



BOARD OF DIRECTORS
SAN LORENZO VALLEY WATER
DISTRICT
AGENDA
April 16, 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, April 16, 2020 at 6:30 p.m., via videoconference and teleconference.

There will not be a physical location for this meeting. This is a special accommodation being made in light of public health concerns due to COVID-19 and pursuant to the Governor's Executive Order N-29-20 (Order). The Order at Paragraph 3 supersedes a prior Executive Order N-25-20, and it allows local legislative bodies to hold public meetings via teleconference, without any physical meeting location.

To join the meeting click the link below, or type it into your web browser:

<https://zoom.us/j/189143399>

Or iPhone one-tap :

US: +16699006833,,189143399# or +13462487799,,189143399#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 669 900 6833 or +1 346 248 7799 or +1 301 715 8592 or +1 312 626 6799 or +1 929 436 2866 or +1 253 215 8782

Webinar ID: 189 143 399

International numbers available: <https://zoom.us/j/189143399>

Agenda documents are available on the District website at www.slvwd.com subject to staff's ability to post the documents before the meeting.

1. Convene Meeting/Roll Call

2. Roll Call:

3. Additions and Deletions to Agenda:

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

4. 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.

5. 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. NACCARI PURCHASE AGREEMENT
Discussion and possible action by the Board regarding the purchase agreement for the Naccari property.
- b. DRAFT FISCAL YEAR 2020/21 BUDGET REVIEW
Discussion and possible action by the Board regarding the Budget Review FY 20-21.
- c. LETTER TO PACIFIC GAS & ELECTRIC
Discussion and possible action by the Board regarding the edited version of the Letter to PG&E.

6. 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. TEMPORARY UTILITY BILLING POLICY CHANGES IN RESPONSE TO COVID-19
Discussion and possible action by the Board regarding temporary policy changes to utility billing in response to COVID-19
- b. SWIM TANK/REDWOOD PARK TANK AWARD OF CONTRACT
Discussion and possible action by the Board regarding the Award of Contract for the Swim Tank/Redwood Park Tank.
- c. LYON SLIDE AWARD OF CONTRACT
Discussion and possible action by the Board regarding the Award of Contract for the Lyon Slide.
- d. LOW INCOME RATES
Discussion by the Board regarding Low Income Rates.

7. Consent Agenda:

The Consent Agenda contains items which are considered to be routine in nature and will be deemed adopted by unanimous consent if no Director states an objection. 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 MARCH 19, 2020

8. 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) 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
 - Environmental
 - Finance & Business
 - Legal
 - Operations
- COMMITTEE REPORTS
 - Future Committee Agenda Items
 - Committee Meeting Notes/Minutes
- DIRECTORS REPORTS
 - Director's Communication
 - Future Board of Directors Meeting Agenda Items

9. Written Communication:

10. Informational Material:

- SLVWD Keeping Our Aqua Safe for All - Press Banner 4.3.20

11. Adjournment

Certification of Posting

I hereby certify that on April 10, 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 April 10, 2020.

Holly Hossack, District Secretary



TO: Board of Directors, San Lorenzo Valley Water District

FROM: Gina R. Nicholls, General Counsel

DATE: April 16, 2020

RE: Resolution No. 20 (19-20) to Authorize Acquisition of the Naccari Property, APN 078-233-05 502665-0001

RECOMMENDATION:

Review the fully executed Offer and Term Sheet, dated March 10, 2020 (Attachment A), and approve Resolution No. 20 (19-20) (Attachment B), which authorizes the District to proceed with acquisition of the Naccari property, APN 078-233-05, including by finalizing and executing a detailed written agreement consistent with the Offer and Term Sheet.

BACKGROUND:

The Naccari property is a vacant, wooded lot of approximately 6530 square feet. It is located along Dundee Avenue in Ben Lomond, a short distance from the existing site of the Swim Tanks. The lot is a potential site for a new water storage tank to replace the leaking Swim Tanks. Replacement of the leaking Swim Tanks with a bolted steel tank is a high priority project of the District. Funding for this project is immediately available through financing obtained by the District in August 2019.

The District's Board previously considered the proposed acquisition of the Naccari property at the regular meeting conducted on March 5, 2020. At that meeting, a majority of the Board voted to authorize the District's negotiators to meet the seller's asking price of \$88,000. On March 10, 2020, Mr. Nick Naccari signed the Offer and Term Sheet.

The Offer and Term Sheet sets forth conditions and contingencies that must be satisfied in order to close the transaction. The conditions/contingencies include the following:

- Board approval of the transaction;
- Execution of a detailed, long-form agreement consistent with the Offer and Term Sheet; and
- Successful completion of the California Environmental Quality Act (CEQA) review process.

Memorandum
April 16, 2020
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Proposed Resolution No. 20 (19-20) attached to this memorandum approves the transaction and authorizes the District Manager and staff to proceed with it, including by finalizing and executing a detailed agreement consistent with the Offer and Term Sheet and substantially in the form presented to the Board. (A copy of the draft agreement will be provided as soon as it is available.)

Agenda Item No. 6.b requests Board approval of a consulting contract to conduct the mandatory CEQA review.

ATTACHMENTS:

Attachment A – Offer and Term Sheet (fully executed)

Attachment B – Proposed Resolution No. 20 (19-20)

Attachment A

Offer and Term Sheet (fully executed)

[Insert; see following page]



ATTORNEYS AT LAW

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Gina R. Nicholls
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gnicholls@nossaman.com

Refer To File #: 502665-0001

VIA EMAIL

March 10, 2020

Nick Naccari
1180 Dundee Ave.
Ben Lomond, CA 95005
Email: nick_naccari@yahoo.com

Re: San Lorenzo Valley Water District, Offer to Purchase APN 078-233-05

Dear Mr. Naccari:

As you know, I have been appointed as the San Lorenzo Valley Water District's ("SLVWD" or the "District") co-negotiator with the District Manager, Rick Rogers, to explore the acquisition of your parcel located along Dundee Avenue in Ben Lomond, APN 078-233-05 ("Property"). The District is in receipt of your written counter-offer of February 28, which was provided in response to the District's offer of January 30, 2020. This letter constitutes a formal written counter-offer to purchase the Property on the terms and conditions set forth on Exhibit A, Term Sheet.

The District understands you have designated your offer as last, best and final. The District and its board of Directors ("Board") continues to want to cooperate with you and reach a negotiated agreement. Accordingly, the District's Board has carefully considered your terms at a public meeting conducted on March 5, 2020. At the conclusion of this discussion, the Board authorized the District Manager and I to accommodate some, but not all of your requests. Importantly, the District is willing to pay your asking price of \$88,000. This is a high premium to pay for the Property. The District is cognizant of its role as a steward of public funds, and believes that this purchase price can be justified in terms of benefits to the District and the public.

The District's unwillingness to accept all your non-monetary terms is not because the District specifically intends to use the Property in a manner inconsistent with your requests. Rather, the District needs flexibility to ensure that it can successfully complete the mandatory environmental review process, in which the all members of the community (including you and your family) will have an opportunity to comment on the proposed project. Also, the District wants flexibility to optimize project engineering in a manner consistent with the District's infrastructure needs and the results of the environmental review. Finally, the District and its ratepayers have an interest in avoiding acquisitions that come with long-term commitments or restrictions, which create costs and reduce the value of the land.

Nick Naccari
March 10, 2020
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This is the District's last, best and final offer for reaching a negotiated agreement. This offer will remain open until 5:00pm on March 12, 2020. If the offer is not accepted by then, it shall terminate automatically.

In order to accept this offer, please sign and return this letter by email or in person to the District Manager. Following your acceptance of this offer, SLVWD will prepare a detailed written agreement ("Agreement") consistent with the terms and conditions set forth in Exhibit A.

Feel free to contact me if you wish to discuss this matter.

Sincerely,



Gina R. Nicholls
of Nossaman LLP

cc: Rick Rogers, District Manager

Exhibit A

Term Sheet

Property: Parcel of undeveloped land approx. 6,534 sq ft located in Ben Lomond, APN 078-233-05

Seller: Nick Naccari, an individual, and any other person or entity holding an interest in the Property

Buyer: San Lorenzo Valley Water District, a California public agency

Purchase Price: \$88,000.00, to be paid by Buyer to Seller as a single lump sum at Closing

Condition of Property: Property to be sold "as is" in its present physical condition

Other Terms:

Tree Care. Tree resources on this site include native Coast Redwood and mixed hardwood species. To ensure the protection of the trees and meet District requirements, during pre-construction and/or construction on the Property, the District will perform construction impact assessment and tree protection plan including the following tasks:

- District to procure the services of a Project Arborist to complete the following:
 - Locate, catalog and map trees/tree groups greater than 6 inches in trunk diameter growing within 20 feet of the limits of grading
 - Identify trees as to size, and trunk diameter
 - Rate individual tree health/structure and preservation suitability as "good, fair or poor"
 - Map critical root zones
 - Review grading, utility, drainage, building and landscape construction plans to determine potential impacts to trees
 - Identify trees with active disease organisms or structural weakness that present risk to the redefined use of the site
 - Provide recommendations for remedial treatments and maintenance to improve tree condition and decrease risk in preparation for construction
 - Create tree preservation specifications including a protection-fencing plan
 - Provide all findings in the form of a written report to the District accompanied by a Tree Location Map/Preservation Plan

Nick Naccari
March 10, 2020
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Vegetation. Promptly upon completion of construction on the Property, the District will reasonably replant vegetation on the Property with plants that are native to the neighborhood and wildlife friendly, including at least five nut and fruit trees and at least three berry bushes.

Fencing. The District will reasonably seek to minimize fencing around the water tank to be constructed on the Property, while ensuring enough distance between the tank and the fence for adequate access - usually 8 lineal feet with necessary gates. Height of fencing shall be approximately 6 lineal feet. Fencing material will be a combination of wood and chain link, with wood serving as a visual barrier.

Rodent Control. During construction on the Property, the District will purchase and reasonably install 1 owl nesting box to aid in rodent control.

Pump Station Enclosure. The District will reasonably design and construct the pumping station enclosure from concrete masonry split-faced architectural tan block and fire resistant roofing.

Trench Line and Roadway. Promptly upon completion of construction on the Property, the District will repair open trenches and roadway in accordance with design County of Santa Cruz design criteria (EP -1 Longitudinal Trench Detail and EP -2 Trench Cut Details). *Consistent with these design criteria, the District will apply a full-road-width slurry seal coat over its trenches.*

Title: Seller to convey the Property in fee simple via a Grant Deed to Buyer

Disclosures: Buyer may choose to obtain a current title report and/or title insurance for the Property, at Buyer's sole expense. Seller must disclose all matters known to Seller affecting title, whether of record or not.

Closing Costs: Any and all necessary and reasonable closing costs will be covered by Buyer; any other costs will be paid by the party that incurs the costs.

Outside Closing Date: Within 30 calendar days of successful completion of CEQA review

Possession: Seller shall retain possession until the Closing, but Buyer shall have access to the Property at reasonable times to make any further investigations that may be reasonable and necessary in furtherance of the Agreement. Seller shall obtain the right of possession upon Closing.

Nick Naccari
March 10, 2020
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Contingencies/Governmental Requirements:

To be lawful and binding on the District, the Agreement must be reviewed and approved by the District's Board at a meeting that is properly noticed under the Brown Act.

Under State law, the Agreement must be contingent upon successful completion of CEQA review.

Under Federal and State tax law, Buyer must obtain completed tax withholding forms from Seller.

Modification/Termination/Cancellation:

To be valid, any modification of these terms and conditions must be in writing and signed by both Buyer and Seller.

Seller can terminate the Agreement upon written notice to Buyer if Buyer unreasonably fails to close by the Outside Closing Date.

Buyer can terminate the Agreement upon written notice to Seller if, before the Closing, Buyer reasonably determines that the Seller cannot convey fee simple title to the Property or the Property is not suitable for its intended use by the District. Also, as stated above, the Agreement must be contingent upon successful completion of CEQA review.

Acknowledged and Accepted:


Nick Naccari

Date: March 10, 2020

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy or validity of that document.

State of California - County of Santa Cruz

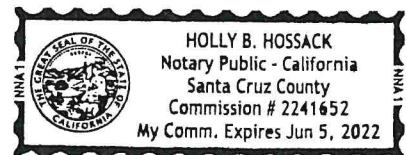
On March 10, 2020, before me, Holly B. Hossack, Notary Public personally appeared Nicholas Edward Naccari who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.



Notary Public Signature



Attachment B

SAN LORENZO VALLEY WATER DISTRICT
RESOLUTION NO. 20 (19-20)
APPROVING AN AGREEMENT FOR THE PURCHASE OF REAL ESTATE, APN 078-233-05; AND
AUTHORIZING CERTAIN OTHER ACTIONS IN CONNECTION THEREWITH

WHEREAS, The Board of Directors (“Board”) of the San Lorenzo Valley Water District (“District”) desires that the District acquire an vacant, wooded lot of approximately 6530 square feet located in Ben Lomond, identified as APN 078-233-05, for the District’s purposes and uses; and

WHEREAS, Real property negotiators for the District issued a written Offer and Term Sheet, which specifies a purchase price of \$88,000 for APN 078-233-05, and the Offer and Term Sheet was accepted on March 10, 2020; and

WHEREAS, The Board now desires to authorize District staff to take further actions necessary to complete the transaction.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the San Lorenzo Valley Water District that the purchase of real property described as APN 078-233-05 by the District as set out in the Offer and Term Sheet dated March 10, 2020 and incorporated by this reference is hereby affirmed; and

IT IS FURTHER RESOLVED that the District shall proceed with purchasing the above-described property in accordance with the terms and conditions of the Offer and Term Sheet; and

IT IS FURTHER RESOLVED that the District Manager, or his designee, is hereby authorized and directed to finalize and execute, on behalf of the District, a detailed purchase agreement consistent with the terms and conditions of the Offer and Term Sheet and substantially in the form presented to the Board of Directors along with this Resolution; and

IT IS FURTHER RESOLVED that the District Manager and staff are hereby authorized and directed to do any and all things necessary and proper to execute and deliver any and all documents they may deem necessary or advisable in order to effectuate the purposes of this Resolution.

PASSED AND ADOPTED by the Board of Directors of the San Lorenzo Valley Water District, County of Santa Cruz, State of California, on the 16th day of April, 2020 by the following vote of the members thereof:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

Holly Hossack
District Secretary
San Lorenzo Valley Water District

M E M O

TO: Board of Directors
FROM: District Manager
PREPARED BY: Director of Finance
SUBJECT: FY2020-21 Budget
DATE: April 16, 2020

RECOMMENDATION:

Review the full components of the Fiscal Year 2020-21 Proposed Budget. Given any further direction needed to be incorporated into the final draft budget report.

BACKGROUND:

BUDGET

The budget is a financial tool to help plan and guide the District's revenue and expenses. It is slightly different than the audited financials, mainly in that the budget looks more to cash expenses and excludes depreciation and other non-cash events.

Events or timing from the current fiscal year can have an impact on the upcoming budget. FY19-20 is projecting lower than expected capital project expenditures. These are timing related issues to where these expenditures are now projected to occur in the FY20-21 budget. This means that FY19-20 will end with higher than anticipated reserves and FY20-21 will be spending more on capital projects and using more from reserves. To summarize:

	Reserve Balance
FY19-20 Orig. Budget	\$ 3,045,400
FY19-20 Projected	\$ 4,106,608
FY20-21 Projected	\$ 3,764,632

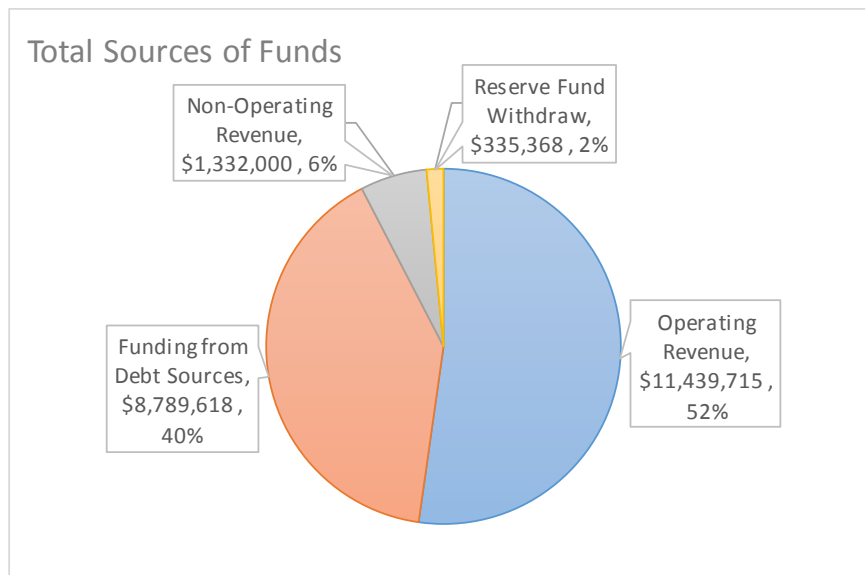
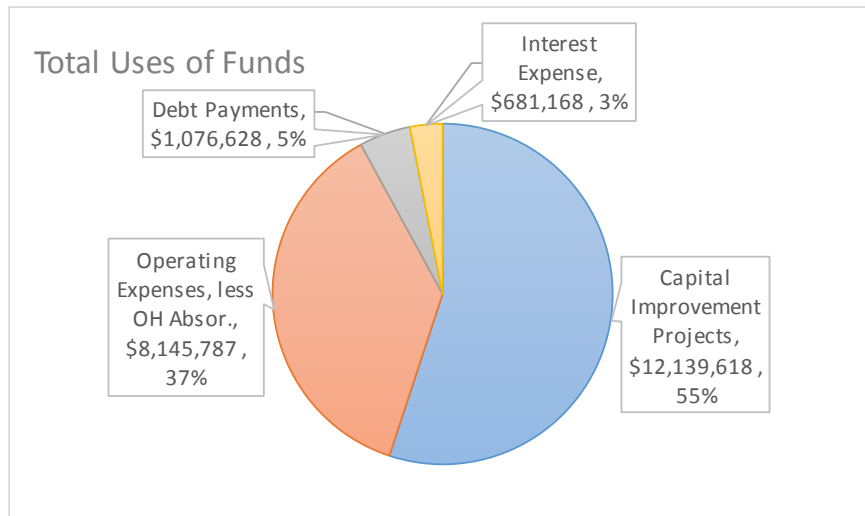
OVERVIEW

Operating expenses increased \$440K compared to FY1920 Budget and \$576K from FY1920 estimated actuals. Comparing against estimate actuals FY1920: Approximately \$300K is related to regular employee increases for contractual items such as pension, cost of living adj., health benefits etc. There is \$100K increase related to full year recognition of new hires. More one-time expenses for this year are \$60K for the 2020 UWMP (Urban Water Management Plan, occurs every 5 years), \$30K election fees (every 2 yrs), \$20K water analysis fees and \$15K fire management plan. Other increases are \$20K for Badger meter reading, \$20K for communications consulting and \$15K PG&E PSPS events.

The following were changes to Operating Expense from the previous presentation:

	FY20-21 Budget	FY19-20 Est. Act.	
Original Proposal	8,343,387	7,609,928	
Fire Mang. Plan	(65,000)	45,000	Contract \$60K, majority in FY1920
UWMP	(20,000)		Reduced
Chatterbox	5,000	20,000	Based on contract
Conj. Use Grant	(12,600)		Moved below the line
	<u>8,250,787</u>	<u>7,674,928</u>	
Conj. Use Grant	150,000	45,000	100% funded
Operating Expense	<u>8,400,787</u>	<u>7,719,928</u>	

Below is a high level view of these categories. Please review the full support documents for more detail.



Statement of Revenues, Expenses and Changes in Reserves

DISTRICT FUNDS	FY2021 Proposed Budget
<i>Beginning Reserve Balance</i>	\$ 4,100,000
Revenues	
Operating Revenues	\$ 11,439,715
Non-operating Revenues ⁽¹⁾	1,332,000
Total Revenues	\$ 12,771,715
Expenses	
Operating Expenses	\$ 8,400,787
Non-operating Expenses	1,757,796
Overhead Absorption ⁽²⁾	(255,000)
Total Expenses	\$ 9,903,583
Capital Improvement Expenses & Funding	
Capital Projects	\$ 12,139,618
Grant Funded	(146,500)
Debt Funded	(8,789,618)
Capital Project Expenses	\$ 3,203,500
Increase (Decrease)	\$ (335,368)
Ending Reserve Balance	\$ 3,764,632

DISTRICT FUNDS	FY1920 Budget
<i>Beginning Reserve Balance</i>	\$ 2,500,000
Revenues	
Operating Revenues	\$ 10,831,450
Non-operating Revenues ⁽¹⁾	926,500
Total Revenues	\$ 11,757,950
Expenses	
Operating Expenses	\$ 7,817,156
Non-operating Expenses	1,402,394
Overhead Absorption ⁽²⁾	(175,000)
Total Expenses	\$ 9,044,550
Capital Improvement Expenses & Funding	
Capital Projects	\$ 7,788,770
Grant Funded	-
Debt Funded	(5,620,770)
Capital Project Expenses	\$ 2,168,000
Increase (Decrease)	\$ 545,400
Ending Reserve Balance	\$ 3,045,400

DISTRICT FUNDS	FY1920 Est. Actuals
<i>Beginning Reserve Balance</i>	\$ 3,000,000
Revenues	
Operating Revenues	\$ 10,872,750
Non-operating Revenues ⁽¹⁾	1,185,800
Total Revenues	\$ 12,058,550
Expenses	
Operating Expenses	\$ 7,719,928
Non-operating Expenses	1,379,014
Overhead Absorption ⁽²⁾	(175,000)
Total Expenses	\$ 8,923,942
Capital Improvement Expenses & Funding	
Capital Projects	\$ 4,600,000
Grant Funded	-
Debt Funded	(2,527,000)
Capital Project Expenses	\$ 2,073,000
Increase (Decrease)	\$ 1,061,608
Ending Reserve Balance	\$ 4,061,608

Reserve Balances	
Operating Reserve	\$ 3,150,295
Capital Reserve	144,670
Compensated Absences	179,667
Restricted Reserve - Debt	180,000
Restricted Reserve - Oly AD	110,000
	<u>\$ 3,764,632</u>

Reserve Balances	
Operating Reserve	\$ 2,695,400
Capital Reserve	-
Compensated Absences	-
Restricted Reserve - Debt	291,000
Restricted Reserve - Oly AD	59,000
	<u>\$ 3,045,400</u>

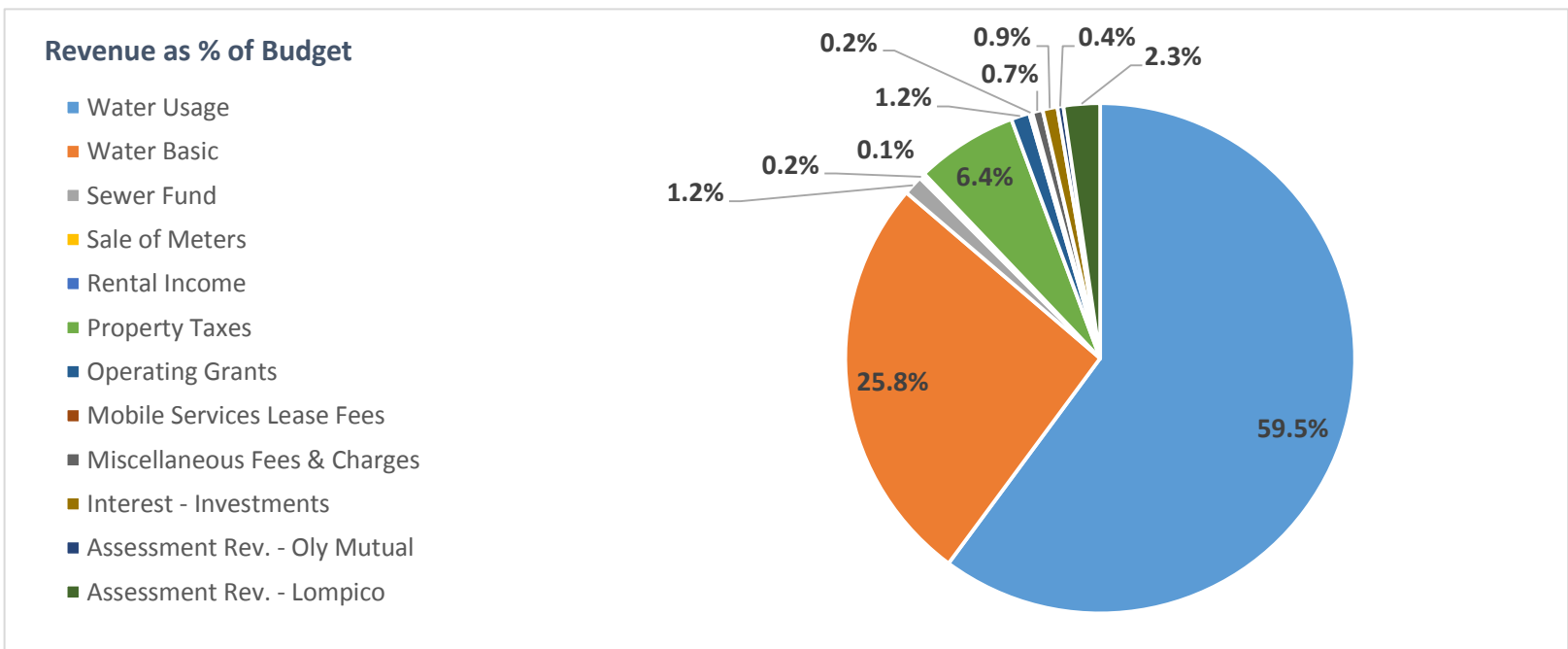
Reserve Balances	
Operating Reserve	\$ 2,931,000
Capital Reserve	684,608
Compensated Absences	171,000
Restricted Reserve - Debt	165,000
Restricted Reserve - Oly AD	110,000
	<u>\$ 4,061,608</u>

(1) Prior years non-operating revenues excluded Lompico AD revenues due to the fact that was going towards the capital projects. The funds will now be going toward repayment of related debt and will now be included in non-operating revenues.

(2) Overhead absorption is typically employee labor time that is capitalized for work performed on capital project in lieu of an outside consultant.

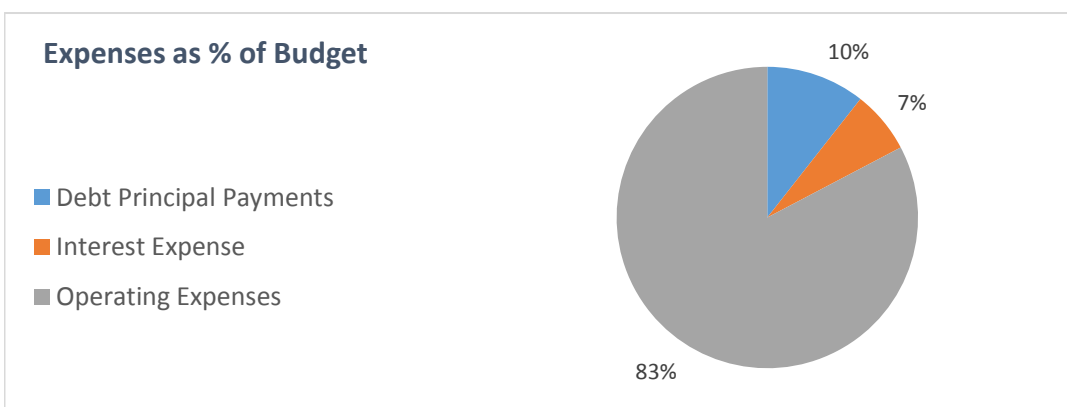
Revenue Budget

	FY2021	FY1920	FY1920	FY1920 PROPOSED BUDGET			
	Proposed Budget	Adopted Budget	Estimated Actuals	Variance to FY1920 Budget		Variance to FY1920 Est. Actuals	
Operating Revenue							
Water Basic	\$ 3,335,600	\$ 3,163,000	\$ 3,174,750	\$ 172,600	5%	\$ 160,850	5%
Water Usage	7,680,512	7,395,500	7,397,000	285,012	4%	283,512	4%
Sewer Fund	158,603	132,170	133,000	26,433	20%	25,603	19%
Sale of Meters	30,000	55,000	73,000	(25,000)	-45%	(43,000)	-59%
Operating Grants	150,000	10,000	45,000	140,000	1400%	105,000	233%
Miscellaneous Fees & Charges	85,000	75,780	50,000	9,220	12%	35,000	70%
Total Operating Revenue	\$ 11,439,715	\$ 10,831,450	\$ 10,872,750	\$ 608,265	6%	\$ 566,965	5%
Non-operating Revenue							
Property Taxes	\$ 825,000	\$ 783,750	\$ 794,000	\$ 41,250	5%	\$ 31,000	4%
Assessment Rev. - Oly Mutual	48,500	51,000	48,500	(2,500)	-5%	-	0%
Assessment Rev. - Lompico	295,000	295,000	303,000	-	0%	(8,000)	-3%
Mobile Services Lease Fees	25,000	23,750	25,000	1,250	5%	-	0%
Rental Income	18,500	18,000	18,300	500	3%	200	1%
Interest - Investments	120,000	50,000	300,000	70,000	140%	(180,000)	-60%
Total Non-Operating Revenue	\$ 1,332,000	\$ 1,221,500	\$ 1,488,800	\$ 110,500	9%	\$ (156,800)	-11%
Capital Contributions							
Capital Grants	\$ 146,500	\$ -	\$ -	\$ 146,500	0%	\$ 146,500	0%
FEMA Reimbursements	-	-	-	-	0%	-	0%
Total Capital Contributions	\$ 146,500	\$ -	\$ -	\$ 146,500	0%	\$ 146,500	0%
TOTAL REVENUE	\$ 12,918,215	\$ 12,052,950	\$ 12,361,550	\$ 865,265	7%	\$ 556,665	5%



Expense Budget	FY2021	FY1920	FY1920	FY1920 PROPOSED BUDGET			
	Proposed Budget	Adopted Budget	Estimated Actuals	Variance to FY1920 Budget		Variance to FY1920 Est. Actuals	
Operating Expenses							
Salaries & Benefits	\$ 5,547,687	\$ 5,164,975	\$ 5,119,791	\$ 382,712	7%	\$ 427,896	8%
Contract/Professional Services	1,109,000	1,060,711	1,006,377	48,289	5%	102,623	10%
Operating Expenses	433,950	435,250	437,613	(1,300)	0%	(3,663)	-1%
Maintenance	185,750	218,850	186,689	(33,100)	-15%	(939)	-1%
Facilities	595,300	591,700	563,412	3,600	1%	31,888	6%
Gen. & Admin.	379,100	335,670	361,046	43,430	13%	18,054	5%
Regular Operating Expenses	\$ 8,250,787	\$ 7,807,156	\$ 7,674,928	\$ 443,631	6%	\$ 575,859	8%
Grant Funded Projects ⁽¹⁾	150,000	10,000	45,000	140,000	1400%	105,000	233%
Total Operating Expenses	\$ 8,400,787	\$ 7,817,156	\$ 7,719,928	\$ 583,631	7%	\$ 680,859	9%
Interest Expense							
Refunding Bond	\$ 12,354	\$ 26,267	\$ 26,267	\$ (13,913)	-53%	\$ (13,913)	-53%
Felton Loan	29,859	33,582	33,582	(3,723)	-11%	(3,723)	-11%
Olympia SRF Loan	36,273	37,987	37,987	(1,714)	-5%	(1,714)	-5%
Probation Tank Loan	74,009	77,146	77,146	(3,137)	-4%	(3,137)	-4%
\$14.5M COP	519,850	263,500	287,620	256,350	97%	232,230	81%
Solar Lease	7,647	8,775	8,775	(1,128)	-13%	(1,128)	-13%
Vehicle Lease	1,176	1,953	1,953	(777)	-40%	(777)	-40%
Total Interest Expense	\$ 681,168	\$ 449,210	\$ 473,330	\$ 231,958	52%	\$ 207,838	44%
Debt Principal Payments							
Refunding Bond	\$ 494,531	\$ 582,031	\$ 582,031	\$ (87,500)	-15%	\$ (87,500)	-15%
Felton Loan	156,938	153,215	153,215	3,723	2%	3,723	2%
Olympia SRF Loan	67,960	66,246	66,246	1,714	3%	1,714	3%
Probation Tank Loan	71,820	50,716	50,716	21,104	42%	21,104	42%
\$14.5M COP	230,000	47,500	-	182,500	384%	230,000	0%
Solar Lease	31,348	30,220	30,220	1,128	4%	1,128	4%
Vehicle Lease	24,031	23,256	23,256	775	3%	775	3%
Total Debt Payments	\$ 1,076,628	\$ 953,184	\$ 905,684	\$ 123,444	13%	\$ 170,944	19%
Total Non-operating Expenses	\$ 1,757,796	\$ 1,402,394	\$ 1,379,014	\$ 355,402	25%	\$ 378,782	27%
TOTAL EXPENSES	\$ 10,158,583	\$ 9,219,550	\$ 9,098,942	\$ 939,033	10%	\$ 1,059,641	12%

(1) Projects that are funded by grants will show as an expense in the respective categories, and related grant funding shows as operating revenue. This is all related to the conjunctive use grant.



CAPITAL PROJECTS

#	Project	Funding Type	FY20-21 BUDGET REQUEST	Future FY Projection	Est. Completion Year
General Water System:					
1	Redwood Park (Swim) Tank	\$14.5M COP	660,000		FY20-21
2	Lyon Zone Pipe	\$14.5M COP	1,752,320	1,722,320	FY21-22
3	Sequoia Pipeline	\$14.5M COP	97,120	73,000	FY21-22
4	Quail Hollow Pipeline	\$14.5M COP	2,560,411	2,473,000	FY21-22
5	California Pipeline	\$14.5M COP	1,063,957		FY20-21
6	Hillside Pipeline	\$14.5M COP	519,560		FY20-21
7	CEQA for Intertie (2)	RESERVES / 90% GRANT	85,000		FY20-21
8	Felton Heights Tank (1)	RESERVE/PARTIAL CUSTOMER PAID	350,000		FY20-21
9	Meter Replacement (2,000)	RESERVES	800,000		Ongoing
10	1 Pooled Vehicle (Eng./Env.)	RESERVES	30,000		FY20-21
11	Glen Arbor Bridge South	RESERVES	185,000		FY20-21
12	Country Club Pipeline	RESERVES	200,000		FY20-21
13	Fall Creek Fish Ladder	RESERVES	800,000		FY20-21
14	Highland Tank	RESERVES	45,000	255,000	FY21-22
15	Brookdale Tank Coating	RESERVES	275,000		FY20-21
16	Blair Tank Coating	RESERVES	250,000		FY20-21
17	SCADA Tone Cards	RESERVES	80,000		FY20-21
18	System Wide Master Plan (2)	RESERVES/ \$70K GRANT	50,000		FY20-21
Lompico Assessment District					
19	Madrone Tank	\$14.5M COP	671,250		FY20-21
20	Kaski Tank	\$14.5M COP	637,500		FY20-21
21	Lewis Tank	\$14.5M COP	827,500		FY20-21
Storm Damage 2017 FEMA					
22	Lyon Slide Repair	FEMA/RESERVES	200,000	15,000,000	FY????
			12,139,618	19,523,320	

SUMMARY OF FUNDING SOURCES FOR CAPITAL PROJECTS:

DEBT FUNDED:

PRE-FUNDED LOAN	(8,789,618)	\$14.5M COP
TOTAL DEBT FUNDED	(8,789,618)	

OTHER FUNDED:

CEQA for Intertie	(76,500)	Grant funded
Master Plan	(70,000)	Grant funded
TOTAL OTHER FUNDED	(146,500)	

FUNDING FROM RESERVES 3,203,500

- (1) Partial customer reimb: \$30/month on 21 parcels, 10 years, \$75,600 overall. (Shows as operating revenue)
 (2) Future grant funding. Completion estimated for FY20-21. Funds will be disbursed upon project completion.

METER CHANGEOUT SCENARIOS

ASSUMPTIONS:

Material	\$	300.00	each	
Daily Labor			Rate	OH
Temp 1	\$	288	\$ 36.00	
Temp 2	\$	288	\$ 36.00	
Lead	\$	512	\$ 40.00	60%
TOTAL	\$	1,088		

CURRENT METER STATUS:

Meter Age	# Meters
15+ Years	3,408
14	875
13	1,336
12	241
11	48
10	40
<10 Years	2,098
	8,046

SCENARIOS:

Assumes 15 meters per day:				
Material	\$	4,500		
Labor	\$	1,088		
	\$	5,588	\$ 372.53	Per Meter
1,000 Meter Project				
# Days		67	13.33	# weeks
Material	\$	300,000		
Labor	\$	72,533		
TOTAL	\$	372,533		

Assumes 15 meters per day:				
Material	\$	4,500		
Labor	\$	1,088		
	\$	5,588		
1,500 Meter Project				
# Days		100	20.00	# weeks
Material	\$	450,000		
Labor	\$	108,800		
TOTAL	\$	558,800		

Assumes 15 meters per day:				
Material	\$	4,500		
Labor	\$	1,088		
	\$	5,588		
2,000 Meter Project				
# Days		133	26.67	# weeks
Material	\$	600,000		
Labor	\$	145,067	(1)	
TOTAL	\$	745,067		

Assumes 10 meters per day:				
Material	\$	3,000		
Labor	\$	1,088		
	\$	4,088	\$ 408.80	Per Meter
1,000 Meter Project				
# Days		100	20.00	# weeks
Material	\$	300,000		
Labor	\$	108,800		
TOTAL	\$	408,800		

Assumes 10 meters per day:				
Material	\$	3,000		
Labor	\$	1,088		
	\$	4,088		
1,500 Meter Project				
# Days		150	30.00	# weeks
Material	\$	450,000		
Labor	\$	163,200	(1)	
TOTAL	\$	613,200		

Assumes 10 meters per day:				
Material	\$	3,000		
Labor	\$	1,088		
	\$	4,088		
2,000 Meter Project				
# Days		200	40.00	# weeks
Material	\$	600,000		
Labor	\$	217,600	(1)	
TOTAL	\$	817,600		

(1) CalPERS Pension requirements occur after 1,000 hours (125 days) during a fiscal year. These amounts do not factor in any CalPERS payments for the temporary employees.

MEMO

To: Board of Directors

From: District Manager

Prepared by: Environmental Planner

SUBJECT: Correspondences to PG&E Regarding PG&E's Wildfire Mitigation Plan & Tree Removal

DATE: April 16, 2020

Recommendation

It is recommended that the Board of Directors review this memo and provide direction regarding the attached letter to PG&E regarding tree removal and PG&E's Wildfire Mitigation Plan.

Background

At the February 20, 2020 Environmental Committee meeting, during public comment, a request was made on behalf of the Valley Women's Club's Environmental Committee and Friends of San Lorenzo Valley Water to write a letter to PG&E addressing impact to the watershed by their tree removal program. A letter was drafted and brought to the Board of Directors on March 05, 2020. Staff received direction to work with Nancy Macy of the Valley's Women's Club to update the letter to reflect the District more specifically.

The final draft (see Exhibit A) and a list of the recommended recipients (Exhibit B) are attached.

It is recommended that the Board of Directors review the letter and approve the letter for distribution to the recommended contacts.

FISCAL IMPACT:

None

Governor Gavin Newsom
1303 10th Street, Suite 1173
Sacramento, CA 95814

Governor Gavin Newsom:

The San Lorenzo Valley Water District supplies drinking water to 7,900 connections and maintains approximately 1,300 acres of watershed lands. Approximately half of the water supply is served from surface water tributaries and springs that feed the San Lorenzo River. The District has invested significant resources in protecting watershed lands for water quality, water quantity and protecting critical habitat the San Lorenzo Valley's biodiverse region.

The District understands the states concern with increased wildfire risk and the need for PG&E to implement programs to enhance safety for the communities they serve. However, PG&E's Community Wildfire Safety Program, concerns the District as a majority of the program focuses on removing trees instead of upgrading/updating infrastructure throughout the watershed. The District has vested concern as erosion that results from PG&E's 'Vegetation Management Work Program' may also impact water quality. The San Lorenzo Valley has steep erosive soils. Removing mature trees near waterways and roads in steep terrain can result in significant erosion and landslides, which may affect our community water supply. The District has limited water storage capacity and operates largely on-demand. If turbidity levels due to increased erosion exceed 30 ntu, our treatment plants are not able to sustainably treat surface water. Healthy forests protect the soils and provide clean and clear water.

Erosion not only effects water supply for our community, but has also been found to effect Federally Endangered species, such as Coho Salmon & Steelhead Trout. Through the District's stream flow and temperature monitoring program, it was found during periods of drought, deep pools in the main stem of the San Lorenzo River become stratified and provided cool water refuges from the warmer surface waters. During erosive rainfall events, deep pools fill with sediment and become shallow. The water in the pools mix and no longer provide cool water refuges resulting in lower success rates of juvenile salmon and steelhead. Keeping the Districts forests healthy continues to protect the deep and cool pools in the San Lorenzo River as well as community water supply.

Above all, the District encourages PG&E to take actions that are environmentally sensitive. Shifting their priority from implementing the Vegetation Management Program to upgrading their electric system. This should mean focusing on replacing the 7,100 miles of infrastructure they have committed to upgrade over the next 10 years, which seems impossible at the current proposed rate of 240 miles per year. This includes replacing bare wire with insulated wire and installing protective relays and gathering more data on the effectiveness of tree removal. We hope to bring attention to the needs of the communities in high priority wildfire zones; including the San Lorenzo Valley. We

encourage PG&E to shift its attention to upgrading infrastructure as the District has done itself to protect the communities it serves.

Steve Swan
Board President

CONTACTS to Express Concern Regarding PG&E's Wildfire Mitigation Plans

(Suggested that separate letters be sent, rather than "cc'ing" one or another, especially to the high-level people, including the Governor, President Batjer and District Judge Alsup.)

-Governor Gavin Newsom :

Email: <https://govapps.gov.ca.gov/gov40mail/>

Snail Mail **Mailing address:**

1303 10th Street, Suite 1173

Sacramento, CA 95814

Phone: (916) 445-2841

Fax: (916) 558-3160

-President Marybel Batjer, California Public Utilities Commission

Email her through two members of her staff. Send same letter to both:

Shannon O'Rourke, Chief of Staff Shannon.O'Rourke@cpuc.ca.gov

David Peck, Interim Energy Advisor DBP@cpuc.ca.gov

-District Judge William Alsup

Send to Judge's staff member who promised to forward it to the Judge-

Lynn Fuller <Lynn_Fuller@cand.uscourts.gov>

and to the more general contact email

<https://www.cand.uscourts.gov/wha>

Snail Mail:

San Francisco Courthouse, Courtroom 12 – 19th Floor

450 Golden Gate Avenue, San Francisco, CA 94102

-PG&E

President and CEO, William D. Johnson

Senior Vice President, Electric Operations, Michael Lewis

PG&E

77 Beale Street

San Francisco, CA 94105

Local Legislators:

-Supervisor Bruce McPherson Bruce.McPherson@santacruzcounty.us

& cc Bruce's **Analyst J.M. Brown** JM.Brown@santacruzcounty.us
Snail Mail: 701 Ocean St. Room , Santa Cruz, CA 95060

-State Assemblymember Mark Stone

Assemblymember.Stone@outreach.assembly.ca.gov

And/or

<https://lcmspubcontact.lc.ca.gov/PublicLCMS/ContactPopup.php?district=AD29>

Snail Mail/Fax

Santa Cruz County District Office

701 Ocean Street, 318-B

Santa Cruz, CA 95060

Tel: (831) 425-1503

Fax: (831) 425-2570

-State Senator Bill Monning

senator.monning@senate.ca.gov

or

<https://sd17.senate.ca.gov/contact-us>

Snail Mail:

Capitol Office **State** Capitol, Room 313 Sacramento, **CA** 95814 (916) 651-4017

Or locally:

701 Ocean St. Suite 318A

Santa Cruz, CA 95060

Let our local media know you sent a letter by sending them a copy:

KSBW emailnews@theksbwchannel.com

KION amanda.gomez@kionrightnow.com

Press Banner Newspaper

Editor Cherie Anderson cherie@pressbanner.com

Mountain Bulletin

Publisher Wendy Sigmund wendy.mountainpublishing@gmail.com

KBCZ Community Radio, Tina Davey Station Manager tinakbcz@gmail.com

KSCO Program Director Rosemary Chalmers rosie@ksco.com

Fire personnel, other fire organizations, etc.

MEMO

To: Board of Directors
From: District Manager
Subject: Temporary Utility Billing Policy Changes in Response to COVID-19
Date: April 16, 2020

Recommendation:

It is recommended the Board review the background section for 1) the actions the District has already taken in response to COVID-19 regarding past due policies and 2) provide direction regarding other measures that could be taken.

Recommendation: Direct staff to

- a) temporarily suspend reporting past due accounts to credit reporting agencies,**
- b) delay efforts to initiate collecting past due balances via the property tax roll, which had been planned to start in 2020, until 2021,**
- c) continue to use liens to secure debt owed to the District.**

Alternative 1: Direct staff to suspend all forms of collection mentioned in the Recommendation. This alternative is not recommended because liens are an important tool for collecting \$100,000+ for accounts that are long past-due when the real property served by the District eventually is sold.

