2022 Capital Improvement Project
- Replacement of all Pressure Regulating Stations (PRV valves) - Completed

When the list of projects was developed the District was looking to operate the system as “stand alone” under a separate water supply permit. As time went on circumstances changed and it was determined that we could consolidate Lompico into the District and operate as a pressure zone substantially reducing



operational costs and, eliminating the need to repair and upgrade the Mill Creek Surface Water Treatment Plant.

To move forward with construction of the Lompico Tank Project there currently is projected \$975,443.00 shortfall in assessment Districts Funds.

Lompico AD Projects Reconciliation (Attachment)

<b>EXPENSES</b>			
YTD SPENT	\$ 937,319.00	[1]	THRU 1/31/2020
TANK CONSTRUCTION	\$ 2,212,250.00		
TANK MANAGEMENT	\$ 255,358.00		
TANK ENVIRO	\$ 75,000.00		
<b>TOTAL</b>	<b>\$ 2,542,608.00</b>	<b>[1]</b>	
CASH ON HAND	\$ 146,497.26		
LOAN NEEDED	\$ 2,396,110.74		
INTEREST EXP	\$ 400,000.00	[1]	*
ANNUAL NBS	\$ 29,250.00	[1]	Remainder of term
<b>TOTAL EXPENSES</b>	<b>\$ 3,909,177.00</b>	<b>= [1]</b>	
<b>TOTAL REVENUE</b>	<b>\$ 2,933,734.00</b>		
<b>DIFFERENCE</b>	<b>\$ (975,443.00)</b>		**
* Their actual interest expense would be more since there is not enough money to repay the loan. This is what it would be to repay the 2.4M over 10 years at 2.99%.			
** Note this is only factoring in the tank project. this does not factor in the intertie costs.			

Revenue Certificates of Participation Projects Resolution No. 6 (19-20) provides for a loan funding source for the tank projects totaling \$2.7M (see attachment). The District needs to decide if other sources of revenue than assessment District funds are to be used.

Staff is recommending moving forward with awarding bid for the tank replacement project using additional revenue to cover the assessment district shortfall. If desired the Board can award the construction project and discuss the shortfall at a later date reviewing funding options at the Budget & Finance Committee for a recommendation. Speculating why construction bids are coming in so much higher than engineer's estimates, Contractors voice strong concerns regarding site accessibility, steep mountainous roads as reasons for higher bids. The tank projects are not gold plated. Bolted steel tanks are considered less expensive and consider the next step up from redwood tanks. There are no excessive bells & whistles, the tank projects are design to meet water quality standards. Staff has reviewed the projects for cost reduction. The only option would be to reduce the number of tanks, reducing fire flow/storage and staff does not recommend this option.

The existing redwoods tanks are leaking and presenting maintenance and water quality issues. Delay award of construction bid would only accelerate these issues.

Looking at additional potential revenue sources the District is in the process of moving forward with surplus land unusable in Lompico. Low estimate of surplus land value is estimated at \$350,000 which can be used to offset construction costs.

## MEMORANDUM

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TO: Rick Rogers  
San Lorenzo Valley Water District  
13060 Highway 9  
Boulder Creek, CA 95006

DATE: February 11, 2020

FROM: Andrew Sterbenz, PE

JOB#: SLVW.01.18

SUBJECT: Lompico Water Tanks Replacement – Bid Review

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We have reviewed the bids received for the Lompico Water Tanks Replacement Project, and recommend award to the apparent low bidder, Anderson Pacific Engineering Construction, Inc.

In tabulating the bid results, we noted several irregularities in the bid by Canyon Springs Enterprises (dba RSH Construction):

1. The total bid price entered on the bid form was not the correct total of the listed unit prices. The correct total is \$3,024,500.00 (non-substantive error)
2. The well driller was not listed as a subcontractor, but the listed price for that work exceeded 0.5% of the total bid price (substantive error)

No irregularities were noted in the Anderson Pacific bid. The irregularities in the Canyon Springs bid did not change price ranking of the bids.

The Anderson Pacific bid was 37% higher than the Engineer's Estimate. In reviewing the differences, the cost of the tanks themselves and the well destruction are about the same, but all of the other costs are increased. The limited site accessibility and lay-down area will force the Contractor to use smaller equipment for more hours to do the site work, which accounts for some of that difference. The cost difference is smallest at the Lewis site, which has the easiest access and greatest amount of work area. In Addendum 1 we emphasized the requirement for the Contractor to repair any damage to the existing private roads. We assume that the Contractor has included some pavement repair work in their sitework costs, which we did not include in the Engineer's Estimate.

The bid submittal checklist and bid tabulation are attached.

**San Lorenzo Valley Water District  
Lompico Tanks Replacement**

Bids Received: 2 p.m. on Feb. 6, 2020

<b>BID SUBMITTAL ITEMS</b>		<b>Bidder 1</b>	<b>Bidder 2</b>
<b>Section</b>	<b>Name</b>	<b>Anderson Pacific</b>	<b>Canyon Springs</b>
<b>00100</b>	Attended Mandatory Pre-Bid Meeting	Yes	Yes
<b>00300</b>	Bid Proposal	Yes	Yes
	Addendum 1 Aknowledged	Yes	Yes
	Contractor No.	245215	806747
	DIR No.	1000000061	1000002091
<b>00404</b>	List of Material and Equipment Manufacturers	Yes	Yes
	Tank Supplier	CST	Paso Robles Tank
<b>00405</b>	List of Subcontractors	Yes	Yes
	Well Driller	Maggiora	not listed
	Tree Removal	Community Tree	not listed
	Tank Constructor	CST Indust.	Paso Robles Tank
<b>00406</b>	Contractor Licensing Statement	Yes	Yes
<b>00408</b>	Contractor's Experience Statement	Yes	Yes
	Similar projects?	Yes	Yes
	Last five years?	Yes	Yes
	Superintendant	Yes	Yes
<b>00410</b>	Bid Security	N/A	N/A
<b>00415</b>	Bid Guaranty Bond	Yes	Yes
	Bond Company	Liberty Mutual	Argonaut Ins. Co.
<b>00420</b>	Safety Compliance	Yes	Yes
	OSHA Violations	No	Yes
<b>00480</b>	Non-Collusion Affidavit	Yes	Yes
<b>00485</b>	Iran Contracting Act Certification	Yes	Yes

**San Lorenzo Valley Water District  
Lompico Tanks Replacement**

Bids Received: 2 p.m. on Feb. 6, 2020

ITEM NO.	ITEM/DESCRIPTION	QUANTITY	UNIT	Engineer's Estimate		Anderson Pacific		Canyon Springs		Average Cost
				UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	
1	Mobilization/Demobilization	1	LS	\$ 74,200.00	\$ 74,200.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
2	Sheeting, shoring and bracing	1	LS	\$ 15,000.00	\$ 15,000.00	\$ 5,000.00	\$ 5,000.00	\$ 2,000.00	\$ 2,000.00	\$ 3,500.00
3	Tree removal at Madrone Site	1	LS	\$ 2,000.00	\$ 2,000.00	\$ 10,000.00	\$ 10,000.00	\$ 23,000.00	\$ 23,000.00	\$ 16,500.00
4	Temporary tanks at Madrone Site	1	LS	\$ 51,000.00	\$ 51,000.00	\$ 100,000.00	\$ 100,000.00	\$ 75,000.00	\$ 75,000.00	\$ 87,500.00
5	Demolition and site work at Madrone Site	1	LS	\$ 83,000.00	\$ 83,000.00	\$ 300,000.00	\$ 300,000.00	\$ 185,000.00	\$ 185,000.00	\$ 242,500.00
6	Bolted Steel tanks at Madrone Site	2	EA	\$151,000.00	\$ 302,000.00	\$ 115,000.00	\$ 230,000.00	\$ 275,000.00	\$ 550,000.00	\$ 390,000.00
7	Tank disinfection and testing at Madrone Site	1	LS	\$ 5,000.00	\$ 5,000.00	\$ 2,500.00	\$ 2,500.00	\$ 5,000.00	\$ 5,000.00	\$ 3,750.00
8	Madrone Site Electrical	1	LS	\$ 18,000.00	\$ 18,000.00	\$ 55,000.00	\$ 55,000.00	\$ 65,000.00	\$ 65,000.00	\$ 60,000.00
9	Relocate temporary tanks to Kaski Site	1	LS	\$ 8,000.00	\$ 8,000.00	\$ 40,000.00	\$ 40,000.00	\$ 25,000.00	\$ 25,000.00	\$ 32,500.00
10	Tree removal at Kaski Site	1	LS	\$ 3,000.00	\$ 3,000.00	\$ 6,000.00	\$ 6,000.00	\$ 15,000.00	\$ 15,000.00	\$ 10,500.00
11	Demolition and site work at Kaski Site	1	LS	\$130,000.00	\$ 130,000.00	\$ 300,000.00	\$ 300,000.00	\$ 150,000.00	\$ 150,000.00	\$ 225,000.00
12	Bolted Steel tanks at Kaski Site	2	EA	\$111,000.00	\$ 222,000.00	\$ 95,000.00	\$ 190,000.00	\$ 175,000.00	\$ 350,000.00	\$ 270,000.00
13	Tank disinfection and testing at Kaski Site	1	LS	\$ 5,000.00	\$ 5,000.00	\$ 2,500.00	\$ 2,500.00	\$ 5,000.00	\$ 5,000.00	\$ 3,750.00
14	Kaski Site Electrical	1	LS	\$ 15,500.00	\$ 15,500.00	\$ 56,000.00	\$ 56,000.00	\$ 65,000.00	\$ 65,000.00	\$ 60,500.00
15	Destroy Lompico Well No. 5 at Lewis Site	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	NA
15A	Well Driller Mobilization	1	LS	\$ 2,000.00	\$ 2,000.00	\$ 5,000.00	\$ 5,000.00	\$ 10,000.00	\$ 10,000.00	\$ 7,500.00
15B	All well demo work except cementing	1	LS	\$ 10,000.00	\$ 10,000.00	\$ 30,000.00	\$ 30,000.00	\$ 40,000.00	\$ 40,000.00	\$ 35,000.00
15C	Fill casing with neat cement	400	VLF	\$ 57.00	\$ 22,800.00	\$ 30.00	\$ 12,000.00	\$ 37.50	\$ 15,000.00	\$ 13,500.00
16	Temporary tanks at Lewis Site	1	LS	\$ 39,000.00	\$ 39,000.00	\$ 84,000.00	\$ 84,000.00	\$ 38,000.00	\$ 38,000.00	\$ 61,000.00
17	Demolition and site work at Lewis Site	1	LS	\$153,000.00	\$ 153,000.00	\$ 315,000.00	\$ 315,000.00	\$ 235,000.00	\$ 235,000.00	\$ 275,000.00
18	Bolted Steel tanks at Lewis Site	2	EA	\$168,000.00	\$ 336,000.00	\$ 127,000.00	\$ 254,000.00	\$ 365,000.00	\$ 730,000.00	\$ 492,000.00
19	Tank disinfection and testing at Lewis Site	1	LS	\$ 5,000.00	\$ 5,000.00	\$ 2,500.00	\$ 2,500.00	\$ 5,000.00	\$ 5,000.00	\$ 3,750.00
20	Lewis Site Electrical	1	LS	\$ 16,000.00	\$ 16,000.00	\$ 56,000.00	\$ 56,000.00	\$ 65,000.00	\$ 65,000.00	\$ 60,500.00
21	Disinfectant Booster System	1	EA	\$ 12,000.00	\$ 12,000.00	\$ 18,000.00	\$ 18,000.00	\$ 225,000.00	\$ 225,000.00	\$ 121,500.00
22	Additional Reinforced Concrete	25	CY	\$ 350.00	\$ 8,750.00	\$ 500.00	\$ 12,500.00	\$ 785.00	\$ 19,625.00	\$ 16,062.50
23	Additional Excavation, Backfill and Compaction	25	CY	\$ 11.00	\$ 275.00	\$ 250.00	\$ 6,250.00	\$ 275.00	\$ 6,875.00	\$ 6,562.50
24	Permits Allowance	1	ALW	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
<b>TOTAL BID PRICE:</b>				\$	1,558,525.00	\$	<b>2,212,250.00</b>	\$	<b>3,024,500.00</b>	\$ <b>2,618,375.00</b>



## LOMPICO AD PROJECTS RECONCILIATION

### EXPENSES

YTD SPENT	\$ 937,319.00	[1]	THRU 1/31/2020
TANK CONSTRUCTION	\$ 2,212,250.00		
TANK MANAGEMENT	\$ 255,358.00		
TANK ENVIRO	\$ 75,000.00		
TOTAL	\$ 2,542,608.00	[1]	
CASH ON HAND	\$ 146,497.26		
LOAN NEEDED	\$ 2,396,110.74		
INTEREST EXP	\$ 400,000.00	[1]	*
ANNUAL NBS	\$ 29,250.00	[1]	Remainder of term
<b>TOTAL EXPENSES</b>	<b>\$ 3,909,177.00</b>	<b>= [1]</b>	
<b>TOTAL REVENUE</b>	<b>\$ 2,933,734.00</b>		
<b>DIFFERENCE</b>	<b>\$ (975,443.00)</b>		**

\* Their actual interest expense would be more since there is not enough money to repay the loan. This is what it would be to repay the 2.4M over 10 years at 2.99%.

\*\* Note this is only factoring in the tank project. this does not factor in the intertie costs.

## MEMO

TO: Board of Directors  
FROM: District Manager  
SUBJECT: San Lorenzo Valley Water District Revenue Certificates of Participation Projects  
DATE: August 28, 2019

### RECOMMENDATION:

It is recommended that the Board of Directors review this memo and adopt the attached resolution dedicating the \$14,500,000 in proceeds of the San Lorenzo Valley Water District Revenue Certificates of Participation, Series 2019 issued under the Trust Agreement by and among Zions Bancorporation, National Association dated as of August 1, 2019 for the completion of Capital Improvement Projects as listed in Exhibit A.

### BACKGROUND:

The District pursued certificates of participation to fund upcoming capital projects. The capital market interest rates became more favorable than the previously planned USDA loan. A certificate of participation is a tax-exempt financing agreement that is sold to investors as securities resembling bonds. There is then a trustee assigned that will take the semi-annual payments from the District and distribute to the investors accordingly.

The loan terms are \$14,025,000 for 30 years, at a true interest cost of 2.99%, with a prepayment option with no penalty after 9/1/2029.

The below describes the intended use of these proceeds. These projects should be complete or in progress within three years on the issuance. These will be reported on as part of the quarterly financial package.

The projects were selected from the District's 2015 Capital Improvement Project list. The projects were selected based on:

- Risk of Failure/Age of Existing
- Fire Safety/Community Safety
- Cost Savings Improvements to Operations
- Population Served
- Water Quality/Reliability

- Reimbursement Funding (Lompico Projects)

The two largest projects Lyon and Quail Hollow pipelines will impact 100% of District customers by the ability to move large amounts of water from end to the other of the distribution system. These main line replacements/upgrades will correct many low water pressure areas, removing restrictions and greatly improving water flow to Boulder Creek, Ben Lomond, Lompico, Zayante, and Probation Zones.

The projects will be completed over a three-year period and the attached resolution requires Board of Directors approval for any changes to the project list.

Projects

Lyon Pipe	\$3,504,640
Sequoia	197,120
Hillside	546,560
California	1,090,957
Quail Hollow	5,060,411
Swim Tank	1,500,000
Kaski Tank	687,500
Lewis Tank	1,142,500
Madrone Tank	891,250
<u>TOTAL</u>	<u>\$14,620,938</u>

DESCRIPTION OF PROJECTS:

Lyon Zone- 5,600 lineal Feet 12-Inch Waterline Replacement \$3,504,640

Lyon Zone Water Distribution System Project (Lyon Project) consists of replacing the existing 6" water distribution line in the Lyon and Big Steel Zones with approximately 5,600 linear feet of 12-inch pipe. The new pipeline will parallel the existing 8" beginning at the Big Steel, Lyon, and Little Lyon Reservoirs and ending at the intersection of Central Avenue and Lomond Street in Boulder Creek. The current pipeline goes through homeowner yards and under houses, making maintenance a challenge. Past analysis states that if the existing line was upsized, water would flow from Lyon and Big Steel Reservoirs to fill the Reader, Blackstone, and Bear Creek Reservoirs by gravity removing the need for

the Firehouse Booster. This project will add flexibility to utilize multiple supply sources throughout the District.

Sequoia Avenue Water Main Replacement - 800 Lineal Feet 8-Inch \$197,120

The Sequoia Avenue Pipeline Project will prevent water losses and service outages in the Reader Pressure Zone. The existing 6" cast iron pipe is in extremely poor condition, experiencing two breaks annually which results in major water loss. Several hundred customers' service is interrupted to fix these breaks. The proposed Project consists of the Installing 800 lineal feet of 8" water main and appurtenances to replace the existing above ground section of pipeline along Sequoia Avenue. The alignment of the new main will be in the Sequoia Avenue right-of-way. The new pipe will be constructed above ground on supports. Construction includes connections to existing service laterals, fire hydrants as requested by the Fire Department.

Hillside Water Main Replacement - 1,900 Lineal Feet 6-Inch \$546,560

The Hillside Water Distribution System Project (Hillside Project) is located in the North Boulder Creek Zone off Hillside Drive between Fern Drive and Reynolds Drive to the West of Highway 9. The project consists of replacing the existing 4" PVC pipeline and two PRVs with approximately 1,900 linear feet of 6" pipeline and two PRVs and other appurtenances. This replacement is due to unstable geologic conditions at the site that cause ground movement and the damage the pipe. An alternative is being considered to omit installation of the two PRVs within the Hillside Drive subdivision and instead install one PRV in the Fern Drive 6" ductile iron main to regulate pressure for the entire subdivision. This alternative is to be considered during the design phase. The new pipeline will need to provide flexibility and resilience to shifting when future geologic instability occurs. Replacing the pipe with a more flexible pipe such as HDPE will reduce water loss in the future from pipeline damage due to major ground movement.

California Drive - 1,840 Lineal Feet 6-inch Waterline \$1,090,957

Customers on California Drive are served by 2" galvanized water mains with a single connection to a 10" AC main in the Riverside Drive area. Currently adequate fire flow cannot be provided. The District also reports 12 leaks annually on the 2" galvanized pipeline at California Drive.

The pipeline installation would take place in the California Drive and Middle Drive ROWs. Construction would include the installation of 1,840 linear feet of 6" pipe, connections to existing service laterals, fire hydrants as requested by the Fire

Department. Construction will also include the abandonment of the existing 2” galvanized main that currently serves California Drive connections

Swim Tank - 62,000 Bolted Steel Tank \$1,500,000

The proposed Swim Tank Project is located southwest of the intersection of Country Club Drive, Woodland Drive, and Scenic Way in Ben Lomond. The project consists of replacing two existing 20,000-gallon redwood storage tanks with one 62,000-gallon bolted steel storage tank. The new tank would be approximately 16 feet tall and 30 feet in diameter and would be located between and to the north of the current tank locations at the end of Scenic Drive. The new tank will have a reinforced concrete ring foundation. The proposed project site is approximately 0.14-acres (6,081 square feet).

The existing wooden tank and booster pump station will remain in operation during construction to maintain water service to the existing pressure zones. The existing wooden tanks will be removed after installation of the new steel tank is complete. Upon completing this project, the District will stop water loss due to tank leakage and eliminate maintenance efforts with keeping the dated wooden tanks in service.

Quail Hollow Zone - 7,500 Lineal Feet 12 inch \$5,060,411

Quail Hollow Zone Water Distribution System Project (Quail Project) consists of replacing the existing 6” water distribution main in the Quail Zone with approximately 7,500 linear feet of 12-inch water main. The new mainline will parallel the existing 6” line, beginning at Cumora Lane and Quail Hollow road, and ending at East Zayante and Quail Hollow Road, Ben Lomond CA. The current pipeline is greatly undersized and restricts fire flow and water supply in the high reaches of the Distribution system in the Quail Zone. This will add flexibility to utilize multiple supply sources throughout the District and greatly increase fire flow to the Lompico, Zayante, Ben Lomond and Probation areas. This will remove a major flow restriction with abilities to impact 100% of the Districts water system.

Lompico Water Storage Tanks- Kaski, Lewis and Madrone Tanks

Lompico currently has five redwood water storage tanks in operation, for a total of 340,000 gallons of water in storage. Just prior to the Lompico merger a sixth redwood tank (Lewis 2) was taken out of service due to leakage. The Lompico assessment district provides funding for replacement of all six tanks which are



leaking and require replacement. The tank locations are Kaski, Madrone, and Lewis. Capacity of the tanks at each location will be determined by computer modeling of the water system to ensure adequate water storage for fire or disaster consisting of a total of 440,000 gallons of water stored. The redwood tanks will be replaced with steel nut & bolt design. Although included in the certificates of participation, reimbursement funding is provided from the \$2.75 million assessment for infrastructure improvements Local Agency Formation Commission Resolution No. 953-A.

RESOLUTION NO. 6 (19-20)

**SAN LORENZO VALLEY WATER DISTRICT  
RESOLUTION NO. 6 (19-20)**

**SAN LORENZO VALLEY WATER DISTRICT REVENUE CERTIFICATES OF  
PARTICIPATION PROJECTS**

WHEREAS, the San Lorenzo Valley Water District pursued certificates of participation to fund upcoming capital projects; and

WHEREAS, the loan terms are \$14,025,000 at a 2.99% interest rate, over 30 years, with a prepayment option with no penalty after 9/1/2029; and

WHEREAS, the projects were selected from the District's 2015 Capital Improvement Project list. The projects were selected based on Risk of failure, cost saving improvements and several other factors (See exhibit A); and

WHEREAS, the projects will be completed over a three-year period and the attached resolution requires Board of Directors approval for any changes to the project list; and

WHEREAS, the two largest projects Lyon and Quail Hollow pipelines will impact 100% of District customers by the ability to move large amounts of water from end to end of the distribution system improving system reliability and fire flow.

NOW, THEREFORE BE IT RESOLVED, that the Board of Directors ("Board") of the San Lorenzo Valley Water District do hereby adopt this resolution dedicating the \$14,500,000 in proceeds of the San Lorenzo Valley Water District Revenue Certificates of Participation, Series 2019 issued under the Trust Agreement by and among Zions Bancorporation, National Association for the completion of Capital Improvement Projects as listed in Exhibit A.



RESOLUTION NO. 6 (19-20)

PASSED AND ADOPTED by the Board of Directors of the San Lorenzo Valley Water District, County of Santa Cruz, State of California, on the 28<sup>th</sup> day of August, 2019 by the following vote of the members thereof:

AYES: Farris, Fultz, Henry, Swan, Moran

NOES:

ABSTAIN:

ABSENT:



---

Holly B. Hossack  
Secretary of the Board  
San Lorenzo Valley Water District

## Exhibit A

Projects	
Lyon Pipe	\$3,504,640
Sequoia	197,120
Hillside	546,560
California	1,090,957
Quail Hollow	5,060,411
Swim Tank	1,500,000
Kaski Tank	687,500
Lewis Tank	1,142,500
Madrone Tank	891,250
TOTAL	\$14,620,938

## MEMO

To: Board of Directors  
From: District Manager  
Prepared by: Engineering Manager  
Subject: Discussion and possible action related to Construction Management Consulting Services for the Lompico Tanks Project  
Date: February 22, 2020

### Recommendation:

It is recommended that the Board of Directors find MME Civil and Structural Engineers to be the top ranked firm and direct the District Manager to enter into a contract for the construction management of the Lompico Tanks Project to MME Civil and Structural Engineers in the amount of \$255,348.

### Background

On December 15, 2019 the San Lorenzo Valley Water District (District) advertised a request for proposals (RFP) for Construction Management consulting services for the Lompico Tanks Project. At 3pm on January 23, 2019, one proposal was received. The following firms submitted proposals:

- MME Civil and Structural Engineers

District staff carefully reviewed the proposal and determined that the proposal from MME meets the minimum requirements set forth in the RFP. The RFP required the prime consultant to hire sub-consultants for:

- Prevailing wage monitoring,
- Geotechnical engineering,
- Asphalt testing,
- Concrete testing.

MME submitted a proposal which included the lowest fee, a clear understanding of the project issues and adequate staff time to provide the required inspections and project oversight.





# San Lorenzo Valley Water District Construction Management Services for the Lompico Tanks Replacement Project

**Proposal**  
January 30, 2020

Lewis Tanks  
Kaski Tanks  
Madrone Tanks



*Photo of Probation Tank  
Design and construction management by MME*







January 29, 2020

**Darren Langfield, District Engineer**

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

**Re: Construction Management Services Proposal for the  
Lompico Tanks Replacement**

MME Project No: 19168

Dear Darren,

I am excited to present you with our Proposal. We hope you will agree we are ideally suited to help San Lorenzo Valley Water District manage this six-tank project.

- **Our Work Experience Aligns with Your Projects:** Our firm specializes in construction management and engineering design of critical public works improvements such as water systems, storm water and sewer systems, tanks and reservoirs, intersections and roadways, and bridges. Our expertise in designing and managing the award-winning Probation Tank Replacement project will be essential in helping us to delivering another successful tank project to the District customers.
- **Quality Staff is our Hallmark:** The quality of our personnel is the heart of our firm. We reward loyalty and all of our senior staff members have chosen to dedicate their careers to serving with our firm. Together we have helped our clients build a portfolio of technically challenging projects including pipeline replacements, water tank rehabilitation, large retaining walls, busy intersections, critical bridges and lifeline roadways.
- **Expert with Local and State Procedures:** Our team has developed long term relationships with local and regional permit agency staff by consistently preparing quality plans and reports and this helps us to routinely secure permits and approvals; for example, from Santa Cruz County, CalTrans, PG&E, Fish and Wildlife, and the Regional Board.
- **We Know Santa Cruz County:** Our local team is deeply familiar with Santa Cruz County's unique traffic, water, geotechnical, survey and environmental conditions so we can provide efficient, appropriate, and cost effective services. From our downtown Santa Cruz location, we can meet you face to face in your office in less than 40 minutes. Our location and experience enable us to deliver projects faster than teams from out of the area.

Both I, and several of our engineers live in the Santa Cruz Mountains and we would be proud to work on another important local project with you. I look forward to working with you and the San Lorenzo Valley Water District team again!

Respectfully submitted,

Rodney Cahill  
Principal  
rodney@m-me.com



## 2.0 Project Description and Approach

This project is the construction management of the construction of six new bolted steel water tanks to replace five old redwood tanks at three sites in the Lompico area. The objectives will be to improve drinking and fire-fighting water storage for the Lompico community at a reasonable cost and prompt schedule.

Our approach to assisting the District is to work closely with our team of special inspection experts to provide detailed and comprehensive construction supervision. We will be onsite daily to observe and document construction and will manage all communication with the contractor on your behalf.

We will subcontract with the Geotechnical Engineer of Record, Pacific Crest Engineering Inc. for the observation and testing of all grading and earthwork including foundation excavations and utility trenches. We will subcontract with Smith-Emery to provide inspections and testing for asphalt placement observation and compaction testing, concrete sampling and cylinder compression testing, miscellaneous steel welding for appurtenances, ladders & handrails. MME will provide inspections of the foundation rebar reinforcement, field tank bolting, storm drains, water piping and conduits. MME will create daily logs including photographic documentation of the construction progress.

The best way to ensure project success is to vigorously study the construction documents and communicate expectations to the Contractor. While the project plans and specifications fully address the responsibilities of the Contractor, project critical aspects of their duties are listed below with MME's approach to satisfy these requirements:

- 1) Prior to receiving Notice to Proceed, the Contractor shall submit a Site Specific Safety Plan. The Contractor shall be responsible for initiating, maintaining, and supervising all safety precautions and programs. Contractor is responsible for site conditions during the course of construction of the project including safety of all persons and property. These requirements apply continuously twenty-four hours a day every day until final acceptance of the work. The Contractor shall designate a responsible member of their organization at the site whose duty shall be the prevention of hazards and accidents. The duties of the San Lorenzo Valley Water District, Engineer and Inspector do not include review of the adequacy of the Contractor's safety measures in, on, or about the site and vicinity.
- 2) This project requires the Contractor, or any subcontractor hired by Contractor, to pay not less than the prevailing rate of per diem wages as determined by the Director of the California Department of Industrial Relations. The Contractor shall submit, and require each Subcontractor under him to submit a verified statement of the journeyman and apprentice hours performed on the Contract. Certified copies of all employee payroll records shall be provided with each progress payment. MME will subcontract with 360PSM for labor compliance monitoring services including determination of the specific labor standards and dates of effect for wages. 360PSM will maintain all compliance files and documents relating to prevailing wage with the prime contractor and subcontractors.
- 3) Simultaneously with the execution of the Contract Agreement, the Contractor shall submit estimated progress schedule in chart form indicating the date that each part of the work will be started and completed, and indicating a schedule of the required



submittals including shop drawings, samples, lists of materials and equipment, equipment data, and instruction manuals. The project contract time is established as 300 calendar days from the date of receipt of the Notice to Proceed. The Contractor shall revise the approved progress schedule at monthly intervals. Each revised schedule shall be submitted for approval simultaneously with the Contractor's application for progress payment for the same time period. The fixed liquidated damages is established as \$500 for each calendar day of unauthorized delay in the completion of the work.

- 4) The design of the steel bolted potable water tanks and the tank foundations are a deferred submittal and will be the responsibility of the Contractor. The bolted steel tank design shall conform to the requirements of AWWA D103-09, standard for Factory-Coated Bolted Carbon Steel Tanks for Water Storage. The design calculations must be signed by a Civil or Structural Engineer registered in the State of California and are subject to the approval of the Engineer of Record. Design data is supplied in the project plans for the basis of design for the tanks at each site. The tank manufacturer's engineer shall utilize the design data contained in the plans and foundation design contained in the soils report. The tank manufacturer shall furnish, erect and test the tank as required by AWWA D103. Field erection of the tanks shall be performed by tank manufacturer's employees or certified erection crew to alleviate any potential disputes in coating quality or erection thereof. Prior to placing water in the tank, a "holiday" inspection of the entire tank, corners included, will be provided and performed by the manufacturer in the presence of the owner.

The work at each site is similar and includes the installation of temporary tanks to maintain water storage and service during the duration of the construction. After the temporary water tanks are installed and operational, the old infrastructure is to be demolished and removed from the site. New underground utilities will be installed for the new tanks. A more detailed description of the work at each site can be found below:

#### **Madrone Site**

- Harvest and remove two trees. Tree removal shall be performed by a Licensed Timber Operator (LTO). The LTO shall submit the permit exception form to Cal Fire at least two weeks prior to starting tree removal work.
- Provide four temporary tanks to maintain uninterrupted water service during construction.
- Demolish existing two redwood tanks and concrete foundations. Remove existing underground utility pipes. Contractor shall establish new temporary benchmarks prior to demolishing existing temporary benchmarks.
- Install new 25' power pole and electrical panel. Grade and compact the tank site, total estimated site grading is 40 cubic yards.
- Install new steel bolted water tanks on concrete ring foundations with appurtenances, yard piping, site paving and fencing.
- Remove temporary tanks and piping.

#### **Lewis Site**

- Demolition of Lompico Well No.5 shall be performed by a well drilling contractor with a valid C-57 license. A well destruction permit from the Santa Cruz County Division of Environmental Health is required by project specifications. The well drilling contractor





shall submit complete records of the well destruction procedure to provide a record that the hole was properly sealed.

- Provide four temporary tanks to maintain uninterrupted water service during construction.
- Demolish existing treatment building, including all equipment inside building, sludge infrastructure, remove filter vessels, remove remains of treatment tower & metal framing.
- Demolish existing redwood tank and mudsill blocks. Remove existing asphalt pavement and abandoned underground utility pipes within the SLVWD property. Contractor shall establish new temporary benchmarks prior to demolishing existing temporary benchmarks.
- Grade and compact the tank site, total estimated site grading is 250 cubic yards.
- Install new 25' power pole and electrical panel.
- Install new steel bolted water tanks on concrete ring foundations with appurtenances, yard piping, site paving and fencing.
- Remove temporary tanks and piping.

#### **Kaski Site**

- Provide two temporary tanks to maintain uninterrupted water service during construction.
- Grade and compact the tank site, total estimated site grading is 200 cubic yards.
- Harvest and remove two redwood trees. Tree removal shall be performed by a Licensed Timber Operator (LTO). The LTO shall submit the permit exception form to Cal Fire at least two weeks prior to starting tree removal work.
- Demo existing two redwood tanks and concrete foundations. Remove existing underground utility pipes. Contractor shall establish new temporary benchmarks prior to demolishing existing temporary benchmarks.
- Install new 25' power pole and electrical panel.
- Install new steel bolted water tanks on concrete ring foundations with appurtenances, yard piping, site paving and fencing.
- Remove temporary tanks and piping.





### 3.0 Identification of Prime Consultant

- i. Mesiti-Miller Engineering, Inc., dba MME Civil + Structural Engineering
- ii. State of California Certified Small Business (SB/Micro) Supplier ID #4797
- iii. Not a Subsidiary
- iv. Rodney Cahill, Principal  
224 Walnut Ave, Suite B  
Santa Cruz, CA 95060  
831-426-3186 x. 101  
rodney@m-me.com
- v. Licensed Engineers: 6  
Engineers in Training: 3  
Administrative / Office staff: 2
- vi. MME was established over 30 years ago to provide professional civil and structural engineering services to both public and private sector clients in the central California area. Our clients generally include cities, counties, districts, universities and schools.

The practice is generally directed toward public works infrastructure, civil and structural design, pipelines, tanks, roads, buildings, bridges, retaining walls, and near shore marine facilities and associated site improvements, street improvements and trails.

Our firm is pleased to offer a full range of professional engineering services, including project planning and feasibility studies, conceptual design, design development, construction document preparation, construction phase services and forensic studies and investigations.

MME has never filed for bankruptcy. Over the past five years, with more than 500 successfully completed projects, MME has not been involved in any projects that have resulted in litigation or arbitration. However, one design project we were involved in was referred to mediation to resolve the construction schedule and was successfully settled:

Santa Cruz Metropolitan Transit District Operations Building  
MME Project 99171-30, Santa Cruz, CA

Please review our Firm Resume on the following page for a detailed summary of our qualifications.



Walton Lighthouse



Seymour Marine Discovery Center



Shugart Park Bridge



CSUMB 8<sup>th</sup> Ave. Roundabout

### 3.1 Prime Consultant Qualifications

MME was established over 30 years ago to provide professional civil and structural engineering services to both public and private sector clients in the central California area. Our clients generally include cities, counties, districts, and other municipal entities; universities, and schools.

The practice is generally directed toward the engineering design and construction management of buildings, bridges, retaining walls, and near shore marine facilities and associated site improvements, such as grading and drainage, parking facilities, street improvements, water and sewer systems and utility service extensions.

Our expertise lies in the following areas:

- Water Systems and Tanks
- Storm water and sewer systems
- Retaining walls
- Slope Stability and Repairs
- Site planning and improvements
- Vehicular and pedestrian bridges
- Utility system extensions
- Streets, intersections and roadways
- Building structural systems
- Structural retrofits and repairs
- Trails, greenways, and bikeways
- Schools and parks

Dale Hendsbee, S.E and Rodney Cahill, C.E. direct a talented staff of eleven licensed civil and structural engineers, engineers-in-training and administrative personnel.

Our firm is pleased to offer a full range of professional engineering services, including project planning and feasibility studies, conceptual design, design development, construction document preparation, construction phase services and forensic studies and investigations. Depending on client needs, we can function as a consultant to the project team or as the project prime professional responsible for selection and management of the design team.

Our State of California Certified Small Business (SB/Micro) Supplier ID is #4797.

We are committed to maintaining state-of-the-art professionalism in our practice of engineering. Our engineers use the latest design technology and we continually update our extensive library of codes, design manuals and portfolio of specialized engineering analysis software. Continued education remains an ongoing endeavor to stay current in our industry and performing at our highest level.

In support of our commitment to provide excellent service we carry Professional Liability insurance (errors and omissions) with limits of \$2,000,000 per claim and \$2,000,000 in the aggregate. We also carry General Liability, Automobile Liability, Worker's Compensation and Employer's Liability insurance policies in the amount of \$1,000,000 each.

MME is absolutely dedicated to providing quality in the constructed project. This philosophy demands high standards of professional service, responsibility to client needs, timeliness, efficiency and pride of workmanship. We are focused on adding value to the project. Accordingly, it is essential to explore several solutions to any given challenge. Only then can the ideal, and often unique, solution be selected. The benefits of our thorough and pro-active approach results in projects with superior performance, enhanced durability, maximum cost-effectiveness and more uniform levels of safety that serve our clients well for years to come.



## 4.0 Identification of Sub Consultants

### 4.1 Geotechnical Services Sub Consultant

- i. Pacific Crest Engineering, Inc.  
444 Airport Boulevard, Suite 106  
Watsonville, CA 95076
- ii. Elizabeth Mitchell, President / Principal Geotechnical Engineer  
444 Airport Boulevard, Suite 106  
Watsonville, CA 95076  
831-722-9446 x. 3617  
elizabeth@pacengineering.net
- iii. Geotechnical Engineers: 2      Staff Engineers/Geologists: 4  
Staff Engineers/Geologists: 4      Field / Lab Technicians: 6  
Civil Engineers: 1      Chemical Engineers: 1  
Support Personnel: 2
- iv. Pacific Crest Engineering is a local firm providing full service geotechnical, materials testing, special inspection and environmental engineering consulting services to the public and private sectors of the Monterey Bay area. They are a certified woman-owned DBE (#41551) and Small Business (#47199) with the State of California. They are also recognized by the Joint Utilities as a certified Women Business Enterprise (#15060114).

Established in 2001, their office has been locally established in Watsonville, California for 19 years, which means their entire staff is centrally located and committed to meeting the project needs with efficiency and expedience.

Pacific Crest Engineering is well experienced in local municipal and public works projects, including performing geotechnical engineering projects for the County of Santa Cruz, Soquel Creek Water District, San Lorenzo Valley Water District, the City of Santa Cruz, the City of Watsonville and the University of California, among others. Several of members of the Pacific Crest Engineering team have 30 years or more of experience in the Monterey County area, comprising several hundred projects that include geotechnical studies for water tanks, roadways, multi-use trails, pipelines, public works improvements, bridges, utilities and below ground structures. Pacific Crest Engineering has never filed for bankruptcy. Out of over 2,100 projects completed since 2001, one Pacific Crest contract has been named in matters where litigation against us was initiated in the past five years:

Morgan Hill Courthouse, PCE Project 02105, Santa Clara County, CA

No other contracts or subcontracts are in default or have been terminated.



## 4.2 Testing and Special Inspections Sub Consultant

- i. Smith-Emery San Francisco  
1940 Oakdale Avenue  
San Francisco, CA 94124
- ii. Monica Kahler, Sr. Project Manager  
1940 Oakdale Avenue  
San Francisco, CA 94124  
415-642-7326  
mkahler@smithemerysf.com
- iii. Special Inspectors: 300 (company wide)  
Civil Engineers: 8 (company wide)  
Senior Managers & Project Managers: 15 (company wide)
- iv. Smith-Emery has been in business since 1904 (116 years). The firm originated in San Francisco. Smith-Emery has no bankruptcy filings to report; they have not been terminated, nor in default, nor had claims made against their firm that resulted in litigation or arbitration in the last five years.



### 4.3 Labor Compliance Sub Consultant

- i. 360PSM  
19024 Fieldstone Court  
Salinas, CA 93908
- ii. Catalina Ferreto, President  
19024 Fieldstone Court  
Salinas, CA 93908  
831-500-1263  
catalina@360psm.com
- iii. Labor Compliance Monitoring Officer – Analyst: 1 (Catalina Ferreto)  
Labor Compliance Analyst: 1 (Fulvio Cajina)
- iv. 360PSM serves government agencies by providing services of monitoring Labor Compliance Prevailing Wages, Public Outreach, Document Control, and monitoring Disadvantaged Business Enterprise (DBE) participation to satisfy requirements of State and Federal grant funding.

360PSM is a State of California Certified Disadvantaged Business Enterprise (DBE #45909) founded in 2018 by Catalina Ferreto and is a Sole Proprietorship business. The company was created with the goal of assisting agencies on implementing infrastructure projects with support services. 360PSM supplies agencies with services such as public outreach, monitor contractor compliance with all the applicable payment of prevailing wages and requirements of the contract provisions, document controls, and general management consulting services.

360PSM has never filed for bankruptcy; has never had a contract terminated or in default, and has never had a claim made against it that resulted in litigation or arbitration.



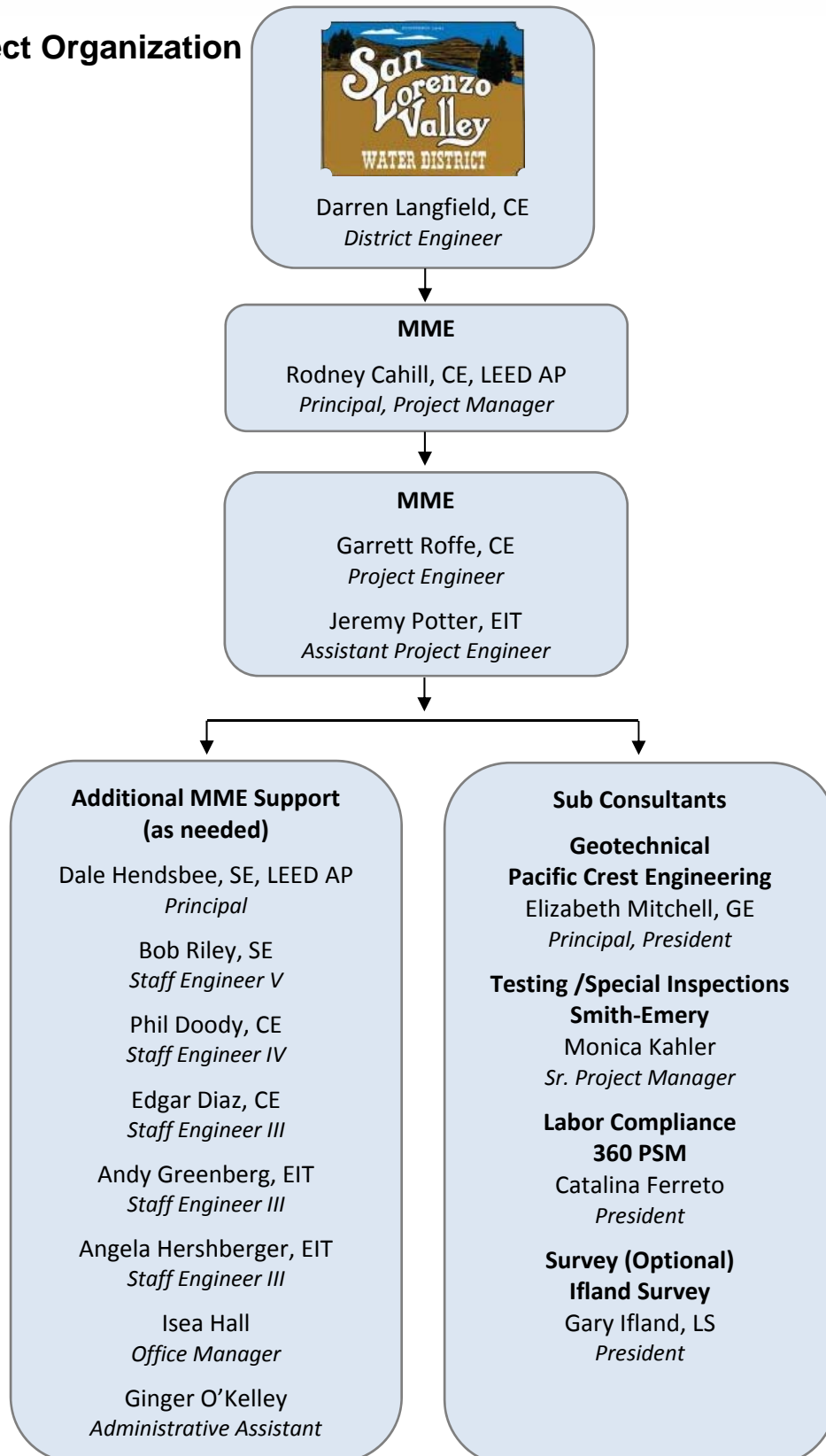


#### 4.4 Survey Sub Consultant (Optional)

- i. Gary Ifland & Associates, Inc., dba Ifland Survey  
5300 Soquel Avenue, Suite 101  
Santa Cruz, CA 95062
- ii. Gary Ifland, President  
5300 Soquel Avenue, Suite 101  
Santa Cruz, CA 95062  
(831) 426-7941 x301  
gary@iflandsurvey.com
- iii. Licensed Land Surveyors: 2  
Field Survey Technicians: 2  
Administrative / Office staff: 1
- iv. IFLAND SURVEY is a professional land surveying and mapping firm based in Santa Cruz, CA. Founded in 1995, the firm's professional and technical staff is skilled and equipped to provide complete surveying and mapping services throughout the SF and Monterey Bay areas. They utilize advanced technologies including robotic total stations, drones (UAV), 3D laser scanners, and GPS units, combined with industry leading software by Autodesk (AutoCAD Civil3d), Trimble (Business Center and Realworks) and Pix4D (photogrammetry software). Ifland Survey is a certified SB/ Micro Business with the State of California and they maintain all of the typically required insurance coverages including \$2M / \$1M Professional Liability Insurance.  
  
