



**BOARD OF DIRECTORS  
SAN LORENZO VALLEY WATER  
DISTRICT  
REGULAR MEETING  
AGENDA  
JULY 7, 2022**

**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, July 7, 2022, at 5:30 p.m.**, via videoconference and teleconference.

**There will not be any physical location for this meeting. Pursuant to AB 361 and San Lorenzo Valley Water District Resolution No. 4 (21-22), this meeting will be conducted by video/teleconference. Any person in need of any reasonable modification or accommodation in order to participate in the meeting may contact the District Secretary's Office at (831) 430-4636 a minimum of 72 hours prior to the scheduled meeting. The meeting access information is as follows:**

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

Webinar/Public link:

<https://us02web.zoom.us/j/85144108029>

+1 346 248 7799

+1 669 900 6833

+1 253 215 8782

Webinar ID: **85144108029**

*Agenda documents are available on the District website at [www.slvwd.com](http://www.slvwd.com) subject to staff's ability to post the documents before the meeting.*

1. Convene Meeting/Roll Call

2. Additions and Deletions to Closed Session Agenda:

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

3. Oral Communications Regarding Items in Closed Session:

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

4. Adjournment to Closed Session

*At any time during the regular session, the Board may adjourn to Closed Session in compliance with, and as authorized by, California Government Code Section 54956.9 and Brown Act, Government Code Section 54950. Members of the public will be given the opportunity to address any scheduled item prior to adjourning to closed session.*

- a. CONFERENCE WITH LEGAL COUNSEL– ANTICIPATED LITIGATION  
Possible initiation of litigation pursuant to Gov. Code section 54956.9(d)(4):  
One case

Closed Session Note:

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

5. Re-Convene Meeting/Roll Call

6. Report of Actions Taken in Closed Session

7. Additions and Deletions:

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

8. Oral Communications:

*This portion of the agenda is reserved for Oral Communications by the public on any subject that lies within the jurisdiction of the District and is not on the agenda. Any person may address the Board of Directors at this time. Normally, presentations must not exceed three (3) minutes in length, and individuals may only speak once. Please state your name and town/city*

*of residence for the record at the beginning of your statement. Please understand that the Brown Act limits what the Board can do regarding issues not on the agenda. No action or discussion may occur on issues outside of those already listed on today's agenda. Any Director may request that a matter raised during Oral Communication be placed on a future agenda.*

9. President's Report

*No action will be taken and discussion may be limited at the Chairperson's discretion.*

10. New Business:

*Members of the public will be given the opportunity to address each agenda item prior to Board action. Normally, presentations must not exceed three (3) minutes in length, and individuals may only speak once. Please state your name and town/city of residence for the record at the beginning of your statement.*

- a. DELINQUENT WATER CHARGES TO BE PLACED ON TAX ROLL  
Discussion and possible action by the Board regarding the delinquent and unpaid water charges to be collected on the County tax roll for Fiscal Year 2022-23.

11. Unfinished Business:

*Members of the public will be given the opportunity to address each agenda item prior to Board action. Normally, presentations must not exceed three (3) minutes in length, and individuals may only speak once. Please state your name and town/city of residence for the record at the beginning of your statement.*

- a. REMOTE MEETING AUTHORIZATION UNDER AB 361  
Discussion and possible action to ratify Resolution No. 4 (21-22) proclaiming an ongoing state of local emergency and authorizing remote meetings for another 30 days during the COVID-19 pandemic.

12. 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 an individual Director or a member of the public.*

- a. BOARD OF DIRECTORS MINUTES 6.16.22
- b. SPECIAL BOARD OF DIRECTORS MINUTES 6.29.22

13. District Reports:

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

- DISTRICT MANAGERS REPORT  
*No action will be taken and discussion may be limited at the Chairperson's discretion.*

- DEPARTMENT STATUS REPORTS  
*Receipt and consideration by the Board of Department Status Reports regarding ongoing projects and other activities.*
  - Environmental
  
- COMMITTEE REPORTS
  - Future Committee Agenda Items
  - Committee Meeting Notes/Minutes
    - Administration Committee Minutes 6.14.22
    - Engineering & Environmental Committee Minutes 6.21.22

14. Written Communication: None

15. Adjournment

The next Board of Directors meeting is scheduled for July 21, 2022

**Certification of Posting**

I hereby certify that on July 1, 2022, I posted a copy of the foregoing agenda in the outside display case at the District Office, 13060 Highway 9, Boulder Creek, California, said time being at least 72 hours in advance of the meeting of the Board of Directors of the San Lorenzo Valley Water District (Government Code Section 54954.2). Executed at Boulder Creek, California on July 1, 2022.

\_\_\_\_\_  
Holly B. Hossack, District Secretary



M E M O

TO: Board of Directors  
FROM: District Manager  
SUBJECT: Delinquent Water Charges to be Placed on the County Tax  
Roll for Fiscal Year 2022-2023  
DATE: July 7, 2022

BACKGROUND:

Water Code Sections 31701 et seq. allow the District to collect delinquent and unpaid charges for water and other services by referring them for collection through the County tax rolls and thereby establishing a lien on real property.

The District adopted a utility billing policy establishing the County tax roll as the District's primary collection method for past due balances. The District is moving forward with this being a main means of collection of delinquent water service charges. The District is pursuing accounts that have long standing past due balances from 12/31/2021 and prior.

RECOMMENDATION:

It is recommended that the Board, by motion, adopt the attached resolution, which approves a statement identifying which delinquent water charges shall be submitted to the County of Santa Cruz for collection on the property tax roll, and authorizes the District to enter into an indemnity agreement required by the County and to provide additional information required by the County.