Alternative 2: No action; staff to continue with all forms of collections a), b) and c) mentioned in the Recommendation. This alternative is not recommended because sending accounts to collections during this COVID-19 emergency may be viewed as insensitive and inconsistent with the District's suspension of shutoffs and late fees. Also, it is not necessary for the District to start using the annual property tax roll for collections for the first time during this public health emergency.

Alternative 3: Board to recommend any other combinations of actions regarding a), b), and c) above.

Background

1. The District has already taken the following temporary measures in response to past due policies:
 - a. Suspended all late fees
 - b. Suspended physical past due tags and turn offs
 - c. Suspended outgoing past due notifications (other than standard bills)

- d. Sent a notification letter to property owners reminding them that they may become responsible for tenant account balances, and informing them of potential consequences of the District's temporary suspension of shutoffs.

Please note that staff were directed to send out the outgoing past due notifications for March. There are a significant number of customers that make payments based on the reminders or call to set up arrangements. These are pre-recorded messages from our third party provider that cannot be changed quickly. While the District's website and press release addressed the fees and turn offs were suspended, the message still had this verbiage. The District apologizes for any confusion or added stress this caused for those customers that received the notice. The District has now suspended these outgoing messages. Please note a past due notification will still show up on bills that have a past due balance, but no late fees or turn offs will be occurring until further notice.

2. The following remaining past due policies are requiring direction from the Board on how to proceed:
 - a. Credit reporting agencies - The District typically sends past due closed accounts to collections. This could negatively impact a person's credit rating.
 - b. Property tax roll - 2020 is the first year the District was planning on utilizing the property tax roll as an option to collect long term balances on accounts that have not had activity for a significant period of time. This would show up on the 2020/21 tax roll that would start to become due at the end of this year.
 - c. Liens - The District utilizes liens to convert uncollectible unsecured debt owed to the District into debt secured by real property. Liens would not impact a customer's credit score and make it possible for the District to collect the debt from the proceeds of a real estate transaction, when and if such a transaction occurs. Liens are typically removed when a customer pays the balance or it is paid off during a real estate transaction. Liens typically expire after 10 years.

The District currently has over \$120,000 in past due accounts that meet requirements for collection action, approximately \$110,000 are currently secured by liens (with majority of the balance for accounts with 3+ years of debt). There is the additional \$10,000 in new collection efforts to be made or liens that are about to expire. Failure to record or maintain liens would likely result in much of this aging debt becoming permanently uncollectible.

There is approximately \$90,000 of past due balances identified that would qualify for collection via the property tax roll. Actions to initiate the property tax

process would need to start occurring within the next couple of months. This District has not previously used this collection mechanism.

The District recognizes these are unprecedented times and is requesting direction from the Board on how to proceed.

MEMO

To: Board of Directors

From: District Manager

Prepared by: Environmental Planner

SUBJECT: Professional Services Contract for Swim Tank/Redwood Park Tank CEQA

DATE: April 16, 2020

RECOMMENDATION

It is recommended that the Board of Directors review and authorize the District Manager to enter into contract with Rincon Consultants, Inc. to complete CEQA & necessary Environmental permitting for the Redwood Park Tank Project.

BACKGROUND

The tanks, formally known as the "Swim Tanks," are located off Scenic Way in Ben Lomond and are part of the original water distribution system acquired by the District from Citizens Utility Company in 1965. The current tanks are undersized for the service area and require ongoing maintenance to control leaks. The District is in the process of purchasing a more suitable parcel for the new tank site (APN # 078-233-05) and needs to accelerate the CEQA process before completing the parcel purchase.

In March 2020 the District sent out an informal RFP to familiar consultants to accelerate the CEQA process. The District received two proposals; from Rincon Consultants, Inc. (\$25,000) and Denise Duffy & Associates (\$35,000). Staff recommends award the contract to Rincon Consultants as their proposal came in at a lower cost.

Staff recommends the Board moves forward with Rincon Consultants, Inc. as the District's consultant to complete CEQA for the Redwood Park Tank Project.

FISCAL IMPACT:

Total \$25,000

2015 STRATEGIC PLAN:

Strategic Element 1.0 - Water Supply Management

FISCAL IMPACT:

Department: 01 - Capital Improvement



Rincon Consultants, Inc.

200 Washington Street,
Suite 207
Santa Cruz, California 95060

831 440 3899 OFFICE AND FAX

info@rinconconsultants.com
www.rinconconsultants.com

March 30, 2020
Project Number 20-09468

Carly Blanchard, Environmental Planner
San Lorenzo Valley Water District
13060 Highway 9
Boulder Creek, California 95006
Via email: cblanchard@slvwd.com

Subject: Proposal to Prepare Environmental Documentation for the San Lorenzo Valley Water District Redwood Park Tanks Project

Dear Ms. Blanchard:

Rincon Consultants, Inc. (Rincon) is pleased to submit this proposal to prepare California Environmental Quality Act (CEQA) Environmental Documentation in support of the San Lorenzo Valley Water District (SLVWD) Redwood Park Tanks Project (formerly Swim Tank Project). Rincon is enthusiastic about the opportunity to work with the SLVWD on this important project, and we believe our team is well suited to implement this program for several key reasons: strong past performance on SLVWD and similar projects; knowledge of the project needs and project area; highly qualified team that has supported SLVWD on previous project work, including environmental support for projects immediately adjacent to the project site; and a streamlined and cost-effective work program. In 2018, we conducted the National Environmental Policy Act (NEPA) analysis for the original Swim Tank Project. Furthermore, Rincon has performed CEQA and NEPA support services for many water supply infrastructure projects in California, and we are well-poised to provide the requested services and to commence work immediately to meet the needs of SLVWD.

Water infrastructure projects are a core business area for Rincon, and our firm has provided environmental consulting services for water resources projects for over 25 years. During that time, we have successfully completed the environmental analysis and permitting processes for several water and wastewater conveyance, storage and treatment projects, as well as other water-related infrastructure projects throughout California. Our client portfolio contains water and wastewater districts and municipal water providers across the state, including the Carmel Area Wastewater District, City of Pismo Beach, City of San Luis Obispo, South San Luis Obispo County Sanitation District, and Metropolitan Water District of Southern California.

In addition to our broad range of services and staff qualifications, one of our key strengths is our involvement in projects from "inception-to-implementation," which spans from pre-planning activities (alternative analyses, biological and hazardous site assessments, hazardous remediation) to project analysis (CEQA/NEPA compliance, regulatory permitting), through project implementation (hazards remediation, construction monitoring) to post construction activities (habitat restoration, mitigation). As a result, we have a full understanding of the demands of large and small-scale projects and the interaction between different environmental issues and the directives of regulatory agencies responsible for them. Rincon uses a small team approach, typically working in small teams of two to six



staff depending on the scale and complexity of a project, which provides SLVWD with a responsive and nimble team that knows the project and keeps it on time and on budget.

This proposal describes our understanding of the revised Redwood Park Tanks Project, our proposed scope of work, our proposed schedule for completion of the project, and our cost proposal for the assignment.

All of the terms of this proposal are fully negotiable to meet the needs of SLVWD. This proposal is valid for a period of 30 days during such time all questions may be directed to Amanda Antonelli, Project Manager.

Thank you for your consideration of Rincon Consultants for this project. Please do not hesitate to contact us if you have questions about this proposal or need additional information.

Sincerely,

Rincon Consultants, Inc.

Amanda Antonelli

Amanda Antonelli, MESM
Project Manager

200 Washington Street, Suite 207

Santa Cruz, California 95060

Phone: 831-440-3899 x427

Email: aantonelli@rinconconsultants.com

Contact for Clarification

Jennifer Haddow, PhD
Principal Environmental Scientist

200 Washington Street, Suite 207

Santa Cruz, California 95060

Phone: 831-440-3899 x44

Email: jhaddow@rinconconsultants.com

Authorized to contractually obligate and negotiate on behalf of Rincon Consultants, Inc.

Attachments

- Attachment 1 Staff Resumes
- Attachment 2 Total Professional Fees and Rincon Fee Schedule
- Attachment 3 Insurance Certificate



Project Description and Approach

Project Description

The SLVWD is seeking a consultant to complete the outlined tasks for its Redwood Park Tanks Project. The proposed project consists of replacing the two existing redwood water storage tanks with a new, larger bolted steel water storage tank at an off-site location near the existing tanks site on Country Club Drive in Ben Lomond. A CEQA Initial Study was completed in 2015 for replacement of the two tanks at the original tank site. SLVWD is in the process of purchasing a more suitable parcel for the new tank site (APN # 078-233-05) and needs to accelerate the CEQA process before completing the purchase.

Approach

Our general approach is to work closely with SLVWD staff to act as the functional equivalent of staff during the assignment. We concur with the approach included in the RFP and recommend preparation of an Initial Study-(Mitigated) Negative Declaration (IS-[M]ND). Should our analysis identify that a potentially significant unavoidable impact could occur, we will alert SLVWD staff immediately to discuss the appropriate path forward, which may include design changes, additional avoidance measures beyond those already envisioned or preparation of a higher level of CEQA documentation. While this eventuality is unexpected, our approach to working closely with SLVWD staff and open and consistent communication protocols will allow issues that could affect the schedule or cost of the project to be identified, discussed, and resolved quickly. We will also coordinate on and communicate potential cost implications associated with mitigation measures that would be required to address potentially significant impacts identified in the IS-(M)ND, and discuss alternate solutions, if needed, that could reduce the costs and schedule implications of these while still meeting the requirements of CEQA. This solution-oriented approach will extract additional value from the environmental review process.

Finally, we intend to rely heavily on information already gathered during our preparation of the NEPA documentation for the previous Swim Tank project. This will reduce the level of effort, and cost, associated with preparation of some analyses, including analysis of the demolition of the existing redwood tanks and impacts associated with removal of these structures, which are of historic age.



Identification of Prime Consultant



Rincon is a multi-disciplinary environmental sciences, planning, and engineering consulting firm providing quality professional services to government and industry. Founded in 1994, Rincon has grown to a firm of over 270 professionals and 13 California offices. Our professionals are experienced in urban, land use, and environmental planning; regulatory compliance; biological resource evaluation and habitat enhancement; cultural resources evaluation and planning; soil evaluation and remediation; and related studies including problem-solving services in geology, hydrology, and waste management. Their approach is focused on well-designed solutions that respond to our clients' specific needs in a cost-effective manner.

Project Team

The Rincon team has been designed to provide the key technical expertise necessary to provide a solid foundation of evidence to support environmental impact conclusions meeting CEQA requirements and provide expertise in the various technical issues relevant to the proposed Redwood Park Tanks Project.

Leading the team will be **Jennifer Haddow, PhD** serving as the Principal-in-Charge. **Amanda Antonelli** will serve as the Project Manager and will be the primary point of contact for SLVWD. Both Dr. Haddow and Ms. Antonelli have previous experience analyzing the Swim Tank Project, as well as experience preparing CEQA documentation for water agency clients throughout the State. Our team also includes biological resources expert **David Daitch, PhD**, who has extensive expertise with the regulatory agencies and species requirements in Northern California, and senior architectural historian **Steven Treffers**. Resumes are provided as Attachment 1 of this proposal.

Legal Name:

Rincon Consultants, Inc.

Founded: 1994

Legal Form: California "S" Corporation

Professional Staff: 270

California Offices: 13

Santa Cruz, Monterey, Sacramento, Oakland, San Luis Obispo, Fresno, Santa Barbara, Ventura, Los Angeles, Redlands, Riverside, Carlsbad, and San Diego

Company Headquarters:

180 N. Ashwood Avenue
Ventura, California 93003

Main Point of Contact:

Amanda Antonelli,
Project Manager
200 Washington Street,
Suite 207
Santa Cruz, California 95060
831-440-3899 x427

Website:

www.rinconconsultants.com

Disclosures



While we have not had a contract in default, nor have we had a contract terminated for performance, Rincon has terminated a contract with a public agency. Rincon terminated Los Angeles Unified School District Master Service Agreement No. 440000546 in October 2018. The termination was based on a difference of professional opinion, where Rincon determined that it was in both the client and Rincon's mutual interest that the contract be terminated. Rincon was also contracted by the City of Pacific Grove to provide a senior consulting contract planner to process the American Tin Cannery development application. During the execution of this contract, the City hired the Rincon senior planner directly to fulfill the role. Because Rincon's services were no longer needed, the contract was terminated under mutual agreement by both parties and with appreciation for Rincon's services. Furthermore, Rincon does not have any past bankruptcy filings.



Contractual Scope of Services

Scope of Work

The work program described below identifies the tasks to prepare the required CEQA documentation for the proposed project. The Initial Study will address all environmental issue areas identified in Appendix G of the State CEQA Guidelines, to satisfy CEQA requirements. Following is an overview of the tasks proposed under this scope of work, including assumptions for each task.

Project Management Tasks

Task 1: Agency Consultation and Site Visit

For the purposes of this scope of work, it is assumed that the kickoff meeting for the project will consist of a two-hour site visit to review details of the proposed project. This meeting will also serve to go over the proposed deliverable schedule for the project and communication protocol and that it will occur within a maximum of 3 days of receipt of the Notice to Proceed. This site visit will also serve as a forum to achieve the following initial tasks:

- Share and discuss preliminary data requests (including, as necessary, to develop the Project Description described under Task 2)
- Establish an operational protocol
- Gather any technical studies not already delivered

It is anticipated that an additional 6 coordination calls (anticipated at 30 minutes each) between SLVWD and Rincon will occur over the course of the project to ensure regular communication and status updates. This includes meeting with SLVWD staff, if needed, to review comments on the Administrative Draft Initial Study, as requested in Task 3 of the RFP.

Task 2: Prepare Administrative Draft Initial Study

Rincon will prepare an IS-(M)ND for the proposed project. This is considered an appropriate level of documentation for CEQA because it is anticipated that all potential impacts will be avoided or mitigated to a less than significant level. It is assumed the Initial Study will lead to an (M)ND, which is a simple form to which the IS will be attached.

Prior to initiating the environmental analysis, Rincon will prepare a draft project description for SLVWD review based on the materials provided. This will include descriptions of the site and its location, project characteristics relevant to the analysis, project objectives, and required discretionary approvals. The project description will include textual, tabular, and graphic presentations.

The CEQA analysis will discuss existing conditions, thresholds of significance for CEQA, methodology for impact assessment, project-specific impacts and mitigation measures, cumulative impacts, and residual impacts for the proposed project. The focus of the analysis will be to avoid or minimize potential impacts, and to propose appropriate mitigation where potential impacts may occur. Information will be gathered from various online databases and other documents on file with SLVWD and other agencies. Key issues are anticipated to include Biological Resources and Cultural Resources (Built Environment). It is assumed the analysis for other issues areas will be brief. The analyses will be quantitative where practicable, such as in the case of air quality, greenhouse gases, and noise. For the remainder of the



issue areas, the analyses will be qualitative. The Administrative Draft IS-(M)ND will be submitted in digital (PDF and/or Microsoft Word) format along with two hard copies for staff review.

The Draft IS-(M)ND will include a mitigation monitoring and reporting program (MMRP), in accordance with SLVWD requirements. The MMRP will be provided in an easily digestible format. Essentially, this plan will take the form of a detailed table, which will compile all the mitigation measures, as well as information necessary to monitor compliance with each measure. The program will include:

- Identification of persons/agencies responsible for monitoring compliance with each mitigation measure
- Timing when monitoring must occur
- Frequency of monitoring
- Criteria to be used to determine compliance with conditions

Subtask 2.1. Technical Approach to Issue Areas

Biological Resources: Rincon previously completed a biological evaluation in support of the NEPA compliance of the original Swim Tank Project in 2018. Rincon conducted a reconnaissance survey and documented the vegetative composition of the original project site. Rincon developed the biological evaluation report based on a desktop analysis and literature review combined with the results of the reconnaissance survey. Rincon will conduct a biological analysis for the revised Redwood Park Tanks Project to assess potential significant impacts to biological resources under CEQA and include the revised project site. The analysis will include biological resources considered special-status by the State of California, federally listed species or those proposed for listing, species protected under the California Fish and Game Code, and species covered under the Bald and Golden Eagle Protection Act. Rincon will document the vegetative composition of the project site and identify wildlife species likely to inhabit the area affected by the proposed project. We will identify potential significant impacts to special-status biological resources, including special-status species, sensitive vegetation communities, jurisdictional waters, wildlife corridors, and other protected natural resources. Rincon will conduct an analysis of the existing conditions at the new proposed Swim Tank project site and conduct a reconnaissance survey to document current conditions on and adjacent to the project impact areas. If potentially significant impacts are identified, Rincon will provide an analysis of those impacts, and provide recommended mitigation measures to reduce impacts to a less-than-significant level under CEQA.

Cultural Resources: Rincon previously completed a cultural resources technical study in support of the NEPA compliance of the original Swim Tank Project in 2018. Due to the proximity of the revised and original project sites, we will be able to rely extensively on the previous study and will not need to complete updated record searches or background research. Rincon previously evaluated the eligibility of the existing redwood tanks for listing in the National Register of Historic Places and determined they are not eligible. We propose to complete a site visit to confirm the presence of any archaeological resources in the approximately 0.35-acre project site and update the previous analysis to determine eligibility for listing of the redwood tanks on the California Register of Historical Resources (assumed to be ineligible). These results will be summarized in a brief memorandum. We assume the survey will be negative for cultural resources and not require any excavations or testing and no additional built environmental resources will require recordation.

Optional AB 52 Assistance: Under Assembly Bill (AB) 52, SLVWD, as the CEQA lead agency, is required to begin consultation with California Native American tribes that are traditionally and culturally affiliated with the project area prior to the release of an (M)ND. If authorized under this optional task, Rincon will assist SLVWD with consultation under AB 52 by providing SLVWD with letter templates, checklists, and



detailed instructions to ensure meaningful consultation with interested Native American groups can be completed in accordance with AB 52. This task does not include costs for mailings, meetings, outreach, or additional consultation by Rincon. Rincon can assist with these tasks for an additional cost. Rincon will request an AB 52 consultation list from the Native American Heritage Commission on behalf of SLVWD, should SLVWD choose to request such a list.

Task 3: Prepare Draft Initial Study

Rincon will respond to SLVWD comments on the Administrative Draft IS-(M)ND and incorporate revisions as needed. This scope of work assumes we will respond to one round of comments on the Administrative Draft IS-(M)ND and that comments from SLVWD will be provided as a consolidated set of comments in editable electronic format (i.e., as track changes in MS Word).

Rincon will prepare a Notice of Intent (NOI) to Adopt the (M)ND for SLVWD to use to provide notice to all organizations and individuals who have expressed interest in receiving such notice. The NOI to Adopt the (M)ND may also function as the newspaper notice for public review; this scope of work assumes that SLVWD is responsible for publishing the newspaper notice for public review. If preferred, Rincon can coordinate the publication of the newspaper notice at an additional cost, to be provided on request from SLVWD.

Rincon will provide an electronic version (PDF) of the IS-(M)ND for posting on SLVWD's website. Rincon will coordinate delivery/submittal of the Draft IS-(M)ND to the County Clerk and/or State Clearinghouse Office of Planning and Research. Rincon will also assist in compiling a preliminary mailing list for SLVWD use. It is assumed SLVWD will be responsible for preparing and distributing all other required mailings via postal service. If preferred, Rincon can coordinate these mailings at an additional cost, to be provided on request from SLVWD.

Hard Copy Printing: The RFP requests that up to 40 hard copies of the IS-(M)ND be provided to the SLVWD for distribution. This task identifies the costs associated with production of 40 hard copies of the IS-(M)ND along with one "camera-ready" copy for SLVWD use.

Task 4: Public Review/Respond to Comments

During the public review period following publication of the Draft IS-(M)ND, public and agency comments will be collected on the Draft IS-(M)ND and Rincon will update the document to address these comments and incorporate revisions as necessary. Based on experience with SLVWD projects and information provided in the RFP, it is anticipated that minimal revisions will be necessary between the draft and final versions of the document. This scope of work assumes up to two comment letters will be received and that these will not be lengthy or substantive (less than 5 pages). We have assumed these can be adequately responded to in a maximum of 4 professional staff hours. The actual level of effort required to respond will depend on the length, detail, and sophistication of the comments, in addition to the number of letters received. We reserve the right to reevaluate the effort level and request a scope amendment upon close of the public comment period.

Subsequent to collection of all comments on the Draft IS-(M)ND, Rincon will prepare and submit one copy of the draft responses to comments for SLVWD review, including any added or substantially revised sections of the Draft IS-(M)ND that may be necessary. This scope of work assumes that we will respond to one round of comments on the Administrative Final IS-(M)ND and that comments from SLVWD will be provided as a consolidated set of comments in editable electronic format (i.e., as track changes in MS Word). Upon receipt of SLVWD comments on the draft responses, Rincon will prepare the final responses for incorporation into the Final IS-(M)ND, as needed.



Rincon will provide an electronic (PDF) version of the Final IS-(M)ND and MMRP. For CEQA, Rincon will complete a Notice of Determination (NOD) form for filing with the County Clerk's office upon certification of the document and project approval. It is assumed SLVWD will be responsible for payment of the filing fees and for filing the NOD with the County Clerk and State Clearinghouse.

Optional Task 5: Environmental Oversight During Construction

Upon completion of the CEQA analysis, Rincon will coordinate with the District to provide a separate scope for any required environmental mitigation/monitoring support.

Optional Task 6: Public Meetings/Hearings

If requested, Rincon's Project Manager and/or Principal-in-Charge will be available to attend public meetings or hearing for the proposed project. Attendance will include oral presentations to the hearing body and graphic presentations, as desired by SLVWD. Rincon will be available to attend public meetings/hearings on a time-and-materials basis, in accordance with our standard fee schedule (provided as Attachment 2).

Assumptions

In addition to the assumptions identified above, several assumptions have been utilized in characterizing this scope of work and associated budget. These assumptions are listed below. Should any of these assumptions need to be adjusted during execution of the project, the scope and budget may need to be expanded.

- SLVWD will provide a construction schedule and construction equipment information (with attention to heavy diesel-powered construction equipment).
- The Transportation & Traffic analysis for the IS-(M)ND will utilize construction traffic estimates provided by SLVWD along with standard construction traffic control measures; additional traffic modeling will not be conducted as part of this scope of work. Information required includes, but is not limited to, an estimate of the number of deliveries per day, average number of workers at the site per day and whether import or export of soil would be required. If needed, we can work with SLVWD to develop reasonable estimates for construction traffic based on previous experience assessing pipeline construction projects.
- Computerized modeling such as to characterize drainage patterns and other existing physical conditions will not be conducted as part of the project; rather, existing information including previously prepared maps and models will be utilized to the extent feasible.
- Visual simulations will not be prepared as part of the project, as impacts are anticipated to be limited to the construction period, and the project would not result in substantial changes to the existing visual environment during the operation and maintenance period.
- No on-site noise measurements will be taken.
- No new cultural resources will require recordation or evaluation.

Insurance

Rincon's insurance certificate is provided as Attachment 3 of this proposal.



Total Professional Fee and Fee Schedules

Rincon Consultants' not-to-exceed cost to prepare the IS-(M)ND in accordance with the work scope outlined above is **\$23,525**, excluding the Optional Tasks (i.e., AB 52 assistance and attendance at public meetings). Printing costs comprise \$2,780 of the total cost. The not-to-exceed cost inclusive of the Optional Tasks is \$25,670. A cost spreadsheet detailing these costs is provided as Attachment 2. Rincon will bill the project on a time and materials basis. Rincon's Fee Schedule is included in Attachment 2.

Attachment 1

Staff Resumes



EDUCATION

PhD, Biogeochemistry,
University of Aberdeen, UK
MSc, Environmental Science,
University of Aberdeen, UK
BSc, Environmental Policy
Analysis and Planning,
University of California, Davis
Associate, Institute of
Environmental Management
and Assessment

Jennifer Haddow, PhD, MSc, AIEMA

PRINCIPAL ENVIRONMENTAL SCIENTIST

Dr. Haddow has over 15 years of professional experience in the field of environmental science and assessment and has prepared and coordinated all levels of environmental documentation for large- and small-scale infrastructure projects, with an emphasis on water supply, treatment, conveyance and quality projects, as well as watershed planning studies. She is currently the Principal-in-Charge of Rincon Consultants' environmental on-call contract with the Metropolitan Water District of Southern California and has served as project manager on a number of projects under that contract. In addition, she has managed or served as the Principal-in-Charge for the environmental documentation/compliance processes for several of Rincon Consultants' water-agency clients, including Water Replenishment District of Southern California, West Basin Municipal Water District, Central Basin Municipal Water District, United Water Conservation District, Coachella Valley Water District, and Las Virgenes Municipal Water District.

Dr. Haddow's philosophy is to provide excellent, "no-surprises" consultancy advice and expertise to her clients. This includes advising on both environmental and stakeholder issues which may arise during the documentation process but also the implications of decisions made as part of CEQA and NEPA processes which could impact schedules and costs as a project progresses through design and construction.

SELECT PROJECT EXPERIENCE

Principal-in-Charge, Metropolitan Water District of Southern California – On-Call Environmental Services, Various Counties, California

Dr. Haddow has overseen Rincon Consultant's on-call contract to provide consultancy support to Metropolitan's Environmental Planning Team since 2011. Key projects Dr. Haddow managed under this contract are listed below.

Santa Ana River Bridge Seismic Retrofit and Routine Maintenance Project.

Dr. Haddow managed preparation of the Initial Study-Mitigated Negative Declaration for this project, which also included provision of permitting support, field surveys to identify bat presence/absence at the site and focused avian surveys. The assessment methodology used in the Initial Study-Mitigated Negative Declaration incorporated the detailed assessment of several possible alternatives for construction methodology, providing a needed level of flexibility to ensure that the overall project deadlines could be met.

Climate Action Plan and CEQA Document. Rincon is developing an integrated, comprehensive, and transformative Climate Action Plan and CEQA document. The plan is intended to be applied across all of Metropolitan's land, facilities and infrastructure and takes into account the greenhouse gas emissions from future capital investment projects such as the Regional Recycled Water Plant. The Climate Action Plan will build on Metropolitan's sustainability achievements to date and identify additional actions that would reduce greenhouse gas emissions and prepare Metropolitan's facilities and operations for the impacts of climate change. The plan is intended to serve as a qualified greenhouse gas reduction plan for Metropolitan facilities, operations, and investment decisions and meet the provisions for CEQA streamlining (per CEQA Section 15183.5).

Dr. Haddow the Principal-in-Charge for the contract and provides overall quality control/quality assurance for both the Climate Action Plan and its associated CEQA document. She also provides strategic advice on the CEQA approach to address this complex and geographically vast planning level document.

Principal-in-Charge, Metropolitan Water District of Southern California (subconsultant to HELIX Environmental Planning, Inc.) – Prestressed Concrete Cylinder Pipe Rehabilitation Program, Los Angeles, Orange, and San Bernardino Counties, California

Rincon's responsibilities include coordination and development of environmental documentation (e.g., technical studies, California Environmental Quality Act analyses, and permitting applications) for biological, cultural, and paleontological resources as well as overseeing general construction monitoring for rehabilitation projects along more than 100 miles of five prestressed concrete cylinder pipelines extending through over 30 jurisdictions in Los Angeles, Orange, and San Bernardino Counties in both dense urban and remote rural regions. Dr. Haddow provides contract management and quality control/quality assurance oversight for the technical reports and CEQA documentation provided under this contract, including in the areas of biological, cultural, and paleontological resources.

Principal-in-Charge, Coachella Valley Water District – Non-Potable Water Pipeline Connections Project, Riverside County, California

Dr. Haddow serves as Principal-in-Charge and contract administrator for an ongoing multi-year on-call contract with Coachella Valley Water District. Under this contract, Dr. Haddow oversees the team providing environmental documentation, which includes technical studies and CEQA-Plus documentation for the Non-Potable Water Pipeline Connections Project. This project included analysis of numerous pipeline alignments, to expand and improve Coachella Valley Water District's existing network of non-potable water pipelines, serving a variety of customers in the Coachella Valley. This project is part of the District's Master Plan for water supply management and included federal cross cutter documentation due to the use of the State Revolving Fund. Rincon Consultants continues to work with the District on monitoring for construction of this project, and preparation of an Environmental Impact Report for the overall Non-Potable Water Master Plan.

Principal-in-Charge, City of Pismo Beach – Central Coast Blue CEQA Documentation and Regulatory Permitting, California

Rincon Consultants is preparing an Environmental Impact Report and assisting with permit acquisition for the Central Coast Blue Project. The project will enhance the treatment of wastewater to a tertiary level prior to injecting the treated water into local groundwater basins for beneficial reuse or as a seawater intrusion barrier. The Environmental Impact Report will analyze two treatment site alternatives, including the South San Luis Obispo County Sanitation District's wastewater treatment plant and a second off-site location. While the City is developing the first phase of the project, the District and other participating stakeholders will contribute to funding and development of subsequent phases of the project. The project will include injection wells, monitoring wells, potable water production wells, and recycled water pipelines. The Environmental Impact Report will include a detailed, project-level analysis of several components of the project for which design details are currently available. Where project-level details are not yet known, a programmatic approach is being used to assess the impacts. Preparation of a hybrid Program/Project-level CEQA document will provide flexibility for the initial phases of the project to move forward while details for future phases of the project are determined. Dr. Haddow is the contract manager for this work effort and is responsible for overall quality control/quality assurances for all deliverables.

ADDITIONAL PROJECT EXPERIENCE

- Principal-in-Charge, Water Replenishment District of Southern California (subconsultant to Prime contractor) – Technical Documentation for the Maywood Mutual No. 2 Water System, Maywood, California
- Principal-in-Charge, Water Replenishment District of Southern California (subconsultant to Prime contractor) – CEQA-Plus Initial Study-Mitigated Negative Declaration Sativa Well #5, Compton, California
- Principal-in-Charge, West Basin Municipal Water District (subconsultant to Gannett Fleming [formerly KEH & Associates]) – CEQA Plus IS-MND for the Palos Verdes Recycled Water Pipeline, Rolling Hills Estates, California





Amanda Antonelli, MESM

ENVIRONMENTAL PLANNER/SCIENTIST

Amanda Antonelli specializes in environmental impact analysis for water infrastructure projects. Ms. Antonelli is experienced in preparing CEQA and NEPA documents such as IS-MNDs, EIRs, and Environmental Assessments, as well as technical studies on air quality, greenhouse gas emissions, and water supply. With five years of experience in the field of environmental consulting, Ms. Antonelli's technical expertise allows her to evaluate the quantitative and qualitative environmental impacts of proposed projects. She has worked on projects for water agencies across California, including local agencies such as Casitas Municipal Water District, United Water Conservation District, Montecito Water District. Ms. Antonelli currently serves as Project Manager or Deputy Project Manager for a number of CEQA and NEPA projects.

EDUCATION

MESM, Water Resources Management, Bren School of Environmental Science & Management, University of California, Santa Barbara

BA, Geography/Environmental Studies, University of California, Los Angeles

AFFILIATIONS

California Association of Environmental Professionals

SELECT PROJECT EXPERIENCE

Deputy Project Manager, San Lorenzo Valley Water District – Swim Tank and Five Water Pipelines Project CEQA and NEPA, Santa Cruz County, California

Rincon prepared CEQA and NEPA documents for the Swim Tank and Five Water Pipelines Project. The project consisted of the replacement of two existing 20,000-gallon redwood storage tanks with one 62,000-gallon bolted steel storage tank, as well as the replacement of water pipeline in five high-priority areas in the District's distribution system. As Deputy Project Manager, Ms. Antonelli drafted technical analyses, managed the internal team, and coordinated with the District.

Project Manager, City of Santa Paula – Recycled Water Project Environmental Impact Report, Santa Paula, California

Ms. Antonelli is serving as Project Manager for the preparation of an EIR for the City of Santa Paula's Recycled Water Project. Ms. Antonelli is responsible for coordinating internal staff, reviewing technical documents and Environmental Impact Report sections, and serving as the main client point of contact. The project extends from Santa Paula into unincorporated Ventura County. Sensitive issues include critical biological habitat for riparian birds, potential cultural resources, and water quality impacts associated with Regional Water Quality Control Board chloride limits.

Deputy Project Manager, City of Bell Gardens – Bell Gardens John Anson Ford Park Infiltration Cistern Project Initial Study-Mitigated Negative Declaration, Los Angeles County, California

As the Deputy Project Manager, Ms. Antonelli coordinated with the City and drafted technical analyses. The project involved the construction of an underground stormwater capture cistern which will recharge the underlying groundwater basin. Sensitive issues associated with this project included noise impacts to residential receptors and recreational impacts to the facilities at the park.

Deputy Project Manager, Coachella Valley Water District – Non-Potable Water Pipeline Connections Project Initial Study-Mitigated Negative Declaration, Riverside County, California

Under an ongoing multi-year on-call contract with Coachella Valley Water District, Rincon provided CEQA documentation including technical studies for the Non-Potable Water Pipeline Connections Project. The project included analysis of numerous recycled water pipeline alignments throughout the Coachella Valley. As primary author, Ms. Antonelli drafted the CEQA Initial Study-Mitigated Negative Declaration and conducted technical analyses such as air quality and greenhouse gas modeling.



EDUCATION

PhD, Ecology & Evolutionary Biology, University of Colorado; Boulder

MS, Geology, University of Colorado; Boulder

BA, Biology, The Evergreen State College

David J. Daitch, PhD

PRINCIPAL BIOLOGIST

Dr. Daitch has over 20 years of professional experience providing biological and paleontological environmental services. As a biologist and paleontologist, Dr. Daitch has over 15 years of environmental consulting experience managing projects, coordinating and conducting field surveys, consulting with federal, state, and local agencies, and producing and editing technical scientific documents for private industry, regulatory agencies, and publication. Dr. Daitch prepares and oversees the preparation of technical reports, permit applications, CEQA and NEPA documents, and compliance reports, ensuring proper quality assurance/quality control of all environmental documents. He works directly with clients, lead agencies, resource agencies, and other stakeholders to ensure successful project execution and submission of high-quality technical documents.

Dr. Daitch manages large scale projects including renewable energy, oil and gas, commercial and residential development, water district projects, transmission and transportation projects, and environmental permitting with various agencies. He has managed projects budgets of several million dollars and oversees all aspect of environmental services from front-end constraints analysis, to preparation of complex technical documents to support CEQA and NEPA environmental review, to resource permitting. Dr. Daitch also manages project compliance during construction for private developers and as third-party compliance oversight for lead agencies.

SELECT PROJECT EXPERIENCE

Senior Biologist, San Lorenzo Valley Water District (subcontractor to Water Systems Consulting) – Swim Tank Project and Five Water Pipelines Project IS-MND and USDA Funding Documentation, Santa Cruz County, California

This project involved replacement of aging water conveyance and storage infrastructure in Santa Cruz County to be funded in part by the U.S. Department of Agriculture Rural Development Program. Dr. Daitch oversaw the analysis of potential adverse effects to federally listed species and prepared the Biological Assessment for U.S. Fish and Wildlife Service consultation.

Senior Biologist, Santa Cruz Department of Public Works – Storm Drain Repair Biological Studies, Santa Cruz County, California

Rincon is providing environmental support for a suite of storm repair projects in Santa Cruz County. Dr. Daitch is the project manager on this project where he is overseeing the preparation of Natural Environmental Studies and Biological Assessments to support environmental review and federal permitting for impacts to biological resources for 10 storm drain repair sites in Santa Cruz County.

Project Manager/Senior Biologist, Midpeninsula Regional Open Space District (subconsultant to Fall Creek Engineering) – Bear Creek Public Access and Mud Lake Improvement Projects, Santa Clara County, California

Dr. Daitch was the project manager and senior biologist for the jurisdictional delineation and Clean Water Act permitting for upgrades to public access in the District. Dr. Daitch was responsible for overseeing coordinating the preparation of technical documents and permit applications and coordinated with the Prime (Fall Creek Engineering) and the District. Dr. Daitch provided support for agency consultation with U.S. Army Corps of Engineers, California Department of Fish and Wildlife, U.S. Fish and Wildlife Service, and Regional Water Quality Control Board.

Senior Biologist, University of California, Santa Cruz – Kresge College Renewal and Expansion Project Environmental Impact Report, Santa Cruz County, California

Dr. Daitch served as the Senior Project for the Kresge College Renewal Expansion Project Environmental Impact Report project. The project includes renovation, selective demolition, and new construction to increase the number of student beds, provide additional instructional space to meet campus needs, create a home for expanding health and student support services, and address code compliance and deficiencies in the existing buildings at Kresge College. New construction would include a 25,000-assignable-square-foot academic building and a new housing building with approximately 400 beds for first-year students. Renovations of existing buildings would provide approximately 150 additional beds for continuing students, improve the student services capacity, and provide a new multi-purpose “town hall.”

The EIR tiered from the 2005 University of California, Santa Cruz Long Range Development Plan Environmental Impact Report. The key issue area for the Environmental Impact Report is architectural history, as Kresge College was designed by noted architect Charles Moore in the early 1970s. Rincon’s analysis included peer review of an historic resources assessment of Kresge College, an examination of project plans to identify any design elements with the potential to result in adverse impacts to significant character-defining features, and recommendations for mitigation measures to reduce or avoid potential impacts to the resource. Other key issue areas include biological resources and transportation/circulation.

ADDITIONAL PROJECT EXPERIENCE

- Senior Biologist, City Ventures - Scotts Valley Residential Development, Santa Cruz County, California
- Senior Biologist, Monterey County Resource Management Agency - California Flats Solar Project EIR, County of Monterey, California





Steven Treffers, MHP

SENIOR ARCHITECTURAL HISTORIAN

Mr. Treffers has 10 years of experience with projects requiring historic resources compliance with CEQA, and Section 106 of the National Historic Preservation Act. He has completed multiple projects for the Metropolitan Water District of Southern California and other water districts across California. Through these efforts, he has gained direct experience and understanding of the identification and management of water-related resources, such as treatment facilities and conveyance systems. In addition, he meets the Secretary of the Interior's Professional Qualification Standards for History and Architectural History.

EDUCATION

MHP, Historic Preservation,
University of Southern
California, Los Angeles

Graduate Certificate Program,
Architecture & Urbanism,
University of Southern
California, Los Angeles

BA, European History, University
of California, Santa Cruz

TRAININGS

Section 106 Compliance
Training; Society for American
Archaeology 2014

CEQA Training, California
Preservation Foundation

CERTIFICATIONS/ REGISTRATIONS

Meets and exceeds
requirements in the Secretary of
the Interior's Professional
Qualification Standards in
Architectural History and History

SELECT PROJECT EXPERIENCE

Senior Architectural Historian, Metropolitan Water District of Southern California – On-Call Environmental Services, Historic Building Documentation Packages, Various Counties, California

Mr. Treffers has prepared multiple historic building documentation packages for Metropolitan Water District of Southern California. These documents were completed as part of the cultural resources mitigation adopted for various site and facilities improvements projects and documented significant properties such as filter buildings and washwater reclamation plants. For these efforts, Mr. Treffers worked with Metropolitan to gather historical photographs, documents, and other materials. Reports were subsequently prepared presenting the as-built and existing conditions of the properties, narrative statements of significance, and compiled historical documentation.

Senior Architectural Historian, San Lorenzo Valley Water District – Five Water Pipelines and Swim Tank Projects, Santa Cruz County, California

Mr. Treffers acted as the Senior Architectural Historian for two projects for the San Lorenzo Valley Water District. Both were subject to Section 106 of the National Historic Preservation Act and CEQA, and included records searches, Native American and local interested parties consultation, intensive-level field surveys, and preparation of technical studies. After an historic property was identified within one of the project sites, Mr. Treffers worked with the federal lead agency to draft a letter to the State Historic Preservation Officer documenting a finding of no adverse effect. The project received State Historic Preservation Officer concurrence and met its expedited schedule as a result.

Senior Architectural Historian, City of Santa Barbara – Cabrillo Boulevard Bicycle and Streetscapes Improvements Project, Santa Barbara, California

Mr. Treffers was the Senior Architectural Historian for a California Department of Transportation local-assistance program in the City of Santa Barbara. The project, which was subject to Section of the National Historic Preservation Act, included the Montecito Sanitary District wastewater treatment plant within the boundaries of the Area of Potential Effects. Mr. Treffers oversaw the cultural resources study, which included a records search, Native American and local interested parties consultation, intensive-level field survey, and preparation of technical studies. The wastewater treatment plant was evaluated within the context of water infrastructure in California and ultimately recommended ineligible.

Senior Architectural Historian, United Water Conservation District – Water and Energy Reliability Project, Ventura County, California

Mr. Treffers acted as the Senior Architectural Historian for the United Water Conservation District Water and Energy Reliability Project. The proposed project was subject to CEQA and included solar and battery storage facility construction at four groundwater recharge basin facilities near the city. For this effort, Mr. Treffers oversaw the recordation and evaluation of two groundwater recharge basin facilities to determine if they qualified as historical resources under CEQA. Both were recorded on California DPR 523 series forms and evaluated for historical significance. The findings were ultimately incorporated into a cultural resources technical report.

Senior Architectural Historian, City of Redondo Beach – Redondo Beach Transit Center, Redondo Beach, California

This project was a local assistance project in Redondo Beach in support of the development of a transit center. Methods included archival research, coordination with local historic groups and governments, and an intensive-level survey of post-World War II commercial properties. Mr. Treffers provided senior-level oversight for all efforts, which also included preparation of Historical Resources Evaluation Report and Historic Property Survey Report.

Senior Architectural Historian, County of Ventura - Kenney Street Improvements, El Rio, California

Cultural resources services were provided in support of a local assistance project that involved general streetscape improvements in the unincorporated community of El Rio, in Ventura County. In addition to archival research and an intensive-level field survey, Mr. Treffers oversaw the preparation of an Historical Resources Evaluation Report and Historic Property Survey Report that summarizes the results of the study.

Senior Architectural Historian, County of San Luis Obispo – River Grove Bridge Rehabilitation Project, Whitley Gardens, California

Cultural resources services were provided in support of a local assistance project that involved the rehabilitation of an early 20th century bridge in the community of Whitley Gardens in unincorporated San Luis Obispo County. For this effort, Mr. Treffers completed archival research, outreach with local historic groups and governments, and an intensive-level field survey. In addition to a Historical Resources Evaluation Report and Historic Property Survey Report, Mr. Treffers also prepared a Finding of No Adverse of Effect with Standard Conditions to demonstrate how the project was compliant with Secretary of Interior Standards.

Senior Architectural Historian, Port of Los Angeles – Terminal Island Historic Survey Evaluation and Historic Context Statement, Los Angeles County, California

Project included a built environment evaluation of properties on Terminal Island, located at the Port of Los Angeles, to identify and assess the significance of historical resources. Efforts included an intensive-level survey, extensive archival research, and development of a Historic Context Statement consistent with SurveyLA, a citywide historic resources survey in the City of Los Angeles. Mr. Treffers assisted in the survey, recordation, and evaluation of numerous industrial properties located in the Port of Los Angeles, as well as contributed to the authorship of the final report.

ADDITIONAL PROJECT EXPERIENCE

- City of Marina – California American Water Slant Test Well Project, Marina, California
- PG&E – Indian Flat Substation Expansion Project; El Portal, Mariposa County, California
- PG&E – Humboldt Bay-Humboldt #1 60kV Reconductoring Project, Humboldt County, California
- PG&E – PG&E Compressed Air Energy Storage, San Joaquin, Solano, and Yolo Counties, California
- Coffman Associates – Monterey Regional Airport Historic Resources Survey, City and County of Monterey, California
- CH2M HILL – Historic District Survey for the Air Force Research Laboratory, Edwards Air Force Base, California
- CH2M HILL – Cold War Era Buildings Survey and Context Report, Edwards Air Force Base, California
- Coffman Associates – Camarillo Airport Hanger Project, Camarillo, Ventura County, California



Attachment 2

Total Professional Fees and Rincon Fee Schedule



RINCON CONSULTANTS, INC.

Redwood Tanks IS-MND

Cost Estimate

Tasks	Rincon Labor Classification →			Principal II	Principal I	Supervisor I	Senior Professional II	Senior Professional I	Professional IV	Professional III	Professional II	Production Specialist	GIS/CADD Specialist	Clerical
	Labor Cost	Direct Expense	Hours											
Task 1: Kickoff / Coordination Meetings and Project Management	\$2,380		18	2					10					6
Task 2: Project Description	\$1,222		8	1					6				1	
Task 3: Administrative Draft IS-(M)ND														
Biological Resources	\$3,942		28	1	2		2			20		1	2	
Cultural Resources and Tribal Cultural Resources	\$2,186	\$85	17	1	1				2		12		0.5	
All Other Sections	\$6,030		43	3		1	1	2	20		8	4	4	
Task 4: Draft IS-(M)ND and Notice of Intent to Adopt	\$2,794	\$2,780	23	1					10			10	2	
Task 5: Final IS-(M)ND and MMRP	\$2,106		14	2					10			2		
SUBTOTAL COST	\$ 20,660	\$ 2,865	151	\$ 2,640	\$ 660	\$ 195	\$ 525	\$ 320	\$ 8,410	\$ 2,600	\$ 2,300	\$ 1,496	\$ 1,064	\$ 450
Optional Task 6: Public Meetings/Hearings	\$1,540		8	4					4					
Optional Task: AB 52 Assistance	\$605		5						1		4			
SUBTOTAL COST WITH OPTIONAL TASKS	\$ 22,805	\$ 2,865	164	\$3,600	\$660	\$195	\$525	\$320	\$9,135	\$2,600	\$2,760	\$1,496	\$1,064	\$450

Direct Cost Summary

Vehicle Costs	\$ 85
Photocopies Double-Sided BW	\$ 2,160
Colored Copies Single-Sided	\$ 600
USB Flash Drive	\$ 20
Subtotal Additional Costs:	\$ 2,865

Summary w/o Optional Tasks

Professional Fees Subtotal	\$ 20,660
Direct Costs Subtotal	\$ 2,865
TOTAL PROJECT BUDGET	\$ 23,525

Summary w/ Optional Tasks

Professional Fees Subtotal	\$ 22,805
Direct Costs Subtotal	\$ 2,865
TOTAL PROJECT BUDGET	\$ 25,670

schedule and labor classifications. The above is provided as an estimate of Rincon's effort per task. Rincon may reallocate budget between staff and tasks, as long as the total contract price is not exceeded.

