



AGENDA

Meeting of the
Scotts Valley City Council
In-Person and Remote Access
Date: May 15, 2024
Time: 6:00 PM

CONTACT INFORMATION	MEETING LOCATION	POSTING
City of Scotts Valley 1 Civic Center Drive Scotts Valley, CA 95066 (831) 440-5600	City Council Chambers 1 Civic Center Drive Scotts Valley, CA 95066 OR Zoom Video Conference https://us02web.zoom.us/j/83295730901	Agenda posted on 5-10-2024 at City Hall, SV Senior Center, SV Public Works Building, and on the Internet at: www.scottsvally.gov

ELECTED OFFICIALS	CITY STAFF MEMBERS
Randy Johnson, Mayor Derek Timm, Vice Mayor Jack Dilles, Council Member Donna Lind, Council Member Allan Timms, Council Member	Mali LaGoe, City Manager Kirsten Powell, City Attorney Steve Walpole, Police Chief Stephanie Hill, Administrative Services Director Taylor Bateman, Community Development Director Scott Hamby, Public Works Cathie Simonovich, City Clerk

MEETING NOTICE AND AGENDA PACKET MATERIALS
Notice regarding City Council Meetings: The City Council meets regularly on the 1st and 3rd Wednesday of each month at 6:00 PM in the City Hall Council Chambers located at 1 Civic Center Drive, Scotts Valley, CA 95066, and via Zoom Webinar remote access. Agenda and Agenda Packet Materials: The City Council agenda and the complete agenda packet are available for review by 5:00 PM the Friday before the Wednesday meeting on the Internet at the City's website: www.scottsvally.gov and in the lobby of City Hall at 1 Civic Center Drive, Scotts Valley, CA. Pursuant to Government Code §54957.5, materials related to an agenda item, submitted after distribution of the agenda packet, are available for public inspection in the lobby of City Hall during normal business hours, Monday-Friday, 8am-12 pm and 1-5 pm. In accordance with AB 1344, such documents will be posted on the City's website at www.scottsvally.gov. Public Participation: The meeting will be available on Zoom and livestreamed to the City of Scotts Valley's

YouTube channel: <https://www.youtube.com/channel/UCLNTBScelB4wTfidYHrocWA>
For those wishing to participate via Zoom you can join the following ways:
Zoom Webinar meeting link: <https://us02web.zoom.us/j/83295730901>
Or dial one of these numbers: (669) 900-9128 or (669) 444-9171
Webinar ID: 832 9573 0901

Whether attendance is in-person or remote, you will be given opportunities to provide public comment at the appropriate times throughout the meeting. The time limit is up to 3 minutes for an individual, or 5 minutes for someone who is representing a group of three or more, at the discretion of the Mayor. Please note that this is not a question-and-answer time, but simply a time to provide comments to the Council. At the appropriate times during the meeting for public comment, on items not on the agenda, and on specific agenda items, the Mayor will announce that public comment will be accepted.

How to comment via in-person attendance:

Please proceed to the public comment podium when the Mayor opens the item for public comment.

How to comment via Zoom Webinar:

Use the webinar attendee option to “raise hand” when the Mayor opens the item for public comment. The Clerk will unmute you when it is your turn. If you have joined via Zoom phone call, dial *9 or your phone to “raise your hand”, and the Clerk will unmute you when it is your turn.

CALL TO ORDER 6:00 PM

PLEDGE OF ALLEGIANCE and MOMENT OF SILENCE

ROLL CALL

SPECIAL SET MATTER

1. Public Works Week proclamation
2. Peace Officers Memorial Day proclamation
3. ALS Awareness Month proclamation

COMMITTEE REPORTS

Council members are appointed to committees which are either City committees or committees dealing with other jurisdictions. This portion of the agenda allows the committee member to present oral or written reports to the Council regarding their committee assignments. It also allows the Council to make comments and give the committee member direction, as required.

CITY MANAGER REPORT

PUBLIC COMMENT TIME

This is the opportunity for individuals attending in person to make oral comments to the Council on any items within the purview of the Council, which are NOT part of the Agenda. No action on the item may be taken, but the Council may request the matter be placed on a future agenda. Written public comment may be emailed to the City Clerk by 5:00 PM on the day of the meeting at csimonovich@scottsvally.gov.

ALTERATIONS TO CONSENT AGENDA

Council can remove or add items to the Consent Agenda.

CONSENT AGENDA

The Consent Agenda is comprised of items which are intended to be non-controversial and are approved without discussion. Persons wishing to speak on any item may request the item be moved to the Regular Agenda by raising their hand to be recognized by the Mayor. An item will only be moved from the Consent Agenda to the Regular Agenda if a City Council Member requests it to be moved and a majority of the Council agrees.

1. Approve the Special Joint Meeting Minutes of 05-01-2024 and the City Council Regular Minutes of 05-01-2024
2. Approve check register dated 04-26-2024 through 05-09-2024
3. Aeration Basin System Upgrades Project
4. Wastewater Recycling Facility Membrane Bioreactor Preliminary Design Agreement
5. Road closure for City's 4th of July Parade
6. Second reading and adoption of Ordinance No. 22-200.2 AB 481 Military Equipment Use policy renewal
7. Second reading and adoption of Ordinance No. 16.141 amending Title 17 (Zoning) of the Scotts Valley Municipal Code to add a new Chapter 17.55 (SB 9 Residential Development) and amending Title 16 (Subdivisions) of the Scotts Valley Municipal Code to add a new Chapter 16.78 (Urban Lot Splits) to implement Senate Bill (SB) 9.

ALTERATIONS TO REGULAR AGENDA

Council can remove or add items to the Regular Agenda.

REGULAR AGENDA

Persons wishing to speak on any item may do so by raising their hand to be recognized by the Mayor.

1. Five Year Capital Improvement Plan for Fiscal Year 2024-2025 to Fiscal Year 2028-2029
2. 2023 Scotts Valley Police Department Annual Activity Report
3. Future Council Agenda Items

CONVENE TO CLOSED SESSION

CLOSED SESSION SUBJECT(S)

1. Conference with legal counsel regarding potential litigation
Legal Authority: Government Code Section 54956.9
Number of Cases: 1 case
Staff Present: City Manager, City Attorney, Administrative Services Director
2. Conference with labor negotiator regarding employee negotiations with Service Employees International Union (SEIU), Mid-Management Group, Scotts Valley Police Bargaining Unit and the Scotts Valley Police Supervisors Association.
Legal Authority: Government Code Section 54957.6
Staff Present: City Manager, City Attorney, Administrative Services Director, Negotiator

RECONVENE TO OPEN SESSION

REPORT ON ACTION TAKE DURING CLOSED SESSION

ADJOURNMENT

ADA NOTICE

The City of Scotts Valley does not discriminate against persons with disabilities. The City Council Chambers is an accessible facility. If you wish to attend a City Council meeting and require assistance such as sign language, a translator, or other special assistance or devices in order to attend and participate at the meeting, please call the City Clerk's office at (831) 440-5600 five to seven days in advance of the meeting to make arrangements for assistance. If you require the agenda of a City Council meeting be available in an alternative format consistent with a specific disability, please call the City Clerk's Office. The California State Relay Service (TTY/VCO/HCO to

Voice: English 1-800-735-2929, Spanish 1-800-855-3000; or, Voice to TTY/VCO/HCO: English 1-800-735-2922, Spanish 1-800-855-3000), provides Telecommunications Devices for the Deaf and Disabled and will provide a link between the TDD caller and users of telephone equipment.

PROCEDURAL INFORMATION FOR THE PUBLIC

THE FOLLOWING IS THE PROCEDURE COUNCIL SHOULD TAKE IN APPROVAL OF A RESOLUTION:

1. Move the Resolution number for approval.
2. Second the motion.
3. Vote by body, a roll call vote is not required.

THE FOLLOWING IS THE PROCEDURE COUNCIL SHOULD TAKE IN INTRODUCTION/ADOPTION OF AN ORDINANCE:

1. Move the Ordinance number for introduction (or adoption).
2. Move the Ordinance be introduced by title only and waive the reading of the text.
3. Read the Ordinance title.
4. Second the motion.
5. Vote by body, a roll call vote is not required.

THE FOLLOWING IS THE PROCEDURE COUNCIL SHOULD TAKE IN PUBLIC COMMENT/PUBLIC HEARINGS:

Unless otherwise determined by the presiding officer of the meeting:

1. Three minutes allowed per individual to speak.
2. Five minutes allowed per individual representing a group of three or more.



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City of Scotts Valley

Mayor's Proclamation

Honoring National Public Works Week

May 19-25, 2024

"Advancing Quality of Life For All"

WHEREAS, public works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and well-being of the people of Scotts Valley; and,

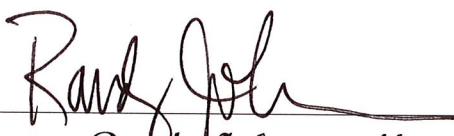
WHEREAS, these infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers, and employees at all levels of government and the private sector, who are responsible for rebuilding, improving, and protecting our nation's transportation, water supply, wastewater treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

WHEREAS, it is in the public interest for the citizens, civic leaders and children in Scotts Valley to gain knowledge of and to maintain an ongoing interest and understanding of the importance of public works and public works programs in their respective communities; and,

WHEREAS, the year 2024 marks the 65th annual National Public Works Week sponsored by the American Public Works Association/Canadian Public Works Association.

NOW, THEREFORE, I, Randy Johnson, Mayor of the City of Scotts Valley, on behalf of the entire City Council, do hereby designate the week of May 19-25, 2024, as National Public Works Week; I urge all citizens to join with representatives of the American Public Works Association and government agencies in activities, events, and ceremonies designed to pay tribute to our public works professionals, engineers, managers, and employees and to recognize the substantial contributions they make to protecting our national health, safety, and advancing quality of life for all.




Randy Johnson, Mayor
Signed and sealed this 15th day of May 2024

City of Scotts Valley Mayor's Proclamation

Designating May 15, 2024 as Peace Officers' Memorial Day

WHEREAS, The Congress and President of the United States have designated May 15, 2024, as Peace Officers' Memorial Day and the week in which it falls as Police Week; and,

WHEREAS, the International Association of Chiefs of Police has declared law enforcement officer safety and wellness a top priority, and the IACP's Center for Officer Safety and Wellness promotes the importance of individual, agency, family and community safety and wellness awareness; and

WHEREAS, the members of the Scotts Valley Police Department play an essential role in safeguarding the rights and freedoms of the citizens of Scotts Valley; and,

WHEREAS, it is important that all citizens know and understand the problems, duties and responsibilities of their police department, and that members of our police department recognize their duty to serve the people by safeguarding life and property, by protecting them against violence and disorder; and by protecting the innocent against deception and the weak against oppression or intimidation; and

WHEREAS, the police department of the City of Scotts Valley has grown to be a modern and professional law enforcement agency which unceasingly provides a vital public service.

NOW, THEREFORE, I, Randy Johnson, Mayor of the City of Scotts Valley, on behalf of the entire City Council do hereby call upon all citizens of the City of Scotts Valley and upon all organizations to observe the week of May 12 to May 18, 2024 as National Police Week with the appropriate ceremonies in which all of our people may join in commemorating police officers, past and present, who by faithful and loyal devotion to their responsibilities have rendered a dedicated service to their communities and, in doing so, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens.

I FURTHER call upon all citizens of Scotts Valley to observe May 15, 2024, as Peace Officers Memorial Day to honor those peace officers who, through their courageous deeds, have lost their lives or have become disabled in the performance of duty.



Randy Johnson, Mayor

Signed and sealed this 15th day of May 2024

City of Scotts Valley

Mayor's Proclamation

Recognizing May 2024 as Amyotrophic Lateral Sclerosis Awareness Month

- WHEREAS,** Amyotrophic lateral sclerosis (ALS), known by many as Lou Gehrig's disease, is a progressive fatal neurodegenerative disease in which a person's brain loses connection with the muscles, slowly taking away their ability to walk, talk, eat, and eventually breathe; and
- WHEREAS,** every 90 minutes someone is diagnosed with ALS and someone passes away from ALS. On average, patients diagnosed with ALS only survive two to five years from the time of diagnosis, and ALS has no cure; and
- WHEREAS,** people who have served in the military are more likely to develop ALS and die from the disease than those with no history of military service; and
- WHEREAS,** securing access to new therapies, durable medical equipment, and communication technologies is of vital importance to people living with ALS; and
- WHEREAS,** clinical trials play a pivotal role in evaluating new treatments, enhancing quality of life, and fostering assistive technologies for those living with ALS; and
- WHEREAS,** we celebrate the 10th Anniversary of the Ice Bucket Challenge through a renewed commitment to galvanize public awareness and support funding leading to significant investments in ALS research; and
- WHEREAS,** the ALS Association, as the largest philanthropic funder of ALS research globally, has committed over \$154 million to support more than 550 projects across the United States and 18 other countries; and
- WHEREAS,** our commitment to accelerating the pace of discovery remains unwavering, fueled by the hope that one day, ALS will be a livable disease for everyone, everywhere, until we can cure it.
- WHEREAS,** ALS Awareness Month increases the public's awareness of people with ALS' dire circumstances, and acknowledges the terrible impact this disease has, not only on the person but on his or her family and the community, and recognizes the research being done to eradicate this disease.

NOW, THEREFORE, I, Randy Johnson, as Mayor of the City of Scotts Valley, on behalf of the entire City Council, do hereby proclaim the month of May 2024 as ALS Awareness Month. I call upon all Americans to join in supporting ALS research, advocating for increased funding, and standing in solidarity with those affected by this relentless disease.



Randy Johnson
Randy Johnson, Mayor

Signed and sealed this 15th day of May 2024



MINUTES

Special Joint Meeting of the Scotts Valley City Council and the Parks & Recreation Commission In-Person and Remote Access

Date: May 1, 2024

Time: 5:00 PM

CONTACT INFORMATION	MEETING LOCATION	POSTING
City of Scotts Valley 1 Civic Center Drive Scotts Valley, CA 95066 (831) 440-5600	City Council Chambers 1 Civic Center Drive Scotts Valley, CA 95066 OR Zoom Video Conference https://us02web.zoom.us/j/83295730901	The agenda was posted on 4-26-2024 at City Hall, SV Senior Center, SV Public Works Building, and on the Internet at www.scottsvally.gov .

CALL TO ORDER 5:00 PM

The Special Joint meeting was called to order at 5:03 PM.

ROLL CALL

ELECTED OFFICIALS PRESENT:	COMMISSIONERS PRESENT:	CITY STAFF MEMBERS PRESENT:
Randy Johnson, Mayor Derek Timm, Vice Mayor Jack Dilles, Council Member Donna Lind, Council Member Allan Timms, Council Member	David Sanguinetti, Chair Gillian McGlaze, Vice Chair Heidi Denger, Commissioner Kate Kelsey, Commissioner Rebecca Sorci-Murray, Commissioner	Kirsten Powell, City Attorney Allison Pfefferkorn, Recreation Division Manager Cathie Simonovich, City Clerk

SPECIAL SET MATTER

1. Special Joint Study Session between the City Council and the Scotts Valley Parks & Recreation Commission to review and discuss the 90% draft of the Parks Master Plan

This item was introduced by Recreation Division Manager Pfefferkorn and a presentation was given by Karen Folsom from Odell Engineering. Pete Gonda from Baker Tilly was in attendance to answer questions. Staff responded to questions and received feedback from the Council Members and Commissioners. Discussion topics included joint use agreements, bike parking, aquatic center, active versus passive recreation, development impact fees versus in-lieu fees, funding sources, scoring system used, land use for the Glenwood Preserve, splash pads and focus groups.

David Alreck, a resident of Scotts Valley, remarked that he did not feel that the study adequately solves the park gap problem. He also would like to see accessible pathways from one park to another, and he would like to see more information about Lodato Park and the gun range.

Lindsey Rice submitted public comment via email prior to the meeting (see attached).

ADJOURNMENT

The meeting adjourned at 6:10 PM.

Approved: _____
Randy Johnson, Mayor

Attest: _____
Cathie Simonovich, City Clerk

From: Lindsey Rice <[REDACTED]>
Date: May 1, 2024 at 11:53:58 AM PDT
To: Derek Timm <[REDACTED]>, Jack Dilles <[REDACTED]>, Allan Timms <[REDACTED]>, Donna Lind <[REDACTED]>, Randy Johnson <rlj12@comcast.net>
Subject: Community Pool

Good morning City Council members,

I am aware there is a joint City Council/Parks meeting tonight but I am unable to attend. I wanted to reach out and show my support for a community aquatic center in Scotts Valley. I know it was listed as the number one requested item from the Parks survey by community members and also highly ranked on the school survey. As of now, the pool is not an option to add to the potential upcoming school facilities bond but it seems to me that a joint venture between the City and SVUSD would be the best option. It would be so great if the City could pull off adding a community pool that the high school could lease out for sports like swim team and lacrosse. A win- win for everyone!

Thank you for all you do!

Lindsey Rice



MINUTES

Meeting of the
Scotts Valley City Council
Date: May 1, 2024
Time: 6:00 PM

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CALL TO ORDER 6:00 PM

The City Council meeting was called to order at 6:23 PM.

PLEDGE OF ALLEGIANCE and MOMENT OF SILENCE

ROLL CALL

ELECTED OFFICIALS PRESENT: Randy Johnson, Mayor Derek Timm, Vice Mayor Jack Dilles, Council Member Donna Lind, Council Member Allan Timms, Council Member	CITY STAFF MEMBERS PRESENT: Kirsten Powell, City Attorney Taylor Bateman, Community Development Director Steve Walpole, Police Chief Stephanie Hill, Administrative Services Director Jayson Rutherford, Police Captain Cathie Simonovich, City Clerk
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SPECIAL SET MATTER

1. Mayor's Proclamation declaring May 4, 2024 as Multicultural Fair Day in the City of Scotts Valley

Mayor Johnson presented the proclamation and Christina McQueen accepted the proclamation on behalf of the Multicultural Fair planning team.

Luis Ramos, a Counselor at Scotts Valley High School, thanked Christina McQueen and expressed that he is proud to be a part of the event and a part of the high school.

The Council Members expressed their appreciation for everyone involved in this event.

COMMITTEE REPORTS

VM Timm attended the Budget Subcommittee with Mayor Johnson. He thanked Administrative Services Director Hill for the thorough coverage of the budget.

VM Timm attended the Town Center Subcommittee meeting with Mayor Johnson. They reviewed the design renditions, and those renditions will be presented to the other Council Members next. After Council review and input, the designs will be presented to the public for feedback.

CM Timms attended the Oral Health Access Santa Cruz County Summit. This group is looking to expand treatment in the next four years as there is still a gap between those eligible for dental care and those who actually receive treatment. They will be focusing on pre-teens, teens, and seniors.

CM Timms attended the Child Abuse Awareness Month flag raising ceremony at the Santa Cruz Government Center.

CM Timms attended a meeting of the Local Area Formation Commission (LAFCO).

CM Lind attended a special meeting of the Regional Transportation Commission (RTC) with Mayor Johnson where the Commission voted on a Rail Trail item.

CM Lind attended an Executive Board Meeting of the Criminal Justice Council (CJC) where they are looking at the final phase of the behavioral health study. They are reviewing whether to continue the CJC since other organizations, like the Youth Action Network, are doing similar work.

CM Lind attended the Rotary Student Awards event at the Regeneration Church.

CM Lind, along with Assemblymember Gail Pellerin, attended Girls Company, a non-profit company that works with youth.

CM Lind attended the Monarch fundraiser, also with Assemblymember Gail Pellerin

Mayor Johnson attended the Town Center Subcommittee meeting, and he noted that this will be a collaborative process and the public will be asked to provide input and feedback.

Mayor Johnson attended the Budget Subcommittee meeting, and he reflected that this is not an easy process and the City will explore all revenue options so that Scotts Valley can be the best that it can be.

CITY MANAGER REPORT

2025 Project Funding for CA 19: The City submitted two projects for this round of funding. The first is to upgrade the critical radio infrastructure for the Police Department, and this project was submitted to the COPS and USDA Rural Development Programs. The second was for facility construction at the Al Shugart Park. This park has been planned since 2008, partially constructed in 2015, but still lacks the central amenities that are needed for a park. The City has park development impact fees to put towards this project, but the project in total will cost more than the amount that the City has available.

Spring/Summer Recreation Activity Guide: This interactive activity guide went live last week and people can sign up now for classes.

PUBLIC COMMENT TIME

CM Dilles announced that the Santa Cruz Law Library Annual Scrabble Tournament is at the County building, Room 70, on May 11th. It is \$25 for adults and free to students in grades 7-12. Contact CM Dilles or the law library for more information.

CM Lind announced that there are still tickets available for the Chamber of Commerce Awards Gala on May 10th at Roaring Camp.

CM Timms announced that the Multicultural Fair is May 4th at 10:00 AM at Skypark.

ALTERATIONS TO CONSENT AGENDA

M/S: Lind/Timms

To approve the Consent Agenda with no alterations.

Carried 5/0 (AYES: Johnson, Timm, Dilles, Lind, Timms)

CONSENT AGENDA

1. Approve City Council minutes from the 04-17-2024 meeting
2. Approve check register dated 04-12-2024 through 04-25-2024
3. Consideration of Sanitary Sewer Connection Request; APN 067-103-17, 143 La Cuesta Drive
4. Investment Report for the Quarter Ended March 31, 2024

PUBLIC HEARINGS

1. Consideration of the Planning Commission's recommendation to amend Scotts Valley Municipal Code Title 16 (Subdivisions) and Title 17 (Zoning) to adopt a local ordinance implementing SB 9.

Consultant Planner Ben Noble presented this item and responded to questions and comments from the Council Members.

Mayor Johnson opened the public hearing at 7:23 PM. No members of the public came forward, and the public hearing was closed at 7:24 PM.

M/S: Timm/Timms

To introduce Ordinance No. 16.141 with amendments to Title 17, Zoning, and Title 16, Subdivisions, of the Scotts Valley Municipal Code to establish a local SB 9 ordinance, and waive the reading thereof.

Carried 5/0 (AYES: Johnson, Timm, Dilles, Lind, Timms)

M/S: Timm/Timms

To adopt Resolution No. 2046 to adopt the SB 9 Public Health and Safety and Environmental Resource Protection Standards.

Carried 5/0 (AYES: Johnson, Timm, Dilles, Lind, Timms)

ALTERATIONS TO REGULAR AGENDA

M/S: Timms/Dilles

To approve the Regular Agenda with no alterations.

Carried 5/0 (AYES: Johnson, Timm, Dilles, Lind, Timms)

REGULAR AGENDA

1. AB 481 Military Equipment Use Annual Report and Ordinance Renewing the Military Use Policy

Police Captain Jayson Rutherford presented this item and responded to questions from the Council Members.

M/S: Timm/Dilles

To introduce the renewal of Ordinance No. 22-200.2 approving Lexipol Policy 706 pertaining to the funding, acquisition, and use of military equipment as mandated by Assembly Bill 481, and waive the reading thereof.

Carried 5/0 (AYES: Johnson, Timm, Dilles, Lind, Timms)

M/S: Timm/Timms

To approve the acquisition of the new items of military equipment listed in the

Annual Report.

Carried 5/0 (AYES: Johnson, Timm, Dilles, Lind, Timms)

2. Future Council Agenda Items

None.

ADJOURNMENT

The meeting adjourned at 7:51 PM.