ATTACHMENTS:

Attachment A – Proposed Resoultion  
Attachment B – Agreement and Certification for Special Assessment Charges

**Attachment A**  
**RESOLUTION NO. \_\_ (22-23)**  
**RESOLUTION OF THE BOARD OF DIRECTORS OF THE**  
**SAN LORENZO VALLEY WATER DISTRICT CERTIFYING**  
**DELINQUENT WATER CHARGES TO BE PLACED ON THE**  
**COUNTY TAX ROLL FOR FISCAL YEAR 2022-2023**

WHEREAS, the San Lorenzo Valley Water District (“District”) is a County Water District formed under and authorized by the California Water Code Sections 30000, et seq.; and

WHEREAS, the District imposes water service charges on customers in accordance with the procedural and substantive requirements of the California Constitution, in particular Article XIII D, Section 6, and other applicable law; and

WHEREAS, Water Code Section 31701 provides that if there are delinquent and unpaid charges outstanding, the Board of Directors (“Board”) shall, annually, on or before August 1st, furnish to the County a statement of those delinquent and unpaid charges for water and other services, or either, requested in writing by the owner of the property served by the District which remain delinquent and unpaid for 60 days or more as of July 1st; and

WHEREAS, Water Code Section 31701.5 provides that the amount of any delinquent charges set forth in the statement furnished to the County pursuant to Water Code Section 31701 shall be added to and become a part of the annual taxes next levied upon the property upon which the water was used and upon the property subject to the charges for any other District services; and

WHEREAS, guidelines furnished by the County of Santa Cruz (“County”) state that a District may request the County Auditor-Controller to place parcelbased charges on the tax roll for collection by completing and submitting an “Agreement and Certification for Special Assessment Charges” form, along with a resolution or other authorization, and certain related information to the County by August 10 each year; and

WHEREAS, the Board has adopted a utility billing policy establishing the County tax roll as the District’s primary collection method for past due balances for water service accounts; and

WHEREAS, the Board has directed that at this time the District should proceed

with collecting those past due balances dating from December 31, 2021, and earlier, through the County tax roll; and

WHEREAS, the District's staff prepared a statement of unpaid water charges consistent with Water Code Sections 31701 and 31701.5, attached to this resolution as "Exhibit A" and made a part hereof, and the Board has reviewed the statement and determined to include the charges set forth therein.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the San Lorenzo Valley Water District that Exhibit A, the statement of delinquent and unpaid water charges to be collected on the County tax roll for Fiscal Year 2022-2023 is hereby approved, and District staff is authorized and directed to furnish the approved statement to the County on or before August 1, 2022, along with the supporting information that the County requires.

BE IT FURTHER RESOLVED that the District Manager is authorized and directed to complete and execute an "Agreement and Certification for Special Assessment Charges" and submit it to the County on behalf of the District.

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PASSED AND ADOPTED by the Board of Directors of the San Lorenzo Valley Water District, County of Santa Cruz, State of California, on the 7th day of July 2022, by the following vote of the members thereof:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

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Holly B. Hossack  
District Secretary

**“Exhibit A”**

**Statement of Delinquent Water Charges  
San Lorenzo Valley Water District**

The following delinquent and unpaid water service charges are being submitted to the County for placement on the 2022-2023 tax roll:

<u>Parcel Number</u>	<u>Total Dollars</u>	<u>Parcel Number</u>	<u>Total Dollars</u>
021-13-212	\$ 828.59	079-39-306	\$ 666.66
071-19-206	\$ 583.19	079-31-105	\$ 821.82
065-14-107	\$ 1,219.41	079-38-107	\$ 657.61
078-23-423	\$ 550.00	079-28-307	\$ 3,363.05
085-27-105	\$ 879.22	077-20-108	\$ 3,459.78
085-15-206	\$ 614.24	078-16-205	\$ 886.61
085-17-225	\$ 1,236.29	077-15-124	\$ 517.80
085-17-226	\$ 535.28	077-03-209	\$ 1,091.37
084-04-127	\$ 739.80	077-27-112	\$ 996.23
083-12-225	\$ 913.80	077-33-303	\$ 514.35
083-11-130	\$ 718.58	072-07-510	\$ 852.21
083-14-103	\$ 529.37	072-35-402	\$ 522.29
083-13-116	\$ 1,438.26	073-09-104	\$ 730.31
084-12-101	\$ 1,317.00	075-09-307	\$ 559.07
084-13-107	\$ 566.70	075-09-312	\$ 696.87
082-27-223	\$ 1,048.40	075-12-327	\$ 663.05
090-02-425	\$ 540.09	075-13-214	\$ 646.75
089-18-223	\$ 885.58	075-13-241	\$ 544.27
081-07-106	\$ 767.42	082-10-418	\$ 500.53
081-32-202	\$ 792.23	079-13-103	\$ 1,124.06
081-02-107	\$ 899.94	085-05-127	\$ 1,227.82
082-07-502	\$ 781.54	087-15-104	\$ 1,830.65
081-21-606	\$ 986.17	077-28-312	\$ 2,752.95
081-24-110	\$ 1,075.52	082-12-109	\$ 611.18
081-14-305	\$ 823.07	081-14-201	\$ 816.26
081-23-127	\$ 1,652.06	087-18-217	\$ 536.39
090-21-120	\$ 542.16	074-12-221	\$ 1,786.48
090-19-402	\$ 1,044.20	081-04-222	\$ 772.14
079-05-301	\$ 1,027.90	084-03-109	\$ 524.42
079-09-209	\$ 789.12	089-43-117	\$ 564.69
		079-14-104	\$ 2,188.66

## **AGREEMENT AND CERTIFICATION FOR SPECIAL ASSESSMENT CHARGES**

The San Lorenzo Valley Water District (the “SLVWD”) requests the County of Santa Cruz Auditor-Controller-Treasurer-Tax Collector (the “ACTTC”) to provide the service of placement of special assessments on the Secured Tax Roll and distribution of collections to SLVWD. In consideration for such service, the SLVWD agrees to and certifies the following:

### **I. PROPERTY TAX SERVICES**

SLVWD requests the ACTTC to place special assessments on the Secured Tax Roll and distribute collections to SLVWD at the same time and in the same manner as the County property taxes are collected and distributed. SLVWD agrees to adhere to the policies and procedures established by the ACTTC as outlined in the Special Assessment Charge Submission Guidelines.