Ifland Survey has no filings of bankruptcy, and no terminated contracts, no contracts in default or have any claims made against them resulting in litigation or arbitration.



## 5.0 Project Organization





**Education**

Bachelor of Civil Engineering, 2000  
Queensland University of Technology  
Australia

Diploma of Civil Engineering,  
Northern Territory University  
Australia, 1996

**Registration**

Civil Engineer  
State of California, 2005  
No. 67728

LEED Accredited Professional  
Green Building Cert. Institute, 2009

Qualified SWPPP Developer and  
Practitioner, No. 20301, 2011

Cal OES Safety Assessment Program,  
No. 78583, 2016

**Professional Affiliations**

American Public Works Association,  
Monterey Bay Area Chapter  
President, 2019

American Society of Civil Engineers

U.S. Green Building Council

## Rodney Cahill, C.E., LEED AP

*Principal*

### Professional Qualifications

For over 20 years Rodney Cahill has provided professional civil engineering services focusing on long-term client relationships, innovative design, and responsible project management. Rodney joined MME in 2008 and became a firm owner in 2015.

Rodney helps our clients achieve their goals by providing engineering leadership in all project phases from feasibility assessment to alternatives analysis, schematic design, cost estimating, final design, specifications, permitting, bidding support, scheduling and construction management.

Mr. Cahill's background is in design and management of a diverse portfolio of projects from public works and capital improvements, to roads and intersections, roundabouts, commercial buildings, bridges, harbors, ports, water tanks, pipelines, pedestrian and bicycle trails, retaining walls, parks, schools and universities, libraries, sports fields, coastal repairs, and landslide stabilizations.

Rodney's technical expertise includes site design and layout, three dimensional grading plans, road and pipeline alignments and profiles, hydrologic and hydraulic modeling, drainage analysis and design, topographic surveying and preparation of contour maps, erosion control plans, and utility upgrades.

Rodney specializes in taking proactive approach to solving engineering challenges for our clients using both creative and practical design solutions for the construction of an innovative built environment. This strategy has resulted in a strong network of client relationships and a portfolio of successful projects.



**Education**

B.S. Civil Engineering, 2008  
California Polytechnic State University,  
San Luis Obispo

**Registration**

Civil Engineer  
State of California  
No. 79596

**Professional Affiliations**

American Society of Civil Engineers  
Structural Engineers Association of  
Northern California

## Garrett Roffe, P.E.

*Engineer III*

### Professional Qualifications

Mr. Roffe has over nine years of structural engineering experience and has been with MME since 2011. He has worked on a variety of projects including commercial, educational, residential, and municipal facilities in various locations across the United States.

He is well versed in mechanics of materials and applying sound engineering principles to analysis. The use of steel, concrete, wood, and masonry materials, along with computer modeling techniques allows his designs to meet current code standards.

Mr. Roffe is experienced in the analysis, design and development of construction documents including engineering calculations, drawings and technical specifications.

Mr. Roffe is experienced in construction administration for a variety of projects. Garrett performs field observations, documenting working conditions, preparing field reports, site observation logs, and progress reports, reviewing shop drawings for conformance with the construction documents and, responding to RFI's and change orders with exemplary attention to detail. His design skills have proved useful during construction as Garrett is able to correctly interpret the construction documents and guide owners and contractors so the as-built construction conforms to the original design intent.

He regularly utilizes structural analysis software such as TEDDS, RISA, Enecalc, PCA column and other specialized programs; and is proficient at producing design drawings using AutoCAD software.

Garrett has also been intimately involved in the design of solar support structures for building roof, parking canopy and ground mounted PV systems.



**Education**

B.S. Environmental Resources  
Engineering, 2018  
Humboldt State University

**Certifications**

Engineer in Training (EIT), 2019  
State of California

**Professional Affiliations**

Engineers without Borders  
American Society of Civil Engineers

## Jeremy Potter, E.I.T.

*Engineer II*

### Professional Qualifications

Jeremy joined MME in 2018 after receiving his Engineering degree from Humboldt State University. While there, his primary technical focus was watershed hydrology, storm drainage, and water distribution.

He has practical experience with hydrologic and hydraulic modeling using a variety of software including EPANet, HEC-RAS, StormCAD, win-TR-55, and HydroCAD. Other software proficiencies include AutoCAD Civil 3D specifically working with 3D surfaces and grading, site plans, details, and profiles.

Jeremy has extensive experience in the construction and industrial field as a construction/iron worker, welder, plumber, stationary engineer and other trades that are advantageous to his insight in planning and design. This considerable hands-on experience enables him to conceptualize the application of design and mitigate potential problems before construction.





## 5.2 Experience of Project Manager and Team

Rodney Cahill is a licensed Civil Engineer with over 20 years of experience. Rodney joined MME in 2008 and became a firm owner in 2015. He believes in focusing on long-term client relationships, innovative design, and responsible project management.

Rodney helps our clients achieve their goals by providing engineering leadership in all project phases from feasibility assessment to alternatives analysis, schematic design, cost estimating, final design, specifications, permitting, bidding support, scheduling and construction.

Mr. Cahill's background is in design and construction management of a diverse portfolio of projects from public works and capital improvements, to roads and intersections, roundabouts, commercial buildings, bridges, harbors, ports, water tanks, pipelines, pedestrian and bicycle trails, retaining walls, parks, schools and universities, libraries, sports fields, coastal repairs, and landslide stabilizations.

Rodney's recent experience in Design and Construction Management for the award-winning Probation Tank will be instrumental in his ability to complete this project successfully. Rodney was involved in checking all site daily logs, reviewing submittal responses, monitoring concerns and providing oversight during this complex and environmentally sensitive project. Although the Probation Tank was a larger tank, site welded, and field coated, and it required major retaining walls to level the site, these experiences in working with the District to manage the construction project will be directly beneficial to the Lompico project.

Garrett Roffe is a licensed Civil Engineer with 12 years of professional experience in project management and engineering design. He served as the Resident Engineer for the Santa Cruz Port District during the 2011 Tsunami Damage Repairs at the Santa Cruz Harbor. He successfully managed the Huckleberry Island Emergency Bridge Replacement Project in Brookdale, California that provided a new 110' long steel bridge across the San Lorenzo River. With experience in both construction and design, including EOR for the storm damage repairs to Upper Park Road for the City of Santa Cruz, Garrett is familiar with interpreting construction documents and coordinating construction efforts to meet the design professional's requirements. Garrett attended San Lorenzo Valley High School before attending Cabrillo College and Cal Poly and is looking forward to working professionally in this community.

Jeremy Potter, EIT will provide assistance to support Garret during concurrent construction of two tank sites with site observations and bolting inspections. Jeremy assisted Tommy Munro with daily observations once per week at Probation Tank and will bring his recent experience to the Lompico project.

Our project team is the best in the area. MME has developed a reputation over 30 years for quality service, ingenuity and experience. We are proud to have over five employees with over ten years of service at the firm, and this gives the District steady and reliable partners with institutional knowledge and long-term familiarity that will help the District's project succeed. Rodney and Garret have worked together for 10 years on hundreds of successful projects.

We have worked with our sub-consultants on many projects over the years and have developed excellent teamwork and we work together very efficiently.





### **5.3 Project Management Approach**

Communication and Organization are two key skills we develop in our project managers. Consistently tracking the scope, budget, and schedule are paramount to keeping projects on track, and good communication with the District and the project team is the cornerstone of our approach.

### **5.4 Firm's Capacity to perform the work within the time limitations**

Our firm has a staff on twelve, one of the largest engineering firms in the area, so we have strong capabilities to deliver. Additionally we have assembled a large team of sub-consultant specialists who can work in parallel and bring in more resources to meet the project schedule. When selecting our sub-consultants for this project, we chose a team with a proven track record. We currently have an opening in our workload and are fully staffed to do this job.

### **5.5 What makes our firm uniquely qualified**

The construction of the Probation Tank Replacement project was completed very recently, in December 2019. Our firm was contracted by the SLVWD to perform design, bid support and construction administrative services for this project. Please see Section 6 for more details about this award winning project.

We completed the design of a 1-mile pipeline for Central Water District in Aptos, and this was built to completion in 2019 with great resourcefulness by the Central Water District staff. We faced many similar conditions on that project and this experience and our background qualifies us to continue doing this type of work. Please see Section 6 for more details about this project.

Our unique advantage is we are located close to the San Lorenzo Valley Water District headquarters, so we can be very responsive in comparison to outside firms. Also, many of our staff live in the Santa Cruz Mountains, so we take extra pride in doing a great job for the District and our neighbors.

Our long-standing history of working well with the District is very important to us. As a locally owned engineering company, we hope can continue to serve the District well. Over time we continue to improve and be increasingly helpful. We hope these capabilities benefit the District. We value our relationship and look forward to working on more projects together in the future.



## 6.0 Experience and Past Performance

The following pages highlight three projects that highlight how our experience is suited for construction management services for the Lompico Tanks Replacement project. The three projects are as follows:

Probation Tank Replacement

Huckleberry Island Bridge Replacement

Valencia Road Pipeline Replacement



# Probation Tank Replacement Felton, California

## Civil and Structural Engineering

After



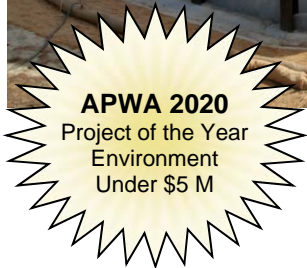
The San Lorenzo Valley Water District contracted MME to perform design, bid support, and construction administrative services for the replacement of an existing 100,000 gallon redwood water tank with a new 32' tall, 60' diameter 530,000 gallon welded steel water tank adjacent to the Santa Cruz County Probation Center.

MME assembled a multidisciplinary team of sub-consultants to assist in development of project plans, specifications, and permitting. Expertise included ecological planning as well as civil, electrical and geotechnical engineering.

Construction administrative services performed by MME included review of submittals and schedules, response to RFI's, preparation of progress payments and contract change orders, attendance of weekly site meetings, and verification of contract compliance through daily site observations accompanied by photo documentation and written reports.

Additionally, MME coordinated a team of sub-consultants to perform labor compliance verification, special inspections, and materials testing. Special inspections were performed for site earthwork and drilling as well as welding and coatings inspection in the shop and field. Materials testing included concrete strength tests and compaction testing for asphalt and soils.

During



During



Before



**Client Reference:**

Rick Rogers, District Manager  
San Lorenzo Valley Water District  
13060 Highway 9  
Boulder Creek CA 95006  
831-430-4624  
rrogers@slvwd.com

**Project Cost:** \$2 Million

**Project Completion:** December 2019



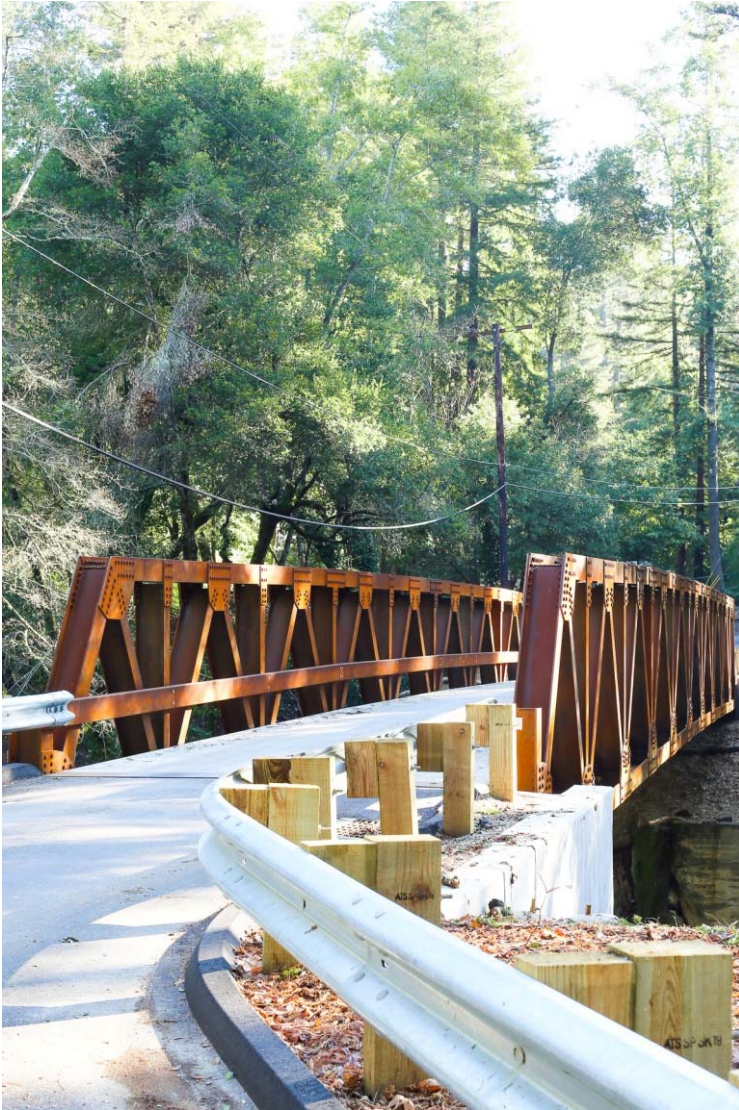


# Huckleberry Island Bridge Replacement

## Brookdale, California

## Civil and Structural Engineering

After



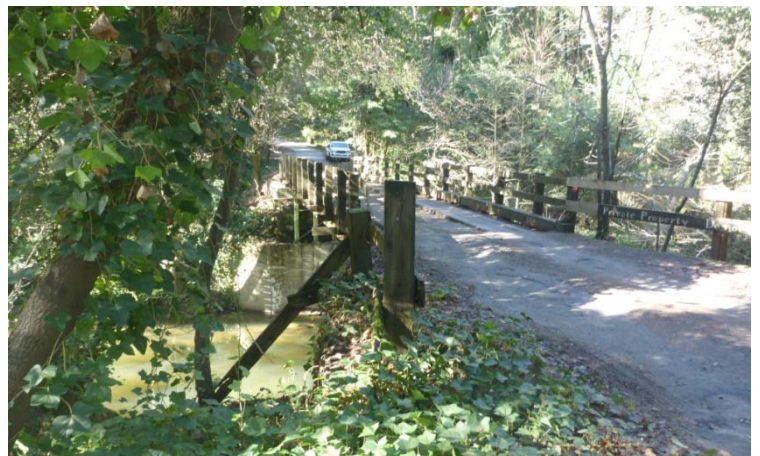
The new 110 foot truss bridge spans the San Lorenzo River, the largest river in the County, and provides the only access to a dozen residences. The old bridge was severely damaged during disastrous flooding; the decking was rotten in several locations, the concrete bridge supports were cracked and their structural stability was significantly compromised.

The design scope included permitting; grading; installing rock slope protection; construction of concrete poured-in-place piers, abutments, wing walls and retaining walls; prefabricated steel and concrete bridge; guardrails; PG&E gas main relocation; drainage; AC paving of the new road, driveways and turnouts; removal of existing bridge; removal of portions of the existing concrete abutments, concrete debris, failing sacked concrete; slope stabilization and re-vegetation.

After



Before



**Client Reference:**

Peter Dessau, Board Member  
Huckleberry Island Homes Association  
PO Box 232, Brookdale, CA 95007  
408-292-1765

**Project Cost:** \$700,000

**Project Completion:** 2018





## Valencia Road Pipeline Replacement Aptos, California

## Civil and Structural Engineering

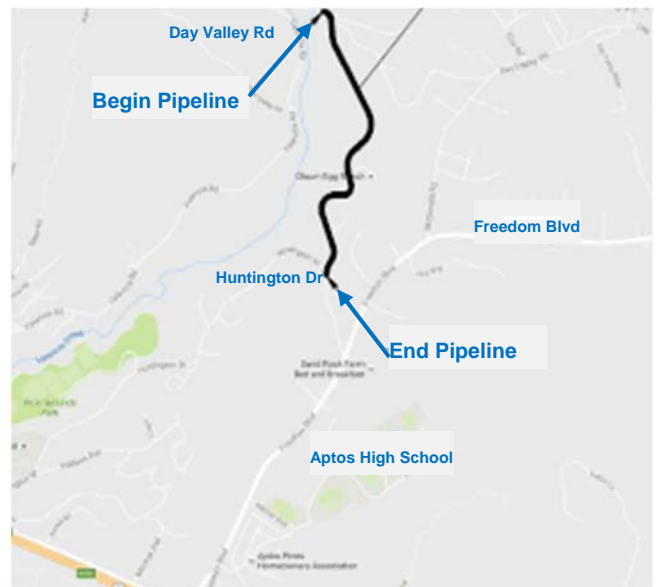


MME was selected by the Central Water District in Aptos, California to redesign the aging water distribution system that serves their valued customers. The project scope for this phase was to upgrade an existing 4700' long water main pipeline along Valencia road from Day Valley Road to Huntington Drive. The existing main was WWII 2" diameter thin-walled steel "invasion" piping. MME designed the new pipeline to be constructed with 8" diameter C900 PVC piping.

The design of this major pipeline began with the centerline realignment of the pipe. The constraints included right-of-way limits, existing utilities and structures, and minimum pipe radii. Once the horizontal alignment was established, MME used AutoCAD Civil 3D pipe networks and surface profiles to show profiles along the entire length of the pipe.

MME also completed an engineer's estimate of probable cost and worked with the District to complete a set of project-specific Special Provisions. The design was completed in February 2017, and was ready to go out to bid. The project was delayed by the February storms that wiped out a major culvert further up on Valencia Road near Aptos School and diverted significant traffic to the project road. Among the challenges involved with this project were water meter locations and lateral realignments, fire hydrant requirements, rights-of-way and easements.

The Central Water District staff worked extremely hard to complete the construction in-house over two summers for about \$130/foot. This major effort resulted in a savings of over \$1,000,000 to District customers when compared to market pricing for similar pipelines in the order of \$500/foot.



### Client Reference:

Ralph Bracamonte, District Manager  
Central Water District  
400 Cox Road /PO Box 1869,  
Aptos, CA 95001-1869  
831- 688-2767  
admin@centralwaterdistrict.us.com

**Project Cost:** \$640,000

**Project Completion:** 2019



## **7.0 Exceptions to this RFP**

We certify that we have fully read the RFP and take no exceptions to any portion of this RFP.





## **8.0 Scope of Services**

The scope of our services is based on a review of the Request for Proposal, and discussions with you. Based on this information, we intend to provide the following services:

### **8.1 Construction Management Services**

1. Issue necessary clarifications and interpretations of the contract documents to allow orderly completion of the work by the contractor. Coordinate and review Requests for Information from the Contractor and distribute to the appropriate reviewers for response. Maintain a current log of RFI status, schedule and resolution.
2. Coordinate and manage the construction Submittals by transmitting between the Contractor and the design engineer for review of compliance to construction documents. Maintain a current log of submittal status, schedule and resolution.
3. Establish and hold weekly on-site meetings with SLVWD and the contractor's representative throughout the active construction phase to review progress and facilitate coordination. Provide notes of the agenda and summarize topics covered in the weekly meetings and action items. Review and track Contractor compliance with submitted schedules and request monthly revisions to the schedule. Keep a summary of the projects progress that includes status of change orders, contract days remaining, work completed, schedule adherence, and work in progress.
4. Conduct daily site visits during the active on-site construction phase for observations of work and compliance with the plans and specifications. Confirm that materials specified in the approved submittals and construction documents are used. Prepare detailed daily logs showing the number and name of personnel on site and their activity, equipment in use and standing by, work in progress, communications with contractor, and weather. Document traffic control measures. Take photos and keep an organized record of construction progress. Provide written weekly updates to the District detailing progress.
5. Provide progress payment recommendations to the District following review of the contractor's progress payment requests and ensure they are in accordance with the work complete and the contract documents. Only once materials are delivered to the site will they be recommended for payment.
6. Provide assistance with coordination between the contractor and the utility company (PG&E). Follow up with the design team on the status of the applications for service for the three new electrical panels and put the Contractor in direct contact with the appropriate PG&E representative. Review the schedule for electrical installations and check to see critical path items are being completed.
7. In the event of any change order request by the contractor, MME will analyze the request and provide recommendations to SLVWD through communication



with the District, the Contractor, and any involved inspection/testing sub-consultants. MME will maintain current records of all change orders and any changes to contract days or contract dollar amounts.

8. Review test reports from our testing and inspection team and notify the District and the Contractor in the event of any non-conforming items. Prepare recommendations to reject or accept any variations in the work performed through coordination with our inspectors, the District, and the Contractor.
9. Provide periodic bolt torque testing with our construction management staff in accordance with the construction documents and AWWA standards. Provide reinforcing inspection prior to concrete pours at ring wall foundations. Provide observation of piping and conduit depth of cover and installation.
10. Provide a final punch list of all items that were not satisfactorily completed and field-verify completion of those items.
11. Coordinate with all associated design professionals including civil and electrical engineers to obtain summaries of their observations, conformance with project plans and specifications, and obtain letters of final acceptance.
12. Review As-Built drawings from the Contractor for completeness based on change orders and RFI logs. Obtain record drawings from the associated design professionals based on the Contractor's as-built drawings and designer's observations for District records.
13. Review construction for adherence to the project plans and specifications.
14. Provide prevailing wage compliance monitoring services as detailed in the attached proposal from 360PSM.
15. Provide special geotechnical testing services as detailed in the attached proposal from Pacific Crest Engineering. These services will cover compaction testing of the subgrade, engineered fill, finish grade and utility trenches.
16. Provide special inspection of asphalt compaction and concrete cylinders as detailed in the attached proposal from Smith Emery.

## Optional Services

1. Welding Inspection - The attached proposal from our sub-consultant Smith Emery includes formal review of welding procedures, qualifications, and visual inspection of shop welding and field welding based on typical shop location and fabrication schedules. We recommend the District opt to include this independent special inspection agency service to verify the ladders, handrails and appurtenances are correctly welded by qualified fabricators per AWS methods in accordance with AWWA standards.
2. Surveying - The project contract plans require the Contractor to provide surveying. Alternatively we can provide the District with independent construction surveying services per the attached proposal from our sub-consultant Iland Survey.



## Additional Services

Additional services are those items which are not specifically mentioned under the scope of proposed services outlined above and/or those items which arise as a result of unforeseen circumstances. Any additional services and compensation shall require written authorization from the District.

The following is a partial list of work excluded from our scope of services: Destructive testing, Shop inspection of tank welding, Coating inspection, Easement Acquisitions, Fish and Wildlife or Water Quality Permits, Hazardous Materials Services, Mechanical, Electrical or Traffic Engineering, Pumps, PG&E permit applications, County permit applications, Water Model Analysis, FEMA studies, Arborists Reports, Tree Protection Plans, Signalized Intersections and Crosswalk Modifications, Bid-phase services, Electrician services, Design engineering, Value Engineering and Potholing.



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GEOTECHNICAL | ENVIRONMENTAL | CHEMICAL | MATERIAL TESTING | SPECIAL INSPECTIONS

January 27, 2020

Proposal No. PR 20-006

Mr. Rodney Cahill, Principal  
MME  
224 Walnut Avenue  
Santa Cruz, CA 95060

Subject: **Cost Proposal for Geotechnical Engineering Services – Construction Phase**  
Kaski, Madrone & Lewis Tank Replacement Projects  
San Lorenzo Valley Water District – Lompico  
System Felton, Monterey County, California

Dear Mr. Cahill,

Pacific Crest Engineering Inc. (PCE) is pleased to present our proposed work scope and preliminary Opinion of Probable Cost (OPC) perform geotechnical engineering observation and testing services during the construction phase for the Kaski, Madrone & Lewis Replacement Tank Project in San Lorenzo Valley Water District's (SLVWD) Lompico system in Felton, California.

This proposal is based upon our familiarity with the project, including preparation of a geotechnical report prepared by our firm dated December 10, 2018, review of the project plans, review of the project schedule, as well as our 25+ years of knowledge and experience in the Santa Cruz County area.

### **SCOPE OF WORK – CONSTRUCTION PHASE OBSERVATION AND TESTING**

Pacific Crest Engineering will provide geotechnical engineering consultation, observation and testing services related to soils, aggregate and asphalt. Based upon our knowledge of the project we have developed an Opinion of Probable Cost (OPC) for these services. It should be noted that this is a preliminary opinion only. Our fees may vary due to weather issues, means and methods for completion of the work chosen by the Contractor, unforeseen geotechnical conditions, etc. The exact services shown and the scope of each task may also vary in reaction to changes in the design, construction issues, or other issues outside of our control.



The following is a general list of anticipated tasks in to be performed as part of our geotechnical construction phase observation and testing services:

- > Geotechnical review and consultation
- > Geotechnical review of grading and foundation plans
- > Project administration and management
- > Attend project meetings and provide consultation and support as needed
- > Geotechnical review of material submittals
- > Geotechnical consultation and support during earthwork operations
- > Observation and compaction testing of engineered fill placement, subgrade testing and fine grading
- > Observation of footing excavations
- > Observation and compaction testing of subsurface utility trench backfill
- > Observation and compaction testing of pavement subgrade and aggregate base as required
- > Preparation of daily field reports summarizing the results of our daily earthwork observation and compaction testing
- > Obtain representative soil samples and prepare laboratory compaction curves
- > Provide technical direction and geotechnical recommendations as required
- > Report and letter preparation documenting our observation and testing services on the site

### **OPINION OF PROBABLE COST**

Submitted in a separate envelope.





**SMITH-EMERY SAN FRANCISCO**  
*The Full Service Independent Testing Laboratory, Established 1904*

1940 Oakdale Avenue  
791 East Washington Boulevard

San Francisco, California 94124  
Los Angeles, California 90021

(415) 642-7326 P  
(213) 741-9411 P

(415) 642-7055 F  
(213) 741-8620 F

**San Lorenzo Valley Water District**  
**c/o Mr. Rodney Cahill, Principal Engineer**  
**MME Civil + Structural Engineering**  
[Rodney@m-me.com](mailto:Rodney@m-me.com)

January 22, 2020

**RE: Testing and Inspection Services**

Lompico Water Tanks, @ 3 Site Locations -- Lewis, Kaski, & Madrone—Santa Cruz Mountains

**Dear Mr. Cahill,**

Smith-Emery SF is pleased to provide this proposal for the above-referenced project.

We have reviewed the project plans and specifications and have also discussed the project requirements with MME.

As always, Smith-Emery's services are provided on an as-needed basis, at the call-out request of the project contractor's field representative and offsite steel fabricator(s), in half-day increments. We have enclosed our standard two-page basis of charges for your review. Note that we will not charge for travel time nor mileage to/from the jobsite.

Note that we have proposed herein for special inspections to be provided by Smith-Emery's own inhouse personnel for onsite scope and for offsite steel shop fabrications that are anticipated in Rancho Cucamonga. Smith- Emery's Southern California branch offices will provide inspections at the Rancho Cucamonga shop location. We have also included inspection time for miscellaneous steel (appurtenances) shop fabrications, assuming local fabrication.

We look forward to participating with the District's project team for this upcoming endeavor, and will remain available to review our proposal with you. Please contact either the undersigned, or Mr. Patrick Morrison, P.G, C.E.G. at our office phone number above.

Very truly yours,

**SMITH-EMERY SAN FRANCISCO**

**Monica Kahler, Sr. Project Manager**

**Proposal Reviewed / Accepted by:**

\_\_\_\_\_  
**Client's Signature /date**

\_\_\_\_\_  
**Client's Printed Name /SLVWD**



## The Smith-Emery Difference

### EXECUTIVE SUMMARY

Smith-Emery understands the importance of selecting the right laboratory for your project.

We suggest the following considerations for your decision-making process:

#### **PEOPLE:**

**Our people are what make our company great.**

**Dedication, Expertise, Experience & Service.**

Smith-Emery San Francisco is a team of professionals dedicated to providing your project with properly qualified and experienced personnel-- to most efficiently meet your project needs. We staff your project with multi-certified /licensed senior technicians, with years of industry experience. We are eager to collaborate as an integral part of your project team.

#### **SERVICE:**

**Prompt Response / Highly Qualified Technicians-- to meet your highly demanding project needs.**

Smith-Emery is the West Coast's largest testing agency, with a labor force large enough to staff your project at a moment's notice. When you need us, we'll be there-- prepared and on time. In the lab- your project's sample test reports are electronically generated and expedited to you immediately upon test completion.

#### **COMPANY:**

**Longevity in the Industry, Financial Stability and Good Reputation.**

Smith-Emery SF offers you the experience of 116 years in this industry in San Francisco. We have the personnel, equipment inventory, and financial stability to assure you of a secure, positive, long-term partnership.

#### **SAFETY FOCUS:**

**100% Compliance Protects All.**

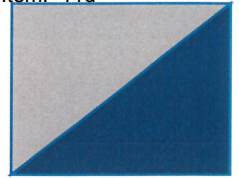
Smith-Emery's first priority is the safety of our personnel and fellow teammates – both onsite and offsite. From personal protective equipment to jobsite tailgate meetings– all are scheduled, recorded, and enthusiastically adhered to.

#### **“BEST VALUE” FOR YOUR PROJECT:**

**Competitive cost without sacrificing Value and Service.**

Our price includes not only testing and inspection services, but also highly qualified engineering and management support staff that you can rely on to provide timely problem-solving resolutions to keep your project on schedule and within budget.





**360PSM**  
19024 Fieldstone Ct.  
Salinas, CA 93908  
831-500-1263

January 20, 2020

Rodney Cahill, P.E., LEED AP  
Principal  
MME Civil + Structural Engineering  
224 Walnut Avenue, Suite B  
Santa Cruz, CA 95060

**Subject: Proposal for Labor Compliance Monitoring Services for the SLVWD Lompico Tanks Replacement Project.**

Dear Rodney,

**360PSM**, a State of California Certified Disadvantaged Business Enterprise (DBE #45909), **local** firm of the Monterey Bay, is pleased to submit this Proposal for Labor Compliance Monitoring Services for the SLVWD Lompico Tanks Replacement Project.

Supporting the MME team will be **Catalina Ferreto**, President of **360PSM**. **360PSM** recently provided Labor Compliance Services on Federally Funded infrastructure project and on a State of California funded infrastructure project. The Labor Compliance team also includes **Fulvio Cajina** Labor Compliance Analyst with over 30 years of experience performing Labor Compliance on public infrastructure projects.

Thank you for the opportunity to submit this Proposal. Please feel free to contact me with any questions regarding at 831-500-1263 or [catalina@360psm.com](mailto:catalina@360psm.com)

**360PSM**

Catalina Ferreto  
President  
19024 Fieldstone Ct.  
Salinas, CA 93908

831-500-1263  
[catalina@360psm.com](mailto:catalina@360psm.com)



## **Project Understanding**

MME Civil + Structural Engineering interested in professional Labor Compliance services for the SLVWD Lompico Tanks, the "Project". In the San Lorenzo Water District. Project generally involves:

1. Installation of temporary tanks;
2. Demolition of old tanks, buildings and piping;
3. Site grading, the installation of storm drains and site electrical;
4. Installation of new steel tanks, mixers, etc.

## **Scope of Work**

MME requested Labor compliance monitoring for the Project. 360PSM proposes to perform the following services:

### **Labor Compliance Monitoring and Prevailing Wage Services**

1. Review contract provisions and labor compliance requirements with the project team.
2. Determine the specific labor standards and dates of effect for wages for the construction project
3. Set up and maintain all compliance files and documents relating to prevailing wage activities;
4. Set up and maintain labor compliance files tracking the prime contractor and subcontractors;
5. Attend pre-construction meetings to discuss prevailing wage requirements with contractor and subcontractors;





**Project Understanding Scope of work**  
**Labor compliance monitoring**  
**360PSM**

6. Review Contractor's compliance with all State required postings such as the prevailing wage rates and EEO policies as well as the Contractor's Affirmative Action Plan;
7. Verify that certified payroll records are submitted by prime contractors and their subcontractors
8. Conduct Employee Field Interviews to confirm worker classification and wage rate of the project workforce conforms to the applicable contract provisions. (Optional)\*
9. Reconcile Weekly Certified Payroll Reports (CPR) & supporting documentation with wage decision and employee field interviews. Perform continuous and timely monitoring reviews of CPRs and related submissions for compliance;
10. Review and verify Fringe Benefit Statements are consistent with the contract provisions and State of California requirements.
11. Monitor the submittal of Training Fund Contribution Reports.
12. Monitor workforce utilization reports to verify trade and apprenticeship participation.
13. Identify violations and investigate complaints of underpayment to workers.
14. Notify MME regarding delinquent, uncertified, inaccurate and improperly completed payroll records and recommend appropriate corrective action for lack of strict compliance.

**Wage Underpayment and Restitution Activities**

1. Identify wage underpayment through audits of payroll documents, during onsite employee interviews or by complaints filed by workers on the project. (Optional\*)
2. Calculate and recommend to MME the amount of wages that will be withheld from the contractor's payments/retention.





**Project Understanding Scope of work  
Labor compliance monitoring  
360PSM**

3. Prepare documentation that list the week endings worked, the name of the worker, trade classification, number of hours worked, rate paid, correct prevailing wage rate and the amount due each worker. Prepare and submit documentation to MME.
  
4. Document and file final resolutions

**Compensation**

Submitted in a separate envelope.

**Conclusion**

We look forward working with you on this important project. Please contact Catalina Ferreto at (831)500-1263 or email [catalina@360psm.com](mailto:catalina@360psm.com)

Sincerely,

Catalina Ferreto  
President  
360PSM  
(831)500-1263  
[www.360psm.com](http://www.360psm.com)



**IFLAND SURVEY**  
Surveying - Mapping - GPS

## **SCOPE OF WORK**

Construction Surveying (OPTIONAL):

IFLAND SURVEY will perform construction surveying services for each site including verification of existing survey control and project benchmark, office calculations from CAD files, one (1) call-in for initial staking, layout & control, one (1) call-in for supplemental staking and one (1) call-in for limited as-built verification of specified points. No mapping is including in this scope of work.

Fee and rate sheet submitted in a separate envelope.

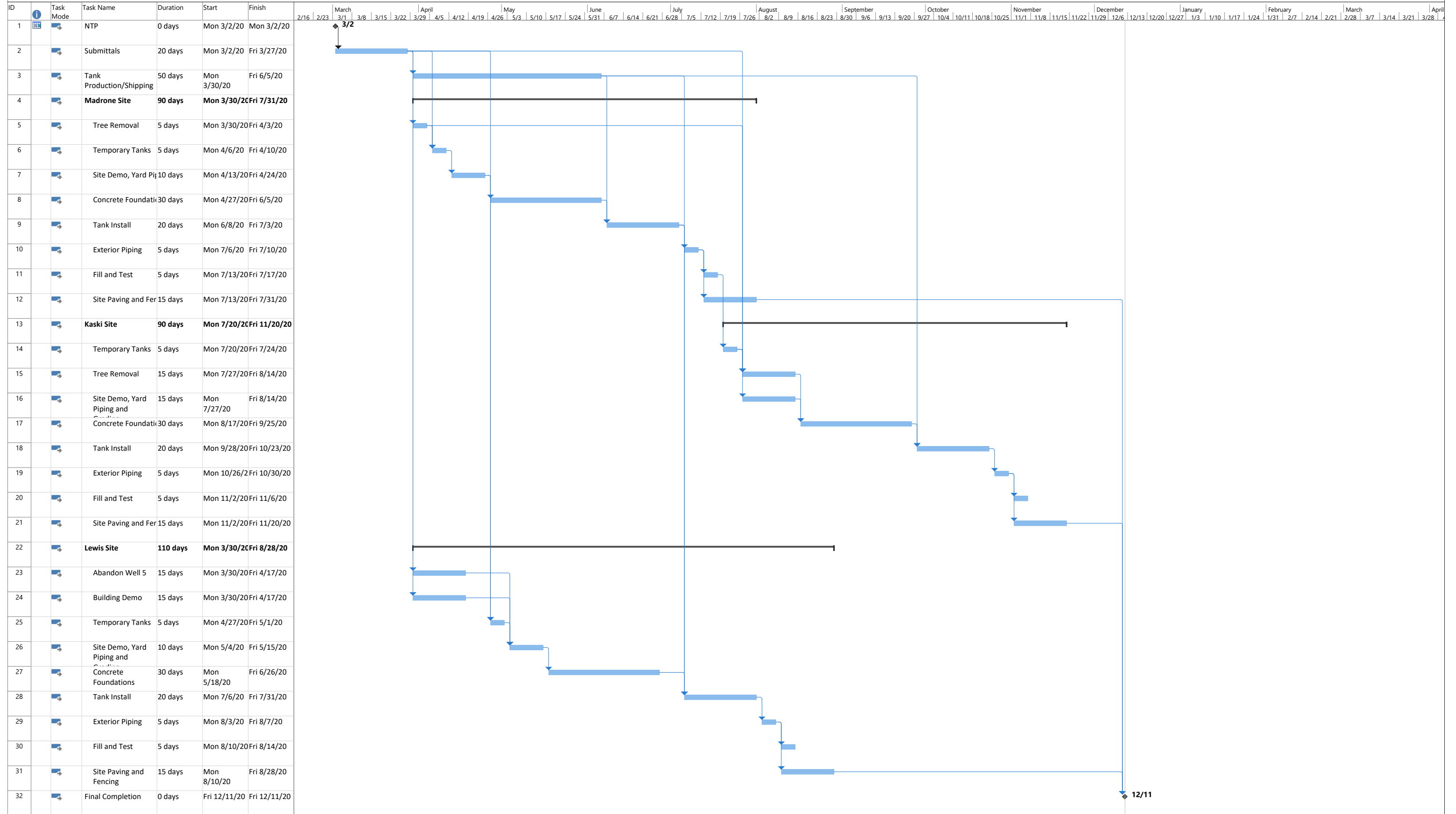
Prevailing wage field rates are assumed for this work.



## 8.2 Schedule

The following page outlines the designer's estimated schedule for the Construction of the Lompico Tanks Replacement project. The selected construction Contractor will prepare the project construction schedule during the upcoming award process for the District to review.

**SLVWD Lompico Tanks  
Construction Duration  
Assumes Concurrent work at Madrone and Lewis**



Project: Lompico\_Schedule\_Seq Date: Mon 1/6/20

Task Split	Summary	Inactive Task	Inactive Summary	Duration-only	Manual Summary	Finish-only	External Milestone	Progress	



## 9.0 Insurance

The following page is an example of our Certificate of Liability Insurance.





# CERTIFICATE OF LIABILITY INSURANCE

Agenda: 2-20-20

Item DATE (MM/DD/YYYY)

12/10/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Dealey, Renton & Associates P. O. Box 12675 Oakland CA 94604-2675	<b>CONTACT NAME:</b> <b>PHONE (A/C. No. Ext):</b> 510-465-3090		<b>FAX (A/C. No.):</b> 510-452-2193
	<b>E-MAIL ADDRESS:</b> certificates@dealeyrenton.com		
<b>INSURED</b> Mesiti-Miller Engineering, Inc. 224 Walnut Avenue, Suite B Santa Cruz CA 95060	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
	<b>INSURER A :</b> American Automobile Ins. Co.		21849
	<b>INSURER B :</b> US Specialty Insurance Company		29599
	<b>INSURER C :</b> Hartford Accident and Indemnity Company		22357
	<b>INSURER D :</b> National Union Fire Insurance Co PA		19445
	<b>INSURER E :</b> American Insurance Company		21857
<b>INSURER F :</b>			

**COVERAGES**

CERTIFICATE NUMBER: 845798096


REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
E	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	Y	Y	TGF07300990	12/10/2019	12/10/2020	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
C	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	Y	Y	57UEGFN8896	12/10/2019	12/10/2020	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
D	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$	Y	Y	EBU011054941	12/10/2019	12/10/2020	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	SCW0094271901	7/1/2019	7/1/2020	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Professional Liability			USS1930330	12/10/2019	12/10/2020	\$2,000,000 \$2,000,000 per Claim Annual Aggregate

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
 For proposal purposes only.

**CERTIFICATE HOLDER****CANCELLATION 30 Day Notice of Cancellation**

***SAMPLE CERTIFICATE***	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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## **10.0 Total Professional Fee and Fee Schedule**

Please note that our professional fee for the Lompico Tanks Replacement project and our firm's 2020 fee schedule are submitted in a separate envelope.



# MME

CIVIL + STRUCTURAL ENGINEERING • SINCE 1987

Construction Administration Services - Fee Estimate (10 month Anticipated Schedule)												
Lompico Tanks Replacement Project												
San Lorenzo Valley Water District												
Prepared by MME												
MME Project No: 19168												
01/30/20												
Item	Task Description	Hours Per Work Day	Work Days Per Month	Monthly Personnel Hours and Hourly Billing Rates							Admin Assist \$87	Fee
				Principal Engineer \$210	Engineer V \$200	Engineer IV \$180	Engineer III \$155	Engineer II \$135	Engineer I \$116			
<b>Preliminary Submittals Phase</b>												
1	March	4	22	8			88			4	\$15,668	
<b>On-site Construction Phase (8 months)</b>												
2	April	5	22	6			102	8		2	\$18,324	
3	May	5	21	4			97	8		2	\$17,129	
4	June	5	22	4			98	8		2	\$17,284	
5	July	5	23	4			107	8		2	\$18,679	
6	August	5	21	4			97	8		2	\$17,129	
7	September	5	22	4			110			2	\$18,064	
8	October	5	22	4			110			2	\$18,064	
9	November	5	21	4			105			2	\$17,289	
10	December	5	21	6			105			2	\$17,709	
11	January Closeout	4	22	8			88			4	\$15,668	
<b>MME In House Services Total:</b>											<b>\$191,007</b>	
<b>Sub-consultant Team</b>												
										Markup		
1	Prevailing Wage Certified Payroll Monitoring - 360 PSM									\$ 7,800	1.1	\$8,580
2	Geotechnical Engineering Testing - Pacific Crest Engineering									\$ 39,595	1.1	\$43,555
3	Asphalt Placement and Compaction Testing - Smith Emery									\$ 2,792	1.1	\$3,071
4	Concrete Inspections - Smith Emery									\$ 3,792	1.1	\$4,171
5	Project Documentation - Smith Emery									\$ 1,235	1.1	\$1,359
<b>Sub-consultant Subtotal:</b>											<b>\$60,735</b>	
<b>Expenses</b>												
1	Mileage (30 mile R/T x 217 work days during Construction Phase x 54c per mile)									6,510	0.54	\$3,515
2	Printing											\$100
<b>Expense Subtotal:</b>											<b>\$3,615</b>	
											<b>Total: \$255,358</b>	
<b>Optional Services</b>												
										Markup		
1	Welding Inspection (appurtenances, ladders, handrails) - Smith Emery									\$ 10,540	1.1	\$11,594
2	Construction Surveying* - Ifland Survey									\$ 18,000	1.1	\$19,800

\* Pending District clarification of project plans and specifications that currently require the Contractor to provide these services

This is our estimate based on currently available schedule & information. We may redistribute compensation between phases to be consistent with the hours of services provided, but shall not exceed the total unless approved by the Client.