Approved: _____
Randy Johnson, Mayor

Attest: _____
Cathie Simonovich, City Clerk

Check Number	Check Date	Vendor Name	Net Check Amount	Check Status	Check Type
Cash Account: 999-10100-000-000-000000					
131598	05/02/24	A TOOL SHED, INC.	415.00	0	Regular
131599	05/02/24	ACCENT CLEAN & SWEEP INC	2,739.00	0	Regular
131600	05/02/24	ACE PORTABLE SERVICES	1,500.48	0	Regular
131601	05/02/24	ADOBE ANIMAL HOSPITAL SOQUEL	83.19	0	Regular
131602	05/02/24	ALHAMBRA	297.47	0	Regular
131603	05/02/24	ALLIANT	748.00	0	Regular
131604	05/02/24	ALVAREZ IND INC CLEAN BLDG	390.00	0	Regular
131605	05/02/24	AMAZON CAPITAL SERVICES	906.49	0	Regular
131606	05/02/24	APGN INC	13,255.00	0	Regular
131607	05/02/24	AT&T	286.21	0	Regular
131608	05/02/24	AT&T MOBILITY	1,226.02	0	Regular
131609	05/02/24	BAKER TILLY US, LLP	25,650.00	0	Regular
131610	05/02/24	BAY TREE, LLC	3,620.38	0	Regular
131611	05/02/24	BENJAMIN NOBLE	7,755.00	0	Regular
131612	05/02/24	BRASS KEY LOCKSMITH	142.31	0	Regular
131613	05/02/24	BRINK'S AWARDS & SIGNS	251.27	0	Regular
131614	05/02/24	CHRISP COMPANY	9,486.00	0	Regular
131615	05/02/24	CHRISTOPHER DUMONCEAUX	519.00	0	Regular
131616	05/02/24	CITY OF SANTA CRUZ	1,599.14	0	Regular
131617	05/02/24	CSG CONSULTANTS, INC	14,318.00	0	Regular
131618	05/02/24	DEPARTMENT OF JUSTICE	98.00	0	Regular
131619	05/02/24	DEPT OF TRANSPORTATION	3,811.30	0	Regular
131620	05/02/24	DOCTORS ON DUTY	32.50	0	Regular
131621	05/02/24	DREW DENTAL CORP	139.00	0	Regular
131622	05/02/24	ENTERPRISE FM TRUST	12,394.58	0	Regular
131623	05/02/24	ERNIE'S AUTO CENTER	265.95	0	Regular
131624	05/02/24	FEDERAL EXPRESS	358.02	0	Regular
131625	05/02/24	FIRST ALARM	190.00	0	Regular
131626	05/02/24	FORREST BROWN	208.00	0	Regular
131627	05/02/24	GRAINGER	937.04	0	Regular
131628	05/02/24	HERWIT ENGINEERING	940.00	0	Regular
131629	05/02/24	HOSE SHOP	181.66	0	Regular
131630	05/02/24	IDEXX LABORATORIES, INC.	650.38	0	Regular
131631	05/02/24	JaeLynn Horton	250.00	0	Regular
131632	05/02/24	Kathy Dottai	18.00	0	Regular
131633	05/02/24	KIMLEY-HORN & ASSOCIATES INC	5,793.39	0	Regular
131634	05/02/24	LIEBERT CASSIDY WHITMORE	21,152.40	0	Regular
131635	05/02/24	LLOYD'S TIRE SERVICE INC.	375.50	0	Regular
131636	05/02/24	Lois Kelly	18.00	0	Regular
131637	05/02/24	MEREDITH ROBERTS	66.50	0	Regular
131638	05/02/24	MID VALLEY SUPPLY	942.38	0	Regular
131639	05/02/24	MIRACLE PLAYSYSTEMS, INC	15,628.81	0	Regular
131640	05/02/24	MISSION UNIFORM SERVICE	620.08	0	Regular
131641	05/02/24	MONTEREY BAY AIR	3,066.00	0	Regular

Check Number	Check Date	Vendor Name	Net Check Amount	Check Status	Check Type
131642	05/02/24	NANNETTE BENEDICT DDS	313.60	0	Regular
131643	05/02/24	NATIONAL COMTEL NETWORK INC.	16.63	0	Regular
131644	05/02/24	NBS GOVERNMENT FINANCE GROUP	5,971.25	0	Regular
131645	05/02/24	NORTH CENTRAL LABORATORIES	172.54	0	Regular
131646	05/02/24	O'DELL ENGINEERING	18,550.00	0	Regular
131647	05/02/24	Pete Schmidt	402.47	0	Regular
131648	05/02/24	PHENOVA	709.89	0	Regular
131649	05/02/24	PHOENIX GROUP	364.68	0	Regular
131650	05/02/24	PRESS BANNER	198.30	0	Regular
131651	05/02/24	RANDALL KRUSEE	196.65	0	Regular
131652	05/02/24	RDO EQUIPMENT CO.	123.38	0	Regular
131653	05/02/24	REGIONAL GOVERNMENT SERVICES	7,271.11	0	Regular
131654	05/02/24	S.V. WATER DISTRICT	7,145.01	0	Regular
131655	05/02/24	SANTA CRUZ CHILDREN'S	333.60	0	Regular
131656	05/02/24	SANTA CRUZ CO HEALTH SERVICES	1,876.00	0	Regular
131657	05/02/24	SANTA CRUZ ORAL & MAX SURGERY	880.80	0	Regular
131658	05/02/24	SCOTTS VALLEY SPRINKLER	730.26	0	Regular
131659	05/02/24	STERLING WATER TECHNOLOGIES	2,880.00	0	Regular
131660	05/02/24	SUMMIT UNIFORMS	1,132.03	0	Regular
131661	05/02/24	SUPERIOR ALARM COMPANY	95.00	0	Regular
131662	05/02/24	SWEDBERG ELECTRIC INC.	10,227.81	0	Regular
131663	05/02/24	SYCAL ENGINEERING INC	8,960.68	0	Regular
131664	05/02/24	Tess Weisbarth	18.00	0	Regular
131665	05/02/24	THE BANK OF NEW YORK MELLON	3,400.00	0	Regular
131666	05/02/24	THE PIED PIPER INC.	303.50	0	Regular
131667	05/02/24	TRIAD ELECTRIC	1,808.81	0	Regular
131668	05/02/24	URETSKY SECURITY	1,668.34	0	Regular
131669	05/02/24	WAGE WORKS	125.00	0	Regular
131670	05/02/24	WALD RUHNKE & DOST ARCHITECTS	21,280.00	0	Regular
131671	05/02/24	WATSONVILLE DIESEL	1,124.96	0	Regular
131672	05/02/24	WEX BANK	8,121.08	0	Regular
131673	05/02/24	WIZIX TECHNOLOGY GROUP, INC	14.50	0	Regular
131674	05/02/24	ZOLL MEDICAL CORPORATION	276.57	0	Regular

77	Checks total:	260,017.90
0	ACH total:	
0	EFTPS total:	
0	Wire transfer total:	
0	Payment Manager total:	
77	GRAND TOTALS	260,017.90

Check Number	Check Date	Vendor Name	Net Check Amount	Check Status	Check Type
Cash Account: 999-10100-000-000-000000					
131675	05/09/24	ACC BUSINESS	1,817.59	0	Regular
131676	05/09/24	ACCENT CLEAN & SWEEP INC	5,478.00	0	Regular
131677	05/09/24	AMAZON CAPITAL SERVICES	141.35	0	Regular
131678	05/09/24	AT&T	1,574.13	0	Regular
131679	05/09/24	AT&T	166.75	0	Regular
131680	05/09/24	BAY TREE, LLC	3,620.38	0	Regular
131681	05/09/24	COMMUNITY PRINTERS INC.	1,199.74	0	Regular
131682	05/09/24	DUNCAN AUTO TECH	165.84	0	Regular
131683	05/09/24	FEDERAL EXPRESS	422.82	0	Regular
131684	05/09/24	JACK DILLES	153.15	0	Regular
131685	05/09/24	MARY LOUISE DEFALCO	7.00	0	Regular
131686	05/09/24	MIWALL CORPORATION	5,064.06	0	Regular
131687	05/09/24	OLIN CORPORATION AS SOLE	5,183.47	0	Regular
131688	05/09/24	Postmaster	320.00	0	Regular
131689	05/09/24	PRODESSE PROPERTY GROUP	3,523.52	0	Regular
131690	05/09/24	ROD MARKELL	1,974.00	0	Regular
131691	05/09/24	SANTA CRUZ LIVE SCAN, INC.	30.00	0	Regular
131692	05/09/24	SCOTTS VALLEY CAR WASH	104.90	0	Regular
131693	05/09/24	TAMARA CUCCHIARA-SITKA	14.00	0	Regular
131694	05/09/24	WIZIX TECHNOLOGY GROUP, INC	17.00	0	Regular

20	Checks total:	30,977.70
0	ACH total:	
0	EFTPS total:	
0	Wire transfer total:	
0	Payment Manager total:	
20	GRAND TOTALS	30,977.70

City of Scotts Valley
CITY COUNCIL STAFF REPORT

DATE: 5/15/2024
TO: Honorable Mayor and City Council
FROM: Scott Hamby, Interim Public Works Director
APPROVED: Kirsten Powell, City Attorney
SUBJECT: **Aeration Basin System Upgrades Project**

SUMMARY OF ISSUE

Consistent with the City’s Capital Improvement Plan, design work on the Aeration Basin System Upgrades Project was completed and now the City has received bids for the construction of the project. Herwit Engineering designed the project with the scope of work consisting of the installation of new aeration blower equipment, piping, valves, instruments and Supervisory Control and Data Collection Acquisition (SCADA) improvements. The upgraded aeration system will allow plant operators to have much more control over the plant’s biological process. Most of the existing equipment was originally installed in 1995 and has performed far beyond its useful life. The engineer’s estimate for construction was \$1.4 million dollars. Herwit will provide engineering support throughout the project.

The City opened sealed bids on Tuesday, April 23, 2024. Four contractors bid on the project with the following amounts:

1. Fort Bragg Electric	\$1,898,894
2. GSE Construction	\$1,688,400
3. Anderson Pacific	\$1,610,610
4. Cushman Contracting	\$1,282,115

As Cushman Contracting is the lowest qualified bid, staff is recommending that the City enter a construction agreement for the Aeration Basin Upgrades Project with Cushman Contracting. Once the agreement is approved, the City will issue a Notice to Proceed (NTP) to Cushman. As Cushman will need to order several long lead-time items (blower, valves, sensors, etc.) for the project, actual construction will not begin for 90 days or longer. Cushman will have 365 days to complete the project once the NTP is issued.

FISCAL IMPACT

The cost for the Aeration Basin System Upgrades Project is \$1,282,115, to be paid from available Wastewater Capital Improvement Funds.

STAFF RECOMMENDATION

It is recommended that the City Council award the contract for the Water Reclamation Facility Aeration Basin System Upgrades Project to Cushman Contracting Corporation as the lowest, responsible bidder and authorize the City Manager to enter into the attached Construction Agreement with Cushman Contracting Corporation in the amount of \$1,282,115.

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1. Cushman Agreement (1)(2) (1)

**CONSTRUCTION AGREEMENT
CITY OF SCOTTS VALLEY
STATE OF CALIFORNIA**

THIS AGREEMENT made and concluded that **15th day of May, 2024** between the **CITY OF SCOTTS VALLEY**, hereinafter called CITY, and **Cushman Contracting Corporation**, hereinafter called CONTRACTOR.

ARTICLE I. WITNESS TO, that for and in consideration of the payments and agreements hereinafter mentioned, to be made and performed by CITY, and under the conditions expressed in the bonds, bearing even date with these presents and hereunto annexed, CONTRACTOR agrees with CITY, at CONTRACTOR'S own proper cost and expense, to do all the work and furnish all the materials, except such as are mentioned in the specifications to be furnished by CITY, necessary to construct and complete the work of the improvement herein referenced in a good workmanlike and substantial manner and to the satisfaction of the CITY'S Director of Public Works, **Water Reclamation Facility Aeration Basin System Upgrades Project**, in accordance with the Special Provisions hereto annexed, and also in accordance with the General Prevailing Wage Rates as determined by the Department of Industrial Relations, which said Special Provisions and General Prevailing Wage Rates are hereby specifically referred to and by such reference made a part hereof.

The work to be done is described in Section 9 "Description of Work" of the Special Provisions, which said Special Provisions are hereby made a part of this contract and is shown upon the plans entitled **Water Reclamation Facility Aeration Basin System Upgrades Project**, which said plans are hereby made a part of the contract. **The work shall be completed 365 working days after issuance of notification to proceed. Substantial Completion shall be complete within 335 days after issuance of notice to proceed.**

ARTICLE II. CITY hereby promised and agrees with CONTRACTOR to employ, and does hereby employ, CONTRACTOR to provide the materials and to do the work according to the terms and conditions herein contained and referred to, for the prices set forth in the Bid of CONTRACTOR for the work to be constructed and completed under this Agreement, which prices shall be considered as though repeated herein, subject to additions and deductions as provided therein, and hereby contracts to pay the same at the time, in the manner upon the conditions herein set forth; and the said parties for themselves, their heirs, executors, administrators, successors and assigns, do hereby agree to the full performance of the covenants herein contained.

ARTICLE III. The statement of prevailing wages appearing in the General Prevailing Wage Rates is hereby specifically referred to and by this reference is made a part of this contract. It is further expressly agreed by and between the parties hereto that should there be any conflict between the terms of this instrument and the bid or proposal of said CONTRACTOR, then this instrument shall control, and nothing herein shall be considered as an acceptance of the said terms of said proposal conflicting herewith.

ARTICLE IV. By my signature hereunder, as CONTRACTOR, I certify that I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workmen's compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.

ARTICLE V. CONTRACTOR shall be compensated for satisfactory completion of the work in compliance with the contract documents for the sum not to exceed \$1,282,115 in accordance with the payment schedule outlined in the CONTRACTOR'S Bid Form dated April 23, 2024.

CONTRACTOR agrees to receive and accept the prices as set forth in the Bid of CONTRACTOR for the work to be constructed and completed under this Agreement, which prices shall be considered as though repeated herein, subject to additions and deductions as provided therein, as full compensation for furnishing all materials and for doing all the work contemplated and embraced in this agreement; also, for all loss or damage arising out of the nature of the work aforesaid, or from the action of elements, or from any unforeseen difficulties or obstructions which may arise or be encountered in the prosecution of the work until its acceptance by CITY, and for all the risks of every description connected with the work; also, for all expenses incurred by or in consequence of the suspension or discontinuance of work; and for well and faithfully completing the work, and the whole thereof, in the manner and according to the plans and specifications, and the requirements of Engineer.

ARTICLES VI. CONTRACTOR shall indemnify and save harmless and defend Owner, its officers, agents, servants, and employees, and each of them from and against:

- (a) Any and all claims, demands, causes of action, damages, costs, expenses, losses or liabilities, in law or in equity, of every kind and nature whatsoever for, but not limited to, injury to or death of any person including CONTRACTOR, or any officer, agent, consultant, servant and/or employee of CITY or CONTRACTOR, and damages to or destruction of property of any person, including but not limited to, CITY and/or CONTRACTOR and their officers, agents, consultants, servants and/or employees, arising out of or in any manner directly or indirectly connected with the work to be performed under this agreement, however caused, regardless of any negligence of CITY or its officers, agents, servants or employees, except the sole negligence or willful misconduct of CITY or its officers, agents, consultants, servants or employees, or the active negligence of CITY, its officers, agents or employees;
- (b) and any and all actions, proceedings, damages, costs, expenses, penalties, or liabilities, in law or equity, of every kind or nature whatsoever, arising out of, resulting from, or on account of the violation of any governmental law or regulation, compliance with which is the responsibility of CONTRACTOR.

CONTRACTOR shall, at CONTRACTOR'S own cost, expense, and risk, defend any and all such aforesaid suits, actions or other legal proceedings of every kind that may be brought or instituted against CITY or CITY'S officers, agents, consultants, servants, or employees.

CONTRACTOR shall pay and satisfy and judgment, award or decree that may be rendered against CITY or its officers, agents, consultants, servants, or employees, in any such suit, action or other legal proceedings;

CONTRACTOR shall reimburse CITY and its officers, agents, servants, and employees for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided.

ARTICLE VII. Prior to the commencement of any work, CONTRACTOR shall provide CITY with evidence that it has obtained insurance and Performance and Payment Bonds satisfying all requirements outlined in the Insurance Certificate. Failure to do so shall be deemed a material breach of this Construction Contract.

ARTICLE VIII. The complete contract for the work of improvement herein referenced consists of the following documents, all of which are hereby expressly made a part hereof and incorporated herein by this reference. CONTRACTOR shall be bound by the requirements and obligations of such documents.

1. Notice To Bidders
2. Bid Proposal
3. Contractor's Bid and Bid Price Schedule
4. Subcontractors Listing
5. Bidder's Bond
6. Agreement
7. Bond for Faithful Performance
8. Bond of Security of Laborers and Material Person
9. Labor Surcharge and Equipment Rental Rates and the General Prevailing Wage Rates as determined by the California Department of Transportation Division of Construction (all as referenced herein)
10. Plans and Specifications entitled,
 - a. **Volume 1 of 2 Water Reclamation Facility Aeration Basin System Upgrades Project**
 - b. **Volume 2 of 2 Water Reclamation Facility Aeration Basin System Upgrades Project**
11. Insurance Certificate
12. Information for Bidders
13. Special Provisions

IN WITNESS WHEREOF, CITY has caused these presents to be executed by its officers hereunto duly authorized, and CONTRACTOR has subscribed same, all on the day and year first above written.

CONTRACTOR:
CUSHMAN CONTRACTING CORP.

CITY:
CITY OF SCOTTS VALLEY

Mark Randazzo, President

Mali LaGoe, City Manager

APPROVED AS TO FORM:

ATTEST:

Kirsten M. Powell, City Attorney

Cathie Simonovich, City Clerk

CITY OF SCOTTS VALLEY
STATE OF CALIFORNIA

BOND FOR FAITHFUL PERFORMANCE

WHEREAS, the City Council of the City of Scotts Valley, State of California, and **Cushman Contracting Corporation**, (herein designated as "Contractor") have entered into an agreement whereby contractor agrees to install and complete certain designated public improvements, which said agreement dated May 15, 2024, identified as **Water Reclamation Facility Aeration Basin System Upgrades Project**, is hereby referred to and made a part hereof; and

WHEREAS, THEREFORE, WE, the principals and **Travelers Casualty and Surety Company** of America, as surety, are held and firmly bound unto the City of Scotts Valley, hereinafter called "City", in the penal sum of _____ Dollars (\$_____) lawful money of the United States for the payment of which sum, well and truly made, we bind ourselves, our heirs, successors, executors and administrators, jointly and severally, firmly by these presents.

The condition of this obligation is such that if above-bounded contractor, or their heirs, executors, administrators, successors or assigns, shall in all things stand to and abide by, and well and truly keep and perform the covenants, conditions and provisions in the said Agreement and any alteration thereof made as therein provided, on their part, to be kept and performed at the time and in the manner therein specified, and in all respects according to their true intent and meaning, and shall indemnify and save harmless City, its officers, agents and employees, as therein stipulated, then this obligation shall become null and void; otherwise it shall be and remain in full force and effect.

As part of the obligation secured hereby and in addition to the face amount specified therefor, there shall be included costs and reasonable expenses and fees, including reasonable attorney's fees incurred by City in successfully enforcing such obligation, all to be taxed as costs and included in any judgment rendered.

The surety hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the Agreement or to the work to be performed thereunder or the specifications accompanying the same shall in any way affect its obligations on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the agreement or to the work or to the specifications.

IN WITNESS WHEREOF, this instrument has been duly executed by the principals and surety above names, on _____, 20__.

Surety

Attorneys in Fact

Principal

Principal

CITY OF SCOTTS VALLEY
STATE OF CALIFORNIA

BOND FOR SECURITY OF LABORERS AND MATERIAL PERSON

WHEREAS, the City Council of the City of Scotts Valley, State of California, and **Cushman Contracting Corporation**, (herein designated as "principals") have entered into an agreement whereby principals agrees to install and complete certain designated public improvements, which said agreement dated May 15, 2024, and identified as **Water Reclamation Facility Aeration Basin System Upgrades Project**, is hereby referred to and made a part hereof; and

WHEREAS, under the terms of said Agreement, principals are required before entering upon the performance of the work, to file a good and sufficient payment bond with the City of Scotts Valley to secure the claims to which reference is made in Title 15 (commencing with Section 3082) of Part 4 of Division 3 of the Civil Code of the State of California.

NOW, THEREFORE, said principals and the undersigned as corporate surety, are held firmly bound unto the City of Scotts Valley and all contractors, subcontractors, laborers, material person and other persons employed in the performance of the aforesaid Agreement and referred to in the aforesaid Civil Code in the sum of **One Million Two Hundred and Eighty Two Thousand, One Hundred and Fifteen Dollars (\$1,282,115)**, for materials furnished or labor thereon of any kind, or for amounts due under the Unemployment Insurance Act with respect to such work or labor, that said surety will pay the same in an amount not exceeding the amount herein above set forth, and also in case suite is brought upon this bond, will pay, in addition to the face amount thereof, costs and reasonable expenses and fees including reasonable attorney's fees, incurred by City in successfully enforcing such obligation to be awarded and fixed by the Court and to be taxed as costs and to be included in the judgment therein rendered.

IT IS HEREBY EXPRESSLY STIPULATED AND AGREED that this bond shall inure to the benefit of any and all persons, companies and corporations entitled to file claims under Title 15 (commencing with Section 3082) of Part 4 Division 3 of the a right to action to them or their assigns in any suit brought upon this bond.

Should the condition of this bond be fully performed, then this obligation shall become null and void, otherwise it shall be and remain in full force and effect.

The surety hereby stipulates and agrees that no change, extension of time, alteration, or addition to the terms of said Agreement or the specifications accompanying the same shall in any manner affect its obligations on this bond, and it does hereby waive notice of any such change, extension, alteration, or addition.

IN WITNESS WHEREOF, this instrument has been duly executed by the principals and surety above names, on _____, 20__.

Surety

Attorneys in Fact

Principal

City of Scotts Valley CITY COUNCIL STAFF REPORT

DATE: 5/15/2024
TO: Honorable Mayor and City Council
FROM: Scott Hamby, Interim Public Works Director
APPROVED: Kirsten Powell, City Attorney
SUBJECT: **Wastewater Recycling Facility Membrane Bioreactor Preliminary Design Agreement**

SUMMARY OF ISSUE

In 2022, at the request of the City, Kennedy Jenks prepared a Water Reclamation Options Study. The study looked at several options, including:

1. Decommission the Water Recycling Facility (WRF)
2. Discontinue Recycled Water Production
3. Improvements to Meet Current agreements
4. Improvements to Maximize Beneficial Reuse

In January 2024, as a follow up to the Options Study, Kennedy Jenks provided the City with a Technical Memorandum that further looked into what improvements at the WRF would most benefit the City and its residents. This Technical Memorandum served as the tool for city staff and City Council to review at the Council's Strategic Planning Workshop in March of this year.

After a final review of the WRF options, Council directed staff to proceed with Option 3C, which recommends abandoning the existing tertiary treatment system and adding an MBR (membrane bioreactor) package plant to prevent process upsets and meet the City's recycled water demands. In order to implement this option, the following four phased approach was developed:

Phase 1 includes an Alternatives Analysis and Conceptual Design and is estimated to take 8 months

Phase 2 includes a preliminary 30% design and will take 6 to 9 months

Phase 3 includes funding strategies, 100% design and is estimated to take 12 to 17 months

Phase 4 includes engineering support during construction and plant start up

The agreement before you tonight will authorize Kennedy Jenks to complete Phase 1. At the conclusion of that phase, we will proceed through the remaining phases to complete the project if approved by the City Council at that time.

FISCAL IMPACT

Phase 1 for the MBR Package Plant Preliminary Design will cost \$146,740 to be paid for with available funding in Wastewater Capital Improvement Funds. There is no impact to the General Fund.

STAFF RECOMMENDATION

It is recommended that the City Council authorize the City Manager to enter into the attached agreement with Kennedy Jenks for Phase 1 of the Membrane Bioreactor Package Plant Preliminary Design.

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1. Kennedy Jenks MBR Agreementkp5.2.24 (1)
2. CityofScottsValley_MBRdesign_Exhibit A FinalSOW_Phase1_4.26.2024 (002)

AGREEMENT FOR PROFESSIONAL SERVICES

This Agreement for Professional Services ("Agreement") is made and entered into as of **May 15, 2024** by and between the City of Scotts Valley, a municipal corporation, hereinafter referred to as "CITY", and **Kennedy Jenks**, hereinafter referred to as "CONSULTANT".

RECITALS

- A. CITY desires to retain Consultant for certain professional services as set forth in this Agreement.
- B. CONSULTANT is specially trained, experienced and competent to perform the special services which will be required by this Agreement.
- C. CONSULTANT possesses the skill, ability, background, certification and knowledge to provide the services described in this Agreement on the terms and conditions described herein.

NOW, THEREFORE, in consideration of the recitals and the mutual promises contained herein, CITY and CONSULTANT agree as follows:

AGREEMENT

1. **Employment of CONSULTANT:** CITY agrees to, and hereby does, retain and employ CONSULTANT to perform the professional services as outlined in the Scope of Work attached hereto and incorporated herein as Exhibit "A". CONSULTANT'S work product shall be performed pursuant to generally accepted standards of practice in effect at the time of performance.

2. **Responsible Personnel:** CITY has relied upon the professional training and ability of CONSULTANT to perform the services hereunder as a material inducement to enter into this Agreement. Primary personnel responsible for the completion of the work described in this Agreement shall be:

Dawn Taffler, PE, LEED^{AP}
Kennedy Jenks
275 Battery Street, Suite 550, San Francisco, CA 94111
DawnTaffler@KennedyJenks.com
415-613-3296

3. **Scope of Work:** CONSULTANT shall perform the services as specified in Exhibit A in a professional manner. In the event of a conflict in or inconsistency between the terms of this Agreement and Exhibit A, the terms of this Agreement shall control.

4. **Time of Performance:** The services of CONSULTANT are to commence upon execution of this Agreement and shall continue until all authorized work is approved by City. All such work shall be completed no later than **February 28, 2025**. Time is of the essence in the performance of this Agreement. No waiver by either party hereto of the nonperformance or any breach of any term, provision, or condition of this Agreement, or any default hereunder shall be considered to be or operate as a waiver of any subsequent nonperformance, breach or default.

5. **Compensation:** CONSULTANT shall accept compensation for services performed as set forth in Section 3 in an amount not to exceed **\$146,740**. Periodic payments to CONSULTANT shall be made upon submittal of invoices by CONSULTANT to CITY for review and approval by the City Manager. Invoices will be paid by CITY within a reasonable time after the invoices are received and approved.

6. **Insurance:** CONSULTANT agrees to have and maintain, for the duration of the contract, the following:

i. General Liability insurance policies insuring him/her and his/her firm to an amount not less than One Million Dollars (\$1,000,000) combined single limit per occurrence for bodily injury, personal injury and property damage.

ii. Automobile Liability insurance policy ensuring him/her and his/her staff to an amount not less than One Million Dollars (\$1,000,000) combined single limit per accident for bodily injury and property damage.

iii. CONSULTANT agrees to have and maintain, for the duration of the contract, professional liability insurance in amounts not less than \$1,000,000 which is sufficient to insure CONSULTANT for professional errors or omissions in the performance of the particular scope of work under this agreement.

iv. CONSULTANT shall provide to the CITY all certificates of insurance, with original endorsements effecting coverage. CONSULTANT agrees that all certificates and endorsements are to be received and approved by the CITY before work commences.

v. The CONSULTANT'S insurance coverage shall be primary insurance as respects the CITY, its officers, officials, employees and volunteers. Any insurance or self insurances maintained by the CITY, its officers, officials, employees or volunteers shall be excess of the CONSULTANT'S insurance and shall not contribute with it.

7. **Indemnity:** CONSULTANT shall hold harmless, indemnify and defend CITY, its elective and appointive boards, commissions, officers, agents, servants, volunteers, and employees from and against any and all claims, costs, damages, liability, losses, or suits (including court costs and attorney fees) for personal injury (including death), property damage and any other damages of any sort whatsoever, arising out of, or alleged to have arisen out of, the willful or negligent acts, errors, or omissions of CONSULTANT or CONSULTANT'S contractors, subcontractors, agents, or employees in the performance of this Agreement. This indemnity shall not apply to any claims brought by CONSULTANT for default of this Agreement, or for claims brought by CITY or any third party where the underlying injury or damage is finally determined by a court of competent jurisdiction to arise solely from the negligent or willful misconduct of CITY.

8. **Termination:** This Agreement may be terminated by the CITY immediately for cause or by either party without cause upon fifteen days' written notice of termination. Upon termination, CONSULTANT shall be entitled to compensation for services performed up to the effective date of termination.

CONSULTANT shall accept, for itself, as full payment for services rendered and all work to be done and performed hereunder and in complete satisfaction of all claims against CITY by reason of voluntary abandonment or suspension of work or termination of the Agreement, the sum determined on an hourly basis in accordance with the provisions of this Agreement, or any modification of amendment thereto, plus all direct expenses incurred, including those expenses incurred which are directly attributable to the incomplete portion of the work which could not be canceled.

In the event of termination, CONSULTANT shall deliver as a condition to the payment of the compensation provided for above, or otherwise make available to CITY, all research data, reports, estimates, summaries, and other such information and materials as may have been accumulated by CONSULTANT in performing this Agreement, whether completed or in process in accordance with Section 9 of this Agreement.