### **II. FEE FOR SERVICES**

SLVWD agrees to pay for the requested services as follows:

For billing of special assessments, the ACTTC shall collect an administrative fee of 1% of the amount collected for SLVWD.

For correction of special assessments requested by SLVWD after extension of the tax roll, the ACTTC will collect \$15.00 per correction.

### **III. AUTHORITY FOR LEVY AND COMPLIANCE WITH LAW**

SLVWD certifies that it has the authority for the levy of the special assessment(s) (i.e. resolution, ordinance, or election) which has/have been submitted to the ACTTC for collection and distribution. SLVWD warrants that the taxes, fees, or assessments imposed by SLVWD and collected and distributed pursuant to this agreement comply with all requirements of state law, including but not limited to Articles XIIC and XIID of the California Constitution (Proposition 218).

SLVWD hereby releases and forever discharges the County of Santa Cruz and its officers, agents and employees from any and all claims, demands, liabilities, costs and expenses, damages, causes of action, and judgments, in any manner arising out of SLVWD responsibility under this agreement or other action taken by SLVWD in establishing a special tax, fee, or assessment and implementing collection of special taxes, fees, or assessments as contemplated in this agreement.

SLVWD agrees to and shall defend, indemnify and hold harmless the County of Santa Cruz and its officers, agents and employees (“indemnified parties”) from any and all claims, demands, liabilities, costs and expenses, damages, causes of action and judgments, in any manner arising out of any of SLVWD responsibility under this agreement, or other action taken by SLVWD in establishing a special tax, fee, or assessment and implementing collection of special taxes, fees, or assessments as contemplated in this agreement.

If any judgment is entered against any indemnified party as a result of action taken to implement this agreement, SLVWD agrees that the County of Santa Cruz may offset the amount of any judgment paid by the County of Santa Cruz or by any indemnified party from any monies collected by the ACTTC on SLVWD behalf, including property taxes, special taxes, fees, or assessments. The ACTTC may, but is not required to, notify SLVWD of its intent to implement any offset authorized by this paragraph.

**VI. TERMS OF AGREEMENT**

All existing agreements between the ACTTC and/or the County of Santa Cruz and SLVWD pertaining to the collection of special assessments shall be terminated upon the execution of this agreement.

**AUTHORIZED SIGNEE:**

(Specify Title): District Manager, San Lorenzo Valley Water District

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Authorized Name: \_\_\_\_\_  
PRINT NAME



NOSSAMAN LLP

Memorandum

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

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

**DATE:** July 7, 2022

**RE:** Continuation of Remote Meeting Authorization Under AB 361 and San Lorenzo Valley Water District Resolution No. 4 (21-22)  
502665-0001

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**SUMMARY:**

Statewide legislation Assembly Bill (AB) 361 amended the Brown Act and thereby changed the manner in which local agencies such as the District may continue to conduct remote meetings during a declared state of emergency such as COVID-19, through January 1, 2024. On October 7, 2021, the Board of Directors of the District adopted Resolution No. 4 (21-22), which proclaims an ongoing state of local emergency and authorizes the District to hold remote meetings during the COVID-19 pandemic.

**RECOMMENDATION:**

By motion of the Board of Directors, ratify and re-adopt the attached Resolution No. 4 (21-22) so that it continues in effect for another thirty (30) days from today's date.

For administrative convenience, motions ratifying and re-adopting the Resolution will be documented in the Board meeting minutes. The District will not generate a new resolution each time this occurs, and the Resolution will continue to have the same number, Resolution No. 4 (21-22).

**BACKGROUND:**

In order for the District to continue conducting remote meetings (i.e., by Zoom, GoTo Meeting, or other video/teleconference platform) of the Board and Committees in compliance with the Brown Act, the Board must make appropriate findings consistent with AB 361. The specific findings required by AB 361 are as follows:

- a) A proclaimed state of emergency is in effect;
- b) State or local officials have imposed or recommended measures to promote social distancing; and
- c) As a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

The attached resolution contains the necessary findings. If re-adopted, the resolution would apply to all Board and Committee meetings of the District for another 30 days. The Board must reconsider and re-adopt the resolution every 30 days for it to continue in effect.

If the resolution is not re-adopted, then once it expires, District meetings subject to the Brown Act would need to comply with standard teleconference requirements as they existed “pre-pandemic”. “Pre-pandemic” requirements for remote meetings include: (1) a quorum of the Board or Committee must be physically present at designated meeting location(s) within the agency’s jurisdiction; and (2) in order for any Board or Committee member to participate in the meeting from a remote location:

- a) each remote location shall be identified in the posted meeting agenda;
- b) a copy of the meeting agenda must be posted for the requisite time period (usually 72 hours in advance) at each remote location; and
- c) each remote location shall be accessible to the public.