Annual Escalation – Standard rates subject to 3% escalation annually

1-Jul-2019

Rincon Fee Schedule

Key Staff Member	Professional Classifications*	Hourly Rate
Jennifer Haddow, PhD, MSc, AIEMA	Principal II	\$240
David Daitch, PhD	Principal I	\$220
Steven Treffers, MHP	Senior Professional I	\$160
Amanda Antonelli, MESM	Professional III	\$130
*Support Staff	GIS/CADD Specialist II	\$125
*Support Staff	GIS/CADD Specialist I	\$112
*Support Staff	Technical Editor	\$112

*Professional classification includes environmental scientists, urban planners, biologists, geologists, marine scientists, GHG verifiers, sustainability experts, cultural resources experts and other professionals. Expert witness services consisting of depositions or in-court testimony are charged at the hourly rate of \$350.

Reimbursable Expenses

Direct Cost	Rate
Photocopies – Black and White	\$0.20 (single sided) & \$0.36 (double sided)
Photocopies – Color	\$1.50 (single sided) & \$3.20 (double sided)
Photocopies – 11 x 17	\$0.50 (B&W) & \$3.20 (color)
Oversized Maps	\$8.00/square foot
Reproduction: CDs	\$15/disc and \$20/flash drive
Light duty/Passenger Vehicles*	\$85/day
4-WD/Off-Road Vehicles*	\$135/day

* \$0.65/mile for mileage over 50 and for all miles incurred in employee-owned vehicles.

Other direct costs associated with the execution of a project, that are not included in the hourly rates above, are billed at cost plus 15%. These may include, but are not limited to, laboratory and drilling services, subcontractor services, authorized travel expenses, permit charges and filing fees, mailings and postage, performance bonds, sample handling and shipment, rental equipment and vehicles other than covered by the above charges.

Annual Escalation– Standard rates subject to annual escalation

Payment Terms– All fees will be billed to Client monthly and shall be due and payable upon receipt. Invoices are delinquent if not paid within 10 days from receipt.

Attachment 3

Insurance Certificate



CERTIFICATE OF LIABILITY INSURANCE

Agenda: 4.16.20

12/17/2020 DATE (MM/DD/YYYY)
1/28/2020

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).

PRODUCER Lockton Insurance Brokers, LLC 777 S. Figueroa Street, 52nd Fl. CA License #0F15767 Los Angeles CA 90017 (213) 689-0065	CONTACT NAME:	
	PHONE (A/C, No. Ext):	FAX (A/C, No):
	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A: Crum & Forster Specialty Insurance Co	NAIC # 44520
	INSURER B: Hartford Fire Insurance Company	19682
	INSURER C: Starstone National Insurance Company	25496
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES RINCO01 **CERTIFICATE NUMBER:** 16100119 **REVISION NUMBER:** XXXXXXXX

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
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> SIR: \$50,000 GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	N	N	EPK-125280	12/17/2018	12/17/2020	EACH OCCURRENCE \$ 3,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 3,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 \$
B	AUTOMOBILE LIABILITY <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	N	N	72UUNCB5288	2/1/2020	2/1/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX \$ XXXXXXXX
A	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000	N	N	EFX-114134	12/17/2019	12/17/2020	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$ XXXXXXXX
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	T10200329	2/1/2020	2/1/2021	<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
A	Contractors Pollution Liab E&O Liab.-Claims Made	N	N	EPK-125280	12/17/2018	12/17/2020	Limit: \$3,000,000/\$4,000,000 Limit: \$3,000,000/\$4,000,000

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

CERTIFICATE HOLDER**CANCELLATION** See Attachment

16100119
Evidence of Coverage

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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MEMO

To: Board of Directors
From: District Manager
Prepared by: Engineering Manager
Subject: Discussion and possible action related to the Lyon Tank
Access Road Rehabilitation Project
Date: April 16, 2020

Recommendation:

It is recommended that the Board of Directors award the environmental consultant contract for the Lyon Tank Access Road Rehabilitation Project to Rincon Consultants, Inc.

Background

During the 2017 Winter Storms, a slide occurred below the Lyon Treatment plant which severely impacted the entrance road. A large slope failure occurred completely destroying two road segments located within the facility. The Lyon Treatment Plant access road landslide is approximately 190 feet wide and 225 feet long and up to 45 feet deep. In addition, it extends up to 15 feet in elevation below the channel of a creek that is adjacent to the toe of the slope. The presence of a fault zone through the landslide area weakened the earth materials and disrupted groundwater flow. The landslide slip surface has extraordinarily weak earth materials along it with very low residual strengths. Historical shearing during previous instability, as well as the 2017 storm, caused re-activation. These factors complicate landslide repair. The landslide mass is expected to continue to be unstable and may expand if nothing is done.

The District has been working with a professional consulting firm, Haro, Kasunich and Associates (HK&A), to determine engineering options to repair the landslide. Two reports have been completed. The first is the Geotechnical Investigation for the Lyon Tank Access dated August 2018. This report included a thorough evaluation of the landslide, but did not include specific structural recommendations for stabilizing the area. A second, Geotechnical Investigation for the Lyon Tank Access dated August 2019 detailed two options for stabilizing the landslide.

At the February 6, 2020 Engineering Committee meeting, the Lyon Access Road Rehabilitation Project was discussed in great detail. After much discussion, it was decided that an environmental consultant should be retained by the District. This is the next step in moving forward with the project.

On March 1st, 2020, District advertised a request for proposals (RFP) for environmental consulting services related to the Lyon Tank Access Road Rehabilitation Project. The RFP provides for

- Preliminary Feasibility Analysis & Coordination with Resource Agencies,
- Environmental Review & Permitting,
- Review of Construction Documents,
- Environmental Oversight During Construction,

for this multi-year project. One bid was received from Rincon Consultants, Inc. in the amount of \$171, 658. The Rincon proposal and cost estimate are attached for your review.



Proposal Submittal for the
San Lorenzo Valley Water District

**ENVIRONMENTAL REVIEW-
LYON TANK ACCESS ROAD
REHABILITATION**

April 1, 2020

Submitted to:

San Lorenzo Valley Water District

Attn: Darren Langfield, District Engineer
13060 Highway 9
Boulder Creek, California 95006

Submitted by:

Rincon Consultants, Inc.

200 Washington Street, Suite 207
Santa Cruz, California 95060
831-440-3899
www.rinconconsultants.com



Rincon Consultants, Inc.

200 Washington Street,
Suite 207
Santa Cruz, California 95060

831 440 3899 OFFICE AND FAX

info@rinconconsultants.com
www.rinconconsultants.com

April 1, 2020
Project Number 20-09407

Attn: Darren Langfield, District Engineer
San Lorenzo Valley Water District
13060 Highway 9
Boulder Creek, California 95006

Subject: Proposal: Environmental Review – Lyon Tank Access Road Rehabilitation

Dear Mr. Langfield:

Rincon Consultants, Inc. (Rincon) is pleased to submit this proposal to assist the San Lorenzo Valley Water District (District) with the critically important work of providing regulatory environmental consultation and document preparation for the Lyon Tank Access Road Rehabilitation. Rincon is enthusiastic about the opportunity to work with the District on this important project, and we believe our team is well suited to implement this program for several key reasons: strong past performance on District and similar projects; knowledge of the project needs and project area; highly qualified team that has supported the District on previous project work, including environmental support for projects immediately adjacent to the project site; and a streamlined and cost-effective work program.

Rincon understands the project involves complicated repairs caused by a landslide during the 2017 winter storms. The landslide destroyed two road segments located within the facility, and, due to the presence of a fault zone through the landslide area, disrupted groundwater flow. Rincon further understands the District has outlined two options for stabilizing the landslide: 1) Install Three Rows of Secant Piles and 2) Install Two Rows of Secant Piles and Culvert.

Rincon's team offers comprehensive environmental planning, biological resources, and cultural resources services with a record of service for public and private sector needs. Our highly skilled biologists have extensive technical qualifications and knowledge of environmental permitting, botanical surveys, and focused and endangered species, as well as pre-construction nesting bird surveys. Our environmental science and planning professionals have knowledge of the California Environmental Quality Act (CEQA) and have many years of experience analyzing environmental issues associated with water supply infrastructure projects in California.

Our thorough understanding and objective approach to environmental compliance for biological resources, and our experience of successful coordination with public works facilities, resource agencies, and construction contractors on both small and large-scale projects will produce high quality, cost-effective results while maintaining work-program schedules. In addition to our broader technical and management experience, Rincon has extensive experience conducting pre-construction surveys and construction monitoring throughout Santa Cruz County and for the District.

Rincon understands the scope of work is composed of four primary tasks: A) feasibility analysis; B) environmental review and permitting; C) construction document review; and D) construction phase environmental oversight. Task A would involve an analysis of the feasibility of the two project alternatives from the perspective of environmental review, impacts under CEQA, and resource agency tolerance for project design and associated impacts. Task B would involve the preparation of technical



studies to support CEQA environmental review and regulatory permitting, including under California Fish and Game Code Section 1600, federal Clean Water Act Section 404 and Section 401, and possibly federal Endangered Species Act Section 7. Task C would involve a review of construction plans and associated documents to ensure all environmental compliance matters and mitigation has been properly addressed. Task D would involve construction phase compliance support and oversight, including potential pre-construction surveys, Worker Environmental Awareness Program training, compliance monitoring, and compliance reporting. In addition to our in-house qualifications, we have assembled a technical subconsultant team that combines subject matter expertise with local knowledge and relevant experience to provide a unique approach to this project. We are partnering with **Water Systems Consulting, Inc.** with which we have established an exemplary professional relationship, fostering excellent team synergy, to provide technical support, as needed, during the feasibility analysis and construction document review phases of the project.

Thank you for considering Rincon for this assignment. Please do not hesitate to contact us if you have questions about this proposal or need additional information.

Sincerely,
Rincon Consultants, Inc.

Craig Lawrence
Project Manager

200 Washington Street, Suite 207
Santa Cruz, California 95060
Phone: 831-440-3899 x2059
Email: clawrence@rinconconsultants.com

Contact for Clarification

Colby J. Boggs
Principal

200 Washington Street, Suite 207
Santa Cruz, California 95060
Phone: 831-440-3899 x117
Email: cboggs@rinconconsultants.com

Authorized to contractually obligate and negotiate on behalf of Rincon Consultants, Inc.

Proposal

San Lorenzo Valley Water District Lyon Tank Access Road Rehabilitation

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1 Project Description and Approach

Rincon Consultants, Inc. (Rincon) understands that the San Lorenzo Valley Water District (District) is requesting support on environmental review and regulatory agency permitting for the rehabilitation of the Lyon Tank Access Road and landslide repair that occurred as a result of the 2017 winter storm events. As described in the Request for Proposals (RFP), the District has been working with a professional consulting firm, Haro, Kasunich and Associates (HK&A), and has identified two engineering options to repair and stabilize the landslide. A major distinction between the two options is that one of them will require direct, permanent impacts to a 250-foot section of Hessey Creek. This will represent a substantial difference between the two projects, from the perspective of the resource agencies, especially the California Department of Fish and Wildlife (CDFW) and Regional Water Quality Control Board (RWQCB). Because the second option involving the culvert represents an approximately 20% (\$3M) cost savings, we understand this is likely the preferred engineering alternative; however, it will be more challenging to secure resource agency approvals, and may come with relatively high mitigation costs, which would likely reduce the construction cost savings.

The overall objective of the scope of work presented under this RFP includes the following three primary goals: 1) feasibility evaluation of the two proposed landslide repair options; 2) project-specific permits and supporting environmental and technical documentation for construction activities associated with the slide repair; and 3) compliance support focused on biological and cultural resources for construction activities associated with the repair of slide damage. Rincon's responsibility would be to oversee and manage each of these objectives to generally include: 1) ongoing coordination with the District, the construction contractor, and the various resource agencies; 2) analyze design options in the context of regulatory permitting and environmental impacts; 3) draft summary report for the feasibility analysis findings; 4) provide guidance and recommendations on cost, schedule, and risk implications for each design option; 5) develop permitting pathways and project schedules; 6) prepare technical reports to support California Environmental Quality Act (CEQA) environmental review and regulatory permitting; 7) prepare and submit permit applications; 8) respond to agency comments; 9) maintain regular communication with agencies to ensure permit issuance on schedule; 10) coordinate with the construction contractor for environmental compliance; 11) prepare compliance documents (as applicable); 12) conduct environmental compliance surveys and monitoring; 13) administer worker environmental awareness training; and 14) prepare all compliance reports. A detailed scope of work is presented in Section 7 of this proposal, outlining the specific details of various tasks and technical studies herein proposed. The scope of work under each Objective is described in summary below.

Objective 1. Feasibility Evaluation of the Two Proposed Landslide Repair Options

Under Objective 1 (Task A), Rincon's primary goal will be to assess the high-level environmental impacts of each of the two options, evaluate the potential mitigation costs associated with each option, arrange and conduct site visits, compile agency feedback and guidance on design options and alternatives analyses, and develop a final feasibility analysis to address the permitting pathways, schedule, and mitigation costs for each of the two design options.

Site visits will be conducted with resource agencies, the District, and HK&A to introduce resource agency staff to the two options and provide those staff with an opportunity for a field-based assessment of the proposed construction options. This will ensure agency staff fully understand the context, rationale and decisions that went into the development of the two design options. Following the site visit and agency feedback, Rincon will evaluate and assimilate all the available information, assess mitigation costs, especially those for compensatory mitigation resulting from direct, permanent impacts to Hessey Creek

and associated riparian habitat, and draft a summary feasibility report to outline the analysis of the two projects. This report will be submitted to the District for review and final determination on which option will be selected for development. We expect to complete this task within 6 weeks of receiving a fully executed contract and Notice to Proceed (NTP).

Objective 2. Environmental Review and Permitting

Under Objective 2 (Task B), Rincon will initiate technical studies to support CEQA environmental review and regulatory permitting. Technical studies will include a Phase I cultural resources survey and report, a biological resources assessment (BRA) and BRA report, a jurisdictional delineation, a Habitat Mitigation and Monitoring Plan (HMMP) and, pending the design option and impacts, a Biological Assessment to support the United States Fish and Wildlife Service (USFWS) federal Endangered Species Act Section 7 consultation, which is expected to occur between the United States Army Corps of Engineers (USACE) and USFWS as a part of the federal Clean Water Act permitting process. Concurrently with development of the technical studies, Rincon will draft an Initial Study-Mitigated Negative Declaration (IS-MND) for CEQA review and initiate coordination with the regulatory agencies (USACE, RWQCB, and CDFW) and drafting of permit application packages. We expect the environmental review will be completed within 6 months of completion of Task A or NTP on Task B. We expect the regulatory permitting to be completed within 9 months of completion of Task A or NTP on Task B.

Objective 3. Construction Environmental Compliance

Under Objective 3 (Tasks C and D), Rincon will be responsible for the environmental compliance oversight and management of the construction of the chosen design option. These tasks will involve coordination with the construction contractor, review of construction plans for compliance with all project and permit conditions, communication with resource agencies for any required notifications and permitting, pre-construction surveys, daily inspections, daily monitoring, environmental awareness training, daily monitoring logs, survey reporting, monthly and annual monitoring reporting, and final reports. Much of this scope of work will be based on the mitigation that is developed during the preparation of the IS-MND, and the conditions included in regulatory permits and authorizations. That information will not be available until much later in the process; however, we have developed a scope of work that addresses the typical mitigation and reporting that will likely be required for a project of this type with impacts of similar extent in similar habitat. We have developed daily rates for monitoring, and reasonable cost estimates for one-off surveys and reporting for planning purposes; however, the final scope and cost will need to be reevaluated once final project and permit conditions are known.

2 Identification of Prime Consultant



Rincon is a multi-disciplinary environmental science, planning, and engineering consulting firm that has provided quality professional services to government and industry for over 25 years. Rincon prides itself on the considerable depth of its staff, which includes professional geologists, including a certified engineering geologist and geochemists; biologists, including wildlife biologists, certified wetland specialists, arborists, and botanists; noise and air quality experts; accredited LEED professionals; and certified urban planners.

CEQA compliance, biological studies and documentation, regulatory permitting, and hazardous material assessments are core business areas for Rincon. Our Biological and Wetland Resources group offers a range of biology and wetland resources services that serve public and private sector needs. We leverage a comprehensive understanding and objective approach to ecological and regulatory facets of biological resource issues to ensure high value outcomes for our clients. The skills of our talented botanists, wildlife biologists, ecologists, and wetland scientists support projects from concept through implementation.

While we have not had a contract in default, nor have we had a contract terminated for performance, Rincon has terminated a contract with a public agency. Rincon terminated Los Angeles Unified School District Master Service Agreement No. 440000546 in October 2018. The termination was based on a difference of professional opinion, where Rincon determined that it was in both the client and Rincon’s mutual interest that the contract be terminated. Rincon was also contracted by the City of Pacific Grove to provide a senior consulting contract planner to process the American Tin Cannery development application. During the execution of this contract, the City hired the Rincon senior planner directly to fulfill the role. Because Rincon’s services were no longer needed, the contract was terminated under mutual agreement by both parties and with appreciation for Rincon’s services. Furthermore, Rincon does not have any past bankruptcy filings.

Legal Name:
Rincon Consultants, Inc.

Founded: 1994

Legal Form: California “S” Corporation

Professional Staff: 260+

California Offices: 13
Santa Cruz, Monterey, Sacramento, Oakland, San Luis Obispo, Fresno, Santa Barbara, Ventura, Los Angeles, Redlands, Riverside, Carlsbad, and San Diego

Company Headquarters:
180 N. Ashwood Avenue
Ventura, California 93003

Main Point of Contact:
Craig Lawrence
Project Manager
200 Washington Street
Suite 207
Santa Cruz, California 95060
831-440-3899 x2059

Website:
www.rinconconsultants.com

2.1 Project Team

Staff	Discipline/Job Title	Role
Colby J. Boggs	Biological Resources/Principal	Principal-in-Charge
Craig Lawrence	Biological Resources/Senior Biologist and Regulatory Specialist	Project Manager
Amanda Antonelli	CEQA Compliance/Environmental Planner	CEQA Lead
Samantha Kehr	Biological Resources/Senior Biologist	Biology Lead
Carolynn Daman	Biological Resources/Biologist	Permitting Lead
Hannah Haas	Cultural Resources/Senior Archaeologist	Cultural Resources Lead

3 Identification of Sub Consultants



Water Systems Consulting, Inc. (WSC) is a civil and environmental engineering firm that specializes in client service. They are a people-centric enterprise, thriving and growing from a mentality that people

come first and that all water has value. They are recognized leaders in water, wastewater, and recycled water engineering services and foster lasting and meaningful relationships with clients that extend far beyond contracts and work projects.

WSC does not apply a one-size-fits-all approach because it is important to understand the unique regulatory, environmental, and economic situations of each client. That is why they will work hard to meet the short and long-term needs and expectations of their clients and the communities they serve.

WSC serves four primary markets: water, water resources, wastewater, and recycled water utilities. Their clients rely on WSC to plan and deliver complex projects. WSC provides traditional water, wastewater, and recycled water engineering services, as well as energy-related services.

WSC’s services are categorized into the following service lines: Planning, Program Management, Funding and Financing, Design, Hydrology, Operations Support, Construction Management, Strategic Communications.

WSC does not have any bankruptcy filings, terminations, defaults, or claims made against it that resulted in litigation or arbitration in the past five years.

Company address: 805 Aerovista Place, Suite 201, San Luis Obispo, California 93401

Legal Name:
Water Systems Consulting, Inc.

Founded: 2007

Legal Form: California “S” Corporation

Professional Staff: 58

Main Point of Contact:
Kirsten Plonka, Vice President/Project Manager
805 Aerovista Place, Suite 201
San Luis Obispo, California 93401
805-457-8833, x304

Website: www.expectwsc.com

3.1 Project Team

Staff	Discipline/Job Title	Role
Dylan Wade, PE, CCM	Engineering/Principal Engineer	Principal-in-Charge/QA-QC
Kirsten Plonka, PE	Engineering/Principal Engineer	Project Manager
Justin Sutton, MS	Engineering/Associate Planner	Engineering Support

3.2 Representative Project Experience

WSC representative project experience includes:

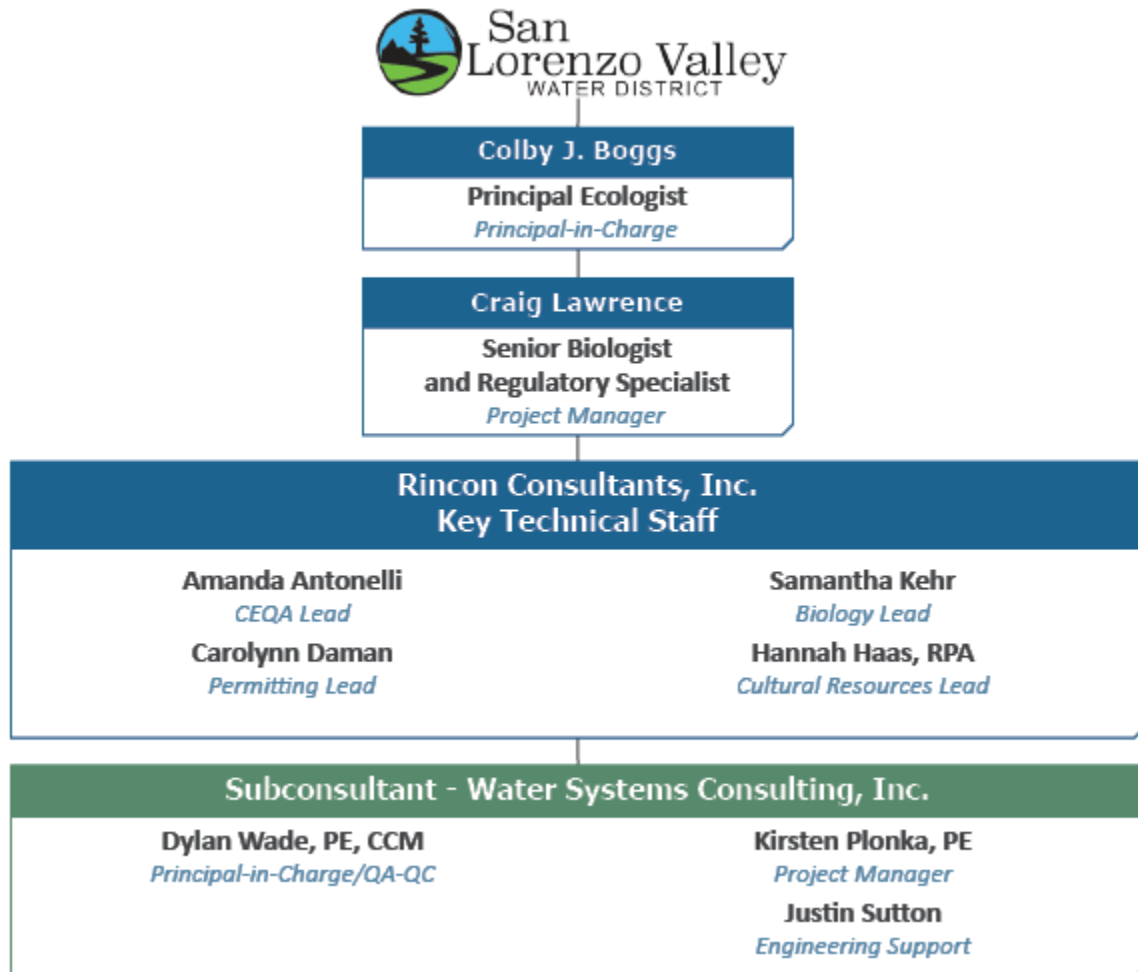
San Lorenzo Valley Water District – As-Needed Engineering Services. WSC began working with the District in 2013 on the Fall Creek Fish Ladder Restoration Project and later developed its 2015 Urban Water Management Plan Update. In 2017, WSC began providing as-needed engineering services that included planning, design, and funding services.

San Lorenzo Valley Water District – Lyon Tank Road Landslide Repair Project. WSC is providing the District with as-needed engineering services that include planning, design, and funding services. As part of this effort, Kirsten Plonka was involved with the preliminary engineering effort for permanent repairs to the Lyon Tank Road Landslide Repair Project.

4 Project Organization and Experience of Project Team

4.1 Project Organization

Rincon has assembled a team of highly qualified individuals with extensive experience preparing CEQA documentation, biological studies, regulatory permits, and jurisdictional delineations. Our biologists have extensive experience conducting rare, threatened, and endangered plant and wildlife species surveys, as well as nesting bird surveys. Leading the team will be **Colby J. Boggs** serving as the Principal-in-Charge. He has over 20 years of experience as a botanist, ecologist, wetlands specialist, and biological sciences educator and researcher. His knowledge and experience enable him to prepare appropriate and innovative approaches for impacted sites. **Craig Lawrence** will serve as the Project Manager. He has over 20 years of experience managing and conducting comprehensive environmental and biological studies on large public utility and transportation infrastructure projects across California. **WSC** will provide water engineering services led by **Dylan Wade, PE, CCM** who also has more than 20 years of professional experience including structural design, resident engineering, construction management, project delivery, and utility management. Illustrated below is the composition of our team. Resumes are included at the end of this section.



4.2 Project Manager and Team Experience

The matrix below describes the working relationship of our team on similar project experience.

Proposed Key Personnel				Project Experience					
Key Staff	Role	Years of Experience	Education	Rincon Project 1	Rincon Project 2	Rincon Project 3	Rincon Project 4	WSC Project 1	WSC Project 2
Rincon Consultants, Inc.									
Colby J. Boggs	Principal-in-Charge	20	MS, Botany; BS, Ecology and Evolution	X	X	X	X		
Craig Lawrence	Project Manager	20	MS, Environmental Management; BA, Aquatic Biology			X			
Amanda Antonelli	CEQA Lead	4	MESM, Water Resources Management; BA, Geography	X					
Samantha Kehr	Biology Lead	10	BS, Wildlife Management		X	X	X		
Carolynn Daman	Permitting Lead	9	BA, Zoology		X		X		
Hannah Haas, RPA	Cultural Resources Lead	8	MA, Anthropology; BA, Anthropology	X			X		
Subconsultant – Water Systems Consulting, Inc.									
Dylan Wade, PE, CCM	Principal-in-Charge/ QA/QC	20	BS, Civil and Environmental Engineering					X	X
Kirsten Plonka, PE	Project Manager	15	BS, Civil Engineering; MS, Management	X				X	X
Justin Sutton	Engineering Support	9	MCRP, City and Regional Planning; BS, Aquatic Biology					X	

Project Key:

Rincon Project 1: Water Systems Consulting, Inc. – Swim Tank and Five Water Pipelines Project

Rincon Project 2: T.Y. Lin – Storm Damage Repair Projects: Biological Studies & Regulatory Permitting

Rincon Project 3: UC Santa Cruz – Kresge College Renewal and Expansion Project Biological Monitoring

Rincon Project 4: Fall Creek Engineering, Inc. – Bear Creek Public Access

WSC Project 1: San Lorenzo Valley Water District – As-needed Engineering Services

WSC Project 2: San Lorenzo Valley Water District – Lyon Tank Road Landslide Repair Project

4.3 Project Management Approach/Communication

This contract with the District will be managed and services will be performed primarily out of Rincon's Santa Cruz office with assistance from other nearby offices, as needed.

We believe that project management is an integral part of a project's success. Our Project Managers use our proven project management techniques to provide technical direction to our internal staff as well as to subconsultants. We will communicate with the District staff as needed throughout the course of the project and provide technical assistance as needed. This will provide us consistent control of program costs, schedule, staffing, technical performance, deliverables, and subcontractors. Our program management and control systems will provide a quality of our work that will meet or exceed all the District's contract requirements.

Communication is a critical component in the analysis of a large, complex, and information-intensive project. Given the large number of issue areas typically covered by environmental review projects, cross-discipline communication is also extremely important. Rincon's project management communication procedures are designed to accomplish the following objectives:

- Specify the formal communication and documentation procedures to be used by the Project Manager and all team members;
- Institute a uniform method of recording actions and maintaining reference files;
- Assure that appropriate data flow to and between team members; and
- Control the flow of data from the field to assigned technical staff/issue area specialists.

The Project Manager will be responsible for coordinating communication with the District, and between the in-house project team and subconsultants. To facilitate coordination of the assessments and communication among staff members, we have established a program of weekly planning and coordination meetings using an agenda developed and circulated in advance. The Project Manager will hold these meetings, as needed, to review work in progress, plans, and schedules and to ensure effective communication among the project team and with the District. The objective of these meetings is to ensure that the quality of communication—internal and external—is enhanced whenever possible.

Rincon is of a sufficient size that it has the availability and time to dedicate personnel and resources to manage and successfully assist the District with environmental review and permitting, as well as execute a number of projects concurrently. In any given year, Rincon manages in excess of over 1,800 assignments for more than 800 clients statewide. We are experts in managing compliance programs involving multiple concurrent assignments and are successfully executing several similar services agreements and encourage that you contact our current clients about our ability to manage a high volume of work within strict time frames characterized by intensive activity. We are highly confident that our current workload, while strong, will not interfere with any projects that may stem from this contract with the District.

4.4 Uniquely Qualified

At Rincon, we constantly strive to improve the efficiency of our work, effort, and the quality of our products by identifying and implementing innovative work methods and cutting-edge technology and techniques. We are also continuously identifying ways in which we can better serve our clients. Our employees are leaders in their professional fields and continually work together to produce only the highest quality products. Through this combination of strong teamwork and our commitment to Principal-level involvement on all projects, we consistently satisfy our clients in meeting their environmental consulting objectives.



Colby J. Boggs

PRINCIPAL/SENIOR ECOLOGIST

Mr. Boggs has over 20 years of experience specialized in ecological systems and regulatory permitting in California. His thorough knowledge of the CEQA/NEPA process and environmental protection laws is instrumental on water infrastructure and other public works related projects, because he can streamline the environmental review and regulatory permitting processes. He has managed several water infrastructure and other public works related projects in the Central Coast region with the most cost effective and technically feasible approach. He has professional experience as a botanist, ecologist, wetlands specialist, and biological sciences educator and researcher. His duties at Rincon include biological field surveys for special status species, habitat and plant community mapping, wetlands assessments, biological resources analyses, construction and mitigation monitoring, conservation planning, regulatory compliance, and the preparation of biological reports, environmental documents and permit applications in support of CEQA, NEPA, Porter-Cologne Water Quality Control Act, Fish and Game Code 1600 et seq., Clean Water Act, and state and federal Endangered Species Acts.

EDUCATION

MS, Botany, California State University, Chico

BS, Ecology and Evolution, University of California, Santa Barbara

CERTIFICATIONS

Rare, Threatened, and Endangered Plant Voucher Collecting Permit No. 2081(a)-19-037-V – California Department of Fish and Game, 2019

Certified Ecologist – Ecological Society of America, 2017

California Rapid Assessment Method (CRAM) for Depressional Wetlands – CRAM.org, 2013

Trained CRAM Practitioner – CRAM Training, UC Davis Extension and Moss Landing Marine Laboratories, 2010

Trained Wetland Delineation Practitioner – Wetlands Delineation and Management Training, Richard Chinn Environmental Training, 2003

CDFW Rare, Threatened, and Endangered Plant Voucher Collecting Permit No. 2081(a)-10-52-V

Certified Ecologist – Ecological Society of America, 2012

SELECT PROJECT EXPERIENCE

Principal-in-Charge, T.Y. Lin – Santa Cruz Stormwater Repair, Santa Cruz County

Mr. Boggs was responsible for the Natural Environment Studies, Biological Assessments, Bio-acoustic Evaluations, jurisdictional delineations, and permitting for a suite of storm damage repair projects that spans 15 sites in the Santa Cruz Mountains in Santa Cruz County.

Principal-in-Charge, University of California, Santa Cruz – Biological Studies, Initial Study-Mitigated Negative Declaration, and Biological Monitoring for the Kresge College Renewal and Expansion Project, Santa Cruz County

Mr. Boggs served as the Principal-in-Charge for this development project. Rincon is providing environmental compliance support for the redevelopment of a portion of Kresge College on the University of California Santa Cruz campus. The project involves demolition of nine existing buildings; construction of a cluster of three new residential buildings, an academic building, and a multi-purpose assembly space; and renovation of 12 existing buildings. Rincon's scope of work includes conducting pre-construction surveys for special status wildlife species, preparation and administration of Worker Environmental Awareness Program training, and biological monitoring during construction in compliance with the biological mitigation measures in the 2005 Long Range Development Plan, Final Environmental Impact Report Mitigation Monitoring Program and the Kresge Project 2018 Final Environmental Impact Report Mitigation Monitoring and Reporting Plan.

Principal-in-Charge, Santa Cruz County Department of Public Works – Forest Hill Drive at Bear Creek Bridge Replacement Project, Santa Cruz County

Mr. Boggs was responsible for overseeing this bridge replacement project that included Natural Environment Studies, reconnaissance-level biological survey, jurisdictional delineations of waters of the U.S. and State, bio-acoustic evaluation to determine potential impacts of pile driving activities on steelhead and coho salmon, initial site assessment for hazardous materials, and visual impact assessment.



Craig Lawrence

SENIOR BIOLOGIST/REGULATORY SPECIALIST

Mr. Lawrence has over 20 years of experience managing and conducting comprehensive environmental and biological studies on large transportation and energy infrastructure projects throughout the San Francisco Bay Area and across California. His experience includes conducting environmental constraints analyses; performing baseline natural resource surveys; assessing impacts to sensitive biological resources; regulatory agency negotiations and permitting for federal and state endangered species, wetlands, and water quality permits; Storm Water Pollution Prevention Plan and environmental compliance management during construction; and developing appropriate mitigation for unavoidable project-related impacts.

EDUCATION

MS, Environmental Management, University of San Francisco

BS, Aquatic Biology, Sonoma State University

TRAINING

U.S. Army Corp of Engineers -Determining Federal Wetlands Jurisdiction (2000)

California Stream Bioassessment Procedure - Aquatic Resource Assessment Training (2001)

40-Hour Hazardous Waste Operations Training (HAZWOPR)

PROFESSIONAL AFFILIATIONS

Society for Ecological Restoration, California (SERCAL)

Society of Wetland Scientists, California (SWS)

Association of Environmental Professionals (AEP)

SELECT PROJECT EXPERIENCE

Project Manager, PG&E – Birds Landing 230 kV Transmission Line Reconductoring Project, Solano County

Managed a 30-mile-long transmission line project in Solano County. He was responsible for managing the environmental components of this project, including cultural/archaeological resource studies, biological surveys, and permitting including state and federal consultation with California Department of Fish and Wildlife (Section 2081) and USFWS (Section 7) for California tiger salamander and vernal pool branchiopods, Regional Water Quality Control Board water quality certification, and USACE coordination under the Clean Water Act. During construction, Mr. Lawrence acted as the Environmental Compliance Manager for this project. Responsibilities included preparing Worker Environmental Awareness Program training material; providing all construction staff with Worker Environmental Awareness Program training; maintaining all environmental compliance documentation; biological, cultural and stormwater monitoring during construction; submitting all environmental reports and notifications to appropriate regulatory agency staff; preparing and maintaining environmental compliance/permit binder; scheduling and coordinating with field staff; and preparing and tracking variance requests.

Project Manager, PG&E – Gas Line 109 Replacement Project, San Francisco to Santa Clara County

Mr. Lawrence served as Project Manager and Regulatory Specialist responsible for the evaluation of potential biological, cultural, permitting and land use constraints to construction for the replacement of over 20 miles of natural gas pipeline located between northwestern Santa Clara County and San Francisco. Work involved conducting desktop research and data gathering, conducting field reconnaissance surveys of the proposed replacement corridor and preparing a constraints analysis and permitting strategy report for all proposed replacement segments and their respective alternative alignments. Segment-specific surveys and studies conducted after the constraints analysis included jurisdictional delineations (for waters of the U.S. and waters of the State), rare plant surveys, cultural and archaeological resource surveys and habitat assessments. Additional responsibilities included conducting Worker Environmental Awareness Program training, pre-construction surveys for birds and special-status species, and biological monitoring/environmental inspection during construction of numerous replacement segments.





Amanda Antonelli, MESM

ENVIRONMENTAL PLANNER/SCIENTIST

Ms. Antonelli specializes in environmental impact analysis for water infrastructure projects. Ms. Antonelli is experienced in preparing CEQA and NEPA documents such as Initial Study-Mitigated Negative Declarations, Environmental Impact Reports, and Environmental Assessments, as well as technical studies on air quality, greenhouse gas emissions, and water supply. With five years of experience in the field of environmental consulting, Ms. Antonelli's technical expertise allows her to evaluate the quantitative and qualitative environmental impacts of proposed projects. She has worked on projects for water agencies across California, including local agencies such as Casitas Municipal Water District, United Water Conservation District, Montecito Water District. Ms. Antonelli currently serves as Project Manager or Deputy Project Manager for a number of CEQA and NEPA projects.

EDUCATION

MESM, Water Resources Management, Bren School of Environmental Science & Management, University of California, Santa Barbara

BA, Geography/Environmental Studies, University of California, Los Angeles

AFFILIATIONS

California Association of Environmental Professionals

SELECT PROJECT EXPERIENCE

Deputy Project Manager, San Lorenzo Valley Water District – Swim Tank and Five Water Pipelines Project CEQA and NEPA, Santa Cruz County

Rincon prepared CEQA and NEPA documents for the Swim Tank and Five Water Pipelines Project. The project consisted of the replacement of two existing 20,000-gallon redwood storage tanks with one 62,000-gallon bolted steel storage tank, as well as the replacement of water pipeline in five high-priority areas in the District's distribution system. As Deputy Project Manager, Ms. Antonelli drafted technical analyses, managed the internal team, and coordinated with the District.

Project Manager, City of Santa Paula – Recycled Water Project Environmental Impact Report, Santa Paula

Ms. Antonelli is serving as Project Manager for the preparation of an Environmental Impact Report for the City of Santa Paula's Recycled Water Project. Ms. Antonelli is responsible for coordinating internal staff, reviewing technical documents and Environmental Impact Report sections, and serving as the main client point of contact. Sensitive issues include critical biological habitat for riparian birds, potential cultural resources, and water quality impacts associated with Regional Water Quality Control Board chloride limits.

Deputy Project Manager, City of Bell Gardens – Bell Gardens John Anson Ford Park Infiltration Cistern Project Initial Study-Mitigated Negative Declaration, Bell Gardens

As the Deputy Project Manager, Ms. Antonelli coordinated with the City and drafted technical analyses. The project involved the construction of an underground stormwater capture cistern which will recharge the underlying groundwater basin. Sensitive issues associated with this project included noise impacts to residential receptors and recreational impacts to the facilities at the park.

Deputy Project Manager, Coachella Valley Water District – Non-Potable Water Pipeline Connections Project Initial Study-Mitigated Negative Declaration, Riverside County

Under an ongoing multi-year on-call contract with CVWD, Rincon provided CEQA documentation including technical studies for the Non-Potable Water Pipeline Connections Project. The project included analysis of numerous recycled water pipeline alignments throughout the Coachella Valley. As primary author, Ms. Antonelli drafted the CEQA Initial Study-Mitigated Negative Declaration and conducted technical analyses such as air quality and greenhouse gas modeling.



EDUCATION

BS, Wildlife Management,
Humboldt State University

Samantha Kehr

SENIOR BIOLOGIST

Ms. Kehr is a biologist with over 10 years of experience as a professional biologist conducting a wide variety of field work. She has conducted special status species surveys, biological assessments, construction monitoring, and reporting for environmental compliance. Ms. Kehr is familiar with many field techniques and protocols, including bird occupancy, abundance, and productivity surveys; protocol level burrowing owl surveys and monitoring; Swainson's hawk surveys and monitoring, golden eagle surveys and monitoring, and northern spotted owl surveys. Her reptile and amphibian experience includes protocol level California red-legged frog day and night surveys, monitoring/capture and relocation; California tiger salamander protocol level pit fall trapping, egg/larval identification, and identification of recaptured individuals through spot pattern analysis; protocol level western pond turtle surveys; monitoring for the Alameda whipsnake, San Joaquin coachwhip, giant garter snake, and Texas horned lizard; and vernal pool listed branchiopod surveys for *Lepiduru packardi*, *Branchinecta lynchi*, and *B. longiantenna*. She was previously listed on an entity permit to independently handle California tiger salamander and California red-legged frog.

SELECT PROJECT EXPERIENCE

Biologist, University of California, Santa Cruz – Kresge College Renewal and Expansion Project EIR, Santa Cruz County

Ms. Kehr conducted the preconstruction clearance surveys for San Francisco dusky footed woodrat and California tiger salamander, as well as monitoring of initial clearing and grubbing and ground disturbance.

Biologist, University of California, Santa Cruz – Kresge College Renewal and Expansion Project Biological Monitoring, Santa Cruz County

Ms. Kehr prepared a California Red-legged Frog Habitat Assessment in accordance with the revised U.S. Fish and Wildlife guidance. Ms. Kehr visited the project site, surrounding aquatic and upland habitats, and evaluated habitat suitability and potential for California red-legged frog occurrence.

Biologist, Bellecci & Associates – Foothill Community College Easement Sewage Replacement Project, Los Altos

Ms. Kehr conducted pre-construction surveys for western pond turtle, California red-legged frog, and nesting birds. She also prepared and administered Worker Environmental Awareness Program training to workers and monitored for compliance with the project permits. Ms. Kehr identified San Francisco woodrat middens adjacent to the project site.

Project Manager/Biologist, Granite Rock – Regnart Creek Erosion Repair Project, Santa Clara Valley Water District, Cupertino

Ms. Kehr conducted pre-construction and weekly surveys for nesting birds, western pond turtle, and San Francisco dusky-footed wood rat. She also provided a biological assessment report of initial findings and monthly reporting.

Project Manager/Biologist, Caltrans – San Pedro Bridge Replacement Project, Pacifica

Ms. Kehr performed nesting migratory bird surveys and California red-legged frog surveys and trapping, and monitored dewatering and construction activities for California red-legged frog and steelhead trout. She was approved under the U.S. Fish and Wildlife Biological Opinion to independently capture/relocate California red-legged frog.



Carolynn Daman

ASSOCIATE BIOLOGIST/REGULATORY SPECIALIST

Ms. Daman has professional experience as a zoologist, ecologist, wetlands specialist, and researcher. Ms. Daman has years of experience working with a variety of special status species within the San Joaquin Valley, Sacramento Valley, and the Mojave desert. She holds a U.S. Fish and Wildlife Service 10 (a)(1)(A) Federal Recovery Permit for giant kangaroo rats and a California Department of Fish and Wildlife Memorandum of Understanding for giant kangaroo rats and Mohave ground squirrels. She has experience conducting biological field surveys for special status species, trapping surveys for special status small mammals, wetland assessments, biological resources analyses, regulatory compliance, and the preparation of biological reports, environmental documents and permit applications in support of CEQA, NEPA, Porter-Cologne Water Quality Control Act, Fish and Game Code 1600 et seq., Clean Water Act, and state and federal Endangered Species Acts.

EDUCATION

BS, Zoology, Colorado State University

CERTIFICATIONS/ REGISTRATIONS

Wetland Delineation Training Certification

CDFW Scientific Collecting Permit (SC-12733)

CDFW MOU – giant kangaroo rat, San Joaquin antelope squirrel, Mohave ground squirrel

USFWS 10 (a)(1)(A) Federal Recovery Permit (TE72637B) – giant kangaroo rat

SELECT PROJECT EXPERIENCE

Regulatory Specialist/Biologist, TY Lin – Santa Cruz Stormwater Repair, Santa Cruz County

Ms. Daman was responsible for conducting jurisdictional delineations for a suite of storm damage repair projects that spans 15 sites in the Santa Cruz Mountains in Santa Cruz County. Ms. Daman was also prepared the Natural Environment Study for projects and prepared U.S. Army Corps of Engineers 404 Nationwide Permit 14, a Regional Water Quality Control Board 401 Water Quality Certification, and a California Department of Fish and Game 1602 Notification.

Regulatory Specialist, County of Glenn – Wilson Creek Bridge Replacement, Glenn County

Ms. Daman was responsible for preparing U.S. Army Corps of Engineers 404 Nationwide Permit 14, Regional Water Quality Control Board 401 and California Department and Fish and Wildlife 1602 permits for water impacts for this bridge replacement project. Ms. Daman also assisted the County with regulatory agency comments from the U.S. Army Corps of Engineers, Regional Water Quality Control Board, and California Department of Fish and Wildlife for required permits for these projects.