9. **Documents:** Notes, studies, charts, computations, electronic files, and other data and information obtained by CONSULTANT for this project shall, upon receipt of payment for services rendered, be made available to CITY by CONSULTANT at CITY'S request and shall become the property of CITY. In the event CITY alters the document, CITY agrees CONSULTANT shall have no responsibility whatsoever for any claim arising out of, or alleged to have arisen out of, use of the altered document,

All plans, studies, documents, charts, computations, and electronic files prepared by and for CONSULTANT, its officers, employees and agents and subcontractors in the course of implementing this Agreement, except working notes and internal documents, shall become the property of the CITY upon payment to CONSULTANT for such work, and the CITY shall have the sole right to use such materials in its discretion without further compensation to CONSULTANT or to any other party. CONSULTANT shall, at CONSULTANT'S expense, provide such reports, plans, studies, documents and other writings to CITY upon written request.

10. **Independent Contractor:** CONTRACTOR is an independent contractor retained by CITY to perform the work described herein. ALL personnel employed by CONSULTANT are not and shall not be deemed to be employees of CITY. CONSULTANT shall obtain no rights to retirement benefits or other benefits that accrue to CITY'S employees, and CONSULTANT hereby expressly waives any claim it may have to such rights. CONSULTANT shall comply with all state and federal laws pertaining to employment and compensation of its employees and its agents, including the provision of Workers' Compensation.

11. **Licenses:** CONSULTANT represents and warrants to CITY that it has all licenses, permits, qualifications, insurance and approvals of whatsoever nature which are legally required of CONSULTANT to practice its profession. CONSULTANT represents and warrants to CITY that CONSULTANT shall, at its sole cost and expense, keep in effect or obtain at all times during the term of this Agreement, any licenses, permits, insurance and approvals which are legally required of CONSULTANT to practice its profession. Consultant shall maintain a City of Scotts Valley business license.

12. **Assignment:** The parties recognize that a substantial inducement to CITY for entering into this Agreement is the professional reputation, experience and competence of CONSULTANT. Assignments of any or all rights, duties or obligations of the CONSULTANT under this Agreement will be permitted only with the express consent of the CITY. CONSULTANT shall not subcontract any portion of the work to be performed under this Agreement without the written authorization of the CITY. If the CITY consents to such subcontract, CONSULTANT shall be fully responsible to CITY for all acts or omissions of the subcontractor. Nothing in this Agreement shall create any contractual relationship between CITY and subcontractor nor shall it create any obligation on the part of the CITY to pay or to see to the payment of any monies due to any such contractor other than as otherwise required by law.

13. **Binding on Successors:** This Agreement is binding on the heirs, successors and assigns of the parties hereto.

14. **Amendment:** This Agreement may be amended, modified or changed by the parties, provided that said Agreement, modification or change is in writing and approved by the authorized representative of the parties.

15. **Applicable Law and Attorney's Fees:** This Agreement shall be construed and enforced in accordance with the laws of the State of California, and any action brought relating to this Agreement shall be held exclusively in a state court in the County of Santa Cruz. Should any legal action be brought by a party for breach of this Agreement or to enforce any provision of the Agreement, the prevailing party of such action shall be entitled to recover its reasonable litigation expenses, including attorney fees.

16. **Entire Agreement:** This Agreement contains the entire understanding between the parties with respect to the subject matter herein. There are no representations, agreements or understandings. Whether oral or written, between or among the parties relating to the subject matter of this Agreement which are not fully expressed herein. The drafting and negotiation of this Agreement have been participated in by each of the parties and/or their counsel, and for all purposes this Agreement shall be deemed to have been drafted jointly by all parties.

17. **Waiver:** Waiver of a breach or default under this Agreement shall not constitute a continuing waiver of a subsequent breach of the same or any other provision under this agreement.

18. **Severability:** If any term or portion of this Agreement shall be held by a court of competent jurisdiction to be invalid, illegal, or otherwise unenforceable, the remaining provisions of this Agreement shall continue in full force and effect.

WITNESS WHEREOF this Agreement is executed by CITY and by CONSULTANT on this **15th day of May, 2024**

CITY OF SCOTTS VALLEY

By: Dawn Taffler, Kennedy Jenks

Mali LaGoe, City Manager

APPROVED AS TO FORM:

ATTEST:

Kirsten M. Powell, City Attorney

Cathie Simonovich, City Clerk

CITY OF SCOTTS VALLEY

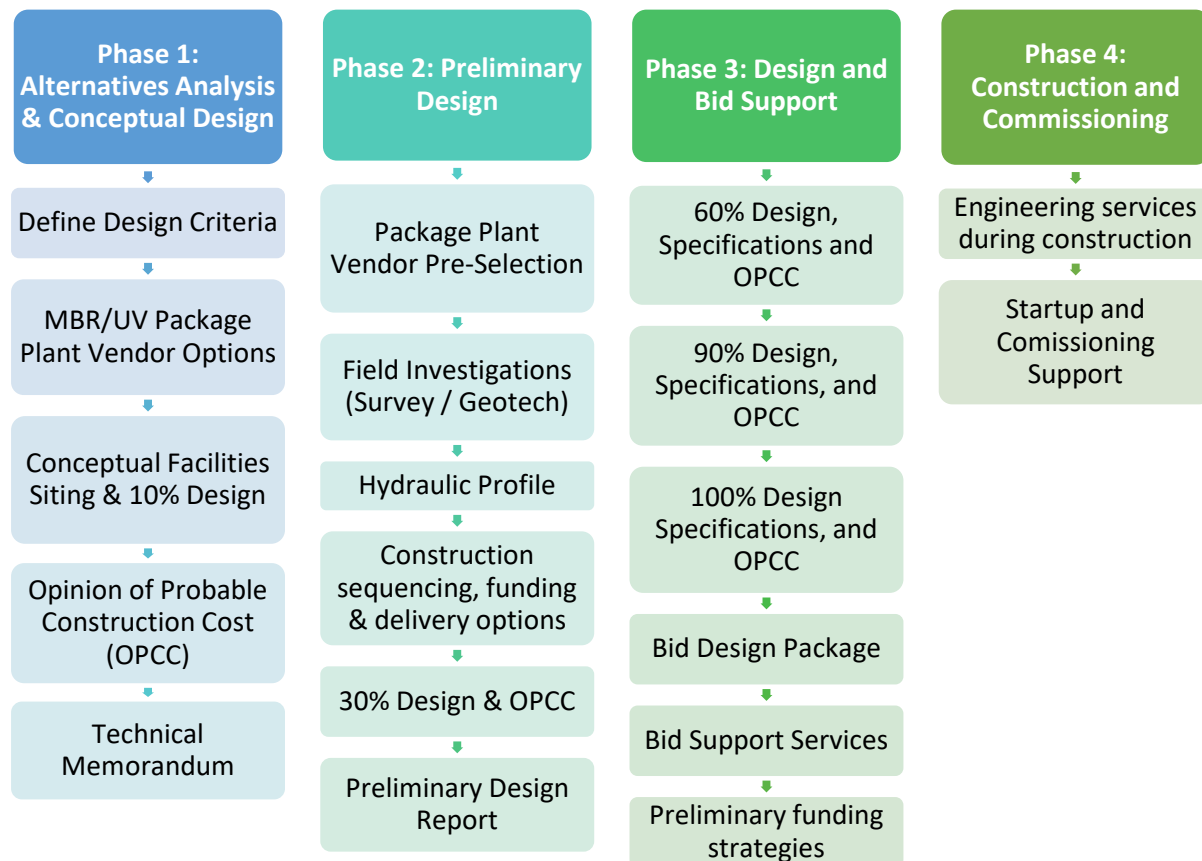
Membrane Bioreactor (MBR) Package Plant Preliminary Design

The City of Scotts Valley (City) is interested in implementing the recommended option from the Scotts Valley Water Reclamation Facility (WRF) Options Study completed in 2022:

Option 3C - Improvements to Meet Current Treatment Capacities by optimizing the existing secondary treatment plant, abandoning the existing tertiary treatment system, and adding an MBR/UV package plant to prevent process upsets and meet the City's recycled water demands.

Supported by the City Council, City staff reached out to Kennedy/Jenks Consultants, Inc. (KJ) to provide a scope of work for design services and a funding plan to upgrade the WRF to next generation technology for recycled water. A phased approach is proposed to implement the recommended WRF upgrades, as illustrated in Figure 1. This scope of work provides a detailed scope and fee to perform Phase 1. A detailed scope and fee for Phase 2 will be provided once Phase 1 is completed, since the outcomes of Phase 1 will influence the field investigation costs, vendor pre-selection approach, design effort and schedule. A future scope and fee would be developed to support Phases 3 and 4.

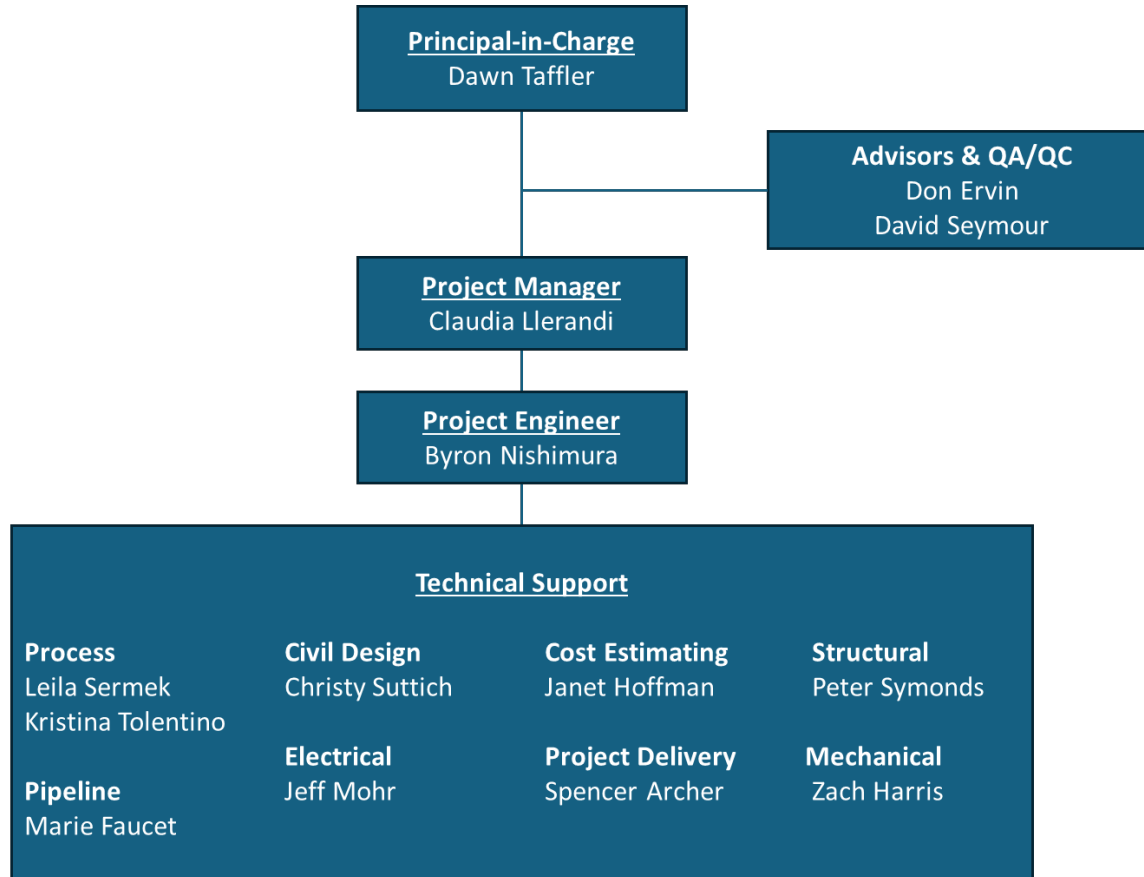
Figure 1. Flow Chart to Implement the Scotts Valley MBR Package Plant Design



Project Team

The proposed project team is illustrated in the organization chart in Figure 2.

Figure 2. Project Organization Chart



Project Concept

As part of the 2022 WRF Options Study, the project concept included the addition of a new split-stream treatment process, via a 0.4 mgd MBR package plant. In addition to the MBR system, an integrated ultraviolet (UV) disinfection system was included to meet Title 22 recycled water standards for use by the City. With the addition of the MBR/UV package plant, the existing tertiary treatment system will be decommissioned, and operation of the existing secondary treatment process will return its original design intent as a conventional BOD/TSS removal process. In doing so, the WRF will recover its treatment capacity. A process flow schematic from the 2022 WRF Options Study is shown in Figure 3 and a potential site layout is shown in Figure 4.

Figure 3. Project Concept Process Flow for a 0.4 mgd Package Plant

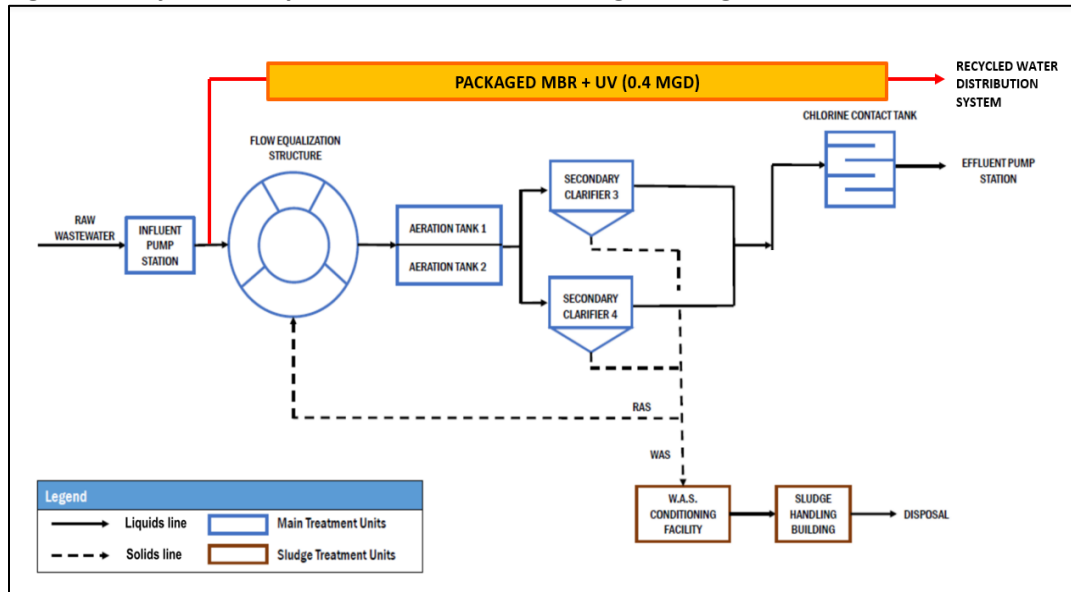
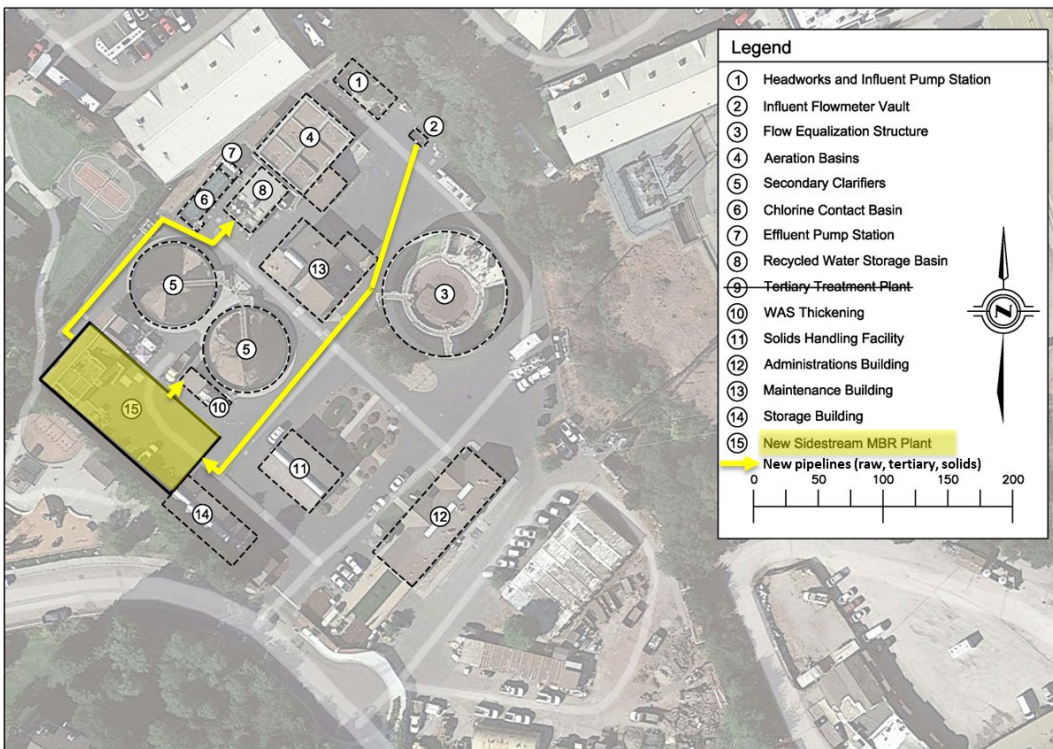


Figure 4: Potential Layout for a 0.4 mgd MBR/UV Package Plant



Notes:

1. The package plant dimensions shown in the figure are 134 ft by 58 ft. These dimensions and a budgetary quote were provided by Cloacina with the 2022 WRF Options Study.
2. The 2022 WRF Options study did not assess alternative layouts and configurations for the MBR package plant, nor did it assess piping and utility alignments to and from the new package plant.

Proposed Scope of Work

The proposed scope of work is to perform an alternatives analysis and preliminary design for a new split-stream treatment process, via a 0.4 mgd MBR/UV package plant, to meet current and projected recycled water demands through 2035. With the addition of a new split-stream treatment process, the existing tertiary treatment system will be decommissioned, and the operation of the existing secondary treatment process will return to its original design intent as a BOD/TSS removal treatment process. The proposed scope of work, described herein, includes the following tasks:

Phase 1: Alternatives Analysis and Conceptual Design

- Task 1 – Phase 1 Project Management, Meetings and QA/QC
- Task 2 – Define Design Criteria
- Task 3 – MBR/UV Package Plant Vendor Options
- Task 4 – Conceptual Facilities Siting and 10% Design
- Task 5 – Opinion of Probable Construction Cost (OPCC)
- Task 6 – Technical Memorandum (TM) – MBR/UV Alternatives Analysis

Phase 1: Alternatives Analysis and Conceptual Design

Task 1 – Phase 1 Project Management, Meetings and QA/QC

KJ will develop and implement the appropriate management procedures and actions to facilitate timely and cost-effective delivery of quality service and deliverables to the City for the Project. This includes project administration related to schedule, budget, and scope management, management of subconsultants, and communication of project activities with the City.

Task 1.1 Project Management

This task addresses the management and administrative responsibilities associated with project initiation, schedule, budget control, subconsultant agreements and monthly invoice preparation. The scope of work assumes an 8-month duration with submittal of 8 monthly invoices and status reports.

Task 1.2 Project Meetings

The following meetings are assumed during Phase 1:

- **Phase 1 Kick-off Meeting**– Discuss initial design criteria, information needs (e.g., influent flow and loading data, record drawings), and schedule.
- **Progress Meetings #1 to #4** – Up to 4 calls with the City to provide updates on progress to date. Meetings will be scheduled monthly or at a frequency agreed upon with the City to provide updates on scope tasks.
- **Internal coordination meetings** – up to 8, 1-hour calls with KJ Project Manager, project engineer and experts as needed.

All meetings are assumed to be 1 hour in duration and will be held via webinar with video and desktop sharing, using the Microsoft Office 365 Teams environment. Invitees for the progress meetings will include personnel from the City, the KJ Project Manager and up to 2 KJ staff. KJ will prepare and distribute meeting agendas, materials, and succinct notes to document discussions, action items, and decisions.

Task 1.3 Quality Assurance and Quality Control (QA/QC)

All Phase 1 deliverables to the City will be reviewed in accordance with KJ's QA/QC process. KJ will conduct an in-house C&CR meeting early in the Project to obtain focused technical input from senior KJ staff based on their experience from other similar projects. This process is a component of KJ's quality control process and allows for senior staff, not directly involved in the project, to provide technical review and input into the design aspects of the project. It helps address opportunities for improvements to the design and address potential future challenges prior to expending effort in detailed design activities.

Task 1 Deliverables:

- Eight (8) monthly invoices and progress reports (PDF)
- Meeting agendas, materials, and meeting minutes (.doc or .PDF)

Task 1 Assumptions:

- KJ's schedule and compensation are based on providing Phase 1 services for a period of eight (8) months.
- 1 Kickoff meeting, assumed to be 1 hour in duration, conducted in a MS Office Teams environment, using desktop sharing and video.
- Up to 4 progress meetings, assumed to be 1 hour in duration, conducted in a MS Office Teams environment, using desktop sharing and video.
- Meetings and calls with package plant vendors are included in Task 3.
- Workshops are budgeted for in the associated tasks.

Task 2 – Define Design Criteria

Task 2.1 Data Collection and Review

KJ will prepare a Request for Information (RFI) for the City that includes the data required to support the development of design criteria, pipeline alignments, and other utility interconnections for the package plant. Information requested may include but not be limited to:

- Available GIS, PDF and/or CAD as-built plans for buried and exposed existing infrastructure.
- Wastewater quality data for the past 5 years (e.g., TSS, BOD, TDS, TKN, TN, ammonia, temperature, pH) preferably in excel format.
- Wastewater flow data (e.g., plant inflows, recycled water deliveries) for the past 5 years (preferably excel format).
- Current electrical power supply capacity, one-line electrical diagrams, and other relevant information to confirm power capacity available for the project.
- Recycled water permit requirements (T22) and NPDES permit requirements (outfall).
- Other available information to support the development of design criteria.

Task 2.2 Develop Flow and Load Design Criteria

This task includes review of the wastewater quality and flow data collected under Task 2.1 to define the input design criteria for the MBR/UV package plant. This task will also include a review of the recycled water demands to confirm the proposed size of the MBR/UV package plant (0.4 MGD) is accurate. The design criteria will consider seasonal recycled water demands and considerations related to MBR operations, and MBR/UV effluent quality criteria to meet existing recycled water permit requirements (i.e., Title 22), and biosolids disposal considerations to meet existing NPDES permit requirements. Based

on the evaluation and discussion with the City, one (1) preferred package plant design flow will be selected.

Task 2.3 Site Visit and Coordination

This task includes one in-person site visit, with up to 3 KJ staff representing main disciplines to review site constraints, potential locations for the package treatment plant, tie in connections to the existing infrastructure, electrical and/or civil considerations that might inform the site selection and 10% design efforts under task 4. During this site visit KJ staff will connect with onsite Operations and Maintenance staff to gather their input on this facility location and site constraints.

Task 2 Deliverables:

- An initial data request will be prepared for the Kick-off Meeting and will be updated based on feedback from the City.
- Summary tables of data reviewed and design criteria.

Task 2 Assumptions:

- The City will provide information from the RFI process within 10 business days of the request.
- The selection of one (1) design flow for the package plant.
- KJ will discuss the process design criteria with City and WRF staff during the progress meetings and site visit to confirm the criteria to be used.
- Design criteria will be documented in the Task 6 Technical Memorandum (TM).
- Process modeling and optimization or assessment of the impacts to the existing treatment plant processes is not included.
- Up to 3 KJ staff attending 1 in person site visit.

Task 3 – MBR/UV Package Plant Vendor Options

This task will include coordination to obtain and evaluate preliminary design information from up to three (3) MBR/UV package plant vendors.

Activities and considerations for this task include the following:

- Solicitation of the following information from vendors:
 - General drawings (i.e., example process flow diagram, example package plant layout, P&ID drawings)
 - Sizing (i.e., equipment footprint) and configuration options
 - Budgetary quotes
 - Loading limitations and effluent water quality expectations
 - Solids and waste stream characteristics
 - Energy, chemical, and staffing operations and maintenance requirements (e.g., full time equivalents and certifications)
- Overview of vendor offered contract options that include design, build, ownership and financing options, and operation and maintenance services.
- Defining the criteria with the City to compare the vendor alternatives.
- Vendor offered expansion opportunities to treat additional plant flows.
- Analysis of vendor information, review of vendor provided design calculations and development of Excel-based calculations to confirm plant and equipment sizing, and development of a pros/cons list for the vendor options.

Task 3 Deliverables:

- Summary tables for each vendor preliminary design criteria and information, and a vendor comparison table.

Task 3 Assumptions:

- Effort includes discussions and evaluation of up to three (3) MBR/UV package plant vendor concepts.
- Vendors to provide costs for capital and O&M for the package plant, including annual service if available.
- Vendor information will be documented in the Task 6 Technical Memorandum (TM).

Task 4 – Conceptual Site Layout Alternatives and 10% Design

This task will evaluate up to three (3) siting and layout options, screen and select a preferred option, and develop 10% design drawings to support pre-selection of a packaged plant vendor in Phase 2.

Task 4.1 Conceptual Site Layout Alternatives

This task will evaluate up to two (2) conceptual site layout alternatives for locating the MBR/UV package plant, based on vendor information collected in Task 3, input from the City and Operations and maintenance staff, and site constraints gathered during the site visit in Task 2. Each alternative will include conceptual yard piping connecting the MBR/UV package plant and the WRF. Activities and considerations for this task include the following:

- Up to two (2) site layout options.
- Identify the following alignments for each package plant site option:
 - Influent wastewater to the MBR/UV package plant from either the influent pump station or equalization basin.
 - Tertiary/UV disinfected effluent to the recycled water storage basin.
 - Off-spec or reject water recirculation to headworks or disposal to outfall, depending on the conditions and effluent quality.
 - Biosolids conveyance to the solids handling facility.
- Other piping considerations to be discussed may include:
 - Plant water for utility stations and equipment cleaning needs (depending on equipment selection)
 - Potable water for emergency eyewash/shower stations (for MBR/UV clean-in-place chemicals)
 - Non-potable water for seal water (if needed).
 - Service air (i.e., compressed air)
 - Storm and sewer drain connections. Assuming that stormwater can be discharged to the existing storm and/or sewer systems and that no treatment or detention is required.
 - Electrical and communications conduit raceways to the MBR/UV package plant.
 - Details for the interconnections between the package treatment plant and the existing treatment facility will be developed further in Phase 2 for the 30% design, but any connection options identified early in this task would help expedite future design tasks.
- City to provide information on existing WRF incoming power supply and power distribution system. Based on vendor discussion, assess if existing power is sufficient or if additional power capacity is required to operate the system.
- Discuss existing SCADA system and requirements for communication between the wastewater

plant SCADA system and the new package plant SCADA system. Requirements and ability to receive additional data/points from the MBR/UV package plant (i.e. necessary alarms, other operational parameters) will be identified and discussed in Phase 2 for the 30% design.