This estimate is based on hourly rates effective through December 2020

## MEMO

To: Board of Directors  
From: District Manager  
Prepared by: Engineering Manager  
Subject: Discussion and possible action related to Environmental Monitoring and Reporting Consulting Services for the Lompico Tanks Project  
Date: February 22, 2020

### Recommendation:

It is recommended that the Board of Directors review this memo and direct the District manager to enter into contract with Jodi McGraw Consulting for biological services for the Lompico Tank Project in the amount of \$73,801.

### Background

On December 15, 2019 the San Lorenzo Valley Water District (District) advertised a Notice Inviting Bids for the construction of the Lompico Tanks Project. At 3:00pm on February 6, 2020, the bids were opened and the low bidder was Anderson Pacific in the amount of \$2,212,250.

As part of the biological resource mitigation measures identified in the IS/MND for the Lompico Tanks Replacement Project, a qualified biologist must complete the tasks outlined in the following documents:

- The biological resources section of the Project Final Initial Study/Mitigated Negative Declaration (DDA 2019b);
- The Emergency Endangered Species Act Consultation for the San Lorenzo Valley Water District Lewis Tank Site (DDA 2019a); and
- The Initial Project Schedule, which shows the Madrone Tank being constructed concurrently with the Lewis Tank (SLVWD 2020).

For full scope see Exhibit A below.

The following is an accounting of the different project costs associated with the construction of the Lompico Tanks Project:

1. Construction Contract - Anderson Pacific	\$2,212,250
---	-------------

2. Construction Management - MME	\$ 255,358
3. Environmental Monitoring - Jodi McGraw	<u>\$ 73,801</u>
Total	\$2,541,409



## ***Scope of Services***

### **Provide Biological Services for the San Lorenzo Valley Water District's Lompico Tanks Replacement Project**



#### ***Prepared by***

Jodi M. McGraw, Ph.D.  
*Jodi McGraw Consulting*  
PO Box 221 • Freedom, CA 95019 • (831)-768-6988  
jodi@jodimcgrawconsulting.com  
www.jodimcgrawconsulting.com

#### ***Submitted to***

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

**January 24, 2020**

## San Lorenzo Valley Water District Lompico Tanks Replacement Project

### Introduction

This scope of services outlines biological consulting services that Jodi McGraw Consulting (JMc) will provide to serve the San Lorenzo Valley Water District (District) for the Lompico Tanks Tank Replacement Project (Project). Tasks within this scope were identified through review of the following Project documents provided to JMc by the District and its consultants:

- The biological resources section of the Project Final Initial Study/Mitigated Negative Declaration (DDA 2019b);
- The Emergency Endangered Species Act Consultation for the San Lorenzo Valley Water District Lewis Tank Site (DDA 2019a); and
- The Initial Project Schedule, which shows the Madrone Tank being constructed concurrently with the Lewis Tank (SLVWD 2020).

The tasks in this scope of services are designed to implement the required avoidance, minimization, and compensatory mitigation measures identified for biological resources in the IS/MND, which are organized into three main timeframes for work in Table 1:

1. **Preconstruction:** these activities, which include project preparation and surveys, will generally occur prior to initiation of work on the ground, though some tasks, such as fence installation and monitoring (Task 1.3.4) also have a component that will during construction (i.e., fence monitoring);
2. **During Construction:** these activities, which include construction monitoring, are anticipated to take place during the 8-month construction project; and
3. **Following Construction:** these activities, which include restoration and reporting, will generally take place after aspects of construction are completed though some may still take place during the 8-month project construction schedule.

For each, the overall objective of the work of the District's Biologist is identified.

The measure abbreviations (e.g., MM 4, A&MM 7) can be used to track the measures back to the Final IS/MND (DDA 2019), which contains all of the measures. In some cases, the measures are listed more than once with different abbreviations; to avoid redundancy in Table 1, the duplicative measures are indicated with the equals sign (e.g., RM 2 = MM BIO 12).

### Tasks

#### Task 1: Pre-Construction

*Objective: Prepare to conduct the Project, by becoming more familiar with the Project components including their timeline for implementation, meeting Project staff, and implementing all surveys and species protection measures that must be completed prior to initiation of ground-disturbing activities.*

##### Task 1.1: Review Documents

JMc will review all available project documents to identify mitigation requirements and conditions and roles and responsibilities of the District's Biologist.

**Task 1.2: Participate in Pre-Construction Meeting**

JMc will participate in a pre-construction meeting with District staff and other consultants and contractors. Preparation for the meeting will include creation of a task list that notes when activities must occur in advance of construction.

**Task 1.3: Pre-Construction Assessments and Surveys**

In this subtask, JMc will implement all surveys required to facilitate avoidance of special-status species. For each task, a series of three surveys will be needed, so that each area slated for disturbance is surveyed immediately prior to construction. Table 1 provides details of the survey requirements.

**Task 1.3.1: San Francisco Dusky Footed Woodrat Survey and Report**

No more than 2 weeks prior to the beginning of construction, JMc will conduct preconstruction surveys of all ground disturbance areas to determine if San Francisco Dusky Footed Woodrat (SFDW) are present, as required by MM 2. If SFDW nests are found, JMc will flag and map nests and document them in a pre-construction report. The report will identify the proposed SFDW avoidance and relocation measures as required in MM3.

Based on the schedule for the project, an initial survey will be conducted for all three tank areas, and a follow-up survey will be conducted prior to initiation of work at the Kaski tank project area, to ensure conditions have not changed.

If additional measures are required of the project biologist, including surveys and nest relocation, those activities will be the subject of a new scope of service; because the activities and costs are unknown at this time, they are not included in this scope of services.

**Task 1.3.2: Nesting Bird Survey and Nest Monitoring**

Prior to Project construction, JMc conduct two surveys for active nests as required by MM 5: the first survey will be conducted within 14 days prior to the beginning of the project and the second survey will be conducted within 48 hours prior to construction. Surveys will be conducted in a minimum survey radius surrounding the work area of 300 feet.

If an active nest is found during surveys, JMc will designate a protected area (while occupied) during Project construction by demarking a "No Work Zone" around each nest site. The qualified biologist will monitor the behavior of the birds (adults and young, when present) at the nest site to ensure that they are not disturbed by Project construction work. JMc will continue nest monitoring shall continue during construction until the young have fully fledged (have completely left the nest site and are no longer being fed by the parents).

Based on the schedule for the project, two, two-day surveys are anticipated to be needed: one prior to the start of the Madrone and Lewis tanks, and a second survey prior to the Kaski tank project.

**San Lorenzo Valley Water District  
Lompico Tanks Replacement Project**

**Biological Services**

**Task 1.3.3. Worker Education Program**

Prior to initiation of project construction activities at the site, JMc will conduct a worker education training as outlined in MM BIO 1A and MM BIO 8. Follow-up trainings will also be provided by JMc throughout the course of the project as new personnel start work on the project during its implementation.

To implement this task, JMc will:

1. Prepare a worker training sign-in sheet and Species Fact Sheet that includes the species protection measures (Table 1);
2. Conduct Initial Training for Crews prior to ground-disturbing activities in each new area;
3. Conduct trainings for new personnel, and remedial training to address lapses in adherence to the measures, as part of ongoing construction monitoring; and
4. Maintain a list of all trained personnel.

For cost estimation purposes, JMc is anticipated to travel to the site(s) to conduct a total of five trainings; JMc staff can also provide trainings while on site monitoring ground-disturbing activities (Task 2.1).

**Task 1.3.4. Fence Installation and Monitoring**

In this task, JMc will assist with development and/or review of the construction fencing plan (A&MM 4 = MM BIO 14) to avoid inadvertent impacts to suitable habitat for the Mount Hermon June beetle and the Lewis Tank Site. This is anticipated to involve a site visit to examine the site with the District and/or contractor to advise on the fence plan.

This task will also include work by JMc to monitor installation of the fence to insure silverleaf manzanita and Ben Lomond buckwheat are avoided (MM 7 = A&MM 1).

Finally, this task includes work by JMc to inspect the fence once a week to make sure it remains intact during construction. For budgeting purposes, this is anticipated to entail 16 weekly trips during the project; JMc is assumed to already be on site and can implement the monitoring during the other weeks during 8-month project.

**Task 1.3.5: Salvage Seed Ben Lomond Spineflower and Topsoil**

In this task, JMc will work independently and in coordination with District staff and/or contractors to salvage seed of the Ben Lomond spineflower in any portions of the Lewis Tank Project Area where the rare plant cannot be avoided.

If/when project activities occurring in Ben Lomond spineflower occupied habitat occur after the 2020 plants have set seed, which typically occurs between late June and mid-July, then JMc will harvest by hand the seed from the rare plants (A&MM 2 = MM BIO 15).

If/when project activities occur prior to the plant setting seed, then that seed will be salvaged through salvage of the topsoil (A&MM 3 (= MM BIO 15). Topsoil salvage for Ben Lomond spineflower is anticipated to be conducted by the District and/or its contractor, using heavy

**San Lorenzo Valley Water District  
Lompico Tanks Replacement Project**

**Biological Services**

equipment. The work is anticipated to be coordinated with the topsoil salvage required for the 0.11-acre area proposed for installation of the temporary tanks, which must also be salvaged and stockpiled to facilitate restoration of that area (A&MM 5 = MM BIO 7).

JMc's work is anticipated to include:

- Flagging any patches of Ben Lomond spineflower that will need to be subject to topsoil salvage by crews using heavy equipment;
- Helping identify a suitable topsoil stockpile location area;
- Monitoring the topsoil salvage, as required for all soil disturbing activities for MHJB.

**Task 2: Activities During Construction**

*Objective: Facilitate species protection by conducting wildlife avoidance surveys and construction monitoring.*

**Task 2.1: Biological Monitoring**

As required by MM 4, JMc will be on site for all vegetation removal and initial ground-disturbing activities in all three tank sites. Following ground disturbance at the Madrone and Kaski sites, which do not support Mount Hermon June beetle, JMc will train a construction crewmember to act as the biological monitor for the remainder of the construction.

At the Lewis Tank Project Site, JMc will be on site throughout the project to monitor ground-disturbing activities in order to salvage and relocate any MHJB (A&MM 8 = MM BIO 10). The biologist will search through any soil excavated or disturbed by the project activities, and capture and relocate any MHJB observed to the intact habitat surrounding the impact area. Adults or larvae that are unearthed through soil disturbance will be re-buried at the approximate depth at which they were unearthed. If an adult Mount Hermon June beetle is found on the soil surface, then it will be relocated to a portion of the project site outside of the impact area and left on the soil surface in a location protected by vegetation.

While on site, JMc will also facilitate Santa Cruz kangaroo rat entrapment avoidance (MM 2-SCKR) by inspecting any steep-walled holes or trenches for trapped animals including Santa Cruz kangaroo rat and removing any animals found. On days and sites where JMc is not on site, crews will be instructed to call JMc to remove any Santa Cruz kangaroo rats or Mount Hermon June beetles observed during the inspection of the holes each day; crews will be asked to remove and relocate any other native animals found in the holes/trenches.

The budget assumes JMc will be on site for monitoring 35 person-days based on the current construction schedule (District 2020). This assumption can be revisited once the selected contractor develops a schedule, and during implementation of the project; increases in the time required to monitor construction will necessitate an augmentation of the budget unless the level of effort required for other tasks declines by a similar level (see *Budget*)

**Task 2.2: Construction Monitoring Record Keeping and Effects Monitoring**



**San Lorenzo Valley Water District  
Lompico Tanks Replacement Project**

**Biological Services**

JMc will create and maintain during construction monitoring a daily biomonitoring datasheet that will be used to document all observations, species captures, compliance with the species protection measures, and remedial measures, among other aspects of construction monitoring. JMc will enter the data into an electronic database that will facilitate tracking and reporting.

As part of the monitoring, JMc will quantify the amount of incidental take at the end of each year the project occurs, which is anticipated to be just one year (2020), and count the number of MHJB that were found and translocated during the project (Task 2.1). This information will be summarized in the Annual Compliance Monitoring Reports (Task 3.4).

**Task 3: Post-Construction Activities**

**Task 3.1: Prepare Project Report**

JMc will utilize the biomonitoring database and effects analysis (Task 2.2) to prepare a report that will be provided to the United States Fish and Wildlife Service by January 31, 2020. Future annual reports, which will document the three years of restoration post-construction (RM 3 = MM BIO 13), will be covered under a separate scope and budget that will also cover implementation of the restoration plan (Task 3.2).

The annual report to the USFWS will include the following:

1. A brief summary of project activities accomplished during the reporting year (e.g. this includes development/construction activities, and other covered activities) and the project impacts;
2. Observations of any of the covered species;
3. Brief description of the conservation strategy (i.e., species protection measures and other mitigation measures; Table 1); and
4. Effects monitoring results.

**Task 3.2: Prepare Restoration Plan and Collect and Process Native Seed**

In this task, JMc will prepare the restoration plan that will describe how the temporary tank area at the Lewis Tank site, which be temporarily disturbed through construction, will be restored to provide suitable habitat for Ben Lomond spineflower and Mount Hermon June beetle (RM 3 = MM BIO 13). JMc will prepare the restoration plan in coordination with the District to ensure that the restoration meets any objectives related to slope stability and erosion. The restoration plan will include measures to use the topsoil salvaged as part of the project (Task 1.3.5).

JMc will prepare an administrative draft restoration plan for review by the District, a draft restoration plan for review by the USFWS, and a final restoration plan that integrates the USFWS feedback.

As part of this task, JMc will also collect the seed of native plant species that are in the project disturbance envelope prior and during to implementation of ground-disturbing activities, so that the seed can be used in seeding as part of the restoration. Seed will be collected largely when biologists are on site to conduct construction monitoring or other on-site activities such that this task just covers additional time and costs associated with preparing to collect and storing the seed. Other tasks to

**San Lorenzo Valley Water District  
Lompico Tanks Replacement Project****Biological Services**

implement the restoration will be covered in a separate scope of services developed based upon the restoration plan.

**Task 4: Project Coordination and Administration**

In this task, JMc will implement tasks to coordinate and administer the project.

**Task 4.1: Project Meetings and Communications**

JMc will attend project coordination meetings with the District or its contractor, either by phone or in person when needed, to check in on the project schedule and discuss any issues that may arise. JMc will also maintain clear communications with project participants via telephone and e-mail throughout the anticipated 10-month project (see *Timeline*).

**Task 4.2: Project Administration**

JMc will track all work by the Project Biologist on the project, maintaining all records of work and costs, and prepare quarterly progress reports and invoices for the District.

**References**

Denise Duffy Associates. 2019. Emergency Endangered Species Act Consultation for the San Lorenzo Valley Water District Lewis. Memorandum to Chad Mitcham, United States Fish and Wildlife Service July 9, 2019. 20 pages.

Denise Duffy Associates. 2019b. Lompico Tanks Replacement Project Final Initial Study and Mitigated Negative Declaration. Prepared for the San Lorenzo Valley Water District. December 2019. 158 pages.

San Lorenzo Valley Water District (SLVWD). 2020. SLVWS Lompico Tanks Construction Duration: Assumes Concurrent Work at Madrone and Lewis Tanks. Undated document provided to JMc January 17, 2020.

**Timeline**

Tasks outlined during this scope of work are anticipated to occur over an approximately 10-month period, beginning in March 2020 when initial project startup will occur, and ending in December 2020 when JMc will prepare the project report, assuming the project is completed as outlined in the current schedule. The actual timeline will depend on the onset and duration of construction.

**Budget**

Table 2 identifies the estimated costs to complete the project tasks. JMc will bill the District on a time-and-materials basis based on the labor and reimbursable mileage rates identified in the budget. While

**San Lorenzo Valley Water District  
Lompico Tanks Replacement Project**

costs may vary for the individual tasks outlined in Table 2, depending on the actual level of effort required to implement the project tasks, the total costs will not exceed \$73,800.94 unless adjustments are approved by the District in writing.

**San Lorenzo Valley Water District  
Lompico Tanks Replacement Project**

**Tables**

<b>Table 1: Summary of Lompico Tanks Replacement Project Mitigation Measures</b>			
<b>Measure</b>	<b>Description</b>	<b>Who</b>	<b>By When</b>
<b>Pre-Project</b>			
<b>Dusky Footed Woodrat Surveys (MM 2-SFDW)</b>	A qualified biologist will conduct preconstruction surveys of all ground disturbance areas to determine if SFDW are present prior to the start of construction. The biologist will conduct these surveys no more than 2 weeks prior to the beginning of construction. If SFDW nests are found, nests shall be mapped/flagged and documented in pre-construction report.	JMc	≤2 weeks prior to any construction activities at each site
<b>Dusky Footed Woodrat Avoidance and Relocation (MM 3)</b>	<p>In the event that a SFDW nest is found, and assuming the nest is of the SFDW sub-species, one of the following measures will be implemented. These measures are listed in order of priority, where the first measure is the preferred measure to be implemented as it provides the least amount of impact to the woodrat. If the first measure cannot be implemented due to extenuating site conditions, the second shall be implemented and so forth down the list.</p> <ol style="list-style-type: none"> <li>1. The development will be rerouted/re-sited if possible, to avoid the woodrat nest by at least 50 feet.</li> <li>2. Safety and/or silt fencing will be erected around all nests within 25 feet of the grading and construction activities to avoid impacts during site work.</li> <li>3. In the event that the project footprint must go directly through a nest, the District shall trap SFDW, dismantle, and relocate nests using the following methodology: <ul style="list-style-type: none"> <li>• Prior to nest disturbance, the biologist shall obtain from CDFG a scientific collection permit for the trapping of the SFDW.</li> <li>• Nests shall be disturbed/dismantled during the non-breeding season, between October 1 and December 31, if possible.</li> <li>• At least two weeks prior to construction, the qualified biologist shall survey the project disturbance area to confirm the SFDW nest location and locate any other nests that may have been built in the project vicinity that may be affected by the proposed development.</li> <li>• Prior to nest disturbance, SFDW shall be trapped at dusk of the night set for relocation of the nest(s).</li> <li>• Any existing nest that may be disturbed by construction activities shall be mostly dismantled and the material spread in the vicinity of identified nest relocation site(s).</li> <li>• In order to avoid the potential health effects associated with handling rodents and their milieu, all workers involved in the handling of the woodrats or the nest materials should wear protective gear to prevent inhalation of contaminant particulates, contact with conjunctiva (eyes), and protection against flea bites; a respirator, eye protection and skin protection should all be used.</li> <li>• Dismantling shall be done by hand, allowing any animals not trapped to escape either along existing SFDW trails or toward other available habitat.</li> <li>• If a litter of young is found or suspected, nest material shall be replaced, and the nest left alone for 2-3 weeks before a recheck to verify that young are capable of independent survival before proceeding with nest dismantling.</li> <li>• Woody debris shall be collected from the area and relocated nests shall be partially constructed in an area determined by the qualified biologist to be both suitable for the SFDW and far enough away from the construction activities that they will not be impacted.</li> </ul> </li> </ol>	JMc (surveys and relocation), and District or Contractor (fence installation, as needed)	Prior to any construction activities

San Lorenzo Valley Water District  
Lompico Tanks Replacement Project

Table 1: Summary of Lompico Tanks Replacement Project Mitigation Measures			
Measure	Description	Who	By When
	<ul style="list-style-type: none"> <li>SFDW that were collected at dusk shall be released hours before dawn near the newly constructed nests to allow time for SFDW to find refuge.</li> </ul>		
<b>Nesting Bird Surveys</b> (MM 5)	If equipment staging, site preparation, grading, excavation or other Project-related construction work is scheduled during the nesting season of protected raptors and other avian species, a qualified biologist shall conduct two surveys for active nests within 14 days prior to the beginning of Project construction. The final survey shall be conducted within 48 hours prior to construction. Surveys shall be conducted in all suitable habitat located at Project work sites, in staging, storage and soil stockpile areas. Nesting seasons are typically defined as March 15 to August 30 for small bird species such as passerines and February 15 to September 15 for other raptors. The minimum survey radii surrounding the work area shall be 300 feet. If an active nest is found during surveys, the qualified biologist shall designate a protected area (while occupied) during Project construction by demarking a “No Work Zone” around each nest site. The qualified biologist shall monitor the behavior of the birds (adults and young, when present) at the nest site to ensure that they are not disturbed by Project construction work. Nest monitoring shall continue during construction until the young have fully fledged (have completely left the nest site and are no longer being fed by the parents), as determined by the qualified biologist.	JMc	Initial Survey: ≤2 weeks prior to any construction activities at each site Second Survey: ≤48 hours prior to any construction activities at each site
<b>Education Program</b> (MM BIO 1A = MM BIO 8; A&MM 6)	<p><b>MM BIO 1A:</b> The District shall ensure that a qualified biologist conducts an education program for all persons employed on the project prior to performing construction activities. Instruction shall consist of a presentation by the qualified biologist that includes a discussion of the biology and general behavior of any special-status species that may be in the area, how they may be encountered within the work area, and procedures to follow when they are encountered. The status of ESA/CESA-listed species including legal protection, penalties for violations and project-specific protective management measures shall be discussed. The District shall prepare and distribute wallet-sized cards or a factsheet handout containing this information for workers to carry on-site. Upon completion of the program, employees shall sign an affidavit stating they attended the program and understand all protection measures.</p> <p><b>A&amp;MM 6 (= MM BIO 8):</b> Implement Worker Environmental Awareness Training: A qualified biologist will conduct training sessions to familiarize all construction personnel with the following: identification of MHJB, Santa Cruz kangaroo rat, SFDW, Ben Lomond spineflower, silverleaf manzanita, Ben Lomond buckwheat, and other protected wildlife and plants, as well as their habitat, general provisions and protections afforded by the Endangered Species Act (ESA), measures implemented to protect the species, penalties for violation of the ESA, reporting requirements, and a review of project footprint boundaries. the District and/or their contractor(s) will require all construction employees to participate in the training prior to working on-site.</p>	JMc	Prior to any construction activities
<b>Exclusionary Fence Installation: Lewis Tank Only</b> (MM 7, A&MM 1, A&MM 4, and MM BIO 14)	<p><b>MM 7:</b> The District will install exclusionary fencing (orange cyclone fencing) at the limits of construction for the Lewis Tank Site. A qualified biologist will be onsite to direct the fence installation and ensure that silverleaf manzanita and Ben Lomond buckwheat are avoided. The fencing will be inspected once a week to ensure that it remains intact during project construction.</p> <p><b>A&amp;MM 1:</b> The District will install exclusionary fencing (orange cyclone fencing) at the limits of construction for the Lewis Tank Site. A qualified biologist will be onsite to direct the fence installation and ensure that silverleaf manzanita and Ben Lomond buckwheat are avoided. The fencing will be inspected once a week to ensure that it remains intact during project construction.</p>	District (or Contractor) to install and maintain; JMc to monitor installation and maintenance	Prior to any construction activities



**San Lorenzo Valley Water District  
Lompico Tanks Replacement Project**

<b>Table 1: Summary of Lompico Tanks Replacement Project Mitigation Measures</b>			
<b>Measure</b>	<b>Description</b>	<b>Who</b>	<b>By When</b>
	<b>A&amp;MM 4 (= MM BIO 14):</b> Prior to construction, implement a construction fencing plan that demarcates construction access routes and staging areas such that inadvertent impacts to suitable habitat for MHJB are avoided. Install construction fencing prior to work and maintain fencing throughout the construction period.		
<b>Spineflower Seed and Topsoil Collection:</b> Lewis Tank Only (A&MM 2, 3, and 5 and MM BIO 15, and 16)	<p><b>A&amp;MM 2 (= MM BIO 15):</b> During the summer prior to construction, if possible, a qualified biologist will collect seed of all the Ben Lomond spineflower plants from within the project impact area, for use in restoration (see RM 3).</p> <p><b>A&amp;MM 3 (=MM BIO 16).</b> For all mapped Ben Lomond spineflower populations that cannot be avoided during installation of the temporary storage tanks or implementation of the larger tank replacement project, and have already desiccated beyond the ability to collect seed, topsoil shall be salvaged for use in restoration efforts, post-project.</p> <p>a) Topsoil (top 6-8 inches) will be carefully removed by an experienced operator using a dragline, excavator, scraper, or dozer and will be stockpiled in uncompacted piles less than 4 feet tall. Stockpiled soils will be placed on top of an impervious surface, such as a tarp, within temporary disturbance areas. Topsoil stockpiles will be stabilized by spraying with a tackifier (soil stabilizer) or covered with a permeable natural material, such as jute or coconut fiber blankets, as consistent with SWPPP requirements. To minimize compaction, no equipment will be allowed to travel over or park on the salvaged soil stockpiles (see RM 3).</p> <p>b) Areas within the existing fence line of the Lewis tank site are dominated by non-native invasive plant species. To reduce the potential for these species to cultivate new areas, this measure does not apply to Ben Lomond spineflower populations within the existing fence line of the Lewis tanks site.</p> <p><b>A&amp;MM 5 (also MM BIO 7):</b> The District will salvage the soil within the approximately 0.11-acre area proposed for use by the temporary tanks that has not already been salvaged for Ben Lomond spineflower restoration (A&amp;MM 3). Topsoil (top 6-8 inches) will be carefully removed by an experienced operator using a dragline, excavator, scraper, or dozer and will be stockpiled in uncompacted piles less than 4 feet tall. Stockpiled soils will be placed on top of an impervious surface, such as a tarp, within temporary disturbance areas. Topsoil stockpiles will be stabilized by spraying with a tackifier (soil stabilizer) or covered with a permeable natural material, such as jute or coconut fiber blankets, as consistent with SWPPP requirements. To minimize compaction, no equipment will be allowed to travel over or park on the salvaged soil stockpiles (see RM 3).</p>	JMc and Contractor	Prior to any ground disturbance incl. temporary tank installation
<b>Compensate for Impacts to MHJB Habitat-Lewis Tank Only</b> (RM 2 = MM BIO 12)	To compensate for impacts to MHJB habitat impacts at the Lewis tank site the District will set aside 28,850.64 ft <sup>2</sup> (0.67-acre) of habitat within the 6.7-acre conservation area at the Olympia Wellfield. Setting aside 21,788.94 ft <sup>2</sup> (0.51-acre) of habitat within the conservation area will offset the permanent habitat loss at a 3:1 ratio, which is appropriate given the moderate quality of habitat at the site. The temporary impacts of this project will be compensated for at a 1:1 ratio, which reflects the fact that the habitat to be impacted on site will be restored following the project. Prior to initiation of ground-disturbing activities associated with the project, the District will contribute \$94,918.61 to the endowment that it will use to manage and monitor the 6.7-acre conservation area (Table 1).	District	Prior to any ground disturbance
<b>During Project</b>			
<b>Monitor Vegetation Removal and Initial Ground Disturbance</b>	<b>MM 4 (All Sites):</b> A biological monitor should be on site for all vegetation removal and initial ground disturbing activities. Following ground disturbance, the biological monitor shall train a construction crewmember to act as the biological monitor for the remainder of the construction.	JMc (Initial and Lewis Tank Throughout),	Throughout Project

**San Lorenzo Valley Water District  
Lompico Tanks Replacement Project**

<b>Table 1: Summary of Lompico Tanks Replacement Project Mitigation Measures</b>			
<b>Measure</b>	<b>Description</b>	<b>Who</b>	<b>By When</b>
(MM4 and A&MM 8 = MM BIO 10)	<b>Lewis Tank Only A&amp;MM 8 (=MM BIO 10):</b> A qualified biologist will be on site during all ground-disturbing activities to capture any MHJB observed in the construction areas and relocate them outside to intact sandhills habitat that supports appropriate soils and vegetation.	Contractor (ongoing at Madrone and Kaski)	
<b>Entrapment Avoidance (MM 2-SCKR)</b>	To prevent the inadvertent entrapment of Santa Cruz kangaroo rats during construction, all excavated, steep-walled holes or trenches more than 2 feet deep shall be covered with plywood or similar materials at the close of each working day, or escape ramps constructed of earth fill or wooden planks shall be positioned within the excavations to allow special-status wildlife to escape on their own. Before such holes or trenches are filled, they shall be thoroughly inspected for trapped animals. Inspections shall be conducted by qualified biologist or construction personnel that have been specifically identified and trained by the qualified biologist. If trapped animals are observed, escape ramps or structures shall be installed immediately to allow escape. Trapped wildlife shall only be handled by a qualified biologist, if necessary.	JMc and Contractor	Whenever there are steep-walled holes or trenches more than 2' deep present
<b>Cover Exposed Soil at night: Lewis Tank Only (A&amp;MM 7 = MM BIO)</b>	If ground disturbing activities are conducted during the flight season of the MHJB, cover exposed soil nightly to avoid impacts to dispersing males. Adult male MHJB actively search for mates and breed during the evenings for approximately 12-14 weeks between May 1 and August 30. During this period, males and females may burrow into duff and soils at relatively shallow depths for protection during the daytime hours. Every attempt will be made to conduct soil disturbing aspects of the project outside of the adult flight season (May to August). If construction occurs during any part of the flight season, tarps or other impervious material will be used to cover open soil each night by 7:00 p.m. This will prevent adult males from burrowing into the exposed area and then being impacted by subsequent soil disturbance (digging, grading, or covering).	Contractor	May 1 – August 30 (if soil disturbance is occurring)
<b>After Construction</b>			
<b>Quantify MHJB Take: Lewis Tank Only (RM 1 = MM BIO 11)</b>	To quantify the incidental take at the end of the project, a qualified biologist will calculate the area of soil disturbance (and thus incidental take) and count the number of MHJB that were observed during tank installation.	JMc	By January 31, 2020 (when the annual report to the USFWS will be due)
<b>Restore Temporary Disturbance Area: Lewis Tank Only (RM 3 = MM BIO 13)</b>	Following completion of the project, the District will restore the estimated 0.08-acre area of temporary disturbance that is outside of the existing fence line and access road, at the Lewis tank site. Restoration activities will occur for three years, to enable native plant regeneration to occur. The restoration is anticipated to include dispersal of any site-collected Ben Lomond spineflower seed and salvaged topsoil (A&MM 3 and 5) into the non-road portions of the temporary disturbance area. The District will work with a qualified biologist to develop a more detailed proposal for review by the Service that outlines the specific habitat restoration and monitoring activities. The proposal will also include updating the Sandhills Projects database that the District created to help the Service and others track Sandhills conservation and mitigation projects, to include this and other sandhills conservation and mitigation projects that have been conducted since the database was created and submitted to the Service in 2014.	JMc	No established timeline but should develop restoration plan by October 2020 to initiate implementation in November 2020, after Lewis Site scheduled to be completed in mid-August

**San Lorenzo Valley Water District  
Lompico Tanks Replacement Project**

**Biological Services**

**Table 2: Estimated costs for completion of Project Biologists tasks for the Lompico Tanks Replacement Project**

#	Task Item	Ecologist (\$115/hr.)		Asst. Ecologist (\$80/hr.)		Travel (\$0.585/mile)		Total Costs (\$)
		Hrs.	Cost (\$)	Hrs.	Cost (\$)	Miles	Cost (\$)	
<b>1</b>	<b>Pre-Project Activities</b>							
1.1	Review Documents	6	660	4	320		-	980.00
1.2	Participate in Pre-Construction Meeting	6	660	4	320	87	50.90	1,030.90
1.3	Pre-Construction Assessments and Surveys							
1.3.1	San Francisco Dusky Footed Woodrat Survey and Report	20	2,200	12	960	174	101.79	3,261.79
1.3.2	Nesting Bird Survey and Nest Monitoring	20	2,200	16	1,280	348	203.58	3,683.58
1.3.3	Worker Education Program	12	1,320	20	1,600	215	125.78	3,045.78
1.3.4	Fence Installation and Monitoring	8	880	32	2,560	686	401.31	3,841.31
1.3.5	Salvage Seed Ben Lomond Spineflower and Topsoil	14	1,540	20	1,600	174	101.79	3,241.79
<b>2</b>	<b>Activities During Construction</b>							
2.1	Biological and Environmental (Construction) Monitoring	44	4,840	315	25,200	2,320	1,357.20	31,397.20
2.2	Construction Monitoring Record Keeping and Effects Monitoring	16	1,760	32	2,560	302	176.67	4,496.67
<b>3</b>	<b>Post-Construction Activities</b>							
3.1	Prepare Project Report	20	2,200	24	1,920	87	50.90	4,170.90
3.2	Prepare Restoration Plan and Collect/Process Native Seed	24	2,640	48	3,840	366	214.11	6,694.11
<b>4</b>	<b>Project Coordination and Administration</b>							
4.1	Project Meetings and Communications	32	3,520	32	2,560	952	556.92	6,636.92
4.2	Project Administration	12	1,320		-		-	1,320.00
	<b>Total</b>	<b>234</b>	<b>25,740</b>	<b>559</b>	<b>44,720</b>	<b>5,711</b>	<b>3,341</b>	<b>73,800.94</b>

## MEMO

To: Board of Directors  
From: District Manager  
Subject: Declaration of Surplus - 100,000 Gallon Redwood Tank Boards  
Date: February 20, 2020

### **Recommendation:**

It is recommended that the Board of Directors adopt the attached resolution declaring Felton Acres 100,000-gallon Redwood Tank Boards as surplus, establish minimum bid of two hundred dollars (\$200.00) and direct staff to dispose of said surplus by advertised sealed bid sale.

### **Background**

The District's existing Felton Acres 100,000-gallon redwood tank developed a large leak reaching its life expectancy requiring the tank to be removed from service. Due to safety concerns staff disassemble the tank stacking tank boards on site for disposal.

This tank is located low in the pressure zone creating potential water quality concerns for stagnant water. Once the District's master plan is completed modeling will be done for the zone regarding storage.

Staff is requesting the Board to establish a minimum bid of \$200.00 dollars to cover surplus advertisement costs. The tank will no longer hold water but has a salvage value.

### **Summary**

It is recommended that the Board of Directors adopt the attached resolution declaring subject as surplus, establish a minimum bid of \$200.00 dollars and direct staff to dispose of said surplus by advertised sealed bid.

SAN LORENZO VALLEY WATER DISTRICT

RESOLUTION NO. 18 (19-20)

**SUBJECT: RESOLUTION DECLARING FELTON ACERS REDWOOD TANK BOARDS AS SURPLUS AND PROVIDING FOR SEALED BID SALE**

WHEREAS, pursuant to California Water Code §31041 the San Lorenzo Valley Water District (“District”) is empowered to dispose of District property;

WHEREAS, the District’s has determined that the Felton Acres 100,000 gallon Redwood Tank has reached its life expectancy and is of no further use to the District and that it should be disposed of; and

WHEREAS, the District has reviewed and is recommending that it is in the best interest of the District to dispose of the tank boards by sealed bid sale, and establish a minimum bid of two hundred dollars (200.00).

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the San Lorenzo Valley Water District that the items of District property listed above are hereby declared to be surplus equipment, and the Board hereby directs the District Manager to proceed with disposing of the surplus property by advertised sealed bid sale. If no bid is received it may be sold for scrap. Any remaining items which are unsaleable may be otherwise disposed of as directed by the District Manager.

BE IT FURTHER RESOLVED that the Board hereby directs the District Manager, within 30 days after the sale or disposal of each item, to report to the Board in open session the sale price and the identity of the purchaser of item sold or the recipient of any unsaleable item.

\*\*\*\*\*

PASSED AND ADOPTED by the Board of Directors of the San Lorenzo Valley Water District, County of Santa Cruz, State of California, on the 20th day of February 2020, by the following vote of the members thereof:

AYES:

NOES:

ABSTAIN:

ABSENT:

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



## MEMO

TO: BOARD OF DIRECTORS  
FROM: DISTRICT MANAGER  
SUBJECT: JOINT MEETING BETWEEN SAN LORENZO VALLEY WATER DISTRICT AND SCOTTS VALLEY WATER DISTRICT BOARD OF DIRECTORS  
DATE: FEBRUARY 20, 2020

### RECOMMENDATION

It is recommended that the Board of Directors review this memo and consider scheduling a Joint Board of Directors meeting with Scotts Valley Water District (SVWD) and give staff direction on how to proceed.

### BACKGROUND

The San Lorenzo Valley Water District (SLVWD) and SVWD have maintained a close working relationship for some time. The two Districts have worked together and partnered on protecting water supplies and strengthening water system reliability.

SLVWD is working closely with SVWD as member agencies of the Santa Margarita Groundwater Agency (SMGWA) overseeing groundwater management activities of the Santa Margarita Basin Area and working on sustainable management of groundwater supplies. Recently, SVWD was the lead agency on the Districts' upgraded emergency interties between the two. Grant funding was obtained for the project. SVWD also supplies reclaimed water to existing District customers along Mount Hermon Road.

In the past, in order to heighten this relationship, the two Boards and District Managers have attended a, mostly social, Joint Dinner/Board Meeting. At these meetings there is discussion on topics the two Boards may wish to agenize for a regular Board meeting at a future date. In the past the Districts have traded meeting locations between the two Districts. This meeting will be noticed as a Board meeting and Brown Act requirements will be followed.

SLVWD District Manager has reached out to the General Manager of SVWD and received favorable interest in a Joint Dinner/Board Meeting. Staff is looking for approval from the Board and possible meeting dates.



**BOARD OF DIRECTORS  
SAN LORENZO VALLEY WATER DISTRICT  
MINUTES  
February 6, 2020**

**Thursday, February 6, 2020 at 5:30 p.m.**, SLVWD, 13057 Highway 9, Boulder Creek, CA 95006.

1. Convene Meeting 5:30 p.m.  
Roll Call: L. Farris, B. Fultz, S. Swan, L. Henry, R. Moran  
Staff: R. Rogers, G. Nicholls, H. Hossack
2. Additions and Deletions to Closed Session Agenda:  
District Counsel G. Nicholls requested that item 4b be deleted from the agenda. It is no longer necessary.
3. Oral Communications Regarding Items in Closed Session: None
4. Adjournment to Closed Session 5:32 p.m.
  - a. CONFERENCE WITH REAL PROPERTY NEGOTIATORS  
Property: APN 078-233-05, located along Scenic Way in Ben Lomond  
Agency negotiator: Rick Rogers, District Manager and Gina Nicholls, District Counsel  
Negotiating party: Nick Naccari  
Under negotiation: Price and terms of payment
  - ~~b. CONFERENCE WITH LEGAL COUNSEL ANTICIPATED LITIGATION  
Significant exposure to litigation pursuant to Section 54956.9(d)(2): One case~~
  - c. CONFERENCE WITH LEGAL COUNSEL ANTICIPATED LITIGATION  
Significant exposure to litigation pursuant to Section 54956.9(d)(3): One case
5. Convene to Open Session at 6:30 p.m.
6. Report of Actions Taken in Closed Session  
G. Nicholls explained that item 4b was removed from the agenda because it was not necessary. The District received written threats regarding anticipated litigation.
7. Roll Call (Open Session):  
L. Farris, B. Fultz, S. Swan, L. Henry, R. Moran  
Staff: D. Langfield, J. Furtado, R. Rogers, G. Nicholls, H. Hossack

8. Additions and Deletions to Open Session: None

9. Oral Communications: None

10. Unfinished Business:

a. PUBLIC ADVISORY COMMITTEE ON FACILITIES - APPOINTMENTS

R. Rogers introduced this item and read from the memo.

B. Fultz questioned if the Committee has been advised of specific guidance.

Discussion by the Board and staff regarding specific guidance for the Committee.

Beth Thomas introduced herself and stated her qualifications for this Committee.

EJ Armstrong introduced himself and explained his interests in this Committee, also his qualifications for serving on the committee.

L. Henry made a motion that the Board approve all seven applicants to the PACoF. The motion was seconded.

All present voted in favor of the motion. Motion passed.

b. BOARD POLICY MANUAL

R. Rogers introduced this item this item.

G. Nicholls explained the item and the reason for it.

B. Fultz made a motion to adopt the SLVWD 2020 Board Policy Manual, Resolution No. 17 (2019-20). The motion was seconded.

All present voted in favor of the motion. Motion passed.

c. AMENDMENT TO THE STREAMFLOW ENHANCEMENT/CONJUNCTIVE USE GRANT

R. Rogers introduced this item and read from the memo.

J. Ricker said that R. Rogers summarized the project well and added more information. He said that once the SLVWD Board approves the amendment, it will go to the Board of Supervisors for approval.

R. Rogers said there was a slow down when we lost staff and a change in hydrogeologist but now we have our Environmental Planner in place and we're moving forward.

R. Moran asked J. Ricker to explain the sentence, "it is anticipated that the conjunctive use of surface water and groundwater will lead to increased stream base flow during summer and other critical times, benefitting fisheries".

J. Ricker explained that the plan is taking excess winter flow to rest wells. As the groundwater levels come up there will be more water in the streams.

Discussion by the Board, staff and public regarding this plan versus the original plan.

EJ Armstrong described the forest system and suggested that the Board consider the natural order of the water system.

B. Fultz made a motion that the Board approve the amendment and authorize the Board President to sign the agreement. The motion was seconded.

All present voted in favor of the motion. Motion passed.

11. New Business:

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

a. ATTENDANCE OF SALMONID CONFERENCE

R. Rogers introduced this item and read from the memo.

L. Henry said she would like to attend as a Board member of the SMGWA

also.

B. Fultz questioned the cost of the conference and who would attend.

Discussion by the Board and staff regarding the cost of the conference.

R. Moran is also interested in attending the conference.

Discussion by the Board and staff regarding the attendance of the conference.

S. Swan made a motion to approve attendance by Directors Henry and Moran to attend the SRF 2020 Conference for a cost not to exceed \$2000. The motion was seconded.

All present voted in favor of the motion. Motion passed.

b. REVIEW OF COMMITTEE CALENDARS BY THE BOARD.

R. Rogers introduced this item and read from the memo.

Discussion by the Board and staff regarding the priorities for each Committee (except the Engineering Committee).

Unidentified man questioned Environmental - Education Grants.

R. Rogers said that the Environmental needs to revisit the educational grants. During the last budget period the Board did not fund educational grants but there is a District Ordinance for the educational grants so they should be revisited.

c. NEW REVENUE OPPORTUNITIES

R. Rogers introduced this item and read from the memo.

Discussion by the Board and staff regarding possible new revenue opportunities.

EJ Armstrong suggested that the District sell insurance against leaks.

Discussion by the Board and staff with a decision to take the ideas to the Budget & Finance Committee.

EJ Armstrong gave his opinion ADUs.

L. Farris said he wanted to include SMGWA Conjunctive Use & Recharge.

d. CALIFORNIA SPECIAL DISTRICTS ASSOCIATION - CALL FOR NOMINATIONS

R. Rogers introduced this item and read from the memo.

Discussion by Board and staff regarding the nominations. No nominations were made.