Regulatory Specialist/Biologist, Fall Creek Engineering, Inc. – Bear Creek Public Access and Mud Lake Improvement, Santa Clara County

Ms. Daman was responsible for conducting wetland delineation field work, preparing the jurisdictional delineation and U.S. Army Corps of Engineers 404, Regional Water Quality Control Board 401, and California Department of Fish and Wildlife 1602 permits for water impacts for these public access and stormwater management facility improvements within the Bear Creek Redwoods Preserve, Mid-Peninsula Regional Open Space District. Ms. Daman also prepared and addressed regulatory agency comments from the U.S. Army Corps of Engineers, Regional Water Quality Control Board, and California Department of Fish and Wildlife for required permits for these projects which included addressing compliance with Endangered Species Act.

Regulatory Specialist/Biologist, County of Santa Cruz – San Lorenzo River Bridge Replacement, Santa Cruz County

Ms. Daman was responsible for conducting jurisdictional delineation revalidation field work, updating the Natural Environment Study and Jurisdictional Delineation to current conditions.



EDUCATION

MA, Anthropology, San Diego State University

BA, Anthropology, University of California, Santa Barbara

Hannah G. Haas, RPA

ARCHAEOLOGIST AND PROJECT MANAGER

Ms. Haas has over seven years of experience working in cultural resources management conducting projects in compliance with CEQA, Section 106 of the National Historic Preservation Act, and NEPA. She has experience in performing archaeological and cultural resources surveys, archaeological testing and monitoring, and the preparation of technical reports. She has worked on more than 130 projects and served as lead author of more than 90 cultural resources technical reports. Ms. Haas uses her academic training and professional experience to ensure that all cultural resources components of projects are satisfactorily conducted.

SELECT PROJECT EXPERIENCE

Archaeologist, San Lorenzo Valley Water District – Swim Tank Project and Five Water Pipelines Project Initial Study-Mitigated Negative Declaration and U.S. Department of Agriculture Funding Documentation, Santa Cruz County

This project involved replacement of aging water conveyance and storage infrastructure in Santa Cruz County to be funded in part by the U.S. Department of Agriculture Rural Development Program. Ms. Haas oversaw and participated in the preparation of CEQA- and Section 106 of the National Historic Preservation Act-compliant cultural resources documentation, including cultural resources records searches, pedestrian surveys, coordination with local Native Americans, and report preparation.

Archaeologist, County of Monterey – Monterey Storm Drainage System Maintenance Project, Monterey County

The Monterey Storm Drainage System Maintenance Project is intended to remedy agency concerns associated with the City completing maintenance activities without proper regulatory permits or certifications. Work locations include 35 sites throughout the City. Ms. Haas prepared the cultural resources technical study for the project as well as the cultural resources and tribal cultural resources Initial Study-Mitigated Negative Declaration sections. Ms. Haas also assisted with Assembly Bill 52 consultation.

Archaeologist, RMC Water and Environment – Milpitas Recycled Water Pipeline Project, Santa Clara County

Ms. Haas conducted a cultural resources study in compliance with the State Water Resources Control Board's CEQA-Plus requirements. Tasks included conducting a cultural resources records search, Section 106 Native American consultation, and serving as primary author of CEQA-Plus format technical report.

Archaeologist, City of Pismo Beach – Central Coast Blue CEQA-Plus EIR, Pismo Beach

Ms. Haas is serving as the task manager for a cultural resources investigation for the City of Pismo Beach's Central Coast Blue project. The project is an indirect potable reuse project intended to develop a seawater intrusion barrier for the Santa Maria Groundwater Basin and includes an advanced treatment facility, injection wells, monitoring wells, a new production well, and water distribution and agricultural irrigation pipelines. Ms. Haas has overseen such tasks as cultural resources records searches, pedestrian and shovel test pit surveys, coordination with local Native Americans, and report preparation.



Dylan Wade, PE, CCM

Education

BS, Civil and Environmental Engineering,
Brigham Young University,
Provo, UT

AA, Liberal Arts,
West Valley Community College,
Cupertino, CA

Professional Registrations

Professional Engineer - Civil,
California, No. C64044

Certified Construction Manager –
No. 5761

Professional Experience

Mr. Wade is a professional engineer with more than 20 years of professional experience including structural design, resident engineering, construction management, project delivery and utility management. Mr. Wade has served as Resident Engineer/Owner Representative on many large, high profile and multi-jurisdictional water resources projects including design and construction of intake facilities, water treatment plants, and major public works programs. These projects have been tremendous successes and some have won national recognition. He has been responsible for managing numerous projects from initial planning to finished product. His extensive utility experience enables him to solve problems from an owner's perspective, while his construction background and expertise in contract management facilitates successful project delivery.

Representative Projects

On Call As-Needed Services, San Lorenzo Valley Municipal Water District, Boulder Creek, CA. Principal in Charge/Technical Advisor. Providing as-needed engineering services to the District. Provided technical support and to Kirsten Plonka for the Fall Creek Fish Ladder Restoration Project and the Fall Creek Intake Project.

California American Water, San Clemente Dam Removal and Carmel River Reroute Project, Monterey, CA. Construction Manager/Project Manager. Project included the re-routing and reconstruction of the Carmel River and removing the San Clemente Dam. This project is the largest dam removal project ever completed in California and required close coordination with Department of Water Resources Division of safety of dams. Project was implemented as a public-private partnership between California American Water, the California Coastal Conservancy, and the National Marine Fisheries Service using the design/build delivery method.

San Miguelito Mutual Water Company Marre Weir Fish Passage & Seawater Intrusion Barrier Project, Avila Beach, CA. Principal in Charge and Technical Advisor for facilitating a condition assessment of the Marre Weir and sea level rise analysis. Prepared a technical memorandum of findings and presented to the technical advisory committee. Led collaboration efforts between the District, state and federal regulatory agencies, non-profit organizations, and technical experts. Assisted District with the pursuit of grant funding through the San Luis Obispo County Integrated Regional Water Management Program by completing required project documentation.

Coleman Drive Realignment and Harborwalk project, City of Morro Bay, CA. Owner's Project Manager. Worked in conjunction with the California State Coastal Conservancy and other agencies to remove and replace an existing road to create a tourist-engaging bicycle and pedestrian path along scenic Morro Bay's harbor frontage. This project included restoration of several acres of coastal dune habitat, and coordination and permitting with multiple federal, state, and local resource agencies.

Eagle Ridge Reservoir and Pumping Station, South County Regional Wastewater Authority, Gilroy, CA. Structural Engineer. Provided structural engineering and construction support services for the SCRWA Reclaimed Water Tank and Pumping Station. This project included the design of a 1.5 million gallon concrete reclaimed water tank. The site was on an old land slide and the scope of work included the design of a tie-back retaining wall and a pumping station. Designed the cigar-shaped reservoir and a tie-back retaining wall.



Kirsten L. Plonka, PE

Education

BS, Civil Engineering, California Polytechnic State University, San Luis Obispo

MS, Management, Colorado State University, Global Campus (in-process)

MS, Organizational Leadership, Colorado State University, Global Campus (in-process)

Professional Registrations

Professional Engineer – Civil, California, No. C70746

Professional Affiliations / Certifications

American Society of Engineers

American Public Works Association

Engineers Without Borders (former Southern California State Representative)

Potable Reuse Advisory Committee, San Diego County Water Authority

Advanced Water & Wastewater Modeling Certified by Innovyze & Bentley

Publications

"Health Effects Study on Potable Water Reuse", A&WMA

Industry Recognition

2013 Outstanding Water Project of the Year from Region 9 ASCE, Award of merit for San Diego Section ASCE for Pala Mesa Tank

Professional Experience

Ms. Plonka brings more than 17 years of experience in the planning, design, and management of water, wastewater and recycled water systems. She specializes in project management, hydraulic modeling, feasibility studies, infrastructure and water resource planning studies, and master planning, including Capital Improvement Plans and budgeting. She is well versed in funding alternatives, regulatory compliance, and public policy development. Her experience includes database development and integration of geographic information systems (GIS) with hydraulic models, recycled water customer databases, and asset databases. She also has experience managing public engineering departments, as well as headed up wastewater collections. Her extensive experience in the public sector allows her to approach projects from an owner's perspective and plan and design projects that are implementable and user-friendly.

Professional Project Experience

On Call As-Needed Services, San Lorenzo Valley Municipal Water District, Boulder Creek, CA. Extension-of-Staff Project Manager. Providing as-needed engineering services to the District. Work in the District office weekly to lead multiple projects. As the Owner's Project Manager, writes RFP's, helps with consultant selections, reviews plans and specs, facilitates environmental compliance, provides construction management services, administers contracts, develops schedules and budgets, coordinates with operations, facilitates public meetings such as community workshops and gives regular updates to the General Manager as well as presentations to the Board of Directors. In this role, Ms. Plonka has managed:

- Bear Creek Estates Wastewater Treatment Facility Rehabilitation
- Bear Creek Road Water Pipeline
- Highway 9 Viaduct Water Pipeline
- Glen Arbor Bridge Hanging Water Pipeline
- Trout Farm Inn Fire Service
- Lompico Pressure Reducing Valves Replacement Project
- Lyon Tank Road Landslide Repair Project
- Fall Creek Fish Ladder Restoration Project

San Lorenzo Valley Water District, USDA Funding Support, Boulder Creek, CA. Program Manager. Successfully secured \$9M in low interest loans for the District. Determined eligible projects, wrote Preliminary Engineering Report (PER), created detailed project descriptions, developed cost estimates, coordinated environmental requirements for NEPA and CEQA, and completed application package for USDA Loan Program. Worked extensively with the United States Department of Agriculture (USDA) to meet all local and national requirements. Gave public presentations and reports to Board of Directors. Completed work significantly under budget and transitioned to program management/project manager for the five projects in the USDA package. Projects included:

- Swim Tank
- Lyon Water Pipeline
- Sequoia Water Pipeline
- Hihn Road Water Pipeline
- California Drive Water Pipeline



Justin Corser Sutton IV

Education

Master of City and Regional Planning, California Polytechnic State University, San Luis Obispo, CA

BS, Aquatic Biology, University of California Santa Barbara, CA

Course Training

Competent Person in Excavation and Trenching

Permit Confined Space Entry Course Completion

OSHA 30 Hour Construction Training

Professional Affiliations

Association of Environmental Professionals, Member

Salmonid Restoration Federation, Member

WaterReuse Association, Member

Professional Experience

Mr. Sutton is an environmental planner with expertise in project management and construction management. He has 10 years of experience in the public, private, and non-profit sectors working on a diverse range of water resource, environmental, and civil engineering projects. His experience includes state and federal permit acquisition and management; contract administration; risk management; public outreach; funding procurement; document control; project negotiations; planning development and implementation; field inspections; and quality assurance.

Professional Project Experience

San Lorenzo Valley Water District Fall Creek Fish Ladder Debris Removal Project, Boulder Creek, CA. Provided professional services as directed by the District to support permitting and implementation efforts to remove debris from the Fall Creek Fish Ladder to improve upstream and downstream fish migration. Assisted project manager with developing the project description, bidding documents and engineer exhibits.

San Lorenzo Valley Water District Funding and Financing Support, Boulder Creek, CA. Assistant Project Manager. Currently pursuing a long term, low interest loan of approximately \$9.4 million for six (6) District water supply projects through the USDA Water and Waste Disposal Loan and Grant Program for Rural Communities. Leading coordination efforts between the District, USDA, and environmental consultant through the loan procurement process. Led efforts to select and define capital improvement projects to fund, and preparation of the preliminary engineering report. Presented to the Districts Board members and public regarding the funding pursuit.

California American Water Company, Carmel River Reroute and San Clemente Dam Removal Project, Carmel Valley, CA. Assistant Project Manager for the dam removal and habitat restoration project. Assisted with procurement of the Design/Build team; Design/Build Contract development and negotiations; development of a Grant Agreement with the State Coastal Conservancy; public outreach; coordination with multiple stakeholders; biological and wildlife analyses; and easement acquisitions.

California American Water Company, Carmel River Reroute and San Clemente Dam Removal Project, Carmel Valley, CA. Assistant Resident Project Representative for the construction phase of the CRRDR Project. Provided risk management, and contract administration of Design/Builder performance. Provided document control and coordinated submittals and RFI responses. Procured funding from the State Coastal Conservancy by administering the grant agreement on behalf of CAW. Performed schedule, progress, and budget monitoring. Lead QA field inspector for in-channel restoration, Old Carmel River Dam removal, and construction of the 150' Sleepy Hollow Ford Bridge. Facilitated permit and design approvals with multiple stakeholders and regulatory agencies. Evaluated, documented, and processed change order requests.

City of Arroyo Grande, Arroyo Grande Creek Stream Gage Alteration Project, Arroyo Grande, CA. Completed permitting applications required by the Department of Fish and Game, Regional Water Quality Control Board, and Army Corps of Engineers for alteration of a stream gage in Arroyo Grande Creek.

5 Experience and Past Performance, Including Cost and Schedule Control

5.1 Rincon Consultants, Inc.

Water Systems Consulting, Inc. – Swim Tank Project and Five Water Pipelines Project

<p>Reference Info: Kirsten Plonka, PE, Senior Engineer Water Systems Consulting, Inc. 9815 Carroll Canyon Road, Suite 205 San Diego, California 92131 858-397-2617 x304 kplonka@wsc-inc.com</p>	<p>Budget: \$74,774 Total Value of Completed Project: \$74,774 Budgeted Project Schedule: June 2018 to February 2019 Total Time to Completion: 8 months Estimated/Actual Construction Costs: Unknown</p>
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The San Lorenzo Valley Water District required environmental review assistance for projects designed to remedy safety concerns, operational problems, and water losses. The Swim Tank Project and Five Water Pipelines Project were intended to replace and improve existing water infrastructure. The Swim Tank Project consisted of the replacement of two existing 20,000-gallon redwood storage tanks with one 62,000-gallon bolted steel storage tank, as well as installation of a new pump station, pipelines, and motor control center to service the new tank. The Five Water Pipelines Project involved trenching and replacing water pipeline in five high-priority areas in the District distribution system. As a subconsultant to Water Systems Consulting, Inc., Rincon was responsible for preparing environmental documentation to satisfy NEPA and CEQA requirements, including NEPA Environmental Reports for Categorical Exclusion and a CEQA-Plus IS-MND. In support of the NEPA and CEQA documents, Rincon conducted a site visit and prepared stand-alone technical reports for air quality, biological resources, and cultural resources. Amanda Antonelli was the Project Manager for this scope of work.

TY Lin – Storm Damage Repair Projects – Biological Studies and Regulatory Permitting

<p>Reference Info: John Kenyon, PE, Project Manager T.Y. Lin 1111 Broadway, Suite 2150 Oakland, California 94607 510-457-3044 John.kenyon@tylin.com</p>	<p>Budget: \$170,000 Total Value of Completed Project: Project still active Budgeted Project Schedule: June 2018 to Present (2 years) Total Time to Completion: Project still active Estimated/Actual Construction Costs: Unknown</p>
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Rincon is providing environmental support for a suite of storm damage repair projects that spans 15 sites in the Santa Cruz Mountains in Santa Cruz County. Rincon’s scope of work includes site-by-site analysis of potential impacts to sensitive biological resources and jurisdictional waters at 15 damage sites, the preparation of California Department of Transportation (Caltrans) Natural Environment Study and Jurisdictional Delineation reports, as well as Biological Assessment (BA) reports that support Section 7 consultations between USACE and USFWS/National Marine Fisheries Service (NMFS). Rincon works closely with T.Y. Lin engineers and project managers, the County of Santa Cruz, and Caltrans to compile pertinent information and coordinate the preparation of the Caltrans PES forms to meet Caltrans expectations. The Natural Environment Study and BA documents will support CEQA and National Environmental Policy Act (NEPA) environmental reviews for biological resources including potential impacts to California red-legged frog, steelhead, and coho salmon. Rincon is also leading the permitting

process for impacts to waters of the U.S. and waters of the state. Colby J. Boggs and Samantha Kehr serve as the Principal-in-Charge and Project Manager, respectively, and Carolynn Daman serves as the regulatory permitting lead for this project.

UC Santa Cruz – Kresge College Renewal and Expansion Project Biological Monitoring

<p>Reference Info: Erika Carpenter, Senior Environmental Planner Physical & Environmental Planning Services University of California, Santa Cruz 1156 High Street Santa Cruz, California 95064 831-212-0187 escarpen@ucsc.edu</p>	<p>Budget: \$99,896 Total Value of Completed Project: Project still active Budgeted Project Schedule: October 2019 to October 2023 Total Time to Completion: Ongoing Estimated/Actual Construction Costs: Unknown</p>
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Rincon is providing environmental compliance support for the redevelopment of a portion of Kresge College on the University of California, Santa Cruz campus. The project involves demolition of nine existing buildings; construction of a cluster of three new residential buildings, an academic building, and a multi-purpose assembly space; and renovation of 12 existing buildings. Rincon’s scope of work includes conducting pre-construction surveys for special status wildlife species, including California red-legged frog, San Francisco dusky-footed woodrat, nesting birds, and roosting bats, preparation and administration of Worker Environmental Awareness Program training, and biological monitoring during construction in compliance with the biological mitigation measures in the 2005 Long Range Development Plan, Final Environmental Impact Report (FEIR) Mitigation Monitoring Program, and the Kresge Project 2018 FEIR Mitigation Monitoring and Reporting Plan. Colby J. Boggs and Craig Lawrence serve as the Principal-in-Charge and Project Manager, respectively, and Samantha Kehr serves as the biology lead for this project.

6 Exceptions to this RFP

Rincon certifies herein that it has fully read the RFP and does not take exception to any portion of the RFP.

7 Contractual Scope of Services

Task A. Feasibility Analysis and Agency Coordination

In order to identify the environmentally preferable alternative, Rincon with the assistance of WSC engineers will evaluate the two detailed options to stabilize the slide as outlined in the HK&A report dated August 2019, and coordinate with environmental resource agencies for input on the preferred alternative. Rincon will evaluate the options in the context of impacts to biological, cultural, and other environmental resources. The goal will be to fully assess the extent and cost of environmental mitigation that would be required under each alternative, and to determine if resources agencies have a preference, or consider one of the alternatives as infeasible. At the completion of the analysis, Rincon will develop a brief technical memorandum that outlines the alternatives, the constraints to, and mitigation for each of the alternatives, and the conclusions on the preferred alternative based on project costs, schedule, permitting constraints and agency preference(s). Rincon will provide an assessment of the most viable of the two options. Under this task, Rincon will organize meetings, calls, and site visits, as necessary, among resource agencies, District staff, construction teams, and other associated consultants to complete this task. Under this task we have included cost for 1) site visit and review of project designs; 2) agency coordination, including agency site visit; 3) feasibility, impacts, and permitting analysis; and 4) feasibility reporting.

Task B. Environmental Review and Permitting

Under Task B, Rincon will prepare technical studies to support CEQA environmental review, draft the CEQA document, and complete regulatory permitting, including performance of technical studies and preparation of permit application packages. We assume that either of the alternatives will require an IS-MND, and regulatory permitting (CDFW Section 1600, USACE Section 404, RWQCB Section 401, and USFWS Section 7). Technical reports to support CEQA and regulatory permitting will include at a minimum the following: Biological Resources Assessment; Jurisdictional Delineation; Biological Assessment (to support Section 7 consultations); Habitat Mitigation and Monitoring Plan; and Cultural Resources Assessment.

Subtask B.1. Initial Study-Mitigated Negative Declaration

Rincon will prepare an IS-MND for the proposed project. This is considered an appropriate level of documentation for CEQA because it is anticipated that all potential impacts will be avoided or mitigated to a less than significant level. It is assumed the Initial Study will lead to an MND, which is a simple form to which the IS will be attached.

Should our analysis identify that a potentially significant unavoidable impact could occur, we will alert District staff immediately to discuss the appropriate path forward, which may include design changes, additional avoidance measures beyond those already envisioned, or preparation of a higher level of CEQA documentation. While this eventuality is unexpected, our approach to working closely with District staff and open and consistent communication protocols will allow issues that could affect the schedule or cost of the project to be identified, discussed, and resolved quickly.

The major tasks in the preparation of the IS-MND are described below.

- **Project Description.** Prior to initiating the environmental analysis, Rincon will prepare a draft project description for District review based on the materials provided. This will include descriptions of the project site and its location, project characteristics relevant to the analysis,

project objectives, and required discretionary approvals. The project description will include textual, tabular, and graphic presentations.

- **Administrative Draft IS-MND.** The CEQA analysis will discuss existing conditions, thresholds of significance for CEQA, methodology for impact assessment, project-specific impacts and mitigation measures, cumulative impacts, and residual impacts for the proposed project. The focus of the analysis will be to avoid or minimize potential impacts, and to propose appropriate mitigation where potential impacts may occur. Information will be gathered from the various online databases and other documents on file with the District and other agencies. Key issues are anticipated to include Biological Resources, Cultural Resources, Geology and Soils, and Hydrology and Water Quality. ***The analysis for biological resources and cultural resources will be based on the technical studies previously described in this scope of work.*** The remaining of these key issue areas are described briefly below. A more detailed technical scope of work can be provided upon request.
 - **Geology and Soils.** This section of the IS-MND will analyze the potential impacts of geologic, seismic, and soil conditions within the project area. Based on readily available sources (such as any geotechnical studies prepared for the project and other publicly available documentation), this analysis will identify existing regional and site-specific geology and soils constraints (such as liquefaction, compressible soils, and subsidence). The analysis will incorporate the findings of any previous geotechnical analyses and mitigation, if determined necessary, to minimize geological hazards on the site. As necessary, the analysis will identify erosion control criteria. Mitigation measures will be those typically successful in reducing relevant geologic constraints.
 - **Hydrology and Water Quality.** Rincon will summarize existing water quality conditions in the area. The characteristics of the local watershed will be characterized, impaired streams within the watershed will be identified, and flood hazard zones will be described using Federal Emergency Management Agency and County maps. The analysis will consider both temporary hydrological changes during construction and long-term changes in hydrology/drainage due to the project. The analysis will include a discussion of hydrology, drainage, and flooding based primarily on existing data sources. It is assumed that characterization of impacts to hydrology and water quality as a result of the proposed project will be based on technical documentation to be provided by the District and that no additional modeling will be required.
 - **Tribal Cultural Resources.** Rincon will assist District staff with Native American consultation in accordance with Assembly Bill (AB) 52. Rincon will utilize a contact list maintained by the District, if possible, or will contact the Native American Heritage Commission (NAHC) to request a list of contacts appropriate for AB 52 consultation. Rincon will then draft letters and maps for Native American tribal contacts and will provide the agency with a tracking sheet and instructions for successful AB 52 consultation (note that the outreach itself must be completed by the District). Native American contacts have 30 days to respond and request further consultation. No meetings with Native American contacts are included in this task. Should the District require any further assistance, a separate scope and cost will be provided to complete any such additional efforts. Rincon assumes the District will provide us with the results of AB 52 consultation to be incorporated into the IS-MND.

It is assumed that the analysis for other issues areas will be brief. The analyses will be quantitative, where practicable, such as in the case of air quality, greenhouse gases, and noise, and for the remainder of the issue areas qualitative in nature. For the purposes of this scope of work we have assumed responding to one round of comments from District, with

comments to be provided in a consolidated, electronic and editable format. The Administrative Draft IS-MND will be submitted in digital (PDF and/or Microsoft Word) format.

- **Public Review Draft IS-MND.** Rincon will respond to District comments on the Administrative Draft IS-MND and incorporate revisions as needed.

Rincon will prepare a Notice of Intent (NOI) to Adopt the MND for the District to use to provide notice to all organizations and individuals who have expressed interest in receiving such notice. The NOI to Adopt the MND may also function as the newspaper notice for public review; this scope of work assumes the District is responsible for publishing the newspaper notice for public review. If preferred, Rincon can coordinate the publication of the newspaper notice at an additional cost, to be provided on request from the District.

Rincon will provide an electronic version (PDF) of the IS-MND for posting on the District website and will produce up to 10 hard copies of the draft document. Rincon will coordinate delivery of the Draft IS-MND to the County Clerk and/or State Clearinghouse (SCH) Office of Planning and Research. It is assumed the District will be responsible for preparing and distributing all other required mailings via postal service. If preferred, Rincon can coordinate these mailings at an additional cost, to be provided on request from District.

- **Final IS-MND and Mitigation Monitoring and Reporting Program.** During the public review period following publication of the Draft IS-MND, public and agency comments will be collected on the Draft IS-MND and Rincon will update the document to address these comments and incorporate revisions as necessary. Based on experience working with the District, it is anticipated minimal public comment will be received and that agency letters will comprise the bulk of the comments received. This scope of work assumes up to three comment letters will be received, including one lengthy (over five pages) and/or substantive letter, which can be adequately responded to in a maximum of 10 professional staff hours. The actual level of effort required to respond will depend on the length, detail, and sophistication of the comments, in addition to the number of letters received. We reserve the right to reevaluate the effort level and request a scope amendment upon close of the public comment period.

Subsequent to collection of all comments on the Draft IS-MND, Rincon will prepare and submit one copy of the draft responses to comments for District review, including any necessary added or substantially revised sections of the Draft IS-MND. This scope of work assumes we will respond to one round of comments on the Administrative Final IS-MND and comments from District will be provided as a consolidated set of comments in editable electronic format (i.e., as track changes in MS Word).

Upon receipt of District comments on the draft responses, Rincon will prepare the final responses for incorporation into the Final IS-MND, as needed.

The Final IS-MND will include a mitigation monitoring and reporting program (MMRP) in accordance with District requirements. The MMRP will be provided in an easily digestible format. Essentially this plan will take the form of a detailed table, which will compile all the mitigation measures, as well as information necessary to monitor compliance with each measure. The program will include:

- Identification of persons/agencies responsible for monitoring compliance with each mitigation measure
- Timing when monitoring must occur
- Frequency of monitoring
- Criteria to be used to determine compliance with mitigation measures

Rincon will provide an electronic (PDF) version of the Final IS-MND and MMRP, and up to 10 hard copies of the Final IS-MND and MMRP. Rincon will complete a Notice of Determination (NOD) form for filing with the County Clerk's office upon certification of the document and project approval. It is assumed the District will be responsible for payment of the filing fees (although Rincon will be responsible for filing the NOD with the County Clerk and SCH).

- **Optional Public Hearings.** If requested by the District, Rincon's Project Manager or CEQA Task Lead will be available to attend public meetings or hearings for the proposed project related to the IS-MND on a time-and-materials basis, in accordance with our standard fee schedule (provided as an attachment to this proposal). Attendance will include oral presentations to the hearing body and graphic presentations, as desired by the District.

Technical Studies

Biological Resources Assessment

Rincon has assumed that to support the necessary level of detail for CEQA environmental review, a Biological Resources Assessment (BRA) will be required. The BRA will also support regulatory permitting with the CDFW and RWQCB. Rincon will prepare a BRA to the industry's standard requirements analyzing impacts to the level required in the IS-MND and the CDFW notification and RWQCB application packages, and also identifying potential need for federal Endangered Species Act Section 7 consultations (a Biological Assessment to support Section 7 consultations is proposed under Task B.2). This task consists of completion of a literature review, reconnaissance-level field surveys, development of avoidance and minimization recommendations, and development of mitigation measures to offset those impacts to biological resources that cannot be avoided, with findings presented in a technical report. The BRA report will serve as the basis for analysis of potential impacts to biological resources in the IS-MND. This task will include the following elements.

Literature and Database Reviews. Rincon will review and evaluate background information regarding biological resources in the vicinity of the project, including primary literature, Rincon project files, resource agency guidelines, previous resource studies for the site and vicinity, and other technical reports, including but not necessarily restricted to the USFWS and NMFS species lists, CDFW California Natural Diversity Data Base (CNDDB), California Native Plant Society Online Inventory of Rare and Endangered Plants of California, National Wetlands Inventory, and local policies pertaining to natural resources (e.g., Riparian Corridor and Wetlands Protection Ordinance pursuant to Santa Cruz County Code Chapter 16.30).

Field Survey. Reconnaissance-level field surveys will be completed to evaluate existing conditions of the study area, document habitat condition and characteristics, evaluate the site's potential to support special status species, and map vegetation communities. All plants and animals observed during the field survey will be documented. Representative photos will be taken. All special status resources encountered during the survey will be mapped using handheld global positioning system unit.

Biological Resources Assessment Report. Rincon will prepare a report describing the methods and results of the BRA, including all biological resources observed during the field survey, and analysis of all special status species with potential to occur. The report will include detailed figures depicting site location, CNDDB occurrences and critical habitats known from the vicinity, terrestrial vegetation communities/habitat types, potentially jurisdictional aquatic resources, and locations of any special status species observed during the site visit. Additionally, a photo plate will be prepared with representative photos of current site condition. The report will include avoidance and minimization recommendations. These measures will be fully developed and suitable for inclusion within the CEQA document. Draft copies of the BRA report (digital PDF) will be submitted to the District for review and

approval. Rincon assumes two rounds of comments will be necessary. Once reviewed, a digital copy of the final report will be prepared and submitted to the District.

Cultural Resources Assessment

To address cultural resources, a formal technical report will be prepared in accordance with CEQA and Section 106 of the National Historic Preservation Act (NHPA), to facilitate Clean Water Act permitting with the USACE. Specific tasks associated with the cultural resources scope of work are described below.

Area of Potential Effects Maps. Rincon will prepare an Area of Potential Effects (APE) map in accordance with the regulations at 36 Code of Federal Regulations 800.16(d). Rincon assumes the APE will be limited to areas of direct project ground disturbance, including staging areas, and that no indirect APE will be required.

Cultural Resources Records Searches. Rincon will conduct a California Historical Resources Information System (CHRIS) records search of the project APE and a 0.5-mile radius at the Northwest Information Center (NWIC) located at Sonoma State University. The primary purpose of a records search is to identify previously recorded cultural resources known to exist within or near an APE. The records search will also reveal the nature and extent of cultural resources work previously conducted within the APE and adjacent vicinity. In addition to the archaeological inventory records and reports, an examination will be made of historic maps, the National Register of Historic Places, California Register of Historical Resources, the California Historical Resources Inventory, and the listing of California Historical Landmarks. Rincon assumes that the NWIC will conduct each records search within a maximum direct expense of \$1,000.

Native American Consultation. Rincon will request a records search of the Sacred Lands File (SLF) from the NAHC for each project. The SLF search will determine whether NAHC-listed Native American sacred lands are present within the vicinity of the APE. The NAHC will also provide a contact list of Native American contacts for the project from which Rincon may be able to solicit additional information pertaining to the Native American sensitivity of the projects. In accordance with Section 106 of the NHPA, Rincon will prepare and mail a letter to each of the NAHC-listed contacts, requesting that they contact us if they know of any Native American cultural resources within or immediately adjacent to the APE. Rincon will follow-up with each contact by telephone. As many as two telephone calls will be made to each of the contacts to document "good-faith" efforts to follow-up and the results will be documented in a table. This task does not constitute assistance with Assembly Bill 52 of 2014 (AB 52) consultation.

Local Historical Group Consultation. Rincon will contact individuals and organizations who may have knowledge of, or concerns with, historic properties in the area. Consultation will include inquiries to local governments and local historical groups regarding their knowledge of historic properties in the immediate vicinity of the APE. As many as two telephone calls will be made to each of the groups to document "good-faith" efforts to follow-up.

Field Survey. Rincon will conduct a Phase I pedestrian survey of the APE. Rincon will conduct the survey using transects spaced no more than 15 meters apart, where conditions allow. We assume one cultural resources specialist can complete the survey in one 8-hour day. For the purposes of this proposal and cost estimate, Rincon assumes that no cultural resources requiring recordation or updating will be identified by the records search or survey. Should any cultural resources be identified in the APE, the budget would need to be augmented to record or update the resource(s). No subsurface testing will be conducted, nor will any artifacts, samples, or specimens be collected during the survey.

Cultural Resources Technical Study Report. Rincon will prepare a technical report for the project documenting the results of the cultural resources study, as well as provide management recommendations for cultural resources within or near the project APE. The report will be prepared following the California Office of Historic Preservation’s Archaeological Resource Management Reports: Recommended Contents and Format. The report will include figures depicting the area surveyed and studied for cultural resources. A draft copy of the Cultural Resources Technical Report (digital pdf) will be submitted to the District for review and approval. Rincon assumes two rounds of comments will be necessary. Once reviewed, a digital copy of the final report will be prepared and submitted to the District.

Paleontological Resources Assessment

Rincon will conduct a desktop-level paleontological resources assessment to identify the geologic units that may be impacted by project development, determine the paleontological sensitivity of geologic unit(s) on the project site, assess potential for impacts to paleontological resources from development of the proposed project, and recommend mitigation measures to avoid or mitigate impacts to scientifically significant paleontological resources. The paleontological resources assessment will consist of a review of the University of California Museum of Paleontology online fossil locality database, review of existing geologic maps, and a review of primary literature regarding fossiliferous geologic units within the project vicinity and region. The results of the paleontological resources assessment will be incorporated into the geology and soils section of the IS-MND.

Task B.2. Regulatory Permitting

Under this task, Rincon would complete regulatory permitting, including performance of applicable technical studies and preparation of permit applications and supporting documents. We expect the permit applications/notifications to include the following items at a minimum:

- Name of applicant
- Project description
- Location description
- Description of existing conditions and expected impacts
- Proposed fill/dredge volume and/or removal of vegetation
- Proposed measures to avoid and minimize impacts to natural resources

The following scope of work presents a detailed description of our approach to this task.

Subtask B.2.1. Jurisdictional Delineation

To achieve compliance with the Clean Water Act, Porter-Cologne Water Quality Control Act, California Fish and Game Code, and Executive Order 11990 and to facilitate timely project approvals, the Rincon team will conduct a jurisdictional delineation of waters of the U.S. and waters of the state, including wetlands, at the project site using the most current guidance provided by the regulatory/resource agencies. Wetlands within the project site will be classified, documented, and mapped in general accordance with Corps of Engineers Wetlands Delineation Manual and Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Arid West Region. The Ordinary High Water Mark for streams and other drainage features will be delineated in general accordance with the methods prescribed in A Field Guide to the Identification of the Ordinary High Water Mark in the Arid West Region of the Western United States and Updated Datasheet for the Identification of the Ordinary High Water Mark in the Arid West Region of the Western United States. Rincon will delineate the boundaries of jurisdictional features with special emphasis on features subject to USACE, RWQCB, and CDFW

jurisdictions. The results of the delineation will be presented in a stand-alone report suitable for submission as an attachment to the permit applications/notifications.

Subtask B.2.2. Biological Assessment

The Rincon team will prepare a BA to support Endangered Species Act Section 7 consultations with the USFWS and NMFS for the permitting effort associated with the USACE. The BA will address project effects to federally listed, proposed and candidate species with potential to occur at or near the project site, and direct and indirect effects to federally designated and proposed critical habitat. We assume the USACE would initiate Section 7 consultations with the USFWS and NMFS. As necessary, the Rincon team will coordinate with the USACE, USFWS, NMFS, and District during the consultations to acquire information necessary to determine the level of potential effects and to develop/refine measures to avoid and minimize such effects to federally listed species and/or critical habitat.

Subtask B.2.3. Habitat Mitigation and Monitoring Plan

On-site and off-site, not including credit purchase from an approved mitigation bank, compensatory mitigation will require the development of a HMMP. The HMMP will be prepared in accordance with the USACE 2004 Mitigation and Monitoring Proposal Guidelines and will include, but not be limited to, a description of the:

- Proposed project requiring mitigation
- Mitigation design
- Success criteria and monitoring requirements
- Implementation plan
- Maintenance during monitoring period
- Reporting requirements
- Long-term management plan

Subtask B.2.4. Permit Applications

Most permit fees are based on the total potential or anticipated impacts and cannot be estimated without detailed information on the location and extent of project activities. Rincon will coordinate with the resources agencies and District to determine the required fees based on selection of the preferred alternative and will coordinate with the District to issue checks for submission with permit application/notification packages, but Rincon assumes that the payment of all permit fees would be strictly the responsibility of the District.

Clean Water Act Section 404 Department of the Army Permit

Once the permit requirements are confirmed, Rincon will prepare an application for a Department of the Army permit (if applicable; dependent on final design and associated impacts to Hessey Creek). Nationwide Permit (NWP) 33 Temporary Construction Access and Dewatering is currently thought to be the most applicable permit for the slide repair projects to achieve compliance with Section 404 of the Clean Water Act. However, alternative no. 2 would require culvert placement within a 250-foot reach of Hessey Creek. Although this is likely within the typical limits of impacts to qualify for an NWP, the fact that the alternative would involve the installation of a new culvert and that total linear impacts to Hessey Creek may exceed 300 feet, it may trigger the need for a Letter of Permission or Individual Permit. For a typical NWP to be authorized, the USACE may be requested to waive the 300 linear foot limit, depending on the finalized preferred alternative, by making a written determination concluding

that the discharge will result in minimal adverse effects. That said, currently, we assume this task will involve preparation and submittal of a pre-construction notification application for NWP 33.

Clean Water Act Section 401 Water Quality Certification

Due to the need for an NWP, issuance of Water Quality Certification (WQC) from the RWQCB may also be required to achieve compliance with Section 401 of the Clean Water Act (if applicable; dependent on preferred alternative). This task involves preparation and submittal of an application for WQC for the project. We will provide you the completed application for review and, upon approval; it is assumed that the application package will be submitted by the District to the RWQCB. In addition to the items identified above, the application will include all measures that will be employed to avoid and minimize water quality impacts from sedimentation during construction. We assume that the District will be responsible for the application fee to be submitted to the RWQCB.

California Fish and Game Code Section 1602 Lake or Streambed Alteration Agreement

The proposed project will also require issuance of a Lake or Streambed Alteration Agreement (LSAA) from CDFW pursuant to Section 1602 of the California Fish and Game Code. The CDFW requires notification through submittal of a notification package that includes the items identified above in the bulleted list and the CDFW LSAA notification form. This task includes the preparation and submittal of the notification for LSAA for the slide repair project. The completed notification will be provided to District for review and, upon approval, it is assumed that the notification package will be submitted to the CDFW. We also assume that the District will be responsible for the notification fee to be submitted to the CDFW.

Agency Coordination

Rincon understands this task includes close coordination with the District, as well as federal, state, and local agencies for the purpose of obtaining information and acquiring permits and clearances. We consider it likely that this activity as ongoing throughout the duration of the work program with peaks of activity at project initiation to gather information and to inform selection of the preferred repair option. Activity will peak again during review of technical reports and plans to ensure agency expectations and standards have been met, and again during the submission of regulatory permit application/notification packages and to respond to comments from the regulatory agencies. Rincon also anticipates leading ongoing communications with key staff at the regulatory agencies to ensure timely issuance of permits to meet project schedules, especially as it relates to the construction schedule.

While it is Rincon's intention to provide complete permit applications/notifications to the agencies, we may encounter one or more agencies that deem them incomplete. It is assumed that agency staff will require additional information or clarification, such that agency coordination will be ongoing post-submittal and resubmittals may be necessary. Upon receipt of any comments on completeness of the permit applications/notifications, Rincon will prepare and then submit responses and/or resubmittals to agency staff. It is assumed that all supplemental information provided will be sufficient to have the applications/notifications deemed complete, such that a third submittal would not be required. Upon the determination of permit applications/notifications completeness, Rincon will coordinate with agency staff on the timing for issuance of the permits.

Task C. Review of Construction Documents

Rincon, with the assistance of WSC engineers, will be responsible for confirming that construction documents meet the conditions and permit requirements of the project's Mitigation Measures from the IS-MND and all the conditions contained with the project's permits. Rincon and WSC will review construction documents prepared by the contractor to ensure that resource agency requirements and mitigation and monitoring requirements identified in the environmental review and permitting processes have been incorporated specifically into the project plans and specifications, and provide support and guidance to the contractor in the development of project plans, and environmental compliance approvals. Rincon assumes this task will be ongoing during the pre-construction phase, and will involve regular communication among Rincon, the District, and its selected contractor.

Task D. Resource Monitoring

Assessing the full scope and cost for compliance phase monitoring is challenging in the absence of defined construction plans, construction schedule, and permit conditions. However, Rincon is presenting a scope of work consistent with a typical project of this size and scope, within the region and within the specific habitats present at the project site. We have made some preliminary assumptions about mitigation and permit conditions that are likely to be applied to this project, and the typical level of pre-construction activity and permitting. The final scope of work, costs, and timing of compliance monitoring will be dependent on the construction schedule and any specific mitigation requirements outlined in the various permits/authorizations. While an accurate estimate of this scope of work cannot be made at this time, compliance monitoring is a standard undertaking, and it is relatively simple to develop a standard daily rate for compliance monitoring; therefore, Rincon has provided daily rates for compliance monitoring and estimated costs for pre-construction surveys and compliance monitoring and reporting. Our biologists and cultural specialists have conducted extensive compliance monitoring on a wide range of projects. The most critical aspects of compliance monitoring are effective communication procedures with construction contractors and developing productive working relationships with the contractors at the site. We strive to function as an extension of the contractor's team to ensure the project is properly executed in full compliance with project conditions. We have found that when the contractors understand we are working to ensure they remain in compliance with project conditions and we are working to ensure no project delays, a functional and effective compliance environment is created.

Tasks completed under the compliance scope of work may include administration of worker environmental awareness trainings, pre-construction surveys, daily clearance sweeps for special status species, inspections of environmentally sensitive area avoidance flagging/fencing, inspections of Stormwater Pollution Prevention Plan materials and other on-site compliance conditions, monitoring of any active nests identified during nesting bird surveys, monitoring of ground disturbance and vegetation clearing, monitoring of in-stream work, monitoring of work around any established avoidance areas, daily monitoring logs, and weekly/monthly compliance reporting. Our estimated day rates for compliance monitoring are fully loaded to account for all labor (assumes an 8-hour construction workday), direct expenses, reporting, and management time. Rincon has provided example costs for the tasks outlined below. These costs are not included in the total project cost, as they are subject to change based on the construction schedule and on the specific conditions outlined in the IS-MND and regulatory permits.

- 1) Preparation and administration of a Worker Environmental Awareness Training
- 2) General wildlife pre-construction survey and reporting
- 3) California red-legged frog survey and reporting
- 4) Nesting bird pre-construction survey and reporting

- 5) Cultural monitoring day-rate (assumes up to 5 days)
- 6) Biological monitoring day-rate (assumes up to 5 days)
- 7) Cultural monitoring report (negative findings)
- 8) Biological monitoring report (negative findings)
- 9) Final compliance reports (USACE, USFWS, NMFS, RWQCB, and CDFW)
- 10) Regulatory notifications (including before/after photo-documentation)
- 11) Environmental compliance management and coordination

Project Management

This task includes project management, quality assurance/quality control, and administration required to execute the work program, including management of teaming partners. This task also includes general consulting, Principal review and oversight of project administration, coordination, and general contract administration. Rincon's project manager would essentially function as an extension of the District team and would be available to address any and all project-related needs and concerns.

8 Insurance

Rincon Consultants, Inc.

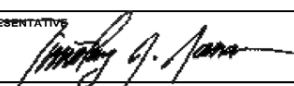
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PRODUCER Lockton Insurance Brokers, LLC 777 S. Figueroa Street, 52nd Fl. CA License #0F15767 Los Angeles CA 90017 (213) 689-0065				CONTACT NAME: PHONE (A/C, Ho, Ext): FAX (A/C, No): E-MAIL: ADDRESS:															
INSURED 1462718 Rincon Consultants, Inc. 180 N. Ashwood Ave. Ventura CA 93003				<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A: Crum & Forster Specialty Insurance Co</td> <td>44520</td> </tr> <tr> <td>INSURER B: Hartford Fire Insurance Company</td> <td>19682</td> </tr> <tr> <td>INSURER C: Starstone National Insurance Company</td> <td>25496</td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Crum & Forster Specialty Insurance Co	44520	INSURER B: Hartford Fire Insurance Company	19682	INSURER C: Starstone National Insurance Company	25496	INSURER D:		INSURER E:		INSURER F:	
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INSURER F:																			

COVERAGES RINCO01 **CERTIFICATE NUMBER:** 16100119 **REVISION NUMBER:** XXXXXXXX

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	ADOL	INSR	WVVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> SIR: \$50,000 GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJ/JECT <input type="checkbox"/> LOC OTHER:	N	N		EPK-125280	12/17/2018	12/17/2020	EACH OCCURRENCE \$ 3,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 3,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COM/OP AGG \$ 4,000,000 \$
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <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 <input type="checkbox"/> OTHER:	N	N		72UUNCB5288	2/1/2020	2/1/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX \$ XXXXXXXX
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000	N	N		EPX-114134	12/17/2019	12/17/2020	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$ XXXXXXXX
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y <input checked="" type="checkbox"/> N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	N/A		T10200329	2/1/2020	2/1/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Contractors Pollution Liab E&O Liab -Claims Made	N	N		EPK-125280	12/17/2018	12/17/2020	Limit: \$3,000,000/\$4,000,000 Limit: \$3,000,000/\$4,000,000

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

CERTIFICATE HOLDER 16100119 Evidence of Coverage	CANCELLATION See Attachment
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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ACORD 25 (2016/03)

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9 Total Professional Fee and Fee Schedules

The proposed professional fee and fee schedules are provided under separate cover.



Rincon Consultants, Inc.