- Consideration for future available space for MBR/UV expansion if desired.

The evaluation of the two conceptual layouts alternatives includes providing a table summarizing the pros and cons of the proposed layouts and a Level 5 OPCC developed under Task 5. This task includes conducting **Workshop #1**, a 1-hour workshop to discuss the conceptual layout(s) of the new facilities, cost estimates, and the alternatives pros and cons. KJ will develop a workshop agenda, PowerPoint presentation, and meeting minutes. Up to four (4) KJ staff will attend the virtual workshop for up to 1 - hour.

The City will select their preferred alternative based on the proposed layout, costs, and pros and cons evaluation during, or soon after, **Workshop #1**.

Task 4.2 Conceptual Design (10%)

Conceptual (10%) design documents will be developed for the preferred alternative. The 10% design be included in the RFP, described in Phase 2, Task 8.

This task includes development of 10% conceptual design and a conceptual schedule for implementation through construction for the selected conceptual layout alternative selected from Task 4.1.

A potential list of conceptual design drawings is provided in Table 1. These drawings will be used as the basis to initiate the 30% design in Phase 2, updating as appropriate.

This task includes conducting **Workshop #2** – 10% Conceptual Design to discuss the design assumptions, considerations and specifications that will support vendor pre-selection. KJ will develop a workshop agenda, PowerPoint presentation, and develop meeting minutes. Up to four (4) KJ staff will attend the virtual workshop for up to 1-hour.

Task 4 Deliverables:

- Summary tables and figures for up to two (2) conceptual facility layout alternatives.
- **Workshop #1** – Conceptual Layout Alternatives, agenda, presentation materials, and minutes.
- **Workshop #2** – 10% Design agenda, presentation materials, and minutes.
- 10% conceptual design drawings, Draft and Final
- Preliminary schedule for implementation through completion of construction.

Task 4 Assumptions:

- Alternatives will be presented using power point, GIS or CAD, as appropriate.
- Layouts for expanded MBR/UV will not be developed as part of this task.
- Conceptual layouts and screening outcomes will be documented in the Task 6 TM.
- Project will utilize Kennedy Jenks CAD Standards, title block, front-end sheets, standard details, and drawing templates.
- Existing conditions drafting or modeling are not included in the scope of work.
- It is assumed that the City can provide information on existing power supply, this task does not include discussions with the local power authority.
- The City will need to select their preferred layout during, or soon after, **Workshop #1** to maintain the project schedule.

Table 1. Proposed 10% Submittal Drawings List

SHEET	DESCRIPTION
GENERAL	
G-006	Process Flow Diagram
G-007	Preliminary Hydraulics
CIVIL	
C-301	Conceptual Yard Piping Plan
MECHANICAL	
M-102	MBR Influent Pump Station (if needed)
M-103	MBR Package Plant Overall Plan – representative vendor plan view
ELECTRICAL	
E-004	Preliminary Single Line Diagram 1
INSTRUMENTATION & CONTROLS	
I-101	Influent Pump Station P&ID
I-102	Illustrative Overall P&ID

Note:

1. Sheet numbering used for reference only and may potentially change with actual list of drawings developed.
2. These drawings will not include updated survey for the site, to be developed under Phase 2.

Task 5 – Opinion of Probable Construction Cost (OPCC)

KJ will prepare updated opinion of probable construction costs (OPCC) at a Class 5 level based on AACE, for the 2 conceptual alternatives considered under Task 4.1 and budgetary vendor quotes received under Task 3. The costs would then be refined for the selected conceptual facility layout alternative based on the 10% concept design documents prepared under Task 4.2.

The OPCC will include new infrastructure and demolition of facilities, if needed, but will not include upgrades/improvements to other parts of the WRF. Soft costs, markups and escalation will be included, based on similar assumptions used in the 2022 WRF Options Study and input from the City. OPCC will be developed to support the conceptual facility siting evaluation.

Operations and maintenance (O&M) costs will be developed based on information provided by the package plant vendors. Since the conceptual facility siting evaluation will be independent of vendor selection, O&M costs will not be developed to support Task 4.1

Once a preferred alternative is selected, the OPCC will be refined, and O&M and life cycle costs will be developed for the proposed layout. A range of costs will be provided for the MBR/UV packaged plant based on information provided by the vendors in Task 3.

Task 5 Deliverables:

- Updated OPCC (Class 5) to support the conceptual facility layout alternative evaluation.
- Refined OPCC (Class 5), O&M and life cycle unit costs for the selected layout alternative.

Task 5 Assumptions:

- Funding strategies and rate impacts will not be estimated as part of this effort, and will be included in Phase 2.
- Cost tables and assumptions will be documented in the Task 6 TM.

Task 6 – Technical Memorandum (TM) – MBR/UV Alternatives Analysis**Task 6.1 Draft TM**

A succinct Draft TM will summarize the work conducted in Tasks 2 through 5 and incorporate input from the project meetings in Task 1. The Draft TM will document the selected MBR/UV package preliminary design criteria and vendor comparison table, plant location, cost estimates under Task 5 and include the 10% design documents to be used in support of the Phase 2 tasks.

Task 6.2 Final TM

A Final TM will be prepared based on the City's Draft TM comments. The Final TM will be included as an addendum to the Phase 2 Preliminary Design Report.

Task 6 Deliverables:

- Draft TM (digital .pdf/.docx)
- Final TM (digital .pdf/.docx)

Task 6 Assumptions:

- City will provide one set of consolidated comments in track changes/embedded comments in the Word document within three (3) weeks of the Draft TM submittal.

Proposed Schedule

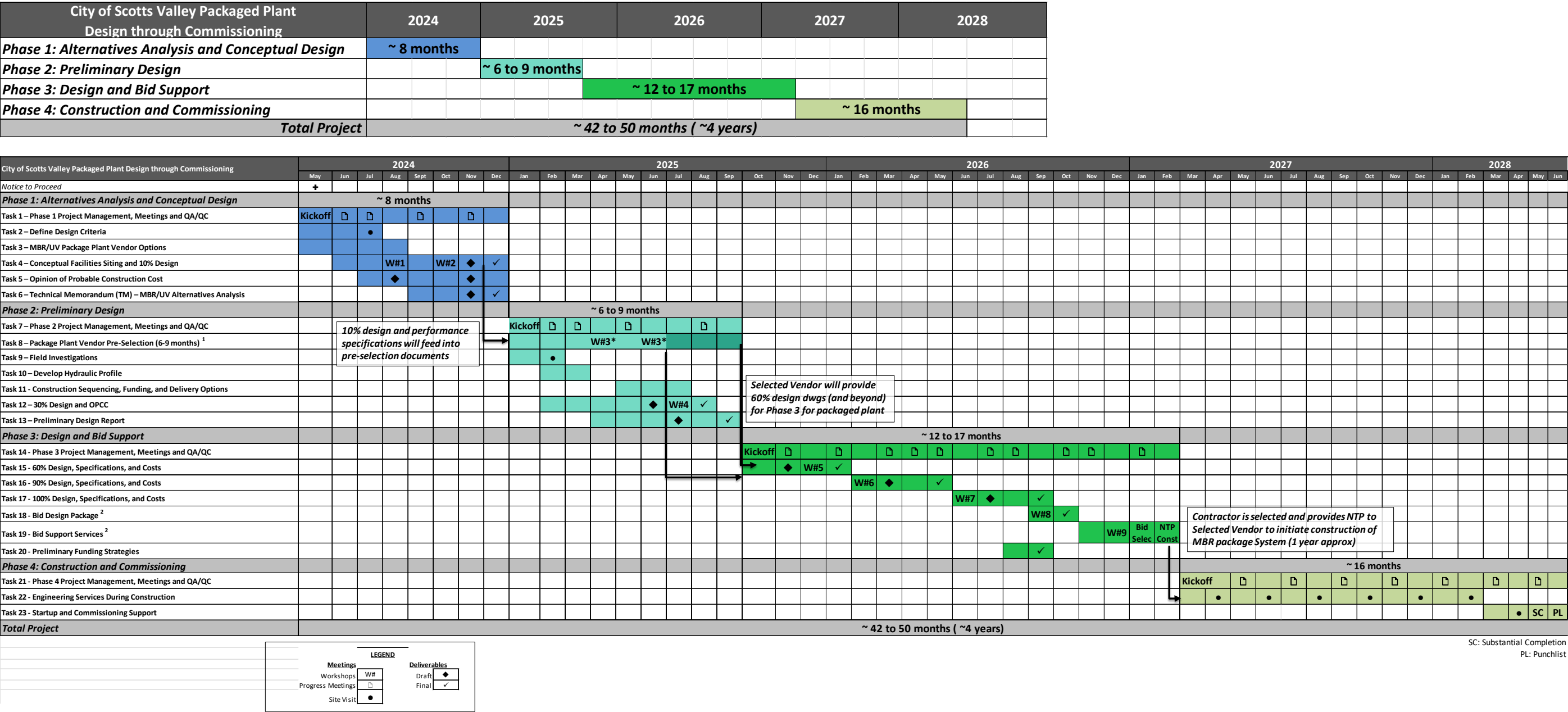
This proposal assumes the scope of services for Phase 1 will be complete in 8 months from receipt of the Notice to Proceed. A potential project schedule is shown in Figure 5. Adhering to the anticipated notice to proceed date, meeting dates, and review times will be critical to achieving the Final TM and PDR dates presented in Figure 5.

Figure 5. Anticipated Phase 1 Design Schedule

City of Scotts Valley Packaged Plant Prelim Design	2024							
	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
<i>Notice to Proceed</i>	+							
Phase 1: Alternatives Analysis & Conceptual Design								
Task 1 – Phase 1 Project Management, Meetings and QA/QC								
Task 1.1. Project Management (8 months)								
Task 1.2. Project Meetings	Kickoff	☐	☐		☐		☐	
Task 1.3. QA/QC								
Task 2 – Define Design Criteria								
Task 2.1. Data Collection and Review								
Task 2.2. Develop Flow and Load Design Criteria								
Task 2.3. Site Visit			+					
Task 3 – MBR/UV Package Plant Vendor Options								
Vendor Coordination Calls (up to 3 Vendors)								
Analysis of Vendor Information Provided, Pros/Cons tables								
Vendor Contract options overview								
Task 4 – Conceptual Facilities Siting and 10% Design								
Task 4.1. Conceptual Facilities Siting Alternatives (up to 2)				W#1				
Task 4. 2. Conceptual Design (10%)						W#2	◆	✓
Task 5 – Opinion of Probable Construction Cost								
Class 5 AACE OPCC Estimates (2 conceptual layouts, 1 refined alt)				◆			◆	
Life Cycle Unit Costs								
Task 6 – Technical Memorandum (TM) – MBR/UV Alternatives Analysis								
Task 6.1. Draft TM							◆	
Task 6.2. Final TM								✓

LEGEND			
Meetings		Deliverables	
Workshops	W#	Draft	◆
Progress Meetings	☐	Final	✓
Site Visit	+		

Figure 5. Anticipated Project Implementation Schedule Design through Construction (by Phase and Task)



Notes and Assumptions:

(1) Schedule depends on preselection option preferred by City.

(2) Schedule depends on City Bid Process Requirements and timelines.

(3) Schedule may be impacted by vendor production schedule.

(4) Schedule assumes no delays between phases.

The proposed fee is summarized in Table 4, with a detailed breakdown of Phase 1 hours by subtask provided in Table 5.

Table 4. Proposed Phase 1 Fee Summary

Tasks	Total Est Hours	Total KJ Labor	Total Expenses	Total Labor + Expenses
Phase 1: Alternatives Analysis & Conceptual Design				
Task 1 – Phase 1 PM, Meetings and QA/QC	104	\$28,358	\$0	\$28,358
Task 2 – Define Design Criteria	84	\$21,898	\$715	\$22,613
Task 3 – MBR/UV Package Plant Vendor Options	50	\$14,027	\$0	\$14,027
Task 4 – Conceptual Facilities Siting and 10% Design	205	\$51,382	\$0	\$51,382
Task 5 – Opinion of Probable Construction Cost	36	\$9,541	\$0	\$9,541
Task 6 – TM - MBR/UV Alternatives Analysis	80	\$20,819	\$0	\$20,819
Phase 1 Total	559	\$146,025	\$715	\$146,740

Table 5. Detailed Phase 1 Fee Estimate

Proposal Fee Estimate

[illegible]

City of Scotts Valley CITY COUNCIL STAFF REPORT

DATE: 5/15/2024
TO: Honorable Mayor and City Council
FROM: Jayson Rutherford, Captain
APPROVED: Kirsten Powell, City Attorney
SUBJECT: Road closure for City's 4th of July Parade

SUMMARY OF ISSUE

On July 4, 2024, the City of Scotts Valley will celebrate Independence Day by hosting a parade along Scotts Valley Drive. The proposed parade route will begin at Carbonero Way, travel northbound to El Pueblo Road, make a U-turn, and travel southbound to Civic Center Drive, make a U-turn, and return to Carbonero Way. The roadway will be closed in both directions in order to maximize pedestrian/audience safety, with police officers and volunteers manning various driveways and barricaded sections along the parade route.

The parade will begin at 12:00 PM. Anticipated participants for the parade include antique/classic car enthusiasts, children's groups (such as 4H, cub scouts, etc), dance groups, martial arts clubs, bicyclists, pets, emergency vehicles, service clubs, floats, etc.

Closure of the roadway will require the City Council to adopt a resolution in compliance with California Vehicle Code 21101(e). Appropriate notice letters will be distributed to affected businesses and residences, and the police department will further alert the public via the mobile radar trailer message board prior to the event. A press release will be issued for media coverage, and appropriate teletypes will be sent to affected agencies (such as fire, ambulance, transit, sheriff, CHP, etc).

FISCAL IMPACT

Additional overtime will be necessary for police staff to work this event. Approximately eight police officers (in addition to the two already working patrol July 4th) will be required to work this event from 11:00 p.m. to 3:00 p.m. The cost will be absorbed by the Police Department's overtime budget.

STAFF RECOMMENDATION

Staff recommends the City Council adopt Resolution No. 1851.11 establishing a road closure along the above specified route of Scotts Valley Drive in order to host a parade in celebration of Independence Day on July 4, 2024.

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1. Resolution No. 1851.11 July 4th Parade road closure 2024

RESOLUTION NO. 1851.11

**RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF SCOTTS VALLEY TEMPORARILY CLOSING A PORTION OF
SCOTTS VALLEY DRIVE FOR THE CITY'S 4th OF JULY PARADE**

WHEREAS, in celebration of Independence Day, the City has planned a parade to be held on July 4, 2024; and

WHEREAS, the parade route shall be along Scotts Valley Drive from Carbonero Way, travel northbound to El Pueblo Road, make a U-turn and then southbound to Civic Center Drive, make a U-turn and return to Carbonero Way; and

WHEREAS, participants in the parade and spectators will utilize all lanes of Scotts Valley Drive; and

WHEREAS, it is necessary to temporarily close Scotts Valley Drive from Civic Center Drive to El Pueblo Road for the safety and protection of the participants and spectators of the parade.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Scotts Valley hereby orders the temporary closure of Scotts Valley Drive from Civic Center Drive to El Pueblo Road from 11:00 p.m. until 3:00 p.m. on July 4, 2024. Such road closure shall be posted along the parade route by June 23, 2024.

The above and foregoing resolution was adopted at a duly held regular meeting of the City Council on the 15th of May, 2024 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Approved: _____
Randy Johnson, Mayor

Attest: _____
Cathie Simonovich, City Clerk

City of Scotts Valley CITY COUNCIL STAFF REPORT

DATE: 5/15/2024
TO: Honorable Mayor and City Council
FROM: Jayson Rutherford, Captain
APPROVED: Kirsten Powell, City Attorney
SUBJECT: **Second reading and adoption of Ordinance No. 22-200.2 AB 481
Military Equipment Use policy renewal**

SUMMARY OF ISSUE

California Assembly Bill 481 ("AB 481"), codified in Government Code sections 7070 through 7075, required a law enforcement agency (LEA) to obtain approval from the applicable governing body, via adoption of a "military equipment" use policy by ordinance, prior to the LEA funding, acquiring, or using military equipment no later than May 1, 2022. The City complied with AB 481 by having the Scotts Valley Police Department ("SVPD") create a policy regarding the use of military equipment and adopting it by Ordinance No. 22-200 on May 18, 2022.

AB 481 also requires law enforcement agencies to present an annual report to their governing body consisting of a summary of how each type of equipment was used and the purpose of that use; quantity possessed of each type of equipment; annual costs for each type of equipment; summary of complaints or concerns received for each type of equipment; information disclosing violations of military equipment policies and actions taken in response, as well as results of internal audits; and plans to acquire additional military equipment in the coming year, and the quantity sought.

The SVPD prepared an annual report and on April 15, 2024, held a public meeting to discuss and answer any questions from the public regarding the annual report. The meeting was held in the Council Chambers and one person from the public attended. The annual report proposes replacing two older AR-15 patrol rifles with two new AR-15 patrol rifles to be used by patrol staff.

In addition to the annual report, AB 481 also requires the City Council to, within a year of the initial approval, and at least annually thereafter, review the ordinance establishing the military use policy. In order to comply with this requirement, staff is recommending that the City Council introduce and waive further reading of Ordinance No. 22-200.2 approving Lexipol Policy 706 pertaining to the funding, acquisition, and use of military equipment as mandated by Assembly Bill 481.

The first reading of Ordinance No. 22-200.2 occurred at the City Council meeting on May 1,

2024.

FISCAL IMPACT

None

STAFF RECOMMENDATION

Staff recommends the City Council adopt Ordinance No. 22-200.2 approving Lexipol Policy 706 pertaining to the funding, acquisition, and use of military equipment as mandated by Assembly Bill 481.

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1. AB 481 Ordinance 22-200.2 2024

ORDINANCE NO. 22-200.2

ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SCOTTS VALLEY AMENDING TITLE 9 OF THE SCOTTS VALLEY MUNICIPAL CODE BY ADDING CHAPTER 9.22, USE OF MILITARY EQUIPMENT BY THE POLICE DEPARTMENT

WHEREAS, on September 30, 2021, Governor Gavin Newsom signed into law Assembly Bill 481, relating to the use of military equipment by law enforcement agencies; and

WHEREAS, Assembly Bill 481 (AB 481), codified at California Government Code sections 7070 through 7075, requires law enforcement agencies to obtain approval of the applicable governing body, by an ordinance adopting a “military equipment” use policy at a regular meeting held pursuant to open meeting laws prior to taking certain actions relating to the funding, acquisition, or use of “military equipment”. The term “military equipment” is defined in California Government Code Section 7070; and

WHEREAS, AB 481 allows the City Council to approve the funding, acquisition, or use of military equipment, within its jurisdiction only if it makes specified determinations; and

WHEREAS, the proposed military equipment use policy is found within Scotts Valley Police Department Lexipol Policy Manual, General Order 706. The policy was published on February 16, 2022 and displayed on the Scotts Valley Police Department website on March 10, 2022 is being presented to the City Council on April 6, 2022. A copy of the policy is attached hereto as Exhibit A; and

WHEREAS, the Scotts Valley Police Department Policy 706 meets the requirements of California Government Code 7070; and

WHEREAS, this ordinance adds to the Municipal Code to affirm Scotts Valley Police Department Policy 706 and authorize the use of “military equipment” by the members of the Scotts Valley Police Department as described in Policy 706; and

WHEREAS, in the enactment of this ordinance, the City followed the guidelines adopted by the State of California and published in the California Code of Regulations, Title 14, Section 15000, et seq. and found this activity is not a “project” as defined by California Environmental Quality Act (CEQA) because it is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment.

NOW, THEREFORE, THE COUNCIL OF THE CITY OF SCOTTS VALLEY DOES ORDAIN AS FOLLOWS:

SECTION 1. The foregoing facts are adopted as findings of the City Council as though set forth in fully within the body of this ordinance.

SECTION 2. That a new Chapter 9.22 is added to Title 9 of the Scotts Valley Municipal Code to read as follows:

“CHAPTER 9.22 - MILITARY EQUIPMENT USE POLICY.

Section 9.22.010- Findings and Purpose

Sec. 9.22.010 – Findings and Purpose.

(a) The City Council has made the following determinations:

(1) The military equipment inventoried and presented to the City Council is necessary because there is no reasonable alternative that can achieve the same objective of officer and civilian safety; and

(2) The Military Equipment Use Policy (“Policy”) will safeguard the public’s welfare, safety, civil rights, and civil liberties; and

(3) The military equipment identified in the Military Equipment Use Policy is reasonably cost effective compared to available alternatives that can achieve the same objective of Officer and civilian safety; and

(4) Prior military equipment use complied with the applicable Equipment Use Policy (which included equipment now defined as military equipment) that was in effect at the time, or if prior uses did not comply with the accompanying Military Equipment Use Policy, corrective action has been taken to remedy nonconforming uses and ensure future compliance.

(b) The Police Department has submitted a proposed Policy to the City Council and has made those documents available on the Police Department’s website for at least 30 days prior to the public hearing concerning the military equipment at issue.

(c) The Policy was considered by the City Council as an agenda item in an open session of a regular meeting, noticed in accordance with the Ralph M. Brown Act, at which public comment was permitted.

(d) The Policy shall be made publicly available on the Police Department’s website for as long as the military equipment is available for use.

(e) The Police Department shall submit an annual military equipment report to the City Council, containing the information required in Government Code Section 7072, and the City Council shall determine whether each type of military equipment identified in that report has complied with the standards for approval set forth in (a)(1)-(4) above.

(f) The City Council shall review this ordinance, and vote on whether to renew it, on an annual basis at a regular meeting, in accordance with Government Code Section 7071(e)(2)

(g) The City Council approves the use of the Policy and finds that it satisfies the requirements of Government Code Section 7070(d).”

SECTION 3. SEVERABILITY. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of

competent jurisdiction such portion shall be deemed a separate, distinct and independent provision of such Ordinance and shall not affect the validity of the remaining portions thereof.

SECTION 4. REPEALS CONFLICTING ORDINANCES. All other ordinances of the City of Scotts Valley or provisions of the Scotts Valley Municipal Code which are in conflict with this Ordinance are hereby repealed to the extent of such conflict.

SECTION 5. CEQA COMPLIANCE. The City Council finds and determines that the enactment of this Ordinance is not a “project” as that term is used in the California Environmental Quality Act (“CEQA;” Cal. Pub. Resources Code Section 21000 et seq.) or the State CEQA Guidelines (Cal. Code of Regs., Title 14, Section 15000 et seq.). Therefore, no environmental assessment is required or necessary.

SECTION 6. EFFECTIVE DATE. The above and foregoing ordinance was introduced for a first reading on May 1, 2024, and passed and adopted on May 15, 2024 at a duly held meeting of the City Council of the City of Scotts Valley by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

APPROVED: _____
Randy Johnson, Mayor

ATTEST: _____
Cathie Simonovich, City Clerk

APPROVED
AS TO FORM: _____
Kirsten Powell, City Attorney

City of Scotts Valley
CITY COUNCIL STAFF REPORT

DATE: 5/15/2024
TO: Honorable Mayor and City Council
FROM: Sarah Wikle, Senior Planner
APPROVED: Kirsten Powell, City Attorney
SUBJECT: **Second reading and adoption of Ordinance No. 16.141 amending Title 17 (Zoning) of the Scotts Valley Municipal Code to add a new Chapter 17.55 (SB 9 Residential Development) and amending Title 16 (Subdivisions) of the Scotts Valley Municipal Code to add a new Chapter 16.78 (Urban Lot Splits) to implement Senate Bill (SB) 9.**

SUMMARY OF ISSUE

On May 1, 2024, the City Council introduced Ordinance No. 16.141 amending Title 17 (Zoning) of the Scotts Valley Municipal Code to add a new Chapter 17.55 (SB 9 Residential Development) and amending Title 16 (Subdivisions) to add a new Chapter 16.78 (Urban Lot Splits) to implement Senate Bill (SB) 9.

FISCAL IMPACT

This action does not create a fiscal impact.

STAFF RECOMMENDATION

It is recommended that the City Council adopt Ordinance No. 16.141 amending Title 17 (Zoning) of the Scotts Valley Municipal Code to add a new Chapter 17.55 (SB 9 Residential Development) and amending Title 16 (Subdivisions) to add a new Chapter 16.78 (Urban Lot Splits) to implement Senate Bill (SB) 9.

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1. Ordinance No. 16.141

ORDINANCE NO. 16.141

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SCOTTS VALLEY AMENDING TITLE 17 OF THE SCOTTS VALLEY MUNICIPAL CODE TO ADD A NEW CHAPTER 17.55, SB 9 RESIDENTIAL DEVELOPMENT, AND AMENDING TITLE 16 OF THE SCOTTS VALLEY MUNICIPAL CODE TO ADD A NEW CHAPTER 16.78, URBAN LOT SPLITS, TO IMPLEMENT SENATE BILL (SB) 9

WHEREAS, SB 9 (Chapter 162, Statutes of 2021) enacted amendments to Section 66452.6 and added Sections 65852.21 and 66411.7 to the Government Code, effective January 1, 2022; and

WHEREAS, Government Code Section 65852.21 requires local agencies to allow two primary dwellings on one lot in single-family zoning districts if the project meets specified requirements; and

WHEREAS, Government Code Section 66411.7 requires local agencies to allow an urban lot split in single-family zoning districts with two dwelling units allowed on each newly created lot if the project meets specified requirements; and

WHEREAS, Government Code Sections 65852.21(b) and 66411.7(b) authorizes local agencies to impose objective zoning standards, objective subdivision standards, and objective design review standards that do not conflict with the requirements of SB 9; and

WHEREAS, the Planning Commission held a study session on March 14, 2024 to provide input on an approach to address important issues in a local ordinance to implement SB 9; and

WHEREAS, City staff used Planning Commission direction to prepare Chapter 17.55, SB 9 Residential Development, to be added to Title 17, Zoning, of the City of Scotts Valley Municipal Code, and to prepare Chapter 16.78, Urban Lot Splits, to be added to Title 16, Subdivisions, of the City of Scotts Valley Municipal Code; and

WHEREAS, the Planning Commission held a duly noticed public hearing on April 11, 2024, at which time it considered all evidence presented, both written and oral and at the end of the hearing voted to recommend that the City Council adopt this Ordinance; and

WHEREAS, the City Council held a duly noticed public hearing on this Ordinance on May 1, 2024, at which time it considered all evidence presented, both written and oral.