12. Consent Agenda:

*The Consent Agenda contains items which are considered to be routine in nature and will be adopted by one (1) motion without discussion. Any item on the consent agenda will be moved to the regular agenda upon request from individual Directors or a member of the public.*

- a. MINUTES FROM BOARD OF DIRECTORS MEETING JANUARY 9, 2020
- b. MINUTES FROM BOARD OF DIRECTORS MEETING JANUARY 16, 2020

13. District Reports:

- DEPARTMENT STATUS REPORTS  
Receipt and consideration by the Board of Department Status Reports regarding ongoing projects and other activities.
  - Legal
  - OperationsB. Fultz questioned if the maintenance information can be categorized as large, medium and small.  
Discussion by the Board and staff regarding maintenance.

14. Written Communication:

- Email from M. Johnston-1.14.20  
Discussion by the Board staff regarding in response to M. Johnston's email.

15. Informational Material: none

16. Adjournment 8:14 p.m.



## MEMO

To: District Manager  
From: Engineering Manager  
Subject: February 2020 Engineering Department Monthly Report  
Date February 20, 2020

### Recommendation:

It is recommended that the Board of Directors review and file the Engineering Department Monthly Report for February 2020.

### Projects in Construction:

***Lompico PRV Replacement:*** Construction work on the Lompico PRV stations is complete and the Notice of Completion has been filed.

***Quail Well 5A & Olympia Well 3 Rehabilitation Project:*** Construction rehabilitation work on the wells is continuing. The Olympia Well 3 rehab was very successful. Pumping rates increased from 90 to 350 gallon per minute. Work on the Olympia Well is now complete and work is underway Quail Well 5A. Work is expected to be complete by the end of February.

### Projects in Design:

***Water Master Plan:*** Akel Engineering is making good progress with the District Water Master Plan. We are currently working on collecting District wide pressure data, existing PRV data and perfecting water pressure zone boundaries.

***2019 Pipeline Replacement Project:*** Work on the design of the 2019 Pipeline Project is continuing. Survey work is now complete. A project workshop was conducted on January 15, 2020. Based on the work product reviewed at the meeting, the Consultant is behind schedule.

***Bear Creek Estates Wastewater Alternatives Analysis:*** Work on the wastewater alternative analysis is nearing completion. A draft report has been submitted and is being reviewed by staff. The final report is expected in mid-March.

***Glen Arbor Bridge Water Main Replacement Project:*** Work on the Glen Arbor Pipeline is underway. Preliminary alignment plans have been submitted by the designer and reviewed by staff.

***Swim Tank Replacement:*** Survey, geotechnical and appraisal work has been completed. The General Manager and District attorney are working on property acquisition.

***Fall Creek Fish Ladder Project:*** Work on the design of the Fall Creek Fish Ladder continues. The 65% plans were recently delivered to our environmental consultant to begin resource agency permit acquisition. Staff are working to organize the project, establish a project schedule and coordinate any supplemental contacts necessary to complete the project.

***Lyon Slide Project:*** After review and discussion at the Engineering Committee, staff are working on a RFP to retain an environmental consultant. This consultant will evaluate the two construction options included in the geotechnical reports from HKA and determine a preferred option after consultation with the resource agencies.

Projects Advertising for Bids/Proposals:

***Lompico Tanks Replacement:*** Bids for the Lompico Tank Replacement Project were opened at 3pm on February 6, 2020. The Board will consider award of the construction bids at this meeting.

***Lompico Tanks Replacement - Construction Management:*** Proposals for Construction Management consultant services for the Lompico Tank Replacement Project were received at 3pm on January 30, 2020. The Board will consider award of the Construction Management consultant contract at this meeting.

M E M O

TO: Board of Directors  
FROM: District Manager  
PREPARED BY: Director of Finance & Business Services  
SUBJECT: FINANCE & BUSINESS SERVICES STATUS REPORT  
DATE: February 20, 2020

RECOMMENDATION:

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

BACKGROUND:

**BUDGET**

The budget process has been started internally. This Board meeting will have a presentation on the process and an opportunity for the Board to give any other specific direction. We will continue to have meetings on the budget at the B&F committee meetings, as well as multiple Board meetings.

**CUSTOMER SERVICE SUPPORT**

- Monthly Consumption by Customer Class
- Customer Service stat and information
- Weekly Call Log

**QUARTERLY LEAK ADJUSTMENT REPORT**

This packet contains the quarterly leak adjustment report. Q2 had 44 leak adjustments, totaling \$10,825.58. The 6 month YTD had 85 leak adjustments, totaling \$20,903.

**REVENUE STABILIZATION RATE ANALYSIS**

This packet contains the current consumption as compared to the prior 3 year averages for the revenue rate stabilization. As of December 2019 consumption, the cumulative consumption is 1% below the baseline. There are no triggers identified per the revenue stabilization rate policy.

**WEBSITE**

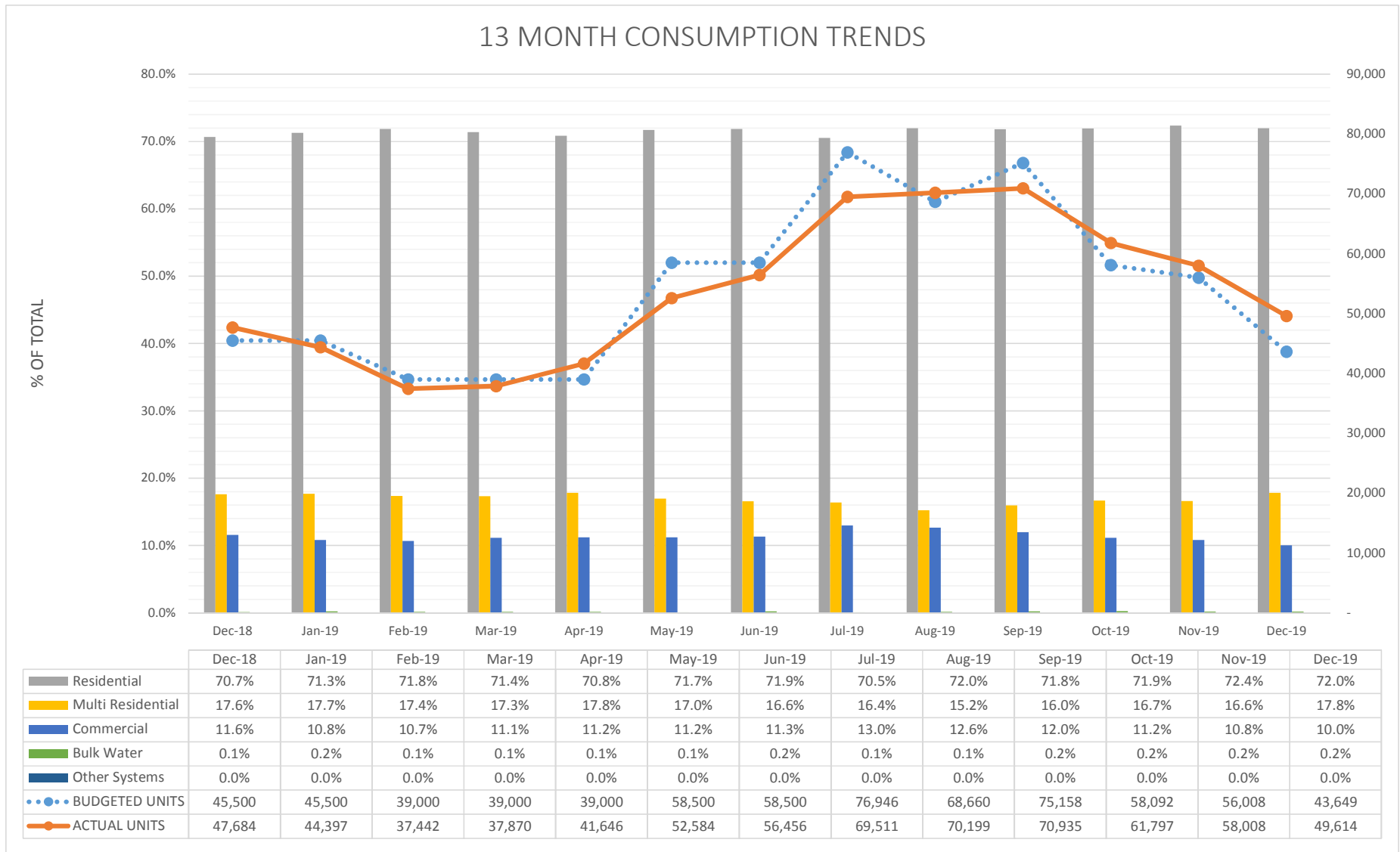
We are about 95% complete with the website. Some of the new sections created are having the content built out. We still expect to launch the new site by end of March, hopefully sooner.

**FINANCIAL SUMMARY**

December YTD is tracking relatively as expected. This report also contains the Quarterly reports. Consumption was lower in the summer months, yet higher in Nov/Dec, so we will continue to monitor. Expenses always track slightly higher the beginning of the year, this is due to a lot of once a year invoices being paid, such as the workman comp and liability insurances. Please see the Financial report for further detail.

- Operating Revenue: Consumption has been tracking slightly below prior years averages, but it is too early to tell how significantly it could impact the full year.
- Operating Expenses: Expenses are in line with expectations, given the large volume of annual invoices typically paid in July of each year. While there will be some savings from timing of new hires, the PG&E PSPS events were unanticipated increased expenditures.
- Operating Income (loss): Summer months typically carry a higher operating income, that helps carry us through the lower winter consumptions months.
- Overall Outlook: The numbers are in line with expectations. We will continue to monitor consumption trends for any significant shifts from expectations.

	December		Full Year	
	Current Month	YTD	Budget	% of Budget
Operating Revenue	\$ 850,108	\$ 5,452,068	\$ 10,817,670	50%
Operating Expenses	\$ 552,220	\$ 3,681,662	\$ 7,817,156	47%
Operating Income	\$ 297,887	\$ 1,770,406	\$ 3,000,514	59%



**CUSTOMER SERVICE DEPT SUMMARY**

*These statistics are meant to show some of the trends and fluctuations in utility billing related items. Management will use these to look for abnormalities or seasonal trends that can impact staff time. For example, the cut in/out process is typically correlated to the real estate market.*

				*	*			*	*	*	*		*
Monthly Stats:	Jan-20	Dec-19	Nov-19	Oct-19	Sep-19	Aug-19	Jul-19	Jun-19	May-19	Apr-19	Mar-19	Feb-19	Jan-19
Cut In/Outs	36	48	48	42	58	83	142	97	105	83	60	38	58
Tags	154	222	151	90	120	184	169	95	256	95	238	124	210
Turn-offs	42	40	33	14	30	38	23	21	30	35	19	34	38

*These statistics were initially used to help show growth of online use with Springbrook. These will become even more meaningful as the District does a push to encourage people to save time and money by signing up online to pay bills and e-bills.*

**Online / Going Green [1]**

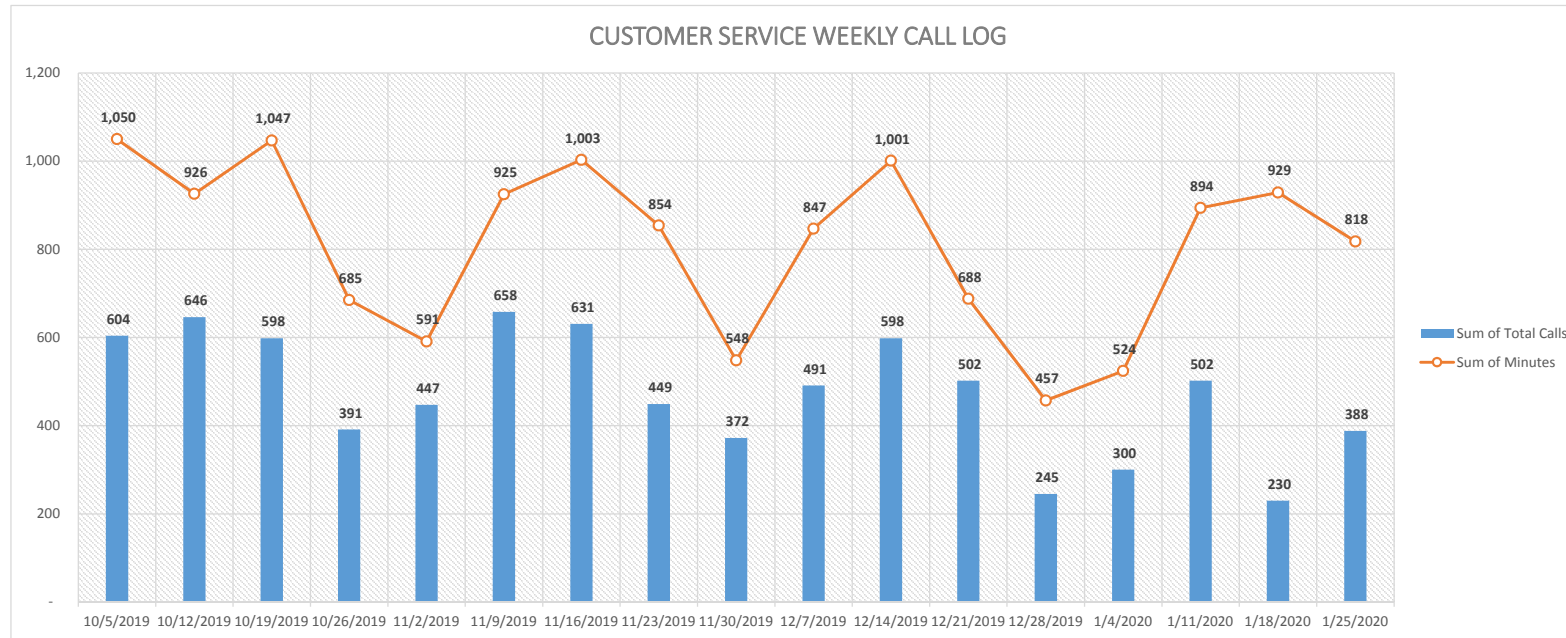
*As of 02/05/2020*

Online Sign-ups	4,706	4,649	4,646	4,589	4,504	4,439	4,414	4,334	4,293	4,240	4,184	4,120	4,078
E-Bills	1,806	1,794	1,781	1,763	1,727	1,697	1,686	1,624	1,590	1,522	1,413	1,378	1,356
Auto Pay	2,987	2,962	2,943	2,901	2,874	2,778	2,707	2,518	2,551	2,725	2,706	2,659	2,716

\* Due to timing, had abnormal tag periods

*[1] Please note these numbers are slightly higher than actuals being utilized. When a person closes their account, they typically leave their online account active for a while for their own personal records. We currently do not have an easy way to break down to only active customers.*





Week Ending	Incoming Calls		Outgoing Calls		Total Calls	
	# Calls	Minutes	# Calls	Minutes	# Calls	Minutes
10/5/2019	391	890	213	160	604	1,050
10/12/2019	405	741	241	184	646	926
10/19/2019	345	794	253	254	598	1,047
10/26/2019	243	502	148	183	391	685
11/2/2019	228	499	159	92	447	591
11/9/2019	428	773	230	152	658	925
11/16/2019	368	869	163	134	631	1,003
11/23/2019	283	653	166	200	449	854
11/30/2019	257	462	115	86	372	548
12/7/2019	325	748	166	99	491	847
12/14/2019	367	817	231	184	598	1001
12/21/2019	297	564	205	124	502	688
12/28/2019	167	369	78	88	245	457
1/4/2020	209	476	91	48	300	524
1/11/2020	340	794	162	101	502	894
1/18/2020	317	716	213	213	230	929
1/25/2020	252	685	136	132	388	818
2/1/2020	284	821	141	102	425	923

Weekly Notes
Tags, Main Breaks: 7605 Hihn Rd., 558 Winifred Wy., End of Redwood Dr., More Dr., Irwin Wy., 10720 Lake Blvd.
Turn off, Main Breaks: 7700 E Zayante Rd., Lorenzo Ave., Upper Redwood, 386 Meadow Dr., Dundee Ave., 15605 Hwy 9, 175 Shadowbrook Ln., High St., Country Club, Irwin Wy., 585 Orman Rd., Rowardennan Dr. & Hwy 9, 10649 Visitar St.
Tags, Main Breaks: 1555 Jackson Ave., 335 Vista Terrace, Nellie Ln., 235 Circle Wy.,
Turn off, Main Breaks: N/A
No tags due to the power outages; 14660 West Park, 215 Ridge, 7766 Hwy 9, Park Dr., Scenic Dr.
Tags & Turn off, Main Breaks: 350 More Dr., 595 Romona Dr., Twin Pines Dr., Ralston Ridge, 100 Brookside Dr., 1120 Dundee Ave., Azaela Ave., Alameda, 530 Western,
Closed for Vetrans Day, Tags, Main Breaks: 105 East Rd., Flat St., Ralston Ridge, 10783 Vera Ave., Boulder St., 14830 Hwy 9, 403 Meadow Dr., 15610 Hwy 9, Kings Creek, Shadowbrook Ln.
Turn off, Main Breaks: Primavera Rd., Fireside, 10331 California Dr.
Closed for Thanksgiving two days, Main Breaks: 11392 Lake Dr., 155 Shadowbrook Ln., 12530 Boulder St., Zayante School Rd., Orchard Rd.
Tags, Main Breaks: 13374 Hwy 9, 1250 Country Club, Madrona Dr., Fernwood Ave., 498 Ralston Ridge.
Turn off & Tags, Main Breaks: 125 Blue Ridge Dr., Blackstone Dr., 9440 Mill St., Tressel Pass, 120 Nellie Ln, 340 River St., 710 Scenic Wy., 325 Ridge Dr., Behind Joes Bar near AT & T.
Turn off, Main Breaks: Condor Dr., 560 Whispering Pines, 11949 Lakeshore, 780 Condor, 1605 Jackson, 12145 Monan Way, 150 Lovers Ln, 9737 Manzanita,
Closed for Holiday, Main Breaks: Kings Creek Rd., 13335 Hwy 9, 126 Moonridge Dr., 15171 Hwy, 1315 Dundee, 10670 West Dr.
Closed for New Years, Main Breaks: 12734 Irwin Wy., 120 Sweet Pea Ln., Band Rd., 535 Valley View.
Tags, Main Breaks: 819 Hillcrest Dr., Sylvan Way, 13350 West Park.
Turn off, Main Breaks: 500 Block of Carrol.
Tags, Main Breaks: 428 Bar Dr.
Turn off, Main Breaks, 15177 Bear Creek Rd.,

## REVENUE STABILIZATION RATE ANALYSIS FY1920

*In accordance with the District's Revenue Stabilization Rates Policy & Procedures, the District Manager shall provide the Board of Directors with the average units of water sales (by month) for the rolling previous three years, which will serve as the baseline against which current annual sales to date will be compared. If the District Manager determines that budget-year water sales (in units) to date, and corresponding revenue, is more than 10% below expected year-to-date levels (based on monthly averages over the previous three years), the District Manager shall notify, at a public meeting, the Board of Directors of this determination at or before the next regularly scheduled Board meeting. For more information, please refer to the District's full Policy & Procedures.*

### MONTHLY CONSUMPTION IN UNITS BY FISCAL YEAR (BASELINE)

	July	August	September	October	November	December	January	February	March	April	May	June	TOTAL
FY1617	74,199	73,414	71,825	59,518	41,777	45,698	45,401	37,667	41,173	42,898	52,932	68,388	<b>654,889</b>
FY1718	81,254	78,331	76,259	65,658	58,601	42,693	48,947	40,431	42,401	41,263	52,088	69,321	<b>697,247</b>
FY1819	69,843	76,594	70,487	62,230	58,962	47,684	44,397	37,442	37,870	41,646	52,584	56,456	<b>656,195</b>
<b>3 YR AVERAGE (BASELINE)</b>	<b>75,099</b>	<b>76,113</b>	<b>72,857</b>	<b>62,469</b>	<b>53,113</b>	<b>45,358</b>	<b>46,248</b>	<b>38,513</b>	<b>40,481</b>	<b>41,936</b>	<b>52,535</b>	<b>64,722</b>	<b>669,444</b>

### ACTUAL FY1920 CONSUMPTION

FY1920	69,511	70,199	70,935	61,797	58,008	49,614							<b>380,065</b>
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### CUMULATIVE ANALYSIS

% Above or Below Average	-7%	-8%	-3%	-1%	9%	9%							
<b>Cumulative %</b>	<b>-7%</b>	<b>-8%</b>	<b>-6%</b>	<b>-5%</b>	<b>-3%</b>	<b>-1%</b>							

### NOTES:

Consumption is cumulatively slightly below the prior three year average baseline. As of December 2019 consumption, the cumulative consumption is 1% below the baseline. There are no triggers identified per the revenue stabilization rate policy.

Utility Billing  
Transactions by Date  
LEAK ADJUSTMENT - Q2 FY1920



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

Date Range: From: 10/01/2019 To: 12/31/2019  
Batch Type: Adj & Fees  
Billing Cycle: 001, 002, 999

Account No	Journal Entry Date	Amount Credited	Units Above Average	Consumption Billed	Units Used	Cause of Leak	How Leak Was Detected
006111-000	10/08/2019	\$ 27.08	5	\$ 116.88	8	CUSTOMER SERVICE LEAK	CUSTOMER FOUND LEAK
008890-000	10/08/2019	\$ 54.15	10	\$ 149.37	11	TOILET LEAK	SLVWD INFORMED CUSTOMER AFTER METER READING CAME BACK WITH HIGH USAGE
011136-000	10/08/2019	\$ 335.73	62	\$ 775.26	66	CUSTOMER SERVICE LEAK	CUSTOMER FOUND
015680-000	10/08/2019	\$ 189.53	35	\$ 506.76	44	CUSTOMER SERVICE LEAK	CUSTOMER FOUND
005276-000	10/16/2019	\$ 368.22	68	\$ 868.41	76	IRRIGATION LEAK	CUSTOMER FOUND
06945-000	10/16/2019	\$ 92.06	17	\$ 225.18	18	LEFT ON HOSE	CUSTOMER FOUND
006825-000	10/16/2019	\$ 167.87	31	\$ 504.51	41	GATE VALVE LEAK	SLVWD INFORMED CUSTOMER AFTER METER READING CAME BACK WITH HIGH USAGE
009210-000	10/16/2019	\$ 324.90	60	\$ 1,249.08	100	BROKEN HOSE SPIGOT (BY TREE)	CUSTOMER FOUND LEAK
009389-000	10/16/2019	\$ 54.15	10	\$ 181.86	14	LEFT HOSE ON	SLVWD INFORMED CUSTOMER AFTER METER READING CAME BACK WITH HIGH USAGE
010318-000	10/16/2019	\$ 357.39	84	\$ 970.20	84	IRRIGATION LEAK	CUSTOMER FOUND LEAK
005479-000	10/25/2019	\$ 725.61	134	\$ 1,503.12	136	IRRIGATION LEAK	SLVWD INFORMED CUSTOMER AFTER METER READING CAME BACK WITH HIGH USAGE
005689-000	10/25/2019	\$ 211.19	39	\$ 837.93	69	IRRIGATION LEAK	SLVWD INFORMED CUSTOMER AFTER METER READING CAME BACK WITH HIGH USAGE
006550-000	10/25/2019	\$ 157.04	29	\$ 764.43	65	IRRIGATION LEAK	SLVWD INFORMED CUSTOMER AFTER METER READING CAME BACK WITH HIGH USAGE
008796-000	10/25/2019	\$ 211.19	39	\$ 463.44	40	SERVICE LINE LEAK	CUSTOMER FOUND LEAK
015635-000	11/08/2019	\$ 178.70	33	\$ 461.19	37	SERVICE LINE LEAK	SLVWD INFORMED CUSTOMER AFTER METER READING CAME BACK WITH HIGH USAGE
006969-000	11/08/2019	\$ 314.07	58	\$ 712.53	63	HOSE	SLVWD INFORMED CUSTOMER AFTER METER READING CAME BACK WITH HIGH USAGE
015690-000	11/18/2019	\$ 492.77	91	\$ 1,069.92	96	IRRIGATION LEAK	CUSTOMER FOUND LEAK
014597-000	11/18/2019	\$ 909.72	168	\$ 1,955.40	170	SERVICE LINE LEAK	SLVWD INFORMED CUSTOMER AFTER METER READING CAME BACK WITH HIGH USAGE
011923-000	11/18/2019	\$ 173.28	32	\$ 688.59	58	SERVICE LINE LEAK	CUSTOMER FOUND LEAK
006330-000	11/18/2019	\$ 54.15	10	\$ 261.79	18	PRESSURE REGULATOR LEAKING	CUSTOMER FOUND LEAK
011175-001	12/03/2019	\$ 108.30	20	\$ 273.14	21	SERVICE LINE LEAK	SLVWD INFORMED CUSTOMER AFTER METER READING CAME BACK WITH HIGH USAGE
005993-000	12/03/2019	\$ 194.94	36	\$ 530.81	42	HOSE	SLVWD INFORMED CUSTOMER AFTER METER READING CAME BACK WITH HIGH USAGE
012665-000	12/03/2019	\$ 211.19	39	\$ 764.43	65	SERVICE LINE LEAK	CUSTOMER FOUND LEAK
010900-00	12/13/2019	\$ 194.94	36	\$ 493.68	40	SERVICE LINE LEAK	SLVWD INFORMED CUSTOMER AFTER METER READING CAME BACK WITH HIGH USAGE
011221-000	12/13/2019	\$ 146.21	27	\$ 441.78	38	IRRIGATION LEAK	SLVWD INFORMED CUSTOMER AFTER METER READING CAME BACK WITH HIGH USAGE
011997-000	12/13/2019	\$ 471.11	87	\$ 1,186.80	104	IRRIGATION LEAK	CUSTOMER FOUND LEAK
016194-000	12/13/2019	\$ 187.36	34	\$ 585.26	50	TOILET LEAK	CUSTOMER FOUND LEAK
008323-000	12/17/2019	\$ 321.44	56	\$ 959.56	78	SERVICE LINE LEAK	SLVWD INFORMED CUSTOMER AFTER METER READING CAME BACK WITH HIGH USAGE
011691-000	12/17/2019	\$ 154.98	27	\$ 445.34	36	IRRIGATION LEAK	SLVWD INFORMED CUSTOMER AFTER METER READING CAME BACK WITH HIGH USAGE
010773-000	12/17/2019	\$ 510.86	89	\$ 1,088.22	92	SERVICE LINE LEAK	CUSTOMER FOUND LEAK
015725-000	12/17/2019	\$ 367.36	64	\$ 851.65	70	TOILET LEAK	BADGER SITE ALERTED CUSTOMER
016034-000	12/17/2019	\$ 120.54	21	\$ 342.02	27	SERVICE LINE LEAK	CUSTOMER FOUND LEAK
008133-000	12/17/2019	\$ 86.10	15	\$ 261.66	20	GARDEN HOSE	CUSTOMER FOUND LEAK
010694-000	12/17/2019	\$ 212.38	37	\$ 479.78	39	SERVICE LINE LEAK	SLVWD INFORMED CUSTOMER AFTER METER READING CAME BACK WITH HIGH USAGE
010786-000	12/17/2019	\$ 229.60	40	\$ 569.24	44	SERVICE LINE LEAK	SLVWD INFORMED CUSTOMER AFTER METER READING CAME BACK WITH HIGH USAGE
012213-000	12/26/2019	\$ 243.14	44	\$ 816.29	68	SERVICE LINE LEAK	SLVWD INFORMED CUSTOMER AFTER METER READING CAME BACK WITH HIGH USAGE
016105-000	12/26/2019	\$ 120.54	21	\$ 350.40	28	VALVES AND TOILET	HIGH BILL
007564-000	12/26/2019	\$ 57.40	10	\$ 169.82	12	UNKNOWN	HIGH BILL
010637-000	12/26/2019	\$ 154.98	27	\$ 397.04	29	STOLEN WATER	HIGH BILL
013679-000	12/26/2019	\$ 160.72	28	\$ 488.88	37	SERVICE LINE LEAK	SLVWD INFORMED CUSTOMER AFTER METER READING CAME BACK WITH HIGH USAGE
007892-000	12/26/2019	\$ 243.68	45	\$ 601.98	50	SERVICE LINE LEAK	HIGH BILL
006607-001	12/30/2019	\$ 625.66	109	\$ 1,430.24	119	TOILET LEAK	SLVWD INFORMED CUSTOMER AFTER METER READING CAME BACK WITH HIGH USAGE
007537-000	12/30/2019	\$ 129.96	24	\$ 365.97	31	SERVICE LINE LEAK	HIGH BILL
007216-000	12/30/2019	\$ 173.39	31	\$ 498.32	39	WATER HEATER	CUSTOMER FOUND LEAK

LEAK Totals \$ (10,825.58)  
# Leak Adj 44  
FY 1920 YTD Totals \$ (20,903.00)  
# Leak Adj 85

In accordance with District Rules & Regulations, authorizing water bill adjustments, District staff has adjusted the above accounts for the period stated above.

# Fiscal Year 2019/2020

## First Quarter Financial Summary

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### Management's Discussion and Analysis (MDA)

#### Overview

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

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

#### Operations Net Results

For the three months ended December 31, 2019, the District had an operating income of \$1M. Quarterly operating revenue was \$2.8M with operating expenses of \$1.7M. Q2 typically has lower consumption, however, the rate increases go into effect in November. Consumption was the same as prior year and 5% higher than the average for this quarter. Consumption has been fluctuating back and forth during the year compared to prior years. November and December had higher than expected consumption, which has mitigated the previous assumption that revenue may be slightly lower than expected.

YTD (six-months) had an operating income of \$1.8M, which is in line with expectations.

#### Operating Revenue

Quarterly operating revenue of \$2.8M is in line with expectations. October, November and December had usage of 61.8, 58K and 49.6K units of water billed, respectively.

Q2 CY compared to Q2 PY had an increase of \$166K, this is due to the new rates in effect.

YTD (six-months) had an operating revenue of \$5.5M, which is in line with expectations.

#### Operating Expenses

Quarterly operating expenses were \$1.7M, or 22% of the annual budget.

Q2 CY compared to Q2 PY had a decrease of \$29K, or 2%. There was approx. \$130K savings in contract services; ~\$61K lower legal fees and ~\$60K lower environmental consultants. Remaining off-sets were planned expenditure increases.

YTD (six-months) had an operating expense of \$3.7M, which is in line with expectations.

## Non-Operating Revenue & Expenses

Below itemizes the different non-operating revenue and expenses of the District as of Q2.

Non-operating Revenue	Q1 Total	Q2 Total	Q3 Total	YTD Total
Lease Reveue	\$ 6,012	\$ 6,432		\$ 12,444
Property Taxes	16,488	400,466		416,954
Assessment Revenue	-	172,341		172,341
Rental Income	3,678	6,142		9,820
Interest	52,059	103,154		155,212
	<u>\$ 78,237</u>	<u>\$ 688,534</u>	<u>\$ -</u>	<u>\$ 766,771</u>

Non-operating Expenses	Q1 Total	Q2 Total	Q3 Total	YTD Total
Interest Expense	\$ 78,290	\$ 37,827		\$ 116,117

## Debt Obligations

Below itemizes current debt obligations of the District as of Q1. Some of the debt obligations are solely funded from assessments and not paid out of the general fund.

	Balance 2019	Additions	Payments	Balance 2020
Felton Loan	\$ 1,351,293		\$ 76,931	\$ 1,274,362
Refunding Bond	1,179,809		339,515	840,294
Olympia SRF Loan	1,461,622		33,335	1,428,287
Other Loans	320,398		24,568	295,830
\$14.5M COP	-	14,500,000		14,500,000
Probation Tank Loan	2,000,000		15,897	1,984,103
	<u>\$ 6,313,121</u>	<u>\$ 14,500,000</u>	<u>\$ 490,245</u>	<u>\$ 20,322,876</u>

## Capital Projects & Expenditures

Below itemizes the Q2 capital expenditures that have been spent. Please note if any projects used in-house labor, these amounts have may not yet be allocated to the projects. In Q2 there were approximately \$1.8M in capital expenditures. Majority was Probation Tank (\$1.1M) and Lompico AD PRV's (\$500K).

**PROJECT LISTING OF ADDITIONS TO CIP**

FUND	PROJECT	FY1819 BALANCES	Q1 FY1920	Q2 FY1920	PROJECT TOTAL
02	BCEWW IMPROVEMENTS / CAP-1617001A	\$ 87,049.60	\$ 960.00	\$ -	\$ 88,009.60
01	WO 823 - PROBATION TANK / CAP-1516002A	\$ 1,132,138.44	\$ 403,421.35	\$ 1,148,412.28	\$ 2,683,972.07
01	WO 845 - SWIM TANK DESIGN & CONSTRUCTION / CAP-1516003A	\$ 181,609.19	\$ 9,000.75	\$ 1,450.00	\$ 192,059.94
01	WO 272/549 - LYON WATER TREATMENT PLANT ACCESS RD REPAIR	\$ 126,372.60	\$ 15,510.20	\$ -	\$ 141,882.80
01	LOST ACRES WATER TANK PROJECT	\$ 7,416.40	\$ -	\$ -	\$ 7,416.40
01	WO 411 - FELTON METER CHANGE OUT PROJECT	\$ -	\$ 10,484.15	\$ -	\$ 10,484.15
01	WO 280 - FALL CREEK INTAKE FEMA	\$ 129,669.90	\$ 2,176.01	\$ 1,635.00	\$ 133,480.91
01	WO 525 - LOMPICO SERVICE LINE REPLACEMENT	\$ -	\$ 2,733.83	\$ -	\$ 2,733.83
01	WO 814 - PASO WELL 6 REPLACEMENT	\$ 658,558.05	\$ 101,445.01	\$ 11,769.01	\$ 771,772.07
01	WO 837 - MAIN PRV STATION REPLACEMENTS	\$ 36,820.22	\$ 35,508.15	\$ 448,838.28	\$ 521,166.65
01	WO 901 - GENERAL METER CHANGE OUTS	\$ -	\$ 20,290.73	\$ 6,073.90	\$ 26,364.63
01	WO 1208 - LEWIS TANK	\$ 23,241.81	\$ 5,170.24	\$ 9,474.00	\$ 37,886.05
01	WO 1209 - MADRONE TANK	\$ 23,241.81	\$ 3,670.24	\$ 9,474.00	\$ 36,386.05
01	WO 1210 - KASKI TANK	\$ 23,241.80	\$ 3,670.24	\$ 9,474.01	\$ 36,386.05
01	WO 1234 - LYON PIPELINE PROJECT	\$ 150,902.31	\$ -	\$ -	\$ 150,902.31
01	WO 1235 - SEQUOIA AVE PIPELINE PROJECT	\$ 9,829.94	\$ -	\$ -	\$ 9,829.94
01	WO 1284 - CALIFORNIA DRIVE PIPELINE PROJECT	\$ 46,581.49	\$ -	\$ -	\$ 46,581.49
01	WO 1285 - HIHN ROAD PIPELINE PROJECT	\$ 50.00	\$ -	\$ -	\$ 50.00
01	WO 1286 - HILLSIDE DRIVE PIPELINE PROJECT	\$ 23,361.88	\$ -	\$ -	\$ 23,361.88
01	WO 1135 - PROBATION TANK SCADA CONTROLS	\$ 10,404.13	\$ -	\$ -	\$ 10,404.13
01	WO 1366 - GLEN ARBOR BRIDGE SOUTH	\$ -	\$ -	\$ -	\$ -
01	WO 1447 - HABITAT CONSERVATION PLAN	\$ 5,609.68	\$ -	\$ -	\$ 5,609.68
01	WO 1457 - EL SOLYO POWER DROP	\$ -	\$ 2,500.00	\$ -	\$ 2,500.00
01	WO 1517 - EL SOLYO HEIGHTS TANK	\$ -	\$ -	\$ -	\$ -
01	WO 1518 - WATER MASTER PLAN	\$ -	\$ 7,048.25	\$ 20,448.00	\$ 27,496.25
01	WO 1519 - NEW METER SETS	\$ -	\$ -	\$ -	\$ -
01	WO 1543 - QUAIL 5A & OLY 3 WELL REHAB	\$ -	\$ 356.91	\$ 58,762.50	\$ 59,119.41
01	WO 1489 - VACCUM EXCAVATOR	\$ -	\$ -	\$ 24,306.46	\$ 24,306.46
01	CLARIFIER RETURN PUMP - LYON PLANT	\$ -	\$ -	\$ 12,748.64	\$ 12,748.64
		<b>\$ 2,676,099.25</b>	<b>\$ 623,946.06</b>	<b>\$ 1,762,866.09</b>	<b>\$ 5,062,911.40</b>



## OPERATING ANALYSIS - DECEMBER 2019

### REVENUE BY CATEGORY

DESCRIPTION	COMPARING AGAINST PRIOR YEAR					COMPARING AGAINST BUDGET		
	ACTUALS	% OF TOTAL	PRIOR YEAR	\$ Diff.	% Diff.	Act. % of Budget	ANNUAL BUDGET	% of Annual
WATER USAGE	\$ 563,770	66.3%	\$ 515,103	\$ 48,667	9%	8%	\$ 7,395,500	68%
BASIC CHARGES	268,982	31.6%	253,817	15,165	6%	9%	3,163,000	29%
METERS, PENALTIES & OTHER	5,555	0.7%	2,970	2,585	87%	4%	127,000	1%
SEWER CHARGES	11,801	1.4%	10,016	1,784	18%	9%	132,170	1%
<b>TOTAL OPERATING REVENUE</b>	<b>\$ 850,108</b>	<b>100.0%</b>	<b>\$ 781,906</b>	<b>\$ 68,201</b>	<b>9%</b>	<b>8%</b>	<b>\$ 10,817,670</b>	<b>100%</b>

### REVENUE COMMENTS

Water Usage: Dec 19 was 1% below the same time in Dec of the prior year. Remaining basic charge increase was due to the rate increase.

Sewer Charges: New rates went into effect Dec 19.

### EXPENSES BY CATEGORY

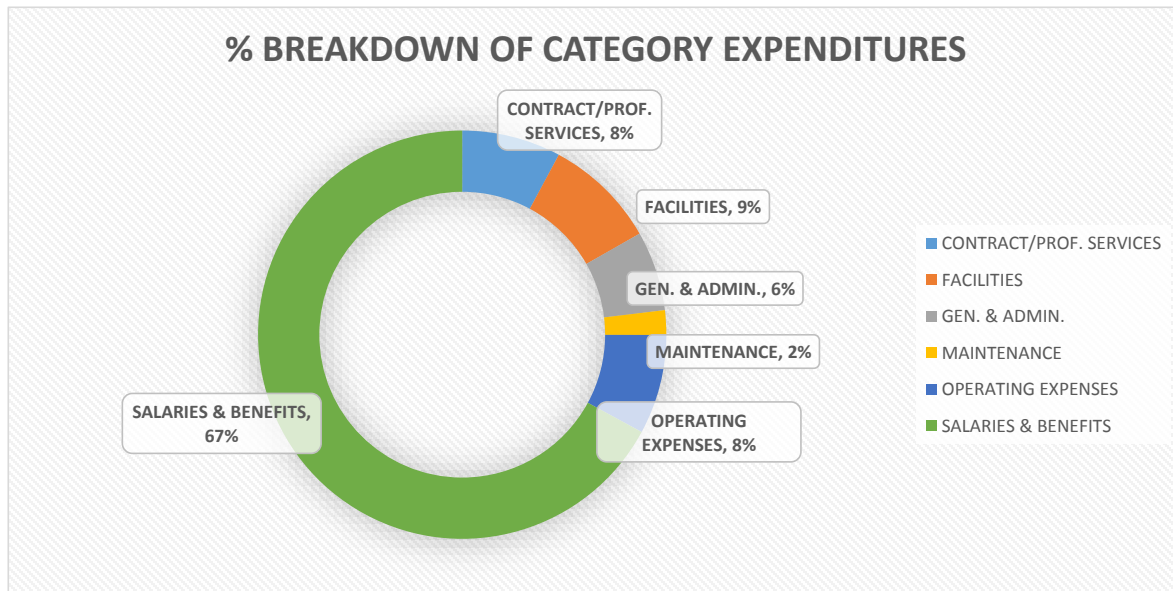
DESCRIPTION	COMPARING AGAINST PRIOR YEAR					COMPARING AGAINST BUDGET		
	ACTUALS	% OF TOTAL	PRIOR YEAR	\$ Diff.	% Diff.	Act. % of Budget	ANNUAL BUDGET	% of Annual
SALARIES & BENEFITS	\$ 360,808	67.1%	\$ 335,127	\$ 25,681	8%	7%	\$ 5,164,975	66%
CONTRACT/PROF. SERVICES	42,190	7.8%	85,897	(43,707)	-51%	4%	1,070,711	14%
OPERATING EXPENSES	42,409	7.9%	41,966	443	1%	10%	435,250	6%
MAINTENANCE	10,467	1.9%	14,728	(4,261)	-29%	5%	218,850	3%
FACILITIES	47,950	8.9%	55,790	(7,840)	-14%	8%	591,700	8%
GEN. & ADMIN.	33,971	6.3%	21,938	12,033	55%	10%	335,670	4%
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 537,794</b>	<b>100%</b>	<b>\$ 555,446</b>	<b>\$ (17,652)</b>	<b>-3%</b>	<b>7%</b>	<b>\$ 7,817,156</b>	<b>100%</b>

### EXPENSE COMMENTS

Overall expenses tracked similar to prior year.

Prof. Serv: Savings from lower environmental programs contractors compared to PY.

Legal Bills: Dec 19 legal bills were \$14K, compared to prior year \$10K



## OPERATING ANALYSIS - Q2 FY1920 (OCTOBER-DECEMBER)

### REVENUE BY CATEGORY

#### DESCRIPTION

WATER USAGE	\$ 1,910,301	69.2%	\$ 1,796,922	\$ 113,379	6%
BASIC CHARGES	799,181	29.0%	752,628	46,554	6%
METERS, PENALTIES & OTHER	17,500	0.6%	16,675	825	5%
SEWER CHARGES	31,826	1.2%	26,704	5,121	19%
<b>TOTAL OPERATING REVENUE</b>	<b>\$ 2,758,808</b>	<b>100.0%</b>	<b>\$ 2,592,929</b>	<b>\$ 165,879</b>	<b>6%</b>

COMPARING AGAINST PRIOR YEAR					COMPARING AGAINST BUDGET		
ACTUALS	% OF TOTAL	PRIOR YEAR	\$ Diff.	% Diff.	Act. % of Budget	ANNUAL BUDGET	% of Annual
\$ 1,910,301	69.2%	\$ 1,796,922	\$ 113,379	6%	26%	\$ 7,395,500	68%
799,181	29.0%	752,628	46,554	6%	25%	3,163,000	29%
17,500	0.6%	16,675	825	5%	14%	127,000	1%
31,826	1.2%	26,704	5,121	19%	24%	132,170	1%
<b>\$ 2,758,808</b>	<b>100.0%</b>	<b>\$ 2,592,929</b>	<b>\$ 165,879</b>	<b>6%</b>	<b>26%</b>	<b>\$ 10,817,670</b>	<b>100%</b>

### REVENUE COMMENTS

Water Usage: Consumption for Q2 FY1920 was approximately the same as Q2 in the prior year.  
Sewer Charges: New rates went into effect for December billings.