**ATTACHMENTS:**

Attachment A – Resolution No. 4 (21-22)



**ATTACHMENT A**

**San Lorenzo Valley Water District Resolution No. 4 (21-22)**

[See Following Pages]

**SAN LORENZO VALLEY WATER DISTRICT  
RESOLUTION NO. 4 (21-22)**

**SUBJECT: A RESOLUTION OF THE SAN LORENZO VALLEY WATER DISTRICT  
PROCLAIMING AN ONGOING STATE OF LOCAL EMERGENCY AND  
AUTHORIZING REMOTE MEETINGS DURING THE COVID-19 PANDEMIC**

WHEREAS, the San Lorenzo Valley Water District ("District") is committed to preserving public access and participation in meetings of the Board of Directors ("Board"), including meetings held during a proclaimed state of emergency; and

WHEREAS, all meetings of the District's legislative bodies including the Board and the District's standing committees are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend and participate; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons caused by conditions as described in Government Code section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District's boundaries, caused by natural, technological, or human-caused disasters; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, such conditions now exist in the District, specifically, on March 4, 2020, the Governor declared a statewide emergency based on the COVID-19 pandemic, and the Governor's declaration of a state of emergency continues in effect; and

WHEREAS, state and local officials such as the California Department of Public Health, Cal/OSHA and Santa Cruz County Public Health continue to recommend social distancing measures; in particular, County Public Health recommends the use of face coverings indoors and moving activities and meetings outdoors to the greatest extent possible; and

WHEREAS, the Board of Directors does hereby find that the COVID-19 pandemic continues to imperil the health and safety of individuals, especially where individuals from multiple households gather indoors under circumstances and risks of exposure to COVID-19 cannot adequately be controlled through adherence to Cal/OSHA regulations and public health guidance, and accordingly the District desires to continue its proclamation of a local emergency and ratify the proclamation of state of emergency by the Governor of the State of California; and

WHEREAS, as a consequence of the local emergency, the Board of Directors does hereby find that the legislative bodies of the District shall conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

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

1. The Board hereby proclaims that a local emergency continues to exist throughout the District, and Board and Committee meetings are likely to involve gathering individuals from multiple households indoors under circumstances where risks of exposure to COVID-19 cannot adequately be controlled through adherence to Cal/OSHA regulations and public health guidance; and

2. The Board hereby ratifies the Governor's Proclamation of State of Emergency, effective as of its issuance date of March 4, 2020.

3. The District Manager, District staff, and all legislative bodies of the District (including the Board and all standing Committees) are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public remote meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

4. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) 30 days from adoption of this Resolution, or such time the Board of Directors ratifies or re-adopts this Resolution (or a subsequent resolution) in accordance with Government Code section 54953(e)(3) to extend the time during which the



legislative bodies of the District may continue to conduct remote meetings without compliance with paragraph (3) of subdivision (b) of section 54953.

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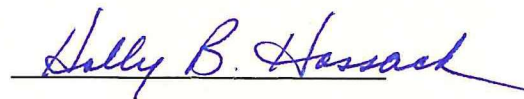
PASSED AND ADOPTED by the Board of Directors of the San Lorenzo Valley Water District, County of Santa Cruz, State of California, on the 7th day of October 2021, by the following vote of the members thereof:

AYES: G. Mahood, L. Henry, J. Ackemann, B. Fultz, M. Smolley

NOES:

ABSENT:

ABSTAIN:



Holly B. Hossack,  
District Secretary



**BOARD OF DIRECTORS  
SAN LORENZO VALLEY WATER  
DISTRICT  
REGULAR MEETING  
MINUTES  
JUNE 16, 2022**

**Thursday, June 16, 2022, at 6:30 p.m.**, via videoconference and teleconference.

**1. Convene Meeting**

**Roll Call**

Board Members Present:

Gail Mahood, President  
Jayme Ackemann, Vice President  
Bob Fultz, Director  
Jeff Hill, Director  
Mark Smolley, Director

Staff Present:

Rick Rogers, District Manager  
Holly Hossack, District Secretary  
Gina Nicholls, District Counsel  
James Furtado, Director of Operations  
Josh Wolff, Engineering Manager  
Carly Blanchard, Enviro Programs Manager/Admin Analyst

**2. Additions and Deletions: None**

**3. Oral Communications:**

A. Layng addressed the Board regarding concerns regarding lamprey passage through the Fall Creek Fish Ladder.

**4. President's Report: None**

**5. Unfinished Business:**

a. REMOTE MEETING AUTHORIZATION UNDER AB 361

A motion was made and seconded to approve the Remote Meeting Authorization for another 30 days.

Discussion by the Board and staff regarding how much longer we will be allowed to meet remotely.

The motion was approved unanimously.

## 6. New Business:

### a. CROSS COUNTRY PIPELINE CONSTRUCTABILITY PEER REVIEW PROPOSAL

J. Wolff introduced this item and requested waiving formal bidding procedures to award.

Discussion by the Board and staff regarding:

- Peer review was discussed in committee
- 2 presentations to be planned for the peer review process
- The final project will be defined before the workshops
- Price to be reviewed as well as project
- Not a peer review - more an assessment of alternative project
- Looking for a smaller footprint
- Additional set of professional eyes needed on the project
- Give F & L an option to expand their report
- Bring this information to the public for final plan
- Specifics of options and necessity for review
- HKA document in writing, amending the proposal, added to the scope of work

Proposed motion to authorize the District Manager to enter a contract in an amount not to exceed \$57,875 with the scope of services to include peer review of the middle ground option as set forth in the Board Memo.

- This is not the peer review
- Authorizing sole source determination not necessary
- Cost estimates availability
- 60% peer review 40% middle ground option
- General liability insurance

A. Zilber questioned detailed breakdown of costs.

A motion was made and seconded to authorize the District Manager to enter into a contract with Haro, Kusinich & Associates for a peer review of the report not to exceed \$57,875 for the scope of services to include evaluation of the middle ground option in the Board Memo.

The motion passed unanimously.