NOW, THEREFORE, the City Council of the City of Scotts Valley does hereby ordain as follows:

Section 1. Title 17, Zoning, of the Scotts Valley Municipal Code is hereby amended to add a new Chapter 17.55, SB 9 Residential Development, to read as follows:

“Chapter 17.55 – SB 9 Residential Development

17.55.010	Purpose and Intent
17.55.020	Definitions
17.55.030	Permitting Process
17.55.040	General Requirements
17.55.050	Development Standards
17.55.060	Objective Design Standards
17.55.070	Deed Restrictions

17.55.010 Purpose and Intent

This chapter contains requirements for SB 9 residential developments pursuant to Government Code Section 65852.21. These requirements are necessary to preserve the public health, safety and general welfare, and to promote orderly growth and development. In cases where a requirement in this chapter directly conflicts with Government Code Section 65852.21, the Government Code governs.

17.55.020 Definitions

- A. SB 9 Residential Development.** A residential project on a parcel within a single-family residential zoning district proposed pursuant to Government Code Section 65852.21
- B. Urban Lot Split.** The subdivision of an existing parcel into two parcels within a single-family residential zoning district proposed pursuant to Government Code Section 66411.7 and Municipal Code Chapter 16.78 (Urban Lot Splits).

17.55.030 Permitting Process

- A. Building Permit.** An SB 9 residential development requires City approval of a building permit.
- B. Ministerial Approval.** The City shall ministerially approve a building permit for an SB 9 residential development if the application complies with all requirements of this chapter. No public hearing or discretionary review is required.
- C. Urban Lot Splits.** An SB 9 residential development that includes an urban lot split requires City approval of a parcel map pursuant to Municipal Code Chapter 16.78 (Urban Lot Splits).
- D. Eligibility.** The City shall accept an application for an SB 9 residential development only if the project complies with the following requirements.

1. **Zoning District.** The development is located in the R-1 Single-Family Residential, R-R Residential-Rural, or R-MT Residential-Mountain zoning district.
2. **Compliance with Chapter.** The development complies with all applicable requirements of this chapter.
3. **Environmental Resources and Hazards.** The development satisfies the requirements of Government Code subparagraphs (B) to (K), inclusive, of paragraph (6) of subdivision (a) of Section 65913.4, which prohibits development on sites subject to specified environmental resources and hazards.
4. **Affordable and Rental Housing.** The development will not require demolition or alteration of any of the types of housing identified in Government Code paragraph (3) of subdivision (a) of Section 65852.21.
5. **Historic Resources.** The development is not located within a historic district or property included on the State Historic Resources Inventory, as defined in Public Resources Code Section 5020.1.

E. Basis for Denial.

1. The City shall deny an application for an SB 9 residential development if either of the following is found:
 - a. The development fails to comply with any requirement in this chapter. Any such requirement that is the basis for denial shall be specified by the City in writing.
 - b. The City's Building Official makes a written finding, based upon a preponderance of the evidence, that the proposed development would have a specific, adverse impact, as defined and determined in paragraph (2) of subdivision (d) of Government Code Section 65589.5, upon public health and safety or the physical environment and for which there is no feasible method to satisfactorily mitigate or avoid the specific, adverse impact.
2. The City shall not deny an SB 9 residential development solely because it conflicts with the City's density limitations for the applicable zoning district.

17.55.040 General Requirements

A. Number of Primary Dwelling Units.

1. A maximum of two primary dwelling units are allowed on a parcel.
2. If a parcel is subdivided pursuant to Municipal Code Chapter 16.78 (Urban Lot Splits), a maximum of two primary dwelling units are allowed on each newly created parcel. Up to four units are allowed on the two parcels combined.

B. Accessory Dwelling Units.

1. **Projects with Urban Lot Split.** The following accessory dwelling unit (ADU) rules apply to a parcel created through an urban lot split as provided in Chapter 16.60 (Urban Lot Splits)
 - a. If the parcel contains one primary dwelling unit, one ADU or Junior ADU is also allowed on the parcel.
 - b. If the parcel contains two primary dwelling units, an ADU or Junior ADU is not allowed on the parcel.
2. **Projects Without Urban Lot Split.** Where a parcel has not been subdivided as provided in Chapter 16.78 (Urban Lot Split), one ADU and/or JADU is allowed on the parcel in addition to the two primary dwelling units.

C. Utility Connections.

1. Each primary dwelling unit shall be served by a separate utility connection for water, sewer, gas, and electrical services.
2. The City shall condition approval of a dwelling unit on the dedication of any easements deemed necessary to provide public services to the unit and access to the public right-of-way.

D. Residential Uses Only.

1. The primary use of a dwelling unit must be residential.
2. Home occupations consistent with Section 17.50.040 (Home Occupations) and other accessory uses are permitted in a dwelling unit.

E. Vacation Rentals. A dwelling unit may not be rented for a term of less than 31 days.

F. Existing Nonconformities. Establishing a dwelling unit shall not require the correction of an existing legal nonconforming zoning condition on the property.

G. Public Health and Safety. An SB 9 residential development shall comply with the City of Scotts Valley SB 9 Public Health and Safety and Environmental Resource Protection Standards, which are adopted by City Council resolution and may be amended from time to time.

H. Municipal Code Compliance.

1. An SB 9 development shall comply with all applicable provisions of the Municipal Code unless otherwise specified in this chapter.
2. In case of conflict between this chapter and other provisions in the Municipal Code, this chapter governs.
3. The City shall not impose any objective Municipal Code standard that would physically preclude the construction of two units on either of the resulting parcels or that would result in a unit size of less than 800 square feet. The Community

Development Director shall grant an exception to the applicable standard to the minimum extent necessary to comply with this section.

17.55.050 Development Standards

A. Building Height.

1. For an SB9 residential development that complies with the minimum yard requirements of the applicable zoning district and combining district, the maximum building height is 25 feet.
2. For an SB9 residential development that does not comply with the minimum yard requirements of the applicable zoning district and combining district, the maximum building height is 16 feet.

B. Unit Size.

1. For an SB9 residential development that complies with the minimum yard requirements of the applicable zoning district and combining district, the maximum unit size is 1,250 square feet per unit.
2. For an SB9 residential development that does not comply with the minimum yard requirements of the applicable zoning district and combining district, the maximum unit size is 800 square feet per unit.

C. Yards.

1. Minimum yards for an SB 9 residential development are as follows:
 - a. Front: As required in the applicable zoning district
 - b. Side: 4 feet, except that no yard is required for a new side lot line shared between two parcels created through an urban lot split.
 - c. Rear: 4 feet.
2. As provided in A and B above, an SB 9 residential development that complies with the minimum yard requirement for a single-family dwelling in the applicable zoning district is eligible for greater building height and unit size than is allowed for SB9 residential development that does not comply with the zoning district minimum yard requirement.
3. Notwithstanding Paragraph 1 above, no setback is required for an existing structure or a structure constructed in the same location and to the same dimensions as an existing structure.

D. Separation Between Dwelling Units.

1. No minimum separation is required between dwelling units on a parcel if the structures meet building code safety standards.
2. Dwelling units may be connected if the structures meet building code safety standards and are sufficient to allow a separate conveyance.

3. For purposes of this chapter, “sufficient for separate conveyance” means that each attached or adjacent dwelling unit is constructed in a manner adequate to allow for the separate sale of each unit in a common interest development as defined in Civil Code Section 1351 (including a residential condominium, planned development, stock cooperative, or community apartment project), or into any other ownership type in which the dwelling units may be sold individually.

E. Parking.

1. **Required Parking.** A minimum of one off-street parking space is required per dwelling unit except as provided in Paragraph 2 below.
2. **Exceptions to Required Parking.** No off-street parking is required in the following cases:
 - a. The parcel is located within one-half mile walking distance of either a high-quality transit corridor, as defined in subdivision (b) of Section 21155 of the Public Resources Code, or a major transit stop, as defined in Section 21064.3 of the Public Resources Code.
 - b. There is a car share vehicle located within one block of the parcel. A car share vehicle means a motor vehicle that is operated as part of a regional fleet by a public or private car sharing company or organization that meet all the following criteria:
 - (1) Provides hourly or daily service;
 - (2) Vehicle reservations are processed and paid for using an on-line system;
 - (3) Vehicles can be accessed where they are parked without having to go to a different physical location to execute a contract and/or pick up the keys; and
 - (4) Fleet has more than five cars in Scotts Valley and more than 20 cars in Santa Cruz County.
3. **Location on Lot.** As required by Section 17.44.030(J), driveways and parking spaces shall not proportionately occupy more than 300 square feet for each 10 feet of required front yard setback.
4. **Garages.** Required parking spaces may be uncovered for an SB 9 project with two or fewer new units, including accessory dwelling units. Required parking shall be in a garage for the third or fourth unit in an SB 9 project.
5. **Landscape Buffer.**
 - a. Where a parking area with three or more spaces is located across a street or alley from or immediately adjacent to a residential district, a landscape strip not less than 5 feet in depth shall be planted and permanently maintained along the abutting property line of the parking area.

- b. The landscape strip shall contain a row of landscaping with a minimum planting height of 36 inches.
- c. Landscaping shall comply with intersection and driveway vision clearance requirements in Section 17.46.110.E.

F. Driveways.

1. Vacant Lots.

- a. For an SB 9 development on a vacant lot, no more than one driveway curb cut is allowed with a maximum width of 20 feet. Units on two lots created through an urban lot split must share one driveway with access easements recorded as necessary.
- b. The Community Development Director may grant an exception to this requirement when needed for emergency vehicle access.

2. Non-Vacant Lots.

- a. For an SB 9 project on a lot with an existing home, two driveway curb cuts are allowed only if the existing site layout or other physical constraints physically precludes shared use of a single driveway curb cut.
- b. The maximum width of a second curb cut where allowed is 12 feet.

17.55.060 Objective Design Standards

A. Multi-Unit Residential Design Standards.

- 1. An SB 9 residential development that creates two or more new primary dwelling units shall comply with the Multi-Unit Residential Design Standards, which are adopted by City Council resolution and may be amended from time to time.
- 2. If one or more new primary dwelling units are added to a lot with an existing SB 9 residential development, the new dwelling unit(s) shall comply with the Multi-Unit Residential Design Standards.

B. “Faces” Defined. As used in this section, the term “faces” means:

- 1. The building feature is parallel or substantially parallel to the street or property line; and
- 2. There is no other building located between the building feature and the street or property line.

C. Single Unit Projects. If an SB 9 residential development creates one new primary dwelling on a lot with an existing dwelling that was not previously established through an SB 9 residential development, the following design standards apply.

- 1. **Garage Frontage.** Where a dwelling with an internal or attached garage is located on the front half of the lot and the garage door faces a street, the garage

frontage including the door width shall not exceed 50 percent of the width of the front facade of the building.

2. **Massing.** A building wall that faces a street or an adjacent residential use shall not run in a continuous plane of more than 25 feet without one or more of the following treatments:
 - a. A change in wall plane with a minimum of 4 feet in depth for the facade.
 - b. A front porch or other covered entry feature with a minimum depth of 3 feet and width of 6 feet providing access to the dwelling's primary entrance.
 - c. An upper story stepback of at least 6 feet in depth for at least 80 percent of the street facing building wall.
 - d. A protruding window (such as a bay window) of at least 2 feet in depth.
3. **Articulation.** A building wall that faces a street or an adjacent residential use shall not run in a continuous plane of more than 15 feet without one of the following treatments included on the facade at every building story:
 - a. Window.
 - b. Entry door.
 - c. Two or more visibly contrasting primary materials and/or colors.
 - d. Wall mounted trellises for climbing plants.
4. **Entries.** Primary dwelling entrances must include one of the following:
 - a. A recess in the building wall with a minimum width of 4 feet and depth of 3 feet.
 - b. A covered porch, providing access to the entry, with a minimum dimension of 5 feet by 5 feet.
5. **Roof Forms.** Rooflines 25 feet or longer that face a street or an adjacent residential use shall be articulated with recessed or projecting gabled roof elements, roof dormers, changes in roof heights, changes in direction or pitch of roof slopes, and other similar methods.
6. **Windows.** Windows that face a street or an adjacent residential use shall comply with one of the following:
 - a. All windows shall feature built up profile trim/framing. Trim/framing must project at least 2 inches from the building wall with material that visually contrasts from the building wall.
 - b. Window glass shall be inset a minimum of 2 inches from the exterior wall or frame surface to add relief to the wall surface.
7. **Exterior Materials.** The primary wall finish material shall be wood, wood shingle, stone, brick, stucco, fiber cement or other cementitious material, or stone. T1-11

siding and all grooved or patterned wood panel or composite wood panel siding are prohibited.

8. **Private Open Space.** Each dwelling unit shall have at least 100 square feet of private open space. Required private open space shall comply with the following standards:
 - a. The open space shall be directly accessible from the dwelling unit.
 - b. Balconies shall have a minimum dimension of 6 feet in depth and width and a minimum floor area of 50 square feet.
 - c. Patios shall have a minimum dimension of 8 feet in depth and width and a minimum floor area of 64 square feet.
 - d. Open space may be covered but not fully enclosed. If covered, the minimum floor to ceiling height is 8.5 feet.
 - e. Ground level private open space shall be screened or buffered from adjacent private or common open space and dwellings by landscaping, fencing, walls, trellises, or other screening elements.

B. Accessory Dwelling Units. A new accessory dwelling unit (ADU) included in an SB 9 residential development shall comply with the same design requirements as apply to an ADU that is not established as part of an SB 9 project.

C. Neighbor Privacy.

1. If a building wall faces an adjacent residential use and does not comply with the minimum interior side or rear yard requirements of the applicable zoning district or combining district, windows on the wall must be:
 - a. 5-foot minimum sill height above the finished floor;
 - b. Clerestory; or
 - c. Opaque/frosted glass.
2. Second-story exterior decks and balconies may not face an interior side or rear yard that abuts an adjacent residential use.
3. No portion of a rooftop deck may be closer than 25 feet from an interior side or rear yard that abuts an adjacent residential use.

17.55.070 Deed Restrictions

A. Before obtaining a building permit for an SB 9 residential development, the property owner shall file with the County Recorder a declaration of restrictions containing a reference to the deed under which the property was acquired by the current owner. The deed restriction shall state that:

1. The maximum size of the dwelling unit is limited to:

- a. 1,250 square feet for development that complies with the minimum yard requirements of the applicable zoning district and combining district; and
 - b. 800 square feet for development that does not comply with the minimum yard requirements of the applicable zoning district and combining district.
- 4. The dwelling unit may not be rented for a term of less than 31 days.
- B.** The above declarations are binding upon any successor in ownership of the property. Lack of compliance shall be cause for code enforcement.
- C.** The deed restriction shall lapse upon removal of all dwelling units established under this chapter.”

Section 2. Title 16, Subdivisions, of the Scotts Valley Municipal Code is hereby amended by adding a new Chapter 16.78, Urban Lot Splits to read as follows:

“Chapter 16.78 – Urban Lot Splits

16.78.010	Purpose and Intent
16.78.020	Definitions
16.78.030	Permitting Process
16.78.040	General Requirements
16.78.050	Development Standards
16.78.060	Objective Design Standards
16.78.070	Deed Restrictions

16.78.010 Purpose and Intent

This chapter contains requirements for urban lot splits pursuant to Government Code Section 66411.7. These requirements are necessary to preserve public health, safety, and general welfare, and to promote orderly growth and development. In cases where a requirement in this chapter directly conflicts with Government Code Section 66411.7, the Government Code governs.

16.78.020 Definitions

- A. SB 9 Residential Development.** A residential project on a parcel within a single-family residential zoning district proposed pursuant to Government Code Section 65852.21 and Municipal Code Chapter 17.55 (SB 9 Residential Development).
- B. Urban Lot Split.** The subdivision of an existing parcel into two parcels within a single-family residential zoning district proposed pursuant to Government Code Section 66411.7.

16.78.030 Permitting Process

- A. Parcel Map Required.** A parcel map is required for all urban lot splits pursuant to Government Code Section 66411.7.
- B. Eligibility.** The City shall accept a parcel map application for an urban lot split only if the application complies with all of the following requirements.
1. **Zoning District.** The existing parcel is located in the R-1 Single-Family Residential, R-R Residential-Rural, or R-MT Residential-Mountain zoning district.
 2. **Existing Parcel Size.** The area of the existing parcel is 2,400 square feet or more.
 3. **Environmental Resources and Hazards.** The parcel satisfies the requirements of Government Code subparagraphs (B) to (K), inclusive, of paragraph (6) of subdivision (a) of Section 65913.4, which prohibits development on sites subject to specified environmental resources and hazards.
 4. **Affordable and Rental Housing.** The proposed urban lot split would not require demolition or alteration of any of the types of housing identified in Government Code paragraph (3) of subdivision (a) of Section 65852.21.
 5. **Historic Resources.** The parcel is not located within a historic district or property included on the State Historic Resources Inventory, as defined in Section 5020.1 of the Public Resources Code.
 6. **No Prior Urban Lot Split.**
 - a. The parcel was not established through a prior urban lot split.
 - b. Neither the owner of the parcel being subdivided nor any person acting in concert with the owner has previously subdivided an adjacent parcel using an urban lot.
- C. Application Contents.** A parcel map application for an urban lot split must be filed with the City on an official City application form. Applications shall be filed with all required fees, information, and materials as specified by the City.
- D. Ministerial Approval.** The City shall ministerially approve a parcel map for an urban lot split if the application complies with all requirements of this chapter. No public hearing or discretionary review is required.
- E. Subdivision Map Act Compliance.** The City shall approve an urban lot split only if it conforms to all applicable objective requirements of the Subdivision Map Act except as otherwise provided in this chapter.
- F. Basis for Denial.**
1. The City shall deny the urban lot split if either of the following is found:

- a. The urban lot split fails to comply with any requirement in this chapter. Any such requirement that is the basis for denial shall be specified by the City in writing.
 - b. The building official makes a written finding, based upon a preponderance of the evidence, that the proposed subdivision would have a specific, adverse impact, as defined and determined in paragraph (2) of subdivision (d) of Government Code Section 65589.5 of the Government Code, upon public health and safety or the physical environment and for which there is no feasible method to satisfactorily mitigate or avoid the specific, adverse impact.
2. The City shall not deny an urban lot split solely because it proposes adjacent or connected structures provided that the structures meet building code safety standards and are sufficient to allow separate conveyance.
3. For purposes of this chapter, “sufficient for separate conveyance” means that each attached or adjacent dwelling unit is constructed in a manner adequate to allow for the separate sale of each unit in a common interest development as defined in Civil Code Section 1351 (including a residential condominium, planned development, stock cooperative, or community apartment project), or into any other ownership type in which the dwelling units may be sold individually.

G. Conditions of Approval.

1. **Easements.** The City shall condition parcel map approval on the dedication of any easements deemed necessary for the provision of public services to the proposed parcels and any easements deemed necessary for access to the public right-of-way.
2. **Dedications and Improvements.** The City shall not require dedications of rights-of-way or the construction of offsite improvements for the parcels being created as a condition of parcel map approval.
3. **Nonconforming Zoning Conditions.** The City may not require the correction of nonconforming zoning conditions on the parcel a condition of parcel map approval.

16.78.040 General Requirements

- A. Number of New Parcels.** An urban lot split may create no more than two new parcels.
- B. New Parcel Size.** The area of each newly created parcel must be:
 1. At least 1,200 square feet; and
 2. No smaller than 40 percent of the parcel area of the original parcel.
- C. Lot Dimensions and Density.** Minimum lot area, width, depth and density standards in the applicable zoning district do not apply to an urban lot split.

- D. Maximum Number of Dwelling Units.** No more than two dwelling units, including any accessory dwelling units or junior accessory dwelling units, are permitted on a parcel created by an urban lot split.
- E. Access to Public Right-of-way.** The newly created parcels shall provide access to the public right-of-way sufficient to allow development on the parcel to comply with all applicable property access requirements under the California Fire Code section 503 (Fire Apparatus Access Roads) and California Code Regulations Title 14, section 1273.00 et seq. (Intent).
- F. Setbacks.** An SB 9 residential development on a parcel created by an urban lot split shall comply with the following setback requirements:
1. Minimum Yards:
 - a. Front: As required in the applicable zoning district
 - b. Side: 4 feet, except that no yard is required for a new side lot line shared between two parcels created through the urban lot split.
 - c. Rear: 4 feet.
 2. As provided in 17.55.050, an SB 9 residential development that complies with the minimum yard requirement for a single-family dwelling in the applicable zoning district is eligible for greater building height and unit size than is allowed for SB9 residential development that does not comply with the zoning district minimum yard requirement.
 3. Notwithstanding Paragraph 1 above, no setback is required for an existing structure or a structure reconstructed in the same location and to the same dimensions as an existing structure.
- G. Parking.** An SB 9 residential development on a parcel created by an urban lot split shall comply with the following parking requirements:
1. **Required Parking.** A minimum of one off-street parking space shall be provided for each dwelling unit except as provided in Paragraph 2 below.
 2. **Exceptions to Required Parking.** No off-street parking is required in the following cases:
 - a. The parcel is located within one-half mile walking distance of either a high-quality transit corridor, as defined in subdivision (b) of Section 21155 of the Public Resources Code, or a major transit stop, as defined in Section 21064.3 of the Public Resources Code.
 - b. There is a car share vehicle located within one block of the parcel. A car share vehicle means a motor vehicle that is operated as part of a regional fleet by a public or private car sharing company or organization that meet all the following criteria:
 - (1) Provides hourly or daily service;

- (2) Vehicle reservations are processed and paid for using an on-line system;
 - (3) Vehicles can be accessed where they are parked without having to go to a different physical location to execute a contract and/or pick up the keys; and
 - (4) Fleet has more than five cars in Scotts Valley and more than twenty cars in Santa Cruz County.
- 2. **Location on Lot.** As required by Section 17.44.030(J), driveways and parking spaces shall not proportionately occupy more than 300 square feet for each 10 feet of required front yard setback.
- 3. **Garages.** Required parking spaces may be uncovered for an SB 9 project with two or fewer new units, including accessory dwelling units. Required parking shall be in a garage for the third or fourth unit in an SB 9 project.
- 4. **Landscape Buffer.**
 - a. Where a parking area with three or more spaces is located across a street or alley from or immediately adjacent to a residential district, a landscape strip not less than 5 feet in depth shall be planted and permanently maintained along the abutting property line of the parking area.
 - b. The landscape strip shall contain a row of landscaping with a minimum planting height of 36 inches.
 - c. Landscaping shall comply with intersection and driveway vision clearance requirements in Zoning Code Section 17.46.110.E.

H. Residential Land Use. The primary use of an SB 9 development on a parcel created by an urban lot split must be residential.

I. Owner Occupancy Affidavit.

- 1. The applicant for an urban lot split must sign an affidavit stating that the applicant intends to occupy one of the housing units as their principal residence for a minimum of three years from the date of the approval of the urban lot split.
- 2. Owner-occupancy is not required if the owner is a community land trust or qualified nonprofit corporation under Sections 214.15 or 402.1 of the Revenue and Taxation Code.

J. Vacation Rentals Prohibited. An SB 9 residential development on a parcel created by an urban lot split may not be rented for a term of less than 31 days.

K. Public Health and Safety. An urban lot split shall comply with the City of Scotts Valley SB 9 Public Health and Safety and Environmental Resource Protection Standards, which are adopted by City Council resolution and may be amended from time to time.

L. Municipal Code Compliance.

1. An urban lot split shall comply with all applicable provisions of the Municipal Code unless otherwise specified in this chapter.
2. In case of conflict between this chapter and other provisions in the Municipal Code, this chapter governs.
3. The City shall not impose any objective Municipal Code standard that would physically preclude the construction of two units on either of the resulting parcels or that would result in a unit size of less than 800 square feet. The Community Development Director shall grant an exception to the applicable standard to the minimum extent necessary to comply with this section.

16.78.050 Objective Standards

A. Multi-Unit Residential Design Standards. Parcels created by an urban lot split shall comply with the Multi-Unit Residential Design Standards, which are adopted by City Council resolution and may be amended from time to time.

B. Parcel Line Angles. New parcel lines that abut a street shall maintain right angles to streets or radial to the centerline of curved streets, or be parallel to existing parcel lines.

C. Street Frontage/Flag Lots.

1. For an urban lot split on a vacant lot that meets the zoning district minimum lot width, each newly created parcel shall have street frontage no less than 40 percent of the street frontage of the original parcel. A flag/access easement area of a flag lot may not be used to satisfy this minimum street frontage requirement.
2. For an urban lot split on a vacant lot that does not meet the zoning district minimum lot width or on a lot with an existing home, the newly created parcels shall comply with one of the following:
 - a. Each newly created parcel has street frontage no less than 40 percent of the street frontage of the original parcel; or
 - b. The urban lot split creates a flag lot consistent with existing objective flag lot standards in SVMC Section 17.46.060.F. City Council approval of the flag lot is not required.

D. Allowed Exceptions.

1. The City shall not impose any objective standards pursuant to this section that would physically preclude the construction of two units on either of the resulting parcels or that would result in a unit size of less than 800 square feet.
2. The Community Development Director shall grant an exception to the applicable standard to the minimum extent necessary to comply with this section.

16.78.060 Deed Restrictions

- A.** Before obtaining a building permit for an SB 9 residential development on a parcel created by an urban lot split, the property owner shall file with the County Recorder a declaration of restrictions containing a reference to the deed under which the property was acquired by the current owner. The deed restriction shall state that:
1. The parcel was created by an urban lot split and no further subdivision of the parcel is permitted.
 2. The dwelling unit(s) on the parcel may not be rented for a term of less than 31 days.
- B.** The above declarations are binding upon any successor in ownership of the property. Lack of compliance shall be cause for code enforcement.
- C.** The deed restriction shall lapse upon removal of all dwelling units established on a parcel created under this chapter.”

Section 3. CEQA COMPLIANCE. Pursuant to Government Code sections 65852.21(j) and 66411.7(n), the City may adopt an ordinance to implement SB 9 (Government Code sections 65852.21 and 66411.7), and such an ordinance shall not be considered a project under the California Environmental Quality Act (“CEQA”)

Section 4. SEVERABILITY. If any section, subsection, subdivision, sentence, clause, phrase or portion of this Ordinance, is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance and each section, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared invalid or unconstitutional.

Section 5. To the extent the provisions of the Scotts Valley Municipal Code as amended by this Ordinance are substantially the same as the provisions of that Code as they read immediately prior to the adoption of this Ordinance, then those provisions shall be construed as continuations of the earlier provisions and not as new enactments.

Section 6. EFFECTIVE DATE. This ordinance shall be in full force and effect thirty (30) days from and after the date of its adoption.