### EXPENSES BY CATEGORY

#### DESCRIPTION

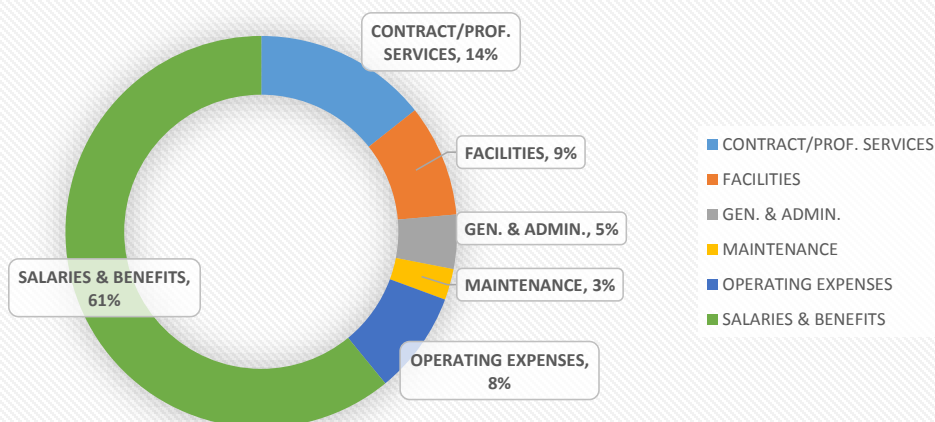
SALARIES & BENEFITS	\$ 1,049,849	60.9%	\$ 996,854	\$ 52,995	5%
CONTRACT/PROF. SERVICES	247,288	14.3%	377,699	(130,411)	-35%
OPERATING EXPENSES	145,770	8.5%	106,588	39,182	37%
MAINTENANCE	44,320	2.6%	36,924	7,396	20%
FACILITIES	159,266	9.2%	165,856	(6,590)	-4%
GEN. & ADMIN.	76,988	4.5%	68,807	8,182	12%
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 1,723,480</b>	<b>100%</b>	<b>\$ 1,752,727</b>	<b>\$ (29,248)</b>	<b>-2%</b>

COMPARING AGAINST PRIOR YEAR					COMPARING AGAINST BUDGET		
ACTUALS	% OF TOTAL	PRIOR YEAR	\$ Diff.	% Diff.	Act. % of Budget	ANNUAL BUDGET	% of Annual
\$ 1,049,849	60.9%	\$ 996,854	\$ 52,995	5%	20%	\$ 5,164,975	66%
247,288	14.3%	377,699	(130,411)	-35%	23%	1,070,711	14%
145,770	8.5%	106,588	39,182	37%	33%	435,250	6%
44,320	2.6%	36,924	7,396	20%	20%	218,850	3%
159,266	9.2%	165,856	(6,590)	-4%	27%	591,700	8%
76,988	4.5%	68,807	8,182	12%	23%	335,670	4%
<b>\$ 1,723,480</b>	<b>100%</b>	<b>\$ 1,752,727</b>	<b>\$ (29,248)</b>	<b>-2%</b>	<b>22%</b>	<b>\$ 7,817,156</b>	<b>100%</b>

### EXPENSE COMMENTS

Sal.&Benefits: Q vs Q are normal, YTD is due to first half has higher unfunded pension liability payment.  
Legal Bills: Q2 FY1920 were \$61K lower than the same quarter in the prior year.  
Prof. Serv: Savings from lower stream flow monitoring compared to PY.

## % BREAKDOWN OF CATEGORY EXPENDITURES



## OPERATING ANALYSIS - YTD FY1920 (JULY-DECEMBER)

### REVENUE BY CATEGORY

#### DESCRIPTION

WATER USAGE
BASIC CHARGES
METERS, PENALTIES & OTHER
SEWER CHARGES
<b>TOTAL OPERATING REVENUE</b>

COMPARING AGAINST PRIOR YEAR					COMPARING AGAINST BUDGET		
ACTUALS	% OF TOTAL	PRIOR YEAR	\$ Diff.	% Diff.	Act. % of Budget	ANNUAL BUDGET	% of Annual
\$ 3,792,646	69.6%	\$ 3,639,695	\$ 152,951	4%	51%	\$ 7,395,500	68%
1,560,828	28.6%	1,464,069	96,759	7%	49%	3,163,000	29%
36,725	0.7%	38,445	(1,720)	-4%	29%	127,000	1%
61,869	1.1%	51,738	10,131	20%	47%	132,170	1%
<b>\$ 5,452,068</b>	<b>100.0%</b>	<b>\$ 5,193,946</b>	<b>\$ 258,122</b>	<b>5%</b>	<b>50%</b>	<b>\$ 10,817,670</b>	<b>100%</b>

### REVENUE COMMENTS

YTD revenues are higher due to the rate increase compared to prior year. Water and Sewer revenues are tracking according to budget.

### EXPENSES BY CATEGORY

#### DESCRIPTION

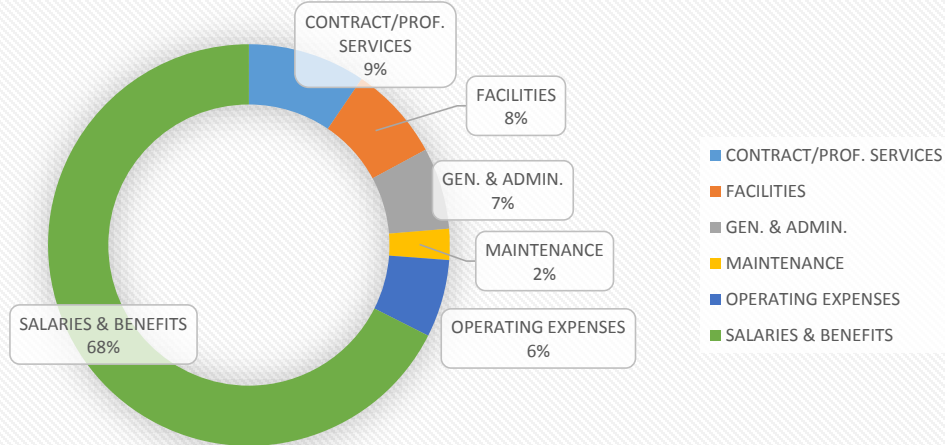
SALARIES & BENEFITS
CONTRACT/PROF. SERVICES
OPERATING EXPENSES
MAINTENANCE
FACILITIES
GEN. & ADMIN.
<b>TOTAL OPERATING EXPENSES</b>

COMPARING AGAINST PRIOR YEAR					COMPARING AGAINST BUDGET		
ACTUALS	% OF TOTAL	PRIOR YEAR	\$ Diff.	% Diff.	Act. % of Budget	ANNUAL BUDGET	% of Annual
\$ 2,477,261	67.6%	\$ 2,342,564	\$ 134,697	6%	48%	\$ 5,164,975	66%
348,013	9.5%	513,177	(165,164)	-32%	33%	1,070,711	14%
229,298	6.3%	193,944	35,353	18%	53%	435,250	6%
91,550	2.5%	68,875	22,674	33%	42%	218,850	3%
280,008	7.6%	269,660	10,348	4%	47%	591,700	8%
241,107	6.6%	218,080	23,027	11%	72%	335,670	4%
<b>\$ 3,667,236</b>	<b>100%</b>	<b>\$ 3,606,301</b>	<b>\$ 60,935</b>	<b>2%</b>	<b>47%</b>	<b>\$ 7,817,156</b>	<b>100%</b>

### EXPENSE COMMENTS

Contract/Prof. Serv.: Legal prior year was \$43K higher. Enviro programs \$95K less than PY  
 Operating Expenses were higher due to generator rentals for the PG&E PSPS  
 Maintenance was high due to major truck bed repair, this was budgeted for.  
 Facilities were higher due to timing of bills yr over yr  
 Gen&Admin: \$18K increase to liability insurance year over year.

### % BREAKDOWN OF CATEGORY EXPENDITURES



**OPERATING EXPENSE ANALYSIS - Q2**

**DETAILED EXPENSES BY DEPARTMENT**

ADMINISTRATIVE	Q2 CY ACTUALS	Q2 % of Budget	YTD ACTUALS	YTD % of Budget	ANNUAL BUDGET	Notes
SALARIES & BENEFITS	\$ 87,725	18%	\$ 255,319	52%	\$ 491,956	
CONTRACT/PROFESSIONAL SERVICES	\$ 122,621	31%	\$ 153,286	39%	\$ 394,100	Legal is tracking slightly below budget. Potential savings.
OPERATING EXPENSES	\$ 2,072	104%	\$ 3,440	173%	\$ 1,986	New copier, YE total expected to be \$4K.
MAINTENANCE	\$ 3,976	25%	\$ 7,338	46%	\$ 15,887	
FACILITIES	\$ 5,174	19%	\$ 11,266	42%	\$ 26,810	
GEN. & ADMIN.	\$ 45,745	29%	\$ 172,613	108%	\$ 159,112	District paid an unanticipated \$25K in claims. Will be over budget by approximately that amount.
<b>TOTAL ADMINISTRATIVE</b>	<b>\$ 267,313</b>	<b>25%</b>	<b>\$ 603,262</b>	<b>55%</b>	<b>\$ 1,089,851</b>	

FINANCE	Q2 CY ACTUALS	Q2 % of Budget	YTD ACTUALS	YTD % of Budget	ANNUAL BUDGET	Notes
SALARIES & BENEFITS	\$ 245,761	22%	\$ 516,699	47%	\$ 1,102,927	
CONTRACT/PROFESSIONAL SERVICES	\$ 42,023	39%	\$ 52,995	49%	\$ 108,728	
OPERATING EXPENSES	\$ 11	1%	\$ 899	52%	\$ 1,738	
MAINTENANCE	\$ 2,390	15%	\$ 4,106	26%	\$ 15,738	
FACILITIES	\$ 192	13%	\$ 468	31%	\$ 1,500	
GEN. & ADMIN.	\$ 36,235	25%	\$ 68,768	47%	\$ 147,473	
<b>TOTAL FINANCE</b>	<b>\$ 326,612</b>	<b>24%</b>	<b>\$ 643,936</b>	<b>47%</b>	<b>\$ 1,378,104</b>	

ENGINEERING	Q2 CY ACTUALS	Q2 % of Budget	YTD ACTUALS	YTD % of Budget	ANNUAL BUDGET	Notes
SALARIES & BENEFITS	\$ 66,194	17%	\$ 150,575	40%	\$ 379,817	Will have savings as no one was hired as of 1/1/20
CONTRACT/PROFESSIONAL SERVICES	\$ -	0%	\$ 2,343	7%	\$ 32,000	
OPERATING EXPENSES	\$ 3,980	17%	\$ 3,980	17%	\$ 23,000	
MAINTENANCE	\$ 38	4%	\$ 278	28%	\$ 1,000	
FACILITIES	\$ 91	4%	\$ 265	11%	\$ 2,500	
GEN. & ADMIN.	\$ 882	11%	\$ 922	12%	\$ 7,800	
<b>TOTAL ENGINEERING</b>	<b>\$ 71,185</b>	<b>16%</b>	<b>\$ 158,364</b>	<b>35%</b>	<b>\$ 446,117</b>	

DISTRIBUTION	Q2 CY ACTUALS	Q2 % of Budget	YTD ACTUALS	YTD % of Budget	ANNUAL BUDGET	Notes
SALARIES & BENEFITS	\$ 345,802	23%	\$ 798,516	54%	\$ 1,482,930	Will be over for PSPS approx. \$7K
CONTRACT/PROFESSIONAL SERVICES	\$ 33,937	24%	\$ 43,244	31%	\$ 140,000	
OPERATING EXPENSES	\$ 98,888	57%	\$ 139,567	81%	\$ 172,000	Will be over for PSPS approx. \$50K
MAINTENANCE	\$ 26,116	25%	\$ 42,277	40%	\$ 105,749	
FACILITIES	\$ 41,313	21%	\$ 84,582	43%	\$ 197,866	
GEN. & ADMIN.	\$ 2,564	30%	\$ 3,573	42%	\$ 8,440	
<b>TOTAL DISTRIBUTION</b>	<b>\$ 548,620</b>	<b>26%</b>	<b>\$ 1,111,760</b>	<b>53%</b>	<b>\$ 2,106,985</b>	

WATERSHED	Q2 CY ACTUALS	Q2 % of Budget	YTD ACTUALS	YTD % of Budget	ANNUAL BUDGET	Notes
SALARIES & BENEFITS	\$ 2,766	1%	\$ 62,760	33%	\$ 193,048	Savings from vacant and change in position ~\$110K.
CONTRACT/PROFESSIONAL SERVICES	\$ 20,140	13%	\$ 27,035	17%	\$ 160,111	
OPERATING EXPENSES	\$ -	0%	\$ -	0%	\$ 4,500	
MAINTENANCE	\$ -	0%	\$ -	0%	\$ 8,000	
FACILITIES	\$ 103	9%	\$ 299	25%	\$ 1,200	
GEN. & ADMIN.	\$ 444	12%	\$ 2,878	75%	\$ 3,850	
<b>TOTAL WATERSHED</b>	<b>\$ 23,453</b>	<b>6%</b>	<b>\$ 92,973</b>	<b>25%</b>	<b>\$ 370,709</b>	

**DETAILED EXPENSES BY DEPARTMENT (continued)**

SUPPLY & TREATMENT	Q2 CY ACTUALS	Q2 % of Budget	YTD ACTUALS	YTD % of Budget	ANNUAL BUDGET	Notes
SALARIES & BENEFITS	\$ 303,624	21%	\$ 692,589	48%	\$ 1,457,630	Savings from replacement not hired yet, offset by ~\$35K from PSPS. Should be under budget, but will not know amount until person hired.
CONTRACT/PROFESSIONAL SERVICES	\$ 22,417	14%	\$ 58,781	37%	\$ 160,000	
OPERATING EXPENSES	\$ 29,354	14%	\$ 69,473	34%	\$ 207,000	Has approx. \$10K from PSPS
MAINTENANCE	\$ 11,800	17%	\$ 37,550	54%	\$ 70,003	
FACILITIES	\$ 94,132	27%	\$ 161,418	46%	\$ 349,577	
GEN. & ADMIN.	\$ 1,139	15%	\$ 2,374	32%	\$ 7,447	
<b>TOTAL SUPPLY &amp; TREATMENT</b>	<b>\$ 462,466</b>	<b>21%</b>	<b>\$ 1,022,185</b>	<b>45%</b>	<b>\$ 2,251,657</b>	

WASTEWATER	Q2 CY ACTUALS	Q2 % of Budget	YTD ACTUALS	YTD % of Budget	ANNUAL BUDGET	Notes
SALARIES & BENEFITS	\$ -	0%	\$ 2,826	5%	\$ 56,667	
CONTRACT/PROFESSIONAL SERVICES	\$ 20,805	27%	\$ 25,156	33%	\$ 75,772	
OPERATING EXPENSES	\$ 11,641	47%	\$ 12,294	49%	\$ 25,026	
MAINTENANCE	\$ -	0%	\$ -	0%	\$ 2,472	
FACILITIES	\$ 2,511	21%	\$ 6,001	49%	\$ 12,248	
GEN. & ADMIN.	\$ -	0%	\$ -	0%	\$ 1,547	
<b>TOTAL WASTEWATER</b>	<b>\$ 34,957</b>	<b>20%</b>	<b>\$ 46,277</b>	<b>27%</b>	<b>\$ 173,733</b>	Indirect allocations occur annually

**TOTAL OPERATING EXPENSES \$ 1,734,606 22% \$ 3,678,757 47% \$ 7,817,156**

**PRO FORMA FOR AUDIT:**

OVERHEAD ABSORPTION [1] \$ - \$ (46,380.34)

[1] Overhead absorption are the direct and indirect capitalized costs associated with an asset the District did internally. For example, a capital pipeline project was constructed by District staff and materials versus hiring an outside contractor. These amounts are not budgeted for, therefore, are not included in the main analysis above. These will show up as a favorable off-set for operating expenses in the audit. However, it is important to note these are likely regularly occurring cash expenses.

Q2 Overhead entry will not be posted until after 3/1.

## OPERATING ANALYSIS - YTD TREND FY1920

### REVENUE BY CATEGORY

DESCRIPTION	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	YTD	BUDGET	% OF BUD.
WATER USAGE	358,244	754,239	769,863	682,882	663,649	563,770	3,792,646	7,395,500	51%
BASIC CHARGES	253,518	253,941	254,187	260,905	269,295	268,982	1,560,828	3,163,000	49%
METERS, PENALTIES & OTHER	5,620	9,985	3,620	6,080	5,865	5,555	36,725	127,000	29%
SEWER CHARGES	10,013	9,857	10,174	10,012	10,013	11,801	61,869	132,170	47%
<b>TOTAL OPERATING REVENUE</b>	<b>627,395</b>	<b>1,028,021</b>	<b>1,037,844</b>	<b>959,879</b>	<b>948,822</b>	<b>850,108</b>	<b>5,452,068</b>	<b>10,817,670</b>	<b>50%</b>

### EXPENSES BY CATEGORY

DESCRIPTION	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	YTD	BUDGET	% OF BUD.
SALARY & BENEFITS	764,139	305,763	357,510	335,364	353,677	360,808	2,477,261	5,164,975	48%
CONTRACT/PROF. SERVICES	21,644	34,367	44,713	161,807	43,290	56,616	362,439	1,070,711	34%
OPERATING EXPENSES	20,127	30,756	32,644	26,514	76,847	42,409	229,298	435,250	53%
MAINTENANCE	6,890	25,710	14,630	12,671	21,182	10,467	91,550	218,850	42%
FACILITIES	11,977	52,999	55,767	58,349	52,967	47,950	280,008	591,700	47%
GEN. & ADMIN.	131,372	18,702	14,045	27,839	15,178	33,971	241,107	335,670	72%
<b>TOTAL OPERATING EXPENSES</b>	<b>956,149</b>	<b>468,298</b>	<b>519,309</b>	<b>622,545</b>	<b>563,141</b>	<b>552,220</b>	<b>3,681,662</b>	<b>7,817,156</b>	<b>47%</b>
<b>OPERATING INCOME (LOSS)</b>	<b>(328,754)</b>	<b>559,723</b>	<b>518,535</b>	<b>337,334</b>	<b>385,680</b>	<b>297,887</b>	<b>1,770,406</b>	<b>3,000,514</b>	<b>59%</b>

### COMMENTS

#### REVENUE/EXPENSES:

Current year to date revenue and expenses are tracking as expected overall. Please refer to the current month analysis for any further detail on revenue or expenses.

#### GENERAL/PROCESS:

There are annual/one-time expenses paid upfront that could cause individual months to appear skewed or accrual based accounting that will impact June/July more so. An example of this would be some insurances are paid in July, this causes July expenses to appear higher than other months. The District operates on an annual budget and performs accrual based accounting procedures for a hard year end close, this is typical for governmental accounting.

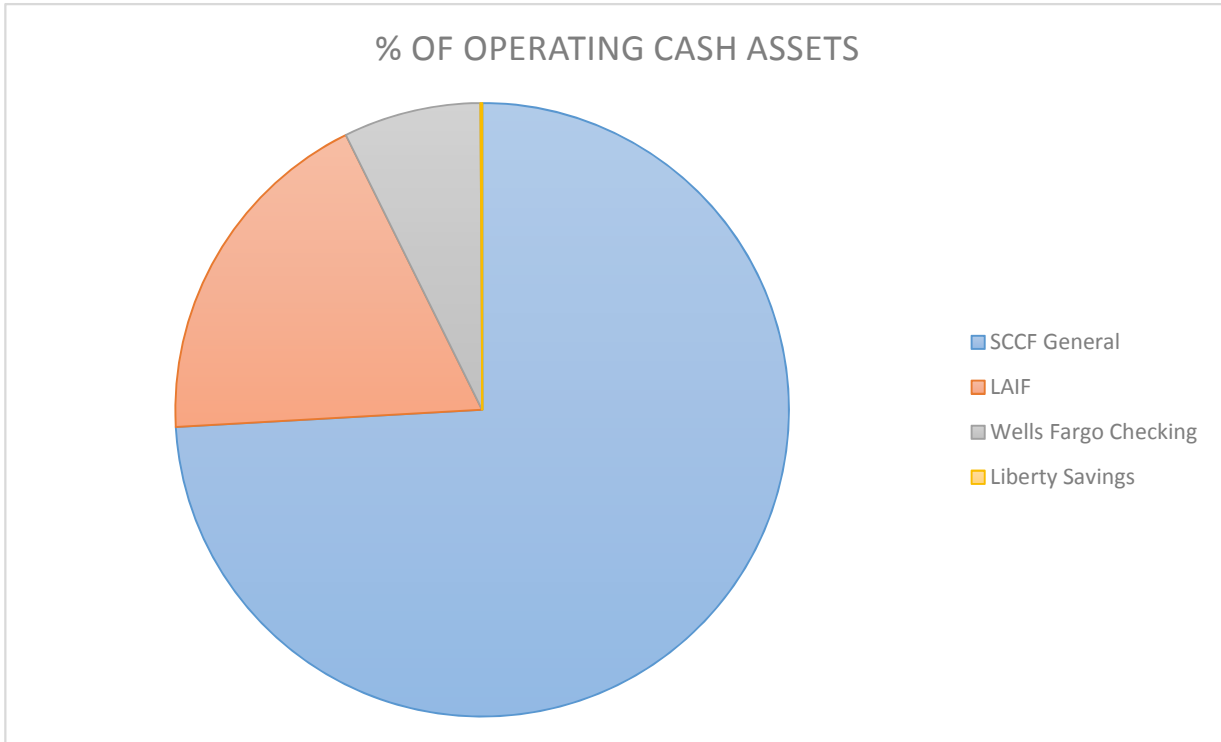
Data is continuously being reviewed, so it is not un-common for a prior report balance to change slightly throughout the year as accounts are reconciled.



**CASH BALANCES AS OF**

**12/31/2019**

	<b>CASH BALANCE</b>	<b>Ave Interest Rate</b>
<b>OPERATING ACCOUNTS</b>		
Wells Fargo Checking	\$ 338,395	0.35%
Liberty Savings	\$ 4,520	0.15%
LAIF	\$ 869,347	2.04%
SCCF General	\$ 3,468,406	2.02%
<b>OPERATING BALANCE</b>	<b>\$ 4,680,669</b>	
<b>RESTRICTED ACCOUNTS</b>		
SCCF Lompico Assessment District	\$ 160,953	2.02% For AD Projects
SCCF Olympia Assessment District	\$ 81,871	2.02% For Debt Repayment
SCCF Probation Tank Loan Proceeds	\$ 1	2.02% Loan Proceeds
SCCF \$14.5M COP Proceeds	\$ 14,606,643	2.02% Loan Proceeds
CB&T Escrow Fund SRF	\$ 111,684	0.09% For Debt Repayment
CB&T Escrow Fund DOWR	\$ 168,892	0.09% For Debt Repayment
<b>RESTRICTED BALANCE</b>	<b>\$ 15,130,043</b>	



California State Treasurer  
**Fiona Ma, CPA**



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

February 12, 2020

[LAIF Home](#)  
[PMIA Average Monthly Yields](#)

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SAN LORENZO VALLEY WATER DISTRICT

DISTRICT MANAGER  
13060 HIGHWAY 9  
BOULDER CREEK, CA 95006

[Tran Type Definitions](#)

December 2019 Statement

**Account Summary**

Total Deposit:	0.00	Beginning Balance:	869,347.40
Total Withdrawal:	0.00	Ending Balance:	869,347.40

**G/L Balances**

Criteria: As Of = 12/31/2019; Fund = 76644, 76530

G/L Account	Title	Beginning Balance	Year-To-Date Debits	Year-To-Date Credits	End Balance
<b>Fund 76530 -- SLV-LOMPICO WTR, EFF 6/2/16</b>					
Sub-Fund 76530001 -- SLV-WTR, EFF 6/2/16					
000	NOT APPLICABLE	0.00	5.57	(46,951.02)	(46,945.45)
101	EQUITY IN POOLED CASH	167,067.65	46,950.38	(4.93)	214,013.10
240	STALE DATED WARRANTS LIABILITY	(1,363.90)	0.00	0.00	(1,363.90)
344	FUND BALANCE	(165,703.75)	0.00	0.00	(165,703.75)
Total Sub-Fund 76530001		0.00	46,955.95	(46,955.95)	0.00
Sub-Fund 76530200 -- SLV-LOMPICO WTR-ASSESSMENTS					
000	NOT APPLICABLE	0.00	257,133.16	(162,473.09)	94,660.07
101	EQUITY IN POOLED CASH	557,702.39	162,473.09	(257,133.16)	463,042.32
344	FUND BALANCE	(557,702.39)	0.00	0.00	(557,702.39)
Total Sub-Fund 76530200		0.00	419,606.25	(419,606.25)	0.00
Total Fund 76530		0.00	466,562.20	(466,562.20)	0.00
<b>Fund 76644 -- SAN LORENZO VALLEY WATER TRUST</b>					
Sub-Fund 76644001 -- SAN LORENZO VALLEY WATER TRUST					
000	NOT APPLICABLE	0.00	700,047.81	(1,970,671.76)	(1,270,623.95)
101	EQUITY IN POOLED CASH	1,681,679.61	1,970,666.30	(700,042.35)	2,952,303.56
201	VOUCHERS PAYABLE (VENDOR)	0.00	700,000.00	(700,000.00)	0.00
344	FUND BALANCE	(1,681,679.61)	0.00	0.00	(1,681,679.61)
Total Sub-Fund 76644001		0.00	3,370,714.11	(3,370,714.11)	0.00
Sub-Fund 76644100 -- SAN LORENZO VLY WTR-OLYMPIA MU					
000	NOT APPLICABLE	0.00	24,603.98	(25,165.45)	(561.47)
101	EQUITY IN POOLED CASH	81,310.01	25,165.45	(24,603.98)	81,871.48
344	FUND BALANCE	(81,310.01)	0.00	0.00	(81,310.01)
Total Sub-Fund 76644100		0.00	49,769.43	(49,769.43)	0.00
Sub-Fund 76644200 -- SLV WATER-SUBFD FOR LOAN CASH					
000	NOT APPLICABLE	0.00	1,851,178.02	(11,913.78)	1,839,264.24
101	EQUITY IN POOLED CASH	1,839,265.23	11,913.78	(1,851,178.02)	0.99
201	VOUCHERS PAYABLE (VENDOR)	0.00	565,157.38	(565,157.38)	0.00
344	FUND BALANCE	(1,839,265.23)	0.00	0.00	(1,839,265.23)
Total Sub-Fund 76644200		0.00	2,428,249.18	(2,428,249.18)	0.00

**G/L Balances**

Criteria: As Of = 12/31/2019; Fund = 76644, 76530

<u>G/L Account</u>	<u>Title</u>	<u>Beginning Balance</u>	<u>Year-To-Date Debits</u>	<u>Year-To-Date Credits</u>	<u>End Balance</u>
Fund 76644 -- SAN LORENZO VALLEY WATER TRUST					
Sub-Fund 76644300 -- SLV WATER 2019 COP-SUBFD					
000	NOT APPLICABLE	0.00	10,450.75	(14,617,093.72)	(14,606,642.97)
101	EQUITY IN POOLED CASH	0.00	14,617,093.72	(10,450.75)	14,606,642.97
Total Sub-Fund 76644300		0.00	14,627,544.47	(14,627,544.47)	0.00
Total Fund 76644		0.00	20,476,277.19	(20,476,277.19)	0.00

# Accounts Payable

## Checks by Date - Detail by Check Number

User: rachelmunoz  
Printed: 2/12/2020 9:33 AM



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

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
ACH	00178	CALPERS	01/03/2020		
	JAN 2020.1	HEALTH INSURANCE_ADMIN			2,405.96
	JAN 2020.2	HEALTH INSURANCE_FINANCE			13,819.76
	JAN 2020.3	HEALTH INSURANCE_ENG			768.49
	JAN 2020.4	HEALTH INSURANCE_OPS			18,685.85
	JAN 2020.5	HEALTH INSURANCE_ENVIRON			768.49
	JAN 2020.6	HEALTH INSURANCE_RETIREE EMP MEDI			900.00
	JAN 2020.7	HEALTH INSURANCE_WTP			9,749.40
	JAN 2020.8	HEALTH INSURANCE_ADMIN FEE			143.78
	JAN 2020.9	HEALTH INSURANCE			1,967.56
		Total for this ACH Check for Vendor 00178:		0.00	49,209.29
ACH	10005 277247	ICMA RETIREMENT C/O M & T RETIRI RETIREMENT WITHHOLDING_PP ENDING	01/29/2020		3,905.00
		Total for this ACH Check for Vendor 10005:		0.00	3,905.00
ACH	10005 291240	ICMA RETIREMENT C/O M & T RETIRI RETIREMENT WITHHOLDING_PP ENDING	01/09/2020		2,255.00
		Total for this ACH Check for Vendor 10005:		0.00	2,255.00
ACH	00054	PACIFIC GAS AND ELECTRIC	01/17/2020		
	1219_365802406A	UTILITIES_ADMIN			618.06
	1219_365802406B	UTILITIES_OPS			8,008.86
	1219_365802406C	UTILITIES_WTP			19,034.18
	1219_365802406D	UTILITIES_BCE WASTEWATER			209.60
		Total for this ACH Check for Vendor 00054:		0.00	27,870.70
ACH	00178	CALPERS	02/01/2020		
	FEB_2020.1	HEALTH INSURANCE_ADMIN			2,405.96
	FEB_2020.2	HEALTH INSURANCE_FINANCE			15,522.37
	FEB_2020.3	HEALTH INSURANCE_ENGINEERING			768.49
	FEB_2020.4	HEALTH INSURANCE_OPS			18,685.85
	FEB_2020.5	HEALTH INSURANCE_ENVIRON			768.49
	FEB_2020.6	HEALTH INSURANCE_RETIREE EMP MEDI			900.00
	FEB_2020.7	HEALTH INSURANCE_WTP			9,849.89
	FEB_2020.8	HEALTH INSURANCE_ADMIN FEE			149.30
	FEB_2020.9	HEALTH INSURANCE			2,209.96
		Total for this ACH Check for Vendor 00178:		0.00	51,260.31
ACH	10005 266118	ICMA RETIREMENT C/O M & T RETIRI RETIREMENT WITHHOLDING_PP ENDING	01/15/2020		3,905.00
		Total for this ACH Check for Vendor 10005:		0.00	3,905.00
18534	00057 DEC19_57	AFSCME COUNCIL 57 UNION DUES_DEC2019	12/23/2019		911.82

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 18534:	0.00	911.82
18535	00773	EARTHWORKS 2007	12/23/2019		
	18394A	PRV @ EDGEWOOD DRIVE			66,690.00
	18394B	PRV @ LAKEVIEW AVE			66,690.00
	18394C	PRV @ LAKE BLVD			48,165.00
	18403A	PRV @ COLEMAN			7,410.00
	18403B	PRV @ VAN ALLEN ROAD			7,410.00
	18403C	PRV @ EDGEWOOD DRIVE			7,410.00
	18403D	PRV @ LAKEVIEW AVE			7,410.00
	18403E	PRV @ VISITAR STREET			74,100.00
	18403F	PRV @ LAKE BLVD			7,410.00
			Total for Check Number 18535:	0.00	292,695.00
18536	00162	ANTHEM BLUE CROSS	01/03/2020		
	102718340	RETIRED EMPLOYEE MEDICAL_01/01/20-0			355.77
			Total for Check Number 18536:	0.00	355.77
18537	00767	ANTHEM BLUE CROSS	01/03/2020		
	0987931551	MEDICARE RX_01/01/20-02/01/20			77.80
			Total for Check Number 18537:	0.00	77.80
18538	00055	AT&T	01/03/2020		
	1219_8313355273	PHONE_FELTON ACRES			189.05
			Total for Check Number 18538:	0.00	189.05
18539	00309	AT&T IP SERVICES	01/03/2020		
	9361691508A	IP SERVICES_ADMIN			396.34
	9361691508B	IP SERVICES_OPS			396.35
	9361691508C	IP SERVICES_WTP			396.35
			Total for Check Number 18539:	0.00	1,189.04
18540	00686	AT&T LONG DISTANCE	01/03/2020		
	1219_834287386A	LONG DISTANCE_ADMIN			366.32
	1219_834287386B	LONG DISTANCE_WTP			23.97
			Total for Check Number 18540:	0.00	390.29
18541	00034	DAVE BASLER	01/03/2020		
	JAN20_34	CALPERS			75.00
			Total for Check Number 18541:	0.00	75.00
18542	00099	JOEL BUSA	01/03/2020		
	JAN20_99	CALPERS			125.00
			Total for Check Number 18542:	0.00	125.00
18543	00363	CINCINNATI LIFE INSURANCE CO	01/03/2020		
	DEC19_363	LIFE INSURANCE_DEC			28.00
			Total for Check Number 18543:	0.00	28.00
18544	00479	THE CLIMATE REGISTRY	01/03/2020		
	1041	MEMBERSHIP			750.00



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 18544:	0.00	750.00
18545	01050 4377735-1213069	COLONIAL LIFE 2019 INSURANCE PREMIUMS	01/03/2020		559.04
			Total for Check Number 18545:	0.00	559.04
18546	00788 121119_1171123	COMCAST INTERNET_23 SUMMIT AVE	01/03/2020		153.38
			Total for Check Number 18546:	0.00	153.38
18547	00788 121519_1236074	COMCAST INTERNET_200 ANNIES WAY	01/03/2020		175.19
			Total for Check Number 18547:	0.00	175.19
18548	00788 121619_1018662	COMCAST INTERNET_264 ORCHARD ROAD	01/03/2020		148.38
			Total for Check Number 18548:	0.00	148.38
18549	00788 121919_1028380	COMCAST INTERNET_7400 HWY 9	01/03/2020		153.38
			Total for Check Number 18549:	0.00	153.38
18550	00343 81642 81806	ERNIE'S SERVICE CENTER SERVICE VE-309 SERVICE VE-122	01/03/2020		1,805.40 172.08
			Total for Check Number 18550:	0.00	1,977.48
18551	UB*00695	Virlyne Gouin Refund Check	01/03/2020		77.98
			Total for Check Number 18551:	0.00	77.98
18552	UB*00419	WENDI GRIGGS Refund Check	01/03/2020		32.06
			Total for Check Number 18552:	0.00	32.06
18553	00550 11754489	HACH COMPANY LAB SUPPLIES	01/03/2020		407.04
			Total for Check Number 18553:	0.00	407.04
18554	00236 3057010563 3057218380 3057218389	IDEXX DISTRIBUTION CORP LAB SUPPLIES LAB SUPPLIES LAB SUPPLIES	01/03/2020		51.13 517.66 232.44
			Total for Check Number 18554:	0.00	801.23
18555	00208 JAN20_208	LEONARD KUHNLEIN CALPERS	01/03/2020		125.00
			Total for Check Number 18555:	0.00	125.00
18556	00662 JAN20_662	JAMES A. MUELLER CALPERS	01/03/2020		50.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 18556:	0.00	50.00
18557	10130 2019-2020	SANTA CRUZ COUNTY PARKS, OPEN S COUNTY PARCEL TAX 07/01/19-06/30/20	01/03/2020		110.50
			Total for Check Number 18557:	0.00	110.50
18558	00142 61-0152720	SAN LORENZO LUMBER PROBATION TANK_SAMPLE TAP	01/03/2020		41.99
			Total for Check Number 18558:	0.00	41.99
18559	00125 346041 346097 590593 590857	SCARBOROUGH LUMBER MISC SUPPLIES SIDE BOARDS FOR VE-485 PVC PARTS LEAK REPAIR CHAINSAW_2 STROKE FUEL	01/03/2020		66.72 37.63 12.37 34.52
			Total for Check Number 18559:	0.00	151.24
18560	00746 66856	SCOTTS VALLEY BANNER HIRING AD_RUN DATE 12/06/19	01/03/2020		220.00
			Total for Check Number 18560:	0.00	220.00
18561	00047 9120092	SOIL CONTROL LAB WATER ANALYSIS	01/03/2020		145.00
			Total for Check Number 18561:	0.00	145.00
18562	10231 6806594	TIAA COMMERCIAL FINANCE, INC. COPIER LEASE	01/03/2020		253.45
			Total for Check Number 18562:	0.00	253.45
18563	00369 JAN20_369	CAROLE TRIANTAFILLOS CALPERS	01/03/2020		125.00
			Total for Check Number 18563:	0.00	125.00
18564	00721 114-9557369 114-9567114	UNITED SITE SVCS., INC PROBATION SITE TOILET QUAIL 5 YARD TOILET	01/03/2020		215.32 220.63
			Total for Check Number 18564:	0.00	435.95
18565	00011 9844221366A 9844221366B 9844221366C 9844221366D 9844221366E	VERIZON WIRELESS CELL PHONE_ADMIN CELL PHONE_FINANCE CELL PHONE_ENGINEERING CELL PHONE_OPS CELL PHONE_WTP	01/03/2020		44.64 94.45 224.63 345.60 397.37
			Total for Check Number 18565:	0.00	1,106.69
18566	00011 9844221367A 9844221367B 9844221367C 9844221367D	VERIZON WIRELESS CELL PHONE_ADMIN CELL PHONE_OPS CELL PHONE_ENVIRON CELL PHONE_WTP	01/03/2020		24.64 309.60 51.46 102.91

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 18566:	0.00	488.61
18567	00399 808266803	VISION SERVICE PLAN - (CA) 2020 INSURANCE PREMIUMS	01/03/2020		721.44
			Total for Check Number 18567:	0.00	721.44
18568	10152 DEC19_10152A DEC19_10152B	WESTAMERICA BANK TRUCK LOAN_INTEREST_DEC2019 TRUCK LOAN_PRINCIPAL_DEC2019	01/03/2020		165.15 1,935.53
			Total for Check Number 18568:	0.00	2,100.68
18569	00313 121519_313A 121519_313B 121519_313C 121519_313D 121519_313E 121519_313F 121519_313G 121519_313H 121519_313I 121519_313J 121519_313K 121519_313L 121519_313M 121519_313N 121519_313O 121519_313P 121519_313Q 121519_313R	MET LIFE DENTAL_ADMIN DISABILITY_ADMIN LIFE INS_ADMIN DENTAL_FINANCE DISABILITY_FINANCE LIFE INS_FINANCE DENTAL_ENG DISABILITY_ENG LIFE INS_ENG DENTAL_OPS DISABILITY_OPS LIFE INS_OPS DENTAL_ENVIRON DISABILITY_ENVIRON LIFE INS_ENVIRON DENTAL_WTP DISABILITY_WTP LIFE INS_WTP	01/06/2020		192.14 84.83 33.30 1,363.03 255.50 121.54 258.32 96.24 33.30 1,778.27 310.11 176.49 62.57 31.93 16.65 1,243.97 314.81 139.86
			Total for Check Number 18569:	0.00	6,512.86
18570	10269 19523-04	AKEL ENGINEERING GROUP, INC. SLVWD 2019 WATER MASTER PLAN	01/09/2020		2,862.00
			Total for Check Number 18570:	0.00	2,862.00
18571	00359 9012014063	ALLIED ELECTRONICS LOMPICO TANKS_TRANSDEUCER POWER	01/09/2020		184.31
			Total for Check Number 18571:	0.00	184.31
18572	00729 9123445	ALPHA ANALYTICAL LABS LAB FEES-ANALYTICAL SERVICES	01/09/2020		1,032.00
			Total for Check Number 18572:	0.00	1,032.00
18573	00609 219018-1119 219019-1119	BALANCE HYDROLOGICS, INC STREAMFLOW & TEMP MONITORING OPERATIONAL GAGING	01/09/2020		1,142.50 830.46
			Total for Check Number 18573:	0.00	1,972.96
18574	10113 JAN2020_10113A JAN2020_10113B	BANK MIDWEST SOLAR LOAN_INTEREST SOLAR LOAN_PRINCIPAL	01/09/2020		728.02 2,521.88

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 18574:	0.00	3,249.90
18575	00145	BATTERIES PLUS	01/09/2020		
	P19093529	BLACKSTONE BOOSTER			79.52
	P20116262	UPS BATTERY			39.13
	P20646840	INVERTER FOR VE-232_EXHCHANGE			-38.48
	P21720495	BATTERY BACKUPS			344.28
	P22187692	BATTERY BACKUP			270.27
	RA2743754	PHONE REPAIR			181.85
			Total for Check Number 18575:	0.00	876.57
18576	00423	BAY AREA BARRICADE	01/09/2020		
	9196	SAFETY FLARES			86.69
			Total for Check Number 18576:	0.00	86.69
18577	01077	JOSEPH B BEASLEY	01/09/2020		
	121719_1077	OT MEAL			15.00
			Total for Check Number 18577:	0.00	15.00
18578	00415	CA BANK & TRUST/GOV SVC DEPT_10	01/09/2020		
	JAN2020_415	1976 SAFE DRINKING WATER BOND			15,581.43
			Total for Check Number 18578:	0.00	15,581.43
18579	00788	COMCAST	01/09/2020		
	122619_0987198	INTERNET_195 KIRBY STREET			153.38
			Total for Check Number 18579:	0.00	153.38
18580	00703	DATAFLOW BUSINESS SYSTEMS, INC	01/09/2020		
	278521	CONTRACT SERVICES FOR PRINTERS/COF			341.34
	279492	SHIPPING FOR INK CARTRIDGES			7.50
	280305	CONTRACT SERVICES FOR PRINTERS/COF			76.43
	280306	CONTRACT SERVICES FOR PRINTERS/COF			78.29
	280307	CONTRACT SERVICES FOR PRINTERS/COF			61.46
	280308	CONTRACT SERVICES FOR PRINTERS/COF			17.74
	280530	CONTRACT SERVICES FOR PRINTERS/COF			120.19
	280531	CONTRACT SERVICES FOR PRINTERS/COF			73.24
			Total for Check Number 18580:	0.00	776.19
18581	00037	CO. OF SANTA CRUZ DEPT OF PUBLIC	01/09/2020		
	2020_PERMIT FEE	2020 BLANKET ENCROACHMENT PERMIT			4,782.00
			Total for Check Number 18581:	0.00	4,782.00
18582	00343	ERNIE'S SERVICE CENTER	01/09/2020		
	81772	VE-341 REPAIR			1,411.25
			Total for Check Number 18582:	0.00	1,411.25
18583	00450	EUROFINS	01/09/2020		
	L0487504	WATER ANALYSIS			20.00
	L0487505	WATER ANALYSIS			20.00
			Total for Check Number 18583:	0.00	40.00
18584	00991	EWING IRRIGATION PRODUCTS	01/09/2020		

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	8860525	PIPE TAPE			37.66
			Total for Check Number 18584:	0.00	37.66
18585	00750 DEC19_750	FEDAK & BROWN, LLP PROFESSIONAL SERVICES FOR DECEMBE	01/09/2020		1,950.00
			Total for Check Number 18585:	0.00	1,950.00
18586	00080 1722351 1722793 1723539 1725091	GRANITE CONSTRUCTION CO BASE ROCK_DRAIN QUAIL BINS QUAIL BINS QUAIL BINS	01/09/2020		152.45 603.74 544.68 385.42
			Total for Check Number 18586:	0.00	1,686.29
18587	00550 11762405	HACH COMPANY WTP SUPPLIES	01/09/2020		1,067.74
			Total for Check Number 18587:	0.00	1,067.74
18588	00367 144122A 144122B	INFOSEND, INC POSTAGE FEES STATEMENT FEES	01/09/2020		2,627.06 1,104.03
			Total for Check Number 18588:	0.00	3,731.09
18589	10249 121719_10249	BRAD MACDONALD OT MEAL	01/09/2020		13.30
			Total for Check Number 18589:	0.00	13.30
18590	10117 2514	MELISSA deSIGNS WINDOWS	01/09/2020		158.00
			Total for Check Number 18590:	0.00	158.00
18591	00640 936-112719A 936-112719B	MONTEREY BAY AIR RESOURCES GENERATOR PERMITS GENERATOR PERMITS	01/09/2020		1,145.00 2,081.00
			Total for Check Number 18591:	0.00	3,226.00
18592	10158 503956A 503956B	NOSSAMAN, LLP PROFESSIONAL SERVICES THROUGH 11/3/ DISBURSEMENTS THROUGH 11/30/19	01/09/2020		13,752.00 493.81
			Total for Check Number 18592:	0.00	14,245.81
18593	10214 2153	MIKE PODLECH WATER AVAILABILITY FOR CONJUNCTIVE	01/09/2020		607.50
			Total for Check Number 18593:	0.00	607.50
18594	00102 121719_102	ANDY ROBUSTELLI OT MEALS	01/09/2020		9.57
			Total for Check Number 18594:	0.00	9.57
18595	00001 7719-653652	ROYAL WHOLESALE ELECTRIC MISC ELECTRICAL SUPPLIES	01/09/2020		718.41