### b. INVESTMENT POLICY AND TREASURER DESIGNATION

G. Nicholls introduced this item.

Discussion by the Board and staff regarding:

- This is “housekeeping” but is required yearly
- Performance standards compared to last year-no changes

- Investment funds with the County of Santa Cruz
- Changes made to the Investment Policy was cleaned up

A motion was made and seconded to adopt the attached resolution regarding re-adoption of the San Lorenzo Valley Water District Investment Policy and renew the delegation of investment authority to the District's Treasurer for fiscal year 2022-23.

The motion passed unanimously.

c. PERSONNEL SYSTEM POLICY

G. Nicholls introduced this item to the Board. Another housekeeping item for annual review.

Discussion by the Board and staff regarding:

- Personnel System Policy designation
- Personnel term v. Human Resources
- Definition of competitive service - Ordinance 99
- State requirements, Ordinance 99, Personnel System Policy, MOUs
- Re-employment/reinstatement
- Background checks
- Corrections of typos

A motion was made and seconded that the Personnel System Policy (Exhibit A) is adopted and shall take effect immediately superseding and replacing all prior versions of the policy and shall remain in effect until superseded by further resolution of the Board.

The motion passed unanimously.

7. **Consent Agenda:** Approved

- a. BOARD OF DIRECTORS MEETING MINUTES 6.2.22
- b. SPECIAL BOARD OF DIRECTORS MEETING MINUTES 6.9.22

8. **District Reports:**

- DISTRICT MANAGER'S REPORT
  - Admin Committee made their final review of the RFP for Outreach
  - The Fall Creek Fish Ladder has started fish relocation
  - 2022 Mainline Flushing is completed
  - Quail Hollow pipeline has started
- DEPARTMENT STATUS REPORTS
  - Finance Report - where are we with funds needed for CIP
- COMMITTEE REPORTS

9. Written Communication:
  - Email to the Board from A. DeJesus 6.9.22 - J. Davis and B. Beasley called out for compliment
10. Adjournment 7:46 p.m.

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Approved

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Holly B. Hossack

DRAFT





**BOARD OF DIRECTORS  
SAN LORENZO VALLEY WATER  
DISTRICT  
SPECIAL MEETING  
MINUTES  
June 29, 2022**

Wednesday, June 29, 2022, at 6:30 p.m., via videoconference and teleconference.

**1. Convene Meeting 6:30 p.m.**

**Roll Call**

Board Members Present:

Gail Mahood, President  
Jayme Ackemann, Vice President  
Bob Fultz, Director  
Jeff Hill, Director  
Mark Smolley, Director

Staff Present:

Rick Rogers, District Manager  
Holly Hossack, District Secretary  
Gina Nicholls, District Counsel  
Carly Blanchard, Enviro Programs Mgr./Admin Analyst

**2. Additions and Deletions: None**

**3. Oral Communications: None**

**4. New Business**

a. GRANT AWARD FOR THE FALL CREEK FISH LADDER

C. Blanchard introduced this item. An application for a grant for the Fall Creek Fish Ladder was awarded for \$1.1 million. To accept the grant, we need to assign a signatory and point of contact to represent the District. It is suggested that we appoint the District Manager.

Discussion by the Board and staff regarding:

- Use of sub-contractors and amendments to their contracts
- Qualification of the grant with creativity
- Total amount of grants since hiring the grant writer -
- Schedule for the project, dewatering plan

A. Layng questioned the delay in schedule.

R. Moran, Ben Lomond, said that this is a good example of State taxes for these grants are helping our community and the District's goals.

Pres. Mahood congratulated Carly and staff for work on this project.

A motion was made and seconded to accept the resolution to move ahead with the grant and to assign the District Manager as the signatory and point of contact.

The motion passed unanimously.

**5. Adjournment** 6:48 p.m.

\_\_\_\_\_  
Date Approved

\_\_\_\_\_  
Holly B. Hossack

DRAFT

M E M O

TO: Board of Directors  
FROM: District Manager  
PREPARED BY: Environmental Programs Manager  
SUBJECT: Environmental Department Status Report  
DATE: July 7, 2022

**RECOMMENDATION:**

It is recommended that the Board of Directors review and file the Environmental Department status report for May 2022.

**GRANTS (ONGOING)**

FIRE/FUEL REDUCTION GRANTS

Information on grants related to fire management and fuel reduction/hardening can be found in the “FIRE MANAGEMENT PLANNING” section of this report.

INFRASTRUCTURE GRANTS

Bureau of reclamation Small-Scale Water Efficiency Projects – WaterSMART grant

- i. Application submitted April 29<sup>th</sup> for \$100k toward AMI meter upgrades

Coastal Conservancy Wildfire Resiliency Grant

- ii. 2021 final progress & request for disbursement submitted
- iii. 2022 application submitted May 26, 2022

Cal OES Hazard Mitigation Grant Program (HMGP)

- iv. Subapplications submitted April 8<sup>th</sup>, 2022
- v. Awaiting approval of County MOU
- vi. Request for information being completed by staff

California’s Department of Fish & Wildlife’s Proposition 1 Restoration Grant Programs

- vii. Application submitted in March 2022
- viii. ~1.1 million for the Fall Creek Fish Ladder construction project awarded

CAL FIRE’s Fire Prevention Grant

- ix. Pump house hardening not awarded
- x. ~\$350,000 awarded for fuel reduction around infrastructure

Upcoming grants:

- xi. Santa Cruz Integrated Regional Water Management (IRWM)
- xii. CAL FIRE – California Forest Improvement Program
- xiii. DWR Sustainable Groundwater Management Grant Program

SEE GRANT TRACKING TABLE AT END OF REPORT FOR FURTHER INFORMATION ON DISTRICT GRANTS APPLICATIONS AND AWARDS

**WATER RIGHTS (On-going)**

CONJUNCTIVE USE WATER RIGHT PETITIONS – FELTON

Staff working on operational plan to guide permitting for regulatory agencies and developing a water right change for place of use.