Section 7. PUBLICATION. The City Clerk shall certify as to the adoption of this Ordinance and shall cause a summary thereof to be published within fifteen (15) days of adoption and shall post a certified copy of this Ordinance, including the vote for and against same, in the Office of the City Clerk, in accordance with Government Code Section 36933.

This Ordinance was introduced on the 1st day of May, 2024, and passed and adopted on the 15th day of May, 2024, at a duly held meeting of the City Council of the City of Scotts Valley by the following votes:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED: _____
Randy Johnson, Mayor

ATTEST:

Cathie Simonovich, City Clerk

APPROVED AS TO FORM:

Kirsten Powell, City Attorney

City of Scotts Valley CITY COUNCIL STAFF REPORT

DATE: 5/15/2024
TO: Honorable Mayor and City Council
FROM: Scott Hamby, Interim Public Works Director
APPROVED: Kirsten Powell, City Attorney
SUBJECT: **Five Year Capital Improvement Plan for Fiscal Year 2024-2025 to Fiscal Year 2028-2029**

SUMMARY OF ISSUE

In anticipation of preparing the FY 2024-25 Annual Budget, staff has prepared a draft Five-Year Capital Improvement Plan (Five-Year CIP) that recommends major capital improvement projects and other significant capital expenditures during the five-year period from FY 2024-25 to FY 2028-29. The Five-Year CIP describes individual projects and establishes a financing source and schedule. The attached draft plan is being presented to the City Council for input and policy direction.

Notably, in FY 23-24, 14 projects were completed and therefore removed from the updated 5-year plan. These projects included:

- Sewer Vactor Truck acquisition
- Waste Water facility truck replacement
- Belt Press Conveyer replacement
- Bean Creek pavement rehab – Phase 1
- Scotts Valley Drive crack seal
- Glenwood Drive striping
- Green Hills Road storm repair
- Parks Master Plan
- Skypark Tot Lot equipment replacement
- Vinehill Childcare facility
- Siltanen Park Softball fencing and netting replacement
- Sunridge Drive storm drain rehab

In addition, several projects related to the City Hall facility were put on hold due to the escalating cumulative costs of these repairs and the Council's direction to consider options for City offices.

Finally, several projects have new funding needs identified due to bids coming in over budget

or unexpected added costs and change orders. The table below summarizes these increased costs.

Project	Original Budget	New Budget	Cost Difference
Skypark Tennis/Pickleball Court Resurfacing	\$ 50,000	\$ 127,900	\$ 77,900
Skate Park Fence Replacement	\$ 55,000	\$ 90,000	\$ 35,000
Public Works Facility Improvements	\$1,142,949	\$1,568,951	\$ 426,002
Community/Sr Center Generator Install	\$ 175,000	\$ 450,000	\$ 275,000
Total Impact			\$ 813,902

SUMMARY OF THE PROPOSED FIVE-YEAR CIP PLAN AND FUNDING AVAILABILITY

There are 55 identified CIP and capital outlay projects in the proposed Five-Year CIP Plan. This includes 52 previously identified projects and 3 newly identified projects that are based on the evolving needs of the Scotts Valley community and available funding. Of these projects, 24 are actively being worked on.

Specifically, this Five-Year CIP Plan addresses numerous Council priorities including:

- Complete 80% design and funding plan to upgrade the wastewater treatment plant to next generation technology for recycled water and to comply with emerging water treatment regulations.
- Improve roadway conditions with a focus on collector streets as identified in the City's Pavement Management Program.
- Advance active transportation planning including redesign of Scotts Valley Drive and Mount Hermon Road.
- Explore options for City offices to meet the future needs of the City.

FUNDING AVAILABILITY

Notably, the proposed CIP Plan for FY 2024-25 incorporates approximately \$10.4 million in projects. Certain projects have been carried forward from FY 2023-24. These projects were delayed due to limited staffing capacity and inability to fill vacant positions in Public Works. While some projects have designated revenue sources to fund them, others are funded by the General Fund and Capital Fund. The City has over \$3 million in expenditures that will be reimbursable from Federal and other programs. These out of pocket expenditures pose a potential cash constraint that staff will continue to monitor and be able to look for other options, such as bridge loans, to ensure funding availability.

Grant and special revenue funds are prioritized in identifying project funding for each project. For example, road improvements are generally funded by SB1, Gas Tax, and Measure D Funds. In addition, the City pursues competitive grants through the Regional Transportation Commission, Community Development Block Grant program, Congressional Community Project Funds (HUD) and new grant programs such as the Extreme Heat and Community Resilience Program to maximize the City's limited resources. The City's two emergency storm related projects (Green Hills and Bean Creek repairs) are eligible for reimbursement from the FHWA and FEMA, however that process can take years to complete.

Included in the Draft Five-Year Plan is a recommendation to delay some existing projects that are not anticipated to see work progress with money to be re-programmed in outlying years, subject to funding availability and Council approval.

NEXT STEPS

The Five-Year CIP was presented to the Planning Commission at their regularly scheduled meeting on May 9, 2024, for review regarding the plan's consistency with the City's General Plan. The final Five-Year CIP Plan will then be included as part of the FY 2024-25 Annual Budget, which is scheduled for final adoption on June 12, 2024.

FISCAL IMPACT

There is no fiscal impact related to discussion of the draft Five-Year CIP. The final Five-Year CIP Plan will be included as part of the FY 2024-25 Annual Budget, which is scheduled for final adoption on June 12, 2024.

STAFF RECOMMENDATION

It is recommended that the City Council provide policy direction on the proposed Five-Year CIP Plan, considering the (1) Priority Category, (2) Timing, or (3) Funding Source. Projects may also be added, deleted, or delayed based on City Council direction. Subject to City Council direction, staff will make the necessary changes to the Five-Year CIP Plan and incorporate the revised draft in the FY 2024-2025 Annual Budget.

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1. 5-Year Capital Improvement Plan

Five-Year Capital Improvement Project (CIP) Summary
FY 2024-25 through FY 2028-29

CIP #	Priority	Description	Funding Source	Full FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	STATUS
Wastewater									
1	A	Wastewater Recovery Master Plan	WWTP-C	\$ -	\$ 135,973	\$ -	\$ -	\$ -	Not Started
2	A	PLC/SCADA Upgrades	WWTP-C	\$ 562,243	\$ -	\$ -	\$ -	\$ -	Active - const.
3	A	Clarifier Superstructure & Walkways	WWTP-C	\$ -	\$ 150,000	\$ 150,000	\$ -	\$ -	Not Started
5	B	Upgrade Recycled Water Pumps	TTF/SVWD	\$ -	\$ 410,000	\$ -	\$ -	\$ -	Not Started
6	A	Aeration Basin System Upgrade	WWTP-C	\$ 1,200,000	\$ -	\$ -	\$ -	\$ -	Active
10	A	Effluent Pump Replacement	WWTP-C	\$ 142,000	\$ 100,000	\$ -	\$ -	\$ 200,000	Active - Purchase
13	A	Collection System Lift Stations	WWTP-C	\$ 175,000	\$ 360,000	\$ 510,000	\$ 300,000	\$ 300,000	Not Started
14	A	Collection System Pipeline Upgrades	WWTP-C	\$ 430,000	\$ 260,000	\$ 490,000	\$ 330,000	\$ 360,000	Not Started
15	A	Collection System Inspection & Monitoring	WWTP-C	\$ 200,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	Active
23-01	A	New Technology - Identified in Wastewater Options Study	WWTP-C	\$ 145,665	\$ 200,000	\$ -	\$ 6,000,000	\$ 6,000,000	Active - Design
24-01	A	Flow Equalization Stucture Pipeline Repairs	WWTP-C	\$ -	\$ 200,000	\$ -	\$ -	\$ -	Not Started
24-02	A	Generator Transfer Switch and UPS upgrades	WWTP-C	\$ 150,000	\$ -	\$ -	\$ -	\$ -	Active - Purchased
24-03	B	IPS Wash Compactor	WWTP-C	\$ -	\$ -	\$ 240,000	\$ -	\$ -	Not Started
Wastewater TOTAL				\$ 3,004,908	\$ 1,915,973	\$ 1,490,000	\$ 6,730,000	\$ 6,860,000	
Transportation									
16	A	Annual Street Maintenance/Resurfacing	GT/SB1/Meas D	\$ 1,125,000	\$ 650,000	\$ 650,000	\$ 850,000	\$ 950,000	Active - Bidding
19	A	Mt. Hermon Road Corridor Improvements - Signal	TDIF	\$ 349,396	\$ -	\$ -	\$ -	\$ -	Active - Study
20	B	Janis Way Digout, Overlay, Sidewalk, Bike Lanes	Measure D	\$ -	\$ -	\$ -	\$ -	\$ 250,000	Not Started
23	A	Mount Hermon Road Improvements	Measure D/ RTC Grant	\$ 723,000		\$ -	\$ -	\$ -	Active - Design
24	A	Bean Creek Road Pavement Rehab - Phase 2	Measure D	\$ -	\$ -	\$ 300,000	\$ -	\$ -	Not Started
25	B	Lockwood Lane Street Improvements	Measure D	\$ -	\$ -		\$ 100,000	\$ -	Not Started
53	A	Annual Citywide Street Striping ¹	CIP	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	Active - Const.
54	A	Granite Creek Overcrossing Paving ¹	RSTPX/SB-1	\$ 723,877	\$ -	\$ -	\$ -	\$ -	Active - Design
23-02	A	Utility Undergrounding	Rule 20A (PG&E)	\$ -	\$ -	\$ -	\$ 1,261,345	\$ -	Not Started
24-05	A	Bean Creek Road - Storm Repair	FHWA	\$ 630,000	\$ -	\$ -	\$ -	\$ -	Active - Design
25-01	A	Scotts Valley Drive Corridor Improvements	RTC/SB1/Measure D	\$ 500,000	\$ 578,000				Active - Design
Transportation TOTAL				\$ 4,101,273	\$ 1,278,000	\$ 1,000,000	\$ 2,261,345	\$ 1,250,000	
Storm Drains									
27	A	Storm Drain Trash Capture System	CIP	\$ -	\$ 343,800	\$ 125,000	\$ 125,000	\$ -	Not Started
28	B	Storm Drain Master Plan Update	SD DIF	\$ -	\$ 100,000	\$ -	\$ -	\$ -	Not Started
29	B	Pinecone Drive Draining Improvements	CIP	\$ 50,000	\$ 150,000	\$ -	\$ -	\$ -	Ready for Bidding
24-06	A	* Scotts Valley Drive - Culvert Repair	CIP	\$ 150,000	\$ -	\$ -	\$ -	\$ -	Active - Bidding

Five-Year Capital Improvement Project (CIP) Summary
FY 2024-25 through FY 2028-29

CIP #	Priority	Description	Funding Source	Full FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	STATUS
24-07	A	*Granite Creek - Culvert Repair	CIP	\$ 100,000	\$ -	\$ -	\$ -	\$ -	Active - Design
25-02	A	Hacienda Road Storm drain extension	CIP	\$ 75,000					Not Started
Storm Drains TOTAL				\$ 375,000	\$ 593,800	\$ 125,000	\$ 125,000	\$ -	
Parks									
31	A	Parks ADA Improvements - Phase 1	Lennar	\$ -	\$ 116,300	\$ -	\$ -	\$ -	Not Started
32	B	Parks ADA Improvements - Phase 2	Lennar	\$ -	\$ -	\$ -	\$ 105,000	\$ -	Not Started
33	A	Senior Center ADA Improvements - Phase 2	CIP/CDBG PI	\$ 74,000	\$ -	\$ -	\$ -	\$ -	Active - const.
40	C	Skypark Tennis/Pickleball Resurfacing	CIP/Lennar	\$ 127,900	\$ -	\$ -	\$ -	\$ -	Not Started
55	A	Siltanen Park Irrigation System Replacement	CIP	\$ -	\$ 226,713	\$ -	\$ -	\$ -	Active - Design
23-04	B	Basketball Court Resurfacing (HP &SP)	CIP/Lennar	\$ 31,000	\$ -	\$ -	\$ -	\$ -	Active - Const.
23-05	B	Skatepark - Fence Replacement	CIP	\$ 90,000	\$ -		\$ -	\$ -	Ready for Bid
23-06	B	MacDorsa Park - Irrigation System Replacement	CIP	\$ -	\$ -	\$ -	\$ 80,000	\$ -	Not Started
23-07	B	MacDorsa Park - Play Structure Replacement	CIP			\$ 100,000			
23-09	B	Siltanen Park - Bleacher Upgrades / Replacements	CIP	\$ -		\$ 50,000	\$ -	\$ -	Not Started
24-08	A	Skypark Play Structure Replacement	HUD	\$ 200,000	\$ 557,000	\$ -	\$ -		Active - Planning
25-03	A	Shugart Park Buildout	Parks DIF	\$ 500,000	\$ 2,154,863				Active - Planning
Parks TOTAL				\$ 1,022,900	\$ 3,054,876	\$ 150,000	\$ 185,000	\$ -	
General Facilities									
42	A	HVAC Replacement at City Hall	CIP	\$ -	\$ -	\$ 251,191	\$ -	\$ -	Hold
43	A	City Facility ADA Improvements - Phase 1	CIP		\$ 73,400	\$ -	\$ -	\$ -	Hold
44	A	City Facility ADA Improvements - Phase 2	CIP	\$ -	\$ 150,000	\$ -	\$ -	\$ -	Hold
46	A	Public Works Facility Improvements	CIP	\$ 1,568,951	\$ -	\$ -	\$ -	\$ -	Active - Design
47	C	Public Works Quonset Hut/Equip Storage Replacement	CIP	\$ -		\$ 550,000	\$ -	\$ -	Not Started
49	A	Police Department Locker Room	Police Build.DIF	\$ -	\$ 233,648	\$ -	\$ -	\$ -	Hold
50	C	Police Department Armory	Police Build.DIF	\$ -	\$ 70,000	\$ -	\$ -	\$ -	Hold
58	A	Police Department Fitness Facility Upgrades	CIP	\$ -	\$ 30,000	\$ -	\$ -	\$ -	Hold
59	A	Universal Power Supply	PDIF	\$ 5,000	\$ 75,000	\$ -	\$ -	\$ -	Hold
23-11	A	City Hall Roof Replacement	CIP	\$ -	\$ -	\$ 75,000	\$ 200,000	\$ -	Hold
23-13	A	City Hall / Police Department Generator Replacement	CIP	\$ -	\$ 175,000	\$ -	\$ -	\$ -	Hold
24-09	B	Community Center/Senior Center - Generator Installation	CIP	\$ 450,000	\$ -	\$ -	\$ -	\$ -	Active -Design
24-10	B	City Facility Security Upgrades	CIP	\$ -	\$ -	\$ 100,000	\$ -	\$ -	Hold
General Facilities TOTAL				\$ 2,023,951	\$ 807,048	\$ 976,191	\$ 200,000	\$ -	

Five-Year Capital Improvement Project (CIP) Summary
FY 2024-25 through FY 2028-29

CIP #	Priority	Description	Funding Source	Full FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	STATUS
Equipment									
	B	New Tractor for Roads/Parks	Equip Replacement	\$ 24,000	\$ 11,250	\$ 11,250	\$ 11,250	\$ -	
	B	Parks Mower	Equip Replacement	\$ 18,000	\$ -	\$ -	\$ -	\$ -	
	B	Police Patrol Vehicles	Police SLES	\$ 120,000					
Equipment TOTAL				\$ 162,000	\$ 11,250	\$ 11,250	\$ 11,250	\$ -	
Information Technology									
23-15	A	Computerized Maintenance Mgmt Software	CIP	\$ 249,400	\$ -	\$ -	\$ -	\$ -	Active -RFP
	A	Server Replacements	Equip Replacement	\$ -	\$ 200,000	\$ -	\$ -	\$ -	Scheduled
Information Technology TOTAL				\$ 249,400	\$ 200,000	\$ -	\$ -	\$ -	
GRAND TOTAL				\$ 10,939,432	\$ 7,860,947	\$ 3,752,441	\$ 9,512,595	\$ 8,110,000	

City of Scotts Valley CITY COUNCIL STAFF REPORT

DATE: 5/15/2024
TO: Honorable Mayor and City Council
FROM: Stephen Walpole, Chief of Police
APPROVED: Kirsten Powell, City Attorney
SUBJECT: **2023 Scotts Valley Police Department Annual Activity Report**

SUMMARY OF ISSUE

Presentation of the 2023 Scotts Valley Police Department Annual Activity Report

FISCAL IMPACT

None.

STAFF RECOMMENDATION

It is recommended that the City Council receive information on the 2023 Scotts Valley Police Department Annual Activity Report.

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1. Year End Report 2023

SCOTTS VALLEY POLICE DEPARTMENT



ANNUAL ACTIVITY REPORT 2023

SCOTTS VALLEY POLICE DEPARTMENT

ANNUAL ACTIVITY REPORT - 2023

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Scotts Valley Police Chief Steve Walpole



SCOTTS VALLEY POLICE DEPARTMENT

ONE CIVIC CENTER DRIVE • SCOTTS VALLEY, CALIFORNIA 95066 • PHONE (831) 440-5670

CHIEF OF POLICE
STEVE WALPOLE

May 15, 2024

Honorable Mayor and City Council
City of Scotts Valley
1 Civic Center Drive
Scotts Valley, CA 95066

RE: 2023 Scotts Valley Police Department Activity Report

Dear Mayor and City Council Members:

I am pleased to present our 2023 Scotts Valley Police Department Activity Report. This document contains a comprehensive analysis of our activity last year and the many accomplishments of our patrol and dispatch staff.

In 2023 the City of Scotts Valley continued to be the safest place to live in Santa Cruz County. Overall crime went down year over year and was lower than our historical rolling five-year average. The police department responded to 5,718 calls for service from our residents. When those calls were for emergency situations, our officers were on scene, on average, in just under two and half minutes after we received the initial call for help. When our officers were not responding to calls, they remained vigilant, with their self-initiated activity to help prevent crime before it occurs.

This past year's highlight was in the area of recruitment and retention of our personnel. My staff continued to make hiring quality police officers the top priority. The result was by the end of 2023 we were fully staffed for the first time in the past five years. It was a remarkable feat considering almost all law enforcement agencies in the country are facing critical staffing shortages. It was a great accomplishment which could not have occurred without the hard work from the members of the department who were responsible for the recruitment, hiring, and training of our new officers. We hope these new officers stay with the department for the long term and become the foundation of the department's future leadership.

In closing, I would like to once again thank my staff for their dedicated service as well as the supportive community that we are privileged to serve and protect.

Sincerely,

A handwritten signature in black ink that reads "Steve Walpole".

Steve Walpole
Chief of Police

SCOTTS VALLEY CRIME STATISTICS YEAR TO YEAR COMPARISON 2019 TO 2023

DESCRIPTION	2019	2020	2021	2022	2023	% OF CHANGE FROM 2022-2023
PART 1 CRIMES						
HOMICIDE	0	0	0	0	0	0%
RAPE	2	7	6	3	3	0%
ROBBERY	1	7	2	3	0	-300%
ASSAULT	66	48	57	58	50	-14%
BURGLARY	31	60	37	34	21	-47%
LARCENY	105	104	106	128	122	-5%
AUTO THEFT	8	21	11	11	8	-31%
ARSON	2	1	2	0	1	100%
TOTAL PART 1 CRIMES	215	248	221	237	218	-8%
ALL OTHER CRIMES	542	407	503	428	357	-18%
TOTAL CALLS FOR SERVICE	6,477	6,439	6,033	5,655	5,718	1%
TOTAL OFFICER INITIATED ACTIVITY	14,530	12,192	12,965	16,745	16,637	-1%
TOTAL CITATIONS	966	579	958	1,021	1,449	35%
NUMBER OF ARRESTS	486	374	425	570	525	-8%
INJURY ACCIDENT	12	6	19	15	17	13%
NON INJURY ACCIDENT	149	107	137	122	125	2%
FATALITY	0	1	0	0	1	100%
HIT & RUN	32	22	21	20	17	-16%
TOTAL ACCIDENTS	161*	114*	156*	137*	145*	6%
DOMESTIC VIOLENCE	25	19	22	23	17	-30%
VANDALISM/GRAFFITI	77	53	67	55	68	21%
DRUG VIOLATIONS	95	90	79	89	89	0%

* Does not include Hit & Run collisions

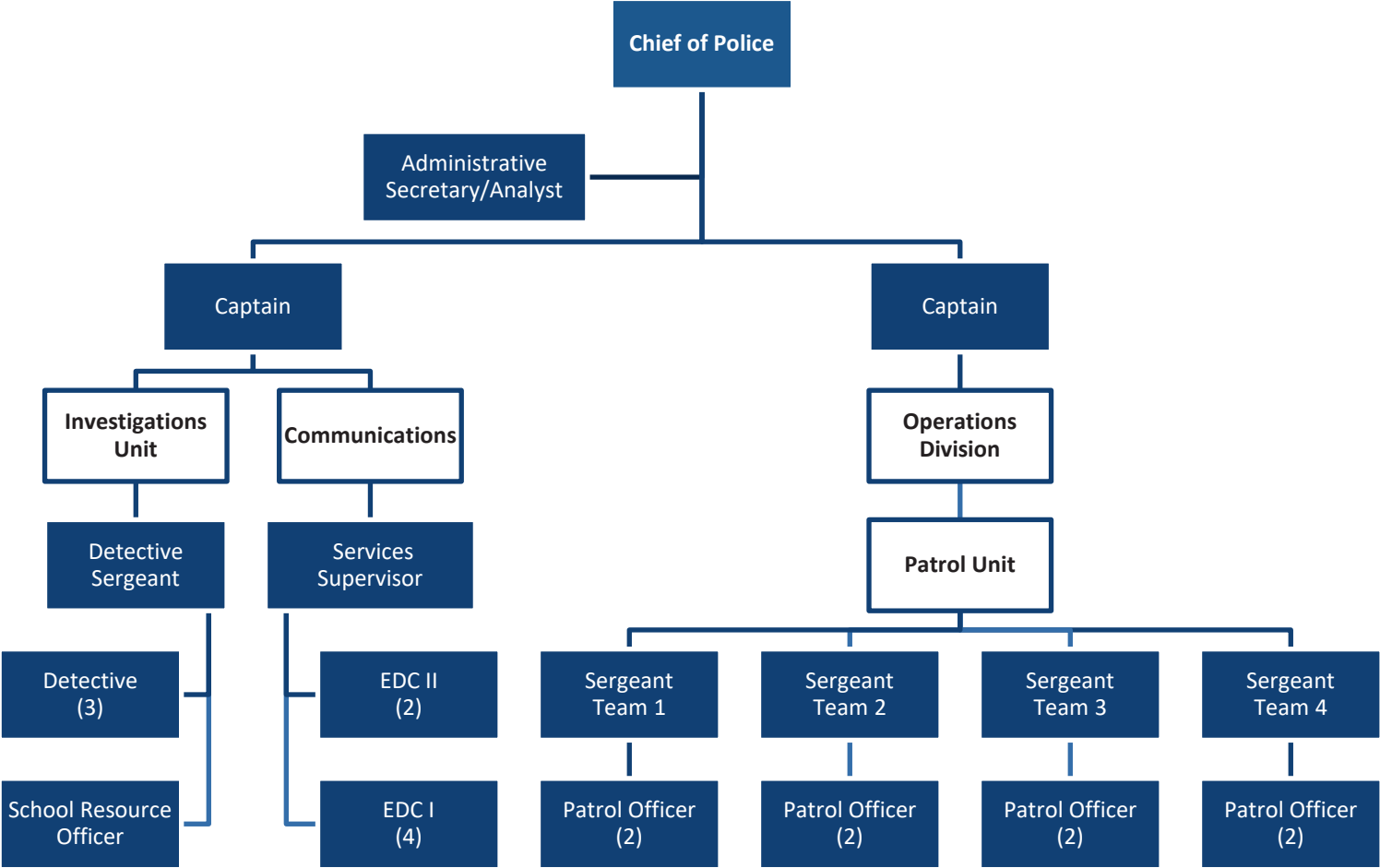
SCOTTS VALLEY POLICE DEPARTMENT DATA DEMOGRAPHICS 2023

	Total	Black	White	Hispanic	Asian	Other	Male	Female
Arrests	124	6 (5%)	80 (65%)	35 (28%)	1 (1%)	2 (2%)	98	26
Notice to Appear	320	1 (<1%)	185 (58%)	69 (22%)	18 (6%)	20 (6%)	175	118
Written Notice to Correct Violation	344	8 (2%)	248 (72%)	71 (21%)	9 (3%)	8 (2%)	224	120
Verbal Warning	1,721	48 (3%)	1,121 (65%)	429 (25%)	75 (4%)	48 (3%)	1,191	530
Public/Motorist Service	22	0	19 (86%)	3 (14%)	0	0	14	8
Total:	2,531	63 (2%)	1,653 (65%)	607 (24%)	103 (4%)	78 (3%)	1702	802
City Population (2020 Census)	11,863	71 (1%)	9,251 (78%)	1,253 (11%)	854 (7%)	434 (3%)	5,880	5,983
County Population (2020 Census)	273,123	2,230 (1%)	154,075 (56%)	92,921 (34%)	13,699 (5%)	10,198 (4%)	135,168	137,955

What Are Data Demographics?

Data demographics are compiled by the Scotts Valley Police Department during the course of a routine traffic stop. Upon the conclusion of the stop, information obtained from the Officer as well as the Driver's License is saved and used to track characteristics such as age, race, and gender. This information has been collected for many years for internal use, however this year we have included it for public review as some questions arose regarding who we were stopping. We will continue to provide this type of information in subsequent Annual Reports for greater transparency to the public.

SCOTTS VALLEY POLICE DEPARTMENT



POLICE ADMINISTRATION

The Scotts Valley Police Department Administration is responsible for the overall leadership, vision, and management of the police department. Police Administration manages the Department's \$6.8 million budget, as well as grant funds, equipment acquisitions and overall training needs.

Police Administration directs the hiring of new personnel, ensures that professional standards are met, and monitors compliance with all state and federal regulatory requirements. Police administrators participate in numerous city/county events, boards, and meetings. They also collaborate closely with elected officials, the city manager, local schools and community groups to ensure a positive and open line of communication.



Captain Jayson Rutherford

Chief Steve Walpole

Captain Scott Garner

OPERATIONS DIVISION

Law enforcement in the 21st century faces many challenges and opportunities. The rapid development of technology, social media, police transparency, and civil rights movements have all impacted how police officers perform their duties and interact with the public. Some of the critical issues that law enforcement agencies need to address are how to balance security and privacy, how to enhance community policing and trust, how to recruit and retain a diverse and qualified workforce, and how to cope with stress and trauma.