200 Washington Street,
Suite 207
Santa Cruz, California 95060

831 440 3899 OFFICE AND FAX

info@rinconconsultants.com
www.rinconconsultants.com

April 1, 2020
Project Number 20-09407

Attn: Mr. Darren Langfield, District Engineer
San Lorenzo Valley Water District
13060 Highway 9
Boulder Creek, California 95006

Subject: Professional Fee and Fee Schedules: Environmental Review – Lyon Tank Access Road Rehabilitation

Dear Mr. Langfield:

Rincon Consultants, Inc. (Rincon) is pleased to submit this cost proposal to assist the San Lorenzo Valley Water District (District) with the critically important work of providing regulatory environmental consultation and document preparation for the Lyon Tank Access Road Rehabilitation.

Provided on the following pages are our team’s professional fee and fee schedules.

Thank you for considering Rincon for this assignment. Please do not hesitate to contact us if you have questions about this proposal and/or if you need any additional information.

Sincerely,

Rincon Consultants, Inc.

Craig Lawrence
Project Manager

200 Washington Street, Suite 207
Santa Cruz, California 95060
Phone: 831-440-3899 x2059
Email: clawrence@rinconconsultants.com

Contact for Clarification

Colby J. Boggs
Principal

200 Washington Street, Suite 207
Santa Cruz, California 95060
Phone: 831-440-3899 x117
Email: cboggs@rinconconsultants.com

Authorized to contractually obligate and negotiate on behalf of Rincon Consultants, Inc.

Cost Estimate

Tasks	Rincon Labor Classification →			Principal II	Principal I	Supervisor I	Senior Professional II	Senior Professional I	Professional IV	Professional III	Professional II	Professional I	Production Specialist	Technical Editor	GIS/CADD Specialist	Clerical
	Labor Cost	Direct Expense	Hours	\$240	\$220	\$195	\$175	\$160	\$145	\$130	\$115	\$105	\$88	\$112	\$112	\$75
Task A: Feasibility Analysis & Agency Coordination																
Subtask A.1 Site Visit and Design Plan Review	\$5,768		38		2		16			16					4	
Subtask A.2 Agency Coordination	\$1,660		10		2		4			4						
Subtask A.3 Impacts and Permitting Analysis	\$4,920		32	2	2		8			20						
Subtask A.4 Reporting	\$4,242		30		2		6			16				4	2	
<i>Task Subtotal</i>	<i>\$16,590</i>		<i>110</i>	<i>2</i>	<i>8</i>		<i>34</i>			<i>56</i>				<i>4</i>	<i>6</i>	
Task B: Environmental Review and Permitting																
Subtask B.1 Initial Study/MND																
Project Description	\$3,624		25	1	2		4		4	8			2		4	
Administrative Draft IS-MND	\$18,474		140	8	2		2	6	36	60	12		6		8	
Public Review Draft IS-MND	\$3,542	\$660	28	2					8	10			6		2	
Final IS-MND and Mitigation Monitoring and Reporting Program	\$1,820	\$732	10	2			6		2							
Technical Studies to Support CEQA																
Biological Resources Assessment	\$9,996	\$310	78		2		4			40	24			2	6	
Cultural Resources Assessment	\$9,332	\$1,460	81		4			7				62			6	2
Paleontological Resources Assessment	\$2,936	\$345	21		2				12			4		1	2	
Subtask B.2 Regulatory Permitting																
Subtask B.2.1 Jurisdictional Delineation	\$6,452	\$405	44		2		4		32					2	4	
Subtask B.2.2 Biological Assessment	\$5,656		42		2			16			8	8		4	4	
Subtask B.2.3 Habitat Mitigation and Monitoring Plan	\$5,068		34		2		4		24					2	2	
Subtask B.2.4 Permit Applications																
Clean Water Act Section 404 Department of the Army Permit (USACE)	\$7,298		55	1			2	4		40		4			4	
Clean Water Act Section 401 Water Quality Certification (RWQCB)	\$7,298		55	1			2	4		40		4			4	
California Fish and Game Code Section 1602 Streambed Alteration Agreement (CDFW)	\$7,298		55	1			2	4		40		4			4	
Agency Coordination	\$4,720		28		4		16			8					4	
<i>Task Subtotal</i>	<i>\$93,514</i>	<i>\$3,912</i>	<i>696</i>	<i>16</i>	<i>22</i>		<i>46</i>	<i>41</i>	<i>118</i>	<i>176</i>	<i>102</i>	<i>98</i>	<i>14</i>	<i>11</i>	<i>50</i>	<i>2</i>
Task C: Review of Construction Documents																
Task C: Review of Construction Documents	\$5,400	\$8,993	36		4		8			24						
<i>Task Subtotal</i>	<i>\$5,400</i>	<i>\$8,993</i>	<i>36</i>		<i>4</i>		<i>8</i>			<i>24</i>						
Task D: Recourse Monitoring (for planning only, not included in project total cost)																
Preparation and Administration of a Worker Environmental Awareness Training	\$1,600		13		1						12					
General wildlife preconstruction survey and reporting	\$2,484	\$180	21		1					6		12		1	1	
California Red Legged Frog Survey and reporting	\$4,964	\$350	35		1				24	8		12		1	1	
Nesting Bird Preconstruction survey and reporting	\$1,600	\$180	13		1						12					
Cultural monitoring day-rate (inclusive of direct expenses and management, \$1250/day @ 5 days)	\$6,250															
Biological monitoring day-rate (inclusive of direct expenses and management, \$1250/day @ 5 days)	\$6,250															
Cultural monitoring report (negative findings)	\$2,299		20		1		1				16			1	1	
Biological monitoring report (negative findings)	\$3,834		26		2	2	4			16				1	1	
CDFW SAA Annual Report	\$4,708		34		2		4			24				2	2	
Regulatory notifications (including before/after photo-documentation)	\$1,910		14				2			12						
Environmental compliance management and coordination	\$6,640		40		4		24			12						
<i>Task Subtotal</i>	<i>\$42,539</i>	<i>\$710</i>	<i>216</i>		<i>13</i>	<i>2</i>	<i>35</i>		<i>24</i>	<i>78</i>	<i>24</i>	<i>28</i>		<i>6</i>	<i>6</i>	
Project Management																
<i>Task Subtotal</i>																
SUBTOTAL COST	\$ 158,043	\$ 13,615	1,058	\$ 4,320	\$ 10,340	\$ 390	\$ 21,525	\$ 6,560	\$ 20,590	\$ 43,420	\$ 14,490	\$ 13,230	\$ 1,232	\$ 2,352	\$ 6,944	\$ 150

Direct Cost Detail

Vehicle Costs	\$ 1,070
Standard Field Equipment Package	\$ 475
Trimble GPS	\$ 190
Photocopies Double-Sided BW	\$ 792
Colored Copies Single-Sided	\$ 600
MWIC Fee	\$ 1,150
Paleo Record Search	\$ 345
Subconsultant Fee	\$ 8,993
Subtotal Additional Costs:	\$ 13,615

Summary

Professional Fees Subtotal	\$158,043
Direct Costs Subtotal	\$13,615
TOTAL PROJECT BUDGET	\$ 171,658

Professional Services - are based on Rincon's standard fee schedule and labor classifications. The above is provided as an estimate of Rincon's effort per task. Rincon may reallocate budget between staff and tasks, as long as the total contract price is not exceeded.
Annual Escalation - Standard rates subject to 3% escalation annually



Rincon Fee Schedule

Key Staff Member	Professional Classifications*	Hourly Rate
Colby Boggs	Principal I	\$220
Craig Lawrence	Senior Professional II	\$175
Hannah Haas	Senior Professional I	\$160
Amanda Antonelli	Professional III	\$130
Samantha Kehr	Professional III	\$130
Carolynn Daman	Professional III	\$130
*Support Staff	GIS/CADD Specialist II	\$125
*Support Staff	GIS/CADD Specialist I	\$112
*Support Staff	Technical Editor	\$112

*Professional classification includes environmental scientists, urban planners, biologists, geologists, marine scientists, GHG verifiers, sustainability experts, cultural resources experts and other professionals. Expert witness services consisting of depositions or in-court testimony are charged at the hourly rate of \$350.

Reimbursable Expenses

Direct Cost	Rate
Photocopies – Black and White	\$0.20 (single sided) & \$0.36 (double sided)
Photocopies – Color	\$1.50 (single sided) & \$3.20 (double sided)
Photocopies – 11 x 17	\$0.50 (B&W) & \$3.20 (color)
Oversized Maps	\$8.00/square foot
Reproduction: CDs	\$15/disc and \$20/flash drive
Light duty/Passenger Vehicles*	\$85/day
4-WD/Off-Road Vehicles*	\$135/day

* \$0.65/mile for mileage over 50 and for all miles incurred in employee-owned vehicles.

Other direct costs associated with the execution of a project, that are not included in the hourly rates above, are billed at cost plus 15%. These may include, but are not limited to, laboratory and drilling services, subcontractor services, authorized travel expenses, permit charges and filing fees, mailings and postage, performance bonds, sample handling and shipment, rental equipment and vehicles other than covered by the above charges.

Annual Escalation– Standard rates subject to annual escalation

Payment Terms– All fees will be billed to Client monthly and shall be due and payable upon receipt.

Invoices are delinquent if not paid within 10 days from receipt.



2020 Classifications and Rates

Labor Classification	Hourly Rate
Engineers / Project Managers / Planners / Hydrogeologists	
Engineering Intern	\$115
Assistant	\$135
Staff I	\$145
Staff II	\$155
Staff III	\$165
Associate I	\$180
Associate II - Justin Sutton	\$190
Associate III	\$200
Senior I	\$220
Senior II	\$230
Senior III	\$240
Principal I - Kirsten Plonka	\$250
Principal II - Dylan Wade	\$280
Principal III	\$305
Outreach and Communications	
Communications Support I	\$120
Communications Support II	\$140
Communications Support III	\$160
Outreach Specialist/Facilitator I	\$175
Outreach Specialist/Facilitator II	\$220
Outreach Specialist/Facilitator III	\$265
CAD Design Services	
Technician/Designer I	\$120
Technician/Designer II	\$135
Technician/Designer III	\$155
Inspection Services	
Inspector I	\$125
Inspector II	\$140
Inspector III	\$165
Inspector (Prevailing Wage)	\$170
Administrative Services	
Administration/Clerical I	\$120
Administration/Clerical II	\$130
Administration/Clerical III	\$145

10% mark-up on direct expenses; 15% mark-up for sub-contracted services

Standard mileage rate \$0.57 per mile (or current Federal Mileage Reimbursement Rate)

Airplane mileage rate \$1.27 per mile (or current Federal Airplane Mileage Reimbursement Rate)

Rates are subject to revision as of January 1 each year.

MEMO

TO: Board of Directors
FROM: District Manager
SUBJECT: Low Income Assistance Rate Program
DATE: April 16, 2020

Recommendation:

It is recommended that the Board of Directors review this memo and the attached correspondence from Friends of San Lorenzo Valley Water requesting that the board consider establishing a low-income assistance rate program.

Background:

Staff and Board members have been working with the Friends of San Lorenzo Valley Water (FSLVW). This is a local citizen's group whose mission is to ensure that all citizens of our valley have access to safe, affordable water, which they recognize as a fundamental human right. To fulfill this mission, the Friends support programs and policies that:

- (1) Protect and restore the San Lorenzo Valley watershed, waterways, and aquifers; and
- (2) Repair and maintain the San Lorenzo Valley Water District's (SLVWDs) water delivery infrastructure; and
- (3) Recognize that costs should be distributed in a manner that protects those with limited financial resources. The Friends support local control of SLV's precious water resources and endeavor to work collaboratively with SLVWD's Board and staff, as well as other organizations and individuals, to find positive solutions through dialogue, technical reports, science-based decision making, clear communication and transparency.

This is the same group that worked on the consolidation of Cal-Am Felton into the district (Measure W), and most recently the Felton Library project.

Recently this group has been working with Board members and staff on developing a low income assistance rate program for the district to adopt. This program would operate under similar principals of the PG&E CARE program.

Past Boards have shown a desire to investigate such a program for the District however several legal roadblocks limiting the use district funds have kept such a program from being adopted.

Friends of SLV Water have prepared a proposal for Board consideration. Normally this proposal would have been brought to the Finance Committee for review, however with the cancellation of Committee meetings in response to COVID-19, staff brought this to the Board's attention for direction. Considering the possible amount of discussion, staff feels that this deserves multiple meetings and recommends that a special BoD meeting or Finance Committee meeting be scheduled to discuss their proposal or other options that the Board feels desirable.

April 2, 2020

MEMORANDUM

To: SLVWD Board of Directors
From: Friends of San Lorenzo Valley Water (FSLVW)
Re: Low Income Ratepayer Assistance (LIRA) Programs -- Recommendation for Action

Background:

FSLVW recently submitted a report on Low Income Ratepayer Assistance (LIRA) programs to the District, stressing the need to assist those ratepayers with limited resources and suggesting that SLVWD investigate the advisability and feasibility of introducing such a program for our district. The sudden impact of the corona virus pandemic has made the need for a LIRA program more urgent. We are therefore submitting this memorandum to encourage the board to take action as soon as possible. We have conducted additional research on costs and implementation steps, presented here, to assist the board in its deliberations.

Coverage and Costs

As discussed in our report, the easiest way to implement a LIRA program would be to piggyback onto PG&E's CARE program. CARE provides significant discounts to low income PG&E customers (30-35% discount on electric bills and 20% on gas bills). To be eligible your income can be up to 200 percent of the federal poverty guidelines (\$34,480 or less for households with 1-2 people, with higher limits for larger households). SLVWD ratepayers would be eligible for the LIRA program by establishing that they are enrolled in the CARE program (by simply submitting a copy of their PG&E bill). This method is used by other water districts and greatly simplifies administration, saving staff time.

The attached spreadsheet provides data on CARE program enrollments (submitted to us by Stephanie Hill at the district). We have estimated the number of SLVWD ratepayers who would be eligible (1,501) for CARE (and therefore would be eligible to apply for a LIRA program) and how many of SLVWD ratepayers are actually enrolled in CARE (841). These are rough estimates because the geographic area used by PG&E does not match SLVWD boundaries, there are more PG&E connections than SLVWD hookups in our district, and we included all hookups, including commercial and industrial, even though these ratepayers would not be eligible. The potential and actual numbers of enrollees are probably significantly lower for these reasons.

As shown in the spreadsheet, costs depend on the amount of the monthly discount and the number of ratepayers who actually enroll. Assuming a minimum discount of \$10/month and a maximum of \$20/month, annual costs to SLVWD would range from approximately \$100,000/year to \$360,000/year.

Recommendation

We suggest the SLVWD Board adopt a resolution expressing the intent of the district to implement a LIRA program as soon as feasible, instruct staff to conduct the necessary research and have staff report back to the Board on program implementation options and costs. We suggest that the program start modestly, with a \$10/month discount be used initially and that a

cap of \$100,000 be placed on the program, with ratepayers being enrolled on a first come first serve basis (a procedure used by other districts). This will allow the Board and staff to evaluate the program and make any adjustments before making a larger financial commitment. We would support the Board and staff if a decision is made to start the program more modestly or aggressively, with a higher discount and/or an alternative cap or no cap on costs.

Note that funds for a LIRA program cannot come from water rate income; the district would need to use property tax revenues or another funding source.

Rationale – Why a LIRA Program Instead of Forgoing the Rate Hike

We applaud the district and the Board for making assistance to low income ratepayers a priority and for announcing that there would be no water shut offs during this extraordinary pandemic, which is creating such financial hardship for many ratepayers. In recognition of those hardships, a proposal was made at the last board meeting to forgo the next rate hike. We believe this would have long-term adverse effects on the district. It would jeopardize the district's financial health, its ability to address critical infrastructure upgrades and watershed protection activities, and could result in staff layoffs. Moreover, it is not an effective means to reach the goal of assisting low income ratepayers. We believe that SLVWD ratepayers would choose a LIRA program over a broader rate reduction if educated about the options and benefits.

A LIRA program would be much more effective for the following reasons:

- Foregoing the rate hike does not target low income ratepayers and rewards the higher water users, who are more likely to have the resources to pay the increased rates.
- The rate increase is so modest (\$2-4/month for each rate payer, depending on amount of water use) that it will **not** provide a meaningful benefit to those in financial distress) while a LIRA program would offer a significant benefit to those in financial distress.
- By adopting a LIRA program, the district will be alerting low income ratepayers to PG&E's CARE program, in which many are not currently enrolled, potentially adding even more benefits.
- The cost of a LIRA program to the district is significantly less than the revenues that would be lost if the rate hike is not implemented.

Foregoing the rate hike amounts to a symbolic gesture by the district that would harm the district's long-term operations without providing real help to low income ratepayers. We urge the board to consider a LIRA program as an alternative.

Providing Safe, Affordable Water to Low Income Households: Options for the San Lorenzo Valley Water District (SLVWD)

Prepared by:
Friends of San Lorenzo Valley Water
Prepared for:
SLVWD Board of Directors
March 6, 2020

“Every human being has the right to safe, clean, affordable, and accessible water adequate for human consumption, cooking, and sanitary purposes.” California State Law (AB 685, 2012)

Introduction

California now recognizes safe, affordable water as a fundamental human right. Unfortunately, the cost of water delivery is being inexorably driven upward by a wide range of evolving conditions: aging infrastructure, climate change and droughts, population growth, degrading watershed lands, aquifer depletion, revised standards, and escalating staff expenses. According to the California State Water Resources Board, the average cost of water for Californians increased by 45 percent between 2007 and 2015 (from \$37.01/month to \$53.91/month), with costs continuing to rise.¹

For water districts across the state, including SLVWD, this leads to at least three critical challenges:

- Devising innovative ways to grow revenue for a fixed customer base (so as to minimize rate increases)
- Managing expectations for typical rate-payers (who are understandably resistant to rate increases)
- Mitigating hardship for low-income households (who are hardest hit by any rate increases).

It goes without saying that water districts should spend their money as wisely and efficiently as possible, but this alone will not enable any district to avoid confronting these challenges.

This document focuses principally on the third of these three challenges: mitigating hardship for present and future low-income households. To its credit, the SLVWD Board is well attuned to this challenge as well; it has highlighted both its concern for low-income households and the need to keep the cost of water low to ensure that all SLVWD ratepayers can afford the District’s water service. To date, however, the board has not implemented programs to assist low-income households specifically.

¹ California State Water Resources Control Board, *Recommendations for Implementation of a Statewide Low-Income Water Rate Assistance Program*. CSWRCB; Sacramento, CA (February 2020). Available at: https://www.waterboards.ca.gov/water_issues/programs/conservation_portal/assistance/docs/ab401_report.pdf

What new rate-mitigation strategies might SLVWD conceivably implement? A logical first step in confronting any new problem is to determine what responses have been explored by others facing a similar challenge. In this report, we outline two specific options for assisting low-income households that have been used by other water districts across California and appear to be feasible for SLVWD. These options are not mutually exclusive, and can be considered either individually or together. We urge SLVWD to seriously consider both options.

Option #1: Low Income Assistance Rate Programs (LIRA)

Description

As a logical follow-up to its 2012 declaration of water as a fundamental human right, the California legislature enacted the Low-Income Water Rate Assistance Act in 2015.² It directed the State Water Resources Control Board (State Water Board) to prepare a plan to implement LIRA programs across the state which it issued in February 2020.³ It provides a blueprint for the program, but there is neither a timetable for implementation nor a clear path for funding the estimated \$606 million annual cost.

In the meantime, numerous local water districts have implemented their own LIRA programs, tailored to the particular circumstances and needs of their ratepayers. The programs provide discounts to qualifying ratepayers using a variety of application processes and funding mechanisms, all of which avoid the financing constraints imposed by Proposition 218 and subsequent court cases. We have identified ten public districts with active LIRA programs (Table 1).⁴

Table 1 identifies four key components to local LIRA programs:

Amount of Discount: Discounts can be applied as a fixed amount per month or year, through a percentage discount, or based on volume of use. We found fixed rate discounts ranging from \$10-\$20/month; East Bay Municipal Utility District (EBMUD) provides a 50 percent discount.

Eligibility: Most of the ten Districts rely on PG&E's CARE program guidelines (or in the case of Districts in Southern California, guidelines of other relevant energy providers) – if the ratepayer is eligible for low-income discounts from PG&E then they qualify for the LIRA program. CARE gives discounts of up to 20 percent to those whose incomes are up to approximately twice the federal poverty guidelines (reflecting the higher-than-average cost of living in California). Calaveras County Water District limits its program to 200 customers, chosen on a first-come-first-serve basis.

Application Process: In most cases, applicants fill out a simple form and attach a copy of their PG&E bill showing their enrollment in the CARE program (or the Southern California

² Assembly Bill 401 (2015). California Water Code § 189.5

³ See note 1, *supra*.

⁴ We identified these ten Districts by reviewing the websites of Districts that responded to the State Water Board draft report and by conducting Internet searches. In selected cases, we contacted the Districts and interviewed relevant staff members. We anticipate that there are numerous other Districts that have similar programs.

equivalent energy provider program). In most cases, participants must reapply on an annual basis.

Funding: Districts use a variety of income sources to pay for their LIRA programs, including penalty fees, interest income, property tax revenues, and rental income, among others. No District uses revenue derived from water delivery, thus avoiding Proposition 218 problems. One District also relies on charitable donations.

Discussion and Recommendation

LIRA programs are clearly feasible, and their administration appears to be straightforward, limiting the amount of administrative costs associated with implementation and operation. There are a number of options to consider, as discussed above.

We note that private water companies, including California American and Cal Water also provide low income discounts that are substantially greater than those we found among public districts. Low-income discounts are also routine among other public utilities companies, again with substantial discounts. Given the importance of water as a fundamental human right and the precedent provided by both private and public water and energy organizations, SLVWD would be well justified in joining the public districts that provide such financial relief to customers who are struggling to make ends meet. We recommend that SLVWD initiate steps to implement a LIRA program for the District.

Option #2: Assisting Low Income Households Facing Unanticipated Emergencies to Avoid Water Shutoffs

Description

This option focuses on a distinct but related problem for low income ratepayers: water shutoffs due to failure to pay water bills. The problem is compounded by the fees charged by SLVWD for posting a warning that the shutoff is imminent (\$25), and then for actually discontinuing service (another \$40). Shutting off a low-income household's water clearly should be a last resort for the District since it denies the residents their human right to safe, accessible, and affordable water. Yet, the District cannot function without ratepayers actually paying their bills.

SLVWD's water shutoff policy is being revised in light of SB 998, the Discontinuation of Water Service Act, enacted in 2018 and in effect February 1, 2020. SB 998 recognizes that Californians have a fundamental right to accessible, affordable, safe water and establishes guidelines and procedures for public water districts to limit the likelihood of water shutoffs and to assist low-income households in avoiding shutoffs. Its provisions were developed primarily to address problems associated with large, urban water districts. SLVWD's revised policy adheres to the SB 998 guidelines, but according to SLVWD staff, the state guidelines create additional problems when applied to small rural districts such as ours. Low-income household shutoffs thus remain a serious problem.

The challenge for the District in providing additional protections beyond those mandated by state law is to distinguish between households facing unusual financial crises that can be alleviated in the short term from those with a chronic financial situation that makes paying water bills over time not feasible. Any attempt to identify those with short-term emergencies is fraught with

administrative and legal challenges that can lead to unintended direct and indirect costs to the District. Privacy issues may also arise.

This option seeks to protect the District from these problems by first, using only private donations to fund the program and second, having it administered by an outside nonprofit agency that includes in its mission assisting low income households facing unanticipated financial crises. Private donations can be encouraged through an annual fundraising drive with publicity on its website, on social media and other media outlets.

Discussion and Recommendation

We have identified one water district – East Bay Municipal Utility District (EBMUD) – that has implemented a program proposed here. Its website states that the District has partnered with two nonprofit organizations – St. Vincent DePaul Society and Catholic Charities – to assist low-income households in a financial emergency that face water shutoffs. EBMUD encourages its ratepayers to make donations to either of these two organizations for its “Water Lifeline Donation Program.” The two organizations determine eligibility and distribution priorities. Both organizations have staff and programs with experience determining housing and financial needs of low-income families.

The EBMUD program provides a good model for SLVWD to adopt. Legal and administrative issues clearly need to be examined to determine feasibility and costs. There is at least one nonprofit organizations in the San Lorenzo Valley that may be in a position to partner with SLVWD in this effort –Mountain Community Resources (MCR). We recommend that SLVWD investigate the viability of such a program and, if feasible, contact MCR to determine partnership possibilities.

Conclusion

Members of the current SLVWD Board of Directors have repeatedly expressed their deep concern for the plight of SLV rate-payers whose precarious financial status threatens their fundamental access to water. The obvious concomitant to this concern is the question: what immediate options are available for mitigating this threat? In this document, we have outlined two feasible responses, both of which, based on the experiences of other water districts across California, appear to be worthy of immediate serious consideration:

- Numerous other California water districts have implemented Prop-218-compliant LIRA programs.
- At least one California water district has partnered with local charities to assist households facing imminent water shutoff.

These programs are particularly instructive in the examples that they provide of viable funding strategies (including penalty fees, interest income, property tax revenues, rental income, donations) and of strategies for minimizing administrative overhead (including reliance on already-well-established programs and charities in the SLV). The obvious next step would be to carefully examine the implications of these numerous precedents for SLVWD.

**Table 1
Low-Income Rate Assistance (LIRA) Programs
Public Water Districts**

Water District	Discount Amount	Eligibility	Application Process	Payment Source	Notes
Calaveras County Water District	\$20/month	Household income below 200% of federal poverty guidelines; PG&E CARE program as proof	Annual, beginning January 1 of each year. Attach PG&E bill; renters must provide copy of rental agreement	Unclear	This is a separate water district with its own board of directors, independent of the county government.
Calistoga	20% reduction in water volume charges up to 35 water service units; 20% reduction in water service charges	PG&E CARE program criteria	Submit PG&E bill showing enrollment in PG&E CARE program	Unclear	City provides water (not a separate water district)
Chino Hills	\$10/month	CPUC low income guidelines	Annual; submit application w/energy bill that shows CPUC eligibility	Penalty fees	City provides water; not a separate water district

Coachella Valley Water District	\$100 credit once per year	Household income below 200% of federal poverty guidelines	Administered by United Way -- apply with them	Charitable donations, employee donations, sale of scrap metal, lease revenues, sales of CVWD's book on desert-friendly landscaping	Average monthly bill is \$24
Cucamonga Valley	\$10/month	CPUC low income guidelines	Annual; submit application w/energy or gas bill showing CPUC eligibility	Unrestricted rental income (from rental of cellular tower space)	Special District unit of local government
East Bay Municipal Water District	50% discount	Household income below 200% of federal poverty guidelines	Report household income. Valid for 2 years.	Property tax revenue?	Independent of this, EBMUD recently partnered with St. Vincent de Paul Society of Alameda County and Catholic Charities of the East Bay to launch a new program that supports customers facing an emergency and unable to pay their bills.
El Dorado Irrigation District	\$25 credit on each bimonthly bill	Participation in CARE program	Submit PG&E bill showing CARE eligibility. Valid for 2 years.	Unclear	This is a pilot program for up to 1500 customers.

Georgetown Divide Public Utility District	Unspecified	Unspecified	Provide PGE bill showing CARE discount or provide proper income documentation	Unclear	A new program; limits on number of participants
Scotts Valley	Varies by amount of use				Program appears to be in development; details forthcoming
Thousand Oaks	\$20 credit on each bimonthly bill	Participation in CARE program	Submit SCE or SCG bill showing CARE eligibility	Unclear	

PG&E CARE PROGRAM ENROLLMENT ANALYSIS

STATISTICS FROM PG&E

ZIP	Residential Households	Estimated Eligible	CARE Enrolled	% Estimated Eligible	% Eligible Enrolled	ASSUMPTIONS FOR CALCULATIONS	Town
95005	2,309	514	235	22%	46%	<i>Assume all are in our District</i>	Ben Lomond
95006	3,854	826	465	21%	56%	<i>Assume all are in our District</i>	Boulder Creek
95007	302	124	40	41%	32%	<i>Assume all are in our District</i>	Brookdale
95018	3,066	475	331	15%	70%	<i>Assume all are in our District</i>	Felton (would include Lompico)
95066	1,430	185	125	13%	67%	<i>Assume 25% are in our District</i>	Scotts Valley
	10,961	2,124	1,196	19%	56%		

APPLICATION TO SLVWD*

SLVWD Hookups	Estimated Eligible (19%)	Estimated CARE Enrolled (56%)
7,900**	1,501	841

*PG&E hookups will be more than SLVWD hookups, since well owners and renters will have PG&E accounts but may not have SLVWD accounts

**Data from SLVWD website; includes residential, commercial and institutional.

ESTIMATED LIRA PROGRAM COSTS FOR SLVWD

	If All Eligible Enroll	If Current # CARE Enroll	If 75% of CARE Enroll	If 50% of CARE Enroll
\$10/mo	\$ 15,010	\$ 8,406	\$ 11,258	\$ 7,505
Annual cost @ \$10/mo	\$ 180,120	\$ 100,867	\$ 135,090	\$ 90,060
\$20/mo	\$ 30,020	\$ 16,811	\$ 22,515	\$ 15,010
Annual cost @ \$20/mo	\$ 360,240	\$ 201,734	\$ 270,180	\$ 180,120

Notes

*LIRA programs are only applicable to residential hookups. Estimates are high since they include commercial and institutional hookups.

*Extent to which eligible ratepayers will sign up for CARE and LIRA is unknown.

*District can place a cap on funds dedicated to the program, and enroll in program on first come first served basis.



**BOARD OF DIRECTORS
SAN LORENZO VALLEY WATER
DISTRICT
MINUTES
March 19, 2020**

Thursday, March 19, 2020 at 6:30 p.m., SLVWD, 13057 Highway 9, Boulder Creek, CA 95006.

Teleconferencing will be made available for this meeting by dialing in to 1-800-308-1404 and entering passcode 213-612-7815. This is a special accommodation being made in light of public health concerns due to COVID-19 and pursuant to the Governor's Executive Order N-25-20 (Order). The Order at Paragraph 11 allows local legislative bodies to hold public meetings via teleconference and to make meetings accessible electronically to its members, agency personnel, and members of the public.

The use of teleconferencing technology as an alternative to in-person attendance is strongly encouraged but not required. This is a publicly held meeting and all members of the public are welcome to attend. During this Public Health Emergency please be mindful of yourself and those around you when choosing to attend public meetings.

1. Convene Meeting 6:30 p.m.
2. Roll Call: Dir. Farris, Dir. Fultz and President Swan were present in the Boardroom. Dir. Henry and Dir. Moran were present by teleconference. Staff: R. Rogers was present in the Boardroom. G. Nicholls, J. Furtado, D. Langfield, S. Hill, Carly Blanchard, and H. Hossack were present by teleconference.
3. Additions and Deletions to Agenda:
 - R. Rogers said he would like to move item 6b to the beginning of the meeting.
 - S. Swan welcomed everyone to the Board meeting. Thanked everyone for distancing themselves.
 - R. Rogers said that the management team is participating remotely.
 - S. Swan asked the District Counsel to explain the teleconferencing protocol.
 - G. Nicholls explained the process for teleconferencing and the suspension of portions of the Brown Act, recently announced by the governor of California as executive order. Ground rules for teleconferencing; keep your phones on mute until you are going to speak, the Board President will set time limits for public communication and the time will be monitored in the Boardroom, before you start speaking please announce yourself, be courteous and wait for the prior speaker to finish, the Board President will make sure everyone has an opportunity to speak, if background noise or interference becomes a problem it may become necessary to mute the conference line. She will be helping to manage the conference line.

4. Oral Communications:

Pres. Swan introduced this process for public comment. We will be observing a 3 minute time limit for comments. Agenda 3.16.20 Item: 7a

L. Henry said that she is on a landline and cannot mute her phone.

6. New Business:

b. NOVEL CORONAVIRUS (COVID-19) RESPONSE

R. Rogers introduced the item and explained that the original item in the agenda is over a week old and there have been changes to the item. A supplemental memo has been added and was posted to the website. He read from the memos.

G. Nicholls said that she has nothing to add but will answer any legal questions.

S. Swan said we will begin with discussion by the Board.

L. Henry said this sounds like a very good plan, protective of staff and public.

R. Moran said the recommendations are in line with other government agencies. He was glad to see the District is fully engaged in maintaining a clean and safe workplace.

B. Fultz said that he is happy that the District has jumped on this right away. The plan makes sense. He asked about testing of essential business employees.

R. Rogers said he didn't see anything about testing only that essential employees are expected to practice social distancing.

G. Nicholls confirmed that there was nothing in the orders to require testing.

B. Fultz said that he thinks when tests are more available the District should consider testing.

R. Rogers said the first concern is the health and safety of staff.

Discussion by the Board and staff regarding the office staff working out of the office.

L. Farris questioned emergency powers of the District Manager 1) should we consider raising the dollar approval level and 2) allow agenda item changes in less than 3 days since things are changing so rapidly.

R. Rogers said this emergency is unique in that there are not large expenditures for materials. Right now he is comfortable. He has discussed the possibility of emergency meetings with District Counsel.

Discussion by the Board and staff regarding social distancing of staff.

S. Swan noted that there was still no public attendance in the room so he opened the phones to public comment.

J. Mosher commented that he appreciated the hard work of the staff making sure that the public is receiving clean and safe water.

B. Holloway said that he was glad that the District was able to get the teleconference to work for tonight's meeting. He questioned cash payments of water bills.

R. Rogers said that the cash payments should go into the drop box.

S. Hill we are not accepting cash payments at this time. The drop box locations are check only.

Discussion by the Board and staff regarding cash payments and locations of drop boxes.

R. Rogers said that he would like to bring back to the Board the waiving of penalties and charges for non-payment.

Discussion by the Board and staff regarding suspension of waiving penalties and charges for non-payment.

R. Moran questioned the need to agendaize the reduction of Board meetings.

Discussion by the Board and staff regarding the reduction of meetings and how long we will be sheltering in place. Item: 7a

B Fultz made a motion to suspend the first meeting of each month and all committee meetings till such time as the Santa Cruz County Health Officer lifts the shelter in place order. That gives us an indefinite time and if the order is lifted we can go back to having 2 meetings per month.

G. Nicholls said that the motion is entirely workable. The motion was seconded.

E. Fresco she said she doesn't know what else the Board can do.

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

5. Unfinished Business:

a. DRAFT FISCAL YEAR 2020/21 OPERATING REVENUE & EXPENSE BUDGET REVIEW

R. Rogers introduced this item and the Director of Finance.

S. Hill explained this item. It is high level view with estimated operating revenue of \$11.3 million. It includes the rate increase that was approved by the Prop 218 process. Consumption assumption was reduced. Operating expenses came in at \$8.3 million, leaving operating income just under \$3 million.

L. Farris questioned where the non-recurring new revenue is. For example, the sale of surplus property.

S. Hill those would fall under a non-operating function.

L. Farris asked how we go about factoring in revenue that we can't specifically identify.

S. Hill said you can always do a budget amendment.

B. Fultz said you might want to consider the kind of non-operating revenue.

Discussion by the Board and staff regarding the B & F Committee seeing this information and the rate increase.

S. Hill said then we need to discuss the \$5 million in unfunded liability.

Discussion by the Board and staff regarding the unfunded liability.

S. Hill said there is a great unknown in the future. Not moving forward with rate increases will make the path forward more difficult.

B. Fultz said his understanding of the minimum ratio is 1.25%.

Discussion by the Board and staff regarding loan possibilities. An expenses.

S. Hill said that the District still needs a Strategic Plan and Master Plan.

Discussion by the Board and staff regarding the Master Plan, Strategic Plan and expenditures that are needing financing.

S. Hill explained the next few pages in the budget packet.

B. Fultz asked for S. Hill to post excel spreadsheets with all of this information.

Discussion by the Board and staff regarding the budget spreadsheets.

S. Hill asked for questions on the operating expenses.

L Farris noted that amount of money budgeted for maintenance is going down, has the deferred maintenance problem been fixed.

R. Rogers we got our maintenance done and it came in less than budgeted.

J. Furtado said that number was adjusted due to the lower numbers that came in this year. Most of the maintenance issues in the field are capital maintenance. They will be in the capital budget.

Discussion by the Board and staff regarding deferred maintenance.

L. Farris questioned the \$85,000 for contract services for Fire Management. That's just for the plan. Where is the money for implementation?

J. Furtado the Fire Management budget is a capital cost.

Discussion by the Board and staff regarding the Fire Management Plan execution. 16.20
Item: 7a

L. Farris questioned the \$10,000 for SMGWA.

S. Hill said that at this point we don't know what their budget is yet.

Discussion by the Board and staff regarding the SMGWA cost to the District.

E. Fresco due to the uncertainty at this time...

G. Nicholls reminded everyone that if you are unmuted, please mute your phone.

E. Fresco said appreciates Dir. Fultz's concern with the ability of our poorest rate payers to pay an increase, however, it shouldn't be about the optics. Your concern should be about taking care of the water district, making sure we have enough money to provide maintenance and capital projects. If you're concerned about the rate payers being able to pay, we should have a program that helps them. Our rates shouldn't be based on what the lowest 30% of our community can pay but what we have to do to have a sustainable, good water system.

B. Holloway said that the rate increase was approved by the public. Make it a separate item for another Board meeting. He doesn't understand why the budget can't be completed by June. Regarding the land sales and grant funding, it sounds like a great idea but it should be discussed.

J. Mosher supported what Elaine said about the importance of the District addressing the hardships of the lower income people.

G. Nicholls was lost from the teleconference.

Discussion by the Board regarding the conference.

G. Nicholls got back on to the call.

Discussion by the Board and staff regarding the teleconference.

S. Hill questioned if this budget is reasonable to the Board. Non-operating and the capital components will be added to the budget for the next meeting for the full picture.

S. Swan said that the staff should go back and look at the budget challenges with the current events in mind.

B. Fultz said that not just lower income people are going to be affected by this, there will be fallout for everybody. He would like to see a flat expense budget with no rate increase. We need to be flexible.

L. Farris questioned Rick if there were any areas where you were conflicted about the dollars needed. Things you didn't include but wish you could include.

R. Rogers said the Fire Management Plan, the Urban Water Management Plan, public outreach, all are very important.

L. Henry the biggest expense the District has is staff. Bob wants to get rid of staff. That's the only way to get this budget down. She is not for getting rid of staff.

B. Fultz said it's not up to him to decide how a budget gets implemented, it is up to the Board to decide what the policy is going to be. His suggestion is to keep the expenses flat with no rate increase. How that is reflected in the budget isn't something he is telling the staff how to do. He thinks it is very presumptive of you to make that as a point. The Board's role is to set policy. The policy he is suggesting is a flat budget with no rate increase.

L. Farris said that since they were talking about head count. Is there any thought given to short term temporary crew?

R. Rogers said we don't have plans to add to head count. The District agreed to a salary study/comparison but due to a change in management it was never done. It is needed. He believes that there is a position or 2 that low

for compensation and we could lose those people. It needs to be looked at. We have been short on staff for a long time and we have just gotten caught up.

R. Moran said that the key word he hears is essential. The budget should reflect essential needs of the District. That word is going to be re-evaluated as we go forward into uncharted territory. We should let people know that we are going to be as fair and compassionate as possible.

S. Swan from the standpoint of providing direction to S. Hill and staff, take this current proposed budget, go back and reassess the essential needs of the District in conjunction with the potential impact of the budget needs and plans for the future. It doesn't have to be a flat budget or not implementing the rate increase. Re-affirm the budget looking at all of the recent events that have occurred and the essential needs of the water district be taken seriously into consideration. Make modifications with that in mind.

Discussion by the Board and staff regarding direction for the staff regarding the budget.

R. Rogers asked if S. Hill has enough direction.

S. Hill said sure.

b. COMMUNICATIONS OUTREACH

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

B. Fultz questioned whether staff is recommending we move forward with this.

R. Rogers said that the District doesn't need all that they have proposed. Staff would like to move ahead with Chatterbox but would like to modify scope of work.

B. Fultz said that this was discussed at the Admin Committee. The Admin Committee was concerned about the scope. It was recommended that this move from the Admin Committee back to the Board for direction on the scope of the outreach.

R. Rogers said that the 2 board members were far apart on the needs of Communications Outreach. Each of them expressed a desire to move this along with the opinion of the Board.

Discussion by the Board and staff regarding the role of the Committee and how the Board would proceed.

Discussion by the Board and staff regarding best way to get the information out to the public.

J. Mosher commented that this is important issue for the District. He has spoken to Carly about important outreach without needing a firm to do it. The new Felton Library is already working on reaching out as a partner with the District and the Parks Department.

B. Holloway said that he was deeply offended by the promotion of the District during the election.

S. Swan made a motion to direct the DM to into a contract with Chatterbox to carry out our District's communication outreach needs as reflected in their proposal. The motion was seconded.

R. Moran is not in favor of spending \$43,000 tonight. He suggested that there be phased in approach. We should do half of it for the 1st phase, showing our commitment to outreach. He amended the motion.

Discussion by the Board and staff regarding the motion and alterations to the agreement with Chatterbox.

L. Farris made a motion to proceed with Chatterbox not to exceed \$20,000. The motion was seconded.

G. Nicholls clarified Dir. Moran's amendment to the motion.

6. New Business:

a. FIRE MANAGEMENT PLAN CONTRACT

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

R. Moran said he would like to hear from Dir. Farris first.

L. Farris said they spent a lot of time talking about Fire Prevention Planning in particular with Dr. Larry Ford. This is the best option we've been able to come up with. He recommended that the Board move forward with this contract for \$60,000 with possible grant funding.

B. Fultz questioned the immediate objective that the District needs to do.

L. Farris said that the District needs to develop a defined plan for how the District can protect the District property. We can widen the dirt roads. We need to harden the out buildings.

Discussion by the Board regarding the plan and wild fire risk.

L. Ford said that the key to this is that the District can only do so much. They need the collaboration of all the agencies in the Valley. Most of the other agencies will be the ones know how to do prescribed burning, the hardening of the buildings. What the other agencies don't know is the value of the Water District's assets and the delivery of water.

Discussion by the Board, public and staff regarding the plan.

J. Mosher is in favor of moving this plan forward.

E. Fresco said she was impressed by the presentation.

L. Farris made a motion to accept the staff's proposal for

S. Swan made a motion to authorize the District Manager to enter into a contract for the Fire Management Plan. The motion was seconded.

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

B. Fultz made a request that Rick and Stephanie come with an update on where we are and what was spent at the last 2 meetings. To see where we are relative to that number.

7. Consent Agenda:

a. MINUTES FROM BOARD OF DIRECTORS MEETING MARCH 5, 2020

8. District Reports:

• DEPARTMENT STATUS REPORTS

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

- Engineering
- Finance & Business
- Legal
- Operations

Discussion by the Board and staff regarding Department Status Reports.

• COMMITTEE REPORTS

- Future Committee Agenda Items
- Committee Meeting Notes/Minutes
 - Facilities Committee Minutes - 2.18.20
 - Environmental Committee Minutes - 2.20.20
 - LADOC Minutes - 2.26.20
 - SMGWA Summary - 2.27.20

- B & F Committee Minutes - 3.3.20
- Admin Committee Minutes - 3.4.20
- Engineering Committee Minutes - 3.10.20

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

9. Written Communication:

- Letter from Durst Trustee - 3.3.20

10. Informational Material:

- SLV Bolsters Water Supply Resiliency - SC Sentinel 3.7.20

11. Adjournment 10:13 p.m.

MEMO

To: District Manager
From: Engineering Manager
Subject: April 2020 Engineering Department Monthly Report
Date April 16, 2020

Recommendation:

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

Projects in Construction:

Lompico Tank Replacement: The Lompico Tank Replacement Project was awarded to Anderson Pacific Tank at the February 20th Board meeting. All contract paperwork has been signed and approved. A pre-construction meeting was held on March 10th. A Notice to Proceed Has been issued. Work is under way.

Lompico Tanks Replacement - Construction Management: The proposal for construction management consultant services for the Lompico Tank Replacement Project from MME was accepted at the February 20th Board Meeting. All paperwork has been submitted and approved. A Notice to Proceed has been issued. Work is underway.

Projects in Design:

Water Master Plan: Akel Engineering is making slow progress with the District Water Master Plan. We are currently trying to finish the collection of District wide data but are being slowed by the Corvid 19 limitations. As a result of the extended data collection process, completion of the Water Master Plan has been delayed to Oct or November 2020.

2020 Pipeline Replacement Project: The first phase of the Pipeline Replacement Project will include two pipe segments - Hillside and California Streets. Phase 1 is currently being advertised. Bids are due April 22 @ 3PM.

Bear Creek Estates Wastewater Alternatives Analysis: Work on the wastewater alternative analysis is now complete. A Final Report has been submitted to the District and was reviewed by the Engineering Committee at the March 10th meeting. It was the recommendation of the Engineering Committee that the report be submitted to the Bear Creek Estates property owners and that a meeting with District staff be arranged shortly thereafter. A meeting with the property owners has been delayed due to Corvid 19.

Glen Arbor Bridge Water Main Replacement Project: Work on the design of the Glen Arbor Pipeline is continuing. Preliminary alignment plans have been submitted by the designer and reviewed by staff. The consultant is working with County and State personnel regarding encroachment permits.

Redwood Park (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 is continuing. The Board approved contract amendments with WaterWays Consulting Inc. and the RDC at the March 5th Board meeting.

Projects Advertising for Bids/Proposals:

Lyon Slide Project: Geotechnical Consultants, HK&A, has prepared two reports on the Lyon Slide for the District. The last report offers two repair options. After review and direction from the Engineering Committee, staff circulated a Request for Proposals (RFP) for an Environmental Consultant to provide an environmental project review, assessment, permitting, monitoring, and compliance. One Proposal was received from Rincon Environmental. Discussion of the proposal is scheduled for the April 16th Board Meeting.