**ENVIRONMENTAL COMPLIANCE - CAPITAL IMPROVEMENT PROGRAM (ONGOING)**

CONJUNCTIVE USE

Draft updated project description reviewed by Engineering and Environmental Committee on 6/21/22. Next steps and recommendation to BoD being discussed internally with staff.

CDFW & NMFS permitting for all surface water diversions (Fall Creek, Peavine, Clear Creek, Sweetwater, and Foreman) in progress.

Meeting with City of Santa Cruz scheduled for July 2022.

SANDHILLS HABITAT CONSERVATION PLAN (HCP) FOR THE SAN LORENZO VALLEY WATER DISTRICT CAPITAL IMPROVEMENT PLAN (DECEMBER 2021)

Consultant confirmed draft sandhills HCP will be ready for BoD review by October 2022. Detailed schedule below.

Deliverable	Anticipated Timeline	Assumptions
<b>Administrative Draft Chapters</b>		
Covered Activities (Ch. 2)	4/29/2022	District provides additional documents (fire management plan, etc.) by 3/25/22
Environmental Setting (Ch. 3)	5/31/2022	

Impacts and Take Assessment (Ch. 4)	6/30/2022	
Conservation Program (Ch. 5)	7/31/2022	District agrees upon avoidance, minimization, and mitigation measures by 5/31/22
Implementation (Ch. 6)	8/31/2022	
Funding (Ch. 7)	8/31/2022	
Alternatives	8/31/2022	
<b>Agency Draft</b>	10/15/2022	District provides final feedback by 9/23/22

## CIP PROJECT PERMITTING

Staff is working to secure permits for the following Projects:

- a. Lyon Treatment Plant Access Road Slide (FEMA funded - 2023)
  - i. Waiting FEMA approval for alternate access route
  - ii. Permitting process to kick-off once alternative route approved
- b. 5-mile and Peavine pipeline
  - i. Development of Request for Qualifications (RFQ) for environmental permitting pending geotechnical peer-review
- c. Quail Hollow Pipeline
  - i. Biological training complete and on-going monitoring occurring
- d. HUD pipeline replacement
  - i. CEQA NOE submitted to County Clerk in February
  - ii. Staff working to secure easements
- e. Blue Ridge Tank
  - i. Awaiting resolution of legal contract issue with consultant
- f. Bracken Brae & Forest Springs Consolidation
  - i. Development of Request for Qualifications (RFQ) for environmental permitting
- g. Big Basin Water Consolidation
  - i. Meetings with state, county, and federal agencies to determine potential funding sources
- h. Fuel Reduction Annual Maintenance Contract
  - i. Staff preparing a RFP for on-going maintenance of fuel reduction around critical infrastructure
- i. Felton Heights Tank
  - i. Upcoming development of Request for Qualifications (RFQ) for environmental permitting
- j. Fall Creek Fish Ladder
  - i. Biological surveys prior to construction completed
  - ii. Revegetation plan post-construction prepared and plants salvaged
  - iii. All permitting for construction on site

## **WATERSHED MANAGEMENT/ STEWARDSHIP**

### FIRE MANAGEMENT PLANNING (ONGOING)

Kick-off tour & meeting with RCD for the ~\$480,000 grant funding through CALFIRE's Forest Health Grant completed by staff in October. Projects being discussed by CALFIRE, SLVWD staff and RCD to find the most beneficial options for District lands. Project planning in the Olympia watershed for fuel reduction/invasive removal in process.

An application was submitted to the Coastal Conservancy for the 2022 Wildfire Resilience Grant program for ~300K.

The District submitted an application to CAL FIRE's Fire Prevention Grant program to continue fuel reduction at infrastructure sites and harden pump house structures. Award to be announced by August 2022.

### SANITARY SURVEY

Staff working with the City of Santa Cruz to complete an updated Sanitary Survey

### OLYMPIA PATROL (ONGOING)

Annual contract with the Land Trust contract was renewed and no trespassing was reported in May.

## **WATER CONSERVATION (ONGOING)**

### EXECUTIVE ORDER N-7-22

District in Water Shortage Stage 2

Consultant secured to prepare the District's Annual Water Supply and Demand Assessment (AWSDA) as required by the California Water Code and summarized in the District's Water Shortage Contingency Plan (WSCP), report due July 1, 2022.

### RAIN UPDATE

Water year 21/22 (October 1, 2021 – September 30, 2022) totals in downtown Boulder Creek thus far are approximately 35.28 inches. For current rain fall totals visit <https://www.slvwd.com/about-us/pages/local-weather-rainfall>