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 18595:	0.00	718.41
18596	00125	SCARBOROUGH LUMBER	01/09/2020		
	346000	ALTA VIA PIPE SUPPORT			21.85
	346502	OPERATING SUPPLIES			128.15
	346517	METER MOVE_550 EL SOLYO			3.66
	346623	SIDEBOARD			15.03
	346692	SAMPLE TAP INSTALL			8.73
	346824	BACKFLOW INSTALL			33.58
	404183	WHISPERING PINES MAIN REPAIR			35.66
	591042	MISC-FLOW TEST DEVICE			25.25
			Total for Check Number 18596:	0.00	271.91
18597	00168	SCOTTS VALLEY SPRINKLER	01/09/2020		
	155154	FILTER FABRIC FOR LYON BASINS			523.22
			Total for Check Number 18597:	0.00	523.22
18598	00047	SOIL CONTROL LAB	01/09/2020		
	9120279	WATER ANALYSIS			145.00
			Total for Check Number 18598:	0.00	145.00
18599	00642	STEVEN M.BUTLER,R.P.F.	01/09/2020		
	STMT I_642	WATERSHED MAINTENANCE			1,505.03
			Total for Check Number 18599:	0.00	1,505.03
18600	10184	THATCHER COMPANY, INC	01/09/2020		
	271464	CHLORINE			4,674.48
	271465	DRUM CREDIT			-560.00
			Total for Check Number 18600:	0.00	4,114.48
18601	10119	TAYLOR TOCCALINO	01/09/2020		
	122419_10119	OT MEALS			14.66
			Total for Check Number 18601:	0.00	14.66
18602	00219	TOYOTA MATERIAL HANDLING	01/09/2020		
	KAOFS1	FORKLIFT REPAIR_VE-730			722.06
			Total for Check Number 18602:	0.00	722.06
18603	00727	ULINE SHIPPING SUPPLIES	01/09/2020		
	115189531	SAMPLING SUPPLIES			109.52
	115312447	SUPPLIES			372.36
			Total for Check Number 18603:	0.00	481.88
18604	00599	WEX BANK	01/09/2020		
	63108772A	FUEL_ADMIN			91.54
	63108772B	FUEL_FINANCE			703.26
	63108772C	FUEL_OPS			3,254.10
	63108772D	FUEL_WTP			2,077.46
			Total for Check Number 18604:	0.00	6,126.36
18605	00300	APOLLO DRAIN SERVICE	01/15/2020		
	1232	ADMIN BATHROOM			250.00



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 18605:	0.00	250.00
18606	10025 80044122	BADGER METER, INC BEACON SERVICES_DEC2019	01/15/2020		1,687.00
			Total for Check Number 18606:	0.00	1,687.00
18607	00342 952183 952210	BRASS KEY LOCKSMITH LOCKS_WO#823 LOCKS_WO#837	01/15/2020		53.96 237.50
			Total for Check Number 18607:	0.00	291.46
18608	00566 1076812222019	C S S C ANSWERING SERVICE_11/22-12/21/19	01/15/2020		417.78
			Total for Check Number 18608:	0.00	417.78
18609	00788 010120_1368455	COMCAST INTERNET_345 QUAIL TERRACE	01/15/2020		115.01
			Total for Check Number 18609:	0.00	115.01
18610	00788 01020_1236033	COMCAST INTERNET_215 BLACKSTONE DRIVE	01/15/2020		195.51
			Total for Check Number 18610:	0.00	195.51
18611	00290 12334 12335	CONTRACTOR COMPLIANCE & MONI PROBATION TANK_WO#823 LABOR COMPLIANCE-LOMPICO PRV PROJ	01/15/2020		500.00 1,560.00
			Total for Check Number 18611:	0.00	2,060.00
18612	00273 30457550	CORELOGIC, INC. REALQUEST SERVICES_DEC2019	01/15/2020		206.00
			Total for Check Number 18612:	0.00	206.00
18613	00505 10364242290	DELL MARKETING LP DELL LATITUDE 5500	01/15/2020		1,438.46
			Total for Check Number 18613:	0.00	1,438.46
18614	00037 36944A 36944B 36944C 36944D 36944E 36944F 36944G	CO. OF SANTA CRUZ DEPT OF PUBLIC DUMP FEES LYON PLANT_PLASTIC LYON SLIDE_TRASH LYON PLANT_PLASTIC LYON SLIDE_TRASH LYON PLANT_PLASTIC LYON SLIDE_TRASH	01/15/2020		24.00 116.16 96.36 129.36 122.76 106.92 198.00
			Total for Check Number 18614:	0.00	793.56
18615	00076 805822	ERNIE'S AUTO CENTER GAS CAP_VE-480	01/15/2020		12.81
			Total for Check Number 18615:	0.00	12.81
18616	00343 80597	ERNIE'S SERVICE CENTER SERVICE_VE-341	01/15/2020		58.27

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	81716	SERVICE_VE-480			53.78
	81721	SMOG INSPECTION_VE-250			44.78
	81725	SMOG INSPECTION_VE-338			44.78
	81753	SMOG INSPECTION_VE-155			44.78
	81764	SMOG INSPECTION_VE-264			44.78
	81781	SERVICE_VE-249			44.78
	81882	SERVICE_VE-275			44.78
	81897	SERVICE_VE-341			44.78
	81965	SERVICE_VE-341			943.60
	82283	SERVICE_VE-275			113.54
			Total for Check Number 18616:	0.00	1,482.65
18617	00450	EUROFINS	01/15/2020		
	L0487710	WATER ANALYSIS			20.00
	L0488497	WATER ANALYSIS			20.00
			Total for Check Number 18617:	0.00	40.00
18618	00204	FEDERAL EXPRESS CORP	01/15/2020		
	688125958	SHIPPING FOR LOCATOR			71.42
			Total for Check Number 18618:	0.00	71.42
18619	00738	GOLDAK, INC	01/15/2020		
	130761	LOCATOR REPAIR			173.51
			Total for Check Number 18619:	0.00	173.51
18620	00080	GRANITE CONSTRUCTION CO	01/15/2020		
	1728710	FILL SAND_QUAIL BINS			79.30
			Total for Check Number 18620:	0.00	79.30
18621	00016	GREENWASTE RECOVERY,INC	01/15/2020		
	4500684	MONTHLY DUMPSTER SERVICE			413.08
			Total for Check Number 18621:	0.00	413.08
18622	00550	HACH COMPANY	01/15/2020		
	11773228	LAB SUPPLIES			1,002.97
			Total for Check Number 18622:	0.00	1,002.97
18623	00058	IHWY	01/15/2020		
	05476	MONTHLY SERVER SUPPORT			25.00
			Total for Check Number 18623:	0.00	25.00
18624	00007	JOBS AVAILABLE	01/15/2020		
	2001009	JOB POSTING			490.00
			Total for Check Number 18624:	0.00	490.00
18625	00231	JODI MCGRAW CONSULTING	01/15/2020		
	010620_OLY	OLYMPIA WATERSHED			2,782.50
	010620_PASO6	PASO WO#814			3,551.80
	010620_PASO7_8	PASO WO#815			3,551.81
	010620_PROB	PROB_WO#823			23,065.04
	010620_SANDHILL	SANDHILLS HCP			13,820.63
			Total for Check Number 18625:	0.00	46,771.78

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
18626	10245 1207824647	LOGMEIN USA, INC, AUDIO SERVICE	01/15/2020		56.25
Total for Check Number 18626:				0.00	56.25
18627	00142 61-0153044 61-0153097 61-0153187	SAN LORENZO LUMBER PLUMBING PARTS QUAIL 5 YARD VEHICLE SUPPLIES_CLEANING	01/15/2020		24.67 24.30 24.71
Total for Check Number 18627:				0.00	73.68
18628	00610 105199 M19-266	MAGGIORA BROS DRILLING PASO 7 WELL QUAIL WELL 5A_OLY WELL 3 REHAB	01/15/2020		3,246.06 15,675.00
Total for Check Number 18628:				0.00	18,921.06
18629	00125 346926 590823	SCARBOROUGH LUMBER BCE WASTEWATER PVC PARTS	01/15/2020		157.97 44.38
Total for Check Number 18629:				0.00	202.35
18630	10276 210576 210581 210805 382434	MONRO INC TIRES_VE-121 TIRES_VE-232 TIRES_VE-230 TIRES_VE-485	01/15/2020		989.39 1,099.85 1,147.81 1,778.86
Total for Check Number 18630:				0.00	5,015.91
18631	10233 32081A 32081B 32081C 32081D 32081E	SCHAAF & WHEELER, CONSULTING C 2019 PIPELINE PROJECT_WO#1234 2019 PIPELINE PROJECT_WO#1235 2019 PIPELINE PROJECT_WO#1284 2019 PIPELINE PROJECT_WO#1286 2019 PIPELINE PROJECT_WO#1604	01/15/2020		6,467.43 1,010.54 5,915.49 6,290.04 8,690.61
Total for Check Number 18631:				0.00	28,374.11
18632	10067 1219000199A 1219000199B	NBS QTRLY ADMIN FEE_01/01/20-03/31/20 QTRLY ADMIN FEE_01/01/20-03/31/20	01/15/2020		1,192.96 795.30
Total for Check Number 18632:				0.00	1,988.26
18633	00746 67135	SCOTTS VALLEY BANNER HIRING_RUN DATE 12/20/2019	01/15/2020		220.00
Total for Check Number 18633:				0.00	220.00
18634	00350 010220_350	HOWARD OLIPHANT UNIFORM	01/15/2020		297.14
Total for Check Number 18634:				0.00	297.14
18635	00047 9120535	SOIL CONTROL LAB WATER ANALYSIS FOR REMAINDER OF FY	01/15/2020		145.00
Total for Check Number 18635:				0.00	145.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
18636	00944 4483	PDNC, INC. MONTHLY SERVER SUPPORT	01/15/2020		562.68
			Total for Check Number 18636:	0.00	562.68
18637	00262 1259	TREBCO HEATING & AIR COND. HEATER REPAIR	01/15/2020		275.00
			Total for Check Number 18637:	0.00	275.00
18638	UB*00696	ISIAH RILEY Refund Check Refund Check	01/15/2020		18.47 39.71
			Total for Check Number 18638:	0.00	58.18
18639	10080 121719_10080	RICARDO VILLA OT MEALS X 2	01/15/2020		27.53
			Total for Check Number 18639:	0.00	27.53
18640	00512 B148516	RIVERSIDE LIGHTING LIGHT FOR OPS	01/15/2020		21.80
			Total for Check Number 18640:	0.00	21.80
18641	00268 12476 12477 12478 12479 12480 12481	WATTS ON 20 K W GENERATOR SCENIC GENERATOR SERVICE BLUE RIDGE GENERATOR SERVICE MITCHELL ROAD GENERATOR SERVICE BEAR CREEK BOOSTER GENERATOR SERV BEAR CREEK WASTE GENERATOR SERVIC	01/15/2020		5,556.05 737.47 523.02 281.52 706.35 515.05
			Total for Check Number 18641:	0.00	8,319.46
18642	10151 827902	OSCAR RODAS BUILD MAINT_DEC19	01/15/2020		250.00
			Total for Check Number 18642:	0.00	250.00
18643	10217 123119_7268A 123119_7268B 123119_7268C 123119_7268D 123119_7268E 123119_7268F 123119_7268G 123119_7268H 123119_7268I 123119_7268J 123119_7268K 123119_7268L 123119_7268M 123119_7268N 123119_7268O 123119_7268P 123119_7268Q 123119_7268R 123119_7268S	UMPQUA BANK INDEED_JOB POSTING AMAZON_OFFICE SUPPLIES APPRIVER_TECH SUPPORT AMAZON LINKEDLN AMAZON AMAZON SURVEY LEGEND_NEW LOGO SURVEY MAIL CHIP LINKEDIN AMAZON LINKEDIN DICKSON_PRESSURE RECORDER COSTCO_SUPPLIES MOUNTAIN FEED VERIZON WIRELESS_PHONE REDKAP_UNIFORM AA AUTO COLLISION_VE-280 INTERNATIONAL TRANS FEE_DICKSON	01/23/2020		47.46 23.52 314.50 43.59 29.99 21.32 195.09 255.00 59.99 504.29 19.60 37.35 393.00 62.24 104.55 258.31 92.65 1,965.40 5.10

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 18643:	0.00	4,432.95
18644	00545 094525	AFLAC 2019 MONTHLY INS. PREMIUMS	01/23/2020		221.77
			Total for Check Number 18644:	0.00	221.77
18645	00162 106215917	ANTHEM BLUE CROSS RETIRED EMPLOYEE MEDICAL_02/01/20-0	01/23/2020		355.77
			Total for Check Number 18645:	0.00	355.77
18646	00767 989599451	ANTHEM BLUE CROSS MEDICARE RX_02/01/20-03/01/20	01/23/2020		77.80
			Total for Check Number 18646:	0.00	77.80
18647	10023 3099343	AT & T CAPITAL SERVICES, INC MONTHLY PHONE LEASE	01/23/2020		396.07
			Total for Check Number 18647:	0.00	396.07
18648	00055 120_9607360489A 120_9607360489B 120_9607360489C 120_9607360489D	AT&T PHONE_ADMIN PHONE_OPS PHONE_WTP PHONE_BCE WASTEWATER	01/23/2020		260.68 4,287.39 2,103.50 438.29
			Total for Check Number 18648:	0.00	7,089.86
18649	00309 4963282503	AT&T IP SERVICES PHONE_195 KIRBY ST	01/23/2020		277.02
			Total for Check Number 18649:	0.00	277.02
18650	00687 10520_137458730	AT&T U-VERSE U-VERSE_13057 HWY 9	01/23/2020		85.60
			Total for Check Number 18650:	0.00	85.60
18651	00687 10620_132166881	AT&T U-VERSE U-VERSE_MANANA WOODS	01/23/2020		106.47
			Total for Check Number 18651:	0.00	106.47
18652	00687 10720_132182018	AT&T U-VERSE U-VERSE_345 QUAIL TERRACE	01/23/2020		85.60
			Total for Check Number 18652:	0.00	85.60
18653	00220 33037	BAY BUILDING JANITORIAL,INC JANITORIAL SERVICES_JAN2020	01/23/2020		474.42
			Total for Check Number 18653:	0.00	474.42
18654	00216 138061	BOULDER CREEK AUTO PARTS WIPER BLADES_VE-747	01/23/2020		25.16
			Total for Check Number 18654:	0.00	25.16
18655	00522 2020MEMBERSHIP	BOULDER CREEK BUSINESS 2020 MEMBERSHIP	01/23/2020		55.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 18655:	0.00	55.00
18656	00342	BRASS KEY LOCKSMITH	01/23/2020		
	951967	DESK DRAWER KEY			42.25
	952014	TOYOTA FORKLIFT KEY			6.53
	952247	LOMPICO PRV LOCKS_WO#837			230.49
			Total for Check Number 18656:	0.00	279.27
18657	UB*00697	KELLIE BRENDLEN	01/23/2020		
		Refund Check			3.38
		Refund Check			9.67
			Total for Check Number 18657:	0.00	13.05
18658	00788	COMCAST	01/23/2020		
	010320_0956185	INTERNET_545 FALL CREEK DRIVE			177.42
			Total for Check Number 18658:	0.00	177.42
18659	00788	COMCAST	01/23/2020		
	010420_0302438	INTERNET_1075 WHISPERING PINES DRIV			195.01
			Total for Check Number 18659:	0.00	195.01
18660	00788	COMCAST	01/23/2020		
	010520_1236165	INTERNET_280 BLUERIDGE DRIVE			195.51
			Total for Check Number 18660:	0.00	195.51
18661	00788	COMCAST	01/23/2020		
	010620_1236017	INTERNET_295 EAST ROAD			195.51
			Total for Check Number 18661:	0.00	195.51
18662	00788	COMCAST	01/23/2020		
	010620_1318955	INTERNET_1150 REBECCA DRIVE			145.01
			Total for Check Number 18662:	0.00	145.01
18663	00788	COMCAST	01/23/2020		
	010720_1236124	INTERNET_15819 FOREST HILL DR			195.51
			Total for Check Number 18663:	0.00	195.51
18664	00788	COMCAST	01/23/2020		
	010820_1236058	INTERNET_17277 HWY 9			195.51
			Total for Check Number 18664:	0.00	195.51
18665	00788	COMCAST	01/23/2020		
	010820_1323583	INTERNET_365 MADRONE DRIVE			267.75
			Total for Check Number 18665:	0.00	267.75
18666	00788	COMCAST	01/23/2020		
	010820_1323641	INTERNET_365 MADRONE DR OFC			267.75
			Total for Check Number 18666:	0.00	267.75
18667	00788	COMCAST	01/23/2020		
	010920_1318922	INTERNET_3652 GRAHAM HILL RD			145.01



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 18667:	0.00	145.01
18668	00788 011120_1171123	COMCAST INTERNET_23 SUMMIT AVE	01/23/2020		155.01
			Total for Check Number 18668:	0.00	155.01
18669	00133 1111840	DASSEL'S PROPANE	01/23/2020		860.66
			Total for Check Number 18669:	0.00	860.66
18670	10271 B90116.00-03	EKI ENVIRONMENT & WATER HYDROGEOLOGICAL CONSULTING	01/23/2020		1,636.25
			Total for Check Number 18670:	0.00	1,636.25
18671	00076 804333 806686	ERNIE'S AUTO CENTER WIPERS_VE-230 MATS_VE-181	01/23/2020		19.90 31.57
			Total for Check Number 18671:	0.00	51.47
18672	00450 L0470153	EUROFINS WATER ANALYSIS	01/23/2020		10.00
			Total for Check Number 18672:	0.00	10.00
18673	00164 517241	FIRST ALARM SERVICE_365 MADRONE DRIVE	01/23/2020		152.50
			Total for Check Number 18673:	0.00	152.50
18674	00530 010820_530	JAMES FURTADO UNIFORM	01/23/2020		81.23
			Total for Check Number 18674:	0.00	81.23
18675	10018 010320_10018	HOLLY HOSSACK MILEAGE	01/23/2020		54.41
			Total for Check Number 18675:	0.00	54.41
18676	00367 164789A 164789B	INFOSEND, INC POSTAGE FEES MAILING FEES	01/23/2020		2,506.77 1,043.66
			Total for Check Number 18676:	0.00	3,550.43
18677	10179 7289_RENEWAL	JCG TECHNOLOGIES, INC ANNUAL SUPPORT SERVICES	01/23/2020		450.00
			Total for Check Number 18677:	0.00	450.00
18678	10117 2532	MELISSA deSIGNS WINDOW CLEANING	01/23/2020		35.00
			Total for Check Number 18678:	0.00	35.00
18679	10120 022100000156	PACIFIC CREDIT SERVICES COLLECTIONS	01/23/2020		78.70

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 18679:	0.00	78.70
18680	00125	SCARBOROUGH LUMBER	01/23/2020		
	347641	SAMPLE STATION INSTALL			57.42
	591596	LAB SUPPLIES			11.61
	591598	CONCRETE			28.87
	591651	CLEANING SUPPLIES			50.34
	591736	CHAIN SAW SERVICE REPAIR			72.25
	K88019	CONCRETE PAD SUPPLIES			93.57
	K88033	BLUE TANK_ CONCRETE PAD			26.64
			Total for Check Number 18680:	0.00	340.70
18681	00047	SOIL CONTROL LAB	01/23/2020		
	9120093	WATER ANALYSIS FOR REMAINDER OF FY			39.00
	9120280	WATER ANALYSIS FOR REMAINDER OF FY			39.00
	9120740	WATER ANALYSIS FOR REMAINDER OF FY			145.00
			Total for Check Number 18681:	0.00	223.00
18682	00493	SPRINGBROOK SOFTWARE, INC	01/23/2020		
	ACC50050	TRANSACTION FEES			1,481.50
			Total for Check Number 18682:	0.00	1,481.50
18683	00555	STORDOK, INC.	01/23/2020		
	53542867	SHREDDING SERVICES			45.00
			Total for Check Number 18683:	0.00	45.00
18684	00722	SWRCB - ELAP	01/23/2020		
	WD-0171276	ANNUAL PERMIT FEE_FALL CREEK FISH I			242.00
			Total for Check Number 18684:	0.00	242.00
18685	10140	GREG UNGER	01/23/2020		
	011420_10140	D1 RENEWAL			55.00
			Total for Check Number 18685:	0.00	55.00
18686	00721	UNITED SITE SVCS.,INC	01/23/2020		
	114-9683359	SANITARY SERVICE			215.32
			Total for Check Number 18686:	0.00	215.32
18687	UB*00698	ANNE WAKEFIELD	01/23/2020		
		Refund Check			2.14
			Total for Check Number 18687:	0.00	2.14
18688	10280	WATER WORKS ENGINEERS	01/23/2020		
	10249	SLVWD BC WWFT ANALYSIS			14,210.39
			Total for Check Number 18688:	0.00	14,210.39
18689	00398	WATSONVILLE METAL CO.,INC	01/23/2020		
	8425968	DUMPSTER FEES			600.00
			Total for Check Number 18689:	0.00	600.00
18691	00037	CO. OF SANTA CRUZ DEPT OF PUBLIC	01/30/2020		
	01.30.2020	WELLS RD PERMIT			592.96

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 18691:	0.00	592.96
18692	00057 JAN20_57	AFSCME COUNCIL 57 UNION DUES_JAN2020	01/31/2020		868.40
			Total for Check Number 18692:	0.00	868.40
18693	10269 19523-05	AKEL ENGINEERING GROUP, INC. SLVWD 2019 WATER MASTER PLAN	01/31/2020		4,086.00
			Total for Check Number 18693:	0.00	4,086.00
18694	00309 0784622500A 0784622500B 0784622500C	AT&T IP SERVICES IP SERVICES_ADMIN IP SERVICES_OPS IP SERVICES_WTP	01/31/2020		252.91 252.91 252.91
			Total for Check Number 18694:	0.00	758.73
18695	00686 11320_834287386	AT&T LONG DISTANCE LONG DISTANCE_WTP	01/31/2020		6.92
			Total for Check Number 18695:	0.00	6.92
18696	00788 011620_1018662	COMCAST INTERNET_264 ORCHARD ROAD	01/31/2020		150.01
			Total for Check Number 18696:	0.00	150.01
18697	10281 01272020	Alan Luckow LOGO DESIGN	01/31/2020		900.00
			Total for Check Number 18697:	0.00	900.00
18698	00313 011420_313A 011420_313B 011420_313C 011420_313D 011420_313E 011420_313F 011420_313G 011420_313H 011420_313I 011420_313J 011420_313K 011420_313L 011420_313M 011420_313N 011420_313O 011420_313P 011420_313Q 011420_313R	MET LIFE DENTAL_ADMIN DISABILITY_ADMIN LIFE INSURANCE_ADMIN DENTAL_FINANCE DISABILITY_FINANCE LIFE INSURANCE_FINANCE DENTAL_ENGINEERING DISABILITY_ENGINEERING LIFE INSURANCE_ENGINEERING DENTAL_OPS DISABILITY_OPS LIFE INSURANCE_OPS DENTAL_ENVIRON DISABILITY_ENVIRON LIFE INSURANCE_ENVIRON DENTAL_WTP DISABILITY_WTP LIFE INSURANCE_WTP	01/31/2020		199.82 84.83 33.30 1,659.04 319.40 154.84 268.65 96.24 33.30 1,849.40 310.11 176.49 65.07 31.93 16.65 1,293.73 314.81 139.86
			Total for Check Number 18698:	0.00	7,047.47
18699	00711 S1900178.002A S1900178.002B S1900178.002C S1900178.002D	ROBERTS & BRUNE CO. MTR VLV COPR-MTR STR 1X1X5/8" MTR VLV PIPE-MTR STRT 1X1" AIR RELIEF VALVE 2" REGULATOR 3/4" 25 AUB	01/31/2020		591.06 255.19 396.47 144.75

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	S1900178.002E	CPLG COPR-PIPE M 3/4"x1"			233.04
	S1900178.002F	REPAIR CLAMP 2OD" X 3"			38.89
	S1900178.003A	REPAIR CLAMP 3/4" X 3"			46.63
	S1900178.003B	REPAIR CLAMP 1" X 3"			67.93
	S1900178.003C	REPAIR CLAMP 2" X 3"			194.67
	S1900178.003D	FULL CIRCLE 2.35-2.63 7.50"			355.51
	S1900178.003E	FULL CIRCLE 2.35-2.63 12.50"			328.57
	S1900178.003F	FULL CIRCLE 4.45-4.73 7.50"			386.68
	S1900178.003G	FULL CIRCLE 4.45-4.73 12.50"			391.71
	S1900178.003H	FULL CIRCLE 7.05-7.45 7.50"			95.89
	S1900178.003I	FLEX COUPLING 2" X 5" OD 2.000			263.63
	S1900178.004	REPAIR CLAMP 1" X 3"			8.49
			Total for Check Number 18699:	0.00	3,799.11
18700	00040 2020SUBSCRIP	SANTA CRUZ SENTINEL 2020 SUBSCRIP_ACCT#1393475	01/31/2020		56.36
			Total for Check Number 18700:	0.00	56.36
18701	10233 32209A 32209B	SCHAAF & WHEELER, CONSULTING C LOMPICO TANKS_WO#1208 LOMPICO TANKS_WO#1209	01/31/2020		4,418.29 4,418.30
			Total for Check Number 18701:	0.00	8,836.59
18702	00722 SW-0186534	SWRCB - ELAP ANNUAL PERMIT FEE	01/31/2020		442.00
			Total for Check Number 18702:	0.00	442.00
18703	00768 107278	USA BLUEBOOK NEW AUTOCLAVE FOR LAB	01/31/2020		8,800.29
			Total for Check Number 18703:	0.00	8,800.29
18704	00011 9846297784A 9846297784B 9846297784C 9846297784D 9846297784E	VERIZON WIRELESS CELL PHONE_ADMIN CELL PHONE_FINANCE CELL PHONE_ENGINEERING CELL PHONE_OPS CELL PHONE_WTP	01/31/2020		44.74 94.63 44.74 346.32 397.97
			Total for Check Number 18704:	0.00	928.40
18705	00011 9846297785A 9846297785B 9846297785C	VERIZON WIRELESS CELL PHONE_ADMIN CELL PHONE_OPS CELL PHONE_WTP	01/31/2020		24.65 362.11 103.07
			Total for Check Number 18705:	0.00	489.83
18706	UB*00700	620 PROPERTY SOLUTIONS Refund Check	02/05/2020		174.32
			Total for Check Number 18706:	0.00	174.32
18707	00729 0013947	ALPHA ANALYTICAL LABS LAB FEES-ANALYTICAL SERVICES	02/05/2020		1,032.00
			Total for Check Number 18707:	0.00	1,032.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
18708	UB*00701	BLACKBROOK ASSOCIATES Refund Check Refund Check	02/05/2020		57.40 32.06
					<hr/>
				Total for Check Number 18708:	0.00 89.46
18709	00055 120_8313355273	AT&T PHONE_FELTON ACRES	02/05/2020		185.86
					<hr/>
				Total for Check Number 18709:	0.00 185.86
18710	00309 5074261505A 5074261505B 5074261505C	AT&T IP SERVICES IP SERVICES_ADMIN IP SERVICES_OPS IP SERVICES_WTP	02/05/2020		396.08 396.08 396.08
					<hr/>
				Total for Check Number 18710:	0.00 1,188.24
18711	10113 FEB2020_10113A FEB2020_10113B	BANK MIDWEST SOLAR LOAN_INTEREST SOLAR LOAN_PRINCIPAL	02/05/2020		720.30 2,529.60
					<hr/>
				Total for Check Number 18711:	0.00 3,249.90
18712	00034 FEB20_34	DAVE BASLER CALPERS	02/05/2020		75.00
					<hr/>
				Total for Check Number 18712:	0.00 75.00
18713	00099 FEB20_99	JOEL BUSA CALPERS	02/05/2020		125.00
					<hr/>
				Total for Check Number 18713:	0.00 125.00
18714	00415 FEB20_415	CA BANK & TRUST/GOV SVC DEPT_10 1976 SAFE DRINKING WATER BOND	02/05/2020		15,581.43
					<hr/>
				Total for Check Number 18714:	0.00 15,581.43
18715	10282 016114-000	KENNY CARVALHO INSTALLATION DEPOSIT REFUND	02/05/2020		136.93
					<hr/>
				Total for Check Number 18715:	0.00 136.93
18716	00363 JAN20_363	CINCINNATI LIFE INSURANCE CO 2020 INSURANCE PREMIUMS_JAN2020	02/05/2020		42.00
					<hr/>
				Total for Check Number 18716:	0.00 42.00
18717	01050 4377735-0113967	COLONIAL LIFE 2020 INSURANCE PREMIUMS_PP 01/13/20 &	02/05/2020		559.04
					<hr/>
				Total for Check Number 18717:	0.00 559.04
18718	00788 011520_1236074	COMCAST INTERNET_200 ANNIES WAY	02/05/2020		195.51
					<hr/>
				Total for Check Number 18718:	0.00 195.51
18719	00788 011920_1028380	COMCAST INTERNET_7400 HWY 9	02/05/2020		155.01

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 18719:	0.00	155.01
18720	00788 012620_0987198	COMCAST INTERNET_195 KIRBY STREET	02/05/2020		155.01
			Total for Check Number 18720:	0.00	155.01
18721	UB*00699	BRANDON & JENNIFER COREY Refund Check	02/05/2020		1.07
			Total for Check Number 18721:	0.00	1.07
18722	00505 10368880915	DELL MARKETING LP DELL COMPUTER	02/05/2020		2,213.13
			Total for Check Number 18722:	0.00	2,213.13
18723	00312 1171109	DOCTORS ON DUTY EMPLOYEE PHYSICAL	02/05/2020		80.00
			Total for Check Number 18723:	0.00	80.00
18724	00760 24996	DYNAMIC PRESS DOOR HANGERS	02/05/2020		407.66
			Total for Check Number 18724:	0.00	407.66
18725	00450 L0491505	EUROFINS WATER ANALYSIS	02/05/2020		2,145.00
			Total for Check Number 18725:	0.00	2,145.00
18726	10193 6012578A 6012578B	EXTENSIS ANNUAL SOFTWARE SERVICE ANNUAL SOFTWARE SERVICE	02/05/2020		811.50 811.50
			Total for Check Number 18726:	0.00	1,623.00
18727	00118 69759118	FARMER BROTHERS COFFEE COFFEE SUPPLIES	02/05/2020		60.34
			Total for Check Number 18727:	0.00	60.34
18728	00750 012820_750	FEDAK & BROWN, LLP PROFESSIONAL SERVICES_JAN2020	02/05/2020		515.00
			Total for Check Number 18728:	0.00	515.00
18729	00329 9412579287 9413692402	GRAINGER BLUE MARKING FLAGS BLUE MARKING FLAGS	02/05/2020		107.31 131.16
			Total for Check Number 18729:	0.00	238.47
18730	00080 1732352 1732788	GRANITE CONSTRUCTION CO PAVING_BASE ROCK_DUMP FEES HOT MIX	02/05/2020		836.05 468.63
			Total for Check Number 18730:	0.00	1,304.68
18731	00550 11799140	HACH COMPANY WTP SUPPLIES	02/05/2020		11.01



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	11801801	LAB SUPPLIES			381.48
			Total for Check Number 18731:	0.00	392.49
18732	UB*00704	CHLOE HAMBLIN Refund Check Refund Check	02/05/2020		0.76 13.63
			Total for Check Number 18732:	0.00	14.39
18733	00212 IN0095667	CO. OF SANTA CRUZ HEALTH SERVIC HEALTH PERMIT_LYON PLANT	02/05/2020		1,331.00
			Total for Check Number 18733:	0.00	1,331.00
18734	00615 2030732	HOME DEPOT CREDIT SERVICES FALL PROTECTION	02/05/2020		323.73
			Total for Check Number 18734:	0.00	323.73
18735	00953 422017	HOSE SHOP FLUSHING SUPPLIES	02/05/2020		1,301.31
			Total for Check Number 18735:	0.00	1,301.31
18736	00208 FEB20_208	LEONARD KUHNLEIN CALPERS	02/05/2020		125.00
			Total for Check Number 18736:	0.00	125.00
18737	10283 008370-000	BRENDA LEACH INSTALLATION DEPOSIT REFUND	02/05/2020		29.72
			Total for Check Number 18737:	0.00	29.72
18738	00977 28841379	MCMASTER-CARR VE-710_KUBOTA TRAILER	02/05/2020		50.64
			Total for Check Number 18738:	0.00	50.64
18739	00296 1219018 1219019 1219020 1219021	MESITI-MILLER ENGINEERING,INC CONCRETE & ASPHALT SPECIAL INSPECT CONSTRUCTION SUPPORT_WO#823 GEOTECHNICAL SERVICES_WO#823 CONSTRUCTION ADMINISTRATION_WO#8	02/05/2020		907.50 3,866.50 2,463.90 5,019.44
			Total for Check Number 18739:	0.00	12,257.34
18740	00662 FEB20_662	JAMES A. MUELLER CALPERS	02/05/2020		50.00
			Total for Check Number 18740:	0.00	50.00
18741	UB*00703	JODI NUNES Refund Check Refund Check	02/05/2020		11.17 7.74
			Total for Check Number 18741:	0.00	18.91
18742	UB*00702	CHARLES OLD Refund Check	02/05/2020		89.46

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 18742:	0.00	89.46
18743	10246 R-36192A R-36192B	OVISS LABS INCORPORATED NEW VIDEO SECURITY SYSTEM (KIRBY W NEW VIDEO SECURITY SYSTEM_FALL CR	02/05/2020		64.31 128.62
			Total for Check Number 18743:	0.00	192.93
18744	10285 012618-000	AMY PEELER INSTALLATION DEPOSIT REFUND	02/05/2020		71.28
			Total for Check Number 18744:	0.00	71.28
18745	00302 0157103	POLLARDWATER.COM	02/05/2020		1,392.74
			Total for Check Number 18745:	0.00	1,392.74
18746	00711 S1882728.006 S1900178.008	ROBERTS & BRUNE CO. VALVE BOX ALIGNER POSI-CAP REGULATOR 3/4" 25 AUB	02/05/2020		70.85 142.09
			Total for Check Number 18746:	0.00	212.94
18747	10284 010838-000	JIM ROBINSON INSTALLATION DEPOSIT REFUND	02/05/2020		73.84
			Total for Check Number 18747:	0.00	73.84
18748	00142 61-0154326 61-0154377	SAN LORENZO LUMBER CONCRETE PROBATION TANK_SAMPLE TAP	02/05/2020		17.40 1.57
			Total for Check Number 18748:	0.00	18.97
18749	00125 347895 347896 348029 K88131 K88178	SCARBOROUGH LUMBER BLUE TANK GENERATOR SLAB PROJECT EL-SOLYO SAMPLE STATION CLEANING SUPPLIES BLUE TANK GENERATOR SLAB BLUE TANK SLAB PROJECT	02/05/2020		96.14 16.52 34.92 41.69 102.43
			Total for Check Number 18749:	0.00	291.70
18750	10233 32209C 32213A 32213B 32213C 32213D 32213E	SCHAAF & WHEELER, CONSULTING C LOMPICO TANKS_WO#1210 PIPELINE PROJECT_WO#1234 PIPELINE PROJECT_WO#1235 PIPELINE PROJECT_WO#1284 PIPELINE PROJECT_WO#1286 PIPELINE PROJECT_WO#1604	02/05/2020		4,418.30 6,910.37 1,079.75 2,375.44 1,943.54 9,285.81
			Total for Check Number 18750:	0.00	26,013.21
18751	00047 0010160 0010344 0010535 9120094 9120806	SOIL CONTROL LAB WATER ANALYSIS WATER ANALYSIS WATER ANALYSIS 3 LOCATIONS 5 LOCATIONS	02/05/2020		145.00 145.00 145.00 510.00 145.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 18751:	0.00	1,090.00
18752	10231 6893502	TIAA COMMERCIAL FINANCE, INC. 5 YR LEASE NEW COPIER	02/05/2020		253.45
			Total for Check Number 18752:	0.00	253.45
18753	00219 KA0GOV	TOYOTA MATERIAL HANDLING NEW PROPANE TANK_VE-740	02/05/2020		580.83
			Total for Check Number 18753:	0.00	580.83
18754	00369 FEB20_369	CAROLE TRIANTAFILLOS CALPERS	02/05/2020		125.00
			Total for Check Number 18754:	0.00	125.00
18755	00768 114256 117199	USA BLUEBOOK THERMOMETER HANDLE LAB THERMOMETER	02/05/2020		88.87 280.92
			Total for Check Number 18755:	0.00	369.79
18756	00399 808494752A 808494752B 808494752C 808494752D 808494752E 808494752F	VISION SERVICE PLAN - (CA) 2020 INSURANCE PREMIUMS 2020 INSURANCE PREMIUMS 2020 INSURANCE PREMIUMS 2020 INSURANCE PREMIUMS 2020 INSURANCE PREMIUMS 2020 INSURANCE PREMIUMS	02/05/2020		28.44 139.20 38.58 333.74 11.14 170.34
			Total for Check Number 18756:	0.00	721.44
18757	10280 10131	WATER WORKS ENGINEERS 19-088 SLVWD Bear Creek WWTF ANALYSIS	02/05/2020		5,177.00
			Total for Check Number 18757:	0.00	5,177.00
18758	00268 12497 12498	WATTS ON FELTON ACRES GENERATOR SERVICE ADMIN GENERATOR	02/05/2020		671.71 1,000.00
			Total for Check Number 18758:	0.00	1,671.71
18759	10152 JAN20_10152A JAN20_10152B	WESTAMERICA BANK TRUCK LOAN_INTEREST_JAN2020 TRUCK LOAN_PRINCIPAL_JAN2020	02/05/2020		161.44 1,939.24
			Total for Check Number 18759:	0.00	2,100.68
18760	00729 0012168	ALPHA ANALYTICAL LABS LAB FEES-ANALYTICAL SERVICES	02/07/2020		430.00
			Total for Check Number 18760:	0.00	430.00
18761	00145 RA2736996	BATTERIES PLUS PHONE REPAIR_155	02/07/2020		206.99
			Total for Check Number 18761:	0.00	206.99
18762	01077 012820_1077	JOSEPH B BEASLEY OT MEAL	02/07/2020		15.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 18762:	0.00	15.00
18763	00566 JAN20_107681222	C S S C ANSWERING SERVICE	02/07/2020		351.38
			Total for Check Number 18763:	0.00	351.38
18764	00061 2618	DHS PUBLIC HEALTH LAB TICK TESTING	02/07/2020		70.00
			Total for Check Number 18764:	0.00	70.00
18765	10286 001543	DAVID SHANE ELLETT ELECTRICAL WORK FOR JOHNSON BLDG	02/07/2020		580.00
			Total for Check Number 18765:	0.00	580.00
18766	00204 690789845	FEDERAL EXPRESS CORP SHIPPING FOR PUMP REPAIR	02/07/2020		114.21
			Total for Check Number 18766:	0.00	114.21
18767	00577 PSSSEN1911002	GOLDEN STATE FLOW SENSUS METER READING SERVICE	02/07/2020		2,144.94
			Total for Check Number 18767:	0.00	2,144.94
18768	00181 149905	LAS ANIMAS CONCRETE SLURRY_EAST ZAYANTE	02/07/2020		703.30
			Total for Check Number 18768:	0.00	703.30
18769	10246 R-36540A R-36540B	OVISS LABS INCORPORATED NEW VIDEO SECURITY SYSTEM (KIRBY W NEW VIDEO SECURITY SYSTEM_FALL CR)	02/07/2020		64.31 128.62
			Total for Check Number 18769:	0.00	192.93
18770	10004 123119_10004	PETTY CASH - CHELSEA SLADWICK PETTY CASH REPLENISH	02/07/2020		38.09
			Total for Check Number 18770:	0.00	38.09
18771	00721 114-9710816	UNITED SITE SVCS.,INC SANITARY SERVICE_QUAIL 5	02/07/2020		220.63
			Total for Check Number 18771:	0.00	220.63
18772	10023 3103068	AT & T CAPITAL SERVICES, INC MONTHLY PHONE LEASE	02/12/2020		396.07
			Total for Check Number 18772:	0.00	396.07
18773	00609 218018-0120 219018-0120	BALANCE HYDROLOGICS, INC HABITAT CONSERVATION PLAN STREAMFLOW & TEMP MONITORING	02/12/2020		6,201.25 6,955.03
			Total for Check Number 18773:	0.00	13,156.28
18774	00137 81884	BRINK'S AWARDS NAME PLATES	02/12/2020		85.05

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 18774:	0.00	85.05
18775	00013 48494	CENTRAL HOME SUPPLY BLUE TANK_SLAB PROJECT	02/12/2020		217.20
			Total for Check Number 18775:	0.00	217.20
18776	00788 020120_1236033	COMCAST INTERNET_215 BLACKSTONE DRIVE	02/12/2020		195.51
			Total for Check Number 18776:	0.00	195.51
18777	00788 020120_1368455	COMCAST INTERNET_345 QUAIL TERRACE	02/12/2020		115.01
			Total for Check Number 18777:	0.00	115.01
18778	00788 020320_0956185	COMCAST INTERNET_545 FALL CREEK DR	02/12/2020		177.34
			Total for Check Number 18778:	0.00	177.34
18779	00265 2757	COMMUNITY TELEVISION COVERAGE_DEC 5TH	02/12/2020		516.00
			Total for Check Number 18779:	0.00	516.00
18780	00505 10371250705A 10371250705B 10371250705C 10371250705D 10371250705E 10371250705F	DELL MARKETING LP DELL SERVER EXTENDED SERVICE CONT. DELL SERVER EXTENDED SERVICE CONT. DELL SERVER EXTENDED SERVICE CONT. DELL SERVER EXTENDED SERVICE CONT. DELL SERVER EXTENDED SERVICE CONT. DELL SERVER EXTENDED SERVICE CONT.	02/12/2020		789.09 789.10 789.09 789.10 789.09 789.09
			Total for Check Number 18780:	0.00	4,734.56
18781	00147 9080512	EMERSON PROCESS MANAGEMENT BLACKSTONE TANK CONTROLS REPLACE	02/12/2020		3,742.93
			Total for Check Number 18781:	0.00	3,742.93
18782	00080 1739601	GRANITE CONSTRUCTION CO HOT MIX_PAVING	02/12/2020		227.98
			Total for Check Number 18782:	0.00	227.98
18783	00016 4556598	GREENWASTE RECOVERY,INC MONTHLY DUMPSTER SERVICE	02/12/2020		413.08
			Total for Check Number 18783:	0.00	413.08
18784	00550 11808043	HACH COMPANY LAB SUPPLIES	02/12/2020		11.01
			Total for Check Number 18784:	0.00	11.01
18785	00296 0120015	MESITI-MILLER ENGINEERING,INC CONSTRUCTION ADMIN_WO#823	02/12/2020		932.40
			Total for Check Number 18785:	0.00	932.40