M E M O

TO: Board of Directors
FROM: District Manager
PREPARED BY: Environmental Planner
SUBJECT: Environmental Department Status Report
DATE: April 16, 2020

RECOMMENDATION:

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

SUSTAINABLE WATER SUPPLY PLANNING

The District is working on a multi-tier effort to optimize operations, sustainably manage water supply and diversify the District's water supply portfolio to ensure a resilient water supply as we adapt to a changing climate through the following efforts:

- Water Conservation
- Improving System Efficiencies through Conjunctive Use (Using surface water when available to rest and recharge groundwater sources)
- Capital Improvement (increasing pipeline sizes, reducing leaks, and increasing storage tank capacities)
- Permit Intertie Pipelines to optimize operations and sustainably manage water supply.
- Sustainable Groundwater Management (SMGWA.ORG)
- Climate Adaptation and Mitigation (The Climate Registry)
- Exploring New Groundwater Supplies

CONJUNCTIVE USE GRANT

- Fish assessment complete.
- Public engagement Workshop to be included at the next Environmental Committee meeting.
- Draft Conjunctive Use Plan underway
- RFP for CEQA upcoming

STREAMFLOW, TEMPERATURE AND RELATED OBSERVATIONS FOR THE SAN LORENZO VALLEY WATER DISTRICT'S SURFACE SOURCES OF COMMUNITY WATER SUPPLY WATER

PLANNING FOR WATER YEAR 2020

Staff recommends that the District continues to monitor stream flow in water supply streams that impact Boulder Creek and Lompico Creek until a water right agreement can be reached with SWRCB.

SANTA MARGARITA SUSTAINABLE GROUNDWATER MANAGEMENT AGENCY (SMGWA.ORG)

Montgomery and Associates the Technical Consultant has been working on the following:

- Correct the deficiencies identified in the hydrologic model.
- Assist with the technical writing of the Sustainable Groundwater Management Plan.
- Explore the concept of Management Areas.
- Determine Sustainability Criteria.

The next SGMWA Meeting is scheduled for Thursday, April 23rd at 5:30 PM. For more information <http://smgwa.org/>

ENVIRONMENTAL COMPLIANCE - CAPITAL IMPROVEMENT PROGRAM

SANDHILLS HABITAT CONSERVATION PLAN FOR THE SAN LORENZO VALLEY WATER DISTRICT CAPITAL IMPROVEMENT PLAN

District is preparing a Habitat Conservation Plan to mitigate the impacts to listed species in sandhills habitat which result from the District's Capital Improvement Projects. This approach will greatly reduce the timeline and cost for project permitting compared to preparing individual HCPs for each project or site. Timeline to Submit HCP for agency review is April 30, 2020. As of December 2019 chapter 3 was completed.

CIP PROJECT PERMITTING

Staff is working to secure permits for the following Projects:

Fall Creek Fish Ladder Project

Lyon Treatment Plan Access Road Slide (FEMA funded)

Swim Tanks Replacement

5 Pipeline Project

WATERSHED MANAGEMENT/ STEWARDSHIP

FIRE MANAGEMENT PLANNING ON DISTRICT WATERSHED LANDS

Staff is working to prepare a Fire Management Plan through partnership with Panorama Environmental INC. The plan will improve mapping, road access for fire personnel and improve communications with Fire Prevention Agencies. Staff is also working to create a post-fire plan to ensure the most efficient recovery of District's water resources following a fire event.

Contract with Panorama awarded in March 2020.

Panorama has begun mapping priority infrastructure and lands. Next steps will include securing grants and begin plan preparation.

INTERGRATED PEST MANGEMENT POLICY (IPMP)

First draft of IPMP was reviewed by staff March 2020. BOD & Public can expect the draft to be released in May 2020.

PG&E

Staff has drafted a letter addressing PG&E wildfire mitigation plan for Board approval on April 16th, 2020.

OLYMPIA PATROL

The Land Trust of Santa Cruz County alerted the District of mountain biking destruction on the District's protected Olympia property. The Land Trust & Operations is working to resolve the destruction and increase security.

WATER CONSERVATION

REBATES

Funding for the District's rebate Program has been fully committed for fiscal year 2019/2020.

SANTA CRUZ COUNTY WATER CONSERVATION COALITION

Value of water campaign – focus on importance of infrastructure.

Updated shared website – watersavingtips.org

PUBLIC OUTREACH

CHATTERBOX PR

The District entered into a contract with Chatterbox PR in April 2020. Chatterbox has released Press Releases, and is prepping a survey to prepare for creation of an outreach plan for 2020/2021. Kick-off with District staff started at the end of March 2020.

April outreach includes:

COVID-19 Updates (including article in Press Banner April 3rd,2020)

Bear Creek Slide Construction Update

Customer Survey

Customer Confidence Report

March outreach included:

COVID-19 Updates

UPCOMING EVENTS

None – due to Shelter in Place Order

CLIMATE ADAPTATION

The District renewed its membership with the Climate Registry

NETWORKING & COLLABORATIONS

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

Under the Sustainable Groundwater Management Act of 2014, over-drafted groundwater basins need to be sustainably managed by a Groundwater Sustainability Agency (GSA) through the development of a Groundwater Sustainability Plan (GSP). The GSP must be completed by 2022, and the basin must reach sustainability by 2040.

FIRE SAFE COUNCIL OF SANTA CRUZ COUNTY <https://www.firesafesantacruz.org/>

Staff represents SLVWD and participates as one of the Directors on the Community Outreach Committee.

WEED MANAGEMENT AREA OF SANTA CRUZ (WMA)

The Weed Management Area of Santa Cruz (WMA) meets 4 times annually. The group is working on the Strategic Plan, and prioritizing efforts for Santa Cruz County, and working to acquire resources to achieve the goal of fighting invasive species that impact biodiversity.

SAN LORENZO 2025

San Lorenzo River 2025 is a collaborative effort focused on addressing the risks facing the San Lorenzo River over the next ten years. Through a partnership between local governments, water districts, the Resource Conservation District and local nonprofits, San Lorenzo River 2025 seeks to achieve **reliability** of water, **restoration** of watershed habitats, and a **resilient and safe** community resource. This effort will increase both the pace and the scale of investment into the San Lorenzo Watershed.

WATER CONSERVATION COALITION

<http://watersavingtips.org/>

The Water Conservation Coalition is a partnership between all the local Water Districts in Santa Cruz County as well as the County Water Resources Division, Ecology Action and other groups who share a passion for water conservation and public education. Our goal is to combine efforts and share resources to provide a common message about water conservation issues to residents throughout Santa Cruz County.

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: April 16, 2020

RECOMMENDATION:

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

BACKGROUND:

BUDGET

This Board meeting will have full picture roll-up of the major budget functions.

CUSTOMER SERVICE SUPPORT

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

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 February 2020 consumption, the cumulative consumption is 1% below the baseline. There are no triggers identified per the revenue stabilization rate policy.

WEBSITE

The new website launched on 3/5/2020. We have received positive feedback from customers. The new web forms are being used for start/stop service and reporting any problems. Given the more recent rains, the local weather link has been very popular.

COVID-19

The front office has been closed to the public since 3/17. For the most part business has been able to be conducted as usual. Cash payments have the most limitations, being no

change can be provided. Some customers are still placing cash in the drop box during office hours and letting staff know through the window. There are a few employees working from home to provided better spacing of staff in the office, as well as to ensure business could continue to be conducted if someone did fall ill. The past due process has been temporarily suspended until further notice.

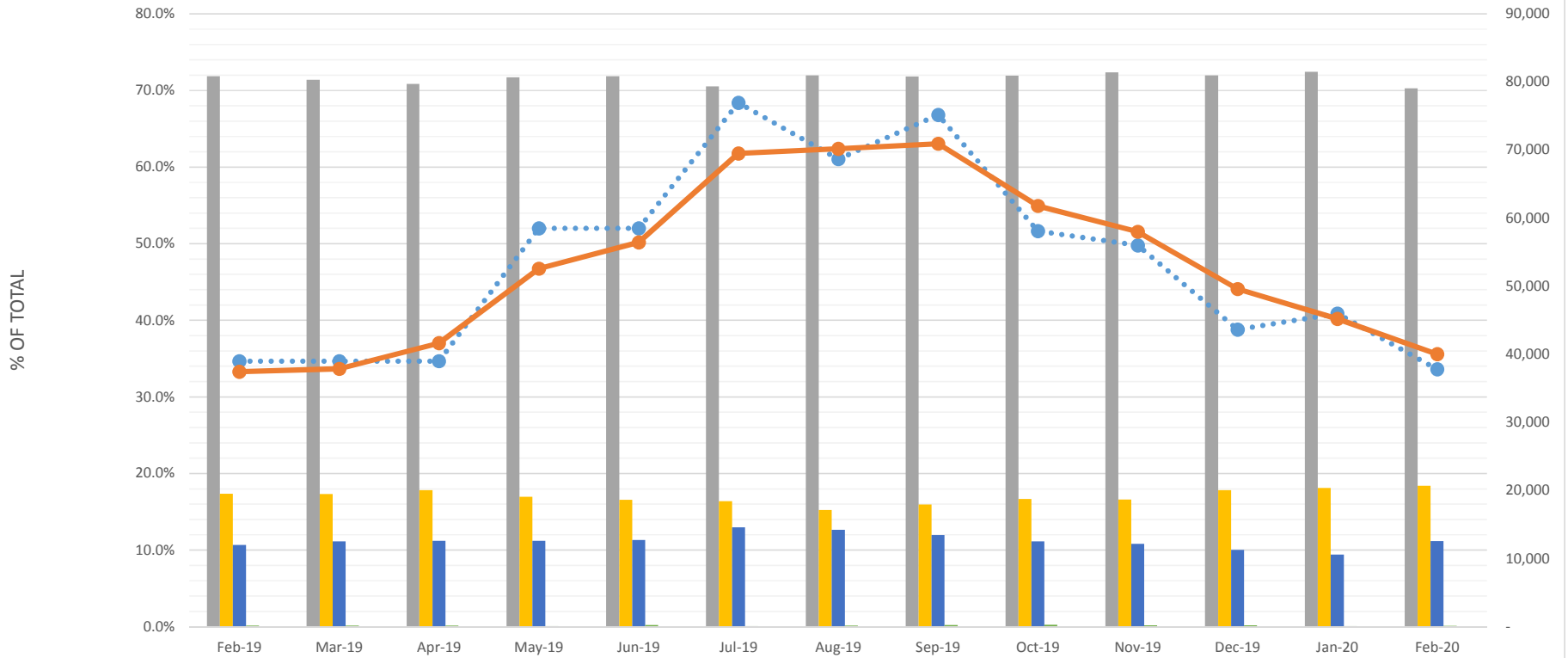
FINANCIAL SUMMARY

February YTD is tracking relatively as expected. Consumption was lower in the summer months, the months following seem to have balanced back out to be similar to expected. With the lack of rain in February and a lot of people being at home, we are seeing a slight uptick in consumption for Feb/March. 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.

	February		Full Year	
	Current Month	YTD	Budget	% of Budget
Operating Revenue	\$ 739,448	\$ 6,977,517	\$ 10,817,670	65%
Operating Expenses	\$ 552,064	\$ 4,912,389	\$ 7,817,156	63%
Operating Income	\$ 187,383	\$ 2,065,128	\$ 3,000,514	69%

13 MONTH CONSUMPTION TRENDS



	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20
Residential	71.8%	71.4%	70.8%	71.7%	71.9%	70.5%	72.0%	71.8%	71.9%	72.4%	72.0%	72.4%	70.3%
Multi Residential	17.4%	17.3%	17.8%	17.0%	16.6%	16.4%	15.2%	16.0%	16.7%	16.6%	17.8%	18.1%	18.4%
Commercial	10.7%	11.1%	11.2%	11.2%	11.3%	13.0%	12.6%	12.0%	11.2%	10.8%	10.0%	9.4%	11.2%
Bulk Water	0.1%	0.1%	0.1%	0.1%	0.2%	0.1%	0.1%	0.2%	0.2%	0.2%	0.2%	0.1%	0.1%
Other Systems	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
BUDGETED UNITS	39,000	39,000	39,000	58,500	58,500	76,946	68,660	75,158	58,092	56,008	43,649	45,999	37,806
ACTUAL UNITS	37,442	37,870	41,646	52,584	56,456	69,511	70,199	70,935	61,797	58,008	49,614	45,215	40,031

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:	Mar-20	Feb-20	Jan-20	Dec-19	Nov-19	Oct-19	Sep-19	Aug-19	Jul-19	Jun-19	May-19	Apr-19	Mar-19
Cut In/Outs	21	32	36	48	48	42	58	83	142	97	105	83	60
Tags	0	0	154	222	151	90	120	184	169	95	256	95	238
Turn-offs	0	0	42	40	33	14	30	38	23	21	30	35	19

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 savetime and money by signing up online to pay bills and e-bills.

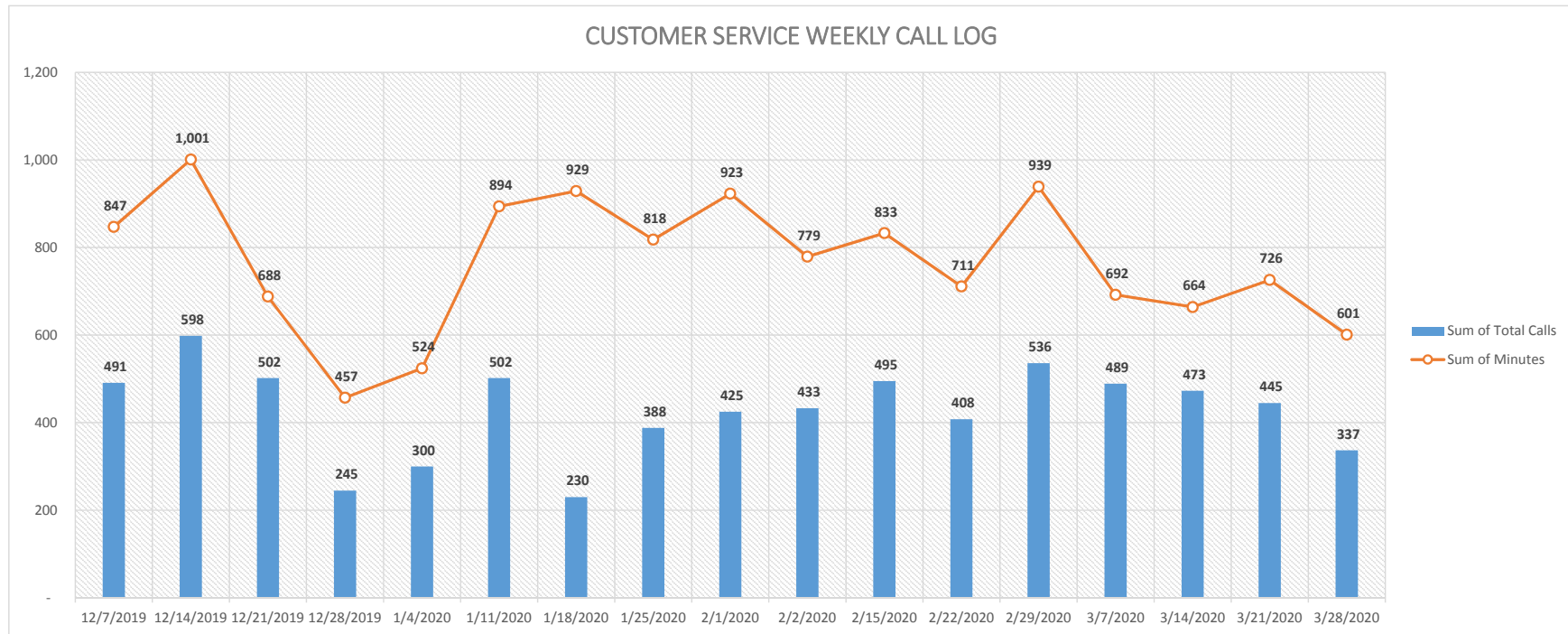
Online / Going Green [1]

As of 04/02/2020

Online Sign-ups	4,806	4,748	4,706	4,649	4,646	4,589	4,504	4,439	4,414	4,334	4,293	4,240	4,184
E-Bills	1,861	1,836	1,806	1,794	1,781	1,763	1,727	1,697	1,686	1,624	1,590	1,522	1,413
Auto Pay	3,051	3,015	2,987	2,962	2,943	2,901	2,874	2,778	2,707	2,518	2,551	2,725	2,706

* 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
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
2/2/2020	272	632	161	147	433	779
2/15/2020	284	647	211	186	495	833
2/22/2020	237	528	171	184	408	711
2/29/2020	342	724	194	215	536	939
3/7/2020	278	537	211	155	489	692
3/14/2020	271	503	202	161	473	664
3/21/2020	245	429	200	297	445	726
3/28/2020	243	503	94	98	337	601

Weekly Notes
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.,
Apple Knoll, Lorenzo Ave., E. Lomond.
Main break Hwy 9
Holiday, Flushing Begins, 113 Oak St., 222 Main St., 151 High St., Harmon
Flushing South System, 455 Hillview, 440 Orman, Willowbrook Dr., 1401 Bear Creek Rd. 13090 Pine St., past due notices
Flushing South System, 212 Riverside Park Dr., 365 Felton Empire, 750 Park Dr., 12489 Coleman Ave.
Flushing, Scenic Way & Hillcrest, 440 Orman, Lockewood Ln, 14401 Bear Creek Rd.
Flushing Lumpico Eastside, past due notices.
Flushing Lumpico Eastside

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	654,889
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	697,247
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	656,195
3 YR AVERAGE (BASELINE)	75,099	76,113	72,857	62,469	53,113	45,358	46,248	38,513	40,481	41,936	52,535	64,722	669,444

ACTUAL FY1920 CONSUMPTION

FY1920	69,511	70,199	70,935	61,797	58,008	49,614	45,215	40,031					465,311
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CUMULATIVE ANALYSIS

% Above or Below Average	-7%	-8%	-3%	-1%	9%	9%	-2%	4%					
Cumulative %	-7%	-8%	-6%	-5%	-3%	-1%	-1%	-1%					

NOTES:

Consumption is cumulatively slightly below the prior three year average baseline. As of February 2020 consumption, the cumulative consumption is 1% below the baseline. There are no triggers identified per the revenue stabilization rate policy.

OPERATING ANALYSIS - FEBRUARY 2020

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	\$ 457,376	61.9%	\$ 400,867	\$ 56,509	14%	6%	\$ 7,395,500	68%
BASIC CHARGES	269,341	36.4%	253,706	15,636	6%	9%	3,163,000	29%
METERS, PENALTIES & OTHER	715	0.1%	6,810	(6,095)	-90%	1%	127,000	1%
SEWER CHARGES	12,015	1.6%	10,013	2,003	20%	9%	132,170	1%
TOTAL OPERATING REVENUE	\$ 739,448	100.0%	\$ 671,396	\$ 68,052	10%	7%	\$ 10,817,670	100%

REVENUE COMMENTS

Water Usage: Feb 2020 was 7% higher the same time of the prior year. Remaining basic charge increase was due to the rate increase.

Sewer Charges: New rates went into effect Dec 19.

Penalties are below due to timing of changes for SB998, no tags/turn off in Feb.

EXPENSES BY CATEGORY

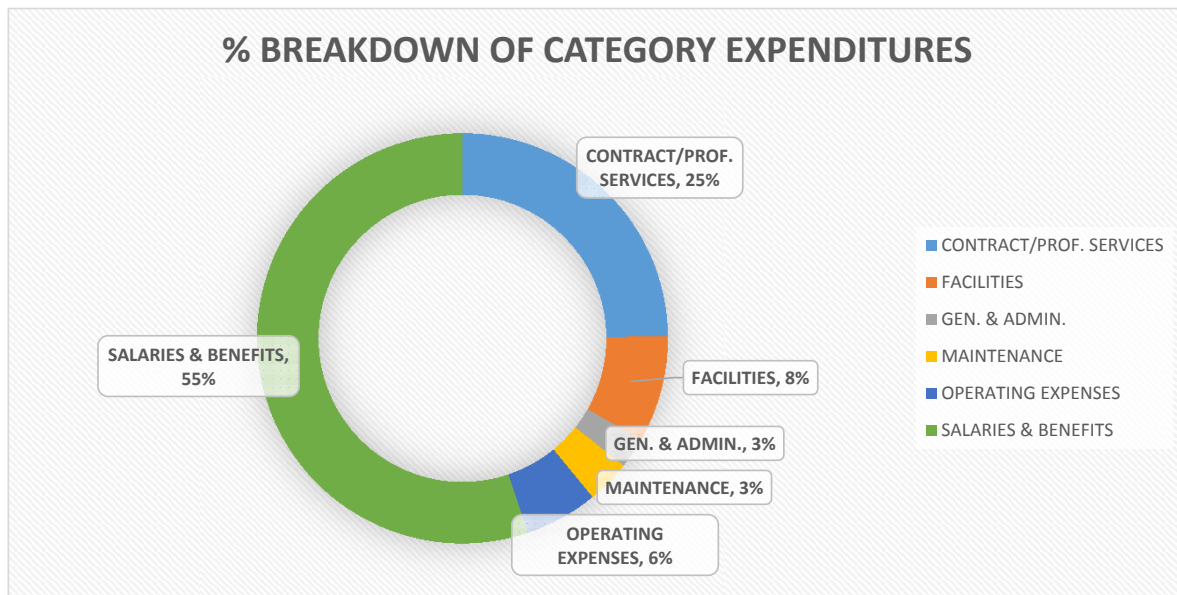
DESCRIPTION	COMPARING AGAINST PRIOR YEAR					COMPARING AGAINST BUDGET		
	ACTUALS	% OF TOTAL	PRIOR YEAR	\$ Diff.	% Diff.	Act. % of Budget	ANNUAL BUDGET	% of Annual
SALARIES & BENEFITS	\$ 304,598	55.2%	\$ 341,758	\$ (37,160)	-11%	6%	\$ 5,164,975	66%
CONTRACT/PROF. SERVICES	137,103	24.8%	52,406	84,697	162%	13%	1,070,711	14%
OPERATING EXPENSES	31,722	5.7%	20,032	11,690	58%	7%	435,250	6%
MAINTENANCE	18,941	3.4%	10,786	8,155	76%	9%	218,850	3%
FACILITIES	46,221	8.4%	40,639	5,582	14%	8%	591,700	8%
GEN. & ADMIN.	13,479	2.4%	29,839	(16,360)	-55%	4%	335,670	4%
TOTAL OPERATING EXPENSES	\$ 552,064	100%	\$ 495,460	\$ 56,604	11%	7%	\$ 7,817,156	100%

EXPENSE COMMENTS

Sal.&Ben.: Timing of health bills, Overall expenses tracked similar to prior year.

Prof. Serv: \$74K 2nd half for SMGWA.

Legal Bills: Legal bill \$10K.



OPERATING ANALYSIS - YTD FY1920 (JULY-FEBRUARY)

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	\$ 4,748,480	68.1%	\$ 4,514,659	\$ 233,821	5%	64%	\$ 7,395,500	68%
BASIC CHARGES	2,099,124	30.1%	1,971,112	128,012	6%	66%	3,163,000	29%
METERS, PENALTIES & OTHER	43,790	0.6%	54,570	(10,780)	-20%	34%	127,000	1%
SEWER CHARGES	86,123	1.2%	71,769	14,354	20%	65%	132,170	1%
TOTAL OPERATING REVENUE	\$ 6,977,517	100.0%	\$ 6,612,110	\$ 365,407	6%	65%	\$ 10,817,670	100%

REVENUE COMMENTS

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

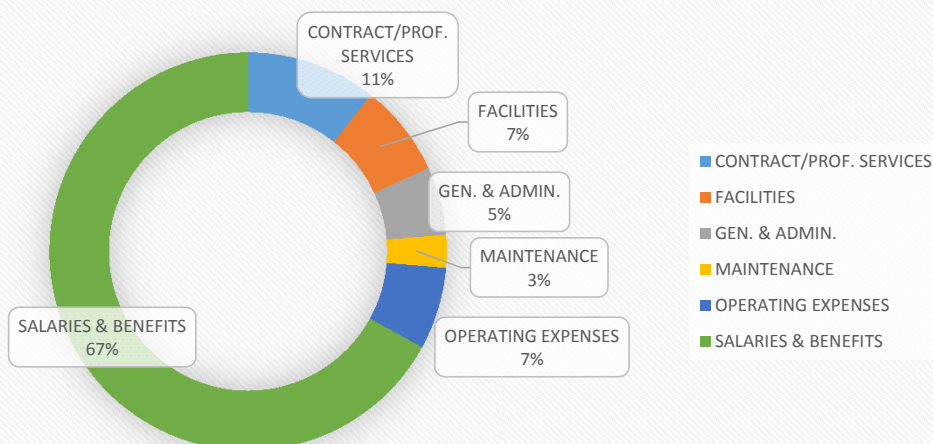
EXPENSES BY CATEGORY

DESCRIPTION	COMPARING AGAINST PRIOR YEAR					COMPARING AGAINST BUDGET		
	ACTUALS	% OF TOTAL	PRIOR YEAR	\$ Diff.	% Diff.	Act. % of Budget	ANNUAL BUDGET	% of Annual
SALARIES & BENEFITS	\$ 3,281,901	67.0%	\$ 3,170,485	\$ 111,416	4%	64%	\$ 5,164,975	66%
CONTRACT/PROF. SERVICES	518,648	10.6%	618,744	(100,096)	-16%	48%	1,070,711	14%
OPERATING EXPENSES	326,954	6.7%	262,923	64,032	24%	75%	435,250	6%
MAINTENANCE	130,354	2.7%	98,822	31,532	32%	60%	218,850	3%
FACILITIES	368,349	7.5%	353,026	15,323	4%	62%	591,700	8%
GEN. & ADMIN.	271,758	5.5%	266,090	5,669	2%	81%	335,670	4%
TOTAL OPERATING EXPENSES	\$ 4,897,964	100%	\$ 4,770,089	\$ 127,875	3%	63%	\$ 7,817,156	100%

EXPENSE COMMENTS

Contract/Prof. Serv.: Legal prior year was \$66K higher. Enviro programs \$78K 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 ANALYSIS - YTD TREND FY1920

REVENUE BY CATEGORY

DESCRIPTION	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	YTD	BUDGET	% OF BUD.
WATER USAGE	358,244	754,239	769,863	682,882	663,649	563,770	498,458	457,376	4,748,480	7,395,500	64%
BASIC CHARGES	253,518	253,941	254,187	260,905	269,295	268,982	268,955	269,341	2,099,124	3,163,000	66%
METERS, PENALTIES & OTHER	5,620	9,985	3,620	6,080	5,865	5,555	6,350	715	43,790	127,000	34%
SEWER CHARGES	10,013	9,857	10,174	10,012	10,013	11,801	12,238	12,015	86,123	132,170	65%
TOTAL OPERATING REVENUE	627,395	1,028,021	1,037,844	959,879	948,822	850,108	786,001	739,448	6,977,517	10,817,670	65%

EXPENSES BY CATEGORY

DESCRIPTION	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	YTD	BUDGET	% OF BUD.
SALARY & BENEFITS	764,139	305,763	357,510	335,364	353,677	360,808	500,042	304,598	3,281,901	5,164,975	64%
CONTRACT/PROF. SERVICES	21,644	34,367	44,713	161,807	43,290	56,616	33,532	137,103	533,073	1,070,711	50%
OPERATING EXPENSES	20,127	30,756	32,644	26,514	76,847	42,409	65,935	31,722	326,954	435,250	75%
MAINTENANCE	6,890	25,710	14,630	12,671	21,182	10,467	19,863	18,941	130,354	218,850	60%
FACILITIES	11,977	52,999	55,767	58,349	52,967	47,950	42,119	46,221	368,349	591,700	62%
GEN. & ADMIN.	131,372	18,702	14,045	27,839	15,178	33,971	17,172	13,479	271,758	335,670	81%
TOTAL OPERATING EXPENSES	956,149	468,298	519,309	622,545	563,141	552,220	678,663	552,064	4,912,389	7,817,156	63%
OPERATING INCOME (LOSS)	(328,754)	559,723	518,535	337,334	385,680	297,887	107,338	187,383	2,065,128	3,000,514	69%

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:

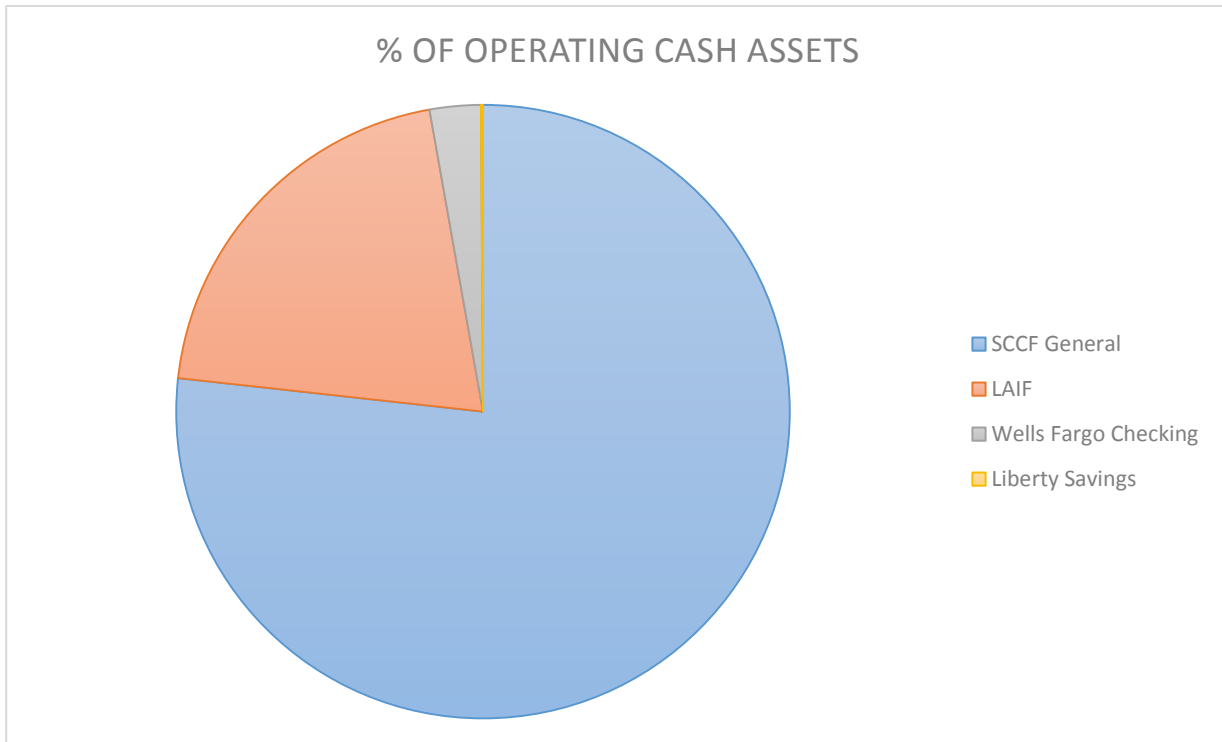
There are annual/one-time expenses paid upfront that could cause individual months to appear skewed or accrual based accounting that will impact June/July more so. An example of this would be some insurances are paid in July, this causes July expenses to appear higher than other months. The District 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

2/29/2020

	CASH BALANCE	Ave Interest Rate
OPERATING ACCOUNTS		
Wells Fargo Checking	\$ 114,797	0.35%
Liberty Savings	\$ 4,521	0.15%
LAIF	\$ 874,342	1.91%
SCCF General	<u>\$ 3,279,039</u>	1.95%
OPERATING BALANCE	\$ 4,272,699	
 RESTRICTED ACCOUNTS		
SCCF Lompico Assessment District	\$ 147,216	1.95% <i>For AD Projects</i>
SCCF Olympia Assessment District	\$ 82,145	1.95% <i>For Debt Repayment</i>
SCCF Probation Tank Loan Proceeds	\$ 1	1.95% <i>Loan Proceeds</i>
SCCF \$14.5M COP Proceeds	\$ 14,573,020	1.95% <i>Loan Proceeds</i>
CB&T Escrow Fund SRF	\$ 111,700	0.09% <i>For Debt Repayment</i>
CB&T Escrow Fund DOWR	<u>\$ 200,081</u>	0.09% <i>For Debt Repayment</i>
RESTRICTED BALANCE	\$ 15,114,163	



G/L Balances

Criteria: As Of = 2/29/2020; Fund = 76644, 76530

G/L Account	Title	Beginning Balance	Year-To-Date Debits	Year-To-Date Credits	End Balance
Fund 76530 -- SLV-LOMPICO WTR, EFF 6/2/16					
Sub-Fund 76530001 -- SLV- WTR, EFF 6/2/16					
000	NOT APPLICABLE	0.00	9.31	(47,957.86)	(47,948.55)
101	EQUITY IN POOLED CASH	167,067.65	47,957.21	(8.66)	215,016.20
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	47,966.52	(47,966.52)	0.00
Sub-Fund 76530200 -- SLV-LOMPICO WTR-ASSESSMENTS					
000	NOT APPLICABLE	0.00	257,133.16	(164,019.46)	93,113.70
101	EQUITY IN POOLED CASH	557,702.39	164,019.46	(257,133.16)	464,588.69
344	FUND BALANCE	(557,702.39)	0.00	0.00	(557,702.39)
Total Sub-Fund 76530200		0.00	421,152.62	(421,152.62)	0.00
Total Fund 76530		0.00	469,119.14	(469,119.14)	0.00
Fund 76644 -- SAN LORENZO VALLEY WATER TRUST					
Sub-Fund 76644001 -- SAN LORENZO VALLEY WATER TRUST					
000	NOT APPLICABLE	0.00	1,000,079.41	(1,982,646.93)	(982,567.52)
101	EQUITY IN POOLED CASH	1,681,679.61	1,982,641.47	(1,000,073.95)	2,664,247.13
201	VOUCHERS PAYABLE (VENDOR)	0.00	1,000,000.00	(1,000,000.00)	0.00
344	FUND BALANCE	(1,681,679.61)	0.00	0.00	(1,681,679.61)
Total Sub-Fund 76644001		0.00	3,982,720.88	(3,982,720.88)	0.00
Sub-Fund 76644100 -- SAN LORENZO VLY WTR-OLYMPIA MU					
000	NOT APPLICABLE	0.00	24,603.98	(25,438.87)	(834.89)
101	EQUITY IN POOLED CASH	81,310.01	25,438.87	(24,603.98)	82,144.90
344	FUND BALANCE	(81,310.01)	0.00	0.00	(81,310.01)
Total Sub-Fund 76644100		0.00	50,042.85	(50,042.85)	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 = 2/29/2020; 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	(14,665,874.01)	(14,655,423.26)
101	EQUITY IN POOLED CASH	0.00	14,665,874.01	(10,450.75)	14,655,423.26
Total Sub-Fund 76644300		0.00	14,676,324.76	(14,676,324.76)	0.00
Total Fund 76644		0.00	21,137,337.67	(21,137,337.67)	0.00

California State Treasurer *Fiona Ma, CPA*



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

April 08, 2020

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[PMIA Average Monthly Yields](#)

SAN LORENZO VALLEY WATER DISTRICT

DISTRICT MANAGER
13060 HIGHWAY 9
BOULDER CREEK, CA 95006

[Tran Type Definitions](#)

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February 2020 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	874,341.56
Total Withdrawal:	0.00	Ending Balance:	874,341.56

Accounts Payable

Checks by Date - Detail by Check Number

User: rachelmunoz
Printed: 4/1/2020 4:39 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
ACH	00054	PACIFIC GAS AND ELECTRIC	03/19/2020		
	220_3658024062A	UTILITIES_ADMIN			668.95
	220_3658024062B	UTILITIES_OPS			7,105.59
	220_3658024062C	UTILITIES_WTP			15,465.69
	220_3658024062D	UTILITIES_BCE WASTEWATER			189.77
Total for this ACH Check for Vendor 00054:				0.00	23,430.00
ACH	00178	CALPERS	04/01/2020		
	APR_2020.1	HEALTH INS_ADMIN			2,405.96
	APR_2020.2	HEALTH INS_FINANCE			14,653.39
	APR_2020.3	HEALTH INS_ENG			2,305.47
	APR_2020.4	HEALTH INS_OPS			18,685.85
	APR_2020.5	HEALTH INS_ENVIRON			768.49
	APR_2020.6	HEALTH INS_RETIRED EMPLOYEE MEDIC			900.00
	APR_2020.7	HEALTH INS_WTP			12,240.25
	APR_2020.8	ADMIN FEE			155.75
	APR_2020.9	HEALTH INSURANCE			1,541.96
Total for this ACH Check for Vendor 00178:				0.00	53,657.12
ACH	10005	ICMA RETIREMENT C/O M & T RETIRI	03/23/2020		
	300335	RETIREMENT WITHHOLDING_PP ENDING			4,215.00
Total for this ACH Check for Vendor 10005:				0.00	4,215.00
ACH	10188	STATE BOARD OF EQUALIZATION SA	03/24/2020		
	032420	2019 SALES TAX			412.00
Total for this ACH Check for Vendor 10188:				0.00	412.00
ACH	10005	ICMA RETIREMENT C/O M & T RETIRI	03/26/2020		
	306539	RETIREMENT WITHHOLDING_PP ENDING			4,015.00
Total for this ACH Check for Vendor 10005:				0.00	4,015.00
18924	10269	AKEL ENGINEERING GROUP, INC.	03/11/2020		
	19523-06	SLVWD 2019 WATER MASTER PLAN			2,359.75
Total for Check Number 18924:				0.00	2,359.75
18925	00141	B & B SMALL ENGINE	03/11/2020		
	438175	"J" TAMP REPAIR			353.26
Total for Check Number 18925:				0.00	353.26
18926	00609	BALANCE HYDROLOGICS, INC	03/11/2020		
	219018-0220	STREAMFLOW & TEMP MONITORING			5,297.50
Total for Check Number 18926:				0.00	5,297.50

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
18927	00788 022620_0987198	COMCAST INTERNET_195 KIRBY ST	03/11/2020		155.01
			Total for Check Number 18927:	0.00	155.01
18928	00703 284475	DATAFLOW BUSINESS SYSTEMS, INC CONTRACT SERVICES_12/19-02/20	03/11/2020		388.77
			Total for Check Number 18928:	0.00	388.77
18929	00343 82754	ERNIE'S SERVICE CENTER VE-480_SERVICE	03/11/2020		1,287.75
			Total for Check Number 18929:	0.00	1,287.75
18930	00450 L0489648 L0489649 L0489651 L0489657	EUROFINS WATER ANALYSIS WATER ANALYSIS WATER ANALYSIS WATER ANALYSIS	03/11/2020		20.00 40.00 80.00 150.00
			Total for Check Number 18930:	0.00	290.00
18931	00365 19018_#2	FREITAS + FREITAS GLEN ARBOR BRIDGE_WO#1366	03/11/2020		7,972.10
			Total for Check Number 18931:	0.00	7,972.10
18932	00573 030320_573	STEPHANIE HILL GFOA CONFERENCE	03/11/2020		1,709.86
			Total for Check Number 18932:	0.00	1,709.86
18933	10287 U2016008906A U2016008906B U2016008906C	ICONIX WATERWORKS METER BOX B16 MTR BOX LID B9 CAST IRON PIPE POLY 200 PSI CTS 1" SDR9	03/11/2020		868.58 100.22 291.60
			Total for Check Number 18933:	0.00	1,260.40
18934	00296 022009	MESITI-MILLER ENGINEERING,INC CONSTRUCTION ADMIN_PROBATION TAN	03/11/2020		11,295.00
			Total for Check Number 18934:	0.00	11,295.00
18935	00775 903832067	NORTHERN SAFETY CO.,INC. SAFETY VESTS	03/11/2020		296.80
			Total for Check Number 18935:	0.00	296.80
18936	10289 PERITUS-11165	PERITUS PRECISION TRANSLATIONS TRANSLATION SERVICES	03/11/2020		300.00
			Total for Check Number 18936:	0.00	300.00
18937	10214 030220_2163	MIKE PODLECH CONJUNCTIVE USE PLAN	03/11/2020		2,227.50
			Total for Check Number 18937:	0.00	2,227.50
18938	00050 APN#082-122-04	CO. OF SANTA CRUZ RECORDER'S OF LIEN RELEASE_082-122-04	03/11/2020		20.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 18938:	0.00	20.00
18939	00125	SCARBOROUGH LUMBER	03/11/2020		
	348490	BATTERY WATER			11.61
	348518	KIRBY PLANT			18.31
	348831	SWITCH REPLACEMENTS			32.99
	348905	KIRBY PLANT			71.40
	348929	LIGHTING INSTALL_QUAIL YARD			57.83
	349292	QUAIL LIGHTING			28.43
	349294	BOLTS_MOUNTING LIGHTS_QUAIL YARD			10.17
	349373	POLY TUBING_PLIERS QUAIL 5			30.87
	349379	RACHET WRENCH			56.64
	349381	POLY TUBING_CHLORINE LINE QUAIL 5			14.28
	349416	FISH TAPE_POLY TUBING QUAIL 5			82.65
	406178	ENGINEERING OFFICE			34.94
	592206	MISC SCREWS			5.07
	592442	ENGINEERING OFFICE			15.02
	592841	LADDER			80.92
	K89658	ENGINEERING OFFICE			39.59
			Total for Check Number 18939:	0.00	590.72
18940	10290 655862	US STANDARD PRODUCTS CORPORA HEARING PROTECTION	03/11/2020		343.49
			Total for Check Number 18940:	0.00	343.49
18941	00599	WEX BANK	03/11/2020		
	64131794A	GAS_ADMIN			96.69
	64131794B	GAS_FINANCE			586.73
	64131794C	GAS_OPS			2,706.28
	64131794D	GAS_WTP			2,073.86
			Total for Check Number 18941:	0.00	5,463.56
18942	10210 34420WQOZ	CENTRAL COAST REGIONAL WATER (C WDID#34420WQOZ	03/11/2020		1,949.00
			Total for Check Number 18942:	0.00	1,949.00
18943	00055	AT&T	03/13/2020		
	320_9607360489A	TELEPHONE_BCWW			482.59
	320_9607360489B	TELEPHONE_ADMIN			304.98
	320_9607360489C	TELEPHONE_OPS			4,389.71
	320_9607360489D	TELEPHONE_WTP			2,436.08
			Total for Check Number 18943:	0.00	7,613.36
18944	01077 022720_1077	JOSEPH B BEASLEY AFTER HOURS MEAL	03/13/2020		15.00
			Total for Check Number 18944:	0.00	15.00
18945	00788 030120_1236033	COMCAST INTERNET_215 BLACKSTONE DRIVE	03/13/2020		195.51
			Total for Check Number 18945:	0.00	195.51
18946	00788 030120_1368455	COMCAST INTERNET_345 QUAIL TERRACE	03/13/2020		115.01

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 18946:	0.00	115.01
18947	00703 284840	DATAFLOW BUSINESS SYSTEMS, INC TONER_HP600	03/13/2020		12.50
			Total for Check Number 18947:	0.00	12.50
18948	00076 804011 804119 806641 806769 808159 811912 812700	ERNIE'S AUTO CENTER BATTERY CABLES BATTERY CHARGER TAIL LIGHT_VE-232 AIR COMPRESSOR WIPERS_VE-260 TAIL LIGHT_VE-232 TAIL LIGHT_VE-260	03/13/2020		11.90 51.96 9.31 78.87 78.09 9.31 13.45
			Total for Check Number 18948:	0.00	252.89
18949	00343 83142	ERNIE'S SERVICE CENTER VE-260 SERVICE	03/13/2020		100.05
			Total for Check Number 18949:	0.00	100.05
18950	00615 6032589	HOME DEPOT CREDIT SERVICES ENGINEERING OFFICE	03/13/2020		297.94
			Total for Check Number 18950:	0.00	297.94
18951	10246 R-36969A R-36969B	OVISS LABS INCORPORATED KIRBY VIDEO SUPPORT LYON_FALL CREEK_PASO WELLS VIDEO S	03/13/2020		64.31 192.93
			Total for Check Number 18951:	0.00	257.24
18952	00727 117228317	ULINE SHIPPING SUPPLIES SAFETY EQUIPMENT	03/13/2020		224.64
			Total for Check Number 18952:	0.00	224.64
18953	10217 022820_7268A 022820_7268AA 022820_7268B 022820_7268BB 022820_7268C 022820_7268D 022820_7268E 022820_7268F 022820_7268G 022820_7268H 022820_7268I 022820_7268J 022820_7268K 022820_7268L 022820_7268M 022820_7268N 022820_7268O 022820_7268P 022820_7268Q 022820_7268R 022820_7268S	UMPQUA BANK AMAZON_OFFICE SUPPLIES STAPLES_OFFICE SUPPLIES INDEED_ADVERTISING PRO PEST PRODUCTS HIRERIGHT_BACKGROUND CHECK AMAZON_OFFICE SUPPLIES AMAZON_OFFICE SUPPLIES COSTCO_OFFICE SUPPLIES BEST BUY_OFFICE SUPPLIES AMAZON_OFFICE SUPPLIES APPRIVER_MONTHLY CHARGE HIRERIGHT_BACKGROUND CHECK TAQUERIA LOS AMIGOS_TRAINING MTG AMAZON_OFFICE SUPPLIES AMAZON_OFFICE SUPPLIES OFFICE DEPOT_FURNITURE OFFICE DEPOT_FURNITURE OFFICE DEPOT_FURNITURE OFFICE DEPOT_FURNITURE OFFICE DEPOT_FURNITURE MEETINGKING_SUBSCRIPTION	03/13/2020		9.53 122.45 205.84 444.15 39.95 183.86 86.59 34.09 98.09 65.39 319.43 39.95 30.51 17.43 118.17 185.23 2,463.31 174.38 588.58 114.86 39.95