## **PUBLIC OUTREACH**

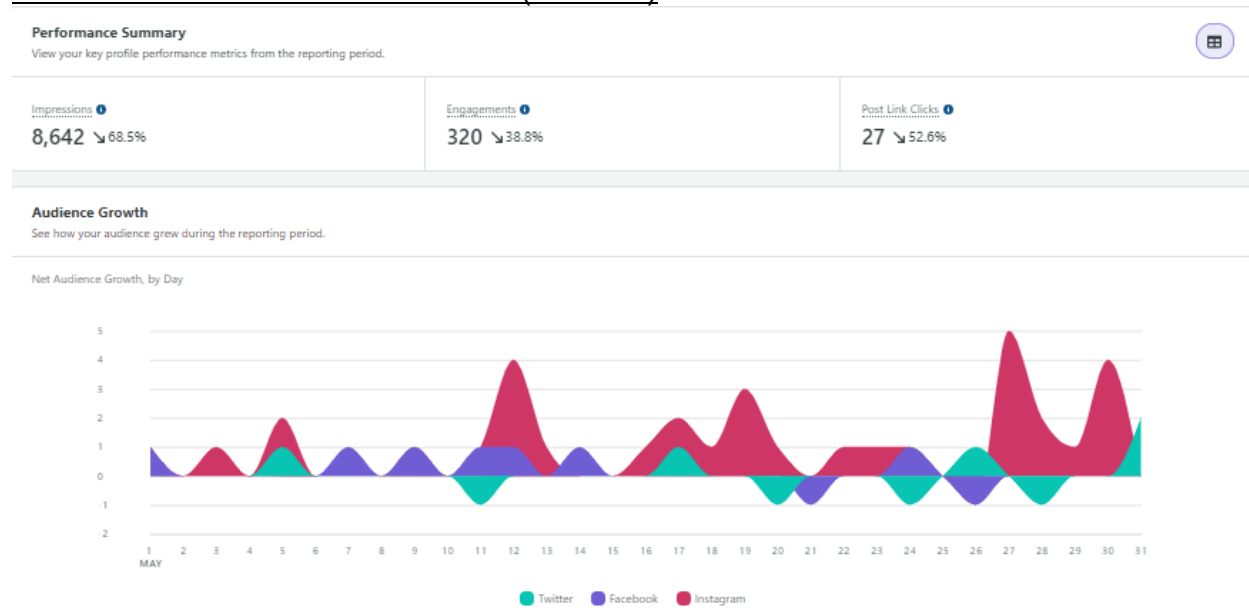
### OUTREACH REQUEST FOR PROPOSALS

RFP for District outreach consultant drafted by staff and scheduled for administrative committee review in June 2022.

### BUZZ PR

Buzz is working with staff on outreach through daily updates, distributing information to press, social media sites, and print sources.

### MAY PERFORMANCE SUMMARY (BELOW)



### MAY OUTREACH

- May newsletter
- BoD & Committee meetings
- CZU Fire update
- Committee opening
- FAQ
- Subscribe newsletter r& updates
- Gardening tips
- Autopay
- Rate assistance program
- State of the District report
- 811
- System flushing
- Drought info.
- Staff spotlight
- System leak detection
- Emergency preparedness

### APRIL OUTREACH

- April newsletter
- BoD meetings
- District 5 Town Hall
- CCR
- Staff introduction
- System flushing
- Chipping program
- BoD vacancy

Board appointment – Jeffrey Hill  
Water quality  
Bill pay  
Budget & Finance Committee opening  
Emergency preparedness  
CZU update  
Water wise garden tips  
FAQ

### MARCH OUTREACH

March newsletter  
Water Efficiency Classes for Landscape Professionals  
FAQ  
Emergency preparedness  
Bill pay  
Fall Creek Fish Ladder  
BoD Meetings  
BoD Vacancy  
Department overviews  
Consolidation  
811  
CCR  
Wildfire fuel reduction  
System flushing  
State of District  
Water wise gardening

### **NETWORKING & COLLABORATIONS**

#### FRIENDS OF THE FELTON LIBRARY

Three volunteers assisted with tarping and weed pulling at the District's Kirby water treatment plant.

#### GREEN BUSSINESS PROGRAM

In 2017 the District was certified as a Santa Cruz County Green Business. Staff is working with Green Business certifiers to complete certification for 2021-2022.

#### SANTA CRUZ NATURAL HISTORY MUSEUM EARTH STEWARDSHIP PROGRAM (NOVEMBER 2021)

Program to restart in August 2022.



San Lorenzo Valley Water District Grant Funding

Potential Grant/Loan Program	General Project Description	Pursuing (year)	Funding Received	Spent to Date	Funding Pursued	Work Order #	Capital or Operating	Comments	
CAL OES - Community Power Resiliency Allocation to Special Districts Program	Purchase of generators, battery back-ups, changeable message signs, communication equipment, and outreach on PSPS.	Yes (2019)	\$ 300,000.00	300,000.00	300,000.00	N/A	Both	Completed October 2021	
Coastal Conservancy's Wildfire Resilience Grant Program	Fuel reduction around critical water infrastructure	Yes (2021)	\$ 200,000.00	200,000.00	200,000.00	2382	Operating	Staff completing final report January 2022	
CAL FIRE – California Forest Improvement Program	Creation of Forest Management Plan	Yes (2020)	\$ 6,822.00	6,822.00	6,822.00	2451	Operating	Complete January 2022. Once forest management plan complete, reapply for implementation.	
CAL FIRE – Forest Health Grant	Fuel reduction around critical water infrastructure, planting and invasive removal.	Yes (2021)	\$ 493,500.00	5,000.00	500,000.00	N/A	Operating	Secured through RCD of Santa Cruz. Pending agreement with Cal Fire. Awarded July 2021.	
Wildlife Conservation Board – Streamflow Enhancement Program	Conjunctive Use Plan & permitting	Yes (2017)	\$ 330,451.00	246,198.98	330,500.00	EXP-1718001A	Operating	Grant completed June 2021. Awaiting final reimbursement.	
Department of Water Resources – Integrated Regional Water Management (IRWM) Implementation Grant Program	Disadvantaged Community Outreach	Yes (2021)	\$ 17,950.00	15,550.37	17,950.00	N/A	Operating	Completed August 2021	
Department of Water Resources – Integrated Regional Water Management (IRWM) Implementation Grant Program	Water Master Plan	Yes (2019)	\$ 69,937.00	69,937.00	69,937.00	1518	Capital	Complete	
Department of Water Resources Small Community Drought Relief Program	Interties to smaller community water systems (no cost share or limit)	Yes (2021)	\$3,203,850.00	0.00	4,000,000.00	2517	Capital	No application deadline. Submitted application September 2021. Desired funding \$4,279,250	
State Water Resource Control Board CA Water/Wastewater Arrearage Program	Arrearage for COVID	Yes (2021)	\$175,261.00	140,206.22	175,261.00	N/A	Operating	Completed	
CAL FIRE – Fire Prevention Grant	Fuel reduction around critical water infrastructure and hardening of pump stations	Yes (2022)	\$364,000.00	N/A	1,500,000.00	N/A	Operating	Applications are due February 9th, 2022. Targeting \$1.5 million	
CAL OES Hazard Mitigation Grant Program	Retrofitting redwood and poly tanks. Hardening pump houses. Tree removal along 5-mile pipeline. Hardening of 5-mile reconstruction. COVID	Yes (2022)	N/A	N/A	8,000,000.00	N/A	Operating	Notice of Interest due February 15th, 2022. Targeting ~8 million	
US Bureau of Reclamation – WaterSMART Drought Resiliency Grant	Retrofitting to AMI meters	Yes (2022)	N/A	N/A	250,000.00	N/A	Operating	Annual grant program. Awaiting grant announcement. Targeting \$250,000	
California Department of Fish and Wildlife – Watershed Restoration Grant Program (Prop 1)	Fall Creek Fish Ladder construction, stream gaging, and potential critical riffle study	Yes (2022)	\$1,116,166.00	N/A	1,000,000.00	N/A	Operating	Application due March 9th, 2022. Budgets being established. No cost share. Targeting 1 million +	
Coastal Conservancy's Wildfire Resilience Grant Program	Fuel reduction around critical water infrastructure	Yes (2022)	N/A	N/A	308,000.00	N/A	Operating	Pre-application submitted in January 2022. Awaiting contact from CCC for complete application package. Targeting \$308,000	
			\$6,277,937.00		\$5,600,470.00				
			TOTAL RECEIVED TO DATE		TOTAL PURSUING				