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
18786	00082 243154	MID VALLEY SUPPLY OFFICE SUPPLIES	02/12/2020		368.93
Total for Check Number 18786:				0.00	368.93
18787	00125 000574 347141 347447 347468 347610 347933 348089 348174 348232 348504 591771 K88506	SCARBOROUGH LUMBER FLASHLIGHTS SUPPLIES MISC SUPPLIES MISC SUPPLIES TRUCK STOCK_EMP#218 SAWS-ALL BLADES PRY BAR_HAMMER CONCRETE FINISHING MISC TOOLS PVC PARTS_KIRBY SAMPLE STATION INSTALL BLUE TANK_PROpane TANK PAD	02/12/2020		127.29 12.59 22.79 15.23 76.59 76.59 64.73 17.46 58.01 59.85 55.20 34.97
Total for Check Number 18787:				0.00	621.30
18788	00746 67949	SCOTTS VALLEY BANNER FLUSHING NOTICE_01/24/20 RUN DATE	02/12/2020		160.00
Total for Check Number 18788:				0.00	160.00
18789	00722 LW-1025664	SWRCB - ELAP WATER SYSTEM FEES	02/12/2020		7,966.75
Total for Check Number 18789:				0.00	7,966.75
18790	00722 LW-1025669	SWRCB - ELAP WATER SYSTEM FEES	02/12/2020		23,909.60
Total for Check Number 18790:				0.00	23,909.60
18791	10217 13120_7268A 13120_7268AA 13120_7268B 13120_7268C 13120_7268D 13120_7268E 13120_7268F 13120_7268G 13120_7268H 13120_7268I 13120_7268J 13120_7268K 13120_7268L 13120_7268M 13120_7268N 13120_7268O 13120_7268P 13120_7268Q 13120_7268R 13120_7268S 13120_7268T 13120_7268U 13120_7268V 13120_7268W	UMPQUA BANK INDEED_JOB POSTING REBATE CREDIT INDEED_JOB POSTING AMAZON_OFFICE SUPPLIES AMAZON_OFFICE SUPPLIES AMAZON_OFFICE SUPPLIES APPRIVER TECH SUPPORT AMAZON_OFFICE SUPPLIES AMAZON_OFFICE SUPPLIES AMAZON_OFFICE SUPPLIES AMAZON_OFFICE SUPPLIES AMAZON_OFFICE SUPPLIES ACADEMY X_TRAINING AMAZON_OFFICE SUPPLIES AMAZON_OFFICE SUPPLIES HIRERIGHT AMAZON_OFFICE SUPPLIES AMAZON_OFFICE SUPPLIES MEETINGKING_SOFTWARE AMAZON_OFFICE SUPPLIES AMAZON_OFFICE SUPPLIES LINKEDLN ECODIRECT_SOLAR CHARGE CONTROLLI AMAZON_OFFICE SUPPLIES MAIL CHIP	02/12/2020		500.54 -477.90 5.30 20.68 21.78 88.26 314.50 54.45 88.26 31.38 88.25 50.00 22.65 69.66 39.95 22.50 10.89 39.95 34.62 17.31 29.99 156.63 16.56 59.99



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	13120_7268X	AMAZON_OFFICE SUPPLIES			21.29
	13120_7268Y	UC DAVIS_SEMINAR			525.00
	13120_7268Z	GATEHOUSE_GATE REMOTES			132.58
					<hr/>
Total for Check Number 18791:				0.00	1,985.07
18792	01053	WATERWAYS CONSULTING, INC.	02/12/2020		
	13054B02	FISH LADDER FINAL DESIGN_WO#280			10,113.70
	13054B03	FISH LADDER FINAL DESIGN_WO#280			2,543.50
					<hr/>
Total for Check Number 18792:				0.00	12,657.20
18793	00599	WEX BANK	02/12/2020		
	63621722A	GAS_ADMIN			90.83
	63621722B	GAS_FINANCE			745.06
	63621722C	GAS_OPS			4,152.87
	63621722D	GAS_WTP			1,757.25
					<hr/>
Total for Check Number 18793:				0.00	6,746.01
					<hr/>
Report Total (265 checks):				0.00	899,997.89
					<hr/> <hr/>

## EFT & DIRECT CHECK TRANSACTIONS

Feb-20



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

Date	Check No	Vendor	Description	Amount
12/31/2019	EFT	BLUEFIN	BANK FEES	\$ 5,966.39
12/31/2019	EFT	WELLS FARGO	BANK FEES	\$ 954.64
12/31/2019	EFT	TTECH	BANK FEES	\$ 784.35
12/30/2019	EFT	PAYCHEX	ADMIN & DELIVERY FEES	\$ 233.75
12/30/2019	EFT	PAYCHEX	PAYROLL	\$ 116,779.98
12/30/2019	DIRECT CHECK	PAYCHEX	PAYROLL	\$ 8,622.22
1/15/2020	EFT	PAYCHEX	ADMIN & DELIVERY FEES	\$ 642.25
1/15/2020	EFT	PAYCHEX	PAYROLL	\$ 114,218.68
1/15/2020	DIRECT CHECK	PAYCHEX	PAYROLL	\$ 7,466.27
1/29/2020	EFT	PAYCHEX	ADMIN & DELIVERY FEES	\$ 236.75
1/29/2020	EFT	PAYCHEX	PAYROLL	\$ 112,000.18
1/29/2020	DIRECT CHECK	PAYCHEX	PAYROLL	\$ 6,828.45
2/12/2020	EFT	PAYCHEX	ADMIN & DELIVERY FEES	\$ 791.75
2/12/2020	EFT	PAYCHEX	PAYROLL	\$ 111,260.20
2/12/2020	DIRECT CHECK	PAYCHEX	PAYROLL	\$ 7,368.29
12/31/2019	EFT	PAYCHEX	PAYCHEX INVOICE	\$ 408.66
1/9/2020	EFT	CALPERS	RETIREMENT BENEFITS	\$ 17,558.17
1/27/2020	EFT	CALPERS	RETIREMENT BENEFITS	\$ 19,289.95
2/6/2020	EFT	CALPERS	RETIREMENT BENEFITS	\$ 19,366.97
<b>TOTAL EFT TRANSACTIONS</b>				<b>\$ 523,705.55</b>



**TO:** Board of Directors,  
San Lorenzo Valley Water District

**FROM:** Gina R. Nicholls, District Counsel

**DATE:** February 13, 2020

**RE:** Legal Department Status Report  
502665-0001

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I have been asked by the San Lorenzo Valley Water District (“District”) to provide information about the District’s legal expenditures in a format that is suitable for public disclosure.<sup>1</sup> Since the last legal department status report dated January 31, 2020, the most significant broad categories of expenses arise from providing legal advice and support in the following areas, listed in descending order of their approximate significance in terms of cost to the District:<sup>2</sup>

- Board meetings
- Anticipated litigation
- District policies & procedures
- Other

The most significant areas of effort over the next month are likely to include the following:

- Board meetings
- Anticipated litigation
- District policies & procedures
- Real property

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<sup>1</sup> Legal work performed for the District is confidential and privileged. Accordingly, the information provided herein is written in broad and general terms to avoid waiver and any disclosures that might compromise the District’s interests in pending or future legal matters.

<sup>2</sup> List includes general and special counsel work by Nossaman and other law firms, if any, representing the District; however, it excludes any such work performed by counsel appointed and paid by the District’s insurance providers (i.e., counsel not paid by the District).

## MEMO

TO: District Manager

FROM: Director of Operations

SUBJECT: OPERATIONS DEPARTMENT STATUS REPORT  
JANUARY 2019

DATE: FEBRUARY 20, 2020

### RECOMMENDATION:

It is recommended that the District Manager review and file the Operations Department Project Status Report for the month of January 2019.

### BACKGROUND:

#### DISTRICT WIDE FLUSHING

In February 2020 District staff began the District's flushing program. Flushing began Monday February 3, 2020 starting on Quail Hollow Rd. and continuing down to East Zayante Rd. the first week. Flushing of the Quail Hollow Rd. and East Zayante Rd. areas went extremely well. Staff was able to complete this area of flushing in two days stemming from the District's ability to stay on surface water for an extended period of time in 2019. The high quality surface water has a very low mineral content thus lessening mineral deposits in the District mainlines.

In the following weeks flushing will be done throughout the West Zayante Rd. and Hihn Rd. areas. There will be another update to follow at the board of directors meeting on March 19, 2020 in this section of the operations status report.

#### BEAR CREEK ROAD SLIDE AND WATER MAIN BREAK

On January 28, 2020 District on-call staff was called out to a main break on Bear Creek Rd. Staff responded and found that a portion of Bear Creek Rd. had slid and 26 feet of 8 inch transite pipe was missing. Staff shut down the main line and made temporary repairs with a two inch polyethylene pipe as a jumper across the slide and break area. Estimated a total of 45,000 gallons of water were lost.

#### ALTA VIA ROAD MAIN REPLACEMENT

In December 2020 a cross country line off of Alta Via Rd. began leaking as it has in the past many of times. It was decided this 100 feet of main line was very deteriorated and becoming a hazard. Staff procured replacement parts and replaced this 100 feet of 6 inch steel water main with 4 inch HDPE pipe on this cross country line.

## FELTON ACRES TANK

In August 2020 the 100,000 gallon redwood water tank failed in the flooring of the tank causing it to completely drain. Repairs could no longer be made to this tank with the flooring failure so significant. In January 2020 District staff disassembled and took down the redwood tank to relieve the danger of it collapsing or falling in. The redwood from the tank has been stacked and covered on site ready for surplus.

## FELTON WATER SYSTEM WATER METER REPLACEMENT

Domestic water meters are being replaced as existing meters have reached their life expectancy. Meters are being changed to the new Beacon "Eye on Water" system that will allow customers to monitor their water usage over the internet.

## MAINTENANCE ISSUES

7940 East Zayante Rd. repaired a leak on the 6 inch fire hydrant lateral

Full service line replacements 122235 Volver and 10581 Visitar Lompico

Replaced three deteriorated failing valve boxes in Lompico Rd. at the bottom of West Dr.

Replaced a deteriorated failing valve box in the middle of Graham Hill Rd. at the intersections of Hwy 9

Installed new sample stations sites on El Solyo Heights Felton and Gladys Way Lompico

Facility site maintenance multiple locations

Repaired approximately 15 leaks system wide

James Furtado

Director of Operations

## SAN LORENZO VALLEY WATER DISTRICT PRODUCTION COMPARRISON

Source	January-20	December-19	January-13	Difference This Year To 2013
<b>North System</b>				
<b>Surface Water Sources</b>				
Foreman Creek	15,433,738	4,958,854	15,866,000	
Peavine Creek + Hydro	540,689	611,431	9,002,000	
Clear Creek	7,091,744	11,081,829	4,965,000	
Sweetwater Creek	4,727,829	7,387,886	3,310,000	
<b>Sub-Total (Streams)</b>	<b>27,794,000</b>	<b>24,040,000</b>	<b>33,143,000</b>	-16.14%
<b>Wells (North)</b>				
Olympia No. 2	162,000	1,886,000	0	
Olympia No. 3	-	-	0	
Quail Well No. 4-A	-	1,782,000	0	
Quail Well No. 5-A	-	3,439,700	3,800	
<b>Sub Total North Wells</b>	<b>162,000</b>	<b>7,107,700</b>	<b>3,800</b>	4163.16%
<b>South System Wells</b>				
Pasatiempo 5A	2,785,500	4,582,000	N/A	
Pasatiempo 6	N/A		1,644,000	
Pasatiempo 7	724,000	2,144,000	4,357,000	
Pasatiempo 8	1,611,000	1,184,920	N/A	
<b>Sub Total Pasatiempo Wells</b>	<b>5,120,500</b>	<b>7,910,920</b>	<b>6,001,000</b>	-14.67%
<b>North South All Sources Combined</b>	<b>33,076,500</b>	<b>39,058,620</b>	<b>39,147,800</b>	-15.51%
<b>Felton System - Surface Water</b>				
Fall Creek	4,023,419	3,699,619	3,873,810	
Bennett Spring	2,748,900	2,710,004	3,651,200	
Bull 1 & 2	1,216,996	1,241,680	4,487,200	
<b>Total Felton System Sources</b>	<b>7,989,315</b>	<b>7,651,303</b>	<b>12,012,210</b>	-33.49%
<b>Manana Woods System</b>				
Well 1	-	-	106,775	
<b>Total Manana Woods Sources</b>	<b>-</b>	<b>-</b>	<b>106,775</b>	
<b>Sub - Total Production</b>				
<b>North / Felton / Manana</b>	<b>41,065,815</b>	<b>46,709,923</b>	<b>51,266,785</b>	-19.90%
<b>Surface</b>	<b>35,783,315</b>	<b>31,691,303</b>	<b>45,155,210</b>	-20.75%
<b>Wells</b>	<b>5,282,500</b>	<b>15,018,620</b>	<b>6,111,575</b>	-13.57%
<b>Total Surface Water Percentage</b>	<b>87.14</b>	<b>67.85</b>	<b>88.08</b>	-1.07%
<b>Total Wells Percentage</b>	<b>12.86</b>	<b>32.15</b>	<b>11.92</b>	7.91%



**SAN LORENZO VALLEY WATER DISTRICT  
PRODUCTION BY SYSTEM  
+/- INTERTIES  
January 2020**

<b>North System All Sources</b>	<b>33,076,500</b>
Interties IN +	446,851
Interties OUT -	2
<b>TOTAL NORHT SYSTEM</b>	<b>33,523,349</b>
<b>Felton Water system All Sources</b>	<b>7,989,315</b>
Interties IN +	0
Interties OUT -	0
<b>TOTAL FELTON SYSTEM</b>	<b>7,989,315</b>
<b>Manana Woods System</b>	
Manana Woods Well 1	0
Interties IN +	0
<b>TOTAL MANANA WOODS</b>	<b>0</b>

# SAN LORENZO VALLEY WATER DISTRICT INTERTIE USAGE January 2020

**INTERTIE 2**

SLVWD to SVWD \_\_\_\_\_ **0**

SVWD to SLVWD \_\_\_\_\_ **0**

**INTERTIE 3**

SLV SOUTH to SLV NORTH \_\_\_\_\_ **446,851**

SLV NORTH to SLV SOUTH \_\_\_\_\_ **2**

**INTERTIE 4**

SLVWD to MHWD \_\_\_\_\_ **0**

MHWD to SLVWD \_\_\_\_\_ **0**

**INTERTIE 6**

SLV NORTH to SLV FELTON \_\_\_\_\_ **-**

SLV FELTON to SLV NORTH \_\_\_\_\_ **-**

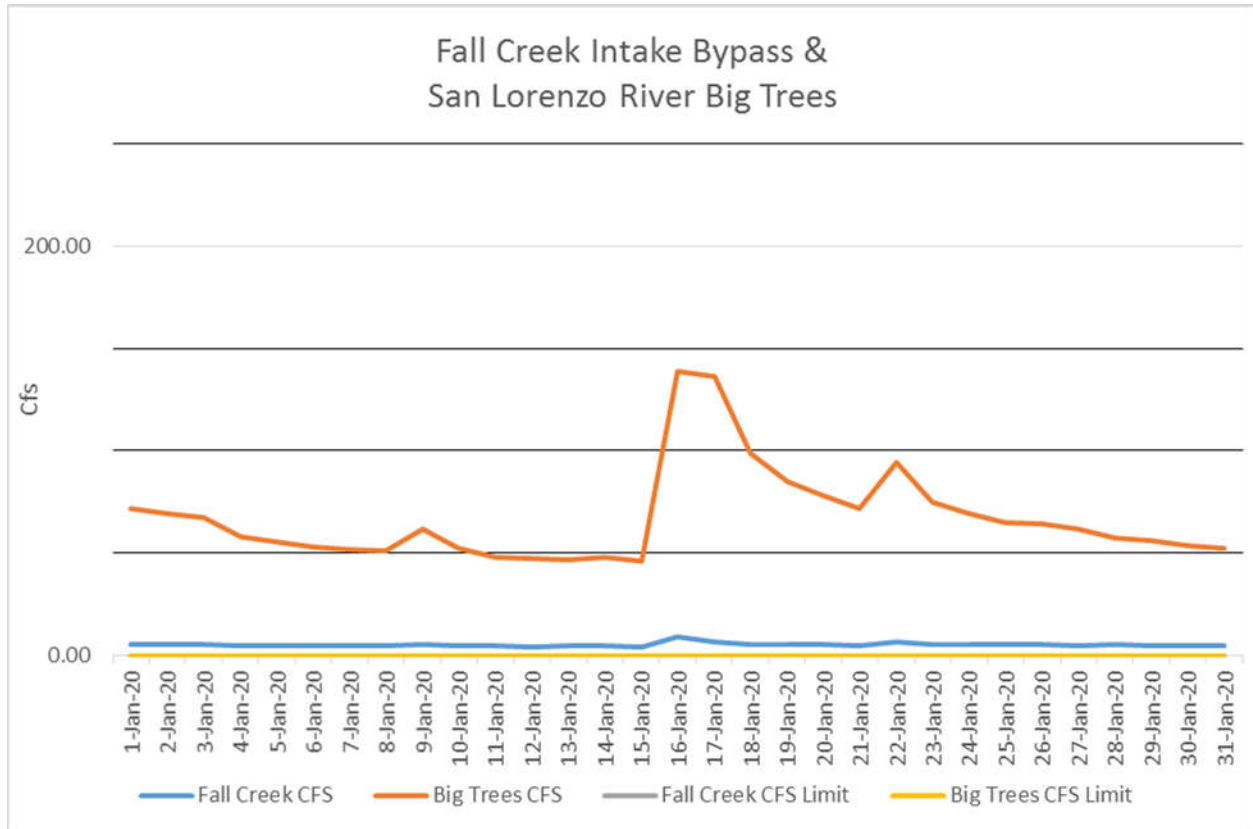
**LOMPICO INTERTIE**

SLV NORTH to LOMPICO \_\_\_\_\_

**MANANA WOODS INTERTIE**

SLVWD to MANANA WOODS \_\_\_\_\_ **-**

## Fall Creek Intake January 2020



### Normal Rainfall Fall Creek Intake Bypass Requirements

April 1 through October 31                      1.0 cubic feet per second

November 1 through March 31                      1.5 cubic feet per second

### Dry Conditions Fall Creek Intake Bypass Requirements

April 1 through October 31                      0.5 cubic feet per second

November 1 through March 31                      0.75 cubic feet per second

Number of Days in month 0.75 cfs or below, ZERO days

### *San Lorenzo River USGS Big Trees Flow Requirements*

September    11 cubic feet per second

October    26 cubic feet per second

November 1 through May 31                      21 cubic feet per second

June - August    No Requirements

## Fall Creek Intake January 2020

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

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

## Fall Creek Weir Measurement

Agenda: 2-20-20

Item: 13.4

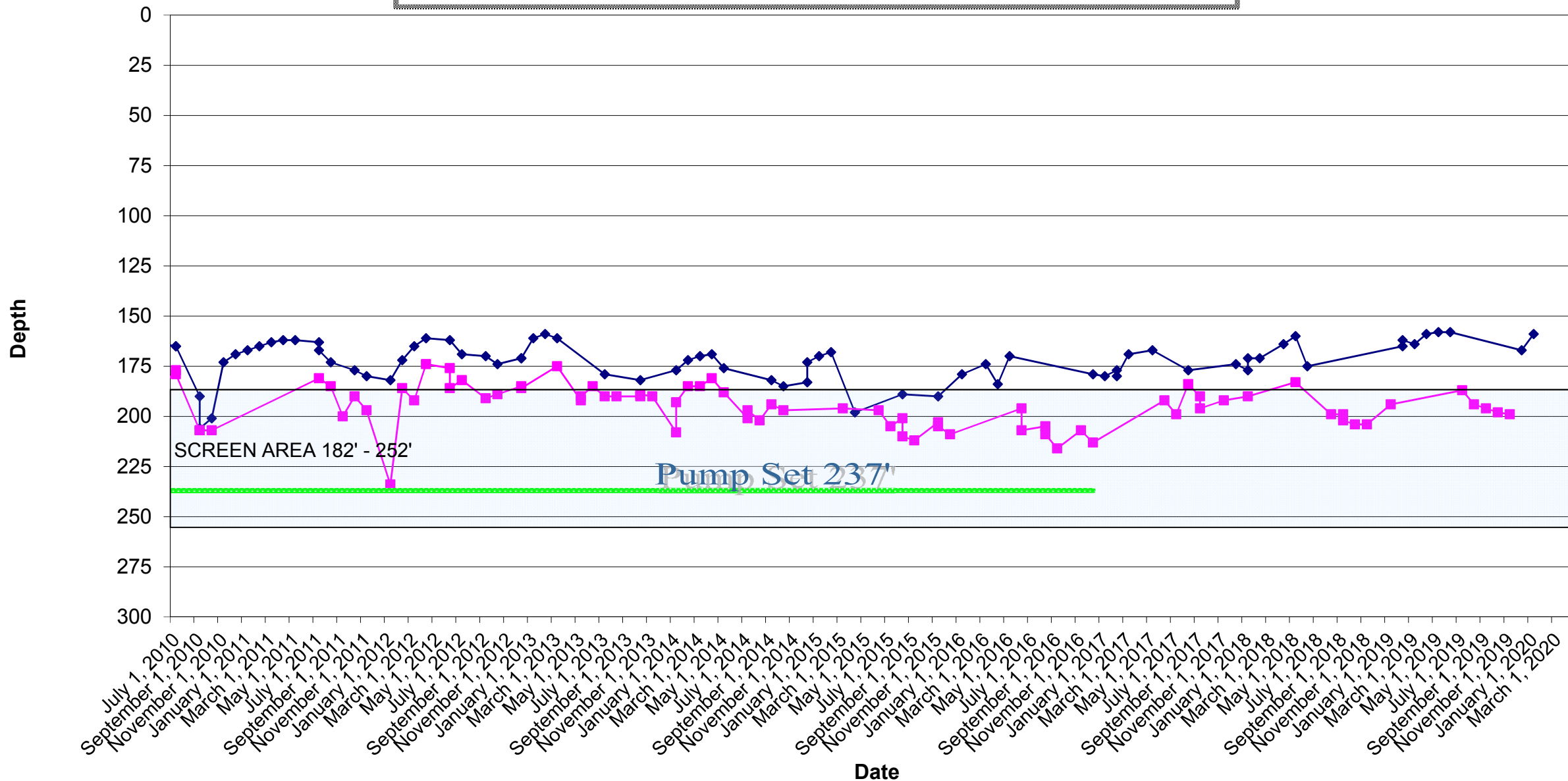
	Month:	January		Year:	2020	Big Trees > 26,500 Acre-ft Oct-Feb Normal Year	Big Trees <26,500 Acre-ft Oct-Feb Dry Year				
						<input checked="" type="checkbox"/>	<input type="checkbox"/>				
Date	Time	Initials	Pump #	Fall Cr. GPM into Kirby plant	Weir Board Height (inches)	Fall Creek Bypass (CFS)	Big Trees Bypass (CFS)	Rainfall (Felton gauge)	Met Fall Cr, Bypass		Notes
									Requirement: Normal Year April 1 - Oct 31 1.0 cfs; Nov 1 - March 31 1.5 cfs	Dry Year April 1 - Oct 31 0.5 cfs Nov. 1 - March 31 0.75 cfs (yes/no)	
1	7:30	HO	2	96	25	5.552	72.1	0	yes	yes	
2	8:20	TH	2	118	25	5.376	69.1	0	yes	yes	
3	8:10	TH	2	123	25	5.191	67.2	0	yes	yes	
4	9:05	TH	2	122	25	5.112	58.1	0.03	yes	yes	
5	9:20	TH	2	100	25	4.995	55.5	0	yes	yes	
6	9:00	JG	2	103	25	4.907	53	0	yes	yes	
7	8:30	JG	2	89	25	4.838	52	0	yes	yes	
8	10:00	JG	2	97	25	4.741	51.4	0	yes	yes	
9	8:00	JG	2	92	25	5.298	61.6	0.25	yes	yes	
10	8:00	JG	1	92	25	4.682	52.2	0	yes	yes	
11	11:40	JG	1	103	25	4.604	48.3	0.05	yes	yes	
12	11:45	JG	1	108	25	4.467	47.6	0	yes	yes	
13	8:00	JG	1	73	25	4.535	46.8	0.05	yes	yes	
14	8:00	JG	1	76	25	4.624	48.3	0.15	yes	yes	
15	10:20	TH	1	103	25	4.34	46.1	0	yes	yes	
16	11:15	JG	1	80	25	9.042	139	1.1	yes	yes	
17	7:45	TH	1	80	25	6.481	136	0.89	yes	yes	
18	10:10	SS	1	83	25	5.728	98.7	0	yes	yes	
19	10:30	SS	1	77	25	5.425	84.9	0	yes	yes	
20	9:20	SS	1	94	25	5.161	78	0	yes	yes	
21	08:00	SS	1	102	25	5.005	72	0	yes	yes	
22	08:00	JG	1	111	25	6.54	94.3	0.8	yes	yes	
23	08:00	JG	1	74	25	5.758	75	0	yes	yes	
24	9:15	JG	1	86	25	5.425	69	0	yes	yes	
25	9:30	JT	1	92	25	5.43	65.2	0	yes	yes	
26	9:15	JT	1	0	25	5.35	64.3	0.1	yes	yes	
27	8:00	JG	1	84	25	5.152	61.6	0	yes	yes	
28	8:30	JG	1	83	25	5.249	57.2	0	yes	yes	
29	11:30	JG	1	106	25	4.936	56.4	0	yes	yes	
30	13:30	JG	1	88	25	4.868	53.9	0	yes	yes	
31	8:20	TH	1	83	25	4.78	52.2	0	yes	yes	

# SAN LORENZO VALLEY WATER DISTRICT

## Well Drawdown Report

### Quail Well 4-A

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



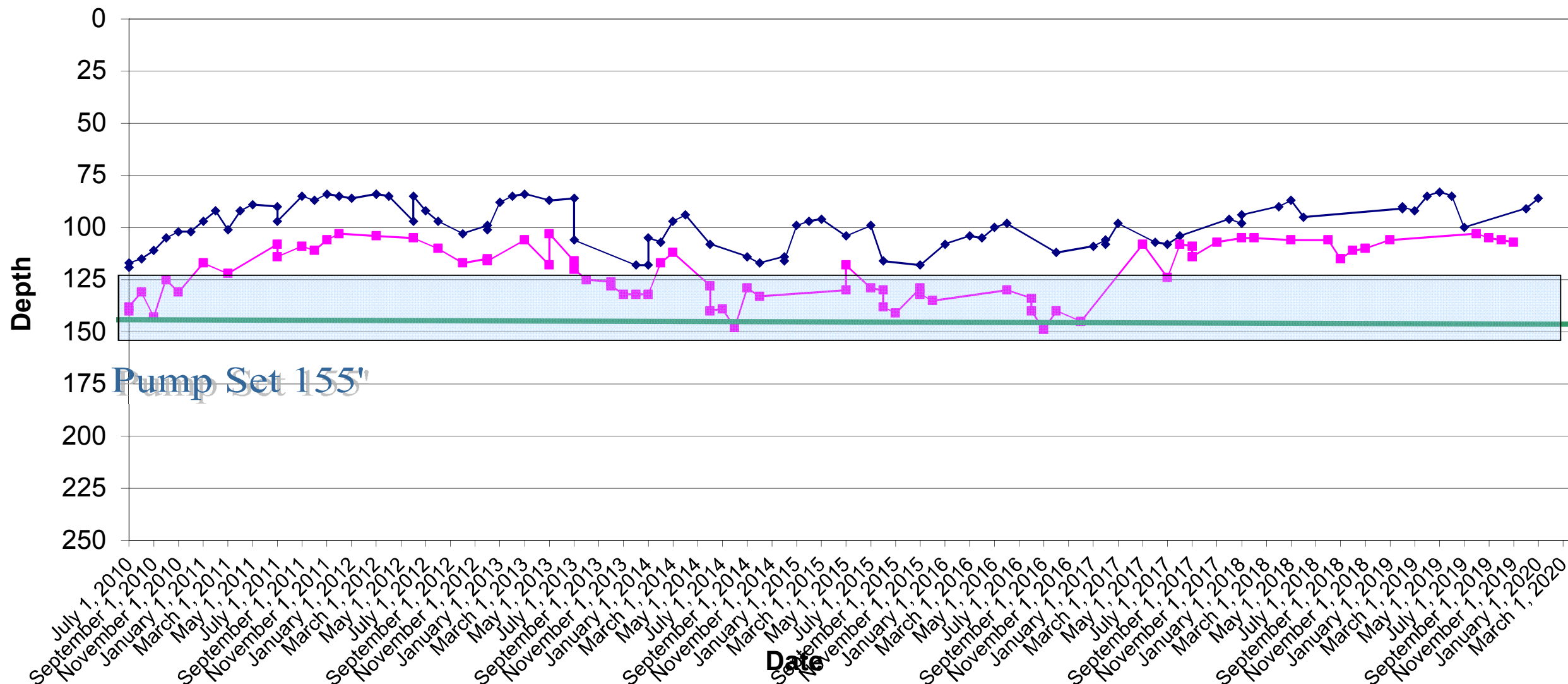
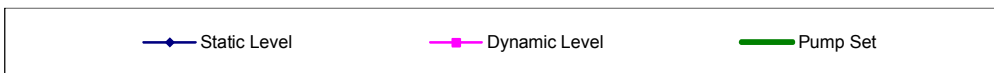


# SAN LORENZO VALLEY WATER DISTRICT

## Well Drawdown Report

### Quail Well 5-A

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





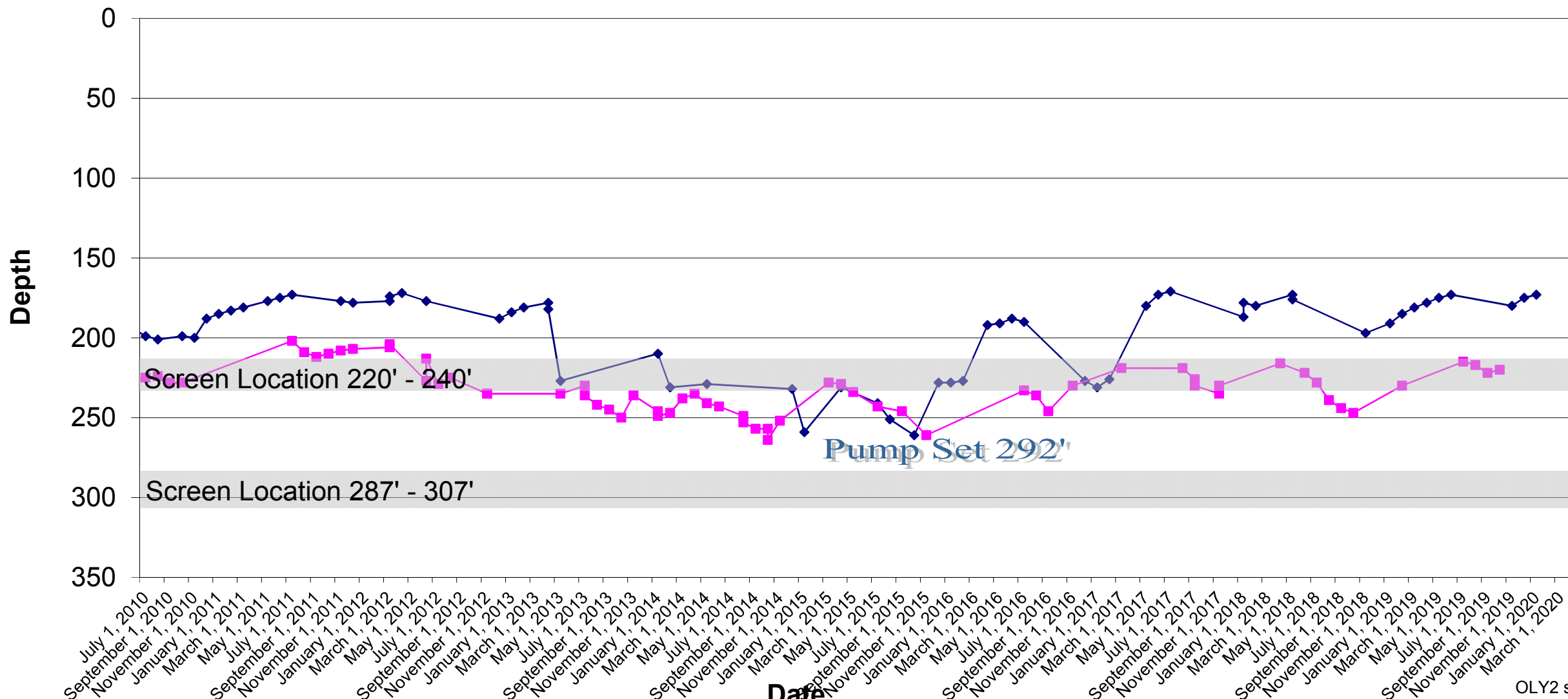
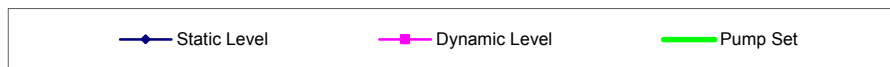


# SAN LORENZO VALLEY WATER DISTRICT

## Well Drawdown Report

### Olympia 2

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



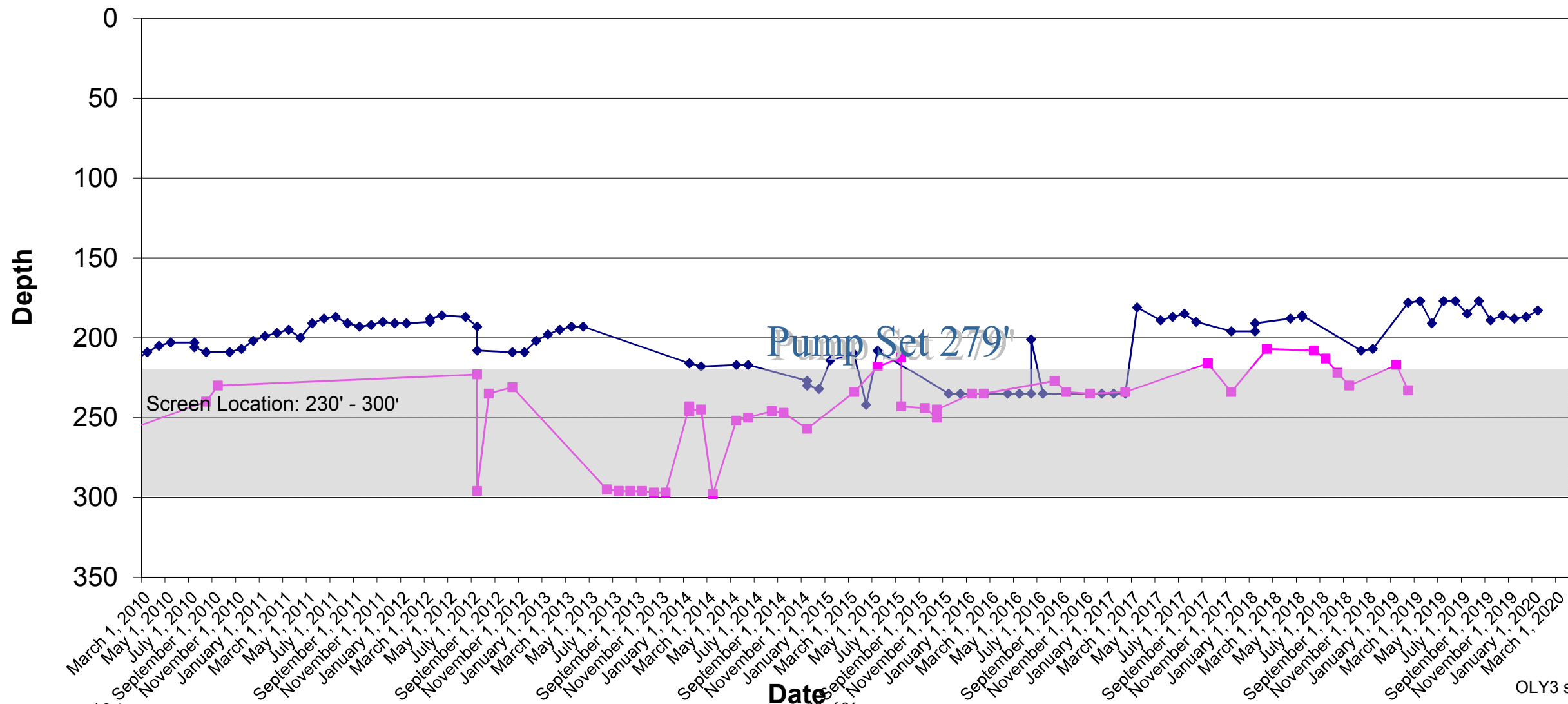
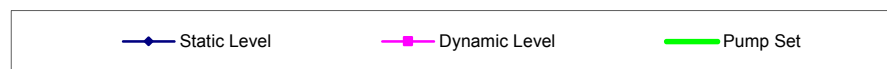


# SAN LORENZO VALLEY WATER DISTRICT

## Well Drawdown Report

### Olympia 3

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



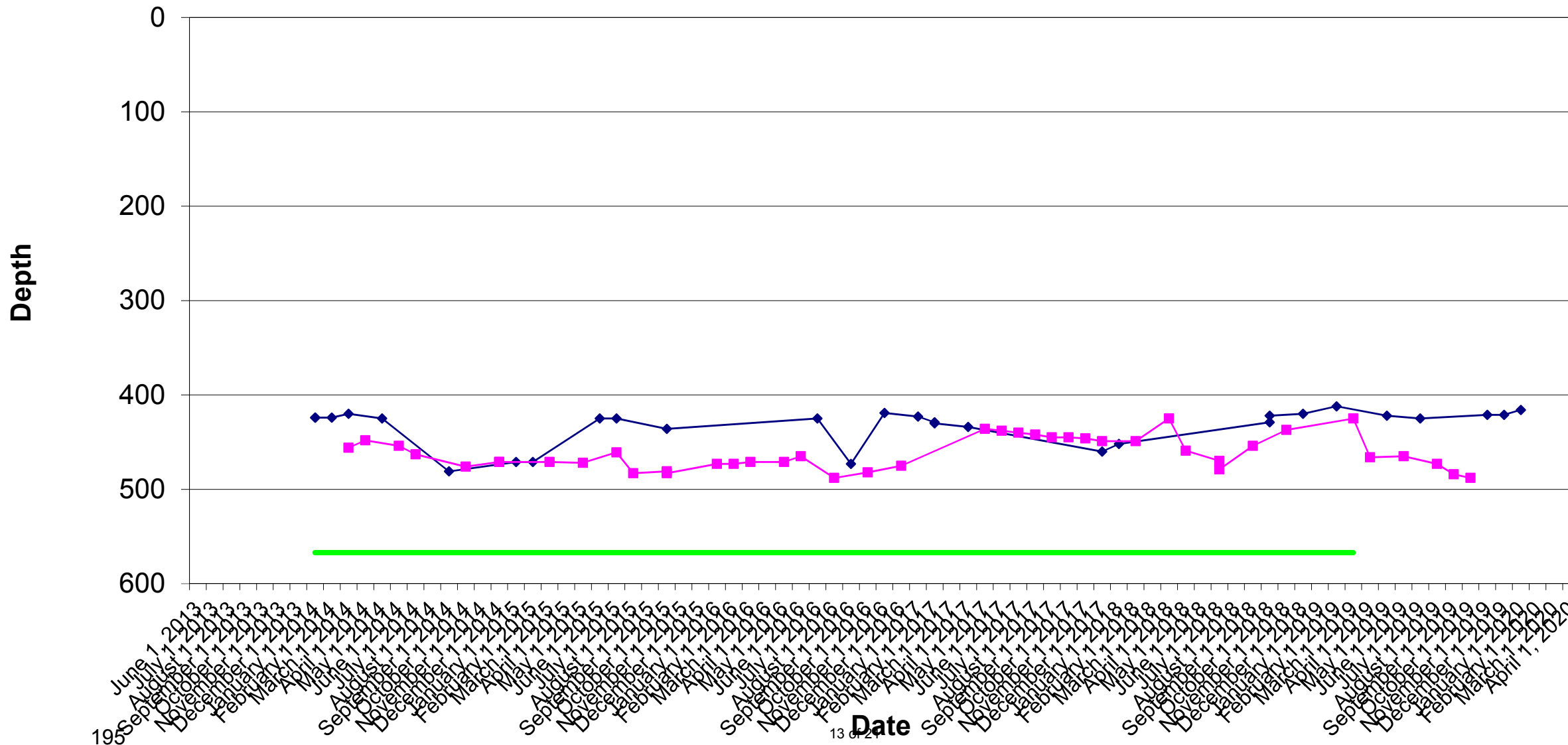
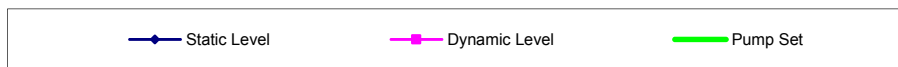


# SAN LORENZO VALLEY WATER DISTRICT

## Well Drawdown Report

### Pasatiempo 5-A

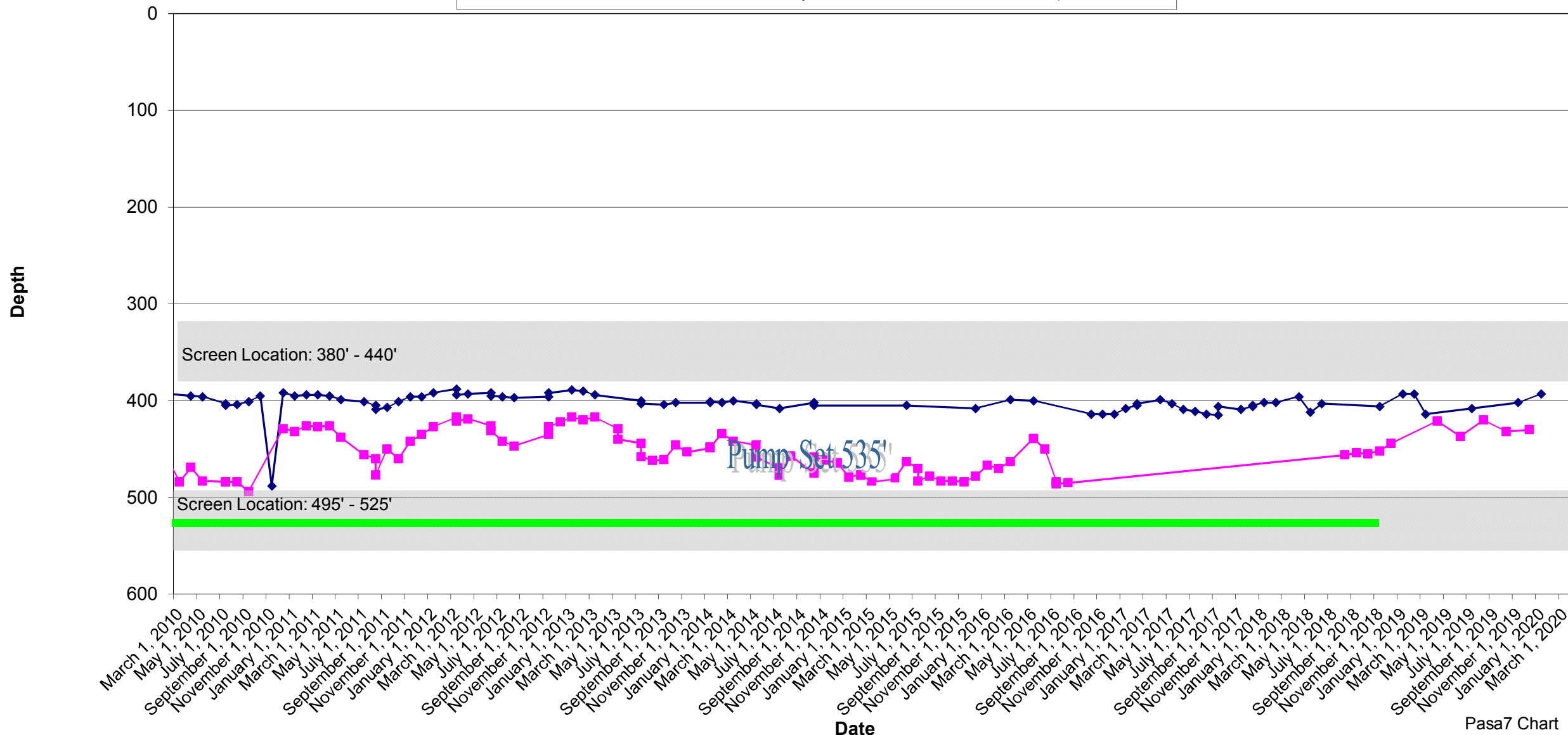
Location: So. Of 3650 Graham Hill Rd  
Elevation: 752'  
Installed 1-1-14  
State Well #:4410014-014  
Completed Depth: 710'