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	022820_7268T	LINKEDIN_MONTHLY CHARGES			29.99
	022820_7268U	AMAZON_OFFICE SUPPLIES			14.49
	022820_7268V	MAIL CHIMP_MONTHLY SERVICE			59.99
	022820_7268W	COSTCO_OFFICE SUPPLIES			24.30
	022820_7268X	OFFICE DEPOT_CREDIT			-43.58
	022820_7268Y	COWBOY BAR & GRILL			62.00
	022820_7268Z	GO DADDY_CERTIFICATE			79.99
			Total for Check Number 18953:	0.00	5,608.92
18954	00383 1407619-5	A TOOL SHED CONCRETE MIXER_WELLS ROAD	03/20/2020		45.00
			Total for Check Number 18954:	0.00	45.00
18955	00545 904334	AFLAC 2020 INSURANCE PREMIUMS	03/20/2020		221.77
			Total for Check Number 18955:	0.00	221.77
18956	00729 0032049-SLVWD	ALPHA ANALYTICAL LABS LAB FEES-ANALYTICAL SERVICES	03/20/2020		430.00
			Total for Check Number 18956:	0.00	430.00
18957	00162 000111653075	ANTHEM BLUE CROSS RETIRED EMPLOYEE MEDICAL_04/01/20-0	03/20/2020		390.99
			Total for Check Number 18957:	0.00	390.99
18958	00767 0993205391	ANTHEM BLUE CROSS MEDICARE RX_04/01/20-05/01/20	03/20/2020		77.80
			Total for Check Number 18958:	0.00	77.80
18959	10023 3106833	AT & T CAPITAL SERVICES, INC MONTHLY PHONE LEASE	03/20/2020		396.07
			Total for Check Number 18959:	0.00	396.07
18960	00309 1314193507	AT&T IP SERVICES 195 KIRBY STREET	03/20/2020		277.02
			Total for Check Number 18960:	0.00	277.02
18961	00687 030520_13745873	AT&T U-VERSE U-VERSE_13057 HWY 9	03/20/2020		85.60
			Total for Check Number 18961:	0.00	85.60
18962	00687 030620_13216688	AT&T U-VERSE U-VERSE_MANANA WOODS	03/20/2020		101.65
			Total for Check Number 18962:	0.00	101.65
18963	00687 3720_132182018	AT&T U-VERSE U-VERSE_345 QUAIL TERRACE	03/20/2020		85.60
			Total for Check Number 18963:	0.00	85.60
18964	10025 80048403	BADGER METER, INC BEACON SERVICES	03/20/2020		1,687.32

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 18964:	0.00	1,687.32
18965	00609 219019-0220	BALANCE HYDROLOGICS, INC OPERATIONAL GAGING	03/20/2020		10,844.91
			Total for Check Number 18965:	0.00	10,844.91
18966	00423 0010683	BAY AREA BARRICADE SAFETY EQUIP	03/20/2020		1,317.83
			Total for Check Number 18966:	0.00	1,317.83
18967	00220 33321	BAY BUILDING JANITORIAL,INC JANITORIAL SERVICES	03/20/2020		474.42
			Total for Check Number 18967:	0.00	474.42
18968	00342 952511	BRASS KEY LOCKSMITH SAMPLE STATION LOCKS	03/20/2020		347.93
			Total for Check Number 18968:	0.00	347.93
18969	00137 80782	BRINK'S AWARDS NAME PLATES	03/20/2020		160.59
			Total for Check Number 18969:	0.00	160.59
18970	10207 030620_2535A 030620_2535B 030620_2535C 030620_2535D 030620_2535E 030620_2535F 030620_2535G 030620_2535H 030620_2535I 030620_2535J 030620_2535K 030620_2535L 030620_2535M 030620_2535N	CITI CARDS_COSTCO AMAZON_SUPPLIES GOVT FINANCE OFFICERS ASSOC SALMONID RESTORATION SALMONIDRIES SALMONIDRIES SALMONIDRIES SANTA CRUZ SENTINEL SANTA CRUZ SENTINEL NATIONAL NOTARY ASSOC ASSOC OF ENVIRON PROFESIONALS VISTA PRINT BEN LOMOND MARKET COSTCO JOHNNIES MARKET	03/20/2020		31.23 460.00 500.00 80.00 300.00 380.00 20.80 38.40 165.00 275.00 62.11 15.16 49.94 5.44
			Total for Check Number 18970:	0.00	2,383.08
18971	00788 030320_0956185	COMCAST INTERNET_545 FALL CREEK DRIVE	03/20/2020		177.34
			Total for Check Number 18971:	0.00	177.34
18972	00788 030420_0302438	COMCAST INTERNET_1075 WHISPERING PINES DRIV	03/20/2020		195.01
			Total for Check Number 18972:	0.00	195.01
18973	00788 030520_1236165	COMCAST INTERNET_280 BLUE RIDGE DRIVE	03/20/2020		195.51
			Total for Check Number 18973:	0.00	195.51
18974	00788	COMCAST	03/20/2020		

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	030620_1236017	INTERNET_295 EAST ROAD			195.51
			Total for Check Number 18974:	0.00	195.51
18975	00788 030620_1318955	COMCAST INTERNET_1150 REBECCA DRIVE	03/20/2020		145.01
			Total for Check Number 18975:	0.00	145.01
18976	00788 030720_1236124	COMCAST INTERNET_15819 FOREST HILL DR	03/20/2020		195.51
			Total for Check Number 18976:	0.00	195.51
18977	00788 030820_1236058	COMCAST INTERNET_17277 HIGHWAY 9	03/20/2020		195.51
			Total for Check Number 18977:	0.00	195.51
18978	00788 030820_1323583	COMCAST INTERNET_365 MADRONE DR	03/20/2020		267.75
			Total for Check Number 18978:	0.00	267.75
18979	00788 030820_1323641	COMCAST INTERNET_365 MADRONE DR OFC	03/20/2020		267.75
			Total for Check Number 18979:	0.00	267.75
18980	00788 030920_1318922	COMCAST INTERNET_3652 GRAHAM HILL RD	03/20/2020		145.01
			Total for Check Number 18980:	0.00	145.01
18981	00788 31120_1171123	COMCAST INTERNET_23 SUMMIT AVE	03/20/2020		155.01
			Total for Check Number 18981:	0.00	155.01
18982	00458 27035011	COMMUNITY PRINTERS POSTERS	03/20/2020		239.80
			Total for Check Number 18982:	0.00	239.80
18983	00265 2770	COMMUNITY TELEVISION MTG COVERAGE_01/09/20 & 01/16/20	03/20/2020		688.00
			Total for Check Number 18983:	0.00	688.00
18984	00290 12575	CONTRACTOR COMPLIANCE & MONI PROBATION TANK_WO#823	03/20/2020		500.00
			Total for Check Number 18984:	0.00	500.00
18985	00273 30464994	CORELOGIC, INC. REALQUEST SERVICES	03/20/2020		206.00
			Total for Check Number 18985:	0.00	206.00
18986	00133 1195350 1195352 1195353	DASSEL'S PROPANE REGULATOR REPAIR SCENIC_PROPANE REGULATOR REPAIR OPS_PROPANE REGULATOR REPAIR	03/20/2020		236.25 236.25 236.25

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	1195356	ADMIN_PROPANE REGULATOR REPAIR			405.20
			Total for Check Number 18986:	0.00	1,113.95
18987	00037 37237A 37237B	CO. OF SANTA CRUZ DEPT OF PUBLIC WOODWASTE TOILET DISPOSAL	03/20/2020		80.88 20.00
			Total for Check Number 18987:	0.00	100.88
18988	00147 9080923 9080924	EMERSON PROCESS MANAGEMENT SCADA PROGRAMMING PER DIEM FIELD SERVICE WORK/TIME	03/20/2020		8,979.00 2,054.44
			Total for Check Number 18988:	0.00	11,033.44
18989	00343 83258 83418 83740	ERNIE'S SERVICE CENTER SERVICE VE-236 SERVICE VE-222 SERVICE VE-232	03/20/2020		110.35 374.30 115.99
			Total for Check Number 18989:	0.00	600.64
18990	00450 L0498385 L0498747	EUROFINS WATER ANALYSIS WATER ANALYSIS	03/20/2020		400.00 1,000.00
			Total for Check Number 18990:	0.00	1,400.00
18991	00164 531469A 531469B 531469C 533776A 533776B 533776C	FIRST ALARM ALARM SERVICES_13057 HWY 9 ALARM SERVICES_101 QUAIL HOLLOW ALARM SERVICES_365 MADRONE DRIVE ALARM SERVICES_195 KIRBY ST ALARM SERVICES_600 SAN LORENZO AVI ALARM SERVICES_15900 BEAR CREEK RD	03/20/2020		588.84 95.55 168.51 339.12 172.20 343.59
			Total for Check Number 18991:	0.00	1,707.81
18992	00329 9458453488	GRAINGER CHLORINE LINE FITTINGS	03/20/2020		132.89
			Total for Check Number 18992:	0.00	132.89
18993	00016 4625134A 4625134B	GREENWASTE RECOVERY,INC MONTHLY DUMPSTER SERVICE MONTHLY DUMPSTER SERVICE	03/20/2020		0.92 412.16
			Total for Check Number 18993:	0.00	413.08
18994	00058 05564	IHWY MONTHLY SERVER SUPPORT	03/20/2020		25.00
			Total for Check Number 18994:	0.00	25.00
18995	00367 168151A 168151B 168151C	INFOSEND, INC POSTAGE FEES MAILING FEES CENSUS INSERT	03/20/2020		2,544.65 1,082.49 546.24
			Total for Check Number 18995:	0.00	4,173.38

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
18996	00336 2-2020	LAND TRUST OF SANTA CRUZ COUN LAND TRUST OF SANTA CRUZ COUNTY T	03/20/2020		131.63
			Total for Check Number 18996:	0.00	131.63
18997	UB*00713	MARK LEVELL Refund Check	03/20/2020		16.03
			Total for Check Number 18997:	0.00	16.03
18998	00082 244502A 244502B 244502C 244744	MID VALLEY SUPPLY SUPPLIES SUPPLIES SUPPLIES SUPPLIES	03/20/2020		167.46 296.48 296.48 294.61
			Total for Check Number 18998:	0.00	1,055.03
18999	10158 506131A 506131B	NOSSAMAN, LLP PROFESSIONAL SERVICES JAN20 DISBURSEMENTS JAN20	03/20/2020		8,103.00 584.08
			Total for Check Number 18999:	0.00	8,687.08
19000	00582 125219	OLIVE SPRINGS QUARRY HOT MIX_PAVING	03/20/2020		343.84
			Total for Check Number 19000:	0.00	343.84
19001	UB*00712	PATRIOT ENGINEERING, INC. Refund Check	03/20/2020		75.00
			Total for Check Number 19001:	0.00	75.00
19002	00944 4746	PDNC, INC. MONTHLY SERVER SUPPORT	03/20/2020		562.68
			Total for Check Number 19002:	0.00	562.68
19003	00569 3103785392	PITNEY BOWES GLOBAL FIN.LLC MAIL MACHINE LEASE	03/20/2020		478.66
			Total for Check Number 19003:	0.00	478.66
19004	00302 0160859	POLLARDWATER.COM DE-CHLOR TABS_FLUSHING	03/20/2020		453.29
			Total for Check Number 19004:	0.00	453.29
19005	10151 727883	OSCAR RODAS BUILD MAINT- SERVICES & SUPPLIES	03/20/2020		250.00
			Total for Check Number 19005:	0.00	250.00
19006	10227 1581	RSH CONSTRUCTION SERVICES FINAL PAYMENT_WO#823	03/20/2020		14,003.59
			Total for Check Number 19006:	0.00	14,003.59
19007	00724 546	SAN JOSE WATER CO. METER TEST_FELTON LAUNDRY	03/20/2020		90.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 19007:	0.00	90.00
19008	00125	SCARBOROUGH LUMBER	03/20/2020		
	350009	SOUTH TANK SCREENS			32.11
	350103	PROBATION TANK CHRISTENING			4.65
	350172	MISC. OPERATING SUPPLIES			55.67
	350198	SUPPLIES FOR KIRBY			31.34
	350271	CONCRETE PAD_WELLS RD			252.10
	350305	ECHO BOOSTER BLDG			12.81
	350419	PLUMBING PARTS_EL SOLYO TANK			15.34
	350437	SMALL TOOLS_EL SOLYO TANK			100.84
	350526	TANK REPAIRS			48.71
	350655	SUPPLIES			18.62
	406895	MISC. OPERATING SUPPLIES			122.58
	592939	RIBBON CUTTING			6.79
	592949	TRASH BAGS			15.10
	735	CLEANING SUPPLIES			40.69
			Total for Check Number 19008:	0.00	757.35
19009	00746	SCOTTS VALLEY BANNER	03/20/2020		
	68506	NORTH SYSTEM FLUSH_RUN DATE 02/21/2			160.00
	68507	SOUTH SYSTEM FLUSH_RUN DATE 02/21/2			180.00
	68677	FLUSHING_RUN DATE 02/28/20			180.00
			Total for Check Number 19009:	0.00	520.00
19010	00047	SOIL CONTROL LAB	03/20/2020		
	0020109	WATER ANALYSIS FOR REMAINDER OF FY			117.00
	0020272	WATER ANALYSIS FOR REMAINDER OF FY			39.00
	0020477	WATER ANALYSIS FOR REMAINDER OF FY			39.00
	0020633	WATER ANALYSIS FOR REMAINDER OF FY			145.00
			Total for Check Number 19010:	0.00	340.00
19011	00493	SPRINGBROOK SOFTWARE, INC	03/20/2020		
	ACC50929	TRANSACTION FEES			1,445.00
			Total for Check Number 19011:	0.00	1,445.00
19012	UB*00714	TEMMX LLC	03/20/2020		
		Refund Check			8.55
			Total for Check Number 19012:	0.00	8.55
19013	00721	UNITED SITE SVCS.,INC	03/20/2020		
	114-9951992	PORTABLE TOILET			226.24
	114-9976914	PORTABLE TOILET			231.55
			Total for Check Number 19013:	0.00	457.79
19014	00768	USA BLUEBOOK	03/20/2020		
	152988	REPLACEMENT PARTS FOR CHEMICAL FE			42.88
	155828	REPLACEMENT PARTS FOR CHEMICAL FE			175.52
	158453	REPLACEMENT PARTS FOR CHEMICAL FE			421.34
	158800	REPLACEMENT PARTS FOR CHEMICAL FE			874.88
	162757	CHLORINE PLUMBING PARTS			284.46
	165544	REPLACEMENT PARTS FOR CHEMICAL FE			829.06
	174195CM	CREDIT FOR RETURNED PARTS			-936.31

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 19014:	0.00	1,691.83
19015	00209 66291080	ZEE MEDICAL, INC FIRST-AID KIETS WATER QUALITY	03/20/2020		190.75
			Total for Check Number 19015:	0.00	190.75
19016	00309 1166752501A 1166752501B 1166752501C	AT&T IP SERVICES IP SERVICES_ADMIN IP SERVICES_OPS IP SERVICES_WTP	03/25/2020		252.91 252.91 252.91
			Total for Check Number 19016:	0.00	758.73
19017	00686 0320_834287386A 0320_834287386B	AT&T LONG DISTANCE LONG DISTANCE_ADMIN LONG DISTANCE_WTP	03/25/2020		950.41 20.63
			Total for Check Number 19017:	0.00	971.04
19018	00034 APR2020_34	DAVE BASLER CALPERS_RETIREE	03/25/2020		75.00
			Total for Check Number 19018:	0.00	75.00
19019	00099 APR2020_99	JOEL BUSA CALPERS_RETIREE	03/25/2020		125.00
			Total for Check Number 19019:	0.00	125.00
19020	00788 031520_1236074	COMCAST INTERNET_200 ANNIES WAY	03/25/2020		195.51
			Total for Check Number 19020:	0.00	195.51
19021	00788 031620_1018662	COMCAST INTERNET_264 ORCHARD ROAD	03/25/2020		150.01
			Total for Check Number 19021:	0.00	150.01
19022	00703 285535	DATAFLOW BUSINESS SYSTEMS, INC INK FOR TASKALFA	03/25/2020		12.50
			Total for Check Number 19022:	0.00	12.50
19023	00061 2683	DHS PUBLIC HEALTH LAB TICK TESTING	03/25/2020		105.00
			Total for Check Number 19023:	0.00	105.00
19024	10293 MORRIS CONCRETI	DIR/DLSE WAGES DUE EMPLOYEES	03/25/2020		6,600.60
			Total for Check Number 19024:	0.00	6,600.60
19025	00409 031120_409	EASYPERMIT POSTAGE POSTAGE MACHINE	03/25/2020		500.00
			Total for Check Number 19025:	0.00	500.00
19026	00450 L0498667	EUROFINS WATER ANALYSIS	03/25/2020		160.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 19026:	0.00	160.00
19027	00118 69925895	FARMER BROTHERS COFFEE SUPPLIES_OPS	03/25/2020		265.14
			Total for Check Number 19027:	0.00	265.14
19028	00080 1758998	GRANITE CONSTRUCTION CO BASE ROCK_QUAIL BINS	03/25/2020		128.02
			Total for Check Number 19028:	0.00	128.02
19029	00550 11870795	HACH COMPANY KIRBY PLANT - PH,TURBIDIMETER	03/25/2020		8,149.86
			Total for Check Number 19029:	0.00	8,149.86
19030	10287	ICONIX WATERWORKS	03/25/2020		
	U2016010211A	MTR BOX LID B9 CAST IRON			250.57
	U2016010211B	PIPE POLY 200 PSI CTS 1" SDR9			291.60
	U2016010212	NIPPLE BRASS 1" X 0"			18.01
	U2016010212A	CAP GALV 1"			11.76
	U2016010212B	BELL REDCR GALV 1" X 3/4"			2.76
	U2016010212C	BUSHING GALV 3/4" X 1/2"			4.28
	U2016010212D	NIPPLE GALV 3/4" X 2"			1.64
	U2016010212E	NIPPLE GALV 1" X 2-1/2"			8.78
	U2016010212F	NIPPLE GALV 2" X 4"			9.13
	U2016010212G	FLANGE RING GASKETS 4" NO BLT			19.81
	U2016010212H	MTR VLV PIPE-MTR STRT 3/4X5/8"			577.52
	U2016010212I	SVC VALVE PIPE-PIPE STRT 3/4"			567.18
	U2016010212J	SVC VALVE PIPE-PIPE STRT 1"			193.17
	U2016010212K	COMPRESSION COUPLING 3/4" G/T			365.19
	U2016010212L	TAPE CALPICO 2" (10MIL)			125.46
	U2016012140A	BELL REDCR GALV 1" X 3/4"			19.35
	U2016012140B	BELL REDCR GALV 2" X 1"			39.92
	U2016012140C	NIPPLE GALV 3/4" X 2"			3.19
	U2016012140D	NIPPLE GALV 2" X 4"			10.84
	U2016012140E	NIPPLE GALV 2" X 6"			34.60
	U2016012140F	GATE VALVE 3/4"			91.69
	U2016012140G	GATE VALVE 1"			219.58
	U2016012140H	GATE VALVE 2"			396.45
	U2016012140I	CHECK VALVE METER SPUD 1"			180.67
	U2016012140J	SVC VALVE PIPE-PIPE STRT 3/4"			189.05
	U2016012140K	MTR CPLG COPR-COPR 3PT 3/4"			178.36
	U2016012140L	COMPRESSION COUPLING 3/4" G/T			107.40
	U2016012140M	CPLG COPR-PIPE MALE 3/4"			172.73
	U2016012140N	COPR-PIPE FEM 1"			236.85
	U2016012140O	CORP PIPE-COPPER IP 3/4"			250.46
	U2016012140P	BACKFLOW DBL CHK VALVE 1"			199.09
			Total for Check Number 19030:	0.00	4,777.09
19031	00208 APR2020_208	LEONARD KUHNLEIN CALPERS_RETIREE	03/25/2020		125.00
			Total for Check Number 19031:	0.00	125.00
19032	10245 1207888597	LOGMEIN USA, INC, CONFERENCE CALL SERVICE	03/25/2020		54.54

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 19032:	0.00	54.54
19033	00313	MET LIFE	03/25/2020		
	031520_313A	DENTAL_ADMIN			199.82
	031520_313B	DISABILITY_ADMIN			84.83
	031520_313C	LIFE INS_ADMIN			33.30
	031520_313D	DENTAL_FINANCE			1,475.59
	031520_313E	DISABILITY_FINANCE			287.45
	031520_313F	LIFE INS_FINANCE			138.19
	031520_313G	DENTAL_ENG			268.65
	031520_313H	DISABILITY_ENG			96.24
	031520_313I	LIFE INS_ENG			33.30
	031520_313J	DENTAL_OPS			1,849.40
	031520_313K	DISABILITY_OPS			310.11
	031520_313L	LIFE INS_OPS			176.49
	031520_313M	DENTAL_ENVIRON			65.07
	031520_313N	DISABILITY_ENVIRON			31.93
	031520_313O	LIFE INS_ENVIRON			16.65
	031520_313P	DENTAL_WTP			1,493.55
	031520_313Q	DISABILITY_WTP			400.22
	031520_313R	LIFE INS_WTP			173.16
			Total for Check Number 19033:	0.00	7,133.95
19034	00662 APR2020_662	JAMES A. MUELLER CALPERS_RETIREE	03/25/2020		50.00
			Total for Check Number 19034:	0.00	50.00
19035	10292 03-20-106	MUNICIPAL RESOURCE GROUP, LLC BOARD PLANNING WORKSHOP	03/25/2020		3,199.26
			Total for Check Number 19035:	0.00	3,199.26
19036	00428 18FLP09	RCD OF SANTA CRUZ COUNTY FISH LADDER PERMITTING_WO#280	03/25/2020		9,110.28
			Total for Check Number 19036:	0.00	9,110.28
19037	10205 20200310033845	RED WING BUSINESS ADVANTAGE AC BOOTS FOR 175	03/25/2020		324.46
			Total for Check Number 19037:	0.00	324.46
19038	00512 B149029	RIVERSIDE LIGHTING ECHO BOOSTER BLDG LIGHTS	03/25/2020		182.99
			Total for Check Number 19038:	0.00	182.99
19039	00711 S1922439.001 S1922439.002 S1922781.001 S1925966.001A S1925966.001B S1926680.001	ROBERTS & BRUNE CO. PART#6002-308_2X12 1/2 REPAIR CLAMP PART#6002-308_2X12-1/2 REP CLAMP PART#6014-003_2 VICTAULIC COUPLING 8"MEGALUGS_1108-110 8X6 MJxFLG TEE TRACER WIRE_9006-000	03/25/2020		107.51 322.54 1,497.98 282.48 156.48 310.30
			Total for Check Number 19039:	0.00	2,677.29
19040	00746 6885	SCOTTS VALLEY BANNER LOMPICO FLUSH_RUN DATE 03/06/20	03/25/2020		252.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	6886	MANANA FLUSH_RUN DATE 03/06/20			180.00
			Total for Check Number 19040:	0.00	432.00
19041	00047	SOIL CONTROL LAB	03/25/2020		
	0030039	WATER ANALYSIS			116.00
	0030101	WATER ANALYSIS			145.00
	0030192	WATER ANALYSIS			116.00
	0030243	WATER ANALYSIS			145.00
			Total for Check Number 19041:	0.00	522.00
19042	00555	STORDOK, INC.	03/25/2020		
	53543123	SHREDDING SERVICES			45.00
			Total for Check Number 19042:	0.00	45.00
19043	00219	TOYOTA MATERIAL HANDLING	03/25/2020		
	KAOI60	FORKLIFT REPAIR_VE-740			307.50
			Total for Check Number 19043:	0.00	307.50
19044	00369	CAROLE TRIANTAFILLOS	03/25/2020		
	APR2020_369	CALPERS_RETIREE			125.00
			Total for Check Number 19044:	0.00	125.00
19045	00011	VERIZON WIRELESS	03/25/2020		
	9850460697A	CELL PHONE_ADMIN			44.74
	9850460697B	CELL PHONE_FINANCE			94.63
	9850460697C	CELL PHONE_ENG			44.74
	9850460697D	CELL PHONE_OPS			501.32
	9850460697E	CELL PHONE_WTP			397.97
			Total for Check Number 19045:	0.00	1,083.40
19046	00011	VERIZON WIRELESS	03/25/2020		
	9850460698A	CELL PHONE_ADMIN			24.65
	9850460698B	CELL PHONE_OPS			361.42
	9850460698C	CELL PHONE_WTP			204.86
			Total for Check Number 19046:	0.00	590.93
19047	00399	VISION SERVICE PLAN - (CA)	03/25/2020		
	809006910A	2020 INSURANCE PREMIUMS_ADMIN			28.44
	809006910B	2020 INSURANCE PREMIUMS_FINANCE			144.36
	809006910C	2020 INSURANCE PREMIUMS_ENG			38.58
	809006910D	2020 INSURANCE PREMIUMS_OPS			333.74
	809006910E	2020 INSURANCE PREMIUMS_ENVIRON			22.28
	809006910F	2020 INSURANCE PREMIUMS_WTP			187.64
			Total for Check Number 19047:	0.00	755.04
19048	10156	VORTEX INDUSTRIES, INC	03/25/2020		
	44-1418966	LYON ACCESS GATE ELECTRONIC KEY PA			1,839.70
			Total for Check Number 19048:	0.00	1,839.70
19049	10280	WATER WORKS ENGINEERS	03/25/2020		
	10426	BEAR CREEK WWTF ANALYSIS			3,058.08
			Total for Check Number 19049:	0.00	3,058.08

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
19050	00398 1508559	WATSONVILLE METAL CO.,INC DUMPSTER FEES	03/25/2020		600.00
Total for Check Number 19050:				0.00	600.00
19051	00268 12544	WATTS ON GENERATOR SERVICE_REBECCA DR	03/25/2020		391.94
Total for Check Number 19051:				0.00	391.94
19052	10152 MAR2020_10152A MAR2020_10152B	WESTAMERICA BANK TRUCK LOAN_INTEREST TRUCK LOAN_PRINCIPAL	03/25/2020		149.04 1,951.64
Total for Check Number 19052:				0.00	2,100.68
19053	10232 4_10232	COMMUNITY FOUNDATION SANTA CRUZ CONTRIBUTION TO ENDOWMENT_WO#12	03/26/2020		94,918.61
Total for Check Number 19053:				0.00	94,918.61
19054	00076 813813	ERNIE'S AUTO CENTER INVERTER_TRI FLOW	03/26/2020		82.22
Total for Check Number 19054:				0.00	82.22
19055	00336 DECEMBER19	LAND TRUST OF SANTA CRUZ COUNTY LAND TRUST OF SANTA CRUZ COUNTY TR	03/26/2020		248.40
Total for Check Number 19055:				0.00	248.40
19056	00057 MAR20_57	AFSCME COUNCIL 57 UNION DUES_MAR2020	04/01/2020		998.66
Total for Check Number 19056:				0.00	998.66
19057	00055 31920_831335527	AT&T PHONE_FELTON ACRES	04/01/2020		193.36
Total for Check Number 19057:				0.00	193.36
19058	00309 7917493500A 7917493500B 7917493500C	AT&T IP SERVICES IP SERVICES_ADMIN IP SERVICES_OPS IP SERVICES_WTP	04/01/2020		396.08 396.08 396.08
Total for Check Number 19058:				0.00	1,188.24
19059	00566 1076803212020A 1076803212020B	C S S C ANSWERING SERVICE_WTP ANSWERING SERVICE_OPS	04/01/2020		164.54 164.54
Total for Check Number 19059:				0.00	329.08
19060	00363 MAR20_363	CINCINNATI LIFE INSURANCE CO 2020 INSURANCE PREMIUMS_MAR2020	04/01/2020		28.00
Total for Check Number 19060:				0.00	28.00
19061	01050 4377735-0313881	COLONIAL LIFE 2020 INS PREMIUMS_03/13/20 & 03/28/20	04/01/2020		559.04

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 19061:	0.00	559.04
19062	00788 031920_1028380	COMCAST INTERNET_7400 HWY 9	04/01/2020		155.01
			Total for Check Number 19062:	0.00	155.01
19063	00505 10377732854	DELL MARKETING LP COMPUTER ADN 2 MONITORS FOR ENGIN	04/01/2020		3,493.00
			Total for Check Number 19063:	0.00	3,493.00
19064	10271 b90116.00-06	EKI ENVIRONMENT & WATER HYDROGEOLOGICAL CONSULTING SERVI	04/01/2020		742.00
			Total for Check Number 19064:	0.00	742.00
19065	00750 032520_750	FEDAK & BROWN, LLP PROFESSIONAL SERVICES FOR MARCH 20	04/01/2020		1,965.00
			Total for Check Number 19065:	0.00	1,965.00
19066	00329 9471296807A 9471296807B	GRAINGER SUPPLIES SUPPLIES	04/01/2020		324.46 324.47
			Total for Check Number 19066:	0.00	648.93
19067	00610 M20-058	MAGGIORA BROS DRILLING OLY 3 WELL/QUAIL 5A REHAB	04/01/2020		25,175.00
			Total for Check Number 19067:	0.00	25,175.00
19068	00775 903854856	NORTHERN SAFETY CO.,INC. SAFETY EQUIPMENT	04/01/2020		199.23
			Total for Check Number 19068:	0.00	199.23
19069	10158 506715A 506715B	NOSSAMAN, LLP PROFESSIONAL SERVICES THROUGH 02/25/20 DISBURSEMENTS THROUGH 02/29/20	04/01/2020		20,655.00 516.35
			Total for Check Number 19069:	0.00	21,171.35
19070	10214 2166	MIKE PODLECH JUVENILE SALMONID & STEELHEAD HAB	04/01/2020		1,080.00
			Total for Check Number 19070:	0.00	1,080.00
19071	UB*00715	PATRICIA REA Refund Check	04/01/2020		87.85
			Total for Check Number 19071:	0.00	87.85
19072	00001 7719-657655	ROYAL WHOLESALE ELECTRIC OPERATING SUPPLIES_WO#1702	04/01/2020		506.30
			Total for Check Number 19072:	0.00	506.30
19073	00142 61-0157944 61-0158069	SAN LORENZO LUMBER WELLS RD_CONCRETE PAD WELLS RD_SAWS ALL BLADES	04/01/2020		60.78 32.69

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	61-0158128	SUPPLIES			114.89
	61-0158921	SUPPLIES			39.23
					<hr/>
Total for Check Number 19073:				0.00	247.59
19074	UB*00710	RICHARD SARGENT Refund Check	04/01/2020		21.89
					<hr/>
Total for Check Number 19074:				0.00	21.89
19075	00125	SCARBOROUGH LUMBER	04/01/2020		
	349813	CLEANING SUPPLIES			44.96
	350050	WELLS ROAD PRESSURE SYSTEM			9.60
	350498	ECHO BOOSTER REPAIRS			57.17
	350568	MISC MATERIALS			53.36
	350708	CLEANING SUPPLIES_LYON PLANT			28.22
	350723	SOUTH TANK PLANT FENCING			222.91
	350777	PAINT FOR PLUMBING_ECHO BOOSTER			106.55
	350785	LEACHFIELD MANIFOLD REPAIRS			15.51
	350808	CHAIN SAW CHAIN_WRENCH			31.80
	350842	BUCKETS			29.22
	350878	REPLACEMENT LADDER & SPRAYER			297.81
	350893	CLEANING SUPPLIES			23.38
	350894	TOOLS			50.36
	350896	PLANT FOOD_SOUTH TANK			20.49
	351000	WELLS ROAD PUMP STATION			23.27
	351041	TOOLS			23.24
	351058	SUPPLIES			63.27
	351122	EL SOLYO_CONCRETE PAD			48.47
	351129	ECHO BOOSTER			50.46
	407230	CLEANING SUPPLIES			65.73
	747	CHAINSAW CHAIN_BAR			39.39
					<hr/>
Total for Check Number 19075:				0.00	1,305.17
19076	10231 7064088	TIAA COMMERCIAL FINANCE, INC. 5 YR LEASE NEW COPIER	04/01/2020		253.45
					<hr/>
Total for Check Number 19076:				0.00	253.45
19077	UB*00716	MEGAN WINSLOW Refund Check	04/01/2020		22.44
					<hr/>
Total for Check Number 19077:				0.00	22.44
					<hr/>
Report Total (159 checks):				0.00	432,640.48
					<hr/> <hr/>

EFT & DIRECT CHECK TRANSACTIONS

Apr-20



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

Date	Check No	Vendor	Description	Amount
2/3/2020	EFT	BLUEFIN	BANK FEES	\$ 5,040.90
2/11/2020	EFT	WELLS FARGO	BANK FEES	\$ 898.67
2/18/2020	EFT	TTECH	BANK FEES	\$ 783.14
2/5/2020	EFT	SUPERIOR PRESS	PRINT CHARGE	\$ 844.74
3/11/2020	EFT	PAYCHEX	ADMIN & DELIVERY FEES	\$ 242.75
3/11/2020	EFT	PAYCHEX	PAYROLL	\$ 117,115.71
3/11/2020	DIRECT CHECK	PAYCHEX	PAYROLL	\$ 6,637.30
3/25/2020	EFT	PAYCHEX	ADMIN & DELIVERY FEES	\$ 257.75
3/25/2020	EFT	PAYCHEX	PAYROLL	\$ 120,173.02
3/25/2020	DIRECT CHECK	PAYCHEX	PAYROLL	\$ 7,476.26
2/3/2020	EFT	PAYCHEX	PAYCHEX INVOICE	\$ 43.71
2/14/2020	EFT	PAYCHEX	PAYCHEX INVOICE	\$ 411.93
3/24/2020	EFT	CALPERS	RETIREMENT BENEFITS 02/26/20 & 03/11/20	\$ 39,769.05
			TOTAL EFT TRANSACTIONS	\$ 292,127.48



TO: Board of Directors,
San Lorenzo Valley Water District

FROM: Gina R. Nicholls, District Counsel

DATE: April 9, 2020

RE: Legal Department Status Report
502665-0001

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.¹ Since the last legal department status report dated March 12, 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:²

- Issues related to COVID-19 response, including but not limited to Brown Act, District policies & procedures, and personnel matters
- Board meetings
- Real property
- Anticipated litigation
- Other

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

- Issues related to COVID-19 response
- District policies & procedures

¹ 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.

² 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).

Memorandum
April 9, 2020
Page 2

- Anticipated litigation
- Board meetings
- Real property

MEMO

TO: District Manager
FROM: Director of Operations
SUBJECT: OPERATIONS DEPARTMENT STATUS REPORT
MARCH 2020
DATE: April 16, 2020

RECOMMENDATION:

It is recommended that the District Manager review and file the Operations Department Project Status Report for the month of March 2020.

BACKGROUND:

COVID 19

Due to the pandemic staff has been isolated and working separately out of District Vehicles. Essentials to keep safe drinking water flowing to the tap is our main priority. Things have been going smoothly and will continue.

DISTRICT WIDE FLUSHING

In March 2020 District staff continued the District's flushing program. Flushing began Monday February 3, 2020. The Flushing program is moving right along and staff has continued to see flushing moving along well with the extended period of time on surface water in 2019.

The flushing program is going to be complete for the year on April 17, 2020.

BEAR CREEK ROAD SLIDE AND WATER MAIN BREAK

During the month of March 2020 staff has worked on plans and specifications for the relocation of the 8 inch main line. Coordination with the County Public Works department for layout and timeline of relocating the main line has been in process as well. Construction is set to begin the week of April 6, 2020.

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.

EL SOLYO TEMPORARY TANK

Staff completed the installation of the temporary 10,000 gallon poly water tank. The old redwood tank has been removed and staff is beginning construction of a concrete pad for the installation of two 10,000 gallon poly tanks on the site.

BLUE TANK GENERATOR SITE

During the month of March 2020 District staff has not been able to work on installation of the propane service and stand by generator at this site due to the COVID 19. A crane is needed to place the propane tank and generator at this site and the District has been unable at this point to get a company out due to the pandemic. Staff will continue to seek out and schedule a crane service.

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

Removed 80 feet of old 2 inch main line on Rosebloom Drive Felton

Began install of a small pressure system on Wells Road Felton

Installed anti climb hatch on the access ladder to Blue Tank

Secured the old Quail Well 8 well head from contamination

Changed 2 inch meter at the Felton Laundromat

James Furtado

Director of Operations

SAN LORENZO VALLEY WATER DISTRICT PRODUCTION COMPARRISON

Source	March-20	February-20	March-13	Difference This Year To 2013
North System				
Surface Water Sources				
Foreman Creek	6,622,451	11,229,884	28,219,000	
Peavine Creek + Hydro	1,423,351	1,625,535	5,297,000	
Clear Creek	4,945,319	5,532,349		
Sweetwater Creek	3,296,879	3,688,232		
Sub-Total (Streams)	16,288,000	22,076,000	33,516,000	-51.40%
Wells (North)				
Olympia No. 2	392,000	1,413,000	0	
Olympia No. 3	0	149,000	0	
Quail Well No. 4-A	7,942,000	4,920,000	1,610,000	
Quail Well No. 5-A	-	-	4,800	
Sub Total North Wells	8,334,000	6,482,000	1,614,800	416.10%
South System Wells				
Pasatiempo 5A	4,082,400	4,061,500	N/A	
Pasatiempo 6	-	-	6,227,000	
Pasatiempo 7	1,061,000	1,059,000	2,125,000	
Pasatiempo 8	2,728,970	2,549,220	N/A	
Sub Total Pasatiempo Wells	5,143,400	5,120,500	8,352,000	-38.42%
North South All Sources Combined	29,765,400	33,678,500	43,482,800	-31.55%
Felton System - Surface Water				
Fall Creek	4,410,669	4,258,068	5,004,570	
Bennett Spring	2,546,192	2,436,236	4,158,400	
Bull 1 & 2	1,277,584	1,142,196	4,130,500	
Total Felton System Sources	8,234,445	7,836,500	13,293,470	-38.06%
Manana Woods System				
Well 1	-	-	386,725	
Total Manana Woods Sources	-	-	386,725	
Sub - Total Production				
North / Felton / Manana	37,999,845	41,515,000	57,162,995	-33.52%
Surface	24,522,445	29,912,500	46,809,470	-47.61%
Wells	13,477,400	11,602,500	10,353,525	30.17%
Total Surface Water Percentage	64.53	72.05	81.89	-21.19%
Total Wells Percentage	35.47	27.95	18.11	95.82%

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

North System All Sources	29,765,400
Interties IN +	624,171
Interties OUT -	3
TOTAL NORHT SYSTEM	30,389,568
Felton Water system All Sources	8,234,445
Interties IN +	0
Interties OUT -	0
TOTAL FELTON SYSTEM	8,234,445
Manana Woods System	
Manana Woods Well 1	0
Interties IN +	
TOTAL MANANA WOODS	0

SAN LORENZO VALLEY WATER DISTRICT INTERTIE USAGE March 2020

INTERTIE 2

SLVWD to SVWD 0

SVWD to SLVWD 0

INTERTIE 3

SLV SOUTH to SLV NORTH 624,171

SLV NORTH to SLV SOUTH 3

INTERTIE 4

SLVWD to MHWD 0

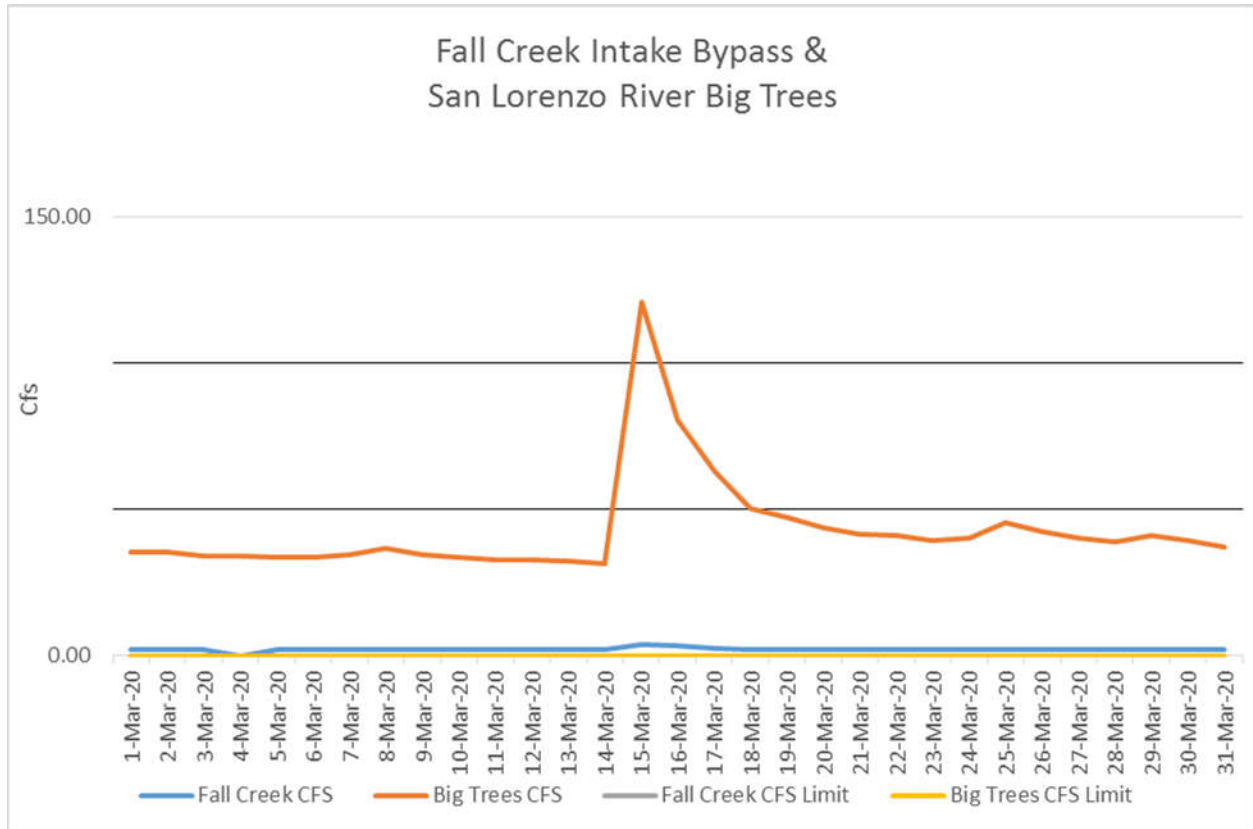
MHWD to SLVWD 0

INTERTIE 6

SLV NORTH to SLV FELTON -

SLV FELTON to SLV NORTH -

Fall Creek Intake March 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 March 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: 4.16.20

Item: 8.5

Month:	March	Year:	2020	Big Trees > 26,500 Acre-ft Oct-Feb Normal Year	Big Trees <26,500 Acre-ft Oct-Feb Dry Year						
				<input type="checkbox"/>	<input checked="" 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 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)	Met Big Trees Requirement Nov-May 20cfs Sept 10 cfs Oct 25 cfs (yes/no)	Notes
1	0815	JT	2	126	25	2.06	35.4	0	yes	yes	
2	0745	SS	2	123	25	2.052	35.3	0	yes	yes	
3	0810	SS	1	126	25	1.994	34	0	yes	yes	
4	1000	SS	1	0*	25	1.603*	34	0	yes	yes	*FC Maintenance, weir pulled
5	0745	SS	1	109	25	1.945	33.4	0	yes	yes	
6	0815	TH	1	94	25	2.004	33.4	0	yes	yes	
7	1000	HO	1	94	25	2.082	34.7	0.1	yes	yes	
8	0945	HO	1	97	25	2.063	36.6	0.09	yes	yes	
9	0830	TH	1	101	25	1.994	34.7	0	yes	yes	
10	0730	KM	1	130	25	1.935	33.4	0	yes	yes	
11	0730	KM	1	133	25	1.887	32.7	0.03	yes	yes	
12	0745	KM	1	130	25	1.877	32.7	0	yes	yes	
13	0900	SS	1	117	25	1.877	32.1	0	yes	yes	
14	0935	TH	1	116	25	1.857	31.5	0	yes	yes	
15	0910	TH	1	90	25	3.803	121	2.02	yes	yes	
16	0800	TH	1	86	25	3.294	80.4	0.44	yes	yes	
17	0745	KM	1	99	25	2.366	62.9	0.04	yes	yes	
18	0830	JG	1	117	25	2.179	50.2	0.05	yes	yes	
19	0745	KM	1	91	25	2.23	47	0.02	yes	yes	
20	0815	JG	1	80	25	2.209	43.9	0	yes	yes	
21	1000	SS	1	86	25	2.16	41.6	0.04	yes	yes	
22	0945	SS	1	106	25	2.072	40.9	0.03	yes	yes	
23	0830	JG	1	81	25	2.033	39.4	0	yes	yes	
24	0730	KM	1	92	25	1.994	40.1	0.02	yes	yes	
25	0750	KM	1	75	25	1.975	45.4	0.06	yes	yes	
26	0745	KM	1	90	25	1.975	42.3	0.03	yes	yes	
27	0800	KM	1	83	25	2.023	40.1	0.07	yes	yes	
28	1045	JG	1	88	25	2.063	38.7	0.05	yes	yes	
29	1310	JG	1	94	25	2.179	40.9	0.21	yes	yes	
30	0900	KM	1	106	25	1.984	39.4	0.02	yes	yes	
31	0730	TH	1	94	25	2.033	37.3	0	yes	yes	