Color Key	
	Secured
	Pursuing
	Complete



# MINUTES OF ADMINISTRATION COMMITTEE MEETING JUNE 14, 2022

Covering Policy, Administration and Community  
Relations/Communications

Tuesday, April 12, 2022, 1:00 p.m., via video/teleconference.

## MINUTES

1. **Convene Meeting** 1:02 p.m.  
**Roll Call**

Committee Member Present

Dir. Ackemann, chair  
Amanda DeJesus  
Mark Dolson

Dir. Fultz was absent

Staff Present

Rick Rogers, District Manager  
Holly Hossack, District Secretary  
Carly Blanchard, Enviro Manager/Admin Analyst

2. **Oral Communications:** None

3. **New Business:** None

4. **Unfinished Business:**

A. OUTREACH DIRECTION DISCUSSION

C. Blanchard introduced this item to the Committee.

Discussion by the Committee and staff regarding:

- RFP will not be going back to the Board before release
- Thoroughness appreciated
- Ranking of the tasks should be removed could be a problem
- RFP or RFQ? Change to RFP throughout the document
- Change to Community Events/Workshops facilitation
- Reach out to possible firms
- Reach out to other agencies that may have used firms that do this

The Committee agreed to send the out the RFP with changes agreed to by the Committee.

5. **Informational Material:**  
Here is a link <https://www.slvwd.com/node/286/minutes> to previous Admin Committee meeting minutes.
6. **Adjournment:** 1:24 p.m.



## MINUTES OF SPECIAL ENGINEERING/ENVIRONMENTAL COMMITTEE MEETING JUNE 21, 2022

Tuesday, June 21, 2022, 2:30 p.m., via video/teleconference.

### MINUTES

1. **Convene Meeting**  
**Roll Call**

Committee Members

Mark Smolley, Chair

Bob Fultz

Ken Lande

Alina Layng

Mike Murphy

2. **Oral Communications:**

R. Moran, Ben Lomond, questioned Environmental update on IPMP.

4. **Unfinished Business:**

A. ENGINEERING PROJECTS UPDATE

Discussion by the Committee and staff regarding:

- Quail Hollow pipeline
- Progress chart for Engineering
- Alta Via materials availability
- Glen Arbor Bridge starting date and material shortages
- Redwood Park Tank utilities

3. **New Business:**

A. CONJUNCTIVE USE PLAN (CUP) ENVIRONMENTAL IMPACT REPORT (EIR)  
PROJECT DESCRIPTION.

C. Blanchard introduced this item. Significant public concern was received.

Discussion by the Committee and staff regarding:

- Description of Conjunctive Use - ground water and surface water moved to different parts of the system, non-emergency use.
- Santa Cruz Water District and Fish and Wildlife was the *significant public concern*
- Permitting and water rights changes
- The report wasn't clear and biologist's report was questioned
- Environmental Planner needed
- Groundwater Sustainability Plan
- SMGB - Santa Margarita Groundwater Basin
- District facilities "existing" - should be removed
- Felton System diversions time frame
- Loch Lomond allotment - Newell Creek raw water line
- Timeline moving forward

4. **Unfinished Business:**

A. ENGINEERING PROJECTS UPDATE continued

Discussion by the Committee and staff regarding:

- Edges of weirs in the Fall Creek Fish Ladder
- Any changes to the plan would have to go back to the permitting process, still in discussion
- Fence designs are in the process

B. ENVIRONMENTAL PROJECTS UPDATE

Discussion by the Committee and staff regarding:

- Annual water supply and demand
- Grant status
- Fall Creek Fish Ladder progress
- Lyon Access Road - FEMA input
- HUD Pipeline(Enviro)=Huckleberry Island Pipeline(Eng) refer to by the same name
- CEQA exemption for Huckleberry Island easements
- RFQ for Bracken Brae consolidation - clock ticking
- Integrated Pest Management Plan was questioned and updated

5. **Informational Material**

Here is a link to previous Engineering/Environmental Committee meeting minutes:

[All Engineering/Environmental Committee Meeting Minutes | San Lorenzo Valley Water District \(slvwd.com\)](#)

6. **Adjournment:** 3:30 p.m.