Law enforcement supervisors are crucial in this process. Supervisors are responsible for leading, motivating, and developing their subordinates and ensuring accountability, integrity, and professionalism in their units. Supervisors also need to adapt to the evolving needs and expectations of the communities they serve and the legal and ethical standards that govern their actions.

The Operations Division includes the Patrol Unit, Training Unit, K9 Unit, Traffic Unit, and the Reserve Unit. The Patrol Unit is comprised of officers who operate marked police vehicles and handle the bulk of the day-to-day calls for service. In any given moment, officers perform an array of duties from responding to emergency calls for service involving vehicle accidents to talking to our youth about drugs and alcohol prevention.

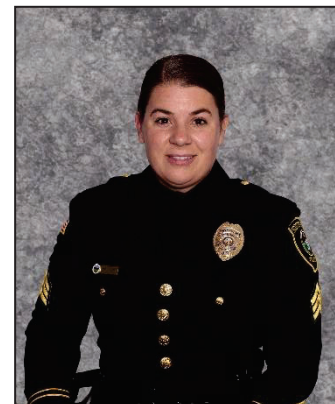
Captain Jayson Rutherford oversees the day-to-day operations of the police department. This position requires the management of four patrol sergeants and eight patrol officers. Our patrol staff work twelve-hour shifts on a three or four-day rotation. These shifts are normally covered by one patrol sergeant and two patrol officers, with our daily minimum staffing for any particular shift being two officers.

In July, we promoted Sergeant Jesse Pidcock and hired Sergeant Sjon Tol. As a result, we were able to fill the Detective Sergeant position for the first time since 2019. Additionally, we were able to shuffle many of the collateral sergeant assignments, in order to give other sergeants opportunities to learn various positions.

Patrol Supervisors:

Sergeant Meredith Roberts

Sergeant Meredith Roberts has served the department since 2016. The first half of 2023 Sergeant Roberts managed a patrol shift, oversaw our Reserve Officer Program, Bicycle Team, and was one of our Peer Support team members. In July 2023, Sergeant Roberts was reassigned as the Detective Sergeant and currently leads the Investigations Unit.



Sergeant Pascale Drozek

Sergeant Pascale Drozek has served the department since 2018. In 2023 Sergeant Drozek served in many assignments, which included supervising the Field Training Program, the Reserve Officers and Explorer Program. She is on our Peer Support team, a Hostage Negotiation Team leader, and a department instructor for both firearms and defensive tactics.



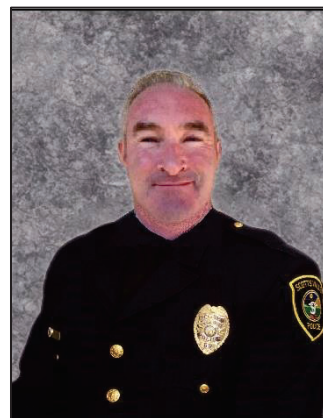
Sergeant Chris Galli

Sergeant Chris Galli has served the department since 2022. During the first part of 2023, he oversaw the department's Traffic Unit, which included our vehicle abatement program, the placement of our speed awareness units, and the maintenance of our motorcycle fleet. In July 2023, Sergeant Galli took over the Field Training Program. Sergeant Galli is also one of the department's firearms instructors.



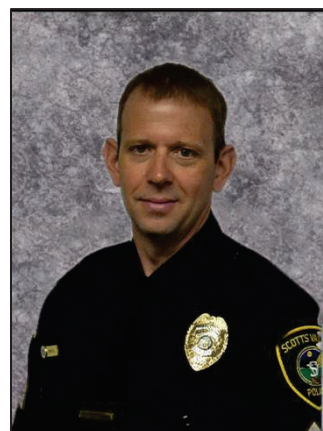
Sergeant Jesse Pidcock

Sergeant Pidcock has served the department since 2022 and was promoted to Sergeant in July 2023. He was immediately assigned the Traffic Unit. Sergeant Pidcock has spent most of his career in the Traffic Unit as a motorcycle officer.



Sergeant Sjon Tol

Sergeant Tol was hired by the department as a Sergeant in 2023 after serving many years at Watsonville PD and San Jose PD. We are pleased he joined our department and filled the final patrol Sergeant position, allowing us to staff the Detective Sergeant position. Sergeant Tol is one of the department's Taser instructors.

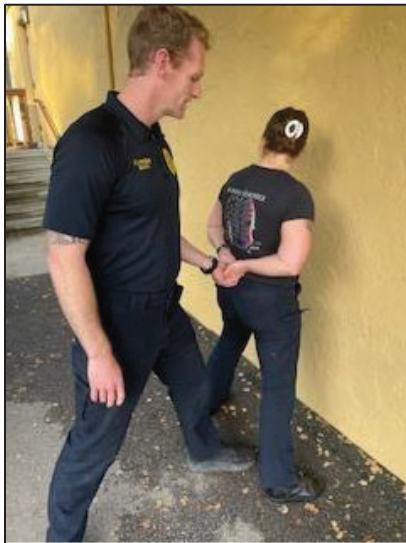


TRAINING UNIT

The training unit is supervised by Captain Jayson Rutherford who oversees the Department's in-house training for all full-time officers, reserve officers, and police dispatchers. He is responsible for ensuring that the department's training conforms to State and Federal guidelines. The State of California Peace Officer Standards and Training (POST) mandates that officers receive training in the following categories every two years: firearms, arrest control techniques, vehicle operations and pursuit driving, tactical communications, CPR/First Aid, and Active Shooter. Our department exceeds the State's minimum standards by training several times each year in each category, a standard we have set for ourselves and believe our citizens demand of us.



In addition to State mandated training, officers must conduct monthly roll-call training. Training topics include: Sexual Harassment, Dispatch Center Operation, Use of Force and Pursuit Policy Review, Blood Borne Pathogens, De-escalation Strategies, and Bias and Racial Profiling. Officers complete monthly tests on department policies and procedures through Lexipol Daily Training Bulletins (DTBs).



Officers are often sent off-site to receive more specialized training. These courses are taught by approved content experts on topics such as sexual assault, robbery, burglary, accident, evidence collection, interviewing, impaired driving, leadership, emerging trends, and many other contemporary subjects. Modern municipal police work requires unique individuals who can blend law enforcement with social work.

Our officers must be able to deal with an array of people in various situations. One moment, officers may have to show empathy to someone who is a victim of a crime, and the next moment, an officer might be dealing with a suicidal subject or someone who is under the influence of drugs or alcohol. Officers are often thrust into the complex

web of societal issues surrounding race, class, and poverty. For these reasons and more, training is vital to this department's professional development.

FIELD TRAINING PROGRAM

Sergeant Drozek and Sergeant Galli supervised the Field Training Program in 2023. The Field Training Program is the functional launching point of every police officer's career. It serves the critically important purpose of guiding and shaping the police academy recruit into a competent, knowledgeable, safe and effective solo patrol officer.

The Field Training Officer (FTO) serves many roles, including that of teacher, role model and quintessential leader. The FTO must not only be extremely well versed in all of the department's policies, procedures, mission and values, but also be able to quickly understand each recruit's individual learning styles and be able to find the most effective way of imparting this knowledge to each recruit. The importance of the FTO extends far beyond the mere sharing of information. The FTO helps the trainee understand the "why" behind the "how." The FTO assists the trainee in understanding department policy and procedure, while providing a strong emphasis on utilizing sound judgment in their decision making. The FTO fully grasps the importance of helping the trainee develop their own style and approach, all within the expectations and vision set forth by the Chief of Police, and in accordance to the highest of standards. FTO's inspire, encourage, and lead by example. They are selected for their core competence, character, courage, and commitment to the task at hand.



This past year proved to be a fruitful one for the Field Training Program. Sergeant Sjon Tol, a lateral from a local agency, and Officer Vitani Harrison, who was new to law enforcement, both successfully completed our Field Training Program. They were excellent additions to our agency who understand the importance of community policing to our residents.



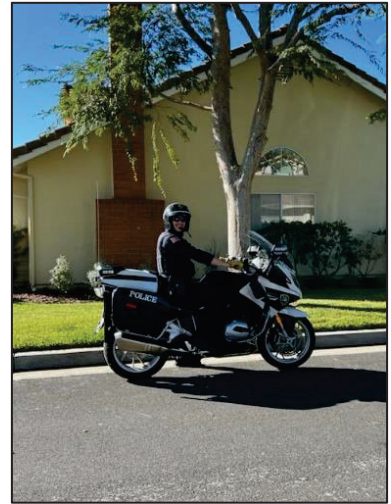
We look forward to 2024 with the anticipation of four additional officers graduating from the police academy and transitioning into our Field Training Program.



TRAFFIC UNIT

As part of the Scotts Valley Police Department's Operations Division, the Traffic Unit's mission is to reduce vehicular accidents and to facilitate the safe and expeditious flow of vehicular and pedestrian traffic by encouraging the public's voluntary compliance with traffic regulations.

Our officers stopped a total of 2,961 vehicles in 2023 which resulted in 1,449 citations. This combination of enforcement, and education, on some of our busiest streets reminds drivers to follow the rules of the road and keep our residents safe during their travels.



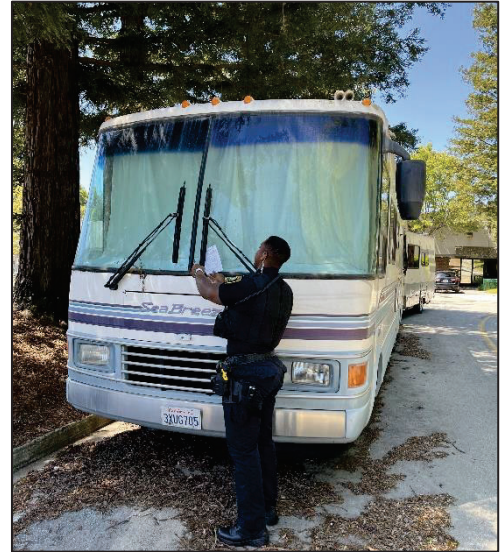
BADGES TRAFFIC ENFORCEMENT DETAIL

For the past two decades, members of our traffic unit have participated in the countywide joint traffic enforcement program, "BADGES" (Before Aggressive Driving Gets Everyone Stopped). Once a month, traffic officers from each Santa Cruz County Agency collaborate to target high collision areas, school zones, and other violations in selected jurisdictions around our county. This saturated traffic enforcement's main purpose is to bring educational awareness to the motoring public, combat road rage by targeting aggressive driving violations such as speeding, stop sign violations, red light violations, tailgating, and unsafe lane changes.

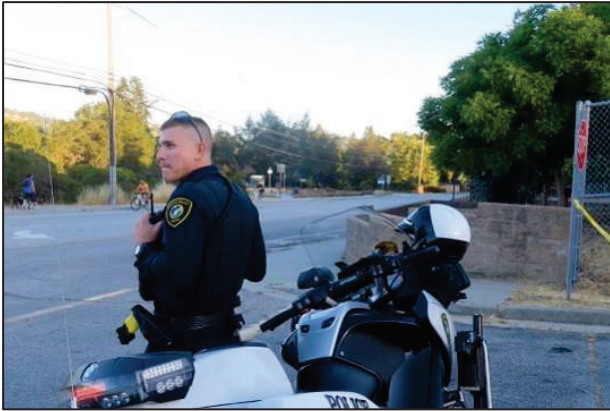


ABANDONED VEHICLE PROGRAM

In 2023, the Department continued its enforcement efforts related to large trailers or motorhomes parked or abandoned throughout the city. The Traffic Division issued 72 vehicle storage citations, 51 abatement notices, as well as hundreds of courtesy citations (written warnings) to violators. A total of 4 vehicles were towed for being left abandoned on our roadways. Officers also made regular contact with vehicle owners to educate them about laws related to vehicle storage.



MOTOR OFFICER STANDEN



Motor Officer Standen has dedicated his time to conducting enforcement primarily for speeding vehicles and other moving violations. He monitors roadways and intersections that have the highest numbers of collisions or traffic complaints to keep our community safe.

DUI ENFORCEMENT RECORD

Officer Stoeberl set a SVPD historical record for total Driving Under the Influence (DUI) arrests last year. His exceptional enforcement efforts yielded hundreds of car stops and 52 DUI arrests. We believe that his hard work prevented many DUI related tragedies.



RESERVE OFFICER UNIT



The Scotts Valley Police Department is fortunate to be one of the few local police agencies that has a committed and active Reserve Officer Unit. The Scotts Valley Reserve Officer Unit is comprised of members of our community who choose to dedicate a portion of their free time to invaluable community service by working as volunteer police officers. The Scotts Valley Police Department currently has five active reserve officers. Our Reserve Officers currently consist of John Hohmann, Don Murray, David Bergman, Michael Cummings, and Kevin Elliott. Between our combined five Reserve Officers there is well over 125 years of Law Enforcement experience.

Our Reserve Officers volunteered almost 800 hours in 2023. They assisted both the Patrol Division and the Investigation Division throughout the year. Some of their duties included:

- Assisting with day-to-day investigations.
- Providing traffic control during special community events and road closures.
- Conducting extra foot patrols of shopping centers during the summer and holidays.
- Conducting surveillance stakeouts for reported burglaries and wanted subjects.



- Providing security at various school related events such as Operation Safe Passage, Homecoming, Graduation Day, Bike to School day, Sports events and Grad Night.
- Patrol supplementation on holidays and other special public relations events.
- Transportation of in-custody subjects to Dominican Hospital, County Jail and the Behavioral Health Unit.
- Assisting with vehicle abatements.
- Taking on special projects such as organizing and cleaning the Police Armory and conducting inventory on Armory equipment.
- Representing the Scotts Valley Police Department at many Special Olympics Northern California events, such as Polar Plunge, the Olympic Games, and Police in Pursuit.

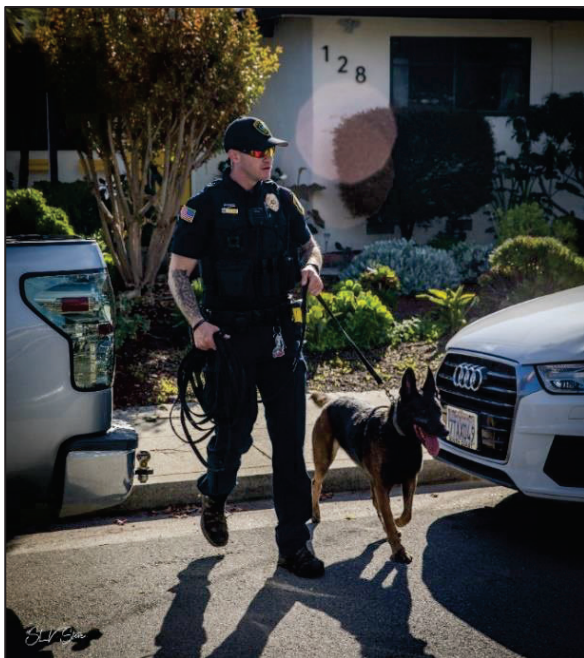
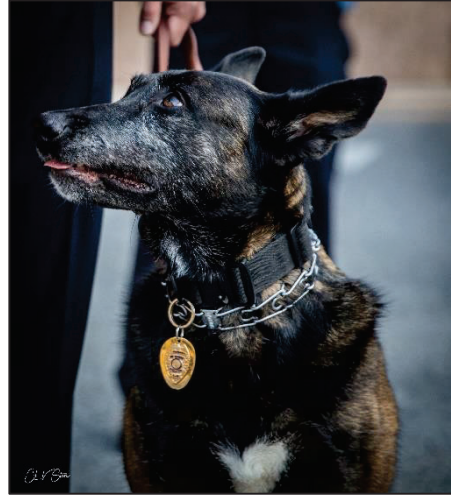


All our Reserve Officers are to be commended for the extraordinary effort they put forth given that they have full-time careers outside of law enforcement. Their professionalism and support increase the safety of our full-time patrol officers and enhance the overall effectiveness of our department. Most importantly, the citizens of Scotts Valley benefit from the many efforts and contributions of our wonderful Reserve Officers who sacrifice personal time to volunteer for the police department.

CANINE (K9) PROGRAM

The Scotts Valley Police K-9 Program originated in 1968 with this department's first K-9, rightfully named, King. K-9 King served loyally to this City until he was retired in 1972. K-9 King started a great tradition here at the Scotts Valley Police Department and following in his paw steps was K-9 Duke, K-9 Atlas, K-9 Odin, and now, K-9 Xena! K-9 Xena is handled by her partner, K-9 Officer Hutchison.

Our K-9 team of Officer Hutchison and Xena are certified in tracking, apprehension, article, and narcotics detection. During 2023, Xena was deployed 63 times for drug detection. This has resulted in 277 grams of methamphetamine, 28 grams of heroin, 41 grams of cocaine, 123 grams of psilocybin, 182 grams of fentanyl, 44 Xanax/Alprazolam bars and 30 pounds of marijuana being taken off the streets. During these searches there were also 22 pieces of stolen identity documents and 8 firearms found. In a short period of time, Xena has become an integral cog in the wheel of success for this department. Not only does this team help keep our community safe but they are also routinely requested to assist other agencies in the county due to their specialized training and skills.



K-9 Officer Hutchison and Xena participated in several demonstrations during 2023, including at our National Night Out event and one for Scout Pack 654.

The Scotts Valley Police Department is committed to exemplary public services and the safety of our community is of the highest importance. The use of K-9 Xena and the continuance of this great tradition will augment our current services and further increase our ability to protect this great City.

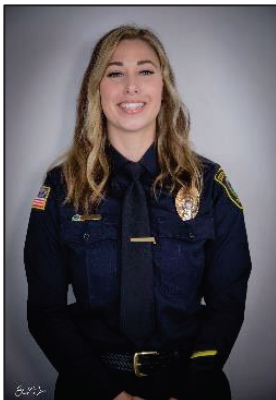
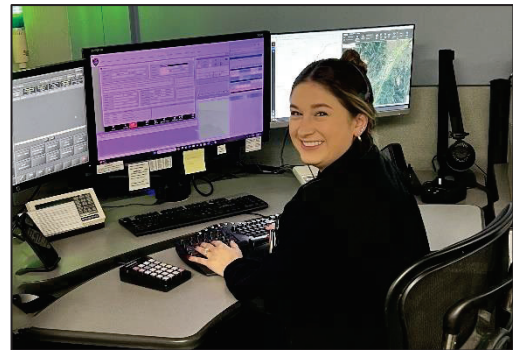
ADMINISTRATIVE SERVICES DIVISION



Captain Scott Garner supervises the Administrative Services Division which consists of two units: Investigations and Communications. As a result of successful hiring initiatives, Detective Sergeant Meredith Roberts joined the unit in July 2023 and immediately made significant contributions. In addition to overseeing active investigation cases, Sgt. Roberts has taken charge of the employee hiring process for the department. Her presence has proven to be an asset to the team.

The Investigation Unit is comprised of a detective sergeant, two detectives, and a school resource officer. The detectives work weekdays but are on call and available when a major incident unfolds. Detectives have specialized training in handling major crimes and follow up on complex cases. They also conduct proactive operations such as tobacco and alcohol stings and are responsible for our narcotic and sex registrant program.

The Scotts Valley Police Department stands as the sole municipality in our county with its own dedicated 911 dispatch center. Our police dispatchers carry out a diverse range of responsibilities, encompassing responding to emergency and business calls for service, dispatching patrol officers, reviewing police reports, managing records, generating our media bulletins, aiding with property and evidence, and providing assistance to members of the public who visit our lobby around the clock.



In February 2023, EDCII Chloe Graham was promoted to Services Supervisor where she oversees the communications center and our records division. Services Supervisor Graham plays a pivotal role in ensuring the seamless operation of our department's communications hub where she is also responsible for scheduling, organizing training programs, and fostering a positive environment for our employees. She adeptly manages the intricate web of tasks crucial for the smooth operation of our records and dispatch services.

INVESTIGATIONS UNIT

The Scotts Valley Police Department's Investigations Unit is a multifaceted division supervised by Captain Garner. The unit has three primary responsibilities which collectively contribute to the Department's effectiveness and community engagement: criminal investigations, personnel recruitment, and community outreach.

CRIMINAL INVESTIGATIONS



The unit is primarily dedicated to Criminal Investigations, diligently probing into criminal activities, solving cases, and ensuring justice is served. This is achieved by conducting thorough investigations which includes gathering evidence, interviewing victims and witnesses, writing warrants, and collaborating with other law enforcement agencies.

Detective Sergeant Meredith Roberts supervises the unit and maintains the case load of each detective. Detective Kevin Elliott communicates with the District Attorney's Office to ensure successful prosecution of cases. Detective Aaron Roberts investigates all crimes involving adult victims and has taken over all massage, tobacco retail, and pawn shop permitting compliance. School Resource Officer Patrick Ahrens investigates all crimes involving juvenile victims and is the lead person in our tobacco enforcement efforts.

RECRUITMENT

The unit plays a pivotal role in personnel recruitment. This responsibility involves performing thorough background checks, as well as conducting extensive interviews and assessments to ensure each potential candidate meets the highest standards that a career in law enforcement requires.



COMMUNITY OUTREACH



The Investigations Unit is committed to fostering positive relations between the police force and the community through active participation in community outreach initiatives. Some of these outreach initiatives include National Night Out, the Junior Police Academy, and teaching DARE. By engaging with the community, organizing events, and addressing public concerns, the unit aims to build trust, enhance public safety, and promote a sense of partnership between law enforcement and the community it serves.

DRUG ABUSE RESISTANCE EDUCATION (D.A.R.E.)



The Drug Abuse Resistance Education (D.A.R.E.) program is taught to all 5th grade students at Vine Hill Elementary, Brook Knoll Elementary and Baymonte Christian School.

As an alumni of Baymonte Christian School, and a former DARE student himself, School Resource Officer Patrick Ahrens has taught DARE the past three years. This year he was assisted by Sergeant Roberts, who had prior experience teaching DARE online in 2020 during the school lockdowns due to COVID. The two did an excellent job of blending teaching styles to continue the success of the program.

The D.A.R.E. program consists of an evidence-based curriculum that teaches students good decision-making skills to help them lead safe and healthy lives. The D.A.R.E. vision is defined as a “world in which students everywhere are empowered to respect others and choose to lead lives free from violence, substance abuse, and other dangerous behaviors.”

This past year SVPD celebrated it's 30th consecutive year of teaching DARE in the classroom. We attribute a lot of our success to the excellent working relationship we have with all of our local schools. We thank them for letting us present these important topics to their students over these many years.



JUNIOR POLICE ACADEMY (JPA)



In June and July of 2023, the Scotts Valley Police Department conducted our annual Junior Police Academy over summer break. JPA was run in two separate sessions by School Resource Officer Ahrens and also had many of our patrol officers, Dispatchers and Sergeants assist as well. The Scotts Valley Police Department views JPA as a crucial way to engage with our community and positively interact with our community's youth.

At JPA, middle school aged youth are treated as police recruits and put through a weeklong police style academy during which they are taught what actual police officer trainees go through during their training. Recruits are trained on finger printing, plaster casting, crime scene sketches, and defensive tactics. In addition to this, Recruits are put through daily physical fitness drills and are shown K9, SWAT, and firearms demos.



At the end of the session the kids enrolled in the JPA come away with a more educated idea about the job of a police officer and the importance of volunteerism to make our community a better, and safer, place to live.

NATIONAL NIGHT OUT



In August of 2023, the Scotts Valley Police Department hosted National Night Out at MacDorsa Park. National Night Out is an annual community building campaign that promotes police & community relations and neighborhood camaraderie. National Night Out enhances the relationship between neighbors and law enforcement by allowing citizens to interact with Law Enforcement under positive circumstances, bringing back a true sense of community.

During National Night Out, community members were provided tours of the Scotts Valley Police Department and the Scotts Valley Fire Department. Booths were set up by several different local businesses and county services. Hot dogs were grilled, and popcorn was served while the community was provided with a specialized K9 demo by Officer Hutchison.



The event had the atmosphere of a county fair, with endless attractions including a bounce house for kids, face painting, and a petting zoo. The Scotts Valley Police Department values the strong bond we have with our community and believes the tradition of hosting National Night Out further strengthens that bond.

COMMUNICATIONS / RECORDS UNIT



SVPD Dispatch and Records Unit at Inspection 2023

The Scotts Valley Police Department dispatch center is one of only three in the county and is proud to serve the citizens of Scotts Valley 24 hours a day, 365 days a year. Our dispatch center is the only police department to offer 24-hour access to our lobby for citizens to come in and speak to a dispatcher and get assistance from an officer. Dispatchers handle all the 9-1-1 emergency calls for service as well as non-emergency calls for service, and they are a great source of information when answering questions from the public.

In 2023, our dispatch center received 3,717 calls on our 911 line and another 14,087 calls on our business lines, which resulted in 5,718 calls for police service. Our average response time to emergency calls for service was less than two and a half minutes. Our dispatchers work quickly and calmly to get the appropriate assistance to those in need.

The total number of calls our center took versus the total number of calls for services shows that our dispatchers were able to handle 67% of all calls that came into our center on their own. This percentage highlights the importance of having highly qualified dispatchers. With Dispatch handling well over half of the calls that come into the department, this allows officers more time to be proactive within our community and prevent crime. Our dispatchers are well trained and motivated to assist the officers and the department any way they can. Our dispatchers continue to attend trainings to further their knowledge and career growth.

This year our dispatchers participated in several events such as county wide active shooter training, the Special Olympics Torch Run, National Night Out, the Junior Police Academy, and the Never Forget Relay. All dispatchers were also able to attend a two-day Crisis Intervention Tactics (CIT) course in Oakland that will help them be better prepared for the rising tide of mental health crisis calls.

The Communications/Records Unit is overseen by Administrative Captain Scott Garner. The unit is managed by Services Supervisor/Custodian of Records Chloe Graham with two mid-management Emergency Dispatch Clerk II's, Hannah Bridges and Kiara Jacobsen. The dispatch/records floor typically consists of four Emergency Dispatch Clerk I's, currently staffed by Anna-Kate Brajkovich, Taylor Raymond, and Taylor Miller.



Our dispatch team had multiple achievements throughout the year. EDCII Chloe Graham was promoted to the Services Supervisor position and is now in charge of the dispatch center as well as records. EDCI Kiara Jacobsen was promoted to an EDCII and has been a great help to the center performing various EDCII tasks while still working an EDCI schedule. EDCI Taylor Raymond received the Employee of the Month award for her exemplary work during a fatal traffic accident.