San Lorenzo Valley Water District
Loch Lomond Water Supply
March 2020

Loch Lomond Water Level



Week ending Wednesday 4 / 05 / 2020
(in feet above mean sea level; lake spills at 577.15 feet)

Currently:	574.95 ft
Percent of Capacity:	95.1%

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

Production Loch Lomond to SLVWD

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

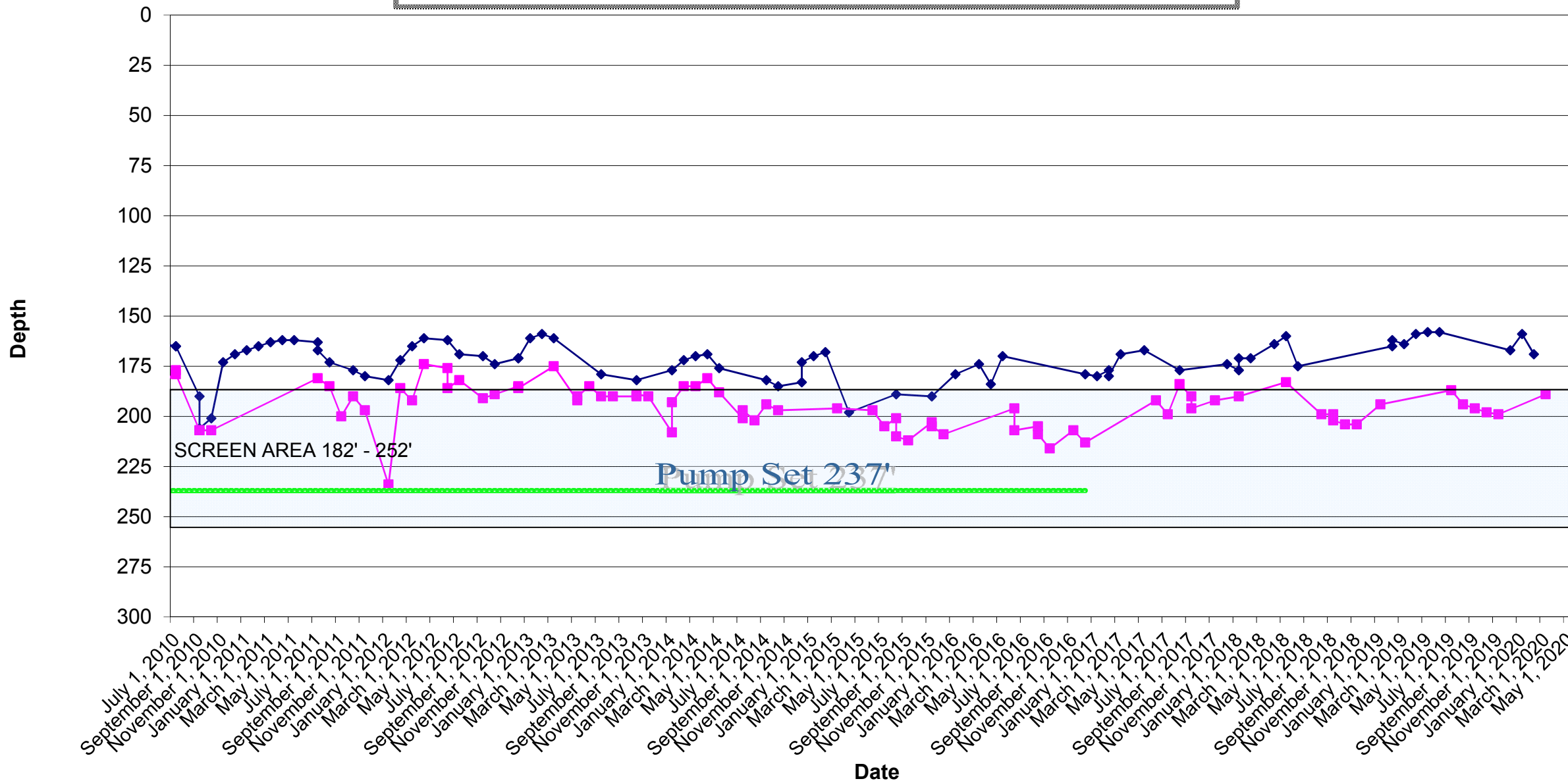
Last time District used Loch Lomond water was June 1977

SAN LORENZO VALLEY WATER DISTRICT

Well Drawdown Report

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



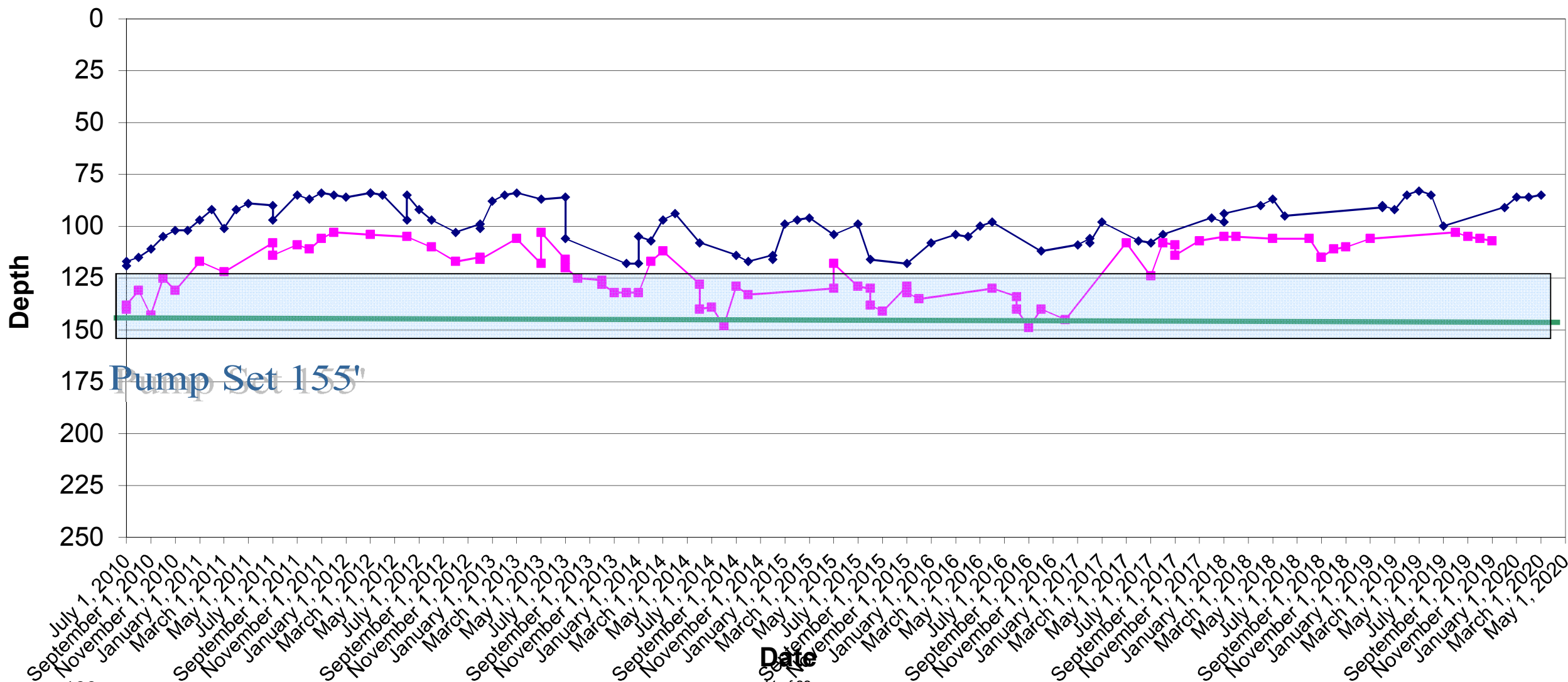


SAN LORENZO VALLEY WATER DISTRICT

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'



Pump Set 155'

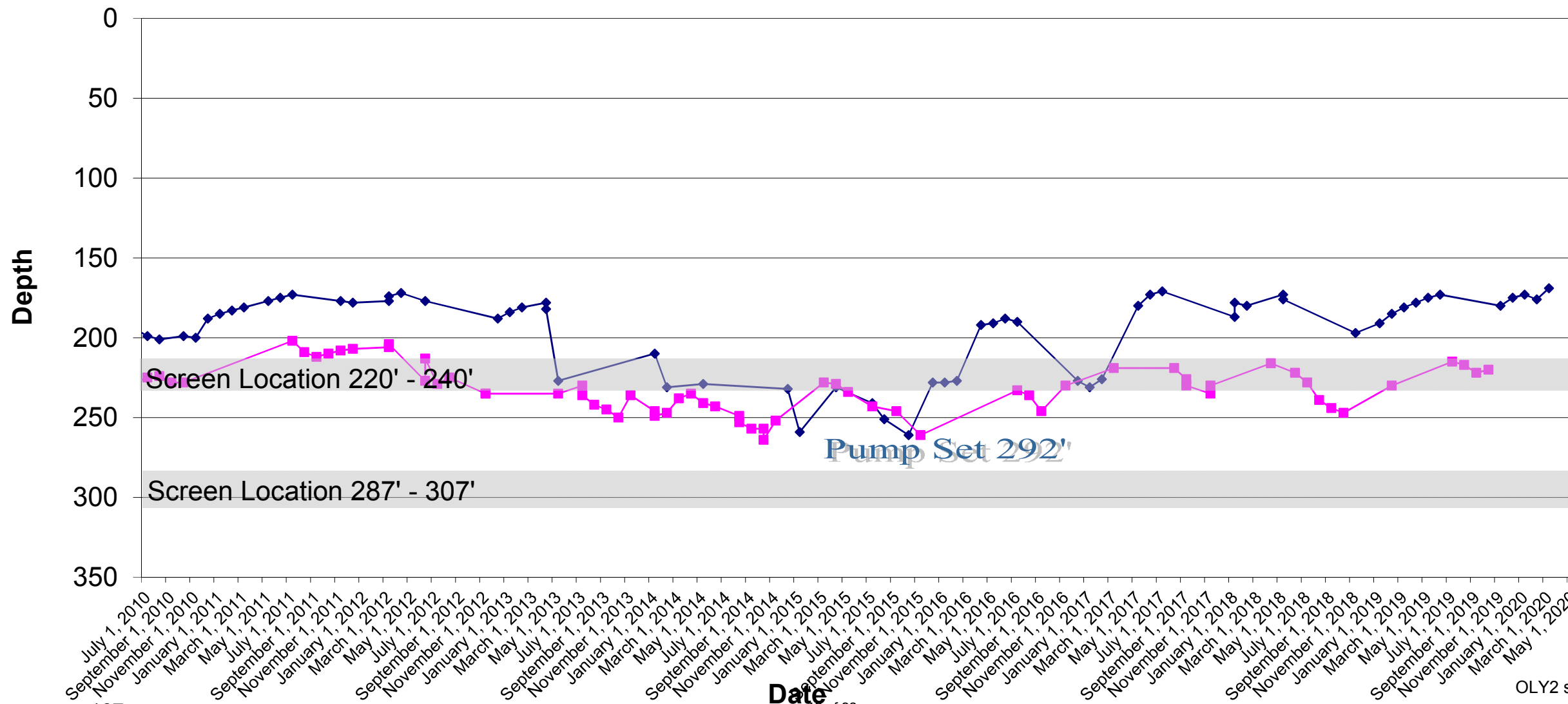


SAN LORENZO VALLEY WATER DISTRICT

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'



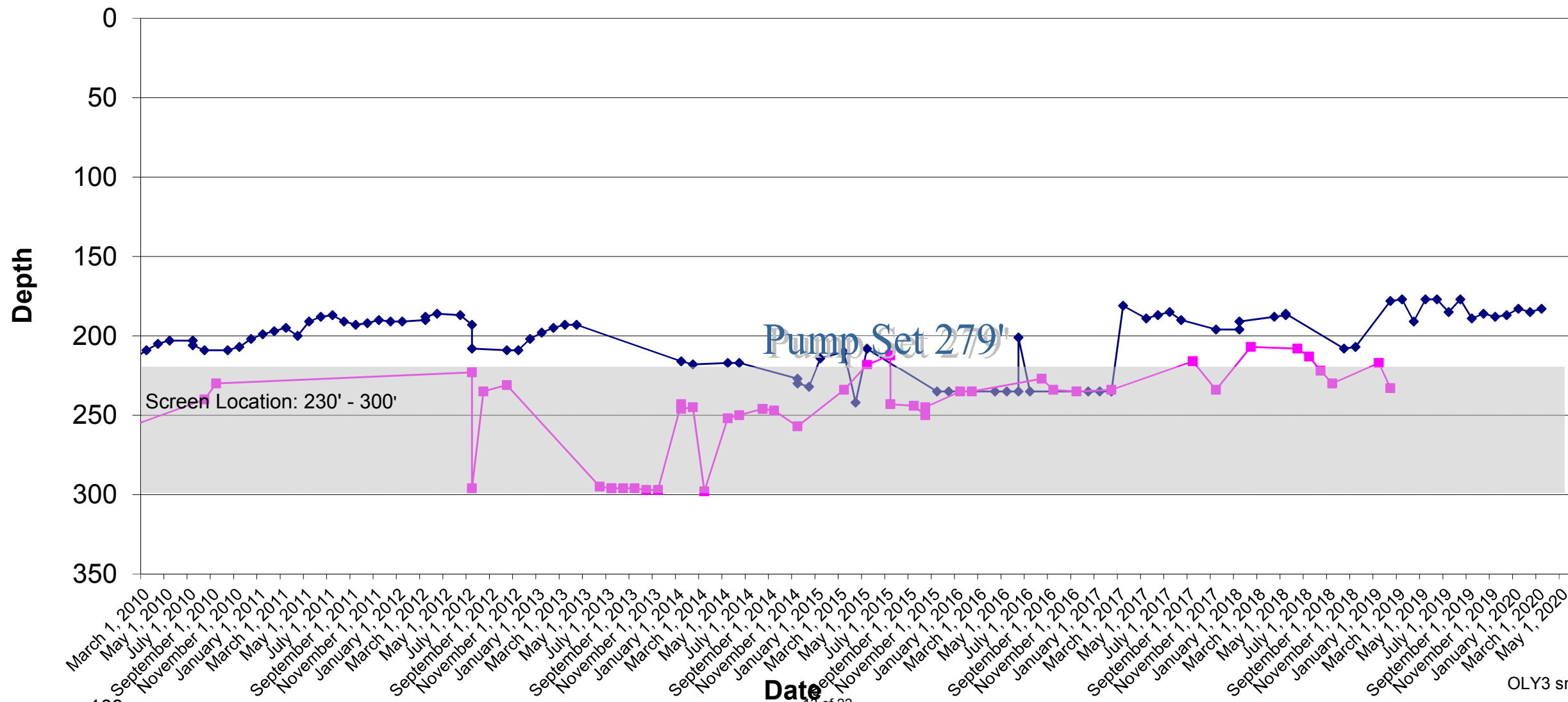


SAN LORENZO VALLEY WATER DISTRICT

Well Drawdown Report

Olympia 3

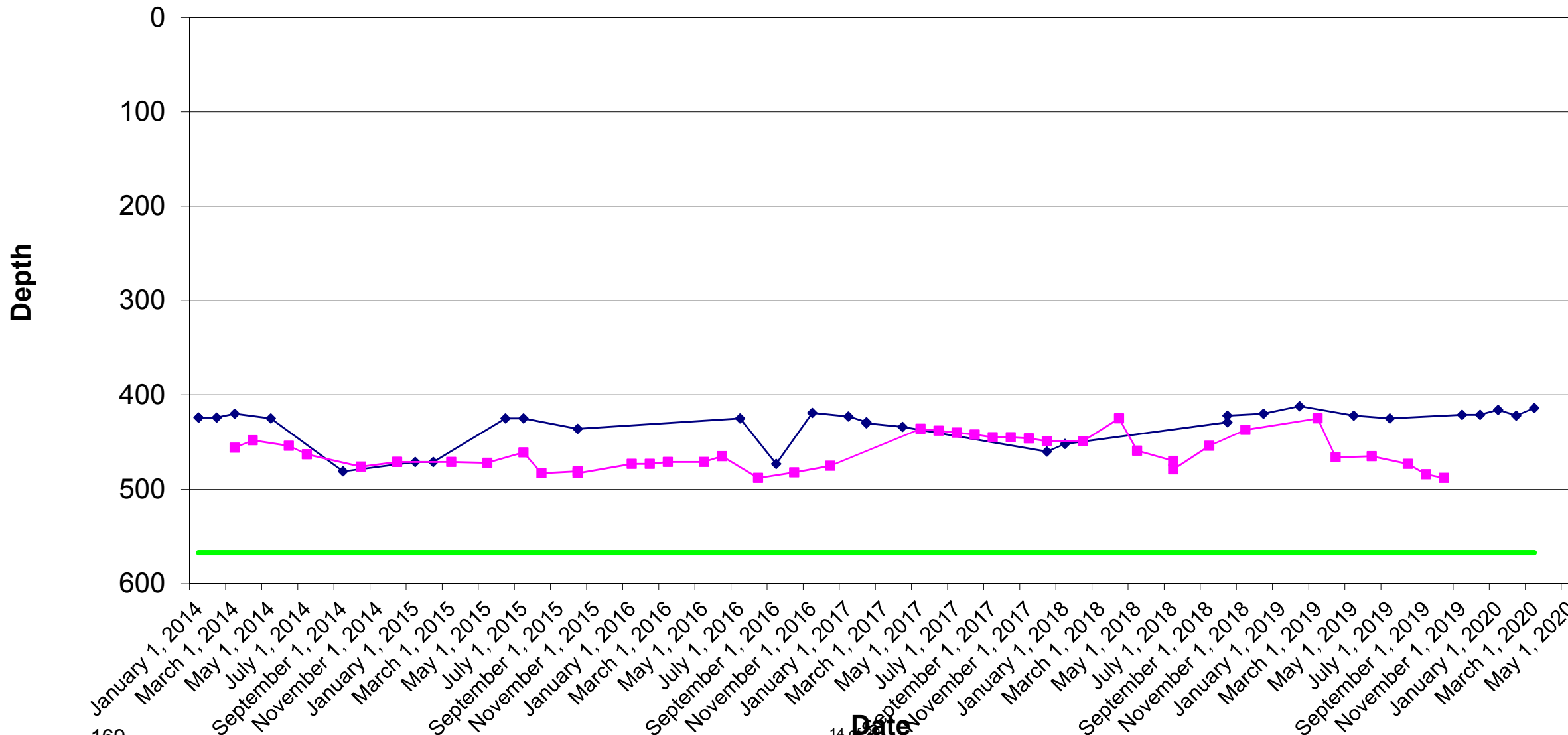
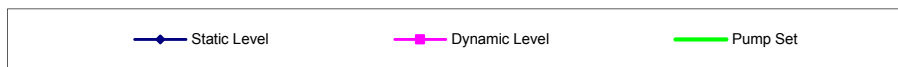
Location: 7701 E. Zayante Rd
Elevation: 538' Mean Sea Level
Installed: 8-15-90
State Well #: 4410014-022
Completed Depth:





SAN LORENZO VALLEY WATER DISTRICT Well Drawdown Report Pasatiempo 5-A

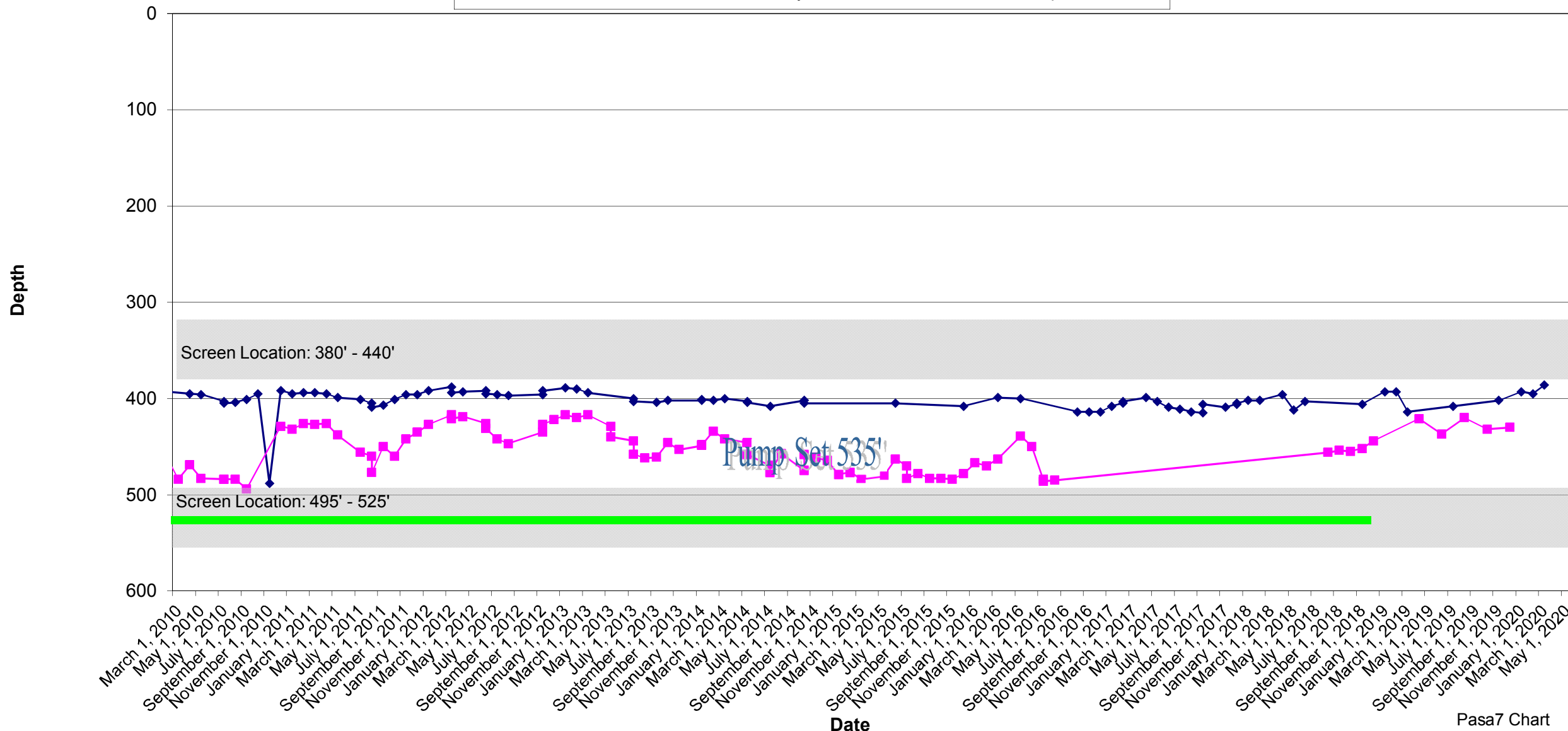
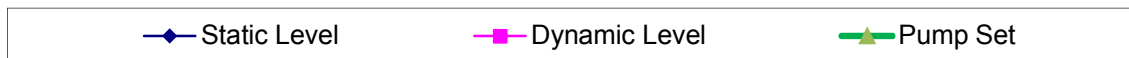
Location: So. Of 3650 Graham Hill Rd
Elevation: 752'
Installed 1-1-14
State Well #:4410014-014
Completed Depth: 710'





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'





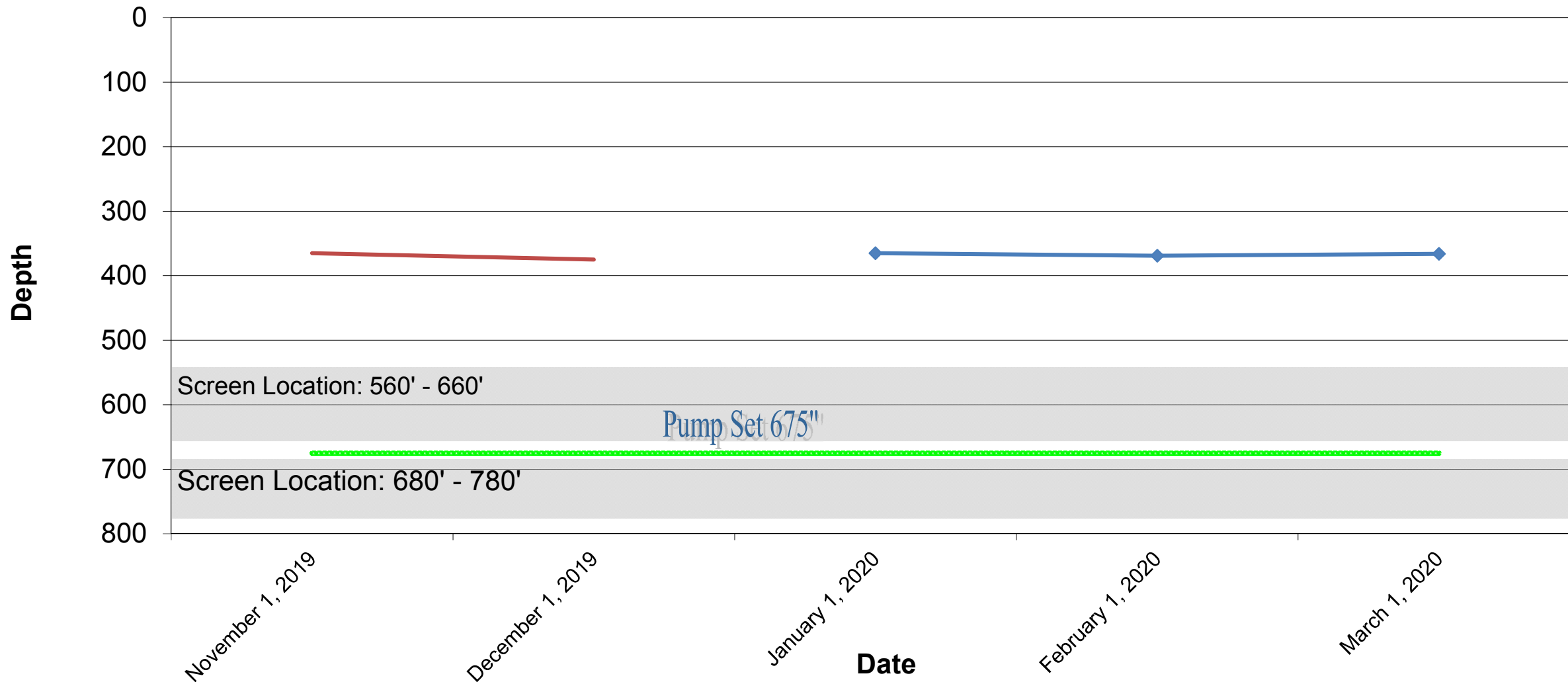
SAN LORENZO VALLEY WATER DISTRICT

Well Drawdown Report

Pasatiempo 8

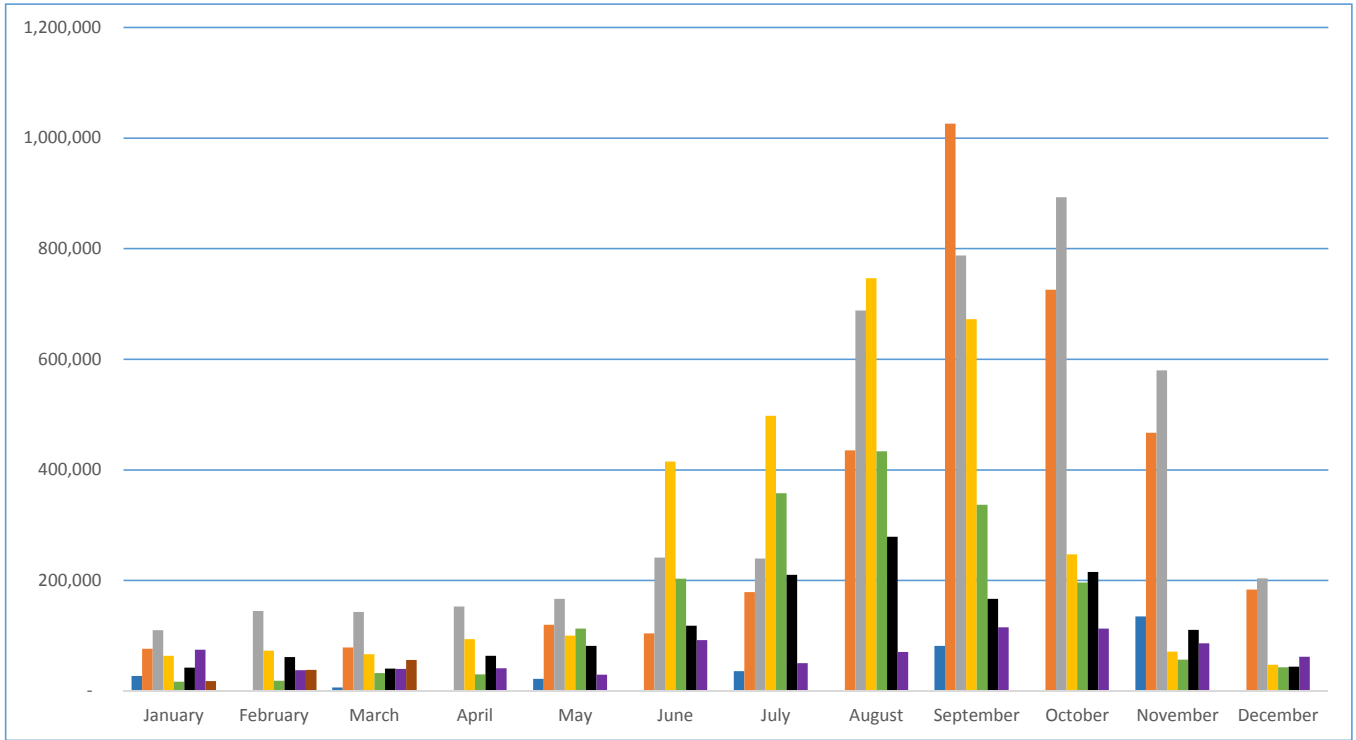
Location: Behind 3650 Graham Hill Rd.
Elevation: 775'
Installed: 11-20-2019
State Well #: 4410014-041
Completed Depth: 805'

Pump Set STATIC DYNAMIC



**SAN LORENZO VALLEY WATER DISTRICT
BULK WATER SALES
GALLONS
March 2020**

Agenda: 4.16.20
Item: 8.5



<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	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	38,148
March	5,984	78,540	142,868	66,572	32,164	40,392	39,644	56,100
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	
Totals	306,500	3,394,424	4,349,008	3,092,981	1,836,033	1,433,198	810,832	112,200

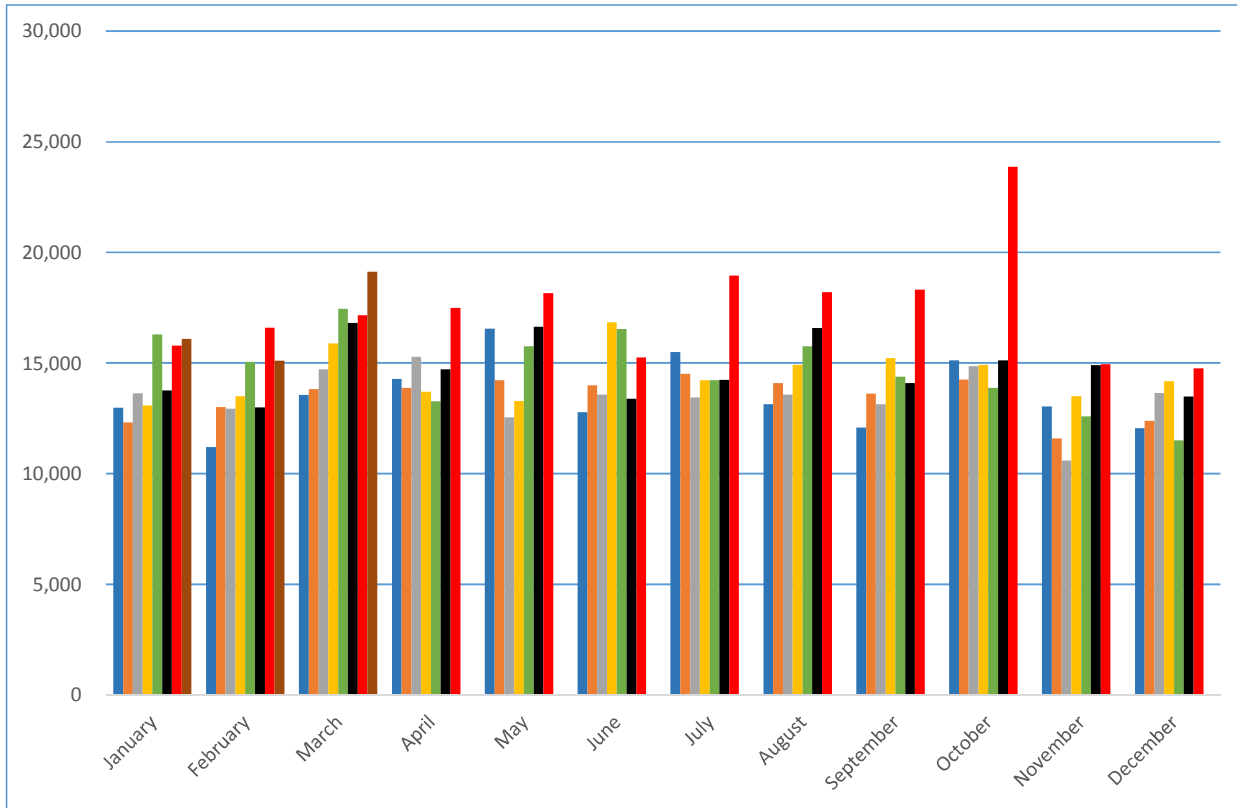
SAN LORENZO VALLEY WATER DISTRICT
MONTHLY LEAK REPORT
March 2020

Agenda: 4.16.20
Item: 8.5

Leak Type	Location - NORTH SYSTEM	Town	Gallons Lost
400 MAIN LEAKING	212 RIVERSIDE PARK DR	BEN LOMOND	1,080
400 MAIN LEAKING	750 PARK DR	BEN LOMOND	100
Total North			1,180
FELTON SYSTEM			
400 MAIN LEAKING	12489 COLEMAN AVE	FELTON	720
Total Felton			720
LOMPICO			
Total Lompico			-
SCOTTS VALLEY			
Total Scotts Valley			-
Total All Systems			1,900

				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)			
3/30/2020	X						Customer complained of strong chlorine taste for the past 2 days	258 Either Way	Upon investigation by SLVWD staff, water quality results were normal and within range. A sample was collected from the fire hydrant in front of the customers residence, which had a free chlorine residual of 1.1 mg/L. Customer was notified of results and will call back with any other water quality concerns.	SLVWD-North

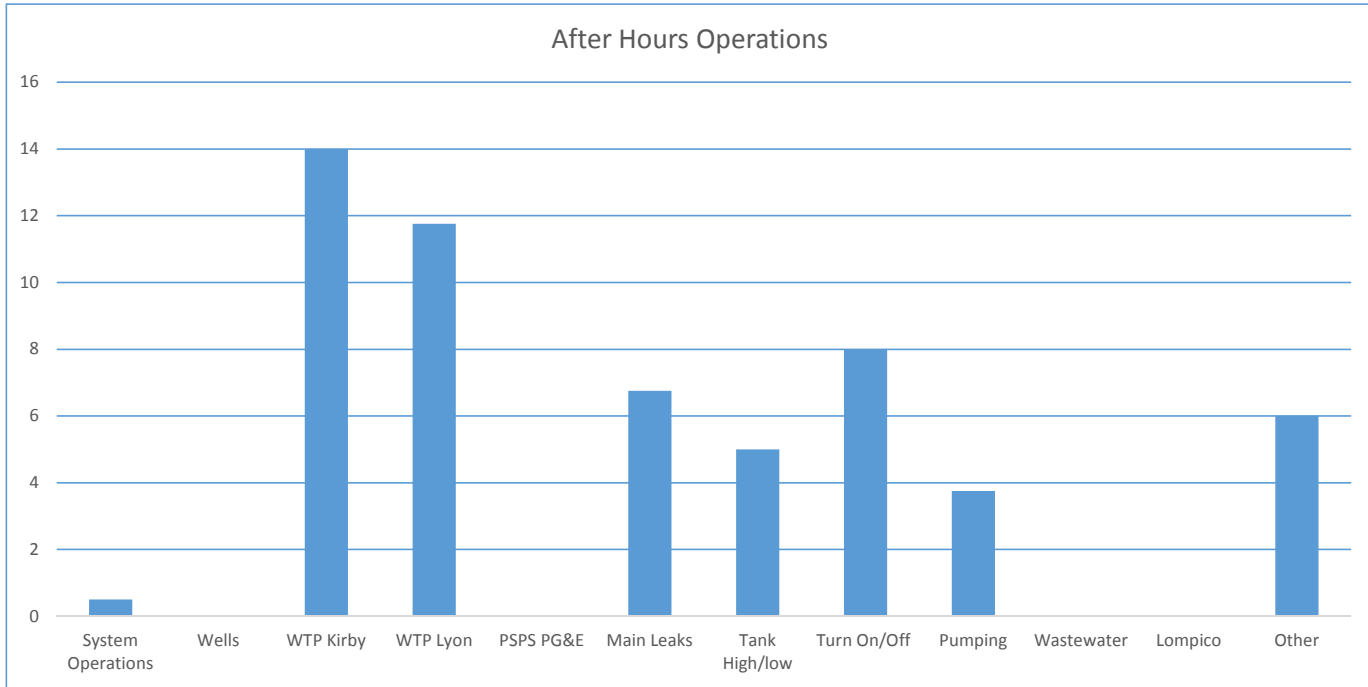
SAN LORENZO VALLEY WATER DISTRICT VEHICLE MILEAGE March 2020



<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	16,088
February	11,201	13,015	12,934	13,505	15,045	13,003	16,599	15,113
March	13,558	13,817	14,714	15,882	17,451	16,809	17,167	19,132
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	
Totals	162,304	161,746	161,946	173,305	176,711	176,760	209,488	50,333

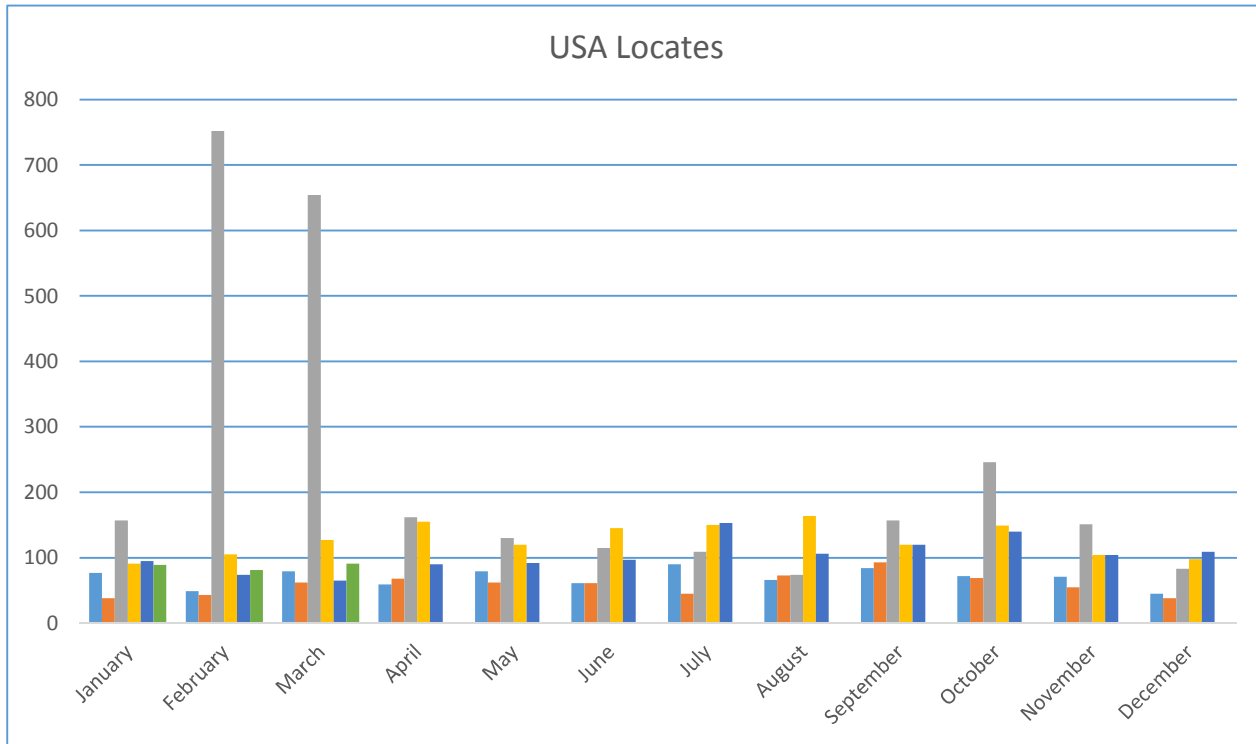
**SAN LORENZO VALLEY WATER DISTRICT
OPERATIONS DEPARTMENT
March 2020**

Agenda: 4.16.20
Item: 8.5



<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	0.5	January	N/A	145.00	280.75	90.50	96.50	109.00
Wells	0	February	N/A	86.50	192.25	72.00	180.00	89.50
WTP Kirby	14	March	N/A	153.75	105.75	80.25	106.25	55.75
WTP Lyon	11.75	April	82.50	72.00	128.75	156.75	76.25	
PSPS PG&E	0	May					82.50	
Main Leaks	6.75	June	172.50	83.25	112.75	89.00	136.75	
Tank High/low	5	July	124.25	80.25	162.00	145.25	158.30	
Turn On/Off	8	August	111.75	81.25	141.25	134.5	119.75	
Pumping	3.75	September	230.25	175.00	201.25	155.25	133.00	
Wastewater	0	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	6	December	186.25	130.75	134.00	220.25	195.50	
Total	55.75		1150.00	1182.50	1685.25	1452.75	2072.55	

**SAN LORENZO VALLEY WATER DISTRICT
OPERATIONS DEPARTMENT
March 2020**



<u>Month</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
January	77	38	157	91	95	89
February	49	43	752	105	74	81
March	79	62	654	127	65	91
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	
Total to Date	832	707	2,790	1528	1245	261



https://www.ttownmedia.com/press_banner/slvwd-keeping-our-aqua-safe-for-all/article_99399762-750e-11ea-a745-bfab7bfe355f.html

SLVWD – Keeping Our Aqua Safe For All

By Christina Wise, Staff Reporter

Apr 3, 2020



Rick Rogers

As we wind our way through the new reality that the coronavirus pandemic has created, some community members have expressed concern about the safety of the water in San Lorenzo Valley. Well, fear not: SLVWD's Environmental Planner Carly Blanchard and District Manager Rick Rogers are there to keep you safe and hydrated. Read on, fellow aqua lovers.

Press Banner: It seems that some people are concerned about the valley's water quality being affected by COVID-19. What is the source of water for the valley?

Blanchard & Rogers: Sources of supply for the SLVWD include both groundwater and surface water sources. The District ensures that water served to its customers remains safe by collecting 15-plus bacteriological samples each week throughout the water distribution system. These samples are all collected and analyzed by certified Water Treatment Operators at the District's ELAP certified lab. Water Treatment Operators are trained to look for and react to any water system anomalies that they encounter on a routine basis.

PB: What types of treatments are applied to our drinking water to keep it safe?

B&R: Surface water sources are treated at the Districts two conventional surface water treatment plants. Conventional treatment utilizes coagulation, flocculation, sedimentation and filtration to physically remove particles from raw surface water. After raw water is filtered, it is treated with chlorine to disinfect any remaining pathogens including viruses and bacteria.

- Groundwater sources are injected with chlorine as the water is pumped out of the well.

The District uses chlorine to maintain disinfection as water travels throughout the distribution system. Chlorine is expected to be effective at disinfecting COVID-19 as it has been demonstrated as an effective disinfectant against similar coronaviruses in EPA disinfection studies. “

PB: Has SLVWD ever had to allay these kinds of fears previously?

B&R: No, not in regards to a pandemic. We have had many other natural disasters, such as earthquakes, flooding, freezing, droughts and PG&E power outages. Each disaster required a different kind of response. We will need all required support from our customers and long hours from our dedicated staff to get through this situation. This pandemic is similar in that we will all have to work together and develop new policies to ensure staff and consumer safety.

PB: What is your message to your customers?

B&R: The District is here to provide essential service to its customers. The District water supply is safe to drink. We encourage customers to sign up for electronic billing services to avoid contact in person and by mail. The District is committed to working with customers who have issues paying their water bill due to the pandemic. If customers experience difficulty in paying for their water service, please contact the District by telephone at (831) 338-2153 or by email at customerservice@slvwd.com.

Agenda: 4.16.20
Item: 10.1