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

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





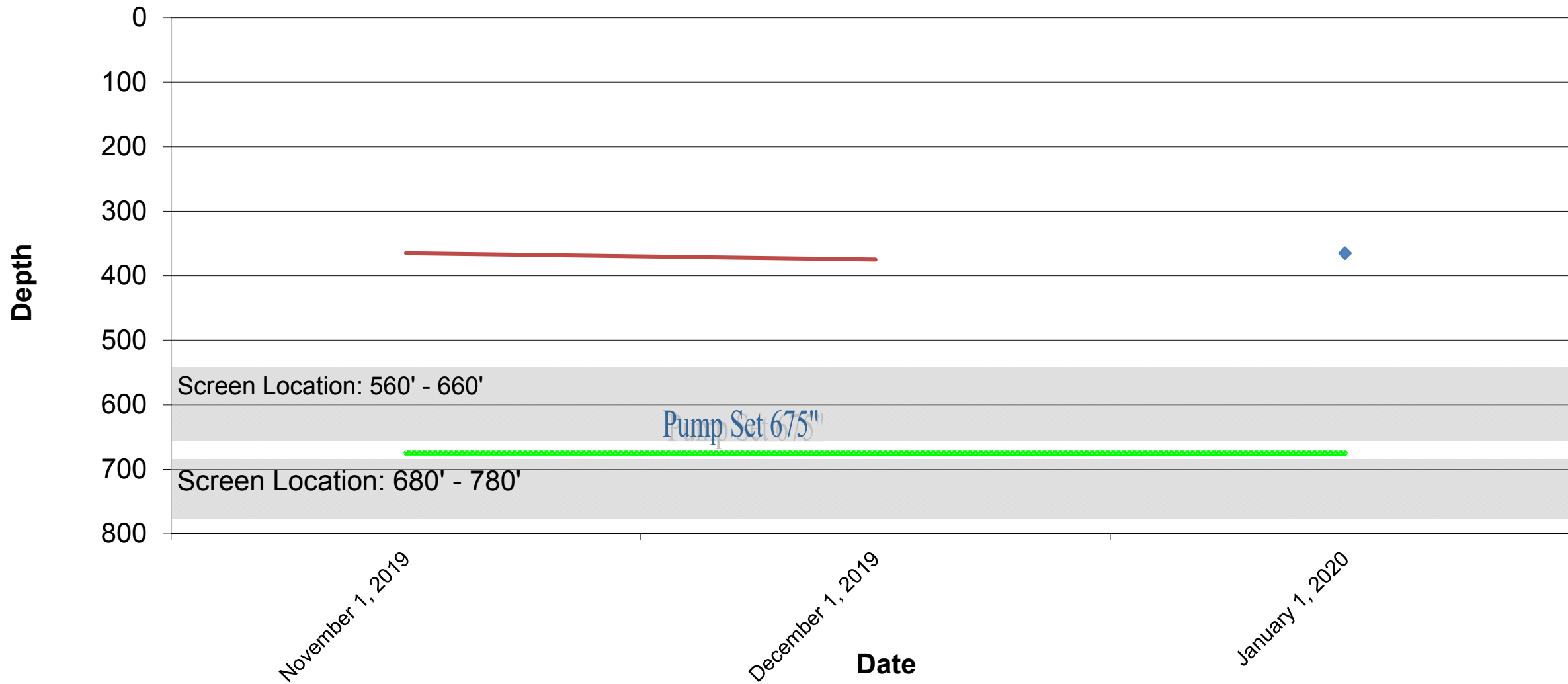
# SAN LORENZO VALLEY WATER DISTRICT

## Well Drawdown Report

### Pasatiempo 8

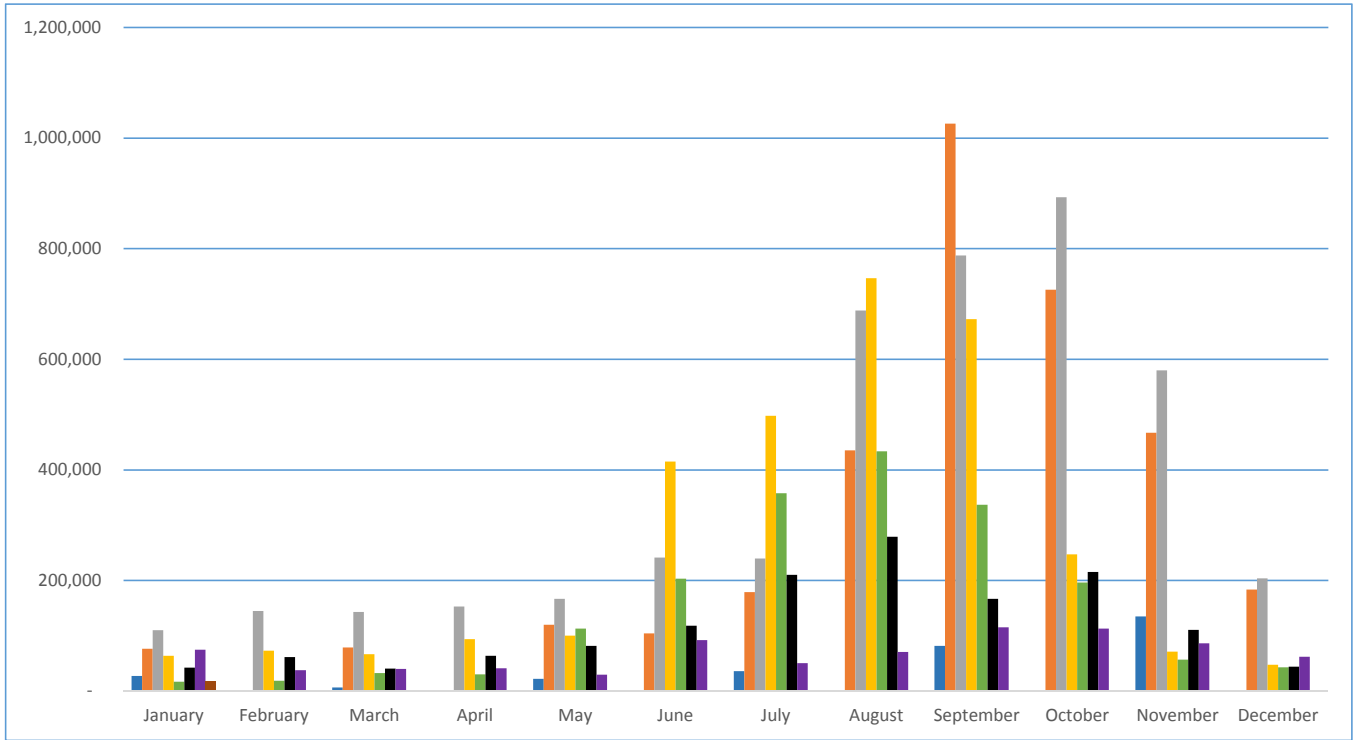
Location: Behind 3650 Graham Hill Rd.  
Elevation: 775'  
Installed: 11-20-2019  
State Well #: 4410014-041  
Completed Depth: 805'

Pump Set    STATIC    DYNAMIC



**SAN LORENZO VALLEY WATER DISTRICT  
BULK WATER SALES  
GALLONS  
January 2020**

Agenda: 2.20.20  
Item: 13.4



Month	2013	2014	2015	2016	2017	2018	2019	2020
January	26,928	76,296	109,965	63,850	16,456	41,888	74,800	17,952
February			144,364	72,556	18,700	61,366	37,400	
March	5,984	78,540	142,868	66,572	32,164	40,392	39,644	
April			152,592	93,500	29,920	63,580	41,140	
May	21,692	119,680	166,804	100,232	112,948	81,532	29,172	
June		103,972	240,983	415,140	203,179	118,184	92,004	
July	35,904	178,772	239,360	497,420	357,544	210,188	50,116	
August		435,336	688,160	746,504	433,092	279,004	70,312	
September	81,352	1,026,256	787,644	672,183	336,570	166,804	115,192	
October		725,560	893,112	246,840	195,976	215,424	112,948	
November	134,640	466,752	579,700	71,060	56,848	110,704	86,020	
December		183,260	203,456	47,124	42,636	44,132	62,084	
<b>Totals</b>	<b>306,500</b>	<b>3,394,424</b>	<b>4,349,008</b>	<b>3,092,981</b>	<b>1,836,033</b>	<b>1,433,198</b>	<b>810,832</b>	<b>17,952</b>

SAN LORENZO VALLEY WATER DISTRICT  
MONTHLY LEAK REPORT  
January 2020

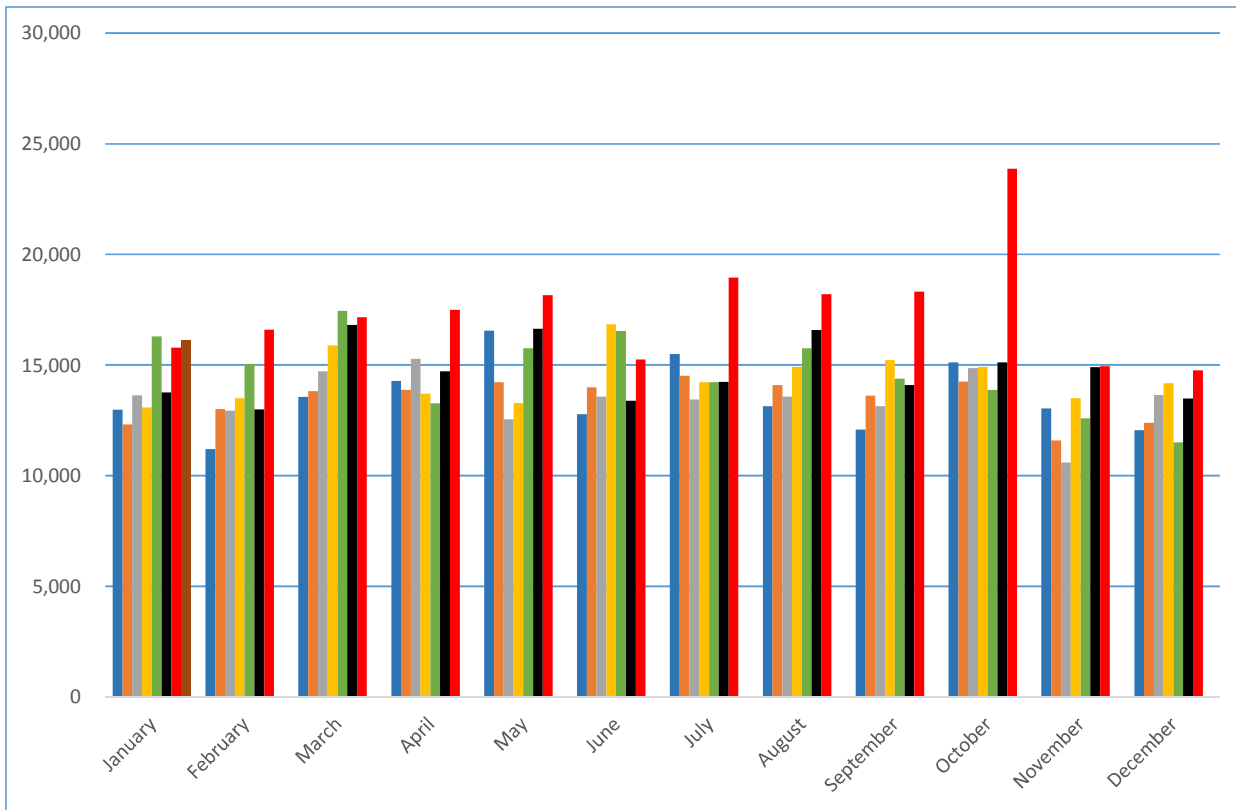
Agenda: 2.20.20  
Item: 13.4

Leak Type	Location - NORTH SYSTEM	Town	Gallons Lost
400 MAIN LEAKING	250 MCPHERSON	BEN LOMOND	8,640
400 MAIN LEAKING	120 SWEET PEA LANE	BEN LOMOND	720
400 MAIN LEAKING	222 MAIN ST BEN LOMOND	BEN LOMOND	1,800
400 MAIN LEAKING	SYLVAN WAY	BOULDER CREEK	1,800
400 MAIN LEAKING	440 ORMAN	BOULDER CREEK	4,320
400 MAIN LEAKING	HARMON ST	BOULDER CREEK	1200
400 MAIN LEAKING	14940 BEAR CREEK RD	BOULDER CREEK	2,160
400 MAIN LEAKING	12734 Irwin way	BOULDER CREEK	12,960
400 MAIN LEAKING	184 Lorenzo Lane	BOULDER CREEK	28,800
401 MAIN RELOCATION	15177 BEAR CREEK RD	BOULDER CREEK	45,000
400 MAIN LEAKING	126 MOONRIDGE DRIVE	BROOKDALE	21,600
400 MAIN LEAKING	11585 & NEW HOME CONSTRUCTION ALTA VIA	BROOKDALE	194,400
Total North			323,400
<b>FELTON SYSTEM</b>			
400 MAIN LEAKING	819 Hillcrest dr	FELTON	21600
420 HYDRANT LEAK/REPAIRS	7940 E Zayante Rd (Zayante Creek Equestrian Center)	FELTON	2,160
Total Felton			23,760
<b>LOMPICO</b>			
Total Lompico			-
<b>SCOTTS VALLEY</b>			
400 MAIN LEAKING	117 BLUEBERRY DR.	SCOTTS VALLEY	14400
400 MAIN LEAKING	309 SPREADING OAK	SCOTTS VALLEY	60,480
Total Scotts Valley			74,880
<b>Total All Systems</b>			<b>422,040</b>



Water Quality Complaint List										
Date Received	Type Of Complaint							Address	Conclusion	System
	Taste/ Odor	Color	Turbidity/ Particles	Worms/ Other Visible Organisms	Pressure (High/Low)	Illness (Waterborne)	Other (Specify)			
<b>NONE</b>										

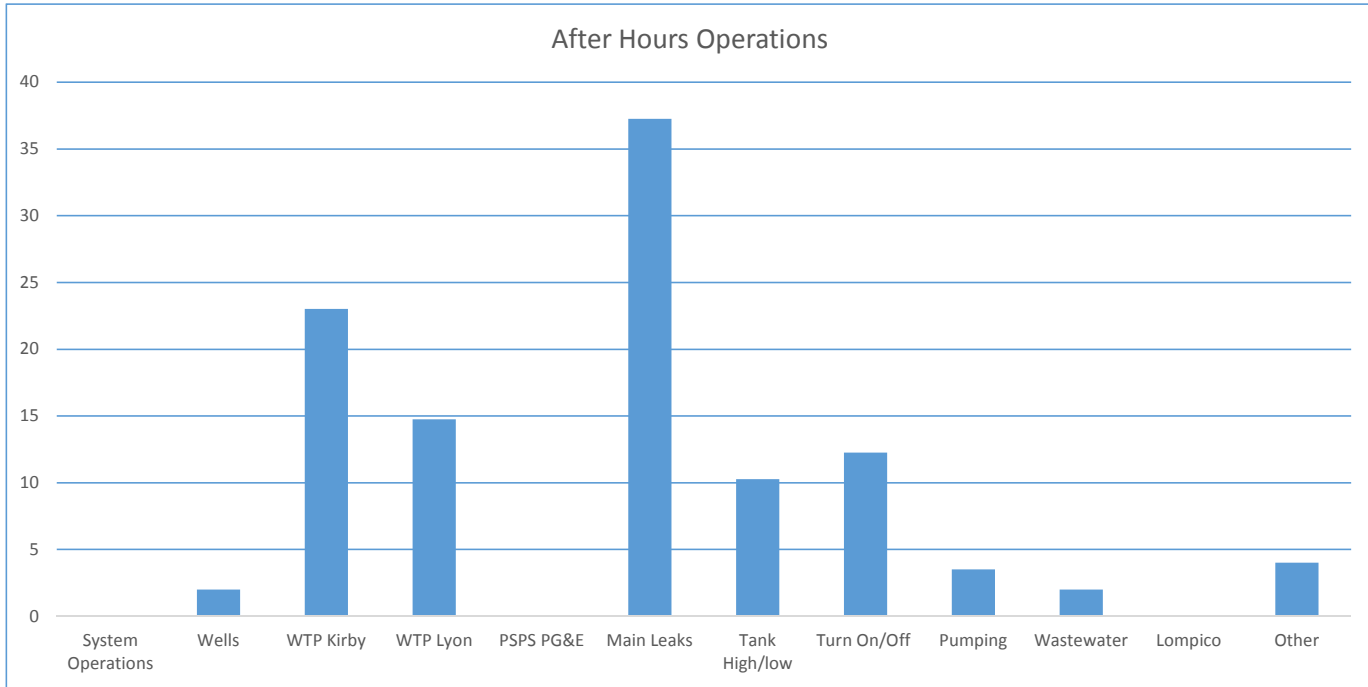
# SAN LORENZO VALLEY WATER DISTRICT VEHICLE MILEAGE January 2020



<u>Month</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
January	12,976	12,317	13,633	13,082	16,286	13,763	15,790	16088
February	11,201	13,015	12,934	13,505	15,045	13,003	16,599	
March	13,558	13,817	14,714	15,882	17,451	16,809	17,167	
April	14,283	13,883	15,279	13,704	13,270	14,711	17,488	
May	16,560	14,228	12,550	13,290	15,757	16,646	18,156	
June	12,780	14,000	13,582	16,841	16,534	13,390	15,249	
July	15,497	14,519	13,441	14,228	14,229	14,242	18,955	
August	13,136	14,096	13,569	14,923	15,761	16,576	18,194	
September	12,087	13,622	13,137	15,229	14,388	14,094	18,321	
October	15,120	14,261	14,868	14,924	13,880	15,126	23,864	
November	13,046	11,594	10,591	13,510	12,598	14,908	14,942	
December	12,060	12,394	13,648	14,187	11,512	13,492	14,763	
<b>Totals</b>	<b>162,304</b>	<b>161,746</b>	<b>161,946</b>	<b>173,305</b>	<b>176,711</b>	<b>176,760</b>	<b>209,488</b>	<b>16,088</b>

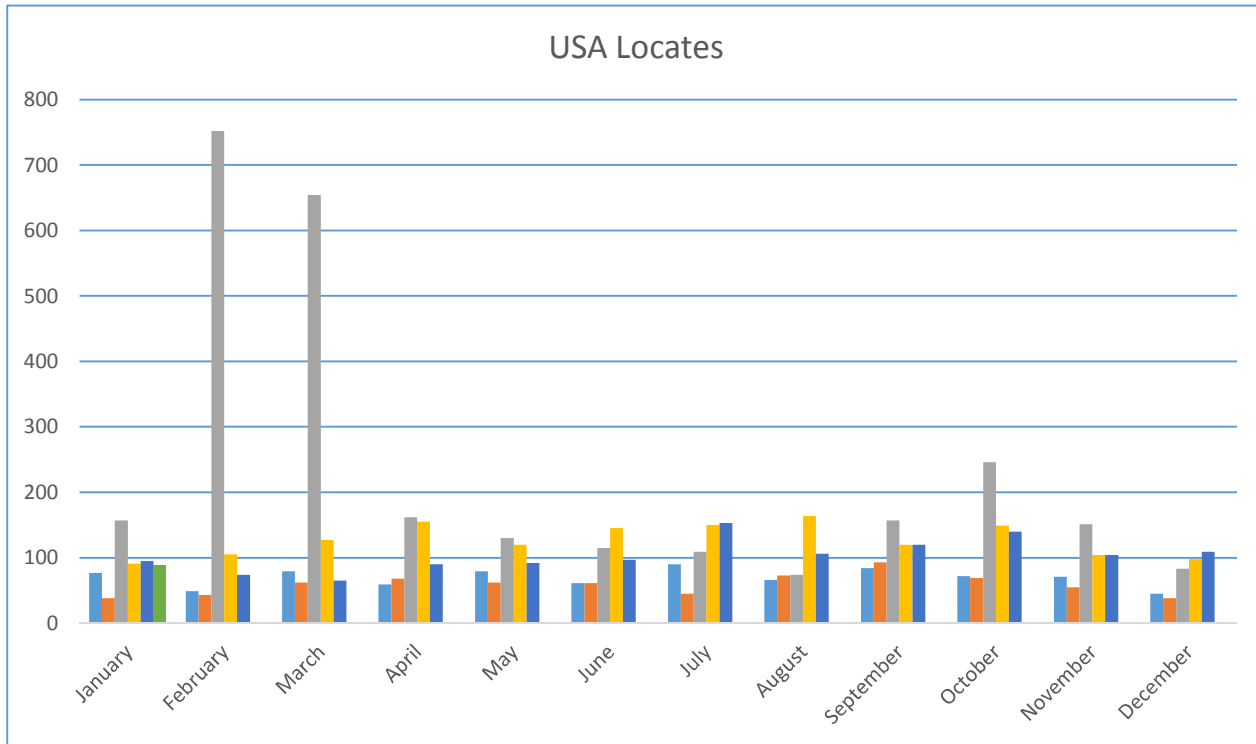
**SAN LORENZO VALLEY WATER DISTRICT  
OPERATIONS DEPARTMENT  
January 2020**

Agenda: 2.20.20  
Item: 13.4



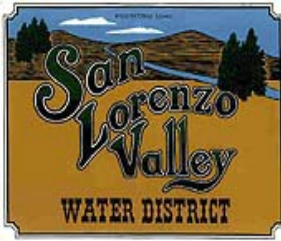
<u>Description</u>	<u>Hours</u>		<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
System Operations	0	January	N/A	145.00	280.75	90.50	96.50	109.00
Wells	2	February	N/A	86.50	192.25	72.00	180.00	
WTP Kirby	23	March	N/A	153.75	105.75	80.25	106.25	
WTP Lyon	14.75	April	82.50	72.00	128.75	156.75	76.25	
PSPS PG&E	0	May					82.50	
Main Leaks	37.25	June	172.50	83.25	112.75	89.00	136.75	
Tank High/low	10.25	July	124.25	80.25	162.00	145.25	158.30	
Turn On/Off	12.25	August	111.75	81.25	141.25	134.5	119.75	
Pumping	3.5	September	230.25	175.00	201.25	155.25	133.00	
Wastewater	2	October	128.25	78.50	104.00	111.5	605.75	
Lompico	0	November	114.25	96.25	122.50	197.5	182.00	
Other	4	December	186.25	130.75	134.00	220.25	195.50	
<b>Total</b>	<b>109.00</b>		<b>1150.00</b>	<b>1182.50</b>	<b>1685.25</b>	<b>1452.75</b>	<b>2072.55</b>	

**SAN LORENZO VALLEY WATER DISTRICT  
OPERATIONS DEPARTMENT  
January 2020**



Month	2015	2016	2017	2018	2019	2020
January	77	38	157	91	95	89
February	49	43	752	105	74	
March	79	62	654	127	65	
April	59	68	162	155	90	
May	79	62	130	120	92	
June	61	61	115	145	97	
July	90	45	109	150	153	
August	66	73	74	164	106	
September	84	93	157	120	120	
October	72	69	246	149	140	
November	71	55	151	104	104	
December	45	38	83	98	109	
<b>Total to Date</b>	<b>832</b>	<b>707</b>	<b>2,790</b>	<b>1528</b>	<b>1245</b>	<b>89</b>





## MINUTES OF SPECIAL ENVIRONMENTAL COMMITTEE MEETING

Responsible for matters of stewardship of the District's property including: Urban Water Management Plans; Water Conservation Programs; Classis Watershed Education Grants; Watershed Management; Resource Management and other environmental related matter.

Wednesday, January 15, 2020 10:00am at the Operations Building, 13057 Highway 9, Boulder Creek, California.

### MINUTES

1. Convene Meeting 10:05 a.m.  
Roll Call: D. Herbst, K. O'Connor, E. Fresco, L. Farris, R. Moran were all present. J. Supp arrived just after roll call at 10:09 a.m.  
Staff: R. Rogers, C. Blanchard, H. Hossack
2. Oral Communications: None
3. Old Business:
  - A. REVIEW STATEMENTS OF QUALIFICATIONS RECEIVED FOR FIRE MANAGEMENT  
R. Rogers introduced this item and read from the memo.  
Discussion by the Committee and staff regarding the SOQs.  
C. Baughman said that somebody that works with Mid-Penn has to be good.  
Discussion by the Committee and staff regarding the recommendation of SOQs and process.  
L. Farris said to move this to the next agenda with the 2 companies presenting their proposals.  
C. Baughman said you don't want to exercise someone you're not considering. You can learn something by hearing presentations from both parties.
4. New Business:
  - A. ELECTION OF COMMITTEE CHAIR  
L. Farris nominated R. Moran as the committee chair. The nomination was seconded.  
Voice vote, all voted in favor of R. Moran.  
C. Baughman said any director can put anything on the agenda. Consider how a committee member gets something on an agenda.  
Discussion by the Committee, staff and public regarding Chuck's comment.  
The gavel was turned over to Chair Moran.
  - B. SET DAY AND TIME FOR COMMITTEE REGULARLY SCHEDULED MEETINGS  
R. Rogers introduced this item.  
Discussion by the Committee and staff regarding the meeting date and time.  
C. Baughman questioned if the Admin meeting would be conflicting with this meeting.  
R. Moran said third Thursday, at 9:45 a.m. and February 20<sup>th</sup> is the next meeting.  
L. Farris made a motion that the Environmental Committee regularly will meet on the 3<sup>rd</sup> Thursday of the month at 9:45 a.m. The motion was seconded.  
All present voted in favor of the motion. Motion passed.

C. PREPARE A MULTI-MONTH CALENDAR

R. Rogers introduced this item. He listed possible items for Environmental Committee Discussion by the Committee and staff regarding the list of priorities for 2020.

C. Baughman said that the Environmental Programs Manager had list that he thinks would be good to start with.

Discussion by the Committee and staff regarding list to give to the Board with top 4 priorities.

Fire Management Plan

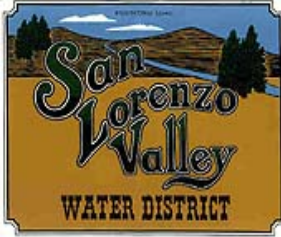
Conjunctive Use/Interties

5 Pipeline Project

Integrated Pest Management

5. Informational Material: None.

6. Adjournment 11:13 a.m.



# MINUTES OF SPECIAL ADMINISTRATION COMMITTEE MEETING

Covering Policy, Administration and Community  
Relations/Communications

Tuesday, January 21, 2020 9:00am, at the Operations Building, 13057 Highway 9, Boulder Creek, California.

## MINUTES

Due to technical difficulties the recording was not working.

1. Convene Meeting 9:00 a.m.  
Roll Call: B. Fultz, A. Benkert, L. Henry were present. M. Bounds was absent and excused.  
Staff: R. Rogers, S. Hill and H. Hossack
2. Oral Communications: None
3. Old Business:
  - A. UPDATE COMMITTEE ON THE DISTRICT WEBSITE PROGRESS  
S. Hill introduced the new website. She said that the District plans to roll out the website in mid-February. The Committee and staff discussed the website.  
At 9:20 a.m. the recording started working.  
C. Baughman questioned if the website is easily navigated. He requested that photos and maps be included.  
Discussion by the Committee, staff and public regarding the website.
  - B. UPDATE COMMITTEE ON THE UTILITY BILLING POLICY - SB998 COMPLIANT  
S. Hill introduced this item and the process for preparing the SB998 roll out.  
Discussion by Committee and staff regarding the procedure.  
C. Baughman questioned the overdue bills being on the property tax roll.  
Discussion by the Committee, staff and public regarding tenant/owner situations.  
C. Baughman questioned if water can be turned off without the owner of the property knowing.  
S. Hill responded that if the water is turned off the owner will be notified.  
Discussion by Committee, public and staff regarding tenant/owner situations.
4. New Business:
  - A. ELECTION OF COMMITTEE CHAIR  
L. Henry said she would like for B. Fultz to be the Committee Chair.  
A motion was made, seconded and a voice vote with all present voting in favor of B. Fultz as chair.  
C. Baughman noted that the Chair never asked for public comment.
  - B. SET DAY AND TIME FOR COMMITTEE REGULARLY SCHEDULED MEETINGS  
Discussion by Committee, staff and public regarding the day and time of regularly scheduled Admin Committees.



The Committee chose the 1<sup>st</sup> Wednesday of every month at 9:15 a.m. for Admin Committee meetings.

C. PREPARE A MULTI-MONTH CALENDAR

Discussion by the Committee and staff regarding the priorities for the Committee to work on in the first 3 months of 2020.

1<sup>st</sup> Priorities

Rules & Regulations

Purchasing Procedures Policy

Grand Jury Response Implementation

Communications/Public Outreach

2<sup>nd</sup> Priorities

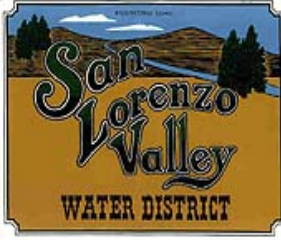
Surplus Property

Records Retention Policy

Lobbying

5. Informational Material: None.

6. Adjournment 10:18 a.m.



# MINUTES OF SPECIAL ENGINEERING COMMITTEE MEETING

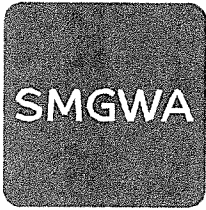
Covering Design, Construction, Capital Improvement,  
Master Plan and other Engineering, Operational and  
Planning Related Matters

Wednesday, January 22, 2020 10:00am, at the Operations Building, 13057 Highway 9, Boulder Creek, California.

## MINUTES

1. Convene Meeting 10:00 a.m.  
Roll Call: G. Mahood, K. Lande, D. Ladd, L. Farris, R. Moran were present. M. Smolley was absent and excused.  
Staff: R. Rogers, D. Langfield, H. Hossack  
L. Farris welcomed everyone to the 1<sup>st</sup> Engineering Committee of 2020 and asked everyone to introduce themselves.
2. Oral Communications: None
3. New Business:
  - A. ELECTION OF COMMITTEE CHAIR  
L. Farris volunteered to be the Committee Chair.  
G. Mahood made a motion to elect L. Farris as the Committee Chair. The motion was seconded.  
Voice vote to elect L. Farris. All voted in favor.
  - B. SET DAY AND TIME FOR COMMITTEE REGULARLY SCHEDULED MEETINGS  
Discussion by the Committee and staff regarding the regularly scheduled meeting.  
Meeting set for the first Thursday of each month at 1:30 p.m.
  - C. PREPARE A MULTI-MONTH CALENDAR  
R. Rogers introduced this item.  
Discussion by the Committee and staff regarding top priority items for 2020.
    - Infrastructure/CIP
    - Fall Creek Fish Ladder
    - Master Plan
    - Lyon Treatment Plant Road
    - Bear Creek Estates Wastewater
4. Old Business:
  - A. REVIEW OF CURRENT AND FUTURE PROJECTS  
D. Langfield introduced this item. Listed some of the current projects, projects in design,  
Discussion by the Committee and staff regarding grants, shovel ready projects.  
Discussion by the staff and Committee regarding the process for the fish ladder and the addition of the Engineering department.  
Discussion by the Committee and staff regarding the Lyon Slide.

5. Informational Material: None.
6. Adjournment 11:17



# Santa Margarita Groundwater Agency

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**To:** San Lorenzo Valley Water District Board of Directors  
**Date:** January 24, 2020  
**Subject:** Santa Margarita Groundwater Agency Board of Directors Meeting Summary  
**Meeting date:** January 23, 2020

This report serves as notification that the Santa Margarita Groundwater Agency (SMGWA) conducted a regularly scheduled Board of Directors Meeting on January 23, 2020 at 5:30 p.m. The meeting was held in the Scotts Valley City Council Chamber at 1 Civic Center Drive, Scotts Valley, CA 95066.

The Board of Directors took action on the following agenda items:

- 2.1 Approved December 11, 2019 Board of Directors Meeting Minutes
- 2.2 Elected the following Officers:
  - Chris Perri, Board Chair
  - Lois Henry, Vice Chair
  - Angela Franklin, Secretary

The Board directed staff to include itemized credit card statements in future financial reports. The Board directed staff to provide monthly updates on community and public outreach/relations services.

You may listen to audio recordings of SMGWA Board of Directors meetings [here](#).

Submitted by,

Nicholas Wallace  
Administrative/Office Assistant  
Santa Margarita Groundwater Agency



## MINUTES OF SPECIAL BUDGET & FINANCE COMMITTEE MEETING

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

Friday, January 24, 2020 9:00am, at the Operations Building, 13057 Highway 9, Boulder Creek, California.

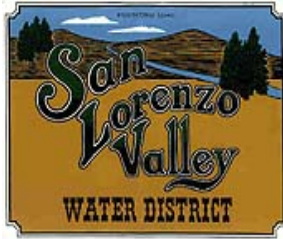
### MINUTES

1. Convene Meeting 9:00 a.m.  
Roll Call: S. Architzel, B. Fultz, L. Henry
2. Oral Communications: None
3. Old Business: None
4. New Business:
  - A. ELECTION OF COMMITTEE CHAIR  
Discussion by the Committee regarding the election of Committee chair.  
A motion was made and seconded to elect L. Henry Budget & Finance Committee Chair.  
Voice vote, all in favor of L. Henry as Chair.
  - B. SET DAY AND TIME FOR COMMITTEE REGULARLY SCHEDULED MEETINGS  
Discussion by the Committee regarding setting the day and time for the regularly scheduled meeting.  
First Tuesday at 9:00 a.m. was set for the B & F Committee.
  - C. PREPARE A MULTI-MONTH CALENDAR  
Discussion by the Committee and staff regarding the calendar. Budget, Financials on the website, Revenue sources for the District other than rates, Strategic Plan, Investment Policy, Reserve Funds.  
C. Baughman noted that the anticipated rate increases are the basis for the budget.  
S. Hill responded that she thinks that is a full Board discussion.  
Discussion by Committee and staff regarding rate increases.
  - D. MID-YEAR FISCAL YEAR 19/20 BUDGET REVIEW  
S. Hill introduced this item. No changes anticipated. Consumption has dipped. Tracking as expected,  
Discussion by the Committee and staff regarding mid-year tracking of the budget.
  - E. BUDGET SCHEDULE FOR 2020  
S. Hill introduced her information.  
C. Baughman questioned the first row of numbers on the budget.

S. Hill responded that it is weeks.

Discussion by the Committee, staff and public regarding the numbers C. Baughman questions.

5. Informational Material: None.
6. Adjournment 8:30 a.m.



## MINUTES OF BUDGET & FINANCE COMMITTEE MEETING

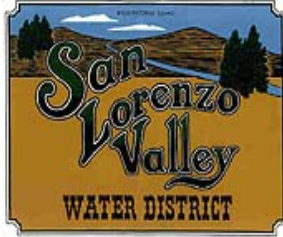
Responsible for the review of District finances including: rates, fees, charges and other sources of revenue; budget and reserves; audit; investments; insurance; and other financial matters.

Tuesday, February 4, 2020 9:00 a.m., at the Operations Building, 13057 Highway 9, Boulder Creek, California.

### MINUTES

1. Convene Meeting 9:00 a.m.  
Roll Call: S. Architzel, B. Fultz, L. Henry  
Staff: S. Hill, R. Rogers, H. Hossack
2. Oral Communications: None
3. Old Business:
  - A. FISCAL YEAR 2020/21 BUDGET FUNDAMENTALS PRESENTATION  
S. Hill introduced this item. This is a preview of the Budget presentation to the Board.  
Discussion by the Committee and staff regarding the PSPS PG&E program.  
S. Hill continued her presentation.  
Discussion by the Committee and staff regarding the OPEB Liability.  
S. Hill continued her presentation.  
Discussion by the Committee and staff regarding deferred maintenance, meter replacement and SCADA system.  
S. Hill continued her presentation.  
Discussion by the Committee and staff regarding what to present to the full Board and forecasting for the budget.  
S. Hill continued her presentation.  
Discussion by the Committee and staff regarding the process.
4. New Business: None
5. Informational Material: None.
6. Adjournment 9:44 a.m.





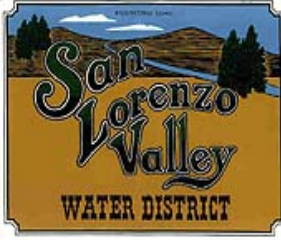
# MINUTES OF ADMINISTRATION COMMITTEE MEETING

Covering Policy, Administration and Community  
Relations/Communications

Wednesday, February 5, 2020 9:30am, at the Operations Building, 13057 Highway 9, Boulder  
Creek, California.

## MINUTES

1. Convene Meeting 9:30 a.m.  
Roll Call: B. Fultz, M. Bounds, A. Benkert, L. Henry  
Staff: R. Rogers, Hossack
2. Oral Communications: None
3. Old Business:
  - A. REVIEW OF THE GRAND JURY REPORT 2017-18
    - B. Fultz introduced this item.  
Discussion by the Committee regarding the Grand Jury Report.
    - B. Fultz suggested that the committee look at page 28 regarding the responses to the Grand Jury.  
Discussion by the Committee and staff regarding the Grand Jury Findings
    - B. Fultz recommendations.  
Discussion by the Committee and staff regarding Lompico Annual Report.
    - B. Fultz R3- Charter  
Discussion by the Committee and staff
    - B. Fultz R4 - Support for LADOC  
Discussion by the Committee and staff
    - B. Fultz R5 Ethics training for LADOC  
Discussion by the Committee and staff
    - B. Fultz R6 Professional training  
Discussion by the Committee and staff on assessment training
    - B. Fultz introduced R7 recording of meetings.  
Discussion by the Committee and staff
    - B. Fultz introduced R8 Contentious Issue training  
Discussion by the Committee and staff
    - Another update to the Grand Jury? Discussion by the Committee & staff.
4. New Business: None
5. Informational Material: None.
6. Adjournment 10:00 am



# MINUTES OF ENGINEERING COMMITTEE MEETING

Covering Design, Construction, Capital Improvement,  
Master Plan and other Engineering, Operational and  
Planning Related Matters

Thursday, February 6, 2020 1:30 p.m., at the Operations Building, 13057 Highway 9, Boulder Creek, California.

## MINUTES

1. Convene Meeting 1:34 p.m.  
Roll Call: M. Smolley, K. Lande, L. Farris, R. Moran were present. G. Mahood had a planned absence. D. Ladd arrived at 1:45.  
Staff: D. Langfield, R. Rogers, H. Hossac,
2. Oral Communications: None
3. Old Business:
  - A. REQUEST FOR PROPOSALS FOR LOMPICO TANKS CONSTRUCTION MANAGEMENT  
D. Langfield introduced this item.  
Discussion by the Committee and staff regarding the proposal from MME and the award of bid.  
L. Farris made a motion to forward the Construction Management and Tank Construction proposals be forwarded to the Board on 2.20.20.  
Voice vote, all present in favor of the motion.
  - B. LYON SLIDE PROJECT  
D. Langfield introduced this item. He reiterated the process and the next step on this project.  
R. Rogers said the next step will be to have the project permitted by US Fish & Wildlife.  
Discussion by the Committee and staff regarding the project.  
C. Baughman said that there is better product than visqueen.  
R. Moran recommended going ahead with environmental study on the project.  
Discussion by the Committee and staff regarding the location and process for the project.  
L. Farris said for now we are going ahead with the environmental study.  
Voice vote, all present in favor of moving forward with the environmental study.
4. New Business:
  - A. ENGINEERING PROJECTS IN PROCESS  
D. Langfield introduced this item.  
Discussion by the Committee and staff regarding the projects.  
L. Farris asked about the 5 Pipeline project.  
Discussion by the Committee and staff regarding information to the public.  
Discussion by the Committee and staff regarding the priorities of the Committee.
    1. Master Plan
    2. 5 Pipelines

3. Fish Ladder
4. Bear Creek Estates Wastewater
5. Lyon Slide
6. Swim Tank

Discussion by Committee and staff regarding the 5 Pipelines.

5. Informational Material: None.
6. Adjournment 2:39 p.m.

## Holly Hossack

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**From:** West Coast Gal <miyukibray@gmail.com>  
**Sent:** Wednesday, February 12, 2020 12:29 PM  
**To:** Board of Directors  
**Subject:** Use local ingenuity?

Ran into this article from NPR.

Can this be done here to treat our water to eliminate the foul odors?

Miyuki Bray  
Felton, Ca

<https://www.npr.org/2020/02/12/804586191/beer-waste-saves-montana-town-1-million-on-water-treatment>

# Beer Waste Saves Montana Town \$1 Million On Water Treatment

February 12, 2020 5:06 AM ET

RACHEL CRAMER

The Wastewater Treatment Facility in Havre, Mont., collects the spent barley from a local brewery to feed the plant's bacteria at the right time in just the right dosage.

*Rachel Cramer/Yellowstone Public Radio*

As America's craft beer industry continues to boom, the waste it generates can pose challenges for sewer systems. But if it's used in the right spot, in the right amount, it's potentially beneficial and can actually save wastewater treatment plants money.

In Bozeman, Mont., the Water Reclamation Facility treats more than 6 million gallons of water every day from sinks, showers, toilets — really anything that goes down a drain. That includes liquid waste from more than 10 breweries in this city of nearly 50,000.

Because it's rich in yeast, hops and sugar, brewery waste can throw off the microbes that wastewater plants rely on to remove nitrogen and phosphorus. The two nutrients can cause algae blooms in rivers and kill off fish.

"But if we can use [brewery waste] correctly and put it in the right spot, it's very beneficial to the process," engineering consultant Coralynn Revis says.

Revis led a pilot project here last summer to try to do just that. Bozeman worked with a local brewery to feed its beer waste to the treatment plant's bacteria at just the right time in just the right dosage.

"This is super simplified, but like, if they're eating their french fries, they need a little ketchup with it. So to get the nitrate out, you dose a little carbon, and the bugs are happier," Revis explained.

She says it worked.

Revis and her team got the idea from a small town about 300 miles to the north near the Canadian border.

On a recent Friday night, the tap room at Triple Dog Brewing in Havre, Mont., population 10,000, is packed.

Three years ago, the town's wastewater plant manager approached brewery owner Michael Garrity with the idea of using leftover barley from making beer to feed his microbes.

"With my knowledge of brewing and fermentation, I said 'Why aren't we doing this? This sounds amazing,'" Garrity says.

If it worked, the little town could potentially avoid having to spend \$1 million upgrading its wastewater plant to meet new, more stringent clean water standards.