In March, the Administrative Captain, Services Supervisor, and EDCII's attended the 2023 California National Emergency Number Association (CaNENA) Conference in La Jolla where they were able to view presentations and demonstrations regarding the Next-Gen 911 technology being developed in California. Our staff networked with other dispatchers and vendors throughout the state and attended classes and workshops. This will be a huge benefit to our department as we will be picking a new call processing equipment (CPE) vendor in 2024 that will be able to better equip us for the Next-Gen 911 project going live.



In October, the Services Supervisor and our IT Account Manager attended the 2024 RIMS conference in South Lake Tahoe. They were able to attend multiple CAD (Computer-aided dispatch) specific trainings and demonstrations that will be a huge benefit to our department, especially for our server upgrade project that will be finished in 2024.

VOLUNTEER UNIT



The Scotts Valley Police Department has a devoted group of civilian volunteers that have collectively served over 500 hours this year. A program running since 1991, our department volunteers assist our staff weekly with numerous tasks throughout the year. Our department currently has five volunteers: Jim Kiehl, Fred Wilson, Joe Bac, Konrad Baumert, and Terri Ritchie.

Our department currently has five volunteers: Jim Kiehl and Terri Ritchie work in our Administrative and Records Department, maintaining and purging reports amongst helping with many other projects. They assist with clerical work and support our court liaison. They are both detail-oriented and essential to this department's operations. Joe Bac and Konrad Baumert collaborate with our traffic unit to relocate our speed survey sign. Working in tandem, they strategically position the speed survey trailer in areas that benefit the community and help minimize violations. Their unwavering dedication and commitment to enhancing the safety of Scotts Valley citizens hold significant value for this department.



Chaplain Fred Wilson works around the clock responding with our officers to provide emotional and spiritual guidance to citizens who are grieving. Chaplain Wilson checks in weekly on our own staff and supports those in need. Chaplain Wilson is imperative for our staff and the City of Scotts Valley in times of need.

Our gratitude towards our volunteers knows no bounds for the dedication and effort they contribute to both this department and the City of Scotts Valley. Their positive outlook, diligence, and countless hours of devoted service underscore their vital role within the Scotts Valley Police Department and the broader community of Scotts Valley.

POLICE EXPLORERS

The Scotts Valley Police Department is one of a few agencies that still provides an Explorer Program for teens and young adults interested in exploring law enforcement as a future vocation. The Explorer Program is an opportunity for juveniles, aged 14-20 years, to be involved with the police department by volunteering their time, while simultaneously gaining valuable job experience.



Our current Explorer Program consist of Explorers Jacob Brazil and Amanda Swart. They have both been with SVPD for almost two years and have been trained in firearms safety, defensive tactics, and traffic control. Each year they are given the opportunity to help out at our Annual Inspection, the Junior Police Academy, National Night Out, and the Cops & Rodders event. Between our two Explorers, they have collectively logged an impressive 355 volunteer hours for 2023!

This year Explorer Brazil was awarded the November Employee of the Month for his consistent and extensive dedication to the program. Explorer Brazil logged regular weekly volunteer hours on patrol and has also participated in every available community and public relations event during the year. Great job Explorer Brazil!

SPECIAL RECOGNITION

Lois Blair volunteered with SVPD in 2007 and remained with the agency until her official retirement this year. During her time with the department, Lois was awarded a Chief's Commendation by former Chief Weiss in 2013 for her Outstanding Community Service for her work at the Cops & Rodders event.

Lois dedicated numerous years to assisting Investigations with scanning secondhand dealer receipts and supporting Records by handling court runs. Upon her retirement, Chief Walpole presented her with a shadow box to commemorate her years of devoted volunteer work and contributions to our organization over the years. Thank you, Lois, for your service to our department and the community of Scotts Valley!



POLICE OFFICER ASSOCIATION

The Scotts Valley Police Officer Association (SVPOA) is dedicated to actively participating with our residents and contributing to the support of local charities and youth programs. The association is under the leadership of Sergeant Chris Galli as President and Detective Patrick Ahrens as Vice President, elected in June 2023. They are committed to upholding our longstanding tradition of community service and charity by volunteering for organizations like the Special Olympics and Valley Churches United.

SPECIAL OLYMPICS

The Scotts Valley Police Department has long supported the Special Olympics of Northern California. Reserve Officer John Hohmann coordinated public relation events that raise funds for Special Olympics of Northern California including the popular Police in Pursuit car races at Ocean Speedway, the Polar Plunge, Law Enforcement Torch Run, and other related Special Olympics events.

In July 2023, the "Flame of Hope" torch for the Special Olympics Northern California Summer Games made its way through Scotts Valley, accompanied by a significant group of runners from our community, including officers, reserve officers, and dispatchers from the SVPD.



During the summer months, members of the SVPOA participated in the "Police In Pursuit" at the Watsonville Speedway. Officers compete on the racetrack for the best lap times, usually driving retired police vehicles they purchased with their own money. The fundraiser supports the sports, health and wellness, education, and leadership programming for the Special Olympic Athletes in Northern California.

VALLEY CHURCHES UNITED FUNDRAISER

In collaboration with the Scotts Valley Rotary, the Scotts Valley Exchange Club, Valley Churches United, Kiwanis Club, and various other community sponsors, the SVPOA helped orchestrate an enchanting holiday tree lighting ceremony at the Community Center.

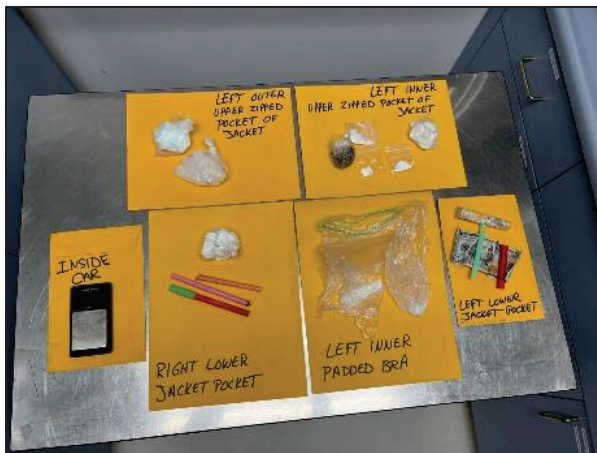
Leading up to the event, officers actively participated in the joyous occasion, gathering monetary and toy donations for Valley Churches United while standing in front of our local Target store. At the event, they continued to accept toy donations, distributing stickers, and capture memorable moments with numerous families. The event garnered an incredible turnout, making it a truly wonderful and successful community gathering. The SVPOA felt privileged to be a part of this family focused celebration.



DEPARTMENT HIGHLIGHTS

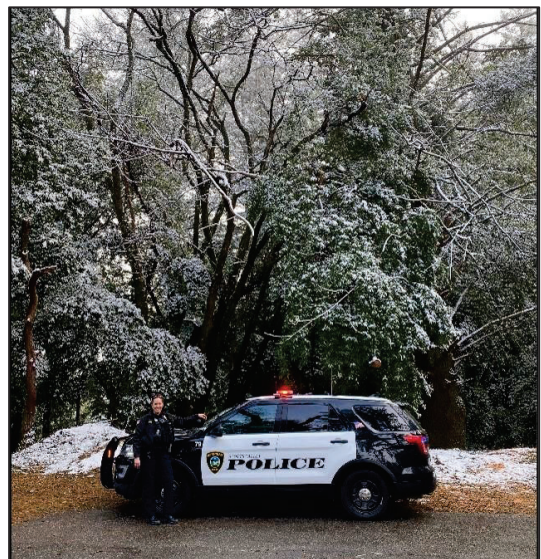
The Scotts Valley Police Department responded to 5,718 calls for service and self-initiated another 16,637 events in 2023. Our calls for service ranged from in-progress crimes, domestic disputes, thefts and burglaries, traffic collisions, narcotic-related crimes, and other criminal investigations. Our department also responded to non-criminal calls for service involving suspicious vehicles and people, residential and commercial alarms, municipal code violations, and other quality-of-life issues. Some of the more notable incidents are summarized below:

WINTER



The first night of 2023 began with night shift officers locating a vehicle parked at a gas station with both occupants having multiple arrest warrants and on probation for drug related offenses. Officers searched the occupants and vehicle and located large quantities of methamphetamine, fentanyl, heroin, and cocaine. There was also plenty of packaging and sales material for the narcotics, so additional felony charges were added.

The start of 2023 also brought significant storms and flooding to our area. Officers are often called to respond to weather-related calls for service, such as roadways being washed out, trees down, electrical wires down, and vehicle collisions. These types of calls are extremely dangerous for officers and the public due to the weather's unpredictable nature and the eroding ground's instability. In addition to the flooding, we also saw snow in our city for the first time in many years!



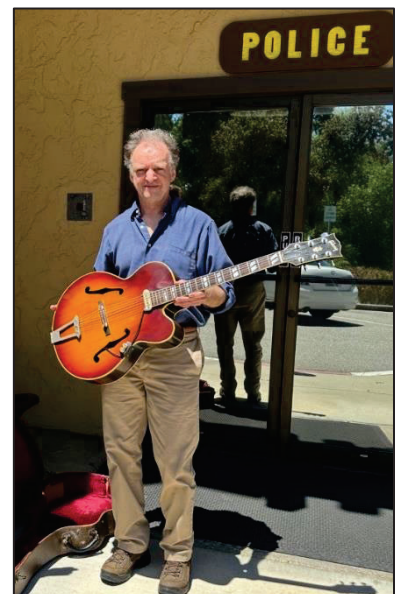
SPRING

An early morning coffee run turned into a nightmare for a citizen who left her vehicle unlocked and running while she went into Peet's Coffee to get her morning cup. When she returned to the parking lot, she noticed that her vehicle was missing. She called our department and officers were in the area within seconds. Our officers located the vehicle on Highway 17 near the "Fishhook." In less than 30 minutes, our officers had taken the suspect into custody and returned the stolen vehicle to its owner.



A local business had several hundred dollars' worth of items stolen overnight from their patio dining area. Officers reviewed the surveillance video the following morning and not only recognized the suspect, but knew exactly where he lived. Officers responded to his residence, obtained a confession from him, and recovered the stolen property. The business owner was very grateful for the quick detective work which was just in time for their St. Patrick's Day party!

This past year we experienced an uptick in storage locker burglaries. Storage lockers are generally enticing targets because they are unoccupied, have locks that are easy to defeat, and often have valuable items inside. In one case, a victim had several rare and expensive guitars inside his locker. Over the course of the investigation, we discovered that one guitar had been pawned in San Jose. Officers conducted a very thorough investigation that culminated in the arrest of the suspect and the return of the stolen guitar.

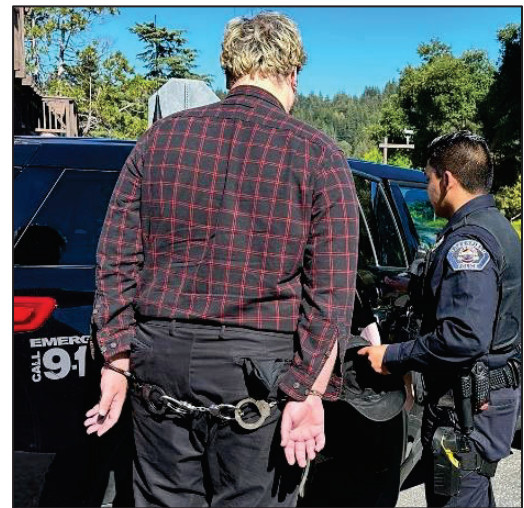


SUMMER

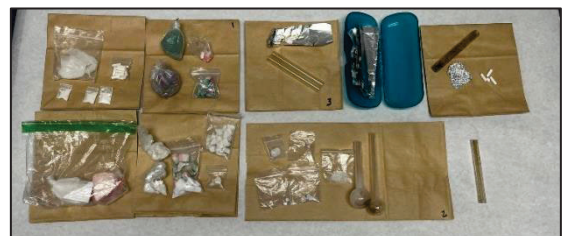


Our department often works with allied agencies when dealing with online investigations because many cybercrimes usually span across multiple jurisdictions, or even multiple states. In one case this summer we worked with numerous local and federal law enforcement agencies to identify an adult male who lived in Scotts Valley and was having a sexual relationship with a juvenile female whom he met online.

A search warrant was obtained and served at the suspect's Scotts Valley residence. Officers were able to obtain evidence of child exploitation and several unregistered firearms were also seized at the home. The suspect was arrested on multiple felony charges and booked at county jail.



K9 Xena and her handler, Officer Hutchison, kept busy in the summer of 2023. In one instance, officers stopped a vehicle for expired registration and utilized Xena to do a 'free-air' sniff around the vehicle. When she alerted, officers searched the vehicle and located over 160 grams of fentanyl, methamphetamine, and illegal prescription medication. The driver also had evidence of narcotics sales, so additional charges were added.



FALL

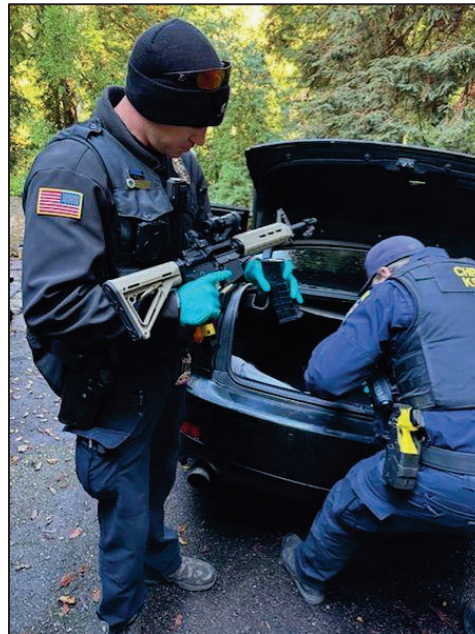
In the fall, Scotts Valley experienced the first double-fatality vehicle collision on record. A vehicle was reported on Mt. Hermon Road speeding and driving erratically. The vehicle crossed into the opposite lane of traffic near Lockhart Gulch Road and struck another vehicle head-on. The adult male driver and adult female passenger in the speeding vehicle were killed upon impact. Mount



Hermon Road, one of the county's busiest roadways, had to be shut down for multiple hours due to the investigation. We appreciated the help we received from both the Scotts Valley Public Works Department, in closing the road, and the California Highway Patrol, for their assistance in the investigation. In the end it was determined the driver had been operating his vehicle under the influence of intoxicants which caused him to lose control of his car.

Traffic collisions are a very common call for service for our officers, and unfortunately, many involve minor to moderate injuries. Fatal injuries are extremely rare for our department, and a double fatality was previously unheard of until this year. Even though it was a very traumatic and emotional scene, our officers handled the investigation with utmost professionalism and sensitivity.

In late Fall, officers received a report of someone making threats online. During the course of the investigation it was determined the suspect in the case was also involved in illegal sales of narcotics, alcohol, stolen vehicle parts, and potentially weapons. Officers obtained a search warrant for the suspect's residence in Boulder Creek. SVPD Officers along with California Highway Patrol, the Santa Cruz Auto Theft Task Force, and the Santa Cruz County Anti-Crime Team descended upon the house and located 30 pounds of marijuana, cocaine, psilocybin mushrooms, over 900 illegal cannabis vape pens, \$7000 in cash, stolen vehicle parts, and a "ghost gun" assault rifle. This outstanding case resulted in multiple felony charges, which started from a simple online threat.



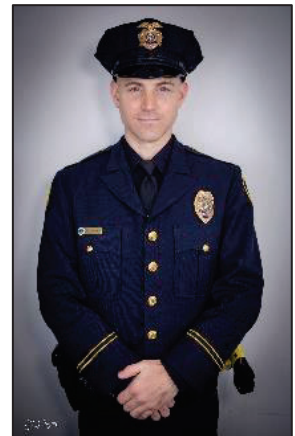
STAFF RECOGNITION

The outstanding investigations, arrests, dispatching, and community involvement does not go unnoticed. Here are the Employees of the Month for 2023. We are fortunate to have such dedicated police professionals.

JANUARY

Officer Nicholas Stoeberl

The secret to Officer Stoeberl's success in January was his focus on traffic stops and using his investigative skills to uncover more serious crimes. Officer Stoeberl led the department for the first month of the year with fourteen arrests. What was more impressive was twelve of those arrests being self-initiated contacts.



FEBRUARY

Officer Trevor Hutchison

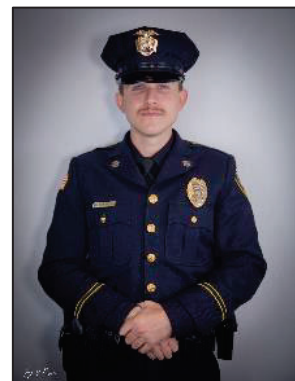
In February Officer Hutchison, and his K9 Xena, made a major impact on drug crimes in our community. They assisted in the location of over 285 grams of methamphetamine, along with loads of related paraphernalia, from numerous suspects they contacted. Officer Hutchison's level of proactivity, and combined effort with Xena, are just a few reasons why he is more than deserving of this month's award.



MARCH

Officer Ben Standen

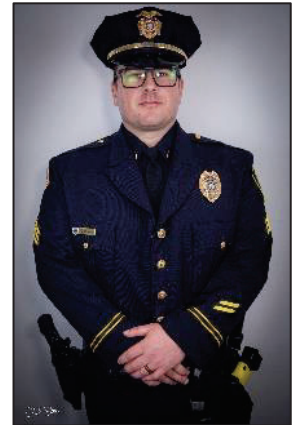
Officer Standen was dispatched to a report of a stolen vehicle that had just occurred in our city. Officer Standen located the vehicle fleeing the city on the highway. Officer Standen conducted a traffic stop with the help of the Santa Cruz County Sheriff's Office and the California Highway Patrol. He took the suspect into custody, obtained valuable spontaneous statements, and was able to return the vehicle to the victim within an hour of it being stolen.



APRIL

Sergeant Chris Galli

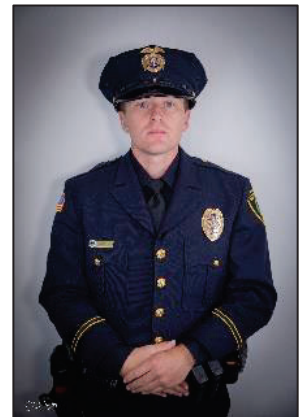
Sergeant Galli went above and beyond his duties by hosting a course for officers who wanted to switch to a red dot sight on their handguns. The extra training was appreciated by the patrol staff. In addition, Sergeant Galli researched and ordered new patrol rifles, conducted annual firearm qualifications, and was always available to share his wealth of firearm knowledge with our officers.



MAY

Officer Forrest Brown

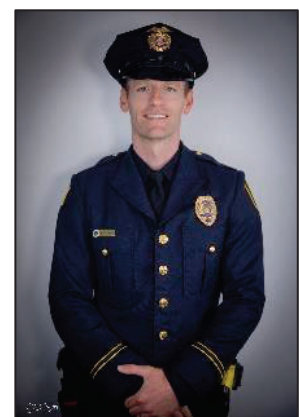
Officer Brown started his part-time assignment with the Santa Cruz County Anti-Crime Team (SCCACT) in early March of this year, and during the past few months on the team, he has impressed everyone with his work ethic. In just three months Officer Brown wrote ten search warrants for SCCACT. Those search warrants resulted in the recovery of twenty-one illegal firearms, which accounted for half of all the firearms SCCACT has taken off the street for the year. It was a great job getting guns out of the hands of criminals in our community.



JUNE

School Resource Officer Patrick Ahrens

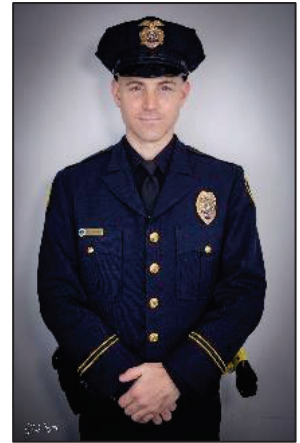
In the month of June, Officer Ahrens demonstrated exemplary skill in handling complex investigations. In one case, his meticulous work led to the issuance of a ten-count felony warrant against a sexual predator. Officer Ahrens took charge of the entire investigation, from the initial reporting, to the planning of the arrest, and search warrant service. His investigation led to the successful apprehension of the suspect.



JULY

Officer Nicholas Stoeberl

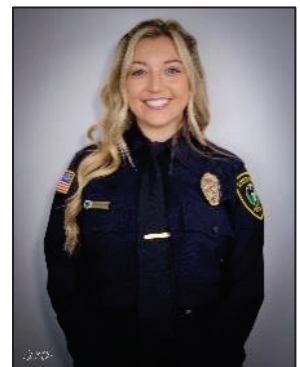
Officer Stoeberl received his second Employee of the Month award for his continued proactive patrol work. He made 57 traffic stops in the month of July which resulted in 23 arrests for the month. Rarely did a shift go by where he did not find a suspended driver's license, warrant arrest, or someone driving under the influence. Officer Stoeberl has made drunk drivers his priority, and at the halfway point for 2023, he had a department leading 16 DUI arrests. He is determined to make a dent in the tragic outcomes stemming from impaired drivers on the road.



AUGUST

EDCI Taylor Raymond

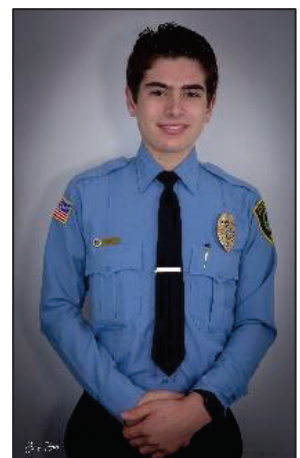
On August 30th, 2023, EDCI Raymond was the solo dispatcher during a fatality collision on Mount Hermon Road. EDCI Raymond faced a cascading series of challenges that would have tested the limits of anyone's capabilities. Not only was she managing a high-stress call involving a fatality collision, but our computer system crashed at the same time, leaving her with limited technological resources. Despite these obstacles, EDCI Raymond displayed extraordinary composure and resourcefulness using yellow sticky notes to document the incident.



SEPTEMBER

Explorer Jacob Brazil

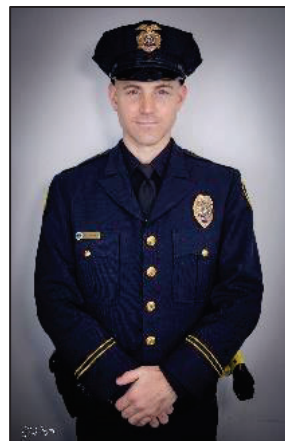
Explorer Brazil has been volunteering with our department since January of 2022. Since then, he has been a dependable and consistent presence within the police department. He reliably shows up to help out with special events such as the 4th of July Parade, the Art & Wine Festival, Cops & Rodders, Junior Police Academy, National Night Out, Special Olympics, the Department Annual Inspection, and the Halloween Trunk or Treat event. He also regularly comes out on Patrol shifts, always eager to help and work as an enthusiastic teammate. He does this while being a Scotts Valley High School student and maintaining good grades.



OCTOBER

Officer Nicholas Stoeberl

Officer Stoeberl was selected for the Employee of the Month Award for a third time this year. He once again led the department in traffic stops (45) and made more arrests (18) than the rest of the department combined! One of those arrests came from a routine traffic stop where he immediately detected a strong odor of marijuana coming from the vehicle. During the car stop the suspect admitted he had a loaded firearm in the vehicle. Officer Stoeberl searched the vehicle and located a half pound of marijuana and the loaded firearm. The incident resulted in a multi-Felony arrest.



NOVEMBER

Detective Aaron Roberts

In November, Detective Roberts responded to an in-progress assault. Detective Roberts worked with the victim to have her engage in conversation over the phone with the suspect to relay his whereabouts. Detective Roberts and the Investigative team were able to locate the suspect and take him into custody safely. Detective Roberts was able to build rapport with the suspect which led to a confession of the crimes. The suspect also felt compelled to write an apology letter for his actions.



DECEMBER

Sergeant Jesse Pidcock

In the second half of 2023, Sergeant Pidcock was promoted to the rank of sergeant and was assigned to supervise the Traffic Unit. Since he took over the unit, there was a 65% increase in vehicle stops and a 70% increase in citations over the previous six months. Despite these dramatic increases, the Traffic Unit continued to maintain a 25% citation-to-education warning ratio. The enforcement of traffic laws has been the number one issue reported to us over the year, so everyone appreciated his attention to our citizens' concerns.



2023 EXCHANGE CLUB OF SCOTTS VALLEY POLICE EMPLOYEE OF THE YEAR



The Scotts Valley Police Department selected Officer Nicholas Stoeberl for the 2023 Officer of the Year award due to his outstanding contributions to our department and community. Officer Stoeberl epitomizes the qualities of reliability, positivity, productivity, and commitment to service that are essential in law enforcement.

In addition to his positive personal qualities, Officer Stoeberl consistently delivers results in terms of productivity. In 2023 he made 204 of the 525 arrests made by the whole department that year. He made nearly 1,000 traffic stops out of the department's total of 2,600. His roadside investigations led to a number of different types of arrests, but the one that stands out is for drunk driving. He broke the all-time department record by taking 52 impaired drivers off the road in 2023. Really an amazing feat!

Officer Stoeberl has not only met, but far exceeded expectations during his first two years with the organization. His exemplary work ethic, outstanding performance, and dedication to service make him more than deserving of the Exchange Club's Police Employee of the Year.

SPECIAL TRIBUTE

CHIEF STEPHEN WALPOLE SR.

The Scotts Valley Police Department honors Chief Stephen Walpole Sr., who passed away at the end of 2023 after a prolonged battle with cancer. Chief Walpole started his thirty-one-year career with the Scotts Valley Police Department in 1971 volunteering his time on the weekends as a Reserve Police Officer.



In 1972 he decided law enforcement was where his passion was truly at, so he quit his private sector job and was sworn in as a full-time police officer. Chief Walpole was a well-respected officer, who quickly rose through the ranks, and was promoted to Police Chief in 1986.

Chief Walpole's guiding hand helped the city through many difficult times, including the 1989 earthquake, which required emergency assistance throughout the city and the state. Chief Walpole was given many awards for his work in law enforcement, including letters of commendation from Presidents George H. Bush and Bill Clinton.

In 2001, Chief Walpole retired from his distinguished career in law enforcement but remained active in the department and the community of Scotts Valley. In 2017, his police career came full circle as he witnessed his son, Steve Walpole Jr., be sworn in as the next police chief and continue the Walpole family tradition of serving in law enforcement for the City of Scotts Valley.

Everyone at the police department, and the citizens of Scotts Valley, thank Chief Walpole Sr. for his dedicated service to our community over these many decades. Your contribution to our city will not be forgotten.